

**(ATTACHMENT 1) ACTION ON THE AWARD OF EXCEPTION-TO-BID REQUESTS**

*This item initiated by the Administration.*

**ADMINISTRATION’S RECOMMENDATION**

The Administration recommends that the Board approve the following exception-to-bid requests:

**Exception      Authorization to Enter into Contracts with Two Contractors for Field Trip Transportation Services**

The Administration is requesting authorization to enter into blanket contracts with the following vendors to provide transportation services for field trips throughout the school year: Durham School Services, LP and First Student, Inc.

Each contractor was awarded specific field trip locations, pursuant to its low bid for those locations, and will be used as a “secondary contractor”. Schools and departments are directed to use the primary contractor and in the cases where the primary contractor is unable to provide the service for that particular date and time, they can use the “secondary contractor”.

The exception from the requirement of a competitive procurement process for this contract has been granted on the basis of continuity of services (Administrative Policy 3.09(7)(e)(1)(b)(iv)).

The initial contracts ran from October 1, 2019 through July 31, 2020 with the option of two additional one-year extensions at MPS’ discretion. Based on the Contractor’s achievement of those performance metrics, the parties now mutually agree to extend the contract for the first one-year term. As such, the contracts will be extended for the first additional one-year term, from October 1, 2020 through June 30, 2021.

The total cost of these contracts is dependent on the usage by schools and departments. The Administration’s best estimate is that the total cost of these contracts will not exceed \$200,000 as follows:

Durham School Services, LP	\$100,000
First Student, Inc.	\$100,000

**Budget Code:**

Varies by location using services.....\$200,000

**Durham School Services, LP**

**HUB PARTICIPATION**

Required .....10%  
Proposed .....10%  
\$ Value .....\$10,000

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment Hour Commitment: 300  
Student Career Awareness Commitment: 10

**First Student, Inc.**  
**HUB PARTICIPATION**

Required .....10%  
Proposed .....10%  
\$ Value .....\$10,000

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment Hour Commitment: 300  
Student Career Awareness Commitment: 10

**UW-Madison 18-5665 Authorization to Enter into a Blanket Agreement with Complete Office of Wisconsin, Inc. dba Emmons Business Interiors for Education, Classroom Miscellaneous Support Furniture and Related Products**

The Administration requests authorization to enter into a blanket agreement with Complete Office of Wisconsin, Inc. dba Emmons Business Interiors (“Emmons Business Interiors”) for office, storage, and multi-purpose furniture for school purchasing across the District as manufactured by HON Office.

In accordance with Administrative Policy 3.09(7)(e)(1)(a), the district has not directly engaged in a competitive procurement process for these supplies. Instead, these supplies will be obtained pursuant to the cooperative purchasing agreement with UW-Madison contract 18-5665. The product categories afforded under this cooperative blanket agreement shall include:

- Office partitions and desks
- Task seating and stacking chairs
- File cabinetry and other storage solutions
- Conference room tables and chairs
- Technology and training tables
- Soft seating solutions

This blanket agreement shall run from October 1, 2020 through September 30, 2023. The total estimated cost of materials purchased under this agreement will not exceed \$1,000,000. If additional funds are required during the term of the blanket agreement, the Administration will return to the Board for authorization.

**Budget Code:**

Varies by location using services.....\$1,000,000

**Complete Office of Wisconsin, Inc. dba Emmons Business Interiors**  
**HUB PARTICIPATION**

Required .....0%  
Proposed .....0%  
\$ Value.....NA

**STUDENT ENGAGEMENT (hours per 36-month contract)**

Paid Student Employment Hour Commitment: 900  
Student Career Awareness Commitment: 30

**UW-Madison 18-5665 Authorization to Enter into a Blanket Agreement with Duet Resource Group, Inc., for Education, Classroom Miscellaneous Support Furniture and Related Products**

The Administration requests authorization to enter into a blanket agreement with Duet Resource Group, Inc., (“Duet”) for furniture as manufactured by Palmer Hamilton and Krueger International (KI).

In accordance with Administrative Policy 3.09(7)(e)(1)(a), the district has not directly engaged in a competitive procurement process for these supplies. Instead, these supplies will be obtained pursuant to the cooperative purchasing agreement with UW-Madison contract 18-5665. The product categories afforded under this cooperative blanket agreement shall include:

- Palmer Hamilton lunch room tables with attached seating
- Palmer Hamilton multipurpose tables and chairs
- Palmer Hamilton maker space furniture and storage products
- Palmer Hamilton/KI technology and training tables
- KI classroom tables, desks and seating products

This blanket agreement shall run from October 1, 2020 through September 30, 2023. The total estimated cost of materials purchased under this agreement will not exceed \$2,000,000. If additional funds are required during the term of the blanket agreement, the Administration will return to the Board for authorization.

**Budget Code:**

Varies by location using services.....\$2,000,000

**Duet Resource Group, Inc.**

**HUB PARTICIPATION**

Required .....0%

Proposed .....0%

\$ Value.....NA

**STUDENT ENGAGEMENT (hours per 36-month contract)**

Paid Student Employment Hour Commitment: 900

Student Career Awareness Commitment: 30

**AEPA Bid #IFB 018-D #IFB 019-E Authorization to Enter into a Blanket Agreement with School Specialty, Inc. for Furniture, Classroom Instructional Solutions and School Supplies**

The Administration requests authorization to enter into a blanket agreement with School Specialty, Inc., (“School Specialty”) for furniture, classroom instructional solutions, and school supplies for school purchasing across the District

In accordance with Administrative Policy 3.09(7)(e)(1)(a), the district has not directly engaged in a competitive procurement process for these supplies. Instead, these supplies will be obtained pursuant to the cooperative purchasing agreement with the Association of Cooperative Purchasing Agencies (AEPA) Bid #IFB 018-D and Bid #IFB 019-E. The benefits afforded under this cooperative blanket agreement shall include:

- 35% off list price for supply items;

- Multiple tiered discounts off list price on furniture
- Free shipping on orders of \$49.00 or more for supply items; and
- Shipping and Freight charges are FOB Destination; freight has been included in the offered discounts. Inside Delivery \$45 and Liftgate \$69

This blanket agreement shall run from October 1, 2020 through September 30, 2023. The total estimated cost of materials purchased under this agreement will not exceed \$5,000,000. If additional funds are required during the term of the blanket agreement, the Administration will return to the Board for authorization.

Budget Code:

Varies by location using services.....\$5,000,000

**School Specialty, Inc.**

**HUB PARTICIPATION**

Required .....0%

Proposed .....0%

\$ Value.....NA

**STUDENT ENGAGEMENT (hours per 36-month contract)**

Paid Student Employment Hour Commitment: 900

Student Career Awareness Commitment: 30

**U.S. Communities R-TC-18004 Authorization to Enter into a Blanket Agreement with Virco, Inc., for Education, Classroom Miscellaneous Support Furniture and Related Products**

The Administration requests authorization to enter into a blanket agreement with Virco, Inc., (“Virco”) for classroom instructional solutions, furniture and school supplies for school purchasing across the District

In accordance with Administrative Policy 3.09(7)(e)(1)(a), the district has not directly engaged in a competitive procurement process for these supplies. Instead, these supplies will be obtained pursuant to the cooperative purchasing agreement with Omnia Partners/U.S. Communities Cooperative piggyback with the Prince William County Public Schools, VA R-TC-18004. The product categories afforded under this cooperative blanket agreement shall include:

- Freestanding Classroom & School Furniture
- Seating/Chairs
- Storage
- Technology Support Furniture
- Library Furniture
- Science Laboratory Furniture
- Early Childhood Furniture
- Audio/Visual Furniture
- Art Instructional Furniture
- Educational Office Furniture
- Soft Seating
- Music Furniture & Storage
- Special Education Furniture

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This blanket agreement shall run from October 1, 2020 through September 30, 2023. The total estimated cost of materials purchased under this agreement will not exceed \$3,000,000. If additional funds are required during the term of the blanket agreement, the Administration will return to the Board for authorization.

**Budget Code:**

Varies by location using services.....\$3,000,000

**Virco, Inc.**

**HUB PARTICIPATION**

Required .....0%

Proposed .....0%

\$ Value.....NA

**STUDENT ENGAGEMENT (hours per 36-month contract)**

Paid Student Employment Hour Commitment: 900

Student Career Awareness Commitment: 30

**Exception**

**Authorization to Issue Purchase Orders to Gateway Education Holdings LLC D/B/A Savvas Learning Company LLC, Follett School Solutions, Inc., and Textbook Warehouse LLC for Student Textbooks**

The Administration is requesting authorization to issue purchase orders to Gateway Education Holdings LLC D/B/A Savvas Learning Company LLC (“Savvas”), Follett School Solutions, Inc., (“Follett”) and Textbook Warehouse LLC (“Textbook Warehouse”) for previously adopted student textbooks.

The purchases are needed to relieve textbook shortages district-wide. Schools have been purchasing student textbooks from their local budget for the past 5 years. The Administration has deemed it necessary to order centrally for the schools, and have achieved deeper savings to the District through the bulk orders. The Administration is seeking approval to purchase board-adopted student textbooks for remote learning across the District.

The exception from the requirement of a competitive procurement process for these purchases have been granted on the basis of continuity of goods (Administrative Policy 3.09(7)(e)(1)(b)(iv)).

The total cost of the goods purchased will not exceed \$2,468,004.31, and shall be distributed as follows:

Gateway Education Holdings LLC D/B/A Savvas Learning Company LLC	\$70,809.14
Follett School Solutions, Inc.	\$37,993.33
Textbook Warehouse LLC	\$2,359,201.84

**Budget Code:**

GEN-0-0-INV-DW-EXTB.....(Textbooks)..... \$2,468,004.31

**Gateway Education Holdings LLC**  
**D/B/A Savvas Learning Company LLC**

**HUB PARTICIPATION**

Required .....0%  
Proposed .....0%  
\$ Value .....N/A

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment Hour Commitment: 0  
Student Career Awareness Commitment: 0

**Follett School Solutions, Inc.**

**HUB PARTICIPATION**

Required .....0%  
Proposed .....0%  
\$ Value .....N/A

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment Hour Commitment: 0  
Student Career Awareness Commitment: 0

**Textbook Warehouse LLC**

**HUB PARTICIPATION**

Required .....0%  
Proposed .....0%  
\$ Value .....N/A

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment Hour Commitment: 0  
Student Career Awareness Commitment: 0

**Exception      Authorization to Issue a Purchase Order to Discovery Education, Inc. for  
Discovery Education Social Studies Middle School**

The Administration requests authorization to issue a purchase order to Discovery Education, Inc., (Discovery Education”) for digital licenses for the product Discovery Education Social Studies Middle School.

Discovery Education provides teachers and students with high quality virtual activities aligned to the Wisconsin Social Studies Standards and social studies content for grades 6-8 in Milwaukee Public Schools. This virtual companion pack allows students the tools to analyze documents, view content, interact with maps and develop an overall social studies understanding. Discovery Education also provides student with leveled text and reading passages aligned to the WI Social Studies standards and Common Core State Standards (“CCSS”). Content is kept current and is available in multiple languages that helps bridge gaps between traditional print resources and current virtual social studies learning and information. The licenses will be for all middle school students in grades 6-8.

The exception from the requirement of a competitive procurement process for this purchase has been granted on the basis of one-of-a-kind (Administrative Policy 3.09(7)(e)(1)(b)(i)). Discovery Education is the proprietary owner, creator, and producer of Discovery Education Science, and is the sole distributor of the product in Wisconsin.

The total cost of the goods purchased from Discovery Education will not exceed \$173,268.

**Budget Code:**

GEN-0-I-CR1-DW-ESWRCOVD.....(CARES Act Software).....\$173,268

**Discovery Education, Inc.**

**HUB PARTICIPATION**

Required .....0%

Proposed .....0%

\$ Value .....N/A

**STUDENT ENGAGEMENT (hours per 12-month contract)**

Paid Student Employment Hour Commitment: 0

Student Career Awareness Commitment: 10