

**(ATTACHMENT 1) ACTION ON THE AWARD OF PROFESSIONAL SERVICES CONTRACTS-  
OFFICE OF BOARD GOVERNANCE**

**RFP 1039 Authorization to Extend a Contract with Hubbard, Wilson, Zelenkova, LLC, for Legislative and Lobbying Services**

The Office of Board Governance is requesting authorization to extend a contract with Hubbard, Wilson & Zelenkova, LLC, (“HWZ”) for lobbying services. Legislative liaison and lobbying services are specifically related to working and communicating with state and federal officials and regulatory agencies regarding education policy, funding, and other related subjects as identified by the Office of Board Governance – Governance Relations.

Contractor was chosen pursuant to RFP 1039. The original contract provided for two one-year options to extend if certain performance metrics were met. The Contract was previously extended for a the first, one-year term, from April 1, 2022 through March 31, 2023 (Year 2). Hubbard, Wilson, Zelenkova, LLC met the performance metrics codified in the contract during Year 2; therefore, MPS is exercising the second and final option year for the contract.

This contract extension will run from April 1, 2023 through March 31, 2024, and will not exceed \$80,000.

**Budget Code:**

ADT-0-0-OBG-OB-ECTS...(Board Governance – Contracted Services).....\$80,000

**Hubbard, Wilson, Zelenkova, LLC**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Contractor? ..... No  
Total # of Employees ..... N/A  
Total # of Minorities ..... N/A  
Total # of Women ..... N/A

**HUB PARTICIPATION**

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

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

Paid Student Employment Hour Commitment: 200 HOURS  
Student Career Awareness Commitment: 10 HOURS