

(ATTACHMENT 1) ACTION ON THE AWARD OF PROFESSIONAL SERVICES CONTRACTS

This item initiated by the Office of Board Governance.

ADMINISTRATION’S RECOMMENDATION

The Office of Board Governance recommends that the Board approve the following professional services contracts:

RFP 1123 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 for legislative and lobbying services. This contractor will be used to deliver legislative liaison and lobbying services related to working with and communicating with state, and to a lesser extent, federal officials and regulatory agencies regarding education policy, funding and other related subjects as identified by the MPS Office of Governmental Relations.

Lobbying services strongly support the legislative goals of Milwaukee Public Schools and have been key in both securing policies and funding that directly support MPS students and in preventing adoption of policies that would negatively impact the district and its goals to support children.

Contractor was chosen pursuant to RFP 1123, which closed on December 21, 2023. The initial contract runs from April 1, 2024, through March 31, 2025, (the “Initial Term”), with two additional one-year options to extend if certain performance metrics incorporated into the contract are met as described here:

Performance Metrics	Possible Points	Year 1 Performance
Contractor’s level of direct contact with key legislators and staff resulting in quality interactions proliferating MPS’s agenda	35	35
Contractor’s ability to identify new and positive advocacy opportunities and to identify and limit new and potentially negative policy events.	20	20
Customer service and responsiveness in meeting MPS’s needs	35	35
Accurate and detailed invoicing	10	10
Total	100	100

Hubbard Wilson & Zelenkova LLC met the performance metrics codified in the contract; therefore, MPS is exercising the first option year for the contract (Year 2), which will run from April 1, 2025 through March 31, 2026.

The total cost of the contract in Year 2 will not exceed \$80,000.

Budget Code:

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

Hubbard Wilson & Zelenkova LLC
PRIME CONTRACTOR INFORMATION

Certified HUB Contractor?NO
Total # of Employees6
Total # of Minorities1

Total # of Women3

HUB PARTICIPATION

RequiredNA

ProposedNA

\$ ValueNA

STUDENT ENGAGEMENT (hours per 12-month contract)

Paid Student Employment Hour Commitment: 200 HOURS

Student Career Awareness Commitment: 10 HOURS