

(ATTACHMENT 4) REQUEST TO WAIVE ADMINISTRATIVE POLICY 3.09(9)(E) AND TO EXTEND A CONTRACT WITH OLIVER PACKAGING AND EQUIPMENT COMPANY



**MILWAUKEE
PUBLIC SCHOOLS**

Office of Finance
Department of Procurement & Risk Management
5225 W Vliet Street, Milwaukee, WI 53208
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Fax (414) 475-8387

July 13, 2021

Oliver Packaging and Equipment Co.
3236 Wilson Drive NW
Walker, MI 49534


Dear Ms. Amy Delp:

Subject to approval by Milwaukee Public Schools' (MPS) Administration and the Milwaukee Board of School Directors, your firm has been awarded a blanket contract for Heat Seal Fiber Trays and Polyester Heat Sealable Film, in accordance with MPS's Request for Bid (RFB) 5772 and your firm's response thereto.

This blanket contract covers all items listed in Group B in the RFB. Oliver Packaging and Equipment Co will provide three (3) 6-foot 1908 heat seal machines and four (4) 12-foot 1908 heat seal machines with no monthly leasing cost. MPS will purchase the food packaging supplies through Oliver Packaging and Equipment Co for use in the heat seal machines. This modification shall be made for a one-year period from August 1, 2021, through July 31, 2022 (the "initial term"). The estimated value for the initial term is \$1,750,000.

MPS staff will place orders with your firm by in accordance with the ordering procedures listed in the RFB.

By signing below and returning this letter, you acknowledge that you agree to the blanket contract as set forth in the RFB and this letter.

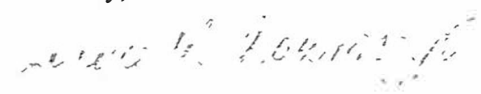
Signature:  _____
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Print Name & Title: Amy Delp _____

Date: 8/5/2021 | 8:38 AM PDT

If you have any questions, please feel free to contact me. We look forward to a mutually beneficial business relationship with your firm.

Sincerely,



Janine M. Adamczyk
Procurement Manager
Department of Procurement & Risk Management
adamczj@Milwaukee.k12.wi.us

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