

**ACTION ON MONTHLY FINANCE MATTERS; AUTHORIZATION TO MAKE PURCHASES; REPORT ON EMERGENCY PURCHASES DUE TO COVID-19 AND CHANGE ORDERS IN EXCESS OF \$25,000 AND CUMULATIVE PURCHASES IN EXCESS OF \$50,000; ACCEPTANCE OF THE REPORT ON REVENUES AND EXPENSES; MONTHLY EXPENDITURE CONTROL REPORT; REPORT ON SCHOOL FUND TRANSFERS; REPORT ON CONTRACTS UNDER \$50,000 AND CUMULATIVE TOTAL REPORT; REPORT ON MONTHLY GRANT AWARDS; ACCEPTANCE OF DONATIONS.**

**RFB 5772 Authorization to Extend a Blanket Agreement with Oliver Packaging and Equipment Company for Tray Wrapping Film**

The Administration requests authorization to extend a blanket agreement with Oliver Packaging and Equipment Co. ("Oliver Packaging") for heat seal fiber trays and polyester heat sealable film (Group B of RFB 5772) to provide nine types of heat seal fiber trays and six types of polyester heat sealable film to all MPS kitchens needing the products.

The vendor was chosen pursuant to RFB 5772 which closed on April 18, 2019. Oliver Packaging was the lowest and complying bidder for award Group B. The original blanket agreement provided for two additional one-year terms. MPS is exercising the second and final extension option ("Year 3") which will run from July 1, 2021 through June 30, 2022.

The total cost for the second extension will not exceed \$110,000.

**Budget Code:**

Varies by location purchasing goods.....\$110,000

**Oliver Packaging and Equipment Company**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? ..... No  
Total # of Employees ..... 76  
Total # of Minorities ..... 12  
Total # of Women ..... 16

**HUB PARTICIPATION**

Required ..... NA  
Proposed ..... NA  
\$ Value ..... NA

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

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

**UW-Madison Contract Authorization to Purchase from Duet Resource Group, Inc., for Palmer Hamilton Cafeteria Items**

The Administration is requesting authorization to issue a purchase order to Duet Resource Group, Inc., for Palmer Hamilton cafeteria items for Milwaukee Parkside School for the Arts, including cafeteria furniture.

This purchase is made under the UW-Madison contract #18-5665 for Miscellaneous Educational Related Furniture, Lot 2: Lounge Furniture and shall be in accordance with the quote dated February 25, 2021.

The total cost of goods purchased will not exceed \$71,342.40.

**Budget Code:**

GEN-P-I-BDK-TP-ESUP..... (Educational Supplies).....\$71,342.40

**Duet Resource Group, Inc.**

**HUB PARTICIPATION**

Required .....0%

Proposed .....0%

\$ Value.....NA

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

Paid Student Employment Hour Commitment: 0

Student Career Awareness Commitment: 0

Wis. State  
Contract

**Authorization to Purchase from Carahsoft Technology Corporation for a Subscription for  
DocuSign – eSignature Enterprise Pro for Government**

The Administration is requesting authorization to issue a purchase order to Carahsoft Technology Corporation for a subscription for DocuSign – eSignature Enterprise Pro for Government to be utilized by the authorized signatories of the District for the electronic signing of contracts, memorandums of understanding and other formal documents. This will allow for a more expeditious, secure, and safer procedure when signing documents as each signatory will receive notification when signature is required and will be able to electronically sign and date the document from virtually any location. This will also standardize the execution process so that Procurement will be able to monitor which signatory the document is pending with in the workflow.

This purchase is made under the State of Wisconsin contract #505ENT-O18-NASPOCLOUD-00 for IT - NASPO Cloud Solutions Contract (All XaaS) and shall be in accordance with the vendor quote dated February 10, 2021.

The subscription period will be from May 1, 2021, through April 30, 2022. Included with the cost of the subscription shall be electronic signatures for up to 10,000 documents along with support and consulting.

The total cost of the purchase will not exceed \$49,942.11.

**Budget Code:**

GSP-0-S-CR1-DW-ECTSCOVD.....\$49,942.11

**Carahsoft Technology Corporation**

**HUB PARTICIPATION**

Required .....0%

Proposed .....0%

\$ Value.....NA

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

Paid Student Employment Hour Commitment: 0

Student Career Awareness Commitment: 0