

**(ATTACHMENT 6) ACTION ON REQUEST TO WAIVE ADMINISTRATIVE POLICY 3.09(9)(e) AND  
EXTEND THREE CONTRACTS FOR TRANSLATION AND**

**MILWAUKEE BOARD OF SCHOOL DIRECTORS  
PURCHASING DEPT.**

Purchase Requisition Number: CR016842

Contract Number: B0001144

Vendor Number: V021983

2016 SEP -9 A 10: 21

**MILWAUKEE BOARD OF SCHOOL DIRECTORS  
PROFESSIONAL SERVICES CONTRACT EXTENSION & MODIFICATION**

On July 1, 2015 the Milwaukee Board of School Directors and Lakeside Ventures Inc. dba International Languages entered into Professional Services Contract number B0001144 with a term of July 1, 2015 through June 30, 2016. The Contract, (¶ 2), provided for two additional one-year extensions upon mutual written consent of the parties and in consideration of the performance metrics listed therein. Based on the Contractor's achievement of those performance metrics, the parties now mutually agree to extend the Contract for the first additional one-year period.

As such, the Contract will be extended for a second term from July 1, 2016 through June 30, 2017 under the same terms and conditions as set forth in the Contract, except as specifically set forth below.

The amount to be encumbered on the Contract shall not exceed \$1,000,000.00 in Year 2.

In accordance with ¶ 19 of the Contract, the parties also modify those terms and conditions identified below.

**MODIFIED TERMS:**

1. Paragraph 2 performance metrics grid line 1 "Measurement Mechanism" is modified as follows: the existing text "The report will be delivered to the MPS Translation/Interpretation Coordinator or designee twice annually, on April 1<sup>st</sup> and January 15<sup>th</sup>" shall be deleted and replaced with "The report will be delivered to the MPS Translation Coordinator or his/her designee three times annually, on December 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup>."
2. Paragraph 2 performance metrics grid line 2 "Measurement Mechanism" is modified as follows: the existing text "The report will be delivered to the MPS Translation/Interpretation Coordinator or designee annually on April 1<sup>st</sup>" shall be deleted and replaced with "The report will be delivered to the MPS Translation Coordinator or his/her designee three times annually, on December 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup>."
3. Paragraph 2 performance metrics grid line 3 "Measurement Mechanism" is modified as follows: the existing text "These surveys will be delivered to the MPS Translation/Interpretation Coordinator or designee twice annually, on April 1<sup>st</sup> and January 15<sup>th</sup>" shall be deleted and replaced with "These surveys will be delivered to the MPS Translation/Interpretation Coordinator or his/her designee three times annually, on December 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup>."
4. Paragraph 2 performance metrics grid line 3 "Performance Threshold" is modified as follows: the existing text "In addition, survey results need to demonstrate a minimum of 75% satisfaction average with responses from a minimum of 50% of MPS assignments" shall be deleted and replaced with "In addition, survey results must demonstrate Contractor is satisfactorily providing services and if not, an improvement plan will be mutually agreed upon; however said plan is not a guarantee of contract renewal. Whether Contractor is satisfactorily providing services shall be determined by MPS in its sole discretion."
5. Paragraph 3 is modified to replace "Total compensation under this Contract will not exceed \$500,000.00" with "Total compensation under this Contract for Year 2 shall not exceed \$1,000,000.00."

6. Paragraph 5 of the Contract is deleted in its entirety and replaced with the following:

“In the performance of work under this Contract, Contractor shall not discriminate in any way against any employee or applicant for employment on the basis of a person’s sex, race, age, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, disability, or socio-economic status. This prohibition includes but is not limited to employment; promotions, demotions and transfers; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships. Contractor is required to include a similar provision in all subcontracts to this Contract.

If MPS determines Contractor has violated this non-discrimination policy, MPS may terminate this Contract without liability for undelivered services or materials. MPS may also deem the Contractor ineligible to participate in future contracts with MPS.”

7. Paragraph 7 of the Contract is deleted in its entirety and replaced with the following:

“Contractor will conduct, at Contractor’s expense, a criminal information records background check, (hereinafter referred to as “background check”), through the Wisconsin Department of Justice and other appropriate states’ agencies, on all current and potential administrators, board members, officers, and employees who have, or who are anticipated to have, “direct, unsupervised contact” with MPS students in the performance of this Contract.

An out of state background check should be completed in the state(s) in which the individual resided for at least six months within the last two years and was eighteen years or older at the time.

Contractor will submit to MPS’s Department of Employment Relations (DER), (via mail to Milwaukee Public Schools Background Checks, Attn: Department of Employment Relations, Room 116, 5225 West Vliet Street, Milwaukee, WI 53208, or via email at [564@milwaukee.k12.wi.us](mailto:564@milwaukee.k12.wi.us)), all completed background checks. Such records will be reviewed and MPS will notify Contractor of any individual(s) who, based on MPS standards, are unfit and should not have contact with MPS students. All determinations made by MPS with regards to whether an individual is fit to provide services pursuant to this Contract are made in MPS’s sole discretion.

The following will each be a material failure to comply with the terms of this Contract and cause for immediate termination of this Contract by MPS: failure to perform background checks as outlined in this Section 7; failure to submit background checks to MPS as outlined in this Section 7; allowing services to be provided by an individual who has not be subjected to a background check; and allowing services to be performed by an individual who has been determined to be unfit by MPS as outlined in this Section 7.”

8. Paragraph 16(C) of the Contract is deleted in its entirety and replaced with the following: Contractor shall comply with, and ensure its subcontractors performing work under this Contract comply with, Milwaukee Board of School Directors’ Administrative Policy 3.09(17), which requires that employees be paid a ‘living wage’.”



CONTRACTOR

By: [Signature]

Date: 8/19/16

Lakeside Ventures Inc. dba International Languages  
PO Box 510651  
Milwaukee, WI 53203

Tax ID: [Redacted]

Budget code(s): OGA-00-SSF-CI-ECTS

Board Approval Date: 6/30/16

Reviewed By: [Signature]  
Risk Management

MILWAUKEE BOARD OF SCHOOL DIRECTORS

By: [Signature]  
Kristen DeCato, Director  
Procurement & Risk Management

Date: 8/23/16

By: [Signature]  
Darienne B. Driver, Ed.D.  
Superintendent of Schools

Date: 9/1/16

By: [Signature]  
Mark A. Sain, President  
Milwaukee Board of School Directors

Date: 9-7-16

Date: 9-13-16