

(ATTACHMENT 1) ACTION ON THE AWARD OF EXCEPTION-TO-BID REQUESTS

This item initiated by the Administration.

ADMINISTRATION’S RECOMMENDATION

The Administration recommends that the Board approve the following exception-to-bid requests:

Exception Authorization to Enter into a Contract with AssetWorks LLC for IT Services and Data Migration

The Administration is requesting authorization to enter into a contract with AssetWorks LLC (“AssetWorks”) for IT services. Contractor will be used to convert Oracle Database to SQL Server and migrate data from legacy systems into AssetWorks AiM (“AiM”) application.

AssetWorks has worked together with the Department of Facilities and Maintenance Services (FMS) since 2007 to provide product updates and support for AiM. AiM is the asset-management software used in all aspects of managing and maintaining the District’s facilities and vehicle fleet. The scope of this project is two-fold:

- 1) to convert the existing Oracle Database to SQL server which, will result in considerable long-term savings to the district in licensing fees; and
- 2) To migrate data from several existing legacy systems which, can no longer be supported into the AiM environment.

The exception from the requirement of a competitive procurement process for this contract has been granted on the basis of continuity of services (Administrative Policy 3.09(7)(e)(1)(b)(iv)).

The contract will run from January 1, 2019, through December 31, 2019. The total cost of the contract will not exceed \$66,040.

Budget Codes:

TSV-0-0-PSU-DW-EMTC.....(SQL Conversion – Contract Services).....\$40,568
 FAR-0-0-MM2-DW-EMTC.....(Database Migration – Contract Services).....\$25,472

AssetWorks LLC

HUB PARTICIPATION

Required0%
 Proposed0%
 \$ Value0

STUDENT ENGAGEMENT

Paid Student Employment Hour Commitment: 0 HOURS/12-mo contract
 Student Career Awareness Commitment: 0 HOURS/12-mo contract

Exception Authorization to Contract with Smart Interpreting Services, Inc., d/b/a Professional Interpreting Enterprise, for Interpretation Services

The Administration is requesting authorization to enter into a contract with Smart Interpreting Services, Inc., d/b/a Professional Interpreting Enterprise (“PIE”), for interpretation services.

PIE shall provide interpretation services for students and staff who are deaf and hard of hearing in MPS. The grade levels of the students may be from Pre-K3 to 12th grade. The students will have varied proficiency in American Sign Language (“ASL”). Interpretation services may be needed for

classroom instruction as well as after-school activities, such as sporting activities, after-school programs, and other similar programs. In addition, interpreters may be needed to accompany students on field trips. Interpretation services will be needed for adults who participate in activities sponsored by MPS as well as staff who work for MPS. Activities may include, but are not limited to, individualized education plan (“IEP”) meetings, parent/teacher conferences, school performances, and graduation ceremonies.

According to the Americans with Disabilities Act (“ADA”), for any person who uses sign language as their primary way to communicate, a sign-language interpreter is required at all school activities or individual conferences at which a person with a hearing impairment is present. The State of Wisconsin’s Department of Regulations and Licensing (“DRL”) requires interpreters to have a DRL license to interpret for adults who are deaf or hard of hearing in school settings.

The exception from the requirement of a competitive procurement process for this contract has been granted on the basis of continuity of services (Administrative Policy 3.09(7)(e)(1)(b)(iv)). PIE can meet the capacity needed for MPS staff as the District requests two to three in-person sign language interpreters each week for adults.

The contract will run from January 1, 2019, through December 31, 2019, (the “Initial Term”) with two additional one-year options to extend if certain performance metrics incorporated into the contract are met.

The total cost of the contract in the Initial Term will not exceed \$210,000.

Budget Code:

HI2-0-I-EEN-DW-ECTS.....(Interpretation Services - Contract Services).....\$210,000

Smart Interpreting Services, Inc. d/b/a Professional Interpreting Enterprise

HUB PARTICIPATION

Required0%
 Proposed0%
 \$ Value0

STUDENT ENGAGEMENT

Paid Student Employment Hour Commitment: 300 HOURS/12-mo contract
 Student Career Awareness Commitment: 10 HOURS/12-mo contract

V.A.L.U.E. Authorization to Extend a Blanket Agreement with Unisource Worldwide, Inc., a Veritiv Company, for Purchase of Copy Paper

The Administration requests authorization to extend a blanket agreement with Unisource Worldwide, Inc., a Veritiv Company, to provide copy paper using a piggyback contract (#PB18002). In accordance with Administrative Policy 3.09(7)(e)(1)(a), this blanket agreement is based on the Volume Acquisition and Large Uniform Expenditures (V.A.L.U.E.) Bid #2017-01. V.A.L.U.E. is a non-profit organization of various governmental entities in Southeastern Wisconsin that allows for cooperative bidding among its members to take advantage of volume discounting. Purchases will be made by various MPS schools and departments throughout the District as needed.

The initial blanket agreement was approved by the Board in February of 2018. This extension will run from January 1, 2019, through December 31, 2019, (“Year 2”) with one additional one-year option to extend remaining.

The total cost of the blanket agreement will not exceed \$800,000 during Year 2 of the blanket agreement.

Budget Code:

Varies by location ordering goods.....\$800,000

Unisource Worldwide, Inc., a Veritiv Company

HUB PARTICIPATION

Required0%

Proposed0%

\$ ValueN/A

STUDENT ENGAGEMENT

Paid Student Employment Hour Commitment: 0 HOURS/12-mo contract

Student Career Awareness Commitment: 0 HOURS/12-mo contract

Exception Authorization to Issue a Purchase Order to Committee for Children for Child Protection and Bully Prevention Unit Materials

The Administration is requesting authorization to issue a purchase order to Committee for Children for Child Protection Unit (“CPU”) materials and Bully Prevention Unit (“BPU”) materials.

As part of the Department of Justice’s School Safety Initiative Grant that MPS has received, numerous items were designated within the grant to be purchased, including the CPU and the anti-bullying BPU curriculum. The exception from the requirement of a competitive procurement process for this purchase order has been granted on the basis that the Committee for Children has been named as the required vendor pursuant to the Department of Justice’s School Safety Grant (Administrative Policy 3.09(2)(c)).

The CPU was developed to help protect children from all walks of life, all over the world. It includes training, guidance, and resources for administrators, teachers, counselors, and families. Student lessons are age-appropriate and designed for early-learning through grade 5 classrooms. The BPU teaches Kindergarten-grade 5 students how to recognize, report, and refuse bullying. The items purchased will be provided to schools with grades K-5 which do not already have these materials.

The total cost of the goods purchased will not exceed \$220,320.

Budget Code:

OGA-O-S-CH9-SA-ESUP.....(School Safety – Staff Development Supplies).....\$220,320

Committee for Children

HUB PARTICIPATION

Required0%

Proposed0%

\$ ValueN/A

STUDENT ENGAGEMENT

Paid Student Employment Hour Commitment: 0 HOURS/12-mo contract

Student Career Awareness Commitment: 10 HOURS/12-mo contract