

**(ATTACHMENT 3) ACTION ON THE AWARD OF PROFESSIONAL SERVICES CONTRACTS
RELATED TO TRANSPORTATION**

Purchase Requisition Number: CR052204
Contract Number: C029879
Vendor Number: V031247

**MILWAUKEE BOARD OF SCHOOL DIRECTORS
PROFESSIONAL SERVICES CONTRACT
FIRST CONTRACT MODIFICATION**

On July 1, 2021, the Milwaukee Board of School Directors and **Durham School Services LP** entered into Professional Services Contract number C029879 (“Contract”), with a term of July 1, 2021, through June 30, 2022.

In accordance with Section 20 of the Contract, the parties modify those terms and conditions identified below.

Incorporate Addendum 1 into the Contract for performance incentive for buses servicing the MPS district and its students’. Compensation will be determined in accordance with the formula included in Addendum 1 and attached herein.

The term for the additional compensation resulting from Addendum 1 for performance incentive for buses exclusively servicing the MPS district and its students in Year 1 of the contract will run from March 25, 2022, through June 30, 2022.

CONTRACTOR

MILWAUKEE BOARD OF SCHOOL DIRECTORS

By: _____

By: _____

*Janine Adamczyk, Director
Procurement & Risk Management*

Date: _____

Date: _____

Durham School Services LP
2601 Navistar Dr.
Lisle, IL 60532

By: _____

*Keith P. Posley, Ed.D.
Superintendent of Schools*

Tax ID: XXXXXXXXXX

Date: _____

Budget code(s):

By: _____

*Robert E. Peterson, President
Milwaukee Board of School Directors*

AST-0-0-TRS-DW-EPPT(\$260,000)

Date: _____

Reviewed By: _____

Risk Management

Date: _____

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MILWAUKEE BOARD OF SCHOOL DIRECTORS—ADDENDUM 1 — Performance Incentive

- 1 Durham School Services LP Performance Obligations and Incentive Payment**
- 1.1 MPS shall compensate said bus company according to the “Incentive Formula” in section two, and only if all performance and documentation of work requirements contained in the addendum and throughout the entire agreement are met.
- 1.2 Total maximum potential incentive possible under the Addendum is \$260,000.00.
- 1.3 Durham School Services LP shall at all times maintain at least 90% of the contracted bus award in order to be eligible for ANY incentive payments. No incentive payment will be made in any month in which the threshold referenced below is not met for any reason whatsoever.
- 1.4 Buses not utilized exclusively for MPS students, unless assigned to contractor explicitly by MPS Pupil Transportation Services, will not be counted towards reaching the threshold for Durham School Services LP to earn the incentive payment under this agreement.
- 1.5 Buses that are more than 20 minutes behind schedule or do not complete all stops will not be counted towards reaching the threshold for Durham School Services LP to earn the incentive payment under this agreement.
- 1.6 Payment will only be provided for buses exclusively servicing MPS students that successfully meet the above-mentioned criteria. Absence of one or more of these elements or the documentation of work requirements disqualifies Durham School Services LP from receiving the incentive payment.

2 Incentive Formula

The following formula will be used to determine compensation:

Less than 90% contracted driver staffing = \$0 per day performance incentive
 90-99% contracted staffing = \$6 per day per MPS performance incentive for 3 tier; \$4.5 a day for 2 tier; \$3 a day for 1 tier
 100-110% contracted staffing = \$12 per day per MPS performance incentive for 3 tier; \$9 a day for 2 tier; \$6 a day for 1 tier
 Greater than 111% contracted staffing = \$18 per day per MPS performance incentive for 3 tier; \$14 a day for 2 tier; \$10 a day for 1 tier

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3 Documentation of Work Requirements and Right to Audit

- 3.1 Documentation must be provided monthly by the 5th day of each month covering the prior month's invoice. Any submission after the 5th is not eligible for that month and will not be paid.
- 3.2 Daily hours will be extracted from Pupil Transportation Services' "Mapnet" software. Verification includes Name of Driver, Route Package assigned, successful MDT login and verified payroll attendance to validate and audit effective allocation of funds for designated purpose.
- 3.3 Documentation must include ALL drivers assigned to MPS and the respective bus package they run – including bus #, MDT # - as well as payroll verification for every driver claimed. incentive for a package is eligible under this incentive arrangement ONLY if that package has successfully run for the month the incentive is requested.
- 3.4 MPS reserves the right to audit the data provided and all Durham School Services LP records, including calling drivers to ensure that records submitted are up to date and accurate.