

**(ATTACHMENT 1) ACTION ON THE AWARD OF PROFESSIONAL SERVICES CONTRACTS**

*This item initiated by the Administration.*

**ADMINISTRATION'S RECOMMENDATION**

The Administration recommends that the Board approve the following professional services contracts:

**RFP 885 Authorization to Extend Two Contracts with Lakeside Ventures Inc. for Translation and Interpretation Services**

The Administration is requesting authorization to extend two contracts with Lakeside Ventures Inc. d/b/a International Languages ("Lakeside") for translation and interpretation services. This contractor provides: written translation services in a variety of languages to schools and departments across the District; and oral interpretation for district and school events.

MPS is a multicultural, multilingual school district. The services provided by Lakeside provide the support the District needs to make sure families of all languages are able to receive information about the District, their schools and their children in the language in which they are most comfortable reading and speaking. The interpretation services provided ensure important District events are as inclusive as possible.

This vendor was chosen pursuant to RFP 885. Two separate contracts were executed for translation services and interpretation services. The original contracts provided for two one-year options to extend if certain performance metrics were met. Lakeside met the performance metrics codified in each contract; therefore, MPS is exercising the second option year for each contract.

These contract extensions will run from July 1, 2017 through June 30, 2018. The total cost of the translation contract in this extension year will not exceed \$333,333. The total cost of the interpretation contract in this extension year will not exceed \$333,333.

**Budget Code:**

OGA-0-0-SSF-CI-ECTS .....(Contracted Services).....\$666,666

**Lakeside Ventures, Inc.**

**HUB PARTICIPATION**

Required .....5%

Proposed .....5%

\$ Value .....N/A

**STUDENT ENGAGEMENT**

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

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

**RFP 885 Authorization to Extend a Contract with Lingua Pros, LLC for Translation Services**

The Administration is requesting authorization to extend the contract with Lingua Pros, LLC ("LP") for translation services. This contractor provides written translation services in a variety of languages to schools and departments across the District.

MPS is a multicultural, multilingual school district. The translation services provided by LP provide the support the District needs to make sure families of all languages are able to receive information about the District, their schools and their children in the language in which they are most comfortable reading.

This vendor was chosen pursuant to RFP 885. The original contract provided for two one-year options to extend if certain performance metrics were met. LP met the performance metrics codified in the contract; therefore, MPS is exercising the second option year for the contract.

This contract extension will run from July 1, 2017 through June 30, 2018. The total cost of the contract in this extension year will not exceed \$333,334.

**Budget Code:**

OGA-0-0-SSF-CI-ECTS .....(Contracted Services).....\$333,334

**Lingua Pros, LLC**

**HUB PARTICIPATION**

Required .....5%

Proposed .....5%

\$ Value .....N/A

**STUDENT ENGAGEMENT**

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

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

**RFP 876**

**Authorization to Extend a Contract with Renaissance Learning, Inc. for Universal Screening Assessment and Progress Monitoring**

The Administration is requesting authorization to extend the contract with Renaissance Learning, Inc. ("Renaissance"), for STAR 360 universal screening and progress monitoring of students in K5 – 12 (Optional K4). This contractor provides assessments in early literacy, reading and math. Norm-referenced assessments are available in English and, for grades K4 – 8, in Spanish. MPS is currently part of the pilot/field test for Spanish grades 9 - 12 assessments. All assessments are aligned to the Common Core State Standards.

In addition to the assessments, Renaissance will provide customer support and professional development in the form of guaranteed support for product and technology, in-person professional development, access to training videos, and development of custom web-based training as needed.

This vendor was chosen pursuant to RFP 876. The original contract provided for two one-year options to extend if certain performance metrics were met. As detailed below, MPS is choosing to extend the contract despite concerns over certain areas of performance.

When these contracts were first approved, the Administration advised it would report on performance of the product and services at the time of contract extension. To date, Renaissance has been unable to provide normed Spanish assessments for grades 9 – 12. However, Renaissance has continually updated MPS on the status of its field testing and the expectation is that these normed assessments will be available before the end of this contract year. This deficiency affects only a small number of students in the District, as Spanish assessments are not in widespread use at the high school level. The District will continue to internally develop reports for schools and teachers to monitor progress to augment those provided by Renaissance. MPS has negotiated a discount on the Spanish assessments in the event Renaissance is not able to produce certain reports before fall testing.

This contract extension will run from July 1, 2017 through June 30, 2018. The total cost of the contract in this extension year will not exceed \$808,910.

**Budget Code:**

SYS-0-0-SGV-RH-ETTX ...(School Data Support – Contract Services).....\$808,910

**Renaissance Learning, Inc.**

**HUB PARTICIPATION**

Required .....0%  
Proposed .....0%  
\$ Value .....N/A

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 0 HOURS/12-mo contract  
Student Career Awareness Commitment: 10 HOURS/12-mo contract

**RFP 865**

**Authorization to Contract with Parallel Employment Group for Food Service Assistant Staffing Services**

The Administration is requesting authorization to enter into a contract with Parallel Employment Group (“Parallel”) for Food Service Assistant (FSA) staffing services. This contractor, with the guidance of the Department of School Nutrition Services (SNS), will be used to deliver Food Service substitute/temp Workers as needed in school kitchens. Such temporary staff is needed to assist with daily meal preparation and service where unfilled positions exist and daily absences occur.

The current contractor utilized by SNS has been unable to sufficiently meet the daily staffing needs, especially on the south side of Milwaukee. This shortage of staff has a direct impact on operations in school kitchens and the staff’s ability to adequately serve the student meals throughout the day. To maximize meal service, it is essential that kitchens are properly and adequately staffed every day.

Parallel submitted a compliant response to RFP 865, which closed on August 27, 2014. When SNS identified to the Department of Procurement & Risk Management that its current contractor was unable to meet SNS’s needs, the other RFP responses were reviewed. Meetings with potential supplemental contractors were held and Parallel was chosen by SNS to provide supplemental FSA staffing services in addition to the current contractor.

The contract will run from July 1, 2017 through June 30, 2018. Contractor has been made aware and understands that a new staffing RFP will be issued by MPS at some time during the term of this Contract. Contractor understands that, if it wishes to continue providing staffing services to MPS beyond June 30, 2018, it must respond to that RFP for evaluation and potential contract award.

The total cost during the term of the contract will not exceed \$246,400.

**Budget Code:**

LNC-0-0-LNH-XX-ECTSTEMP.....(FSAs – Contract Services).....\$246,400  
(location code varies)

**Parallel Employment Group**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Contractor? .....No  
Total # of Employees .....64  
Total # of Minorities .....22  
Total # of Women .....47

**HUB PARTICIPATION**

Required .....5%  
Proposed .....5%  
\$ Value .....N/A

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 400 HOURS/12-mo contract  
Student Career Awareness Commitment: 20 HOURS/12-mo contract

**Authorization to Contract with Four Contractors for Human Service Vehicle or Van Type Transportation**

The Administration is requesting authorization to enter into contracts with Able Access Transportation, LLC, American United Taxicab, Inc., First Student, Inc., and Transit Express, Inc. for Human Service Vehicle (HSV) or Van Type Transportation. These contractors will be used to provide transportation to students throughout the metro-Milwaukee area, for travel to and from school.

Services under this contract will be utilized for specific high-mileage, low-occupancy situations where HSV and van alternatives maximize cost effectiveness and minimize ride times for students.

These contractors were chosen pursuant to B5759, which closed on May 9, 2017. Each contract will run from July 1, 2017 through June 30, 2018, (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 these contracts in the Initial Term will not exceed \$ 780,000 as follows:

Able Access Transportation, LLC	\$240,000
American United Taxicab, Inc.	\$220,000
First Student, Inc.	\$160,000
Transit Express, Inc.	\$160,000

**Budget Codes:**

RWT-0-0-TRS-DW-EPPT .....(Pupil Transportation) .....	\$250,000
SM1-0-0-TRS-DW-EPPT .....(Pupil Transportation).....	\$250,000
HLT-0-0-TRS-DW-EPPT .....(Pupil Transportation).....	\$280,000

**Able Access Transportation, LLC**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? .....Yes  
 Total # of Employees .....40  
 Total # of Minorities .....37  
 Total # of Women .....19

**HUB PARTICIPATION**

Required .....5%  
 Proposed .....100%  
 \$ Value .....100%

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 400 HOURS/12-mo contract  
 Student Career Awareness Commitment: 10 HOURS/12-month contract

**American United Taxicab, Inc.**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? .....No  
 Total # of Employees .....NG  
 Total # of Minorities .....NG  
 Total # of Women .....NG

**HUB PARTICIPATION**

Required .....5%  
 Proposed .....5%  
 \$ Value .....TBD

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 400 HOURS/12-mo contract

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

**First Student, Inc.**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? .....No  
Total # of Employees .....57,000  
Total # of Minorities .....25,372  
Total # of Women .....32,031

**HUB PARTICIPATION**

Required .....5%  
Proposed .....5%  
\$ Value .....\$830,000

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 400 HOURS/12-mo contract  
Student Career Awareness Commitment: 10 HOURS/12-month contract

**Transit Express, Inc.**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? .....No  
Total # of Employees .....170  
Total # of Minorities .....95  
Total # of Women .....61

**HUB PARTICIPATION**

Required .....5%  
Proposed .....5.6%  
\$ Value .....\$10,000

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 400 HOURS/12-mo contract  
Student Career Awareness Commitment: 10 HOURS/12-month contract

**RFP 952**

**Authorization to Contract with Wisconsin Wireless Communication Corporation for Maintenance of Private Branch Exchange Telephone System**

The Administration is requesting authorization to enter into a contract with Wisconsin Wireless Communication Corporation d/b/a Enterprise Systems Group for maintenance of the district-wide Private Branch Exchange (PBX) telephone system.

This contractor will deliver maintenance, monitoring and support of the PBX telephone system located at all MPS schools and sites. This support includes on-site response for outages that includes parts and repairs. The current near-obsolete phone system is in the process of being replaced, but this contractor is needed to support the antiquated system until replacement is completed.

This contractor was chosen pursuant to RFP 952, which closed on May 3, 2017. The contract will run from July 1, 2017 through June 30, 2020. Contractor will be reviewed annually, in April 1 and October 1, to arrive at a cumulative annual rating for contract continuance.

The total cost of the contract will not exceed \$543,243

**Budget Code:**

PIN-0-0-TLN-DW-ETEL ..... (Telephone) .....\$543,243

**Wisconsin Wireless Communication Corporation d/b/a Enterprise Systems Group**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor? .....No

Total # of Employees .....75  
 Total # of Minorities .....2  
 Total # of Women .....14  
**HUB PARTICIPATION**  
 Required .....N/A  
 Proposed .....N/A  
 \$ Value .....N/A

**STUDENT ENGAGEMENT**

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

**RFP 890**

**Authorization to Extend a Contract with The Young Men’s Christian Association of Metropolitan Milwaukee, Inc. for Employee Wellness Services**

The Administration is requesting authorization to extend the contract with The Young Men’s Christian Association of Metropolitan Milwaukee, Inc. (YMCA) for employee services. This contractor provides employee wellness services within a menu of approved employee wellness programs for MPS staff.

These services are necessitated by the demand to provide MPS staff with a holistic employee wellness benefit that delivers a full range of high quality programming built to improve an employee’s physical, emotional, and professional well-being. Employee wellness services provide valuable preventative care and are a vital piece of the greater health benefits package received by MPS staff. The YMCA will provide services in the areas of healthy cooking, group exercise, along with a myriad of other health education lunch ‘n learns.

This contractor was chosen pursuant to RFP 890. The original contract provided for two one-year options to extend. This will be the second extension of the Contract.

This contract extension will run from July 1, 2017 through June 30, 2018. The total cost of the contract in this extension year will not exceed \$100,000.

**Budget Code:**

HXP-0-0-SSF-DW-ECTS..... (Contracted Services) .....\$100,000

**The Young Men’s Christian Association of Metropolitan Milwaukee, Inc.**  
**HUB PARTICIPATION**

Required .....0%  
 Proposed .....0%  
 \$ Value .....N/A

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 300 HOURS/12-mo contract  
 Student Career Awareness Commitment: 20 HOURS/12-mo contract

**RFP 953**

**Authorization to Enter into a Blanket Contract with Proximity Learning, Inc. for Online Interactive Learning Course System for World Languages**

The Administration is requesting authorization to enter into a blanket contract with Proximity Learning, Inc. (“Proximity”) for a contractor-hosted Online Interactive Learning Course System for World Languages for grade bands 6-8 and 9-12. Proximity will be used to deliver the minimum following languages: German; French; Mandarin/Chinese; Spanish; and American Sign Language to an estimated 4,000 students throughout the District during the 2017-2018 school year.

In the fall of 2016, the Department of Curriculum and Instruction, in conjunction with the Office of Human Resources, identified, across the District, a number of unfilled licensed

FTE World Language positions, as well as part-time FTEs. To remedy this deficiency, a “fill the gaps” initiative was developed to utilize the funds from the vacated budgeted positions for contracted services to serve as temporary World Language instruction for students in the spring of 2017.

As a result of possible continued vacated budgeted positions for future school years, a RFP was developed to solicit World Language programming to fill any gaps which may exist in 2017 - 2018.

The contractor was chosen pursuant to RFP 953, which closed on May 18, 2017. The contract will run from July 1, 2017 through June 30, 2018, (the “Initial Term”), with two additional one-year options to extend if certain performance objectives incorporated into the contract are met. The total cost of the contract in the Initial Term will not exceed \$1,206,000.

**Budget Code:**

Varies by location using services.....\$1,206,000

**Proximity Learning, Inc.**

**PRIME CONTRACTOR INFORMATION**

Certified HUB Vendor?.....No  
Total # of Employees.....175  
Total # of Minorities.....144  
Total # of Women.....124

**HUB PARTICIPATION**

Required ..... 0%  
Proposed..... 0%  
\$ Value ..... N/A

**STUDENT ENGAGEMENT**

Paid Student Employment Hour Commitment: 200 HOURS/12-mo contract  
Student Career Awareness Commitment: 10 HOURS/12-mo contract