

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

This item initiated by the Administration on behalf of the Office of Board Governance.

OFFICE OF BOARD GOVERNANCE’S RECOMMENDATION

The Office of Board Governance recommends that the Board approve the following professional services contracts:

RFP 967 Authorization to Extend a Contract with Hubbard, Wilson, Zelenkova, LLC, for Lobbying Services

The Office of Board Governance is requesting authorization to extend a contract with Hubbard, Wilson & Zelenkova, LLC, (“HWZ”) for lobbying services. Legislative liaison and lobbying services are specifically related to working and communicating with state and federal officials and regulatory agencies regarding education policy, funding, and other related subjects as identified by the Office of Board Governance – Governance Relations.

Contractor was chosen pursuant to RFP 967, which closed on December 7, 2017. The original contract provided for two one-year options to extend if certain performance metrics were met. HWZ has 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 February 1, 2020, through January 31, 2021. The total cost of the contract in this final extension year will not exceed \$80,000.

Budget Code:

ADT-0-0-OBG-OB-ECTS(Board Governance – Contracted Services).....\$80,000

Hubbard, Wilson, Zelenkova, LLC

PRIME CONTRACTOR INFORMATION

Certified HUB Contractor? No
Total # of Employees 5
Total # of Minorities 0
Total # of Women 3

HUB PARTICIPATION

Required N/A
Proposed N/A
\$ Value N/A

STUDENT ENGAGEMENT (hours per 12-month contract)

Paid Student Employment Hour Commitment: 200 HOURS
Student Career Awareness Commitment: 10 HOURS