



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

DETROIT FINANCIAL REVIEW COMMISSION

SCHOOL DISTRICT RESOLUTION 2019-15

**APPROVING THE COMMUNITY DISTRICT'S JUNE 2019 CONTRACT
REQUESTS**

WHEREAS, Public Act 181 of 2014, the Michigan Financial Review Commission Act (the "Act"), allows for the creation of the Detroit Financial Review Commission (the "Commission") within the Michigan Department of Treasury; and

WHEREAS, Section 6(1) of the Act empowers the Commission to provide oversight for the Detroit Public Schools Community District (the "Community District") beginning on June 2016; and

WHEREAS, Section 6(6) of the Act provides that during the period of oversight, the Commission review and approve the Community District's applicable contracts, as defined by Section 3(a) of the Act, and that an applicable contract does not take effect unless approved by the Commission; and

WHEREAS, at the Commission meeting on June 24, 2019, the Community District presented applicable contracts, attached as **Exhibit A** to this Resolution, for the Commission's review and approval.

NOW THEREFORE, be it resolved by the Detroit Financial Review Commission as follows:

1. That the Community District's June 2019 contract requests, attached as **Exhibit A** to this Resolution but excluding any contracts a majority of Commission members present has agreed to exclude as noted in the minutes, are hereby approved.
2. That the minutes of the Detroit Financial Review Commission meeting at which this Resolution is adopted take notice of the adoption of this Resolution.
3. This Resolution shall have immediate effect.

Contract Requests

The following contracts are being provided to the Financial Review Commission (“FRC”) for review and approval. Contracts over \$750,000 or a two (2) year period must also be provided to the FRC for review and approval pursuant to section 6(6) of the Michigan Financial Review Commission Act. Please review the individual Action Items provided for more detailed information.

	Department	Contract Number	Description	Contract Request Type	Competitively Bid? If not a new contract, was the original contract competitively bid?	Lowest Bid? If not a New Contract, was the original contract the lowest bid?	DPSCD Approval Date	Comments
1	Transportation	N/A	<p>Contract Amount: \$2,126,000.00 Contract Period: September 1, 2019 – August 30, 2020 Source: General Funds & Grant Funds Purpose: To purchase bus passes to serve up to 6,860 students. Contractor: City of Detroit Department of Transportation (DDOT) Location: 1301 East Warren Ave. Detroit, MI 48207</p>	Renewal	N/A	N/A	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.24.2019</p>	<p>The district leverages the City of Detroit public transportation to provide statutorily required daily transportation for students living greater than 1.5 miles from their high school.</p> <p>The City of Detroit, Department of Transportation is the lowest cost available public transportation. Utilizing District transportation vendors would far exceed the cost of purchasing bus passes. Further, DDOT is the only local source available from which to purchase bus passes.</p> <p>As this item is for goods only, a PO will be provided to the vendor for the goods once FRC approval is obtained.</p>
2	District Wide	N/A	<p>Contract Amount: \$7,500,000.00 Contract Period: July 1, 2019 – June 30, 2020 Source: General Funds & Grant Funds Purpose: To purchase office supplies district-wide through NPPGov, The Cooperative Purchasing Network, NIPA and US Communities agreements. Contractor: Staples Business Advantage, Office Depot, School Specialty and Amazon Goods Location: 500 Staples Drive Framingham, MA 01702 17335 Haggerty Rd. Northville, MI 48168 W6316 Design Drive, Greenville, WI, 54942 PO Box 81207, Seattle, WA 98108</p>	Cooperatives	N/A	N/A	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.24.2019</p>	<p>The District will utilize the competitively bid NPPGov, The Cooperative Purchasing Network, NIPA and US Communities cooperative purchasing agreements to purchase office supplies district wide from Staples Business Advantage Office Depot, School Specialty and Amazon Goods, respectively.</p> <p>Each vendor will be placed on the District’s punch out system with a pre-approved list of items. Throughout the year, District staff will enter requisitions as needed.</p> <p>The punch-out system provides flexibility and a streamlined, easy to use method to the District’s schools and departments while maintaining price control and enhanced cost containment.</p>

Contract Requests

The following contracts are being provided to the Financial Review Commission (“FRC”) for review and approval. Contracts over \$750,000 or a two (2) year period must also be provided to the FRC for review and approval pursuant to section 6(6) of the Michigan Financial Review Commission Act. Please review the individual Action Items provided for more detailed information.

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3	IT	19-0060-C	<p>Contract Amount: \$14,266,744.00 Contract Period: July 01, 2019 – June 30, 2020 Source: General Funds & Grant Funds Purpose: To allow accelerated purchases of Dell Devices Contractor: Dell Location: One Dell Way, MS RR1-33 Round Rock, Texas 78682</p>	Cooperative	N/A	N/A	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.24.2019</p>	<p>This request is to purchase laptops and peripheral accessories for students, teachers, and administrators.</p> <p>This purchase will complete the 1:1 technology initiative at the elementary/middle school level by Fall 2019. If Title I Grant funding becomes available during the Fiscal Year 2020, the District plans to include high schools in the 1:1 initiative.</p> <p>This co-operative contract (MiDeal) was bid through an authorized lead agency in compliance with Michigan statutes.</p>
4	IT	071B6600111	<p>Contract Amount: \$2,127,437.00 Contract Period: July 01, 2019 – June 30, 2020 Source: Grant Funds Purpose: To purchase interactive Smart flat panel TVs and carts Contractor: Tierney Brothers Interactive Technology Location: 3300 University Ave. Minneapolis, MN 55414</p>	Cooperative	N/A	N/A	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.24.2019</p>	<p>The District is completing the 1:1 initiative to all remaining schools at the elementary/middle school level in the 2019-2020 school year. Pending the availability of Title I funds, the District plans to expand the 1:1 Technology Initiative to high schools.</p> <p>The purchase of these interactive technology products covers 24 additional schools.</p> <p>This co-operative contract (REMC) was bid through an authorized lead agency in compliance with Michigan statutes.</p>

Contract Requests

The following contracts are being provided to the Financial Review Commission (“FRC”) for review and approval. Contracts over \$750,000 or a two (2) year period must also be provided to the FRC for review and approval pursuant to section 6(6) of the Michigan Financial Review Commission Act. Please review the individual Action Items provided for more detailed information.

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5	IT	18-0023	<p>Contract Amount: \$1,024,301.00 Contract Period: July 1, 2018 – June 30, 2020 Source: General Funds Purpose: To provide wireless network (WiFi) upgrades to District schools Contractor: Sentinel Technologies, Inc. Location: 4220 Varsity Drive, Suite F, Ann Arbor, MI 48108</p>	Increase	Yes	Yes	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.242019</p>	<p>In February 2018, the Board and FRC approved the contract with Sentinel Technologies in the amount of \$975,542. Through RFP 18-0023, Sentinel was selected by the Evaluation Committee, due to its experience and pricing.</p> <p>This request is to increase the current contract by \$48,759 bringing the total expected cost to \$1,024,301. The increase comes from upgraded equipment specifications as a result of the technology infrastructure audit conducted by Plante Moran.</p>
6	Operations	16-0375-C	<p>Contract Amount: \$1,000,000.00 Contract Period: July 1, 2019 – June 30, 2020 Source: General Funds Purpose: Hard-wired Telecommunication Services Contractor: XO Communications Location: 13865 Sunrise Valley Drive, Herndon, VA 20171</p>	Renewal	Yes	Yes	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.242019</p>	<p>The District is requesting to exercise the first renewal of this contract.</p> <p>RFP 16-0375 was issued on DemandStar and received 4 responses. Based on evaluation of the proposal, XO Communications was selected as the supplier providing E-Rate compliant Voice Services. They have the capability, experience, and competitive pricing to provide the services requested. XO Communications’ proposal was the lowest cost solution per bid specifications.</p> <p>In 2018 the Federal Government has shifted the focus of its E-Rate funding to Internet connectivity and the District must now pay the full price for hard-wired telecommunications services.</p>

Contract Requests

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	Department	Contract Number	Description	Contract Request Type	Competitively Bid? If not a new contract, was the original contract competitively bid?	Lowest Bid? If not a New Contract, was the original contract the lowest bid?	DPSCD Approval Date	Comments
7	Operations	16-0382-C	Contract Amount: \$1,650,000.00 Contract Period: July 1, 2019 – June 30, 2020 Source: General Funds Purpose: VoIP Telecommunication Services Contractor: Encore Technologies Location: 2000 Wade Hampton Blvd., Suite 210, Greenville, SC 29615	Renewal	Yes	Yes	Anticipated Approval Board 06.18.2019 FRC 06.24.2019	<p>The District is requesting to exercise the first renewal of this contract.</p> <p>RFP 16-0382 was issued on DemandStar and received 4 responses. Based on evaluation of the proposal, Encore Technology Group was selected as the supplier providing E-Rate compliant VoIP Services. They have the capability, experience, and competitive pricing to provide the services requested. Encore Technology Group's proposal was the lowest cost solution per bid specifications.</p> <p>In 2018 the Federal Government has shifted the focus of its E-Rate funding to Internet connectivity and the District must now pay the full price for VoIP services.</p>
8	Operations	18-0015-C	Contract Amount: \$800,000.00 Contract Period: July 1, 2019 – June 30, 2020 Source: General Fund Purpose: Paper Products and Restroom Supplies Contractor: HP Products Location: 4220 Saguaro Trail, Indianapolis, IN 46268	Renewal	Yes	No	Anticipated Approval Board 06.18.2019 FRC 06.24.2019	<p>The District is requesting to exercise the first renewal of this contract.</p> <p>RFP 18-0015 was published in December 4, 2017. The District received six responses. Based on the recommendation of the Evaluation Committee, HP Products, Inc. received the highest score because of its experience and pricing. Though Trail Supply LLC was the least expensive supplier, the proprietary paper the District currently uses would have required replacement of hundreds of paper product dispensers currently installed throughout the District.</p>

Contract Requests

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9	Operations	TBD	<p>Contract Amount: \$4,747,537.00 Contract Period: July 1, 2019 – June 30, 2020 Source: Capital Projects Purpose: Roof Replacements at 17 schools Contractors: Bloom Roofing Systems, Lutz Roofing Company, Quality Roofing, Inc. Locations: 12238 Emerson Drive, Brighton, MI 48116 4721 22 Mile Rd, Shelby Twp, MI 48317 10800 Plaza Drive, Whitmore Lake, MI 48189</p>	New	Yes	Yes	<p>Anticipated Approval</p> <p>Board 06.18.2019</p> <p>FRC 06.24.2019</p>	<p>RFP 19-0234 and 19-0236 were issued on DemandStar in April 2018 and four responses were received. Seventeen schools were represented in the RFPs and no vendor bid on every school. Due to the volume and immediacy of work, three vendors were awarded contracts. The lowest bidding vendors for each school were awarded, with one exception of Barton being assigned to the second lowest bidder due to capability and distribution of the heavy summer workload.</p> <p>Vendor NTE Contract Schools</p> <p>Bloom \$1,337,215 Brown/Central/Clemente/Marquette/Thirkell</p> <p>Lutz \$1,812,250 Bethune/Clark/Mann/Pasteur/Young Weber/Marshall</p> <p>Quality \$1,598,072 Barton/Cooke/Osborn/Keidan Greenfield Union</p>

Contract Requests

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	Department	Contract Number	Description	Contract Request Type	Competitively Bid? If not a new contract, was the original contract competitively bid?	Lowest Bid? If not a New Contract, was the original contract the lowest bid?	DPSCD Approval Date	Comments
10	Operations	19-0143-C	Contract Amount: \$580,000.00 Contract Period: July 1, 2019 – June 30, 2020 Source: General Fund and Capital Projects Purpose: Athletic Fields Maintenance Contractor: Premier Group Associates (PGA) Location:	New	Yes	Yes	Anticipated Approval Board 06.18.2019 FRC 06.24.2019	<p>On December 7, 2018, an RFP (19-0143) was distributed Via Demandstar to solicit proposals to maintain District Athletic Fields. The RFP was sent to 199 companies and one response was received by the due date.</p> <p>Based on PGA’s proven track record of athletic field work and their unit costs bid coming in at or below the costs of last year, it is recommended that the vendor be awarded this contract.</p> <p>Per section 6(6) of the FRC Act, this contract is being presented to the FRC as the Board approved a contract with PGA in the amount of \$680,000 in November 2018. The total spend with PGA in FY20 will exceed the amount as defined in “Applicable Contract”.</p>



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.10 Approval of Sole-Source Purchase of Detroit Department of Transportation High School Access and Bus Passes for the Fall 2019, and Spring, Summer 2020
Access	Public
Type	Action
Recommended Action	Motion to approve purchase of high school access and bus passes to serve up to 14,000 students during the 2019-2020 school year and for summer 2020 programming from the City of Detroit Department of Transportation for public transportation in an amount not-to- exceed \$2,126,000.

Public Content

Recommendation:

That the School Board approve the purchase of high school access and bus passes to serve up to 14,000 students during the 2019-2020 school year and for summer 2020 programming from the City of Detroit Department of Transportation in an amount not-to-exceed \$2,126,000.

Description and Background:

This item was approved by the Academic Committee on May 21, and the Finance Committee on May 24, 2019.

The District leverages the City of Detroit public transportation to provide statutorily required daily transportation for students living greater than 1.5 miles from their high school. During the 2018-19 school year, the District entered an agreement with the City of Detroit which allows all high school students to access public transportation during fall and spring semesters with their District issued student ID in the amount of \$1,855,000. Prior to this agreement, the District purchased approximately 6,800 semester bus passes for fall and spring semesters at the same cost. This agreement provided access to an additional 7,000 students at no additional cost. The District also purchases bus passes for high school summer programming, students served by (i) the Impact Program, which provides credit recovery opportunities, and (ii) the McKinney-Vento Homeless Education Assistance Act.

Gap Analysis:

Provision of access and bus passes ensure that students have reliable transportation options without significantly increasing the District's use of transportation contractors. Without provision of access and bus passes, absenteeism would likely increase, impacting instructional hours.

Previous Outcomes:

In the 2018-19 school year, approximately 14,000 students received access with their District-issued student ID to travel to and from school and also to attend after school activities.

The 2018-19 total projected spend is \$1,974,780.

Expected Outcomes:

The District will continue to provide access and student bus passes through summer 2020.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

Annual cost for high school student access: \$1,855,000 (General Funds)
 Annual projected cost for McKinney-Vento: \$51,000 (General Funds)
 Annual projected cost for summer programming 2020: \$100,000 (Title 1 Funds)
 Annual projected cost for Impact Program students: \$20,000 (General Funds)
Contingency: \$100,000
 Total projected cost: \$2,026,000

General and Grant funds will be used for the purchase of bus passes. The City of Detroit, Department of Transportation is the only source from which these passes can be purchased.

Contact for Item:

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Supporting Documents/Attachments:

Administrative Content

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.17 Approval of Use of Cooperative Purchasing Agreements for Staples, Office Depot, School Specialty, and Amazon Goods.
Access	Public
Type	Action
Recommended Action	That the School Board approve the contract with School Specialty, Staples Business Advantage, Office Depot, and Amazon, respectively, in an amount not-to-exceed (NTE) \$7,500,000 through June 30, 2020.

Public Content

Recommendation:

That the School Board approve the contract with School Specialty, Staples Business Advantage, Office Depot, and Amazon, respectively, in an amount not-to-exceed (NTE) \$7,500,000 through June 30, 2020.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

The District employs several punch-out systems allowing District employees to purchase approved goods and supplies through the District Procurement system directly from Staples, Office Depot, School Specialty, and Amazon. The District will use two types of punch out systems: one where requisitions bypass Procurement and one that requires Procurement approval.

For basic school and office supplies, School Specialty, Staples, and Office Depot will have a punch out system that has been carefully curated by Procurement and is limited to only several hundred items on each list. These are meant to be items that are used as part of the normal course of business for the District, including pens, paper, paperclips, and other similar items. The requisitions entered utilizing these websites will bypass Procurement, as all of the items are preapproved.

For goods, including, but not limited to, books, musical instruments, school supplies, and sporting goods from Amazon, Procurement department staff will review the items due to the breadth of the items available online. This will ensure proper controls are in place to monitor department and school level purchases. Amazon will not serve as an alternate supplier to Staples or Office Depot, but instead will provide access to a simplified procurement process and lower cost goods. The requisitioner will utilize Amazon's standard interface that will then be routed to District staff for review and approval.

Gap Analysis:

The punch-out system allows for the end users to purchase only predetermined, select items at competitively bid prices. Utilizing the customized punch-out system for Staples, Office Depot, and School Specialty will result in better cost control and will reduce the risk of purchasing items that should go through the normal procurement process.

Although the District has used such programs in the past, the District is working to greatly expand the work by bringing Amazon Business online (although previously approved, it has not been operational until this time). This will allow schools and departments to have access to countless items will be available for purchase at substantially lower costs than existing vendors. Further, the purchasing process will be simplified for requisitioners, as they will not need to manually add multiple lines to requisitions, they simply need to create the familiar carts online and add items to the carts to purchase.

The District is also reviewing and testing adding additional punch out systems for existing vendors to increase the breadth of items available for order. These requisitions, will continue to be created online (allowing for seamless integration) and would also route to Procurement for final approval. The expectation is that the first vendor, Staples, will be available in July 2019.

Previous Outcomes:

For the 2016-2017 school year the District implemented a punch-out system with only Office Depot, which included over 8,000 available items. During the 2017-2018 school year, the District implemented new procurement standards which limited the amount and number of items which could be purchased through the punch-out system. During fiscal year 2017-2018 Office Depot could not comply with the required changes so the punch-out system was temporarily turned off. The District added Staples Business Advantage as an alternate supplier. During the 2018-2019 school year, Staples and School Specialty were used as suppliers. Office Depot is now able to limit items as required and will be tested in June of 2019 for compliance.

Year	Vendors	Actual Spend	Source Info.
2017-2018	Staples & Office Depot	\$2,900,000	PeopleSoft
2018-2019*	Staples, School Specialty, & Office Depot	\$2,506,000	PeopleSoft

*Through April 30, 2019.

Direct purchasing through Amazon Business was previously unavailable to District staff. District staff procured goods from a variety of other suppliers, often at rates higher than those available through Amazon Business. District staff who purchased through Amazon's consumer site had to be reimbursed for those expenses, as Amazon was not equipped to accept purchase orders.

Expected Outcomes:

The District required its vendors to provide abbreviated lists to their customized websites for employees to utilize the punch-out system for the purchase of school and office supplies. This provides flexibility to the District's schools and departments while maintaining price control and enhanced cost containment. The limited number of items available on the punch-out system are limited as such to allow for simplified review and editing by the Procurement Department on an as needed basis.

As Procurement limited the access to items available for purchase on these sites, they realized the need for a simpler requisitioning process. Hence, they launched the Amazon and Staples projects, allowing for a wide breadth of items to be available for purchase, with a simplified interface, while still being reviewed by Procurement for final approval.

Access to these four vendors through cooperative purchasing agreements will ensure competitive pricing on numerous goods and supplies to be purchased by the District.

The District is recommending the use of Staples, Office Depot, School Specialty, and Amazon for the 2019-2020 school year.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$7,000,000 in Anticipated Expenses

\$500,000 in Contingency

\$7,500,000 Total Request (General & Grant Funds)

Bid Process: The District will utilize the NPPGov Cooperative Agreement for Staples, TCPN for Office Depot, NIPA for School Specialty, and US Communities for Amazon.

Contact for Item:

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Supporting Documents/Attachments:

Administrative Content

[MPA-Staples-Office-Supplies-And-Products-525.compressed.pdf \(7,230 KB\)](#)

[Office Depot TCPN - Omnia Contract 5.2019.pdf \(2,309 KB\)](#)

[National IPA \(TCPN\) School Specialty Contract 5.2019.pdf \(11,003 KB\)](#)

[Amazon US Communities Omnia Partners Contract 5.2019.pdf \(244 KB\)](#)

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.12 Approval of Cooperative Purchasing for Dell Marketing, Inc.
Access	Public
Type	Action
Recommended Action	Motion to approve cooperative purchasing for Dell Marketing Inc., for student and staff devices and peripheral accessories, in an amount not-to-exceed \$14,266,744 for the period of June 1, 2019 through June 30, 2020.

Public Content

Recommendation:

That the School Board approve cooperative purchasing for Dell Marketing Inc., for student and staff devices and peripheral accessories, in an amount not-to-exceed \$14,266,744 through June 30, 2020.

Description and Background:

This item was approved by the Academic Committee on May 21, and the Finance Committee on May 24, 2019.

During the 2018-19 school year, the District updated its technology catalog with an improved set of devices, including Dell student, teacher, administrator, and specialized laptops, and peripheral accessories including cables and mice. This catalog included the devices used in the District's one-to-one (1:1) technology initiative, as well as devices for staff and special programs. The use of a single manufacturer allowed the District to streamline device deployment, maintenance, and field supports.

Schools participating in the 1:1 initiative receive laptops for every student as well as laptop carts for each classroom and an interactive flat-panel monitor on a mobility cart as an enhancement to the learning environment. One-to-one access to a laptop provides each student with personalized learning experiences and electronic access to independent reading books, digital curriculum tools to support acceleration and remediation, online literacy and mathematics assessments, and supplemental learning experiences. All teachers, Assistant Principals, and APs, regardless of whether their school has been upgraded to 1:1, are also issued a laptop to complete their job functions. Schools and central office departments are also able to make purchases for devices required by additional staff, or to support special programs.

Gap Analysis:

Last year, as one-time funds became available to support large scale purchasing, such as the expansion of the 1:1 Initiative to all K-8 Schools, or as estimates for school-level needs were solidified, the District brought amended items to the Board for approval. This approach slowed down timely purchasing, as staff experienced a delay between when funds became available and when they were able to place orders. To mitigate this challenge, the District has developed an estimated purchasing amount for Dell Marketing, Inc., in total, for the end of Fiscal Year 2019, so it can maximize one-time Title I funds, and for the entirety of next fiscal year, inclusive of: all 1:1 technology purchases in K-8 schools, a potential expansion of 1:1 technology to high schools if one-time Title I funds are available, all school-based purchases, and an expansion of central-office technology upgrades if a General Fund surplus is available.

Previous Outcomes:

The 1:1 initiative will be expanded to include devices for 34,000 students across 73 schools before the end of the calendar year. Since the start of the 2017 school year, the District has reduced the student to device ratio from more than 6:1 to 3.65:1. In addition to dramatically improving the device ratio in selected schools, the 1:1 Initiative has increased student access to and participation in online tools to support their learning. The District also deployed upgraded laptops to more than 3,000 staff members last school year.

In Fiscal Year 2019 to date, the District paid Dell Marketing, LP a total of \$24,984,975, including school, department, and District-wide purchasing.

Expected Outcomes:

The District will complete the 1:1 technology initiative at the elementary/middle school level in Fall 2019. Of the \$14,266,744 approval through June 30, 2020, the District will spend \$4,700,000 in one-time Title I dollars prior to June 30, 2019 to support this project. The District also expects Fiscal Year 2020 device and peripheral accessory purchasing from the District's approved technology catalog will be expedited. If one-time Title I grant dollars become available during Fiscal Year 2020, the District also plans to include high schools in the 1:1 Technology Initiative.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$14,266,744 (Title I and General Funds)

This purchase will be made through the state's MiDeal Dell buying cooperative purchasing agreement.

Contact for Item:

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Supporting Documents/Attachments:

19-0060-C_Dell_Contract 5.24.2019.pdf (5,601 KB)

Administrative Content

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.14 Approval of Cooperative Purchasing for Tierney Brothers, Inc.
Access	Public
Type	Action
Recommended Action	Motion to approve the purchase of Epson and SMART brand interactive technology products from Tierney Brothers, Inc., for the period July 1, 2019 through June 30, 2020 in an amount not-to-exceed \$2,127,437.

Public Content

Recommendation:

That the School Board approve the purchase of Epson and SMART brand interactive technology products from Tierney Brothers, Inc., for the period July 1, 2019 through June 30, 2020 in an amount not-to-exceed \$2,127,437.

Description and Background:

This item was approved by the Academic Committee on May 21, and the Finance Committee on May 24, 2019.

Tierney Brothers has worked with the District for the last six years as the supplier for Epson brand interactive projectors, short throw projectors and printers, and SMART brand interactive boards and flat panels with and without carts.

The purchase of these interactive technology products is part of the District's One-to-One (1:1) Technology Initiative, aimed at enhancing learning opportunities for students. In addition to receiving a student laptop for every student, each participating school receives classroom technology enhancements that allow students to make full use of their devices, including interactive boards and flat panels.

During the 2018-2019, the District expanded the 1:1 to outfit all K-8 schools. The K-8 phase of the project will be complete during the 2019-20 school year, excluding new schools which are not yet eligible for Title I funds. This not-to-exceed amount accounts for all approved 1:1 installations in K-8 schools, all school-based purchases and installations, and the potential expansion of the 1:1 Technology Initiative to high schools starting in the 2019-20 school year, pending available Title I funds to support implementation. For 2018-2019, 75 schools were outfitted. For 2019-2020, 24 additional schools will be outfitted.

Gap Analysis:

The District is working to ensure a twenty-first century learning environment, rich in opportunity for all students to access relevant technology. The interactive technology provided by Tierney Brothers makes that possible and is in alignment with the District's goal of empowering students through technology access.

Previous Outcomes:

Tierney Brothers has worked with the District since 2013. The District paid Tierney Brothers \$537,000 for the 2017-2018 fiscal year, and \$6,919,559.26 for the 2018-2019 fiscal year which included all interactive technology purchased for the launch of the District 1:1 Initiative.

Expected Outcomes:

The District expects to complete 1:1 installations in K-8 schools. Pending the availability of Title I funds, the District also plans to expand the 1:1 Technology Initiative to all high schools.

Alignment to Strategic Plan:

Transformative Culture

Financial Impact:

\$2,127,437 (Title I)

This purchase will be made through REMC Association of Michigan cooperative purchasing agreement.

Contact for Item:

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Supporting Documents/Attachments:

Administrative Content

Tierney Coopertive 5.2019.pdf (1,824 KB)

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.18 Approval of Contract Amendment with Sentinel Technologies, Inc.
Access	Public
Type	Action
Recommended Action	Motion to amend the contract with Sentinel Technologies, Inc. for Wireless Network (WIFI) Upgrades at 11 schools from \$975,542 to \$1,024,301 for the period July 1, 2018 through June 30, 2020.

Public Content

Recommendation:

That the School Board amend the contract with Sentinel Technologies, Inc. for Wireless Network (WIFI) Upgrades at 11 schools from \$975,542 to \$1,024,301 for the period July 1, 2018 through June 30, 2020.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

The Universal Service Administrative Service (USAC) is an independent, not-for-profit corporation created in 1997 to collect universal service contributions from telecommunications carriers and administer universal support mechanisms (programs) designed to help communities across the country secure access to affordable telecommunications services. The Universal Service Schools and Libraries Program, commonly known as “E-rate,” provides discounts to help eligible schools and libraries in the United States obtain affordable telecommunications and internet access. Program participants must engage in a competitive bidding process to secure cost-effective goods and/or services.

The Sentinel contract was previously approved at the February 18, 2018 board meeting in the amount of \$975,542. An application for wireless network (WIFI) upgrades was submitted to the E-Rate program for consideration in February 2018. The application went through the Program Integrity Assurance (PIA) Review in March 2018 which resulted in an award of \$579,446.97 in funding from Universal Service Administrative Company (USAC). The total project costs increased from \$975,542 to \$1,024,301 due to the cost of upgraded equipment costs from the original equipment specifications.

Gap Analysis:

One of the objectives of the Plante Moran audit of technology infrastructure in the schools was to assess the existing infrastructure and align new purchases with current industry lifecycle standards. A significant number of schools have technology infrastructure that is in excess of 15 years old which is more than double the industry lifecycle standards of 7-8 years noted in the Plante Moran audit. This creates school building environments that are incapable of supporting the District goals and objectives for 21st century learning (such as 1:1 devices, interactive classrooms and safe schools). In addition, the aged equipment has surpassed the manufacturer's lifecycle (end of sale, end of support) which creates high costs to replace individual components, as the District is unable to use volume pricing for parts. Finally, these buildings become significant network security vulnerabilities as security updates are no longer available from the manufacturer. The investment in network security and maintenance is a key focus area for the District, as the District has become a constant target for security threats.

Previous Outcomes:

The District has been making network upgrades to core systems and school building infrastructure. These improvements have allowed the District to expand and implement many new and exciting programs like 1:1 learning and interactive classrooms in 27 schools to date.

Expected Outcomes:

The District will be able to upgrade the core equipment for the wireless network at the following schools at a discounted rate: Southeastern, Marion Law, Henry Ford High School, Mumford High School, Brenda Scott, Pershing High School, Denby High School, Nolan Elementary-Middle, Central, Burns and Bethune. This will increase network performance, access and reliability to support district initiatives and enhance the teaching and learning environment at these locations.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

Funding Source: \$444,854.03 (General Funds); \$579,446.97 (E-Rate Funded)

Total Cost: \$1,024,301

Bid Process: RFP 18-0023 was issued on DemandStar and received 3 response(s). Based on evaluation of the proposal, Sentinel Technologies, Inc. was selected as the supplier providing E-Rate compliant Wireless Network (WiFi) Upgrades. They have the capability, experience, and competitive pricing to provide the services requested. Sentinel Technologies' proposal is the lowest cost solution.

Contact for Item:

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Sentinel_Contract_Fully_Executed_18-0023.pdf (8,675 KB)

2018-12-31 -- DPS - RFP18-0023 Wireless Net Upg Base Bid STI BOM rev 7.pdf (186 KB)

Administrative Content

MOSS RFP-18-0023.pdf (21,196 KB)

IC Communications RFP Response 18-0023.pdf (23,226 KB)

Sentinet RFP Response 18-0023.pdf (9,052 KB)

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.20 Approval of Contract Renewal with XO Communications
Access	Public
Type	Action
Recommended Action	Motion to approve renewal of hard-wired telephone services with XO Communications, for the period of July 1, 2019 to June 30, 2020 in an amount not-to-exceed 1,000,000.

Public Content

Recommendation:

That the School Board approve the renewal of hard-wired telephone services from XO Communications, for the period of July 1, 2019 to June 30, 2020 in an amount not-to-exceed \$1,000,000.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

XO Communications provides traditional private branch exchange (PBX) telecommunication services to Detroit Public Schools Community District at 58 district locations with a total of 3,871 handsets in use at those buildings. These voice services provide an essential communication and safety resource for staff and students. In May 2016, the District awarded a three-year contract for PBX Services to XO Communications through an E-Rate bid process. This three-year contract ends on June 30, 2019, and the District plans to use one of two remaining one-year renewals to ensure continuity of telecommunication services to the 58 District locations using PBX telecommunication services.

The federal E-Rate program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access. For nearly 20 years, the District was able to utilize this benefit and received a 90% discount on telecommunication services; the E-Rate program began reducing discounts on telecommunications in 2018, and has shifted its funding to focus on Internet Connectivity. This means that the District must now pay full price for telecommunications services.

The District has completed an audit of the technology infrastructure which includes voice services, which has been identified the need to upgrade and replace PBX voice systems with VoIP services. The District has started to migrate buildings to a new voice over IP solution which leverages our existing data network to deliver voice service throughout the District, and plans to expand to all locations by December 2019 in order to comply with federal E911 service requirements.

With this transition, the District plans to open a request for proposal at the start of fiscal year 20; for a reduced number of PBX services, which would serve as the emergency lines for district locations in the event of an emergency or outage. If XO Communications is not the selected vendor through that process, the District may exit this contract without penalty.

Gap Analysis:

Traditional Private Branch Exchange (PBX) systems and voice over copper service lines have been the backbone of the District's telecommunications infrastructure. This technology has become obsolete and the equipment is at its end of life.

Previous Outcomes:

The District has XO Communication Voice Services in place at 58 buildings as an essential resource needed for educational, business and safety purposes. It will continue to serve those facilities until the new voice migration plan is carried out in the coming school year. The District paid XO Communications \$1,000,000 for VoIP services for the 2018-2019 school year.

Expected Outcomes:

This contract renewal will allow the District to continue PBX services for 58 buildings to meet the communication and safety needs of staff and students who rely on this service. The District will continue to migrate the remaining 58 buildings to VoIP services to adhere to the E911 state compliance standard. By December 2019, the District will implement E911 services district-wide which will provide the exact location of an incident to emergency personnel such as fire, police or ambulatory services to increase safety and security at all district locations.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$1,000,000 (General Fund)

Bid Process: RFP 16-0375 was issued on DemandStar and received 4 response(s). Based on evaluation of the proposal, XO Communications was selected as the supplier providing E-Rate compliant Voice Services. They have the capability, experience, and competitive pricing to provide the

services requested. XO Communications Service's proposal is the lowest cost solution per bid specifications.

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Supporting Documents/Attachments:

16-0375-C_XO_COMMUNICATIONS.pdf (1,287 KB)

XO Communications Renewal 5.2019.pdf (63 KB)

Administrative Content

XO Communications 16-0375 Voice Services.pdf (8,254 KB)

Windstream Bid Response Voice 16-0375.pdf (19,035 KB)

ATT Voice Services.pdf (28,733 KB)

Masergy VoIP 16-0382.pdf (5,061 KB)

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.19 Approval of Contract Renewal with Encore Technologies
Access	Public
Type	Action
Recommended Action	Motion to approve the renewal of Voice Over IP (VoIP) services from Encore Technology Group, for the period of July 1, 2019 to June 30, 2020 in an amount not-to-exceed \$1,650,000.

Public Content

Recommendation:

That the School Board approve the renewal of Voice Over IP (VoIP) services from Encore Technology Group, for the period of July 1, 2019 to June 30, 2020 in an amount not-to-exceed \$1,650,000.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

Encore Technology Group provides Voice Over IP telecommunication services to Detroit Public Schools Community District including voicemail and auto attendant features at sixty (60) district locations with a total of 3,152 handsets in use at those buildings. These voice services provide an essential communication and safety resource for staff and students. In May 2016, the District awarded a three-year contract for VoIP Services to Encore Technologies through an E-Rate bid process. This three-year contract ends on June 30, 2019 and the District plans to use one of two remaining one-year renewals to ensure continuity of telecommunication services to the sixty District locations using VoIP telecommunication services.

The federal E-Rate program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access. For nearly 20 years, the District was able to utilize this benefit and received a 90% discount on telecommunication services; the E-Rate program began reducing discounts on telecommunications in 2018, and has shifted its funding to focus on Internet Connectivity. This means that the District must now pay full price for telecommunications services.

Voice Over IP services are fast, reliable and offers flexible features to enhance the quality of telecommunications service; VoIP is the telecommunications standard in the 21st century. The District has started to migrate buildings to a new voice over IP solution which leverages our existing data network to deliver voice service throughout the District, and plans to expand to all locations by December 2019 in order to comply with federal E911 service requirements.

With this transition, the District plans to open a request for proposal for VoIP services at the start of Fiscal Year 2020; if Encore Technologies is not the selected vendor through that process, the District may exit this contract without penalty.

Gap Analysis:

Traditional Private Branch Exchange (PBX) systems and voice over copper service lines have been the backbone of the District's telecommunications infrastructure. This technology has become obsolete and the equipment is at its end of life.

Previous Outcomes:

The District has implemented VoIP Voice Services in 60 schools. The new VoIP solution has proven to be much more reliable and cost effective over the traditional PBX solution that existed previously at these schools. The District paid Encore Technologies \$1,500,000 for VoIP services for the 2018-2019 school year.

Expected Outcomes:

This contract renewal will allow the District to continue voice services at all sixty (60) of the buildings to meet the communication and safety needs of staff and students who rely on this service. The District will continue to migrate the remaining 58 buildings to VoIP services to adhere to the E911 state compliance standard. By December 2019, the District will implement E911 services district-wide which will provide the exact location of an incident to emergency personnel such as fire, police or ambulatory services to increase safety and security at all district locations.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$1,650,000 (General Fund)

Bid Process: RFP 16-0382 was issued on DemandStar and received 4 response(s). Based on evaluation of the proposal, Encore Technology Group was selected as the supplier providing E-Rate compliant VoIP Services. They have the capability, experience, and competitive pricing to provide the services requested. Encore Technology Group's proposal is the lowest cost solution per bid specifications.

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Supporting Documents/Attachments:

16-0382-C_ENCORE_TECH.pdf (3,502 KB)

Encore Amendment 2 (002) 5.2019.pdf (66 KB)

Administrative Content

VDS VoIP 16.0382.pdf (10,356 KB)

Encore Bid Response.pdf (22,534 KB)

Jive Bid Response.pdf (8,417 KB)

ATT VoIP RFP Response.pdf (21,473 KB)

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.27 Approval of Contract Renewal with HP Products
Access	Public
Type	Action
Recommended Action	Motion to approve a one (1) year contract renewal with HP Products (Ferguson) to deliver and install paper products and restroom supplies, including the dispensers for each of the active District buildings in the amount not-to-exceed (NTE) \$800,000 for the period of July 1, 2019 through June 30, 2020.

Public Content

Recommendation:

That the School Board approve a one (1) year contract renewal with HP Products (Ferguson) to deliver and install paper products and restroom supplies, including the dispensers for each of the active District buildings in the amount not-to-exceed \$800,000 for the period of July 1, 2019 through June 30, 2020.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

Since November 2017 HP Products has supplied the District with paper products, including paper towels, toilet tissue and toilet seat covers. HP Products is located in six states in the Midwest with over 450 employees and is one of the largest distributors of its kind in the United States.

Gap Analysis:

HP Products supplies the District with paper products for more than 8,000+ toilet paper and hand towel dispensers. This contract includes the dispensers as part of the service agreement contract, allowing for a complete solution to the paper product and restroom supply needs for District buildings. Without the consistent delivery and replacement of these items, the District would not be prepared to adequately service its stakeholders.

Previous Outcomes:

HP Products has consistently delivered paper products and restroom supplies in accordance to the scope of service. The current approved contract for FY19 has a not-to-exceed value of \$755,000.

Expected Outcomes:

Due to the anticipated increase in schools, the contract renewal will be increased with an NTE amount of \$800,000. The renewal of the HP Products contract will allow the District to maintain its use of its restroom dispensers and will allow continued service without interruption.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

Funding Source: \$800,000, General Funds

Bid Process: The District issued a Request for Proposal in 2017-2018 school year for Paper Products and Restroom Supplies. Via DemandStar, 135 companies were notified of the bid opportunity. A total of six (6) responses were received on or before December 11, 2017. Based on the recommendation of the Evaluation Committee, HP Products received the highest score because of its industry experience, response to the RFP and proven best practices related to order fulfillment. Other bidders consisted of AVE Supplies, KSS, Allied Eagle, Empire and Trail Supply. While HP was the highest scoring, they were the second lowest cost. The lowest cost bidder, Trail Supply, was not a distributor of the proprietary paper the District presently uses and would have required the District to swap out hundreds of paper holders presently installed in schools and buildings.

Contact for Item:

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18-0015-C_HP_PRODUCTS.pdf (3,176 KB)

Administrative Content

- KSS Enterprises.zip (0 KB)
- Trail Supplies LLC.zip (0 KB)
- Allied.zip (22,271 KB)
- AVE Solutions.zip (47,311 KB)
- Empire.zip (0 KB)
- HP Products.zip (52,675 KB)

Executive Content

**Agenda Item Details**

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.30 Approval of Contracts with (i) Quality Roofing, (ii) Bloom Roofing and (iii) Lutz Roofing for Roof Repairs and/or Replacements, FY 2019-2020
Access	Public
Type	Action
Recommended Action	Motion to approve contracts with (i) Bloom Roofing, (ii) Lutz Roofing, and (iii) Quality Roofing for roof replacements and roof repairs for a not to exceed amount of \$4,747,537.

Public Content**Recommendation:**

That the School Board approve contracts with (i) Bloom Roofing, (ii) Lutz Roofing, and (iii) Quality Roofing for roof replacements and roof repairs for a not to exceed amount of \$4,747,537.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

Bloom Roofing is a local, Michigan business that opened its doors in 1979, and has installed over 150 million square feet of commercial and industrial roofing for over 2,000 customers. Bloom has worked with the District previously installing roofing at Palmer Park Preparatory Academy in 2018. Bloom Roofing assisted the District in the development of standards for reporting and scheduling that are still in use.

The second vendor, Quality Roofing, is a full-service roofing and sheet metal commercial contractor. Quality Roofing assisted the District by installing roofs at Henderson, A.L. Holmes, Dixon and Ann Arbor Trail in the 2017-2018 Fiscal year. Quality Roofing also has a standard one-year workmanship warranty. Under both contracts, the manufacturer of the roofing materials offers a 20-year factory warranty on materials. In 2016 and 2017, Quality Roofing installed new roofing at Edison, Dossin and Vernor. All projects were successfully completed.

Our third vendor, Lutz Roofing, is a full-service roofing and sheet metal commercial contractor with over 35 years of experience installing single ply commercial roof systems in Michigan, Ohio, Illinois and Indiana. In 2016-2017, Lutz Roofing was prime on the installation of roofing system and Emerson, Bagley and Spain. In the 2017-2018 fiscal year, Lutz worked on a series of District wide repairs at Cody, Mann, Carver, Henry Ford and several other schools. All projects were successfully completed.

All three roofing entities offer a one-year warranty on workmanship on every new roof installation, with a 20-year warranty on materials. The companies are also certified and authorized to repair every roof system they offer by the manufacturers of the roofing systems. Therefore, if unforeseen water intrusion occurs the District can be assured the roof is repaired correctly.

Finally, all three contractors offer managed, proactive, preventative maintenance programs that guard against leaks and increase the life expectancy of the roofs. Although not included in the current contract amount, the District is considering whether purchase of such programs is feasible.

Gap Analysis:

Without these contracts, the schools would suffer further building damage due to roofing system leaks, portions of the building would still be challenging, dangerous and/or off limits for student use, and resources would need to be expended for continual, patching and other repairs because of the roof leaks. Currently, the damaged roofs are interrupting the learning environments at several locations and are worsening every year.

Previous Outcomes:

Successful completion of all contracted projects.

Expected Outcomes:

The District would initiate roof replacements at Thirkell, Central HS, Marquette, Pasteur, Mann, Clark, Bethune, Coleman Young, Keiden, Greenfield Union, Barton, and Cooke, and roofing repairs at Osborn, Sampson-Webber, Thurgood Marshall, Clemente, and Ronald Brown Academy using the unit pricing in the contracts proposed by the vendors noted above. In addition, the District would immediately implement a roofing maintenance plan to protect these roofs once replaced that is aligned to the manufacturer's warranty parameters (note, this may not be the vendor-managed program described above).

Bloom Roofing- ROOF REPLACEMENTS		Bloom Roofing- ROOF REPAIRS	
Total SF	80,820	Total SF	TBD
Cost	\$ 1,115,650	Cost	\$100,000
10% Contingency	\$11,565	10% Contingency	\$10,000
Total NTE	\$1,227,215	Total NTE	\$110,000

Lutz Roofing-ROOF REPLACEMENTS		Lutz Roofing-ROOF REPAIRS	
Total SF	308,900	Total SF	114,858
Cost	\$1,497,500	Cost	\$150,000
10% Contingency	\$149,750	10% Contingency	\$15,000
Total NTE	\$1,647,250	Total NTE	\$165,000

Quality-ROOF REPLACEMENTS		Quality-ROOF REPAIRS	
Total SF	87,500	Total SF	81,000
Cost	\$1,402,792	Cost	\$50,000
10% Contingency	\$140,279.20	10% Contingency	\$5,000
Total NTE	\$1,543,071.20	Total NTE	\$55,000

The majority of the roof replacements are scheduled to be completed on or before December 31, 2019. With such an extensive list of schools, some may be completed during the 2020 construction season.

Alignment to Strategic Plan:
Responsible Stewardship

Financial Impact:

Capital Projects Fund: \$4,747,537

Bid Process: On April 15, 2019 the District issued a Request for Proposals (RFP 19-0234) for roof replacement and repair of sixteen schools. RFP (RFP 0-1-2019) was issued on April 16, 2019. DemandStar noticed over 500 qualified and registered firms; the District received four qualified responses for fifteen schools and one qualified response for one of the schools due to the nature of the roof. Based on evaluation of the proposal, Bloom Roofing, Quality Roofing and Lutz Roofing were selected as the suppliers due to pricing, past history with the District, overall capability and qualifications, and the ability to meet the District's project timeline.

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Administrative Content

[Bloom.zip \(2,510 KB\)](#)

[Candler.PDF \(20,464 KB\)](#)

[Lutz.zip \(10,257 KB\)](#)

[Quality.zip \(10,547 KB\)](#)

Executive Content



Agenda Item Details

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.24 Approval of Contract with Premier Group Associates
Access	Public
Type	Action
Recommended Action	Motion to approve approve the contract for athletic field maintenance and repair for District owned properties with Premier Group Associates (PGA) in the amount not-to exceed \$580,000 for the period July 1, 2019 through June 30, 2020.

Public Content

Recommendation:

That the School Board approve the contract for athletic field maintenance for District owned properties with Premier Group Associates (PGA) in the amount not-to-exceed \$580,000 for the period July 1, 2019 through June 30, 2020.

Description and Background:

This item was approved by the Finance Committee on May 24, 2019.

Premier Group Associates is a Detroit-based contractor with over 25 years of experience. This contractor has performed athletic field maintenance, snow removal, landscape services and construction within the school district for over 10 years. This vendor will complete maintenance and repair work for all active high school locations with athletic facilities, selected middle schools with athletic fields, and limited maintenance work on fields played upon by District school teams, owned by the City of Detroit, as needed for District events.

Gap Analysis:

Athletic field maintenance allows the District to maintain safe, compliant, attractive and inviting facilities along with facilities conforming to the rules and regulations of the Michigan State High School Athletic Association (MHSAA), the governing body of high school athletics in Michigan. Generally, the contractor begins maintenance of the fields and facilities prior to the start of the season of the sport and continues until the sports' season is completed. This service contract allows the school district not only to comply with the MHSAA regarding field preparation (grooming, irrigation, field marking, etc.), but to also reduce injuries to student athletes by the proper conditioning and irrigation of the fields and facilities.

Previous Outcomes:

During the 2017 and 2018 season, PGA was the sole provider of athletic field maintenance services. They performed athletic facilities' maintenance as a part of their contract for landscape maintenance and snow removal with the District. The contract for snow and landscaping had been re-bid from the year before, and while PGA was assigned less work under the snow removal, landscaping and grounds portion of the contract, they were given all the athletic field maintenance work.

This year, the athletic field maintenance contract was separately bid with PGA being the sole respondent. Based on PGA's proven track record of athletic field work and their unit costs bid coming in at or below costs of last year, it is recommended that the vendor to be retained as the athletic field vendor. Spending on athletic fields last year with PGA was \$460,000, which included minor field maintenance. With the inclusion of repair work approved in the Capital Projects Budget, the Fiscal Year 2020 contract amount will be \$580,000.

Expected Outcomes:

We are requesting an amount totaling \$460,000 from general funds and \$120,000 from the Capital Projects Budget for routine maintenance and repairs, bringing school fields into optimum condition for High School play. The school District will utilize the services of Premier Group Associates to perform Spring clean-up, fall clean-up debris control, turf mowing, edging, string line trimming, irrigation system repair, start-up and shut-down, seasonal maintenance, aeration and de-thatching, topsoil application and seeding, fertilizing, application of herbicides and pesticides, grading, drag and rake in-fields, field rolling, field renovation, assess and supplement existing athletic infield mix and field conditioner in infields, perform all tasks of the artificial field turf maintenance section of the contract, and other related duties. In addition, PGA will perform all pre-game preparation, field marking, and set-up.

During the season, the contractor will be activated by the District based on seasonal needs/schedules for baseball, softball, football, track and field events and other miscellaneous sports as dictated by the Office of Athletics. This contract provides autonomy, independence and flexibility in activating services for athletic field maintenance work.

Alignment to Strategic Plan:

Responsible Stewardship.

Financial Impact:

\$460,000, General Fund
\$120,000, Capital Projects
TOTAL: \$580,000

Bid Process: On December 7, 2018, an RFP (19-0143) was distributed to solicit proposals for the selection of a partner that will provide services needed to maintain District Athletic Fields. Via Demandstar, 199 companies were notified of the RFP, and one response was received on or by January 11, 2019.

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19-0143-C PGA Contract 05-31-2019.pdf (54 KB)

Administrative Content

Cost Proposal_Belle Isle Cross Country_Final.pdf (633 KB)

Cost Proposal_PGA Pricing Matrix.xls (96 KB)

Final Bid Packet.pdf (18,488 KB)

Executive Content