



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

DETROIT FINANCIAL REVIEW COMMISSION

SCHOOL DISTRICT RESOLUTION 2020-16

APPROVING THE COMMUNITY DISTRICT'S JUNE 2020 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 29, 2020, 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 2020 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 | IT | N/A | Contract Amount: \$1,150,000 Contract Period: July 1, 2020 – June 30, 2021 Source: General and Grant Funds Purpose: Multi-function Devices Contractor: Ricoh USA Location: Southfield, MI 48075 | Cooperative | N/A | N/A | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>In July of 2018, a request for information was distributed to vendors who were awarded contracts for multi-function devices through competitively bid cooperative purchasing agreements. Six suppliers provided responses. The IT Department vetted the offerings initially selected Applied Imaging as the vendor. However, the District was unable to agree on specific terms with AI and subsequently selected Ricoh USA as the supplier for the District.</p> <p>The Technology Division will continue to manage a centralized deployment of copiers, with the contract renewal with Ricoh USA, a leader in the multi-function device industry, a key part of this strategy. New for FY21, the District is opening a print shop that will be run by District staff as well as via an enhanced service contract with Ricoh. The print shop will be located in Davis Aerospace and will provide students with opportunity to participate in print and design literacy programming. Further, the District will realize an estimated 25% preliminary cost saving after ending outsourcing of large time-sensitive print jobs.</p> |
| 2 | IT | 14-0173-C | Contract Amount: \$3,150,270 Contract Period: July 1, 2019 – July 31, 2020 Source: General Funds – E-rate Funds Purpose: Wide Area Network (WAN) & Internet and telecommunication services, POTS, and Cellular Services Contractor: AT&T Location: 444 Michigan Avenue, Detroit, MI 48226 | Increase | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>The District utilizes AT&T services for WAN, Internet Services, POTS, and cellular services. Cellular and POTS are procured via a cooperative and RFPs were conducted for WAN and internet services in 2016 and 2018, respectively.</p> <p>For internet services and WAN, the full amount is eligible for E-Rate funding and the District is only obligated to pay 10%. However, for E-rate invoicing purposes for the vendor, the contract is written for the entire amount.</p> <p>The increase of \$885,960 reflects a one-time cost for WAN services.</p> <p>AT&T recently advised the District that they had failed to bill, or account for these charges in their contract for MRS WAN services. These services were not accounted for in the fiscal year 2020 contract however they were provided to the District as a continuation of services from the previous contract.</p> |

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| 3 | IT | 19-0054-C | Contract Amount: \$1,000,000 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds Purpose: Voice Over IP (VoIP) Telecommunication Services Contractor: Encore Technology Group Location: Easley, SC 29640 | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>In February, 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> <p>This contract renewal will allow the District to continue operations of the VoIP platform that provides necessary telecommunications to all district buildings to meet communication and safety needs of staff and students who rely on this service.</p> |
| 4 | IT | 19-0291 | Contract Amount: \$1,325,450 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds Purpose: Physical plant cabling, public address support services, interactive technology services Contractor: Learning Consultants, Inc. Location: 17601 James Couzens, Detroit, MI 48235 | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>In June 2019, RFP 19-0291 was issued on DemandStar and received 3 responses. Based on evaluation of the proposal, Learning Consultants, Inc. was selected as the supplier to provide the District with cable installation, maintenance, and repair services. Learning Consultants' proposal was the lowest cost solution.</p> <p>October 2019, RFP 20-0061 was issued on DemandStar and received 2 responses. Based on evaluation of the proposals. Learning Consultants, Inc was selected as the supplier providing installation, provisioning, maintenance and MACR services for public address systems.</p> <p>The interactive technology installation services provided by LCI will allow the District to continue to expand the one-to-one technology initiative as well as enhance instruction technology resources. In addition, LCI will provide physical plant cabling support and maintenance services across all District locations. The installation, provisioning, and maintenance services for public address systems and AV equipment provided by LCI will complete work orders to repair and replace PA systems used to broadcast news and emergency announcements.</p> |

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| 5 | IT | 20-0012 | Contract Amount: \$800,000 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds Purpose: IT Staff Augmentation Contractor: Vision Integration Technologies Location: 3031 W. Grand Blvd, Detroit, MI 48202 | Renewal | Yes | No | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>In May 2019, RFP 19-0256 was issued on DemandStar to solicit qualified sources to provide professional staffing services for IT. Via DemandStar, 184 firms were notified of the RFP and fifteen responses were received. Based on the evaluation of the proposals, VisionIT was selected for the award. Though not the lowest cost vendor, they were the best overall value when taking into consideration the District's experience with the vendor as well as the acumen of the contractors provided.</p> <p>The District will manage the Vision IT contract staff to provide uninterrupted support for security, technical support, business administration, development, and project management to effectively support the District's PeopleSoft environment. Additionally, the District plans to initiate a project-based staffing model for application development needs to address the findings in the PeopleSoft assessment.</p> |
| 6 | IT | N/A | Contract Amount: \$3,100,500 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds & Grant Funds Purpose: Laptop, laptop carts, and other devices Contractor: Dell Location: One Dell Way, MS RR1-33 Round Rock, Texas 78682 | Cooperative | N/A | N/A | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <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 for all schools, including a refresh to the pilot schools. Additionally, the District will continue to purchase devices for special programs, such as career pathways and elective programs.</p> <p>This co-operative contract (MiDeal) was bid through an authorized lead agency in compliance with Michigan statutes.</p> |

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| 7 | IT | N/A | Contract Amount: \$1,500,000 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds & Grant Funds Purpose: Smart flat panel TVs and carts Contractor: Tierney Brothers, Inc. Location: 3300 University Ave. Minneapolis, MN 55414 | Cooperative | N/A | N/A | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | This request is to purchase interactive technology products During the 2019-2020 school year, the District completed the one-to-one technology initiative at all K-8 schools and started the next phase of the implementation at the high schools. The District expects to complete the one-to-one technology initiative for high schools during the 2020-2021 school year. This co-operative contract (REMC) was bid through an authorized lead agency in compliance with Michigan statutes. |
| 8 | Exceptional Student Services | 19-0002-C 19-0034-C | Contract Amount: \$5,367,937 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds and Grant Funds Purpose: In school and transportation nursing services Contractors: Quality Staffing DBA Elite Medical Staffing and Delta-T Group Locations: 44450 Pinetree, Suite 203 Plymouth, MI 48170 21415 Civic Center Drive, Suite 302 Southfield, MI 48076 | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | In April 2018, RFP #19-0002 was issued to solicit qualified sources to provide medical services and fourteen (14) responses were received. The top two scoring vendors, Elite Medical Staffing and Delta-T, were awarded contracts. The District utilizes contracted nursing staff members to address the medical needs of the students during the school day and to assist with transportation of medically fragile students. Elite nurses will mainly be utilized in schools and Delta-T will provide nursing services during transportation of fragile students. Delta-T has also been awarded a contract for sign language interpreters in a separate item for approval. |

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| 9 | Exceptional Student Services | 20-0128 20-0181 | Contract Amount: \$3,388,928 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds & Grant Funds Purpose: Sign Language Interpreters Contractors: Deaf Community Advocacy Network and Delta-T Location: 2111 Orchard Lake, Sylvan Lake, MI 48320 21415 Civic Ctr, Southfield, MI 48076 | New | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>In January 2020, 20-0128 was distributed to solicit qualified firms to provide licensed and certified sign language interpreters. Via DemandStar, 131 firms were notified of the RFP and eleven (11) responses were received. The Evaluation Committee recommended that Delta-T, the lowest cost provider, and Deaf CAN, the District’s current provider, based on their proposals, would best meet the District’s needs for providing sign language interpreter services.</p> <p>The District is required to provide interpreter services to deaf and hard of hearing students and stakeholders as required by the Individuals with Disabilities Education Act (IDEA) and the American Disability Act (ADA).</p> |
| 10 | Exceptional Student Services | 19-0004-C | Contract Amount: \$3,852,155 Contract Period: July 1, 2020 – June 30, 2021 Source: Fund 16 ESE Purpose: Speech-Language Pathologists, Occupational Therapists, Physical Therapists, Psychologists, and Social Workers Contractor: EBS Healthcare Location: 200 Skiles Blvd., West Chester, PA | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>In April 2018, RFP 19-0004 was issued to solicit Social Work, Speech-Language Pathology, Physical Therapy, Occupational Therapy and Physiological services and eleven (11) responses were received. (EBS) was selected to provide specialized student services. They have the capacity and experience to meet the District’s needs and offered the lowest cost in three of the six positions.</p> <p>Due to the critical shortage of ancillary support staff with the appropriate licensure, contract services are needed to supplement the provision of clinical requirements to meet the needs of students. The updated salary structure and agreement with DFT in combination with a sought after and approved Michigan Department of Education waiver will further support an increase in internal hires, thus continuing to minimize the need for contracted staff.</p> |

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| 11 | Finance | N/A | Contract Amount: \$1,971,000 Contract Period: July 01, 2020 – June 30, 2024 Source: General Funds Purpose: Audit and Financial Services Contractor: Plante Moran Location: 19176 Hall Rd., Clinton Twp., MI 48038 | New | Yes | No | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>As outlined in the revised school code, Section 380.418a, the District is required to conduct an annual review of its financial expenditures. The school board must designate an independent audit firm to complete the annual financial audits of both Detroit Public Schools (DPS) and Detroit Public Schools Community District (DPSCD).</p> <p>In March 2020, RFP 20-0135 was issued on DemandStar and received four (4) responses. Plante Moran was selected as the supplier providing the best overall value along with the required capacity and experience to provide the services requested. Though not the lowest cost vendor, the District did not believe the lowest cost vendor, based on their submitted response, would be able to meet all the deliverables required at the cost quoted.</p> |
| 12 | District Wide | N/A | Contract Amount: \$7,500,000 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds & Grant Funds Purpose: Office and School Supplies 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 Dr, Greenville, WI 54942 PO Box 81207, Seattle, WA 98108 | Cooperative | N/A | N/A | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>The District will utilize the competitively bid NPPGov, The Cooperative Purchasing Network (TCPN), 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 has a distinct “punch out” website requisitioners can access via PeopleSoft. The website is populated with all the items awarded on the various contracts. Procurement reviews all requisitions to ensure appropriateness.</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> |

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| 13 | Curriculum and Instruction | N/A | Contract Amount: \$1,809,167 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds & Grant Funds Purpose: Learning Management System Contractor: PowerSchool Group LLC Location: San Francisco, CA 94139 | Cooperative/Increase | N/A | N/A | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>This board item was previously approved for FY21 by both the board and FRC in the amount of \$1,172,157. RFP 19-0153 was issued on Demandstar.com and received six responses. Based on evaluation of the proposal, PowerSchool was selected as the supplier providing the best student information system for the District's needs. Initially, there was one vendor, EduPoint, who was lower in cost. However, that vendor was disqualified during the process because they would not provide demonstrations of their product.</p> <p>The District seeks to add PowerSchool's LMS called Schoology to assist in the newly developed distance learning plan. Not only will this allow the District to tie into its existing SIS, but the District may also tie in existing distance learning efforts conducted via M/S Teams utilizing this platform.</p> <p>The District will source the software program through the cooperative contract with Allied States.</p> |
| 14 | Curriculum and Instruction | 19-0194 | Contract Amount: \$1,871,270 Contract Period: July 1, 2020 – June 30, 2021 Source: Grant Funds Purpose: Professional Development and Instructional Materials for Tier 3 Reading Intervention for Grades K-12 Contractor: Brainspring Educator Academy Location: 1409 Allen Dr. Suite F, Troy MI 48083 | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | <p>RFP 19-0194 was issued in January 2019 for professional development and materials for students who are identified as needing Tier 3 interventions in ELA/Literacy. Three responses were received. Based on evaluation of the proposals, Brainspring was selected as the supplier.</p> <p>Through an analysis of both State and i-Ready Diagnostic assessment data, there is a clear and urgent need to support students that are significantly below grade level in reading. The proposed materials will empower academic interventionists, ESE inclusion teachers, and K-2 teachers to provide direct, explicit, multisensory, structured, sequential literacy interventions at every school in the District.</p> |

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| 15 | Curriculum and Instruction | 20-0060 | Contract Amount: \$2,182,599.00 Contract Period: July 1, 2020 – June 30, 2021 Source: Grant Funds Purpose: Reading and Mathematics Diagnostic and Instruction Programs, Grades K-8 Contractor: Curriculum Associates (i-Ready) Location: 153 Rangeway Rd. N. Billerica, MA 01862 | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | RFP 18-0074 was conducted in April of 2018 to solicit online reading and math diagnostic and instruction programming for K-8 students. Based on the evaluation of the qualifying proposals, Curriculum Associate’s program called i-Ready was selected. MDE requires an assessment solution. This assessment platform is state approved, assesses students’ progress toward meeting grade level standards and provides data which both predicts year-end progress and data driven instructional next steps. |
| 16 | Curriculum and Instruction | 19-0203 | Contract Amount: \$800,000.00 Contract Period: July 1, 2020 – June 30, 2021 Source: General Funds & Grant Funds Purpose: Professional Development ELA/Literacy, Grades 9-12 Contractor: Leading Educators, Inc. Location: 1824 Orthes Castle Haley Blvd., New Orleans, LA 70113 | Renewal | Yes | No | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | RFP 19-0203 was issued in February 2019 for ELA/Literacy (Grades 9-12). Four responses were received. Leading Educators, Inc. was selected as the supplier having the best capabilities and experience, including work with urban school districts and evidence of increases of secondary ELA proficiency scores within the first year. This renewal will continue the services Leading Educator provides for English Language Arts and Literacy (ELA/Literacy) content cycles. It will be expanded to the development of content for Mathematics content cycles. |

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| 17 | Operations | 18-0015 | Contract Amount: \$800,000.00 Contract Period: July 1, 2020 – June 30, 2021 Source: General Fund Purpose: Paper Products and Restroom Supplies Contractor: HP Products of Ferguson Enterprise Location: 4220 Saguaro Trail, Indianapolis, IN 46268 | Renewal | Yes | No | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | RFP 18-0015 was published in December 2017. The District received six responses. 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. |
| 18 | Operations | 19-0143-C | Contract Amount: \$945,000.00 Contract Period: July 1, 2020 – June 30, 2021 Source: General Fund Purpose: Athletic Fields Maintenance Contractor: Premier Group Associates, Inc. Location: 535 Griswold, Detroit, MI 48226 | Renewal | Yes | Yes | Academic Committee 06.01.2020 Finance Committee 05.29.2020 Board 06.16.2020 Anticipated Approval FRC 06.29.2020 | In January 2019, RFP #19-0143 was issued to solicit services for athletic fields maintenance. PGA was the only respondent. PGA currently holds a contract with the District for Snow Removal for \$595,000. This request is to renew the Athletic Field maintenance contract for \$350,000. |



Agenda Item Details

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|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.05 Approval of Contract with Ricoh USA for Multi-Function Devices |
| Access | Public |
| Type | Action |
| Recommended Action | That the School Board approve contract renewal with Ricoh USA for the lease and maintenance of multi-function devices for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,150,000. |

Public Content

Recommendation:

That the School Board approve contract renewal with Ricoh USA for the lease and maintenance of multi-function devices and other services for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,150,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020.

In 2019, the District centralized copier deployment. Previously, the District allowed both schools and departments to purchase multi-function devices, or copiers, for their locations. To maintain these devices, schools and departments have purchased annual maintenance agreements to assist with break/fix services at a flat rate.

The Technology Division will continue to manage a centralized deployment for copiers. with the contract renewal with Ricoh USA, a leader in the multi-function device industry, a key part of this strategy. Through the school budgeting process, principals were required to budget for the minimum viable number of copiers needed for their schools, based on enrollment and staff size. Schools are invited to budget for more than the minimum standard. To speed up and streamline the procurement process, the Technology Division procured the school devices centrally, based on the number of copiers each school budgeted for. They also managed deployment and configuration with the District's copier vendor. At the end of the 2019-2020 school year, 108 locations (central office and schools), had converted to the new centralized copier solution.

Gap Analysis:

The previous decentralized approach to purchasing led to a number of challenges in schools. The District lacked a minimum standard for how many copiers should be available based on the number of students and staff members in a building. This meant that not all schools had the number of copiers they really needed for their size and schools in this situation did not consistently budget for additional machines. Also, many schools did not adequately budget to lease new copiers, even when their copiers were in very poor condition. Over 75% of the copiers at schools are more than three years old and are limited in production quality. Although a maintenance agreement covers routine break/fix on purchased copiers, frequent “breakdowns” and the availability of parts for old machines increased downtime. When needs arose throughout the school year, schools had not consistently set aside funds to replace broken or obsolete devices. Finally, classroom or individual printers were available to staff, and while these devices were convenient, the cost of toner/print cartridges and challenges with maintenance and repairs made this an unsustainable strategy for the District going forward. Further, with increased investment in and access to student devices and consumable classroom resources, teachers will need to print less to be effective in their classrooms.

Remaining locations with copiers will reach the end of their useful life within the next two years and need to convert to the centralized copier solution previously described. This is a dramatic improvement from a year ago when 75% of the copiers were three or more years old and at the end of their useful life. Teachers and staff are struggling to produce materials for students due to the state of copiers and printers in the District.

Previous Outcomes:

During fiscal years 2019 and 2020, Ricoh USA installed 220 multi-function devices in 108 schools and central office locations.

| Fiscal Year | Expenditures |
|---|--------------|
| 2018-2019 | \$176,574 |
| 2019-2020* | \$524,769* |
| *Due to school and district office closure the total anticipated expenditure for 2019-2020 is lower than originally estimated. We expect this number to increase as schools return to operations for 2020-2021. | |

Expected Outcomes:

The District will continue to implement a centralized approach to ensure all schools and departments are equipped with working copiers as their existing copiers cease to work. The remaining locations will transition to the centralized approach within the coming two years as their current devices reach the end of their useful life. This contract will also include the multi-year commitment for leasing and maintenance fees associated with the devices.

In addition, the vendor will assist in creating a District print shop that will be housed at Golightly Career Tech Center. The print shop will provide students with an opportunity to participate in print and design digital literacy programming. This will prepare students for advanced study as well as teach skills necessary for them to embark on careers in both the graphic arts industry and in graphic communications. Further, the District will realize at least a 25% preliminary cost savings after ending the outsourcing of large time-sensitive print jobs.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$850,000 – Current 108 Locations

\$200,000 - Print Shop at Golightly CTC

\$100,000–Additional Locations

\$1,150,000 – General Fund

Bid Process: An informal request for quotes was distributed in July of 2018 for multi-function devices from vendors who were awarded contracts through competitively bid cooperative purchasing agreements. Six suppliers provided responses. The IT Department vetted the offerings and Ricoh USA was selected as the supplier for the District.

Contact for Item:

Name: Jeremy Vidito, Chief Financial Officer

Phone: 313-873-6194

Email: Jeremy.vidito@detroitk12.org

Name: Elizabeth Cutrona, Chief Strategy Officer

Phone: 313-873-6205

Email: elizabeth.cutrona@detroitk12.org

Ricoh_Contract_19-0201_executed 5.2020.pdf (1,045 KB)

Administrative Content

Konica Minolta (1).pdf (1,899 KB)

Canon (1).pdf (1,824 KB)

Staples (1).pdf (2,207 KB)

Toshiba (1).pdf (2,823 KB)

Ricoh 6. (1).pdf (1,126 KB)

**Agenda Item Details**

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|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.08 Approval of Contract Amendment with AT&T |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a contract amendment with AT&T for unanticipated WAN services in the amount of \$885,960 for a total fiscal year spend not-to-exceed \$2,264,310, with \$1,650,613 being reimbursed through the E-Rate Program. |

Public Content**Recommendation:**

That the School Board approve additional expenditures with AT&T for unanticipated WAN services in the amount of \$885,960 for a total fiscal year spend not-to-exceed \$2,264,310, with \$1,650,613 being reimbursed through the E-Rate Program.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

The Board approved an AT&T contract on March 12, 2019 for the period July 1, 2019 – June 30, 2020 (the “Fiscal Year 2020 Contract”) in the amount of \$974,556, for a total cost for all services provided in an amount not-to-exceed \$1,499,658. In addition to the costs previously approved, this amendment to the Fiscal Year 2020 Contract reflects a one-time cost of \$885,960 for WAN services.

As a part of the Fiscal Year 2020 Contract, the District renewed ASE WAN services with AT&T. A recent audit of services from AT&T revealed a finding of unbilled services for managed router services on the wide area network or “MRS WAN” dating back to

April 2019. These MRS WAN services were not listed in the Fiscal Year 2020 Contract at all. The services, however, were provided to the District as a continuation of services from the previous contract which expired June 30, 2019 (the “Fiscal Year 2019 Contract”) and, accordingly, payments would need to be made for services rendered. Upon discovery of this oversight, the District and AT&T entered into negotiations to determine the amounts due.

First, the District established that as a part of the Fiscal Year 2019 Contract, AT&T was capped in its total billing for the period April 2019-August 2019, at \$450,000 for the MRS WAN services. After negotiations, AT&T agreed to provide the District with a 90% reduction in costs to this amount as Erate funding discounts would have been applied for these services had the provision of services been timely communicated and billed. The District will pay \$45,000 to satisfy the terms for payment for unbilled services for those six months.

For the period September 2019 through June 30, 2020, where there was no contract for MRS WAN services, the District’s bills were updated to include total costs of \$840,960.

The District's 2020-21 eRate application includes all WAN services with AT&T and the contract has been amended to reflect all provided services. AT&T currently provides the following services to the District: POTS (Plain Over Telephone Service), cellular, wide area network (WAN), Internet, and managed firewall.

Gap Analysis:

The telecommunications, data, and cellular services are the backbone of the District’s communication infrastructure. These services are a critical component to safety, security and information access throughout the network of schools and administrative offices.

Previous Outcomes:

AT&T has provided telecommunications and Internet services to the District since 2014.

| Year | Expenditures |
|-------------|---------------------|
| 2017-2018 | \$263,282 |
| 2018-2019 | \$422,875 |
| 2019-2020 | \$657,933 |

Expected Outcomes:

The District conducted an in-depth review of these services in correlation with the results from the technology assessment to make service adjustments and recommendations to best fit the District's evolving needs as a long-term planning strategy. The District will continue to utilize AT&T for critical communications services with regular account management and service review.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$2,264,310: \$1,499,658 in General Funds and \$1,650,613 E-Rate Funding.

| | Total Cost | E-Rate Reimbursement | Cost to District |
|--|--------------------|-----------------------------|-------------------------|
| POTS Lines and Support Services WRESA Cooperative Agreement #20100205 | \$67,000 | Not Eligible | \$67,000 |
| Cellular/Mobility Services State of MI Cooperative Agreement #071B4300006 | \$230,000 | Not Eligible | \$230,000 |
| Wide Area Network Services 14-0173 WAN Services | \$1,500,000 | \$1,350,000 | \$150,000 |
| Wide Area Network Services One-Time Costs 14-0173 WAN Services | \$885,960 | Not Eligible | \$885,960 |
| Internet Services with a 10G circuit, managed firewall and UTM (Unified Threat Management) – Erate Reimbursement Eligible RFP 19-0159 Internet Services | \$334,014 | \$300,613 | \$33,401 |
| 10% contingency | \$133,296 | Not Eligible | \$133,296 |
| Total with Contingency | \$2,264,310 | \$1,650,613 | \$1,499,658 |

Contact for Item:

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Administrative Content

**Agenda Item Details**

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.09 Approval of Contract Renewal for Encore Technology Group |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with Encore technology Group for Voice Over IP services for the period of July 1, 2020 to June 30, 2021 in an amount not-to-exceed \$1,000,000. |

Public Content**Recommendation:**

That the School Board approve the contract renewal with Encore Technology Group for Voice Over IP services for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,000,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

Encore Technology Group provides Voice Over IP (VoIP) telecommunication services to Detroit Public Schools Community District including voicemail and auto attendant features at all District locations. 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 through June 30, 2019 has two one-year renewals available. The District plans to use the final one-year renewal to ensure continuity of telecommunication services throughout all District locations using VoIP telecommunication services. The District will post request for proposal for VoIP services in November 2020.

VOIP services are fast, reliable and offer flexible features to enhance the quality of telecommunications service; VoIP is the telecommunications standard in the 21st century. The District has completed the migration of all schools and administrative buildings to this new voice over IP solution which leverages our existing data network to deliver voice service.

Gap Analysis:

For years, the District has had a mix of both VoIP and Traditional Private Branch Exchange (PBX) systems and voice over copper service lines have been the backbone of the District's telecommunications infrastructure. This caused intermittent outages and issues with phone services across the District. At the start of the 2019-2020 school year, there were still 64 schools and administrative buildings on the old PBX systems and 50 on the VoIP platform. Now that the District has fully migrated to VoIP services, this will allow the District to maintain a reliable, secure telephony infrastructure for long term sustainability.

Previous Outcomes:

The District has implemented and migrated to VoIP Voice Services in the 64 schools and administrative buildings that were still on the old PBX systems at the start of the 2019-2020 school year. 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 2019-2020 school year.

| Fiscal Year | Annual Expenditures |
|--------------------|----------------------------|
| 2019-2020 | \$1,900,000 |
| 2018-2019 | \$1,500,000 |
| 2017-2018 | \$431,392 |

Expected Outcomes:

This contract renewal will allow the District to continue operations of the VoIP platform which provides necessary telecommunications to all district buildings to meet the communication and safety needs of staff and students who rely on this service. By December 2020, 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 from General Funds

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.

Contact for Item:

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[Encore - DPSCD Modification No. 4 - 5.20.20.pdf \(69 KB\)](#)

Administrative Content

[ATT VoIP RFP Response.pdf \(21,473 KB\)](#)

[Encore Bid Response \(1\).pdf \(22,534 KB\)](#)

[Jive Bid Response.pdf \(8,417 KB\)](#)

[VDS VoIP 16.0382.pdf \(10,356 KB\)](#)



Agenda Item Details

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.12 Approval of Contract Renewal with Learning Consultants, Inc. |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with Learning Consultants, Inc. for physical plant cabling, public address support services, and installation of interactive whiteboards for the period of July 1, 2020 through June 30, 2021, in an amount not-to-exceed \$1,325,450. |

Public Content

Recommendation:

That the School Board approve the contract renewal with Learning Consultants, Inc. for physical plant cabling, public address support services, and installation of interactive whiteboards for the period of July 1, 2020 through June 30, 2021, in an amount not-to-exceed \$1,325,450.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

Learning Consultants, Inc. (LCI) has worked with Detroit Public Schools Community District since 1995. The vendor has installed data, video, and voice infrastructure systems for District buildings, installed electrical lines for projectors, interactive boards, and additional outlets in schools, and has provided project planning and site mapping services for installation of new technology and network moves and additions. LCI currently supports the District with physical plant cabling, public address (PA) support services, and installation of interactive whiteboards.

After the completion of a request for proposals in August 2019, the District signed a contract with LCI for the services described above, with an option for two one-year renewals. The District plans to exercise a one-year renewal of services for 2020-2021 fiscal year with Learning Consultants, Inc.

Gap Analysis:

Plante Moran technology audit identified the need for significant upgrades to data cabling at 77 schools. The District made significant investments in data cabling last year at 25 school buildings. This contract renewal allows the District to properly maintain the cabling infrastructure as well as address additional opportunities to upgrade cabling across the District.

PA systems, including bells and clocks at schools throughout the District, are in need of significant repair services or an upgrade to an up-to-date system. The public address system serves as an important tool for communication to all staff and students. A viable, working public address system is integral to safety and security, and supports structured movement throughout school buildings. This contract renewal directly addresses the support needed to facilitate the maintenance of these communication systems. Additionally, to support technology in classrooms, the interactive whiteboard installation services provides the District with the resources to assemble and transport this technology to schools and classrooms.

Previous Outcomes:

During the 2019-2020 fiscal year, Learning Consultants provided multiple services to the District. The interactive technology installation services allowed the District to maintain the continuity and installation standards for this technology across the District. This has been integral to the seamless expansion of the One-to-One Technology Initiative. LCI also provided repair, maintenance, and installations services for aging PA systems across the District.

Additionally, LCI provided physical plant and data cabling installation services to overhaul the worn, outdated wiring infrastructure at Roberto Clemente Learning Academy, Ronald Brown Academy, Edward 'Duke' Ellington Conservatory of Music & Art at Beckham Academy, Southeastern High School, Emerson Elementary-Middle School, Garvey Academy, Munger Elementary-

Middle School, Gompers Elementary-Middle School, and Priest Elementary-Middle School. This technology infrastructure upgrade and modernization process resolves findings on the technology and facility audits, as well as support recent investments in 1:1 technology. Additionally, Learning Consultants completed data cabling upgrades at Clemente, Ronald Brown, Duke Ellington, Southeastern, Emerson, Garvey, Munger, Gompers and Priest.

The District manages projects and services from Learning Consultants through the ticketing system. This allows the District to track contractor progress in real-time as well as the time allotted to each school or District project.

| Fiscal Year | Annual Expenditures |
|-------------|---------------------|
| 2019-2020 | \$2,761,150 |
| 2018-2019 | \$1,071,450 |
| 2017-2018 | \$925,000 |

Expected Outcomes:

The interactive technology installation services provided by LCI will allow the District to continue to expand the One-to-One Technology Initiative as well as enhance instructional technology resources to all Title I eligible high school sites this year. In addition, LCI will provide physical plant cabling support and maintenance services across all District locations.

The installation, provisioning, and maintenance services for public address systems and AV equipment provided by LCI will complete work orders to repair or replace PA systems to broadcast news and emergency announcements. It will also allow for two-way voice communications between the office and individual or all classrooms. LCI will complete a project to upgrade PA systems in critical need locations to ensure equipment is operable and functional. The service provided for bells and clocks by LCI will enable scheduling of bells, tones, and clocks through advanced programming of the location's master clock. Bells that ring on time improves teaching effectiveness and students' focus on instruction as well as ensures that classes begin and end on schedule. Also, LCI will be installing new cabling for five District buildings.

Alignment to Strategic Plan:

Transformative Culture

Financial Impact:

\$1,325,450 from General Funds

| Services | Cost | Scope |
|--------------------|-----------|--|
| Structured Cabling | \$500,000 | <p>New Building Cabling:</p> <ol style="list-style-type: none"> 1. Palmer Park 2. Harms 3. Bennett 4. Maybury 5. Central / Durfee <p>Provide repair, maintenance and support of physical cable plan issues through Service Desk ticketing system requests across all buildings.</p> |
| Audio Visual | \$130,000 | Installation, provisioning, maintenance and MACR services for public address systems |
| Interactive | \$695,000 | Interactive technology installation |

| | | |
|------------|--|--|
| Technology | | services to continue to expand the One-to-One Technology Initiative |
|------------|--|--|

Structured Cabling Bid Process: RFP 19-0291 was issued on DemandStar and received 3 response(s). Based on evaluation of the proposal, Learning Consultants, Inc. was selected as the supplier providing cable installation, maintenance, and repair services.

Audio Visual Support Bid Process: RFP 20-0061 was issued on DemandStar and received 2 response(s). Based on evaluation of the proposal, Learning Consultants, Inc. was selected as the supplier providing installation, provisioning, maintenance and MACR services.

Contact for Item:

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DPSCD Contract # 19-0291 from LCI signed 5.20.pdf (301 KB)

Administrative Content

- DataCom Proposal.pdf (8,010 KB)
- Direct Internet dps cable rfp 19_0291.pdf (4,119 KB)
- LCI.pdf (15,250 KB)
- 20-0061 LCI RFP RESPONSE.pdf (9,518 KB)
- 20-0061 Sound Planning RFP Response.pdf (1,219 KB)

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.13 Approval of Contract Renewal with VisionPro, LLC |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with VisionPRO, LLC for staff augmentation services for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$800,000. |

Public Content**Recommendation:**

That the School Board approve the contract renewal with VisionPRO, LLC for staff augmentation services for the period of July 1, 2020 through June 30, 2021 in an amount not to exceed \$800,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

VisionPRO, LLC is a minority-owned information technology firm that provides professional staffing services for staff augmentation throughout the Metro Detroit area. VisionPRO provides contingent part-time, full-time, and direct-hire staffing solutions. Assignments typically address skilled IT resources, most with educational degrees and/or certifications, to cover a variety of functions in varied business environments. VisionPRO has previously supported the District with staff augmentation services.

Based on the core priorities for the Technology Division, a limited contract of staff augmentation services are needed to support PeopleSoft Human Capital and Finance modules. PeopleSoft is the District's primary enterprise resource planning system (ERP) for human resource and finance management. Staff augmentation services will include security, technical support, system administration, development, and project management to effectively support the District's PeopleSoft environment and District initiatives.

During the 2019-2020 fiscal year, the District engaged in a PeopleSoft Assessment with Ernst & Young to create a multi-year improvement plan to increase the efficiency and effectiveness of the PeopleSoft functional operations. The District plans to exercise a one-year renewal on the Vision Pro contract to maintain the daily operation and administration of the PeopleSoft system, and to address findings from the PeopleSoft assessment.

Gap Analysis:

Across the IT sector, outsourcing project-based work, where contracted staff are held accountable for delivery of defined projects, is an important tool. It allows an organization to staff with knowledgeable full time staff with the skills required to manage a technology system and its long term roadmap, while still providing the flexibility to buy specialized skill sets to deliver on unique projects in a short period of time. Because the District fully outsourced ERP operations in the past, without stable leadership and direction, contractor hours did not advance a coherent roadmap. Now that the District has in-sourced technology leadership, the team can position staff augmentation to provide added value and advance the product roadmap systematically.

Previous Outcomes:

During the 2019-2020 school year, the vendor provided seven contracted staff members to support the District's enterprise resource planning software and databases.

| Fiscal Year | Annual Expenditures |
|-------------|---------------------|
| 2019-2020 | \$950,000 |
| 2018-2019 | \$4,100,000 |

| | |
|-----------|-------------|
| 2017-2018 | \$5,430,943 |
|-----------|-------------|

Expected Outcomes:

VisionPro will offer staff augmentation for PeopleSoft development as well as data base and system administration under the supervision of the Business Solutions team. The District will manage the VisionPRO contracted staff to provide uninterrupted support for security, technical support, system administration, development, and project management to effectively support the District's PeopleSoft environment. Additionally, the District plans to initiate a project-based staffing model for application development needs to address the findings in the PeopleSoft assessment.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$800,000 from General Funds

Bid Process: On 5/6/19, RFP 19-0256 was issued on Demandstar to solicit qualified sources to provide professional staffing services for IT. Via Demandstar, 184 firms were notified of the RFP and fifteen responses were received on or by 5/20/19. Based on the evaluation of the proposals, VisionPRO was selected as the supplier. VisionPRO has the capability and experience to provide the services requested. Though not the lowest cost vendor, they were the best overall value when taking into consideration the District's experience with the supplier.

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Vision Integrated Technologies previously Vision Pro 5.18 - signed 2021 signed.pdf (170 KB)

Administrative Content

22 CENTURY TSCTI Proposal to DPSCD.zip (15,683 KB)

COGENT.zip (44,199 KB)

Mad Dog Tech.pdf (8,636 KB)

NeumericTechCorp.pdf (6,274 KB)

OPTECH.pdf (24,165 KB)

PARMOUNT SOFTWARE SOLUTIONS.zip (54,386 KB)

pie.pdf (5,294 KB)

Response to RFP # 19-0256 - Optima Global Solutions, Inc..pdf (34,327 KB)

Sierra Digital Inc Complete Proposal.pdf (9,105 KB)

Virtucom Respon to Detroit Public Schools community District RFP # 19-0256.pdf (5,471 KB)

VisionPRO RFP Response_DPSCD_IT Professional Staffing Services19-0256_FINAL.pdf (3,195 KB)

Appendix_B_Pricing_BeaconGov (1).zip (3,458 KB)

Beacon Hill Staffing Group.zip (5,350 KB)

WORLDGATE.pdf (22,815 KB)



Agenda Item Details

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.14 Approval of Cooperative Purchase with Dell Marketing, Inc. |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a cooperative purchase with Dell Marketing Inc., for student devices, staff devices, and peripheral accessories for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$3,100,500. |

Public Content

Recommendation:

That the School Board approve a cooperative purchase with Dell Marketing Inc., for student devices, staff devices, and peripheral accessories for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$3,100,500.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

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, power adapters and mice. This catalog includes 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 allows the District to streamline device deployment, maintenance, and field supports.

During the 2020-2021 school year, the District continues to expand the One-to-One Technology Initiative to high schools, as well as purchased laptops for additional staff positions throughout the District. In addition, desktops were purchased to refresh the main office of each school as well as new desktops for the Office of School Nutrition.

Gap Analysis:

The District has developed an estimated purchasing amount for Dell Marketing, Inc., in total, for the end of Fiscal Year 2020. Without this purchase, the District would be unable to maximize one-time Title I funds. For the entirety of the next fiscal year this would be inclusive of all 1:1 technology purchases in high schools, all school-based purchases, and reasonable repair or replacement costs provided that a General Fund surplus is available.

Previous Outcomes:

For the 2019-2020 school year, the District purchased laptops and laptop carts to expand the One-to-One Technology Initiative to the remaining K-8 schools, high schools, and additional staff positions such as Dean of Students, Attendance Agents, Social Workers, Registered Nurses, Behavior Specialists and Program Associates in central office. Additionally, schools purchased technology for classrooms that were ineligible for Title I funding such as CTE Pathways programs and elective classrooms. Since the start of the 2017 school year, the District has reduced the student to device ratio from more than 6:1 to 1.51:1. In addition to dramatically improving the device ratio, the 1:1 Initiative has increased student access to and participation in online tools to support their learning.

Expected Outcomes:

For the 2020-2021 school year, the District will complete the One-to-One Technology Initiative for all schools, including a refresh to the pilot schools: Cooke STEM Academy, Nolan Elementary-Middle School, and Bagley Elementary School of Journalism and Technology. Additionally, the District will continue to purchase devices for special programs, such as career pathways and elective classrooms, in addition to planning for replacement of devices as a result of theft or unavoidable damage.

Financial Impact:

\$3,100,150 from 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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19-0060-C_Dell_Contract 5.2020.pdf (5,601 KB)

Administrative Content

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.15 Approval of Cooperative Purchase with Tierney Brothers |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a cooperative purchasing agreement with Tierney Brothers, Inc. to purchase Epson and SMART brand interactive technology products for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,500,000. |

Public Content**Recommendation:**

That the School Board approve a cooperative purchasing agreement with Tierney Brothers, Inc. to purchase Epson and SMART brand interactive technology products from Tierney Brothers, Inc. for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,500,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

Tierney Brothers, Inc. 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.

Gap Analysis:

The District is working to ensure a 21st 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:

During the 2019-2020 school year, the District completed the One-to-One Technology Initiative at all K-8 schools and started the next phase of the implementation at the high schools. The use of the cooperative purchasing agreement also allowed school-based purchasing of SMART accessories such as speakers and pens as well as Epson projectors.

| Fiscal Year | Annual Expenditures |
|-------------|---------------------|
| 2019-2020 | \$202,370 |
| 2018-2019 | \$5,688,483 |
| 2017-2018 | \$561,225 |

Expected Outcomes:

The District expects to complete One-to-One Technology Initiative for high schools in the 2010-2021 school year. This not-to-exceed amount accounts for all approved 1:1 installations schools and all school-based purchases.

Alignment to Strategic Plan:

Transformative Culture

Financial Impact:

\$1,500,000 from General Funds and Title I Funds

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

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[Tierney REMC Contract 2019-2021.zip \(956 KB\)](#)

Administrative Content

**Agenda Item Details**

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 12. Administrative Action Items |
| Subject | 12.02 Approval of Contract renewal with A Quality Staffing dba Elite Medical Staffing and Delta – T Group Detroit, Inc. |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with A Quality Staffing dba Elite Medical Staffing and Delta – T Group Detroit, Inc. for contracted medical services for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$5,367,937. |

Public Content**Recommendation:**

That the School Board approve the contract renewal with A Quality Staffing dba Elite Medical Staffing and Delta – T Group Detroit, Inc. for contracted medical services for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$5,367,937.

Description and Background:

This item was reviewed by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020. Since that time, in order to (i) assure adequate preparation for any COVID 19 nursing needs and (ii) account for expected increases in cost for operating for a full school year versus the abbreviated 2019-2020 school year, the District has expanded its recommendation as further explained below.

The District contracts with vendors to supplement the medical services being provided to students. The district receives medical orders from physicians regarding care of students with medical conditions. The District currently employs eighteen Registered Nurses (RN), who provide health services as required, including health services on students' Individualized Education Plans (IEP)

and/or 504 plans. Nine of these nurses are assigned to individual schools and the other nine are outreach nurses, who provide direct case management and consultative support for school health services across the rest of the schools in our District.

In addition to the District Registered Nurses, the District utilizes contracted services to provide agency nurses to the remainder of the District. If all nursing services from 2019-2020 are maintained, the District will utilize 106 contracted nursing staff members to address the medical needs of the students during the school day and to assist with transportation of medically fragile students. If the District maintains nursing services consistent with the 2019-2020 school year for a full academic year, the cost would be approximately \$3,404,059.

However, based on COVID implications, and feedback around the District reopening plan, the District would like to be proactive and outline the cost for including nursing services at every school. If we were able to assign each of the 9 outreach nurses to a single school, we would still need approximately 60 additional nurses in order to provide on-site nursing services on site at every school. This would be an additional cost of approximately \$1,963,878 for a total cost of \$5,367,937.

It is recommended that the Board approve this maximum expenditure for nursing services, which provides for a nurse at every school, in light of the COVID 19 pandemic. Failure to proactively approve these amounts could result in necessary services being delayed due to a misaligned contract.

Gap Analysis:

Until the District is able to expand the number of employed nurses, contracted nursing services are needed as a supplement to meet the school health services needs of our students.

Previous Outcomes:

For the 2019-2020 school year, Elite Staffing provided 44 nurses and Delta-T provided 62 nurses to provide required nursing services.

2019-2020 District-wide Agency Nurse Coverage

| Service provided | Delta-T (#) | Elite(#) | District-wide Total(#) |
|-------------------|-------------|----------|------------------------|
| ESE | 2 | 18 | 20 |
| DWIHN grant | 6 | 0 | 6 |
| General Education | 9 | 26 | 35 |
| Transportation | 45 | 0 | 45 |
| | | | |

| | | | |
|-------|----|----|-----|
| Total | 62 | 44 | 106 |
|-------|----|----|-----|

Contracted Nursing Expenditures for the Last Three Years

| | 2017-2018 Payments | 2018-2019 Payments | 2019-2020 Payments (to date) |
|---------------|-----------------------|-----------------------|------------------------------------|
| Elite Medical | \$494,591 | \$1,796,150 | \$1,246,538 |
| Delta - T | \$0 | \$1,607,910 | \$1,318,887 |
| Total | \$494,591 | \$3,404,060 | \$2,565,425 |

Please note that prior to 2018, additional vendors were utilized. Those vendors provided multiple services including nursing. Therefore, the District is not able to report out on the total spent exclusively for nursing. In general nursing services has remained constant, with an increase this past year with the Detroit Wayne Mental Health Initiative (6 additional nurses). Additionally, due to the District closure, we have not utilized agency services during the final 3 months of school, however, we should plan for a full 10 months of service for the 2020-2021 school year, so we are using the 2018-2019 final payments as a guideline.

Expected Outcomes:

In addition to the 106 contracted nursing staff members required to maintain nursing services implemented during 2019-2020, the District has included a contingency of an additional 60 nurses in order to accommodate potential nursing needs due to COVID. Specific to their assignment, agency nurses will utilize nursing principles to administer medications, provide direct care to students with various medical conditions in the school setting, provide nursing care on buses for medically fragile students, and perform basic preventative and therapeutic nursing procedures as ordered by the physician and/or delegated by the district's Registered Nurse, ensuring district students receive safe and appropriate required services.

| Service provided | Delta-T (#) | Elite(#) | District-wide Total(#) |
|----------------------|-------------|----------|------------------------|
| ESE | 2 | 18 | 20 |
| DWIHN grant | 6 | 0 | 6 |
| General Education | 9 | 26 | 35 |
| Transportation | 45 | 0 | 45 |
| COVID-19 Contingency | 30 | 30 | 60 |

| | | | |
|--|----|----|-----|
| Additional 53 nurses in order to provide on-site nursing services across all schools | | | |
| Total | 92 | 74 | 166 |

In order to ensure that our students have appropriate nursing staff, the District needs the ability to fluidly move between the two contractors with the understanding that we may not exceed the total amount of \$5,367,937.

Finally, the District is seeking approval to fund the full number of required nurses through direct District employees as opposed to contracted services and will continue to convert services to District employees as they are hired. This should reduce contracted services over the next few years, as the number of District employed nurses increases.

Alignment to Strategic Plan:

Whole Child Commitment

Financial Impact:

\$5,367,937 from Detroit Wayne Mental Health Authority Grant Award, Exceptional Student Education Grant Funds, Federal CARES Act Grant Funds and General Funds.

Bid Process: The District issued Request for Proposal #19-0002 to obtain suppliers that could provide personal and skilled nursing services to students assigned by District personnel, in accordance with physician orders and established plans of care. Fourteen suppliers responded and were reviewed by the evaluation team.

The evaluation committee reviewed each of the 14 proposals based upon criteria which encompassed supplier background, experience, capability, and cost. The team selected two suppliers, A Quality Staffing dba Elite Medical Staffing and Delta – T Group Detroit, Inc., who, based on their proposal, strongly fit the needs of the District.

Contact for Item:

Name: Alycia Meriweather, Deputy Superintendent

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Administrative Content

[24-7 Medstaff Pricing.zip \(1,605 KB\)](#)[Aequor Healthcare.pdf \(15,346 KB\)](#)[ATC Proposal Scan 2018.zip \(21,582 KB\)](#)[Career Staff.pdf \(43,246 KB\)](#)[Delta-T Group RFP Response with Pricing.pdf \(16,241 KB\)](#)[Delta-T Group Detroit Inc Response to 190002 Nursing Services.pdf \(16,010 KB\)](#)[EDU Health Care.pdf \(25,393 KB\)](#)[Elite Medical Staffing.pdf \(25,281 KB\)](#)[RCM _Pricing.zip \(27,519 KB\)](#)[ResCare HomeCare Pricing.zip \(36,382 KB\)](#)[SHC Pricing Proposal.zip \(7,517 KB\)](#)[Soliant.zip \(39,984 KB\)](#)[Sunbelt Staffing_RFP #19-0002.pdf \(5,020 KB\)](#)[Vibrus Group LLC.pdf \(4,701 KB\)](#)[Worldwide Staffing.pdf \(18,597 KB\)](#)

**Agenda Item Details**

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.16 Approval of Contract with the Deaf Community Advocacy Network, Inc. and with Delta-T for Sign Language Interpreting Services |
| Access | Public |
| Type | Action |
| Recommended Action | That the School Board approve a contract with Deaf Community Advocacy Network, Inc. and a Contract for New, Distinct Services with Delta-T for the period of July 1, 2020 through June 30, 2021 for sign language interpreter services in an amount not-to-exceed \$3,388,928. |

Public Content**Recommendation:**

That the School Board approve a contract with Deaf Community Advocacy Network, Inc. and a contract for new, distinct services with Delta-T for the period of July 1, 2020 through June 30, 2021 for sign language interpreter services in an amount not-to-exceed \$3,388,928.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

Detroit Public Schools Community District seeks to retain qualified vendors to provide licensed and certified sign language interpreters in accordance with Michigan Certified Interpreters standards. The Deaf Community Advocacy Network, Inc. (DeafCan) has provided 18 sign language interpreter services to approximately 80 students within the District in the 2019-2020 academic year. The need is for a total of 25 interpreters for the Office of Exceptional Student Education (ESE). Additionally, there are needs for the

Office of Bilingual Education and Human Resources based on Americans with Disability Act requirements. With the nationwide shortage of American Sign Language (ASL) Interpreters, our previous contractors have been able to provide 18 interpreters who have established relationships and a cadence of service with students, staff, and stakeholders. Their responsibilities include facilitating communication between deaf and hard of hearing students, their hearing peers, teachers and others involved in the students' education. This is done through the interpretation from spoken and written English to sign language for students and from Sign Language to voice for teachers and peers. Services are provided in and out of the classroom, at workshops and other trainings, Board meetings, and any other locations as mandated by state and federal law. With the shortage of staff who meet the 4.0 requirements, the District will expand service providers to include Delta-T. This firm elicited the highest score during the Request for Proposal and the Evaluation Committee scoring process. The top scores are as follows:

| Supplier | Score | Cost per Hour |
|------------|-------|----------------|
| Delta-T | 90 | 46.00 |
| Deaf CAN | 89 | 52.98 52.98 |
| Sunbelt | 85 | 54.50 |
| CRA | 82 | 65.00 |
| Cumberland | 80 | 62.00 62.00 |

The DeafCAN! contract provides for annual renewals. During the term of the agreement and the renewal periods, rates can be renegotiated up to a fixed hourly dollar amount.

Gap Analysis:

The District is required to provide interpreter services to deaf and hard of hearing stakeholders as required by the ADA and the Individuals with Disabilities Education Act (IDEA). The District does not have sufficient internal staff who meet the required 4.0 to meet these needs despite continued recruitment efforts. After a review of publicly available certification records, the pool of appropriately certified interpreters is limited statewide. There is a national critical shortage of deaf interpreters meeting the Educational Interpreter Performance Assessment (EIPA) performance score of a 4.0. This greatly reduces the amount of available interpreters to support academics within school districts where previously districts could employ interpreters with a score of 3.5. Therefore, the District needs to continue the utilization of the requested services.

Previous Outcomes:

The use of DeafCAN! and Delta-T has offered deaf and hard of hearing students a facilitation of communication with their hearing peers, teachers and others involved in the students' education through the provision of qualified interpreters. Likewise, stakeholders have access to interpreter services to the extent required by the ADA and IDEA.

| Year | DELTA-T GROUP DETROIT, INC. | DEAF COMMUNITY ADVOCACY NETWORK |
|----------------|--|--|
| 2016-2017 | \$0.00 | \$564,961.88 |
| 2017-2018 | \$0.00 | \$985,936.25 |
| 2018-2019 | \$1,607,910.16 | \$843,538.87 |
| 2019-2020* | \$1,318,887.09 | \$672,044.20 |
| *As of 5/13/20 | | |

Financial Impact:

\$3,388,928 from General and Exceptional Student Education Funds.

Bid Process: RFP 20-0128 was issued on DemandStar and received 11 responses. Based on evaluation of their proposals, Delta-T and DeafCAN were selected to provide sign language interpreter services. Delta-T was the lowest cost vendor and both Delta-T and DeafCAN have staff already hired that can fill the immediate needs of the District.

Contact for Item:

Name: Iranetta Wright, Deputy Superintendent
Office (313) 873-6893
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Administrative Content

[Bromberg RFP Response.zip \(34,833 KB\)](#)[CRA-Detroit Bid SLI-2-26-Final-Combined.zip \(22,769 KB\)](#)[CTS response to RFP #20-0128.zip \(5,122 KB\)](#)[DEAF CAN!-DPSCD RFP# 20-0128 Finalized E-Copy.zip \(46,667 KB\)](#)[DTG DT Response to DPSCD 20-0128 Sign Language Interpretation.pdf \(10,255 KB\)](#)[EBS Response.zip \(4,591 KB\)](#)[IU_RFP#20-0128_TechnicalProposal.zip \(13,933 KB\)](#)[Karash Response.zip \(4,406 KB\)](#)[RFP20-0128 SLI Response Soliant Health.zip \(4,947 KB\)](#)[RFP20-0128 SLI Response Sunbelt Staffing.zip \(7,120 KB\)](#)[Therapia Staffing Proposal RFP 20-0128-0-2020-JY SLI Services.zip \(6,243 KB\)](#)

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.17 Approval of Contract Renewal with EBS Healthcare |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a contract renewal with EBS Healthcare for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$3,852,155. |

Public Content**Recommendation:**

That the School Board approve a contract renewal with EBS Healthcare for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$3,852,155.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

The District contracts with vendors to provide supplemental special education support services to students who are being assessed for or have been identified as having an Individualized Education Plan (IEP). The District has currently contracted for 8 School Social Workers, 8 Occupational Therapists, 1 Physical Therapists, 6 School Psychologists, and 24 Speech & Language Pathologists (SLPs) and Clinical Fellows from vendors.

The District is responsible for providing ancillary/support services to all District schools where students hold IEPs, 14 private parochial schools located in Wayne County, and 71 non-public head-start centers as well as to address Child Find Referrals for 2020-

2021.

Gap Analysis:

Due to a critical shortage of ancillary support staff with the appropriate licensure, contract services are needed to supplement the provision of clinical requirements to meet the needs of our students. The District has significantly reduced the need for ancillary services from the 2018-2019 academic year to the present 2020-2021 projections. There has been an increase in internal hires for school social work, occupational therapy, physical therapy and speech & language pathology. An ESE Recruiter has been hired with an explicit focus on hiring skilled and licensed staff. Further, postings will continue to be maximized through networking with the aligned teacher and therapy programs at universities. Connections with the adjacent professional organizations will also be used.

Previous Outcomes:

For the 2019-2020 academic year, EBS provided 6 School Social Workers, Occupational Therapists, Physical Therapists, School Psychologists, Speech & Language Pathologists (SLPs), and Clinical Fellows. Due to the national shortage of psychologists, EBS has not been able to meet that need. For the 2019-2020 academic year, however, the cost was less than the previous year due to the in-person school shutdown caused by the COVID-19 outbreak. Also, previous contracted amounts for either the 2018-2019 and the 2019-2020 academic years were not reached due to staff vacancies. For example, the contracted amount for 2018-2019 was \$10,655,757 and for 2019-2020 it was \$7,857,559.

Expenditures for the last four years were as follows:

| Academic Year | EBS HEALTH CARE STAFFING SERVICES INC |
|----------------------|--|
| 2016-2017 | \$1,471,268 |
| 2017-2018 | \$2,014,556 |
| 2018-2019 | \$3,826,859 |
| 2019-2020 | \$2,808,043 |

Expected Outcomes:

For the 2020-2021 academic year, 27 School Social Workers, 12 Occupational Therapists, 3 Physical Therapists, 25 School Psychologists, and 35 SLPs will be needed to provide clinical support to students based on IEP needs.

It should be noted that the updated salary structure and agreement with DFT in combination with a sought after and approved Michigan Department of Education Waiver will further support an increase in internal hires, thus continuing to minimize the need for contracted staff. Psychologist vacancies continue to align with the national shortage despite hiring over 5 internal psychologists. Although the District is seeking approval to fund the full number of required ancillary staff through contracted services, the new DFT Tentative Agreement recognizes internal and external experience to accelerate pay. This is likely to increase the number of full-time employees for occupational therapist, physical therapists, SLPs, School Social Workers, and School Psychologists in the District.

| Staff Needs | Projected 2020-2021 | | |
|--|----------------------------|-----------------|--------------------|
| | Caseload | Services | Assessments |
| Speech Language Pathologists (SLP), including EIDC | 2100 | 1890 | 840 |
| School Social Workers (SSW) | 1485 | 1336 | 600 |
| School Psychologists | N/A | N/A | 2250 |
| Occupational Therapists (OT) | 540 | 486 | 220 |
| Physical Therapist (PT) | 135 | 122 | 60 |

Financial Impact:

\$3,852,155 from Special Education/IDEA Funds

Bid Process: RFP 19-0004 was issued on DemandStar and received 11 responses. Based on evaluation of their proposal, Educational Bases Services (EBS) was selected to provide specialized student services. They have the capability and experience and offered the lowest cost in three of six positions requested.

| | | | | | |
|--|----------------------------------|----------------------------|-----------------------------|-----------|-----------|
| | Speech & Language CCC | School Psychologist | School Social Worker | OT | PT |
| | | | | | |

| | | | | | |
|---------------------------------|-----------|-------------|-----------|-----------|----------|
| EBS Cost per hour | 58.85 | 68.85 | 56.85 | 58.85 | 59.85 |
| Work Days | 181 | 181 | 181 | 181 | 181 |
| Hour per day | 7 | 7 | 7 | 7 | 7 |
| Yearly Cost per position | \$74,563 | \$87,233 | \$72,029 | \$74,563 | \$75,830 |
| Number of Est Positions | 11.5 | 25 | 3 | 23.6 | 1 |
| TOTAL COST | \$857,474 | \$2,180,824 | \$216,087 | \$521,940 | \$75,830 |

Contact for Item:

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Administrative Content

[BMR Health Care RFP 19-0004 Response.pdf \(18,682 KB\)](#)

[Career Staff.pdf \(44,607 KB\)](#)

[Chitter Chatter Specialized Student Services RFP.pdf \(5,395 KB\)](#)

[EBS 19.0004_Response_EBS.pdf \(6,172 KB\)](#)

Delta T Group.zip (9,770 KB)

INVO.pdf (23,467 KB)

SKM_30818050414010.pdf (7,159 KB)

Soliant.pdf (4,556 KB)

Sunbelt Staffing_RFP #19-0004.pdf (5,151 KB)

Therapy Staff.pdf (7,159 KB)

**Agenda Item Details**

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.04 Approval of Contract with Plante Moran |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a contract with Plante Moran to provide audit services for Detroit Public Schools and Detroit Public Schools Community District for the period of July 1, 2020 through June 30, 2024 in an amount not-to-exceed \$1,971,000. |

Public Content**Recommendation:**

That the School Board approve a contract with Plante Moran to provide audit services for Detroit Public Schools and Detroit Public Schools Community District for the time period of July 1, 2020 through June 30, 2024 in an amount not-to-exceed \$1,971,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020.

As outlined in the revised school code, Section 380.418a, the District is required to conduct an annual review of its financial expenditures. The school board must designate an independent audit firm to complete the annual financial audits for both Detroit Public Schools (DPS) and Detroit Public Schools Community District (DPSCD).

The annual financial audit for DPSCD is required to be completed and submitted to the state of Michigan by November 1 of each fiscal year. The annual financial audit for DPS is scheduled for completion by November 1. The District and Auditors provide additional financial disclosures for Detroit Public Schools to the DPS bond holders annually by December 31.

Through the establishment of strong internal controls and defined systems and procedures, the District has seen the number of audit findings and questioned costs decrease of the past four years. At the same time the District has established a Rainy Day Fund, Capital Projects Fund, and seen its fund balance increase annually.

The District has worked with Plante Moran for the past four years, including during the creation and establishment of DPSCD. It is best practice to periodically competitively bid independent audit services. Therefore, an RFP was issued in Winter 2020. Through the review process, Plante Moran was re-selected as the most qualified and best value to serve as the financial auditors for DPS and DPSCD.

Gap Analysis:

DPS and DPSCD are required to complete annual financial audits. Failure to complete the audit on time, will result in withholding of the state per pupil funding. The FY 2020 audit will begin in July with preliminary testing.

Previous Outcomes:

The District executed a three-year contract with renewal options with Plante Moran on May 5, 2015. The District executed renewal of the Plante Moran contract in 2019. Plante Moran successfully completed and submitted the financial audits for DPS and DPSCD since the 2016-2017 school year.

Previously the District was required to complete quarterly Agreed Upon Procedures audits per the MOU agreement between the US Department of Education, Michigan Department of Education and the District. This agreement was in place due to previous audit findings and questioned costs. Based on the decrease in audit findings, the AUP audits were discontinued as of December 2019.

| Fiscal Year | Expenditures |
|---|---------------------|
| FY 2017 | \$661,665 |
| FY 2018 | \$770,652* |
| FY 2019 | \$766,483* |
| FY 2020 | \$721,000* |
| *Plante Moran provided additional financial services for the District, including completing a forensic financial review of school activity account expenditures, completing the Agreed Upon Procedures audit in conjunction with Michigan | |

Department of Education, and providing support in the District's settlement with Michigan Department of Education related to the timing of federal expenditures during the DPS and DPSCD transition.

Expected Outcomes:

Plante Moran will complete the external financial audit for DPS and DPSCD and submit all required financial information in compliance with Section 380.418a of the revised school code. Plante Moran will be available to provide financial consultation, staff training, or professional development as necessary. Further, as this is a three-year contract the District expects that year-to-year spending to be consistent with past expenditures listed above.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$1,431,000 – DPSCD General Funds

\$300,000 – DPSCD Grants

\$90,000 – DPS General Fund

\$150,000 – Contingency

Bid Process: RFP 20-00135 was issued on DemandStar and received four responses. Based on evaluation of the proposals, Plante Moran was selected as the supplier providing the best overall value. They have the capability and experience to provide the services requested.

Contact for Item:

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Name: Arthur Jackson, Executive Director

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Administrative Content

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.07 Approval of Cooperative Purchasing Agreements with Amazon.com Inc., Office Depot, Inc., Staples Inc., and School Specialty |
| Access | Public |
| Type | Action |
| Recommended Action | That the School Board approve cooperative purchasing agreements with Amazon.com, Inc., Office Depot, Inc., Staples Inc., and School Specialty, respectively, for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$7,500,000. |

Public Content**Recommendation:**

That the School Board approve cooperative purchasing agreements with Amazon.com, Inc., Office Depot, Inc., Staples Inc., and School Specialty, respectively, for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$7,500,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020. The District utilizes vendor catalogs through a Direct Connect module to streamline the procurement of approved office and school supplies, and other school goods directly from Amazon.com, Inc. Amazon), Office Depot, Inc. (Office Depot), Staples Inc. (Staples), and School Specialty (School Specialty).

For basic school and office supplies, School Specialty, Staples, and Office Depot catalogs have been curated by Procurement and is limited to only several hundred low cost 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.

For goods from Amazon, including, but not limited to, books, musical instruments, school supplies, and sporting goods, Procurement Department staff review the purchases to ensure the lowest pricing. This ensures proper controls are in place to monitor department- and school-level purchases.

Gap Analysis:

In fall 2019, the District launched a reconfigured procurement process based on comprehensive feedback from users. The new process focused on streamlining the process, reducing opportunities for error, and decreasing the time required to receive purchases. The Direct-Connect module within the procurement system was reconfigured and relaunched with Amazon and Office Depot.

Without the current process, the District would lack a standard catalog and a defined process to purchases basic supplies. Purchasing timelines would be increased and there would be a decrease in the amount of support that can be provided to locations.

Further, an alternative method would be mean less competitive pricing. The selected vendor contracts were competitively bid, thus ensuring the District is getting supplies at competitively bid prices. Utilizing the customized systems for Staples, Office Depot, and School Specialty result in better cost control.

Previous Outcomes:

The District launched the Direct Connect portal during the 2016-2017 school year, and then continued to refine the solutions and increase the number of vendors.

| Fiscal Year | Vendors | Expenditures |
|-------------|-----------------------|--------------|
| 2017-2018 | Stapes & Office Depot | \$2,900,000 |
| | | |

| | | |
|---|--|-------------|
| 2018-2019 | Staples, School Specialty, & Office Depot | \$3,960,000 |
| 2019-2020* | Staples, School Specialty, Amazon & Office Depot | \$4,595,000 |
| *Due to school and District office closure, the total anticipated expenditure for 2019-2020 is lower than originally estimated. We expect this number to increase as schools return to operations for 2020-2021 | | |

Expected Outcomes:

The District is recommending the continued use of Staples, Office Depot, School Specialty, and Amazon for the 2020-2021 school year. All items awarded to these vendors through their cooperative contracts are available for purchase by the District. 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 required its vendors to provide abbreviated lists to their customized websites for employees to utilize the Direct Connect 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 District is reviewing and testing additional Direct Connect vendors to increase the breadth of items available for order.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$7,000,000 in Anticipated Expenses

\$500,000 in Contingency

\$7,500,000 Total Request from 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:

Name: Jeremy Vidito, Chief Financial Officer

Phone: (313) 873 - 6194

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Office Depot TCPN - Omnia Contract 5.2019.pdf (2,309 KB)

Amazon US Communities Omnia Partners Contract 5.2019.pdf (244 KB)

National IPA (TCPN) School Specialty Contract 5.2019.pdf (11,003 KB)

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

Administrative Content

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.18 Approval of Contract Amendment with PowerSchool Group LLC for Schoology LMS |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a contract amendment with PowerSchool Group LLC to include Schoology LMS services for the period of June 1, 2020 through June 30, 2021 in an amount not-to-exceed \$579,100 for a total amount not-to-exceed \$1,809,167. |

Public Content**Recommendation:**

That the School Board approve a contract amendment with PowerSchool Group LLC to include Schoology LMS and dashboard reporting services for the period of June 1, 2020 through June 30, 2021 in an amount not-to-exceed \$579,100 for a total amount not to exceed \$1,809,167.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

In light of the changing educational landscape due to the COVID-19 outbreak, the District faces the challenge of providing online learning opportunities to students when they are not able to be physically in school. Learning management systems (LMS) are used to create courses and give teachers the ability to interact with students, assign and evaluate work, track progress, and deliver online instruction while also supporting in-person teaching.

Schoology is a complete LMS with a full set of features needed by the District. With Schoology, the District will be able to develop course templates around our existing curricula and distribute the courses to teachers District-wide. Along with enabling online instruction, Schoology provides integration with several of the District's key applications and platforms, including Microsoft Office 365 and Performance Matters. In addition, Schoology is part of the PowerSchool group which the District currently uses as its student information system (SIS) to manage enrollments, course scheduling, grades, and student data. Performance Matters, the District's newly adopted assessment warehouse and analytic platform is also part of the PowerSchool ecosystem. Using integrated systems shortens the learning curve for teachers, lessens the potential for technical problems, and provides access to robust sets of real-time data about student engagement and achievement.

This contract amendment includes access to the Schoology LMS, dashboard reporting, professional development, consulting services, and implementation and project management support. With this contract amendment PowerSchool will provide access to Schoology free of charge through July 1, 2020.

Gap Analysis:

The District does not currently have a full-featured LMS necessary for at-scale distance and online learning. Microsoft Teams, the platform currently being used to facilitate distance learning, lacks capabilities for delivering instruction virtually long-term. Microsoft Teams does not provide the ability to create courses at the District-level to distribute to teachers and has limited functionality for creating assignments, linking resources, and tracking progress. Edgenuity, the online learning platform used by the District for credit recovery, is also insufficient for providing instruction in core content. This is because its courses are prefabricated and have limited customizability.

Previous Outcomes:

| PowerSchool Group LLC | | |
|------------------------------|---------------------------------------|---------------------|
| Fiscal Year | Products and Services | Expenditures |
| 2018-2019 | PowerSchool implementation costs | \$150,000 |
| 2019-2020 | PowerSchool SIS software and services | \$566,923 |

Expected Outcomes:

Schoology would allow the District to create courses based on the high-quality curricula adopted over the past two years, thus continuing the work the District and teachers have done in professional learning and developing instructional supports. With Schoology, the District will be able to implement instructional models beyond traditional face-to-face teaching, including online only and blended learning models. With the ability to build courses at the District-level, consistent application of adopted curricula and support for teachers in the transition to online learning can be better ensured. As a result, the District will be able to adapt instruction in response to the wide range of possible scenarios resulting from the state and Michigan Department of Education's responses to the COVID-19 outbreak and leverage dashboard reports to gain deeper insights into teacher and student usage, engagement, and access. The District will prioritize the roll-out of courses based on existing resources and priorities for the 2020-2021 school year and will continue to expand offerings in Schoology year-over-year.

Alignment to Strategic Plan:

Outstanding Achievement

Financial Impact:

\$1,809,167 from General Fund

| Products and Services | Cost |
|---|--------------------|
| PowerSchool SIS, Performance Matters, and Ecollect (approved 5/12/20) | \$1,065,597 |
| Schoology LMS and dashboard reporting License and Subscription | \$301,500 |
| Schoology LMS and dashboard reporting Setup and services | \$80,600 |
| Schoology LMS and dashboard reporting Training Services | \$197,000 |
| 10% Contingency | \$164,470 |
| Total | \$1,809,167 |

This is being sourced through the Allied States Cooperative, contract number: 16-7210.

Contact for Item:

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DPSCD SIS and Special Programs Renewal.pdf (131 KB)

DPSCD Performance Matters and Ecollect Add-on Proposal.pdf (32 KB)

DPSCD Credit Adjustment.pdf (658 KB)

PowerSchool Proposal - Detroit - Schoology and Unified Insights - 052020 with DPSCD MSA (13 month).pdf (78 KB)

Administrative Content

**Agenda Item Details**

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.19 Approval of Contract Renewal with Brainspring |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with Brainspring for professional development services and instructional materials for Tier 3 reading intervention for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,871,270. |

Public Content**Recommendation:**

That the School Board approve the contract renewal with Brainspring for professional development services and instructional materials for Tier 3 reading intervention for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,871,270.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

As the District has invested in curriculum aligned to core instruction and Common Core standards to provide high quality instruction for all students, a need for intervention to help students two or more years below grade level reach proficiency more efficiently is being proposed through using the Orton-Gillingham Approach. This program is a direct, explicit, multi-sensory structured, sequential, diagnostic, and prescriptive way to teach literacy intervention when reading, writing, and spelling does not come easily

to students. Brainspring will provide a system of professional development in research-based interventions for students that score two or more years below grade level in English Language Arts and Literacy (ELA/Literacy).

We are beginning to see improvements in the foundational skills of literacy for students across our District in K-12. In the 2019-2020 school year, we trained approximately 800 paraeducators, academic interventionists, and Exceptional Student Education (ESE) teachers in Orton-Gillingham. We are now moving into the second phase of our Orton-Gillingham intervention strategy, which includes training all teachers in grades K-2 in Brainspring's Phonics First Program. Founded in Metro Detroit in 1991, Brainspring has been providing internationally accredited Phonics First® or Structures Orton-Gillingham professional development to teachers for over 25 years.

Gap Analysis:

In a typical school district, between 1% and 5% of students are at risk for needing Tier 3 interventions in reading through a multi-tiered system of supports like the plan outlined in our Board approved K-12 Literacy Plan. Typically, this means that they are scoring two or more years below grade level. While the percentage of students at risk for Tier 3 interventions varies dramatically based on their grade level, overall the District currently has 44% of its students in grades K-8 at risk for needing Tier 3 interventions.

Training K-3 classroom literacy teachers will allow the District to offer the Orton-Gillingham intervention at scale to students in grades K-3 in combination with small group Tier 3 intervention from paraeducators, academic Interventions and ESE teachers. This will enable the District to continue to accelerate closing the gap for these students and empower them to read on grade level in a shorter period of time.

Previous Outcomes:

| School Year | Total Expenditures |
|-------------|---------------------------|
| 2019-2020 | \$1,586,733 (POs to date) |

Expected Outcomes:

The proposed Orton-Gillingham professional learning and materials will empower academic interventionists, ESE inclusion teachers and ELA/Literacy teachers in the District with the skill to provide the explicit foundational skills instruction that Tier 3 students need to close literacy achievement gaps.

Alignment to Strategic Plan:

Outstanding Achievement

Financial Impact:

\$1,871,270 in grant funds (35a: \$50,000; Title II: \$1,821,270)

Bid Process: RFP 19-0194 was issued on Demandstar and received three responses. Based on the evaluation of the proposal, Brainspring was selected as the supplier and has the capability, experience, and competitive pricing to provide the services requested.

Contact for Item:

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[19-0194-C Orton-Gillingham_Brainspring \(Reading & Language Arts\).pdf \(2,941 KB\)](#)

Administrative Content

[Brainspring - Pricing.pdf \(138 KB\)](#)

[Neuhaus - Proposal.pdf \(23,206 KB\)](#)

[Multi Sensory Education - Proposal.pdf \(27,133 KB\)](#)

[Neuhaus - Pricing.pdf \(68 KB\)](#)

[Multi Sensory Education - Pricing.pdf \(93 KB\)](#)

[Brainspring - Proposal.pdf \(7,487 KB\)](#)

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.20 Approval of Contract Renewal with Curriculum Associates for i-Ready Diagnostic and Instructional Program |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with Curriculum Associates for the i-Ready Reading and Mathematics Diagnostic and Instruction Program for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$2,182,599. |

Public Content**Recommendation:**

That the School Board approve the contract renewal with Curriculum Associates for the i-Ready Reading and Mathematics Diagnostic and Instruction Program for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$1,907,599.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

Curriculum Associates' i-Ready Diagnostic and Instruction is an assessment system that combines an adaptive diagnostic assessment with individualized instruction, progress monitoring, comprehensive reporting for teachers and administrators, and resources for remediation.

District-wide, students in grades K-8 will take the reading and math i-Ready diagnostic assessment three times each year. This will be the fourth academic year that the diagnostic will be used in K-3 Reading and the third year it will be used in K-8 Mathematics, and 4-8 Reading. Students will also have access to an adaptive learning environment designed to meet their individual needs at,

below, and above grade level. Math teachers will also have access to the i-Ready Math Toolbox, which provides standards-aligned small group lesson plans designed for the daily 30-minute differentiated centers block in Grades K-8. The District will procure print materials to support Tier II/III aligned interventions in mathematics. This purchase also includes professional development for District staff. The total approval for this item exceeds the prior year due to a new RFP allowing for school level Title purchases for supplementary academic materials aligned to Diagnostic results.

Gap Analysis:

Section 380.1280 of the Michigan Revised School Code mandates Board approval of an “extensive assessment” which must be delivered to students who demonstrate a deficiency on the initial assessment and will (i) provide a more in-depth look at student ability, (ii) be directly aligned to a specific skill, and (iii) produce support for the placement of students into intervention tiers. Additionally, in Grades 3-8, the District is required to use progress monitoring assessment to monitor students’ progress toward proficiency in Reading and Mathematics throughout the year prior to the administration of M-STEP. i-Ready is approved by the Michigan Department of Education (MDE) for these purposes.

The District will also use the i-Ready Reading Diagnostic as an alternative assessment option for good cause exemptions for the Read by Grade Three law retention requirements.

Previous Outcomes:

| School Year | Expenditure |
|-------------|---------------------------|
| 2017-2018 | \$597,837 |
| 2018-2019 | \$1,876,825 |
| 2019-2020 | \$1,998,553 (POs to date) |

Expected Outcomes:

Through the intentional and guided use of i-Ready assessments, online learning path, and toolbox, schools will increase student academic achievement in reading and math. Students will increase academic growth rate and close skill gaps as measured by fall and spring diagnostics. Students will achieve growth and proficiency targets as identified in the District’s strategic plan. Separately, an RFP was conducted for wrap-around services for students to be paid from school level allocated Title Funds. The evaluation committee selected Curriculum Associates for resources for wrap-around services in that RFP as well. Those purchases will be for aligned print academic materials and will not duplicate District level purchases with Curriculum Associates.

Alignment to Strategic Plan:

Outstanding Achievement

Financial Impact:

\$2,182,599 in grant funds, inclusive of a 10% contingency.

| Cost Breakdown | |
|--------------------------|-------------|
| i-Ready Diagnostic | \$1,062,356 |
| i-Ready Toolbox | \$194,225 |
| Ready printed materials | \$210,000 |
| Professional Development | \$255,000 |
| School-level purchases | \$250,000 |
| Shipping | \$12,600 |
| Contingency | \$198,418 |

Bid Process: RFP #18-0074 was issued on DemandStar and received 3 responses. Based on evaluation of the proposal, Curriculum Associates was selected as the supplier because they have the capability, experience, and competitive pricing to provide the services requested.

Contact for Item:

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Administrative Content

Achievement Network - Proposal.pdf (52,166 KB)

Curriculum Associates - Proposal.pdf (77,135 KB)

SchoolSpire - Proposal.pdf (12,118 KB)

**Agenda Item Details**

| | |
|--------------------|--|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.21 Approval of Contract Renewal with Leading Educators |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the contract renewal with Leading Educators for professional support and content cycle professional learning development for the implementation of core instructional materials for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$800,000. |

Public Content**Recommendation:**

That the School Board approve the contract renewal with Leading Educators for professional support and content cycle professional learning development for the implementation of core instructional materials for the period of July 1, 2020 to June 30, 2021 in an amount not-to-exceed \$800,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020 and the Academic Committee on June 1, 2020.

During the 2019-2020 school year, Leading Educators has supported the development of the shared learning experiences and week-by-week tools for Master Teachers to utilize when coaching teachers at their buildings.

This contract will continue the supports Leading Educator provides for English Language Arts and Literacy (ELA/Literacy) content cycles. It will also include the development of content for Mathematics content cycles.

Gap Analysis:

The District's school leaders and teachers continue to need support through continuous professional learning and onsite coaching that goes beyond simply learning the design principles of the new materials and supports building content knowledge for best practices in teaching and learning. Additionally, the Office of Mathematics has not yet received support to develop materials for their content cycles.

Previous Outcomes:

| School Year | Expenditure |
|-------------|------------------------------|
| 2019-2020 | \$1,142,367 (POs to date) |

Expected Outcomes:

Further support from Leading Educators will continue to build confidence in the District's core curriculum for both administrators and teachers. This confidence will continue to increase the fidelity of the year two implementation of curriculum materials. In turn, this will lead to instruction that is aligned with the District's Vision of Excellent Instruction and ultimately result in raising student achievement. Additionally, as outlined in Strategic Plan targets, growth in student outcomes are expected in ELA/Literacy and mathematics in grades 9-12. The District will ensure that all professional learning and school support are best in class and impact student achievement outcomes.

Alignment to Strategic Plan:

Outstanding Achievement

Financial Impact:

\$800,000 from General Fund and Title II funds

Bid Process: RFP 19-0203 was issued on DemandStar and received four responses. Based on evaluation of the proposals, Leading Educators was determined to have the capability, experience to provide the services requested. Leading Educators has worked with more than 20 school systems to design professional learning, including partnerships with large urban districts. In other Districts, secondary ELA proficiency scores have increased by 5.6% in the first year of implementation.

Contact for Item:

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19-0203-C_LEADING_EDUCATORS.pdf (3,065 KB)

Administrative Content

Leading Educators - Proposal.pdf (5,844 KB)

Pearson - Proposal (1).pdf (3,608 KB)

TNTP - Proposal.pdf (2,287 KB)

Achievement Network - Proposal.pdf (52,166 KB)

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.25 Approval of Contract Renewal with HP Products Corporation of Ferguson Enterprise, Inc. |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a contract renewal with HP Products Corporation of Ferguson Enterprise, Inc. to deliver and install paper products and restroom supplies for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$800,000. |

Public Content**Recommendation:**

That the School Board approve a contract renewal with HP Products Corporation of Ferguson Enterprise to deliver and install paper products and restroom supplies for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$800,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020.

Since November 2017, HP Products Corporation (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 paper products in the United States. It was acquired by Ferguson Enterprise, Inc. in 2014.

Gap Analysis:

HP Products supplies the District with paper products for more than 8,000+ toilet paper and hand towel dispensers. Dispensers are included as part of the service agreement contract. This allows for a complete solution to paper product and restroom supply needs for all District facilities. 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. HP Products is responsive to meeting District needs such as repairing dispensers at no cost and providing on-time deliveries. HP Products provides the District with paper products and restroom supplies at a fair price and will not increase prices for the upcoming fiscal year. This is the last contract renewal for HP Products, after this fiscal year the District will need to rebid services for paper products and restroom supplies.

| Fiscal Year | Contract Amount | Expenditure |
|---------------------------------|-----------------|-------------|
| 2018 – 2019 | \$755,000 | \$460,939 |
| 2019 – 2020 (as of April, 2020) | \$800,000 | \$343,986 |

Expected Outcomes:

The renewal of the HP Products contract will allow the District to maintain its use of restroom dispensers and will allow continued service without interruption. The District is anticipating an increase in sanitation standards in response to CDC sanitation practices as it relates to COVID-19 prevention. With the anticipated increase in hand washing and sanitization due to the COVID-19 outbreak, the District is planning to increase the amount of paper towels in every restroom for increased hand washing along with providing every teacher with classroom paper towels throughout the year.

Alignment to Strategic Plan:

Responsible Stewardship

Financial Impact:

\$800,000 from General Funds

Bid Process: The District issued RFP 18-0015 for Paper Products and Restroom Supplies via DemandStar, notifying 135 companies. Six responses were received. 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. HP was 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_(FY20).pdf (1,828 KB)

Administrative Content

Trail Supplies LLC.zip (0 KB)

KSS Enterprises.zip (0 KB)

Empire.zip (0 KB)

Allied.zip (22,271 KB)

HP Products.zip (52,675 KB)

AVE Solutions.zip (47,311 KB)

**Agenda Item Details**

| | |
|--------------------|---|
| Meeting | Jun 16, 2020 - *Virtual*Regular Board Meeting |
| Category | 13. Consent Agenda (Administrative Items) |
| Subject | 13.26 Approval of Contract Renewal with Premier Group Associates |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve a contract renewal with Premier Group Associates for athletic field maintenance of District-owned properties for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$350,000. |

Public Content**Recommendation:**

That the School Board approve a contract renewal with Premier Group Associates for athletic field maintenance of District-owned properties for the period of July 1, 2020 through June 30, 2021 in an amount not-to-exceed \$350,000.

Description and Background:

This item was recommended for approval by the Finance Committee on May 29, 2020.

Premier Group Associates (PGA) 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 ten 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 that are owned by the City of Detroit on an as-needed basis 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). 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 rules regarding field preparation (grooming, irrigation, field marking, etc.), but it ultimately reduces injuries to student athletes through proper conditioning and irrigation of the fields and facilities.

Previous Outcomes:

Since 2017, PGA has been 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.

Last fiscal 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 the previous year, it is recommended that the vendor be retained as the athletic field vendor.

| Fiscal Year | Contract Amount | Expenditures |
|-------------------------------|------------------------|---------------------|
| 2017 – 2018 | \$165,600 | \$23,935 |
| 2018 – 2019 | \$1,370,000 | \$878,857 |
| 2019 – 2020 (as of May, 2020) | \$580,000 | \$268,383 |

Expected Outcomes:

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 the Strategic Plan:

Responsible Stewardship

Financial Impact:

\$350,000 from General Funds

Bid Process: DPSCD issued Request for Proposal #19-0143 on January 21, 2019 for athletic field maintenance. PGA was the only respondent.

Contact for Item:

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[PGA 2019 Contract.pdf \(36,524 KB\)](#)

Administrative Content

[PGA Proposal.zip \(17,058 KB\)](#)