



**MILWAUKEE  
PUBLIC SCHOOLS**

Office of Finance  
Department of Procurement & Risk Management  
5225 W Vliet Street, Milwaukee, WI 53208  
(414) 475-8880 • [mps.milwaukee.k12.wi.us](mailto:mps.milwaukee.k12.wi.us)  
Fax (414) 475-8387

December 2, 2021

Jason Kiefer  
American Litho  
530 N. 22nd Street  
Milwaukee WI 53233

Dear Mr. Kiefer:

Subject to approval by Milwaukee Public Schools' (MPS) Administration and the January meeting of the Milwaukee Board of School Directors, your blanket contract for printing and mailing four seasonal recreation guides is being recommended for a one year extension, in accordance with MPS' Request for Bid (RFB) 5784 and your firm's response thereto.

This blanket contract shall be for a one year period from February 1, 2022 through January 31, 2023. The estimated value for the third term is \$244,252.00, payable based on the following:

- 64pg guide: \$49,485.00
- 72pg guide: \$53,038.00
- 80pg guide: \$56,258.00
- Mailing prep cost: \$4,805.00

MPS staff will place orders with your firm by faxing or emailing you a purchase order each time they wish to place an order.

By signing below and returning this letter, you acknowledge that you agree to the blanket contract as set forth in the RFB, your firm's response and this letter.

Signature: Type text here Jason Kiefer

Print Name & Title: Jason J. Kiefer

Date: 12/09/21

If you have any questions, please feel free to contact me. We look forward to a mutually beneficial business relationship with your firm.

Sincerely,

*Janine Adamczyk*  
Janine Adamczyk, Director  
Procurement & Risk Management  
[adamczj@milwaukee.k12.wi.us](mailto:adamczj@milwaukee.k12.wi.us)