

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

This item initiated by the Administration.

ADMINISTRATION’S RECOMMENDATION

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

RFP 1019 Authorization to Contract with Sedgwick Claims Management Services, Inc. for Family Medical Leave Act (FMLA) Administration

The Administration is requesting authorization to enter into contract with Sedgwick Claims Management Services, Inc. (Sedgwick) to provide Family Medical Leave Act (FMLA) administration and accommodation support under the American with Disabilities Act Amendments Act in compliance with federal and state regulations. The district partnered with Hays (Benefit Consultants) to develop and evaluate RFP 1019 for the FMLA administration. This contract will provide continuity for employees and efficiency for the district, since Sedgwick is the current vendor and is familiar with MPS’s leave plans and policies.

Contractor was chosen pursuant to RFP 1019, which closed on June 27, 2019. At the time of the RFP, the vendor was known as York Risk Services Group, Inc. York was subsequently purchased by Sedgwick Claims Management Services, Inc. which was brought to the Board on February 27, 2020. The initial contract had a term of January 1, 2020, through December 31, 2022, (the “Initial Term”) with an additional one-year option to extend if certain performance metrics incorporated into the contracts are met.

The Administration wishes to now extend the contract for the final term of January 1, 2023 through December 31, 2023.

The total cost of the contract with Sedgwick in the final term will not exceed \$275,000.

Budget Code:

DWC-00-EMB-DW-ECTS.....(FMLA Administration – Contract Services).....\$275,000.00

Sedgwick Claims Management Services, Inc.

PRIME CONTRACTOR INFORMATION

Certified HUB Vendor?No
Total # of Employees4,986
Total # of Minorities848
Total # of Women3,398

HUB PARTICIPATION

Required0
ProposedN/A
\$ ValueN/A

STUDENT ENGAGEMENT (per 12-month contract)

Paid Student Employment Hour Commitment: 600 HOURS
Student Career Awareness Commitment: 10 HOURS

RFP 1031 Authorization to Extend a Contract with Wisconsin Conservatory of Music for Music Instruction Support

The Administration is requesting authorization to extend a contract with the Wisconsin Conservatory of Music (“WCM”), to provide music instruction support to the approximately 35 MPS schools that have vacant positions. WCM will deliver music instruction based on the Wisconsin State Standards for Music.

The original contract, which resulted from RFP 1031, was authorized by the Board for a term of November 1, 2020 through June 30, 2021, (the “Initial Term”), with two additional one-year options to extend if certain performance metrics incorporated into the contract are met. WCM has met the performance metrics codified in the contract; therefore, MPS is exercising the second option year of the contract.

The original contract listed that the subsequent extensions would run from July 1, 2021- June 30, 2022, and July 1, 2022 – June 30, 2023. However, this was incorrect. There are no services from June – October. The first extension ran from November 1, 2021 -June 30, 2022. Therefore, the second extension will run from November 1, 2022 – June 30, 2023.

The total cost of the contract in the second and final extension will not exceed \$700,000.

Budget Code:

IMS-0-0-IMC-DW-ECTS.....(Instrumental Music – Contract Services).....\$700,000.00

Wisconsin Conservatory of Music

PRIME CONTRACTOR INFORMATION

Certified HUB Vendor?No
Total # of Employees90
Total # of Minorities18
Total # of Women44

HUB PARTICIPATION

Required0%
ProposedN/A
\$ ValueN/A

STUDENT ENGAGEMENT (per 12-month contract)

Paid Student Employment Hour Commitment: 300 HOURS
Student Career Awareness Commitment: 10 HOURS

RFP 1032 Authorization to Extend a Contract with EdTech Strategies LLC for E-Rate Advisement and Consulting Services

The Administration is requesting authorization to extend the contract with EdTech Strategies LLC for E-Rate Advisement and Consulting Services. This contractor provides comprehensive advisement and consulting services on all aspects of MPS’s application for E-rate funding from the FCC, including pre-application, application period, and post-commitment services.

The E-Rate program is a Federal program administered by the Universal Service Administrative Company under the direction of the FCC to provide funding to schools and libraries to obtain broadband and related services. Given the stringent rules and regulations governing the E-Rate program, the District engages a consultant to advise on all aspects of the application process for E-Rate funding and the continuing obligations faced after funding is received. This consultation and advisement are needed to continue the District’s

successful participation in this program from 2003 through 2020, MPS has received funding commitments of over \$94 million dollars from this program.

This vendor was chosen pursuant to RFP 1032, which closed on October 21, 2020. The original contract provided for four one-year options to extend if certain performance metrics were met. The Contract was previously extended for a second, one-year term, from October 1, 2021 through September 30, 2022. Ed-Tech met the performance metrics codified in the contract; therefore, MPS is exercising the extension option for Years 3, 4, and 5 for the contract.

This contract extension will run from October 1, 2022 through September 30, 2025. The total cost of the contract for the extension will not exceed \$847,380, or \$282,460 per year.

Budget Code:

PIN-0-0-TLN-DW-ETEL ...(Purchased Services – Contract Services)...\$847,380.00

EdTech Strategies, LLC

HUB PARTICIPATION

Required0%

ProposedN/A

\$ ValueN/A

STUDENT ENGAGEMENT (hours per 12-month contract)

Paid Student Employment Hour Commitment: 0

Student Career Awareness Commitment: 0

RFP 1047

Authorization to Extend a Blanket Contract with Proximity Learning, Inc. for Online Interactive Learning Course System for World Languages Grades K-12

The Administration is requesting authorization to extend a blanket contract with Proximity Learning, Inc. (“Proximity”) for a vendor-hosted virtual online interactive learning course system for world languages for grades K-12. Proximity will be utilized to deliver services for at least the following languages: American Sign Language (ASL); Chinese/Mandarin; French; German and Spanish to a maximum estimated 10,264 students throughout the District during the 2022-2023 school year.

For the purposes of direct-to-student online courses with provision of layered levels of support for each course such as teacher-to-student, student-to-teacher, student-to-student, teacher-to-teacher and teacher-to-paraprofessional interaction, MPS requires a qualified and developed self-learning vendor-hosted online interactive learning course system for world languages for grade bands K-12. The following languages will be offered in this online interactive learning course system: American Sign Language (ASL); Chinese/Mandarin; French; German and Spanish All courses will be administered by a Licensed Content Certified Instructor. MPS seeks online interactive world language courses due to graduation requirements which now include two years of a world language which all high school students must fulfill.

Proximity was chosen pursuant to RFP 1047, which closed on July 5, 2021. The original contract ran from October 1, 2021, through September 30, 2022 (the “Initial Term”) with two additional one-year options to extend if certain performance metrics are met. Performance metrics have been met; therefore, MPS is exercising the first extension option.

The first extension will run from October 1, 2022 through September 30, 2023. The total cost of the contract in this year will not exceed \$1,000,000.

Budget Code:

GEN-0-0-INV-DW-ECTS.....\$1,000,000.00

Proximity Learning, Inc.

PRIME CONTRACTOR INFORMATION

Certified HUB Vendor?.....No
Total # of Employees.....500
Total # of Minorities.....100
Total # of Women.....425

HUB PARTICIPATION

Required0%
Proposed0%
\$ ValueN/A

STUDENT ENGAGEMENT (per 12-month contract)

Paid Student Employment Hour Commitment: 400 HOURS
Student Career Awareness Commitment: 10 HOURS

RFP 1057 Authorization to Extend a Contract with Kane Communications Group for an Integrated Marketing and Communication Strategy

The Administration is requesting authorization to enter into a contract with Kane Communications Group for a comprehensive, multi-level, multi-year integrated marketing and communication strategy. The strategy should appeal to our English, Spanish, Hmong, Arabic, Keren, Burmese, and Rohingya speaking stakeholders.

The marketing and communications strategy lays out a marketing/public relations plan that enhances the district’s image, attracts and retains student enrollment and attendance, and positions MPS as an employer of choice for talented teachers and staff. The plan will provide the following but is not limited to provide:

- MPS with consistent messaging available in various communication formats to internal and external stakeholders.
- The plan will provide the agility to adapt to unforeseen internal and external changes that impact the district and its ability to reach the defined goals.
- The plan must have measurable objectives and tactics that will include Key Performance Indicators (KPIs).
- The plan will have four point-in-time integrated implementation component plans – six (6) months, year one, year two and year three with specific details of recommended actions at each implementation point with advice and guidance on implementation.

MPS is looking to build on successes and lessons learned during the pandemic. Including the need to provide consistent messaging available in various communication formats to ensure our families, students, staff, and community members are well informed. MPS’ ability to attract and retain students and staff in a highly competitive marketplace is critical to securing the resources needed to deliver world-class education and achieve successful academic outcomes for students.

Contractor was chosen pursuant to RFP 1057 which closed on July 15, 2021. The contract ran from October 1, 2021 through September 30, 2022, (the “Initial Term”), with two additional one-year options to extend if certain performance metrics incorporated into the contract are met. Performance metrics codified in the contract have been met; therefore, MPS is exercising the first extension option.

The first extension will have a term of October 1, 2022 through September 30, 2023 and

will not exceed \$120,000.00

Budget Code:

INF-0-S-9G3-IC-ECTS.....\$120,000.00

Kane Communications Group

PRIME CONTRACTOR INFORMATION

Certified HUB Contractor?Yes
Total # of Employees17
Total # of Minorities1
Total # of Women12

HUB PARTICIPATION

Required15%
Proposed100%
\$ ValueTBD

STUDENT ENGAGEMENT (hours per 12-month contract)

Paid Student Employment Hour Commitment: 100 HOURS
Student Career Awareness Commitment: 10 HOURS

RFP 1079 Authorization to Contract with CH Coakley & Co., Inc. for Technology Moving Services

The Administration is requesting authorization to enter into a contract with C H Coakley & Co., Inc. for technology moving services. This contractor will be used to provide moving services as needed at a variety of MPS sites. Items to be moved will consist primarily of computer and other technology equipment.

These moving services are critical to operations in the Department of Technology. They are used on a routine basis to deliver computers and other electronic equipment to schools as well as pick up obsolete equipment at schools and deliver to the 7th St. Warehouse facility for recycling.

Contractor was chosen pursuant to RFP 1079, which closed on July 22, 2022. The contract will run from December 1, 2022 through November 30, 2025 and will not exceed \$450,000.00.

Budget Code:

TSV-0-0-TLN-DW-EMTC..... (Technology.....Contracted Services)\$450,000.00

CH Coakley & Co., Inc.

PRIME CONTRACTOR INFORMATION

Certified HUB Contractor?No
Total # of Employees94
Total # of Minorities41
Total # of Women26

HUB PARTICIPATION

Required25%
Proposed25%
\$ ValueTBD

STUDENT ENGAGEMENT (hours per 12-month contract)

Paid Student Employment Hour Commitment: 100 HOURS
Student Career Awareness Commitment: 10 HOURS