

(ATTACHMENT 3) Action on Monthly Finance Matters: Authorization to Make Purchases; Emergency Purchases due to COVID-19, Emergency Purchases and Change Orders in Excess of \$25,000; Acceptance of the Report on Revenues and Expenses; Monthly Expenditure Control Report; Report on Contracts under \$50,000 and Cumulative Total Report; Report on Monthly Grant Awards; Acceptance of Donations.

REPORT ON EMERGENCY PURCHASES DUE TO COVID-19

In compliance with Administrative Policy 3.09(14)(c), the Administration is reporting emergency purchase orders with a vendor for products related to the COVID-19 pandemic. Due to the emergency nature of this procurement, the purchase was not previously approved by the Board.

Vendor	Purchase Order	PO Total	Description of Goods	Procurement Basis
CDW-G LLC	P951843	\$709,800	Chromebooks	ETB

INFORMATIONAL REPORT ON EMERGENCY PURCHASES

In compliance with Administrative Policy 3.09(14)(a), the Administration is reporting emergency purchase orders. Due to the emergency nature of this procurement, the purchase was not previously approved by the Board.

Vendor	Purchase Order	PO Total	Description of Goods	Procurement Basis
Roofers Mart of WI	M1022532	\$156,420	Aluminum Roof Coating	ETB
Facilities issued two RFPs with no response. As a result, they placed the order with a prior vendor in order for the annual roof coating to occur during summer months as part of general maintenance work.				

INFORMATIONAL REPORT ON CHANGE ORDERS IN EXCESS OF \$25,000

In compliance with Administrative Policy 3.09(10)(e)1, the Administration is reporting change orders to existing contracts whose collective net value exceed \$25,000.

Contract: C027214

Vendor: Cumberland Therapy Services

On July 1, 2018, the Administration entered into a contract as a result of RFP 970 with Cumberland Therapy Services to provide speech-language services as required by Individual Education Plans (IEPs) when staff vacancies exist or for short and long-term employee leaves and existing vacancies. The original contract allowed for two one-year extensions which were executed. We are increasing this contract by \$27,954.20 as we need to fill bilingual speech pathologist vacancies.

Original Contract Amount: \$368,775.00

Increase: \$27,954.20

Adjusted Contract Amount: \$396,729.20

Contract: P930740

Vendor: Assetgenie, Inc.

On July 1, 2020, the Administration entered into an agreement with Assetgenie, Inc. to purchase 60,000 USB-C power adapters to support remote learning. This agreement was extended to 12/31/2021 and additional funds of \$225,000 were added to purchase additional adapters to support remote learning needs.

Original Contract Amount: \$1,500,00.00

Increase: \$225,000.00

Adjusted Contract Amount: \$1,725,000.00