

**(ATTACHMENT 1) ACTION ON MONTHLY FINANCE MATTERS: REPORT ON EMERGENCY PURCHASES DUE TO COVID-19 AND CHANGE ORDERS IN EXCESS OF \$25,000 AND CUMULATIVE PURCHASES IN EXCESS OF \$50,000; 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 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: C029235**

**Walk on Water Consulting, Inc.**

On January 1, 2020, the Administration requested authorization to enter into a contract with Walk on Water Consulting, Inc., for PeopleSoft support and upgrades. Additional funds in the amount of \$94,000 are now necessary to increase the contract due to the contract initially being scheduled to be a twelve to eighteen-month project where the funds would span over that longer term. The project has progressed much faster than anticipated and has a Go-Live for October 2020. The funds include regular support from the contractor on routine PeopleSoft consulting work.

Original Contract Amount: \$198,500.00

Increase: \$94,000.00

Adjusted Contract Amount: \$292,500.00

**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 multiple vendors for products related to the Covid-19 pandemic. Due to the emergency nature of these procurements, these purchases were not previously approved by the Board.

Vendor	PO Number	PO Total	Description of Goods/ Services	Procurement Basis
<b>United Mailing Services</b>	P933864	\$44,043.81	Summer school mailing	ETB