



BOARD RESOLUTION

Date: May 25, 2012

Agenda Item : 06-26-12-13

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Deanna Anderson, Exec. Dir., Transportation

Action to be Approved: Policy Adoption/Change

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the Summer School Transportation routes for SSFY12.

BACKGROUND: DESE guidelines state:

"To receive reimbursement for summer school transportation for students with disabilities, the following criteria must be met: Routes must be included on the route approval listing and approved by the local board of education before June 30."

The summer school bus routes have been scheduled. As of May 21, 2012 there are 120 routes; 68 regular and 52 special education. Once approved, The route sheets for summer school will be located in the Board office.

Accountability Plan Goals: Goal III: Facilities, Resources Support


Objective/Strategy: III.F


FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:


Department: Transportation


Requestor: Deanna J. Anderson


Deanna Anderson, Exec. Dir., Transportation


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: June 1, 2012

Agenda Item :

06-26-12-14

To: Dr. Kelvin R. Adams, Superintendent

Action:



From: Dr. Kelvin R. Adams, Superintendent

Action to be Approved: Policy Adoption/Change

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: 2011-12 School Calendar for graduating seniors.

BACKGROUND: To approve a school calendar for all graduating seniors that outlines their withdrawal date from school on the day of their graduation according to Section 171.029.1 RSMo. This adjustment is required due to graduation dates being verified because no weather days were necessary for the 2011-12 school year. The dates and schools are attached.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy:

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function-- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department:

Requestor:

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

2011-12 School Calendar for Graduating Seniors

Nottingham CAJT	May 11, 2012
Roosevelt	May 11, 2012
Central VPA	May 12, 2012
Sumner	May 12, 2012
Vashon	May 12, 2012
Cleveland NJROTC	May 14, 2012
Clyde C. Miller	May 14, 2012
Soldan International Studies	May 15, 2012
Beaumont	May 16, 2012
McKinley Classical Leadership	May 17, 2012
Gateway IT	May 18, 2012
Carnahan	May 19, 2012
Metro A & C	May 19, 2012
Northwest Academy of Law	May 19, 2012
Fresh Start Academy (North & South)	May 23, 2012



Board Resolution

Date: May 29, 2012

Agenda Item: 16-26-12-15

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

X

Technology Plan

Other Transaction Descriptors: _____

SUBJECT:

To approve the Technology Plan submitted to the Department of Elementary & Secondary Education (DESE) for July 1, 2012 through June 30, 2015.

BACKGROUND:

The Technology Plan is a document that outlines the strategies, budget, and technical assistance that are committed to the successful implementation and updates of technology in the District. This document is used for planning, analysis, and accountability and is a critical part of the E-Rate funding.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.B.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: - - - -

GOB

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:

Cost not to Exceed: N/A

☐ Pending Funding Availability

Vendor #:

N/A

Department: Information Technology Services

Angela Banks, Budget Director

Cheryl VanNoy, Exec. Dir., Technology Services

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

2012-15 Technology Plan Modifications and Updates

Background

- All school districts must have an approved plan by DESE. The plan must...
 - be updated every three years
 - requirement of E-Rate application
 - include information on cyber bullying
 - be an integrated part of the curriculum
 - show that District has committed budget for technology
 - in support
 - equipment refresh
 - network infrastructure updates

Significant changes in Technology Plan

- Plan was updated, submitted and recently approved by DESE
- Updates were as follows:
 - ✓ Upgraded bandwidth to internet from 100 mg to 200 mg – July 1, 2011
 - ✓ Bandwidth will be upgraded from 200 to 400 mg July 1, 2012
- Cyber bullying will be delivered through the Safe Schools Website in the Fall to all students
- Incorporation of on-line assessments was outlined in document
 - ✓ Acuity, EOC, EDMIN, Terra Nova
- Technology budget for 2012-13 includes
 - ✓ Maintaining hardware allocations through multiple sources; i.e., Title, Prop S, Deseg, GOB, building budgets
 - ✓ Posted for 2 additional technical support staff members
 - ✓ Continue to maintain technical support members with specific certifications:
 - A+, Network+, Security+, MCDST, MCSA, Dell repair
 - ✓ Posted RFP for complete network upgrade
 - Vendor and product selected
 - Waiting on E-Rate approval

A complete copy of the Technology Plan is available in the Executive Director of Information Technology Services office.



BOARD RESOLUTION

Date: May 31, 2012

Agenda Item : 06-26-12-16

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Timothy Murrell, Exec. Dir., Career Technical Ed

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors: Ratification
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the new curricula for all existing Career and Technical Education (CTE) programs. Approval will enable the CTE Division to offer the newest curricula available through updates and appendices. In addition, these revised, reformatted, or new curricula will assist the District in meeting MSIP standards, and keep CTE programs/courses current with business/industry standards. The new format meets both DESE and District standards.

BACKGROUND: These new, updated, expanded or otherwise revised curricula will enhance CTE programming in the SLPS District, until they need to be re-written. These curricula will not have to be rewritten every three years thus saving District money, and providing continuity in teaching and learning.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy:

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)

Fund Source: NO funding necessary		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Career and Technical Ed.

Requestor: Tim M. Murrell

Angela Banks, Budget Director

Dr. Dan Edwards, Assoc. Supt., Secondary Schools

Dr. Nicole Williams, Dep. Supt., Academics

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Flieg, Debra J.

From: Murrell, Tim M.
Sent: Thursday, May 31, 2012 1:43 PM
To: Williams, Nicole
Cc: Flieg, Debra J.
Subject: Curriculum Update

Dr. Williams,

Historically, CTE curricula has been updated, on a regular (every 3-4 years) basis, for the following reasons:

- 1) To offer the most current teaching strategies recommended by business and industry;**
- 2) To incorporate teaching strategies to meet student needs;**
- 3) To reflect the most current software packages, for various programs, being implemented throughout CTE;**
- 4) To ensure that SLPS students are receiving current information, statewide and nationwide;**
- 5) To stay current with the changes in all CTE Career Clusters;**
- 6) To reflect changes in the demands of business and industry; and,**
- 7) To adhere to the DESE Career Education recommendation that curricula be updated on a regular basis.**

Some of the curricula that have been reformatted, modified, rewritten or otherwise changed in 2012 had not been updated since 2004. In addition, the curricula follows both the DESE and the District format—and incorporates elements of the Common Core.

Thank you.

Tim

Tim M. Murrell
Executive Director
Division of Career and Technical Education
St. Louis Public Schools
801 N. 11th Street
St. Louis, MO 63101
Office: (314) 345-4530
Cell: (314) 239-2885
Fax: (314) 345-4540
CTE: Careers Through Education

**SLPS Division of Career & Technical Education: Curricula Revised 2012,
Listed by Program Area:**

AGRICULTURE

Animal Science
Biotechnology
Greenhouse Operation & Management

Horticulture
Indoor/Outdoor Maintenance

AIRCRAFT MECHANICS

Airframe 1

Aviation Maintenance

BUSINESS

Accounting
Advanced MS Applications
Business Management Advanced Topics/Internship
Business Management Theory and Practice
Computer Applications
Database Management
Desktop Publishing/Web Design
Entrepreneurship/E-Business

Information Systems
International Business
Intro. to Business
Intro. to Business w/Comp Apps Infused
Introduction to Programming Logic
Office Technology
Visual Basic

CAREER PROGRAMMING

Career Development

Career Exploration

COMMERCIAL/GRAPHIC ART OCCUPATIONS

Advanced Multimedia and Videography
Advanced Television
Introduction to Multimedia

Major Radio
Television 1 & 2
Television 3 & 4

COMPUTER SERVICING TECHNOLOGY

Computer Connectivity

CONSTRUCTION

Construction Management

Construction Trades

COSMETOLOGY

Barbering
Cosmetology

Esthetics
Manicure

DRAFTING & DESIGN TECHNOLOGY

Advanced Architecture w/Internship
Architecture 1 & 2
Introduction to CAD

Advanced CAD
Architecture 3 & 4

ELECTRONICS

Electricity/Electronics

FASHION

Apparel Design
Fashion Fundamentals
Haute Couture

HEALTH OCCUPATIONS

EMT

Health Occupations Exploration

Patient Care Practicum (C.N.A.)

Physical Therapy

Rehabilitation Therapy

Respiratory Therapy

Respiratory Therapy Adv. Topics

HOSPITALITY/TOURISM

Culinary Arts

Hospitality/Food & Beverage

MARKETING

Advanced Marketing

Fundamentals Marketing

International Marketing

Supervised Marketing Experience

MISCELLANEOUS

Energy and Power

Fabricating

Foundations of Criminal Justice

Law Enforcement/Firefighting

Manufacturing



BOARD RESOLUTION

Date: May 24, 2012

Agenda Item : 06-26-12-17

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Membership

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-48

Prior Year Cost \$5,250.00

SUBJECT: To approve a membership renewal with the University of Missouri-Columbia (MU)/Missouri Partnership for Educational Renewal (MPER) beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$6,500.00.

BACKGROUND: Through this partnership, SLPS has benefitted through the variety of opportunities provided by MPER. The most positive fiscal opportunity in which we participate is the MU Fellows Program, which results in a positive cash flow of approximately \$11,000 per site. Participation in the various opportunities offered by MPER assist the District's efforts to recruit, develop and retain its highly qualified teachers.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.F.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code - 110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: \$6,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$6,500.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011475

Department: Human Resources

Requestor: Sharonica Hardin

Sharonica Hardin, Chief Human Resource Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: May 30, 2012

Agenda Item : 06-26-12-18

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved: Purchase of Good (s)

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-36

Prior Year Cost \$10,000.00

SUBJECT: To approve a sole source license renewal with American College Testing (ACT) for their Online instruction program for grade 11 during the 2012-2013 school year at a cost not to exceed \$15,000.00.

BACKGROUND: The online program is administered to grade 11 students to address the MSIP standard 9.6 (ACT calculation). The results for the tests are used to inform programs and services aligned to the Career Education Standard (9.4) and are essential elements for high school career planning and prediction of future student performance on the ACT.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 984-00-110-2822-6319	GOB	Requisition #:
Amount: \$15,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$15,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600002303

Department: Accountability

Requestor:






Dr. Cleopatra Figgures, Dep. Supt., Accountability



Angela Banks, Budget Director



Enos Moss, CFO/Treasurer



Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: May 18, 2012
Dept / School: Accountability/Assessment		Reported By: Bertha Doar
Vendor: American College Testing (ACT)		Vendor #: 600002303
Contract # / P.O. #: 4500157731		Contract Name: ACT Online
Contract Amount: \$ 10,000.00		Award Date: 6/30/2011
Purpose of Contract (Brief Description): Norm Reference Assessment; results used for academic program and grant evaluation		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X 3 2 1	
Timeliness of Delivery or Performance	5 X 3 2 1	
Business Relations	5 X 3 2 1	
Customer Satisfaction	5 X 3 2 1	
Cost Control	5 X 3 2 1	
Average Score	4.0	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes X No <input type="checkbox"/>		



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Bertha Doar	Date 05/18/2012
Department / School: Accountability/Assessment	Phone Number: 345-2360
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
ACT EXPLORE and PLAN testing at grades 9 and 10 respectively and ACT DCST and Online instruction at Grade 11 and as scheduled on the District's school and test calendards, including the purchase of test booklets and score reports from ACT, Inc.	
Vendor Name: ACT, INC	Email: Phillip.Daniel@act.org
Vendor Contact: Assessment Office	Phone Number: General 800-553-6244 x1892 or Mr. Daniel 847-634-2560
Justification Information	
1. Why the uniquely specified goods are required?	
Address the MSIP Standard 9.6 (ACT calculations). The results of the tests are used to inform programs and services aligned to the Career Education Standard 9.4 and are essential elements for high school career planning, and prediction of future student performance on the ACT.	
2. Why good or services available from other vendors /competitors are not acceptable?	
State required for accreditation and MSIP calculations	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
State required for accreditation and MSIP calculations	
4. List the Names of other Vendors contacted & Price Quotes:	
None	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

- ☐ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors
- Document rationale in support of treating the delivery date as mission critical

- ☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption)

- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor)

- ☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are not met, then the item must be bid.



Board Resolution

Date: May 29, 2012

Agenda Item: 16-26-12-19

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

X Contract

Other Transaction Descriptors: Sole Source

SUBJECT:

To approve a sole source contract with Klee Associates for virtual SAP training on the financials/payroll/accounts payable and human resource modules for the period of July 1, 2012 to June 30, 2013 at a cost not to exceed \$50,000.

BACKGROUND:

Klee Associates is an identified company that has expertise in SAP training through their ERPTips Division. Training has been identified as a critical need at SLPS. The majority of the training will be through a virtual environment throughout the school year and will assist in providing training and clarification to our departments.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.B.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: 981 - 00 - 110 - 2577 - 6319

GOB

Requisition #:

Amount: \$ 50,000.00

Fund Source: - - - -

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:

Cost not to Exceed: \$ 50,000.00 X

Pending Funding Availability Vendor #: 600014955

Department: Information Technology Services

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Cheryl VanNoy	Date: May 23, 2012
Department / School: Information Technology	Phone Number: 314.345.2366
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
The sole source purchase is related to extensive and in-depth SAP training needed for our financial/accounts payable and budgeting personnel. This extensive and detailed computer application requires specific expertise in the appropriate process and procedures necessary to maintain a budget and funding department as large and as complex as SLPS manages.	
Vendor Name: Klees Associates	Email: jocelyn.hayes@erptips.com
Vendor Contact: Jocelyn Hayes	Phone Number: 1.877.832.2594, ext 122
Justification Information	
1. Why the uniquely specified goods are required?	
These specified goods are required due to the complex computer application maintained in our Finance Department.	
2. Why good or services available from other vendors /competitors are not acceptable?	
The expertise in a school setting is difficult to acquire from an average training company.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

- ☒ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings.

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question.

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers.

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors.
- Document rationale in support of treating the delivery date as mission critical.

- ☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption).

- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor).

- ☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form.

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are not met, then the item must be bid.



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-20

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Audrey Jackson, Director, Professional Development

Action to be Approved: Contract

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a contract with Washington University (Science Outreach Department) to use their facilities that will meet the special needs of the Summer Leadership Academy for Principals (150 participants), July 24, 25, 26, 2012. The cost shall not exceed \$25,000.00.

BACKGROUND: Principals of St. Louis Public Schools will undergo targeted professional development during the Academy. The summer work will focus on the Common Core State Standards and essential components for schools to make Adequate Yearly Progress, which leads to state accreditation. The District's professional development site cannot accommodate the number of break out and whole group sessions needed for the training resulting in an off campus venue.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy:


FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 825-VG-731-2331-6319	Non-GOB	Requisition #:
Amount: \$25,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$25,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013749

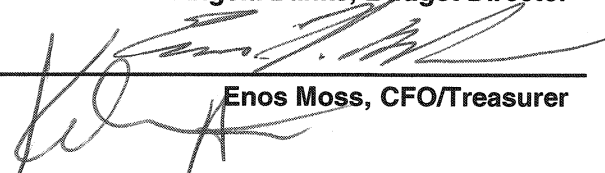
Department: Professional Development

Requestor: Audrey Jackson


Audrey Jackson, Director, Professional Development

 5/31/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director


Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Requisition #: _____

Vendor #: 600013749

CONSULTANT SERVICE AGREEMENT
BETWEEN
Special Administrative Board of the
Transitional School District of the City of St. Louis
AND
“Washington University”
Science Outreach Department

THIS CONSULTANT AGREEMENT (“Agreement”) is made and entered into as of the 21TH day of May, 2012 by and between the Special Administrative Board of the Transitional School District of the City of St. Louis (hereinafter “SLPS,” “the District,” or “SAB”), a school district organized and existing under the laws of the state of Missouri and “**Washington University**” (hereinafter “Consultant”). The taxpayer identification number, address, contact person, and telephone number for the Consultant is as follows:

Taxpayer Identification Number: 12623890

Address: Campus Box 1232, One Brookings Drive, St. Louis, Missouri 63130-4899

Contact Person: Victoria May

Telephone Number: 314-935-6846

WHEREAS, the District is in need of certain consulting services and has selected the Consultant to provide such services; and

WHEREAS, Consultant is willing to provide such services to the District; and

WHEREAS, the District and Consultant desire to memorialize the terms and conditions of their agreement;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District and Consultant agree as follows:

1. **TERM:** The Consultant shall commence performance of this Agreement on the **24th Day of July 2012**, and shall complete performance to the satisfaction of the District, as herein determined, no later than the **26th Day of July 2012**
2. **SCOPE OF SERVICES:** The Consultant shall provide services described more fully in Attachment “A” Scope of Services attached hereto, incorporated herein, and made a part of this Agreement (“Scope of Services” or “Services”).
3. **PERFORMANCE:** The Consultant agrees to perform the Services set forth herein in Attachment “A” in a competent and professional manner as determined by the District. The Consultant shall be and shall remain fully responsible for the quality and accuracy of

- b. **Right of Audit.** During the term of this Agreement and for three (3) years after its termination or expiration, the District shall have the right to conduct an audit, at its expense, of the relevant books and records during ordinary business hours to inspect, audit, and copy the books and records. In the event that any audit reveals, whether during the term of this Agreement or during the three (3) years subsequent to its termination or expiration, a discrepancy in the amount billed to the District and the amount paid by the District, the Consultant shall remit the excess amounts paid to the District within forty-five (45) days of notice of discrepancy. The District or its authorized representative will have the right to audit the Consultant's performance under this Agreement.
- c. **Evaluations of Services Performed.** The Consultant agrees to submit evaluations of the program or services performed under this Agreement to the District at the end of the term. The District will use the evaluations to determine the effectiveness of the program or services contracted for under the Agreement. The District will also use the evaluations to make planning and continuation of service decisions.

9. CONFIDENTIALITY

- a. **District Information.** The Consultant acknowledges that it shall now, and in the future may, have access to and contact with confidential information relating to ideas, strategies, plans, purposes, and/or agendas that the District may seek to advance. Any reports and information given to or generated by the Consultant hereunder, as well as the terms and conditions of this Agreement, shall also be considered confidential information. Both during the term of this Agreement and thereafter, the Consultant covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the District. The Consultant covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of the confidential information, but instead will use such information only for the purposes contemplated hereunder. Further, the Consultant covenants and agrees that it will not disclose any confidential information to any third party except as may be required in the course of performing services for the District hereunder or by law. In no event, shall the Consultant be deemed a spokesperson for the District in any manner for the purpose of disseminating any information hereunder.
- b. **Student Information.** The Consultant acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students. Both during the term of this Agreement and thereafter, the Consultant covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the District. The Consultant covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of said confidential information, but instead will use said information only for the purposes contemplated hereunder. Further, the Consultant covenants and agrees that it will not disclose any confidential information to any third party except as may be required in the course of performing services for the District

hereunder or by law. Finally, the Consultant covenants and agrees that any access to the confidential information of any student shall be in compliance with the Family Education Rights and Privacy Act ("FERPA").

- c. **Student Education/Medical Records.** The Consultant acknowledges that it shall now, and in the future may, have access to and contact with the education and/or medical records of students. Both during the term of this Agreement and thereafter, the Consultant covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the District. The Consultant covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of said confidential information, but instead will use said information only for the purposes contemplated hereunder. Further, the Consultant covenants and agrees that it will not disclose any confidential information to any third party except as may be required in the course of performing services for the District hereunder or by law. Finally, the Consultant covenants and agrees that any access to the education records of any student shall be in compliance with FERPA and any access to the medical records of any student shall be in compliance with the Health Insurance Portability and Accountability Act of 1996.
- d. **Exceptions to Confidentiality Obligations.** Notwithstanding the foregoing, the Consultant's obligations of confidentiality will not include information which:
 - i. at the time of disclosure was in the public domain;
 - ii. after such disclosure, immediately becomes generally available to the public other than through any act or omission of the Consultant or its Personnel; and
 - iii. is required to be disclosed by a court of competent jurisdiction, provided that prior written notice of such disclosure is furnished to the District in a timely manner in order to afford the District the opportunity to seek a protective order against such disclosure and the disclosure is strictly limited to the information that the court requires.
- e. **Remedies for Disclosure.** The Consultant understands and agrees that any unauthorized disclosure or use of any confidential information as provided under this article may result in the District seeking injunctive relief. The Consultant agrees to give prompt notice to the District of any unauthorized disclosure, use, or misappropriation of any confidential information and take all steps as requested by the District to limit, stop, or otherwise remedy the disclosure, use, or misappropriation of any confidential information. All steps taken by the Consultant relating to remedy shall be at its sole expense.
- f. **Return of Confidential Information.** After expiration or termination of this Agreement, the Consultant must return all confidential information given to or generated by the Consultant hereunder within five (5) days of the District's written request. The Consultant agrees that it will comply with the District's instructions regarding the return or disposition of its confidential information, including any copies or reproductions.

10. **INDEMNIFICATION** Consultant agrees to indemnify and hold harmless the District and the District's officers, directors, servants, employees, and agents from and against any and all liabilities, losses, damages, costs, and expenses of any kind (including without limitation, reasonable legal fees and expenses) which may be suffered by, incurred by or threatened against the District or any officers, directors, servants, employees, or agents of the District on account of or resulting from injury, or claim of injury to person or property (including but not limited to consultant and/or its agents) arising out of the operation of the program operated by Consultant under this Agreement or arising out of this Agreement in any manner, including but not limited to the breach or failure to perform any term, covenant, condition or agreement herein provided to be performed by Consultant. This provision shall survive termination or expiration of the Agreement.
11. **WARRANTY FOR SERVICES** Consultant warrants and represents to the District that Consultant possesses the background, experience, expertise and qualifications to undertake and to carry out the Services. Consultant further warrants and represents that the Services will be performed in a professional, good, thorough and workmanlike manner, and consistent with accepted industry standards.
12. **REMEDIES FOR UNSATISFACTORY SERVICES** In the event Consultant fails to provide the Services consistent with the warranties and representations set forth in Section 8 above, the District at its option, may: (a) require Consultant to reperform the unsatisfactory Services at no cost to the District; (b) refuse to pay Consultant for Services, unless and until Services are corrected and performed satisfactorily; (c) require Consultant to reimburse the District for all amounts paid for such unsatisfactory Services; and/or (d) proceed with, and assert, any and all remedies available at law. The foregoing options and remedies available to the District shall be deemed mutual and severable, and not exclusive.
13. **INSURANCE** Consultant shall maintain occurrence-based insurance including comprehensive general liability in the amounts specified in Attachment A. Such insurance shall be provided by insurance companies authorized to do business in the State of Missouri.

The District shall be included as an additional insured on all required insurance policies, except Worker's Compensation and Employers' Liability, with respect to the liability arising out of the performance of Consultant's services under this Agreement. The Consultant shall provide a certificate of insurance evidencing the coverage required in Attachment A.

14. **TERMINATION**

- a. **Termination without Cause.** The District may terminate this Agreement without cause by giving written notice of the intent to terminate. In the event that such written Notice of Intent to Terminate is provided, termination of this Agreement shall become effective thirty (30) days from the date set forth in the Notice of Intent to Terminate. The Consultant will cease work on said termination date and take all reasonable actions to minimize any expenses. The Consultant will be compensated for those services provided through the date of termination and any approved related expenses within sixty (60) days of receipt of a properly submitted invoice.

- b. **Termination with Cause.** Either party reserves the right to terminate this Agreement immediately if the other party fails to comply with any terms or conditions of this Agreement and such failure continues for ten (10) days following receipt of written notice from the objecting party. In the event that this Agreement is terminated under this Article, the rights and remedies of either party provided under this Agreement shall not be exclusive and are in addition to any other rights and remedies which either party may be entitled to pursue in the event of a breach of this Agreement as provided by law or under the terms and conditions of this Agreement. The Consultant will be compensated for only those services satisfactorily provided through cure date end.
- c. **Effect of Termination on the Parties Obligations.** Upon termination of this Agreement for any reason, the parties shall have no further obligations under this Agreement, except as expressly set forth in this Agreement.
- d. **Return of Documentation.** Upon the expiration or termination of this Agreement, the Consultant shall, at the option of the District, deliver all finished or unfinished documents, data, studies, reports, and like documents generated by the Consultant hereunder.

15. **GOVERNING LAW – JURISDICTION** This Agreement shall be governed, construed and interpreted under Missouri law, and shall be deemed to be executed and performed in the City of St. Louis, Missouri. Any legal action relating to this Agreement shall be governed by the laws of the State of Missouri, and the parties agree to the exclusive exercise of jurisdiction and venue over them by a court of competent jurisdiction located in the City of St. Louis, Missouri. The parties expressly agree that no action concerning this Agreement, or an alleged breach thereof, may be commenced anywhere but the City of St. Louis, Missouri.
16. **REPORTING** During the term of this Agreement, Consultant shall report to, and confer with, the District's representative, **Audrey Jackson**, and/or her designee on regular basis, and as may be reasonably requested, concerning the Services performed by Consultant and issues related to the Services. Consultant also agrees to meet and confer with other District administrators, officers and employees as directed or as may be necessary or appropriate.
17. **E-VERIFICATION** Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify) as set out in **ATTACHMENT B**. Compliance with provision requires completion of **ATTACHMENT C**.
18. **ASSIGNMENT** This Agreement may not be assigned by Consultant without the prior written authorization of the District, which authorization the District may withhold in its sole discretion.

19. **ENTIRE AGREEMENT** This Agreement contains the complete agreement between the parties and shall, as of the effective date hereof, supercede all other agreements between the parties relating to the subject matter of this Agreement. The parties stipulate that neither of them has made any representation with respect to the subject matter of this Agreement or the execution and delivery hereof except such representations as are specifically set forth herein. All agreements not expressly set forth herein are null and void. Each of the parties hereto acknowledges that they have relied on their own independent judgment in entering into this Agreement and have had the opportunity to consult legal counsel.
20. **MODIFICATION** No waiver or modification of this Agreement or of any covenant, condition or limitation herein contained shall be valid unless in writing and executed by authorized representatives of both parties, and no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties hereto arising out of or affecting this Agreement, or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing and duly executed by authorized representatives of both parties
21. **NOTICE** Any notice required or permitted pursuant to this Agreement shall be deemed to have been given when delivered in person or sent postage prepaid via certified mail return receipt requested or via a nationally recognized overnight courier service and addressed:

To the District: The Special Administrative Board of the Transitional
School District of the City of St. Louis
801 North 11th Street
St. Louis, MO 63101
Attn: Superintendent-Legal Notice Enclosed

To Consultant: Washington University
Science Outreach Department
Campus Box 1232
One Brookings Drive
St. Louis, Missouri 63130-4899
Legal Notice Enclosed

If such notice is sent by first class or express mail, it shall be deemed to have been given to the person entitled thereto three (3) days after deposit in the United States mail, or if by Federal Express or the overnight courier service, the day after delivery to such service, for delivery to that person.

22. **WAIVER** No failure on the part of either party at any time to require the performance by the other party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term hereof shall be taken or held to be a waiver of any other term hereof or a breach thereof.
23. **SEVERABILITY** If any clause or provision of this Agreement is illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement,

then and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

24. **HEADINGS** The section headings in this Agreement are intended for convenience of reference and will not affect its interpretation.
25. **COUNTERPARTS** The Agreement may be executed in two or more counterparts, each of which shall be deemed an original.
26. **BINDING EFFECT** The Agreement shall not be binding and effective unless and until it is duly and fully executed by both parties. This Agreement shall inure to the benefit of and be binding upon the successors and permitted assigns of the respective parties.
- a. **Special Administrative Board Approval.** It may be necessary to obtain the approval of the Special Administrative Board (hereinafter "SAB" or "Board") for this Agreement. If so, the Consultant understands and agrees that the obligations of the District are conditioned upon, and subject to, such approval. The District will promptly notify the Consultant of the approval or disapproval of the SAB. The Consultant understands that the District shall not be obligated to compensate it for any services provided prior to approval by the SAB and performance of such services hereunder shall be at the sole risk and liability of the Consultant. In the event of non-approval, the Agreement will not become effective and neither party will have any obligations to the other party arising out of the Agreement.
- b. **Executed Agreement.** This Agreement will not become effective unless and until an understanding is reached between the parties and the Agreement has been fully executed. The Consultant understands and agrees that the obligations of the District are conditioned upon, and subject to, such execution. The Consultant understands that the District shall not be obligated to compensate it for any services provided prior to the execution of this Agreement and performance of such services hereunder shall be at the sole risk and liability of the Consultant.
27. **RIGHTS CUMULATIVE** All the rights and remedies of each party hereunder or pursuant to present or future law shall be deemed to be separate, distinct and cumulative, and no one or more of them, whether exercised or not, or any mention of or reference to any one or more of them herein, shall be deemed to be an exclusion or a waiver of any of the others, or of any of the rights or remedies which such party may have, whether by present or future law or pursuant hereto, and each party shall have, to the fullest extent permitted by law, the right to enforce any rights or remedies separately and to take any lawful action or proceedings to exercise or enforce any right or other remedy without thereby waiving or being barred or stopped from exercising and enforcing any other rights and remedies by appropriate action or proceedings.
28. **CONSULTANT REPRESENTATIONS** Consultant acknowledges and represents that (i) Consultant is legally authorized to transact business in the State of Missouri and to provide the Services required hereunder (ii) the entering into this Agreement has been duly approved by the Consultant, (iii) the undersigned is duly authorized to execute this Agreement on behalf of Consultant and to bind Consultant to the terms hereof, and (iv) Consultant will comply with all State, Federal and local statutes, regulations and

ordinances, including civil rights and employment laws, and agrees not to discriminate against any employee or applicant for employment or in the provision of Services on the basis of race, color, national origin, sex, sexual orientation, age or disability. Consultant also agrees to abide by all applicable District policies and regulations.

29. **INDEPENDENT CONTRACTOR** The District and Consultant agree that Consultant will act for all purposes as an independent contractor and not as an employee, in the performance of Consultant's duties under this Agreement. Accordingly, Consultant shall be responsible for payment of all taxes, including federal, state and local taxes arising out of Consultant's services in accordance with this Agreement, including by way of illustration but not limitation, federal and state income tax, Social Security tax, unemployment insurance taxes, and any other taxes. In addition, Consultant's employees shall not be entitled to any vacation, insurance, health, welfare, or other fringe benefits provided by the District. Consultant shall have no authority to assume or incur any obligation or responsibility, or make any warranty for, on behalf of the District, or to attempt to bind the District except with prior written authorization from the Board. Consultant shall pay all costs of conducting its activities hereunder, including all compensation to employees of Consultant.

30. **CONSULTANT'S PERSONNEL**

a. **Assignment of the Consultant's Personnel.** The Consultant will employ and assign qualified Personnel to the District's account in a sufficient number in order to provide and successfully complete the services in accordance to the Term under Article 2.1. The Consultant will provide the District with a continuously updated list of all its Personnel assigned to the District and qualifications of such Personnel will be provided without charge to the District within three (3) days of written request.

b. **Control of Personnel and Work.** The Consultant understands and agrees that it is solely obligated to and responsible for the selection, qualification, performance, workmanship, quality of services, licensing, and compliance with the terms and conditions hereunder for all Personnel providing services relevant to this Agreement and that it shall have sole control over the means and details of performing the services, which shall be consistent with the District's intent hereunder. The Consultant shall use its best efforts, care, and diligence in the administration and performance of services hereunder. The Consultant ensures the District that it will properly supervise all Personnel during the performance of services and/or while any Personnel is on District property.

c. **Cooperation.** During the performance of its services, the Consultant shall cooperate with the District and its employees, shall not interfere with the conduct of the District's business, and shall observe all District policies and procedures, as well as all rules, regulations, and security requirements concerning the safety of persons and property.

d. **Background Checks.** All Personnel providing services under this Agreement that may in any way come into contact with students must undergo background checks consistent with those used by the District and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family

Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Consultant and the District shall not be liable for such cost under any circumstance. The Consultant assures the District that the Consultant agrees to remove or not hire for the District's account any Personnel who have any Department of Family Services claims: a) that would raise concerns about inappropriate behavior with children; b) where a criminal offense has been committed that would raise concerns about inappropriate behavior with children; c) where there has been a conviction for any sex-related offense or any other offense indicating a lack of acceptable moral character for associating with children; d) where there has been a determination of any physical and/or mental abuse of children; and/or e) where there has been termination for cause due to inappropriate behavior with children in any project, program, and/or location of services of the Consultant. The District will receive notice of any Personnel so removed or terminated. The Consultant will select, hire, and train replacement Personnel within fifteen (15) days of a vacancy on the District's account, all without any additional cost to the District. Within three (3) days of a written request by the District, the Consultant agrees to provide written confirmation that the background checks on all Personnel hereunder reflected no negative findings and said Personnel passed the background checks and are, therefore, eligible to provide services under this Agreement.

- e. **Removal of the Consultant's Personnel.** If the District determines that any of the Consultant's Personnel is not providing satisfactory service, or if any issues of behavior or inappropriate conduct or similar concerns occur, the District shall notify the Consultant in writing and the Consultant shall remove that individual from the District's account. The Consultant will be compensated for any services satisfactorily performed by the removed individual and any expenses as approved by the District, up to and including the date that the Consultant receives the District's written notice. The Consultant will not be compensated for any expenses associated with replacing the individual. The Consultant will select, hire, and train replacement personnel within fifteen (15) days of a vacancy on the District's account.

31. **OWNERSHIP OF COMPLETED SERVICES** Full and exclusive rights and ownership in the Services, including all deliverables, and all materials or information arising from this Agreement, and in any and all related letters, patents, trademarks, copyrights, trade secrets, confidential information or any other proprietary rights, intangible property or work product, that are delivered, produced or created in connection with Consultant Services under this Agreement shall vest in and are hereby assigned to the District. Except as provided in this Agreement, Consultant shall retain no right, ownership or title in the Services including all deliverables and all materials or information arising from this Agreement, or any related letters, patents, trademarks, copyrights, trade secrets, confidential information or any other proprietary rights, intangible property or work product. Consultant acknowledges that any copyrightable works prepared by Consultant under this Agreement shall be deemed works for hire under the copyright laws, it being the intent of this Agreement to vest full and exclusive ownership rights in the District, including, but not limited to the exclusive right to prepare derivative works. The Services and all such rights belong to the District for whatever use it desires, and nothing contained herein shall be deemed to constitute a license or franchise in the District.

32. **INFRINGEMENT** Consultant warrants to the District that Consultant, in connection with performing the Services, will not infringe any patent, trademark, copyright, trade secrets, confidential information or any other proprietary right of any person. Consultant further represents and warrants to the District that neither Consultant or any company or individual performing services pursuant to this Agreement is under any obligation to assign or give any work done under Agreement to any third party.
33. **USE OF DATA / INFORMATION** Information and other data developed or acquired by or furnished to Consultant in the performance of this Agreement shall remain the District's property and shall be used only in connection with the Services provided to the District.
34. **DEFINITION** For purposes of this Agreement, the term "person" shall mean any natural person, firm, association, partnership, corporation or other form of legal entity.
35. **AUTHORIZATION:** this Agreement is authorized by:

☒ **Board Resolution** _____, attached hereto.

Or

☐ **Other.** Please describe and attach appropriate documentation

Or under \$5,000

☐ **Emergency Request**

WASHINGTON UNIVERSITY
SCIENCE OUTREACH DEPARTMENT
CAMPUS BOX 1232
ONE BROOKINGS DRIVE
ST. LOUIS, MISSOURI 63130-4899

THE SPECIAL ADMINISTRATIVE
BOARD OF THE TRANSITIONAL
SCHOOL DISTRICT OF THE CITY OF
ST. LOUIS

By: _____

By: _____

Title: Consultant

Title: _____

Date: _____

Date: _____

Tax I.D. No 12623890

ATTACHMENT A

SCOPE OF SERVICES

☒ Science Outreach Department will provide the following services for **Summer Leadership Academy (SLA)**: (1) Facilities (2) Parking (3) Continental Breakfast and (4) Lunch - meal card for Principal training (July 24, through July 26, 2012).

☒ **Insurance Coverage**

Comprehensive General Liability:	\$1,000,000 per occurrence
Automotive Liability:	\$500,000 per occurrence
Workers Compensation:	Statutory Limit
Employer's Liability:	\$500,000.00 (If applicable)
Other:	\$0

PAYMENT SCHEDULE

Upon completion of the scope of services and submission of invoices payment will be made within 60 days of the receipt of invoice.

CONTRACT COSTS AND EXPENSES
TO BE PAID BY DISTRICT

The following is a list of the cost and expense that will be paid by the District under the terms of this agreement. Any cost or expenses not specifically listed in the section are the responsibility of the Consultant.

FOR OFFICE USE ONLY

Vendor# 600013749

Requisition# _____

Purchase Order # _____

Board Resolution# _____

FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM

Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

Accordingly, your company:

- a) agrees to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of its contract with the District;
- b) affirms it is enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;
- c) affirms that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;
- d) affirms you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;
- e) agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;
- f) agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and
- g) agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By : _____ (signature)

Printed Name and Title: _____

For and on behalf of: _____ (company name)

ATTACHMENT C

FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, _____, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.

2. I am employed by _____ (hereinafter "Company") and have authority to issue this affidavit on its behalf.

3. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.

4. Company does not knowingly employ any person who is an unauthorized alien in connection with the services Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: _____ (individual signature)

For _____ (company name)

Title: _____

Subscribed and sworn to before me on this ____ day of _____, 200__.

NOTARY PUBLIC

My commission expires:



BOARD RESOLUTION

Date: May 31, 2012

Agenda Item : 06-26-12-21

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Timothy Murrell, Exec. Dir., Career Technical Ed

Action to be Approved: Contract

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a contract with Saint Louis County, Missouri through its Division of Workforce Department for the District to provide occupational and training services pursuant to the Workforce Investment Act (WIA). The District will receive tuition fees for training services provided to eligible WIA participants. The term of the contract will be June 27, 2012 to June 30, 2013.

BACKGROUND: The Saint Louis County Division of Workforce Development recognizes that the Saint Louis Public Schools is Workforce Investment Act (WIA) provider. The Saint Louis County Division of Workforce will refer adult students to Saint Louis Public Schools for occupational training (e.g., certified nurse assistant, emergency medical technician, etc.) and will pay all student tuition and fees. There is no cost to the SLPS; Workforce Development will be billed and pay for services rendered by SLPS.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.A.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:	Non-GOB	Requisition #:
Amount: 0.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Career & Technical Ed

Requestor:

Timothy Murrell
Timothy Murrell, Exec. Dir., Career Technical Ed

Dr. Nicole Williams 5/31/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams
Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: May 29, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Enos Moss, CFO/Treasurer

Agenda Item: 06-26-12-22

Action: ☒

Action to be Approved: Contract

Other Transaction Descriptors: Bid
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a contract with Grant Thornton to provide GASB 45 benefits actuarial services that is required by the external auditors. The contract will be for the period August 1, 2012 to October 31, 2012 at a cost not to exceed \$8,000.00.

BACKGROUND: Grant Thornton was selected through the Bid process. Grant Thornton acquired SMART Business Advisory and Consulting Services who has performed these services for the last four years.

GASB 45 requires a complete, reliable, and decision useful financial report with regard to retiree health and welfare benefits. A full review will be completed in Year 1 - 2012 (the bid cost is \$8,000) and a Roll Over report will be completed in Year 2 - 2013 (the bid cost is \$3,250).

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 970-00-110-2514-6319	GOB	Requisition #:
Amount: \$8,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$8,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600009836

Department: Risk Management

Requestor: Kevin Coyne

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



May 29, 2012

MEMORANDUM

TO: Enos Moss

FROM: Kevin Coyne

RE: Bid Evaluation Record for GASB 45 Actuarial Services Bid

The evaluation took place on May 21, 2012. The evaluation committee consisted of the following:

Kevin Coyne
Ketra Montgomery

Sr. Risk Mgmt and Compliance Analyst
Contract Compliance Specialist

Bids from the following companies were evaluated and recorded as follows:

Company Name	Bid Amount	Overall Score	Award (Y/N)
Grant Thornton	\$59,018.00	200	Yes
CAI Actuarial Services	\$78,877.00	190	No

One copy of each evaluation form is on file along with this evaluation record in the risk management department.

Kevin Coyne
Sr. Risk Management & Compliance Analyst



BOARD RESOLUTION

Date: May 31, 2012

Agenda Item : 06-26-12-23

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Timothy Murrell, Exec. Dir., Career Technical Ed

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous BD.

Res. # 06-30-11-52

SUBJECT: To approve a contract renewal with Urban Strategies to provide a certified Adult Education and Literacy(AEL) teacher for classes held at Jefferson Elementary beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$5,000.00.

BACKGROUND: Urban Strategies provides a teacher for AEL classes on site at Jefferson Elementary School. We reimburse Urban Strategies based on DESE Funding.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 026-DM-253-1611-6319	Non-GOB	Requisition #:
Amount: \$5,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$5,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007665

Department: Adult Ed. and Literacy

Requestor: Rhonda Jones

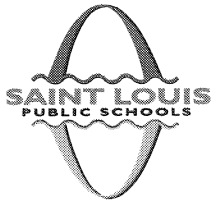
Timothy Murrell
Timothy Murrell, Exec. Dir., Career Technical Ed

5/31/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



KELVIN R. ADAMS, Ph.D.
Superintendent of Schools
NICOLE WILLIAMS, Ed.D.
Deputy Superintendent for Academic Services
DAN EDWARDS, Ph.D.
Associate Superintendent for Secondary Schools
TIM M. MURRELL
Executive Director, Career and Technical Education
RHONDA JONES
Supervisor, Adult Education and Literacy

May 31, 2012

To Whom It May Concern:

St. Louis Public Schools Adult Education and Literacy would like your approval for the following sub-contracts.

1. To approve a contract with International Institute in an amount not to exceed \$6,000 for onsite supervision of Adult Education and Literacy classes at the International Institute for the period July 1, 2012 - June 30, 2013.

Background: International Institute staff provide day to day supervision of AEL classes on site at the International Institute. We serve over 1,500 students annually at this location. The onsite supervision by Institute staff insures that students are completing orientation, testing, enrolled into the correct Classes, and that the ESOL lessons are in compliance with the "ESOL Crosswalk" teaching CASAS and Missouri Content Standards. St. Louis AEL Field Staff continues to supervise and visit at a minimum three times a month, mentoring, and teacher evaluations.

2. To approve a contract with International Institute in an amount not to exceed \$12,000.00 for substitute teachers in Adult Education and Literacy classes at the International Institute for the period July 1, 2012 - June 30, 2013.

Background: International Institute staff provides substitute teachers for AEL classes on site at the International Institute. All persons used as substitutes are AEL Certified but are employed by the Institute. This sub-contract provides compensation to the Institute when they are subbing in the AEL/ESL Classroom. We serve over 1,500 students annually at this location, have 10 teachers on staff and to find appropriate subs would be difficult for the large numbers at this location. . This is a continuation of an agreement begun in June 2006 with the International Institute and St. Louis Public Schools Adult Education and Literacy.

3. To approve a contract with Urban Strategies in an amount not to exceed \$5,000 for an AEL certified teacher in Adult Education and Literacy classes at Jefferson School for the period July 1, 2012- June 30, 2013.

Background: Urban Strategies provides a teacher for AEL classes on site at Jefferson School computer lab provided by Urban Strategies. We reimburse Urban Strategies for this AEL Certified Teacher at a rate

of \$6.00 an hour. Without this we would not be able to afford a teacher at this location as classes tend to run below 10 students per hour. St. Louis AEL Field Staff continues to supervise and visit at a minimum of three times a month. They also provide mentoring and teacher evaluations. This is a continuation of an agreement begun in 2006.

Sincerely,

Rhonda Jones
Supervisor

5078 Kensington Avenue • ST. LOUIS, MISSOURI 63108 • (314) 367/5000• FAX: (314) 367/3057



BOARD RESOLUTION

Date: May 31, 2012

Agenda Item : 06-26-12-24

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Timothy Murrell, Exec. Dir., Career Technical Ed

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous BD.

Res. # 06-30-11-51

SUBJECT: To approve a contract renewal with the International Institute to provide substitute teachers in Adult Education and Literacy (AEL) classes beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$12,000.00.

BACKGROUND: International Institute staff provides substitute teachers for AEL classes held on site at the International Institute. We serve over 1,500 annually at this location.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code - 110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 026-DM-252-1611-6319	Non-GOB	Requisition #:
Amount: 12,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$12,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Adult Ed. and Literacy


Requestor: Rhonda Jones

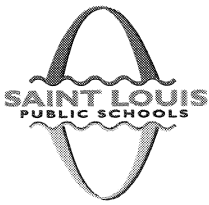

Timothy Murrell, Exec. Dir., Career Technical Ed

 5/31/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



KELVIN R. ADAMS, Ph.D.
Superintendent of Schools
NICOLE WILLIAMS, Ed.D.
Deputy Superintendent for Academic Services
DAN EDWARDS, Ph.D.
Associate Superintendent for Secondary Schools
TIM M. MURRELL
Executive Director, Career and Technical Education
RHONDA JONES
Supervisor, Adult Education and Literacy

May 31, 2012

To Whom It May Concern:

St. Louis Public Schools Adult Education and Literacy would like your approval for the following sub-contracts.

1. To approve a contract with International Institute in an amount not to exceed \$6,000 for onsite supervision of Adult Education and Literacy classes at the International Institute for the period July 1, 2012 - June 30, 2013.

Background: International Institute staff provide day to day supervision of AEL classes on site at the International Institute. We serve over 1,500 students annually at this location. The onsite supervision by Institute staff insures that students are completing orientation, testing, enrolled into the correct Classes, and that the ESOL lessons are in compliance with the "ESOL Crosswalk" teaching CASAS and Missouri Content Standards. St. Louis AEL Field Staff continues to supervise and visit at a minimum three times a month, mentoring, and teacher evaluations.

2. To approve a contract with International Institute in an amount not to exceed \$12,000.00 for substitute teachers in Adult Education and Literacy classes at the International Institute for the period July 1, 2012 - June 30, 2013.

Background: International Institute staff provides substitute teachers for AEL classes on site at the International Institute. All persons used as substitutes are AEL Certified but are employed by the Institute. This sub-contract provides compensation to the Institute when they are subbing in the AEL/ESL Classroom. We serve over 1,500 students annually at this location, have 10 teachers on staff and to find appropriate subs would be difficult for the large numbers at this location. . This is a continuation of an agreement begun in June 2006 with the International Institute and St. Louis Public Schools Adult Education and Literacy.

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Background: Urban Strategies provides a teacher for AEL classes on site at Jefferson School computer lab provided by Urban Strategies. We reimburse Urban Strategies for this AEL Certified Teacher at a rate

of \$6.00 an hour. Without this we would not be able to afford a teacher at this location as classes tend to run below 10 students per hour. St. Louis AEL Field Staff continues to supervise and visit at a minimum of three times a month. They also provide mentoring and teacher evaluations. This is a continuation of an agreement begun in 2006.

Sincerely,

Rhonda Jones
Supervisor

5078 Kensington Avenue • ST. LOUIS, MISSOURI 63108 • (314) 367/5000• FAX: (314) 367/3057



BOARD RESOLUTION

Date: June 1, 2012

Agenda Item : 06-26-12-35

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Timothy Murrell, Exec. Dir., Career Technical Ed

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-50

Prior Year Cost \$6,000.00

SUBJECT: To approve a contract renewal with the International Institute for onsite supervision of Adult Education and Literacy (AEL) classes held at the International Institute beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$6,000.00.

BACKGROUND: International Institute staff provide day to day supervision of AEL classes on site at the International Institute. We serve over 1,500 students annually at this location.

Accountability Plan Goals: Goal II: Highly Qualified Staff

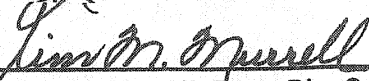
Objective/Strategy: II

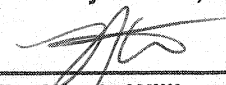
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 026-DM-252-2425-6319	Non-GOB	Requisition #:
Amount: \$6,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$6,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600004143


Department: Adult Ed. and Literacy


Requestor: Rhonda Jones


Timothy Murrell, Exec. Dir., Career Technical Ed

 5/31/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



KELVIN R. ADAMS, Ph.D.

Superintendent of Schools

NICOLE WILLIAMS, Ed.D.

Deputy Superintendent for Academic Services

DAN EDWARDS, Ph.D.

Associate Superintendent for Secondary Schools

TIM M. MURRELL

Executive Director, Career and Technical Education

RHONDA JONES

Supervisor, Adult Education and Literacy

May 31, 2012

To Whom It May Concern:

St. Louis Public Schools Adult Education and Literacy would like your approval for the following sub-contracts.

1. To approve a contract with International Institute in an amount not to exceed \$6,000 for onsite supervision of Adult Education and Literacy classes at the International Institute for the period July 1, 2012 - June 30, 2013.

Background: International Institute staff provide day to day supervision of AEL classes on site at the International Institute. We serve over 1,500 students annually at this location. The onsite supervision by Institute staff insures that students are completing orientation, testing, enrolled into the correct Classes, and that the ESOL lessons are in compliance with the "ESOL Crosswalk" teaching CASAS and Missouri Content Standards. St. Louis AEL Field Staff continues to supervise and visit at a minimum three times a month, mentoring, and teacher evaluations.

2. To approve a contract with International Institute in an amount not to exceed \$12,000.00 for substitute teachers in Adult Education and Literacy classes at the International Institute for the period July 1, 2012 - June 30, 2013.

Background: International Institute staff provides substitute teachers for AEL classes on site at the International Institute. All persons used as substitutes are AEL Certified but are employed by the Institute. This sub-contract provides compensation to the Institute when they are subbing in the AEL/ESL Classroom. We serve over 1,500 students annually at this location, have 10 teachers on staff and to find appropriate subs would be difficult for the large numbers at this location. . This is a continuation of an agreement begun in June 2006 with the International Institute and St. Louis Public Schools Adult Education and Literacy.

3. To approve a contract with Urban Strategies in an amount not to exceed \$5,000 for an AEL certified teacher in Adult Education and Literacy classes at Jefferson School for the period July 1, 2012- June 30, 2013.

Background: Urban Strategies provides a teacher for AEL classes on site at Jefferson School computer lab provided by Urban Strategies. We reimburse Urban Strategies for this AEL Certified Teacher at a rate

of \$6.00 an hour. Without this we would not be able to afford a teacher at this location as classes tend to run below 10 students per hour. St. Louis AEL Field Staff continues to supervise and visit at a minimum of three times a month. They also provide mentoring and teacher evaluations. This is a continuation of an agreement begun in 2006.

Sincerely,

Rhonda Jones
Supervisor

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BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-27

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Nicole Williams, Dep. Supt., Academics

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-58

Prior Year Cost \$19,000.00

SUBJECT: To approve the contract renewal with Abbott Ambulance, Inc. to provide stand-by ambulance services for all high school varsity and junior varsity football games. The period will be August 15, 2012 through December 1, 2012 with the total cost not to exceed \$19,000.00.

BACKGROUND: The cost to provide ambulance coverage for the varsity games is approximately \$15,000 and for the junior varsity games is approximately \$4,000. This will be the third year of the contract with Abbott Ambulance and the fourth year that the District has contracted for ambulance services for football games.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 833-00-110-1421-6319	GOB	Requisition #:
Amount: \$19,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$19,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014222

Department: Public High League

Requestor: Martin Jenkins

Dr. Dan Edwards, Assoc. Supt., Secondary Schools

 5/31/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director


Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>	Report Date: 05/18/12	
Dept / School: Public High League	Reported By: Martin Jenkins	
Vendor: Abbott Ambulance	Vendor #: 600014222	
Contract # / P.O/ #: 4500157870	Contract Name: Ambulance Services – Football Program	
Contract Amount: \$19,000.00	Award Date: June 30, 2011	
Purpose of Contract (Brief Description): To provide ambulance services for varsity and junior varsity football games.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <input checked="" type="radio"/> 4 3 2 1	The quality of the Abbott Emergency Medical Service injury assessments, treatment and follow up were excellent.
Timeliness of Delivery or Performance	5 4 <input checked="" type="radio"/> 3 2 1	Abbott was regularly on time. They normally arrived well before the contest. While at the contest, the EMS technicians attended to the needs of student/athletes in a very timely manner.
Business Relations	5 <input checked="" type="radio"/> 4 3 2 1	Business relations with Abbott are excellent. They have an open line of communication, and they are always pleasant and accommodating.
Customer Satisfaction	5 <input checked="" type="radio"/> 4 3 2 1	We are extremely satisfied with the emergency medical services delivered by Abbott.
Cost Control	5 <input checked="" type="radio"/> 4 3 2 1	Abbott's costs continue to be the best.
Average Score	4.8	Abbot has delivered excellent emergency medical service at our varsity and jayvee football games.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. <div style="text-align: right;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></div>		

CONTRACT RENEWAL FOR (On sight Ambulance Services)

THIS CONTRACT RENEWAL AGREEMENT FOR On sight Ambulance Services ("Agreement") made as of the 19th day of August, 2012, by and between The Special Administrative Board of the Transitional School District of the City of St. Louis (hereinafter "SLPS," "the District," or "SAB"), a corporate and metropolitan school district, with its principal office at 801 North 11th Street, Saint Louis, Missouri, and "Abbott EMS" with its principal office 2500 Abbott Place, St. Louis, MO 63143 (hereinafter referred to as "Contractor").

Whereas, SLPS and Contractor entered into a contractual agreement August 19th, 2010 a true and correct Copy of which is attached hereto as ATTACHMENT 1 and hereby incorporated by this reference (hereinafter referred to as "The Contract"),

Whereas, The Contract includes a renewal option,

NOW, THEREFORE, in consideration of the recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the SAB and Contractor agree as follows:

1. **CONTRACT RENEWAL:** SLPS and Contractor agree to renew The Contract under the same terms and conditions with the exception of the dates of service,
2. **SCHEDULE OF COMPLETION:** The start date of the renewal agreement shall be the effective date of this Agreement. The end date shall be no later than November 30th 2012.
3. **CONTRACT AMOUNT:** The agreed upon contract renewal amount is \$See below.

\$302.00 per game Varsity
\$189.50 per game JV

4. **ALL OTHER TERMS AND CONDITIONS:** All other terms and conditions shall be substantially the same as those set out in The Contract.
5. **AUTHORIZATION:** this Agreement is authorized by:
 ____ Board Resolution # _____, attached hereto.
 Or
 ____ Other:
 Or
 ____ Emergency Purchase Request

IN WITNESS WHEREOF, SLPS and Contractor have executed this Agreement as of the day and year first written.

**The Special Administrative Board
of the Transitional School District
of the City of St. Louis**

CONTRACTOR

Contractor Name

Contractor Address

Contractor City, State, Zip code

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item: 06-2612-27

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-27

Prior Year Cost \$66,100.00

SUBJECT: To approve a contract renewal with Engineered Fire Protection, Inc. to provide inspections and repair services for fire sprinklers and associated backflow preventers in selected District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$66,100.00, pending legal review and availability of funds.

BACKGROUND: Yearly inspections of fire sprinkler systems at selected District schools and buildings are required to ensure compliance with all local, state and federal codes. The vendor will be responsible for conducting the annual inspections, proposing repairs and repairing the systems as approved. This service will ensure the District's compliance with the City Fire Marshall. This contract will be the first year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$66,100.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$66,100.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013287

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12	
Dept / School: District Wide		Reported By: Linda C. McKnight	
Vendor: Engineered Fire Protection, Inc.		Vendor #: 6000013287	
Contract # / P.O/ #: 4500157955		Contract Name: Fire Sprinkler Inspection & Repair	
Contract Amount: \$ 66,100.00		Award Date: July 1, 2011	
Purpose of Contract: Provide inspection and repair services for fire sprinklers and associated backflow preventers in select District wide schools and buildings.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Provide solutions to problems and performs quality workmanship	
Timeliness of Delivery or Performance	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Very quick to respond	
Business Relations	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Good customer service	
Customer Satisfaction	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Had no problems or complaints with the customers	
Cost Control	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Met all performance requirements; Effective corrective actions	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.			
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: June 1, 2012

Agenda Item: 06-26-12-28

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-28

Prior Year Cost \$250,000.00

SUBJECT: To approve a contract renewal with Advanced Elevator Company, Inc. to provide elevator inspection, maintenance and repair services for District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$250,000.00. This project will be funded through the Proposition S Bond Program.

BACKGROUND: Properly functional elevators, dumbwaiters and wheelchair lifts are a life safety concern for students and staff in schools and buildings and are required under standards set by the Americans with Disabilities Act. In addition, annual state inspections and certifications are required under the Missouri Division of Fire Safety Elevator Safety Unit. This contract will be the first year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-910-2629-6333	Proposition S	Requisition #: TBD
Amount: \$250,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$250,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600004233

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12	
Dept / School: District Wide		Reported By: Linda C. McKnight	
Vendor: Advanced Elevator Company		Vendor #: 6000004233	
Contract # / P.O. #: 4500158013		Contract Name: Elevator Inspection & Maintenance	
Contract Amount: \$ 250,000.00		Award Date: July 1, 2011	
Purpose of Contract: Provide elevator inspection, maintenance and repair services for District wide schools and buildings.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Provide solutions to problems and performs quality workmanship	
Timeliness of Delivery or Performance	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Very quick to respond	
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Cost Control	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Met all performance requirements; Effective corrective actions	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.			
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-29

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 10-25-11-03

Prior Year Cost \$39,746.00

SUBJECT: To approve a contract renewal with McCann Pest & Termite Control to provide pest control services for all District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$39,746.00, pending legal review and availability of funds.

BACKGROUND: Integrated pest management services are required for the eradication and control of pests in all buildings and locations operated by the District. The work covered by this specification includes the development and implementation of pest extermination procedures and schedules with a quality assurance program involving safe product selection and determination of time and location of applications in each building. The vendor will furnish all materials, tools, and equipment necessary to accomplish the program as developed. This contract will be the first year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2623-6336	GOB	Requisition #: TBD
Amount: \$39,746.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$39,746.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600001168

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: McCann Pest & Termite Control		Vendor #: 600001168
Contract # / P.O/ #: 4500157952		Contract Name: Pest Control Services –District wide
Contract Amount: \$ 39,746.00		Award Date: July 1, 2011
Purpose of Contract: Provide pest control services to all District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div> 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div> 3 2 1	Very quick to respond
Business Relations	5 <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div> 3 2 1	Good customer service
Customer Satisfaction	5 <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div> 3 2 1	Had no problems or complaints with the customers
Cost Control	5 <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div> 3 2 1	Met all performance requirements; Effective corrective actions
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item: 06-06-12-30

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-31

Prior Year Cost \$253,300.00

SUBJECT: To approve a contract renewal with IESI (formerly known as Crown/Excel Disposal, LLC) to provide solid waste management services in selected District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$258,366.00, pending legal review and availability of funds.

BACKGROUND: A contract extension was negotiated with Cooperating School District in conjunction with IESI to provide all necessary labor, equipment and materials to remove solid waste for District schools and buildings. This extended contract will add a recycling program to reduce the amount of normal waste going to landfills saving approximately \$3,530.00 per month from the previous contract. It will also help prevent sanitation problems and will ensure the District complies with the City Health Department. This contract is the first year of the four year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2623-6336	GOB	Requisition #: TBD
Amount: \$258,366.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$258,366.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011414

Department: Operations

Requestor: Linda C. McKnight


Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final Annual x		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: IESI formerly Crown Excel Disposal		Vendor #: 600011414
Contract # / P.O/ #: 4500157953		Contract Name: Trash and solid waste management
Contract Amount: \$ 253,300.00		Award Date: July 1, 2011
Purpose of Contract: Provide solid waste management service for District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 3 2 1	Satisfactory: Notice minor complaints throughout the District. Mostly satisfied with corrective action. Some dumpsters are not emptied (reasons unresolved)
Timeliness of Delivery or Performance	5 4 3 2 1	Mostly responded quickly to our needs and requests
Business Relations	5 4 3 2 1	Satisfactory communications and documentation. Responds immediately to most calls, but not all.
Customer Satisfaction	5 4 3 2 1	Satisfied: Vendor was willing to adjust the scope of work and services as we closed facilities or asked to reduce service at facilities. (Winter & Summer Break)
Cost Control	5 4 3 2 1	No Surprises; gave accurate proposals for services and did not go over on costs
Average Score	4.4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item: 06-26-12-31

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-32

Prior Year Cost \$26,071.90

SUBJECT: To approve a contract renewal with The Brenco Company to provide annual District-wide water treatment and equipment repairs for air conditioning equipment systems beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$26,071.90, pending legal review and availability of funds.

BACKGROUND: The District has 25 buildings with condenser water systems, chilled water systems, and/or cooling towers and evaporative condensers. These systems are used to heat and/or air condition the buildings. The water that flows through these systems must be treated to prevent corrosion and flow restrictions. The contractor will make once-a-month service visits as specified, or more often if required, to analyze water samples, to inspect the equipment and to make recommendations for continued application of the products. The contractor will continue to provide complete water analysis, chemicals, testing equipment, training of District personnel, consulting and technical services in support of the chemical cleaning and treatment of the systems. This contract will be the third year of the three year renewal.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$26,071.90		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$26,071.90	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600001168

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: The Brenco Company		Vendor #: 600001168
Contract # / P.O. #: 4500157864		Contract Name: Water Treatment-District Wide
Contract Amount: \$ 26,071.90		Award Date: July 1, 2011
Purpose of Contract: Provide annual district wide water treatment and equipment repairs for air conditioning equipment and systems in District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="margin-top: 5px;">4</div> <div style="margin-top: 5px;">3</div> <div style="margin-top: 5px;">2</div> <div style="margin-top: 5px;">1</div>	Provides solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="margin-top: 5px;">4</div> <div style="margin-top: 5px;">3</div> <div style="margin-top: 5px;">2</div> <div style="margin-top: 5px;">1</div>	Very quick to respond
Business Relations	<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="margin-top: 5px;">4</div> <div style="margin-top: 5px;">3</div> <div style="margin-top: 5px;">2</div> <div style="margin-top: 5px;">1</div>	Good customer service, easy to contact
Customer Satisfaction	<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="margin-top: 5px;">4</div> <div style="margin-top: 5px;">3</div> <div style="margin-top: 5px;">2</div> <div style="margin-top: 5px;">1</div>	Had no problems or complaints with the customers
Cost Control	<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="margin-top: 5px;">4</div> <div style="margin-top: 5px;">3</div> <div style="margin-top: 5px;">2</div> <div style="margin-top: 5px;">1</div>	Met all performance requirements; Minor problems; Effective corrective actions
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-32

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-33

Prior Year Cost \$36,000.00

SUBJECT: To approve a contract renewal with Bieg Plumbing to provide domestic water backflow inspection, maintenance and repair services for District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$36,000.00, pending legal review and availability of funds.

BACKGROUND: Yearly inspections, maintenance and repair of backflow devices at all District schools and buildings are required to ensure compliance with the City of St. Louis Department of Public Safety and state and federal codes and regulations. A backflow prevention device prevents contaminated water from being drawn back into the water source should a reverse flow situation occur due to loss of pressure. This contract will be the third year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$36,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$36,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007817

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Bieg Plumbing Company		Vendor #: 6000007817
Contract # / P.O/ #: 4500157863		Contract Name: Domestic Backflow Prevention
Contract Amount: \$ 36,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide domestic backflow prevention inspection and repairs for District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	Provides solutions to problems and performs quality workmanship
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Very quick to respond
	4	
	3	
	2	
	1	
Business Relations	5	Good customer service, easy to contact
	4	
	3	
	2	
	1	
Customer Satisfaction	5	Had no problems or complaints with the customers
	4	
	3	
	2	
	1	
Cost Control	5	Met all performance requirements; Minor problems; Effective corrective actions
	4	
	3	
	2	
	1	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item : 06-26-12-33

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-34

Prior Year Cost \$75,766.00

SUBJECT: To approve a contract renewal with International Systems of America, Inc. to provide annual testing and inspection services of fire alarm systems in all District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$75,766.00, pending legal review and availability of funds.

BACKGROUND: Yearly inspections of fire alarm systems in all District schools and buildings are required to ensure compliance with all local, state and federal codes. The vendor will be responsible for conducting the annual inspections and reporting deficiencies to the District for in-house repairs. This service will ensure the District's compliance with the City Fire Marshall. This contract will be the third year of a three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$75,766.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$75,766.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013355

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: 05/22/12	
Dept / School: District Wide		Reported By: Linda C. McKnight	
Vendor: International Systems of America		Vendor #: 600013355	
Contract # / P.O. #: 4500157861		Contract Name: Test and Inspect Fire Alarms	
Contract Amount: \$ 75,766.00		Award Date: July 1, 2011	
Purpose of Contract: Provide annual testing and inspection services for fire alarm systems in District wide schools and buildings.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5 4 3 2 1	Provides solutions to problems and performs quality workmanship	
Timeliness of Delivery or Performance	5 4 3 2 1	Very quick to respond to additional services	
Business Relations	5 4 3 2 1	Good customer service; easy to contact, works well in the schools with the staff	
Customer Satisfaction	5 4 3 2 1	Had no problems or complaints with the customers	
Cost Control	5 4 3 2 1	Met all performance requirements; Minor problems; Effective corrective action	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.			
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-34

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-35

Prior Year Cost \$95,000.00

SUBJECT: To approve a contract renewal with Environmental Consultants to provide hazardous materials consulting as needed for District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$95,000.00, pending legal review and availability of funds.

BACKGROUND: In order to adhere to the guidelines of the Asbestos Hazard Emergency Response Act of 1986 (AHERA) Public Law 99-159, the State of Missouri mandates that a licensed asbestos abatement consultant must design and oversee the abatement of any hazardous materials. The contract will allow for the District to update the mandatory District-wide AHERA plan and continue the periodic surveillance required at least once every six months. The contract includes project design, sampling and testing for hazardous material concerns throughout the District. This renewal is the third year of a three year renewal option beyond the original contract year per Attachment A, para. 2.1 of the Request for Proposal #061-0809.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$95,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$95,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013796

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Environmental Consultants		Vendor #: 600013796
Contract # / P.O. #: 4500157901		Contract Name: Hazmat Consulting-District Wide
Contract Amount: \$ 95,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide HAZMAT Consulting and AHERA inspection for District wide buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	<div style="border: 1px solid black; padding: 2px; display: inline-block;">5</div> 4 3 2 1	Provides solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	<div style="border: 1px solid black; padding: 2px; display: inline-block;">5</div> 4 3 2 1	Very quick to respond
Business Relations	<div style="border: 1px solid black; padding: 2px; display: inline-block;">5</div> 4 3 2 1	Good customer service, easy to contact
Customer Satisfaction	<div style="border: 1px solid black; padding: 2px; display: inline-block;">5</div> 4 3 2 1	Had no problem or complaints with the customers
Cost Control	<div style="border: 1px solid black; padding: 2px; display: inline-block;">5</div> 4 3 2 1	Met all performance requirements; Minor problems; Effective corrective actions
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item : 06-26-12-35

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-36

Prior Year Cost \$200,000.00

SUBJECT: To approve a contract renewal with Hackett Security, Inc. to provide daily security alarm monitoring and investigative response services for all District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$200,000.00, pending legal review and availability of funds.

BACKGROUND: Hackett Security, Inc. will provide all necessary labor, services, equipment and parts for security alarm monitoring and investigative response services. In addition to these services, Hackett Security will provide training to our employees and contractors on the system updates and provide recommendations that will improve security at District sites. This contract will be the third year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)


Fund Source: 829-00-110-2333-6319	GOB	Requisition #: TBD
Amount: \$200,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$200,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007051

Department: Operations

Requestor: Linda C. McKnight


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.


Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12	
Dept / School: District Wide		Reported By: Linda C. McKnight	
Vendor: Hackett Security, Inc.		Vendor #: 600007051	
Contract # / P.O. #: 4500158112		Contract Name: Alarm Monitoring & Response	
Contract Amount: \$ 200,000.00		Award Date: July 1, 2011	
Purpose of Contract: Provide daily security alarm monitoring and investigative response service for all District wide schools and buildings.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5 4 3 2 1	Provides solutions to problems and performs quality workmanship with some minor problems	
Timeliness of Delivery or Performance	5 4 3 2 1	Very quick to respond	
Business Relations	5 4 3 2 1	Good customer service	
Customer Satisfaction	5 4 3 2 1	Had no minor problems or complaints with the customers	
Cost Control	5 4 3 2 1	Met all performance requirements; Minor problems; Effective corrective actions	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.			
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-36

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-37

Prior Year Cost \$10,000.00

SUBJECT: To approve a contract renewal with Grease Masters, LLC to provide cleaning and repair of kitchen exhaust hoods in selected District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$10,000.00, pending legal review and availability of funds.

BACKGROUND: The vendor will be responsible for providing all necessary labor, equipment and parts to perform kitchen exhaust hood cleaning services for selected District kitchen exhaust hoods, flues, duct work and related equipment in accordance with the International Kitchen Exhaust Cleaning Association standards, National Fire Protection Association 96 regulations, and any other and any other applicable local, state or federal regulations. This service will prevent fire hazards associated with cooking equipment and ensure the District's compliance with the City Fire Marshall. This contract will be the third year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code - 110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2623-6333	GOB	Requisition #: TBD
Amount: \$10,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$10,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011976

Department: Operations

Requestor: Linda C. McKnight


Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.


Mary M. Houlihan, Dep. Supt., Operations



Angela Banks, Budget Director



Enos Moss, CFO/Treasurer



Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Grease Masters, LLC		Vendor #: 600011976
Contract # / P.O. #: 4500158028		Contract Name: Exhaust Hood Cleaning and Repairs
Contract Amount: \$ 10,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide kitchen exhaust hood cleaning and repairs for District wide schools and buildings		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 3 2 1	Provides solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 4 3 2 1	Very quick to respond
Business Relations	5 4 3 2 1	Good customer service, easy to contact
Customer Satisfaction	5 4 3 2 1	Had no problems or complaints with the customers
Cost Control	5 4 3 2 1	Met all performance requirements; Minor problems; Effective corrective actions
Average Score	4.8	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item : 06-26-12-37

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-38

Prior Year Cost \$5,000.00

SUBJECT: To approve a contract renewal with Grease Masters, LLC to provide cleaning and repair of kitchen grease traps in selected District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$5,000.00, pending legal review and availability of funds.

BACKGROUND: The vendor will be responsible for providing all necessary labor, equipment and parts to perform kitchen grease trap cleaning services for selected District kitchens in accordance with city ordinance 8472 and any other applicable local, state or federal regulations. This service will prevent drainage and sanitation problems and ensure the District's compliance with the City Health Department. This contract will be the third year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 905-00-110-2623-6333	GOB	Requisition #: TBD
Amount: \$5,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$5,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011976


Department: Operations


Requestor: Linda C. McKnight


Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Grease Masters, LLC		Vendor #: 600011976
Contract # / P.O/ #: 4500158957		Contract Name: Grease Trap Cleaning and Repairs
Contract Amount: \$ 5,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide kitchen grease trap cleaning and repairs for District wide schools and buildings		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	Provides solutions to problems and performs quality workmanship
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Very quick to respond
	4	
	3	
	2	
	1	
Business Relations	5	Good customer service, easy to contact
	4	
	3	
	2	
	1	
Customer Satisfaction	5	Had no problems or complaints with the customers
	4	
	3	
	2	
	1	
Cost Control	5	Met all performance requirements; Minor problems; Effective corrective actions
	4	
	3	
	2	
	1	
Average Score	4.8	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-38

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-39

Prior Year Cost \$500,000.00

SUBJECT: To approve a contract renewal with Cord Moving and Storage Company, Fry Wagner Moving and Storage and Brown-Kortkamp Moving and Storage to provide District-wide moving, relocation and storage services beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$300,000.00, pending legal review and availability of funds.

BACKGROUND: With 77 open schools, 45 closed schools and 5 other buildings in the District, moving and relocation of schools and equipment is a continuous function throughout the school year and in the summer months. Multiple vendors are selected because of scheduling, manpower and cost. They will conduct moving operations for specialized moves (i.e., pianos); building reconfigurations; school relocation moves due to closures; decommissioning of schools due to closures; inter-school moves (equipment from one school to another or from school to an event); storage moves (equipment or furniture to the warehouse); textbook redistribution and/or storage; test delivery and pick up; library packing and real estate cleaning. This contract will be the second year of the three year renewal option.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)

Fund Source: 919-00-110-2649-6319	GOB	Requisition #: TBD
Amount: \$300,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$300,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Cord Moving & Storage		Vendor #: 600005914
Contract # / P.O. / #: 4500157960		Contract Name: Moving and Relocation Services
Contract Amount: \$ 100,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide moving and relocation services for all District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <input checked="" type="radio"/> 4 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <input checked="" type="radio"/> 4 3 2 1	Very quick to respond
Business Relations	5 <input checked="" type="radio"/> 4 3 2 1	Good customer service
Customer Satisfaction	5 <input checked="" type="radio"/> 4 3 2 1	Had no problems or complaints with the customers
Cost Control	5 <input checked="" type="radio"/> 4 3 2 1	Met all performance requirements; Effective corrective actions
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report Identify if this is a final report or a quarterly report (3 months)
Report Date The date the report is prepared
Department Indicate the name of the reporting department
Reported By Please sign your name
Vendor Enter the vendor's name
Vendor Number Enter the vendor's assigned number
Contract # / PO # Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name The official name used when the contract was solicited
Contract Amount The total dollar value of the contract: the amount listed on the Board Resolution
Award Date Enter the date that the Board approved this contract
Contract Description Provide a brief description of the work being done under the contract
Performance Ratings In the comment column provide the rationale for the rating you give
Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Fry-Wagner Moving & Storage		Vendor #: 600013862
Contract # / P.O. #: 4500158027		Contract Name: Moving and Relocation Services
Contract Amount: \$ 100,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide moving and relocation services for all District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	Provide solutions to problems and performs quality workmanship
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Very quick to respond
	4	
	3	
	2	
	1	
Business Relations	5	Good customer service
	4	
	3	
	2	
	1	
Customer Satisfaction	5	Had no problems or complaints with the customers
	4	
	3	
	2	
	1	
Cost Control	5	Met all performance requirements; Effective corrective actions
	4	
	3	
	2	
	1	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Brown-Kortkamp Moving & Storage		Vendor #: 600005864
Contract # / P.O/ #: 4500158026		Contract Name: Moving and Relocation Services
Contract Amount: \$ 100,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide moving and relocation services for all District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Very quick to respond
Business Relations	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Good customer service
Customer Satisfaction	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Had no problems or complaints with the customers
Cost Control	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Met all performance requirements; Effective corrective actions
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item: 06-26-12-39

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-54

Prior Year Cost \$20,000.00

SUBJECT: To approve a contract renewal with Cintas Fire Protection Co. to provide fire extinguisher inspections, repair and replacement services for District schools and buildings beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$20,000.00, pending legal review and availability of funds.

BACKGROUND: Yearly inspections and maintenance of fire extinguisher systems at all District schools and buildings are required to ensure compliance with all local, state and federal codes. The vendor will be responsible for conducting the yearly inspections and repair of all fire extinguishers and equipment according to local, state and (NFPA) federal codes and regulations; updating tags on all fire extinguishers; replace defective and missing fire extinguishers; supply the District with an electronic inventory of all fire extinguishers per school with type, size and quantity; provide proposals to the District to upgrade all extinguishers to pass inspections and, as needed and requested by the District, to repair damaged and defective fire extinguishers.

Accountability Plan Goals: Goal III: Facilities, Resources Support

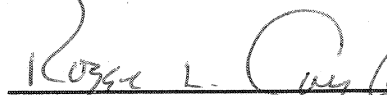
Objective/Strategy: III.C.1


FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)


Fund Source: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$20,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$20,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011353


Department: Operations


Requestor: Linda C. McKnight


Roger L. CayCe, Exec. Dir., Operations/Bldg. Comm.


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 05/22/12
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Cintas Fire Protection Co.		Vendor #: 600011353
Contract # / P.O/ #: 4500157954		Contract Name: Fire Extinguisher Inspection/Repair
Contract Amount: \$ 20,000.00		Award Date: July 1, 2011
Purpose of Contract: Provide fire extinguisher inspection, repair and replacement services for District wide schools and buildings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Very quick to respond
Business Relations	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Good customer service
Customer Satisfaction	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Had no problems or complaints with the customers
Cost Control	5 <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1	Met all performance requirements; Effective corrective actions
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Board Resolution

Date: May 29, 2012

Agenda Item: 0626-12-40

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X

Contract Renewal

Previous Bd. Res. #

12-06-11-23

Previous Year Cost

\$276,466.87

SUBJECT:

To approve a contract renewal with SAP America Enterprise to provide maintenance and enterprise support services for the SAP financial system and the BSI Payroll Tax software for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$280,587.75.

BACKGROUND:

The District's main Business Information System is the SAP America Enterprise System. SLPS has used the SAP Software System since 1998 and upgraded its license in 2001. Also included in the contract is processing maintenance for the BSI U.S. Payroll Tax software that is used in conjunction with the SAP software. The 2012-13 amount represents a 1.5% increase in the service.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.B.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: 981 - 75 - 110 - 2828 - 6319

GOB

Requisition #:

Amount: \$ 280,587.75

Fund Source: - - - -

Amount:

Requisition #:

Fund Source: - - - -

Amount:

Requisition #:

Cost not to Exceed: \$ 280,587.75

X

Pending Funding Availability

Vendor #:

600005771

Department: Information Technology Services

Cheryl L. VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks

Angela Banks, Budget Director

Enos Moss

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>	Report Date: May 17, 2012	
Dept / School: Information Technology	Reported By: Cheryl VanNoy	
Vendor: SAP	Vendor #: 600005771	
Contract # / P.O. / #:	Contract Name: SAP Maintenance	
Contract Amount: \$280,587.75	Award Date: 06/28/2012	
Purpose of Contract (Brief Description): SAP maintenance for the financial system and payroll tax program		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Board Resolution

Date: June 1, 2012

Agenda Item: 06-26-24

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Contract Renewal
Previous Bd. Res. # 06-24-10-23
Previous Year Cost \$ 1,200,000.00

SUBJECT:

To approve a contract renewal with Xerox Corporation to provide the operation and maintenance of the print shop and all the District's multi-functional devices for the period of July 1, 2012 to June 30, 2013 at a cost not to exceed \$1,000,000.00.

BACKGROUND:

Xerox Corporation coordinates the production of copies in the print shop located at 801 North 11th, along with the maintenance of devices in all schools and ancillary locations. This board resolution will cover all support and maintenance of the devices, supplies, and the print management service at 801. Additionally, this service includes District wide Pony and US Mail delivery services.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.B.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: 981 - 00 - 110 - 2577 - 6319

GOB

Requisition #:

Amount: \$ 1,000,000.00

Fund Source: - - - - -

Requisition #:

Amount:

Fund Source: - - - - -

Requisition #:

Amount:

Cost not to Exceed: \$ 1,000,000.00

X

Pending Funding Availability

Vendor #:

600004465

Department: Information Technology Services

Angela Banks
 Angela Banks, Budget Director

Enos Moss
 Enos Moss, CFO/Treasurer

Cheryl VanNoy
 Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan
 Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams
 Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>	Report Date: May 21, 2012	
Dept / School: Information Technology	Reported By: Cheryl VanNoy	
Vendor: XEROX	Vendor #: 600005771	
Contract # / P.O. #:	Contract Name: Xerox	
Contract Amount: \$1,400,000.00	Award Date: 06/27/2012	
Purpose of Contract (Brief Description): SAP maintenance for the financial system and payroll tax program		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Board Resolution

Date: May 29, 2012

Agenda Item: 06-26-12-42

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

Other Transaction Descriptors:

X Contract Renewal

Previous Year Cost \$ 120,000.00

SUBJECT:

To approve a contract renewal with Belcan InfoServices to provide temporary technical personnel to be used in the Technology Department to support intranet, email accounts, and server administration, SAP & Kronos. The contract is for the period July 1, 2012 through June 30, 2012 at a cost not to exceed \$120,000.00.

BACKGROUND:

Belcan InfoServices specializes in providing temporary and direct hire technical personnel. As a result of changes in staffing in the Technology Department, a need has been identified for an individual with the technical knowledge to support the SLPS intranet, email accounts, assist with server administration, and with other software applications. During the 2011-12 year, three Board Resolutions were approved for Belcan InfoServices. The first two were for a temporary technical person to support intranet, email accounts and server administration (Bd. Res. 06-30-11-15 - \$50,000 for 7/1/11 to 12/31/11) and (Bd. Res. 12-06-11-21 - \$50,000 for 1/1/12 to 6/30/12). The third was for an individual to support SAP and Kronos (Bd. Res. 05-03-12-08 - \$20,000 for 5/4/12 to 6/30/12).

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.B.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: 981 - 75 - 110 - 2828 - 6319

GOB

Requisition #:

Amount: \$ 120,000.00

Fund Source: - - - -

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:

Cost not to Exceed: \$ 120,000.00

X

Pending Funding Availability

Vendor #:

600013993

Department: Information Technology Services

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>	Report Date: May 21, 2012
Dept / School: Information Technology	Reported By: Cheryl VanNoy
Vendor: Belcan Infoservices	Vendor #: 600013993
Contract # / P.O. #: 4500157903	Contract Name: Temporary Technical Services
Contract Amount: \$ 120,000.00	Award Date: July 1, 2012
Purpose of Contract (Brief Description): To provide temporary technical personnel to be used in the Technology Department to support intranet, email accounts and server administration.	
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory	
Category	Rating
Quality of Goods / Services	5 X4 3 2 1
Timeliness of Delivery or Performance	5 X4 3 2 1
Business Relations	5 X4 3 2 1
Customer Satisfaction	5 X4 3 2 1
Cost Control	5 X4 3 2 1
Average Score	4
Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.	
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Board Resolution

Date: May 29, 2012

Agenda Item: 06-26-12.43

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Contract Renewal
 Previous Bd. Res.: 05-26-11-11
 Prior Year Cost \$18,637

SUBJECT:

To approve a contract renewal for the use of the nFocus software for Community Education registration system. The contract is for the period July 1, 2012 to June 30, 2013 at a cost not to exceed \$15,000.00.

BACKGROUND:

This software application product allows the Community Education Department personnel to register, maintain, and track enrollments in the program. The software has been in-service for the last three years.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.3.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: 981 - 75 - 110 - 2828 - 6319

GOB

Requisition #:

Amount: \$ 15,000.00

Fund Source: - - - -

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:

Cost not to Exceed: \$ 15,000.00

X

Pending Funding Availability

Vendor #:

600013821

Department: Technology Services

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep., Supt., Operations

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>	Report Date: 05/16/2012	
Dept / School: Technology	Reported By: Cheryl VanNoy	
Vendor: nFocus	Vendor #: 600013821	
Contract # / P.O. #:	Contract Name: nFocus	
Contract Amount: \$15,000.00	Award Date: June 28, 2012	
Purpose of Contract (Brief Description): To provide problem resolution support for all technology systems.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		



BOARD RESOLUTION

Date: May 25, 2012

Agenda Item : 06-26-12-44

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Deanna Anderson, Exec. Dir., Transportation

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-01

Prior Year Cost \$125,000.00

SUBJECT: To approve a one (1) year contract renewal with Enterprise Fleet Management, Inc. to provide a managed fleet program that includes leasing, rental, maintenance, fuel and disposal. The amount for FY11-12 was \$125,000 and did not include the fuel cost. These services will be provided from July 1, 2012 through June 30, 2013 at a cost not to exceed \$154,331, which includes fuel cost.

BACKGROUND: See attachments

Accountability Plan Goals: Goal III: Facilities, Resources Support

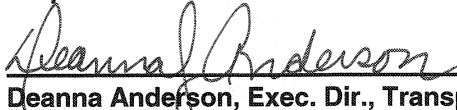
Objective/Strategy: III.F

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)

Fund Source: 918-00-360-5115-6546	GOB	Requisition #:
Amount: \$154,331.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$154,331.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007352


Department: Transportation


Requestor: Deanna J. Anderson


Deanna Anderson, Exec. Dir., Transportation


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

Fleet Management Resolution Backup Documentation
May 31, 2012

- Current fleet configuration of the District is:
 - Owns 48 vehicles (60 in FY10-11)
 - Leases 24 vehicles (22 in FY10-11)
 - Insures 72 vehicles (79 in FY10-11)
- Of the 72 insured
 - 41 used by Buildings, Grounds, and Maintenance
 - 24 used by Security
 - 1 Utility
 - 3 used by IT
 - 1 used at the school
 - 2 used by Food Services
- Continue to match vehicle selection to proper job application
- Received \$23,755 in sales of vehicles reflected in District revenue
- Replacing 4 vehicles with safer and more fuel efficient vehicles
- Cost of contract for full year, including fuel, will be \$154,331. Approximate cost of leases, maintenance, and fuel for FY11-12 is \$161,189. Cost savings from FY11-12 to FY12-13 will be approximately \$6,858.



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: MAY 21, 2012
Dept / School: Transportation		Reported By: Deanna Anderson
Vendor: Enterprise Fleet Management, Inc.		Vendor #: 600007352
Contract # / P.O. #: 4500158090		Contract Name: Fleet Management
Contract Amount: \$125,000		Award Date: July 1, 2011
Purpose of Contract (Brief Description):		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 3 2 1	
Timeliness of Delivery or Performance	5 4 3 2 1	Excellent. Always keeps you informed.
Business Relations	5 4 3 2 1	
Customer Satisfaction	5 4 3 2 1	
Cost Control	5 4 3 2 1	Let's us know what the best product would be for our usage.
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Definitely		



BOARD RESOLUTION

Date: May 31, 2012

Agenda Item : 06-26-12-45

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-17

Prior Year Cost \$117,500.00

SUBJECT: To approve a contract renewal with Cannon Cochran Management Services, Inc. (CCMSI) for Workers' Compensation Claims Administration and Loss Control Services. The services are for the period July 1, 2012 to June 30, 2013. The cost of the contract will not exceed \$117,500.00. This is the third year of the contract.

BACKGROUND: The District is self-insured for workers' compensation claims in the State of Missouri. As such, it utilizes the services of a Third Party Administrator (TPA) to administer its workers' compensation obligations to its employees. The TPA works closely with the District's staff and workers' compensation legal representation to manage claims in accordance with the District's claim management philosophy. CCMSI also participates as a member of the District Safety and Risk Management Committee.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 970-00-170-2514-6261	All Funds	Requisition #:
Amount: \$117,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$117,500.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600002925

Department: Human Resources

Requestor: Sharonica Hardin

Sharonica Hardin, Chief Human Resource Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly <input type="checkbox"/>		Report Date: May 18, 2012	
Dept / School: Human Resources		Reported By: Charles Burton	
Vendor: CCMSI		Vendor #: 600002925	
Contract # / P.O. / #:		Contract Name: Workers' Compensation Claims Administration and Loss Control Services	
Contract Amount: \$ 117,500.00		Award Date: 06-30-11	
Purpose of Contract (Brief Description): To provide workers' compensation claims administration and loss control services.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	<div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="display: flex; flex-direction: column; align-items: center; margin-top: 5px;"> 4 3 2 1 </div>		
Timeliness of Delivery or Performance	<div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="display: flex; flex-direction: column; align-items: center; margin-top: 5px;"> 4 3 2 1 </div>		
Business Relations	<div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="display: flex; flex-direction: column; align-items: center; margin-top: 5px;"> 4 3 2 1 </div>		
Customer Satisfaction	<div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">5</div> <div style="display: flex; flex-direction: column; align-items: center; margin-top: 5px;"> 4 3 2 1 </div>		
Cost Control	<div style="display: flex; flex-direction: column; align-items: center; margin-bottom: 5px;"> 5 <div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">4</div> 3 2 1 </div>		
Average Score	4.8	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.			
Please Check Yes X No <input type="checkbox"/>			

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 24, 2012

Agenda Item: 06-26-12-46

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-16-11-49

Prior Year Cost \$103,950.00

SUBJECT: To approve a contract renewal with the University of Missouri-Columbia (MU)/Missouri Partnership for Educational Renewal (MPER) to provide the Teaching Fellows program for selected first year teachers. The cost is not to exceed \$103,950.00 for the period from July 1, 2012 through June 30, 2013.

BACKGROUND: Through this partnership, SLPS has benefitted through the variety of opportunities provided by MPER. The most positive fiscal opportunity in which we participate is the MU Fellows Program, which results in a positive cash flow of approximately \$11,000 per site. There will be up to three buildings participating in the Fellows Program for the 2012-13 school year. The teachers selected for the program will receive a master's degree at no charge during the first year of teaching.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.F.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: \$103,950.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$103,950.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600012170

Department: Human Resources

Requestor: Sharonica Hardin

Sharonica Hardin, Chief Human Resource Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly <input type="checkbox"/>		Report Date: May 18, 2012
Dept / School: Human Resources		Reported By: Charles Burton
Vendor: University of MO-Columbia		Vendor #: 600012170
Contract # / P.O. #: 4500158119		Contract Name: Teaching Fellows Program
Contract Amount: \$ 103,950.00		Award Date: 06-16-11
Purpose of Contract (Brief Description): To provide the Teaching Fellows Program for selected first year teachers.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5X 4 3 2 1	
Timeliness of Delivery or Performance	5X 4 3 2 1	
Business Relations	5X 4 3 2 1	
Customer Satisfaction	5X 4 3 2 1	
Cost Control	5X 4 3 2 1	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. <div style="text-align: right;">Please Check Yes X No <input type="checkbox"/></div>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



BOARD RESOLUTION

Date: May 23, 2012

Agenda Item : 06-26-12-47

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Enos Moss, CFO/Treasurer

Action to be Approved: Contract Renewal

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-22

Prior Year Cost \$37,720.00

SUBJECT: To approve the contract renewal with TALX Corporation to provide the Electronic Pay Advices for employees. The renewal period will be July 1, 2012 through June 30, 2013 at a cost not to exceed \$27,720.00.

BACKGROUND: TALX Corporation won the RFP to provide the system to provide Electronic Pay Advices to employees. The implementation period is nearing completion and should be operational in September of 2012.

Electronic Pay Advices will provide a Cost Savings to the District in terms of forms, toner and labor hours required to produce the paper deposit slips. It will provide the advantage of easy, secure 24/7 access to pay information by our employees.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code - 110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 977-00-110-2523-6319	GOB	Requisition #:
Amount: \$27,720.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$27,720.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014656

Department: Payroll

Requestor: Judy Gaughan

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 05/18/12
Dept / School: Payroll		Reported By: Judy Gaughan
Vendor: TALX Corporation		Vendor #: 600014656
Contract # / P.O. / #: 4500159233		Contract Name: Electronic Pay Advices
Contract Amount: \$37,200.00		Award Date: June 30, 2011
Purpose of Contract (Brief Description): To provide electronic pay advices to employees.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	The end product will be quite an improvement over our old pay slips
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	TALX is very good to work with. We had 'SLPS' delays, but they rolled with us well – accommodating our needs/priorities.
	4	
	3	
	2	
	1	
Business Relations	5	No issues. Delivered as promised.
	4	
	3	
	2	
	1	
Customer Satisfaction	5	
	4	
	3	
	2	
	1	
Cost Control	5	No surprises!
	4	
	3	
	2	
	1	
Average Score	4.6	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. <div style="text-align: right;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></div>		



BOARD RESOLUTION

Date: May 30, 2012

Agenda Item : 06-86-12-48

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved: Contract Renewal

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 05-05-11-09

Prior Year Cost \$500,000.00

SUBJECT: To approve a sole source contract renewal with EDMIN, Inc. to provide an annual assessment management software license, test bank license, and support services (i.e. user administration site, professional development). The contract will be for the period July 1, 2012 through June 30, 2013. The cost shall not exceed \$500,000.00 which includes a service bank to cover development of key accountability reports.

BACKGROUND: This assessment management system will provide formative benchmark assessments for high school and performance monitoring and reporting capabilities for grades K-12. Edmin was selected through the RFP process with the option to renew the contract for up to three additional years. This will be the first renewal period of the three year renewal option.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 984-00-110-2822-6319	GOB	Requisition #:
Amount: \$500,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$500,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014519

Department: Accountability

Requestor:

Bentley D. Dorn

Cleopatra Figgures

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks

Angela Banks, Budget Director

Enos Moss

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: May 18, 2012
Dept / School: Accountability/Assessment		Reported By: Bertha Doar
Vendor: EDMIN, Inc.		Vendor #: 600014519
Contract # / P.O. #: 4500158072 & 4500159094		Contract Name: EDMIN
Contract Amount: \$ 500,000.00		Award Date: 7/01/2011
Purpose of Contract (Brief Description): Norm Reference Assessment; results used for academic program and grant evaluation		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	X 4 3 2 1	
Timeliness of Delivery or Performance	X 4 3 2 1	
Business Relations	X 4 3 2 1	
Customer Satisfaction	X 4 3 2 1	
Cost Control	X 4 3 2 1	
Average Score	5.0	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes X No <input type="checkbox"/>		



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Bertha P. Doar	Date: May 21, 2012
Department / School: Accountability and Assessment Office	Phone Number: 345-2360
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
EDMIN, Inc. provides an annual assessment management software license, test bank license, and support services (i.e. user administration site, professional development). EDMIN houses the district's High School Benchmark tests and reporting tools. To be developed in FY2013 will be a dashboard and other accountability reports.	
Vendor Name: EMIN, Inc.	Email: SScheer@edmin.com
Vendor Contact: Sage Scheer	Phone Number: 619.253-1691
Justification Information	
1. Why the uniquely specified goods are required?	
Allows the District to maintain a consistent HS Benchmark test bank and data source; Part of MSIP 9.1 assessment standard requirement and accountability plan compliance; and will host new accountability measures and reports.	
2. Why good or services available from other vendors /competitors are not acceptable?	
There are copyrighted materials from ETS in the item bank that will be part of the common core based High School Benchmark assessments. The SLPS IAP template has been developed to be hosted in EDMIN.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
ETS has the contract for Common Core High School assessments that will be forthcoming in a few years. These assessments will be required by the federal and state agencies.	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

- ☐ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors
- Document rationale in support of treating the delivery date as mission critical

- ☒ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption)

- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor)

- ☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are no met, then the item must be bid.



BOARD RESOLUTION

Date: May 30, 2012

Agenda Item : 06-26-12-49

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved: Contract Renewal

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-30-11-34

Prior Year Cost \$55,000.00

SUBJECT: To approve a sole source contract renewal with American College Testing (ACT) for the District Choice State Test (DCST) program for grade 11 during the 2012-2013 school year at a cost not to exceed \$58,000.00.

BACKGROUND: This program is administered to grade 11 students to address the MSIP standard 9.6 (ACT calculation). The results for the tests are used to inform programs and services aligned to the Career Education Standard (9.4) and are essential elements for high school career planning, and prediction of future student performance in college.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 984-00-110-2822-6319	GOB	Requisition #:
Amount: \$58,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$58,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600002303

Department: Accountability

Requestor:

Bertha V. Doe
Cleopatra Figgures
Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks
Angela Banks, Budget Director
Enos Moss
Enos Moss, CFO/Treasurer
Dr. Kelvin R. Adams
Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Bertha Doar	Date 05/18/2012
Department / School: Accountability/Assessment	Phone Number: 345-2360
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
ACT EXPLORE and PLAN testing at grades 9 and 10 respectively and ACT DCST and Online instruction at Grade 11 and as scheduled on the District's school and test calendards, including the purchase of test booklets and score reports from ACT, Inc.	
Vendor Name: ACT, INC	Email: Phillip.Daniel@act.org
Vendor Contact: Assessment Office	Phone Number: General 800-553-6244 x1892 or Mr. Daniel 847-634-2560
Justification Information	
1. Why the uniquely specified goods are required?	
Address the MSIP Standard 9.6 (ACT calculations). The results of the tests are used to inform programs and services aligned to the Career Education Standard 9.4 and are essential elements for high school career planning, and prediction of future student performance on the ACT.	
2. Why good or services available from other vendors /competitors are not acceptable?	
State required for accreditation and MSIP calculations	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
State required for accreditation and MSIP calculations	
4. List the Names of other Vendors contacted & Price Quotes:	
None	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date



Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: May 18, 2012
Dept / School: Accountability/Assessment		Reported By: Bertha Doar
Vendor: American College Testing (ACT)		Vendor #: 600002303
Contract # / P.O. #: 4500157729		Contract Name: ACT DCST
Contract Amount: \$ 55,000.00		Award Date: 6/30/2011
Purpose of Contract (Brief Description): Norm Reference Assessment; results used for academic program and grant evaluation		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X 3 2 1	
Timeliness of Delivery or Performance	5 X 3 2 1	
Business Relations	5 X 3 2 1	
Customer Satisfaction	5 X 3 2 1	
Cost Control	5 X 3 2 1	
Average Score	4.0	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes X No <input type="checkbox"/>		

Sole Source Checklist

1. Check one of the following:

- ☐ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors
- Document rationale in support of treating the delivery date as mission critical

- ☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption)

- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor)

- ☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are no met, then the item must be bid.



BOARD RESOLUTION

Date: May 30, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Agenda Item : 06-86-12-50

Information: ☐

Action: ☒

Action to be Approved: Contract Renewal

Previous Board Resolution # 05-05-11-10

Prior Year Cost \$265,000.00

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a sole source contract renewal with CTB/McGraw-Hill to purchase and administer the TerraNova 3 norm-reference assessments for grades kindergarten through grade four during the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$300,000.00. The renewal includes the purchase of test booklets, online and paper reporting, and professional development.

BACKGROUND: In 2009, the District entered into a contract with CTB/McGraw-Hill to purchase TerraNova 3 nationally normed assessments. The TerraNova 3 assessment is administered for grades kindergarten through grade two and provides longitudinal diagnostic data for instructional planning, placement, research grants and program evaluation. Testing for grades three and four allows compliance with SB319 and the SLPS retention policy.

Accountability Plan Goals: Goal I: Student Performance


Objective/Strategy: 1.A

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)


Fund Source: 984-00-110-2822-6412	GOB	Requisition #: 600000498
Amount: \$300,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$300,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600000498


Department: Accountability

Requestor: Cleopatra Figgures


Dr. Cleopatra Figgures, Dep. Supt., Accountability


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

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Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: May 18, 2012
Dept / School: Accountability/Assessment		Reported By: Bertha Doar
Vendor: CTB McGraw/Hill		Vendor #: 600000498
Contract # / P.O. #: 4500157706		Contract Name: TerraNova 3
Contract Amount: \$ 265,000.00		Award Date: 7/28/2011
Purpose of Contract (Brief Description): Norm Reference Assessment; results used for academic program and grant evaluation		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X 3 2 1	
Timeliness of Delivery or Performance	5 X 3 2 1	
Business Relations	5 X 3 2 1	
Customer Satisfaction	X 4 3 2 1	
Cost Control	5 4 X 2 1	
Average Score	4.0	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes X No <input type="checkbox"/>		



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Bertha P. Doar	Date: May 18, 2012
Department / School: Accountability and Assessment Office	Phone Number: 345-2360
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
Purchase and administer the TN3 nationally normed achievement assessment currently in the use in the District with established longitudinal data for instructional monitoring and program evaluation. Both the online and paper and pencil versions will be used for kindergarten to grade 4. This includes the purchase of tests, scoring, reporting and professional development from CTB/McGraw-Hill.	
Vendor Name: CTB McGraw/Hill	Email: Gwyn_Alford@ctb.com
Vendor Contact: Gwyn Alford	Phone Number: 800-538-9547 x7642
Justification Information	
1. Why the uniquely specified goods are required?	
Allows the District to maintain a consistent grade KG-4 data source; allows compliance with SB319; Part of MSIP 9.1 assessment standard requirement and accountability plan compliance.	
2. Why good or services available from other vendors /competitors are not acceptable?	
These are copyrighted materials from CTB/McGraw-Hill that have been in place for over five years; change would cause assessment misalignment and require training and modification of the student data warehouse system.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
The company and assessment are on the DESE recommended assessment list.	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

- ☐ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors
- Document rationale in support of treating the delivery date as mission critical

- ☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption)

- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor)

- ☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;

3. If the Sole Source Criteria are no met, then the item must be bid.



BOARD RESOLUTION

Date: May 30, 2012

Agenda Item : 06-26-12-51

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved: Contract Renewal

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 08-16-11-07

Prior Year Cost \$395,000.00

SUBJECT: To approve a sole source contract renewal with CTB/McGraw-Hill to purchase and administer the Acuity formative assessment program for grades 2 - 8, for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$395,000.00. This includes tests, scoring, reporting and professional development.

BACKGROUND: The Acuity formative assessment serves as the District's elementary and middle school benchmark test and provides predictive data to inform instructional planning and prepare for MAP GLA testing.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 984-00-110-2822-6412	GOB	Requisition #:
Amount: \$395,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$395,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600000498

Department: Accountability

Requestor:

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Quarterly <input type="checkbox"/>		Report Date: May 18, 2012
Dept / School: Accountability/Assessment		Reported By: Bertha Doar
Vendor: CTB McGraw/Hill		Vendor #: 600000498
Contract # / P.O. #: 4500159571		Contract Name: ACUITY
Contract Amount: \$ 395,000.00		Award Date: 7/01/2011
Purpose of Contract (Brief Description): Norm Reference Assessment; results used for academic program and grant evaluation		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X 3 2 1	
Timeliness of Delivery or Performance	5 X 3 2 1	
Business Relations	5 X 3 2 1	
Customer Satisfaction	X 4 3 2 1	
Cost Control	5 4 X 2 1	
Average Score	4.0	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes X No <input type="checkbox"/>		



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Bertha P. Doar	Date: May 18, 2012
Department / School: Accountability and Assessment Office	Phone Number: 345-2360
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
Purchase and administer the Acuity formative assessment program for grades 2 to 8. This includes the purchase of tests, scoring, reporting and professional development from CTB/McGraw-Hill. These copyrighted materials help to predict and improve MAP grade level performance.	
Vendor Name: CTB McGraw/Hill	Email: <u>Kini Darden@ctb.com</u>
Vendor Contact: Kini Darden	Phone Number: 831-393-7223
Justification Information	
1. Why the uniquely specified goods are required?	
Allows the District to maintain a consistent grade 2-8 data source; provides MAP GLA predictive data; Part of MSIP 9.1 assessment standard requirement and accountability plan compliance.	
2. Why good or services available from other vendors /competitors are not acceptable?	
These are copyrighted materials from CTB/McGraw-Hill that have been in place for over five years; change would cause assessment misalignment and require training and modification of the student data warehouse system.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
CTB McGraw/Hill is the DESE vendor for MAP GLA and will be the vendor for the Common Core grade level assessments. The company and assessment are on the DESE recommended assessment list.	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

- ☐ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors
- Document rationale in support of treating the delivery date as mission critical

- ☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption)

- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor)

- ☐ **Emergency** URGENT NEED for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are no met, then the item must be bid.



BOARD RESOLUTION

Date: May 29, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Althea Albert-Santiago, Director, Food Service

Agenda Item : 06361252

Action: ☒

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a Memorandum of Understanding (MOU) with Saint Louis University's Department of Nutrition and Dietetics. Saint Louis University Department of Nutrition and Dietetics will conduct training and menu development, support SLPS in the increased use of locally grown produce and provide nutrition education to promote healthy eating as a part of the Farm-to-School Program. The MOU will be for the period July 1, 2012 to June 30, 2013.

BACKGROUND: SLU has received a three year grant to support SLPS in the initiative identified above. They will provide and conduct cooking demonstrations and taste testings to engage students and their families in the project. They will work with Chartwells to process locally grown produce.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food Services

Requestor: Althea Albert-Santiago


Althea Albert-Santiago, Director, Food Service


Blake Youde, Dep. Supt., Institutional Advancement



Angela Banks, Budget Director



Enos Moss, CFO/Treasurer



Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING **(NON-FUNDRAISING)**

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and Saint Louis University Department of Nutrition and Dietetics ("Agency") on this 1 day of July, 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between Saint Louis University and the St. Louis Public Schools in order to provide parents with new strategies and resources for promoting healthy nutrition and lifestyle practices in their homes, particularly as they affect their young children.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All Personnel providing services under this MOU that may in any way come into contact with students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Agency, and the SLPS shall not be liable for such cost under any circumstance. The Agency will provide written confirmation to SLPS that the background checks on all Personnel hereunder reflected no negative findings, that said Personnel passed the background checks and are, therefore, eligible to provide services under this MOU.

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

(a) SLPS will provide the facility to process the locally/regionally grown foods for the elementary schools.

(b) Allow for the time of the SLPS Director of Food Services to support the grant activities such as menu planning, analysis, education planning.

(c) Provide access to the students in the schools receiving the locally grown processed foods for educations about nutrition, the farmers, and where their food comes from.

(d) Promote the activities proposed by the applicant organization such as the Recipes from Home Contest, development of the "Hub Tubs" for the nutrition education.

(e) Provide for promotion of the Hub Tubs and placement in appropriate school libraries.

(f) Assist in evaluation of the effectiveness of the program.

6. Obligations of Agency:

(a) Evaluate the capacity of the three high schools

(b) Assist in the development of the food processing capacity in the three high schools as they are established

(c) Assist in creating school lunch menus to include the locally grown produce and education about the food.

(d) The terms of the document titled _____ and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

) SLPS will provide the facility to process the locally/regionally grown foods for the elementary schools.

(b) Allow for the time of the SLPS Director of Food Services to support the grant activities such as menu planning, analysis, education planning.

(c) Provide access to the students in the schools receiving the locally grown processed foods for educations about nutrition, the farmers, and where their food comes from.

(d) Promote the activities proposed by the applicant organization such as the Recipes from Home Contest, development of the "Hub Tubs" for the nutrition education.

(e) Provide for promotion of the Hub Tubs and placement in appropriate school libraries.

(f) Assist in evaluation of the effectiveness of the program.

7. Success of this program will be measured using the following Performance Standards:

Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

(a) The Agency will evaluate nutrition education programming at the end of each session.

(b) The Agency will keep current records of Peabody parents participating in the Esse Project.

(c) The Agency will provide at least one employee to participate in the Health and Wellness program and Peabody SHAC.

8. Term and Termination: The term of the MOU will be from _June 4, 2012_(the Effective Date) through June 30, 2013, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

(Agency)

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-53

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the Memorandum of Understanding with St. Louis University to provide 3 speech/language pathology student interns to Early Childhood Special Education to provide therapy and diagnostic services from June 4-June 29, 2012 at no cost to the District.

BACKGROUND: St. Louis University has speech/language pathology students who require defined hours of therapy and diagnostic support to students as part of their course work. The interns will be assigned to Stix ECC and sit in on therapy sessions with current ECSE pathologists who hold the proper certification to supervise the experience. The ECSE Extended School Year program anticipates providing therapy services to 75 children and have 25 scheduled for evaluations. The interns will provide therapy, evaluate children and help write reports for identified children. The collaboration is seen as a positive experience since this is the first time SLU therapy students have worked with ECSE. The opportunity will benefit SLPS as it continues to seek opportunities to recruit qualified speech/language pathologist candidates.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.C.

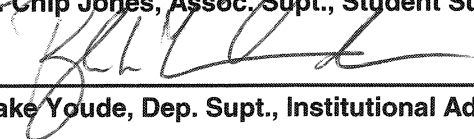
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:


Department: Early Childhood Spec. Ed.


Requestor: Dr. Sheryl Davenport


Dr. Chip Jones, Assoc. Supt., Student Support Serv


Blake Youde, Dep. Supt., Institutional Advancement


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING (NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and Saint Louis University (the "University").

The purpose of this Memorandum of Understanding is to implement a program to provide practical learning and clinical experiences for training and mentoring University speech-language pathology students ("SLP Students") as part of their professional preparation, and to attract potential new SLPS hires upon the graduation of these speech-language pathology Students (the "Program").

1. Fundraising: It is understood by the University that the SLPS does not endorse any fundraising efforts by the University, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the University believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All speech-language pathology Students participating in the Program that may in any way come into contact with SLPS students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any speech-language pathology students participating in the Program. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the University or the Student (as applicable), and the SLPS shall not be liable for such cost under any circumstance. The University will provide written confirmation to SLPS that the background checks on all speech-language pathology Students hereunder reflected no negative findings, that said SLP Students passed the background checks and are, therefore, eligible to participate in the Program.

4. SLPS Student Information: The University acknowledges that it shall now, and in the future may, have access to and contact with confidential information of SLPS_students, including but not limited to the education and/or medical records of SLPS students. Both during the term of this MOU and thereafter, the University covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The University will not disclose any confidential information to any third party except as may be required pursuant to the Program or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

- (a.) SLPS shall designate a member of its staff to be coordinator of the Program and function as clinical supervisor with whom the University's Program Coordinator is to communicate for the conduct of this Program, which may include the development of objectives, methods of instruction and other details of the clinical experience.
- (b.) SLPS shall make available to assigned SLPS students, appropriate facilities, equipment and supplies in order to provide supervised clinical experience in the Program. Such facilities shall include an environment conducive to the learning process which conforms to the SLPS customary procedures.
- (c.) Speech-language pathology Students completing a Level II fieldwork experience shall perform services for patients only when under the supervision of a American Speech-Language-Hearing Association (ASHA) certified speech-language pathologist. The speech-language pathologist shall be at least one year post certification and will provide clinical supervision according to ASHA requirements. SLPS students shall work, perform assignments, participate in rounds, clinics, staff meetings, and inservice educational programs at the discretion of their supervisors designated by SLPS. SLPS shall ensure that the ratio of supervision to SLP Student(s) enables proper supervision. SLP Students are trainees, not employees, and are not to replace SLPS staff, who at all times be responsible for the speech and language services and other services provided to SLPS students.
- (d.) SLP Students are to remain subject to the authority, policies, and regulations imposed by the University. During periods of clinical assignment, and while on SLPS premises, SLP Students will also be subject to all standards, rules, regulations, administrative practices and policies of SLPS.
- (e.) SLPS shall have the right to approve the participation of a faculty member of the University to engage in clinical teaching at SLPS.
- (f.) SLPS may require the University to withdraw from an SLPS facility any SLP Student whose performance is unsatisfactory or whose characteristics and activities are detrimental to SLPS responsibilities for health care. Requests for withdrawal of an SLP Student must be given in writing and must contain a statement of facts describing the SLP Student's conduct deemed to be offensive.
- (g.) SLPS shall be responsible for arranging immediate emergency care of SLP Students in the events of accidental injury or illness, but shall not be responsible for costs involved, follow-up care, or hospitalization.

6. Obligations of the University:

- (a) University shall have total responsibility for planning and determining the adequacy of the educational experience of SLP Students in theoretical training, basic skills, professional ethics, attitude and behavior, and will assign to SLPS only those SLP Students who have satisfactorily completed the prerequisites of the University's educational program before clinical assignment.
- (b) The University shall provide its students with health insurance or provide documentation to SLPS to verify that the SLP Student is covered by health insurance.
- (c) The University shall provide a letter to SLPS which describes its professional liability protection for SLP Students participating in the Program.
- (d) The University shall designate a member of its faculty to coordinate this program with a designated member of the SLPS's staff. This assignment may include on-site visits when practical and continuing exchange of information on progress of the program.
- (e) The University shall have the right to withdraw a SLP Student from a Program clinical assignment. Such notice to SLPS of withdrawal of a student shall be in writing.
- (f) The University will instruct SLP Students to keep confidential from third parties all information which relates to or identifies a particular SLPS student, including but not limited to the name, address, medical treatment or condition, financial status or any other personal information which is deemed to be confidential in accordance with applicable state and federal law, including HIPAA, and standards of professional ethics.

7. Joint Responsibilities:

- (a) The University and SLPS shall mutually agree upon and arrange the course of instruction, the periods of assignment for each SLP Student, and the number of SLP Students eligible to participate concurrently in the Program.
- (b) The University and SLPS agree that there shall be no discrimination on the basis of age, race, religion, creed, sex, national origin, handicap or veteran's status.
- (c) The University and SLPS shall arrange and provide orientation of Program faculty members and SLP Students concerning the SLPS's policies, rules and regulations.

8. Benefits to the School District of the City of St. Louis ("District"):

The District can access the University-Communication Sciences and Disorders faculty for collaboration and information on latest research in speech-language pathology. The District has the ability to participate in research projects with the University faculty to maintain the newest evidence based practice, subject to laws governing clinical and academic research studies.

- a. SLPS Students have access to increased service provision by participating in specially-designed projects by the University as the SLP Students apply classroom knowledge while participating in the Program's clinical experiences.

- b. Expected outcomes of the fieldwork experience are monitored by the fieldwork educator. The SLP Student will:
- Develop and practice interaction, assessment, intervention and professional reasoning skills;
 - Apply knowledge acquired in academic course work in a workplace environment;
 - Engage in appropriately supervised professional activities and learn about the realities of professional practice.

9. Term and Termination: This Agreement is for a term of June 1, 2012(the Effective Date”) to June 30, 2013, and shall be automatically renewed, unless terminated in writing by either party giving notice to the other party by certified mail at least three (3) months prior to the end of the then current term. Notwithstanding the foregoing sentence, this Agreement shall not exceed five (5) years from the Effective Date.

10. Notice: Should notice of termination be given, SLP Students then participating in the Program shall be allowed to complete their previously scheduled Program clinical assignment then in progress.

Notice of termination to SLPS shall be sent to:

Dr. Sheryl Davenport
Executive Director, EC/ECSE
St. Louis Public Schools
801 N. 11th St.
St. Louis, MO 63101
314-633-5380
314-633-5458 (fax)

Notice of termination to the University shall be sent to:

Pat D. Miller, MS, CCC-SLP
Assistant Professor
Coordinator of External Practicum
Department of Communication Sciences and Disorders
Saint Louis University
3750 Lindell Blvd.
St. Louis, MO 63108

With a copy sent to:

Saint Louis University
Attn: Office of the General Counsel
3556 Caroline Mall, Room 130

St. Louis, MO 63104

11. No Compensation: The parties acknowledge and agree that neither of them shall receive compensation by the other as a result of this Agreement.

12. Entire Agreement; Assignment: This Agreement contains the entire agreement between the parties concerning the subject matter contained herein and there are no other terms, covenants, obligations, or representations, oral or written, of any kind whatsoever. Any modification, addition or alteration of this Agreement must be in writing and signed by both parties.

Agreed to as of the date below such authorized party's signature, effective as of the Effective Date.

ST. LOUIS PUBLIC SCHOOLS

SAINT LOUIS UNIVERSITY

BY: _____

BY: _____

TITLE: _____

Travis T. Threats, Ph.D.
Professor and Chair
Communication Sciences and Disorders

DATE: _____

DATE: _____

BY: _____

BY: _____

TITLE: _____

Pat D. Miller, MS, CCC-SLP
Coordinator of External Practicum
Communication Sciences and Disorders

DATE: _____

DATE: _____

BY: _____

BY: _____

TITLE: _____

Michael D. Barber, S.J.
Dean
College of Arts and Sciences

DATE: _____

DATE: _____



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-12-54

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the Memorandum of Understanding (MOU) with Preferred Family Healthcares, Inc. to provide educational services to the Agency's consumers who are located within the District. The MOU will be for the period July 1, 2012 through June 30, 2013.

BACKGROUND: Preferred Family Healthcares, Inc. provides services related to the management of behavioral problems that might occur in the classroom.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Student Support Services

Requestor:

Dr. Chip Jones, Assoc. Supt., Student Support Serv

Blake Youde, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Preferred Family Healthcares, Inc ("Agency") on this 1st day of July 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between Preferred Family Healthcares, Inc and the St. Louis Public Schools in order to provide educational services to the Agency's consumers who are located within the Saint Louis Public School District.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

4. Obligations of SLPS:

- (a) SLPS will provide enrollment forms to PFH for city residents and Home Bound forms for non city residents to be completed by the district of resident.
- (b) SLPS will provide homebound instruction to all non city residents and will be responsible for billing the non-city school district for reimbursement of funds for students receiving homebound instruction at PFH.
- (c) SLPS will ensure enrollment status is established within 72 hours, excluding holidays and weekends, following receipt of enrollment forms provided by PFH for all city resident students and homebound students.
- (d) SLPS will maintain records of attendance, grades/credits.
- (e) SLPS will attend a transition meeting scheduled by the agency approximately 14 days prior to the student leaving residential care.
- (f) SLPS will provide a least 1 teacher for 3 hours per day during the school year, including arranging for a substitute teacher during times when the primary teacher will be unavailable for more than 3 consecutive days.
- (g) SLPS teacher assigned to the agency will participate as necessary in the agency's weekly clinical staffing meeting.
- (h) SLPS will maintain a current library of core educational materials on site at all times at the agency.
- (i) SLPS will make access available to Free and Reduced Breakfast and Lunch for qualifying students not including those times that SLPS does not provide FRBL such as holiday's and breaks.
- (j) SLPS will send original enrollment forms to the SLPS OSE for the purpose of enrollment/reenrollment in SLPS.

5. Obligations of PFH:

- (a) PFH will complete enrollment forms for city resident students for enrollment in SLPS
- (b) PFH will notify SLPS of any unplanned student discharge or student absence.
- (c) PFH will organize a transition meeting to be schedule approximately 14 days prior to the student leaving residential care and will include the SLPS teacher, PFH staff.
- (d) PFH will include the SLPS teacher in a weekly clinical staffing meeting
- (e) PFH staff will address and manage all behavioral problems that might occur in the classroom. This includes corresponding with SLPS for issues that result in suspension for the educational services for periods of days based on behaviors or recommendation.
- (f) PFH will provide at least 1 support staff at all times when SLPS services are being provided.
- (g) PFH will provide the teacher with a desk and secure place to store personal belongings and school materials.

(h) PFH will complete Lunch Application Forms for all students and return forms within 72 hours to SLPS for processing.

(i) PFH will provide a staff member to pick up breakfast/lunch from local school and return all storage containers.

6. Success of this program will be measured using the following Performance Standards:

SLPS Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

- Five (5) or more students will complete the program with a favorable performance evaluation every 5 weeks during the regular 5-week progress reporting period for SLPS.

7. Term and Termination: The term of the MOU will be one year for the Effective Date, unless earlier terminated by either party by providing thirty (30) day written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

(Agency)

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-96-12-55

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a Memorandum of Understanding (MOU) with the Girl Scouts of Eastern Missouri to provide instruction in the areas of Anti-Violence. The MOU will be for the period July 1, 2012 through June 30, 2013.

BACKGROUND: The Girl Scouts will hold discussion groups for students on the topics of anger management, bullying, conflict resolution, cyber bullying, healthy and unhealthy relationships, peer pressure, self esteem and safe online relationships. The program will also include field strips for students participating in the program.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Student Support Services

Requestor:

Dr. Chip Jones, Assoc. Supt., Student Support Serv

Blake Youde, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools and Girl Scouts of Eastern Missouri on this 22nd day of May 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between Girl Scouts of Eastern Missouri and the St. Louis Public Schools in order to provide instruction in the areas of Anti-Violence.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All Personnel providing services under this MOU that may in any way come into contact with students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Agency, and the SLPS shall not be liable for such cost under any circumstance. The Agency will provide written confirmation to SLPS that the background checks on all Personnel hereunder reflected no negative findings, that said Personnel passed the background checks and are, therefore, eligible to provide services under this MOU.

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act (“FERPA”) and the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”).

5. Obligations of SLPS:

- a) Provide Students(Female students)
- b) Provide Classroom with desks for instruction
- c) Provide staff member for observation

6. Obligations of Girl Scouts of Eastern Missouri:

- a) Provide instructional staff
- b) Provide materials for staff and students that includes the following topics for discussion:
 - Anger management
 - Bullying
 - Conflict resolution
 - Cyber bullying
 - Healthy and Unhealthy relationships
 - Peer pressure
 - Self-esteem
 - Safe Online Relationships
- c) Provide field trip forms for students participating in the program.
- d) Provide a release form for students to participate in the program.

7. Success of this program will be measured using the following Performance Standards:

St. Louis Public School Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

- A decrease in the number of aggressive action performed by those students who attended the classroom instruction.
- The effectiveness will be evaluated through teacher and administrator report such as attendance, referrals, and suspension reports.
- After completion of the program students will receive a certificate of completion stating that they understand what is required of them.

8. Term and Termination: The term of the MOU will be one year from the Effective Date, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

Girl Scouts of Eastern Missouri

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item : 06-26-1256

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a Memorandum of Understanding (MOU) with the Demetrius Johnson Charitable Foundation to provide school to work transitional training for students with disabilities. The MOU will be for the period July 1, 2012 through June 30, 2013.

BACKGROUND: The Demetrius Johnson Charitable Foundation will provide school to work transitional training that will allow the students to acquire experience in the areas of light maintenance, organizing and setting up activities for the community, and assisting office staff. The program is designed to give the students meaningful work experience and give the students professional development opportunities.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Student Support Services

Requestor:

Dr. Chip Jones, Assoc. Supt., Student Support Serv

Blake Youde, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and Demetrius Johnson Charitable Foundation (West End Community Center) on this 22nd day of May 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between Demetrius Johnson Charitable Foundation (West End Community Center) and the St. Louis Public Schools in order to provide school to work transitional training for students with disabilities, with duties that include light maintenance, organizing and setting up activities for the community and also assisting office staff on a daily basis.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All Personnel providing services under this MOU that may in any way come into contact with students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Agency, and the SLPS shall not be liable for such cost under any circumstance. The Agency will provide written confirmation to SLPS that the background checks on all Personnel hereunder reflected no negative findings that said Personnel passed the background checks and are, therefore, eligible to provide services under this MOU.

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

- Provide a potential student referral list.
- Collaborate with the Demetrius Johnson Charitable Foundation (West end community center) in developing a transitional work Program for students with disabilities.
- Provide Free and Reduced Breakfast, Lunch, not including those times that SLPS does not provide FRBL, such as holidays and breaks
- The terms of the document titled Demetrius Johnson Charitable Foundation (West End Community Center) and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

6. Obligations of Demetrius Johnson Charitable Foundation (West End Community Center):

- To create an environment in which the student volunteer may develop the ability and motivation to learn skills that will help them become successful academically and in the working community.
- To provide meaningful work experience for the volunteers/Students.
- Give the volunteers professional developments opportunities that will allow them to build up their skills and abilities and foster positive relationships within the community.
- Demetrius Johnson Charitable Foundation (West End Community Center) shall designate a member of its staff from each site where students are located to be coordinator of the program and function as a supervisor with whom the St. Louis Public School's program coordinator is to communicate for the conduct of the program, which may include the development of objectives, methods of instruction and other details of the experience.

- Demetrius Johnson Charitable Foundation (West End Community Center) shall make available to assigned St. Louis Public School's students and staff appropriate facilities, equipment, and supplies in order to provide a complete experience. This includes a space for instruction and lunch for each student. Once a student has received sufficient training and gained proficiency in necessary skills and tasks, Demetrius Johnson Charitable Foundation (West End Community Center) may, with the consent of St. Louis Public School's program coordinator, place the student in a volunteer/paying position with Demetrius Johnson Charitable Foundation (West End Community Center) or other appropriate placement upon the student's graduation from the St. Louis Public School program.
- Demetrius Johnson Charitable Foundation (West End Community Center) shall have the right to remove a student from assignment to Demetrius Johnson Charitable Foundation (West End Community Center) and will notify St. Louis Public School High School's representative of the basis of that decision.
- The terms of the document titled Demetrius Johnson Charitable Foundation (West End Community Center) and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

7. Success of this program will be measured using the following Performance Standards:

Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

1. The program will include at least 20 students from the various high schools of the SLPS District.
2. At least 5 students from the program will be employed as a result of the skills and volunteer experience.

8. Term and Termination: The term of the MOU will be one year from the Effective Date. Either party shall have the right to terminate this MOU without cause with thirty (30) days written notice to the person who has signed as a representative of the parties below.

Saint Louis Public Schools

Demetrius Johnson Charitable Foundation

By: _____
 Name: _____
 Title: _____

By: _____
 Name: _____
 Title: _____



BOARD RESOLUTION

Date: May 29, 2012

Agenda Item: 06-26-12-57

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a Memorandum of Understanding (MOU) with Harris Stowe State University to provide a Community-Based Transition Classroom. The MOU will be for the period July 1, 2012 through June 30, 2013.

BACKGROUND: Harris Stowe State University will provide school to work transitional training that will allow the students to acquire experience in the areas of light maintenance, organizing and setting up activities for the community, and assisting office staff. The program is designed to give the students meaningful work experience and give the students professional development opportunities.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Student Support Services

Requestor:

Dr. Chip Jones, Assoc. Supt., Student Support Serv

Blake Youde, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and Harris Stowe State University on this 22nd day of May 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between Harris Stowe University and the St. Louis Public Schools in order to provide a Community-Based Transition Classroom on the Harris Stowe State University Campus.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All Personnel providing services under this MOU that may in any way come into contact with students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Agency, and the SLPS shall not be liable for such cost under any circumstance.

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

- Provide a potential student referral list.
- SLPS will provide a certified special education teacher to provide vocational academic instruction related to Community-Based Transition Classroom volunteer positions.
- Collaborate with Harris Stowe in developing a transitional work Program for students with disabilities.
- Provide a teacher to provide supervision of students in the transition program.
- The terms of the document titled "Community-Based Transition Classroom" and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

6. Obligations of Harris Stowe State University:

- To create an environment in which the student volunteer may develop the ability and motivation to learn skills that will help them become successful academically and in the working community.
- To provide meaningful work experience for the volunteers/Students.
- Give the volunteers professional developments opportunities that will allow them to build up their skills and abilities and foster positive relationships within the community.
- Harris Stowe State University shall designate a member of its staff from each site where students are located to be coordinator of the program and function as a supervisor with whom the St. Louis Public School's program coordinator is to communicate for the conduct of the program, which may include the development of objectives, methods of instruction and other details of the experience.

- Harris Stowe State University shall make available to assigned St. Louis Public School's students and staff appropriate facilities, equipment, and supplies in order to provide a complete experience. This includes a space for instruction and lunch for each student. Once a student has received sufficient training and gained proficiency in necessary skills and tasks, Harris Stowe State University may, with the consent of St. Louis Public School's program coordinator, place the student in a volunteer/paying position with Harris Stowe State University or other appropriate placement upon the student's graduation from the St. Louis Public School program.
- Harris Stowe State University shall have the right to remove a student from his/her assignment and will notify St. Louis Public School High School's representative of the basis of that decision.
- The terms of the document titled Harris Stowe State University and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

7. Success of this program will be measured using the following Performance Standards:

SLPS Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

1. The program will include at least 20 students from the various high schools of the SLPS District.
2. At least 5 students from the program will be employed as a result of the skills and volunteer experience.
3. At least two students from the program will attend Harris Stowe or another 4-year college/University as a result of the experience.

8. Term and Termination: The term of the MOU will be one year from the Effective Date. Either party shall have the right to terminate this MOU without cause with thirty (30) days written notice to the person who has signed as a representative of the parties below.

Saint Louis Public Schools

Harris Stowe State University

By: _____
 Name: _____
 Title: _____

By: _____
 Name: _____
 Title: _____

