

BOARD MEETING

MAY 9, 2013

(Rescheduled from May 2, 2013)

A G E N D A

SPECIAL ADMINISTRATIVE BOARD

MR. RICK SULLIVAN

MS. MELANIE ADAMS

MR. RICHARD GAINES

SUPERINTENDENT OF SCHOOLS

DR. KELVIN R. ADAMS

Meeting Agenda

Meeting Agenda

Meeting Agenda

Meeting Agenda

Consent Agenda

Consent Agenda

**ST. LOUIS PUBLIC SCHOOLS
SUPERINTENDENT'S REPORT**

May 9, 2013

(Rescheduled from May 2, 2013)

1.0 Preliminary

1.1 Consent Agenda

- a) Information Item(s)
 - 1) Graduation Dates
 - 2) Food Services Update
 - 3) School Improvement Update
 - 4) AP Update
- b) Business Items
 - 1) Consent Agenda

05-09-13-01 To approve an amendment to Board Resolution Number 11-15-12-17, a contract with College Summit, in the amount of \$44,000. College Summit will provide training and 550 copies of the career readiness materials for the *Launch Program*. The *Launch Program* was operated under a separate contract during the 11-12 school year. For this current year, the Launch Program is being included in the master College Summit Contract as an amendment. If approved, the total amount for this contract will now be \$325,000.

FUNDING SOURCE: Non-GOB

05-09-13-02 To approve an amendment to Board Resolution Number 06-26-12-42, a contract with Belcan InfoServices in the amount of \$61,000 to provide temporary technical personnel to be used in the Technology Department to support intranet, email accounts and server administration. If approved, the total amount of this contract will now be \$181,000.

FUNDING SOURCE: GOB

05-09-13-03 To approve an amendment to Board Resolution Number 07-10-12-25, a contract with Supplemental Health Care in the amount of \$154,316. The original amount of \$361,760 did not allow for cost to service additional Special Education students. If approved, the total amount of this contract will now be \$516,076.

FUNDING SOURCE: Non-GOB

05-09-13-04 To approve an amendment to Board Resolution Number 07-10-12-26, contracts with Annie Malone-Emerson Academy, Epworth, Logos School and Edgewood in the amount of \$720,923. The original approved dollar limitation of \$1,925,872 did not allow for the cost of additional students. If approved, the total amount of this contract will now be \$2,646,845.

FUNDING SOURCE: Non-GOB

05-09-13-05 To approve an amendment to Board Resolution Number 09-27-12-15, a contract with Concentra Medical Centers in the amount of \$10,000. The increase will cover the cost of pre-employment screening, TB skin tests and for cause drug testing as needed for potential new hires. This amendment also requests to include additional services for pre-employment drug testing and fit for duty exams. If approved, the total cost will now be \$55,000.

FUNDING SOURCE: GOB

- 05-09-13-06** To approve the 2012-2013 final bus route.
- 05-09-13-07** To approve the revisions to the 2012-2013 school calendar.
Approved at the
 April 25, 2013 Meeting
- 05-09-13-08** To approve the 2012-2013 school calendar for graduating seniors.
- 05-09-13-09** To approve the March 2013 Monthly Transaction Report.
- 05-09-13-10** To approve expenditures up to \$72,500 to support the 2013-2014 Back to School Festival.
FUNDING SOURCE: GOB
- 05-09-13-11** To approve the payment of \$2,982.70 from GOB to the food service account to avoid increasing the price for paid meals by \$.05 for the 2013-2014 school year.
- 05-09-13-12** To approve a sole source purchase from Bedford, Freeman and Worth Publishers for instructional materials for Advanced Placement Statistics for all SLPS high schools for the 2013-2014 school year at a cost not to exceed \$6,552.00.
FUNDING SOURCE: Non-GOB
- 05-09-13-13** To approve a sole source purchase from Bedford, Freeman and Worth Publishers for instructional materials for Advanced Placement Environmental Science for all SLPS high schools for the 2013-2014 school year at a cost not to exceed \$14,976.
FUNDING SOURCE: Non-GOB
- 05-09-13-14** To approve a sole source purchase from College Board/AP Exams for the 2013-2014 AP Testing fees for Advanced Placement Exams in the amount of \$30,000.
FUNDING SOURCE: Non-GOB
- 05-09-13-15** To approve a sole purchase from Pearson for the Advanced Placement Biology instructional materials for all SLPS high schools for the 2013-2014 school year at a cost not to exceed \$18,564.17.
FUNDING SOURCE: Non-GOB
- 05-09-13-16** To approve a contract with Chaifetz Arena for rental expenses for the Back to School Festival to be held on August 3, 2013 in the amount of \$20,000, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-17** To approve a sole source contract with Why Try, LLC for consulting services to provide training, online curriculum uses, and individual and classroom secondary student game plan journals for the period May 10, 2013 through June 30, 2013 at a total combined cost not to exceed \$10,985.
FUNDING SOURCE: Non-GOB
- 05-09-13-18** To approve a contract with Milliman to provide pension actuarial services for the period May 11, 2013 through October 1, 2013 at a cost not to exceed \$40,000, pending funding availability.
FUNDING SOURCE: GOB

- 05-09-13-19** To approve a contract with Southwest Food Service Excellence to provide food services to all District schools at a cost not to exceed \$14,453,034 that includes the cost of services for vendors selected by Southwest Food Services Excellence. The period of the contract will be from July 1, 2013 – June 30, 2014, pending funding availability.
FUNDING SOURCE: Non-GOB
- 05-09-13-20** To approve a contract with Ricoh USA, Inc. to lease the equipment and provide multi-functional devices and support, print shop management and mail services, along with printer management and document management application software at a cost not to exceed \$840,000 annually. The period of the contract will be 5 years from July 1, 2013 through June 30, 2018. The contract will be presented to the Board each year for renewal of services and funding, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-21** To approve a contract with multiple vendors (attached to the Resolution) for the purchase of interactive boards for the period July 1, 2013 through June 30, 2014 at a total combined cost not to exceed \$2,000,000, pending funding availability.
FUNDING SOURCE: Various
- 05-09-13-22** To approve a contract with Dell Corporation as the standard vendor for technology purchases for items such as personal laptops, desktops, tablet computers, servers, etc. for the period July 1, 2013 through June 30, 2014 at a total combined cost not to exceed \$5,500,000, pending funding availability.
FUNDING SOURCE: Various
- 05-09-13-23** To approve a contract with Integrated Systems Group (a subsidiary of VSG) to disassemble the sound room at Beaumont and relocate and assemble at Carnahan High School. The work shall begin on April 26, 2013 and end on June 30, 2013 at a cost not to exceed \$14,591.50, which includes a 10% contingency of \$1,326.50.
FUNDING SOURCE: GOB
- 05-09-13-24** To approve a contract with Raineri Construction to remove and replace existing lighting fixtures in the main and practice gymnasiums in Vashon High School. The work shall begin on April 26, 2013 and end on July 31, 2013 at a cost not to exceed \$344,610.20, which includes a 10% contingency of \$31,328.20.
FUNDING SOURCE: Prop S
Approved at the April 25, 2013 Meeting
- 05-09-13-25** To approve a contract with Raineri Construction to install complete playground systems at Lyon Academy at Blow and Gateway Michael Elementary School. The project also includes the removal and replacement of the existing safety surfaces at Stix ECC Elementary School. The work shall begin on April 26, 2013 and end on July 19, 2013 at a cost not to exceed \$184,646.07, which includes a 10% contingency of \$16,786.
FUNDING SOURCE: Prop S
Approved at the April 25, 2013 Meeting

- 05-09-13-26** To approve a contract with Raineri Construction to for tuckpointing, painting, and replacing flooring at Sumner and Roosevelt High Schools. The work shall begin on April 26, 2013 and end on July 31, 2013 at a cost not to exceed \$4,860,045.30, which includes a 10% contingency of \$441,822.30.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: Prop S
- 05-09-13-27** To approve a contract with Demien Construction for Restroom Renovations at Category 3 and 4 schools. The work shall begin on April 26, 2013 and end on August 31, 2013 at a cost not to exceed \$4,739,900, which includes a 10% contingency of \$430,900.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: Prop S
- 05-09-13-28** To approve a contract with Demien Construction to replace five sets of double doors leading from the cafeteria to adjacent north and south corridors at Roosevelt High School. The work shall begin on April 26, 2013 and end on June 30, 2013 at a cost not to exceed \$60,500 which includes a 10% contingency of \$5,500.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: Prop S
- 05-09-13-29** To approve a contract with Interface Construction to replace non-compliant doors and locksets in classrooms, offices and public areas in multiple schools. The work shall begin on April 26, 2013 and end on July 31, 2013 at a cost not to exceed \$366,177.90 which includes a 10% contingency of \$33,288.90.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: Prop S
- 05-09-13-30** To approve a contract with American Boiler to replace the heat pumps for the gymnasiums and stage areas at Froebel and Lexington Elementary Schools. The work shall begin on April 26, 2013 and end on August 1, 2013 at a cost not to exceed \$222,393 which includes a 10% contingency of \$20,218.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: HVAC Bond
- 05-09-13-31** To approve a contract with American Boiler to replace two chillers at Hickey Elementary School. The work shall begin on April 26, 2013 and end on August 1, 2013 at a cost not to exceed \$218,680 which includes a 10% contingency of \$19,880.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: HVAC Bond
- 05-09-13-32** To approve a contract with Johnson Controls to install a hot gas bypass circuit on the York chiller at Sigel Elementary School. The work shall begin on April 26, 2013 and end on June 30, 2013 at a cost not to exceed \$29,075.20 which includes a 10% contingency of \$2,643.20.
Approved at the April 25, 2013 Meeting
FUNDING SOURCE: HVAC Bond
- 05-09-13-33** To approve a contract renewal with Achievement Commitment Excellence Learning Centers (ACE) to provide the alternative Summer School Program for the period June 3, 2013 through June 28, 2013 at a cost not to exceed \$160,000.
FUNDING SOURCE: GOB

- 05-09-13-34** To approve a contract renewal with Linn State Technical College (LSTC) to provide a Technical Scholars Academy for twelve (12) SLPS high school students participating in the Career and Technical Education Program. The Academy is a summer program offered by LSTC during the period June 10, 2013 through June 27, 2013 at a cost not to exceed \$45,000, pending funding availability.
FUNDING SOURCE: Non-GOB
- 05-09-13-35** To approve the renewal and amendment of the contract with Teach for America to provide recruiting and training for up to 70 first year teachers for the 2013/2014 school year at a cost of \$2,500 per teacher and to authorize payment of \$2,500 per up to 70 second year teachers at a cost not to exceed \$350,000, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-36** To approve a contract renewal with nFocus to provide the software for the Community Education registration system for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$25,000, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-37** 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 for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$186,430, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-38** To approve a contract renewal with Apple as the sole source for technology purchases for items such as iPads, iMacs, iPods, Bretford iPad sync carts, professional development, and other peripherals beginning July 1, 2013 through June 30, 2014 at a total combined cost not to exceed \$3,000,000, pending funding availability.
FUNDING SOURCE: Various
- 05-09-13-39** To approve a contract renewal with Pitney Bowes for equipment and maintenance services on the postage meter application system for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$17,700, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-40** To approve a contract renewal with SAP America to provide maintenance and enterprise support services for the SAP financial system and BSI Payroll Tax software for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$290,000, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-41** To approve a contract renewal with Kronos for maintenance services on the timeclock software application for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$115,371.13, pending funding availability.
FUNDING SOURCE: GOB

- 05-09-13-42** To approve a contract renewal with Huber & Associates to provide the maintenance and support on the newly implemented virtualization hardware system; monitoring and support on 100 servers with monthly reports; and Tier 3 repair services for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$64,500, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-43** To approve a contract renewal with SafeSchools for the subscription to use the SafeSchools Training website for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$16,500, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-44** To approve a contract renewal with Rubin Brown, LLP to audit governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the financial statements of the St. Louis Public Schools during the period July 1, 2013 through December 31, 2013 at a total cost not to exceed \$193,000, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-45** To approve a contract renewal with Dynamic Vending to provide beverage and snack vending machine services at no cost to the District for the period July 1, 2013 through June 30, 2014. Dynamic Vending pays the District commissions on the sales in the vending machines.
- 05-09-13-46** To approve a membership renewal with Focus Saint Louis for the Youth Leadership St. Louis (YLSL) program for the period September 3, 2013 through May 23, 2014 at a cost not to exceed \$6,000, pending funding availability.
FUNDING SOURCE: GOB
- 05-09-13-47** To approve a Memorandum of Understanding with Life Impact Ministries to raise awareness and financial support for the Community Education Full Service Schools through the Race to Renew 5K race that will take place on July 13, 2013. The MOU is for the period May 10, 2013 through September 1, 2013.
- 05-09-13-48** To approve a Memorandum of Understanding with People's Community Action Corporation to provide services/programs including but not limited to: leadership development, energy services, life skills classes, anger management, computer training and community gardens to youth and their families at the Community Education Full Service Schools and other District sites during the period May 10, 2013 through June 30, 2014.
- 05-09-13-49** To approve a Memorandum of Understanding with Grace Hill Settlement House to run a program at Clay Elementary Community Education Full Service School that establishes three family support specialists, or "home-school liaison" in order to comprehensively serve students and their families during the period May 10, 2013 through June 30, 2014.

- 05-09-13-50** To approve a Memorandum of Understanding with Better Family Life, Inc. (BFL) to provide social service programs, including but not limited to; teen pregnancy prevention, youth job training programs, and clinical services to youth, families, and the community in the Community Education Full Service Schools and other District sites during the period May 10, 2013 through June 30, 2014.
- 05-09-13-51** To approve a Memorandum of Understanding with HOSCO, LLC. to provide urban agricultural training, healthy cooking and nutrition classes to select District schools, and participate in the Health and Wellness Council during the period July 1, 2013 through June 30, 2014.
- 05-09-13-52** To approve a Memorandum of Understanding with Operation Food Search to provide nutrition education in the St. Louis Public Schools and to establish a cooperative relationship to implement the Agency's child feeding program, Operation Backpack during the period July 1, 2013 through June 30, 2014.

JUNE 6, 2013 ITEM(S) FOR CONSIDERATION

(MEETING RESCHEDULED FROM MAY 30, 2013)

- 06-06-13-01** To ratify approval for the acceptance of funds from the Area Resources for Community and Human Services (ARCHS) up to \$29,500.
- 06-06-13-02** To ratify approval of the agency partnership agreement with the Area Resources for Community and Human Services (ARCHS) that provides payment to the District for up to \$29,500 for the period January 1, 2013 through June 30, 2013.
- 06-06-13-03** To approve the amendment of Board Resolution Number 02-17-11-07, a contract with Environmental Consultants, LLC to increase the cost by \$500,000. This increase will provide hazardous materials consulting services for Prop S Bond construction projects to continue through October 29, 2013. If approved, the total cost of the Prop S portion of the contract will now be \$2,500,000.
FUNDING SOURCE: Prop S
- 06-06-13-04** To approve the amendment of Board Resolution Number 05-05-11-21, a contract with ID/IQ Hazmat Contractors (Advance Environmental, Alliance Certified Restoration, Brooks Environmental and Midwest Service Group) to increase the cost by \$1,000,000. This increase will enable the continuation of professional hazardous materials abatement services through October 29, 2013. If approved, the total amount of this contract will now be \$3,000,000.
FUNDING SOURCE: Prop S
- 06-06-13-05** To approve the amendment of Board Resolution Number 10-18-12-12, a contract with Meredith Vesoulis to increase the cost by \$600. This increase will provide 3 additional days to collect data for the Math Success grant. If approved, the total amount of this contract will now be \$8,600.
FUNDING SOURCE: Non-GOB

- 06-06-13-06** To approve the amendment of Board Resolution Number 11-15-12-27, a contract with Creative Smarts (formerly Greg Tang, LLC) to increase the cost by \$19,600. This increase will provide the development and the presentation of a Train the Trainer session to be held on August 27, 2013. If approved, the total amount of this contract will now be \$76,055.
FUNDING SOURCE: Non-GOB
- 06-06-13-07** To approve a sole source contract with EnTeam to provide a unique proprietary curriculum and professional development opportunity for 9th grade Transition Summer School for the period May 27, 2013 through June 28, 2013 at a cost not to exceed \$10,000.
FUNDING SOURCE: Non-GOB
- 06-06-13-08** To approve a contract with Midwest Litigation Services for personnel hearing legal services for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$10,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-09** To approve a contract renewal with EDMIN to provide an annual assessment management software license, test bank license and support services for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$290,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-10** To approve a contract renewal with Writing Works for grant writing services for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$10,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-11** To approve a contract renewal with Sharon Slane to provide consulting services and grant writing services for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$65,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-12** To approve a contract renewal with American Boiler and Mechanical, Inc. to provide boiler inspections and repair services for District schools and buildings for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$25,000, pending legal review and availability of funds.
FUNDING SOURCE: GOB
- 06-06-13-13** 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 for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$300,000, pending legal review and availability of funds.
FUNDING SOURCE: GOB

- 06-06-13-14** To approve a contract renewal with Engineered Fire Protection, Inc. to provide inspections and repair services for sprinklers and associated backflow preventers in selected District schools and buildings for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$67,600, pending legal review and availability of funds.
FUNDING SOURCE: GOB
- 06-06-13-15** To approve a contract renewal with McCann Pest and Termite Control to provide pest control services for all District schools and buildings for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$39,831, pending legal review and availability of funds.
FUNDING SOURCE: GOB
- 06-06-13-16** To approve a contract renewal with Cintas Fire Protection Company to provide extinguisher inspections, repair and replacement services for District schools and buildings for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$40,000, pending legal review and availability of funds.
FUNDING SOURCE: GOB
- 06-06-13-17** To approve a contract renewal with Advance Elevator Company, Inc. to provide elevator inspections, certifications and maintenance services for District schools and buildings for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$253,000, pending legal review and availability of funds.
FUNDING SOURCE: GOB
- 06-06-13-18** 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 for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$271,122, pending legal review and availability of funds.
FUNDING SOURCE: GOB
- 06-06-13-19** To approve a contract renewal with SoftChoice for the Microsoft School Agreement and other computer applications for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$174,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-20** To approve a contract renewal with TALX Corporation to provide Electronic Pay Advices and W-2's for employees for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$35,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-21** To approve a contract renewal with Cannon Cochran Management Services, Inc. for Workers' Compensation Claims Administration and Loss Control Services for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$117,500, pending funding availability.
FUNDING SOURCE: GOB

- 06-06-13-22** To approve a contract renewal with Enterprise Fleet Management, Inc. to provide a managed fleet program that includes leasing, rental, maintenance, fuel and disposal for the period July 1, 2013 through June 30, 2014 at a total cost not to exceed \$154,331 which includes the cost for fuel, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-23** To approve a Memorandum of Understanding with the University of Missouri Extension to provide nutrition education to 10 District schools and to participate in community health awareness activities for the period July 1, 2013 through June 30, 2014.
- 06-06-13-24** To approve a Memorandum of Understanding with St. Louis University's Department of Nutrition and Dietetics to conduct training and menu development, support the District in the increased use of locally grown produce and provide nutrition education to promote healthy eating as part of the Farm-to-School Program for the period July 1, 2013 through June 30, 2014.
- 06-06-13-25** To approve a Memorandum of Understanding with the Sumner Advisory Board of Directors and the St. Louis Public Schools District for the 2013-2014 school session.
- 06-06-13-26** To approve a membership renewal with the University of Missouri-Columbia – Missouri Partnership for Educational Renewal (MPER) for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$5,250, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-27** To approve a membership renewal with the Missouri School Boards' Association for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$15,750, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-28** To approve a sole source purchase with Houghton Mifflin Harcourt for instructional materials for Advanced Placement Chemistry for all District high schools for the 2013-2014 school year at a cost not to exceed \$18,674.50
FUNDING SOURCE: Non-GOB
- 06-06-13-29** To approve a sole source purchase with Houghton Mifflin Harcourt for instructional materials for Advanced Placement Calculus for all District high schools for the 2013-2014 school year at a cost not to exceed \$25,608.38.
FUNDING SOURCE: Non-GOB
- 06-06-13-30** To approve a purchase from Universal Business Supply for iPad covers for District use at a total cost not to exceed \$80,000 for the 2013-2014 school year, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-31** To approve a purchase of Replacement Textual Materials for the period July 1, 2013 through June 30, 2014 with multiple vendors (listed in the *background* on the Resolution), pending funding availability.
FUNDING SOURCE: GOB

- 06-06-13-32** To approve the purchase of a US Bank Letter of Credit in the amount of \$2,225,000 which is required for the renewal of the Excess Workers' Compensation Bond with Travelers Insurance Company for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$33,375, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-33** To approve the purchase of a renewal Excess Workers' Compensation bond with Travelers Insurance Company through our insurance broker, Marsh USA for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$11,125, pending funding availability.
FUNDING SOURCE: GOB
- 06-06-13-34** To rescind current Board Policy 5125.1.1, *Student Records – Glossary of Terms* and to adopt Revised Board Policy 5125.1.1. The revisions will align with the Student Code of Conduct Handbook. The change shall be effective immediately upon Board approval.

BOARD RESOLUTION

Date: April 18, 2013

Agenda Item : 05-09-13-01

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract

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

Previous Board Resolution # 05-17-12-26 & 11-15-12-17

Prior Year Cost \$281,000

SUBJECT: To approve an amendment to Board Resolution 11-15-12-17 for College Summit to provide training and 550 copies of the career readiness materials for the "Launch Program". The Launch Program including the materials are being used by our six high school grant school counselors. For the 2011-12 school year, the Launch Program was operated under a separate contract. For the current year, the Launch Program is being included in the master College Summit contract as an amendment. The additional cost of the "Launch Program" will not exceed \$44,000. The total cost of the College Summit contract will be \$325,000.00.

BACKGROUND: The High School Graduation Initiative (HSGI) grant will utilize College Summit's Launch Program to help reduce the dropout rate in the six grant high schools (Soldan, Roosevelt, Gateway IT, Northwest, Sumner and Vashon). The college-ready planning curriculum of Launch will help our junior high school students to develop five core competencies needed to explore and identify their future goals and understand how high school is relevant for them to stay in school. In addition, these unique materials will assist counselors in the delivery of the state required comprehensive guidance program required for the grant and MSIP. College Summit will train and work closely with counselors to help unlock their college readiness Launch materials. The College Summit's Launch materials for juniors will help prepare students for the College Summit senior planning experience.


Accountability Plan Goals: Goal III: Facilities, Resources Support **Objective/Strategy:** 4

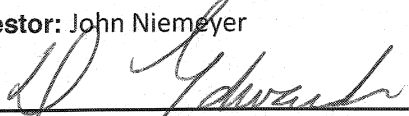
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)


Fund Source: 816-VL-293-1151-6319	Non-GOB	Requisition #: 10133657
Amount: \$44,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$44,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600011386

Department: HSGI

Requestor: John Niemeyer


Angela Banks, Budget Director


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


Leon Fisher, CFO/Treasurer

 4/18/2013
Dr. Nicole Williams, Dep. Supt., Academics


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: April 10, 2013
Dept / School: Secondary Education Office		Reported By: Dr. Edwards
Vendor: College Summit Launch Program		Vendor #: : 600011386
Contract # / P.O/ #:		Contract Name: Launch Program
Contract Amount: \$22,000		Award Date: 2/16/12
Purpose of Contract (Brief Description): Provide Launch Program for high school grant counselors and students.		
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	The students are engaged and the Program is showing the desired results.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5X	
	4	
	3	
	2	
	1	
Business Relations	5X	
	4	
	3	
	2	
	1	
Customer Satisfaction	5X	Counselors and teachers are very happy with the program.
	4	
	3	
	2	
	1	
Cost Control	5X	
	4	
	3	
	2	
	1	
Average Score	25	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

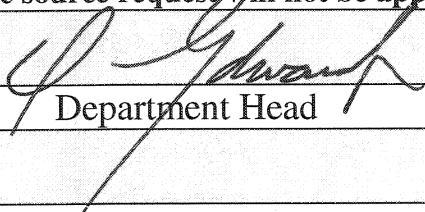
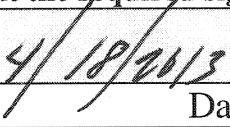
Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor 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



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dan Edward	Date: April 10, 2013
Department / School: HSGI	Phone Number: 314-345-2488
<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)	
College Summit provides a unique, proprietary curriculum and professional development for the 11th grade Launch Curriculum. College Summit will train teachers and counselors on the use of the proprietary curriculum and best practices for building a school wide college going culture.	
Vendor Name: College Summit	Email:
Vendor Contact: Erica	Phone Number: 314-345-4463
Justification Information	
1. Why the uniquely specified goods are required?	
College Summit will provide training and 550 copies of their "Launch" career readiness materials, to be used by our 6 high school counselors, from October 1, 2012 through June 30, 2013.	
2. Why good or services available from other vendors /competitors are not acceptable?	
The HSGI grant will utilize College Summit's Launch Program to help reduce the dropout rate in the six grant high schools. The college ready planning curriculum of Launch will help our junior students develop five core competencies needed to explore and identify their future goals and understand how high school is relevant for them to stay in school. In addition, these unique materials will assist counselors in the delivery of the state required comprehensive guidance program required for the grant and MSIP. College Summit will train and work closely with counselors to help unlock their college readiness Launch materials. The College Summit's Launch materials for juniors will help prepare students for the College Summit senior planning experience.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
The College Summit Launch Curriculum and training is produced exclusively by College Summit Inc.	
4. List the Names of other Vendors contacted & Price Quotes:	
None, given the unique nature of the College Summit curriculum.	
<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: April 12, 2013

Agenda Item : 05-09-13-02

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved:
Contract Increase/Decrease

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

Previous Board Resolution # 06-26-12-42

Prior Year Cost \$120,000

SUBJECT: To approve the amendment of Board Resolution 06-26-12-42 for Belcan InfoServices to provide temporary technical personnel to be used in the Technology Department to support intranet, email accounts, and server administration. The increase is due to limited resources related to SAP support and Kronos upgrade, and the incorporation of Xerox quotas in all schools. The additional amount needed will not exceed \$61,000. The total cost of the contract will not exceed \$181,000.00.

BACKGROUND: Belcan InfoServices specializes in providing temporary and direct hire technical personnel. As a result of continued changes in staffing in the Technology Department, a continued need has been identified for an individual(s) with the technical knowledge to support the SLPS intranet, email accounts and assist with server administration along with SAP and other database work.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.A

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

Fund Source: 981-75-110-2828-6319	GOB	Requisition #: 10130165
Amount: \$61,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$61,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013993

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 16, 2013

Agenda Item : 05-09-13-03

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. Chip Jones, Exec. Dir., Special Education

Action to be Approved:
Contract Increase/Decrease

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

Prior Year Cost \$561,760.00

SUBJECT: To approve the amendment of Board Resolution 7-10-12-25 for Supplemental Health Care to provide private nursing services for an additional dollar limitation of \$154,316.00. The original approved dollar limitation of \$361,760.00 did not allow for cost to service additional Special Education students. If this request is granted, the total dollar amount for this contract will now be \$516,076.00 for the current fiscal year.

BACKGROUND: Supplemental Health Care will provide nursing services to students including Early Childhood Special Education as described in the Individual Education Program (IEPs). The original board resolution approved contracts with Supplemental Health Care for a total cost of \$361,760. Only Supplemental Health Care has been utilized for this service.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.A.1, 1.A.2

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

Fund Source: 840-00-223-1243-6319	Non-GOB	Requisition #:
Amount: \$289,724		
Fund Source: 828-MZ-140-2132-6319	Non-GOB	Requisition #:
Amount: \$226,352		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$516,076.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013310

Department: Early Childhood Special

Requestor: Sheryl Davenport

Angela Banks, Budget Director

Dr. Sheryl Davenport, Exec. Dir., Early Childhood

Leon Fisher, CFO/Treasurer

Dr. Chip Jones, Exec. Dir., Special Education

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-04

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. Chip Jones, Exec. Dir., Special Education

Action to be Approved:
Contract Increase/Decrease

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

Previous Board Resolution # 07-10-12-26
\$1,925,872.00

SUBJECT: To approve the amendment of Board Resolution 07-10-12-26 for private placement services with multiple vendors, to increase the total dollar limitation by \$720,923.00. The original approved dollar limitation of \$1,925,872.00 did not allow for cost to serve additional students. If this request is granted, the total dollar amount for these services will now be \$2,646,845.00 for the current year.

BACKGROUND: Private placement services will be provided to students as described in their Individual Education Programs (IEP) on an "as needed" basis. Services are to include screenings for evaluations, participation in diagnostic staffing, IEP development and implementation. All services are to be provided at locations and times as directed by the Office of Special Education. The agencies that require amendment are listed below.

Annie Malone-Emerson Academy, Epworth, Logos School and Edgewood.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.A.1, 1.A.2

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

Fund Source: 828-00-272-2132-6311	Non-GOB	Requisition #:
Amount: \$2,646,845.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$2,646,845.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Special Education

Requestor: Dr. Chip Jones

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Chip Jones, Exec. Dir., Special Education

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 17, 2013

Agenda Item : 05-09-13-05

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. James L. Henderson, Chief Human Resources Officer

Action to be Approved: Contract Amendment

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

Previous Board Resolution # 09-27-12-15

Prior Year Cost \$45,000

SUBJECT: To approve the amendment of Board Resolution 09-27-12-15, a contract with Concentra Medical Centers, to increase the cost by \$10,000. This increase will cover the cost of pre-employment screening, TB skin tests, and for cause drug testing as needed for potential new hires. This amendment also requests to include additional services for pre-employment drug testing and fit for duty exams. If approved, the total cost of the contract will now be \$55,000. The period of services remain the same 7/1/12 to 6/30/13.

BACKGROUND: With changes in testing for new employees and the desire to begin hiring for the 2013-14 year at an earlier date, the cost will more than likely exceed the \$45,000 originally requested.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: 111.B

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

Fund Source: 990-00-110-2832-6358	GOB	Requisition #: 10130411
Amount: \$10,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$10,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600006326

Department: Human Resources

Requestor:

Dr. James L. Henderson, Chief Human Resources Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 15, 2013

Agenda Item : 05-09-13-06

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)

St. Statute

SUBJECT: Request approval of final bus route for the FY12-13 school year. The report detailing the bus routes is available in the Transportation Department office.

BACKGROUND: As stipulated in the Department of Elementary and Secondary Education School Transportation Administrator's Handbook; title 5, 5CSR 30-261.00 requirements for the Operation of School Buses; Paragraph 1B;

"School bus routes over which school buses travel shall be approved by public school district board of education action for its initial approval (agenda item 10-18-12-05) and for the final approval of modifications made during the school year no later than the end of June."

School bus routes are established at the beginning of the school year and adjusted during the year to accommodate changes because of mobility of the students, enrollment, and ridership. The final school bus routes for the 12-13 school year are located in the Transportation Department office. In the St. Louis Public Schools, over 20,000 are eligible for school bus transportation. There were 302 bus routes established at the beginning of the school year and 305 at the end of the school year.

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

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

ITEM#:

05-09-13-07

**APPROVED AT THE
APRIL 25, 2013 MEETING**



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-1308

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Graduation Calendar

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

SUBJECT: To approve the 2012-13 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. 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:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department:

Requestor:

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

2012-13 School Calendar for Graduating Seniors

Nottingham CAJT	May 10, 2013
Soldan International Studies	May 10, 2013
Carnahan	May 11, 2013
Central VPA	May 11, 2013
Beaumont	May 11, 2013
Vashon	May 11, 2013
Sumner	May 11, 2013
Clyde C. Miller	May 13, 2013
Roosevelt	May 13, 2013
McKinley Classical Leadership	May 14, 2013
Cleveland NJROTC	May 15, 2013
Fresh Start	May 17, 2013
Gateway STEM	May 17, 2013
Northwest Academy of Law	May 18, 2013
Metro	May 18, 2013
College Prep @ Madison	May 24, 2013



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-09

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Financial Report

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

SUBJECT: To approve the Monthly Transaction Report for March 2013.

BACKGROUND: Per Board Regulation R3150.2, the SAB must approve the following transactions: 1) Budget transfers equal to or greater than \$50,000; 2) Budget transfers between funds; 3) Budget transfers involving meeting or travel expenses.

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

Department: Finance

Requestor:

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

110-INCIDENTAL

1 SAP Hierarchy Doc #: 0502004626
SAP Entry Doc #: 0502004421

From:	110-2411	-	400-00-110	-	6384	1,500.00-
	110-2411	-	400-00-110	-	6415	1,000.00-
	110-2411	-	400-00-110	-	6443	504.00-
	110-2411	-	400-00-110	-	6542	324.00-
To:	110-2411	-	400-00-110	-	6383	3,328.00

Control No: B
From Amount: 3,328.00-
To Amount: 3,328.00

Text: Funds for travel expenses for Tawana Hughes, Nyree Betts, and Andrea Crump to attend the ASCD Conference in Chicago, IL 3/15-18/13.

2 SAP Hierarchy Doc #: 0502004630
SAP Entry Doc #: 0502004425

From:	110-2411	-	550-00-110	-	6381	1,000.00-
	110-2411	-	550-00-110	-	6384	716.50-
To:	110-2411	-	550-00-110	-	6383	1,716.50

Control No: B
From Amount: 1,716.50-
To Amount: 1,716.50

Text: travel: LaKena Curtis ASCD Chicago, IL 3/13 - 15

3 SAP Hierarchy Doc #: 0502004707
SAP Entry Doc #: 0502004476

From:	110-2411	-	183-00-110	-	6384	502.80-
To:	110-2411	-	183-00-110	-	6383	502.80

Control No: B
From Amount: 502.80-
To Amount: 502.80

Text: Funds for Derrick Mitchell to attend HOPE Foundation 2013 National Forum on School Improvement in Washington, D.C. 4/11-13/2013.

Monthly Budget Report
 Dates: 03-01-2013 - 03-31-2013
 Fiscal Year: 2012 - 2012

4 SAP Hierarchy Doc #: 0502005274
 SAP Entry Doc #: 0502005012

From:	110-2411	-	144-00-110	-	6364	365.40-
	110-2411	-	144-00-110	-	6381	35.00-
	110-2411	-	144-00-110	-	6384	31.57-
To:	110-2411	-	144-00-110	-	6384	150.00
	110-2411	-	144-00-110	-	6383	281.97

Control No: B
 From Amount: 431.97-
 To Amount: 431.97
 Text: Transferring funds for travel and security for prom and graduation.
 CONFERENCE TRAVEL INFORMATION: Track Team + 4 Adults / May 16 - 18,
 2013 / Lincoln University, Jefferson City, MO

5 SAP Hierarchy Doc #: 0502005242
 SAP Entry Doc #: 0502004983

From:	110-2832	-	990-00-110	-	6386	63.00-	
To:	110-2832	-	990-00-110	-	6383	63.00	
Control No:	B						
From Amount:						63.00-	
To Amount:						63.00	

Text: to cover voucher for Linda Riekes, University of Michigan Teacher
 Recruitment Fair, Detroit, Michigan, 4/17 - 19/2013

6 SAP Hierarchy Doc #: 0502005263
 SAP Entry Doc #: 0502005004

From:	110-2832	-	990-00-110	-	6319	1,150.00-	
To:	110-2832	-	990-00-110	-	6384	550.00	
	110-2832	-	990-00-110	-	6383	600.00	
Control No:	B						
From Amount:						1,150.00-	
To Amount:						1,150.00	

Text: to cover recruitment fair Carole Fields 3/3 - 5/2013 Manhattan, KS &
 Lawrence, KS University of Kansas and Kansas State University and
 FMLA Boot Camp meetings

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

120-INCIDENTAL

1 SAP Hierarchy Doc #: 0502005243
SAP Entry Doc #: 0502004984

From:	110-2321	-	810-00-110	-	6411	41.97-
To:	120-2321	-	810-00-120	-	6261	0.76
	120-2321	-	810-00-120	-	6231	2.93
	120-2321	-	810-00-120	-	6143	38.28

Control No: B
From Amount: 41.97-
To Amount: 41.97

Text: funds required to cover Extra Service for J Gregorc (15143)

2 SAP Hierarchy Doc #: 0502004739
SAP Entry Doc #: 0502004506

From:	110-2327	-	843-00-110	-	6411	1,362.12-
To:	120-2327	-	843-00-120	-	6261	24.85
	120-2327	-	843-00-120	-	6231	95.03
	120-2327	-	843-00-120	-	6143	1,242.24

Control No: B
From Amount: 1,362.12-
To Amount: 1,362.12

Text: additional funds required to cover negative

3 SAP Hierarchy Doc #: 0502004742
SAP Entry Doc #: 0502004509

From:	110-2411	-	560-00-110	-	6164	1,000.00-
To:	110-2411	-	560-00-110	-	6384	399.13-
	120-2411	-	560-00-120	-	6261	25.52
	120-2411	-	560-00-120	-	6231	97.61
	120-2411	-	560-00-120	-	6143	1,276.00

Control No: B
From Amount: 1,399.13-
To Amount: 1,399.13

Text: additional funds required to cover negative and fund through end of

AS OF 04-16-2013

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

year

AS OF 04-16-2013

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

233-TITLE I IASA 02-03

1 SAP Hierarchy Doc #: 0502004627
SAP Entry Doc #: 0502004422

From:	233-1127	-	400-AM-233	-	6443	3,000.00-
TO:	233-1127	-	400-AM-233	-	6383	3,000.00

Control No: B

From Amount: 3,000.00-
To Amount: 3,000.00

Text: Funds for travel expenses for Symantha Betts and Lynda Beard-Wesley
to attend the ASCD Conference in Chicago, IL 3/15-18/13.

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

AS OF 04-16-2013

292-MINI FEDERAL 97-98

1 SAP Hierarchy Doc #: 0502005225
SAP Entry Doc #: 0502004966

259,848.00-
259,848.00

From: 292-1127 - 814-UG-292 - 6411
To: 292-1127 - 814-UG-292 - 6443

Control No: B
From Amount: 259,848.00-
TO Amount: 259,848.00

Text: Transfer to accommodate planned technology purchases.

Monthly Budget Report

Dates: 03-01-2013 - 03-31-2013

Fiscal Year: 2012 - 2012

293-MINI FED PROG 02-03

1 SAP Hierarchy Doc #: 0502004681
SAP Entry Doc #: 0502004452

From:	293-1663	- 827-W5-293	- 6319	1,800.00-
	293-1663	- 827-W5-293	- 6319	1,500.00-
	293-1663	- 827-W5-293	- 6319	1,050.00-
	293-1663	- 827-W5-293	- 6342	1,000.00-
To:	293-1663	- 827-W5-293	- 6386	1,000.00
	293-1663	- 827-W5-293	- 6411	1,050.00
	293-1663	- 827-W5-293	- 6383	1,500.00
	293-1663	- 827-W5-293	- 6384	1,800.00

Control No: B

From Amount:

5,350.00-

To Amount:

5,350.00

Text: Transfer to cover travel to MAACCE conference Osage Beach, MO June 18
- 21 Judith King, Denise Ross, Karen Austin-Lindsey and end of year
activity for STEM and to purchase supplies.

2 SAP Hierarchy Doc #: 0502005230
SAP Entry Doc #: 0502004971

From:	293-2214	- 819-UG-293	- 6111	122,400.00-
	293-2214	- 819-UG-293	- 6211	17,748.00-
	293-2214	- 819-UG-293	- 6231	9,363.60-
	293-2214	- 819-UG-293	- 6241	7,289.27-
	293-2214	- 819-UG-293	- 6261	2,448.00-
	293-2214	- 819-UG-293	- 6245	362.88-
	293-2214	- 819-UG-293	- 6242	289.01-
	293-2214	- 819-UG-293	- 6246	191.40-
	293-2214	- 819-UG-293	- 6243	99.00-
	293-2214	- 819-UG-293	- 6244	18.36-
	293-2326	- 819-UG-293	- 6244	18.36
	293-2326	- 819-UG-293	- 6243	99.00
	293-2326	- 819-UG-293	- 6246	191.40
	293-2326	- 819-UG-293	- 6246	289.01
	293-2326	- 819-UG-293	- 6242	362.88
	293-2326	- 819-UG-293	- 6245	

To:

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012

293-2326	- 819-UG-293	- 6261	2,448.00
293-2326	- 819-UG-293	- 6241	7,289.27
293-2326	- 819-UG-293	- 6231	9,363.60
293-2326	- 819-UG-293	- 6211	17,748.00
293-2326	- 819-UG-293	- 6111	122,400.00

B

Control No:

From Amount:

To Amount:

Text: CORRECT NEGATIVE EXPENDITURES.

160,209.52-

160,209.52

AS OF 04-16-2013

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2013 - 03-31-2013
Fiscal Year: 2012 - 2012
Fund Summary - Transfers Only

Fund Total From 110-INCIDENTAL	:	9,995.49-
To 110-INCIDENTAL	:	7,192.27
Fund Total From 120-TEACHERS FUND	:	0.00
To 120-TEACHERS FUND	:	2,803.22
Fund Total From 233-TITLE I IASA 02-03	:	3,000.00-
To 233-TITLE I IASA 02-03	:	3,000.00
Fund Total From 292-MINI FEDERAL 97-98	:	259,848.00-
To 292-MINI FEDERAL 97-98	:	259,848.00
Fund Total From 293-Minifed 1213	:	165,559.52-
To 293-Minifed 1213	:	165,559.52
District Total From	:	438,403.01-
To	:	438,403.01



BOARD RESOLUTION

Date: April 16, 2013

Agenda Item : 05-09-13-10

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved: Purchase of Service (s)

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

Previous Board Resolution # 07-10-12-03

Prior Year Cost \$72,500.00

SUBJECT: To approve the expenditure of up to \$72,500.00 to support the 2013/2014 Back to School Festival. The Festival will be held on Saturday, August 3, 2013 at Chaifetz Arena. All applicable laws and District policies in the expenditure of the requested funds will be followed.

BACKGROUND: The Back to School Festival has been held annually in recent years two weeks prior to the opening day of school to retain and recruit students and to assure maximum enrollment on the first day. The funds will be spent on the Arena, backpacks, supplies, and other professional services. The Festival is a joint effort between SLPS and the St. Louis Community Empowerment Foundation and the Urban League.

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: Various	GOB	Requisition #:
Amount: \$72,500		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$72,500.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Community Education

Requestor: John Windom

John Windom, Exec. Director, Full Service Schools

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 16, 2013

Agenda Item : 05-09-13-11

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved: Meal Price Increase

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

Previous Board Resolution # 05-03-12-25

SUBJECT: To approve payment of \$2,982.70 from GOB to the food service account to avoid increasing the price for paid meals by \$.05 for the 2013-14 school year.

BACKGROUND: Per the new Healthy Hunger-Free Kids Act of 2010, all schools are required to provide the same level of support for lunches served to students not eligible for Free & Reduced (i.e., paid lunches) as they are for lunches served to students eligible for free lunches. That amount for SLPS is \$2.59. SLPS will eventually be required to charge a minimum of \$2.59 for lunch (vs. current \$1.10/\$1.20/\$1.35) or subsidize this amount with non-Federal dollars. This is being phased in over a number of years (how long is still to be determined). The minimum required increase for SLPS for FY14 is \$.05 per meal which would impact 11% (2,955) of SLPS student population who do not qualify for F&R meals. We are recommending that SLPS not take this increase during 2013-14 and therefore be required to contribute \$2,982.70 from GOB to the food service account.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.G.

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:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food & Nutrition Service

Requestor:


Althea Albert-Santiago, Director, Food Service


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

SY 2013-14 Split Price and Non-Federal Calculator

[Go to Instructions](#)

SY 2013-14 Weighted Average Price Requirement	
Requirement price to the nearest cent	Optional price requirement ROUNDED DOWN to
\$ 1.21	\$ 1.20
<i>Note: Above prices are based on adjusting SY 2012-2013 price requirement by the 2% rate increase plus the Consumer Price Index</i>	

SY 2012-13 Weighted Average Price Calculator

Enter the paid prices and number of paid lunches sold at each price for October 2012.

Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2011-12 Weighted Average Price
1. 19,940	\$ 1.10	\$ 21,934.00	
2. 6,314	\$ 1.20	\$ 7,576.80	
3. 3,573	\$ 1.35	\$ 4,823.55	
4.		\$ -	
5.		\$ -	
6.		\$ -	
7.		\$ -	
8.		\$ -	
9.		\$ -	
10.		\$ -	
TOTAL 29,827		\$ 34,334.35	\$ 1.15

Note: SY 2012-13 Weighted Average Price equal to or above \$2.59 are compliant for SY 2013-14. \$2.59 is the difference between the Free and Paid reimbursement rates for SY 2012-13.

Total Price Increase for SY 2013-14
\$ 0.05

Required price increase for SY 2013-14 (with 10 cent cap)
\$ 1.20

New Price Increase

Enter the new price increase for SY2013-2014 to assist in meeting the requirement

\$ 0.05

Non-Federal Source Contribution Calculator for SY 2013-14

Enter the total paid lunch count (for all prices).

** Annual Non-Federal Source funds for SY2013-2014 are estimated based on the ACTUAL lunch count entered below

Enter annual # of Paid Lunches **	Total required Price Increase	TOTAL SY 2013-14 Annual Non-Federal Source Contribution	Price Increase Requirement for SY 2013-14 (with 10 cent cap)	SY 2013-14 Annual Non-Federal Source Contribution (with 10 cent cap)
29,827	\$ 1.15	\$ 34,301.05	\$ 0.10	\$ 2,982.70

Note: Total price increase for SY 2013-2014 is based on the difference between the weighted average price entered above and SY 2013-2014 rounded DOWN requirement.

Enter amount of Non-Federal Source Funds Contributed for SY 2011-12 and SY 2012-13	Annual Non-Federal Source Contribution Requirement for SY 2013-14	Remaining Annual Non-Federal Source Contribution carried forward to SY 2014-15	Remaining Credit carried forward to SY 2014-15
	\$ 2,982.70	\$ 34,301.05	\$ -



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-12

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase from Bedford, Freeman, and Worth Publishers for instructional materials for Advanced Placement Statistics for all the high schools in the St. Louis Public School District for 2013-2014 school year at a cost not to exceed \$6,552.00.

BACKGROUND: The Advanced Placement Statistics team met to review new books and have recommended that The Practice of Statistics is the best choice for three main reasons: 1) It has great design with layout, examples, problems, data sets, and graphics to help catch the eye and the attention of students, 2) It has very clear links to AP Statistics, so this text is not just a "higher level" version of a general statistics or "probability and statistics" text, and 3) It is a good "mantra" that will be easily memorable, and very useable, by our AP Statistics students: "State, Plan, Do, Conclude."

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6432	Non-GOB	Requisition #: 10133751
Amount: \$6,552.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$6,552.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600003164

Department: APIP

Requestor: ChanTam Trinh

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: March 1, 2013
Department / School: Secondary Education	Phone Number:
<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 Practice of Statistics, 4e	
Vendor Name: Bedford, Freeman, & Worth	Email: JNoll@bfwpub.com
Vendor Contact: Janice Noll	Phone Number: 866.843.3715
Justification Information	
1. Why the uniquely specified goods are required?	
<ul style="list-style-type: none"> • It has great design with layout, examples, problems, data sets, graphics, etc. to help catch the eye and the attention of students. • It has very clear links to AP Statistics, so this text is not just a "higher level" version of a general statistics or "probability and statistics" text. • It is a good "mantra" that will be easily memorable, and very useable, by our AP Stats students: "State, Plan, Do, Conclude." 	
2. Why good or services available from other vendors /competitors are not acceptable?	
This vendor will provide a complete set of teacher resource, free of charge, for every teacher currently teaching the course.	
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:	
Brooks/Cole, Addison-Wesley	
<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:	
ChanTam Trinh, APIP Project Coordinator	March 1, 2013
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:

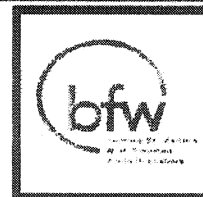
- Complete Emergency Purchase Form

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.

PRICE QUOTE*

To: ChanTam Trinh PHD St. Louis Public Schools 801 N. 11th Street Saint Louis, MO 63101	From: Janice Noll Account Representative 300 American Metro Blvd, Ste 140. • Hamilton, NJ 08619 866-843-3715 ext 1715 jnoll@bfwpub.com
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Date: 2/25/13 9:53 AM

ISBN	Author	Title/Description	Price	Qty	Total
1429265094	Starnes	The Practice of Statistics, 4e	\$105.00	60	\$6,300.00
		Please use code JN718 and the ISBNs below to receive gratis			\$0.00
1429262567	Brown	Computerized Test Bank	\$200.00	3	\$0.00
1429262575	Brown	Printed Test Bank	\$80.00	3	\$0.00
1429262591	Tabor	Titanium Teacher's Binder	\$450.00	3	\$0.00
1429262540	Tabor	Teacher's Resource CD-ROM	\$400.00	3	\$0.00
1429262613	Cannon	Teacher's Solution Manual	\$100.00	3	\$0.00
					\$0.00
Subtotal					\$6,300.00
Shipping 4%					\$252.00
TOTAL					\$6,552.00

If you have any questions, please contact: Janice Noll High School Account Representative Bedford/St. Martin's, W.H. Freeman, & Worth Publishers Toll Free: 866-843-3715 Ext. 1715 Please fax Purchase Order to: 609-689-9097 Email: JNoll@bfwpub.com	MPS Contact Information: MPS 16365 James Madison Highway Gordonsville, VA 22942 Toll Free: 888-330-8477** **Press 1 for order entry then 3 for high school
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*Prices on this quote are good for 90 days. Please attach a copy of this price quote to your purchase order. Price increases occur each November (approximately)



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-13

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase from Bedford, Freeman, and Worth Publishers for instructional materials for Advanced Placement Environmental Science for all the high schools in the St. Louis Public School District for 2013-2014 school year at a cost not to exceed \$14,976.00.

BACKGROUND: The Advanced Placement Environmental Science team met to review new books and have recommended that Environmental Science for AP is the best choice for three main reasons: 1) At the end of each chapter there are multiple choice and free response questions that mirror the AP exam, 2) There are numerous boxes throughout the book that demonstrate how to do the math calculations that students are expected to know for the AP exam, and 3) Chapters are well organized with opening cases, checkpoints, and key ideas.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6432	Non-GOB	Requisition #: 10133648
Amount: \$14,976.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$14,976.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600003164

Department: APIP

Requestor: Chan Tam Trinh

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

4/15/2013
Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: February 25, 2013
Department / School: Secondary Education	Phone Number:
<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)	
Environmental Science for AP	
Vendor Name: Bedford/Freeman/Worth Publishers	Email: JNoll@bfwpub.com
Vendor Contact: Janice Noll	Phone Number: 866.843.3715
Justification Information	
1. Why the uniquely specified goods are required?	
<ol style="list-style-type: none"> 1. At the end of each chapter, there are multiple choice and free response questions that mirror the AP exam. 2. There are numerous boxes throughout the book that demonstrate how to do the math calculations that students are expected to know for the AP exam. 3. Chapters are well organized with opening cases, checkpoints, and key ideas. At the end of the chapter there is a chapter summary of the key ideas. 	
2. Why good or services available from other vendors /competitors are not acceptable?	
This vendor will provide a complete set of teacher resource, free of charge, for every teacher currently teaching the course.	
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:	
Pearson, Brooks/Cole	
<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:	
ChanTam Trinh, APIP Project Coordinator	February 25, 2013
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:

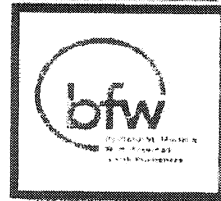
- Complete Emergency Purchase Form

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.

PRICE QUOTE*

To: ChanTam Trinh St Louis Public Schools 801 N. 11th Street St. Louis, MO 63101	From: Janice Noll Sales Representative 300 American Metro Blvd, Ste 140. • Hamilton, NJ 08619 866-843-3715 ext 1715 jnoll@bfwpub.com
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Date: 2/25/13 1:34 PM

ISBN	Author	Title/Description	Price	Qty	Total
071673849X	Friedland	Environmental Science for AP	\$120.00	120	\$14,400.00
		Put code JN718 on p/o along with Instructor Resources and ISBNs to receive gratis items			\$0.00
142927042X	Barlaz	Computerized Test Bank	\$200.00	6	\$0.00
1429270411	Friedland	Printed Test Bank	\$80.00	6	\$0.00
1429270470	Draper	Teacher Resource Binder	\$450.00	6	\$0.00
1429270462	Friedland	Teacher Resource CD-ROM	\$400.00	6	\$0.00
					\$0.00
					\$0.00
					\$0.00
Subtotal					\$14,400.00
Estimated shipping @ 4%					\$576.00
TOTAL					\$14,976.00

If you have any questions, please contact: Janice Noll High School Account Representative Bedford/St. Martin's, W.H. Freeman, & Worth Publishers Toll Free: 866-843-3715 Ext. 1715 Please fax Purchase Order to: 609-689-9097 Email: JNoll@bfwpub.com	MPS Contact Information: MPS 16365 James Madison Highway Gordonsville, VA 22942 Toll Free: 888-330-8477** **Press 1 for order entry then 3 for high school
--	---

*Prices on this quote are good for 90 days. Please attach a copy of this price quote to your purchase order. Price increases occur each November (approximately)



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-14

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

Previous Board Resolution # 07-10-12-33

Prior Year Cost \$24,736.00

SUBJECT: To approve a sole source purchase from the College Board/AP Exams for the payment of the 2013 AP Testing fees for (AP) Advanced Placement Exams for the 2013 test period at a cost not to exceed \$30,000. The cost increase from last year was due to fewer free and reduced students and additional tests are needed.

BACKGROUND: The District has been supporting the AP program since 2007. Since the testing process is the culminating experience, we would like to continue the support of our college bound students with the opportunity to achieve college credit while in high school by taking the AP exams.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6412	Non-GOB	Requisition #: 10133989
Amount: \$30,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$30,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600002136

Department: APIP

Requestor: Dr. Dan Edwards

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

Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: March 14, 2013
Department / School: APIP	Phone Number: 314-345-2488
<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)	
Vendor Name: College Board/AP Exams	Email:
Vendor Contact: ETS Service	Phone Number 610-290-8979
Justification Information	
1. Why the uniquely specified goods are required?	
When Advanced Placement students complete their courses in May, they are expected to take the AP exam in order to receive college credit. These funds are necessary to support our AP students. AP exams serve as a culminating activity of the AP classes.	
2. Why good or services available from other vendors /competitors are not acceptable?	
AP Exams are the sole product of College Board.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
N/A	
4. List the Names of other Vendors contacted & Price Quotes:	
N/A	
<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.



ADVANCED PLACEMENT INCENTIVE PROGRAM

2012-2013 TESTING FEES ESTIMATE

School code	School Name	# Tests ordered	Approx. Cost
262930	Beaumont	14(14FR)	\$0.00
263119	Mel Carnahan	210 (210FR)	\$0.00
263118	Central VPA	109 (64FR)	\$3,645.00
262971	Cleveland NJROTC	80 (59FR)	\$1,701.00
263099	Clyde C. Miller	98 (78FR)	\$1,620.00
q262949	Gateway STEM	276 (200FR)	\$6,156.00
262994	Metro	165 (31FR)	\$10,854.00
263104	McKinley	59 (25FR)	\$1,944.00
262929	Northwest	70 (69FR)	\$81.00
262984	Soldan	171 (142FR)	\$2,349.00
263100	Sumner	72 (72FR)	\$0.00
263020	Theodore Roosevelt	65(50)	\$1,215.00
263110	Vashon	8 (8FR)	\$0.00
New school	College Prep	31 (29FR)	\$162.00
EST. TOTAL			\$29,727.00

*FR: Total number of exams qualifying for AP Exam fee reductions



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item: 05-09-13-15

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase from Pearson for instructional materials for Advanced Placement Biology for all the high schools in the St. Louis Public School District for 2013-2014 school year at a cost not to exceed \$18,564.17.

BACKGROUND: The Advanced Placement Biology team met to review new books and have recommended that Campbell Biology is the best choice for three main reasons: 1) It covers the materials more thoroughly than the others, 2) It provides highest DOK level questions in student and teacher resources, and 3) It has the best end of section reviews for students.

Accountability Plan Goals: Goal I: Student Performance

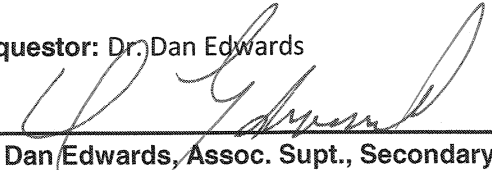
Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6432	Non-GOB	Requisition #: 10133649
Amount: \$18,564.17		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$18,564.17	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600001985

Department: APIP


Requestor: Dr. Dan Edwards


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

 4/15/2013
Dr. Nicole Williams, Dep. Supt., Academics


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: February 25, 2013
Department / School: Secondary Education	Phone Number:
<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)	
Campbell Biology 9E	
Vendor Name: Pearson	Email: Tammy.Tvetene@Pearson.com
Vendor Contact: Tammy Tvetene	Phone Number: 314-619-8846
Justification Information	
1. Why the uniquely specified goods are required?	
<ul style="list-style-type: none"> • Covers the material more thoroughly than the others. • Highest DOK level questions in student & teacher resources. • Best end of section reviews for students. 	
2. Why good or services available from other vendors /competitors are not acceptable?	
This vendor will provide a complete set of teacher resource, free of charge, for every teacher currently teaching the course. The student edition comes with Pearson eText-6-year access.	
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:	
Brooks/Cole, Freeman	
<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:	
ChanTam Trinh, APIP Project Coordinator	February 25, 2013
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.

Campbell Biology 9e SLPS 2_13

School Information:

ST LOUIS CITY PUBLIC SCH DIST

801 N 11th St

SAINT LOUIS, MO 63101

Purchase Summary		
Description	Amount Free	Amount Charged
Campbell: Biology 2011	\$5,128.70	\$17,189.05
Subtotal	\$5,128.70	\$17,189.05
8% Shipping & Handling		\$1,375.13
Total		\$18,564.17

- * Prices effective through Sept. 30, 2013.
- ** Prices do not include applicable taxes.
- *** Titles are subject to change without notice.

To Order:
 Curriculum Customer Service
 Email: k12custhel@pearson.com
 Phone: 1-800-848-9500
 Fax: 1-877-260-2530
 Online at OASIS: <http://k12oasis.pearson.com>

Campbell: Biology 2011

Description	ISBN	Price	Quantity		Total		
			Free	Charge	Free	Charge	
Campbell: Biology 2011							
Student Edition (HS Binding) with Mastering Biology with Pearson eText 6 year access	9780131375048	149.47	10	115	\$1,494.70	\$17,189.05	
Instructor Resource DVD with TestGen	9780321677860	200.97	10	0	2,009.70	0.00	
ExamView CD	9780132372213	50.97	10	0	509.70	0.00	
Printed Test Banks	9780321697295	19.97	10	0	199.70	0.00	
Inquiry in Action	9780321683366	11.97	10	0	119.70	0.00	
Biological Inquiry: A Workbook of Case Studies	9780321683205	10.97	10	0	109.70	0.00	
Practicing Biology	9780321683281	9.97	10	0	99.70	0.00	
Active Reading Guide	9780132603867	12.97	10	0	129.70	0.00	
Study Guide	9780321629920	25.47	10	0	254.70	0.00	
Study Card	9780321683229	4.97	10	0	49.70	0.00	
CAMPBELL BIOLOGY NASTA EDITION PREP AP EXAM	9780321856630	14.97	10	0	149.70	0.00	
Subtotal					\$5,126.70	\$17,189.05	
Purchase Subtotal					\$5,126.70	\$17,189.05	
8% Shipping & Handling						\$1,375.12	
Totals					\$5,126.70	\$18,564.17	

Proposal Grand Total: \$18,564.17

Districts/schools registering to use OASIS for the first time receive a promo code for 3% freight. This code is good for every K12 order shipped via ground purchased through OASIS for the first 30 days after an account is activated.

To register for OASIS: <http://k12oasis.pearson.com>
For OASIS assistance: 1-800-850-9124

- * Prices effective through Sept. 30, 2013.
- ** Prices do not include applicable taxes.
- *** Titles are subject to change without notice.

Note: This is a cost proposal. It is not a formal contract.

Ordering Information:

Schools: Simply enclose your official purchase order, authorized signature, and title.
Teachers: We can bill your school if you provide an approved P.O.
Individuals: Please enclose check, money order, or credit card information.

Shipping Charges:

All orders are billed approximately 10% shipping & handling. Orders under \$100 may be billed more. International and overseas shipping and handling are slightly higher. **Special handling** is additional on all orders. All prices are in U.S. dollars, guaranteed until Sept. 30, 2013. Please call for current prices.

Districts/schools registering to use OASIS for the first time receive a promo code for 3% freight. This code is good for every K12 order shipped via ground purchased through OASIS for the first 30 days after an account is activated.

<p>Ship To: Please Print</p> <p>NAME: _____</p> <p>ST LOUIS CITY PUBLIC SCH DIST</p> <p>E-MAIL ADDRESS: _____</p> <p>INSTITUTION: _____</p> <p>3416 COOK ST</p> <p>ADDRESS: _____</p> <p>SAINT LOUIS MO, 63106</p> <p>CITY STATE ZIP</p> <p>PHONE # BEST TIME TO CALL</p>	<p>Bill To:</p> <p>NAME: _____</p> <p>ST LOUIS CITY PUBLIC SCH DIST</p> <p>E-MAIL ADDRESS: _____</p> <p>INSTITUTION: _____</p> <p>801 N 11th St</p> <p>ADDRESS: _____</p> <p>Saint Louis MO, 63101</p> <p>CITY STATE ZIP</p> <p>PHONE # BEST TIME TO CALL</p>
<p><input type="checkbox"/> Pre-Paid Order</p> <p><input type="checkbox"/> Check <input type="checkbox"/> Money Order Enclosed</p> <p>PURCHASE ORDER NO. _____</p> <p>AUTHORIZED SIGNATURE _____ TITLE _____</p>	<p><input type="checkbox"/> Credit Card Order:</p> <p><input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover</p> <p>CARD NO _____ EXP. DATE _____</p> <p>SIGNATURE _____</p>

Pearson Curriculum Customer Service
 PO Box 2500
 145 S. Mt. Zion Road
 Lebanon, IN 46052
 Email: k12es@custhelp.com
 Phone: 1-800-848-9500 or Fax 1-877-260-2530
 Monday-Friday, 8am - 5pm EST; 8am - 6pm DST
 Order OASIS: <http://k12oasis.pearson.com>

For additional information regarding product go to:
<http://www.pearsonschool.com>



BOARD RESOLUTION

Date: April 16, 2013

Agenda Item : 05-09-13-16

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved: Contract

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

Previous Board Resolution # 08-09-12-05

Prior Year Cost \$20,000.00

SUBJECT: To approve a contract with Chaifetz Arena for an amount not to exceed \$20,000.00 for expenses related to the rental of Chaifetz Arena on August 3, 2013 for the production of the annual Back to School Festival.

BACKGROUND: The Back to School Festival has been held annually in recent years, two weeks prior to the opening day of school to retain and recruit students and to assure maximum enrollment on the first day. The Festival is a joint effort between SLPS and the St. Louis Community Empowerment Foundation and the Urban League.

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:	various	GOB	Requisition #:
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 #: 600013291

Department: Community Education

Requestor: John Windom

John Windom, Exec. Director, Full Service Schools

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 16, 2013

Agenda Item : 05-09-13-17

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract

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

SUBJECT: To approve a sole source contract with Why Try, LLC for consulting services to provide training, online curriculum uses, and individual and classroom Secondary Student Game Plan Journal use from May 10, 2013 through June 30, 2013, at a cost not to exceed \$10,985.00.

BACKGROUND: The High School Graduation Initiative grant SLPS Check and Connect staff expressed a desire to have a social skills intervention program to increase their effectiveness when interacting with caseload 8th and 9th graders. After reviewing several intervention programs and attending informational workshops, the SLPS Check and Connect staff selected the Why Try evidence-based school social work intervention program. The Why Try curriculum is designed for K-12 students using a multisensory approach to teaching critical social and emotional principles that help high risk students learn to persevere despite failure. Why Try has a standard protocol for program delivery of the ten analogies which include a fidelity check list to systematize delivery. Why Try is a multisensory social skills program developed to address student motivation and maladaptive patterns of dealing with failure. This cost-effective researched based program can also be used at tiers 1 to 3 in an RTI process. A license is issued to individuals who complete training.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: II.4

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

Fund Source: 816-VL-293-1151-6319	Non-GOB	Requisition #: 10132796
Amount: \$10,985.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$10,985.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600015263

Department: HSGI

Requestor: Dr. Dan Edwards

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

Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Cheryl L. VanDoy

Dr. Chip Jones
Revised 07/06/2011

Reviewed By: _____

Reviewed By: _____

Reviewed By: _____



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dan Edward	Date: January 3, 2012
Department / School: HSGI	Phone Number: 314-345-2488
<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 High School Graduation Initiative grant Check and Connect staff expressed a desire to have social skills program materials to increase their effectiveness when interacting with caseload 8th and 9th graders. After reviewing several intervention programs and attending informational workshops, the Check and Connect staff selected the Why Try evidence-based school social work intervention program.	
Vendor Name: WhyTry, LLC	Email: Sean@whytry.org
Vendor Contact: Sean Dowdle	Phone Number: 866-949-8791
Justification Information	
1. Why the uniquely specified goods are required?	
Check and Connect staff are in need of good social skills intervention materials to enhance their abilities to serve their high-risk caseload students. The Why Try curriculum, which uses a multisensory approach to teach critical social and emotional skills to high-risk students, is critical to the successes of the Check and Connect team. The fidelity of the systematized delivery process of the ten analogies should help the Check and Connect staff members give high-risk students better motivation and maladaptive patterns when dealing with failure and help more students experience success.	
2. Why good or services available from other vendors /competitors are not acceptable?	
The Why Try materials can be used effectively in a one-on-one relationship or for an entire classroom. The Check and Connect staff felt that the social and emotional analogy materials meet more of the needs of high-risk students than other intervention program materials	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
N/A	
4. List the Names of other Vendors contacted & Price Quotes:	
Career Choices by Karen Ulrich and Jobs for the Future out of Boston, Massachusetts were two other vendors contacted. Both of these programs focus on career plans for postsecondary training while Why Try is designed to help with "drop out prevention" which is need by the Check and Connect team.	
<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.



WhyTry, LLC
 5455 N. River Run Drive
 Provo, UT 84604-7726

Quote

Date
12/11/12

Bill To Name and Address

Name: St. Louis Public Schools
 John Niemeyer
 Street Address: 801 N. 11th Street

 City: St. Louis
 State/Prov: MO Zip: 63101
 E-mail Address: john.niemeyer@slps.org
 Phone Number: 314.345.2363

Ship To Name and Address

Name: St. Louis Public Schools
 John Niemeyer
 Street Address: 801 N. 11th Street

 City: St. Louis
 State/Prov: MO Zip: 63101
 E-mail Address: john.niemeyer@slps.org
 Phone Number: 314.345.2363

Training Date:
 Training City & State:

Terms:

Rep

Item	Description	Qty	Rate	Total
	WhyTry Level 1 Facilitator Training: Registration Fee	15	300.00	4,500.00
	Online Curriculum	15	499.00	7,485.00
	Secondary Student Game Plan Journal	200	12.00	2,400.00
	Curriculum Discount	15	(200.00)	(3,000.00)
	Journal Discount	200	(2.00)	(400.00)

Thank you for your business.			Subtotal	\$10,985.00
Phone #	Fax #	FEIN	Sales Tax	\$0.00
(866) 949-8791	(801) 437-3222	45-3668537	Total	\$10,985.00



BOARD RESOLUTION

Date: April 15, 2013

Agenda Item : 05-09-13-18

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: RFP/Bid

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

RFP/Bid # RFP 027-1213 Pension Actuarial Review Services

SUBJECT: To approve a contract with Milliman to provide pension actuarial services. The period of performance will be May 1 1, 2013 through October 1, 2013 with the total cost not to exceed \$40,000.00.

BACKGROUND: The District is contracting for an actuarial review of the Pension System to include, at a minimum: the actuarial present value of future benefits for all plan participants; the actuarial value of the assets currently being held in the pension plan; the normal cost, which is the portion of the actuarial present value of future benefits allocated to each valuation year; and the actuarial liability which is the portion of the actuarial present value of future benefits not provided for by future normal costs.

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: 978-00-110-2517-6319	GOB	Requisition #:
Amount: \$40,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$40,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: TBD

Department:

Requestor:

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



April 16, 2013

MEMORANDUM

TO: Dr. Kelvin Adams
FROM: Leon Fisher
RE: Bid for Pension System Actuarial Review

The evaluation took place on April 11, 2013. The evaluation committee consisted of the following:

Mary Houlihan	Deputy Superintendent, Operations
Leon Fisher	CFO/Treasurer
Kevin Coyne	Sr. Risk Management and Compliance Analyst

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

Company Name	Rating	Award (Y/N)
Milliman	245.00	Yes
Grant Thornton	227.00	No
Cheiron	194.00	No
Segal	190.00	No

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

Leon Fisher
CFO/Treasurer

Demonstration Evaluation Summary

Pension System Actuarial Review

Name of Vendor	Evaluation Pts Total	Ranking (1,2,3, etc)	Comments
Milliman	245	1	
Grant Thornton	227	2	
Cheiron	194	3	
Segal	190	4	



BOARD RESOLUTION

Date: April 15, 2013

Agenda Item : 05-09-13-19

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved: RFP/Bid

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

Prior Year Cost \$15,723,148

SUBJECT: To approve a contract with Southwest Food Service Excellence to provide food services for all District schools. The cost of the contract for Southwest and their selected vendors will not exceed \$14,453,034 for the period 7/1/13 to 6/30/14. The term of the contract is one year with the option to renew for an additional four years (5 years).

BACKGROUND: Food Service was bid through an open RFP process and Southwest Food Service Excellence was selected based on cost, program innovation, and the quality of the food they can provide. The profit guarantee in the contract will be \$1,695,000.

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: 906-00-510-3141-6319	Non-GOB	Requisition #:
Amount: \$14,453,034.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$14,453,034.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: TBD

Department: Food & Nutrition Service

Requestor:

Althea Albert-Santiago, Director, Food Service

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



April 8, 2013

MEMORANDUM

TO: Rick Schaeffer: Purchasing Office

FROM: Althea Albert-Santiago

RE: Bid Evaluation Record for RFP# 011-1213, Food Service Management

The evaluation was held on Friday, April 5th, 2013. The evaluation committee consisted of the following:

Mary Houlihan	Deputy Superintendent of Operations	SLPS
Roger L. CayCe	Executive Director of Operations	SLPS
Althea Albert-Santiago	Director of Food Service	SLPS
Steve Warmack	Principal	SLPS
Rick Schaeffer	Procurement Analyst	SLPS

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

Company Name	Bid Amount	Overall Score	Award (Y/N)
Southwest Food Service Excellence	\$14,453,033	452	Yes
Chartwells –Thompson Hospitality	\$15,435,273	395	No

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

Althea Albert-Santiago
Director of Food Service

Chartwells

Southwest Food

83	92
68	82
82	91
86	93
76	94

SOUTHWEST FOOD SERVICE: RFP 011-1213

Service Capability	Experience, References	Financial Condition Stability	Accounting and Reporting Systems	Personnel Management	Innovation	Promotion of School Food Service Program	Involvement of Students, Staff, and Patrons	Cost	MBE/WBE	TOTAL SCORE
5	9	8	9	9	5	8	5	29	5	92
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
4	8	7	8	8	5	9	4	25	4	82
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
5	9	8	8	9	5	8	5	29	5	91
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
5	10	8	8	9	5	8	5	30	5	93
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
5	9	8	8	9	5	10	5	30	5	94
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	

TOTAL SCORE:

452

CHARTWELLS: RFP 011-1213

Service Capability	Experience, References	Financial Condition Stability	Accounting and Reporting Systems	Personnel Management	Innovation	Promotion of School Food Service Program	Involvement of Students, Staff, and Patrons	Cost	MBE/WBE	TOTAL SCORE
5	8	10	7	7	3	8	5	25	5	83
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
3	7	8	7	6	4	7	4	18	4	68
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
5	8	9	6	7	4	8	5	25	5	82
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
5	10	10	7	7	4	8	5	25	5	86
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
5	9	10	7	7	3	8	4	20	3	76
Max 5%	Max 10%	Max 10%	Max 10%	Max 10%	Max 5%	Max 10%	Max 5%	Max 30%	Max 5%	
										TOTAL

TOTAL SCORE:

395



BOARD RESOLUTION

Date: April 16, 2013

Agenda Item : 05-09-13-20

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: RFP/Bid

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

RFP/Bid # 025-1213

Prior Year Cost \$1,200,000

SUBJECT: To approve a contract with Ricoh USA, Inc. to lease the equipment and provide multi-functional devices and support, print shop management and mail services, along with printer management and document management application software at a cost not to exceed \$840,000 annually. The period of the contract will be 5 years from July 1, 2013 to June 30, 2018. The contract will be presented to the board each year for renewal of services and funding.

BACKGROUND: Ricoh, USA was selected through the RFP process. They provided pricing for both a 3 and a 5 year contract. By entering a 5 year agreement vs. a 3 year agreement, the district saves \$143,000 annually over the 5 year period. If the district opts to change service providers prior to the end of the 5 year term, the district is responsible for buying out the equipment lease or continuing to lease the equipment for the term of the agreement.

This new contract represents a \$360,000 savings over the current contract which expires June 30, 2013.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.B

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

Fund Source: 981-00-110-2577-6319	GOB	Requisition #:
Amount: 840,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$840,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: TBD

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

#21



April 12, 2013

MEMORANDUM

TO: Dr. Kelvin Adams
FROM: Cheryl VanNoy
RE: Bid for Multifunctional Device Lease and Service

The evaluation took place on April 4, 2013. The evaluation committee consisted of the following:

Cheryl VanNoy Executive Director, Technology Services
Mary Houlihan Deputy Superintendent, Operations
Tom Tiller Project Manager, Technology Services
David Lashbrook Project Manager, Technology Services
Kevin Coyne Sr. Risk Management and Compliance Analyst

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

Company Name	Bid Amount	Rating	Award (Y/N)
Ricoh USA, Inc.	\$53,368 per month	87.4	Yes
Konica / Minolta	\$75,824 per month	78.8	No
DNT	\$60,862 per month	45.0	No

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

Cheryl VanNoy
Executive Director, Technology Services

**RFP 025-1213 Multi-Functional Devices
Evaluation Summary**

	Ricoh	Konica	DNT
Mary	88	77	43
Tom	86	79	45
David	93	80	35
Kevin	82	77	57
Cheryl	88	81	45
	87.4	78.8	45



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 15-09-13-21

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: RFP/Bid

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

RFP/Bid # 023-1214

SUBJECT: To approve contracts with multiple vendors for the purchase of interactive boards at a total combined cost not to exceed \$2,000,000. The purchases shall occur between 7/1/13 and 6/30/14. The contract with each vendor shall have the option to renew for up to two additional years, at the discretion of the Board.

BACKGROUND: This project was undertaken to provide the schools with flexibility in the selection of interactive boards from pre-selected vendors. The vendors were selected based on their responses to an RFP and represent the best and/or lowest cost vendors for each type of interactive board. The contract will include the cost of the equipment as well as delivery, installation and repair support (if needed after warranty). The vendors selected are as shown on the attached schedule. Products will be funded from GOB, Prop S, and/or Title.

Accountability Plan Goals: Superintendent's Initiatives **Objective/Strategy:** III.B

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

Fund Source: various		Requisition #:
Amount: \$2,000,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$2,000,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: various

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



April 10, 2013

MEMORANDUM

TO: Dr. Kelvin Adams
FROM: Cheryl VanNoy
RE: Bid for Interactive Board Purchases

The evaluation took place on March 22, 2013. The evaluation committee consisted of the following:

Cheryl VanNoy	Executive Director, Technology Services
Tom Tiller	Project Manager, Technology Services
David Lashbrook	Project Manager, Technology Services
Kevin Coyne	Sr. Risk Management and Compliance Analyst

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

Company Name	Rating	Award (Y/N)
Haddock	74.50	Yes
TSI	69.00	Yes
Schillers (SMART)	57.30	Yes
Schillers (Ebeam)	77.30	Yes
Ricoh	35.00	No
EInstruction	52.80	No
CDW	43.00	No
Track Technology	Did Not Meet Specs	No

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

Cheryl VanNoy
Executive Director, Technology Services

	Haddock	TSI	Schillers (SMART)	Schillers (Ebeam)	CDW	Ricoh	Einstruction	Track Technology
Kevin	73	69	64	88	43	35	51	0
Tom	77	69	53	85	43	35	57	0
David	76	69	55	55	43	35	52	0
Cheryl	72	69	57	81	43	35	51	0
	74.5	69.0	57.3	77.3	43.0	35.0	52.8	0.0

		fixed						Total Cost
		see below "Short Throw (fixed)"	Projector	cables	mount	Installation		
Haddock	Promethean (78")	n/a	n/a	n/a	n/a	n/a		
Schillers	SMART (64")	\$ 1,169.00	\$ 943.00	included	included	\$1,150	\$ 3,262.00	
TSI	SMART (64")	\$ 1,270.00	\$ 662.50	\$ 20.00	\$ 233.70	\$560	\$ 2,746.20	
Einstruction	Einstruction (79")	n/a	n/a	n/a	n/a	n/a		
CDW	Steel Case	n/a	n/a	n/a	n/a	n/a		
Ricoh	Hitachi	\$ 2,503.00	included			\$750	\$ 3,253.00	
TrackTech	Whiteboards over chalkboards	Did not meet specs						

fixed									
			78"Short Throw (fixed)	Projector	cables	mount	Installation	Total Cost	
Haddock	Promethean (78") - 300 series		\$ 2,198.00	included			\$ 400.00	\$ 2,598.00	
Schillers	SMART (77")		\$ 1,480.00	\$ 943.00	included	included	\$1,150	\$ 3,573.00	
Schillers	Ebeam		\$ 629.00	\$ 1,619.00	included	included	\$0	\$ 2,248.00	
TSI	SMART (77")		\$ 1,540.00	\$ 662.50	\$ 20.00	\$ 233.70	\$560	\$ 3,016.20	
Einstruction	Einstruction (79")		\$ 679.00	\$ 625.00			\$1,120	\$ 2,424.00	
CDW	Steel Case		\$ 1,270.00	\$ 735.00	\$ 62.00	included	\$ 845.00	\$ 2,912.00	
Ricoh	Hitachi		\$ 2,503.00	included			\$750	\$ 3,253.00	
TrackTech	Whiteboards over chalkboards								

Mobile

		78"Short Throw (fixed)	Projector	cables	mount	Installation	
Haddock	Promethean (78") 500 series	\$ 5,310.00	included	included	included	included	\$ 5,310.00
Schillers	SMART (77")	\$ 4,995.00	included	included	included	included	\$ 4,995.00
TSI	SMART (77")	\$ 3,974.30					\$ 3,974.30
Einstruction	Einstruction (79")	\$ 679.00	\$ 625.00			\$1,120	\$ 2,424.00
CDW	Steel Case	n/a	n/a	n/a	n/a		
Ricoh	Hitachi		included			\$750	
TrackTech	Whiteboards over chalkboards	\$ 2,503.00					



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-22

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: RFP/Bid

Other Transaction Descriptors: RFP 023-1213
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 06-07-12-06

Prior Year Cost \$5,500,000

SUBJECT: To approve a contract with Dell Corporation as the standard vendor for technology purchases for items such as; personal laptops, desktops, tablet computers, servers, storage devices and peripherals, for the period beginning July 1, 2013 through June 30, 2014. The contract with Dell shall have an option to renew for up two additional years. at the discretion of the Board. The annual cost will not exceed \$5,500,000.

BACKGROUND: Dell was selected as the result of a public RFP. The results of the RFP are attached. This project encompasses entering into a contractual agreement with Dell Corporation as the standardization and direct purchase of personal laptops, desktops, tablet computers, servers, storage devices and peripherals. The contract requires that Dell image, install and deliver all units. Dell is a diversified information supplier that sells numerous products directly to its customers. The funding accounts will include GOB, Title, SIG carryover and Prop S.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.B

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

Fund Source: various		Requisition #:
Amount: \$5,500,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$5,500,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600005394

Department: Information Technology

Requestor: Cheryl L VanNoy

Angela Banks, Budget Director

Cheryl VanNoy, Exec. Dir., Technology Services

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



April 10, 2013

MEMORANDUM

TO: Dr. Kelvin Adams
FROM: Cheryl VanNoy
RE: Bid for Computer Purchases

The evaluation took place on March 15, 2013. The evaluation committee consisted of the following:

Cheryl VanNoy	Executive Director, Technology Services
Tom Tiller	Project Manager, Technology Services
David Lashbrook	Project Manager, Technology Services
Kevin Coyne	Sr. Risk Management and Compliance Analyst

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

Company Name	Rating	Award (Y/N)
Dell	92.75	Yes
World Wide Technology	91.25	No
Ricoh	49.00	No

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

Cheryl VanNoy
Executive Director, Technology Services

Dell Ricoh WWT'

Kevin	93	51	93
Tom	94	46	88
David	90	47	91
Cheryl	94	52	93
	92.75	49.00	91.25



BOARD RESOLUTION

Date: April 15, 2013

Agenda Item : 15-09-13-23

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract

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

RFP/Bid # RFPxxx-1213 Relocate Sound Room from Beaumont to Carnahan

SUBJECT: To approve a contract with Integrated Systems Group (a subsidiary of VSG) to disassemble sound room at Beaumont and relocate and assemble at Carnahan High School. The work should begin on April 26, 2013 and end on June 30, 2013 at a cost not to exceed \$14,591.50, which includes a 10% contingency of \$1,326.50. This project will be funded through the General Operating Budget.

BACKGROUND: The scope of this project is to disassemble the 16'x14' IAC sound room and production radio control console located at Beaumont High School. The sound panel and radio control console will then be reassembled at Carnahan High School, with the equipment to be tested for performance. This work will be funded through the General Operating – Warehouse Budget.

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: \$14,591.50		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed \$14,591.50	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013005

Department: Operations

Requestor: Linda C. McKnight

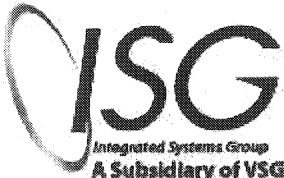
Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



314.487.8045 • 11126 Lindbergh Business Court • St. Louis, MO. 63123

CLIENT PROPOSAL

QUOTE #: K121712

DATE: 12/17/2012

PAGE: 1

EXPRESSLY FOR: Division of Career and Technical Education
St. Louis Public Schools
Board of Education
801 N. 11th Street
St. Louis, MO. 63101
kelvin.carter@slps.org
314.7567.6730

Submitted by: Parvin Tramel

QTY	MFR	DESCRIPTION	Unit	Total
<u>SLPS Sound Room Move</u>				
1	ISG Custom	Disassemble of the 16' x 14' IAC sound room located at Beaumont High School and demise electric. Disassemble of the production radio control console. Transport all wall panels and production control console to Carnahan High School and reassemble all panels as described in the IAC plans general notes. Reassemble the production radio control console and test equipment for performance. Timetable: 8 – 12 business days from start of project. All work to be performed M-F 8:00am to 4:30pm daily.		\$13,265.00

Note: Professional workmanship guidelines will be followed at all times but ISG or it's sub contractors can not assume responsibility for any unseen issues that arise from the dismantle and reassemble of the sound room and production radio control console equipment.

Parvin Tramel

Parvin Tramel
System Sales/Design Consultant

Accepted By: _____

ISG Integrated Systems Group
11126 Lindbergh Business Court
St. Louis, MO. 63123
314.487.8045 x 133

Date: _____

- I. **Terms: 50% DOWNPAYMENT W/ORDER, 50% DUE UPON DELIVERY.**
- II. All prices are subject to applicable taxes and shipping and handling charges.
- III. The written warranty of the manufacturer or supplier is the only warranty applicable to goods sold by ISG.
- IV. Prices listed herein are subject to manufacturer's pricing.

ITEM#:

05-09-13-24

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-25

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-26

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-27

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-28

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-29

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-30

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-31

**APPROVED AT THE
APRIL 25, 2013 MEETING**

ITEM#:

05-09-13-32

**APPROVED AT THE
APRIL 25, 2013 MEETING**



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-33

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Debra Falkiner, Director of Parent and Student Engagement

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 04-12-12-06
Prior Year Cost \$160,000

SUBJECT: To approve a contract renewal with the Achievement Commitment Excellence Learning Centers (ACE) to provide the alternative Summer School Program for the period of June 3 – June 28, 2012, in an amount not to exceed \$160,000. The cost of the renewal contract is included in the \$3 million proposed cost of the Summer School Program.

BACKGROUND: The Achievement Commitment Excellence Learning Center (ACE) will provide an alternative summer program to serve student referrals identified by the Innovative Pathways Division. The ACE Learning Center will provide 300 slots @ \$533.33 per slot or \$160,000.

Accountability Plan Goals: Goal I: Student Performance

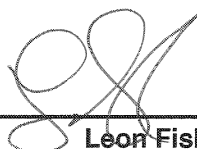
Objective/Strategy: 1.1A

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


Fund Source:	GOB	Requisition #:
Amount: \$160,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$160,000	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007514



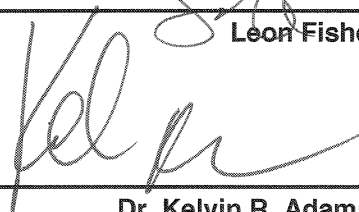
Angela Banks, Budget Director



Leon Fisher, CFO/Treasurer



Debra Falkiner, Director of Parent and Student Engagement



Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: March 8, 2012
Dept / School: Secondary Education Office		Reported By: Debra Falkiner
Vendor: ACE Learning Center		Vendor #: : 600007614
Contract # / P.O. #: 4500157613		Contract Name: Summer School Alternative Program
Contract Amount: \$160,000		Award Date: 4/12/12
Purpose of Contract (Brief Description): Provide an alternative Summer School Program to serve student referrals identified by the Innovative Pathways Division.		
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	Customer service is excellent. ACE brings their own team to service the students and district.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5 X	Eighteen percent of SLPS graduates last school year attended ACE programs.
	4	
	3	
	2	
	1	
Business Relations	5 X	Excellent working relationship.
	4	
	3	
	2	
	1	
Customer Satisfaction	5 X	Eighteen percent of SLPS graduates last school year attended ACE programs.
	4	
	3	
	2	
	1	
Cost Control	5 X	ACE makes every attempt to keep costs down.
	4	
	3	
	2	
	1	
Average Score	25	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: April 15, 2013

Agenda Item : 05-09-13-31

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 # 05-03-12-09

Prior Year Cost \$43,300.00

SUBJECT: To approve a contract renewal with Linn State Technical College (LSTC) to provide a Technical Scholars Academy (TSA) for twelve (12) SLPS high school students. The Academy is a summer program offered by LSTC. The contract will be for the period June 10, 2013 to June 27, 2013 on the LSTC campus. The cost of the Academy will not exceed \$45,000.00.

BACKGROUND: This program will afford students the opportunity to earn industry-recognized civil and construction technology MODOT certifications and college credit, explore multiple technical career fields, and participate in team building and job readiness skills while living on the college campus.

Accountability Plan Goals: Superintendent's Initiatives

Objective/Strategy:


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


Fund Source: 022-00-240-2426-6319	Non-GOB	Requisition #:
Amount: \$45,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$45,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600010424


Department: Career and Technical Educ


Requestor: Tim M. Murrell


Timothy Murrell, Exec. Dir., Career Technical Ed

 4/15/2013
Dr. Nicole Williams, Dep. Supt., Academics


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: March 27, 2013
Dept / School: Career & Technical Education		Reported By: Cathy Gutjahr, Program Manager
Vendor: Linn State Technical College		Vendor #: 600010424
Contract # / P.O. #: 4500162813		Contract Name: Consultant Agreement W/Linn State
Contract Amount: \$ 43,300.00		Award Date: June 11, 2012
Purpose of Contract (Brief Description): To provide students with an opportunity to earn industry-recognized civil and construction technology MODOT certifications and college credit, explore multiple technical career fields, and participate in team building and job readiness skills while living on the college campus.		
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 4 3 2 1	Excellent – successful students receive college credit
Timeliness of Delivery or Performance	5 x 4 3 2 1	Excellent – planning timeline for this program is followed cooperatively by Linn State and SLPS CTE dept.
Business Relations	5 x 4 3 2 1	Excellent – Easy access to communication with Linn State to support student successes and needs while living on campus.
Customer Satisfaction	5 x 4 3 2 1	Excellent – students are mentored and tutored when needed.
Cost Control	5 x 4 3 2 1	Excellent – shared costs. Final budget from Linn State indicates actual costs, not estimates.
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

Technology Scholars Academy

Summary:

This project is a partnership between St. Louis Public Schools (SLPS) and Linn State Technical College (LSTC) in Linn Missouri to provide a Technology Scholars Academy (TSA) during the summer of 2013. The TSA is intended to provide students with a “jump start” to their senior year by providing academic and personal growth experiences during a three week period in June of 2013. Successful participation will yield industry recognized credentials, college credit, and team building skills in a structured, safe, and fun academy environment.

Need:

Providing students with experiences that helps them better understand themselves and their abilities can be important in goal setting. Experiences that challenge students in specific technical areas combined with broad based exposure to other technical content and personal growth opportunities are ways to provide the construct for students to visualize career options. Furthermore, reinforcement of learned skills by projects, on-site visits and exposure to professionals in the field can stimulate decision making.

The TSA is designed to provide some of these experiences in expectation that students will gain experiences to establish goals for which they will bring motivation and purpose toward the completion of their senior year. Students who have and prepare for attainment of goals tend to stay in school and be better prepared for post-secondary education and college.

Goals:

The TSA is structured to attain the following goals:

1. Provide challenging technical immersion in Civil and Construction Technology to obtain industry recognized certificate(s).
2. Provide exploratory technical exposure to broaden experiences for further career inquiry.
3. Provide personal growth experiences through activities designed to increase team building, problem solving, and communication skills.
4. Provide other activities and experiences unique to Mid-Missouri in a structured, safe, and fun academy environment.

Linn State Technical College - Technology Scholars Academy

June 10 thru 27th

BUDGET

DESCRIPTION	QTY	UNIT	TOTAL	COMMENT
TSA Mentor	1		\$4,800	Mentor provided by SLPs
Site Coordinator	1		\$3,000	Site coordinator provided by Linn State
Housing	9	650	\$5,850	Eight rooms, plus mentor/site coordinator/linen services once a week
Food and Beverages	14	340	\$4,760	Food, Beverages, & Breakouts
Tuition and Fees	12	555	\$6,660	Instructors, books, fees, and consumables
Departmental Consumables, Other	5	300	\$1,500	Instructional materials for technical exploratory
Departmental Other support	3	300	\$900	Other support
Instruction Costs (iPADs, Cases, Accessories)	14	500	\$7,000	iPADS, Case, Gift Card
Industry Certification. Awards, other	12	250	\$3,000	
Transportation (Local)			\$2,400	Off-campus travel to businesses, government, training sites, etc.
Transportation (St. Louis to Linn)	6	335	\$2,010	Travel from St. Louis to Linn and back
Other Activities, Fees, Honorarium			\$1,000	Cultural events, team building, other admission fees
T-shirts, planning, support & rental			\$900	Graduation/Rental of Equipment/Other
Budget			\$43,780	Total Cost includes 12 students, one on-site Coordinator, activities
Contingency			\$1,220	
Costs not to Exceed			\$45,000	



BOARD RESOLUTION

Date: April 15, 2013

Agenda Item : 05-09-13-35

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. James Henderson, Chief Human Resource Officer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 04-12-12-07

Prior Year Cost \$350,000.00

SUBJECT: To approve the renewal and amendment of the contract with Teach for America to provide recruiting and training for up to 70 first year teachers for the 2013/2014 school year at a cost of \$2,500 per teacher and to authorize payment of \$2,500 per teacher for up to 70 second year teachers. The total contract cost not to exceed \$350,000.

BACKGROUND: The District approved a multi-year contract with Teach for America to recruit and train highly qualified teachers who are specifically equipped to positively impact student achievement in under-resourced communities. The annual contract cost was established in Board Resolution 02-13-07-04. The contract was most recently renewed under Board Resolution 04-12-12-07 for recruitment and training of up to 70 first year teachers and up to 70 second year teachers at \$2,500 per teacher. The total contract price for the 2012/2013 school year was not to exceed \$350,000. (The actual expenditure was \$242,500.)

CSIP Goal 94 - MSIP Standard 8.10.1

CSIP Goal 151 - MSIP Standard 2.2.1

CSIP Goal 154 - MSIP Standard 5.1

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: 350,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$350,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600010140

Department: Human Resources

Requestor:

Dr. James Henderson, Chief Human Resource Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer
Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: April 12, 2013
Dept / School: Human Resources		Reported By: Dr. James L. Henderson
Vendor: Teach For America		Vendor #: 600010140
Contract # / P.O/ #: 4500165553		Contract Name: Teach For America
Contract Amount: \$ 350,000		Award Date: 4/12/12
Purpose of Contract (Brief Description): To provide recruiting and training for up to 70 new 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	5 <input checked="" type="checkbox"/>	
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	
	4 <input checked="" type="checkbox"/>	
	3	
	2	
	1	
Business Relations	5 <input checked="" type="checkbox"/>	The Teacher for America has proven to be viable and flexible partner in delivering high quality, focused and passionate educators to the classroom.
	4	
	3	
	2	
	1	
Customer Satisfaction	5 <input checked="" type="checkbox"/>	
	4	
	3	
	2	
	1	
Cost Control	5	
	4 <input checked="" type="checkbox"/>	
	3	
	2	
	1	
Average Score	4.6	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: April 12, 2013

Agenda Item : 05-09-13-36

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-26-12-43

Prior Year Cost \$15,000

SUBJECT: To approve a contract renewal for the use of the nFocus software for the Community Education registration system. The contract is for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$25,000.00. The increase is due to a request in additional capabilities in the product.

BACKGROUND: This software application product allows the Community Education Department personnel to register, maintain, and track enrollments in the program. It supports their processes and procedures and provides reporting and tracking of their successes.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.3.

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

Fund Source: 981-00-110-2828-6319	GOB	Requisition #:
Amount: \$25,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$25,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013821

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 03/29/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: HP		Vendor #: 600010323
Contract # / P.O. #: 4500163986		Contract Name: HP
Contract Amount: \$15,000		Award Date: 9/27/12
Purpose of Contract (Brief Description): HP Network Node		
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 X3 2 1	Good product and support
Timeliness of Delivery or Performance	5 4 X3 2 1	Timely delivery and installation
Business Relations	5 4 X3 2 1	Appropriate working relationship with vendor
Customer Satisfaction	5 4 X3 2 1	Customer satisfaction is acceptable
Cost Control	5 4 x3 2 1	Good financial responsibility for product services.
Average Score	3	
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: April 12, 2013

Agenda Item : 05-09-12-37

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-26-12-42

Prior Year Cost \$181,000

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. The contract is for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$186,430. This amount includes a 3% increase over last year's cost due to increase in hourly rate by company.

BACKGROUND: Belcan InfoServices specializes in providing temporary and direct hire technical personnel. As a result of continued changes in staffing in the Technology Department, a continued need has been identified for an individual(s) with the technical knowledge to support the SLPS intranet, email accounts and assist with server administration along with SAP and other database work.

Accountability Plan Goals: Goal III: Facilities, Resources Support **Objective/Strategy:** III.A

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

Fund Source: 981-75-110-2828-6319	GOB	Requisition #:
Amount: \$186,430		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$186,430.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013993

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 03/22/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Belcan		Vendor #: 600013993
Contract # / P.O. #: 4500163140		Contract Name: Belcan Professional Services
Contract Amount: \$181,000		Award Date: 6/26/12
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	The expertise that we receive from their professional services is at a high quality with a broad array of experience and knowledge.
Timeliness of Delivery or Performance	5 X4 3 2 1	Individuals who are assigned to our location are always on time and provide quality outcomes.
Business Relations	5 X4 3 2 1	Belcan and SLPS have a great working relationship.
Customer Satisfaction	5 X4 3 2 1	The Technology Department is pleased with the product that Belcan provides.
Cost Control	5 X4 3 2 1	This amount is fiscally responsible with industry standard comparison of the services provided.
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: April 12, 2013

Agenda Item: 05-09-13-38

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. # 06-07-12-07

Previous Year Cost \$ 3,000,000.00

SUBJECT:

To approve a renewal contract with Apple as the sole source for technology purchases for items such as iPads, iMacs, iPods, Bretford iPad sync carts, professional development, and other peripherals beginning July 1, 2013 through June 30, 2014 at a cost not to exceed \$3,000,000.00.

BACKGROUND:

The equipment will be purchased from GOB, Title, SIG, DESEG and/or Prop S funds.

Accountability Plan Goal: Goal III: Facilities, Resources Support Objective/Strategy: III.A.

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

Fund Source: - - - -

Amount: \$ 3,000,000.00

Requisition #:

Fund Source: - - - -

Amount:

Requisition #:

Fund Source: - - - -

Amount:

Requisition #:

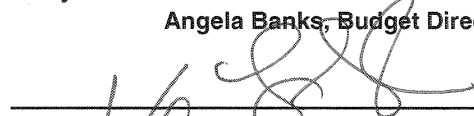
Cost not to Exceed: \$ 3,000,000.00

Pending Funding Availability Vendor #: 600011766


Department: Information Technology Services


 Angela Banks, Budget Director


 Cheryl VanNoy, Exec. Dir., Technology Services


 Leon Fisher, CFO/Treasurer


 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: 03/21/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Apple		Vendor #: 600011766
Contract # / P.O / #:		Contract Name: Apple
Contract Amount: \$3,000,000.00		Award Date: 6/7/12
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 X No <input type="checkbox"/>		



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-39

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-07-12-08

Prior Year Cost \$18,500

SUBJECT: To approve a contract renewal with Pitney Bowes for maintenance services and equipment on the postage meter application system. This contract is for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$17,700.00.

BACKGROUND: This service is needed to add the postage of mailed letters along with software application to identify correct mailing addresses prior to mailing.

Accountability Plan Goals: Superintendent's Initiatives

Objective/Strategy: III.B

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

Fund Source: 981-00-110-2577-6319	GOB	Requisition #:
Amount: \$17,700		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$17,700.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600005507

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 03/22/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Pitney Bowes		Vendor #: 6000005507
Contract # / P.O. #: 4500163293		Contract Name: Pitney Bowes
Contract Amount: \$18,500		Award Date: 06/7/12
Purpose of Contract (Brief Description): Pitney Bowes is the contractor that supplies the postage meter for adding postage to the mailing letters. Additionally, it will include a computer application that will verify addresses before they are mailed.		
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	X5 4 3 2 1	Excellent product
Timeliness of Delivery or Performance	X5 4 3 2 1	Excellent performance
Business Relations	X5 4 3 2 1	Great working relationship
Customer Satisfaction	X5 4 3 2 1	Satisfied customer service
Cost Control	X5 4 3 2 1	Good product for price
Average Score	5	
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: April 12, 2013

Agenda Item : 05-09-13-40

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-26-12-40

Prior Year Cost \$280,587.75

SUBJECT: To approve a contract renewal with SAP America to provide maintenance and enterprise support services for the SAP financial system and the BSI Payroll Tax software for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$290,000.

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 2013-14 amount represents a 1.0% increase in the service.

Accountability Plan Goals: Superintendent's Initiatives

Objective/Strategy: III.B

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

Fund Source: 981-75-110-2828-6319	GOB	Requisition #:
Amount: \$290,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$290,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600005771

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M Houlihan

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks

Angela Banks, Budget Director

Leon Fisher

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 03/22/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: SAP		Vendor #: 600005771
Contract # / P.O. #: 4500163295		Contract Name: SAP
Contract Amount: \$280,587.75		Award Date: 06/26/12
Purpose of Contract (Brief Description): Licensing and support of SAP Enterprise system		
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 X3 2 1	Good product and support
Timeliness of Delivery or Performance	5 4 X3 2 1	Timely delivery and installation
Business Relations	5 4 X3 2 1	Appropriate working relationship with vendor
Customer Satisfaction	5 4 X3 2 1	Customer satisfaction is acceptable
Cost Control	5 4 3 x2 1	Cost of maintaining and training on product is costly
Average Score	3	
<p>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.</p> <p style="text-align: right;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		



Board Resolution

Date: April 12, 2013

Agenda Item: 05-09-13-41

To: Dr. Kelvin R. Adams, Superintendent

Action: X

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

Action to be Approved:

Other Transaction Descriptors: _____

X Contract Renewal
 Previous Bd. Res. # 05-17-12-23
 Previous Year Cost \$ 110,000.00

SUBJECT:

To approve a contract renewal with Kronos for maintenance services on the timeclock software application for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$115,371.13.

BACKGROUND:

This service is needed for appropriate tracking of employees' time on a daily basis. The system was completely upgraded to the current version during the 2012-13 school year. The increase in the cost reflects that fact that we only paid for 1/2 of the year with the Knowledge Pass system (the on-line help system in the product). Additionally, the system is now on the virtualized server hardware system for more reliability and flexibility as more ram and storage is needed.

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: \$ 115,371.13

Fund Source: - - - -

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:

Cost not to Exceed: \$ 115,371.13

Pending Funding Availability

Vendor #:

600012373

Department: Technology Services

Angela Banks, Budget Director

Cheryl VanNoy, Exec. Dir., Technology Services

Leon Fisher, CFO/Treasurer

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: March 21, 2013
Dept / School: Information Technology		Reported By: Cheryl VanNoy
Vendor: Kronos		Vendor #: 600012373
Contract # / P.O/ #: 4500163141		Contract Name: Kronos Maintenance
Contract Amount: \$110,000.00		Award Date: 05/17/2012
Purpose of Contract (Brief Description): Kronos maintenance for the employee time clock monitoring system		
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	Accurate tracking of time by employees Reports are available and usable
	X4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Support is appropriate and responsive
	X4	
	3	
	2	
	1	
Business Relations	5	Good relationship and support
	X4	
	3	
	2	
	1	
Customer Satisfaction	5	Sufficiently satisfied with system as selected
	X4	
	3	
	2	
	1	
Cost Control	5	Fiscal responsibility is evident
	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: April 12, 2013

Agenda Item : 05-09-13-42

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-17-12-16

Prior Year Cost \$64,500.00

SUBJECT: To approve a contract renewal with Huber & Associates to provide the maintenance and support on the newly implemented virtualization hardware system. The contract includes monitoring and support on 100 servers with monthly reports and Tier 3 repair for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$64,500.00.

BACKGROUND: This service will offer proactive support and maintenance on our newly installed virtualized environment. The service will be monitored 24/7 and will alert when specific issues arrive to accommodate the repair and/or modifications without downtime. We will receive monthly reports with issues and resolutions and also includes 30/60/90 day checkup on system throughout the year.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.B

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

Fund Source: 981-L3-110-2223-6441	GOB	Requisition #:
Amount: \$64,500		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$64,500.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014630

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 03/22/2013
Dept / School: Information Technology		Reported By: Cheryl VanNoy
Vendor: Huber & Associates		Vendor #: 600014630
Contract # / P.O/ #: 4500163479		Contract Name: Huber & Associates Maintenance Contract
Contract Amount: \$ 64,500.00		Award Date: 05/17/12
Purpose of Contract (Brief Description): Monitoring and support on virtualized server environment		
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	X5 4 3 2 1	System is supported with proactive management of issues with quick resolution.
Timeliness of Delivery or Performance	X5 4 3 2 1	With the 24/7 support, the opportunity for long-term down time is not seen.
Business Relations	X5 4 3 2 1	Huber & Associates and SLPS have a great working relationship and feel supported with our issues.
Customer Satisfaction	X5 4 3 2 1	This is a high level of satisfaction on any project that we work with them.
Cost Control	5 X4 3 2 1	Considering the amount of hardware that is supported and the consistency in support, the cost is fiscally responsible.
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 the 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	This 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: April 12, 2013

Agenda Item : 09-05-13-43

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-03-12-06

Prior Year Cost \$16,500

SUBJECT: To approve a contract renewal for the subscription to use the SafeSchools Training website. The contract is for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$16,500.00.

BACKGROUND: This subscription for the Safe School Training website provides on-line training to our employees. While the specific intent is to provide additional safety training, the site also includes topics of more general interest, such as Technology, Human Resources and Food Services. Each department or division can assign pre-designed training to its employees. The subscription also includes a tracking system that will alert management if the mandatory training has not been viewed by a specific time.

Accountability Plan Goals: Goal III: Facilities, Resources Support **Objective/Strategy:** III.D.3

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

Fund Source: 981-75-110-2828-6319	GOB	Requisition #:
Amount: \$16,500		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$16,500.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014603

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly <input type="checkbox"/>		Report Date: 03/28/2013
Dept / School: Risk Management		Reported By: Kevin Coyne
Vendor: SafeSchools		Vendor #: 600014603
Contract # / P.O. #: 4500163480		Contract Name: Safety Training Website
Contract Amount: \$16,500.00		Award Date: 5/3/2012
Purpose of Contract (Brief Description): To provide online school safety training.		
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	The website has been used by 80% of the District employees with very little difficulty.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5 X	The website was operational as soon as we input the employee data and the website support has been very strong.
	4	
	3	
	2	
	1	
Business Relations	5	Safeschools contacts us for feedback at least quarterly and sends updates as they occur.
	4 X	
	3	
	2	
	1	
Customer Satisfaction	5 X	The website has been very useful for the Safety committee and the support has been very good.
	4	
	3	
	2	
	1	
Cost Control	5 X	There has been no change in cost since the inception of the program.
	4	
	3	
	2	
	1	
Average Score	4.8	
<p>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.</p> <p style="text-align: right;">Please Check Yes X No <input type="checkbox"/></p>		



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-44

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 07-10-12-18

Prior Year Cost \$193,000.00

SUBJECT: To approve the contract renewal with Rubin Brown, LLP to audit governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprises the financial statements of the St. Louis Public Schools. The period of performance will be July 1, 2013 through December 31, 2013 with the total cost not to exceed \$193,000.00.

BACKGROUND: RSMo. 165.181 requires that the Mayor of the City of St. Louis shall appoint one or more expert accountants, who shall examine the books, accounts and vouchers of the treasurer and all other departments of expenditures of the Board of the Metropolitan District (SLPS) and shall make due report thereof to the Mayor and the Board of Education of the City of St. Louis. The Mayor has appointed Rubin Brown, LLP to serve as the statutorily required expert accountant for SLPS. The audit includes the financial reporting model as required by the Governmental Standards Accounting Board (GASB).

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: 978-00-110-2517-6315	GOB	Requisition #:
Amount: \$193,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$193,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600001244

Department: Finance

Requestor:

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

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: 03/28/2013
Dept / School: Fiscal Control		Reported By: Leon Fisher
Vendor: Rubin Brown LLC		Vendor #: 600001244
Contract # / P.O. #: 4500164453		Contract Name: External Auditing Services
Contract Amount: \$193,000.00		Award Date: 7/10/2012
Purpose of Contract (Brief Description): To provide external auditing services and produce the CAFR.		
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	Exhibited extensive knowledge of SLPS operations and governmental accounting standards
Timeliness of Delivery or Performance	5 4 3 2 1	Worked with SLPS to deliver an accurate external audit/CAFR within the prescribed timelines and in accordance with associated deadlines
Business Relations	5 4 3 2 1	Services were rendered in a professional and courteous manner.
Customer Satisfaction	5 4 3 2 1	
Cost Control	5 4 3 2 1	
Average Score	5	
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 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Leon Fisher, CFO



OFFICE OF THE MAYOR
CITY OF ST. LOUIS
MISSOURI

FRANCIS G. SLAY
MAYOR

CITY HALL - ROOM 200
1200 MARKET STREET
SAINT LOUIS, MISSOURI 63103-2877
(314) 622-3201
FAX: (314) 622-4061

March 28, 2013

Mr. Rick Sullivan
St. Louis Public Schools
801 N. 11th Street
St. Louis, MO 63101

Dear Mr. Sullivan:

By this letter, I hereby appoint the firm of RubinBrown LLP to examine and thoroughly audit all books, accounts, vouchers, expenditures and records relating to the fiscal affairs of St. Louis Public Schools and its Special Administrative Board.

This appointment is a one-year extension of the current engagement of RubinBrown LLP for this purpose, and has been made in reliance on RubinBrown LLP's representation that RubinBrown LLP will provide such audit service under the same terms and for no increase in fees for service than those charged for the 2012 audit.

I have copied this letter to RubinBrown LLP and ask that firm to confirm by return mail to you and to me that it is able and willing to provide such service under such terms, and that it will prepare such documentation as may be required by St. Louis Public Schools and the Special Administrative Board to confirm the scope and terms of the engagement.

Sincerely yours,

Francis G. Slay
Mayor, City of St. Louis

cc: Mr. Jeff Winter
Partner
RubinBrown LLP
One North Brentwood
Saint Louis, MO 63105





BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-45

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 07-10-12-17

SUBJECT: To approve a contract renewal with Dynamic Vending to provide beverage and snack vending machine services. There is no cost to the District under this contract, and Dynamic pays the District commissions on the sales in the vending machines. This will be the third year of a five year contract. The contract period will be for the period July 1, 2013 to June 30, 2014.

BACKGROUND: During the current year, it is estimated that Dynamic will pay approximately \$85,000 to the District in commissions on the sales from the beverage and snack vending machines. We are now receiving \$6-12K per month. Most of the commissions have been returned to the schools. Dynamic has been very supportive of the District's position on the Missouri Eat Smart Guidelines and the vending choices are pre-approved by the District.

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:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food & Nutrition Service

Requestor:

Althea Albert-Santiago
Althea Albert-Santiago, Director, Food Service

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

Angela Banks
Angela Banks, Budget Director

Leon Fisher
Leon Fisher, 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: 5/13/2010
Dept / School: Operations/Food Services		Reported By: Althea Albert-Santiago
Vendor: Dynamic Vending		Vendor #: 600012482
Contract # / P.O / #:		Contract Name: Dynamic Vending
Contract Amount:		Award Date: 7/10/12
Purpose of Contract (Brief Description): Vending Company in SLPS Schools		
<p>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</p>		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 x 3 1	Dynamic Vending is always trying to improve the quality of snacks and beverages in the vending machines. This year Dynamic has placed heart healthy stickers by the more healthy items in the snack machines. They have also started installing timers in the vending machines to stay in compliance with the USDA Guidelines.
Timeliness of Delivery or Performance	5 4x 3 2 1	Dynamic Vending is meeting the requirements based in the contract.
Business Relations	5 4X 3 2 1	Dynamic has a good working relationship with SLPS Food Services Staff. Dynamic's Account Managers are very professional and responsive to the needs of the school.
Customer Satisfaction	5 4 x 3 2 1	The feedback from schools is positive. Dynamic is trying to address vending issues when they occur at the schools and at the Central office.
Cost Control	5 4x 3 2 1	The schools and the Central Office are receiving the commissions check according to the contract
Average Score	20/5=4	
<p>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.</p> <p style="text-align: center;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this the 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	This 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: April 16, 2013

Agenda Item : 05-09-13-46

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Membership

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

Previous Board Resolution # 05-03-12-23

Prior Year Cost \$6,000

SUBJECT: To approve a membership renewal with Focus Saint Louis for the Youth Leadership St. Louis (YLSL) program. The membership dues for the period of September 3, 2013 through May 23, 2014 will not exceed \$6,000.00.

BACKGROUND: Focus Saint Louis is a high school leadership program for juniors that develops leadership skills, promotes teamwork among diverse groups, and provides a deeper understanding of the St. Louis Region. This program involves the students with hands-on experience in political activities, arts, social service, and criminal justice systems. Six students will be selected from four Saint Louis high schools (Carnahan, Roosevelt, Soldan, and Vashon) to participate. Students attend regional sites, meet with leaders and participate in simulations. Topics relate to critical issues facing the St. Louis Region including: crime, poverty, economic development, cultural, and racial harmony. While exploring these topics, students acquire leadership and team building skills, as well as strengthen self-awareness and character development.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.B.11.d

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

Fund Source: 110-2331-816-00-110-6381	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 #: 600001446

Department: Academics

Requestor: Dan Edwards

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent

December 20, 2012

Dr. Kelvin Adams
Saint Louis Public Schools
801 N. 11th Street
St. Louis, MO 63101

Dear Dr. Adams,

FOCUS St. Louis^(®) would like to invite Carnahan High School, Roosevelt High School, Vashon, and Soldan International High School to once again be a part of Youth Leadership St. Louis (YLSL), a program that changes the lives of hundreds of students in the St. Louis region each year. Since 1989, YLSL has provided select high school juniors a unique opportunity to develop themselves as leaders and explore the in-depth workings of the St. Louis region during an eight-month, 13 day experiential learning program.

During the program, students will have the opportunity to hear from and work with a wide range of diverse citizens and community leaders, such as Mayor Francis Slay, Timothy McGowan, Judge Michael Burton, and countless others. Some of the program highlights include the opportunity to hear and learn from a crime victim and a parolee as students explore the ins and outs of the criminal justice system. The student leaders share a meal with people who are experiencing homelessness and undergo the rigors of life in poverty during a group simulation. They meet civic and business leaders from around the region and explore the topic of diversity. YLSL empowers students to create positive change by giving them knowledge of themselves and the region around them, as well as experiences they otherwise may not have had.

For the past three years, Dr. James Gilsinan from Saint Louis University has led our students in action research projects. The students' contribution to this project is published in a white paper report and student representatives present their research to superintendents throughout the St. Louis region. This year students are researching one of the following topics: academics, rules and regulations and support services.

Another added benefit of the program is the training on leadership and diversity that your teacher advisors receive. We are proud to provide in-depth instruction on process observation and facilitation skills, expertise that advisors can easily transfer to use in the classroom.

This program thrives on diversity, which it achieves through strong partnerships with the schools and organizations that participate. **Please re-join our program and provide your students with a one-of-a-kind opportunity to learn and grow.**

*The cost of the program is \$500 per student. This charge represents 60 percent of the cost. FOCUS St. Louis is committed to raising the remaining 40 percent.

As a school or organization, your commitment includes:

- Participating in the student nomination and selection process to identify candidates who represent the demographics of your school.
- Being responsible for arranging transportation to and from program sites.
- Appointing an advisor as a chaperone and leadership coach.
- Allowing students and advisors to participate in YLSL without being considered absent from school. Of the 13 program dates, 8 take place during the week.

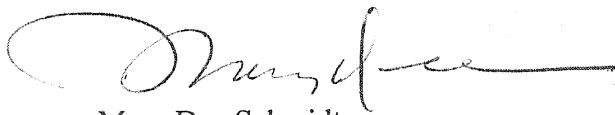
FOCUS St. Louis commits to:

- Raising additional funding to support each school team.
- Providing transportation during the program days.
- Planning and implementing all immersion-based program days.
- Providing advisor/teacher training on leadership, facilitation, diversity, and process observation skills.
- Ensuring that a statement of insurance and liability are on file in the FOCUS St. Louis office.

Please complete and return the enclosed commitment form by **Friday, February 8, 2013**. Following your commitment, notices to principals and advisors will be forwarded. Please feel free to contact me with any questions at (314) 622-1250 ext. 114 or marydees@focus-stl.org. I look forward to working with you and your students in 2013-2014.

Wishing you a happy holidays!

Sincerely,



Mary Dee Schmidt
Director
Youth Leadership St. Louis

Enclosure

Youth Leadership St. Louis

A program of FOCUS St. Louis®

Student Leaders Today • Regional Leaders Tomorrow

About the Youth Leadership St. Louis Program

Youth Leadership St. Louis (YLSL), a program of FOCUS St. Louis, empowers the region's youth to become future community leaders. Founded in 1989, YLSL is a program for high school juniors that develops leadership skills, promotes teamwork among diverse groups, and provides a deeper understanding of the St. Louis region.

YLSL is based on seven leadership objectives - to inform, to involve, to inspire, to challenge, to empower, to promote action, and to value diversity. The program was designed to provide students with hands-on experiences in the St. Louis region's political, arts, social service, and criminal justice fields. Students have the opportunity to learn and practice leadership skills, such as collaboration, facilitation, problem-solving, and public speaking. Each high school team is accompanied by a teacher/YLSL advisor who is trained by FOCUS as a leadership coach.

How is this program unique?

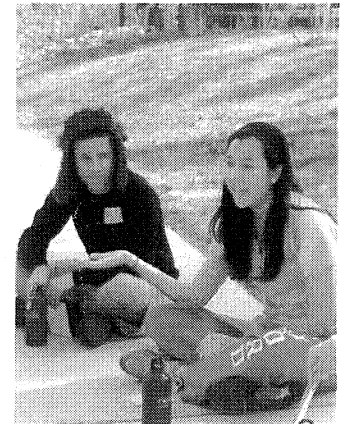
YLSL brings students together from approximately 30 urban, suburban, rural, public, private, and parochial schools from throughout the region, as well as the Girl Scouts of Eastern Missouri and the Purina PALS program. The students learn how to take leadership roles, to appreciate each other's differences, to cooperate, and to lead with other students whose lives often bear little resemblance to their own.



Opportunities

Completion of the YLSL program is an impressive entry on any resume and often an avenue to scholarships. YLSL graduates have an opportunity to do the following:

- Serve on an allocation panel of the United Way of Greater St. Louis
- Serve as one of two youth representatives on the FOCUS St. Louis board of directors for a one-year term
- Serve on the curriculum development team



Student Commitment

YLSL participants meet one to two times per month during the school year. The program begins with an overnight retreat in September and ends with a graduation ceremony in April. Workshops include a combination of team-building exercises, conflict resolution models, experiential learning, and dialogue with community leaders. Students visit sites such as St. Louis City Hall, St. Louis Holocaust Museum, St. Patrick Center, City Museum, courts, and prisons.

How students join

Applications are distributed by the YLSL advisor at each school that is part of the program, and interviews to select program participants are conducted by community leaders.

Program Cost

Funding from various companies, foundations, and individuals enables FOCUS to offer the YLSL program for only \$500 per student. In most cases, the fee is paid by the school or district.

Youth Leadership St. Louis

A program of FOCUS St. Louis®

YLSL Accolades

In 2011-12, YLSL has been recognized locally, nationally, and internationally for its excellence and service to youth.

- Designated a Promise Place by America's Promise Alliance, the preeminent collaborative around child and youth issues in the U.S.
- YLSL director Mary Dee Schmidt and co-facilitator Harlan Hodge selected by the NAACP as two of St. Louis' Most Inspiring Leader award winners
- Honored with a Recognition Professionals International (RPI) conference award

"YLSL has opened up my internal leadership qualities, captured my thoughts, and has given me the knowledge to push forward in my quest to become the best possible leader in my community - a goal which I now feel is reachable."

Nawel Girma, Lafayette High School, YLSL 2011-12

Program Support

FOCUS St. Louis thanks the following donors for their generous support of the YLSL program.

Cardinals Care
Dana Brown Charitable Trust
William T. Kemper Foundation
Mark and Deborah Miller
Purina
The Saigh Foundation
The Mildred, Herbert & Julian Simon Foundation

About FOCUS St. Louis

FOCUS St. Louis is the region's premier leadership development organization that connects diverse leaders from public, private, and civic sectors and empowers them to work together to build a thriving St. Louis community. As a neutral convener and facilitator, FOCUS engages citizens to deliberate on critical regional community issues in a trusted, nonpartisan space.

FOCUS offers a continuum of six leadership programs to engage leaders from high school students to senior executives. FOCUS alumni and members are leaders who make a difference.

2012-13 YLSL Teams

Berkeley High School
Carnahan High School
Chaminade College Preparatory School
Clayton High School
Crossroads College Preparatory School
Eureka High School
Girl Scouts of Eastern Missouri
John F. Kennedy Catholic High School
Ladue Horton Watkins High School
Lafayette High School
Marquette High School
McCluer High School
McCluer North High School
Maplewood Richmond Heights High School
Parkway Central High School
Parkway North High School
Parkway South High School
Parkway West High School
Pattonville High School
Purina Pals (Cleveland, Gateway, and Metro High Schools)
Rockwood Summit High School
Roosevelt High School
SIUE East St. Louis Charter School
Soldan International Studies High School
St. John Vianney High School
St. Mary's High School
University City High School
Vashon High School
Wright City High School



For more information or to participate in YLSL

Contact Mary Dee Schmidt, YLSL director
314-622-1250 x114
marydees@focus-stl.org



BOARD RESOLUTION

Date: April 17, 2013

Agenda Item : 05-09-13-47

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Life Impact Ministries to raise awareness and financial support for the Community Education Full Service Schools through a 5K race taking place on July 13, 2013 in St. Louis called Race to Renew engaging members of the LIFE conference as well as residents in the St. Louis Community at no cost to the district. The MOU will be for the period May 10, 2013 to September 1, 2013.

BACKGROUND: Life Impact Ministries has committed to carry out all responsibilities in regards to the Race to Renew. (Race management, volunteers, t-shirts, insurance, etc) and the performance standards of (1) a goal of 5,000 race registrations and participants, and (2) a goal of \$100,000 gift based on race registration after expenses are covered from the race.

Accountability Plan Goals: Goal IV: Parent Community Involvement **Objective/Strategy:**

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

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

Department: Community Education

Requestor: John Windom

John Windom, Exec. Director, Full Service Schools

Angela Banks, Budget Director

Leon Fisher, 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 Life Impact Ministries (Agency”) on this 10th day of May, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Life Impact Ministries and the St. Louis Public Schools in order to raise awareness and financial support for the Community Education Full Service Schools through a 5K race in St. Louis called Race to Renew. The race will engage members of the LIFE conference as well as residents in the St. Louis Community. The race will take place on July 13, 2013.

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. The requirement for background checks shall only apply to those individuals who will interact with SLPS students at an SLPS facility.

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) Promote race – through contacts with businesses and community leaders, SLPS will invite residents of the St. Louis Community to participate and register in the race.

(b) Present a proposal for how funds raised will be used in the next 3 years.

(c) _____

6. Obligations of Agency:

(a) Carry out all responsibilities in regards to the Race to Renew. (Race management, volunteers, t-shirts, etc)

(b) Transfer all proceeds above expenses from the Race to Renew to SLPS to be used for the Community Education Full Service Schools after race is completed.

(c) Provide appropriate insurance to cover all aspects of the race.

(d) Provide any information related to the race to SLPS staff upon request.

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) Goal: 5,000 race registrations and participants.

(b) Goal: \$100,000 gift based on race registration after expenses are covered from the race.

(c) _____

8. Term and Termination: The term of the MOU will be from May 10, 2013 through September 1, 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

Life Impact Ministries

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-48

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with People's Community Action Corporation to provide services/programs including but not limited to: leadership development, energy services, life skills classes, anger management, computer training and community gardens to youth and their families at the Community Education Full Service Schools and other District sites for the period May 10, 2013 to June 30, 2014 at no cost to the district.

BACKGROUND: People's Community Action Corporation has committed to (1) provide programs for youth development such as mentoring, youth employment readiness, anger management, after school enrichment, and tutoring; (2) Provide case management and emergency services to qualified parents and students; (3) Provide life-skills classes such as healthy homes, energy savings, parenting, conflict resolution, and others as identified. Performance measure include: (1) a minimum of 10 youth will successfully complete the youth employment program; (2) a minimum of 25 students will improve in basic skills due to tutoring or mentoring; (3) a minimum of 25 youth will avoid risky behavior, or improve behaviors due to participation; and (4) a minimum of 15 parents will participate in life-skills or other programs and improve their knowledge of topics.

Accountability Plan Goals: Goal IV: Parent Community Involvement **Objective/Strategy:**

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

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

Department: Community Education

Requestor: John Windom

John Windom, Exec. Director, Full Service Schools

Rachel Seward, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, 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 People’s Community Action Corporation (Agency”) on this 10th day of May, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between People’s Community Action Corporation and the St. Louis Public Schools in order to provide services/programs to at risk youth and their families at the Community Education Full Service Schools and other District sites. A sample listing of services/programs include; leadership development, food pantry, energy services, life skills classes, anger management, clothing, computer training and community gardens.

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 space for meetings, classes and one-on-one interactions with students and parents.

(b) Assist with recruitment of students and parents.

(c) Provide internet access where possible and needed for classes or programs.

(d) Assist with reaching parents through usual school communication methods.

(e) Address discipline and security issues that might arise during programs.

6. Obligations of Agency:

(a) Provide programs for youth development such as mentoring, youth employment readiness, anger management, after school enrichment, and tutoring.

(b) Provide case management and emergency services to qualified parents and students.

(c) Provide life-skills classes such as healthy homes, energy savings, parenting, conflict resolution, and others as identified.

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) A minimum of 10 youth will successfully complete the youth employment program as measured by pre and post tests.

(b) A minimum of 25 students will improve in basic skills due to tutoring or mentoring as measured by the District.

(c) A minimum of 25 youth will avoid risky behavior, or improve behaviors due to participation in programs as measured by the District.

(d) A minimum of 15 parents will participate in life-skills or other programs and improve their knowledge of topics as measured by pre and post tests.

8. Term and Termination: The term of the MOU will be from May 10, 2013 through June 30, 2014, 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

People's Community Action Corporation

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 15-09-13-49

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Grace Hill Settlement House to run a program at Clay Community Education Full Service School that establishes three family support specialists, or "home-school liaisons" in order to comprehensively serve students and their families by tracking outcomes, crafting interventions and otherwise supporting families as needed for the period May 10, 2013 to June 30, 2014 at no cost to the district.

BACKGROUND: Grace Hill Settlement House has committed to the performance standards of (1) reducing the mobility rate among students attending Clay Elementary School; (2) increasing the average daily attendance rates as measured by SLPS and the Missouri Department of Elementary and Secondary Education; and (3) improving student performance as measured by report cards and standardized exams.

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

Department: Community Education

Requestor: John Windom

Angela Banks, Budget Director

John Windom, Exec. Director, Full Service Schools

Leon Fisher, CFO/Treasurer

Rachel Seward, Dep. Supt., Institutional Advancement

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 Grace Hill Settlement House (“Agency”) on this 10th day of May, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Grace Hill Settlement House and the St. Louis Public Schools in order to run a program at Clay Elementary Community Education Full Service School that establishes three family support specialists, or “home-school liaisons” in order to comprehensively serve students and their families by tracking outcomes, crafting interventions and otherwise supporting families as needed.

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) Maintains an open and active partnership between SLPS and Grace Hill Settlement House as the program is launched and continues to grow. This includes staff time, available materials, and other support as appropriate and necessary for the program’s success.

(b) Provides access to all available data relating to the student and his/her family once approved for release by the parent/guardian.

(c) Communicates concerns and challenges to program leadership immediately, working collaboratively toward swift problem solving and resolution.

6. Obligations of Agency:

(a) Provides skilled and sufficient staff to executive programming as outlined in the attached document (Exhibit A).

(b) Communicates with and secures approval for all partners/providers working on the program while providing planning and technical assistance as well as data coordination.

(c) Meets no less than monthly with school leadership to evaluate performance of the program while helping address concerns and planning/managing its growth.

(d) Makes all information related to the program available to SLPS staff upon request.

(e) The terms of the document titled Home-School Liaison Program Details 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:

(a) Reduce the mobility rate among students attending Clay Elementary School.

(b) Increase average daily attendance rates as measured by SLPS and the Missouri Department of Elementary and Secondary Education.

(c) Improve student performance as measured by report cards and standardized exams.

8. Term and Termination: The term of the MOU will be May 10, 2013 through June 30, 2014, 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

Grace Hill Settlement House

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-50

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Better Family Life, Inc. (BFL) to provide social service programs, including but not limited to; teen pregnancy prevention, youth job training programs, and clinical services, to youth, families, and the community in the Community Education Full Service Schools and other district sites for the period of May 10, 2013 to June 30, 2014 at no cost to the district.

BACKGROUND: Better Family Life, Inc. has committed to provide services, resources, and assistance to a minimum of 300 youth, families, and the community at large. There are specific outcome measures for each program offered. BFL will provide an evaluation report at conclusion of program year upon request.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy:

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

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

Department: Community Education

Requestor: John Windom

John Windom, Exec. Director, Full Service Schools

Rachel Seward, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, 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 Better Family Life, Inc (BFL) (Agency) on this 10th day of May, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Better Family Life, Inc (BFL) and the St. Louis Public Schools in order to provide services, resources, and assistance to youth, families, and the community at large. BFL provides a variety of social service programs, including but not limited to; Teen Pregnancy Prevention Education, Financial Literacy, Healthy Marriage/Relationship Initiative, Housing, Youth Job Training Programs, Clinical Services, and After/Summer School Programs. These services, resources, and assistance will be offered in the Community Education Full Service Schools and at other District sites.

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) Identify and refer students, adults, and families who may qualify for services and provide information to school and general public about services available.

(b) Provide adequate access, space, and furnishings.

(c) Provide data that BFL needs for evaluation purposes. (Non-confidential data only with written Parent/Family consent)

(d) Work collaboratively with agency to seek and secure grants and other funding to help deliver services to youth in the district.

6. Obligations of Agency:

(a) Provide services, resources, and assistance to a minimum of 300 youth, families, and the community at large. BFL provides a variety of social service programs, including but not limited to: Teen Pregnancy Prevention Education, Financial Literacy, Healthy Marriage/Relationship Initiative, Housing, Youth Job Training Programs, Clinical Services, and After/Summer School programs.

(b) Ensure all staff working in the schools with children are properly trained and have completed all necessary background checks.

(c) Work collaboratively with district to seek and secure grants and other funding to help deliver services to youth in the district.

(d) Provide attendance and other participant information to SLPS upon request.

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) BFL will serve a minimum of 300 students, adults, or families. Sign in sheets will be used to verify attendance.

(b) BFL is subject to an independent evaluation. There are specific outcome measures for each program offered. BFL will provide an evaluation report at conclusion of program year upon request.

(c) _____

8. Term and Termination: The term of the MOU will be from May 10, 2013 through June 30, 2014, 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

Better Family Life, Inc.

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-51

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved:
Memorandum of Understanding

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

Previous Board Resolution # 07-10-12-10

SUBJECT: To approve a Memorandum of Understanding (MOU) with HOSCO, LLC. to provide urban agricultural training, healthy cooking and nutrition classes, and participate in the Health and Wellness Council. The MOU will be for the period July 1, 2013 to June 30, 2014.

BACKGROUND: HOSCO, LLC is an urban farming organization that works to build limited square footage, high yielding hydroponic, aeroponic and quaponic greenhouses. As an SLPS partner they will help implement a multi-grade level urban Agriculture curriculum within selected schools. Initially, the program will begin at Peabody, Gateway Complex and Gateway STEM.

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:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food & Nutrition Service

Requestor:

Althea Albert-Santiago, Director, Food Service

Rachel Seward, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding
Performance Standard(s)
Report

Agency: HOSCO

Schools: Peabody Elementary, Gateway Complex and Gateway STEM

From: July 1, 2012 To: June 30, 2013

Performance Standard 1: Provided an increase in the amount of produce and specialty crops made available at SLPS locations

Status: At this time, HOSCO is working in the greenhouse at Gateway Complex growing lettuce, kale, zucchini, cantaloupes, watermelons, and cucumbers.

Performance Standard 2: Established a program that provides nutritional education to local parents and families of SLPS school children

Status: HOSCO will start working with parents in April discussing the benefits of gardening and health eating

Performance Standard 3: Increased engagement of the number of students and parents involvement measures against data taken from pre program, mid program and post program.

Status: At the moment, HOSCO has not started worked with parents, the agency will start conducting class presentations with grades Kg-5 starting in April. This agency also conducted a workshop at Gateway STEM on the benefits of gardening with 20 students.

Performance Standard 4: _____

Status: _____

Submitted by: Althea Albert-Santiago

Date: March 26, 2013 _____

Reviewed by: _____

Date: _____

Recommendation:

X Continue

Discontinue

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the HOSCO, LLC (“HOSCO”) on this 9th day of April, 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between HOSCO, LLC and any of its affiliated companies and the St. Louis Public Schools in order to better serve the SLPS students and their families and spread the importance of health and wellness through the availability of local fresh foods within the schools. This will be done through outreach focused on urban agricultural training, healthy cooking and nutrition classes and the participation and establishment of a Health and Wellness Council. A number of projects and programs will be implemented by SLPS and HOSCO, LLC in order to systematically redesign the local food system available to SLPS.

1. Fundraising: It is agreed by HOSCO that the SLPS does not endorse any fundraising efforts by HOSCO, whether or not associated with the activities and duties contemplated by this MOU. To the extent that HOSCO 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 HOSCO, and the SLPS shall not be liable for such cost under any circumstance. HOSCO 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: HOSCO 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, HOSCO 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. HOSCO 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) Work closely with HOSCO to build limited square footage high yielding hydroponic, aeroponic and aquaponic greenhouses; and to develop create implement a multi grade level urban Agriculture curriculum within select schools.

(b) Work closely with HOSCO to develop a successful model for sustainable local food production, distribution and purchasing platform for fresh produce directly to SLPS.

(c) Work with HOSCO to develop a successful nutritional education program and to provide support for the development of a Health and Wellness Council at selected SLPS locations.

(d) Work with HOSCO to secure funding through federal, state and other grants made available to further the healthy food initiative. The fund raising will be in HOSCO’s name and the primary SLPS contact will be apprised of the strategy of the fund raising.

6. Obligations of HOSCO:

(a) Work closely with SLPS to build limited square footage high yielding hydroponic, aeroponic and aquaponic greenhouses; and to develop, create implement a multi grade level urban Agriculture curriculum within select schools.

(b) Work closely with SLPS to develop a successful model for sustainable local food production, distribution and purchasing platform for fresh produce directly to SLPS.

(c) Work with SLPS to develop a successful nutritional education program and to provide support for the development of a Health and Wellness Council at selected SLPS locations.

(d) Work with SLPS to secure funding through federal, state and other grants made available to further the healthy food initiative.

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

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

- (a) Provided an increase in the amount of produce and specialty crops made available at SLPS locations.
- (b) Established a program to provide nutritional education to local parents and families of SLPS school children.
- (c) Increased engagement of the number of student and parent involvement measured against data taken from pre program, mid program and post program.

8. Term and Termination: The term of the MOU will be from July 1, 2013 (the Effective Date) through June 30, 2014, 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

HOSCO, LLC

By: _____

By:  _____

Name: _____

Name: Gibron Jones Burchett

Title: _____

Title: Managing Director



BOARD RESOLUTION

Date: April 12, 2013

Agenda Item : 05-09-13-52

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved:
Memorandum of Understanding

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

Previous Board Resolution # 05-03-12-21

SUBJECT: To approve the renewal of a Memorandum of Understanding (MOU) with Operation Food Search to provide nutrition education in the St. Louis Public Schools and to establish a cooperative relationship to implement the Agency's child feeding program, Operation Backpack. The MOU will be for the period July 1, 2013 to June 30, 2014.

BACKGROUND: The nutrition education program includes lessons for students in grades 1-12. Operation Backpack will be implemented with Operation Food Search providing feedback on the acceptability of the food provided and how the food was used. The Cooking Matters courses have been taught at 8 schools (Gateway Elementary, Oak Hill, Mann, Meramec, Vashon, Stix, Langston, and Long) this year and 6 schools (Dewey, Dunbar, Froebel, Mann, Monroe, Mullanphy) are included in the Operation Backpack 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:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food & Nutrition Service

Requestor:

Althea Albert-Santiago, Director, Food Service

Rachel Seward, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding

Performance Standard(s)

Report

Agency: Operation Food Search

School: Multiple Schools

From: May 4, 2012

To: June 30, 2013

Performance Standard 1: The Agency will evaluate nutrition education programming at the end of each session.

Status: This agency gives a post test after each class ensuring the students understand the material. To date this SY, Operation Food Search has completed 8 Cooking Matters for Kids and Teens courses. They have reached 86 students and added two new courses. One is a Cooking Matters for Teens course and the other is a Cooking Matters for Adults course (this is with Vashon CEC). They have classes scheduled at Gateway Elementary, Oak Hill, Mann, Meramec, Stix, Langston, Long, and Vashon.

Performance Standard 2: The Agency will keep current records of SLPS students participating in Operation Backpack. The agency will conduct personal interviews with a sample of students participating in Operation Backpack. The interview will provide the Agency with important feedback information, such as acceptability of food provided, how food was used, and simply did they use the food provided.

Status: Operation Food Search sends a report to the Food Service Director showing how many students are participating in the program as well as how many schools are being served through the program. To date Operation Food Search has provided backpacks for 6 different elementary totaling 20,880 backpacks. They are Dewey, Dunbar, Froebel, Mann, Monroe, and Mullanphy. In addition to these weekly backpacks, they are also providing bags of food to the Little Bit Foundation to 8 different schools. The Little Bit Foundation provides these bags of food to students in these schools on an as needed basis. To date, they have provided 5,500 bags of food to the Little Bit Foundation. The schools that are associated with the Little Bit Foundation are as follows: Walbridge, Bryan Hill, Sigel, Patrick Henry, Hodgen, Herzog, Columbia, and Clay.

Performance Standard 3: The Agency will provide at least one employee to participate in the Health and Wellness program.

Status: This agency has been participating on the District Health and Wellness Council all school year

Performance Standard 4: _____

Status: _____

Submitted by: Althea Albert-Santiago

Date: March 26, 2013

Reviewed by: _____

Date: _____

Recommendation:

X Continue

Discontinue

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Operation Food Search ("Agency") on this 8 day of April, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Operation Food Search and the St. Louis Public Schools in order to provide nutrition education to the student population at SLPS. In addition to nutrition education, the purpose of this MOU is to formally establish a cooperative relationship between SLPS staff in implementing the Agency's child feeding program, Operation Backpack.

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 space, participants, and staff needed to implement successful nutrition education programming.

(b) SLPS will provide the space, participants, staff needed to implement the Operation Backpack program. SLPS will adhere to the Agency's guidelines and standards for administering the Operation Backpack program.

(c) _____

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

6. Obligations of Agency:

(a) Within the means of the Agency, the Agency will provide nutrition education to various SLPS schools requesting nutrition education programming. The Agency will provide all materials needed to administer and implement the programming.

(b) Within the means of the Agency, the Agency will provide a weekend child feeding program, Operation Backpack to various elementary schools requesting the program.

(c) _____

(d) The terms of the document titled _____ 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:

(a) The Agency will evaluate the nutrition education program at the end of each 6 week course.

(b) The Agency will conduct personal interviews with a sample of students participating in Operation Backpack. The interview will provide the Agency with important feedback, such as acceptability of food provided and how food was used.

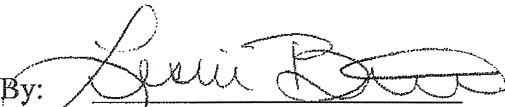
(c) _____

8. Term and Termination: The term of the MOU will be from July 1, 2013 (the Effective Date) through June 30, 2014, 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

Operation Food Search

By: _____
Name: _____
Title: _____

By: 
Name: Leslie H. Bertsch, MS, MPH, RD, LD
Title: Nutrition Education Manager



BOARD RESOLUTION

Date: May 1, 2013

Agenda Item : 06-06-13-01

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved:
Acceptance of Funds/Funding

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

Previous Board Resolution # 05-17-12-06

Prior Year Cost \$29,499.00

SUBJECT: To ratify acceptance of funds from the Area Resources for Community and Human Services (ARCHS) up to \$29,500.00. These funds will support the work SLPS is doing for the 2013 Child Nutrition – Summer EBT for Children (SEBTC) Demonstration Program in St. Louis on behalf of the Missouri Department of Social Services (DSS).

BACKGROUND: Missouri Department of Social Services is the lead agency and USDA grantee and has contracted with ARCHS to be the lead project manager. ARCHS is contracting with SLPS to assist in testing a household based method of delivering nutrition assistance to low-income children during the summer, using Supplemental Nutrition Assistance Program (SNAP) Electronic Transfer technology.

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: 110-0000-000-00-110-5199	GOB	Requisition #:
Amount: \$29,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Reimbursement Amount \$29,500.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

Requestor: John Windom

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

John Windom, Exec. Director, Full Service Schools

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 30, 2013

Agenda Item : 06-0613-02

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: John Windom, Exec. Director, Full Service Schools

Action to be Approved:
Agency/Partnership Agreement
Previous Board Resolution #

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

SUBJECT: To ratify the agency partnership agreement with the Area Resources for Community and Human Services (ARCHS) which provides for payments to SLPS of up to \$29,500.00. These funds will support the work SLPS is doing for the 2013 Child Nutrition - Summer EBT for Children (SEBTC) Demonstration Program in St. Louis on behalf of the Missouri Department of Social Services (DSS). The period of the agreement will be January 1, 2013 to June 30, 2013.

BACKGROUND: Missouri Department of Social Services is the lead agency and USDA grantee and has contracted with ARCHS to be the lead project manager. ARCHS is contracting with SLPS to assist in testing a household based method of delivering nutrition assistance to low-income children during the summer, using Supplemental Nutrition Assistance Program (SNAP) Electronic Transfer technology.

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: 110-0000-000-00-110-5199	GOB	Requisition #:
Amount: \$29,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Reimbursement Amount \$29,500.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

Requestor: John Windom

John Windom, Exec. Director, Full Service Schools

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

2012 USDA Results:

Area Resources for Community and Human Services' (ARCHS) partnership with the USDA and State of Missouri provided more than 5,300 St. Louis children in the Saint Louis Public School District (SLPS) access to healthy meals during the 2012 summer months, while making an \$804,521 impact on the local economy in Summer Electronic Benefits Transfer for Children (SEBTC) benefits.

SLPS families selected for SEBTC benefits received \$60 per month per child in June and July, and a pro-rated amount in May and August based upon the school district's schedule. The benefits expired when school resumed in August because eligible children will then have free and reduced price meals available during school hours.

Families participating in the ARCHS' summer program used 93 percent of the funding available to them.

All households in the demonstration area with children from pre-kindergarten to 12th grade who received free and reduced price meals at school were qualified to be considered for SEBTC. Because this was a demonstration project, some families were randomly selected this spring to receive the benefit and others, who were not selected, participated in surveys.

Using the existing EBT system, this demonstration project tested the most effective way to provide food to low-income children during the summer when school is not in session and children do not have access to school meals. During the summer of 2011, Missouri successfully tested giving benefits to 2,538 children in the Kansas City, Hickman Mills, and Center School Districts, bringing an additional \$386,000 into local EBT authorized stores. In 2012, the project was expanded to St. Louis through ARCHS.

As part of the summer program, ARCHS also distributed 5,000 "Sesame Street: Food for Thought" packets to SLPS students during the spring of 2012. The packets focused on making healthy food choices and gave children tips on how to make their own nutritious snacks.

The 2012 Missouri project was a collaboration of the Departments of Social Services, Health and Senior Services, Elementary and Secondary Education, ARCHS, the Local Investment Commission (LINC), Saint Louis Public Schools, the Kansas City, Hickman Mills, and Center School Food Authorities.



BOARD RESOLUTION

Date: April 29, 2013

Agenda Item : 06-06-13-03

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved:
Contract Increase/Decrease
Previous Board Resolution # 02-17-11-07

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

Prior Year Cost \$2,225,000.00

SUBJECT: To approve the amendment of Board Resolution 02-17-11-07, a contract with Environmental Consultants, LLC, to increase the cost by \$500,000.00. This increase will provide hazardous materials consulting services for Proposition S Bond construction projects to continue through October 29, 2013. If approved, the total cost of the Proposition S portion of the contract will now be \$2,500,000.00. This increase will be funded through the Proposition S Bond Program.

BACKGROUND: Recent audits by the Missouri Department of Natural Resources have cited the District for deficiencies related to past omissions of recordkeeping, disposal, training and safety programs concerning hazardous chemicals. Of the increase requested, \$300,000.00 will provide for consulting services related to the establishment of a District-wide Hazardous Waste Compliance Program that will address the disposal of unwanted and potentially dangerous chemicals in accordance with the MDNR regulations. The remaining \$200,000.00 will be allocated for consulting services to establish a new Lead-Based Paint Hazard Reduction Program. This program incorporates compiling detailed information of potential lead hazards on a building-by-building basis, training, communication, and recordkeeping to significantly reduce the potential of lead poisoning. This increase will be funded by the Proposition S Bond Program under Hazmat Consultant Services.

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: 905-00-910-2629-6319	Prop S	Requisition #: TBD
Amount: \$500,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed \$500,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:600013796

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 24, 2013

Agenda Item : 05-06-13-04

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved:
Contract Increase/Decrease
Previous Board Resolution # 05-05-11-21

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

Prior Year Cost \$2,000,000.00

SUBJECT: To approve the amendment of Board Resolution 05-05-11-21, a contract with ID/IQ Hazmat Contractors (Advanced Environmental, Alliance Certified Restoration, Brooks Environmental and Midwest Service Group) to increase the cost by \$1,000,000.00. This increase will enable the continuation of professional hazardous materials abatement services through October 29, 2013. If approved, the total cost of the contract will now be \$3,000,000.00. This increase will be funded through the Proposition S Bond Program.

BACKGROUND: The amount remaining in the initial contract for the ID/IQ (Indefinite Delivery/Indefinite Quantity) Hazmat Contractors is not sufficient enough to complete the remaining proposed Proposition S projects. With the compressed construction schedules, the increase of this contract will allow the hazmat work to continue without interruption. This increase will be funded by the Proposition S Bond Program under Building Envelope Upgrades at \$37,406,065.00. With this project approved, the balance in the Building Envelope Upgrades budget is \$1,911,825.00.

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	Prop S	Requisition #: TBD
Amount: \$1,000,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed \$1,000,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: Multiple Vendors

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 26, 2013

Agenda Item : 06-06-13-05

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Nahed Chapman, Exec. Dir., ESOL

Action to be Approved:
Contract Increase/Decrease

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

Previous Board Resolution # 10-18-12-12
Approve Cost \$8,000

SUBJECT: To approve the amendment of Board Resolution #10-18-12-12, for the increase in cost to collect data for the Math Success-ELLs grant by Meredith Vesoulis to include cost for 3 additional days because the grant evaluator increased the number of control and treatment groups by 30 teachers due to new National Science Foundation (NSF) guidelines. The contract with Meredith Vesoulis will increase by \$600. The total cost including the amendment will be \$8,600.

BACKGROUND: The original Board Resolution amount was based on the cost to continue the data collection for the buildings that were being serviced during the 2012-2013 school year. In order to provide the same number of treatment and control group teachers in the post assessment as were observed in the pre-assessment, after new NSF guidelines were published, the cost of the contract must be increased.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II-D

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

Fund Source: 838-VU-293-1152-6319	Non-GOB	Requisition #: 10132192
Amount: \$600.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$ 600.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600015094

Department: ESOL Program

Requestor: Nahed Chapman

Nahed Chapman, Exec. Dir., ESOL

Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 30, 2013

Agenda Item: 05-09-13-06

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Nahed Chapman, Exec. Dir., ESOL

Action to be Approved:
Contract Increase/Decrease

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

Previous Board Resolution # 11-15-12-27
Approved Cost \$56,455

SUBJECT: To approve the amendment of Board Resolution # 11-15-12-27, for the increase in cost of the services provided by Creative Smarts (formerly Greg Tang, LLC) to include the additional services for the development and the presentation of a Train the Trainers session on August 27, 2013. The contract with Creative Smarts will be increased by \$19,600. The total cost of the contract including the amendment will be \$76,055 .

BACKGROUND: The original Board Resolution was based on the cost to train 1) eleven mainstream K-5 teachers as Math Leaders during two 2-day sessions (Dec., 2012 and Feb. 2013) and 2) to present with two associates at a mini-conference (May 29-31, 2013) for 45 K-5 mainstream grant teachers. The amendment for \$19,600 will add an additional day of training, August 27, 2013 for eleven Math Leaders. This includes the cost of the professional development plus the cost of compiling, editing and producing Train the Trainers materials based on the work Greg Tang has done and will do with the 45 grant teachers between August, 2012 and May, 2013. August 27, 2013 he will train the Math Leaders to present the materials. The result will be SLPS tailored training materials by Greg Tang based on MAP data presented and eleven math trainers within the district that can provide math professional development to elementary SLPS teachers.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II-D

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

Fund Source: 838-VU-293-1152-6319	Non-GOB	Requisition #: 10132609
Amount: \$19,600.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$19,600.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 60014708

Department: ESOL Program

Requestor: Nahed Chapman

Angela Banks, Budget Director

Nahed Chapman, Exec. Dir., ESOL

Leon Fisher, CFO/Treasurer

7/29/2013

Dr. Kelvin R. Adams, Superintendent

 **BOARD RESOLUTION**

Date: April 29, 2013

Agenda Item: 06-06-13-07

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract

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

SUBJECT: To approve a sole source contract with EnTeam Organization. EnTeam will provide a unique proprietary curriculum and professional development opportunity for Transition Summer School 9th graders for the period of May 27th, 2013 through June 28, 2013, in an amount not to exceed \$10,000.

BACKGROUND: EnTeam offers a series of gaming activities and learning processes that supplement Covey's Seven Habits of Highly Effective Teens designed to raise academic achievement and improve student behavior by creating a learning environment that challenges students to bring out the best in each other. Educators enjoy their work in the classroom when students take responsibility for learning. When staff members use the EnTeam tools, students learn to work in small teams and develop skills needed for true cooperative learning. The impact of teacher collaboration on academic achievement, student behavior, and teacher satisfaction to the classroom will be assessed to measure the efficacy of the EnTeam services. St. Louis Public Schools will assist EnTeam in the assessment process by providing data that pertains to the impact of the EnTeam activities for students and teachers.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: 4

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

Fund Source: 816-VL-293-1151-6319	Non-GOB	Requisition #: 10134694
Amount: \$10,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$10,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013498

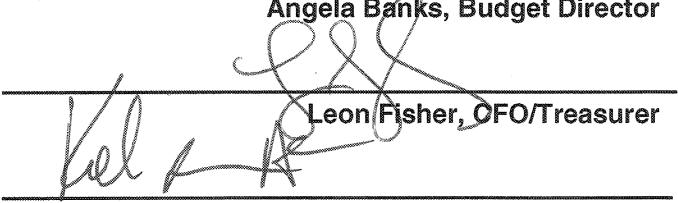
Department: HSGI


Requestor: Dr. Dan Edwards


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


Dr. Nicole Williams, Dep. Supt., Academics


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: April 10, 2013
Department / School: HSGI	Phone Number: 314-345-2488
<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)	
<p>EnTeam Organization provides a unique, proprietary curriculum and professional development opportunity for Transition Summer School 9th graders. EnTeam uses a series of specially designed and tested EnTeam games to support the concepts in the curriculum of Seven Habits of Highly Effective Teens. The goal of EnTeam games is to prepare freshmen to be successful high school students by engaging them in collaborative win-win activities that teach organizational skills and social skills that lead to strong academic achievement. When staff members use the EnTeam tools, students learn to work in small teams and develop skills needed for true cooperative learning.</p>	
Vendor Name: EnTeam Organization	Email: www.enteam.org
Vendor Contact: Ted Wohlfarth	Phone Number: 314-877-6452
Justification Information	
1. Why the uniquely specified goods are required?	
EnTeam Organization toolbox of games will supplement the Check and Connect Social Workers' task of presenting High School Orientation using Seven Habits of Highly Effective Teens. The toolbox of EnTeam games correspond to Covey's Seven Habits of Highly Effective Teens.	
2. Why good or services available from other vendors /competitors are not acceptable?	
The Transition Summer School will utilize EnTeam games in conjunction with Covey's Seven Habits to prepare freshmen students to use collaborative learning successfully to help reduce the dropout rate in the six grant high schools. The organizational and social skills of Seven Habits and EnTeam will help students develop the seven core competencies needed to explore and identify their future goals and understand why high school is relevant and develop a need to stay in school	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
The EnTeam Organization exclusively produces the cooperative learning games and training.	
4. List the Names of other Vendors contacted & Price Quotes:	
Because of the unique nature of EnTeam Organization games no other vendors or given.	
<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: April 29, 2013

Agenda Item : 06-06 13-08

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. James Henderson, Chief Human Resource Officer

Action to be Approved: Contract

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

SUBJECT: To approve a contract with Midwest Litigation Services for personnel hearing legal services beginning July 1, 2013 through June 30, 2014 at a cost not exceed \$10,000.00.

BACKGROUND: Midwest Litigation Services is the court reporter vendor that the District has used for certificated and non certificated employee hearings. The benefit of having this service on contract would be to ensure that the anticipated amount, based on previous years, would be encumbered. Transcripts of personnel hearings are mandatory per R.S.Mo 536.070(4).

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy:

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: \$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 #: 600012966

Department: Human Resources


Requestor: Dr. James Henderson


Dr. James Henderson, Chief Human Resource Officer


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

Missouri Revised Statutes

Chapter 536 Administrative Procedure and Review Section 536.070

August 28, 2012

Evidence--witnesses--objections--judicial notice--affidavits as evidence-- transcript.

536.070. In any contested case:

- (1) Oral evidence shall be taken only on oath or affirmation;
- (2) Each party shall have the right to call and examine witnesses, to introduce exhibits, to cross-examine opposing witnesses on any matter relevant to the issues even though that matter was not the subject of the direct examination, to impeach any witness regardless of which party first called him or her to testify, and to rebut the evidence against him or her;
- (3) A party who does not testify in his or her own behalf may be called and examined as if under cross-examination;
- (4) Each agency shall cause all proceedings in hearings before it to be suitably recorded and preserved. A copy of the transcript of such a proceeding shall be made available to any interested person upon the payment of a fee which shall in no case exceed the reasonable cost of preparation and supply;
- (5) Records and documents of the agency which are to be considered in the case shall be offered in evidence so as to become a part of the record, the same as any other evidence, but the records and documents may be considered as a part of the record by reference thereto when so offered;
- (6) Agencies shall take official notice of all matters of which the courts take judicial notice. They may also take official notice of technical or scientific facts, not judicially cognizable, within their competence, if they notify the parties, either during a hearing or in writing before a hearing, or before findings are made after hearing, of the facts of which they propose to take such notice and give the parties reasonable opportunity to contest such facts or otherwise show that it would not be proper for the agency to take such notice of them;
- (7) Evidence to which an objection is sustained shall, at the request of the party seeking to introduce the same, or at the instance of the agency, nevertheless be heard and preserved in the

record, together with any cross-examination with respect thereto and any rebuttal thereof, unless it is wholly irrelevant, repetitious, privileged, or unduly long;

(8) Any evidence received without objection which has probative value shall be considered by the agency along with the other evidence in the case. The rules of privilege shall be effective to the same extent that they are now or may hereafter be in civil actions. Irrelevant and unduly repetitious evidence shall be excluded;

(9) Copies of writings, documents and records shall be admissible without proof that the originals thereof cannot be produced, if it shall appear by testimony or otherwise that the copy offered is a true copy of the original, but the agency may, nevertheless, if it believes the interests of justice so require, sustain any objection to such evidence which would be sustained were the proffered evidence offered in a civil action in the circuit court, but if it does sustain such an objection, it shall give the party offering such evidence reasonable opportunity and, if necessary, opportunity at a later date, to establish by evidence the facts sought to be proved by the evidence to which such objection is sustained;

(10) Any writing or record, whether in the form of an entry in a book or otherwise, made as a memorandum or record of an act, transaction, occurrence or event, shall be admissible as evidence of the act, transaction, occurrence or event, if it shall appear that it was made in the regular course of any business, and that it was the regular course of such business to make such memorandum or record at the time of such act, transaction, occurrence, or event or within a reasonable time thereafter. All other circumstances of the making of such writing or record, including lack of personal knowledge by the entrant or maker, may be shown to affect the weight of such evidence, but such showing shall not affect its admissibility. The term "business" shall include business, profession, occupation and calling of every kind;

(11) The results of statistical examinations or studies, or of audits, compilations of figures, or surveys, involving interviews with many persons, or examination of many records, or of long or complicated accounts, or of a large number of figures, or involving the ascertainment of many related facts, shall be admissible as evidence of such results, if it shall appear that such examination, study, audit, compilation of figures, or survey was made by or under the supervision of a witness, who is present at the hearing, who testifies to the accuracy of such results, and who is subject to cross-examination, and if it shall further appear by evidence adduced that the witness making or under whose supervision such examination, study, audit, compilation of figures, or survey was made was basically qualified to make it. All the circumstances relating to the making of such an examination, study, audit, compilation of figures or survey, including the nature and extent of the qualifications of the maker, may be shown to affect the weight of such evidence but such showing shall not affect its admissibility;

(12) Any party or the agency desiring to introduce an affidavit in evidence at a hearing in a contested case may serve on all other parties (including, in a proper case, the agency) copies of such affidavit in the manner hereinafter provided, at any time before the hearing, or at such later time as may be stipulated. Not later than seven days after such service, or at such later time as may be stipulated, any other party (or, in a proper case, the agency) may serve on the party or the agency who served such affidavit an objection to the use of the affidavit or some designated

portion or portions thereof on the ground that it is in the form of an affidavit; provided, however, that if such affidavit shall have been served less than eight days before the hearing such objection may be served at any time before the hearing or may be made orally at the hearing. If such objection is so served, the affidavit or the part thereof to which objection was made, may not be used except in ways that would have been permissible in the absence of this subdivision; provided, however, that such objection may be waived by the party or the agency making the same. Failure to serve an objection as aforesaid, based on the ground aforesaid, shall constitute a waiver of all objections to the introduction of such affidavit, or of the parts thereof with respect to which no such objection was so served, on the ground that it is in the form of an affidavit, or that it constitutes or contains hearsay evidence, or that it is not, or contains matters which are not, the best evidence, but any and all other objections may be made at the hearing. Nothing herein contained shall prevent the cross-examination of the affiant if he or she is present in obedience to a subpoena or otherwise and if he or she is present, he or she may be called for cross-examination during the case of the party who introduced the affidavit in evidence. If the affidavit is admissible in part only it shall be admitted as to such part, without the necessity of preparing a new affidavit. The manner of service of such affidavit and of such objection shall be by delivering or mailing copies thereof to the attorneys of record of the parties being served, if any, otherwise, to such parties, and service shall be deemed complete upon mailing; provided, however, that when the parties are so numerous as to make service of copies of the affidavit on all of them unduly onerous, the agency may make an order specifying on what parties service of copies of such affidavit shall be made, and in that case a copy of such affidavit shall be filed with the agency and kept available for inspection and copying. Nothing in this subdivision shall prevent any use of affidavits that would be proper in the absence of this subdivision.

(L. 1945 p. 1504 §§ 7, 8, A.L. 1957 p. 748 § 536.080, A.L. 1978 S.B. 661, A.L. 2011 H.B. 265)

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Missouri General Assembly



BOARD RESOLUTION

Date: April 27, 2013

Agenda Item : 06-26-13-09

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-26-12-48

Prior Year Cost \$500,000.00

SUBJECT: To approve a contract renewal with EDMIN 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, 2013 through June 30, 2014. The cost shall not exceed \$290,000.00 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. This will be the second 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: \$290,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$290,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014519

Department: Accountability

Requestor: Bertha Doar

Angela Banks, Budget Director

Leon Fisher, 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: April 24, 2013
Dept / School: Accountability/Assessment		Reported By: Bertha Doar
Vendor: EDMIN, Inc.		Vendor #: 600014519
Contract # / P.O/ #: 4500163322 & 4500163321		Contract Name: EDMIN
Contract Amount: \$ 500,000.00		Award Date: 6/26/2012
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	X 4 3 2 1	
Customer Satisfaction	5 X 3 2 1	
Cost Control	5 X 3 2 1	
Average Score	4.2	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: April 27, 2013

Agenda Item : 06-0618-10

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Rachel Seward, Dep. Supt., Institutional Advancement

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 10-18-12-14

Prior Year Cost \$10,000

SUBJECT: To approve the contract renewal with Writing Works for grant writing services for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$10,000.00.

BACKGROUND: Writing Works has assisted SLPS in securing three grants for a total award amount of \$662,851. The grants. The grants received are as follows: Missouri Foundation of Health (\$182,123), Daughters of Charity (\$50,000), and St. Louis Mental Health Board (\$300,000).

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.3

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

Fund Source: 973-00-110-2518-6319	GOB	Requisition #:
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 #: 600004835

Department: Development Office

Requestor: Linda Riekens

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Rachel Seward, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 4/23/13
Dept / School: Development Office		Reported By: Linda Riekes
Vendor: Writing Works		Vendor #: 600004835
Contract # / P.O. #: 4500165371		Contract Name: Grant Writing Services
Contract Amount: \$ 10,000.00		Award Date: 10-18-12
Purpose of Contract (Brief Description): To provide grant writing 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	5 X	SLPS was awarded 3 grants based on proposals written by the consultant.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5 X	All work must be completed on time to be submitted for grants.
	4	
	3	
	2	
	1	
Business Relations	5	
	4 X	
	3	
	2	
	1	
Customer Satisfaction	5 X	SLPS has been awarded grants in the amount of \$662,851.
	4	
	3	
	2	
	1	
Cost Control	5 X	
	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: April 27, 2013

Agenda Item : 06-06-13-11

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Rachel Seward, Dep. Supt., Institutional Advancement

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-17-12-18 & 02-21-13-02

Prior Year Cost \$65,000

SUBJECT: To approve a contract renewal with Sharon Slane to provide consulting services and grant writing services. The contract is for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$65,000.00.

BACKGROUND: The consultant, Sharon Slane, will continue to work with the Development and Partnership Office to design, develop, and submit grants. The grants will include technology, early childhood, parent engagement, and college access.

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: 973-00-110-2518-6319	GOB	Requisition #:
Amount: \$65,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$65,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600005507

Department: Development Office

Requestor: Linda Riekes

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Rachel Seward, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly <input type="checkbox"/>		Report Date: 04/16/2013
Dept / School: Development Office		Reported By: Linda Riekes
Vendor: Sharon Slane		Vendor #: 600013821
Contract # / P.O/ #:		Contract Name: Consulting Services and Grant Writing Services
Contract Amount: \$65,000		Award Date: 5/17/12 and 2/21/13
Purpose of Contract (Brief Description): Consulting Services and Grant Writing 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	5 X	Have won 5 grants this year worth more than \$5,000,000.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5X	
	4	
	3	
	2	
	1	
Business Relations	5 X	
	4	
	3	
	2	
	1	
Customer Satisfaction	5 X	The District continues to win grants based on Sharon's grant writing skills.
	4	
	3	
	2	
	1	
Cost Control	5 X	
	4	
	3	
	2	
	1	
Average Score	3	
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: April 25, 2013

Agenda Item : 06-06-13-12

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 #08-23-12-08

Prior Year Cost \$25,000.00

SUBJECT: To approve a contract renewal with American Boiler & Mechanical, Inc. to provide boiler inspections and repair services for District schools and buildings for the period beginning July 1, 2013 and ending June 30, 2014, at a cost not to exceed \$25,000.00, pending legal review and availability of funds.

BACKGROUND: Annual maintenance and repairs are required to ensure boiler systems continue to function and provide comfortable school temperatures consistent with high quality learning and in compliance with all applicable laws and safety standards. These boilers must be inspected and certified by the Missouri Boiler and Pressure Vessel Unit. These services are specialized and beyond the capabilities of our own staff to repair steam and hot water boilers, including repair, removal or replacement of boiler tubes; any code welding to vessels, associated piping and components; repair/replacement of fire brick; all refractory work associated with boilers; and component replacement to include header valves, piping and/or controls. 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: \$25,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$25,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600002817

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

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: 04/23/13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: American Boiler & Mechanical		Vendor #: 600011976
Contract # / P.O. #: 4500163061		Contract Name: Boiler Inspections & Repair Services
Contract Amount: \$ 25,000.00		Award Date: August 23, 2012
Purpose of Contract: Provide boiler inspections 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 4 3 2 1	Provide 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
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; 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: April 24, 2013

Agenda Item: 06-06-13-13

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 # 06-26-12-38

Prior Year Cost \$300,000.00

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, 2013 through June 30, 2014 at a cost not to exceed \$300,000.00, pending legal review and availability of funds.

BACKGROUND: With 77 open schools, 35 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 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: 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

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Annual		Report Date: 04/23/13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Cord Moving & Storage		Vendor #: 600005914
Contract # / P.O. #: 4500163069		Contract Name: Moving and Relocation Services
Contract Amount: \$ 100,000.00		Award Date: June 26, 2012
Purpose of Contract: Provide moving and relocation services for all District wide schools and buildings.		
<p>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</p>		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <input checked="" type="checkbox"/> 4 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <input checked="" type="checkbox"/> 4 3 2 1	Very quick to respond
Business Relations	5 <input checked="" type="checkbox"/> 4 3 2 1	Good customer service
Customer Satisfaction	5 <input checked="" type="checkbox"/> 4 3 2 1	Had no problems or complaints with the customers
Cost Control	5 <input checked="" type="checkbox"/> 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.
<p>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.</p> <p style="text-align: right;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		

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 <input checked="" type="checkbox"/> Annual		Report Date: 04/23/13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Fry-Wagner Moving & Storage		Vendor #: 600013862
Contract # / P.O. #: 4500163070		Contract Name: Moving and Relocation Services
Contract Amount: \$ 100,000.00		Award Date: June 26, 2012
Purpose of Contract: Provide moving and relocation services for all District wide schools and buildings.		
<p>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</p>		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <input checked="" type="checkbox"/> 4 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <input checked="" type="checkbox"/> 4 3 2 1	Very quick to respond
Business Relations	5 <input checked="" type="checkbox"/> 4 3 2 1	Good customer service
Customer Satisfaction	5 <input checked="" type="checkbox"/> 4 3 2 1	Had no problems or complaints with the customers
Cost Control	5 <input checked="" type="checkbox"/> 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.
<p>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.</p> <p style="text-align: center;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		

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 <input checked="" type="checkbox"/> Annual		Report Date: 04/23/13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Brown-Kortkamp Moving & Storage		Vendor #: 600005864
Contract # / P.O/ #: 4500163071		Contract Name: Moving and Relocation Services
Contract Amount: \$ 100,000.00		Award Date: June 26, 2012
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
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Very quick to respond
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Business Relations	5	Good customer service
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Customer Satisfaction	5	Had no problems or complaints with the customers
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Cost Control	5	Met all performance requirements; Effective corrective actions
	<input checked="" type="checkbox"/> 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



BOARD RESOLUTION

Date: April 24, 2013

Agenda Item: 06-06-13-14

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 # 06-26-12-27 & 11-15-12-02

Prior Year Cost \$67,600.00

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, 2013 through June 30, 2014 at a cost not to exceed \$67,600.00, 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 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: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$67,600.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$67,600.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013287

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

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: 04-23-13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Engineered Fire Protection, Inc.		Vendor #: 600013287
Contract # / P.O. #: 4500163521		Contract Name: Fire Sprinkler Inspection & Repair
Contract Amount: \$ 67,600.00		Award Date: June 26, 2012 & November 15, 2012
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 <u>4</u> 3 2 1	Provide solutions to problems and performs quality workmanship
Timeliness of Delivery or Performance	5 <u>4</u> 3 2 1	Very quick to respond
Business Relations	5 <u>4</u> 3 2 1	Good customer service
Customer Satisfaction	5 <u>4</u> 3 2 1	Had no problem or complaints with the customers
Cost Control	5 <u>4</u> 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.
<p>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.</p> <p style="text-align: right;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		

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: April 26, 2013

Agenda Item : 06-06-13-15

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 # 06-26-12-29 & 11-15-12-04

Prior Year Cost \$39,831.00

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, 2013 through June 30, 2014 at a cost not to exceed \$39,831.00, 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 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: 905-00-110-2623-6336	GOB	Requisition #: TBD
Amount: \$39,831.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$39,831.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600001168

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Mary M. Houlihan, Dep. Supt., Operations



Vendor Performance Report

Type of report: Final x Annual		Report Date: 04/23/13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: McCann Pest & Termite Control		Vendor #: 600001168
Contract # / P.O/ #: 4500163146		Contract Name: Pest Control Services –District wide
Contract Amount: \$ 39,831.00		Award Date: June 26, 2012 and November 15, 2012
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	Provide solutions to problems and performs quality workmanship
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Very quick to respond
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Business Relations	5	Good customer service
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Customer Satisfaction	5	Had no problems or complaints with the customers
	<input checked="" type="checkbox"/> 4	
	3	
	2	
	1	
Cost Control	5	Met all performance requirements; Effective corrective actions
	<input checked="" type="checkbox"/> 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



BOARD RESOLUTION

Date: April 24, 2013

Agenda Item : 06-06-13-16

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 # 06-26-12-39 & 11-15-12-11

Prior Year Cost \$20,750.00

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, 2013 through June 30, 2014 at a cost not to exceed \$40,000.00, 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. In addition, a mandated, six-year maintenance inspection is also scheduled during the 2013-2014 school year. 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. 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: 905-00-110-2624-6333	GOB	Requisition #: TBD
Amount: \$40,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$40,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011353

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final x Annual		Report Date: 04-23-13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: Cintas Fire Protection Co.		Vendor #: 600011353
Contract # / P.O/ #: 4500163058		Contract Name: Fire Extinguisher Inspection/Repair
Contract Amount: \$ 20,750.00		Award Date: June 26, 2012 & November 15, 2012
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 4 3 2 1	Provide 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
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; 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: April 24, 2013

Agenda Item : 06-06-13-17

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 # 06-26-12-28 & 11-15-12-03

Prior Year Cost \$253,000.00

SUBJECT: To approve a contract renewal with Advanced Elevator Company, Inc. to provide elevator inspections, certifications and maintenance services for District schools and buildings beginning July 1, 2013 through June 30, 2014 at a cost not to exceed \$253,000.00, pending legal review and availability of funds.

BACKGROUND: Annual state inspections, certifications and routine maintenance are required under the Missouri Division of Fire Safety Elevator Safety Unit. This contract will be funded by the General Operating Fund.

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: \$253,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$253,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600004233

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Annual		Report Date: 04/23/13
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: \$ 253,000.00		Award Date: June 26, 2012 and November 15, 2012
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 4 3 2 1	Provide 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
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; 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: April 24, 2013

Agenda Item : 06-06 13-18

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 # 06-26-12-30 & 11-15-12-05

Prior Year Cost \$265,806.00

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, 2013 through June 30, 2014 at a cost not to exceed \$271,122.00, 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. It will also help prevent sanitation problems and will ensure the District complies with the City Health Department. This contract is the second 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: \$271,122.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed \$271,122.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011414

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Annual <input type="checkbox"/>		Report Date: 04/23/13
Dept / School: District Wide		Reported By: Linda C. McKnight
Vendor: IESI formerly Crown Excel Disposal		Vendor #: 600011414
Contract # / P.O. #: 4500163064		Contract Name: Trash and solid waste management
Contract Amount: \$ 265,806.00		Award Date: June 26, 2012 and November 15, 2012
Purpose of Contract: Provide solid waste management service for District wide schools and buildings.		
<p>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</p>		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	Satisfactory: Notice minor complaints throughout the District. Mostly satisfied with corrective action. Some dumpsters are not emptied (reasons unresolved)
	<u>4</u>	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	Mostly responded quickly to our needs and requests
	<u>4</u>	
	3	
	2	
	1	
Business Relations	5	Satisfactory communications and documentation. Responds immediately to most calls, but not all.
	<u>4</u>	
	3	
	2	
	1	
Customer Satisfaction	<u>5</u>	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)
	4	
	3	
	2	
	1	
Cost Control	<u>5</u>	No Surprises; gave accurate proposals for services and did not go over on costs
	4	
	3	
	2	
	1	
Average Score	4.4	Add above ratings: divide the total by the number of areas being rated.
<p>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.</p> <p style="text-align: right;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		

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: April 23, 2013

Agenda Item: 06-0613-19

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. # 06-07-12-10
 Previous Year Cost \$ 174,000.00

SUBJECT:

To approve a contract renewal with SoftChoice for the Microsoft School Agreement and other computer applications from July 1, 2013 to June 30, 2014 at a cost not to exceed \$174,000.00

BACKGROUND:

This service is to provide the Microsoft Suite products, the antivirus software - Sophos, and the internet filtering application. These products are all used on our hardware systems which supply application & protection. The internet filtering application is a mandate of MoreNet and/or 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: 981 - L3 - 110 - 2223 - 6441	GOB	Requisition #:
Amount: \$ 174,000.00		
Fund Source: - - - -		Requisition #:
Amount:		
Fund Source: - - - -		Requisition #:
Amount:		
Cost not to Exceed: \$ 174,000.00	<input checked="" type="checkbox"/>	Pending Funding Availability Vendor #: 600000772

Department: Information Technology Services

Angela Banks, Budget Director

Cheryl VanNoy, Exec. Dir., Technology Services

Leon Fisher, CFO/Treasurer

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: 03/01/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: SoftChoice		Vendor #: 600000772
Contract # / P.O. #: 4500163292		Contract Name: SoftChoice
Contract Amount: \$174,000.00		Award Date: June 7, 2012
Purpose of Contract (Brief Description): SoftChoice will provide the licenses for Microsoft Suite products, anti-virus software, and internet filtering application.		
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	X5	
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	X5	
	4	
	3	
	2	
	1	
Business Relations	X5	
	4	
	3	
	2	
	1	
Customer Satisfaction	X5	
	4	
	3	
	2	
	1	
Cost Control	X5	
	4	
	3	
	2	
	1	
Average Score	5	
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: April 23, 2013

Agenda Item: 06-0613-20

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-26-12-47 & 10-18-12-20

Prior Year Cost \$37,720.00

SUBJECT: To approve the contract renewal with TALX Corporation to provide the Electronic Pay Advices and W-2's for employees. The renewal period will be July 1, 2013 through June 30, 2014 at a cost not to exceed \$35,000.00.

BACKGROUND: TALX Corporation won the RFP to provide the system to provide Electronic Pay Advices to employees. The implementation period was completed and the system has been operational since October of 2012.

Electronic Pay Advices are providing a Cost Savings to the District in terms of forms, toner and labor hours required to produce the paper deposit slips. It also provides 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: \$35,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$35,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014656

Department: Paryoll

Requestor: Judith Gaughan

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

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: 04/23/13
Dept / School: Payroll		Reported By: Judy Gaughan
Vendor: TALX Corporation		Vendor #: 600014656
Contract # / P.O. #: 4500165187		Contract Name: Electronic Pay Advices
Contract Amount: \$37,720.00		Award Date: June 26 and October 18, 2012
Purpose of Contract (Brief Description): To provide electronic pay advices and W-2's 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 4X 3 2 1	The end product is quite an improvement over our old pay slips
Timeliness of Delivery or Performance	5X 4 3 2 1	TALX is very good to work with. We had 'SLPS' delays, but they rolled with us well – accommodating our needs/priorities.
Business Relations	5X 4 3 2 1	No issues. Delivered as promised.
Customer Satisfaction	5X 4 3 2 1	
Cost Control	5X 4 3 2 1	No surprises!
Average Score	4.8	
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: April 23, 2013

Agenda Item : 06-06-13-21

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-26-12-45

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, 2013 to June 30, 2014. The cost of the contract will not exceed \$117,500.00.

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: 970-00-110-2514-6356	GOB	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: Risk Management

Requestor: Kevin Coyne

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

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: April 23, 2013
Dept / School: Risk Management		Reported By: Kevin Coyne
Vendor: CCMSI		Vendor #: 600002925
Contract # / P.O/ #:		Contract Name: Workers' Compensation Claims Administration and Loss Control Services
Contract Amount: \$ 117,500.00		Award Date: 06-26-12
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	5	Claims handling is very strong and they follow direction well.
	4 X	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	
	4X	
	3	
	2	
	1	
Business Relations	5 X	Very responsive to every request and participates on Safety and Risk Management Committee.
	4	
	3	
	2	
	1	
Customer Satisfaction	5 X	
	4	
	3	
	2	
	1	
Cost Control	5 X	The cost has not increased for 6 years.
	4	
	3	
	2	
	1	
Average Score	4.6	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 1, 2013

Agenda Item : 06-06-13-22

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 # 06-26-12-44

Prior Year Cost \$154,331.00

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 FY12-13 was \$154,331, which includes fuel cost. These services will be provided from July 1, 2013 through June 30, 2014 at a cost not to exceed \$154,331, which includes fuel cost.

BACKGROUND: See attachment

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: 918-00-110-5115-6546	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

Angela Banks, Budget Director

Deanna Anderson, Exec. Dir., Transportation

Leon Fisher, CEO/Treasurer

Mary M. Houlhan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

**Fleet Management Resolution Backup Documentation
April 30, 2013**

- Current fleet configuration of the District is:
 - Owns 62 vehicles (62 in FY11-12)
 - Leases 20 vehicles (24 in FY11-12)
 - District insures 72 vehicles (72 in FY11-12)
 - Aramark insures 10 vehicles (10 in FY11-12)
- Of the 72 insured
 - 40 used by Buildings, Grounds, and Maintenance
 - 25 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
- Continue to utilize the partnership with Enterprise and sell the vehicles that will be removed from the fleet in FY13-14
- Remove 3 vehicles from the Security fleet
- Investigate replacing vehicles with safer and more fuel efficient vehicles which could result in a future cost savings of the fleet
- Cost of contract for full year, including fuel, will be \$154,331. Approximate cost of leases, maintenance, and fuel for FY12-13 is \$154,331. Cost will remain the same even though fuel price has increased. This will be accomplished by maintaining the existing and reducing the spare vehicles in the fleet.



BOARD RESOLUTION

Date: April 24, 2013

Agenda Item : 06-06-13-23

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved:
Memorandum of Understanding

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

Previous Board Resolution # 05-03-12-20

SUBJECT: To approve the renewal of a Memorandum of Understanding (MOU) with the University of Missouri Extension to provide nutrition education in the St. Louis Public Schools (10 schools) and to participate in community health awareness activities. The MOU will be for the period July 1, 2013 to June 30, 2014.

BACKGROUND: The nutrition education program includes lessons for students in grades 1-12. The program is currently in 10 schools and has been very well received by staff and students. The program is currently active at Henry, Griscom, Lexington, Hamilton, Adams, Peabody, Stix ECC, Laclede, Long and Hickey and serves approximately 3,840 students.

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:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food & Nutrition Service

Requestor:

Althea Albert-Santiago, Director, Food Service

Rachel Seward, Dep, Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, 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 University of Missouri Extension (“Agency”) on this 1st day of July, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between University of Missouri Extension and the St. Louis Public Schools in order to provide nutrition education in the St. Louis Public Schools and to participate in health awareness activities.

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 a staff member to be present and aid in the supervision of the classroom during FNEP programming.
- (b) Provide a quiet space for nutrition education activities which is favorable to learning.
- (c) Schedule classes to assure an efficient use of time.
- (d) St. Louis Public Schools authorizes Althea Albert-Santiago, Health & Wellness Coordinator and Director of Food Service to work as point of contact.
- (e) Provide food allergy information for purposes of food demonstrations.

6. Obligations of Agency:

- (a) Provide a series of lessons appropriate for the grade level.
- (b) Notify the agency of any schedule changes or absences that will result in cancellation of classes for the day.

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 provide a series of lessons appropriate for the grade level that meet the Missouri Grade Level Expectations
- (b) The Agency will participate in Health fairs, parent assembly meetings and PTO programs offered throughout the District
- (c) Will provide nutrition education to over 100 students during the school year.

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

(e) The Agency will keep current records of SLPS students participating MO Extension Nutrition Programs and submit a monthly all students participating in the program.

8. Term and Termination: The term of the MOU will be from July 1, 2013 the Effective Date) through June 30, 2014, 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

University of Missouri Extension

By: _____
Name: _____
Title: _____

By: Sue Wille
Name: Sue Wille _____
Title: Project Director _____

Memorandum of Understanding

Performance Standard(s)

Report

Agency: University of Missouri Extension

School: Multiple Schools

From: May 4, 2012 **To:** June 30, 2013

Performance Standard 1: The agency will provide a series of lessons appropriate for the grade level that meet the Missouri Grade Level Expectations _____

Status: This agency has developed nutrition lessons that are aligned with the GLEs in every core subject. The agency conducts both a pre-test and a post-test to measure the impact of the classes. As of today the agency has taught 120 classes on varies nutrition topics. All of the health educators have done a great job ensuring that the students are enjoying the classes. _____

Performance Standard 2: The Agency will participate in Health fairs, parent assembly meetings and PTO programs offered throughout the District _____

Status: Due to budget cuts, the Missouri Extension staff has not been able to attend any health fairs, parent assembly meetings or PTO meetings.

Performance Standard 3: Will provide nutrition education to over 100 students during the school year _____

Status: This agency has educated 3,840 students during the school year _____

Performance Standard 4: The Agency will evaluate nutrition education programming at the end of each session.

Status: This agency evaluates the nutrition program offered to the students before and after each session to ensure that the students understand the material taught in each class.

Performance Standard 5: The Agency will keep current records of SLPS students participating in MO Extension Nutrition programs and submit a monthly report

Status: The Program Manager currently tracks all nutrition education classes taught throughout the District, at this time 3,840 students and 99 teachers have participated in the program. The Program Manager also submits a monthly report indicating the number of participants in the program.

Submitted by: Althea Albert-Santiago

Date: March 29, 2013

Reviewed by: _____

Date: _____

Recommendation:

X Continue

Discontinue



BOARD RESOLUTION

Date: April 25, 2013

Agenda Item : 06-06-13-24

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Althea Albert-Santiago, Director, Food Service

Action to be Approved:
Memorandum of Understanding

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

Previous Board Resolution # 06-26-12-52

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, 2013 to June 30, 2014.

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 the food service provider to process locally grown produce.

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:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Food & Nutrition Service

Requestor:

Althea Albert-Santiago, Director, Food Service

Rachel Seward, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

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 (“Agency”) on this 1st day of July, 2013.

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) SLPS will provide the facility to process the locally/regionally grown foods for the elementary schools.
- (e) Allow for the time of the SLPS Director of Food Services to support the grant activities such as menu planning, analysis, education planning.

- (f) Promote the activities proposed by the applicant organization such as the Recipes from Home Contest, development of the “Hub Tubs” for the nutrition education.
- (g) Provide for promotion of the Hub Tubs and placement in appropriate school libraries.
- (h) 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 provide 3000 pounds of apples for applesauce in the first year of the HELP-SLPS grant.

8. Term and Termination: The term of the MOU will be from July 1, 2013 (the Effective Date) through June 30, 2014, 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

Saint Louis University

By: _____
 Name: _____
 Title: _____

By: _____
 Name: _____
 Title: _____

Memorandum of Understanding
Performance Standard(s)
Report

Agency: Saint Louis University – Department of Nutrition

Schools: Various Schools

From: July 1, 2012 To: June 30, 2013

Performance Standard 1: The Agency will evaluate nutrition education programming at end of each session

Status: The SLU graduate students have conducted nutrition education workshops at four schools; Central Visual and Performing Arts High School, Adams Elementary School, Dewey School of International Studies, and Washington Montessori Elementary School. All of the nutrition education workshops are conducted during P.E. classes. Student feedback: we enjoyed the classes, we look forward to the graduate students coming back to our school, we enjoyed playing the My Plate Game and learning about the benefits of eating healthy. At this time, 769 students have participated in the program.

Performance Standard 2: The Agency will provide 3,000 pounds of apples for applesauce in the first year of the HELP-SLPS grant.

Status: St. Louis University has met their goal of processing 3,000 pounds of apples into applesauce for HELP-SLPS in the first year. All of the schools are receiving applesauce as a part of the menu.

Performance Standard 3: _____

Status: _____

Performance Standard 4: _____

Status: _____

Submitted by: Althea Albert-Santiago

Date: March 26, 2013

Reviewed by: _____

Date: _____

Recommendation:

X Continue

Discontinue



BOARD RESOLUTION

Date: May 1, 2013

Agenda Item: 06-06-13-25

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve a MOU with the Sumner Advisory Board of Directors and the Saint Louis School District for the 2013-2014 school session.

BACKGROUND: As part of the Superintendent's "Creating Great Options Initiative," the District is establishing a portfolio of schools designed to meet the varying educational needs of the student populations served in the City of St. Louis. The District is seeking to sponsor schools willing to make a commitment to high academic achievement and willing to base their right to operate on the same. A central component of the Performance-based agreement will be the academic performance of the students. The District's partnership shall be contingent on an annual review of the academic progress of students by the District. The District will include performance-based requirements.

Accountability Plan Goals:

Objective/Strategy:

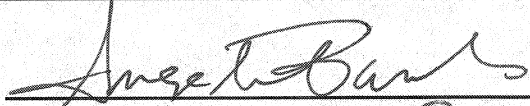
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount: 0		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

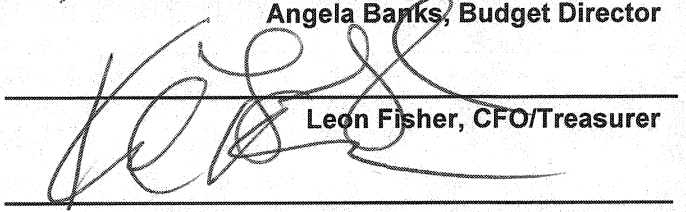
Department:

Requestor:


Dr. Nicole Williams, Dep. Supt., Academics



Angela Banks, Budget Director



Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 27, 2013

Agenda Item : 06-06-13-2b

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. James Henderson, Chief Human Resource Officer

Action to be Approved: Membership

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

Previous Board Resolution # 06-26-12-17

Prior Year Cost \$6,500.00

SUBJECT: To approve a membership renewal with the University of Missouri-Columbia [Missouri Partnership for Educational Renewal (MPER)] beginning July 1, 2013 through June 30, 2014 at a cost not exceed \$5,250.00.

BACKGROUND: Through this partnership, SLPS has benefited 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: \$5,250.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$5,250.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600012170

Department: Human Resources

Requestor: Dr. James Henderson

Dr. James Henderson, Chief Human Resource Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



MPER

MU Partnership for Educational Renewal

2013-2014 Dues Invoice

Dr. Kelvin Adams, Superintendent of Schools
St. Louis City School District
801 N 11th St
St. Louis MO 63101

Dues Structure	
Tier I Districts pay	\$ 5,250
Tier II Districts pay	\$ 4,000
Tier III Districts pay	\$ 2,750

Invoice # 2013-22

07-01-13	<p>Your school district falls into Tier I of the MPER dues structure for July 1, 2013 - June 30, 2014. Please note: The amount of this invoice reflects the \$1,000 reduction in membership fees for one year per the Governing Board's decision of 2013.</p> <p>Per the MU Partnership for Educational Renewal Charter, membership dues are to be paid prior to the Fall Governing Board meeting.</p>	\$ 5,250
Total Amount Due		\$ 5,250

Please submit payment CHECK to:

University of Missouri
c/o Shawna Nichols
MPER
304 Hill Hall
Columbia, MO 65211

Checks must be made payable to:
University of Missouri

School's Copy



BOARD RESOLUTION

Date: April 29, 2013
 To: Special Administrative Board
 From: Dr. Kelvin R. Adams

Agenda Item: 06-06-13-27
 Information:
 Action:

Action to be Approved: Membership Renewal

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

Previous Board Resolution Number: 05-17-12-30
 Previous Amount: \$15,000

SUBJECT: To approve a membership renewal with the Missouri School Boards' Association (MSBA) for the period July 1, 2013 through June 30, 2014 in an amount not to exceed \$15,750, pending the availability of funds.

BACKGROUND: MSBA is a non-profit organization that provides guidance in public school governance helping school boards to succeed.

Accountability Plan Goal(s): Goal V: Governance


Objective/Strategy: V.E


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

Fund Source: 800-00-110-2311-6381		Requisition #:
Amount: \$15,750		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$15,750.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600009315

Department: Superintendent's Office


 Angela Banks, Budget Director


 Leon Fisher, CFO/Treasurer


 Dr. Kelvin R. Adams, Superintendent

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Missouri School Boards' Association

2100 I-70 Drive Southwest
Columbia, MO 65203

(573) 445-9920 (800) 221-6722
Fax (573) 445-9933

*Paid
3/28/13
rl*

Dues Statement

Date	Invoice #
03/25/2013	32367

Bill To

Attn: Accounts Payable
Mr. Rick Sullivan
St. Louis City
801 N 11th St
Saint Louis, MO 63101-1015

Remit to: MSBA, Lockbox 162, California, MO 65018

Description	Amount
MSBA Membership Dues through 6/30/2014	\$15,750.00
<p>Your annual dues for FY13-14 are calculated on your district's Current Expenditures as reported to DESE. Please return payment with a copy of the invoice by June 30, 2013.</p>	

Line Item Total	Freight	Handling	Other	Tax	Subtotal	Amount Received	Amount Due
\$15,750.00					\$15,750.00	\$0.00	\$15,750.00

Contributions or gifts to the Missouri School Boards' Association are not deductible as charitable contributions for federal income tax purposes. (This statement is required by Section 10701, Revenue Act of 1987.)



BOARD RESOLUTION

Date: April 30, 2013

Agenda Item : 06-06-13-28

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase with Houghton Mifflin Harcourt for instructional materials for Advanced Placement Chemistry for all the high schools in the St. Louis Public School District for 2013-2014 school year at a cost not to exceed \$18,674.50.

BACKGROUND: The Advanced Placement Chemistry team met to review new books and has recommended that Chemistry AP* Edition by Zumdahl is the best choice for three main reasons: 1) The materials are more thoroughly covered than the others, 2) It provides the highest DOK level questions, and 3) It has best end of section reviews for students. This purchase has the support/approval from the office of Curriculum & Instruction. The Chemistry AP* Edition by Zumdahl was selected by the AP textbook committee based on its unique design.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6319	Non-GOB	Requisition #: 10134631
Amount: \$18,674.50		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$18,674.50	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600002453

Department: APiP

Requestor: Dr. Dan Edwards


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

 4/29/2013
Dr. Nicole Williams, Dep. Supt., Academics


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: April 10, 2013
Department / School: Secondary Education	Phone Number:
<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)	
Chemistry AP* Edition by Zumdahl	
Vendor Name: Houghton Mifflin Harcourt	Email: kathy.gander@hmhpub.com
Vendor Contact: Kathy Gander	Phone Number: 800.479.9799 EXT 3482
Justification Information	
1. Why the uniquely specified goods are required?	
<ul style="list-style-type: none"> • The materials are more thoroughly covered than the others. • It provides the highest DOK level questions. • It has best end of section reviews for students. 	
2. Why good or services available from other vendors /competitors are not acceptable?	
This vendor will provide a complete set of teacher resource, free of charge, for every teacher currently teaching the course.	
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:	
Brooks/Cole, Freeman, Prentice Hall, Wiley	
<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:	
ChanTam Trinh, APIP Project Coordinator	February 25, 2013
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)

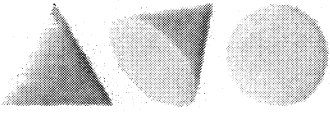
Emergency URGENT NEED for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

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.



Houghton Mifflin Harcourt

Cost Proposal
Prepared For

St Louis City Public Sch Dist

801 N 11th St
Saint Louis MO 63101

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

For the Purchase of:

A&E Science - Chemistry

Prepared By
Kathy Gander
kathy.gander@hmhpub.com

ATTN: This Proposal is not approved and is not valid



Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 888-872-8380

Proposal Date: 3/7/2013

Proposal for

Expiration Date: 4/21/2013

ATTN: This Proposal is not approved and is not valid

ISBN	Title	Sale Price	Purchase Quantity	Purchase Amount	Complimentary Quantity	Complimentary Value
Student						
1545657	DRAFT Student Edition (High School AP [®] Edition)	\$169.00	100	\$16,900.00		
Total for Student				\$16,900.00		
Teacher						
1545660	DRAFT Annotated Teacher's Edition	\$235.00			5	\$1,175.00
1545667	DRAFT Fast Track to a 5 AP test-prep workbook	\$33.75			5	\$168.75
1545670	DRAFT Student Solutions Manual	\$85.00			5	\$425.00
1545672	DRAFT AP Teacher's Resource Guide	\$9.75			5	\$48.75
1545665	DRAFT AP Lab Manual	\$58.25			5	\$291.25
1545662	DRAFT Teacher's Resource Manual to Lab Manual	\$9.75			5	\$48.75
1547637	DRAFT Assessment Question Booklet	\$10.00			5	\$50.00
1545668	DRAFT Inquiry Based Learning Guide	\$30.00			5	\$150.00
Total for Teacher						\$2,357.50
Total for -				\$16,900.00		\$2,357.50

Proposal Summary

Total Value of Proposal: \$21,032.00

Total Complimentary: \$2,357.50

Subtotal Purchase Amount: \$16,900.00

Shipping & Handling (10.50%): \$1,774.50

Total Cost of Proposal (PO Amount): \$18,674.50

Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 888-872-8380

Proposal Date: 3/7/2013

Proposal for

Expiration Date: 4/21/2013

ATTN: This Proposal is not approved and is not valid

Total Cost of Proposal (PO Amount): \$ 18,674.50

Total Value of Proposal: \$ 21,032.00

Total Savings: \$ 2,357.50

This is a cost proposal only. Orders submitted under this proposal on or before the expiration date are subject to acceptance at Houghton Mifflin Harcourt's main office and are subject to the applicable terms in Houghton Mifflin Harcourt's invoice issues for such order.

Date of Proposal: 3/7/2013

Proposal Expiration Date: 4/21/2013

Houghton Mifflin Harcourt

Prices: Prices quotes are wholesale school prices and do not include transportation charges unless otherwise stated in this proposal. These wholesale school prices apply to the educational customers of Houghton Mifflin Harcourt. Prices quoted are valid for orders submitted on or before the expiration date set forth in the proposal.

Educational customers are billed at wholesale school price, f.o.b. shipping point, with a prepaid transportation charge and, unless the customer specifically requests otherwise, a charge for our guarantee of delivery is added to the invoice when shipped via U.S. Postal service. For educational customers preferring f.o.b. destination billing, ten and a half percent (10.5%) of wholesale school price is added and we pay transportation charges and guarantee delivery. Prices do not include any sales tax. Applicable sales tax, if any, will be added to the invoice unless an appropriate tax exemption certificate has been furnished to Houghton Mifflin Harcourt.

Upon receipt of purchase order, gratis items will be shipped in direct proportion to pupil materials purchased. If purchases vary from those included in this proposal, gratis items will change accordingly. Gratis items may also change if purchase is other than a direct school district to publisher order, such as via a third-party vendor or jobber.

 Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 888-872-8380



BOARD RESOLUTION

Date: April 30, 2013

Agenda Item : 06-0613-09

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase with Houghton Mifflin Harcourt for instructional materials for Advanced Placement Calculus for all the high schools in the St. Louis Public School District for 2013-2014 school year at a cost not to exceed \$25,608.38.

BACKGROUND: The Advanced Placement Calculus team met to review new books and has recommended that Larson Calculus of a Single Variable is the best choice for three main reasons: 1) The materials are more thoroughly covered than the others, 2) It provides the highest DOK level questions , and 3) It has the best end of section reviews for students. This purchase has the support/approval from the office of Curriculum & Instruction. The Larson Calculus of a Single Variable was selected by the AP textbook committee based on its unique design.

Accountability Plan Goals: Goal I: Student Performance

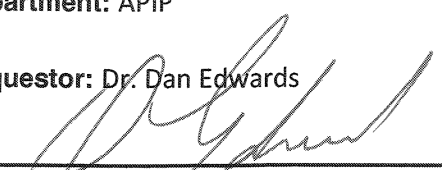
Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6319	Non-GOB	Requisition #: 10134560
Amount: \$25,608.38		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$25,608.38	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600002453

Department: APIP


Requestor: Dr. Dan Edwards


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

 4/24/2013
Dr. Nicole Williams, Dep. Supt., Academics


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: April 10, 2013
Department / School: Secondary Education	Phone Number:
<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)	
Larson Calculus of a Single Variable, Tenth Edition 2014	
Vendor Name: Houghton Mifflin Harcourt	Email: kathy.gander@hmhpub.com
Vendor Contact: Kathy Gander	Phone Number: 800.479.9799 EXT 3482
Justification Information	
1. Why the uniquely specified goods are required?	
<ul style="list-style-type: none"> • The materials are more thoroughly covered than the others. • It provides the highest DOK level questions. • It has best end of section reviews for students. 	
2. Why good or services available from other vendors /competitors are not acceptable?	
This vendor will provide a complete set of teacher resource, free of charge, for every teacher currently teaching the course.	
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:	
Brooks/Cole, Freeman, Prentice Hall, Wiley	
<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:	
ChanTam Trinh, APIP Project Coordinator	February 25, 2013
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.



Houghton Mifflin Harcourt

Cost Proposal

Prepared For

St Louis City Public Sch Dist

801 N 11th St

Saint Louis MO 63101

Attention:

Chan Tam Trinh

chantam.trinh@slps.org

For the Purchase of:

Calculus

Prepared By

Kathy Gander

kathy.gander@hnhpub.com

PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.



Houghton Mifflin Harcourt

Attention:

Chan Tam Trinh

chantam.trinh@slps.org

Customer Service

1900 S. Batavia Ave.

Geneva, IL 60134

FAX: 888-872-8380

**Proposal for
St Louis City Public Sch Dist
Calculus**

ISBN	Title	Sale Price	Purchase		Complimentary	
			Quantity	Amount	Quantity	Value
Larson Calculus of a Single Variable, Tenth Edition © 2014						
1545592	9781285060330 Student Edition, Single Variable (High School AP Edition)	\$154.50	150	\$23,175.00		
Total for Larson Calculus of a Single Variable, Tenth Edition © 2014				\$23,175.00		
Teacher						
1545779	9781285063263 Fast Track to a 5 AP testprep workbook	\$30.75			5	\$153.75
1545778	9781285063041 AP Teacher's Resource Guide and Lesson Plans	\$9.75			5	\$48.75
1543254	9781285085760 Complete Solutions Guide, Volume 1 (Ch. P-5)	\$28.50			5	\$142.50
1545784	9781285085777 Complete Solutions Guide, Volume 2 (Ch. 6-11)	\$28.50			5	\$142.50
1537908	9781285094458 PowerLecture CDROM with ExamView (High School AP Edition)	\$50.00			5	\$250.00
1543257	9781285076300 CourseMate with eBook Printed Access Card	\$95.25			5	\$476.25
Total for Teacher						\$1,213.75
Total for -				\$23,175.00		\$1,213.75

Proposal Summary	Total Value of Proposal:	\$26,822.13
	Total Complimentary:	\$1,213.75
	Subtotal Purchase Amount:	\$23,175.00
	Shipping & Handling (10.50%):	\$2,433.38
	Total Cost of Proposal (PO Amount):	\$25,608.38

Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 888-872-8380

Proposal Date: 3/7/2013

Proposal for
St Louis City Public Sch Dist
Calculus

Expiration Date: 4/21/2013

Total Cost of Proposal (PO Amount):		\$ 25,608.38	
Total Value of Proposal:	\$ 26,822.13	Total Savings:	\$ 1,213.75

This is a cost proposal only. Orders submitted under this proposal on or before the expiration date are subject to acceptance at Houghton Mifflin Harcourt's main office and are subject to the applicable terms in Houghton Mifflin Harcourt's invoice issues for such order.

Date of Proposal: 3/7/2013

Proposal Expiration Date: 4/21/2013



Houghton Mifflin Harcourt

Prices: Prices quotes are wholesale school prices and do not include transportation charges unless otherwise stated in this proposal. These wholesale school prices apply to the educational customers of Houghton Mifflin Harcourt. Prices quoted are valid for orders submitted on or before the expiration date set forth in the proposal.

Educational customers are billed at wholesale school price, f.o.b. shipping point, with a prepaid transportation charge and, unless the customer specifically requests otherwise, a charge for our guarantee of delivery is added to the invoice when shipped via U.S. Postal service. For educational customers preferring f.o.b. destination billing, ten and a half percent (10.5%) of wholesale school price is added and we pay transportation charges and guarantee delivery. Prices do not include any sales tax. Applicable sales tax, if any, will be added to the invoice unless an appropriate tax exemption certificate has been furnished to Houghton Mifflin Harcourt.

Upon receipt of purchase order, gratis items will be shipped in direct proportion to pupil materials purchased. If purchases vary from those included in this proposal, gratis items will change accordingly. Gratis items may also change if purchase is other than a direct school district to publisher order, such as via a third-party vendor or jobber.



Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 888-872-8380



BOARD RESOLUTION

Date: April 26, 2013

Agenda Item : 060613-30

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

Previous Board Resolution # 06-26-12-86

Prior Year Cost \$ 80,000

SUBJECT: To approve a purchase through Universal Business Supply to purchase the iPad covers for District use. The cost will not exceed \$80,000.00 during the 2013-14 school year.

BACKGROUND: Universal Business Supply is an SLPS vendor that is used for purchasing business supplies and other products. The cost, per cover, has been reduced by \$1 over the previous year.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.B

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

Fund Source: 981-75-110-2828-6411	GOB	Requisition #:
Amount: \$80,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$80,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007542

Department: Information Technology

Requestor: Cheryl L VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 04/23/2013
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Universal Business Supply		Vendor #: 600007542
Contract # / P.O/ #: Various		Contract Name: Universal Business Supply
Contract Amount: \$80,000		Award Date: June 26, 2012
Purpose of Contract (Brief Description): Universal Business Supply is the preferred vendor on the Speck Covers for the iPad purchases.		
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	X5 4 3 2 1	Excellent protection for iPads.
Timeliness of Delivery or Performance	X5 4 3 2 1	The delivery of this vendor is timely.
Business Relations	X5 4 3 2 1	Universal and SLPS have a great working relationship.
Customer Satisfaction	X5 4 3 2 1	The District is pleased with their supplies and support.
Cost Control	X5 4 3 2 1	The cost, per cover, has been reduced by \$1 over the previous year.
Average Score	5	
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: April 29, 2013

Agenda Item : 06-06-13-31

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

Previous Board Resolution # 08-23-12-01

Prior Year Cost \$775,000.75

SUBJECT: To approve the purchase of Replacement Textual Materials for the period beginning July 1, 2013 through June 30, 2014 with multiple vendors (listed below) at a cost not to exceed \$600,000.00.

BACKGROUND: Textual materials are required to support the District's approved curriculum. These materials must be purchased to replace consumed, lost and/or damaged books annually. The District will continue to purchase replacement textual materials from the following:

American Technical Publishers, Bedford Freeman Worth Publishing, Cengage Learning, Chicago Architecture Foundation, Davis Publications, DC Heath and Company, Follett Educational Services, Glencoe/McGraw-Hill, Goodheart Wilcox, Holt McDougal, Holt Rinehart and Winston, Houghton Mifflin, Jones and Bartlett, MacMillan/McGraw Hill, McDougal-Littell, Pearson Learning, Pearson/Prentice Hall, Pearson/Scott Foresman, Perfection Learning, Prentice Hall, Scholastic, Scott Foresman, Sopris West (Voyager Learning), SRA/McGraw-Hill, Textbook Brokers, Inc.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.5.

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

Fund Source: 847-00-110-2218-6421	GOB	Requisition #:
Amount: \$600,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$600,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Curriculum & Instruction

Requestor: Sheila Smith-Anderson

Sheila Smith-Anderson, Exec. Dir., Curr. Instruc

4/29/2013

Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 29, 2013

Agenda Item : 06-06-13-32

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Letter of Credit

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

Previous Board Resolution # 06-26-12-79

Prior Year Cost \$33,375.00

SUBJECT: To approve the purchase of a US Bank Letter of Credit in the amount of \$2,225,000 which is required for the renewal of the Excess Workers' Compensation Bond with Travelers Insurance Company. The Letter of Credit will be for the period July 1, 2013 to June 30, 2014 at a cost not to exceed \$33,375.00.

BACKGROUND: Based on the District's financial condition, Travelers Insurance Company requires that the District's Excess Workers' Compensation Bond be fully collateralized by a letter of credit. The District has secured a letter of credit with US Bank with no collateral requirement at a cost of \$33,375.00.

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: 970-00-110-2514-6356	GOB	Requisition #:
Amount: \$33,375.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$33,375.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600012051

Department: Risk Management

Requestor: Kevin Coyne

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 29, 2013

Agenda Item : 06-06-13-33

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Insurance Renewal

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

Previous Board Resolution # 06-26-12-81

Prior Year Cost \$11,125.00

SUBJECT: To approve the purchase of a renewal Excess Workers' Compensation Bond with Travelers Insurance Company through our insurance broker, Marsh USA. The renewal period will be July 1, 2013 through June 30, 2014 at a cost not to exceed \$11,125.00.

BACKGROUND: The Excess Workers' Compensation Bond is the security required by the State of Missouri as collateral for the payment of workers' compensation claims under the District's approved workers' compensation self-insurance program.

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: 970-00-110-2514-6356	GOB	Requisition #:
Amount: \$11,125.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$11,125.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600002438

Department: Risk Management

Requestor: Kevin Coyne

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 27, 2013

Agenda Item : 06-06-13-24

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. James Henderson, Chief Human Resource Officer

Action to be Approved: Policy Adoption/Change Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To rescind the current Board Policy 5125.1.1 entitled Students Records - Glossary of Terms, and to adopt revised Policy 5125.1.1 to replace it. The revisions in the policy will align it with the Student Code of Conduct Handbook. This policy change shall be effective immediately upon SAB approval.

BACKGROUND: The current policy is inconsistent with the current Student Code of Conduct Handbook. This change will bring the two into alignment.

Accountability Plan Goals: Goal I: Student Performance **Objective/Strategy:** II.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:		
Pending Funding Availability		Vendor #:

Department: Human Resources

Requestor:

Dr. James Henderson, Chief Human Resource Officer

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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

Regulation # 512.1.1

STUDENTS

ELEMENTARY, MIDDLE AND SECONDARY

Progress

Student Records -- Glossary of Terms

Definitions

The various terms used in these regulations are defined below:

1. "Access" means inspection or copying of a student record in whole or in part.
2. "School Officials" consists of four groups:
 - a. School administrators, teachers and counselors who are employed by the Board of Education and who are working directly with students in an administrative, teaching, counseling and/or diagnostic capacity.
 - b. Other professional staff members employed by or under contract with the district to perform a special task such as an attorney, auditor, medical consultant, evaluators, psychologists, social workers, and therapists whose duties require that they have access to student records.
 - c. A person who is employed by the school district's law enforcement unit.
 - d. Administrative office staff and clerical personnel who are employed by the Board of Education and whose duties require that they have access to student records for the purpose of processing information for student records.
 - e. The members of the Board of Education, the superintendent of schools, associate superintendents and assistant superintendents and their agents and representatives who are employed by the board, whose duties pursuant to the general supervision of the school system require access to student records.

3. "Directory Information" means information contained in a student record which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to:
 - a. Student's name
 - b.
 - e. Major field of study
 - f. Participation in officially recognized activities and sports
 - g. Weight and height of members of athletic teams
 - h. Dates of attendance
 - i. Degrees and awards received
 - j. The most recent previous educational agency or institution attended by the student.
4. "Disclosure" means permitting access or the release, transfer, or other communication (orally or in writing, or by electronic means, or by other means) of student records of a student or the personally identifiable information contained therein to any party.
5. "Eligible student" means any current or former student who is 18 years of age or older (or a former student, regardless of age who has enrolled in a higher education institution), unless such student is a special education student and is legally determined to be incompetent to make privacy decisions for himself or herself and for whom legal guardianship or conservatorship is required beyond the age of eighteen (18).
6. "Parent" means a student's father or mother, or guardian or an individual acting as a parent of a student in the absence of a parent or guardian. The term as used in this regulation may include a divorced or separated parent, unless school officials have been provided with clear evidence that there is a state law or court order or other legally binding document which terminates or clearly restricts the parent's rights in such a manner that such parent's access to a student's records is prohibited. The mere awarding of custody to one parent does not terminate the rights of the non-custodial parent except where the divorce decree or custody order clearly states that the non-custodial parent's rights have been terminated or that the parent has no right of access to the student's records. However, the right of access to student records accorded by

this regulation does not accord the non-custodial parent the right of access to the student on school premises.

“Parent” includes a parent of a special education student who is legally determined to be incompetent to make privacy decisions for himself or herself and for whom legal guardianship or conservatorship is required beyond the age of eighteen (18).

7. "Party" means an individual, agency, institution or organization.
8. "Personally identifiable" information or data includes, but is not limited to:
 - a. The name of a student, the student's parents or other family member
 - b. The address of a student or student's family
 - c. A personal identifier, such as the student's social security number or student number
 - d. A list of personal characteristics that would make the student's identity easily traceable
 - e. Other information that would make the student's identity easily traceable
9. "Student" means any person who is or has been in attendance in an elementary, middle or secondary school in the St. Louis Public Schools and regarding whom the St. Louis Public Schools maintain education records. The term does not include a person about whom the school system maintains information relative only to that person's employment by the school system.
10. "Student Records" consist of all information or data recorded in any medium, (including but not limited to handwriting, print, computer media, video or audiotape, microfilm and microfiche) which relates to a student and is maintained by the St. Louis Public Schools. The term includes all such information and materials regardless of where they are located, except for:
 - a. Records of district personnel that are in the sole possession of the maker thereof and which are not accessible or revealed to any other person except a substitute (for example, working notes in the form of personal observations, memory aids and other similar information);
 - b. Records maintained by a law enforcement unit of the educational agency that were created by that law enforcement unit for the purpose of law enforcement;

- c. In the case of persons employed by the district but who are not in attendance as a student, records made and maintained in the normal course of business which relate exclusively to such person in that person's capacity as an employee and are not available for use for any other purpose; or
- d. Records on a student who is eighteen years of age or older, or is attending an institution of postsecondary education, which are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity, or assisting in that capacity, and which are made, maintained, or used only in connection with the provision of treatment to the student, and are not available to anyone other than persons providing such treatment, except that such records can be personally reviewed by a physician or other appropriate professional of the student's choice.
- e. Records that only contain information about an individual after he or she is no longer a student in the St. Louis Public Schools (for example, information collected pertaining to accomplishment of an alumni).

DRAFT

References

Legal: 20 U.S.C. § 1232g
34 C.F.R. § 99.3
State Plan for Part B of the Individuals with Disabilities Education Act, As Amended by Public Law 94-142

Regulation approved: June 26, 1990

Revised: December 07, 1999

Revised: June 11, 2002

DRAFT

**SPECIAL ADMINISTRATIVE BOARD OF THE
TRANSITIONAL SCHOOL DISTRICT OF THE CITY OF ST. LOUIS
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3. "Directory Information" means information contained in a student record which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to:
- a. Student's name
 - b. Address
 - c. Telephone listing
 - d. Date and place of birth
 - e. Major field of study
 - f. Participation in officially recognized activities and sports
 - g. Weight and height of members of athletic teams
 - h. Dates of attendance
 - i. Degrees and awards received
 - j. The most recent previous educational agency or institution attended by the student.
4. "Disclosure" means permitting access or the release, transfer, or other communication (orally or in writing, or by electronic means, or by other means) of student records of a student or the personally identifiable information contained therein to any party.
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divorce decree or custody order clearly states that the non-custodial parent's rights have been terminated or that the parent has no right of access to the student's records. However, the right of access to student records accorded by this regulation does not accord the non-custodial parent the right of access to the student on school premises.

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- c. In the case of persons employed by the district but who are not in attendance as a student, records made and maintained in the normal course of business which relate exclusively to such person in that person's capacity as an employee and are not available for use for any other purpose; or
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