

CAMBRIDGE PUBLIC SCHOOLS

159 THORNDIKE STREET, CAMBRIDGE, MASSACHUSETTS 02141

18-169



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June 5, 2018

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT AWARD: FY 19 Classroom Materials

RECOMMENDATION: That the School Committee award a contract to the following vendor for classroom instructional materials; funds to be provided from the General Fund. Procurement procedures for this contract have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
School Specialty P.O. Box 1579 Appleton, WI 54912	7/1/18 – 6/30/19	\$325,000.00

DESCRIPTION: This contract is for classroom instructional materials for all schools.

SUPPORTING DATA: RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12... "motions calling for the appropriation or expenditure of money shall require the affirmative vote of four members."

BUDGET REFERENCES:

ACCOUNT:	55103	Instructional Materials
FUND:	15000	General Fund
ORG:	Various	All Schools/Departments
PROJ:		

Respectfully Submitted,

Kenneth N. Salim, Ed.D.
Superintendent of Schools

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SUPPLEMENTAL INFORMATION: School Specialty Contract

District Wide Contract: Instructional Materials

Total Amount of Contract: \$325,000.00

As part of an effort to coordinate procurement contracts across departments district-wide, the CPS Purchasing department arranges blanket contracts for vendors with whom the district annually does a large volume of business. These contracts enable CPS – but do not obligate it – to procure goods and services up to the contract value. The contract amounts are based on the volume of products/services purchased in the prior fiscal year. Organizing contracts in this manner streamlines the purchasing process by reducing the number of contracts executed and expediting the fulfillment of orders throughout the year.

School Specialty is a state contract vendor with whom CPS regularly does a large volume of business. Based on last year’s expenditures (see table below), we seek to execute a blanket contract for the district for FY19 valued at \$325,000.

School Specialty
FY18 Expenditures by School/Department

Amigos	\$ 5,650.96
Baldwin	\$ 13,321.61
CambridgePort	\$ 17,699.93
Cambridge Street Upper	\$ 9,017.26
Fletcher Maynard Academy	\$ 26,404.10
Graham & Parks	\$ 12,128.21
Haggerty	\$ 8,101.24
Kennedy Longfellow	\$ 38,177.15
King	\$ 2,522.61
King Open	\$ 6,912.72
Morse	\$ 9,800.91
Peabody	\$ 3,835.55
Putnam Ave Upper	\$ 5,969.19
Rindge Ave Upper	\$ 14,972.53
Tobin	\$ 8,201.80
Vassal Lane Upper	\$ 4,679.03
CRLS	\$ 5,625.07
High School Extension Program	\$ 11,101.56
Office of Student Services	\$ 5,899.87
Grants	\$ 32,728.25
Other (sum of depts spending under \$1,000)	\$ 48,209.10
TOTAL	\$ 290,958.65