

Thursday, May 20, 2021

MINUTES OF THE MEETING OF THE CONTRACTS COMMITTEE OF THE BRIDGEPORT BOARD OF EDUCATION, held May 20, 2021, by video conference, Bridgeport, Connecticut.

The meeting was called to order at 6:04 p.m. Present were members Chair John Weldon, Joe Sokolovic, and Joseph Lombard. Board member Albert Benejan was present.

Mr. Lombard moved to approve the committee's minutes of April 22, 2021. The motion was seconded by Mr. Weldon and approved by a 2-0 vote. Members Weldon and Lombard voted to approve. Mr. Sokolovic abstained.

The next agenda item was on a contract for temporary, noncertified staff services with Kelly Services, from July 1, 2021, to June 30, 2024.

Marlene Siegel, chief financial officer, said she would present on three proposed contracts for temporary, noncertified staffing services. The three vendors are Kelly Education, Global Solutions Group, and Midtown Group. She said there were 11 bidders on the RFP approved by the board.

Ms. Siegel said an evaluation committee reviewed all eleven proposals, scored and ranked them. It was decided to offer the top three an opportunity to enter into nonexclusive contracts.

Ms. Siegel said the three proposed agreements are in a similar structure and all have been reviewed by the city attorney. They include all required insurance and indemnification provisions. Preference is to be given to Bridgeport residents in recruitment and selection of candidates.

Ms. Siegel said there are five job titles in the agreements, with the district having the ability to add additional titles. All contracts run from July 1, 2021, to June 30, 2024. The terms include an option for the district to extend the contract by one or two additional years.

Ms. Siegel said the CFO will give the authorization for all temporary, noncertified services, which will be transmitted to Mr. McNamara, the assistant director of HR, who will contact the companies' designated liaison, in order to maintain internal controls.

Ms. Siegel said the vendor with the lowest rate for the particular position will be the first choice. If that vendor is not able to fulfill the request, the district has the option of cancelling the request and submitting to the vendor with the second lowest rate, with the same procedure used with the third vendor.

In response to a question, Ms. Seigel said three vendors were chosen because it would give the district optimum flexibility when trying to fill positions and because of the time and effort it takes to negotiate such contracts.

Mr. Weldon asked if there was a clear demarcation point in the bidders. Ms. Siegel said the three chosen had the highest scores. Mr. Weldon said he is accustomed to seeing if you select a group that they are heads and shoulders

above the rest of the bidders. He said he did not want it to be an issue with bidders who were very close to the top three.

Ms. Siegel said she did not believe there would a basis for that type of claim because the RFP did not indicate the district would select a specific number of vendors. Mr. Weldon said he believed in the future there should be a statement defining how the pool of vendors will be established.

Mr. Lombard moved *“to enter into a contract for temporary, noncertified staff services with Kelly Services, for the period of July 1, 2021, to June 30, 2024, as presented by staff.”* The motion was seconded by Mr. Sokolovic and unanimously approved.

Mr. Lombard moved to *“approve a contract for temporary, noncertified staff services with Midtown Personnel, Incorporated, d/b/a The Midtown Group, for the period, of July 1 2021 to June 30, 2024, as presented by staff in the prior item.”* The motion was seconded by Mr. Sokolovic and unanimously approved.

Mr. Lombard moved to *“approve a contract for temporary noncertified staff services with Global Solutions Group, Incorporated, for the period of July 1 2021 to June 30, 2024.”* The motion was seconded by Mr. Sokolovic and unanimously approved.

The next agenda item was on approval of the food and nutrition services request for 2021-2022 bid solicitation.

John Gerrity, director of food and nutrition services, said this was the annual food item request to go out to the market, which includes commodities and non-commodities.

Mr. Gerrity said he was requesting the extension of 2021 bid awards through 2021-22. He said about ten companies agreed to extend their pricing through another year, including the dairy provider, Cream-O-Land out of New Jersey.

Mr. Gerrity said the balance of the request is to solicit food product bids for 2021-22.

In response to a question, Mr. Gerrity said the purchasing department indicated the contracts are eligible for a one-year extension. He said he did not know if an option year was explicitly stated in the solicitation last year, but he could review that and provide an answer for the board meeting. Mr. Weldon said unless it's explicitly stated that we can add an option year he would be hesitant to do that because we don't know if a competitor would undercut the pricing.

Mr. Gerrity said he would withdraw the extension request if the clause was not present and go out to bid on everything. He noted in these inflationary times to agree to lock in current prices might be attractive to companies.

Mr. Sokolovic moved *"to refer this matter to the full board for its consideration and possible approval."* The motion was seconded by Mr. Lombard and unanimously approved.

The next agenda item was on the second amendment of the professional agreement with The University School(TUS) for expelled students educational services.

Dr. Victor Black, executive director of secondary education, said we leveraged an expulsion program in the past year that involved remote access through Teams. He said we are

now looking to extend the TUS agreement for another school year. He said during this year we're looking to build our own internal program for expelled student and extending this agreement will give us time to implement the internal option.

Tony Pires of the business office said the extension had been reviewed by the city attorney's office and is in compliance with the procurement process. He said this is the second amendment to the original agreement.

In response to a question, Mr. Pires said TUS agreed to hold the same price as last year for thirty slots. The slots are paid for whether they're used or not.

In response to a question, Dr. Black said this year the expelled students used a remote option with their regular teachers. Mr. Sokolovic said if we could implement that with live streaming from classrooms that would give students six-plus hours of instruction instead of four hours from TUS.

Dr. Black said the agreements in place with MOUs with the union about streaming classroom instruction will expire. He said it is less than optimal to have teachers working with both streaming and in-person instruction, and the dual instruction takes away from in-person learners. He said the planned program will cost more because staff have to be available during a time that they're not involved in traditional instruction. The expelled students requires a level of separation from the traditional environment.

In response to a question, Mr. Pires said it had always been the case that we pay for the slots at the TUS so they can hire staff accordingly since the district does not know how many expelled students will need services.

Mr. Sokolovic moved *“to refer this item to the full board for its consideration and approval.”* The motion was seconded by Mr. Lombard and unanimously approved.

Mr. Lombard moved to adjourn the meeting. The motion was seconded by Mr. Sokolovic and unanimously approved.

The meeting was adjourned at 6:39 p.m.

Respectfully submitted,

John McLeod

*Approved by the committee on June 10, 2021*