Appendix 4

Request for Purchasing Approval
Supplies $20,000.00 and above
In accordance with BOE Policy 3304
Date: October 7, 2024

1. CORWIN PROFESSIONAL DEVELOPMENT **BID EXEMPT**
Responsible party as indicated in the summary: Susan Willis

Recommendation:
It is recommended the Board approve payment be made to SAGE Publications, Inc. (Thousand Oaks, CA) in the amount not to exceed $200,000.00, for professional development, webinars, and workshops for non-public schools.

Explanation: **Bid Exempt**

Tabulation:
SAGE Publications, Inc. **$200,000.00 BE**

Funding Year and Funding: 2024-2025 Federal Funds

Reason for Purchase: Through Title I, funds are allocated for the Wichita Area nonpublic schools. These schools have been using Corwin/SAGE for professional development, webinars, and workshops. This agenda item is to pay for those services on their behalf.

2. LEGACY GOLF TOURNAMENT EXPENSES **BID EXEMPT**
Responsible party as indicated in the summary: Gil Alvarez

Recommendation:
It is recommended the Board approve payment be made to Concert Crestview LLC (Wichita, KS) in an amount not to exceed $25,000.00 for expenses related to the 5th Annual Legacy Fund Golf Tournament.

Explanation: **Bid Exempt**

Tabulation:
Concert Crestview LLC **$25,000.00 BE**

Funding Year and Funding: 2024-2025 Non-Federal Gifts and Grants-Legacy Fund

Reason for Purchase: Golf Course Fees for the Legacy Fund Golf Classic. This fundraising tournament raises over 100K each year for Legacy funds which supports Graduation+ Initiatives including Early College Academy tuition, dual and concurrent credit fees, and credentialing for students.

3. STUDENT DATA/MIFI SERVICES **IACP**
Responsible party as indicated in the summary: Rob Dickson

Recommendation:
It is recommended the Board authorize the District to enter into an agreement based on pricing from NASPO Value Point Contract #MA176 with T-Mobile (Cincinnati, OH), to provide internet access and issue MIFIs for student use in an amount not to exceed $300,000.00.

Explanation: **IACP**

Tabulation:
NASPO Value Point Contract #MA176 **$300,000.00 IACP**
T-Mobile

Funding Year and Funding: 2024-2025 Supplemental General and Virtual Funds

Reason for Purchase: The purpose of this item is to provide internet access to LTE enabled student devices for virtual students and to issue MIFIs to traditional students who have been identified to not have internet access at home. These T-Mobile MIFIs/data services are unlimited data plans.

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4. FOOD – AUGUST 2024 **MASTER CONTROL**
Responsible party as indicated in the summary: Fabian Armendariz

Recommendation:
It is reported, food items scheduled to be used for 2024-2025 menus have been purchased in the amount of $423,695.43. An itemized report is attached for review.

Explanation: Master Control

Tabulation:
See Attachment A **$423,695.43 MC**

Funding Year and Funding: 2024-2025 Nutrition Services Fund

Reason for Purchase: Nutrition Services purchases various food items to complete menus for students.

5. SUPPLY WAREHOUSE STOCK – AUGUST 2024 **MASTER CONTROL**
Responsible party as indicated in the summary: Fabian Armendariz

Recommendation:
Reported stock supplies for the Supply Warehouse to be utilized throughout the School District have been purchased for $383,320.54 an itemized report is attached for review.

Explanation: Master Control

Tabulation:
See Attachment B **$383,320.54 MC**

Funding Year and Funding: 2024-2025 Various Funds

Reason for Purchase: The Supply Warehouse stocks various items used throughout the district. This allows the district to receive large volume discounts because we can request quotes/bids from multiple vendors, providing cost and time savings.

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Terms Legend

Low Bid (LB) – The lowest bid received and one that meets all requirements of the bid.

Low Bid Meeting Specification (LBMS) – Not the lowest priced bid but the lowest bid that meets all requirements of the bid.

Only Bid (OB) – The only bid received in the bid process.

Responsible Proposal (RP) – The proposal deemed by the proposal evaluation committee to have provided the best solution to the stated objectives of the proposal. While pricing is always considered in evaluation, it is rarely the primary selection tool.

Master Control (MC) – Per BOE Policy 3304, Purchase Orders of $20,000 or more that are issued to set aside funds for extended periods of time for payment of such items as utility bills, postage, software maintenance agreements and lease agreements which are necessary and continuing operational expenses that can be secured from an only source provider.

Multiple Sources (MS) – Where it has been determined that multiple sources are necessary to facilitate procurement services in order to minimize expenditures and perform the absolute best services required by the District.

Inter-Agency Cooperative Purchase (IACP) – Contracts issued, awarded and meeting the requirements set forth in Kansas Statute 72-1151 for cooperative purchasing. These contracts are such as but not limited to, contracts by state agencies, federal, national or other state contracts facilitated by a federal or local governmental entity or agency.

Sole Source *(SS)* - A situation created due to the inability to obtain competition. This may result because only one vendor or supplier possesses the unique ability or capability to meet the particular requirements of the solicitation. The purchasing authority may require a justification from the requesting user explaining why this is the only source for the requirement.

State Use *(SU)* ***Statute KSA 75-3317 – 3322 and amendments thereto: Same; purchase of products or services by state or school district***
Unified school districts must purchase products on the list certified by the State's director of purchases from qualified vendors when those products meet the specifications identified by the unified school district.

Bid Exempt *(BE)* **–** KSA 72-1151 provides for exemptions from the solicitation of competitive bids and/or proposals.

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Summary

Description of products/services	Amount	Responsible Party
1. Corwin Professional Development	$200,000.00	Susan Willis
2. Legacy Golf Tournament Expenses	$25,000.00	Gil Alvarez
3. Student Data/MIFI Services	$300,000.00	Rob Dickson
4. Food – June 2024	$423,695.43	Fabian Armendariz
5. Supply Stock Orders - August 2024	$383,320.54	Fabian Armendariz

It should be noted that industry standards dictate that volume shipments of certain products will be shipped plus or minus 15% from the quantity ordered to complete case or pallet. When additional products are shipped it will be billed at the per each bid price. This additional quantity is not returned to the Board for Review.

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ATTACHMENT A

FOOD – AUGUST 2024

Order	Date	Supplier	Item Description	Amount
WPS2500981	8/7/2024	Gold Star Foods Inc	Misc Chips	$ 19,308.25
WPS2501226	8/12/2024	F & A FOOD SALES INC	NS5940 - YOGURT, 4 OUNCE, FLAVORED, LOW FAT OR FAT FREE WITH LIVE ACTIVE CULTURES, BULK, 48ct/4oz/case	$ 6,842.88
WPS2501314	8/13/2024	F & A FOOD SALES INC	NS5982 - YOGURT, STRAWBERRY, LOWFAT, 6ct/64oz pouch/case	$ 2,259.60
WPS2501335	8/13/2024	Gold Star Foods Inc	Misc Chips	$ 31,216.35
WPS2501371	8/14/2024	BEN E KEITH COMPANY	NS4036 - WAFFLE, MAPLE, WHOLE GRAIN RICH, BULK, FROZEN, 72ct/2.3oz/case	$ 25,599.00
WPS2501541	8/16/2024	Gregory Packaging Inc	Juice, Minimum 4 fluid ounces, Shelf Stable Aseptic carton with straw	$ 23,385.60
WPS2501542	8/16/2024	Gold Star Foods Inc	Misc Cereal	$ 40,806.72
WPS2501558	8/16/2024	BEN E KEITH COMPANY	NS5736 - CHEESE, CHEDDAR, STICK, INDIVIDUAL PACKAGE, 168ct/1oz/case	$ 7,838.70
WPS2501559	8/16/2024	F & A FOOD SALES INC	NS5734 - CHEESE, CUBES, MILD CHEDDAR, REDUCED FAT, 200ct/1oz/case	$ 6,535.00
WPS2501561	8/16/2024	F & A FOOD SALES INC	NS6310 - SAUCE, BARBECUE, PORTION PACK, 200ct/case	$ 4,320.00
WPS2501564	8/16/2024	BEN E KEITH COMPANY	NS1810 - TURKEY, SMOKED, SLICED, REFRIGERATED, 6ct/2lb/case	$ 6,468.00
WPS2501565	8/16/2024	F & A FOOD SALES INC	NS6349 - DRESSING, RANCH, 120ct/1oz/case	$ 2,206.40
WPS2501566	8/16/2024	TYSON PREPARED FOODS INC	NS1380 - HAM , ALL PORK, REFRIGERATED, FULLY COOKED, BONELESS, 6ct/2lb/case	$ 2,115.50
WPS2501567	8/16/2024	F & A FOOD SALES INC	NS5943 - YOGURT, 2 OUNCE TUBE, FLAVORED, LOW FAT, 96ct/2oz/case	$ 7,526.40
WPS2501568	8/16/2024	BEN E KEITH COMPANY	NS1337 - EGG, WHOLE, HARD BOILED, FULLY COOKED, REFRIGERATED, 144ct/case	$ 4,358.40
WPS2501569	8/16/2024	F & A FOOD SALES INC	NS6348 - DRESSING, RANCH, LIGHT, PORTION PACK, 200ct/case	$ 5,040.00
WPS2501570	8/16/2024	F & A FOOD SALES INC	NS6480 - SYRUP, TABLE, PORTION PACK, 100ct/1.5oz/case	$ 4,270.40

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WPS2501571	8/16/2024	BEN E KEITH COMPANY	NS6357 - DRESSING, PAN ASIAN SESAME, PORTION PACK, 60ct/1.5oz/case	$ 2,141.00
WPS2501572	8/16/2024	BEN E KEITH COMPANY	NS2313 - JUICE, 100 PERCENT JUICE, NON-CARBONATED, BOTTLED, 24ct/10oz/case	$ 1,566.00
WPS2501573	8/16/2024	BEN E KEITH COMPANY	NS2312 - JUICE, 100 PERCENT JUICE, CARBONATED, CANNED, 24ct/8.4oz/case	$ 1,858.80
WPS2501576	8/16/2024	BEN E KEITH COMPANY	NS5540 - SPORTS DRINK, 24ct/20oz/case	$ 1,123.50
WPS2501577	8/16/2024	BEN E KEITH COMPANY	NS5991 - WATER, FLAVORED, CARBONATED WITH CAFFEINE,12ct/case	$ 319.20
WPS2501666	8/19/2024	Gold Star Foods Inc	Misc Chips	$ 22,197.57
WPS2501772	8/20/2024	EMPORIA WHOLESALE COFFEE CO	NS1752 - SAUCE, SPAGHETTI, POUCH, 6ct/106oz/case	$ 5,832.00
WPS2501922	8/23/2024	Gold Star Foods Inc	Misc Cereal	$ 37,890.00
WPS2502072	8/27/2024	Gold Star Foods Inc	Misc Chips	$ 36,000.08
WPS2502205	8/29/2024	Gregory Packaging Inc	Juice, Minimum 4 fluid ounces, Shelf Stable Aseptic carton with straw	$ 23,385.60
WPS2502206	8/29/2024	Gregory Packaging Inc	Juice, Minimum 4 fluid ounces, Shelf Stable Aseptic carton with straw	$ 23,385.60
WPS2502207	8/29/2024	Gold Star Foods Inc	Misc Cereal	$ 33,949.44
WPS2502233	8/30/2024	Gold Star Foods Inc	Misc Cereal	$ 33,949.44
			Total	$ 423,695.43

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ATTACHMENT B

SUPPLY – AUGUST 2024

PO#	Date	Supplier	Item Description	Amount
WPS2500794	8/1/2024	MIDLAND PAPER COMPANY	Paper, bond, multipurpose, blue, 8 1/2" x 11", 500 sheets	$ 1,081.60
WPS2500794		MIDLAND PAPER COMPANY	Paper, bond, multipurpose, canary, 8 1/2" x 11", 500 sheets	$ 2,704.00
WPS2500794		MIDLAND PAPER COMPANY	Paper, bond, multipurpose, orchid, 8 1/2" x 11", 500 sheets	$ 1,081.60
WPS2500794		MIDLAND PAPER COMPANY	Paper, bristol, card stock 67#, blue, 8 1/2" x 11", 250 sheets/pkg.	$ 548.80
WPS2500794		MIDLAND PAPER COMPANY	Paper, bristol, card stock 67#, canary, 8 1/2" x 11", 250 sheets/pkg.	$ 823.20
WPS2500794		MIDLAND PAPER COMPANY	Paper, bristol, card stock 67#, goldenrod, 8 1/2" x 11", 250 sheets/pkg.	$ 548.80
WPS2500794		MIDLAND PAPER COMPANY	Paper, bristol, card stock 67#, green, 8 1/2" x 11", 250 sheets/pkg.	$ 823.20
WPS2500794		MIDLAND PAPER COMPANY	Paper, bristol, card stock 67#, pink, 8 1/2" x 11", 250 sheets/pkg.	$ 548.80
WPS2500884	8/5/2024	BRADY INDUSTRIES OF KANSAS LLC	Virex Plus, Disinfectant Cleaner & Deodorant, Diversey# 101102926, 2 x 84.5 oz./2.5 L J-Fill, 2 bottles per case	$ 11,121.60
WPS2500898	8/5/2024	School & Office Products of AR Inc	Dry Erase Board, White, 4 ft H x 6 ft W, Porcelain-on-steel surface, magnetic, aluminum trim, full-length marker tray, mounting hardware included, lifetime warranty; "CLARIDGE LCS2046" **ONLY**	$ 5,145.70
WPS2500898		School & Office Products of AR Inc	Dry Erase Board, White, 4 ft. H x 8 ft. W, Porcelain-on-steel writing surface, magnetic, aluminum trim and full-length marker tray, mounting hardware included, lifetime warranty; "CLARIDGE LCS2048" **ONLY**	$ 6,279.00
WPS2500899	8/5/2024	ENVISION INDUSTRIES INC	Liner, Small, 16 Gallon, .7 mil, 250 per box, #P3320ZXC	$ 15,435.36
WPS2500899		ENVISION INDUSTRIES INC	Liner, large plastic can, refuse removal, 55 gallon, 100/box, TB-231746	$ 43,652.00
WPS2501026	8/7/2024	Gold Star Foods Inc	Water, Bottled, Unflavored, Non Carbonated, 24 per case	$ 2,533.44
WPS2501227	8/12/2024	VERITIV OPERATING COMPANY	Broom and Dust Pan, Lobby Combo, all pieces must be contained in one box, dustpan must have low-profile edge and pivot upwards, broom must be flared or angled with unflagged bristles, steel handles; equivalent to "CARLISLE #36141503"	$ 1,486.08

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WPS2501234	8/12/2024	Mohawk Carpet Distribution LLC	Carpet Tiles; Mohawk, First One Up II Tile -BT443, Color# 556 Foremost- sold by the square yard 8 sq. yd/box	$ 30,368.00
WPS2501234		Mohawk Carpet Distribution LLC	Carpet Tiles; Mohawk, First One Up II Tile -BT443, Color# 959 Preference - sold by the square yard 8 sq. yd/box	$ 11,388.00
WPS2501234		Mohawk Carpet Distribution LLC	Tabs, for carpet tile, Flexloc, 150 yards per box - Price Break at 251+ Boxes	$ 2,314.60
WPS2501374	8/14/2024	STAPLES INC	Paper, Multi-purpose, White, 8.5 X 11 inch, 20 lb., wrapped 500 sheets/ream, 10 reams/carton, Brightness 92 minimum; suitable for all copiers, offset presses, laser printers, etc.; from list of acceptable brands or buyer approved equivalent	$ 146,664.00
WPS2501446	8/15/2024	VERITIV OPERATING COMPANY	Mat, doorway carpet, 3'x5', chocolate, 3/8 inch overall thickness, rubber cleated backing, cut pile surface construction, equivalent to "M+A Matting ColorStar Mat, Product# 100, color Chocolate (9)"	$ 2,858.40
WPS2501447	8/15/2024	PYRAMID PAPER COMPANY	Crayon, Wrapped, Crayola, Classic 24 colors, "CRAYOLA 52-3024" or "CRAYOLA 52-0024" ONLY	$ 1,451.52
WPS2501447		PYRAMID PAPER COMPANY	Sharpener, Pencil, Boston Model #1031	$ 632.88
WPS2501448	8/15/2024	WILLIAMS LAFE T & ASSOC INC	Foam Cup, White, 6oz., sold by carton, 1000/ctn	$ 3,332.00
WPS2501457	8/15/2024	BRADY INDUSTRIES OF KANSAS LLC	Toilet bowl mop, white handle, bowl cleaner; equivalent to "IMPACT# 204"	$ 260.00
WPS2501458	8/15/2024	Imperial Bag & Paper Company LLC	Dispenser, toilet tissue, double roll, 9", san jamar R4000TBK	$ 1,650.00
WPS2501458		Imperial Bag & Paper Company LLC	Head, water mop, Rubbermaid SKU: FGA25306OR00 **ONLY**, 24oz Web Foot Blend Shrinkless Wet Mop, 5" Universal Headband, Orange	$ 6,169.08
WPS2501809	8/21/2024	VERITIV OPERATING COMPANY	Angle Broom, Flagged nylon/polypropylene bristles, 10-12 inch slanted sweep face, light weight, suitable for general purpose sweeping; equivalent to "GOLDEN STAR# BRA39SBL"	$ 500.00
WPS2501809		VERITIV OPERATING COMPANY	Battery, Size C, Duracell Procell	$ 226.80
WPS2501809		VERITIV OPERATING COMPANY	Dispenser, roll paper towel dispenser; Georgia-Pacific 54338, manual paddle lever; 14.25"H x 12.75"W x 10.5"D, plastic, smoke color, works with standard hardwound universal roll towels	$ 4,032.00
WPS2501809		VERITIV OPERATING COMPANY	Spray, deodorizing, for spraying rooms, Lysol 19oz or equivalent, must be registered on EPA List N for COVID-19 Disinfectants	$ 1,298.88
WPS2501826	8/21/2024	PRATT (LOVE BOX), LLC	Cardboard, 4' X 8' sheets, single wall	$ 825.56

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WPS2501903	8/23/2024	Aspire 2 Play, LLC	Rubber Mulch, for playground surfacing, Blue; Resistant to insects and decay, certified to ASTM playground safety specs, Non-toxic, will not splinter or float; sold by 2000 lb. palletized Super-Sack, covers approx.120 sq. ft. at 8" deep	$ 27,690.00
WPS2501905	8/23/2024	MIDLAND PAPER COMPANY	Paper, Bristol White, 23" x 35", 67#, 90 Brightness	$ 3,271.68
WPS2501905		MIDLAND PAPER COMPANY	Paper, bond, multipurpose, pink, 8 1/2" x 11", 500 sheets	$ 1,081.60
WPS2501905		MIDLAND PAPER COMPANY	Paper, bond, multipurpose, salmon, 8 1/2" x 11", 500 sheets	$ 811.20
WPS2501946	8/23/2024	BRADY INDUSTRIES OF KANSAS LLC	Microfiber Cleaning Cloth, Blue, 16" x 16", package of 12, launder-able, minimum 300 GSM (grams per square meter) fabric weight; "GOLDEN STAR# MC1616BLU300" ONLY	$ 2,373.36
WPS2501946		BRADY INDUSTRIES OF KANSAS LLC	Paper, Toilet Tissue rolls, 2 ply, 96/Box	$ 1,596.60
WPS2501947	8/23/2024	Imperial Bag & Paper Company LLC	Pad, Scrubbing, for heavy duty cleaning & scrubbing, 12", Green, works with 24" auto-scrubbers, "3M Niagara# 5400N" ONLY	$ 248.00
WPS2502187	8/29/2024	School & Office Products of AR Inc	Board, Bulletin, 4x12, 7/16", Fibercork - KV233 Driftwood	$ 15,103.20
WPS2502187		School & Office Products of AR Inc	Polyvision, E3 Ceramic Steel Writing Surface, 4 x 8 Sheet, White 6100 High Gloss	$ 16,480.00
WPS2502187		School & Office Products of AR Inc	Trim, aluminum bulletin board, 9/16" x 12' 6" #182's	$ 6,880.00
				$ 383,320.54

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