

**SCHOOL BOARD  
FINANCE SUMMARY FORM**

*The purpose of the document is to present the Providence School Board and Finance Committee with the necessary information to make data-informed decisions about the district's spending as it pertains to contracts.*

**Instructions:**

1. Please complete this form as fully and accurately as possible according to the guidance provided in each section.
  - a. The form must be completed if:
    - i. the total of the purchase or contract exceeds \$200,000
    - ii. the contract is for a term of more than one year
    - iii. the purchase or contract was NOT the result of formal competitive bidding or cooperative purchasing (i.e. it is a sole source purchase)
2. Once this form has been completed, send a copy to the Director of Purchasing and the Board Services Team. They will notify you of the next Finance Committee meeting and host a contract presentation review prior. Finance Committee typically meets the second Wednesday of the month. Only purchases/contracts that have already been reviewed and approved by the Superintendent will be scheduled before the Finance Committee.

**Vendor Name: Partners Technology**

**Amount of Previous Award N/A**

**Amount Requested \$3,572,875.40**

**Amount Total \$3,572,875.40**

**Source of Funds and Fiscal Year:**  District-Based  School-Based

**Check box for fiscal year:**  FY24  FY25  FY26

**Purchase or Contract:**  Purchase  Contract

**Length of Contract (list start date and end date):** 4/1/20234 – 12/31/2026 2026

**PPSD Contact Name: Salvador Pellerano, COO**

**Contract Type:**  New  Renewal  Extension  Amendment

**Staff Recommendation:**

It is recommended that the Providence School Board approve a contract/purchase with Partners Technology (*vendor name*) for clocks / bells/ intercoms services (*type of services*) amounting in \$3,572,875.40 (*total amount in dollars*) for *entire district in phased roll out* (*school name(s)*). If approved, the contract will begin April 1, 2024 (*date*) and end December 31, 2026 (*date*), approximately.

**Justification of Spending:**

*Provide 5-7 points that support the recommendation as to why funds should be spent this way.*

*Use the prompts to help guide your response.*

- a. *How is this connected to the Turnaround Action Plan/ aligned to the district's vision?*
- b. *Why does the district need this purchase?*
- c. *Why is the dollar amount requested the necessary amount? What is the funding source?*
- d. *What are the implications of not spending this money?*

Currently the telecommunication infrastructure within PPSD is aging and becoming difficult to maintain and support. There are systems that have been in place for more than 20 years, with parts no longer available, support difficult to find and technology that has evolved to the point of these systems becoming obsolete. This contract will transition the district to the current standard for communications, replacing physical desk phones with software-based phones, mobile applications that extend the district's phone numbers to any mobile device, and updated paging systems with that includes speakers, visuals, clocks, bells, and IP-connected audio endpoints as part of a comprehensive platform.

The structure of the bid and this contract is such that PPSD can complete this work flexibly and in phases to align with highest-need schools and funding availability.

### **Justification of Vendor Selection**

*Provide 3-5 bullet points that support the recommendation as to how this vendor was selected. You may attach any documents with additional data on their performance (please note below that this information is attached).*

*Use the below prompts to help guide your response.*

- a. *Provide a 3-5 sentence summary of the vendor (can cut and paste contract Executive Summary) about who they are and what they do.*
- b. *What was the procurement process for selecting the vendor?*
  - i. *Which PPSD staff members were involved in that procurement process?*
- c. *If this is a returning vendor:*
  - i. *Share a summary of our experience with this vendor.*

Partners Technology is a voice and data solutions support company founded in 2002. The company offers multiple carrier services and supports over 500 clients in the RI and MA region, with over 60% of its clients in the school and government sectors.

PPSD received 9 submissions in response to this RFP, 4 of which met compliance requirements. The PPSD Information Technology team and an outside expert scored bids and Partners Technology had the lowest cost of the compliant responses, with strong scores in its solutions. The vendor also has extensive experience with K-12 schools and is based locally.

### **Accountability Measures**

*In 3-5 bullet points, describe the accountability measures that will ensure that the vendor meets all requirements set forth in the contract and that the district is able to maintain a record of the quality of the services. These need to be performance-based in nature. Every contract should include explicit language requiring vendor accountability, i.e. required program evaluation or the submission of a final report summarizing progress against each itemized deliverable. Note: if this contract is a purchase agreement, you can skip this section.*

*Use the below questions to guide your response.*

- a. *Which PPSD staff member will serve as the lead for tracking accountability and performance metrics?*
- b. *What accountability measures have you agreed upon in your contract (can copy and paste from draft contract)?*
- c. *How is this purchase tied to overall student achievement (refer to TAP specific goals if possible)?*

The Information Technology team is responsible for a strategic plan for implementing this contract, including a timeline for school-by-school completion, incorporating school leader needs and feedback, and adjusting as needs arise. This work is directly connected to school safety as well as overall operational efficiency.

Staff recommends that the Providence School Board authorizes the execution of a contract with Partners Technology to replace the current phone system, voicemail, overhead loudspeaker paging system, school clocks and bells at all schools within the District.

**Spending Breakdown**

*In the table below, list the deliverables of the purchase or contract and their associated cost to justify the total cost of the purchase. If easier, please attach an excel file or other document.*

Proposed Budget	Dollar Amount
Phones	\$1,033,345.40
Paging (announcement system)	\$1,339,996.00
Clocks	\$802,534.00
Contingency Set-Aside and Implementation Fee	\$397,000.00
<b>Total</b>	<b>\$3,572,875.40 including options</b>