



AGENDA

Wisconsin Rapids Public School District - Board of Education

510 Peach Street

Wisconsin Rapids, WI 54494

(715) 424-6701

Business Services Committee

John Benbow, Jr., Chairman
Katherine Bielski-Medina, Member
Larry Davis, Member
John A Krings, President

February 5, 2018

LOCATION: Board of Education Conference Room A/B

TIME: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Business Services
 - A. Building Appraisal – Approval
 - B. Projector Purchase – Technology – Approval
 - C. Network Switches and Access Points Purchase – Technology – Approval
 - D. Network Penetration Testing – Technology – Approval
- IV. Updates and Reports
 - A. Purchases – Update
 - B. Marching Band Uniform Purchase – Lincoln High School – Update
- V. Agenda Items
- VI. Future Agenda Items

The Wisconsin open meetings law requires that the Board, or Board Committee, only take action on subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office at [715-424-6701](tel:715-424-6701), at least seven working days prior to the meeting date for the item to be considered. The item may be referred to the appropriate committee or placed on the Board agenda as determined by the Superintendent and/or Board president.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling [715-424-6701](tel:715-424-6701).

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda.



Business Services Committee

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LOCATION: Board of Education Conference Room A/B

TIME: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Business Services

A. Building Appraisal – Approval

The Board contracted for an appraisal of Pitsch Elementary School following the closure of Pitsch as an elementary school. The Administration is recommending that appraisals be contracted for Vesper Elementary School, River Cities High School, and East Junior High. The appraisals will provide an economic basis when considering what might be done with the buildings following this school year.

The Administration recommends that the proposal to contract for appraisals of Vesper Elementary School, River Cities High School, and East Junior High School be recommended for approval to the Board of Education.

B. Projector Purchase – Technology – Approval

Numerous projectors across the District have been replaced over the last year. There still remains a number of projectors in need of replacement. As the classroom projectors are used daily, the need for replacement of these projectors is critical. Lincoln High School is still in need of many projectors to replace the aging projectors that were purchased in 2007. The Technology Department has determined the best projector for replacement of current projectors at Lincoln is the Epson PowerLite 109W LCD projector.

The Administration recommends that the proposal to purchase 40 Epson PowerLite 109W LCD projectors from Tierney Brothers at a cost of \$22,880.00, to be funded from the 2017-2018 District Technology budget, be recommended for approval to the Board of Education.

C. Network Switches and Access Points Purchase – Technology – Approval

Phil Bickelhaupt, Directory of Technology, will discuss the details of a network penetration test and the benefits to the District. As cybersecurity risks continue to increase, it is of extreme importance that the District take preventative measures to ensure our network and data are secure. Numerous steps have already been taken including the purchase of next generation firewalls, regional IP blocking, and various other internal security measures. One final piece is to have a network penetration test (Attachment B includes the proposal from PDS) completed to ensure the integrity and security of our network and data.

The Administration recommends that the proposal to contract for a network penetration test as proposed by PDS at a cost of \$18,000, to be funded from the 2017-2018 District Technology budget and Technology Referendum budget, be recommended for approval to the Board of Education.

Business Services Committee Meeting Background – February 5, 2018

D. Network Penetration Testing – Technology – Approval

Most of the District's network infrastructure (network switches and wireless access points) has been updated over the past few years utilizing Category 2 Funding from the federal eRate program. Two buildings remain, Howe and THINK Academy. The Technology Department has analyzed Howe's infrastructure and is recommending updating 8 network switches and 20 wireless access points. The Technology Department is still in the process of analyzing THINK Academy's infrastructure at this time.

The Administration recommends that the proposal to purchase 8 Juniper EX3400 Network Switches from AE Business at a cost of \$16,444.00 and 20 Meraki Wireless Access Points from PDS at a cost of 12,082.20, to be funded 40% from the District Technology Referendum budget and 60% from the Federal eRate program, be recommended for approval to the Board of Education.

IV. Updates and Reports

A. Purchases – Update

Copies of the following invoices are included as Attachment A:

- M.W. Tighe Roofing – Exterior Wall Repairs – Howe Elementary School
- Wolosek – Snow Plowing
- Community 4K sites – 4K classes
- City of Wisconsin Rapids – Police Liaison Officer

B. Marching Band Uniform Purchase – Lincoln High School – Update

The band students are currently fund raising for new uniforms.

Rationale: Uniforms typically last 15-20 years, the ones that we are currently using were purchased at least 25 years ago. They are falling apart, stained, and malodorous (even after dry cleaning). We currently have 85 students in the Marching Band and are utilizing most of the uniforms. As we add the freshmen to the Marching Band in the 2018-19 school year, we will not have enough uniforms to outfit everyone. We also added a Color Guard last year who currently wear all black and do not have a uniform that complements the Marching Band.

Cost: The cost is about \$300 per uniform for the marching uniform - this includes the coat, pants, hat, and plume. The cost of the Color Guard uniform is approximately \$143. We are ordering 120 marching uniforms, 2 Drum Major uniforms, and 12 Color Guard uniforms for a grand total of \$39,789.80.

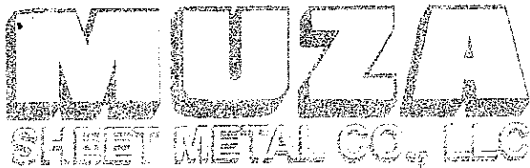
Timeline: Uniform design began in August, 2017, and we have just submitted the order to DeMoulin Brothers & Co. This company came in with the most competitive bid with the quality of uniform we are looking for. (see Attachment B) Delivery is 165 days from the order date (we placed the order on 1/25/2018). Expected delivery is mid-July. This will give us time to take a group picture in the new uniforms for the Fall football program.

V. Agenda Items

Committee members will be asked which agenda items from the Committee meeting will be placed on the consent agenda for the regular Board of Education meeting.

VI. Future Agenda Items

No future agenda items of the Business Services Committee were identified.



Attachment A

ARCHITECTURAL SHEET METAL WORK
INDUSTRIAL SHEET METAL WORK
ENTIRETY CUSTOM FABRICATION
DUST COLLECTOR SYSTEMS

51 W. Fernau Avenue, Oshkosh, WI 54901-1291 • 920-235-4960 • 920-235-1410 (fax)

Proposal #
170839

To: M.W. TIGHE ROOFING, INC.
183 W. McWILLIAMS ST.
FOND DU LAC WI 54935

Date: July 14, 2017

Project: HOWE ELEMENTARY SCHOOL

Location of Work: WISCONSIN RAPIDS, WI

We hereby propose to furnish all material and labor necessary to complete work as described below, in a good and workmanlike manner.

For the net sum of: \$18,101.00

Furnish and install 12" O.C. 24 GA prefinished UC-500 wall panels, including hat channel, louver flashings, window flashings and the necessary caulking.

All materials from manufacturers' standard color selection
Estimated by: Brian Bartel

Adden. Acknowledged _____ Taxes included if applicable YES
and specifications _____ as drawn by _____ All according to plans dated _____ architect.

Respectfully Submitted:
MUZA SHEET METAL COMPANY, LLC

Accepted by* _____

Per 
Samuel C. Blanck Vice President

TERMS: Net 30 days, with progress billings, 1-1/2% interest per month charged thereafter. *This proposal signed by you and returned to us shall constitute a contract. Any changes in contract must be agreed upon in writing. All agreements are contingent upon strikes, accidents, delays of carriers and other contingencies unavoidable beyond our control. Quotation subject to 10 days acceptance.



WOLOSEK

LANDSCAPING & GOLF COURSE MATERIALS, INC.

3531 Plover Road • Wisconsin Rapids, WI 54494-2155
PHONE (715) 423-3909 • FAX (715) 423-4215

Invoice

Invoice Number:
34238

Invoice Date:
12/31/17

Sold To: Wisconsin Rapids Public School
2510 Industrial Street
Wisconsin Rapids, WI 54495

Total Due 11,347.75

	Payment Terms		
	Due Upon Receipt		

Date	Description	Amount
- 12/28	SOUTH WOOD COUNTY HOCKEY (Cont'd) 3 hrs Snowplowing	177.00
		<i>1065.75</i>


*1/2% Interest Per Month (18% Per Annum)
Service Charge After 30 Days*

Subtotal.....	11,347.75
Sales	
TOTAL.....	11,347.75

Thank You



MEMORANDUM

TO: Renee Marzofka
FROM: Kelly Schaeffer 
DATE: January 19, 2018
RE: Four-Year-Old Kindergarten Site Agreements




As per the attached site agreements, the following payments are due to the sites listed below on February 14, 2018. Use account number 10-813-310-110000-804. Thank you.

Site	Student Count	Per Student Fee	Payment Due
Building Blocks Learning Center 2210 Baker Street	67	\$1,100	73,700
Lots of Tots Preschool & 4K w/BBLC 501 17 th Street South	30	\$1,100	33,000
TOTAL	97		106,700

/amk
Attachments



MEMORANDUM

TO: Renee Marzofka
FROM: Kelly Schaeffer 
DATE: January 19, 2018
RE: Four-Year-Old Kindergarten Site Agreements




As per the attached site agreement, the following payment is due to the site listed below on February 14, 2018. Use account number 10-813-310-110000-804. Thank you.

Site	Student Count	Per Student Fee	Payment Due
Biron 4K Head Start 550 Center Street	39	\$1,100	42,900

/amk
Attachments



MEMORANDUM

TO: Renee Marzofka
FROM: Kelly Schaeffer 
DATE: January 19, 2018
RE: Four-Year-Old Kindergarten Site Agreements



As per the attached site agreement, the following payment is due to the site listed below on February 14, 2018. Use account number 10-813-310-110000-804. Thank you.

Site	Student Count	Per Student Fee	Payment Due
St. Lawrence Early Childhood Center 551 10 th Avenue North	31	\$1,100	34,100

/amk
Attachment

W I S C O N S I N



444 West Grand Avenue, Wisconsin Rapids, WI 54495

* I N V O I C E *

DATE 12/31/2017
CUSTOMER NO. 4
INVOICE NO. 6560
INVOICE DATE 12/31/2017
PMT DUE DATE 2/10/2017

WRPS
MARY GILDENZOPH
510 PEACH STREET
WISCONSIN RAPIDS WI 54494

COPY

DESCRIPTION	BILLING CYCLE, THRU DATE	AMOUNT
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4TH QTR 2017
SCHOOL LIAISON OFFICER

CATEGORY: CITY-LIAIS
13,347.59

12.18.17	3 YDS OF SALT @ \$80/YD	240.00
12.13.17	2 YDS OF SALT @ \$80/YD	160.00
12.11.17	3 YDS OF SALT @ \$80/YD	240.00

CATEGORY: STR-SALT
240.00
160.00
240.00

TOTAL TO PAY 13,987.59 *

Contact: egabrielson@wirapids.org
(715)421-8213

BIDDERS EVALUATION FORM

All bidders are to complete this form in order to complete the evaluation of the bids. In conjunction with price, the award of the bid is to be based on the quality of the uniform sample, experience of the manufacturer, the reputation of the manufacturer, and ability to provide necessary service.

Name of Manufacturer Bidding: DeMoulin Brothers & Company
Address: 1025 South 4th Street
Greenville, IL 62246
Telephone No.: 800-228-8134

1) Experience: Number of years the company has been in business: 126

2) References: (a) List (5) five accounts presently wearing band uniforms manufactured by company. Uniforms should be 3 or more years old.

See "Attachment"

(b) Bidder shall submit copy of written warranty.

Local Representative Name: Michael T. Coling
Address: 1025 South 4th Street
Greenville, IL 62246
Telephone: 800-228-8134

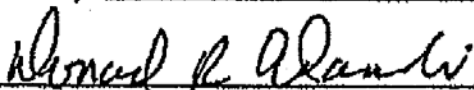
Bid Form

The bidder certified he has familiarized himself with your specifications, had carefully read them and understands their contents. Any uniforms furnished by us will be in the style and quality requested.

Quantity	Item	Unit Price	Total Price
120	Coats - Band	<u>177.25</u>	<u>21,270.00</u>
120	Bib Trousers - Band	<u>71.25</u>	<u>8,550.00</u>
120	Shakos - Band	<u>52.00</u>	<u>6,240.00</u>
120	Shako Cartons - Band	<u>N/C</u>	<u>N/C</u>
120	Plumes - Band	<u>13.70</u>	<u>1,644.00</u>
2	Bib Trouser-Drum Major	<u>92.65</u>	<u>185.30</u>
2	Shakos-Drum Major	<u>67.15</u>	<u>134.30</u>
2	Shako Cartons-Drum Major	<u>N/C</u>	<u>N/C</u>
2	Plume-Drum Major	<u>22.40</u>	<u>44.80</u>
12	Unitards-Color Guard	<u>143.45</u>	<u>1,721.40</u>
122	Hangers	<u>N/C</u>	<u>N/C</u>
1	Uniform Management Software Program	<u>N/C</u>	<u>N/C</u>
		Total Bid	<u>\$39,789.80</u>

Terms: If awarded the contract, the undersigned agrees to ship a sample uniform within 21-28 days, and to ship the entire order within 165 calendar days after approval of the sample and receipt of necessary details and all measurements.

Name (Please Print): Donald R. Adamski

Signature: 

Title: President

Phone: 800-228-8134

Date: 1-3-2018

Fees and Payment Schedule

In estimation to complete the activities based on the included scope, PDS will perform the following services as part of a one-time engagement.

External Network and Application Penetration Testing

PDS will conduct in-depth penetration testing to emulate actual attack vectors taken by professional hackers against the external environment and web applications.

Service Phase	Fees
<p>Project Setup, Kickoff and Discovery</p> <p><u>Includes:</u></p> <ul style="list-style-type: none"> • <i>Creation of the project in the PDS project management portal</i> • <i>Project kickoff conference call</i> • <i>Network surveying and mapping</i> • <i>Device discovery and enumeration</i> • <i>Service detection and port scanning</i> 	Included
<p>Testing and Reporting</p> <p><u>Includes:</u></p> <ul style="list-style-type: none"> • <i>Manual and automated testing of network and operating system vulnerabilities</i> • <i>Thorough testing of web applications for common and unique security issues using automated tools and manual inspection</i> • <i>Evaluation against OWASP Top 10 Web Application Security Vulnerabilities</i> • <i>Up to two (2) hours of retesting on identified vulnerabilities to be completed within 30 days of receipt of the draft report</i> <p><u>Deliverables:</u></p> <ul style="list-style-type: none"> • <i>Draft combined internal and external penetration test report of scope and methodology, findings and recommendations</i> • <i>Final combined internal and external penetration test report</i> 	Included
Total	\$10,800

Internal Network Penetration Testing

PDS will conduct in-depth penetration testing to emulate actual attack vectors taken by professional hackers against the internal environment.

Service Phase	Fees
<p>Project Setup, Kickoff and Discovery</p> <p><u>Includes:</u></p> <ul style="list-style-type: none"> • <i>Creation of the project in the PDS project management portal</i> • <i>Project kickoff conference call</i> • <i>Building and shipping internal penetration testing device</i> • <i>Up to two (2) hours of configuration and setup of device on client network in preparation of testing</i> • <i>Network surveying and mapping</i> • <i>Device discovery and enumeration</i> • <i>Service detection and port scanning</i> 	Included
<p>Testing and Reporting</p> <p><u>Includes:</u></p> <ul style="list-style-type: none"> • <i>Testing of internal network</i> • <i>Automated information gathering and scanning</i> • <i>Manual testing of internal network mimicking actual attack vectors</i> • <i>Up to two (2) hours of retesting on identified vulnerabilities to be completed within 30 days of receipt of the draft report</i> <p><u>Deliverables:</u></p> <ul style="list-style-type: none"> • <i>Draft combined internal and external penetration test report of scope and methodology, findings and recommendations</i> • <i>Final combined internal and external penetration test report</i> 	Included
Total	\$7,200

Additional Testing and Consulting Time (As Needed)

PDS has provided services within this SOW that are limited to a fixed amount of time. These hours have been chosen as a median of how much time clients similar in size and makeup to your organization have traditionally needed. Should PDS require additional time in any of these areas, such as for retesting for penetration testing, PDS will bill this time at an hourly rate, which allows PDS to only pay for exactly how much additional time is needed.

Service	Fees
Information Security Testing and Consulting	\$264/hour