

Arlington Public Schools

"Providing the means to accomplish dreams"

Supportive Information Sheet

**Subject: APPROVAL OF ARLINGTON SCHOOL DISTRICT
CONTRACTS AND PERSONAL SERVICES
AGREEMENTS (List amended 1/12/09)**

Action

Page(s): ~~Nine (9)~~ Ten (10), including cover

Submitted by: Deborah Borgens, Executive Director of Financial Services

Date: January 12, 2009

Background Information:

Arlington School District schools, programs and departments enter into many contracts with outside vendors and service suppliers. Not all require Board approval, but we think it prudent to bring all contracts and agreements before you. In order to assure that all contracts are adequately reviewed and approved, we are providing the Board with a short description, costs, and dates of contracts for approval at Board meetings. Attached is a list of contracts that are either ongoing or have been in effect for the 2008-09 school year. As in the past, the Board will approve the actual expenditures for contracts when it approves the monthly voucher register. At the January 12, 2009, Study Session, Board members will have the opportunity to seek clarification for any of the contracts on this list.

Administrative Consideration:

We are asking that the Board approve the contracts on the current list. We have grouped them by category. From this date on, at subsequent meetings, there will be a list of new contracts to approve as needed. As contracts are entered into at various times of the year, there may be some meetings with no contracts to approve. In some cases, the entire contract may be provided to the Board at the time of approval, such as Inter-Agency Agreements.

Some contracts on the attached list have already been approved by the Board on previous agendas. Those that have been approved previously are identified with a check under the column marked "Bd App".

Superintendent's Recommendation:

That the Board approves the Arlington School District Contracts and Personal Services Agreements listed.

**Arlington Public Schools
Contracts and Personal Services Agreements**

Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
CONTRACTS						
ASB						
Interactive Media Holdings, LLC	ASB	Membership Agreement for ClassScene for use of website to store school and student related content. Associated with Yearbook vendor.	Haller MS	\$1000/yr	9/1/08-6/12/09 renewed annually	
Cally Johnson	ASB	Costumer for "Peter Pan"	AHS	\$1,200	9/1/08-11/22/08	
Mary Mitchell	ASB	Set Designer for "Peter Pan"	AHS	\$1,200	9/1/08-11/22/08	
	ASB					
Mobile One Disc Jockey		DJ services for Haller MS Dance 12/18/08	Haller MS	\$500/event	12/18/08	
	ASB					
Mobile One Disc Jockey		DJ services for Haller MS Dance 3/7/09	Haller MS	\$500/event	3/14/09	
	ASB					
Mobile One Disc Jockey		DJ services for Haller MS Dance 3/7/09	Post MS	\$500/event	12/16/08	
	ASB					
Mobile One Disc Jockey		DJ services for Haller MS Dance 3/7/09	Post MS	\$500/event	3/19/09	
	ASB					
Mobile One Disc Jockey		DJ services for Arlington High School Prom	AHS	\$700/event	4/11/09	
	ASB					
Mobile One Disc Jockey		DJ services for dance on 12/18/08	AHS	\$500/event	12/18/08	
	ASB					
Mobile One Disc Jockey		DJ services for dance on 10/31/08	AHS	\$500/event	10/31/08	
Becky Oesch	ASB	Choreographer for "Peter Pan"	AHS	\$600	9/1/08-11/22/08	
MacKenzie Tanguay	ASB	Coaching Fall Girl's Basketball	AHS	\$275	9/1/08-11/20/08	
*The Pepsi Bottling Group	ASB	Vending Machines	AHS	Commis- sion based on sales	Partnership renewed annually	
*Reader's Digest	ASB	Magazine Sales	Haller MS	Commis- sion based on sales	9/25/08-12/8/08	
*Summit Vending	ASB	Vending machines at Post Middle School	Post MS	ASD receives 15% of sales	ongoing from 5/15/03	
Taylor Publishing	ASB	Yearbook services	AHS	\$38.56/ea for 1150 books	9/1/06-6/12/09	✓
Walsworth Publishing Company	ASB	Yearbook services	Haller MS	\$10,635/yr	Ongoing from 06-07, renewed annually through 2011	

**Arlington Public Schools
Contracts and Personal Services Agreements**

Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
Walsworth Publishing Company	ASB	Yearbook services	Post MS	\$10,635/yr	Ongoing from 06-07, renewed annually through 2011	
*Youth Enrichment Services	ASB	Fundraising Services	Post MS	45% of sales to PMS	9/1/08-6/12/09	
ATHLETICS						
*BenefitBar, LLC	General	Yahoo Client's Toolbar program - receive funds for clicks on AHS sponsored link	AHS	\$.10 per click to AHS	9/23/98-9/23/10	
Daktronics	General	Basketball display and shot clock maintenance	AHS Athletics	\$550/yr	4/2/08-4/1/09	
BUILDING/DEPT SPECIFIC						
CINTAS	General	Shredding bin and disposal	AHS	\$52.95/pick up	Ongoing from 11/21/08	
CINTAS	General	Shredding bin and disposal	Pres. Elem	\$52.95/pick up	Ongoing from 12/8/08	
CINTAS	General	Shredding bin and disposal	District Office	\$52.95/pick up	Ongoing from 12/8/08	
Dorian Studios	General	Annual School Pictures	Eagle Creek	no cost	9/1/07-6/12/09	
Dorian Studios	General	Annual School Pictures	Haller MS	no cost	9/1/08-6/12/10	
Dorian Studios	General	Annual School Pictures	Pioneer Elem	no cost	9/1/07-6/12/09	
Dorian Studios	General	Annual School Pictures	Kent Prairie	no cost	9/1/07-6/12/09	
Dorian Studios	General	Annual School Pictures	Post MS	no cost	9/1/08-6/30/10	
Firefly Images	General	Annual School Pictures	Pres. Elem	no cost	5/8/08-6/12/09	
LifeTouch	General	Annual School Pictures	Trafton	no cost	10/7/08-6/12/09	
LifeTouch	General	Annual School Pictures	SVS	no cost	9/1/08-6/12/09	
Manufacturers Financing Services	General	Lease/Purchase agreement for a Fadal CNC - 2216FX	CTE	\$738.45/mo	11/1/07-11/30/11	
PitneyBowes	General	AHS Postage Meter	AHS	\$255.56/mo	11/24/03-12/31/08	
*Snohomish County Human Services Department	General	Early Childhood Education and Assistance Program (ECEAP)	APPLE	\$579,231 over two years	8/1/07-6/30/09	✓
Taproot Theatre	General	Performance Contract for <i>Alexander and the Dragon</i>	Eagle Creek	\$500	11/12/08	
CAPITAL PROJECTS						
Harmsen & Associates	Capital	Consultation to obtain a conditional use permit through Snohomish Count for potential future improvements at Trafton Elementary site	Capital	\$9,520	ongoing from 3/24/08	
COPIERS						

**Arlington Public Schools
Contracts and Personal Services Agreements**

Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
Bank of America	General	Lease for a Canon IR 5020 Copier	SVS	\$148.54/mo	4/28/06-4/28/11	
Electronic Business Machines K & M Business Systems	General General	Maintenance contract for Canon 1330 and 130 Copiers Student copier in AHS Library - NP6230	SVS AHS	\$792/yr No cost to district - students pay to use	9/1/08-8/31/09 Ongoing from 9/1/05	
Konica Minolta Business Solutions	General	Copier contract for a Bizhub 920	Post MS	\$293.75/mo plus \$.0037 per copy	8/1/07-7/30/12	
Konica Minolta Business Solutions	General	Copier contract for a Bizhub 500	Post MS	\$99.61/mo plus \$.0059 per copy	8/1/07-7/30/12	
Konica Minolta Business Solutions	General	Copier contract for a Bizhub 920 and Bizhub 500	Pioneer Elem	\$4770.84/yr plus \$.0037 per copy	7/1/08-6/30/12	
Konica Minolta Business Solutions	General	Copier contract for a Bizhub 920	Haller MS	\$509/mo	8/1/06-7/30/11	
Konica Minolta Business Solutions	General	Copier contract for a Bizhub 250	Haller MS	\$92/mo	8/1/06-7/30/11	
Konica Minolta Business Solutions	General	Copier contract for Bizhub 250	Transportation	\$68.72/mo plus \$.008 per copy	8/9/08-8/8/13	
Office Automated Systems	General	KonicaMinolta C203 Copier	Personnel	\$143.82/mo plus \$.075 per color copy & \$.0125 per B/W	3/19/08-3/19/13	
R & R Leasing	General	Copier Contract for Panasonic 1820E	Pres. Elem	\$63/mo	ends 11/30/10	
Ricoh Business Solutions	General	Copier Contract for three (3) Aficio MP7000SP copiers	AHS	\$602/mo plus \$.0047 per copy	7/10/08-7/30/13	
Ricoh Business Solutions	General	Copier Contract	Transportation	\$24.39/mo	8/1/08-7/30/13	
Xerox	General	Copier contract for WC7132P Copier	Eagle Creek	\$130.43/mo plus \$.0084/.099 excess copies	8/15/07-8/14/12	

**Arlington Public Schools
Contracts and Personal Services Agreements**

Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
Xerox	General	Copier Contract for W5675 Copier/Printer	District Office	\$852.08/mo plus \$.006 per copy	12/9/08 - 12/09/13	
Xerox	General	Copier contract for WC24 copier	Public Info	\$315.55/mo plus \$.0084/.099 per copy	7/1/05-7/1/10	
Xerox	General	Copier contract for WCM20i copier	Fiscal Dept.	\$60.38/mo plus \$.0084 per copy	6/22/04-6/22/09	
Xerox	General	Copier contract for WC7132P Copier	Superintendent	\$198.61/mo plus \$.0084 per copy	1/22/07-1/1/12	
Xerox	General	Copier contract for WC90 copier	Pres. Elem	\$633.91/mo	11/1/04-10/30/09	
Xerox	General	Maintenance contract for WCP 412 copier	AHS	\$103.89/mo plus \$.0099 per copy	09/01/08-8/31/09	
Xerox	General	Copier contract for WC4150X copier	AHS	\$95.75/mo	11/20/07-11/30/12	
Xerox	General	Copier contract for WC4150X copier	AHS Athletics	\$97.45/mo plus \$.0099 per copy	11/20/07-11/30/12	
Xerox	General	Copier contract for WC7132P copier	Kent Prairie	\$204.07/mo plus \$.0084 per copy	3/15/07-3/1/12	
Xerox	General	Copier contract for WC4590 copier	AHS	\$1712.98/ mo	6/21/06-6/30/11	
Xerox	General	Copier contract for WC4590 copier	Kent Prairie	\$935.55/ mo plus \$.006 per copy	4/15/06- 4/15/11	
Xerox	General	Copier contract for WC7132P Copier	Kent Prairie	\$204.07/mo plus \$.0084 per copy	3/9/07-3/9/12	

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Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
Xerox	General	Copier contract for WC255H copier	Trafton	\$271.75/mo plus \$.006 per copy	9/14/06-10/4/11	
Xerox	General	Copier contract for WCM201 copier	Trafton	\$53.68/mo plus \$.013 per copy	9/14/06-10/4/11	
Xerox	General	Copier contract for WC7655P Copier	Weston	\$542.48/mo plus \$.006/.089 per copy	1/30/07-1/30/12	
Xerox	General	Copier contract for 4590C Copier	Eagle Creek	\$723.66/mo plus \$.006 per copy	6/30/06-6/30/11	
Xerox	General	Copier contract for WC7132P Copier	Eagle Creek	\$130.42/mo plus \$.0084 per copy	6/27/07-6/27/12	
Xerox	General	Copier contract for WC232 copier	Support Svcs	\$187.37/mo plus \$.0084 per copy	1/30/07-2/15/12	
Xerox	General	Copier contract for WCM20i copier	APPLE	\$71.28/mo plus \$.013 per copy	2/9/06-2/1/11	
DISTRICTWIDE						
Assistance League of Everett	General	Scholarship application and awards	District	no cost to district	ongoing from 3/18/04	
Employers Unity, Inc	General	Represent ASD with Washington Employment Security Commission	District	no cost to district	ongoing from 8/2/04	
*Lakewood School District	General	Alcohol/Drug prevention and intervention services. ASD to receive \$9400 to provide drug/alcohol prevention and intervention services	District	\$9400 to ASD	7/1/08-6/30/09	
*Open Door Theatre	General	Lease of office space to Open Door Theatre	District	\$10 per mo	ongoing from 5/6/02	
Public Hospital District No. 3	General	Facilities Use agreement between Cascade Hospital and the District for the use of Hartz Field for helicopter landing site	District	none	ongoing from 8/15/06	

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Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
Ticket Turtle	General	Agreement for automated ticketing services and related database functionality for BPAC	BPAC	\$.40 per ticket/\$.41 per transaction	ongoing from 10/3/08	
US Bank	General	Purchasing Card Services Contract	District	none	ongoing from 8/8/08	
Washington State School Dept of Licensing	General	DOL to use the WHS parking lot for motorcycle testing	District	none	5/24/07-12/31/12	
Washington State School Directors Assoc.	General	Board policy consultation services	Board of Dir.	\$4,200	ongoing until finished starting 3/9/07	✓
FOOD SERVICES						
Alfy's Pizza	General	Pizza deliver to AHS twice per week	Food Services	\$6.35 per pizza	9/1/08-end of school year	
KCDA	General	Food Services of America contract for food supplies	Food Services	Bid Prices for Food	Extended to 7/31/09	
MealTime	General	Food Services student accounting software license	Food Services	\$2,102/yr	ongoing from 11/1/06	
SPECIAL PROGRAMS						
ACHIEVE3000	General	KidBiz3000 Differential Literacy Solution for up to 250 students, 12 teachers and 250 parents	Special Prog	\$10,845/yr	9/1/08-6/12/09	
Cumberland Therapy Services	General	Occupational therapy services	Special Prog	\$69/hr	4/30/08-6/12/09	
Northwest School for Hearing Impaired Children	General	Services for one hearing impaired student	Special Prog	\$22,500/yr	9/1/08-6/12/09	
Pacific Learning Center NW, LLC	General	Educational placement in a Non-Public Agency for students with a disability	Special Prog	Not to exceed \$2,475/mo	9/2/08-6/18/09	
Providence Medical Center	General	Provide year-round early intervention services for birth-2 childrent	Special Prog	\$3920/enrolled student	9/1/08-8/31/09	
LISTEN & TALK	General	Educational services for Handicapped children	Special Prog	\$26,440/yr	9/1/08-6/12/09	
Washington State School for the Blind	General	Provide an Itinerant teacher of the Visually Impaired for on-site consultation	Special Prog	\$39,000/yr	9/1/08-6/12/09	
SUPPORT SERVICES						
Aramark Uniform Services	General	Dust Mop rental/cleaning	SS and CTE	varies	6/26/06 renewable annually	
AT&T	General	Cell phone service - 14 phones	Support Svcs	\$29.99/mo	ongoing from 12/15/07	
Gleneagle Country Club Association	General	Easement for maintenance of landscaping on Highway 9 next to Pioneer Elementary School	District	No funds exchanged	ongoing from 2/13/2008	✓
Schindler Elevator Corp.	General	BPAC vertical lift maintenance	Support Svcs	\$45/mo	9/1/07-8/31/12	

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Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
ThyssenKrupp Elevator	General	Elevator maintenance - AHS, Old AHS, Pioneer, Presidents, Haller	Support Svcs	Ave. \$2506.40	6/1/2004 - 6/1/2014 (renewed at 5 years)	
Water & Wastewater Services	General	Provide water system management	Support Svcs	\$120/mo base services	6/1/08-5/31/13	
TECHNOLOGY						
Follett Library Systems	General	Library inventory/check out software system	Technology	\$24,000	9/1/02 - 8/31/03	
Nextel	General	Cell phone service - 5 phones	Technology			
TRANSPORTATION						
Aramark Uniform Services	General	Uniform cleaning service for mechanics	Transportation	\$.50 - \$1.45 per garment		
Blue Bird Body Company	TVF	Lease/Purchase of 7 buses	Transportation	\$98,700/yr	9/15/03-9/15/09	✓
Blue Bird Body Company	TVF	Lease/Purchase of 3 buses	Transportation	\$25,245/yr	9/15/05-10/1/11	✓
Blue Bird Body Company	TVF	Lease/Purchase of 6 buses	Transportation	\$124,819/yr	9/15/06-10/28/10	✓
Blue Bird Body Company	TVF	Lease/Purchase of 2 buses	Transportation	\$15,581/yr	10/15/08-10/15/12	✓
INTERLOCAL/AGENCY AGREEMENTS						
City of Arlington	General	1998 Park & Public Safety Agreement. Revised 1/10/05.	District	none	ongoing since 1998	✓
City of Arlington	Capital	School Impact Fee agreement	Capital	Fees based on CFP	ongoing since 2001 and renewed every two years	✓
City of Arlington	General	Emergency management planning agreement	District	1/3 cost of Emergency Mgt Coord.	1/10/08-12/31/09	✓
City of Arlington	General	Interlocal agreement for L.M.Byrnes Performing Arts Center	District	none	5/1/07-4/30/09	✓
City of Arlington	General	Formation of a Joint Operating Committee with the City	District	none	ongoing from 5/28/02	✓
City of Arlington	General	School Resource Officer agreement	District	75% of Police officer salary	ongoing from 9/18/00	✓
Educational Service District 112	General	Purchase cooperative for multimedia and instructional technology equipment	Technology	none	ongoing from 10/19/04	✓
Everett Community College	General	Agreement to allow high school students to earn college credit for courses taken at AHS	District	none	ongoing from 12/31/07	✓

**Arlington Public Schools
Contracts and Personal Services Agreements**

Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
Lake Washington Technical College	General	Lake Washington Technical College provides Vocational-Technical Programs not otherwise available to interested high school students.	District	none	9/1/05-8/31/10	✓
Marysville School District #25	General	Educational Services for students with disabilities	Special Prog	\$62718/yr	9/2/08-6/11/09	
Northwest ESD 189	General	Skagit Discovery Agreement	Special Prog	\$43,633/stu re-eval ea yr	ongoing from 9/1/08	✓
Northwest ESD 189	General	Legal Services cooperative	District	\$15,725/yr	7/1/08-6/30/09	✓
Northwest ESD 189	General	Classroom-Based Assessment agreement	T & L	\$3.30/stu 2008-09	ongoing from 9/1/08 unless term by dist.	✓
Northwest ESD 189	General	Information Systems Support Cooperative Agreement for Remote Services	Technology	\$134/mo 2008-09	ongoing from 9/1/08 unless term by dist.	✓
Northwest ESD 189	General	Northwest Learning Center Cooperative Agreement	Special Prog	\$20,750/stu 2008-09	ongoing from 9/1/08 unless term by dist.	✓
Northwest ESD 189	General	K-20 Network Support Agreement	Technology	none	ongoing from 9/1/07	✓
Northwest ESD 189	General	NWRDC and WSIPC contract for informational services	Fiscal Dept.	\$32.43 per FTE @ \$160,000	9/1/08-8/31/09	✓
Northwest ESD 189	General	E-Rate Services	District	15% of discounts	9/1/08-8/31/09	✓
Office of Superintendent of Public Instruction	General	RCW 28A.320.175 Interagency Information Sharing Agreement. CEDARS format sharing agreement	District	No funds exchanged	9/1/08-10/109	
Puget Sound Joint Purchasing Cooperative	General	Purchasing cooperative for Food Services	Food Services	none	ongoing from 6/11/07	✓
US Communities	General	Purchasing cooperative for Office Depot bid pricing and other vendors	District	none	ongoing from 8/14/06	✓
LEASES/RENTALS						
*Boys & Girls Club of Snohomish Count	General	Old Arlington High School lease agreement	District	\$42,099/yr current, re-evaluated each year	ongoing from 10/28/03, renewable each year	✓
*Brashears, Gerald	General	Lease of house located on 530 site	District	\$500/mo	ongoing from 9/1/08	
City of Arlington	General	Lease of Weston High School land at Arlington Airport	District	\$77,788/yr current	5 year terms from 1/1/05-12/31/09	✓

**Arlington Public Schools
Contracts and Personal Services Agreements**

Contractor	Fund Designation	Description	Department/ School	Amount	Notes	Bd App
City of Arlington	General	Lease of Transportation land at Arlington Airport	Transportation	\$42,160/yr current	Entered into 1/1/1990 5 yr terms from 1/1/05-12/31/09	✓
City of Arlington	General	Lease of old Weston High School land at Arlington Airport	District	\$10,389/yr current	Entered into 7/1/1986 5 yr terms from 1/1/0- 12/31/09	✓
PETROCARD SYSTEMS, INC	General	Lease of part of the land located at the Transportation Dept. to Petrocard Systems	District	No rent - discounted fuel price	4/9/01-12/31/11	✓
*The Point Church	General	Sublease of Old Weston High School building	District	\$3500/mo current	9/27/06-10/1/09	✓
*Tillman Dairy, Inc.	General	120 acres of land on the 530 site for dairy production	FFA	\$2500/yr	ongoing from 9/1/05	
*Andrew Albert	General	20 acres of land below Post MS for farming purposes	FFA	\$1000/yr	ongoing from 5/1/07	

PERSONAL SERVICES AGREEMENTS

Brett Bigger	General	Teach Applied Technology Council-20 Structural and Windshield Survey Course. For Emergency Preparedness program.	Safety	\$500	11/7/08	
Trudy LaDouceur	General	Training Services for Emergency Preparedness	Safety	\$500	10/1-2/08	
Marcia Haldane	General	Occupational Therapy services	Special Prog	\$40/hr	9/3/08-6/12/09	
Crystal Gray	General	Consultation services for a Special Education student	Special Prog	\$100/hr	9/1/08-6/30/09	
Natalie Hagglund	General	Piano accompanist for choir events	Post MS	\$25/hr	10/1/08-6/1/09	
Lori Ley	General	Newsletter production for AHS	AHS	\$625	9/1/08-10/31/08	
Elaine Maki	General	Speech & Language services for Special Education students - 20 hr/wk for 36 wks	Special Prog	\$80/hr	9/1/08-6/30/09	
Meg Johnson	General	Orientation and mobility services for visually impaired student - 6 hr/wk	Special Prog	\$75/hr	9/1/08-6/30/09	
Trista Mortensen	General	APPLE Consultant	APPLE	\$75/hr for 15 hrs	9/08-3/09	
Bonnie Thielke	General	Mentoring for K-8 teachers	Personnel	\$65/hr	9/3/08-6/12/09	

CONTRACT ADDENDUMS

*The Point Church	General	Revise annual fees and contract ending date	District	\$2750/mo	ends 12/31/10	
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* Denotes item is a revenue source for the District