

INDEPENDENT SCHOOL DISTRICT NO. 709

Duluth Public Schools
709 Portia Johnson Drive
Duluth, Minnesota 55811
218-336-8700

MEMORANDUM

To: Simone Zunich, Executive Director of Business Services
From: Cathy Holman, Purchasing Coordinator
Subject: QUOTE #4388 OPG-3 CONTENT MANAGEMENT
Date: November 9, 2023

The quote is for the implementation of a content management system for employee files from the Human Resources department documents . One (1) vendors responded with the following results:

<u>VENDOR</u>	<u>TOTAL</u>
OPG-3	\$26,225.00
REVVVER	NO REPLY
HYLAND	NO REPLY

The Human Resources Department (Theresa Severance and Rebecca Lester) reviewed the quote.

Theresa Severance, Director of Human Resources, recommends accepting and awarding the quote meeting specifications as submitted by OPG-3 for the amount of **\$26,225.00 for the OPG-3 CONTENT MANAGEMENT**

Theresa Severance will attend the HR/Business Committee meeting to answer any questions as they pertain to this recommendation.

Theresa Severance will attend the School Board meeting to answer any questions as they pertain to this recommendation, if needed.

Program: Human Resources

Fund Custodian: Theresa Severance, Director of Human Resources

