



# Los Angeles Unified School District

## Board of Education Report

**ADOPTED BOARD  
REPORT**

**FEB 11 2025**

File #: Rep-142-24/25, Version: 1  
In Control: Procurement Services

Agenda Date: 2/11/2025

Approval of Procurement Actions  
Procurement Services Division

**APPROVED**

### Brief Description:

(Approval of Procurement Actions) Recommends the ratification of the contract actions taken by the Procurement Services Division within delegated authority as listed in Attachment "A" including the approval of award of Professional Service Contracts not exceeding \$250,000: New, Amendments; Purchase Orders; Goods and General Services Contracts; District Card Transactions; Rental of Facilities; Travel/Conference Attendance; General Stores Distribution Center; Book/Instructional Material Purchase Orders; and approval of Professional Service Contracts (exceeding \$250,000): New, Piggyback and Goods and General Services Contracts (exceeding \$250,000) as listed in Attachment "B."

### Action Proposed:

Ratify the contract actions taken by the Procurement Services Division within delegated authority as listed in Attachment "A" including the approval of award of Professional Service Contracts not exceeding \$250,000: New Contracts; Contract Amendments; Purchase Orders; Goods and General Services Contracts: Purchase Orders; District Card Transactions; Rental of Facilities; Travel/Conference Attendance; General Stores Distribution Center; and Book/Instructional Material Purchase Orders; and approve Professional Service Contracts (exceeding \$250,000): New Contracts; Piggyback Contract; and Goods and General Services Contracts (exceeding \$250,000): New Contracts as listed in Attachment "B."

### Background:

Procurement Services staff prepares monthly reports for contract actions necessary for the execution of the projects approved by the Board for the educational and operational requirements of the District in accordance with Board delegated authority to the Superintendent.

### Expected Outcomes:

Approval of these items will allow the goods and services provided by these contracts furnishing the equipment, supplies, or services to the Los Angeles Unified School District that support Board policies and goals.

### Board Options and Consequences:

The Board can approve all actions presented or postpone selected actions pending receipt of additional information. Non-ratification of actions awarded under delegated authority in Attachment "A" will result in immediate unavailability of products or discontinuance of services, or both. While non-ratification may be legally defensible, it would likely result in costly litigation over discontinued payments or if the District attempts to reclaim payments made to a vendor. District costs will likely increase as fewer vendors compete for future procurements. Postponement of actions presented for approval in Attachment "B" will delay contract award or delivery dates.

File #: Rep-142-24/25, Version: 1  
In Control: Procurement Services

**ADOPTED BOARD  
REPORT**

Agenda Date: 2/11/2025

**Policy Implications:**

FEB 11 2025

This action does not change District policy and conforms to California Education Code section 17604 that permits the Board of Education to delegate authority for Procurement Services (Board Report 444-17/18), which the Board exercised on May 8, 2018.

**APPROVED**

**Budget Impact:**

The contract actions presented are within the budget authority previously approved by the Board. Ratification of contracts awarded under delegation of authority and within their Board approved budget listed in Attachment "A" includes:

- Award of Professional Service Contracts not exceeding \$250,000: New Contracts; Contract Amendments; Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: Procurement Transactions - Purchase Orders; Rental of Facilities; Travel/Conference Attendance; District Card Transactions; General Stores Distribution Center; and Book/Instructional Material Purchase Orders.

Request for Approval of Procurement Actions not under delegated authority listed in Attachment "B" includes:

- Professional Service Contracts (exceeding \$250,000): New Contracts; Piggyback Contract; and
- Goods and General Services Contracts (exceeding \$250,000): New Contracts

**Student Impact:**

Not applicable.

**Equity Impact:**

See attached for applicable items.

**Issues and Analysis:**

There are no policy implications on these agreements. The Business and Government Services Team, Office of the General Counsel, has reviewed and approved the agreements as to form.

**Attachments:**

Attachment "A" - Ratification of Contracts Awarded Under Delegated Authority

Attachment "B" - Request for Approval of Contracts Not Under Delegated Authority

Previously adopted Board report referenced in the policy implications section:

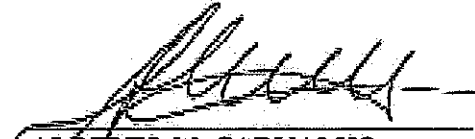
- Adopted May 8, 2018: Board Report No. 444-17/18  
<[https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share\\_link](https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share_link)>
- California Education Code Section 17604 (CE Code 17604)  
<[https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share\\_link](https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share_link)>

**Submitted:**

01/13/25

**APPROVED**

**RESPECTFULLY SUBMITTED,**

  
ALBERTO M. CARVALHO  
Superintendent

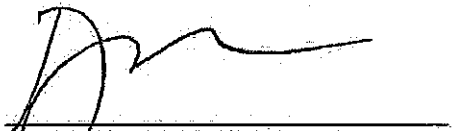
**APPROVED & PRESENTED BY:**

**ADOPTED BOARD  
REPORT**

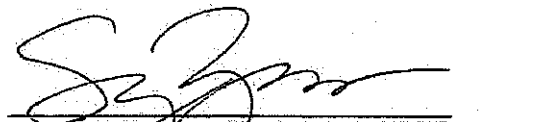
FEB 11 2025

  
PEDRO SALCIDO  
Deputy Superintendent  
Business Services & Operations

**REVIEWED BY:**


  
DEVORA NAVERA REED  
General Counsel

**APPROVED & PRESENTED BY:**


  
SUNGYON LEE  
Deputy Chief Business Officer  
Office of the Deputy Chief Business Officer

Approved as to form.

**REVIEWED BY:**

  
NOLBERTO DELGADILLO  
Deputy Chief Business Officer, Finance

**APPROVED & PRESENTED BY:**

  
MATTHEW FRIEDMAN  
Interim Chief Procurement Officer  
Procurement Services Division

Approved as to budget impact statement.

ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**

**A. PROFESSIONAL SERVICES CONTRACTS/AMENDMENTS/ ASSIGNMENTS  
ALREADY AWARDED NOT EXCEEDING \$250,000**

Item A

**ADOPTED BOARD  
REPORT**

**APPROVED**

FEB 11 2025

**ACCOUNTING & DISBURSEMENTS DIVISION**

**\$144,500**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
IGM Technology	C7743	02/03/25 – 02/02/30 includes three (3) one- year renewal options	General Funds (100%)	\$144,500

Ratification of a competed contract procured through an Informal Request for Proposals (IRFP) process, conducted by the Procurement Services Division, to provide a financial software application platform (Gravity) for the creation of the District’s Annual Comprehensive Financial Report (ACFR). The application platform will automate the preparation of the ACFR by housing and consolidating the financial report, automating calculations, and applying conditional formatting. It facilitates real-time collaboration with auditors and upper management. With the IGM platform, the process is significantly streamlined, enabling the report to be generated with the push of a button, ready for publication. The ACFR is a set of financial statements for a government entity that provides a complete review of its financial health. It includes details on assets, liabilities, revenues, expenses, and overall financial performance, all prepared in accordance with the standards established by the Governmental Accounting Standards Board.

Three proposals were received and two were deemed qualified. The evaluation committee was comprised of seven subject matter experts from the Accounting & Disbursements Division. The proposals were scored based on the following criteria: qualifications and experience of firm; compliance to statement of work; product demonstration; price; and Small Business Enterprise (SBE) participation. The selected vendor was the highest scored proposer. IGM Technology is new to the District. They were established in 2013, with personnel having over 20 years of experience in financial accounting software.

This action aligns with the District's Strategic Plan Pillar 4, Operational Effectiveness. Organizational success is increased by providing transparency on the District’s financials.

**Requester:**

Ernie Thomas, Controller  
Accounting & Disbursement Division

**Equity Impact:**

Not applicable.

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS/AMENDMENTS/ ASSIGNMENTS  
ALREADY AWARDED NOT EXCEEDING \$250,000

		<b>ADOPTED BOARD REPORT</b>		
<b>Item B</b>		<b>FEB 11 2025</b>	<b>APPROVED</b>	
<b><u>FACILITIES SERVICES DIVISION</u></b>				<b>\$49,053</b>
<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
City of Los Angeles	C7680	12/01/24 – 04/30/25	General Funds	\$49,053  (100%)

Ratification of a single-source contract to provide daily shuttle services between Union Station and Los Angeles Unified’s Administrative Headquarters Building. A typical daily ridership averages about 200 District employees however, the services are not limited to 200 users per day.

Under the terms of the contract, the Union Station Commuter Express route, operated by MV Transportation, Inc. on behalf of the Los Angeles Department of Transportation (LADOT), includes a stop specifically for Los Angeles Unified employees at Beaudry and 3rd Street. District employees may ride the public bus for free between Union Station and the District’s Headquarters Building with their building badge. The cost of the contract is for fuel, bus availability, and an additional stop at Beaudry and 3<sup>rd</sup> Street during specific hours.

LADOT has provided transportation services throughout the downtown area for the general public, inclusive of District employees, since the District’s Headquarters Building was built.

The City’s current contract with MV Transportation expires in April 2025. Once a new contract is in place, the District expects to extend this contract or reprocur services.

This action aligns with the District's Strategic Plan Pillar 5, Staff Wellness. Employee safety is increased by minimizing the need to traverse the downtown area by foot and multiple public transportation routes.

**Requester:**

Issam Dahdul, Director of Facilities Planning and Development  
 Facilities Services Division

**Equity Impact:**

Not applicable.

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS/AMENDMENTS/ ASSIGNMENTS  
ALREADY AWARDED NOT EXCEEDING \$250,000

ADOPTED BOARD REPORT

Item C

FEB 11 2025

APPROVED

LOS ANGELES SCHOOL POLICE DEPARTMENT \$150,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Psychological Consulting Associates, Inc. (SBE)	C7734	12/09/24 – 12/08/28	General Funds (100%)	\$150,000

Ratification of a competed contract procured through an Informal Request for Proposals (IRFP) process, conducted by the Procurement Services Division, to provide psychological services, including pre-employment psychological exams and fitness for duty evaluations for new Los Angeles School Police Department (LASPD) candidates and existing officers. Within the contract capacity, approximately 300 exams and/or evaluations can be conducted.

Four proposals were received and all were deemed qualified. The evaluation committee was comprised of three subject matter experts from the LASPD. The proposals were scored based on the following criteria: qualifications and experience of firm; personnel qualifications and experience; price; and Small Business Enterprise (SBE) participation. The selected vendor was the highest scored proposer.

Psychological Consulting Associates, Inc. has been doing business with the District since 2013 and has over 23 years of experience in diagnosing and treating emotional and mental health disorders, conducting pre-employment psychological evaluations, and providing counseling and crisis intervention for public safety personnel.

This action aligns with the District's Strategic Plan Pillar 5C, Staff Wellness, of the Strategic Plan. Staff wellness is increased by supporting the mental health of our officers, enhance the well-being of the parents and students in the communities they serve and protect, fostering an environment where all students can thrive both academically and socially.

**Requester:**

Aaron Piszewicz, Chief of Police  
 Los Angeles School Police Department

**Equity Impact:**

Not applicable

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES REVENUE/GRANT CONTRACTS/AMENDMENTS/ASSIGNMENTS ALREADY AWARDED NOT EXCEEDING <\$500,000>

Item D **ADOPTED BOARD REPORT** **APPROVED**  
STUDENT MENTAL HEALTH & WELLNESS SERVICES <\$400,000>

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Community Partners	C7648	10/01/24 – 02/28/26	American Rescue Plan Act Grant Funds (100%)	<\$400,000>

Ratification of a grant agreement to enhance L.A. Unified’s ongoing food equity efforts by integrating produce distributions with evidence-based hands-on nutrition and cooking classes provided by Common Threads and co-lead by Student and Family Resource Navigators who are Certified Wellness Coaches.

The funding will support the launch of medically tailored meals for program participants (totaling an estimated 3,750 medically tailored meals). We will be partnering with St. John’s Community Health, UMMA Health, Valley Community Health Care, and Local Farmer’s Markets to reach families in the community. These workshops, 180 in total, will engage parents/caregivers and students who are at risk for a dietary related illness. The nutrition lessons focus on cultivating healthy eating habits, basic nutrition, budget-conscious grocery shopping and cooking with children. This multifaceted approach yields immediate and lasting positive impacts. With this project we aim to support up to 15,000 caregivers and their students. Several positive outcomes are anticipated, including improved dietary intake, increased food security, and enhanced overall well-being among high-need families. These positive outcomes, measured through surveys, are anticipated to lead to better health outcomes for participants. This action aligns with the District’s Strategic Plan Pillar 2: Joy and Wellness, by providing whole-child well-being through integrated health, nutrition, and wellness services.

**Requester:**  
 Joel Cisneros, Executive Director  
 Student Mental Health & Wellness Services

**Equity Impact:**  
 Not applicable.

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****B. PROFESSIONAL SERVICES NO-COST MEMORANDUM OF UNDERSTANDING/  
AMENDMENTS/ASSIGNMENTS ALREADY AWARDED****ADOPTED BOARD  
REPORT****APPROVED**

Item E

FEB 11 2025

**REGION EAST**

<u>CONTRACTOR / IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>CONTRACT TERM</u>	<u>SITE</u>	<u>AMOUNT</u>
P.F. Breese Foundation / <u>C3903, C3903-1</u>	Monarch Project After-School Youth Mentoring Program	10/25/24 – 10/24/29	Miguel Contreras Learning Complex School of Global Studies	\$0
<b><u>DIVISION OF INSTRUCTION</u></b>				
The Korean Cultural Center, LA / <u>C7675</u>	Tae Kwon Do and Rhythms of Korea Enrichment Programs	09/20/24 – 09/19/25	<u>Various Schools</u>	\$0
<b><u>HUMAN RESOURCES DIVISION</u></b>				
California State University, Bakersfield / <u>C7690</u>	Field/Clinical Education and Training Programs	12/01/24 – 11/30/29 includes two (2) one-year renewal options	Districtwide	\$0
<b><u>DIVISION OF SPECIAL EDUCATION</u></b>				
Boys & Girls Clubs of Metro Los Angeles / <u>C7005</u>	Student Work Experience Program	10/01/24 – 10/01/29	Districtwide	\$0



## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****B. PROFESSIONAL SERVICES NO-COST MEMORANDUM OF UNDERSTANDING/  
AMENDMENTS/ASSIGNMENTS ALREADY AWARDED****ADOPTED BOARD  
REPORT****MEDICAL SERVICES DIVISION**

FEB 11 2025

**APPROVED**

<u>CONTRACTOR / IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>CONTRACT TERM</u>	<u>SITE</u>	<u>AMOUNT</u>
Eyesafe LLC / <u>C7049</u>	Computer Screen Protectors	11/12/24 – 02/12/25	LAUSD Headquarters	\$0
UMMA Community Clinic / <u>C7640</u>	Mobile Dental Services	10/24/24 – 10/23/29	Districtwide	\$0
UMMA Community Clinic / <u>C7608</u>	Mobile Medical Services	10/18/24 – 10/17/29	Districtwide	\$0
Cedars Sinai Medical Center / <u>C7588</u>	Mobile Medical Services	10/17/24 – 10/16/29	Districtwide	\$0
Children's Institute / <u>C7639</u>	Comprehensive Resources and Support Program	10/14/24 – 06/30/25	Florence Griffith Joyner Elementary School	\$0

ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**

**D. PROFESSIONAL SERVICES CONTRACTS AUTHORIZED TO NEGOTIATE AND EXECUTE**

Item F	<b>ADOPTED BOARD REPORT</b>	<b>APPROVED</b>		
	FEB 11 2025			<b>\$600,000</b>
<b><u>HUMAN RESOURCES DIVISION</u></b>				
<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
UCLA – GSEIS – Center X	C3881-1 C3881-2	09/22/22 – 12/30/26	Computer Science Supplementary Authorization Incentive Grant (100%)	\$600,000*

Ratification of amendments to increase capacity of a named-in-grant teacher residency contract. On October 22, 2024, in Board Report 048-24/25, the Board authorized Procurement to negotiate and execute these amendments to provide coursework for 120 LAUSD teachers over the course of four years to obtain a Computer Science Supplementary Authorization (CSSA).

The District and UCLA were co-applicants for the grant. This grant will strengthen District efforts to address the growing computer science teacher shortage in K-12 schools by providing an accessible and affordable program to teachers to obtain their Computer Science Supplementary Authorization through the CSSA at UCLA.

Currently, there are only 220 teachers teaching computer science courses Districtwide. Through this collaboration, the target for the CSSA will be 120 additional authorized computer science teachers at the elementary and secondary levels. Increasing the number of authorized teachers ensures more students across the District have equitable access to appropriately trained teachers who have the skills and pedagogy to implement rigorous computer science instruction. Finally, this grant also supports the District’s commitment to providing computer science education for all students before they graduate.

The UCLA CSSA program is an officially approved and developed certificate program. The program offers a set of courses designed to meet the CTC’s supplementary authorization requirements in terms of subjects and units.

This action aligns with the District’s Strategic Plan Pillar 1, Academic Excellence, through Priority 1D: College and Career Readiness.

**ATTACHMENT A**

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**

Initial Contract Value: \$0 (no-cost MOU)  
 \*Amendment No. 1: \$300,000  
 \*Amendment No. 2: \$300,000  
**Aggregate Contract Value: \$600,000**

**ADOPTED BOARD REPORT**

**APPROVED**

FEB 11 2025

**Requester:**

Dr. Francisco J. Serrato, Chief Human Resource Officer  
 Human Resources Division

**Equity Impact:**

<b>Component</b>	<b>Score</b>	<b>Score Rationale</b>
<b>Recognition</b>	<b>3</b>	Prepare teachers to teach Computer Science (CS) ensuring LAUSD students have access to computer science courses.
<b>Resource Prioritization</b>	<b>3</b>	There is an urgent need for quality CS education for K-12 students, particularly in high-need schools, which are often staffed by novice teachers.
<b>Results</b>	<b>3</b>	Greater access to computer science courses will ensure goal attainment of every student taking at least one computer science class taught by a CS authorized teacher prior to graduation.
<b>TOTAL</b>	<b>9</b>	

ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY ADOPTED BOARD REPORT**

**Item G – December 2024**

FEB 11 2025

**APPROVED**

The contract actions represented below are those actions put in place within each sponsoring school's or division's approved budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for professional services, goods, or general services

**PROFESSIONAL SERVICES**      December 2024 = \$4,479,675      YTD = \$19,029,205  
**GOODS AND GENERAL SERVICES**      December 2024 = \$21,739,843      YTD = \$192,665,175  
**GRAND TOTAL**      December 2024 = \$26,219,518      YTD = \$211,694,380

**E. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000**

	<u>December Qty of POs</u>	<u>YTD Qty of POs</u>	<u>December Total</u>	<u>YTD Total</u>
Purchase Orders –	575	2,019	\$4,479,675 (Median - \$2,549)	\$19,029,205

**F. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000**

	<u>December Qty of POs/ Transactions</u>	<u>YTD Qty of POs/ Transactions</u>	<u>December Total</u>	<u>YTD Total</u>
Purchase Orders	2,767	20,565	\$11,017,465 (Median – \$906)	\$84,299,872
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.)	9,452	78,321	\$7,907,996 (Median - \$129)	\$39,761,168
Rental Facilities	3	14	\$12,236 (Median - \$4,248)	\$260,604
Travel/Conference Attendance	104	864	\$104,277 (Median – \$710)	\$812,689
GENERAL STORES DISTRIBUTION CENTER	47	681	\$1,007,744 (Median - \$5,516)	\$12,672,482

ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**

<b>F. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000 (CONT.)</b>				
<p>The contract actions represented below are those actions put in place within each sponsoring school's or division's approved budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for professional services, goods, or general services</p>				
	<b><u>December</u> <u>Qty of POs/ Transactions</u></b>	<b><u>YTD</u> <u>Qty of POs/ Transactions</u></b>	<b><u>December Total</u></b>	<b><u>YTD</u> <u>Total</u></b>
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO)	117	1,994	<b><i>\$1,690,125</i></b> <b><i>(Median - \$4,155)</i></b>	\$54,858,360

**ADOPTED BOARD REPORT**  
FEB 11 2025

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS/AMENDMENTS/  
 AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING  
\$250,000**

**ADOPTED BOARD  
 REPORT**

**APPROVED**

**Item H**

**FEB 11 2025**

**OFFICE OF THE GENERAL COUNSEL**

**\$712,800**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>LexisNexis, a division of RELX Inc.</b>	<u>NO.</u> C7728 (RFP 2000003671)	02/12/25 – 02/11/30 includes two (2) one-year renewal options	General Funds (100%)	\$712,800

Approval of a formally competed contract, procured through a Request for Proposals (RFP) process, to provide a cloud-based legal billing/invoicing platform with associated training and support. This platform will support an automated, secure electronic billing, invoicing, and workflow management system for the Office of the General Counsel (OGC) and its contracted law firms.

LexisNexis’ CounselLink+Advanced (CounselLink) plan, offers a secure online legal invoice-processing platform. With CounselLink, the OGC will be able to efficiently process thousands of invoices, facilitating timely payments to, and receipt of services from, outside counsel and investigative firms. CounselLink also enables OGC to manage legal expenses in a more effective and streamlined manner.

One proposal was received and was deemed qualified. The source selection committee was comprised of three OGC staff. The proposal was evaluated based on the following criteria: qualifications and experience of firm and personnel, work plan/project approach, diversity equity inclusion plan, price, Small Business Enterprise (SBE) participation, Work Based Learning Partnership (WBLP) plan, and an interview/platform demonstration.

LexisNexis has been doing business with the District since 2013, and OGC has been utilizing CounselLink since 2021.

This action aligns with the District’s Strategic Plan, Pillar 4: Operational Effectiveness by enhancing the efficiency of processing and paying thousands of invoices on an annual basis.

**ATTACHMENT B**  
**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS**  
**NOT UNDER DELEGATED AUTHORITY**

**Requester:**

Alexander Molina, Chief Executive to the General Counsel  
Office of the General Counsel

**Equity Impact:**

Not applicable.

**APPROVED**

**ADOPTED BOARD  
REPORT**

**FEB 11 2025**

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS/AMENDMENTS/  
 AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING  
\$250,000**

**ADOPTED BOARD  
 REPORT**

**FEB 11 2025**

**APPROVED**

**Item I**

**OFFICE OF THE INSPECTOR GENERAL**

**\$350,000**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
	<u>NO.</u>			
<b>DS &amp; Associates, LLC</b>	<b>C7741 (RFP 2000003840)</b>	<b>02/12/25 – 02/11/30 includes three (3) one-year renewal options</b>	<b>General Funds (100%)</b>	<b>\$350,000</b>

Approval of a formally competed contract, procured through a Request for Proposals (RFP) process, to provide sales tax recovery services. The services involve reviewing purchases and financial records to identify instances where the District may have overpaid or incorrectly paid sales taxes. These services ensure the District is only paying what is legally required and assists in recovering any eligible refunds. Sales tax laws can be complex with varying exemptions for school districts. This specialized service ensures compliance while taking advantage of all applicable exemptions. Recovering overpaid sales tax means more funds can be directed to educational programs, classroom resources, transportation, or other critical areas.

Instances where the District may have incorrectly paid taxes include interstate purchases where buying goods or services across state lines may involve different tax rules, creating confusion about what is taxable; mixed-use services like construction and IT support that may involve taxable and non-taxable components where the labor for building maintenance may be exempt but the materials used could be taxable; when services are bundled with goods, making it difficult to determine how to separate the taxable components; and fuel tax exemptions which may apply to vehicles or equipment used directly for education purposes, like school buses.

The fees for the contract are on a contingency basis and will be paid with the funds recovered as a result of the professional work rendered.



## ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**APPROVED**

Three proposals were received and all were deemed qualified. The source selection committee was comprised of three staff members from the Office of Inspector General. The proposals were evaluated based on the following criteria: experience and qualifications of firm and key personnel; proposed completion schedule and project approach; price; Small Business Enterprise (SBE) participation; and Work Based Learning Partnership (WBLP) plan.

DS & Associates specializes in the area of tax law and has been providing these services to the District since 2014. They have also provided similar services to City of Long Beach, Riverside, UCLA, CSU Chancellors Office, and UC Health Systems.

This action aligns with the District's Strategic Plan Pillar No. 4- Operational Effectiveness by identifying excess sales tax paid by LAUSD, filing and supporting claims for refunds and provide specific recommendations for process improvements to prevent/minimize future overpayments.

**ADOPTED BOARD  
 REPORT**

FEB 11 2025

**Requester:**

Susan Stengel, Inspector General  
 Office of the Inspector General

**Equity Impact:**

Component	Score	Score Rationale
Recognition	1	Resource allocation does not recognize historical inequities. However, the contract fees are contingent on a refund from sales tax recovery services. The funds recovered from these services can be redirected towards District efforts in this area.
Resource Prioritization	1	Resource allocation does not prioritize resources based on student need. However, the contract fees are contingent on a refund from sales tax recovery services. The funds recovered from these services can be prioritized and redirected based on student need.
Results	3	The funds recovered from these services will be additional resources for the District. The District can redirect these additional resources towards efforts that are likely to result in closed opportunity and/or achievement gaps.
<b>TOTAL</b>	<b>5</b>	

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**B. APPROVAL OF PROFESSIONAL SERVICE PIGGYBACK CONTRACTS**

Authorize the utilization of a piggyback contract in effect. The proposed action complies with the Public Contract Code Sections 10299 and 20118, which allows school districts to utilize other governmental agencies' established contracts and does not change District Policies.

**ADOPTED BOARD  
REPORT**

FEB 11 2025

**APPROVED**

**Item J**

**INFORMATION TECHNOLOGY SERVICES \$20,000,000**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Insight Global LLC</b>	C7613 (Technology, Digital and Data Consulting Master Services Agreement #5- 22-70-25-162)	02/12/25 - 06/30/29, coterminous with exercisable option years of the piggyback contract, and subject to the exercise thereof.	General Funds (COPs) (50%) Bond Funds (50%)	\$20,000,000

Approval of piggyback capacity contract with the Department of General Services to provide staff augmentation services pursuant to PCC §10299. Insight Global will provide skilled resources such as IT Project Managers and Network Engineers to assist ITS in designing, planning, and installing data and network systems in support of the Board approved Schools Network Systems Upgrade Projects (Board Report No. 118-23/24). The resources are required to meet the additional demand for Network Engineers and Project Managers possessing the required certifications, and to ensure that the Schools Network Systems Upgrade Projects can be completed on time.

Insight Global LLC is new to the District. They have provided similar services to UCLA and UC Riverside.

This action aligns with the District's Strategic Plan, Pillar 4 - Operational Effectiveness, by enabling access to skilled professionals.

**Requester:**  
Soheil Katal, Chief Information Officer  
Information Technology Services

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY

ADOPTED BOARD  
 REPORT

**APPROVED**

Equity Impact:

Component	Score	Score Rationale
Recognition	1	The services provided do not recognize historical inequities. The agreement will help source skilled resources for high-level technical and professional positions in the District.
Resource Prioritization	1	The services provided do not prioritize resources based on student need. The agreement will directly address ITS's longstanding challenge of sourcing high-level technical and professional positions.
Results	2	The services may result in closed opportunity gaps and/or closing achievement gaps. The agreement will provide access to an extensive network of professionals with the skills required to complete installation projects.
<b>TOTAL</b>	<b>4</b>	

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**C. APPROVAL OF PROFESSIONAL SERVICE REVENUE/GRANT  
CONTRACTS/AMENDMENTS/ AUTHORIZATION TO INCREASE CONTRACT  
CAPACITY EXCEEDING <\$500,000>**

<b>Item K</b>	<b>ADOPTED BOARD REPORT</b>	<b>APPROVED</b>		
	FEB 11 2025			
	<b><u>DIVISION OF SCHOOL OPERATIONS</u></b>			<b>&lt;\$1,916,119&gt;</b>
<u>CONTRACTOR</u>	<u>IDENTIFI- CATION</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
	<u>NO.</u>			
<b>City of Los Angeles</b>	C6739	07/01/24 – 06/30/25	Revenue	<b>&lt;\$1,916,119&gt;</b>

Approval of revenue contract with the City of Los Angeles, Community Investment for Families Department (CIFD) to provide supplemental funding for services focused on supporting student attendance and academic success, delivered through the FamilySource Partnership Program.

The FamilySource Partnership Program is a collaborative effort between the Los Angeles Unified School District (LAUSD) and the City of Los Angeles Community Investment for Families Department (CIFD), which began in 2014. The partnership program serves students, primarily between the ages 5-17, and families throughout LAUSD and within the City of Los Angeles. Pupil Services and Attendance (PSA) Counselors are co-located at 19 FamilySource Centers throughout the City of Los Angeles to address barriers to academic success and provide academic consultation. The FamilySource Partnership Program aims to increase attendance, improve academic achievement and support the goal of graduation for all students.

Since the inception of the partnership in 2014, over 130,000 student biopsychosocial/ educational assessments have been conducted by LAUSD PSA Counselors at the centers to support with academic, socio-emotional, and behavioral needs with linkage to school, district and community programs/supports.

Given the success of this partnership, during the 2024-25 school year, FamilySource sites will expand from 15 to 19, which means PSA positions will also expand by four.

This revenue contract will fund 50% of the salaries of 19 LAUSD PSA Counselors, one lead PSA Counselor and a Coordinator assigned to support FamilySource Centers. This revenue contract is required so that LAUSD PSA Counselors can continue to serve our students and communities, including connecting them to appropriate support/resources in the FamilySource Centers, LAUSD services, and other community agencies.

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**ADOPTED BOARD  
REPORT**

**APPROVED**

LAUSD PSA Counselors who are co-located at FamilySource Centers (FSC) focus on engaging parents and students with resources to decrease barriers to academic achievement. PSA Counselors conduct comprehensive biopsychosocial/educational evaluations and serve students and families through outreach, advocacy, and connecting families to programs and services. PSA Counselors also provide parent and student engagement workshops and classes at the FamilySource Centers and at local community schools.

The FamilySource Partnership Program supports Pillar 1 Academic Excellence- PSA counselors, on site at the FamilySource, review academic/attendance information with parent(s). They also conduct academic/attendance related workshops. Pillar 2 Joy and Wellness- PSA counselors address the socio-emotional challenges of students when concerns are expressed by a parent(s). They also conduct parent workshops related to wellness and resiliency. Pillar 3 Engagement and Collaboration- PSA counselors address concerns expressed by parent(s) and link them back to the student’s school of attendance. They also collaborate with FamilySource personnel to ensure families/students are connected to supportive services that are available through the FamilySource system. Collaborative work happens within LAUSD and with FamilySource colleagues.

Requester:  
Andres E. Chait, Chief of School Operations  
Student Support and Attendance Services

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b>	The City of LA’s Community Investment for Families Department’s vision is to break the generational cycle of poverty by building community wealth. To that end, they have established programs that align and augment community investments for families and neighborhoods in the city of LA and create opportunities for all to prosper. Specifically, as it relates to the FamilySource partnership, agencies are strategically selected to receive grant funding to support families living in the most impoverished areas of the city of LA. That funding mandates and includes a PSA counselor from LAUSD for each identified site (19). Services promote increasing family income and resources, as well as student academic achievement and graduation. LAUSD PSA counselors are the educational experts and bridge resources/information between the District, LAUSD schools, our families, and communities.

## ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
 NOT UNDER DELEGATED AUTHORITY**

**APPROVED**

Component	ABORTED BOARD SCORE REPORT	Score Rationale
<b>Resource Prioritization</b>	FEB 11 2025  4	FamilySource centers are allocated based on the most impoverished areas of the city of LA. Student resources and programming include academic tutoring, college readiness (including college related workshops and/or field trips to colleges), access to a College Corner, intensive case management and youth mentoring and leadership. Parent resources and programming include financial literacy, ESL/GED classes, free tax prep to maximize tax credit eligible for, FAFSA support, multi-benefit screening, food pantries, employment support and referrals. The Services are free to our LAUSD students and families.
<b>Results</b>	4	Since the inception of the partnership with the City of LA's FamilySource system, in 2014, approximately 130,000 students (and their families) have been referred for services. Connections to differing supports have been based on identified student/family need. The entire family as a whole receives a wraparound system of support that is unique to each student and family.
<b>TOTAL</b>	<b>12</b>	

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

**D. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS/  
AMENDMENTS/ AUTHORIZATION TO INCREASE CONTRACT CAPACITY  
EXCEEDING \$250,000**

**APPROVED**

Authority to award contracts for furnishing equipment, supplies and general services. The total amount listed is a not-to-exceed contract authority and is based on an estimate since the expenditures made against contracts are based upon purchased and/or approved invoices.

**ADOPTED BOARD  
REPORT**

**Item L**

**FEB 11 2025**

**INFORMATION TECHNOLOGY SERVICES \$3,189,200**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Rolling Unit, Inc.;</b>	C7434	One-time Purchase	General	\$3,189,200
<b>Expandable LLC</b>	C7686 (IFB 2000003754)		Funds- Restricted- ELOP (100%)	

Approval of two (2) formally competed contracts, procured through an Invitation for Bid (IFB) process, for the purchase of up to eight (8) mobile technology trailers for the iDREAM Mobile Labs Project, led by Information Technology Services and Division of Instruction.

The one-time purchase of new mobile technology trailers is necessary to dispense technology-based education for LAUSD students at multiple school sites. Without the purchase of these mobile trailers, the Information Technology Services staff will not be able to ensure efficient implementation of STEAM and iDREAM programs for LAUSD students.

Four bids were received and the award was made to the two lowest responsive and responsible bidders based on individual line items. Rolling Unit Inc. has done business with the District since 2024. Expandable LLC is a new vendor to the District. They are currently contracted with Learning Undefeated, Brewco Marketing Group, and MRA Mobile Experiential Tours.

This action aligns with the District’s Strategic Plan Pillar 1, Academic Excellence and Pillar 2, Joy and Wellness. The introduction of mobile technology labs through the iDREAM program represents a significant step in offering critical technology resources to underserved communities. These mobile technology labs will not only improve access to technology, but foster the development of future technology leaders, playing a pivotal role

**ATTACHMENT B**

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS  
NOT UNDER DELEGATED AUTHORITY**

in enriching educational opportunities in the afterschool, summer session and winter academy programs. The iDREAM mobile labs will engage students through exciting, hands-on STEAM and Esports gamified experiences. By purchasing these mobile technology trailers, the District is taking a critical step toward preparing them for success in an increasingly digital world.

**Requesters:**

Soheil Katal, Chief Information Officer  
 Information Technology Services

**APPROVED**

Dr. Frances Baez, Chief Academic Officer  
 Division of Instruction

**ADOPTED BOARD  
 REPORT**

FEB 11 2025

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	4	Access to highly engaging and hands-on learning via the mobile learning labs will be prioritized for students at Priority Schools and our most vulnerable school communities to eliminate the digital technology divide. This action actively recognizes and specifies historical inequities to correct.
<b>Resource Prioritization</b>	4	The deployment of the mobile learning labs will focus immediate resources at the Priority Schools and our most vulnerable school communities. The iDREAM Mobile Learning Labs will scale up to extend its reach to schools across the District that lack exposure to technology resources and programs. Additionally, mobile learning labs can also serve as emergency classrooms, when needed and available. This action effectively prioritizes resources based on student need.
<b>Results</b>	3	Access to the mobile learning labs will provide inclusiveness and equality to innovative, immersive and gamified technology opportunities for students across the District during afterschool, intercession, winter academy, and summer school programs. This action is extremely likely to result in closed opportunity gaps and/or closing achievement gaps.
<b>TOTAL</b>	<b>11</b>	