

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

NEW CONTRACTS NOT EXCEEDING \$250,000

\$714,698

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Chakrabarti
Management
Consultancy,
Inc. (CMCI)

4400005789
Item A

Informally competed contract to provide a review of the District's compliance with the Federal Rehabilitation Act of 1973 Section 508 as it relates to the MiSiS applications and systems integrated with MiSiS. This comprehensive review shall cover District policies and procedures for online content and functionality, audit current development process and tools, and provide an action plan for the District to meet compliance with national standards in addition to the federal Office for Civil Rights (OCR) resolution agreement.

Bond
Funds
(100%)

\$230,341

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BOARD REPORT
OCT 10 2017

Contract Term: 07/24/17 through 01/31/18

Contract Value: \$230,341

Requester: *Shahryar Khazei*
Chief Information Officer
Information Technology Division

Coastline
Community
College

4400005866
Item B

Named-in-grant provider contract to provide 400 hours of training of pre-apprentices for industry recognized Federal Occupational Safety and Health Act (OSHA) certification in seven (7) industry-specific safety areas (OSHA 10 HR, Global Harmonization Systems, OSHA 7405 – Fall Protection Awareness, OSHA 7300 – Confined Space Entry, Lockout/Tag-out, Scaffold Safety and CPR/First Aid/AED) for eight (8) separate student cohorts.

California
Apprenticeship
Initiative (CAI)
New &
Innovative
Pre-
Apprenticeship
Grant Program
(CAI RFA
No. 16-192)
(100%)

\$80,000

Contract Term: 08/18/17 through 01/31/19

Contract Value: \$80,000

Requester: *Joseph Stark, Executive Director*
Division of Adult and Career Education

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

NEW CONTRACTS NOT EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Apperson, Inc.	4400005825 (RFP 200001344) Item C	Formally competed contract to conduct a school calendar paper survey District-wide. Services include printing, scanning, data merge, and reporting. Features include English and Spanish versions of the survey, respondent identity protection, and safeguards against duplicate submissions.	General Funds (100%)	\$249,477
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Contract Term: 07/31/17 through 12/31/17

Contract Value: \$249,477

Requester: *Zsuzsanna Vincze, Director
Division of District Operations*

ADOPTED
BOARD REPORT
OCT 10 2017

Ni Hao Chinese	4400005881 Item D	Informally competed contract to provide Chinese Mandarin tutors at Broadway ES and Braddock ES. Tutors will be available throughout the school year and will assist in the classroom and on the school yard under the teacher's supervision. Contractor will provide seven (7) tutors at Broadway ES assisting with kindergarten through 5 th grade classes and two (2) tutors at Braddock ES assisting with kindergarten and 1 st grade classes.	Donations Funds (100%)	\$154,880
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Contract Term: 08/21/17 through 06/07/18

Contract Value: \$154,880

Requester: *Susan Wang, Principal
Broadway Elementary School*

Requester: *Eva Lopez, Principal
Braddock Elementary School*

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

CONTRACT AMENDMENTS NOT EXCEEDING \$250,000

\$381,926

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Aon Consulting, Inc.	4400003916-2 Item E	Amendment to increase capacity of informally competed contract to provide actuarial valuations for the Health and Welfare Program in accordance with the applicable Governmental Accounting Standards Board requirements and provide consulting services.	Health and Welfare Funds (100%)	\$150,000*

APPROVED

Contract Term: 07/01/15 through 06/30/18

Initial Contract Value: \$100,000

Amendment No. 1 \$50,000

*Amendment No. 2 \$150,000

(Executed Date: 07/31/17)

Aggregate Contract Value: \$300,000

Requester: *Janice Sawyer, Chief Risk Officer*
Division of Risk Management and Insurance
Services

ADOPTED
BOARD REPORT
GCT 10 2017

*Current Ratification

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

CONTRACT AMENDMENTS NOT EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors**	4400002607 4400002608 4400002609 4400002627 4400002628 4400002629 4400002660 4400002661 4400002662 4400002663 4400002680 4400002817	Authorization to increase capacity of 12 pass-through contracts to provide related and supplemental instruction of state approved apprenticeship trainings which include off-campus instruction and on-the-job training required by California Labor Code Section 3074 and California Education Code Section 8152. The District serves as the Local Education Agency for these state funded apprenticeship programs. The authority to increase or decrease individual amounts of these contracts will be limited to the aggregate amount of \$14,323,480.	California Community College Chancellor's Office Related and Supplemental Instruction (RSI) (100%)	\$189,518*

Item F

Contract Term: 07/01/14 through 06/30/19

Current Aggregate Value: \$14,133,962

*Additional Authorized Value: \$189,518

Aggregate Five-Year Contract Value for

Twelve (12) Contracts: \$14,323,480

Requester: *Joseph Stark, Executive Director*
Division of Adult and Career Education

ADOPTED
BOARD REPORT

GCT 10 2017

**NTMA Training Centers of Southern California; Electrical Workers Apprenticeship Committee of San Luis Obispo (JATC); Tradeshow and Sign Crafts Training and Re-Training Trust; Southern California Elevator Constructors; Apprentice & Journeymen Training Trust Fund of the Southern California Plumbing and Piping Industry; Finishing Trades Institute of District Council 36 Joint Apprenticeship Training Trust Fund; Construction Teamsters Apprenticeship Fund of Southern California Joint Apprenticeship Committee (JAC); Los Angeles County Barber & Cosmetology Apprentice Training Committee / JATC; Brickmasons Apprenticeship Training Trust; Union Roofers Joint Apprenticeship; Southern California Sheet Metal joint Apprenticeship & Training Committee; and California State University – State Employees Trades Council JATC.

*Current Ratification

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

CONTRACT AMENDMENTS NOT EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors**	4400004497 4400004498 4400004499 4400004550 4400004551 4400004552 4400004553 4400004554 4400004555 4400004556 4400004557	Authorization to increase capacity of 11 pass-through contracts to provide related and supplemental instruction of state approved apprenticeship programs consisting of classroom and shop instruction and on-the-job training. The authority to increase or decrease individual amounts of these contracts will be limited to the aggregate amount of \$2,118,416. Contract Term: 02/10/16 through 06/30/20	California Community College Chancellor's Office Related and Supplemental Instruction (RSI) (100%)	\$39,216*
	Item G	Current Aggregate Value: \$2,079,200 *Additional Authorized Value: \$39,216 Aggregate Five-Year Contract Value for Eleven (11) Contracts: \$2,118,416	ADOPTED BOARD REPORT GCT 1 0 2017	

Requester: *Joseph Stark, Executive Director*
Division of Adult and Career Education

**Swarthy's Barbering Training Center; ILWU Ship Scalers and Painters Local; LA Moda Apprenticeship Academy; Grace's Beauty Salon; Inland Boatmen's Union; Dream International Beauty Academy; Joint Journeyman and Apprentice Training Trust AC and Refrigeration; KC Beauty Academy; L.A. Barber College; Untouchable Apprentice Training; American Aerospace Technical Academy

*Current Ratification

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

CONTRACT AMENDMENTS NOT EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Monica Studios Cosmetics, Inc.;	4400005201	Authorization to increase capacity and shorten	California	\$3,040*
Laylah Binat	4400005202	term of six (6) pass-through contracts to provide	Community	
Beauty Education	4400005203	related and supplemental instruction in state	College	
Center, LLC;	4400005204	approved apprenticeship programs consisting of	Chancellor's	
Kesha Bowen	4400005205	classroom, shop instruction, and on-the-job	Office	
(Simply Divine);	4400005206	training. The authority to increase or decrease	Related and	
Hair Lab Twenty-	Item H	individual amounts of these contracts will be	Supplemental	
Four; LC Beauty		limited to the aggregate amount of \$117,240.	Instruction	
Academy; and		Current Contract Term: 11/01/16 through	(RSI)	
Central Valley		10/31/21	(100%)	
Roofers and		New end date by this amendment: 06/30/21		
Waterproofers				
Allied Joint		Current Aggregate Value: \$ 114,200		
Apprentice Trust		*Additional Authorized Value: \$3,040		
Committee		Aggregate Five-Year Contract Value for		
		Six (6) Contracts: \$117,240		
		Requester: <i>Joseph Stark, Executive Director</i>		
		<i>Division of Adult and Career Education</i>		
The Spot	4400005544-1	Amendment to increase capacity and shorten the	California	\$152*
Apprenticeship	Item I	term of pass-through contract to provide related	Community	
Academy		and supplemental instruction and on-the-job	College	
		training of state approved apprenticeship program	Chancellor's	
		in barbering and cosmetology.	Office	
		Current Contract Term: 04/01/17 through	Related and	
		03/31/22	Supplemental	
		New end date by this amendment: 06/30/21	Instruction	
			(RSI)	
		Initial Contract Value: \$4,720	(100%)	
		*Amendment No. 1: \$152		
		(Executed Date: 08/25/17)		
		Aggregate Contract Value: \$ 5,862		
		Requester: <i>Joseph Stark, Executive Director</i>		
		<i>Division of Adult and Career Education</i>		

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ADOPTED
BOARD REPORT

GCT 10 2017

*Current Ratification

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

INCOME CONTRACTS NOT EXCEEDING \$500,000

<\$264,293>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Southern California Sheet Metal Joint Apprenticeship Training Committee	4400005779 Item J	Revenue contract by which the Division of Adult and Career Education's Apprenticeship Programs is reimbursed for administrative services and support of the Employment Training Panel contract. The contract provides quality training for apprentices and journeymen in using specialized tools to perform detailed work, which may include computer-aided drafting to produce two- and three-dimensional drawings of building systems.	Revenue	<\$115,863>

APPROVED

ADOPTED
BOARD REPORT

GCT 1 0 2017

Contract Term: 08/01/17 through 07/31/19

Contract Value: <\$115,863>

Requester: *Joseph Stark, Executive Director*
Division of Adult and Career Education

The Apprentice and Journeymen Training Trust Fund of the Southern California Plumbing and Piping Industry	4400005821 Item K	Revenue contract by which the Division of Adult and Career Education's Apprenticeship Programs is reimbursed for administrative services and support of the Employment Training Panel contract. The contract provides quality training for apprentices and journeymen to perform exacting work to meet new building standards for energy efficiency.	Revenue	<\$85,430>
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Contract Term: 08/01/17 through 07/31/19

Contract Value: <\$85,430>

Requester: *Joseph Stark, Executive Director*
Division of Adult and Career Education

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

INCOME CONTRACTS NOT EXCEEDING \$500,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Joint Journeymen & Apprenticeship Training Committee Air Conditioning and Refrigeration	4400005820 Item L	Revenue contract by which the Division of Adult and Career Education's Apprenticeship Programs is reimbursed for administrative services and support of the Employment Training Panel contract. The contract provides quality training for apprentices and journeymen to perform exacting work to meet new building standards for energy efficiency. Contract Term: 08/01/17 through 07/31/19 Contract Value: <\$63,000> Requester: <i>Joseph Stark, Executive Director</i> <i>Division of Adult and Career Education</i>	Revenue	<\$63,000>

APPROVED

ADOPTED
BOARD REPORT
GCT 10 2017

INCOME CONTRACT AMENDMENTS NOT EXCEEDING \$500,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
None				\$0

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

B. AFTER THE FACT CONTRACTS NOT EXCEEDING \$250,000 ALREADY AWARDED \$0

The contract actions represented below are unauthorized commitments initiated by the sponsoring school or division without a formal contract in place. This action requires the Board to ratify the contract after the fact to allow the vendor to be paid. The District did request and has received the benefit of the services. **Informative memorandum included.**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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APPROVED

None

ADOPTED
BOARD REPORT

OCT 10 2017

C. PROFESSIONAL SERVICE CONTRACT ASSIGNMENTS \$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

D. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000

August 2017 - \$1,711,120

YTD - \$3,538,757

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.

	<u>August*</u> <u>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>August*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders - August 2017	347	577	\$1,711,120 (Avg. \$4,931)	\$3,538,757

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

August 2017 - \$18,026,043

YTD - \$41,768,611

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 goods or general services.

	<u>August*</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>August*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders – August 2017	5,083	7,113	\$8,698,876 (Avg. \$1,712)	\$10,951,932
Purchase Orders - August 2017	26	3,984	\$2,067,769 (Avg. \$79,530)	\$13,980,923
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) August 2017	9,148	11,935	\$3,021,358 (Avg. \$330)	\$4,068,413
Rental Facilities – August 2017	5	6	\$18,177 (Avg. \$3,623)	\$52,482
Travel/Conference Attendance – August 2017	459	556	\$536,151 (Avg. \$1,168)	\$603,114
GENERAL STORES DISTRIBUTION CENTER – August 2017	392	662	\$1,926,302 (Avg. \$4,914)	\$4,408,471
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – August 2017	520	1,385	\$1,757,470 (Avg. \$3,380)	\$7,703,276

*Detailed information is provided on the Procurement Services website.

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER
DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

NEW CONTRACTS EXCEEDING \$250,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

APPROVED

ADOPTED
BOARD REPORT

OCT 10 2017

INCOME CONTRACTS EXCEEDING \$500,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

CONTRACT AMENDMENTS EXCEEDING \$250,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

B. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS

Authority to award contracts for furnishing equipment, supplies and general services. The total amount is only an estimate since the expenditures made against contracts are based upon purchases and/or approved invoices.

NEW CONTRACTS EXCEEDING \$250,000

\$2,450,000

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
American Reclamation, Inc.	4400005886 (IFB 200001341) Item M	Formally competed capacity contract to provide 10- and 40-cubic yard roll-off containers for hauling construction and demolition debris and the use of transfer stations/dumping facilities for various District locations. Contract Term: 11/01/17 through 10/31/22 includes two (2) one-year option renewals Aggregate Five-Year Contract Value: \$2,000,000 Requester: <i>Roger Finstad, Director</i> <i>Maintenance & Operations</i> <i>Facilities Services Division</i>	General Funds (90%) Bond Funds (10%) ADOPTED BOARD REPORT OCT 10 2017	\$2,000,000
Partition Systems, Inc. of South Carolina	4400005933 (IFB 200001441) Item N	Formally competed capacity contract to provide phenolic (laminated plastic) partition panels for schools and offices. Contract Term: 11/01/17 through 10/31/20 includes one (1) one-year option renewal Aggregate Three-Year Contract Value: \$450,000 Requester: <i>Roger Finstad, Director</i> <i>Maintenance & Operations</i> <i>Facilities Services Division</i>	Restricted Maintenance Funds (90%) Bond Funds (10%)	\$450,000

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

B. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS

CONTRACT AMENDMENTS EXCEEDING \$250,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

**ADOPTED
BOARD REPORT
OCT 10 2017**

Authorize the utilization of piggyback contracts 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 policy.

UTILIZATION OF PIGGYBACK CONTRACTS IN EFFECT EXCEEDING \$250,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
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None

INCOME CONTRACTS

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
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None