

Los Angeles Unified School District

333 South Beaudry Ave, Los Angeles, CA 90017

Board of Education Report

File #: Rep-076-22/23, Version: 1

Approval of Procurement Actions November 15, 2022 Procurement Services Division



NOV 15 2022

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 Amendment; Low Value - Purchase Orders; Goods and General Services Contracts: Purchase Orders; Low Value - 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; Contract Amendment; 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 defendable, 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.

Policy Implications:

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.

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



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"A" includes:

NOV 15 2022

- Award of Professional Service Contracts not exceeding \$250,000: New Contracts; Contract Amendment; Low - Value Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: Procurement Transactions Purchase Orders; Low Value - 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; Contract Amendment; and
- Goods and General Services Contracts (exceeding \$250,000): New Contracts.

Student Impact:

See attached Board Informatives.

Equity Impact:

See attached for applicable items.

Issues and Analysis:

There are not 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

Informatives:

Item A	-	CareerTech Media, LLC, Contract No. 4400010781
Item B	-	Miller Education Consulting Services, Inc., Contract No. 440001767
Item C	-	Leadership for Educational Equity Foundation, Contract No. 440008428-2
Item D	-	Apperson, Inc., Contract No. 4400010690
Item E	-	Warehouse September 2022
Item F	-	Verizon Wireless, Contract No. 4400007482-9
Item G	-	Association for Supervision and Curriculum Development; California
		Association of African-American Superintendents & Administrators;
		Carnegie Learning; Center for Powerful Public Schools; Curriculum
		Associates; New Teacher Center; Power My Learning; Public Consulting
		Group; Teacher Created Materials; The Curriculum Consortium; Rethink
		Autism, Contract Nos. 4400010891 through 4400010900, 4400010906
Item H	-	Herff Jones, Inc., Contract No. 4400010868
Item I	-	Catalyst Office, Contract No. 4400010773

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ADOPTED D

Item J - Whittier Fertilizer Company; Stover Seed Company, Contract Nos. REPORT 440001876, 440001878

Item K - Whittier Fertilizer Company, Contract No. 4400010874 NOV 15 2022

Item L - Western Fence & Supply Co., Contract No. 440010834

Item M - United Site Services of California, Inc., Contract No. 4400010860

Item N - Lennox Industries, Inc.; Trane U.S. Inc., US Air Conditioning Distributors, LLC; Gary Pacific Supply; Seasons 4, Inc., Contract Nos. 4400010861

through 4400010865

Item O - Various Vendors (HVAC Energy Management Systems Repair Services),

Contract Nos. 4400010752 through 4400010759

Submitted:

10/19/22

ADOPTED BOARD

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APROVEN

NOV 15 2022

RESPECTFULLY SUBMITTED,

APPROVED & PRESENTED BY:

ALBERTO M. CARVALHO

Superintendent

MEGAN K. KEILLY

Deputy Superintendent Business Services & Operations

REVIEWED BY:

APPROVED & PRESENTED BY:

DEVORA NAVERA REED

General Counsel

✓ Approved as to form.

SUNG YON LEE Business Manager

Office of the Business Manager

REVIEWED BY:

APPROVED & PRESENTED BY:

TONY ATIENZA

Director, Budget Services and Financial Planning

V

Approved as to budget impact statement.

JUDITH REECE

Chief Procurement Officer

Procurement Services Division

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD REPORT

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000 15 2022

DIVISION OF INSTRUCTION

\$249,900

CONTRACTOR **IDENTIFI-**

CareerTech

Media, LLC

APPROVED

SOURCE OF

FUNDS

AMOUNT

CATION NO.

4400010781

Item

A

Informally competed contract to create a career guide booklet to showcase and promote the 58 types of career pathways.

General **Funds** (100%)

\$249,900

Contract Term: 09/01/22 through 12/31/22

Contract Value: \$249,900

Requester: Esther Soliman, Administrator Career Technical Education – Linked Learning

Division of Instruction

HUMAN RESOURCES DIVISION

\$249,825

Miller Education Consulting Services, Inc.

4400010767 Item B

Informally competed contract to provide professional services that will support the expansion and implementation of Certificated Evaluation systems.

Educator Effectiveness Grant (100%)

\$249,825

Contract Term: 09/01/22 through 08/31/23

Contract Value: \$249,825

Requester: Ileana M. Davalos Chief Human Resources Officer Human Resources Division

APPROVAL OF PROCUREMENT CONTRACTS: <u>RATIFICATION OF DELEGATED AUTHORITY</u>

A. PROFESSIONAL SERVICES CONTRACTS <u>ALREADY AWARDED</u>

NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000 ADOPTED BOARD OFFFICE OF THE MEDICAL DOCTOR REPORT

\$55,000

CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION	VON	15 SOURCE OF FUNDS	AMOUNT
Leadership for Educational Equity Foundation	4400008428-2 Item C	Amendment to extend term and capacity of single-source contra Fellows to support the Office of Director.	act to provide	General Funds (100%)	\$55,000*
		Contract Term: 09/01/20 thrown New end date by this amendme	•		
		Initial Contract Value: Amendment No. 1: *Amendment No. 2: Aggregate Contract Value: Requester: Smita Malhotra, MacOffice of the Medical Director	\$35,000 \$131,250 \$55,000 \$221,250 edical Director		

OFFICE OF THE CHIEF STRATEGY OFFICER

\$234,721

IL CITE STR	TIEGT GITTEEN		Ψ20 1,721
4400010690 Item D	Informally competed contract for the production, printing, scanning, processing, and delivery of the District's annual parent school experience survey.	General Funds (100%)	\$234,721
	Contract Term : 08/01/22 through 03/31/23		
	Contract Value: \$234,721		
	Requester: David Heredia Interim Executive Director Office of Data and Accountability		
	4400010690 Item	Item D production, printing, scanning, processing, and delivery of the District's annual parent school experience survey. Contract Term: 08/01/22 through 03/31/23 Contract Value: \$234,721 Requester: David Heredia Interim Executive Director	4400010690 Informally competed contract for the production, printing, scanning, processing, and delivery of the District's annual parent school experience survey. Contract Term: 08/01/22 through 03/31/23 Contract Value: \$234,721 Requester: David Heredia Interim Executive Director

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

Item E – September 2022



B. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000

NOV 15 20September 2022 =\$4,506,424 YTD =\$11,034,389

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.

	September	YTD	September	YTD
	Oty of POs	Qty of POs	Total	<u>Total</u>
Low Value – Purchase Orders – September 2022	436	1,018	\$4,506,424 (Median - \$7,025)	\$11,034,389

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

September 2022 = \$33,642,045 YTD = \$133,527,875

The contract actions represented below are those actions put in place within each sponsoring school's or division's 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.

	September Oty of POs/ Transactions	YTD Qty of POs/ Transactions	September Total	YTD Total
Low Value – Purchase Orders – September 2022	2,636	11,394	\$7,924,353 (Median – \$994)	\$34,089,347
Purchase Orders – September 2022	51	176	\$4,094,785 (Median - \$54,000)	\$14,328,268
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) – September 2022	8,983	21,694	\$4,998,349 (Median – \$194)	\$11,903,611
Rental Facilities – September 2022	1	9	\$41,425	\$120,929
Travel/Conference Attendance – September 2022	572	908	\$681,558 (Median – \$950)	\$1,035,956
GENERAL STORES DISTRIBUTION CENTER – September 2022	221	814	\$2,028,459 (Median - \$3,698)	\$8,664,165
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – September 2022	403	1,444	\$13,873,116 (Median - \$5,335)	\$63,385,599

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

D. GOODS AND GENERAL SERVICES

ADOPTED BOARD REPORT

September 2022 = \$1,272,285 YTD = \$1,272,285

The contract actions represented below are those actions put in place within each sponsoring school's or division's 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.

	September Oty of POs/ Transactions	YTD Qty of POs/ Transactions	September Total	YTD <u>Total</u>
GENERAL STORES DISTRIBUTION CENTER –				
COVID-19 Transactions (Rapid Antigen Tests and Masks) September 2022	1	1	\$1,272,285	\$1,272,285

GRAND TOTAL – September 2022

\$39,420,754

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS $\underbrace{\text{NOT UNDER}}_{\text{DELEGATED AUTHORITY}}$

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

INFORMATION	TECHNOLOGY	ADOPTED DOTTED		\$62,000,000	
CONTRACTOR	IDENTIFI- CATION NO.	<u>DESCRIPTION</u>	REPORT)V 15 2022	SOURCE OF FUNDS	AMOUNT
Verizon Wireless	4400007482-9 Item F	Amendment to increase capa competed contract for mobile broadband services in support and business operations included connectivity to students via the connectivity of the connectivity o	e voice and rt of instructional ading internet he Emergency	Emergency Connectivity/ COVID-19 Funds (90%)	\$62,000,000*
		Connectivity Fund (ECF) pro	ogram.	Various	
		Contract Term: 07/01/19 th	hrough 06/30/24	Per Requesting	
		Initial Contract Value:	\$7,800,000	School or	
		Amendment No. 1:	\$0	Office	
		Amendment No. 2:	\$0	(10%)	
		Amendment No. 3:	\$40,567,015		
		Amendment No. 4:	\$26,232,542		
		Amendment No. 5:	\$0		
		Amendment No. 6:	\$0		
		Amendment No. 7:	\$0		
		Amendment No. 8:	\$0		
		*Amendment No. 9:	\$62,000,000		
		Aggregate Contract Value:	\$130,377,33/		
		Requester: Soheil Katal			
		Chief Information Officer			
		Information Technology Divi	ision		

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS $\underline{\text{NOT UNDER}}$ $\underline{\text{DELEGATED AUTHORITY}}$

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

NEW CONTRACTS/ AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

OFFICE OF THE SUPERINTENDENT

OFFICE OF THE SUPERINTENDENT

CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION ADOPTED BOARD REPORT NOV 15 2022	SOURCE OF FUNDS	\$25,000,000 <u>AMOUNT</u>
Various Vendors*	4400010891 4400010892 4400010893 4400010894 4400010895	Formally competed bench of eleven (11) contracts for the District's Black Student Achievement Plan addressing the need for a Culturally Responsive Curriculum, engaging culturally relevant classroom instruction,	General Funds (100%)	\$25,000,000
	4400010896 4400010897 4400010898 4400010899 4400010900 4400010906 (RFP 2000002650)	effective classroom management strategies, and transformational professional development for school site personnel. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$25,000,000.		
	Item G	Contract Term: 11/16/22 through 11/15/27 includes three (3) one-year renewal options Aggregate Five-Year Value For Eleven (11)		
		Contracts: \$25,000,000 Requester: Jared Dupree		

Senior Director

Office of the Superintendent

^{*}Association for Supervision and Curriculum Development; California Association of African-American Superintendents & Administrators; Carnegie Learning; Center for Powerful Public Schools; Curriculum Associates; New Teacher Center; Power My Learning; Public Consulting Group; Teacher Created Materials; The Curriculum Consortium; Rethink Autism

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/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

DIVISION OF INSTRUCTI		Adopted Board		\$4,625,203
CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION NOV 1 5 2022	SOURCE OF FUNDS	<u>AMOUNT</u>
Herff Jones, Inc.	4400010868 (IFB 2000002681) Item H	Formally competed capacity contract to provide the rental and purchase of graduation caps, gowns, and accessories for graduating high school students throughout the District.	General Funds (100%)	\$4,625,203

Contract Term: 01/01/23 through 12/30/25

Contract Value: \$4,625,203

Requester: Pedro A. Garcia Senior Executive Director Division of Instruction

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS $\underline{\text{NOT UNDER}}$ $\underline{\text{DELEGATED AUTHORITY}}$

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/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

FACILITIES SERVICES DIVISION				
CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION ADOPTED BOARD REPORT NOV 15 2022	SOURCE OF FUNDS	AMOUNT
Catalyst Office	4400010773 (IFB 2000002364) Item I	Formally competed capacity contract to provide office modular furniture Districtwide. Contract Term: 12/01/22 through 11/30/27 includes two (2) one-year renewal options Aggregate Five-Year Contract Value: \$4,000,000 Requester: Yekaterina Boyajian, Director Non-Academic Facilities Planning Facilities Services Division	Various Per Requesting School Or Office (100%)	\$4,000,000
Whittier Fertilizer Company (SBE); Stover Seed Company	4400010876 4400010878 (IFB 2000002618) Item J	Formally competed capacity contracts to provide school landscape conditioning materials, including seeds, fertilizers, and soils Districtwide. Contract Term: 12/01/22 through 11/30/25 Aggregate Value For Two (2) Contracts: \$2,500,000 Requester: India Griffin, Director Maintenance & Operations Facilities Services Division	Restricted Routine Maintenance Funds (90%) Bond Funds (10%)	\$2,500,000

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS $\underline{\text{NOT UNDER}}$ $\underline{\text{DELEGATED AUTHORITY}}$

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/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

FACILITIES SERVICES DIVISION (CONT.)

	ERTICES BITTS			
CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION ADOPTED BOARD REPORT NOV 15 2022	SOURCE OF FUNDS	<u>AMOUNT</u>
Whittier Fertilizer Company (SBE)	4400010874 (IFB 2000002477) Item K	Formally competed capacity contract to provide athletic field conditioning materials, including clay, soil, and crushed granite Districtwide. Contract Term: 12/01/22 through 11/30/25	Restricted Routine Maintenance Funds (90%)	\$594,000
		Contract Value: \$594,000 Requester: India Griffin, Director Maintenance & Operations Facilities Services Division	Bond Funds (10%)	
Western Fence & Supply Co., dba Pilgrim Fence Co.	4400010834 (IFB 2000002651) Item L	Formally competed capacity contract to provide chain link fencing material for replacement and repair projects Districtwide. Contract Term: 12/01/22 through 11/30/25 Contract Value: \$1,000,000 Requester: India Griffin, Director Maintenance & Operations Facilities Services Division	Restricted Routine Maintenance Funds (90%) Bond Funds (10%)	\$1,000,000

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS $\underline{\text{NOT UNDER}}$ $\underline{\text{DELEGATED AUTHORITY}}$

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/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

FACILITIES SERVICES DIVISION (CONT.)

CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION ABOUTED BOARD REPORT NOV 15 2022	SOURCE OF FUNDS	AMOUNT
United Site Services of California, Inc.	4400010860 (IFB 2000002712) Item M	Formally competed capacity contract to provide rental and servicing of portable toilets Districtwide. Contract Term: 12/01/22 through 11/30/27 includes two (2) one-year renewal options Aggregate Five-Year Contract Value: \$2,000,000 Requester: India Griffin, Director Maintenance & Operations Facilities Services Division	Restricted Routine Maintenance Funds (90%) Bond Funds (10%)	\$2,000,000

Lennox Industries, Inc.; Trane U.S. Inc.; US Air	4400010861 4400010862 4400010863 4400010864 4400010865 (IFB 2000002576)	Formally competed capacity contracts to provide HVAC equipment and supplies Districtwide. Authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$25,000,000.	Restricted Routine Maintenance Funds (90%)	\$25,000,000
Conditioning	Item	Contract Term: 12/01/22 through 11/30/27	Bond	
Distributors,	N	includes two (2) one-year renewal options	Funds	
LLC;			(10%)	
Geary		Aggregate Five -Year Value For Five		
Pacific		(5) Contracts: \$25,000,000		
Supply;				
Seasons-4,		Requester: India Griffin, Director		
Inc.		Maintenance & Operations		
		Facilities Services Division		

AMOUNT

\$8,000,000

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

B. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS

FACILTIES SERVICES DIVISION (CONT.)

Item

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

NEW CONTRACTS/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY **EXCEEDING \$250,000**

	IDENTIFI-	DESCRIPTION	ADOPTED BOARD REPORT	SOURCE
CONTRACTOR	CATION NO.		NOV 15 2022	<u>OF</u> FUNDS

*Various 4400010752 Formally competed capacity contracts to provide Restricted HVAC Energy Management Systems repair Routine Vendors 4400010753 services Districtwide. Authority to increase or Maintenance 4400010754 decrease the amounts of these contracts will be **Funds** 4400010755 (100%)4400010756 limited to the aggregate amount of \$8,000,000.

> 4400010757 **Contract Term:** 12/01/22 through 11/30/27 4400010758 4400010759 includes two (2) one-year renewal options (IFB 2000002612)

Contracts: \$8,000,000 0 Requester: India Griffin, Director Maintenance & Operations

Facilities Services Division

*Honeywell International Inc.; Mesa Energy Systems, Inc., dba EMCOR Services Mesa Energy; Next Level HVAC Energy Management Systems; NSWC Mechanical Service, LLC; Pacific West Industries, Inc.; Sunbelt Controls, Inc.; Trane U.S. Inc.; Westover Controls Corporation

Aggregate Five-Year Value For Eight (8)