

Los Angeles Unified School District

333 South Beaudry Ave, Los Angeles, CA 90017

Board of Education Report

Back to Order of Business

File #: Rep-089-20/21, Version: 2

Approval of Procurement Actions December 8, 2020 Procurement Services Division ADOPTED BY CONSENT VOTE

Action Proposed:

Staff proposes that the Board of Education (Board) **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; and Goods and General Services Contracts (exceeding \$250,000): New Contracts; and Piggyback 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

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in Attachment "A" includes:

- 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 Contracts not under delegated authority listed in Attachment "B" includes:

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

Student Impact:

See attached Board Informatives.

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

Informatives:

Informative - Graduation Alliance, Inc., Contract No. 4400008879

Informative - Loyola Marymount University, Contract No. 4400008465

Informative - The Los Angeles Trust for Children's Health, Contract No. 4400008494

Informative - Leemak USA LLC, dba Maklee Engineering, Contract No. 4400006907-3

Informative - City of Los Angeles, Contract No. 4400008884

Informative - City of Los Angeles, Contract No. 4400008885

Informative - TPR Education, dba The Princeton Review, Contract No. 4400008593

Informative - Warehouse October 2020

Informative - SAP Public Services, Inc., Contract No. 4400009020

Informative - Acorio, LLCContract No. 4400008395

Informative - Various Vendors (OGC Bench of Contracts), Contract Nos. 4400009072-9129

Informative - American Air Filter, Inc., dba AAF International, Contract No. 4400009016

Informative - ABM Industry Group, LLC; Premier Property Preservation, LLC, Contract Nos. 4400008766-8767

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Informative - SHI International Corp., Contract No. 4400008506

Informative - Protiviti Government Service, Inc., Contract No. 4400009022

Informative - The Lion Electric Company, Purchase Order 4500594405

Submitted:

12/1/20, Revision #1

File #: Rep-089-20/21, Version: 1 RESPECTFULLY SUBMITTED, APPROVED & PRESENTED BY: **AUSTIN BEUTNER** Superintendent Deputy Superintendent **Business Services and Operations REVIEWED BY:** APPROVED & PRESENTED BY: DEVORA NAVERA REED Interim General Counsel Office of the Business Manager Approved as to form. APPROVED & PRESENTED BY: **REVIEWED BY:**

TONY ATIENZA

Director, Budget Services and Financial Planning

Approved as to budget impact statement.

Chief Procurement Officer Procurement Services Division

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

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000

LOCAL DISTRICT NORTHEAST

\$232,000

CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION	SOURCE OF FUNDS	<u>AMOUNT</u>
Graduation Alliance, Inc.	4400008879 Item A	Single-source contract to provide absence intervention services for Local District Northeast.	General Funds (100%)	\$232,000

Contract Term: 10/01/20 through 06/30/21

Contract Value: \$232,000

Requester: Andres Chait Local District Superintendent Local District Northeast

LOCAL DISTRICT WEST

\$72,750

\$72,750

General

Loyola
Marymount
University

4400008465 Item B

Single-source contract to provide a full-time curriculum developer to help develop and implement an integrated hands-on STEM curriculum for all students at Katherine Johnson STEM Academy.

Funds (100%)

Contract Term: 10/05/20 through 06/30/21

Contract Value: \$72,750

Requester: Kyle Hunsberger, Principal Katherine Johnson STEM Academy Local District West

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

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

DIVISION OF INSTRUCTION

NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000

				40-,-00
CONTRACTOR	IDENTIFI- CATION NO.	<u>DESCRIPTION</u>	SOURCE OF FUNDS	AMOUNT
The Los Angeles Trust for Children's Health	4400008494 Item C	Named-in-grant contract to provide a second year of resources, services, and staff for an evidence-based intervention program in 15 school sites. The program is to reduce HIV and other STD infections among adolescents and provide support in the development and facilitation of research and evaluation. Contract Term: 07/25/20 through 11/30/20	Promoting Adolescent Health Through School-Based HIV/STD Prevention Grant Funds (100%)	\$61,500
		Contract Value: \$61,500		

Requester: Patricia Heideman, Administrator

High School Instruction Division of Instruction

\$61,500

\$123,150

ATTACHMENT A

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

A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

INFORMATION TECHNOLOGY DIVISION

NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000

SOURCE CONTRACTOR IDENTIFI-DESCRIPTION AMOUNT CATION OF NO. **FUNDS** 4400006907-3 \$123,150* Leemak USA LLC, Amendment to extend term and increase capacity of General dba Maklee an informally competed contract that provides Funds Item D performance tuning services of various Oracle (100%)Engineering

systems and District applications.

Contract Term: 10/12/18 through 10/11/20 New end date by amendment: 04/11/21

 Original Contract Value:
 \$246,300

 Amendment No. 1:
 \$62,338

 Amendment No. 2:
 \$187,013

 *Amendment No. 3:
 \$123,150

(Execution Date: 09/24/20)

Aggregate Contract Value: \$618,801

Requester: Soheil Katal Chief Information Officer Information Technology Division

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

B. PROFESSIONAL SERVICE CONTRACTS <u>ALREADY AWARDED</u>

NEW INCOME CONTRACTS/AMENDMENTS NOT EXCEEDING \$500,000

DIVISION OF INST	TRUCTION			<\$366,430>
CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION	SOURCE OF FUNDS	AMOUNT
City of Los Angeles	4400008884 Item E	Revenue contract to provide paid work experience programs throughout the District. Funding is from the Los Angeles City's Economic Workforce and Development Department. This funding serves students whose families are identified as low income. Contract Term: 07/01/20 through 06/30/21	Revenue	<\$175,565>
		Contract Value: <\$175,565>		
		Requester: Alison Yoshimoto-Towery Chief Academic Officer Division of Instruction		
City of Los Angeles	4400008885 Item F	Revenue contract to provide paid work experience programs throughout the District. Funding is from the County of Los Angeles sent via the Los Angeles City's Economic Workforce and Development Department. This funding serves youth who live in Los Angeles County, presumed low- to moderate-income, and who qualify for Temporary Assistance for Needy Families (food stamps).	Revenue	<\$190,865>
		Contract Term: 07/01/20 through 06/30/21		
		Contract Value: <\$190,865>		
		Requester: Alison Yoshimoto-Towery Chief Academic Officer Division of Instruction		

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

C. CONTRACT ACTIONS <u>ALREADY TAKEN</u>

EMERGENCY EXPENDITURES

Notice of contract actions taken to prepare for, and respond effectively to, the Novel Coronavirus (COVID-19), as authorized per approved Board Report 308-19/20, dated March 10, 2020.

DIVISION OF INSTRUCTION

\$1,305,000

<u>CONTRACTOR</u>	IDENTIFI- CATION NO.	<u>DESCRIPTION</u>	SOURCE OF FUNDS	<u>AMOUNT</u>
TPR Education, LLC, dba The Princeton Review	4400008593 Item G	Single-source contract to provide online 1:1 math tutoring services to high school students in order to meet a-g requirements.	COVID-19 Funds (100%)	\$1,305,000

Contract Term: 08/05/20 through 08/04/21

Contract Value: \$1,305,000

Requester: Alison Yoshimoto-Towery

Chief Academic Officer Division of Instruction

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

Item H - October 2020

D. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000

October 2020 = \$2,215,057 YTD = \$13,823,218

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>October</u>	<u>YTD</u>	<u>October</u>	YTD
	Oty of POs	Qty of POs	Total	<u>Total</u>
Low Value – Purchase Orders –	298	971	\$2,215,057	\$13,823,218
October 2020			(Avg. \$7,433)	

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

October 2020 = \$20,022,574 YTD= \$134,477,009

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.

	October Oty of POs/ Transactions	YTD Qty of POs/ Transactions	<u>October</u> <u>Total</u>	YTD <u>Total</u>
Low Value – Purchase Orders – <i>October 2020</i>	3,852	13,958	\$7,024,929 (Avg. \$1,824)	\$23,564,582
Purchase Orders – <i>October 2020</i> DISTRICT CARD	27	115	\$3,581,687 (Avg. \$132,655)	\$18,341,018
TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) – October (COVID-19 Transactions = 13 for total of \$1,273)	6,756	21,227	\$1,781,479 (Avg. \$264)	\$6,457,353
Rental Facilities – October 2020	0	0	\$0	\$0
Travel/Conference Attendance – October 2020	91	152	\$28,846 (Avg. \$317)	\$79,387
GENERAL STORES DISTRIBUTION CENTER – (COVID-19 Transactions = 43 for total of \$4,357,115) October 2020	149	545	\$5,101,100 (Avg. \$34,236)	\$22,504,412
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – October 2020	209	2,094	\$2,504,533 (Avg. \$11,983)	\$63,530,257

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>

INFORMATION TECHNOLOGY DIVISION; OFFICE OF THE CHIEF FINANCIAL OFFICER; PROCUREMENT SERVICES DIVISION; PERSONNEL COMMISSION

\$20,000,000

CONTRACTOR	IDENTIFI-	DESCRIPTION	SOURCE	<u>AMOUNT</u>
	CATION		<u>OF</u>	
	<u>NO.</u>		<u>FUNDS</u>	
SAP Public	4400009020	Authority to negotiate and award single-source	General	\$20,000,000
Services, Inc.	Item I	capacity contract to provide continuation of	Funds	
		SAP Enterprise Resource Planning (ERP)	(100%)	
		Management software support and maintenance		
		services for the District's business operations.		

Contract Term: 01/01/21 through 12/31/25

Contract Value: \$20,000,000

Requesters:

Soheil Katal, Chief Information Officer Luis Buendia, Deputy Chief Financial Officer Joy Mayor, Interim Controller Judith Reece, Chief Procurement Officer Robyn Warren, Deputy Personnel Director

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

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

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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

INFORMATION TECHNOLOGY DIVISION

\$2,161,000

CONTRACTOR	<u>IDENTIFI-</u> <u>CATION</u> <u>NO.</u>	DESCRIPTION	SOURCE OF FUNDS	AMOUNT
Acorio, LLC (SBE)	4400008395 (RFP 2000002012) Item K	Formally competed contract to provide an enterprise help desk system for parent and community engagement including 24/7 self-service support via virtual assistant.	Bond Funds (79%)	\$2,161,000
			General	
		Contract Term: 12/09/20 through 12/08/25	Funds	
		includes two (2) one-year renewal options	(21%)	

Aggregate Five-Year Contract Value: \$2,161,000

Requester: Soheil Katal Chief Information Officer Information Technology Division

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 GENERAL COUNSEL

\$12,500,000

CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION	SOURCE OF FUNDS	AMOUNT
*Various Vendors	440009072 through 4400009129 (RFP 2000000686) Item L	Approval for formally competed short-term new contracts (i.e., 90 days) for the law firms currently on the District's legal bench to provide outside counsel services. The Office of the General Counsel will issue Matter Assignment Letters to the firms on the bench. The authority to increase or decrease individual amounts of these contracts will be limited to the aggregate amount of \$12,500,000. Contract Term: 01/01/21 through 03/31/21 Aggregate Three-Month Value For Fifty-Eight (58) Contracts: \$12,500,000 Requester: Devora Navera Reed Interim General Counsel Office of the General Counsel	General Funds (75%) Bond Funds (25%)	\$12,500,000
		Office of the General Counsel		

* Albright, Yee & Schmit, APC (SBE); Allen Matkins Leck Gamble Mallory & Natsis LLP; Andrade Gonzalez LLP (SBE); Antablin & Bruce, ALP; Armstrong & Sigel, LLP (SBE); Artiano Shinoff Abed Blumenfeld Carelli Sleeth & Wade APC; Ballard Rosenberg Golper & Savitt LLP; Bergman Dacey Goldsmith PLC (SBE); Best Best & Krieger LLP; Black and Rose LLP (SBE); Bredfeldt, Odukoya & Han; California Eminent Domain; Carlson & Messer LLP; Clark Hill PLC; Clyde & Co US LLP; Coleman Chavez Associates LLP; Dannis Woliver Kelley; Devaney Pate Morris & Cameron LLP; DLA Piper; Ellis Buehler Makus LLP; Eng & Nishimura (SBE); Fagen Friedman & Fulfrost; Finney Arnold LLP; Floyd Skeren Manukian Langevin, LLP; Gutierrez, Preciado & House, LLP (SBE); Hanna Brophy MacLean McAleer & Jensen LLP; Harris & Associates (SBE); Harrison, Eichenberg & Murphy LLP; Hawkins Delafield Wood LLP; Hayford Felchin Valencia & McWhorter LLP; Huang Ybarra Gelberg & May LLP; Hurrell Cantrall LLP; Jacobs & Associates; Jones Day; Kegel, Tobin & Truce, APC; Kessel & Megrabyan (SBE); Koeller Nebeker Carlson Haluck LLP; Laughlin, Falbo, Levy & Moresi LLP; Law Offices of Weitzman & Estes (SBE); Lewis Brisbois Bisgaard & Smith LLP; Liebert Cassidy Whitmore; Liebman, Quigley & Sheppard; Littler Mendelson PC; Locke Lord LLP; Lozano Smith; Meyers Nave Riback Silver & Wilson; Murphy & Evertz LLP; Olivarez Madruga Lemieux O'Neill LLP; Oliver, Sandifer & Murphy; Orbach Huff Suarez & Henderson LLP; Orrick Herrington & Sutcliffe LLP; Peterson Bradford Burkwitz (SBE); Pillsbury Winthrop Shaw Pittman LLP; Sanders Roberts; Strumwasser & Woocher LLP (SBE); Theodora Oringher PC; Tobin Lucks LLP; Vanderford & Ruiz LLP (SBE)

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

<u>FACILITIES SERVICES DIVISION</u>				
CONTRACTOR	IDENTIFI- CATION NO.	DESCRIPTION	SOURCE OF FUNDS	AMOUNT
American Air Filter, Inc., dba AAF International	4400009016 (IFB 2000002081) Item M	Formally competed capacity contract to provide heating and air conditioning filters to be used in District schools and offices. Contract Term: 01/01/21 through 12/31/23 Contract Value: \$37,000,000 Requester: Robert Laughton, Director Maintenance and Operations Facilities Services Division	Restricted Maintenance Funds (70%) COVID-19 Funds (30%)	\$37,000,000
ABM Industry Groups, LLC; Premier Property Preservation, LLC	440008766 440008767 (IFB 2000002056) Item N	Formally competed capacity contracts to provide building, grounds and related services for District schools and offices, to combat COVID-19 and assist with disinfecting facilities in preparation for school opening. Authority to increase or decrease individual amounts for contracts will be limited to the aggregate amount of \$100,000,000. Contracts Term: 12/15/20 through 12/14/21 includes one (1) six-month renewal option Aggregate One-Year Value For Two (2) Contracts: \$100,000,000 Requester: Robert Laughton, Director Maintenance and Operations Facilities Services Division	COVID-19 Funds (100%)	\$100,000,000

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

INFORMATION TECHNOLOGY DIVISION

\$10,000,000

CONTRACTOR	IDENTIFI- CATION NO.	<u>DESCRIPTION</u>	SOURCE OF FUNDS	AMOUNT
SHI International Corp.	4400008506 (IFB 2000002032) Item O	Formally competed contract to provide software licenses, maintenance and training for the District's suite of BMC-branded products.	General Funds (100%)	\$10,000,000

Contract Term: 01/01/21 through 12/31/23 includes two (2) one-year renewal options

Aggregate Three-Year Contract Value: \$10,000,000

Requester: Soheil Katal Chief Information Officer Information Technology Division

Funds

(100%)

ATTACHMENT B

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

C. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS

Authorize the utilization of 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.

UTILIZATION OF PIGGYBACK CONTRACTS

Item P

INFORMATION TECHNOLOGY DIVISION

Government

Service, Inc.

				40,000,000
CONTRACTOR	IDENTIFI- CATION NO.	<u>DESCRIPTION</u>	SOURCE OF FUNDS	AMOUNT
Protiviti	4400009022	Piggyback contract through CMAS No. 3-16-	COVID-19	\$3,654,000

Contract Term: 01/01/21 through 6/30/21

70-3277A to provide technical support services

Contract Value: \$3,654,000

to support distance learning.

Requester: Soheil Katal Chief Information Officer Information Technology Division

TRANSPORTATION SERVICES DIVISION

\$3,942,320

\$3,654,000

The Lion Electric Company	4500594405 Item Q	Purchase of 10 new 49-passenger electric school buses via the California Energy Commission solicitation # GFO-18-604.	California Energy Commission	\$3,942,320
		Contract Term: One-time purchase	Grant (84%)	
		Contract Value: \$3,942,320	Bond Funds	
		Requester: Lilia Montoya-Herrera, Director Transportation Services Division	(16%)	

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

D. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

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

CONTRACTOR	IDENTIFI- CATION NO.	<u>DESCRIPTION</u>	<u>SOURCE</u> <u>OF</u> <u>FUNDS</u>	AMOUNT
Intentionally left	Item R	Intentionally left blank		