



Board of Education Report

ADOPTED
BOARD REPORT

NOV 14 2017

ADOPTED
BOARD REPORT

NOV 14 2017

File #: Rep-091-17/18, Version: 1

Approval of Procurement Actions

November 14, 2017

Procurement Services Division

APPROVED

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 - Decentralized Purchase Orders; Goods and General Services Contracts: Purchase Orders; Low Value - Decentralized 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 Amendments; 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.

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 #463-16/17), which the Board exercised on May 9, 2017.

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 - Decentralized Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: Procurement Transactions - Purchase Orders; Low Value - Decentralized 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; Contract Amendments; and
- Goods and General Services Contracts (exceeding \$250,000): New 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 - TiredOldTrina, Inc. - Contract No. 4400005911

Informative - Anda's Wellness LLC - Contract No. 4400005891

Informative - Measured Progress, Inc. - Contract No. 4400005950

Informative - Courageous Hearts - Contract No. 4400005928

Informative - Wesley Hall - Contract No. 4400005667

Informative - Education Through Music - LA - Contract No. 4400005939

Informative - Finishing Trades Institute of District Council 36 - Contract No. 4400005901

Informative - Tradeshow and Sign Crafts, Local 831 - Contract No. 4400005902

Informative - Kopavi Kinnaird - Contract No. 4400005285-2

Informative - Warehouse September 2017

Informative - Youth Policy Institute - Contract No. 4400005917

Informative - Various Vendors - Professional Development (CCS and Advanced Placement/Pre-AP Instruction) - Contract Nos. 4400005985-5991, 4400004422-1

Informative - Welligent, Inc. - Contract No. 4400005046-1

Informative - Various Vendors (Digital Security Cameras and Intrusion Equipment) - Contract Nos. 4400005974-5976

Informative - Various Vendors (Replacement Equipment and Parts for Telecommunications Systems) - Contract Nos. 4400005947-5949, 4400005980-5984

Submitted:
10/27/17

NOV 14 2017

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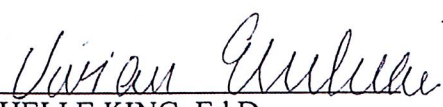
APPROVED


ADOPTED
BOARD REPORT

NOV 14 2017

RESPECTFULLY SUBMITTED,

APPROVED & PRESENTED BY:


 
MICHELLE KING, Ed.D.
Superintendent


DIANE H. PAPPAS
Chief Executive Officer
District Operations & Digital Innovations

REVIEWED BY:

APPROVED & PRESENTED BY:


DAVID HOLMQUIST
General Counsel


GEORGE SILVA
Chief Procurement Officer
Procurement Services Division

☒ Approved as to form.

REVIEWED BY:


CHERYL SIMPSON
Director, Budget Services and Financial Planning

☒ Approved as to budget impact statement.

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED**

NOV 14 2017

NEW CONTRACTS NOT EXCEEDING \$250,000**\$513,460**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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TiredOldTrina,
Inc., F/S/O
Alyson Reed4400005911
Item A

Informally competed contract to provide a Creative Industry Liaison that will manage Arts Education Branch (AEB) projects involving the creative industry including arranging meetings between movie studios' leadership teams, school visits, publicity of AEB/Creative Industry projects, event coordination with entertainment industry, marketing and outreach to sponsors.

General
Funds
(100%)

\$50,000

Contract Term: 09/06/17 through 06/30/18**Contract Value:** \$50,000Requester: *Rory Pullens, Executive Director
Arts Education Branch*Anda's Wellness
LLC4400005891
Item B

Named-in-grant provider contract to provide playground management and psychomotor program for students at Barton Hill Elementary School. The program will teach students to play organized games and sports, provide classroom lessons, teach standards of behavior and conflict resolution, and provide social emotional support for many at-risk students.

School
Improvement
Grant
(SIG)
(100%)

\$60,000

Contract Term: 08/24/17 through 06/30/18**Contract Value:** \$60,000Requester: *Michael Pile, Principal
Barton Hill Elementary School*

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>
Measured Progress, Inc.	4400005950 Item C	Informally competed contract to provide science assessments for grades 6 through 8; and biology, chemistry, and physics assessments for high school courses.	General Funds (100%)	\$100,000

Contract Term: 10/02/17 through 02/05/18**Contract Value:** \$100,000

Requester: *Derrick Chau*
Senior Executive Director
Division of Instruction

Courageous Hearts	4400005928 Item D	Informally competed contract to provide training activities for the Anti-Tobacco Campaign program for students, staff and program facilitators.	Tobacco Use Prevention Education (TUPE) Grant (100%)	\$209,385
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Contract Term: 10/01/17 through 06/30/20**Contract Value:** \$209,385

Requester: *Alvaro Cortes*
Senior Executive Director
Beyond the Bell Branch

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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Wesley Hall	4400005667 Item E	Informally competed contract to provide empowerment and leadership trainings specifically supporting young men of color. Contractor will identify effective strategies and work towards meeting educational goals in support of My Brother's Keeper initiative.	General Funds (100%)	\$46,000
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Contract Term: 09/27/17 through 06/30/18

Contract Value: \$46,000

Requester: *Brenda Manuel, Administrator
Parent Community Student Services
Division of Instruction*

ADOPTED
BOARD REPORT

NOV 14 2017

Education Through Music-LA	4400005939 Item F	Informally competed contract to provide musical instruction to 1 st through 5 th grade students aligned with STEAM (Science, Technology, Engineering, Arts and Math) school curriculum.	General Funds (100%)	\$48,075
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Contract Term: 10/02/17 through 06/07/18

Contract Value: \$48,075

Requester: *Gustavo Ortiz, Principal
Hooper Avenue Elementary School*

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITYA. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDEDINCOME CONTRACTS NOT EXCEEDING \$500,000

<\$112,163>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Finishing Trades
Institute of
District Council
36

4400005901
Item G

Revenue contract through which the Division of Adult and Career Education's Apprenticeship Program is reimbursed for administrative services and support for the California Employment Training Panel contract. The contract provides the funding necessary to upgrade the skills of approximately 485 apprentice and journey-level workers through quality training using the latest tools, materials and procedures needed for the finishing trades, which includes painters, drywall finishers and glaziers.

Revenue

<\$85,500>

ADOPTED
BOARD REPORT

NOV 14 2017

Contract Term: 11/01/17 through 10/31/19

Contract Value: <\$85,500>

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

Tradeshows and
Sign Crafts,
Local 831

4400005902
Item H

Revenue contract through which the Division of Adult and Career Education's Apprenticeship Program is reimbursed for administrative services and support for the California Employment Training Panel contract. The contract provides the funding to upgrade the skills of approximately 280 apprentice and journey-level workers through quality training using the latest tools, materials and procedures needed for tradeshow installers, exhibit builders, and sign & printing industry workers.

Revenue

<\$26,663>

Contract Term: 11/01/17 through 10/31/19

Contract Value: <\$26,663>

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****CONTRACT AMENDMENTS NOT EXCEEDING \$250,000****\$31,894**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Kopavi Kinnaird	4400005285-2 Item I	Amendment to extend term and increase capacity of informally competed contract to create promotional materials for 44 Linked Learning pathways; enhance, maintain and update the Linked Learning website; and support the Division of Instruction with writing of Linked Learning articles for the Linked Learning newsletter and the Division of Instruction newsletter.	California Career Pathway Trust Grant (100%) ADOPTED BOARD REPORT MCV 14 2017	\$31,894*

Current Contract Term: 12/07/16 through 12/31/17

New end date by this amendment: 06/30/18

Initial Contract Value: \$42,525

Amendment No. 1: \$0

*Amendment No. 2: \$31,894

(Executed Date: 09/14/17)

Aggregate Contract Value: \$74,419

Requester: *Derrick Chau*
Senior Executive Director
Division of Instruction

*Current Ratification

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****INCOME CONTRACT AMENDMENTS NOT 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

APPROVEDADOPTED
BOARD REPORT

NOV 14 2017

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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None

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**

September 2017 - \$1,746,829

YTD - \$5,285,596

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>September*</u> <u>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>September*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders - <i>September 2017</i>	234	811	\$1,746,829 (Avg. \$7,465)	\$5,285,596

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

September 2017 - \$20,644,470

YTD - \$62,413,081

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>September*</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>September*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders – <i>September 2017</i>	4,173	11,286	\$9,248,507 (Avg. \$2,271)	\$20,200,439
Purchase Orders - <i>September 2017</i>	39	4,023	\$2,106,665 (Avg. \$54,017)	\$16,087,588
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) <i>September 2017</i>	9,080	21,015	\$3,033,437 (Avg. \$334)	\$7,101,850
Rental Facilities – <i>September 2017</i>	4	10	\$37,914 (Avg. \$9,479)	\$90,396
Travel/Conference Attendance – <i>September 2017</i>	463	1,019	\$547,170 (Avg. \$1,182)	\$1,150,284
GENERAL STORES DISTRIBUTION CENTER – <i>September 2017</i>	241	903	\$1,343,483 (Avg. \$5,575)	\$5,751,954
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – <i>September 2017</i>	709	2,094	\$4,327,294 (Avg. \$6,103)	\$12,030,570

*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

\$15,341,050

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Youth Policy Institute	4400005917 Item J	Named-in-grant provider contract to implement a Community Schools Model. Youth Policy Institute Community School Coordinators will facilitate "Why Try" resilience curriculum with lower-need students, facilitate Parent Engagement Pathways to equip parents with knowledge and skills to best support their child's success, complete annual school needs assessment and impact plan and develop partnerships to gaps in services at 21 selected schools.	California Learning Communities School Success Program Grant (100%)	\$841,050

ADOPTED
BOARD REPORT

NOV 14 2017

Contract Term: 11/15/17 through 06/30/20**Contract Value:** \$841,050

Requester: *Erika F. Torres*
Executive Director
Student Health and Human Services

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITYADOPTED
BOARD REPORT

NOV 14 2017

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

NEW CONTRACTS EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
National Math & Science Initiative; Partnership for Los Angeles Schools; The LDM Group; Discovery Education; CDW Government; engage2learn.org; College Board**	4400005985 4400005986 4400005987 4400005988 4400005990 4400005991 4400004422-1 (RFP 2000001417) Item K	Authorization to execute six (6) formally competed contracts to be added to the existing bench of contracts* via "refresh" to provide professional development in California Content Standards and Advanced Placement/Pre-AP instruction and augment the scope of one (1) existing contract**. The authority to increase or decrease individual amounts of these contracts will be limited to the aggregate value of \$28,000,000.	Various per Requesting School or Office (100%)	\$14,500,000*** (Previously approved \$13,500,000 per Bd. of Ed Rpt. No 180-14/15, dated 12/09/14 and Bd. of Ed Rpt. No. 361-15/16, dated 05/10/16)

Contract Term: 12/01/17 through 12/31/19

Current Aggregate Value: \$13,500,000

***Additional Authorized Value:\$14,500,000

Aggregate Five-Year Contract Value for Forty-Three (43) Contracts: \$28,000,000Requester: *Derrick Chau*
Senior Executive Director
Division of Instruction

*95 Percent Group; Accelerate Learning; American Reading Company; Amplify Education; Associates for Educational Success; ASCD Professional Learning Services; C2 Collaborative; Carnegie Learning; Catapult Learning; Curriculum Improvement Institute; DataWORKS; Developmental Studies Center; Generation Ready; Growing Educators; Houghton Mifflin Harcourt; Gibson Hasbrouck & Associates; InnovateEd; Insight Education Group; Knowledge Delivery Systems; LiteracyTA; Litlife; Marzano Research; National Science Teachers Association; PCG Education; Pivot Learning Partners; Scholastic; SchoolKit; Stanford History Education Group; Teacher Created Materials; Thinking Maps; TNT; To Imagine; UCLA Center X; WestEd; Zaner-Bloser

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

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

APPROVED

ADOPTED
BOARD REPORT

MCV 1 4 2017

CONTRACT AMENDMENTS EXCEEDING \$250,000

\$2,850,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Welligent, Inc.	4400005046-1 Item L	Amendment to extend term and increase capacity of sole-source contract to provide application development services to support development, enhancements and customizations to the Welligent application.	General Funds (100%)	\$2,850,000*
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Current Contract Term: 11/16/16 through 11/15/17

New end date by this amendment: 11/15/19

Original Contract Value: \$1,500,000

*Amendment No. 1 \$2,850,000

Aggregate Contract Value \$4,350,000

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

Beth Kauffman, Associate Superintendent
Division of Special Education

Erika F. Torres, Executive Director
Student Health and Human Services

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**\$10,000,000**

<u>CONTRACTOR</u>	<u>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
AAA Solar Electric, Inc., dba AAA Network Solutions, Inc.; ASSI Security, Inc.; Netronix Integration, Inc.	4400005974 4400005975 4400005976 (IFB 2000001400) Item M	Formally competed capacity contracts for new installation of integrated digital security cameras and intrusion equipment for schools and offices. Authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$6,000,000.	General Funds (67%) Bond Funds (33%)	\$6,000,000

Contract Term: 11/15/17 through 11/14/22
includes two (2) one-year option renewals

**Aggregate Five-Year Value for Three (3)
Contracts: \$6,000,000**

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

ADOPTED
BOARD REPORT

NOV 14 2017

Responder Systems Corporation; John B. Rudy Co.; Checkpoint Communications, Inc.; Metro Video Systems, Inc.; AAA Solar Electric, Inc., dba AAA Network Solutions; Silmar Electronics; Dial Security; VOX Network Solutions	4400005947 4400005948 4400005949 4400005980 4400005981 4400005982 4400005983 4400005984 (IFB 2000001383) Item N	Formally competed capacity contracts for replacement equipment and parts for District school and office telecommunications systems such as telephone systems, public address/intercom, closed circuit television, and intrusion alarms. These master agreements will enable repair and/or replacement of existing failing equipment at schools and offices. Authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$4,000,000.	General Funds (100%)	\$4,000,000
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Contract Term: 12/01/17 through 11/30/22

**Aggregate Five-Year Value for Eight (8)
Contracts: \$4,000,000**

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

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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APPROVED

None

ADOPTED
BOARD REPORT

NOV 14 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