



## Board of Education Report

File #: Rep-106-22/23, Version: 1

**APPROVED**

### Approval of Procurement Actions

December 13, 2022

### Procurement Services Division

**ADOPTED BOARD  
REPORT**

**DEC 13 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; 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): Piggyback Contract 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 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 "A" includes:

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- Award of Professional Service Contracts not exceeding \$250,000: New Contracts; 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; and
- Goods and General Services Contracts (exceeding \$250,000): Piggyback Contract.

**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:**

Not applicable.

**Submitted:**

11/16/22

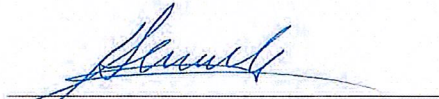


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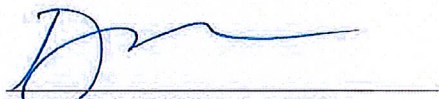
RESPECTFULLY SUBMITTED,

DEC 18 2023 APPROVED &amp; PRESENTED BY:

ALBERTO M. CARVALHO  
SuperintendentPEDRO SALCIDO  
Deputy Superintendent,  
Business Services & Operations

REVIEWED BY:

APPROVED &amp; PRESENTED BY:

DEVORA NAVERA REED  
General Counsel

Approved as to form.

SUNG YON LEE  
Deputy Chief Business Officer  
Office of the Deputy Chief Business Officer

REVIEWED BY:

APPROVED &amp; PRESENTED BY:

TONY ATIENZA  
Director, Budget Services and Financial Planning

Approved as to budget impact statement.

JUDITH REECE  
Chief Procurement Officer  
Procurement Services Division

# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

### A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

#### PERSONNEL COMMISSION

ADOPTED BOARD  
REPORT

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APPROVED

\$240,000

CONTRACTOR      IDENTIFI-  
CATION  
NO.

SOURCE  
OF  
FUNDS

**MonitorEDU;  
Verificient  
Technologies,  
Inc.**

4400010682  
4400010903

**Item  
A**

Ratification of informally competed bench of two contracts to provide remote/virtual proctoring services for classified employment tests in areas such as facilities, maintenance and operations, instructional assistance, special education, and food services with larger candidate pools. The authority to increase or decrease the amounts of these contracts will be limited to the aggregate amount of \$240,000.

General  
Funds  
(100%)

\$240,000

All employment tests administered by the Personnel Commission must be proctored to ensure the integrity of the testing process.

Sound employment testing supports the goal of assuring highly qualified candidates are hired in support of our educational programs. Pillars 1 and 5 are supported by this action

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

**Aggregate Value For Two (2) Contracts:  
\$240,000**

**Requester:**

Karla Gould, Director  
Personnel Commission



# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

### A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

MASTER AGREEMENTS FOR ADOPTED INSTRUCTIONAL MATERIALS APPROVED BY THE BOARD ON BOE REPORT 103-21/22 AND REPORT 104-21/22, DATED OCTOBER 12, 2021.

DIVISION OF INSTRUCTION AND PROCUREMENT SERVICES DIVISION \$60,000,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>ADOPTED BOARD REPORT</b>				
<b>DEC 13 2022</b>				
<b>The Children's Health Market Inc.;</b>	4400010383	Ratification of Master Agreements for	General	\$60,000,000
<b>The Goodheart-Willcox, Inc.;</b>	4400010384	adopted instructional materials for elementary	Funds	
<b>Education, Training and Research Associates (ETR);</b>	4400010385	& middle school Health and high school	(100%)	
<b>Carnegie Learning, Inc.;</b>	4400010387	World Languages, which agreements the		
<b>Cengage Learning, Inc.;</b>	4400010388	Board authorized Procurement to execute, on		
<b>Cheng &amp; Tsui Co, Inc.;</b>	4400010389	10/12/21, in Bd. Report No. 103-21/22 and		
<b>Foundation for Korean Language &amp; Culture in USA;</b>	4400010421	Bd. Report No. 104 -21/22, presented by the		
<b>Hodder &amp; Stoughton;</b>	4400010422	Division of Instruction's Integrated Library &		
<b>One Way Education, LLC; Oxford University Press; Vista Higher Learning, Inc.;</b>	4400010423	Textbook Support Services office. The		
<b>Wayside Publishing</b>	4400010424	agreements include a District option to		
	4400010425	execute three-year extension agreements at		
	4400010426	the end of the effective period of the listed		
	<b>Item B</b>	agreements and on the same terms as the		
		listed agreements to have agreements in place		
		covering the entire eight-year adoption period.		
		The authority to increase or decrease		
		individual amounts for these contracts will be		
		limited to the aggregate amount of		
		\$60,000,000 for the listed agreements and		
		their successor extension agreements,		
		together.		
		<b>Contract Term:</b> Eight years, beginning from		
		or after 05/16/22* and including three-year		
		extension agreements.		
		<b>Aggregate Eight-Year Value For Twelve (12) Contracts: \$60,000,000</b>		
		<b>Requesters:</b>		
		Pedro A. Garcia, Senior Executive Director		
		Division of Instruction		
		Judith Reece, Chief Procurement Officer		
		Procurement Service Division		

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

MASTER AGREEMENTS FOR ADOPTED INSTRUCTIONAL MATERIALS APPROVED BY THE BOARD ON BOE REPORT 103-21/22 AND REPORT 104-21/22, DATED OCTOBER 12, 2021.

DIVISION OF INSTRUCTION AND PROCUREMENT SERVICES DIVISION (CONT.)

**Item B**

ADOPTED BOARD  
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\*The effective date Contract #4400010383 (*The Children's Health Market Inc.*) is: 07/11/22; that of Contract #4400010384 (*The Goodheart-Willcox, Inc.*) is: 05/23/22; Contract #4400010385 (*Education, Training and Research Associates (ETR)*) is: 06/07/22; Contract #4400010387 (*Carnegie Learning, Inc.*) is: 05/16/22; Contract #4400010388 (*Cengage Learning, Inc.*) is: 05/16/22; Contract #4400010389 (*Cheng & Tsui Co, Inc.*) is: 07/15/22; Contract #4400010421 (*Foundation for Korean Language & Culture in USA*) is: 05/31/22; Contract #4400010422 (*Hodder & Stoughton*) is: 07/08/22; Contract #4400010423 (*One Way Education, LLC*) is: 05/18/22; Contract #4400010424 (*Oxford University Press*) is: 07/15/22; Contract #4400010425 (*Vista Higher Learning, Inc.*) is: 06/15/22 and Contract #4400010426 (*Wayside Publishing*) is 06/22/22.



# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD  
REPORT

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APPROVED

### Item C – October 2022

#### B. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000

October 2022 = \$4,545,329  
YTD = \$15,579,718

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>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>October</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Purchase Orders – October 2022	451	1,469	\$4,545,329 (Median \$4,722)	\$15,579,718

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

October 2022 = \$33,692,079  
YTD = \$167,219,954

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.

	<u>October</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>October</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Purchase Orders – October 2022	4,703	16,097	\$13,905,666 (Median – \$1,040)	\$47,995,013
Purchase Orders – October 2022	45	221	\$2,896,863 (Median - \$57,955)	\$17,225,131
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) – October 2022	10,176	31,870	\$4,840,535 (Median - \$187)	\$16,744,146
Rental Facilities – October 2022	1	10	\$64,329	\$185,258
Travel/Conference Attendance – October 2022	348	1,256	\$316,045 (Median - \$660)	\$1,352,001
GENERAL STORES DISTRIBUTION CENTER – October 2022	220	1,034	\$5,934,486 (Median - \$5,253)	\$14,598,651
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – October 2022	318	1,762	\$5,734,155 (Median - \$6,580)	\$69,119,754

**ATTACHMENT A**

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

**APPROVED**

**D. GOODS AND GENERAL SERVICES**

**October 2022 = \$0  
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.

	<u>October</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>October</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
GENERAL STORES DISTRIBUTION CENTER – COVID-19 Transactions (Rapid Antigen Tests and Masks) October 2022	0	1	\$0	\$1,272,285
<b>GRAND TOTAL – October 2022</b>				<b>\$38,237,408</b>

**ADOPTED BOARD  
REPORT  
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**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY**

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

**ADOPTED BOARD REPORT**  
**APPROVED**  
**DEC 13 2022**  
SOURCE  
OF

**Requester:**  
Frances Baez, Chief Academic Officer  
Division of Instruction



# ATTACHMENT B

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

### A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

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

DIVISION OF SCHOOL CULTURE, CLIMATE AND SAFETY

**APPROVED**

\$20,000,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors*	4400010935 thru 4400010939 440010960 thru 4400010978 (RFP 2000002624)	Approval of formally competed bench of twenty-four (24) contracts to provide specialized enrichment activities, before school, after school, intersession, and summer. The specialized enrichment experiences will be provided by content area experts in Social Emotional Learning and Well-Being, Outdoor and Environmental Education, Technology and Robotics, STEM Programming, Physical Fitness, Health and Nutrition, Visual and Performing Arts, Literacy and Numeracy, Culture and Fashion, E-Sports and Strategy Games, Civic Engagement and Social Justice. The programs will be designed to fit each schools focus and needs.	Expanded Learning Opportunity Program (ELO-P) (100%)	\$20,000,000

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**Item  
E**

An estimated 25,000 to 35,000 students of Transitional Kindergarten through Grade 6 in 515 Elementary and Span Schools identified as: High Priority; schools with a SENI ranking of Highest, High, and Moderate; schools with grant-funded after school programs; and schools with low attendance in after school programs will directly benefit from these services. [List of Schools](#)

A strong correlation exists between high participation in Expanded Learning Programs and positive outcomes in the areas of increased daily school attendance, study, habits, and homework completion. Pillars 1 and 2 are supported with this action.

**Contract Term:** 01/02/23 through 01/01/28  
includes one (1) two-year renewal option

**Aggregate Five-Year Value For Twenty-Four (24) Contracts: \$20,000,000**

**Requester:**

Debe Loxton, Executive Director  
Beyond the Bell Branch



ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITY

APPROVED

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

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

DIVISION OF SCHOOL CULTURE, CLIMATE AND SAFETY (CONT.)

Item E

ADOPTED BOARD  
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\***Vendors:** Axiom Learning, Bear Hug Therapy (**SBE**); Boys & Girls Club of Burbank and Greater East Valley; Boys & Girls Clubs of Carson; Boys & Girls Clubs of the Los Angeles Harbor; Boys & Girls Clubs of Venice; Community Partners; Creative Brain Learning/MusicStar; EDforTech Corp; Elevo; Good Sports Ltd., dba ARC; Heidi Duckler Dance; Keep Youth Doing Something, Inc.; Kids 4 College (**SBE**); KidTech, LLC; KidzToPros; LA's BEST; Los Angeles Team Mentoring, Scholars Collective (**SBE**); STAR, Inc.; Study Smart Tutors; Team Prime Time; The Actors' Gang; Woodcraft Rangers

# ATTACHMENT B

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

**APPROVED**

### A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

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

#### OFFICE OF THE CHIEF BUSINESS OFFICER

\$8,755,630

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
City of Los Angeles, Department of Building & Safety (LADBS)	4400010941 <b>Item F</b>	Approval of single-source contract by which the City of Los Angeles collects, on the District's behalf, School Facilities Fees (developer fees) levied by the District on development projects for construction within the city limits of Los Angeles.	School Facilities Fees (Developer Fees) (100%)	\$4,350,315

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By having LADBS collect the school fees, developers can pull their permit with a single visit to the City, rather than requiring an initial visit to the City, then visiting LAUSD to pay the school fees, and then returning to the City to obtain their permit. No other vendor is capable of collecting school fees for development projects within the geographic borders of Los Angeles.

Education code Section 17620 allows schools to assess fees on new residential and commercial construction within the school boundaries. Fees collected will fund the construction of school facilities necessitated by the impact of residential and commercial development activity. In addition, these fees can be used to fund the reconstruction of school facilities to accommodate students generated from new development. Pillar 4 will be supported by this action.

**Contract Term:** 01/01/23 through 12/31/27

**Contract Value:** \$4,350,315

**Requester:**

Joy Mayor, Controller  
Accounting & Disbursements Division  
Office of the Chief Business Manager



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

APPROVED

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

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

**OFFICE OF THE CHIEF BUSINESS OFFICER (CONT.)**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<b>ADOPTED BOARD REPORT</b> <b>DEC 13 2022</b>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Simpson &amp; Simpson, LLP</b>	4400010944 (RFP 2000002740) <b>Item G</b>	Approval of formally competed contract to perform independent audits of the District's financial statements in compliance with federal and state guidelines.		General Funds (100%)	\$4,405,315

Per Ed Code 41020 (f) (1), the audits shall be made by a certified public accountant or a public accountant, licensed by the California Board of Accountancy, and selected by the local education agency, as applicable, from a directory of certified public accountants and public accountants deemed by the Controller as qualified to conduct audit of local education agencies, which shall be published by the Controller no later than December 31, of each year.

The audit of the District's books and the subsequent issuance of the Financial Reports provides transparency on the District's financials and informs management as well as other stakeholders whether the statements accurately reflect the current financial situation of the District. Pillar 4 will be supported with this action.

**Contract Term:** 01/16/23 through 01/15/28

**Contract Value:** \$4,405,315

**Requester:**

David D. Hart, Chief Business Officer  
Office of the Chief Business Officer

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

**B. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS**

**APPROVED**

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.

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

**LOS ANGELES SCHOOL POLICE DEPARTMENT**

**ADOPTED BOARD  
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**\$1,176,744**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Folsom Lake Ford</b>	4500752967 (CA DGS Contract #1-18-23-14B) <b>Item H</b>	Approval of piggyback contract through the California Multiple Award Schedule to purchase 24 police utility vehicles to replace vehicles that have exceeded the recommended mileage.	General Funds (100%)	<b>\$1,176,744</b>

Continued use of vehicles that have exceeded the recommended industry standards for organizational fleet can result in delayed response times due to potential vehicle breakdowns and less than optimal performance by emergency vehicles. The maintenance and repair costs of old vehicles will become cost prohibitive, with the expenses of maintaining an aging fleet exceeding the costs of new vehicles.

The proposed purchase provides the means for school police personnel to conduct safe passages and contribute to safe and welcoming learning environments. Pillar 2 will be supported with this action.

**Contract Term:** One-time purchase

**Contract Value:** \$1,176,744

**Requester:**

Steven Zipperman, Chief of Police  
Los Angeles School Police