



Board of Education Report

ADOPTED BOARD
REPORT

File #: Rep-129-22/23, Version: 1

JAN 17 2023

Approval of Procurement Actions
January 17, 2023
Procurement Services Division

APPROVED

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): New Contract; and 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:

File #: Rep-129-22/23, Version: 1

ADOPTED BOARD
REPORT
JAN 17 2023

APPROVED

- 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): New Contract; and Piggyback Contract.

Student Impact:

Not applicable.

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:

12/08/22

File #: Rep-129-22/23, Version: 1

ADOPTED BOARD
REPORT

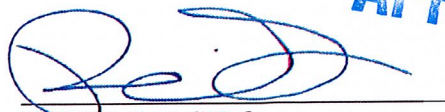
JAN 17 2023

RESPECTFULLY SUBMITTED,

APPROVED & PRESENTED BY:



ALBERTO M. CARVALHO
Superintendent

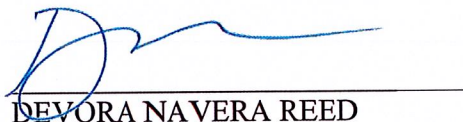


PEDRO SALCIDO
Deputy Superintendent,
Business Services & Operations

APPROVED

REVIEWED BY:

APPROVED & PRESENTED BY:



DEVORA NAVERA REED
General Counsel

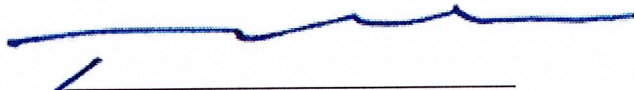


SUNG YON LEE
Deputy Chief Business Officer
Office of the Deputy Chief Business Officer

☒ Approved as to form.

REVIEWED BY:

APPROVED & PRESENTED BY:



TONY ATIENZA
Director, Budget Services and Financial Planning



JUDITH REECE
Chief Procurement Officer
Procurement Services Division

☒ Approved as to budget impact statement.

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED****NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000****REGION EAST**ADOPTED BOARD
REPORT**APPROVED**

\$422,826

Item A

JAN 17 2023

| <u>CONTRACTOR</u> | <u>IDENTIFICATION</u> <u>NO.</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|-------------------|-------------------------------------|--------------------------------------|---------------|
| Lead by Learning | 4400010765 | General Funds (100%) School Based | \$52,500 |

Ratification of best value informally competed contract (out of three proposals) to provide professional learning centered on cycles of inquiry and improvement. These services will support instructional leadership. The systems for adult learning that will be developed and honed with the support of Lead by Learning will increase student achievement and close performance gaps. The cycles of inquiry will involve a careful review of performance data to identify and address the needs of subgroups that indicate gaps in performance.

The training conducted by Lead by Learning is for our Department Chairs, Instructional Coach, Magnet Coordinator, Principal and 2 Assistant Principals for a total of 17 people. Whole group sessions are conducted monthly (10, 2-hour sessions), along with individual and small group coaching sessions monthly (10, 30 min. -1-hour sessions). There is a combination of in-person and virtual meetings depending on the intended outcome of the meeting. Six teacher leaders will also participate in additional monthly training in the Lead by Learning Certificate Program (10 meetings, 2 hours each).

The contract aligns with three of the five pillars of the Strategic Plan. It supports academic excellence, operational effectiveness and investing in staff, which specifically supports pillars 1, 4 and 5.

Contract Term: 09/06/22 through 06/30/23

Contract Value: \$52,500

Requester:

Christine Moore, Principal
Luther Burbank Middle School

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED****NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000****REGION EAST (CONT.)****Item B**ADOPTED BOARD
REPORT

JAN 17 2023

APPROVED

| <u>CONTRACTOR</u> | <u>IDENTIFICATION</u> <u>NO.</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|-------------------|-------------------------------------|---------------------------------------|---------------|
| Powerful Choices | 4400010629 | General Funds (100%) School Funded | \$70,700 |

Ratification of informally competed contract from a single proposal received out of three requests sent to provide guided middle school grade level unit planning, demonstration labs, implementation support, observational rounds, data-driven discussions, coaching and actionable feedback at Virgil Middle School. The services are a second phase to our balanced literacy initiative and school wide instructional foci, which includes cooperative learning, equity-based instruction, culturally responsive teaching, backwards planning, and standards, objectives, academic discourse, and results (S.O.A.R).

All English teachers, six Resource Specialist teachers, eight History-social science teachers, two instructional coaches, the principal, and three assistant principals will directly benefit from the services to be provided. Services include 31 days of training (14 full-day sessions of Readers Workshop and 1 Banked Time PD session; 15 full-day sessions, 1 Banked Time PD session, and 1 half-day of Writers Workshop). Training will be conducted in-person.

The Powerful Choices Readers and Writers Workshop contract aligns with the Five Pillars of the Strategic Plan because it is a standards-aligned and student-centered approach to balanced literacy.

Contract Term: 09/06/22 through 06/30/23

Contract Value: \$70,700

Requester:

Andrew Conroy, Principal
Virgil Middle School

ATTACHMENT A

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

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

REGION EAST (CONT.)**Item C**ADOPTED BOARD
REPORT

JAN 17 2023

APPROVED

| <u>CONTRACTOR</u> | <u>IDENTIFICATION</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|-------------------|-----------------------|------------------------|---------------|
| | <u>NO</u> | | |
| Joyful Disruption | 4400010770 | General Funds (100%) | \$79,000 |

Ratification of informally competed contract from a single proposal received from three requests sent to provide professional development focused on English Language Arts and Math to address District priorities.

Joyful Disruption designs and delivers customized professional development and training sessions based on anti-bias/anti-racist informed ecological framework to all school site stakeholders. Through data analysis aligned to the LAUSD's strategic plan, the professional development sessions will focus on ELA and Math to address District priorities around rigorous and culturally responsive instruction.

The professional development will also support school-wide ecology assessments and shifts while customizing the learning experience for individual schools. Joyful Disruption will provide professional development and training sessions for East Region school administrators, including Principals.

This aligns to Pillars 1, (Academic Excellence), Pillar 2, (Joy and Wellness) and 4 (Investing in Staff).

Contract Term: 09/06/22 through 06/17/23

Contract Value: \$79,000

Requester:

Andre Spicer, Administrator of Instruction
East Region

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED****NEW CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING \$250,000****REGION EAST (CONT.)****Item D**ADOPTED BOARD
REPORT

JAN 17 2023

APPROVED

| <u>CONTRACTOR</u> | <u>IDENTIFICATION NO.</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|-----------------------------|-------------------------------|------------------------|---------------|
| Center for Love and Justice | 4400010771 | General Funds (100%) | \$220,626 |

Ratification of informally competed contract from a single proposal received from three requests sent to provide professional development in project based learning and critical consciousness development.

The Center for Love and Justice will train teachers and administrators in the East Region to develop, implement and facilitate project-based learning, deeper learning, and anti-racist practices for 8 middle schools with a student demographic including social-economic disadvantages, English learners, Black students, and students with Individual Education Plans (IEP). Students will make their work public through student exhibitions. The contract is for implementation in the 2022-23 school year.

East Region has tiered 8 middle schools based on English Language Arts (ELA), Math and attendance data to determine professional development and coaching opportunities. Schools will intensify their learning in implementing anti-bias/anti-racist instructional practices and classroom/school-wide restorative practices through project-based learning activities.

| List of Schools | Board District |
|---------------------------|----------------|
| Obama Global Prep Academy | 1 |
| Liechty MS | 2 |
| Virgil MS | 2 |
| Adams MS | 5 |
| Berendo MS | 5 |
| Eagle Rock JHS | 5 |
| Irving MS | 5 |
| Los Angeles Academy MS | 7 |

The prioritization of students is in alignment with the Strategic Plan; Pillars 1, 2, 4.

Contract Term: 10/04/22 through 06/08/23

Contract Value: \$220,626

Requester:

Andre Spicer, Administrator of Instruction
East Region

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**B. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED**

NEW REVENUE CONTRACTS/AMENDMENTS/ASSIGNMENTS NOT EXCEEDING <\$500,000>

DIVISION OF INSTRUCTIONADOPTED BOARD
REPORT

<\$326,411>

Item E

JAN 17 2023

CONTRACTOR**IDENTIFICATION****SOURCE OF FUNDS****NO.**

Los Angeles and Vicinity Steamfitter and
Industrial Pipefitters JATC;
California Tradeshow & Sign Crafts Joint
Apprenticeship Training;
Apprentice & Journeymen Training Trust
of the Southern California Plumbing and
Piping Industry;
Southern California Elevator Constructors
(Local 18);
Finishing Trades Institute of District
Council 36 Joint Apprentice Training Trust;
Northern California Elevator Industry
JATC (Local 8);
Joint Journeymen and Apprentice Training
Committee (JJATC);
Southern California Floor Covering
Apprentice Trust Fund

4400010832
4400010841
4400010843
4400010844
4400010845
4400010847
4400010848
4400010849

Revenue

<\$326,411>

APPROVED

Ratification of revenue contracts to provide reimbursement to the District for administrative and support services provided by the Division of Adult and Career Education apprenticeship programs funded by California's Employment Training Panel (ETP).

Apprenticeship program sponsors will train apprentices and journey-level workers with specialized training that is critical to maintaining a safety conscious and competitive workforce with training that leads to high-skill, long-term employment

These revenue contracts support a minimum of 65 students enrolled in the Division of Adult and Career Education's Multi-Craft Core Curriculum (MC3) program, which prepares students to enter a registered apprenticeship program. Students receive OSHA safety training, CPR and First Aid training, building materials for hands-on construction projects, supplies, individual starter tool sets, books, protective safety equipment, project portfolios, MC3 licensing fees, and two teacher assistants to support students and instructors. The program ensures that students receive training at no cost.

The services align with pillar 1 of the Strategic Plan by aligning career readiness with accessible information and training to prepare students with skills to enter a registered apprenticeship program offering a family sustaining wage and lifetime career in the construction industry.

Contract Term: 10/01/22 through 10/31/24

Aggregate Value For Eight (8) Contracts: <\$326,411>

Requester:

Renny L. Neyra, Executive Director, Division of Adult and Career Education
Division of Instruction

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**Item F – November 2022****C. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000**

November 2022 = \$3,249,279

YTD = \$18,828,997

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.

ADOPTED BOARD
REPORT
JAN 17 2023

APPROVED

| | <u>November Qty of POs</u> | <u>YTD Qty of POs</u> | <u>November Total</u> | <u>YTD Total</u> |
|---|--------------------------------|---------------------------|-----------------------------------|----------------------|
| Low Value – Purchase Orders – <i>November 2022</i> | 284 | 1,753 | \$3,249,279 (Median - \$6,870) | \$18,828,997 |

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

November 2022 = \$28,969,642

YTD = \$196,189,596

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>November Qty of POs/ Transactions</u> | <u>YTD Qty of POs/ Transactions</u> | <u>November Total</u> | <u>YTD Total</u> |
|--|--|---|------------------------------------|----------------------|
| Low Value – Purchase Orders – <i>November 2022</i> | 4,190 | 20,287 | \$12,986,125 (Median - \$1,273) | \$70,981,138 |
| Purchase Orders – <i>November 2022</i> | 31 | 252 | \$2,400,547 (Median - \$49,140) | \$19,625,678 |
| DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) – <i>November 2022</i> | 7,557 | 39,427 | \$3,614,719 (Median - \$179) | \$20,358,865 |
| Rental Facilities – <i>November 2022</i> | 0 | 10 | \$0 | \$185,258 |
| Travel/Conference Attendance – <i>November 2022</i> | 450 | 1,706 | \$359,846 (Median - \$800) | \$1,711,847 |
| GENERAL STORES DISTRIBUTION CENTER – <i>November 2022</i> | 144 | 1,178 | \$3,333,499 (Median - \$3,550) | \$17,932,150 |
| BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – <i>November 2022</i> | 357 | 2,119 | \$6,274,906 (Median - \$8,286) | \$75,94,660 |

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD
REPORT

APPROVED

JAN 17 2023

E. GOODS AND GENERAL SERVICES

November 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>November</u> <u>Qty of POs/</u> <u>Transactions</u> | <u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u> | <u>November</u> <u>Total</u> | <u>YTD</u> <u>Total</u> |
|---|--|---|---------------------------------|----------------------------|
| GENERAL STORES DISTRIBUTION CENTER – <i>COVID-19 Transactions</i> <i>(Rapid Antigen Tests and Masks)</i> <i>November 2022</i> | 0 | \$1,272,285 | \$0 | \$1,272,285 |
| GRAND TOTAL – November 2022 | | | | \$32,218,921 |

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

Item GADOPTED BOARD
REPORT

JAN 17 2023

APPROVED

INFORMATION TECHNOLOGY DIVISION

\$0

| <u>CONTRACTOR</u> | <u>IDENTIFICATION NO.</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|---|---------------------------|------------------------|---------------|
| AgreeYa Solutions, Inc.; | 4400011001 | Various | \$2,500,000 |
| California Creative Solutions, dba CCS | 4400011002 | Per Requesting School | (Board |
| Global Tech; | 4400011003 | or | Approved |
| Genesis Global Recruiting; | 4400011004 | Office | BOE Rpt. |
| Phoenix Business Consulting (SBE); | 4400011005 | (100%) | 169-21/22, |
| Trinus Corporation (SBE); | 4400011006 | | dated |
| West Advanced Technologies, Inc. (SBE); | 4400011007 | | 02/08/22) |
| Wellington Enterprises, dba GDI | (RFP 2000002652) | | |
| Information Technology | | | |

Authorization to add seven (7) new formally competed contracts to existing* bench of eight (8) contracts via "refresh" for site-based technology support services. The authority to increase or decrease individual amounts of these contracts will be limited to the aggregate amount of \$2,500,000.

As the Information Technology Division reaches maximum capacity in the use of District staff, resources can be brought on- board immediately to provide the necessary services to schools and offices to ensure the sites are able to resolve their technical issues.

This action aligns with Pillar 4, Operational Effectiveness as it relates to IT support for schools and offices in modernizing and securing IT systems.

Contract Term: 01/18/23 through 02/13/27

Aggregate Value For Fifteen (15) Contracts: \$2,500,000

Requester:

Soheil Katal, Chief Information Officer
Information Technology Division

***Existing Vendors:** 22nd Century Technologies, Inc.; Digital Archiving Systems, LLC (SBE); E.K. Technologies, dba E.K. Associates (SBE); The Little Group Ltd., Co., dba Exclusive Network Enterprises (SBE); Jada Systems, Inc. (SBE); ResolveSoft, Inc. (SBE); SDI Presence, LLC; Talent and Acquisition, LLC, dba Stand 8 (SBE)

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

Item H

ADOPTED BOARD
REPORT

JAN 17 2023

APPROVED

DIVISION OF INSTRUCTION

\$350,000

| <u>CONTRACTOR</u> | <u>IDENTIFICATION</u> <u>NO.</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|---|-------------------------------------|--------------------------|---------------|
| Los Angeles County Metropolitan Transportation Authority | 4400010942 | Categorical Funds (100%) | \$350,000 |

Approval of sole-source contract to provide transit passes to vocational and adult school students District-wide through the Fareless System Initiative pilot program.

The Division of Adult and Career Education supports approximately 50,000 students. All students of the Division will have access to obtain transit passes at a reduced cost to the District. The proposed contract will realize a savings of \$7,150,000.

This contract eliminates barriers to student success by providing access to transit passes which leads to outstanding attendance for in-class learning. Pillars 1 and 2 are supported with this action.

Contract Term: 01/18/23 through 06/30/23

Contract Value: \$350,000

Requester:

Renny L. Neyra, Executive Director
Division of Adult and Career Education
Division of Instruction

ATTACHMENT B
REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER
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.

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

Item I

**ADOPTED BOARD
REPORT**

APPROVED

FACILITIES SERVICES DIVISION

\$706,593

| <u>CONTRACTOR</u> | <u>IDENTIFICATION NO.</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|----------------------------------|--|------------------------|---------------|
| Freeway Toyota of Hanford | 4500764693 (CA DGS Contract #1-22-23-20C) | General Funds (100%) | \$706,593 |

Approval of piggyback contract through California Multiple Award Schedule to purchase 19 New Toyota Tacoma pick-up trucks to service District facilities efficiently and replace deteriorated equipment that aged out according to District requirements.

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 M&O vehicles. The maintenance and repair costs of old vehicles will become cost prohibitive, with the expenses of maintaining an aging fleet exceeding the cost of new vehicles. The proposed purchase will realize a savings of \$3,482 in yearly maintenance cost per vehicle.

The proposed purchase provides the means for Maintenance & Operations personnel to ensure clean buildings, and ensure the District meets safety and accessibility standards. Pillars 4 and 5 are supported by this action.

Contract Term: One-time purchase

Contract Value: \$706,593

**ADOPTED BOARD
REPORT**

JAN 17 2023

Requester:

India Griffin, Director
Maintenance & Operations
Facilities Services Division