



## Board of Education Report

**File #:** Rep-490-16/17, **Version:** 1

### APPROVAL OF PROCUREMENT ACTIONS

**June 13, 2017**

**Procurement Services Division**

ADOPTED  
BOARD REPORT

JUN 13 2017

### ADOPTED AS AMENDED

(Revise Contract Term to 06/14/17 – 06/13/20  
and Contract Value to \$707,000 for Contract No.  
4400005589, SchoolMint, Inc.)

#### 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 and 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 and Amendments; Goods and General Services Contracts (exceeding \$250,000): New Contracts and Amendment 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 #311-15/16), which the Board exercised on May 10, 2016.

#### 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:

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

**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 - Trash for Teaching - Contract No. 4400005631

Informative - Catholic Charities of Los Angeles, Inc. - Contract No. 4400005521

Informative - Warehouse April 2017

Informative - 95 Percent Group; Afsaneh Yocheved Alakhaneh; Generation Ready, Inc.; PowerMyLearning; Quaglia Institute for School Voice and Aspirations, dba QISVA; Voyager Sopris Learning, Inc. - Contract Nos. 4400005618, 4400005619, 4400005700, 4400005701, 4400005702, 4400005703

Informative - VMware, Inc. - Contract No. 4400005340

Informative - Follett School Solutions, Inc.; Mackin Book Company; Perma-Bound (Hertzberg-New Method, Inc.) - Contract Nos. 4400005681, 4400005682, 4400005683

Informative - NOVA Intervention Services; Speech Language & Educational Associates - Contract Nos. - 4400004716, 4400005730

Informative - Cognizant Technology Solutions U.S. Corporation - Contract Nos. 4400004601, 4400004602, 4400004603, 4400004604

Informative - SchoolMint, Inc. - Contract No. 4400005589

Informative - The Segal Company - Contract No. 4400002479-4

Informative - Follett School Solutions, Inc. - Contract No. 4400003317-2

Informative - Stanbury Uniforms, Inc. - Contract No. 4400005694

Informative - Alamo Music Center; Bertrand's Music; Cascio Interstate Music; Charles Music Store; JKEAA Music Services, LLC; Keyboard Concepts, Inc. - Contract No. 4400005710, 4400005711, 4400005712, 4400005713, 4400005714, 4400005715

Informative - Falcon Fuels, Inc.; IPC (USA), Inc. - Contract Nos. 4400005695, 4400005696

Informative - BusWest; Creative Bus Sales, Inc. - Contract Nos. 4500310281, 4500310282

Informative - Motorola Solutions, Inc. - Contract No. 4500308276

Informative - Arey Jones Educational Solutions; Collaboration Solutions, Inc.; Able Microsystems Corp., dba KIS Computer Center; Golden Star Technology, Inc.; CHIP Enterprises, Inc. - Contract Nos. 4400005705, 4400005706, 4400005707, 4400005708, 4400005709

Informative - Harris Office Products - Contract No. 4500309768

Informative - United Site Services of California, Inc. - Contract No. 4400005704

Informative - South Bay Ford Lincoln, Inc. - Contract No. 4500310691

Informative - Toshiba Business Solutions - Contract No. 4400005020-3

ADOPTED  
BOARD REPORT

JUN 13 2017

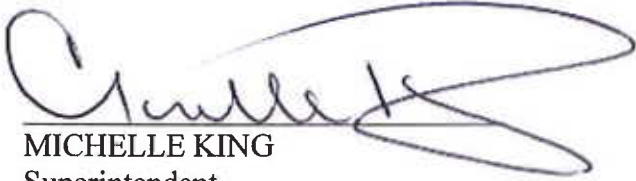
APPROVED

APPROVED

ADOPTED  
BOARD REPORT

JUN 13 2017

RESPECTFULLY SUBMITTED,

  
MICHELLE KING  
Superintendent

APPROVED & PRESENTED BY:

  
THELMA MELENDEZ DE SANTA ANA  
Chief Executive Officer  
Office of Educational Services

REVIEWED BY:

  
DAVID HOLMQUIST  
General Counsel

APPROVED & PRESENTED BY:

  
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.



**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT EXCEEDING \$250,000****\$339,625**

<u>CONTRACT OR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<b>ADOPTED BOARD REPORT JUN 13 2017</b>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Cal State L.A. University Auxiliary Services, Inc.	4400005612 (RFP 2000001314)	Formally competed capacity contract to provide counseling and mentoring services to LAUSD graduates through GEAR-UP 4 LA program at Cal State LA.		GEAR-UP 4 LA Grant (100%)	\$250,000

**Contract Term:** 05/01/17 through 04/30/22**Contract Value:** \$250,000Requester: *Arzie Galvez, Director  
Advanced Learning Options***APPROVED**

Trash for Teaching	4400005631	Informally competed contract to improve the quality of teaching through the development of project based learning curriculum that is aligned to the Next Generation Science Standards and the Common Core State Standards. A 3-day professional development provided by the vendor will offer 50 teachers the necessary tools to create high interest, rigorous, hands on lessons incorporating all recycled materials.		School Improvement Grant (SIG) (100%)	\$89,625
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**Contract Term:** 03/30/17 through 03/29/18**Contract Value:** \$89,625Requester: *Anthony Aguilar, Director  
Innovation Office*

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****INCOME CONTRACTS NOT EXCEEDING \$500,000**

\$&lt;563,680&gt;

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<b>ADOPTED BOARD REPORT JUN 13 2017</b>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
City of Los Angeles	4400005431	Revenue contract for the District to provide teacher advisor services. District will provide certificated LAUSD employees who will be located at six WorkSource Centers to provide counseling, case management and soft skills training to help job seekers access employment, training, and support services to succeed in the labor market.		Revenue	<\$163,680>

**Contract Term:** 10/01/16 through 06/30/17**Contract Value:** <\$163,680>

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

**APPROVED**

Catholic Charities of Los Angeles, Inc.	4400005521	Revenue contract to provide training and education to out-of-school youth and young adults in the LAUSD Pico Union Westlake community sufficient to prepare them to enter apprenticeship programs in construction trades, college and/or employment.		Revenue	<\$400,000>
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**Contract Term:** 10/17/16 through 02/16/20**Contract Value:** <\$400,000>

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

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITYB. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDEDCONTRACT AMENDMENTS NOT EXCEEDING \$250,000ADOPTED  
BOARD REPORT

\$290,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Dr. David Rostetter	4400002923-2	Amendment for ratification of \$70,000 above the previously approved amount of \$220,000 per BOE Report 443-13/14, dated 06/10/14, to increase capacity of single-source contract for the federal court-appointed independent monitor in the Chanda Smith Modified Consent Decree.	General Funds (100%)	\$290,000*

**Contract Term:** 07/01/14 through 06/30/18  
includes three (3) one-year renewal options

Initial Contract Value: \$220,000  
Amendment No. 1: \$220,000  
\*Amendment No. 2: \$290,000  
(Executed Date: 05/25/16)  
**Aggregate Contract Value: \$730,000**

Requester: *David Holmquist*  
*General Counsel*  
*Office of the General Counsel*

\*Current Ratification

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****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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ADOPTED  
BOARD REPORT

JUN 13 2017

None

APPROVED

**C. GOODS AND GENERAL SERVICES CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT 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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None

**CONTRACT AMENDMENTS NOT 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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None



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

APPROVED

ADOPTED  
BOARD REPORT

JUN 13 2017

**E. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****\$0**

The contract action(s) represented below is (are) part of the Instructional Technology Initiative (ITI) and ITD-SEP previously adopted by the Board on \_\_\_\_\_, under Board Report No. \_\_\_\_\_.

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

**F. GOODS AND GENERAL SERVICES CONTRACTS ALREADY AWARDED****\$0**

The contract action(s) represented below is (are) part of the Instructional Technology Initiative (ITI) Plan and ITD-SEP previously adopted by the Board on \_\_\_\_\_, under Board Report No. \_\_\_\_\_. The total amount is only an estimate since the expenditures made against contracts are based upon purchases and/or approved invoices.

<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

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****G. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000**

JUN 13 2017

**April 2017– \$174,049  
YTD - \$13,159,550**

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.

APPROVED

	<u>April*</u> <u>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>April*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders - <i>April 2017</i>	<b>140</b>	1,939	<b>\$174,049</b> <b>(\$1,243)</b>	\$13,159,550

**H. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000****April 2017 - \$19,519,681  
YTD - \$201,314,390**

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>April*</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>April*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders – <i>April 2017</i>	<b>4,281</b>	44,578	<b>\$7,832,080</b> <b>(\$1,829)</b>	\$99,176,344
Purchase Orders - <i>April 2017</i>	<b>49</b>	259	<b>\$2,961,527</b> <b>(\$60,439)</b>	\$21,874,369
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) <i>April 2017</i>	<b>8,929</b>	87,818	<b>\$3,363,806</b> <b>(\$377)</b>	\$30,570,733
Rental Facilities – <i>April 2017</i>	<b>3</b>	40	<b>\$4,493</b> <b>(\$1,498)</b>	\$360,641
Travel/Conference Attendance – <i>April 2017</i>	<b>685</b>	6,308	<b>\$496,042</b> <b>(\$724)</b>	\$3,895,452
GENERAL STORES DISTRIBUTION CENTER – <i>April 2017</i>	<b>295</b>	3,236	<b>\$2,324,422</b> <b>(\$7,879)</b>	\$20,616,443
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – <i>April 2017</i>	<b>1,419</b>	5,516	<b>\$2,537,311</b> <b>(\$1,788)</b>	\$24,820,408

\*Detailed information is provided on the Procurement Services website.

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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS****NEW CONTRACTS EXCEEDING \$250,000**

**APPROVED**  
ADOPTED  
BOARD REPORT  
JUN 13 2017

**\$27,860,615**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
95 Percent Group, Inc.; Afsaneh Yocheved Balakhaneh; Generation Ready, Inc.; PowerMyLearning, Inc., dba PowerMyLearning; Quaglia Institute for School Voice and Aspirations, dba QISVA; Voyager Sopris Learning, Inc.	4400005618 4400005619 4400005700 4400005701 4400005702 4400005703 (RFQ 2000000530-A)	Authorization to execute six (6) formally competed contracts to be added to the existing bench of contracts*, via a "refresh," to provide supplemental services for private school students, their teachers and families. Categories include supplemental English Language Arts and Math Services (Highly Qualified Teachers and Third-Party Providers of Title I Teachers), school-based counseling services, professional development for private school teachers, and parental involvement services of participating Title I, Part A students. Title I, Part A, funding will now be under the new authorization, Every Student Succeeds Act (ESSA). The authority to increase or decrease individual amounts will be limited to the previously Board-approved amount of \$40,600,000, Bd. of Ed. Rpt. No. 483-14/15.	Title I Part A Funds Restricted (100%)	<b>No Additional Cost</b> (\$40,600,000 included in the amount approved by the Board per Bd. Of Ed. Rpt No. 483-14/15, dated 06/09/15)

**Contract Term:** 07/01/17 through 06/30/20

Requester: *Karen Ryback*  
*Executive Director*  
*Federal and State Education Programs*  
*Branch*

\*Association for Supervision & Curriculum Development; Barbara Lester; Beverly Venouziou; Brenda Magidsohn; Carol Hatanaka Ono; Catapult Learning, LLC; Cecilia Mercado, Chad Davis; Debra Kahn; Diana Jones; Eliza Ann Williams; Frostig; Gail Fujimoto; Gayle Wolf; Jewish Family Services of Los Angeles; Kathryn Forsman; Learn-It Systems, LLC; Marilyn Udoji; Merkos L'Inyonei Chinuch, Inc.; Natilia Roundtree; Nina Quock; Outreach Concern, Inc.; Rocket Learning Partners, LLC; SOS Education; Susan Poodiack; The Education Planners; Total Education Solutions; Wendy Murakami; Yeshiva Educational Services, Inc.; Yvonne Leib Tawfik (Contract Term: 07/01/15 – 06/30/20)

## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

## A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

**APPROVED**  
 ADOPTED  
 BOARD REPORT  
 JUN 13 2017

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>
VMware, Inc.	4400005340 (RFP 200001119)	Formally competed contract to provide an Enterprise Mobile Management (EMM) solution. The EMM solution will provide the necessary tools to configure, distribute, manage, secure, and support all mobile devices and applications deployed across the District. In addition, the EMM solution will give the District visibility into every mobile device in the hands of students, teachers and administrators.	General Funds (100%)	\$6,675,000

**Contract Term:** 07/01/17 through 06/30/22

**Contract Value:** \$6,675,000

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

Follett School Solutions, Inc.;	4400005681	Formally competed capacity contracts to provide Opening Day Collections (ODC) to new school libraries. The authority to increase or decrease the amounts of these contracts will be limited to the aggregate amount of \$681,615.	Bond Funds (100%)	\$681,615
Mackin Book Company;	4400005682			
Perma-Bound (Hertzberg – New Method, Inc.)	4400005683 (RFP 2000001325)			

**Contract Term:** 07/01/17 through 06/30/22  
 includes three (3) one-year renewal options

**Aggregate Five-Year Contract Value for  
 Three (3) Contracts: \$681,615**

Requester: *Derrick Chau*  
*Senior Executive Director, P-12 Instruction*  
*Division of Instruction*

Requester: *Esther Sinofsky*  
*Administrative Coordinator*  
*Integrated Library & Textbook Support Services*



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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

**APPROVED**

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

**ADOPTED  
BOARD REPORT**

**JUN 13 2017**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
NOVA Intervention Services; Speech Language & Educational Associates	4400005716 4400005730 (RFP 2000001362)	Formally competed capacity contracts to provide special education services to eligible preschool children with exceptional needs enrolled in Head Start programs. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$10,000,000.	Individuals with Disabilities Education Act (IDEA) Grant (100%)	\$10,000,000

**Contract Term:** 07/03/17 through 06/30/22  
includes four (4) one-year renewal options

**Aggregate Five-Year Contract Value for Two  
(2) Contracts: \$10,000,000**

Requester: *Theresa Martin, Director*  
*Division of Special Education*

Cognizant Technology Solutions U.S. Corporation; Dell; Infosys Limited; Microsoft Corporation	4400004601 4400004602 4400004603 4400004604 (RFP 2000000913)	Authorization to increase contract capacity of formally competed contracts to provide managed services for the MiSiS project. The authority to increase or decrease individual amounts for these contracts will be limited to the new aggregate amount of \$23,500,000.	Bond Funds (70%)  General Funds (30%)	\$9,500,000*
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**Current Contract Term:** 03/09/16 through  
03/08/21 includes two (2) one-year renewal  
options

Current Aggregate Value: \$14,000,000

\*Additional Authorized Value: \$9,500,000

**New Aggregate Contract Value for  
Four (4) Contracts: \$23,500,000**

Requester: *Diane Pappas*  
*Chief Executive Officer*  
*Strategic Planning and Digital Innovation*



## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

## A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

ADOPTED  
BOARD REPORT

JUN 13 2017

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>
SchoolMint, Inc.	4400005589 (RFP 2000001340)	Formally competed contract to provide a school search software tool. This solution will enable parents to search for LAUSD schools including schools of choice based on desired school enrollment programs, school amenities, and transportation alternatives.	Bond Funds (100%)	\$1,004,000

**Contract Term:** 06/14/17 through 06/13/22  
includes four (4) one-year renewal options

**Aggregate Five-Year Contract Value:**  
**\$1,004,000**

Requester: *Frances Gipson*  
*Chief Academic Officer*  
*Division of Instruction*

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

**ADOPTED AS AMENDED**

(Revise Contract Term to 06/14/17 – 06/13/20  
and Contract Value to \$707,000 for Contract No.  
4400005589, SchoolMint, Inc.)

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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

**APPROVED**

**NEW INCOME CONTRACTS EXCEEDING \$500,000**

ADOPTED  
BOARD REPORT

JUN 13 2017

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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None

**CONTRACT AMENDMENTS EXCEEDING \$250,000**

**\$2,542,056**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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The Segal Company	4400002479-4	Amendment to extend term and increase capacity of formally competed contract to provide health benefits consulting services to the District and the Health Benefits Committee.	Health And Welfare Funds (100%)	\$250,000*
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**Current Contract Term:** 01/16/13 through 01/15/18

New End Date by this Amendment: 01/15/19

Initial Contract Value:	\$826,850
Amendment No. 1:	\$208,130
Amendment No. 2:	\$0
Amendment No. 3:	\$208,130
*Amendment No. 4:	\$250,000
<b>Aggregate Contract Value:</b>	<b>\$1,493,110</b>

Requester: *Janice Sawyer*  
*Chief Risk Officer*  
*Division of Risk Management & Insurance Services*

## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

## A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

CONTRACT AMENDMENTS EXCEEDING \$250,000ADOPTED  
BOARD REPORT

JUN 13 2017

APPROVED

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Follett School Solutions, Inc.	4400003317-2	Amendment to extend term and increase contract capacity of a sole-source contract for enhancement and maintenance of the "Destiny" asset management system, consisting of library book, textbook, and resource modules.	General Funds (80%)	\$2,292,056*
		<b>Current Contract Term:</b> 10/29/14 through 10/28/17 New End Date by this Amendment: 10/28/19	Bond Funds (20%)	
		Original Contract Value: \$3,546,668 Amendment No. 1: \$142,200 *Amendment No. 2: \$2,292,056 <b>Aggregate Contract Value: \$5,980,924</b>		
		Requester: <i>Derrick Chau</i> <i>Senior Executive Director, P-12 Instruction</i> <i>Division of Instruction</i>		
		Requester: <i>Esther Sinofsky</i> <i>Administrative Coordinator</i> <i>Integrated Library &amp; Textbook Support Services</i>		

**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**

**\$52,430,384**

<u>CONTRACTOR</u>	<u>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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ADOPTED  
BOARD REPORT

JUN 13 2017

Stanbury Uniforms, Inc.	4400005694 (IFB 2000001295)	Formally competed capacity contract for band uniforms and accessories District-wide.  <b>Contract Term:</b> 07/01/17 through 06/30/20  <b>Contract Value:</b> \$500,000  Requester: <i>Alvaro Cortés</i> <i>Senior Executive Director</i> <i>Beyond the Bell Branch</i>	Various per Requesting School (100%)	\$500,000
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Alamo Music Center;	4400005710	Formally competed capacity contracts to provide musical instruments for schools District-wide to allow greater access to music programs.  <b>Contract Term:</b> 07/01/17 through 06/30/20  <b>Aggregate Three-Year Contract Value for Six (6) Contracts: \$21,562,174</b>  Requester: <i>Alvaro Cortés</i> <i>Senior Executive Director</i> <i>Beyond the Bell Branch</i>	Various per Requesting School (100%)	\$21,562,174
Bertrand's Music;	4400005711			
Cascio Interstate	4400005712			
Music, Inc., dba	4400005713			
Interstate Music;	4400005714			
Charles Music Store;	4400005715 (IFB 2000001335)			
JKEAA Music Services, LLC;				
Keyboard Concepts, Inc.				

## 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 (CONT.)**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Falcon Fuels, Inc.; IPC (USA), Inc.	4400005695 4400005696 (IFB 2000001364)	Formally competed capacity contracts to provide fuel and fueling services to power approximately 3,500 vehicles and power equipment operated by various departments and offices including School Police, Truck Operations, Bus Operations, and Maintenance & Operations at Business Division Garage, Gardena Garage, and Sun Valley Garage. Authority to increase or decrease the amount of these contracts will be limited to the aggregate amount of \$16,000,000.	General Funds (100%)	\$16,000,000

ADOPTED  
BOARD REPORT

JUN 13 2017

**Contract Term:** 06/14/17 through 06/13/22**Aggregate Five-Year Contract Value for Two (2) Contracts: \$16,000,000**

Requester: *Yi Hwa Kim*  
Deputy Director  
Transportation Services Division

BusWest; Creative Bus Sales, Inc.	4500310281 4500310282 (IFB 2000001370)	Formally competed contracts to provide seventy-eight (78) new school buses, forty (40) units of twenty-four (24) passenger sized buses with one (1) wheelchair lift and thirty-eight (38) units of sixteen (16) passenger sized buses.	Bond Funds (100%)	\$7,040,000
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**Contract Term:** One-time Purchase**Contract Value: \$7,040,000**

Requester: *Yi Hwa Kim*  
Deputy Director  
Transportation Services Division



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

**APPROVED**

**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 (CONT.)**

ADOPTED  
BOARD REPORT

JUN 13 2017

<u>CONTRACTOR</u>	<u>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Motorola Solutions, Inc.	4500308276 (IFB 2000001380)	Formally competed contract for the purchase of thirty-eight (38) APX7500 dual bank mid-power radios and accessories to be installed in new police vehicles.	General Funds (100%)	\$283,253
<b>Contract Term:</b> One-time Purchase				
<b>Contract Value:</b> \$283,253				
Requester: <i>Steven Zipperman</i> <i>Chief of Police</i> <i>Los Angeles School Police</i>				
Arey Jones Educational Solutions;	4400005705 (Promethean)	Formally competed capacity contracts to provide interactive electronic whiteboard systems, including the delivery, unpacking, set-up, and installation of software for the administrative and instructional needs of schools and offices. Authority to increase or decrease the amount of these contracts will be limited to the aggregate amount of \$5,500,000.	Various per Requesting School or Office (100%)	\$5,500,000
Collaboration Solutions, Inc.;	4400005706 (Smart)			
Able Microsystems Corp., dba KIS Computer Center;	4400005707 (Epson)			
<b>Contract Term:</b> 07/01/17 through 06/30/22				
Golden Star Technology, Inc.;	4400005708 (Viewsonic)	<b>Aggregate Five-Year Contract Value for Five (5) Contracts: \$5,500,000</b>		
CHIP Enterprises, Inc.	4400005709 (Mimeo) (IFB 2000001142)	Requester: <i>Shahryar Khazei</i> <i>Chief Information Officer</i> <i>Information Technology Division</i>		

## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

APPROVED

## 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 (CONT.)ADOPTED  
BOARD REPORT

JUN 13 2017

<u>CONTRACTOR</u>	<u>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Harris Office Products	4500309768 (IFB 2000001294)	Formally competed contract to provide flat file cabinet system for the Facilities Services Division Vault Project.	General Funds (100%)	\$701,100

**Contract Term:** One-time Purchase

**Contract Value:** \$701,100

Requester: *Yekaterina Boyajian, Director  
Non-Academic Facilities Planning  
District Operations*

United Site Services of California, Inc.	4400005704 (IFB 2000001354)	Formally competed capacity contract to provide rental and servicing of portable toilets to various District locations.	Restricted Maintenance Funds (90%)	\$650,000
<b>Contract Term:</b> 07/01/17 through 06/30/22 includes two (2) one-year renewal options			Bond Funds (10%)	
<b>Aggregate Five-Year Contract Value:</b> <b>\$650,000</b>				

Requester: *Roger Finstad, Director  
Maintenance & Operations  
Facilities Services Division*

APPROVED

APPROVED

APPROVED

APPROVED

ADOPTED  
BOARD REPORT  
JUN 13 2017

**Contract Value: \$193,857**

Requester: Roger Finstad, Director  
Maintenance & Operations  
Facilities Services Division

## 50

\$0\*

Requester: *George Silva*  
*Chief Procurement Officer*  
*Procurement Services Division*

## 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 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>ADOPTED BOARD REPORT</u> JUN 13 2017	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
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None

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.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
School Improvement Grant Office

**INFORMATIVE**

**DATE:** March 9, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent

ADOPTED  
BOARD REPORT

JUN 13 2017

**FROM:** Frances Gipson, Ph.D.  
Chief Academic Officer

Anthony Aguilar  
Director of Innovation Office  
School Improvement Grant Unit

APPROVED

**SUBJECT: CONTRACTOR: TRASH FOR TEACHING (T4T)**  
**CONTRACT: 4400005631**  
**CONTRACT AMOUNT: \$89,625**  
**REQUEST FOR RATIFICATION OF CONTRACT**

The School Improvement Grant (SIG) unit issued an Informal Request for Proposals for SY 2017-18, to focus on the development of project based learning curriculum that is aligned to the Next Generation Science Standards (NGSS) and the Common Core State Standards (CCSS). Trash for Teaching (T4T) is committed to supporting the work of Science, Technology, Engineering and Math (STEM), and Science, Technology, Engineering, Art, and Math (STEAM), and provides teachers with the necessary tools to create high interest, rigorous, hands on lessons.

**Why is this necessary?**

T4T customizes professional development workshops to the needs of the SIG schools by providing guided hands-on lesson development incorporating all recycled materials. T4T will support teachers in the development and implementation of rigorous and engaging strategies aligned to district wide initiatives that will support student learning.

**Why do we need to do this now?**

Providing science professional development workshops during the summer break will prepare teams of teachers to deliver optimum hands-on lessons beginning SY 2017-18.

**What would happen if this was not approved?**

The grant requires the Local Educational Agency (LEA) to provide supplemental support to all SIG schools. If not approved, the LEA will be out of compliance and it may affect future grant funding.



**APPROVED**  
ADOPTED  
BOARD REPORT  
JUN 13 2017**What are the terms of the proposed agreement?**

The terms of the contract are in accordance with the rules and regulations of the LAUSD Procurement Division. Period of performance is March 30, 2017 through March 29, 2018. Services will be provided to a total of 50 teachers from Cohort 3 and 4 schools. Cohort 3 schools include: Angeles Mesa ES; Audubon MS; International Studies Learning Center /Legacy HS and MS; Los Angeles HS; Fulton College Prep; San Fernando HS; Sun Valley ET Magnet; and Woodcrest ES. Cohort 4 includes: Augustus Hawkins (CDAGS); Washington Prep HS; Thomas Bradley Global Awareness Magnet ES; Daniel Webster MS; and Barton Hill ES.

If you have any questions, please contact Anthony Aguilar at [aaguill1@lausd.net](mailto:aaguill1@lausd.net) or at (213) 241- 4253. You can also contact Mirian Rubalcava, SIG Coordinator at [mrubal2@lausd.net](mailto:mrubal2@lausd.net) or at (213) 241-5573.

Attachment: Talking Points

c: Alma Pena-Sanchez  
David Holmquist  
Thelma Melendez  
Nicole Ellis-Elam  
Jefferson Crain  
George Silva

JUN 13 2017

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
DIVISION OF ADULT AND CAREER EDUCATION**INFORMATIVE****DATE:** May 2, 2017**TO:** Members, Board of Education  
Michelle King, Superintendent**FROM:** Joseph Stark  
Executive Director**SUBJECT: CONTACTOR: CATHOLIC CHARITIES OF LOS ANGELES, INC.  
CONTRACT NO.: 4400005521  
RATIFICATION OF REVENUE CONTRACT FOR YOUTHBUILD  
GRANT SUBCONTRACT**

The Division of Adult and Career Education (DACE) received from Catholic Charities DBA Archdiocesan Youth Employment Services (AYE) a contract in the amount of \$400,000, to provide CTE and Academic services to at-risk youth between the ages of 16 and 24 years of age. The agreement, LAUSD Contract No. 4400005521, is effective from October 17, 2016, to February 16, 2020.

The YouthBuild grant was awarded to Archdiocesan Youth Employment Services (AYE), a nonsectarian program operated by Catholic Charities of Los Angeles Inc. Over the next two years, the organization will provide \$400,000 to offer training and pre-apprenticeship opportunities in the skilled construction trades. The training classes will be provided through one of the DACE centers, Los Angeles Technology Center (LATC).

LATC will provide up to 70 youth with comprehensive assessment, career counseling, and planning, soft skills training, basic skills, High School Diploma Program or High School Equivalency, construction training, leadership skills training, and supportive services. The grant seeks to help at-risk youth achieve success in the workforce by placing them in employment, apprenticeship programs and/or college subsequent to their training while helping build or improve low-cost housing.

For more information or if you have questions, please contact Joseph Stark at (213) 241-3150.

c: Dr. Frances Gipson  
Alma Peña Sanchez  
David Holmquist  
Dr. Thelma Melendez de Santa Ana

Nicole Elam-Ellis  
Jefferson Crain  
George Silva

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division

INFORMATIVE

**TO:** Members, Board of Education  
Michelle King, Superintendent

**DATE:** May 3, 2017

**FROM:** George Silva, Chief Procurement Officer  
Procurement Services Division

**SUBJECT: GENERAL STORES DISTRIBUTION CENTER SPEND FOR  
REPLENISHMENT OF STOCK INVENTORY OF SUPPLIES,  
EQUIPMENT AND FURNITURE**

During the Board of Education's May 10, 2016 meeting, pre-authorization was granted to the Procurement Services Division (PSD) to enter into various new contracts, extend existing contracts, and award various purchase orders to make regular and routine procurements of products used by schools and offices and stocked in the General Stores Distribution Section. As part of the pre-authorization, it was agreed that PSD would report on the total procurement activity on a monthly (per board report) basis. In an effort to streamline and enhance the reporting process, the chart below lists the major commodity categories and total purchase order issuance for the month of April.

**GENERAL STORES DISTRIBUTION**

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE APRIL 1 TO APRIL 30 2017	ACCUMULATIVE FISCAL YEAR TOTAL
Athletic Equipment	\$14,275.09	\$347,740.78
Audio Visual	\$17,176.04	\$213,873.45
Custodial/Maint. & Operations	\$598,645.06	\$6,113,570.11
Educational Supplies/Tools	\$149,820.84	\$948,892.29
Forms & Publications	\$33,736.66	\$252,350.73
Furniture	\$1,030,713.56	\$2,987,274.01
Music	\$0.00	\$85,641.00

Members, Board of Education  
Michelle King, Superintendent

ADOPTED  
BOARD REPORT

JUN 13 2017

-2-

May 3, 2017

APPROVED

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE APRIL 1 TO APRIL 30 2017	ACCUMULATIVE FISCAL YEAR TOTAL
Office Essentials	\$292,854.88	\$4,843,070.83
Paper	\$87,636.37	\$2,664,627.50
Science/Home Economics/First Aid	\$19,309.98	\$726,217.17
Visual Arts	\$80,254.00	\$1,433,185.35
<b>TOTALS</b>	<b>\$2,324,422.48</b>	<b>\$20,616,443.22</b>

If you have questions or require additional information, please contact me at (213) 241-1751.

c: Alma Peña-Sanchez  
David Holmquist  
Thelma Melendez  
Frances Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
Marc Monforte



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Instruction

**TO:** Members, Board of Education  
Michelle King, Superintendent

**FROM:** Karen Ryback  
Executive Director

Alison Towery  
Director, Instructional Operations

ADOPTED  
BOARD REPORT  
JUN 13 2017

**INFORMATIVE**

**DATE:** May 1, 2017

APPROVED

**SUBJECT:** APPROVAL TO ADD NEW PRE-QUALIFIED VENDORS FOR TITLE I, PART A, EQUITABLE SERVICES TO PRIVATE SCHOOLS: 95 PERCENT GROUP INC. (4400005618); AFSANEH YOCHVED BALAKHANEH (4400005619); GENERATION READY, INC. (4400005700); POWER MY LEARNING, INC. (4400005701); QUAGLIA INSTITUTE FOR SCHOOL VOICE AND ASPIRATIONS DBA QISVA (4400005702); VOYAGER SOPRIS LEARNING, INC. (4400005703)  
CONTRACT AMOUNT: \$0

**Background**

As a result of affirmative Board action in June 2015, the Federal and State Education Programs (FSEP) Branch, in collaboration with the Procurement Services Division, changed the process for establishing professional services contracts, provided under Title I, Part A, for eligible private school students, their teachers and their families. The new process resulted in a transparent and fair method for identifying qualified vendors via a request for qualifications and source selection committee review and has streamlined the process and timeline for contracting out for services. The "bench" of contractors was established for a five-year term (July 1, 2015-June 30, 2020).

**Why is this necessary?**

The Federal and State Education Programs Branch and the Procurement Services Division staff has determined that by "refreshing" the established "bench" of vendors, it will allow approved contractors, who have been given work orders for providing services at participating private schools, to add additional personnel as needed to better serve the program. It would also allow new third-party providers, who meet the qualifications, to be added in order to provide a full array of vendors able to provide high-quality supplemental services in the private school program. The Federal and State Education Programs Branch respectfully requests that the Board approve the new pre-qualified vendors for a three-year period of performance from July 1, 2017 to June 30, 2020.

If you have any questions, please contact me at (213) 241-7023.

c: David Holmquist  
Alma Peña Sanchez  
Dr. Thelma Meléndez de Santa Ana  
George Silva  
Nicole Elam  
Jefferson Crain



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division**INFORMATIVE****DATE:** June 13, 2017**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools**FROM:** Shahryar Khazei, Chief Information Officer**SUBJECT: APPROVAL OF AGREEMENT FOR ENTERPRISE MOBILE  
MANAGEMENT (EMM) SOLUTION****CONTRACTOR**  
VMWare**CONTRACT NO**  
4400005340

The Information Technology Division (ITD) is requesting Board approval for the purchase of an Enterprise Mobile Management (EMM) solution. The safety and security of our students and employees is a high priority. In order to achieve this goal, an EMM system is required to maintain visibility and control over LAUSD-issued mobile devices that connect to the District's network and access District applications.

***Why is this necessary?***

An EMM system is required to provide positive identification of mobile devices and allow District staff to:

- Install and configure mobile applications, software, and educational content across all devices under management at once
- Monitor applications, software, security, and operating system updates
- Monitor California Assessment of Student Performance and Progress (CAASPP) device readiness, compliance with school policies, and industry regulations, like Children's Internet Protection Act (CIPA)
- Locate, erase, and lock-down missing or stolen devices
- Allow central and local control of mobile devices

The implementation of an EMM solution is critical to support our students, teachers, administrators, and school-based staff. An EMM solution will give LAUSD the necessary tools to continue to manage mobile devices, including those provided as part of the Instructional Technology Initiative (ITI), and to do so at the lowest cost.

Schools will also be able to obtain EMM licenses to manage school purchased devices via a centralized system. Providing tools for the management of technology in the classroom is a major factor in the success of implementing

mobile devices in instructional programs.

ADOPTED  
BOARD REPORT

JUN 13 2017

APPROVED

***Why do we need to do this now?***

The current agreement with the EMM solution VMWare for Apple devices (iPads and Apple TV) is scheduled to expire September 2016. The proposed action is a new agreement to continue management for the devices. The District currently has over 132,000 iPads and 3,000 Apple TVs deployed at multiple schools across the District. With the EMM solution in place, the District will have the ability to centrally manage and support these devices.

***What would happen if this were not approved?***

If not approved, the District is at risk of losing control and visibility of over 135,000 mobile devices currently under mobile device management at over 600 schools. District staff would not be able to control critical items, such as: 1) Functionality and availability of mobile devices, 2) Security and compliance of mobile applications, and 3) Access to teaching and learning resources, to name a few. This would unnecessarily burden school staff in having to manage the devices locally rather than centrally. Furthermore, the District will not be able to monitor device compatibility with the California Assessment of Student Performance and Progress (CAASPP) testing.

***What are the terms of the proposed agreement?***

The new agreement will be effective upon Board approval. The proposed term is for five (5) years. The average annual cost is \$1,335,000. The estimated total value of contract is not to exceed \$6,675,000 million. Funding will be 100% General Fund.

Should you have any questions, please contact me at 213-241-4096.

c: David Holmquist  
Nicole Elam-Ellis

Thelma Melendez  
Jefferson Crain

George Silva

**INTEROFFICE CORRESPONDENCE**  
**Los Angeles Unified School District**  
Division of Special Education  
**INFORMATIVE**

**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools

**FROM:** Theresa Martin  
Theresa Martin  
Director, Early Childhood Special Education

**DATE:** May 19, 2017

ADOPTED  
BOARD REPORT

JUN 13 2017

APPROVED

**SUBJECT: REQUEST FOR APPROVAL OF CONTRACTS FOR SPECIAL EDUCATION SERVICES FOR CHILDREN IN HEAD START**

**AWARDED CONTRACTOR NAME(S)**

- **NOVA INTERVENTION SERVICES**
  - **Contract No.: 4400005716**
- **SPEECH LANGUAGE AND EDUCATIONAL ASSOCIATES**
  - **Contract No.: 4400005730**

**AGGREGATE CONTRACT AMOUNT: \$10,000,000.00 (\$2,000,000.00 annually plus four renewal options)**

***Why is this necessary?***

Please be advised that the Federal Individuals with Disabilities Act (IDEA) mandates special education services for eligible preschool-age children. A Federal preschool grant program is funded to solely support services to this preschool population. Both Federal and State Law require that all assessment and service to eligible preschoolers, including those enrolled in Head Start, be provided by Local Education Agencies (LEAs). These mandates result in the delivery of special education services annually to more than 1100 preschoolers living within the District boundaries. The California Education Code, Part 30, 4.45 recognizes the impact of IDEA's pre-school mandate on school resources. With the historical shortage of qualified early childhood special education teachers and speech language pathologists, the District has been able to meet the legal mandates for these services through contracts with state certified nonpublic agencies. Contracting with nonpublic agencies continues to be a cost effective process to provide highly qualified staff where and when the services are needed. To resolve this it strongly encourages the use of contracts with nonpublic agencies when Districts are unable to provide the required services. With the large number of preschool children eligible for this service and the impact on past and current resources, the District has been able to meet the legal mandates for services to eligible children in Head Start for the past 28 years through contracts with state certified nonpublic agencies.

***Why do we need to do this now?***

The current contracts will expire on June 30, 2017. Approval of these contracts will ensure that the District is able to comply with the special education Federal and State mandates.

***What would happen if this were not approved?***

A yes vote will enable the District to continue to meet the Federal and State mandates regarding the provision of special education services to eligible children enrolled in Head Start programs within LAUSD boundaries. In addition, provision of timely and consistent special education services is a condition of the Modified Consent



APPROVED

ADOPTED  
BOARD REPORT

JUN 13 2017

Decree (MCD). Our District will also continue to pioneer this project and provide the model for surrounding school districts and throughout this country.

A no vote will negatively impact the District's ability to remain in compliance with Federal and State mandates regarding the provision of special education services to eligible children enrolled in Head Start programs and the terms of the MCD.

***What are the terms of the proposed agreement?***

An RFP process was conducted to identify State certified nonpublic agencies able to provide the needed special education services in Head Start settings. Under the provisions of the Federal Individuals with Disabilities Education Act (IDEA), Part B, as well as the State Interagency Agreements with Head Start, more than 1100 children in 700 Head Start classrooms will be eligible for special education during the 2017-2018 school year. The RFP process identified two State certified nonpublic agencies that are appropriately qualified to deliver the required services. The rates set by this contract correspond to the rates set by the District's Nonpublic Services office in their master contract for similar services from state certified nonpublic agencies. The number of children served and the effectiveness of the service from the agencies working with District preschoolers in Head Start is monitored and evaluated through ongoing data collection that includes the District's Welligent Service Tracking System. Progress for each child is also monitored through the State's Desired Results Developmental Profile assessment system.

The contracted service to this special education population of children enrolled in Head Start is funded entirely through Federal special education preschool grants. There is no use of District general funds. The contract amounts for each agency was determined by the staffing capacity of each agency's ability to geographically serve particular Head Start sites.

The NPA's selected for this project proposed a Work Based Learning Plan which opens the opportunity for school age children to participate in career preparation and career training.

By using NPAs for this project, we have saved the District approximately \$1,500,000.00 annually which is a total savings of \$42,000,000.00 over the course of this project.

If you have any questions or require additional information, please contact [theresa.martin@lausd.net](mailto:theresa.martin@lausd.net) or [stephanie.m.jones@lausd.net](mailto:stephanie.m.jones@lausd.net) or call 213-241-4713.

cc: David Holmquist  
Beth Kauffman  
Thelma Melendez  
Alma Pena Sanchez  
Frances Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
George Silva

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Instruction


**INFORMATIVE**

DATE: May 2, 2017

TO: Members, Board of Education  
Michelle King, Superintendent of Schools

ADOPTED  
BOARD REPORT

JUN 13 2017

FROM:  Derrick Chau, Ph.D.  
Senior Executive Director, P-12 Instruction

APPROVED

 Esther Sinofsky, Ph.D.  
Administrative Coordinator, Integrated Library & Textbook Support Services

**SUBJECT: AWARDED CONTRACTOR NAMES:** Follett School Solutions, Inc.; Mackin Book Company; Perma-Bound (Hertzberg-New Method, Inc.)  
**CONTRACT NO.:** 4400005681; 4400005682; 4400005683  
**CONTRACT AMOUNT:** \$681,615  
**BRIEF SUBJECT: RECOMMENDATION TO AWARD BENCH CONTRACTS FOR OPENING DAY COLLECTIONS FOR NEW SCHOOL LIBRARIES**

Integrated Library and Textbook Support Services (ILTSS) is responsible for opening fully functioning libraries at newly constructed schools. Funds from Bond Measures K, R, and Y have been allocated over the years to provide Opening Day Collections (ODC) for these new school libraries. Funding from Bond Measures R and Y (approximately \$681,615) will fund the first ODC project under this bench contract: South Region Magnet School (SRHS #8). The bench contracts were formally competed under RFP No. 2000001325.

***Why is this necessary?***

The bench contracts will allow ILTSS to obtain quality library books at discounted prices along with selection and set-up services so that new school library shelves are stocked on the opening day of the new school. This also assists the District in meeting *California Education Code* §18100-18104 which stipulate that the governing board of each school district shall provide school library services for the pupils and teachers of the district by establishing and maintaining school libraries.

***Why do we need to do this now?***

South Region Magnet (SRHS #8) is scheduled to open in August 2017 allowing Bell HS to move to a single track calendar in 2017-18. The ODC order(s) must be placed immediately to allow the library to be set up before the 2017-18 school year begins.



Members, Board of Education  
Michelle King, Superintendent

-2-

ADOPTED  
BOARD REPORT

JUN 13 2017

May 2, 2017

APPROVED

***What would happen if this were not approved?***

If the bench contracts are not approved, the immediate impact will be that South Region Magnet (SRHS #8) will open without a stocked library. This will deprive students of valuable resources necessary to reach the District's goals of 100% graduation rate and college/career readiness.

***What are the terms of the proposed agreement?***

The bench contracts are scheduled for a term running from July 1, 2017 through June 30, 2022, including three one-year renewal options.

If you have any questions or require additional information, please contact me at [esther.sinofsky@lausd.net](mailto:esther.sinofsky@lausd.net) or at (213) 241-1236.

c: Alma Peña Sanchez  
David Holmquist  
Thelma Meléndez de Santa Ana  
George Silva  
Jose Huerta  
Dr. David Baca  
Gabriel Duran  
Nicole Elam-Ellis  
Jefferson Crain

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**INFORMATIVE**

**DATE:** June 13, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools

**FROM:** Diane H. Pappas, Chief Executive, Project Management and Digital Innovation  
Shahryar Khazei, Chief Information Officer

**SUBJECT: AMENDMENT TO INCREASE CONTRACT CAPACITY OF MANAGED SERVICES MASTER SERVICES AGREEMENTS TO SUPPORT THE MISIS PROJECT**

**CONTRACTOR NAME**

Cognizant Technology Solutions U.S. Corporation  
Dell  
Infosys Limited  
Microsoft Corporation

**CONTRACT NO.**

4400004601  
4400004602  
4400004603  
4400004604

The Information Technology Division (ITD) is requesting approval to increase the contract capacity of the District's current Managed Services Master Services Agreements (MSA), which provides a long-term sustainability plan for the My Integrated Student Information System (MiSiS) project by providing the skillsets and volume of resources needed for current and future deployments.

***Why is this necessary?***

The District has successfully transitioned services from the Master Work Order (MWO) with Microsoft to this Managed Services MSA. This amendment is required to ensure that services continue for fiscal year 2017-2018.

On May 5, 2016, in collaboration between ITD and Procurement Services Division, informal solicitation #913-1 was released to the bench of MSA vendors. The solicitation required pricing to be valid through June 30, 2020. After a rigorous evaluation and selection process, the District executed a work order with Infosys, one of the service providers to provide Managed Services for fiscal year 2016-2017. ITD is confident that continuing with Infosys for next fiscal year is the right course of action for the continued success of the MiSiS Project.

This request is to allow ITD to extend existing work orders through the end of fiscal year 2017-2018. Funding for this increased capacity is already within the current MiSiS budget.

***Why do we need to do this now?***

Spending limits on existing Managed Services MSA will be exhausted by June 30th. The increased contract capacity will enable ITD to maintain the work started in prior project phases and continue to make required improvements to MiSiS. This will allow

APPROVED

June 13, 2017

current projects to continue all services through June 30, 2018, with minimal disruption. Subject to Board approvals, the District retains the right to extend existing work orders through fiscal year 2019-2020.

ADOPTED  
BOARD REPORT

JUN 13 2017

***What would happen if this were not approved?***

Without this capacity increase, ITD would not have the ability to obtain ongoing managed services for the MiSiS application, thereby running the risk of delays or implementation challenges. Without the support of a managed services vendor, the District will lack sufficient resources to support the District's instructional and organizational goals related to MiSiS.

***What are the terms of the proposed agreement?***

The proposed amendment will increase the contract capacity by \$9.5 million for services targeted for fiscal year 2017-2018.

The funding sources are estimated to come from a combination of Bond and General Fund. Funds allocated for this purpose are expended only on an as-needed basis according to approved budget and project needs. The not-to-exceed contract capacity will be \$9.5 million for services targeted for fiscal year 2017-2018. The total funding to support this project is already included in the approved MiSiS budget. The District will return to the Board of Education for approval of any future phases.

Should you have any questions, please contact Diane H. Pappas at 213-241-1807.

c:	David Holmquist	Thelma Meléndez	Frances Gipson
	Nicole Elam-Ellis	Jefferson Crain	George Silva

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**INFORMATIVE**

DATE: June 13, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent

**FROM:** Frances Gipson, Chief Academic Officer  
Shahryar Khazei, Chief Information Officer

ADOPTED  
BOARD REPORT

JUN 13 2017

**SUBJECT: REQUEST FOR BOARD APPROVAL – AGREEMENT TO PROVIDE  
SCHOOL SEARCH FUNCTION IN SUPPORT OF THE UNIFIED  
ENROLLMENT PROJECT**

**CONTRACTOR:**  
SCHOOLMINT INC.

**CONTRACT NO.:**  
4400005589

The Office of School Choice (OSC) and Information Technology Division (ITD) are requesting Board of Education approval of an agreement to provide an online school search tool in support of the Unified Enrollment project.

In response to Board Resolution 073-14/15: *Believing in Our Schools Again: Investing in Enrollment Growth for LAUSD 2015*, LAUSD seeks to maximize student and parent choice through the Unified Enrollment project by creating a school search tool, common application timeline, and placement process for most school choice programs. A one-stop online search tool for all LAUSD-operated schools will allow families to locate and save their school program preferences. By simplifying the school choice and enrollment processes for students and parents, LAUSD can align the Unified Enrollment timeline to other competitive groups that begin their outreach campaign early in the school year.

***Why is this necessary?***

LAUSD does not currently have a school search tool for school choice programs and parents can only search for schools using their home address. Parents are not aware of all school choice offerings district-wide and do not have access to a single portal to manage all of their applications. This limited functionality prevents parents from navigating and learning about the plethora of academic programs offered by the district. LAUSD is losing parents to school choice options like independent charters that are able to promote their programmatic offerings more effectively.

The objective of the Unified Enrollment project is to integrate a school search tool with an online application portal where parents can search LAUSD school options based on the academic interests of their children, save preferences, and submit an enrollment application to any of the available academic programs. This new tool will improve the school choice search for parents, greatly shorten the application timeline for the 18-19 school year enrollment, and facilitate year-round enrollment



processes for some schools/programs, helping to attract and retain students.

***Why do we need to do this now?***

The school search tool needs to be procured and implemented in time to provide parents access to the Unified Enrollment application system in the fall of 2017. This application system will enable parents to search for schools of choice based on desired school enrollment programs, school amenities, travel distance, and transportation options all within the desired proximity of the student's home address. The school search option will allow parents to rank schools and submit an application for placement through <http://apply.lausd.net>. If a school search tool is not implemented, parents will not have a way to view school choice programs, compare their selections, and save a ranked list to populate their school choice application in time for the 2017-2018 school year.

***What would happen if these were not approved?***

Without approval of the school search tool, the diverse set of programs in the school choice portfolio will continue to be overlooked by parents who are unaware of their choices or find it too difficult to apply. These school choice programs include: Magnet, Permits with Transportation, Zones of Choice, Schools for Advanced Studies, Dual Language and Bilingual programs, incoming Inter-district Permits and District K-12 Open Enrollment. It is in the District's best interest to support and promote its school choice programs to better meet the needs of families and attract and retain enrollment. A single search tool and application portal will reduce the burden on families and school sites by educating families about school choice options and simplifying the application process.

***What are the terms of the proposed procurement?***

The proposed agreement is for a period of one year with four 1-year options. The cost is \$410,000 for the first year and \$148,500 per year for the next four years. The aggregate, not-to-exceed amount is \$1,004,000, if all options are exercised. The source of funding is anticipated to be 100% Bond funds which will come forward under the Unified Enrollment project for approval on June 13, 2017.

If you have any questions or require additional information, please contact George Bartleson, Executive Director, Office of School Choice at (213) 241-1747 or Shahryar Khazei, Chief Information Officer, Information Technology Division at (213) 241-4096.

c: David Holmquist    Thelma Meléndez    George Silva  
Nicole Elam-Ellis    Jefferson Crain



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Risk Management and Insurance Services  
Procurement Services Division

ADOPTED  
BOARD REPORT  
JUN 13 2017

INFORMATIVE

DATE: May 4, 2017

TO: Members, Board of Education  
Michelle King, Superintendent

FROM: Janice Sawyer, Chief Risk Officer  
Division of Risk Management and Insurance Services

George Silva, Chief Procurement Officer  
Procurement Services Division

SUBJECT: **THE SEGAL COMPANY**  
**CONTRACT NO.: 4400002479 AMENDMENT 4**  
**CONTRACT AMOUNT: \$1,493,110 (INCLUDING ADDITIONAL \$250,000)**  
**HEALTH BENEFITS CONSULTING SERVICES**

Benefits Administration, in conjunction with Procurement Services Division, is requesting to extend Contract #4400002479 with The Segal Company (Segal) with all terms and conditions remaining in full force and effect. Segal provides health benefits consulting services to the District and the Health Benefits Committee (HBC). The current contract with Segal is set to expire on January 15, 2018. This is a request to amend the period of agreement extending the end date to January 15, 2019 for a sixth year and to add the annual contract amount of \$250,000 additional capacity.

*Why is this necessary?*

Benefits Administration has a total of eight health and welfare contracts set to expire on December 31, 2018. The following contracts must undergo a solicitation process before the contracts expire:

MEDICAL PLANS

1. Anthem Blue Cross
2. Health Net
3. Kaiser Permanente
4. United Health Care

DENTAL PLAN

5. Western Dental

VISION PLAN

6. VSP

SUPPLEMENTARY BENEFIT PROGRAMS

7. ReliaStar/Voya (Life Insurance)
8. ADP (Flexible Spending Account)

APPROVED

Segal's expertise has been vital to the District and the HBC in assisting with developing the scope of work, developing the request for proposal, evaluating each proposal for network disruption and price analysis, and providing consulting services. To maintain plan stability and because of their expertise in District health benefit plans, it is the recommendation of the Benefits Administration and Procurement Services Division to extend Contract 4400002479 as a one-time occurrence. The HBC is also in agreement with this recommendation.

BOARD REPORT  
JUN 13 2017

***Why do we need to do this now?***

The Request for Proposal (RFP) for the eight health and welfare contracts will be staggered in multiple phases between July 2017 and June 2018. This strategy will ensure that all health and welfare contracts will be established and ready in time for annual benefits open enrollment for 2019 plan year. It is critical for Segal to analyze the network disruption to our members and price analysis of the proposers.

***What would happen if this were not approved?***

If the Board does not extend the Segal contract for a sixth year, their contract would expire during the procurement process. This could potentially mean a new health benefits consultant would be brought on board in the middle of the RFP process. Bringing on a new health benefits consultant at this critical point, may affect the integrity and/or elongate the procurement process and have potential conflict of interest issues.

***What are the terms of the proposed agreement?***

This proposed amendment will extend the contract for one year to January 15, 2019 with a not-to-exceed amount of \$250,000, bringing the total contract value to \$1,493,110. Following the approval of this amendment, Procurement will conduct a formal procurement for a five-year health benefits consulting contract.

If you have any questions or require additional information, please contact George Silva at [george.silva@lausd.net](mailto:george.silva@lausd.net) or at (213) 241-1751 or Janice Sawyer at [janice.sawyer@lausd.net](mailto:janice.sawyer@lausd.net) or at (213) 241-3139.

c: Alma Peña-Sanchez  
David Holmquist  
Thelma Melendez  
Frances Gipson  
Nicole Elam-Ellis  
Jefferson Crain

APPROVED


Board of Education Report  
No. 490--16/17  
For 06/13/17 Board Meeting

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Instruction

INFORMATIVE

DATE: May 3, 2017

TO: Members, Board of Education  
Michelle King, Superintendent of Schools

FROM:  Derrick Chau, Ph.D.  
Senior Executive Director, P-12 Instruction

ADOPTED  
BOARD REPORT

JUN 13 2017

 Esther Sinofsky, Ph.D.  
Administrative Coordinator, Integrated Library & Textbook Support Services

SUBJECT: **AWARDED CONTRACTOR NAME:** Follett School Solutions  
**CONTRACT NO.:** 4400003317-2  
**CONTRACT AMOUNT:** \$2,292,056  
**RECOMMENDATION TO AMEND CURRENT CONTRACT**

Integrated Library and Textbook Support Services (ILTSS) is requesting approval for a two-year extension of the current contract with Follett School Solutions for the *Destiny* system. *Destiny*'s three manager modules – Library, Textbook, and Resource – provide the District with a powerful tool for tracking instructional materials and equipment such as library materials, textbooks, devices, and musical instruments. The ability to identify surplus instructional materials and equipment at one site and transfer them to another site save the District money. For example, the value of the surplus textbooks transferred from the Pico Rivera Warehouse to schools from January through December 2016 were valued at \$2,681,313.85. This constitutes a major savings.

***Why is this necessary?***

The current three-year contract ends this August. The District needs to continue the momentum of effort with a combination of maintenance of the program and enhancements to the program. LAUSD has a significant investment in instructional media resources/equipment. This investment will continue to grow as the District and schools continue to purchase new technology and rebuild programs. *Destiny* has proven to be the solution for tracking the inventory status and condition of District media resources/equipment. The *Destiny* system allows the District to track its assets and more strategically manage them.

***Why do we need to do this now?***

The current contract expires in August. The District must maintain the current momentum of effort and enhance aspects of the program to better track and share resources. The two-year extension will provide ILTSS with the ability to further support various District efforts to reduce costs through careful management of resources.

***What would happen if this were not approved?***

If the contract is not amended, it will expire in August. This will negatively impact the District's ability to inventory, circulate, and track library and instructional materials, devices, and musical

Members, Board of Education  
Michelle King, Superintendent

-2-

ADOPTED  
BOARD REPORT

JUN 13 2017

May 3, 2017

instruments. The inability to identify surplus textbooks, for example, would jeopardize *Williams* sufficiency including LACOE's *Williams* visits to schools to check that each student has a textbook. It would negate years of effort and a multi-million dollar investment.

***What are the terms of the proposed agreement?***

Per an April 25, 2017, letter from Mr. Jerry Perez, VP Emerging Markets, the price reflects a 64% discount from Standard Pricing with Volume District and defers the current industry increase of 5% for LAUSD. Funding for Year 1 of the maintenance portion of the renewal has been approved from General funds (\$910,577). Funding for the enhancement portion of the YR1 and 2 portion of the renewal will be paid from existing ILTSS Bond funds (\$235,451 per year). Continued use of these Bond funds for the project was approved by the Director of Capital Fund Compliance on March 23, 2017.

If you have any questions or require additional information, please contact me at [esther.sinofsky@lausd.net](mailto:esther.sinofsky@lausd.net) or at (213) 241-1236.

c: Alma Peña Sanchez  
David Holmquist  
Dr. Thelma Meléndez de Santa Ana  
George Silva  
Alison Towery  
Nicole Elam-Ellis  
Jefferson Crain



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Beyond the Bell Branch

ADOPTED  
BOARD REPORT

JUN 13 2017

**INFORMATIVE**

**DATE:** May 16, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent

**FROM:** Alyaro Cortés, Senior Executive Director  
Beyond the Bell Branch

APPROVED

**SUBJECT: RECOMMENDATION FOR NEW CONTRACT FOR BAND UNIFORMS  
CONTRACT NUMBER: 4400005694**

**Background**

Beyond the Bell (BTB) conducts music and band programs at numerous middle and high schools. The total number of schools with music programs is 72 middle schools and 41 high schools for a total of 113 campuses. Highlights of the program include: the LAUSD All-Star Marching Band that performs at the Rose Parade, the Washington Prep Jazz Band that performs at the Playboy Jazz Festival, and the Band & Drill Team Championship at East Los Angeles College.

**Why is this necessary?**

This contract is needed to provide schools and the Associated Student Body with a contract vehicle for making volume purchases of band uniforms at discounted pricing. Beyond the Bell Branch and Procurement Services is seeking approval from the Board for the new contract listed below.

- Stanbury Uniforms, Inc. #4400005694

**Why do we need this now?**

At a time when school and Associated Student Body funds are dwindling, the recommended contract awards will increase their purchasing power and reduce the amount of time and effort needed to purchase new band uniforms. The current lead time for making new purchases can be as long as six months.

**What would happen if this were not approved?**

If this contract is not approved, the schools would continue to buy band uniforms on a one-off or as needed basis and would not receive needed volume discounts.

**What are the terms of the proposed agreement?**

This is a capacity contract with a term of 36 months and a value of approximately \$500,000. Funding will come from various requesting school locations.

Should you have any questions or require additional information, please contact Tony White at [tony.white@lausd.net](mailto:tony.white@lausd.net), or at (213)241-7900.

c: Alma Peña-Sanchez  
David Holmquist  
Frances Gipson

Thelma Meléndez de Santa Ana  
Mark Hovatter  
Nicole Elam-Ellis

Jefferson Crain  
George Silva



**INTEROFFICE CORRESPONDENCE**  
**Los Angeles Unified School District**  
**Beyond the Bell Branch**

**TO:** Members, Board of Education  
Michelle King, Superintendent

**FROM:** Alvaro Cortés, Senior Executive Director  
Beyond the Bell Branch

**SUBJECT: RECOMMENDATION FOR NEW CONTRACT FOR VARIOUS TYPES OF MUSICAL INSTRUMENTS**  
**CONTRACT NUMBERS: 4400005710-4400005715**

ADOPTED  
BOARD REPORT

**INFORMATIVE**

**DATE:** May 16, 2017

JUN 13 2017  
**APPROVED**

**Background**

Beyond the Bell (BTB) conducts music and band programs at numerous middle and high schools. The total number of schools with music programs is 72 middle schools and 41 high schools for a total of 113 campuses. Highlights of the program include: the LAUSD All-Star Marching Band that performs at the Rose Parade, the Washington Prep Jazz Band that performs at the Playboy Jazz Festival, and the Band & Drill Team Championship at East Los Angeles College.

**Why is this necessary?**

This contract is needed to provide schools and the Associated Student Body with a contract vehicle for making volume purchases of various types of musical instruments at discounted pricing. Beyond the Bell Branch and Procurement Services is seeking approval from the Board for the six new contracts listed below.

- |   |             |
|---|-------------|
| • Alamo Music Center                                | #4400005710 |
| • Bertrand's Music Enterprises                      | #4400005711 |
| • Cascio Interstate Music Inc. dba Interstate Music | #4400005712 |
| • Charles Music Store                               | #4400005713 |
| • JKFAA Music services, LLC                         | #4400005714 |
| • Keyboard Concepts, Inc.                           | #4400005715 |

**Why do we need this now?**

At a time when school and Associated Student Body funds are dwindling, the recommended contract awards will increase their purchasing power and reduce the amount of time and effort needed to purchase new instruments.

**What would happen if this were not approved?**

If this contract is not approved, the schools would continue to buy instruments on a one-off or as needed basis and would not receive needed volume discounts.

**What are the terms of the proposed agreement?**

This is a capacity contract with a term of 36 months and a value of approximately \$22,000,000. Funding will come from various requesting school locations.

Should you have any questions or require additional information, please contact Tony White at [tony.white@lausd.net](mailto:tony.white@lausd.net), or at (213) 241-7900.

c: Alma Peña-Sanchez  
David Holmquist  
Frances Gipson

Thelma Meléndez de Santa Ana  
Mark Hovatter  
Nicole Elam-Ellis

Jefferson Crain  
George Silva

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Transportation Services Division

**TO:** Members, Board of Education  
Michelle King, Superintendent

ADOPTED  
BOARD REPORT

**INFORMATIVE**

**DATE:** May 17, 2017

**FROM:** Yi Hwa Kim, Deputy Director  
Transportation Services Division

JUN 13 2017

APPROVED

**SUBJECT: RECOMMENDATION FOR NEW FUEL CONTRACT FOR GASOLINE, BIODIESEL, AND RENEWABLE FUELS**  
**CONTRACT NUMBERS: 4400005695 (FALCON) & 4400005696 (IPC)**

**Background**

At the June 13, 2017 Board Meeting, Transportation Services Division (TSD) will request Board approval of two (2) contract awards to Falcon Fuels and Itochu Products Company (IPC) for fuel and fueling services. These contracts will enable the purchase of bulk fuel to operate District vehicles and power equipment in various departments and offices. Falcon Fuels was the lowest bidder for regular unleaded and renewable biodiesel, and IPC was the lowest bidder for biodiesel.

**Why is this necessary?**

This contract is needed to supply fuel to power approximately 3,500 vehicles and power equipment operated by various departments and offices including School Police, Truck Operations, Bus Operations, and Maintenance. Bulk fuel purchases provide savings as fuel prices fluctuate and historically trend upward. Municipalities including LA County and City of LA were contacted on the possibility of a cooperative fueling contract; however, the municipalities did not express any interest. In addition, piggybacking off these contracts did not provide the best pricing.

**Why do we need this now?**

The recommended contract award will ensure uninterrupted fuel access and continuity of service for District vehicles and equipment with the current contract for bulk fuel delivery to underground storage tanks set to expire in May 2017.

**What would happen if this were not approved?**

If this contract is not approved, the District would be required to purchase fuel without the benefit of industry standard price references, resulting in significant higher costs. In addition, product supply in the required amounts with an enforceable delivery commitment would not be guaranteed.

**What are the terms of the proposed agreement?**

This is a capacity contract with a term of 60 months and a not-to-exceed value of \$16 million. The price is set for the length of the contract. The vendor has the opportunity to request for a price increase at the beginning of each annual period. However, the District will have full discretion to approve or disapprove the request.

Should you have any questions or require additional information, please contact me at [yi\\_hwa.kim@lausd.net](mailto:yi_hwa.kim@lausd.net), or at (213) 580-2920.

c: Alma Peña-Sanchez  
Frances Gipson  
Thelma Meléndez de Santa Ana

Mark Hovatter  
Nicole Elam-Ellis  
Jefferson Crain

David Holmquist  
George Silva

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Transportation Services Division

**TO:** Members, Board of Education  
Michelle King, Superintendent

**FROM:** Yi Hwa Kim, Deputy Director  
Transportation Services Division

**SUBJECT: RECOMMENDATION FOR CONTRACT AWARD TO BUS WEST AND CREATIVE BUS  
SALES FOR SCHOOL BUS REPLACEMENT  
PURCHASE ORDERS NO: 4500310281 AND 4500310282**

ADOPTED  
BOARD REPORT

JUN 13 2017

APPROVED

**INFORMATIVE**

**DATE:** May 9, 2017

**Background**

At the Board Meeting on June 13, 2017, Transportation Services Division (TSD) will request Board approval of two (2) awards to purchase 78 new clean air school buses with Bus West and Creative Bus Sales to replace aging diesel school buses. Bus West was the lowest bidder for the 25-passenger buses and Creative Bus Sales for the 16-passenger buses.

The Board of Education previously approved Board Report 338-16/17 on February 14, 2017 to amend the TSD Strategic Execution Plan to utilize Measure Q bond funding for the purchase of new clean air school buses.

**Why is this necessary?**

The purchase is necessary to replace aging diesel school buses that are operating beyond their economic useful life. The new buses will yield significant reductions involving the following: 1) carcinogenic risks to students, staff and the local community; 2) particulate matter; and 3) greenhouse gas emissions. Additionally, these reductions will result in improved air quality and its ancillary human health benefits to Southern California residents.

**Why do we need this now?**

The oldest buses need to be replaced since they are more expensive to maintain and much more susceptible to breakdowns which negatively impacts the on-time delivery of students to schools. Also, the new buses will replace old buses without air conditioning and seat belts. The purchase is the second phase of the new school bus purchases for 2016-17.

**What would happen if this were not approved?**

The District would continue operating old diesel school buses which are more likely to breakdown and not realize potential cost savings in reduced maintenance and operating costs compared to new buses. Furthermore, the District would not benefit from improved safety features including back-up mirror cameras and safety restraints.

**What are the terms of the proposed agreement?**

This is a one-time procurement and the contract amount is not to exceed \$7.04 million to be funded from Measure Q bond funds.

Should you have any questions or require additional information, please contact me at [yi\\_hwa.kim@lausd.net](mailto:yi_hwa.kim@lausd.net), or at (213) 580-2920.

**c:** Alma Peña-Sanchez  
Frances Gipson  
Thelma Meléndez de Santa Ana

Mark Hovatter  
Nicole Elam-Ellis  
Jefferson Crain

David Holmquist  
George Silva



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Los Angeles School Police Department

**INFORMATIVE**  
**May 16, 2017**

**TO:** Members, Board of Education  
Michelle King, Superintendent

**FROM:** Steven K. Zipperman, Chief of Police

**SUBJECT: POLICE VEHICLE PURCHASE**

**Awarded Vendors: Motorola Solutions, Inc.**

**CONTRACT AMOUNT: NOT TO EXCEED \$283,253.00**

***Why is this necessary?***

New police vehicles need to be outfitted with vehicle radios to meet daily police duties.

We are requesting the following:

- Board approval to purchase police vehicle radios to outfit the new vehicles.

***Why do we need to do this now?***

The purchase of new vehicles would be of no use if they are not equipped with radios to meet police duties.

***What would happen if this were not approved?***

Los Angeles School Police Department would have new vehicles parked, unable to be placed in service.

***What are the terms of the proposed agreement?***

Our intent is to outfit the vehicles for year fiscal year 2016-2017 of the Board approved 10-year White Fleet Replacement Schedule.

We intend to fund the services with the General Fund allocated to fleet and to cover fiscal year two (2016-2017) of the Ten Year Replacement Schedule.

**cc:** Alma Pena-Sanchez  
Thelma Melendez de Santa Ana  
David Holmquist  
Nicole Elam-Ellis

Cheryl Simpson  
George Silva  
Jefferson Crain

ADOPTED  
BOARD REPORT  
JUN 13 2017

APPROVED

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

ADOPTED  
BOARD REPORT

JUN 13 2017

**INFORMATIVE**

**DATE:** June 13, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools

**FROM:** Shahryar Khazei, Chief Information Officer

**SUBJECT: APPROVAL OF AGREEMENTS TO PROVIDE INTERACTIVE  
ELECTRONIC WHITEBOARD SYSTEMS**

APPROVED

CONTRACT NO.	CONTRACTOR	MANUFACTURER
4400005705	Arey Jones	Promethean
4400005706	Collaboration Solutions	SMART
4400005707	KIS	Epson
4400005708	Golden Star Technologies	Viewsonic
4400005709	CHIP Enterprises Inc. dba Onpoint	Mimeo

The Information Technology Division (ITD) is requesting Board approval for District-wide purchasing agreements for Interactive Electronic Whiteboard systems and related services. These agreements will enable schools and offices to purchase Interactive Electronic Whiteboard systems at high-volume, discounted prices.

***Why is this necessary?***

These purchasing agreements allow schools and offices to take advantage of high-volume, discounted prices that would otherwise be unavailable to them if they negotiated independently. Vendors were selected through a competitive bid process, with each one providing the lowest pricing per awarded category. ITD provided technical direction during bid development and vendor selection to assure compatibility with the District's computing environment.

***Why do we need to do this now?***

LAUSD's current agreements for Interactive Electronic Whiteboard systems have expired. Schools and offices will need a purchasing vehicle for products and services at high-volume, discounted prices that meet District standards.

***What would happen if this were not approved?***

If this were not approved, each location would need to negotiate individually with vendors when purchasing items, resulting in higher prices than those offered in high-volume, enterprise-level agreements. This process requires additional time that may take away from the classroom and other District duties.

***What are the terms of the proposed agreement?***

The new agreement will be effective upon Board approval. The proposed term is for



55

five (5) years. The estimated total value of contract is not to exceed \$5.5 Million. Purchases are funded from individual school and office budgets and include various sources of funding.

Should you have any questions, please contact me at 213-241-4096.

c:	David Holmquist	Thelma Meléndez	Frances Gipson
	Nicole Elam-Ellis	Jefferson Crain	George Silva

ADOPTED  
BOARD REPORT

JUN 13 2017

APPROVED

APPROVED  
ADOPTED  
BOARD REPORT  
JUN 13 2017

56

Board of Education Report  
No. 490-16/17  
For 06/13/17 Board Meeting

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Asset Management Branch

**INFORMATIVE**

**DATE: MAY 05, 2017**

**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools

**FROM:** Yekaterina Boyajian  
Director, Non-Academic Facilities Planning

**SUBJECT: AWARDED VENDOR NAME: HARRIS OFFICE PRODUCTS  
PURCHASE ORDER NO.: 4500309768, IFB 2000001294 FLAT FILE CABINETS  
PURCHASE ORDER AMOUNT: \$701,100 TOTAL VALUE  
RECOMMENDATION TO AWARD**

**Intro.**

***Why is this necessary?***

The purchase of the flat file systems is part of the relocation of the FSD Vault Storage. LAUSD currently does not have a formal Records Archive facility for Large Format Drawings and prints. The existing FSD Drawing Archive "Vault" is a made up space which is inadequate and lacks the proper fire suppression system required to keep the records safe. In addition the Archives are currently at near full capacity and the current space has no potential to expand. Furthermore, the current file cabinets are malfunctioning and have advanced tear and wear. The new FSD Facility at Roybal LC will nearly double its archiving capacity as well as upgrade its cabinets to allow for a consistent file storing system. The space being considered at Roybal LC was intended to become the new LAUSD Archive Records facility and it was previously modified to include a dual fire suppression system required for archiving documents (This is a dry system that uses a gas suppressing agent which will not only prevent a fire but it will also keep the files dry and safe). The new space complies with the required building and fire codes as well.

***Why do we need to do this now?***

The current system will run out of storing space soon which will inevitably cause for legal record drawings to be stored in an improper and unprotected way. More importantly, there is a risk at any moment of having all the LAUSD Record drawings from all of its schools damaged by water in the event of a fire. Fire events can happen at any time, even a small fire will trigger the wet sprinkler system to go off, damaging record drawings. This project has been planned over a year ago, and the proposed storage space at Roybal LC was created and set aside during the TI work done years back. Furnishing the Vault space will allow LAUSD to expand its storage capacity and more importantly, it will prevent any water damage to the records, a risk LAUSD is running at the current "Vault" location.

Members, Board of Education  
Michelle King, Superintendent of Schools

-2-

ADOPTED  
BOARD REPORT

May 05, 2017

JUN 13 2017

APPROVED

***What would happen if this were not approved?***

The Vault will run out of space, archiving of Record Drawings from Newly-constructed schools and renovation projects will no longer be possible at the existing vault. LAUSD will not be able to properly store Record Drawings. The risk of fire and/or water damage will remain eminent.

***What are the terms of the proposed agreement?***

This is a one-time purchase of cabinets for the Vault Storage Project to prevent water damage and to expand storage capacity.

If you have any questions or require additional information, please contact me at [yekaterina.boyajian@lausd.net](mailto:yekaterina.boyajian@lausd.net) or at (213) 220-1270.

c: David Holmquist  
Jefferson Crain  
Yvette Merriman-Garrett  
Jerry Baker  
Pablo Ramirez  
Mary Tersic

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Facilities Services Division

APPROVED

**INFORMATIVE**

DATE: May 16, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools

**FROM:** Roger Finstad, Director  
Maintenance and Operations

RVF

ADOPTED  
BOARD REPORT  
JUN 13 2017

**SUBJECT: RENTAL AND SERVICING OF PORTABLE TOILETS, IFB NO. 2000001354  
UNITED SITE SERVICES OF CALIFORNIA, INC., CONTRACT NO.: 4400005704  
CONTRACT AMOUNT: \$650,000 TOTAL VALUE OVER THREE YEARS,  
WITH TWO TWELVE MONTH EXTENSION OPTIONS  
RECOMMENDATION TO AWARD**

Maintenance and Operations is requesting the Board of Education's approval to award Annual Contract Number 4400005704, for the Rental and Servicing of Portable Toilets.

***Why is this necessary?***

This contract is needed to provide the lowest overall competitive cost for rental and servicing of portable toilets and hand washing stations for Schools and offices, on an as needed basis.

***Why do we need to do this now?***

The previous contract has expired and there is a continuous need for this service. This contract is needed to provide temporary portable restroom facilities and hand washing stations to be utilized at schools.

***What would happen if this were not approved?***

If the contract is not approved, there would be an increased administrative cost and burden to the District personnel that need to procure these services. The use of rental portable units may be necessary at times of plumbing emergencies with existing systems at our District facilities. This contract will assist with keeping our sites operational, safe, and secure.

***What are the terms of the proposed agreement?***

The terms of the contract will be for 36 months, with two twelve month extension options. Funding will be provided on an as needed basis utilizing an estimated 90% Restricted Maintenance Funds and 10% Bond.

If you have any questions or require additional information, please contact me at [roger.finstad@lausd.net](mailto:roger.finstad@lausd.net) or at (213) 241-0304.

**c:** David Holmquist  
Thelma Meléndez de Santa Ana  
Jefferson Crain  
Mark Hovatter

Alma Pena-Sanchez  
Nicole Elam-Ellis  
George Silva



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Facilities Services Division

APPROVED

**INFORMATIVE**

DATE: May 16, 2017

**TO:** Members, Board of Education  
Michelle King, Superintendent of Schools

**FROM:** Roger Finstad, Director  
Maintenance & Operations

ADOPTED  
BOARD REPORT  
JUN 13 2017

**SUBJECT: PURCHASE OF CARGO VANS, IFB NO. 2000001316  
SOUTH BAY FORD LINCOLN, INC.  
PURCHASE ORDER NO.: 4500310691  
PURCHASE ORDER AMOUNT: \$193,856.27  
RECOMMENDATION TO AWARD**

Maintenance and Operations is requesting the Board of Education's approval to award the purchase of five (5) full size cargo vans for use throughout the District.

***Why is this necessary?***

This purchase is needed to replace vehicles being taken out of service.

***Why do we need to do this now?***

Procurement of the vans will replace obsolete service vehicles, lowering mechanical downtime and annual operating/maintenance costs. There will be fewer days of unavailable vehicles for our Maintenance & Operations staff.

***What would happen if this were not approved?***

If the purchase is not approved, there would be a burden to Maintenance & Operations staff that need the use of cargo vans to transport equipment, tools, hardware, materials, and co-workers to job sites.

***What are the terms of the proposed agreement?***

Funding will be provided utilizing 100% General funds.

If you have any questions or require additional information, please contact me at [roger.finstad@lausd.net](mailto:roger.finstad@lausd.net) or at (213) 241-0304.

**c:** David Holmquist      Alma Pena-Sanchez      Thelma Meléndez de Santa Ana  
Mark Hovatter      Yvette Merriman-Garrett      Nicole Elam- Ellis  
George Silva      Jefferson Crain

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division

APPROVED

INFORMATIVE

DATE: May 15, 2017

TO: Members, Board of Education  
Michelle King, Superintendent

FROM: George Silva *g Silva*  
Chief Procurement Officer

ADOPTED  
BOARD REPORT

JUN 13 2017

SUBJECT: TOSHIBA BUSINESS SOLUTIONS  
CONTRACT NO.: 4400005020-3  
CONTRACT AMOUNT: \$0  
AMENDMENT FOR NO COST EXTENSION OF CONTRACT

Contract No. 4400005020 is a formally competed strategic contract for the District's Unified Print Program supporting over 4,000 multi-function copier devices. Under the Unified Print Program, schools do not have to purchase, lease, or rent copiers. The Program's foundation is a "cost per copy" model that requires the vendor to provide free copiers to requesting school sites. As part of the Program, schools receive their copier, maintenance, and toner at no extra costs. Under the "cost per copy," model, black and white copies cost less than one penny (\$0.0098) and color copies cost less than four cents (\$0.0395). Schools and offices provide their own paper and staples and only pay for the actual number of copies made. The expenditures to date, on this contract, total \$18 million against the \$60 million amount authorized by the Board (055-11-12, Oct.11-2011). Before the Unified Print contract was awarded, the annual expenditure for eight (8) vendors supporting copier and printer leases, toner, and other supplies was \$25,000,000. The "cost per copy" model has proven to be a source of significant cost savings to the District since the inception of the contract.

*Why is this necessary?*

The current contract will expire October 31, 2017, and there are no more extensions available without prior Board approval. A two-year no-cost extension is requested for this contract. No additional dollar authority is needed beyond that already approved by the Board. Approval of the no-cost extension will enable schools and offices to continue taking advantage of the Unified Print Program.

*Why do we need to do this now?*

Removal and replacement of approximately 4,000 devices plus their associated servers, assuming contract award potentially to a new vendor, will place a heavy operational burden on schools, Maintenance and Operations, and Facilities. School staff will have to learn how to operate new copiers and how to use a new billing system. This will add increased stress and impact the amount of quality time staff can dedicate to serving students and families. Implementation of the Unified Print Program took over one year to accomplish following contract award.

JUN 13 2017

APPROVED

***What would happen if this were not approved?***

Separate extensive bid events would need to be held for each device size to support individual schools and offices. Prior to the Unified Print Program, up to eight vendors had contracts for lease, purchase, and maintenance, requiring heavy administration by schools and offices, Accounts Payable, and Procurement.

***What are the terms of the proposed agreement?***

The amendment provides for continuation of the existing favorable "cost per copy" pricing and payment via the District's P-Card Program. Additionally, the amendment includes replacement and/or refresh of copier devices that are approaching end of useful life.

If you have any questions or require additional information, please contact me at [george.silva@lausd.net](mailto:george.silva@lausd.net) or at (213) 241-1751.

c: Alma Peña-Sanchez

David Holmquist

Earl R. Perkins

Frances Gipson

Thelma Meléndez

Nicole Elam-Ellis

Jefferson Crain