



## Board of Education Report

File #: Rep-010-23/24, Version: 1

ADOPTED BOARD  
REPORT

Approval of Procurement Actions  
August 22, 2023  
Procurement Services Division

APPROVED

AUG 22 2023

### Action Proposed:

Ratify the contract actions taken by the Procurement Services Division within delegated authority as listed in Attachment "A" including the approval of award of Professional Service Contracts not exceeding \$250,000: New Contracts; Contract Amendments; Low Value - Purchase Orders; Goods and General Services Contracts: Purchase Orders; Low Value - Purchase Orders; District Card Transactions; Rental of Facilities; Travel/Conference Attendance; General Stores Distribution Center; and Book/Instructional Material Purchase Orders; and approve Professional Service Contracts (exceeding \$250,000): New Contracts; and Goods and General Services Contracts (exceeding \$250,000): New Contract; Contract Amendment; and Piggyback Contracts as listed in Attachment "B."

### Background:

Procurement Services staff prepares monthly reports for contract actions necessary for the execution of the projects approved by the Board for the educational and operational requirements of the District in accordance with Board delegated authority to the Superintendent.

### Expected Outcomes:

Approval of these items will allow the goods and services provided by these contracts furnishing the equipment, supplies, or services to the Los Angeles Unified School District that support Board policies and goals.

### Board Options and Consequences:

The Board can approve all actions presented, or postpone selected actions pending receipt of additional information. Non-ratification of actions awarded under delegated authority in Attachment "A" will result in immediate unavailability of products or discontinuance of services, or both. While non-ratification may be legally defensible, it would likely result in costly litigation over discontinued payments or if the District attempts to reclaim payments made to a vendor. District costs will likely increase as fewer vendors compete for future procurements. Postponement of actions presented for approval in Attachment "B" will delay contract award or delivery dates.

### Policy Implications:

This action does not change District policy and conforms to *California Education Code section 17604* that permits the Board of Education to delegate authority for Procurement Services (Board Report 444-17/18), which the Board exercised on May 8, 2018.

### Budget Impact:

The contract actions presented are within the budget authority previously approved by the Board. Ratification of contracts awarded under delegation of authority and within their Board approved budget listed in Attachment

“A” includes:

- Award of Professional Service Contracts not exceeding \$250,000: New Contracts; Contract Amendments; Low - Value Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: Procurement Transactions - Purchase Orders; Low Value - Purchase Orders; Rental of Facilities; Travel/Conference Attendance; District Card Transactions; General Stores Distribution Center; and Book/Instructional Material Purchase Orders.

Request for Approval of Procurement Actions not under delegated authority listed in Attachment “B” includes:

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

**Student Impact:**

Not applicable.

**Equity Impact:**

See attached for applicable items.

**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, except where “authorization to negotiate and execute” is sought.

**Attachments:**

Attachment “A” - Ratification of Contracts Awarded Under Delegated Authority

Attachment “B” - Request for Approval of Contracts Not Under Delegated Authority

Previously adopted Board report referenced in the policy implications section:

- Adopted May 8, 2018: [Board Report No. 444-17/18](https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share_link)  
<[https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share\\_link](https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share_link)>
- California Education Code Section 17604 ([CE Code 17604](https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share_link))  
<[https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share\\_link](https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share_link)>

**Informatives:**

Not applicable.

**Submitted:**

07/28/23




**APPROVED**

RESPECTFULLY SUBMITTED,



ALBERTO M. CARVALHO  
Superintendent

APPROVED &amp; PRESENTED BY:



PEDRO SALCIDO  
Deputy Superintendent  
Business Services & Operations

**ADOPTED BOARD  
REPORT**  
**AUG 22 2023**


REVIEWED BY:



DEVORA NAVERA REED  
General Counsel

☒ Approved as to form.

APPROVED &amp; PRESENTED BY:



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

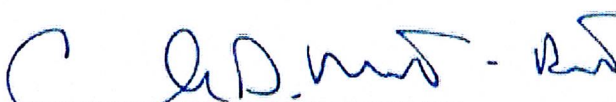
REVIEWED BY:



NOLBERTO DELGADILLO  
Deputy Chief Business Officer, Finance

☒ Approved as to budget impact statement.

APPROVED AND PRESENTED BY:



CHRISTOPHER MOUNT-BENITES  
Chief Procurement Officer  
Procurement Services Division

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

Item A

APPROVED

ADOPTED BOARD  
REPORT

AUG 22 2023

\$0

DIVISION OF INSTRUCTION

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Active Internet Technologies, Inc., dba Finalsight	4400006559	General Funds (100%)	\$0

Assignment of rights and delegation of duties of contract due to buy-out from Blackboard, Inc. to Active Internet Technologies, dba Finalsight for the District's fully-hosted mass notification system for attendance, emergency, and transportation communication to employees and parents.

**Assignment Effective Date:** May 19, 2023 through September 11, 2023

**Current Contract Value Being Reassigned:** \$233,550

**Requester:**

Paul Ishimaru, Senior Director  
Elearning & Graphic Design, Mass Notification  
Division of Instruction

**Equity Impact:**

Not applicable.



ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

**Item B**

APPROVED

ADOPTED BOARD  
REPORT

AUG 22 2023

FACILITIES SERVICES DIVISION

\$47,000

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Theodore Payne Foundation	4400011590	General Funds (100%)	\$47,000

Ratification of best value informally competed contract to provide in-person training of the planting and maintenance of California native plant materials.

The Theodore Payne Foundation will provide training to over 200 staff of the District's Maintenance & Operations gardening crews, split up into cohorts. Training will include, but is not limited to California native plan identification, including plan characteristics, and seasonal watering needs; planting, pruning, pest management and long-term maintenance; and training in efficient irrigation techniques.

Three proposals were received of which all were deemed qualified. The evaluation committee was comprised of three staff members from the Maintenance & Operations Branch. The proposals were evaluated based on the following factors: Professional/Technical Qualifications; Experience; Training Program; Small Business Enterprise (SBE) Participation; and Price. The Theodore Payne Foundation was the highest scored proposer.

Theodore Payne Foundation (TPF) is a new vendor to the District. Their experience includes installing more than a hundred school gardens across the city, training and consulting educators, and directly teaching students about the beauty, importance, and unique care needs of native plants. Through their K-12 branch, they have developed differentiated curriculum materials that support learners of all ages and modalities. TPF serves as a resource and education hub for teachers across Los Angeles for plants, education materials, direct training, field trips, consulting, and more. TPF has led their California Native Plan Landscaper program for educational institutions such as USC and UCLA.

This action supports Pillar 4, Operational Effectiveness, by having more native plants on our campuses, this will result in greater costs savings in less water usage and beautify our schools with proper landscaping. District's Maintenance & Operations gardening crews.

**Contract Term:** 05/22/23 through 06/30/24

**Contract Value:** \$47,000

**ATTACHMENT A**

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

**Requester:**

India Griffin, Director  
Maintenance & Operations  
Facilities Services Division

**APPROVED**

**ADOPTED BOARD  
REPORT**  
**AUG 22 2023**

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>2</b> Vaguely recognizes historical inequities	More California native landscaping is being introduced into our schools. Having properly trained staff will benefit the schools by increasing the likelihood of having healthy native gardens and plants.
<b>Resource Prioritization</b>	<b>1</b> Does not prioritize resources based on student need	The training will be used at school sites District-wide to keep landscape aesthetically pleasing and maintain curb-appeal in the community while saving money on using less water for irrigation.
<b>Results</b>	<b>2</b> May result in closed opportunity gaps and/or closing achievement gaps	A water-wise California native garden can dramatically reduce maintenance once it is established, eliminating the need for frequent fertilization and watering. Students will benefit from having a balanced ecosystem that promotes biodiversity.
<b>TOTAL</b>	<b>5</b>	



ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

Item C

APPROVED

ADOPTED BOARD  
REPORT

AUG 22 2023

OFFICE OF SCHOOL OPERATIONS

\$30,228

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Customer Expressions Corporation	4400008433-3	General Funds (100%)	\$30,228*

Ratification of amendment to extend the term and increase capacity of a single-source contract to provide an investigative case management system designed to track and manage cases within a centralized and secure solution. Integrated into i-Sight, is a real-time and full feature business intelligence application that provides the Student Safety Investigation Team the ability to increase the efficiency and effectiveness of the investigative work currently being performed by the investigations team.

Customer Expressions Corporation has been doing business with the District since 2019.

This action supports pillar 2, Joy and Wellness and Pillar 4, Operational Effectiveness. Conducting thorough investigations, as well as collecting and analyzing data relative to these investigations, allows us to be more effective operationally and to make data-based decisions to promote student safety.

**Contract Term:** 05/15/20 through 05/14/23

New end date by this amendment 05/31/24

Initial Contract Value: \$79,480  
Amendment No. 1: \$27,480  
Amendment No. 2: \$72,230  
\*Amendment No. 3: \$30,228  
**Aggregate Contract Value: \$208,418**

**Requester:**

Virgil County, Director  
Student Safety Investigation Team  
Office of School Operations

**Equity Impact:**

Not applicable.



ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

Item D

APPROVED

ADOPTED BOARD  
REPORT

AUG 22 2023

OFFICE OF THE BOARD SECRETARIAT/ INFORMATION TECHNOLOGY  
SERVICES

\$54,794

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Granicus, LLC	4400008646-1	General Funds (100%)	\$54,794*

Ratification of amendment to extend the term and increase capacity of a single-source contract to provide video streaming services, archive Board meetings and manage the Board agenda.

Platform allows parents, students, and the community the ability to view the Board of Education meetings.

Granicus, LLC has been providing the online system for Form 700 since 2019 and this video streaming services since 2020.

This action supports Pillar 3, Engagement and Collaboration.

**Contract Term:** 09/01/20 through 06/30/23

New end date by this amendment: 06/30/24, with one one-year option remaining

Initial Contract Value: \$150,728

\*Amendment No. 1: \$54,794

**Aggregate Contract Value: \$205,522**

**Requesters:**

Michael McLean, Executive Officer of the Board  
Office of the Board Secretariat

Soheil Katal, Chief Information Officer  
Information Technology Services

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

Equity Impact:

**APPROVED**

**ADOPTED BOARD  
REPORT**

**AUG 22 2023**

Component	Score	Score Rationale
<b>Recognition</b>	<b>1</b> Does not recognize historical inequities	Video streaming capabilities will be available to all parent and community members of LAUSD. It does not recognize any historical inequities
<b>Resource Prioritization</b>	<b>1</b> Does not prioritize resources based on student need	Video streaming capabilities will be available to all parent and community members of LAUSD. Access is not prioritized based on student need.
<b>Results</b>	<b>1</b> Unlikely to result in closed opportunity gaps and/or closing achievement gaps	This contract helps ensure the accessibility of information to parents and community members of LAUSD and is unlikely to result in closed opportunity gaps and/or closing achievement gaps.
<b>TOTAL</b>	<b>3</b>	

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

**Item E**

OFFICE OF THE CHIEF RISK OFFICER

\$50,000

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Pinnacle Actuarial Resources, Inc.	4400011043	General Funds (100%)	\$50,000

Ratification of best value informally competed contract to provide actuarial analysis and valuation of general liability, automobile liability, and molestation liability programs.

Since the District does not have an actuary on staff, the Finance Division must know the dollar amounts needed to fund liability claims and to market the District insurance program.

Three proposals were received of which all were deemed qualified. The evaluation committee was comprised of three staff members from the Risk Management and Insurance Division. The proposals were evaluated based on the following factors: Experience and Qualifications of the Firm; Experience and Qualifications of the Proposed Personnel; Work Plan/Project Approach; Cost/Price; and Small Business Enterprise (SBE) Participation. Pinnacle Actuarial Resource, Inc. was the highest scored proposer.

Pinnacle Actuarial Resources, Inc., has been doing business with the District since 2016.

The District's main goal is to provide excellent student academic instruction in a safe learning environment. The actuarial analysis provides information on various liability losses that cause harm to students. Using the information can provide specific areas of operation that indicate where the direct application of safety programs are needed to prevent the event from occurring and injuring students in the future. All pillars are supported by this action.

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

**Contract Value:** \$50,000

**Requester:**

Dawn Watkins, Chief Risk Officer  
Office of the Chief Risk Officer

**Equity Impact:**

Not applicable.



## ATTACHMENT A

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

#### A. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

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

**Item F**

**APPROVED**

**ADOPTED BOARD  
REPORT**

**AUG 22 2023** ~~\$199,148~~

#### OFFICE OF THE INSPECTOR GENERAL

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
WingSwept, LLC	4400011213	General Funds (100%)	\$199,148

Ratification of informally competed contract to provide case management software that will help increase the efficiency and effectiveness of the investigative work performed by the Office of the Inspector General (OIG). The new case management system will replace the existing system that will no longer be supported by the vendor. Furthermore, the new case management system is customizable, allowing the OIG to make future modifications as needed. This will support the OIG's ongoing efforts to deter and detect fraud, waste, and abuse in the District.

Four proposals were received of which all were deemed qualified. The evaluation committee consisted of five staff members from the Office of Inspector General. The proposals were evaluated based on the following factors: Professional/Technical Qualifications; Experience; Software Capabilities; Training; Ease of Use; Price; and Small Business Enterprise (SBE) Participation. WingSwept, LLC received the highest total weighted score.

WingSwept, LLC is a new vendor with the District. WingSwept's case management software was originally designed to meet the specific needs of a Federal Office of Inspector General. Wingswept has been in the field since 2004 and they currently serve 65 customers at the local, state, and federal government levels, including several Offices of the Inspector General.

This action supports the following Pillars of the Strategic Plan:

Pillar #4 Operational Effectiveness: OIG investigations of fraud, waste, or abuse support the District's efforts to ensure lasting organizational success.

Pillar #5 Investing in Staff: OIG investigations of employee misconduct help the District maintain consistent, high performance standards. Also, the system increases the efficiencies of OIG investigators.

**Contract Term:** 05/01/23 through 04/30/26, includes two (2) one-year renewal options

**Aggregate Three-Year Contract Value: \$199,148**

**Requester:**

Susan Stengel, Inspector General  
Office of the Inspector General

# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD  
REPORT

AUG 22 2023

APPROVED

### Equity Impact:

Component	Score	Score Rationale
<b>Recognition</b>	<b>1</b> Does not recognize historical inequities	This contract does not recognize historical inequities. This contract will provide a new case management system for the OIG.
<b>Resource Prioritization</b>	<b>2</b> Somewhat prioritizes resources based on student need	This contract does not prioritize resources based on student need. The new case management system will track all complaints received and investigations conducted by the OIG. The OIG's investigative services addresses fraud, waste, and abuse of taxpayer dollars which impacts the finances of the District and dollars spent on student achievement. The case management system is necessary for the OIG to do our work.
<b>Results</b>	<b>2</b> May result in closed opportunity gaps and/or closing achievement gaps	The new case management system will help the OIG manage its investigative services. These services inform District decision-making which may result in closing opportunity and/or achievement gaps.
<b>TOTAL</b>	<b>5</b>	



ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

B. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

ADOPTED BOARD  
REPORT

AUG 22 2023

APPROVED

Item G

OFFICE OF THE CHIEF RISK OFFICER

\$92,760,000

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Willis Towers Watson Insurance Services West, Inc.	4400011110 (RFP 2000002813)	Bond Funds (100%)	\$92,760,000

Ratification of formally competed contract to provide insurance broker services for Owner Controlled Insurance Program (OCIP V) for school construction. On March 7, 2023 the Board authorized staff to negotiate and execute this formally competed contract ([Board Report 161-22/23](#)).

The District's Owner Controlled Insurance Program covers construction Insurance costs for bond funded construction projects, for both new and existing projects. The District purchases insurance that covers itself, contractors & sub-contractors involved in projects at no premium cost to contractors. The District obtains insurance at a lower cost than contractors. In addition, the District administers loss prevention and safety programs, and processes claims. Typical OCIP Insurance Coverages include: Commercial General Liability (CGL); Workers' Compensation; Excess Liability; Contractors' Pollution Liability; Builder's Risk.

The services are critical to new school construction and modernization of existing schools to provide a more congenial learning environment for students.

Two proposals were received of which all were deemed qualified. The Source Selection Committee was comprised of three staff members from the Division of Risk Management & Insurance. The proposals were evaluated based on the following criteria: Price/Cost; Firm Experience; Key Personnel Experience; Work Plan/Project Approach; Small Business Enterprise (SBE) Participation; and Work-Based Learning Partnership Plan.

Willis Towers Watson Insurance Services West, Inc. is a new vendor to the District. Their past experience includes doing business with the New Jersey Schools Development Authority (SDA) and New York City School Construction Authority (SCA).

The services align with the five pillars of the Strategic Plan as it is a standards-aligned with student education.

**Contract Term:** 05/01/23 through 04/30/28, includes two (2) one-year renewal options

**Aggregate Five (5) Year Contract Value: \$92,760,000**



**ATTACHMENT A**

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

**ADOPTED BOARD  
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**AUG 22 2023**

**Requester:**

Dawn Watkins, Chief Risk Officer  
Office of the Chief Risk Officer

**APPROVED**

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b> Actively recognizes and specifies historical inequities to correct	New school construction and modernization of existing schools provide a more congenial learning environment for students
<b>Resource Prioritization</b>	<b>4</b> Effectively prioritizes resources based on student need	New school construction and modernization of existing schools are provided in a geographical area of student need
<b>Results</b>	<b>4</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gaps	The District construction program end result is to enable student learning
<b>TOTAL</b>	<b>12</b>	

# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD  
REPORT

Item H – May 2023

AUG 22 2023

APPROVED

### C. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000 May 2023 = \$6,082,406 YTD = \$48,455,605

The contract actions represented below are those actions put in place within each sponsoring school's or division's approved budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for professional services.

	<u>May</u> <u>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>May</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Purchase Orders – May 2023	624	4,901	\$6,082,406 (Median - \$5,823)	\$48,455,605

### D. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000 May 2023 = \$92,375,417 YTD = \$465,420,546

The contract actions represented below are those actions put in place within each sponsoring school's or division's budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for goods or general services.

	<u>May</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>May</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Purchase Orders May 2023	7,392	51,377	\$32,976,104 (Median - \$1,741)	\$174,531,085
Purchase Orders May 2023	118	682	\$6,753,591 (Median - \$44,988)	\$48,848,324
DISTRICT CARD TRANSACTIONS (i.e., P- Card, Fuel Card, Toshiba Card, etc.) – May 2023	20,000	106,397	\$16,803,443 (Median - \$373)	\$60,915,233
Rental Facilities May 2023	5	28	\$34,998 (Median - \$2,640)	\$340,913
Travel/Conference Attendance May 2023	332	3,553	\$430,178 (Median - \$984)	\$3,984,208
GENERAL STORES DISTRIBUTION CENTER May 2023	408	2,495	\$8,821,336 (Median - \$7,250)	\$44,420,683



# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: ~~RATIFICATION OF DELEGATED AUTHORITY~~

<b>APPROVED</b>	<u>May</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<b>AUG 22 2023</b> <u>May</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) <i>May 2023</i>	1,041	5,158	\$26,555,767 (Median - \$9,934)	\$132,380,100

### E. GOODS AND GENERAL SERVICES

May 2023 = \$0  
YTD = \$1,272,285

The contract actions represented below are those actions put in place within each sponsoring school's or division's budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for goods or general services.

	<u>May</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>May</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
GENERAL STORES DISTRIBUTION CENTER – <i>COVID-19 Transactions</i> <i>(Rapid Antigen Tests and</i> <i>Masks) - May 2023</i>	0	1	\$0	\$1,272,285
<b>GRAND TOTAL – May 2023</b>				<b>\$98,457,823</b>



**ATTACHMENT A**

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

**Item I – June 2023**

**APPROVED**

**ADOPTED BOARD  
REPORT**

**AUG 22 2023**

**F. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000**

**June 2023 = \$2,908,336**

**YTD = \$51,363,941**

The contract actions represented below are those actions put in place within each sponsoring school's or division's approved budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for professional services.

	<u><b>June</b></u> <u><b>Qty of POs</b></u>	<u><b>YTD</b></u> <u><b>Qty of POs</b></u>	<u><b>June</b></u> <u><b>Total</b></u>	<u><b>YTD</b></u> <u><b>Total</b></u>
Low Value – Purchase Orders – June 2023	<b>204</b>	5,105	<b>\$2,908,336</b> <i>(Median - \$11,077)</i>	\$51,363,941

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

**June 2023 = \$49,044,166**

**YTD = \$514,424,712**

The contract actions represented below are those actions put in place within each sponsoring school's or division's budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for goods or general services.

	<u><b>June</b></u> <u><b>Qty of POs/</b></u> <u><b>Transactions</b></u>	<u><b>YTD</b></u> <u><b>Qty of POs/</b></u> <u><b>Transactions</b></u>	<u><b>June</b></u> <u><b>Total</b></u>	<u><b>YTD</b></u> <u><b>Total</b></u>
Low Value – Purchase Orders June 2023	<b>3,447</b>	54,824	<b>\$12,580,343</b> <i>(Median - \$1,192)</i>	\$187,111,428
Purchase Orders June 2023	<b>64</b>	746	<b>\$4,053,259</b> <i>(Median - \$43,130)</i>	\$52,901,583
DISTRICT CARD TRANSACTIONS (i.e., P- Card, Fuel Card, Toshiba Card, etc.) – June 2023	<b>1,316</b>	107,713	<b>\$871,348</b> <i>(Median - \$79)</i>	\$61,786,581
Rental Facilities June 2023	<b>4</b>	32	<b>\$145,443</b> <i>(Median - \$17,948)</i>	\$486,356
Travel/Conference Attendance June 2023	<b>927</b>	4,480	<b>\$1,038,391</b> <i>(Median - \$570)</i>	\$5,022,599
GENERAL STORES DISTRIBUTION CENTER June 2023	<b>367</b>	2,862	<b>\$6,829,230</b> <i>(Median - \$7,415)</i>	\$51,249,913

**ATTACHMENT A**

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

	<b><u>June</u> <u>Qty of POs/</u> <u>Transactions</u></b>	<b><u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u></b>	<b><u>June</u> <u>Total</u></b>	<b><u>YTD</u> <u>Total</u></b>
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) <i>June 2023</i>	<b>391</b>	5,549	<b>\$23,486,152</b> <i>(Median - \$11,552)</i>	\$155,866,252

**AUG 22 2023**

**H. GOODS AND GENERAL SERVICES**

**June 2023 = \$0**  
**YTD = \$1,272,285**

The contract actions represented below are those actions put in place within each sponsoring school's or division's budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for goods or general services.

	<b><u>June</u> <u>Qty of POs/</u> <u>Transactions</u></b>	<b><u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u></b>	<b><u>June</u> <u>Total</u></b>	<b><u>YTD</u> <u>Total</u></b>
GENERAL STORES DISTRIBUTION CENTER – <i>COVID-19 Transactions</i> <i>(Rapid Antigen Tests and</i> <i>Masks) - June 2023</i>	<b>0</b>	1	<b>\$0</b>	\$1,272,285
<b>GRAND TOTAL – June 2023</b>				<b>\$51,912,502</b>



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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

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

**APPROVED**

**ADOPTED BOARD  
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AUG 22 2023

**Item J**

**DIVISION OF INSTRUCTION**

**\$13,610,000**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Various Vendors*</b>	440008886 through 440008889 440008920 Through 440008933 4400010806 Through 4400010816 4400010986	A-G Completion Improvement Grant Funds (100%)	\$10,000,000**

\*Always Be Learning; Boys and Girls Club of Carson; College Summit, Inc., dba Peer Forward; Defined Learning, LLC; EduCare Foundation; Fulfillment Fund; Good Sports Plus, Ltd., dba ARC; iMentor, Inc.; Los Angeles Education Partnership; National Education Equity Lab; Naviance by Hobsons; Nepris, Inc.; Opinion Interactive, dba Spotlight (**SBE**); Partnership for Los Angeles Schools; Plus Me Project; Salesian Family Youth Center; SchoolLinks; Scoir, Inc.; Study Smart Tutors, Inc.; The Regents of the University of California (Early Academic Outreach Program); TPR Education, LLC, dba The Princeton Review; UCLA Center X; Unite-LA; University of California, Office of the President (Transcript Evaluation Services); University of Southern California College Advising Corps; Uprooted Academy (SBE); Uptown Studios (SBE); Strivven Media, LLC; XAP Corporation; Xello, Inc.

Authorization to increase capacity of formally competed bench of thirty (30) contracts providing college-access and readiness services Districtwide. The authority to increase or decrease the amounts of these contracts will be limited to the aggregate value of \$20,000,000.

These services are necessary to help overcome internal and external barriers to college enrollment and enhance students' capacity to transition successfully to college and persist in earning a degree. In particular, the District requires access to a range of college access tools and options to support all students. The District conducts targeted outreach to the historically underserved groups of first-generation, low-income, Foster Youth, Students Experiencing Homelessness, English Learners, and students with disabilities who aspire to earn a college degree or industry certificate. In addition, the District requires a system to monitor student planning, applications, and success in post-secondary institutions.

## ATTACHMENT B

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

**APPROVED**

**APPROVED BOARD  
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**AUG 22 2023**

The current Board action if approved, will allow for a greater number of SAT / ACT / AP test preparation, financial guidance, parent education, college tours and life skills program options for schools and offices. Currently, multiple schools and offices are using the vendors' services on the bench, including Advanced Learning Options, Linked Learning, GEAR UP 4 LA, and Parent, and Community Services. An expansion of vendors will increase the District's opportunity and access to these services and aid the district in achieving the goals set forth in the A-G Completion Improvement Grant.

The initial Request for Proposal (RFP) was conducted in 2018, 18 proposals were received and all were deemed qualified. An RFP "refresh" was conducted in 2022, 15 proposals were received of which 12 were deemed qualified. The Source Selection Committee was comprised of several staff members from multiple departments. Proposals were evaluated based on the following factors: Experience and Qualifications of the Firm; Project Approach/Program Contents; Partnership and Development; Experience and Qualifications of Personnel/Staffing; Price; Small Business Enterprise (SBE) Participation; and Work-Based Learning Partnership. Contracts were awarded to the responsible organizations whose proposals met the requirements stated in the RFP.

This action supports all the strategies listed in Pillar 1D. Below are some examples of services supported by the vendors on the bench:

- 1dS1 - Equitable access to rigorous course schedule with supports to earn a grade of "C" or better.
- 1dS4 - Implement updated IGP beginning in middle school to support postsecondary outcomes.
- 1dS2 - Accelerate career exploration and work-based learning with industry and government partners.
- 1dS3 - Expand CTE pathways.
- 1dS5 - Engage all students and families in college and career experiences and postsecondary planning.
- 1dS7 - Ensure all students are informed, supported, and ready for college.
- 1dS8 - Support access to advanced learning options such as AP and college courses.

**Contract Term:** 12/01/20 through 11/30/25

Initial Authorized Value: \$5,000,000

1<sup>st</sup> Authorized Increase: \$5,000,000

\*\*Additional Authorized Value: \$10,000,000

**Aggregate Five-Year Value for Thirty (30) Contracts: \$20,000,000**

**Requester:**

Dr. Carol Alexander, Director  
A-G Intervention and Support  
Division of Instruction



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

**APPROVED**

**ADOPTED BOARD  
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**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>3</b> Affirmatively recognizes historical inequities	A bench contract with multiple vendors recognizes historical inequities that exist between services certain student groups to receive appropriate and culturally sensitive college and career readiness supports, including A-G course sequence requirements with grades of “C” or better, gain access to advanced courses, and reduce gaps in postsecondary opportunities.
<b>Resource Prioritization</b>	<b>3</b> Prioritizes resources based on student need	This bench refresh will allow schools to prioritize resources based on student need and deliver culturally relevant and equity focused services. This will allow for effective focus on students at all performance levels, with emphasis on our Latino, African American, English Learners, students with Disabilities, Foster Youth, and students experiencing homelessness.
<b>Results</b>	<b>3</b> Likely to result in closed opportunity gaps and/or closing achievement gaps	The successful implementation of this bench contract will result in diminished opportunity and achievement gaps, as the robust vendor list and increased amount will allow for increased evidenced-based approaches for academic excellence combined with supports that improve student achievement.
<b>TOTAL</b>	<b>9</b>	

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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

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

**Item K**

**APPROVED**

**ADOPTED BOARD  
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**DIVISION OF INSTRUCTION (CONT.)**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Active Internet Technologies, Inc., dba Finalsite	4400011722	General Funds (100%)	\$3,610,000

Approval of sole-source agreement for the renewal of proprietary software license for Active Internet Technologies Inc., dba Finalsite. Finalsite maintains the District's fully-hosted mass notification system to communicate general, attendance, transportation, crisis and academic messages on a regular basis. In addition, it allows for the District to send an emergency message to all families and employees in the District within a single hour (over 1.6 million contacts via phone, email and text).

Finalsite's Blackboard mass notification system include all schools, community of schools, regions, and central offices. Automated messaging around absences (Pupil Services), bus delays (Transportation), IEP's (Special Education) and crisis events (School Police) are just a few examples of messages that are sent daily or frequently during the year. Schools typically send messages multiple times each week and teachers using the Blackboard Teacher Communication systems may send messages daily.

Blackboard has provided mass notification services to the District for 15 years with an exemplary track record to handle the frequency and volume of messaging required by a large school district. During the 2021-2022 school year, the District sent over 1 billion messages through the mass notification system helping to address learning loss during the pandemic and other challenges. The previous scoring panel awarded Blackboard the highest scores and overall best value to the District. The panel consisted of representatives of Information Technology Services and Office of Communication.

Finalsite is a new vendor to the District. Their experience includes servicing other school districts such as Kansas City Public Schools which consist of 15,000 students over 35 schools and Highline Public School in the state of Washington with over 18,000 students amongst other schools throughout the USA and other countries.

The mass notification systems align with each of the five pillars. Messaging around academic excellence, joy and wellness, engagement and collaboration, operational effectiveness, and investing



## ATTACHMENT B

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

in staff historically occurs at the school, community of school, region and district levels throughout the school year. The strongest alignment is with pillar 3, engagement and collaboration, as the mass notification system is used to enhance strong relationships with students, families and employees.

**Contract Term:** 09/12/23 through 09/11/25, includes one (1) one-year renewal option

**1<sup>st</sup> Year Contract Value:** \$1,780,000

**2<sup>nd</sup> Year Contract Value:** \$1,830,000

**APPROVED**

**ADOPTED BOARD  
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**Requester:**

Paul Ishimaru Senior Director

Elearning & Graphic Design Solutions, Mass Notification

Division of Instruction

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b> Actively Recognizes and specifies historical inequities to correct	The ability for the schools, community of school, regions, and offices to communicate through an enterprise mass notification system allows for the District to specifically target those students, families and communities which have been underserved or impacted by historical inequities such as the homeless and African American students.
<b>Resource Prioritization</b>	<b>4</b> Effectively prioritizes resources based on student need	Although the system is available to all schools, it allows for a higher level of use where there is a greater need. Both schools and individual teachers are able to send targeted messaging to students requiring additional resources.
<b>Results</b>	<b>3</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gaps	Communicating through the mass notification system has been shown to result in greater awareness, participation and enrollment in academic offerings such as tutoring, summer school and enrichment programs effectively providing additional resources and opportunities to students and families to close the achievement gap.
<b>TOTAL</b>	<b>11</b>	

**ATTACHMENT B**

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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

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

**Item L**

**DIVISION OF SCHOOL OPERATIONS**

**\$3,375,000**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Ventura County Event Medical Standby, LLC;	4400011702	Various per requesting school or office (100%)	\$3,375,000
American First Responder;	4400011703		
The ATvantage, LLC	4400011704 (RFP 2000002999)		

Approval of formally competed bench of three (3) contracts to provide athletic medical professional services for school sponsored sports events. The authority to increase or decrease the amounts of these contracts will be limited to the aggregate value of \$3,375,000.

The services are critical for providing a healthy and safe environment for student athletes. The services are to be provided District-wide. Medical professional coverage for football games has been a required expense for student athlete health and safety by the California Interscholastic Federation (CIF) and LAUSD.

An estimated 700 varsity, 350 junior varsity, and 128 Playoff games are expected to occur during the 2023-2024 school year.

Six proposals were received of which all were deemed qualified. The Source Selection Committee was comprised of two staff members from School Operations and one from the West Coast Sports Medicine Foundation. Proposals were evaluated based on the following factors: Expertise; Past Performances; Technical Skills; Fees for Services; Work Based Learning Partnership Plan; and Small Business Enterprise (SBE) Participation. Vendors selected were highest scored proposers based on experience providing medical services to student athletes and cost.

American First Responder has provided services to the District since 2014.

Ventura County Medical Standby is a new vendor to the District. Their past experience includes servicing the Oxnard Union High School District.

ATvantage, LLC is a new vendor to the District. Their past experience includes servicing the Anaheim Union School District, Baldwin Park Unified School District, and Chino Valley Unified School District.



## ATTACHMENT B

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

The proposed purchase provides the means for medical professionals to provide and promote child well-being through integrated health, nutrition, and wellness services. Pillar 2 will be supported with this action.

**Contract Term:** 08/23/23 through 08/24/28, includes two (2) one-year renewal options

**Aggregate Five-Year Value For Three (3) Contracts:** \$3,375,000

**Requester:**

Trenton Cornelius, Coordinator  
Interscholastic Athletic Department  
Division of School Operations

**APPROVED**

**ADOPTED BOARD  
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**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b> Actively recognizes and specifies historical inequities to correct	Data shows lower income schools do not receive the same level of medical attention at athletic contests.
<b>Resource Prioritization</b>	<b>4</b> Effectively prioritizes resources based on student need	All school sites are required by California Interscholastic and CA State Law to have a medical professional at each football game and we propose to extend to other sports as well.
<b>Results</b>	<b>4</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gaps	By keeping student athletes healthy and timely evaluation of injuries they will miss less days of school and have more opportunities to be in the classroom.
<b>TOTAL</b>	<b>12</b>	

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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

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

**Item M**

**DIVISION OF SPECIAL EDUCATION**

**APPROVED**

**ADOPTED BOARD  
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**AUG 22 2023**

**\$4,688,610**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>95 Percent Group, Inc.</b>	4400011584 (RFP 20000002912)	American Rescue Plan (50%)  General Funds (50%)	<b>\$4,688,610</b>

Approval of formally competed contract to provide Structured Literacy Intervention materials and training districtwide for special education resource service providers who provide reading instruction for students with disabilities. Structured Literacy intervention techniques benefit all students but are essential for those with unique challenges. A priority of the District is to provide high-quality instruction that is both inclusive and impactful. These services are needed now to help eliminate opportunity gaps for students with disabilities and students exhibiting characteristics of dyslexia.

Students with disabilities will benefit from alternative and specialized techniques for literacy development. Teachers will benefit from professional development training that will increase their ability to determine and address individual instructional needs more accurately. Structured literacy intervention consultation will improve operational effectiveness by allowing administrators to develop data-driven solutions. These services will contribute to the enhancement of the learning environment by providing innovative instruction designed to include and engage learners at every level.

This contract action will provide supplemental intervention materials, training, and support services for special education teachers. Since 2018, the Division of Special Education has provided structured literacy strategies training to over 900 elementary resource teachers using the 95 Percent Phonics Lesson Library kit, including 89 teachers during the 22-23 school year. Due to teacher attrition and movement (e.g. promotion, job change, hiring of new staff), there is need for ongoing training. In prior years of training, instructional materials were provided to the school site, but not individual teachers, limiting the availability of those resources. This contract would allow for a one-time purchase of supplemental instructional materials and training for every elementary and secondary resource teacher to more effectively provide targeted reading instruction during their service provision. Additionally, it will address the call for mandatory training for all 1,200 Resource teachers, including secondary staff who were not included in previous training opportunities.



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

**APPROVED**

**ADOPTED BOARD  
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The parameters for contract consideration in the RFP included two (2) years of service. Year 1 was to include all materials and training for 1,200 elementary and secondary resource teachers and preparation of Special Education support staff to serve as an internal cadre of presenters in subsequent years. Additionally, we requested four caregiver/family workshops to help families successfully support their student(s) at home. In Year 2, the expectation is that, with consultation support from the selected vendor, all additional training would be conducted by District trained support staff. Beyond Year 2, all training and support would be provided by internal staff.

Nine proposals were received of which eight were deemed qualified. The Source Selection Committee was composed of six staff members from multiple departments. The evaluation of the proposals was based on the following factors: Experience & Qualification of the Firm and Proposed Personnel; Project Approach; Cost; Small Business Enterprise (SBE) Participation; and Work-Based Learning Partnership Plan. Recommended contractor, 95 Percent Group, Inc., was the highest scored proposer of the technical evaluation and interview. 95 Percent Group, Inc. has been doing business with the District since 2013.

These services align with Pillar 1 Eliminating Opportunity Gaps by addressing students who are struggling readers with Tier 2-word level reading intervention; and, Pillar 5 Professional Learning by providing mandatory training to all Resource Teachers so that they have a firm grounding in the intervention they will be using with students.

**Contract Term:** 08/23/23 through 06/30/25

**Contract Value:** \$4,688,610

**Requester:**

Alesha Haase, Administrator  
Division of Special Education

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>3</b> Affirmatively recognizes historical inequities	The selection of this structured literacy intervention recognizes that not all students are able to learn to read in the same way and some need more.
<b>Resource Prioritization</b>	<b>4</b> Effectively prioritizes resources based on student need	This selection assures that students in greatest need of reading intervention are able to receive it through any Resource provider in the District.

**ATTACHMENT B**

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

Component	Score	Score Rationale
<b>Results</b>	<b>4</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gaps	We are requesting this training and these materials in a direct effort to close the opportunity gap between readers and non-readers in our schools, which we know is one of the most significant gaps there is.
<b>TOTAL</b>	<b>11</b>	

**APPROVED**

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

**A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS**

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

**Item N**

**APPROVED**

**ADOPTED BOARD  
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**OFFICE OF THE CHIEF BUSINESS OFFICER**

**\$0**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
*Various Vendors	Not applicable (RFP 2000002911)	Debt issuance proceeds for General Obligation Bonds, Certificates of Participation (COPS) and Tax and Revenue Anticipation Notes (TRANS)	Will present to the Board for approval at time of bond issuance

\*Academy Securities, Inc.; Alamo Capital Investment Services (SBE); American Veterans group, PBC; AmeriVet Securities (SBE); Backstrom McCarley Berry & Co., LLC (SBE); Bancroft Capital (SBE); Barclays; Blaylock Van, LLC (SBE); BofA Securities; Cabrera Capital Markets, LLC (SBE); Citigroup Global Markets, Inc.; Drexel Hamilton (SBE); Goldman Sachs & Co. LLC; Great Pacific Securities (SBE); Jefferies LLC; J.P.Morgan; Loop Capital Markets; Mischler Financial Group (SBE); Morgan Stanley; Piper Sandler & Co.; Raymond James & Associates, Inc.; RBC Capital Markets, LLC; Rice Financial Products Company (SBE); Ramirez & Co., Inc.; Siebert Williams Shanks & Co., LLC; Stern Brothers (SBE); Stifel Public Finance; UBS Financial Services, Inc.; Wells Fargo Corporate & Investment Banking

Approval of formally competed selection of 29 underwriter firms (the "Pool") to provide bond underwriting, debt structuring and debt management services for the District's debt issuance program and authorize the Chief Business Officer (CBO) to select firms from the Pool to provide services directly related to specific transactions. The selection of underwriters will be conducted in accordance with the Board-approved Debt Management Policy.

This Pool will greatly reduce the amount of administration burden required to select underwriters for the District's debt issuance transactions for the next five years.

As necessary, the District issues general obligation bonds (GO Bonds), certificates of participation (COPs) and tax and revenue anticipation notes (TRANS) to support the District's building program, other various capital projects and working capital requirements. To access the capital markets and receive the needed funds timely, the District needs to select a method of selling its bonds for each

## ATTACHMENT B

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

transaction. One method of sale – a negotiated sale – requires the District to select underwriter(s) upfront in order to assist with structuring the transaction, pre-marketing the securities and underwriting any unsold balances.

Twenty-nine proposals were received of which all were deemed qualified. The Source Selection Committee was comprised of 5 staff members from the Office of the Chief Business Officer. The proposals were evaluated based on the following factors: Permanent public finance in the State of California; Ten (10) financings in California within the last two years; Net capital of \$100,000 at all times; Lead person five (5) recent years of public finance experience; All current Federal and State licenses and registrations; FINRA Series 53 license (Municipal Securities Principal); and Small Business Enterprise (SBE) Participation.

Twenty-five firms are past “Pool” members for the District. Four firms are new to the District (American Veterans Group, AmeriVet Securities, Bancroft Capital, and Mischler Financial Group). American Veterans Group has done business with Hemet USD and Santa Ana USFD.

This Pool of underwriters is aligned with the District’s Strategic Plan Pillar #4, Operational Effectiveness.

**Contract Term:** 11/15/23 through 11/14/28

**Contract Value:** Amounts to be determined based on award

**Requester:**

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

**Equity Impact:**

Not applicable.



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

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

Authority to award contracts for furnishing equipment, supplies and general services. The total amount is only an estimate since the expenditures made against contracts are based upon purchases and/or approved invoices.

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

**APPROVED**

**ADOPTED BOARD  
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**AUG 22 2023**

**Item O**

**FOOD SERVICES DIVISION**

**\$7,308,081**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Horizon Software International, LLC</b>	4400009190-1	Cafeteria Funds (100%)	\$308,081*

Approval of amendment to extend the term and increase capacity of a single-source contract to provide software maintenance for the District's Cafeteria Management System.

Food Services is currently in the process of replacing the current Cafeteria Management System and will need the new system to operate in parallel with the existing system to ensure that relevant data and processes are transitioned smoothly. The two-year extension of the current Maintenance contract will ensure the ability for Food Services to serve meals, place food orders, management inventory, and submit State/Federal reimbursement claims for all students at each of the schools within the District. The replacement system will be tested and implemented concurrently until it is to full capacity.

Horizon Software International, LLC has done business with the District since 2019.

The Cafeteria Management System Maintenance contract aligns with the Joy and Wellness and Operational Effectiveness pillars of the LAUSD strategic plan. An active Maintenance contract will help keep the Cafeteria Management system performing efficiently, reduce risk of system performance issues, and keep cafeterias at operating according to District standards.

**Contract Term:** 03/01/21 through 08/31/23  
New end date by this amendment: 08/31/24

Initial Contract Value: \$652,058  
\*Amendment No. 1: \$308,081  
**Aggregate Contract Value: \$960,139**

**Requester:**  
Manish Singh, Director  
Food Services Division

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

**APPROVED**

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**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b> Actively recognizes and specifies historical inequities to correct	Provides meal access to all students across the district. The system removes all barriers to student identification and any stigma related to economic disparities.
<b>Resource Prioritization</b>	<b>3</b> Prioritizes resources based on student need	The system is used at schools for ordering food, serving meals, and managing inventory which has enabled Food Services to elevate school meals, provide fresher options while managing revenues and costs.
<b>Results</b>	<b>4</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gaps	Students have access to fresh, healthy, nutritious meals which enable them to focus on learning and closing the achievement gap.
<b>TOTAL</b>	<b>11</b>	



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

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

Authority to award contracts for furnishing equipment, supplies and general services. The total amount is only an estimate since the expenditures made against contracts are based upon purchases and/or approved invoices.

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

**Item P**

**APPROVED**

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**FOOD SERVICES DIVISION (CONT.)**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Arrow Restaurant &amp; Supplies, Inc. (SBE)</b>	4400011721 (IFB 2000002933)	K.I.T. Grant Funds (100%)	\$7,000,000

Approval of formally competed capacity contract to provide combi ovens, including installation, on an as needed basis for various schools Districtwide.

This contract is needed because the District does not manufacture and/or produce combi ovens.

Two bids were received of which one was deemed qualified. The Invitation for Bid required a safety prequalification which, in turn, required a General Contractor License. Arrow Restaurant Equipment & Supplies, Inc. is a Prime Contractor with a current and active license.

Arrow Restaurant & Supplies, Inc. has done business with the District since 2013.

The proposed contract gives the ability to provide fresh and nutritious menu options for the students of the LAUSD. Pillar 2, Joy and Wellness will be supported by this action.

**Contract Term:** 09/01/23 through 08/31/25

**Contract Value:** \$7,000,000

**Requester:**

Manish Singh, Director  
Food Services Divisions

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

**APPROVED**

**ADOPTED BOARD  
REPORT**

**AUG 22 2023**

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b> Actively recognizes and specifies historical inequities to correct	Will provide a fresh and healthy method of preparation for a greatly improved meal currently not available to students
<b>Resource Prioritization</b>	<b>4</b> Effectively prioritizes resources based on student need	Students will have access to fresher healthier more appealing meals in a timely manner as currently they may not have enough time to eat.
<b>Results</b>	<b>4</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gaps	As all secondary sites will receive a combi oven all sites will be able to benefit from this piece of technology.
<b>TOTAL</b>	<b>12</b>	



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

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

Authorize the utilization of piggyback contract in effect. The proposed action complies with the Public Contract Code Sections 10299 and 20118, which allows school districts to utilize other governmental agencies' established contracts and does not change District Policies.

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

**Item Q**

**APPROVED**

**ADOPTED BOARD  
REPORT  
AUG 22 2023**

**PROCUREMENT SERVICES DIVISION**

**\$25,000,000**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Amazon;	4400011744 (Omnia #R-TC-17006)	Various per requesting school or office (100%)	\$25,000,000
B & H Photo;	4400011716 (Omnia # R201202)		
Best Buy;	4400011717 (Omnia #01-142)		
CDW-G;	4400011718 (CalSave #530067)		
Lakeshore;	4400011719 (Omnia #R190501)		
School Health;	4400011740 (Omnia #R201104)		
Fisher Scientific;	4400011741 (Omnia #2021002889)		
Home Depot;	4400011742 (Omnia #16154)		
W.W. Grainger	4400011743 (E&I #CNR01496)		

Approval of piggyback contracts through Omnia, CalSave, and E&I Cooperative Services to provide various school supplies and instructional material District-wide. The authority to increase or decrease the amounts of these contracts will be limited to the aggregate amount of \$25,000,000.

Due to the elimination of "low value" purchase order process, these contracts are needed to provide schools and offices an avenue to purchase needed supplies and equipment. Without approval, Procurement would be required to solicit multiple competitive bids on every order and delaying purchasing timeframes that causes operational burden to the District. This aligns with Strategic Plan Pillar 1: Academic Excellence and Pillar 4: Operational Effectiveness, by providing educational supplies used for classroom instruction and essential items for offices.

The proposed contractors have extensive history working with the District.

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

**APPROVED**

**Contract Term:** 08/23/23 through 06/30/24, coterminous with exercisable option years of the piggyback contracts, and subject to the exercise thereof.

**Aggregate Value For Nine (9) Contracts:** \$25,000,000

**Requester:**

Christopher Mount-Benites  
Chief Procurement Officer  
Procurement Services Division

**ADOPTED BOARD  
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**AUG 22 2023**

**Equity Impact:**

Not applicable.



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

**D. PROFESSIONAL SERVICES CONTRACTS**

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

**Item R**

APPROVED

ADOPTED BOARD  
REPORT

AUG 22 2023

**OFFICE OF COMMUNICATIONS, ENGAGEMENT & COLLABORATION** **\$10,000,000**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
<b>Various Vendors*</b>	4400007631	General Funds	<b>\$10,000,000**</b>
	4400007632	(50% -66.66%)	
	4400007634		
	through		
	4400007637	Various school-	
	4400007639	based funds	
	through	(33.33%-50%)	
	4400007669		
	4400007672		
	through		
	4400007691		
	4400009775		
	through		
	4400009779		
	4400009810		
	through		
	4400009814		
	4400009816		
	through		
	4400009818		
	4400009982		
	through		
	4400009984		

\*9 Dots Community Learning Center; A World Fit for Kids; Advancement Through Opportunity and Knowledge dba Children Youth and Family Collaborative; After School Interscholastic Sports Academy dba ASISA (**SBE**); Angels Gate Cultural Center Arithmetic Solutions; Boys & Girls Club of Burbank & Greater East Valley; Boys & Girls Club of Carson; Boys & Girls Club of Los Angeles Harbor; Boys & Girls Club of West San Gabriel Valley; Boys & Girls Club of the West Valley; Center for Powerful Public Schools; College Summit, Inc. dba Peerforward; Communities in Schools Los Angeles; Educare Foundation; ETM-LA dba Education through Music-Los Angeles; Families in Schools; Find A Tree, LLC; Fulfillment Fund; Graham Strategies, Inc. dba The Financial Aid Shop; Grand Vision Foundation; Guitars in the Classroom; Inner-City Arts; International Trade Education Programs, Inc. dba EXP; Kaplan Test Prep a division of Kaplan Inc.; LA's Best; Living Advantage, Inc.; Los Angeles Brotherhood Crusade, Black United Fund, Inc.; Los Angeles Choreographers and Dancers; Los Angeles Education Partnership; The Los Angeles Legacy Project; Los Angeles United Methodist Urban Foundation/Kids City; New Hope Academy



## ATTACHMENT B

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

APPROVED  
ADOPTED BOARD REPORT  
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of Change; Parent Engagement Academy; Partnership for Los Angeles Schools; Playworks Education Energized; Revolution Prep, LLC; Seneca Family of Agencies; Shmoop University, Inc.; DIY Girls; Social and Public Art Resource Center; Studentnest, Inc. dba Studentnest.com; Study Smart Tutors, Inc.; Success for All Foundation, Inc.; Teacher Created Materials, Inc.; The Actors' Gang; The H.E. Art Project dba artworxLA; The Plus Me Project; TPR Education, LLC; The Unusual Suspects Theatre Company; Total Education Solutions; Two Bit Circus Foundation; Variety Boys and Girls Club; Woodcraft Rangers; Yancy Life Transition Center; Young Producers Group, Inc.; !!!Apple iPad & Android Tablet Tutoring!!!; After-School All-Stars, Los Angeles; Boys & Girls Clubs of Venice; Children's Institute, Inc.; Community Partners; Danielle Moore dba Teaching One Moore; Harbor Area Gang Alternatives Program dba Gang Alternatives Program (GAP); Los Angeles Maritime Institute; Mundo Academy; OneGoal; PowerMyLearning, Inc.; Shoulet Blunt LLC dba Imago; UNITE-LA; University of Southern California-Center for Enrollment, Research, Policy & Practice; Associated for Educational Success; Businesses United in Investing, Lending and Development (BUILD); City Year, Inc.

Authorization to increase capacity of 73 formally competed contracts in support of schools who serve Targeted Student Populations (TSP), including English Learners, re-designated English learners and low-income students, and foster youth. Authority to increase or decrease the amounts of these contracts will be limited to the aggregate value of \$30,000,000.

The Partners for Student Success program, established in response to [Board Resolution 036-16/17](#) is a matching-funds program open to TK-12 schools. Schools may opt into the program when they submit an application to their Region office for matching funds (33.33% to 50%) to issue a Purchase Order for a vendor on the PFSS bench. These vendors provide a range of academic and social-emotional support services. The Region offices review applications and approve based on funding availability. Schools work with the vendors to identify the scope of services and the term for the services that will be provided utilizing the pre-selected list of services that were agreed upon with the District in the vendors' master contract agreement. Schools have a [webpage](#) where they can view information regarding the program and the variety of scope of services that are available to them with fixed prices. A list of schools who have utilized the PFSS grant can be seen [here](#).

The bench of 73 contracts was established in 2020. The Source Selection Committee (SSC) consisted of 12 subject matter experts from different departments within the Division of Instruction. Factors utilized to score the proposals were based on meeting the District's stated minimum qualifications and fell within the competitive range established by the SSC.

At the time of contract execution, 42 of the 73 vendors had worked with LAUSD. The remaining vendors were new to the District and most of them are non-profit organizations with experience serving local communities and public agencies within Los Angeles City and County.

The services provided by these vendors, fall within Strategic Plan Pillar 1, Academic Excellence and Pillar 2, Joy and Wellness, helping schools provide high-quality instruction, enrichment experiences, college and career readiness resources, and cultivate strong social-emotional skills for students.



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

**APPROVED**

**ADOPTED BOARD  
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**Contract Term:** 01/15/20 through 01/14/25

Initial Aggregate Value: \$5,000,000  
1<sup>st</sup> Authorized Increase: \$15,000,000  
\*\*Additional Authorized Value: \$10,000,000  
**Aggregate Value For Seventy-Three (73) Contracts: \$30,000,000**

**Requester:**  
Shannon Haber  
Chief of Communications, Engagement & Collaboration

**Equity Impact:**

Component	Score	Score Rationale
<b>Recognition</b>	<b>4</b> Actively recognizes and specifies historical inequities to correct	Program actively recognizes inequities in that it is focused on supporting English Language Learners, redesignated English learners, foster youth and low-income students.
<b>Resource Prioritization</b>	<b>4</b> Effectively prioritizes resources based on student need	Program effectively prioritizes student needs in that schools direct the services to the targeted student populations they will support.
<b>Results</b>	<b>4</b> Extremely likely to result in closed opportunity gaps and/or closing achievement gap	The program's primary goal is to support academic excellence via supplemental services. Direct services to schools include a variety of intervention services, professional development and instructional programs that will support schools with engaging students and closing achievement gaps.
<b>TOTAL</b>	<b>12</b>	