



Board of Education Report

**APPROVED**  
**FINAL**

File #: Rep-297-15/16, Version: 1

**APPROVAL OF PROCUREMENT ACTIONS**

April 12, 2016

Procurement Services Division

**ADOPTED AS AMENDED**

(Amended to withdraw all

Reading Collection Contract Nos.

4400004625-4629 and 4400004700-4702)

ADOPTED  
BOARD REPORT

APR 12 2016

**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 Amendments; 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; Goods and General Services Contracts (exceeding \$250,000): New Contracts 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 #461-14/15), which the Board exercised on May 12, 2015.

**Budget Impact:**

The contract actions presented are within the budget authority previously approved by the Board.

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**APPROVED**

Ratification of contracts awarded under delegation of authority and within their Board approved budget listed in Attachment "A" includes:

**FINAL**

- Award of Professional Service Contracts not exceeding \$250,000:  
New Contracts and Amendments; Low Value - Decentralized Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: New Contracts; 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.

APR 12 2016  
ADOPTED  
BOARD REPORT

Request for Approval of Procurement Contracts not under delegated authority listed in Attachment "B" includes:

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

**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 - New Horizons Computer Learning Center of Southern California - 4400004630

Informative - Various Vendors - Arts Community Network Partners

Informative - Simpson and Simpson - 4400002515-5

Informative - General Stores Distribution Center - February 2016

Informative - Various Vendors - Leveled Reading Collection Contracts 4400004625-4629, 4400004700-4702

Informative - AON Risk Services - 4400004732

Informative - A-1 Event and Party Rentals, A-Ace Party Rents, Orbit Event Rentals - 4400004642, 4400004690, 4400004639

Informative - Raymond Handling Solutions, Papé Material Handling, Inc., Southern California Material Handling, Inc. - 4500207760, 4500207764, 4500207729

Informative - Folsom Lake Ford, McPeck's Dodge of Anaheim, American Emergency Products - 4500206171, 4500206173, 450026174

Informative - Bus West - New Alternative Fuel School Buses

**Submitted:**

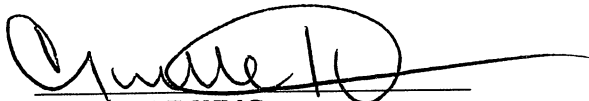
MM/DD/YY, Revision #

**APPROVED**

**FINAL**

**RESPECTFULLY SUBMITTED,**

**APPROVED & PRESENTED BY:**

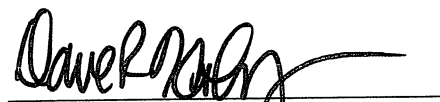
  
MICHELLE KING  
Superintendent

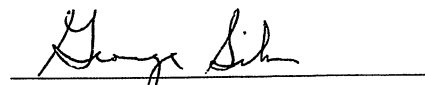
  
THELMA MELÉNDEZ DE SANTA ANA  
Chief Executive Officer  
Office of Educational Services

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BOARD REPORT  
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**REVIEWED BY:**

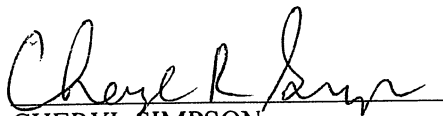
**APPROVED & PRESENTED BY:**

  
DAVID HOLMQUIST  
General Counsel

  
GEORGE SILVA  
Chief Procurement Officer  
Procurement Services Division

☒ Approved as to form.

**REVIEWED BY:**

  
CHERYL SIMPSON  
Director, Budget Services and Financial Planning

☒ Approved as to budget impact statement.

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

**A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED**

**NEW CONTRACTS NOT EXCEEDING \$250,000** **\$788,153**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
New Horizons Computer Learning Center of Southern California	4400004630	Informally competed contract to provide ten (10) days of on-site training to twelve (12) Information Technology staff in the VMware virtualization platform. Virtualization utilizing VMware technology is being implemented in the District's IT environment in order to simultaneously run multiple operating systems and applications on a single server.	Bond Funds (95%)  General Funds (5%)	\$35,000

**Contract Term:** 03/28/16 through 04/15/16

**Contract Value:** \$35,000

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

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Ballroom Madness; Create Now; Inner-City Arts; LA's Best; L.A. Choreographers and Dancers; Lula Washington Dance Theatre; Universoul Hip Hop	4400004426 4400004428 4400004427 4400004447 4400004432 4400004433 4400004434	Informally competed bench contracts to provide dance programming to designated LAUSD schools in accordance with the Arts Equity Index in order to increase the participating students' and teachers' knowledge and content skills in conjunction with California State Standards in the Arts. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$165,978.	General Funds (100%)	\$165,978

**Contract Term:** 01/19/16 through 06/30/16**Aggregate Contract Value for Seven (7)  
Contracts: \$165,978***Requestor: Rory Pullens, Executive Director  
Arts Education Branch*ADOPTED  
BOARD REPORT  
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Inner-City Arts; LA's Best; Social and Public Art Resource Center (SPARC)	4400004427 4400004447 4400004455	Informally competed bench contracts to provide visual arts programming to designated LAUSD schools in accordance with the Arts Equity Index in order to increase the participating students' and teachers' knowledge and content skills in conjunction with California State Standards in the Arts. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$189,000.	General Funds (100%)	\$189,000
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**Contract Term:** 01/19/16 through 06/30/16**Aggregate Contract Value for Three (3)  
Contracts: \$189,000***Requestor: Rory Pullens, Executive Director  
Arts Education Branch*

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT EXCEEDING \$250,000 (CONT.)****APPROVED**  
SOURCE OF FUNDS AMOUNT

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Inner-City Arts; Mobile Film Classroom	4400004427 4400004424	Informally competed bench contracts to provide film and media programming to designated LAUSD schools in accordance with the Arts Equity Index in order to increase participating students' and teachers' knowledge and content skills in conjunction with California State Standards in the Arts. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$31,000.	General Funds (100%)	\$31,000

**Contract Term:** 02/23/16 through 06/30/16**Aggregate Contract Value for Two (2)****Contracts: \$31,000**Requestor: *Rory Pullens, Executive Director  
Arts Education Branch*ADOPTED  
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24 <sup>th</sup> Street Theatre; CRE Outreach; Enrichment Works; BV Foundation dba Hindsight Collab; Hollywood Heart; LA's Best; Theatre West; Watts Village Theater; Will Geer's Theatrum Botanicum	4400004435 4400004436 4400004437 4400004438 4400004439 4400004447 4400004441 4400004442 4400004443	Informally competed bench contracts to provide theater programming to designated LAUSD schools in accordance with the Arts Equity Index in order to increase participating students' and teachers' knowledge and content skills in conjunction with California State Standards in the Arts. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$188,500.	General Funds (100%)	\$188,500
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**Contract Term:** 01/19/16 through 06/30/16**Aggregate Contract Value for Nine (9)****Contracts: \$188,500**Requestor: *Rory Pullens, Executive Director  
Arts Education Branch*

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****B. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT EXCEEDING \$250,000 (CONT.)****APPROVED**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Colburn School; Inner-City Arts; LA's Best; Long Beach Opera; Southland Sings; Symphonic Jazz Orchestra; Young Musicians Foundation	4400004444 4400004427 4400004447 4400004449 4400004450 4400004451 4400004452	Informally competed bench contracts to provide music programming to designated LAUSD schools in accordance with the Arts Equity Index in order to increase participating students' and teachers' knowledge and content skills in conjunction with California State Standards in the Arts. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$114,675.	General Funds (100%)	\$114,675

**Contract Term:** 01/12/16 through 06/30/16**Aggregate Contract Value for Seven (7)  
Contracts: \$114,675***Requestor: Rory Pullens, Executive Director  
Arts Education Branch*ADOPTED  
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Angels Gate Cultural Center; Cal Arts; Get Lit	4400004456 4400004457 4400004458	Informally competed bench contracts to provide creative writing instruction to designated LAUSD schools in accordance with the Arts Equity Index in order to increase participating students' and teachers' knowledge and content skills in conjunction with California State Standards in the Arts. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$64,000.	General Funds (100%)	\$64,000
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**Contract Term:** 01/19/16 through 06/30/16**Aggregate Contract Value for Three (3)  
Contracts: \$64,000***Requestor: Rory Pullens, Executive Director  
Arts Education Branch*

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****INCOME CONTRACTS NOT EXCEEDING \$500,000****APPROVED** \$ <\$50,000>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Los Angeles Community College District	4400004595	Revenue contract to support Rancho Dominguez's engineering, technology and design academy. Students will experience a diverse educational plan that includes access to career pathways in engineering and manufacturing.	Revenue	<\$50,000>
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**Contract Term:** 09/01/15 through 06/30/16ADOPTED  
BOARD REPORT**Contract Value:** <\$50,000>

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Requester: *Keri Lew, Principal*  
*Rancho Dominguez Preparatory School*



## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****CONTRACT AMENDMENTS NOT EXCEEDING \$250,000****APPROVED** **\$238,500**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
LA Trust for Children's Health c/o Partnerships & Medi-Cal	4400002453-3	Amendment to increase contract capacity to provide outreach services for the anti-tobacco program at 19 additional high schools (new cohort of funding). Contractor will work with student and parent leadership committees to spread the message and raise community awareness of school-based health centers and their available services.	Tobacco Use Prevention Education (TUPE) Grant (100%)	\$60,000*

**Contract Term:** 12/01/13 through 06/30/16

Initial Contract Value: \$180,000  
 Amendment No. 1: \$0  
 Amendment No. 2: \$58,489  
 \*Amendment No. 3: \$60,000  
 (Executed Date: 01/28/16)  
**Aggregate Contract Value: \$298,489**

ADOPTED  
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Requester: *Alvaro Cortes, Executive Director  
Beyond the Bell*

Los Angeles Community College District	4400003912-2	Amendment to extend contract term and increase contract capacity to support Carson's Engineering Technology pathway. Students will acquire the knowledge and skill sets by designing and developing processes, equipment, and systems used to create renewable energy projects through the use of technology and equipment currently being used in the engineering industry.	Revenue	<\$25,000*>
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**Current Contract Term:** 09/09/14 through  
12/31/15

New End Date by this Amendment: 06/30/16

Initial Contract Value: <\$25,000>  
 Amendment No. 1: \$0  
 \*Amendment No. 2: <\$25,000>  
 (Executed Date: 01/08/16)  
**Aggregate Contract Value: <\$50,000>**

Requester: *Windy Warren, Principal  
Carson High School*

\*Current Ratification

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****CONTRACT AMENDMENTS NOT EXCEEDING \$250,000 (CONT.)****APPROVED**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Simpson and Simpson, LLP	4400002515-5	Amendment to increase contract capacity to provide an independent audit of MiSiS system integrity for the purpose of completing the District's submission to the California Department of Education for approval/certification of the District's student attendance accounting system with digital teacher signature.	Bond Funds (100%)	\$51,750*

**Contract Term:** 01/15/13 through 01/15/17

Initial Contract Value	
Inclusive of Option Years:	\$4,399,000
Amendment No. 1:	\$210,000
Amendment No. 2:	\$ 29,850
Amendment No. 3:	\$107,340
Amendment No. 4:	\$104,960
*Amendment No. 5:	\$ 51,750
(Executed Date: 02/03/16)	
<b>Aggregate Contract Value:</b>	<b>\$4,902,900</b>

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

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

\*Current Ratification

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****CONTRACT AMENDMENTS NOT EXCEEDING \$250,000 (CONT.)****APPROVED**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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The Raben Group	4400002941-2	Amendment to extend contract term and increase capacity to provide the District with direct lobbying services and strategic intelligence and advice on its federal policy agenda and assist in the development, coordination and execution of the District's federal legislative strategy and communications plans.	General Funds (100%)	\$70,200*
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Current Contract Term: 04/10/13 through 04/09/16  
 New End Date by this Amendment: 09/30/16

\*\*Initial Contract Value: \$250,000  
 Amendment No. 1: \$66,000  
 \*Amendment No. 2: \$70,200  
 (Executed Date: 04/01/16)  
**Aggregate Contract Value: \$386,200**

Requester: *Leilani Yee, Director*  
*Office of Governmental Relations*

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Strategic Education Services	4400003230-2	Amendment to extend term and increase contract capacity to provide state governmental relations advocacy services for policy and fiscal interests of the District, provide strategic advice and counsel on various legislative, political and media issues that affect or will affect the District.	General Funds (100%)	\$56,550*
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**Current Contract Term:** 04/10/13 through 04/09/16  
 New End Date by this Amendment: 09/30/16

Initial Contract Value: \$169,680  
 Amendment No. 1: \$ 87,000  
 \*Amendment No. 2: \$ 56,550  
 (Executed Date: 04/01/16)  
**Aggregate Contract Value: \$313,230**

Requester: *Leilani Yee, Director*  
*Office of Governmental Relations*

\*Current Ratification

\*\* For Ratification and not included on earlier Board Reports

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****B. AFTER THE FACT CONTRACT 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  
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None

**C. PROFESSIONAL SERVICE CONTRACT ASSIGNMENT****\$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

**D. PROFESSIONAL SERVICES 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

**E. 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****F. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000****February 2016 – \$1,067,042****YTD - \$7,838,191**

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>February</u> <u>Qty. of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>February</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders - February 2016	211	1,312	\$1,067,042 (Avg. Trans. \$5,057)	\$7,838,191

**G. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000****February 2016 - \$14,168,328****YTD – \$113,598,336**

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>February</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>February</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders – February 2016	2,663	16,190	\$4,337,908 (Avg. Trans. \$1,629)	\$25,943,777
Purchase Orders - February 2016	31	266	\$1,519,541 (Avg. Trans. \$49,017)	\$17,879,798
DISTRICT CARD TRANSACTIONS (i.e.: P-Card, Fuel Card, Toshiba Card, etc.) February 2016	11,138	51,732	\$3,160,648 (Avg. Trans. \$284)	\$17,847,565
Rental Facilities – February 2016	7	28	\$91,860 (Avg. Trans. \$13,123)	\$234,445
Travel/Conference Attendance – February 2016	756	7,981	\$358,296 (Avg. Trans. \$474)	\$4,162,885
GENERAL STORES DISTRIBUTION CENTER – February 2016	410	2,029	\$3,139,160 (Avg. Trans. \$7,656)	\$12,895,617
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – February 2016	587	3,071	\$1,560,915 (Avg. Trans. \$2,659)	\$20,465,921

Detailed information is provided on the Procurement Services website.

## ATTACHMENT B

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

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

**APPROVED**  
**\$10,445,433**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Benchmark Education Company; Capstone Education; Kaeden Books; Houghton Mifflin Harcourt; Learning A-Z; Mondo Publishing; Okapi Educational Publishing; Scholastic	4400004625 4400004626 4400004627 4400004628 4400004629 4400004700 4400004701 4400004702 (RFP 2000000940)	These contracts will provide K-5 Leveled Reading Collections and Instructional Guides for school bookrooms and classroom libraries. Includes Spanish language texts, comprehensive digital content and teacher professional development. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$7,000,000.	Title I Funds (100%)	\$7,000,000
<p align="center"><b>Contract Term:</b> 05/11/16 through 6/30/21</p> <p align="center"><b>Aggregate Contract Value for Eight (8) Contracts: \$7,000,000</b></p> <p align="center">Requester: <i>Frances Marie Gipson</i> <i>Chief Academic Officer</i></p>				
Aon Risk Services, Inc. of Southern California Risk Services	4400004732	Single-source contract to provide Ironshore Insurance Company Pollution Legal Liability (PLL) insurance policy to protect the District for clean-up costs at District owned sites and from third party liability caused by the District school construction program.	Bond Funds (100%)	\$3,445,433
<p align="center"><b>Contract Term:</b> 04/18/16 through 04/17/19</p> <p align="center"><b>Contract Value: \$3,445,433</b></p> <p align="center">Requester: <i>Robert Reider, Director</i> <i>Division of Risk Management and Insurance</i> <i>Services</i></p>				

**WITHDRAWN**

ADOPTED  
BOARD REPORT

APR 12 2016

## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITY

## A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS

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

\$0

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

ADOPTED  
BOARD REPORT  
'APR 12 2016AMENDMENTS TO CONTRACTS 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

## ATTACHMENT B

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

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

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****\$1,036,216**

<u>CONTRACTOR</u>	<u>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
A-1 Event and Party Rentals; A-Ace Party Rents; Orbit Event Rentals	4400004642 4400004690 4400004639 (IFB 2000000642)	Formally competed capacity contracts for rental chair services for various events on District school and office sites.  <b>Contract Term:</b> 04/18/16 through 04/17/21 includes two (2) one-year renewal options  <b>Aggregate Five-Year Contract Value for Three (3) Contracts: \$500,000</b>  Requester: <i>Roger Finstad, Director</i> <i>Maintenance and Operations</i> <i>Facilities Services Division</i>	Various Per Requesting School or Office (100%)	\$500,000

ADOPTED  
BOARD REPORT

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## ATTACHMENT B

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

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

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>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Raymond Handling Solutions, Inc.	4500207760 (IFB 2000001000)	Purchase of fourteen (14) electric, single pallet transporters, fourteen (14) electric, double pallet transporters for the Procurement Services Center.  <b>Contract Term:</b> One-time procurement  <b>Contract Value:</b> \$337,861  Requester: <i>Marc Monforte, Director</i> <i>Materiel Management Branch</i>	General Funds (100%)  <div>ADOPTED BOARD REPORT APR 12 2016</div>	\$337,861
Papé Material Handling, Inc.	4500207764 (IFB 2000001000)	Purchase of two (2) sit-down electric forklifts for the Procurement Services Center.  <b>Contract Term:</b> One-time procurement  <b>Contract Value:</b> \$54,318  Requester: <i>Marc Monforte, Director</i> <i>Materiel Management Branch</i>	General Funds (100%)	\$54,318
Southern California Material Handling, Inc.	4500207729 (IFB 2000001000)	Purchase of thirty (30) electric walkie pallet jacks for the Procurement Services Center.  <b>Contract Term:</b> One-time procurement  <b>Contract Value:</b> \$144,037  Requester: <i>Marc Monforte, Director</i> <i>Materiel Management Branch</i>	General (100%) Funds	\$144,037

## 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 CONTRACT IN EFFECT EXCEEDING \$250,000****\$2,832,538**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
Folsom Lake Ford	4500206171 CA DGS Contract #1- 15-23-14B	Purchase of twenty-three (23) black and white police vehicles, nine (9) sergeant vehicles, five (5) lieutenant vehicles, one (1) K-9 police vehicle and one (1) command post vehicle via the California Department of General Services (DGS) #1-15-23-14B piggyback contract.	General Funds (100%)	\$1,131,560

ADOPTED  
BOARD REPORT

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**Contract Term:** One-time procurement**Contract Value:** \$1,131,560

Requester: *Steven Zipperman*  
*Chief of Police*  
*Los Angeles School Police*

McPeck's Dodge of Anaheim	4500206173 Los Angeles County Sheriff's Department Contract #RFB-IS- 15201411	Purchase of six (6) detective vehicles via Los Angeles County Sheriff's Department #RFB-IS-15201411-1 piggyback contract.	General Funds (100%)	\$167,209
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**Contract Term:** One-time procurement**Contract Value:** \$167,209

Requester: *Steven Zipperman*  
*Chief of Police*  
*Los Angeles School Police*

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

APPROVED

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

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 CONTRACT IN EFFECT EXCEEDING \$250,000 (CONT.)**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
AEP California	4500206174 City of Escondido Contract #14-01	Outfitting of twenty-three (23) black and white police vehicles, nine (9) sergeant vehicles, five (5) lieutenant vehicles, one (1) K-9 police vehicle and one (1) command post vehicle, six (6) detective vehicles and outfitting for additional vehicles purchased through District’s formal bids; four (4) parking enforcement vehicles and two (2) vans. The outfitting of the police vehicles is through the City of Escondido piggyback contract #14-01.	General Funds (100%)	\$468,769

ADOPTED  
BOARD REPORT  
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**Contract Term:** One-time procurement

**Contract Value:** \$468,769

Requester: *Steven Zipperman*  
*Chief of Police*  
*Los Angeles School Police*

Bus West	4500211933 Hemet Unified School District #2014/15- 22814	Purchase of seventy-one (71) new compressed natural gas (CNG) engine school buses, twenty-five (25) passenger capacity, with wheel chair lift via the Hemet Unified School District contract #2014/15-22814.	Bond Funds (100%)	\$1,065,000
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**Contract Term:** One-time procurement

**Contract Value:** \$1,065,000

Requester: *Donald Wilkes, Director*  
*Transportation Services Division*

## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITYINCOME CONTRACT

<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

APPROVED \$0

ADOPTED  
BOARD REPORT  
APR 12 2016

INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Information Technology Division

**APPROVED**

**INFORMATIVE**

**DATE:** March 8, 2016

ADOPTED  
BOARD REPORT

APR 12 2016

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

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

**SUBJECT: RATIFICATION OF AGREEMENT TO PROVIDE TECHNICAL TRAINING  
AND CERTIFICATION SERVICES ON VMWARE TECHNOLOGY  
NEW HORIZONS COMPUTER CENTER OF SOUTHERN CALIFORNIA  
– 4400004630**

The Information Technology Division (ITD) requests Board ratification of an agreement with New Horizons Computer Center of Southern California to provide VMware training and certification services for the District's technical team. VMware is software that is utilized to virtualize the District's computing environment. Virtualization uses software to simulate the existence of hardware and create virtual (non-physical) computer systems.

***Why is this necessary?***

Virtualization is a proven technology that makes it possible to simultaneously run multiple operating systems and applications on a single server. It is a very effective way to reduce IT expenses while boosting efficiency and agility by requiring less physical hardware and saving on power consumption. The District's technical team needs training and certifications to develop and increase its knowledgebase in the area of virtualization and VMware technology.

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

The District recently virtualized its network environment by converting 95% of our servers onto VMware. The training and certification provided by the Contractor will bring the District's technical team to a level at which we will become less dependent on contractors' knowledge and expertise.

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

The training and certification provided by the Contractor will allow staff to gain the necessary skills and knowledge to install, configure and manage virtual environments using VMware technology. Without the necessary approval, the District will continue to rely on contractors for this work.

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

The training will be conducted in two (2) sessions. Each session will consist of six (6) attendees to minimize operational impact. The period of performance shall be from March 28, 2016 through April 15, 2016 with a total aggregate value not to exceed \$35,000. Source of funding will be 95% Bond Fund and 5% General Fund.

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

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

APPROVED

ADOPTED  
BOARD REPORT

APR 12 2016

Board of Education Report  
No. 297-15/16  
For 04/12/16 Board Meeting

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Arts Education Branch

**APPROVED**

INFORMATIVE

**DATE: March 8, 2016**

ADOPTED  
BOARD REPORT

'APR 12 2016

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

**FROM:** Rory Pullens  
Executive Director, Arts Education Branch

**SUBJECT: REQUEST FOR RATIFICATION OF ARTS COMMUNITY NETWORK  
PARTNER CONTRACTS**

The 2012 Arts at the Core Education Plan that was unanimously approved by the Board of Education highlighted the need for LAUSD to expand collaboration with the creative cultural network in Los Angeles to establish and better coordinate arts programming across district schools in order to support and enhance our arts education efforts. Part of the recommended solution was to establish an infrastructure in which arts community partners could better align their work to the district's academic goals and needs as the value of the Los Angeles area arts and cultural partners cannot be over-stated. Programs initiated by these organizations enrich our schools by providing more arts learning opportunities for LAUSD students.

The Arts Education Branch issued an Informal Request for Proposals for arts professional services in the 2015-16 school year based on school needs revealed by the Arts Equity Index. The goals for arts providers is to support arts instruction, activities, and experiences in the areas of instrumental/vocal music, dance, theatre, film, writing, and/or visual/media arts to designated LAUSD schools and their identified students in conjunction with California State Standards in the Arts.

Out of seventy nine solicitations twenty six proposals were approved for contracts across the various arts categories, including Dance, Music, Visual Arts, Theatre, Writing, and Film/Media.

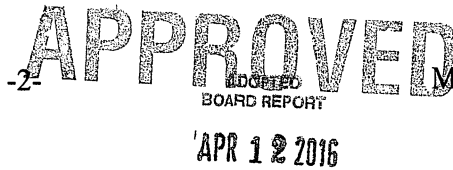
***Why is this necessary?***

To insure that every student in LAUSD is receiving equitable access to the arts which compliments instruction by certificated arts personnel, the Arts Community Network vendors will begin services during the second semester of the 2015-16 school year. The Arts Education Branch is working with each vendor in order to make sure that every Local District and Board Member District receives equal and fair opportunities for these services to enhance and support arts instruction for students.

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

There is currently a shortage of certificated arts teachers that would allow LAUSD to provide satisfactory level of arts instructions in the various arts disciplines in all schools. This support must be provided now so that greater equity and access is gained by all schools and students within the district. The Arts Education Branch recognizes that additional arts programming

Members, Board of Education  
Michelle King, Superintendent



March 8, 2016

provided by our arts and cultural partners is essential in order to meet the equity and access gaps across the District.

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

The growth of the arts program would be negatively affected in two critical ways:

1. Improvement of the arts program to truly provide equity and access of arts resources to students across the District would be diminished at a time when the arts are in greater demand.
2. The investment of establishing a funding infrastructure and relationship between the creative cultural network in Los Angeles and the district in order to provide greater equity and access to the arts for students would be lost, again negatively impacting students who deserve arts support immediately, not in distant future years.

***Why is this contract an after the fact? (if applicable)***

All district policies were followed and Procurement approved the contracts to begin, so there is no applicable after the fact consideration. Commitments were secured from schools and principals to commence second semester of the 2015-16 school year in order to have the proper time allocation and access to facilities to successfully launch programs.

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

The terms of the contract are in accordance with the rules and regulations of LAUSD Procurement to provide equitable funding to arts community vendors to provide instruction for underserved schools based on the arts equity index and their students. The Arts Education Branch (AEB) has budgeted within its Targeted Student Population funds to provide for these student based services. Many of the amounts requested were reduced by the source selection committee in order to distribute award funds in equitable and proportionate ways.

Should you have any questions, please contact me at [rory.pullens@lausd.net](mailto:rory.pullens@lausd.net) or at 213-241-7502.

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



Vendor	Contract #	Schools Served	Local District	District Board Member
<b>ART DISCIPLINE: DANCE</b>				
Ballroom Madness	4400004426	Six elementary schools; Boyle Heights or Watts focusing on 5th grade, including Breed St ES, Soto St ES, Sunrise ES, Utah St ES, 107th St ES, 109th St ES, Compton Ave ES	LD East, LD South	BD2, BD7
Create Now – Folklorico Dance	4400004428	Contreras cluster, including Castro MS, Kim Acad MS, Logan ES, Union ES, Lake St. Primary ES	LD Central	BD2
Inner City Arts	4400004427	School s in high need clusters, including, Narbonne Harts LA SH, Fleming MS, Contreras Soc. Jus SH, Castro MS, Legacy STEAM SH, South Gate MS, RFK New Open World, Logan, Union, Lake St Primary, RFK UCLA Comm, Del Olmo, Harbor City ES, Carson ES, TBD	LD Central, LD East, LD West	BD2, BD5, BD7
LA's Best	4400004447			
Los Angeles Choreographers and Dancers	4400004432	Braddock El, Brockton El, Richland El, Danube El, Kittridge El, Westport Heights EL	LD West, LD Northwest	BD3, BD4
Lula Washington Dance Theatre	4400004433	Dorsey and Crenshaw High Schools	LD West	BD1
Universoul Hip Hop	4400004434	Nora Sterry El, Reseda El, Buchanan El, Bushnell El, Glenfelig El	LD Central, LD West, LD	BD3, BD4, BD5
<b>ART DISCIPLINE: FILM/MEDIA</b>				
Inner City Arts	4400004427	School s in high need clusters, including, Narbonne Harts LA SH, Fleming MS, Contreras Soc. Jus SH, Castro MS, Legacy STEAM SH, South Gate MS, RFK New Open World, Logan, Union, Lake St Primary, RFK UCLA Comm, Del Olmo, Harbor City ES, Carson ES, Chavez LA Teacher Prep, MacLay MS, San Fernando MS, Henry MS, Porter MS,	LD Central, LS East, LD South	BD2, BD5, BD7
Mobile Film Classroom	4400004424		LD Northwest, LD	BD3, BD6
<b>ART DISCIPLINE: MUSIC</b>				
Colburn School	4400004444	54th St ES, Belvedere ES, Castelar ES, Commonwealth ES, Esperanza ES, Euclid ES, Grant ES, Hillcrest ES, Hobart ES, Leo Politi ES, Brooklyn Ave MS, Griffith MS, Hollenbeck MS, John Burroughs MS	LD East, LD Central, LD South, LD West	BD2, BD5, BD7, BD4
Inner City Arts – Vocal Music	4400004427	School s in high need clusters, including, Narbonne Harts LA SH, Fleming MS, Contreras Soc. Jus SH, Castro MS, Legacy STEAM SH, South Gate MS, RFK New Open World, Logan, Union, Lake St Primary, RFK UCLA Comm, Del Olmo, Harbor City ES, Carson ES, Catskill ES, Bonita ES, Gulf ES, Loma Vista, ES, Corona ES, Huntington Park ES, Heliotrope ES, Escutia PC ES	LD Central, LD South, LD East	BD2, BD5, BD7
LA's Best	4400004447	TBD		
Long Beach Opera	4400004449	93rd St. El, 107th St El, 110th St. El, 122nd St. El, Annatee El, Barrett El, Broad Ave. El, Compton El, Gardena El, Hawaiian El, Leapwood El, Parmelee El, Manchestee El, South Park El, Towne El, Weigand El, Curtis MS, Dana MS, Dodson MS, Edison MS, Fleming MS, Markham MS, Peary MS, Wilmington MS, Angel's Gate HS, Jordan HS, King Drew HS, Rancho Dominguez Prep	LD South	BD7

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Southland Sings	44000004450	Melvin ES, Napa ES, Shirley ES, Reseda ES, Canterbury ES, Dyer ES, Gridley ES	LD Northwest, LD Northeast	BD3, BD6
Symphonic Jazz Orchestra	44000004451	95th St. El and Toluca Lake El	LD West, LD South	BD4, BD7
Young Musicians Foundation	44000004452	Carthay El and Mervyn Dymally HS	LD West, LD South	BD1, BD7
<b>ART DISCIPLINE: THEATRE</b>				
24 <sup>th</sup> Street Theatre	44000004435	24th St ES, 42nd St ES, 54th St ES, 6th Ave ES, 74th St ES, King Jr ES, Alexandria ES, Brooklyn Ave ES, Murchison ES, San Pedro St ES, Soto ES, Union ES, Los Angeles ES, Burbank ES, Valley Charter ES, Lankershim ES, Reseda ES, Capistrano Ave. ES, Castlebay Lane ES, Community Elementary Magnet Charter, Roscomare Rd ES, Vine ES, Melrose ES, Carona Ave ES, Ford Blvd ES, Bushnell Way ES, Glenfeliz Blvd ES, Victoria ES, Eagle Rock ES, Franklin ES, Ivanhoe ES, Hubbard ES, Obama ES, Victory Blvd ES, Beachy Ave ES, Burton ES, Broadus ES, Telfair ES, Sharp Ave ES, Compton ES, Hawaiian ES, South Park ES, Avalon Gardens ES, Bonita ES, Flournoy ES, 92nd St ES, Amestoy ES	All Local Districts	BD1, BD2, BD3, BD4, BD5, BD6, BD7
CRE Outreach	44000004436	Quincy Jones ES, Estrella ES	LD Central, LD South	BD2, BD7
Enrichment Works	44000004437	Sunny Bra EL, Tarzana EL, Toluca Lake EL, Apperson EL, Beachy EL, Brainard EL, Camellia EL, Bassett St EL	LD Northwest, LD Northeast, LD West	BD1, BD3, BD4
Hindsight Collab Collective (DBA: BV Foundation)	44000004438	Hawkins HS and Dorsey HS	LD West	BD1
Hollywood Heart	44000004439	Los Angeles HS	LD Central	BD2
LA's Best	44000004447	TBD		
Theatre West	44000004441	Telfair Ave. El, San Pascual El, Selma El, Hancock Park El, and potentially Amanecer Primary Center	LD East, LD Central, LD Northeast, LD West	BD1, BD2, BD4, BD5, BD6
Theatricum Botanicum	44000004443	Napa El, Shirley El, Canterbury El, Dyer El, Toluca Lake El, Warner El	LD Northeast, LD Northwest, LD West	BD1, BD3, BD4
Watts Village Theater Company	44000004442	Jordan HS and King Drew Magnet HS	LD South	BD7
<b>ART DISCIPLINE: VISUAL ARTS</b>				

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Inner City Arts	44000004427	School s in high need clusters, including, Narbonne Harts LA SH, Fleming MS, Contreras Soc. Jus SH, Castro MS, Legacy STEAM SH, South Gate MS, RFK New Open World, Logan, Union, Lake St Primary, RFK UCLA Comm, Del Olmo, Harbor City ES, Carson ES, Catskill ES, Bonita ES, Gulf ES, Loma Vista, ES, Corona ES, Huntington Park ES, Heliotrope ES, Escutia PC ES	LD Central, LD South, LD East	BD2, BD5, BD7
LA's Best	44000004447	TBD		
SPARC – Judy Baca Arts Academy	44000004455	J Baca Arts Academy in Watts	LD South	BD7
<b>ART DISCIPLINE: WRITING</b>				
Angels Gate Cultural Center	44000004456	Gulf El, Hawaiian El, Fries El	LD South	BD7
Cal Arts	44000004457	School of History and Dramatic Arts, Sotomayor Complex	LD Central	BD5
Get Lit	44000004458	TBD		

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ADOPTED  
BOARD REPORT  
APR 12 2016

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

APPROVED

INFORMATIVE  
DATE: April 12, 2016  
APR 12 2016

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

**FROM:** Diane H. Pappas, Chief Executive Officer of Strategic Planning and Digital Innovation  
Shahryar Khazei, Chief Information Officer

**SUBJECT: RATIFICATION OF AGREEMENT TO PERFORM INDEPENDENT  
AUDIT OF THE DISTRICT'S STUDENT ATTENDANCE ACCOUNTING  
SYSTEM WITH DIGITAL TEACHER SIGNATURE  
SIMPSON AND SIMPSON – 4400002515-5**

The Information Technology Division (ITD) is requesting ratification of an amendment to Contract No. 400002515 with the District's independent auditor, Simpson and Simpson. This amendment will complete the attendance system audit requirements for the My Student Information System (MiSiS). In 2014, Simpson and Simpson was requested to perform this audit; however, the audit could not be completed satisfactorily due to the instability of the system. Therefore, completion of the audit was postponed until 2016. MiSiS has since been stabilized and now includes more comprehensive attendance reporting and other related attendance features. Given the length of time that has elapsed and the number of changes that have been made to the system, Simpson and Simpson has been re-engaged to provide a comprehensive audit of the District's attendance system.

***Why is this necessary?***

The California Department of Education (CDE) requires that the District submit documentation regarding its attendance system and a letter from Simpson and Simpson, regarding the system's integrity and provision of key features required by the State. The CDE requires that this process be followed when there is a change in a district's attendance system or procedures. Also, the approval obtained for the previous attendance system was only for traditional K-12 schools. The District is now also seeking approval for the other types of schools and programs offered (e.g., Continuation, Community Day School, City of Angels, and Carlson Home and Hospital).

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

The District has replaced its former attendance/student information systems, and certain manual procedures have been automated with MiSiS. To satisfy State requirements, LAUSD must submit documentation to the CDE, including a letter from its independent auditor. The CDE specifies that for accounting systems containing digital teacher signatures the "Submission of the electronic attendance system for CDE approval includes a letter from the LEA's independent auditor,

<sup>2</sup>  
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indicating that the attendance accounting system has been reviewed by the auditor and that the system's level of integrity is acceptable to the auditor." This requirement is found in correspondence from the CDE at <http://www.cde.ca.gov/fg/sf/aa/electronicattenltr.asp>

ADOPTED  
BOARD REPORT

APR 12 2016

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

Without the required audit services, the District would put at risk State payments received for student attendance which constitutes a major component of funds for the District.

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

With the approval of this capacity increase, the required audit services can be completed. The capacity increase is for \$51,750, and the source of funding is Bond Funds.

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

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

APPROVED

Board of Education Report  
No. 297-15/16  
For 04/12/16 Board Meeting

**INTEROFFICE CORRESPONDENCE**  
**Los Angeles Unified School District**  
**Procurement Services Division**

**INFORMATIVE**

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

**DATE: March 4, 2016**

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

ADOPTED  
BOARD REPORT

**APR 12 2016**

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

During the Board of Education's May 12, 2015 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 February.

**GENERAL STORES DISTRIBUTION**

<b>MAJOR COMMODITY CATEGORIES</b>	<b>PURCHASE ORDER ISSUANCE FEBRUARY 1 TO FEBRUARY 29, 2016</b>	<b>ACCUMULATIVE FISCAL YEAR TOTAL</b>
Athletic Equipment	\$72,877.35	\$265,882.96
Audio Visual	\$80,302.73	\$271,379.92
Custodial/Maint. & Operations	\$772,738.42	\$4,305,038.25
Educational Supplies/Tools	\$173,460.72	\$729,309.00
Forms & Publications	\$10,962.37	\$190,591.64
Furniture	\$207,548.15	\$1,823,746.33
Music	\$10,971.70	\$57,905.14

Members, Board of Education  
Michelle King, Superintendent

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March 4, 2016

**APPROVED**

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MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE FEBRUARY 1 TO FEBRUARY 29, 2016	ACCUMULATIVE FISCAL YEAR TOTAL
Office Essentials	\$1,194,379.88	\$4,072,816.28
Paper	\$167,675.97	\$1,826,765.39
Science/Home Economics/First Aid	\$139,560.24	\$1,073,024.40
Visual Arts	\$308,682.42	\$1,418,307.48
<b>TOTALS</b>	<b>\$3,139,159.95</b>	<b>\$16,034,766.79</b>

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

c: David Holmquist  
Thelma Melendez  
Francis Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
Marc Monforte



# INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Division of Instruction

**APPROVED**

## INFORMATIVE

**DATE:** April 12, 2016

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

**FROM:** Dr. Frances Gipson, Chief Academic Officer  
Division of Instruction

ADOPTED  
BOARD REPORT

APR 12 2016

**SUBJECT: MULTIPLE CONTRACTS WITH PROVIDERS OF LEVELED READING COLLECTIONS**

**CONTRACTS NO.: 4400004625 – 4629, 4400004700-4702**

The District seeks to provide supplemental reading materials, though it does not currently have a bench of contracts with qualified guided reading bookroom and classroom leveled library collections service providers who can offer high quality informational and literacy text and professional development in guided reading. Leveled libraries are defined by collections of books that are organized by reading levels so that students can be paired with reading material most appropriate for personalized instruction and with a wide variety of authentic text to choose from. In December 2015, the District sent Requests for Proposals (RFP) to establish such a bench. The types of services that were solicited include, but are not limited to, providing guided reading leveled bookrooms, providing classroom leveled libraries, and delivering professional development for teachers.

The goal of these contracts is to help improve academic performance, raise high school graduation rates, and increase the number of youth reading in the elementary grades. The various components and activities of the programs are designed to ensure that teachers and students have a variety of lessons and guided and independent reading books that are needed to provide a rich literary environment to inspire a passion for reading and truly broadly literate students.

Principals and schools will be able to choose guided reading bookroom and classroom leveled libraries from 8 different providers at predetermined prices without having to enter into individual contracts. These materials include traditional books, Spanish, and digital options. The intent is to provide the option of selecting from a range of pre-established guided reading bookroom and leveled library collection resources of varying types and cost to find the service that suits their school best. Service providers have been selected for their experience in delivering high quality professional development and degree of experience serving urban schools. Materials have been evaluated for adequately providing for engaging authentic reading experiences including: variety of themes, literature experiences, multicultural literature experiences, culturally responsive literature that is culturally and linguistically empowering, rich vocabulary, authentic student discussion, and balance of nonfiction and fiction text. Teacher guides, lessons, and assessment materials have been evaluated for adequately addressing instruction in California content standards including: reading comprehension strategies, inferential and critical thinking, text structure, student discussion of text, close reading, text dependent questions and providing opportunities for peer-peer discussion, and oral language development. In addition, instructional



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materials support a variety of specific target populations including: English learner, standard English learner, foster youth, economically disadvantaged, and students with disabilities.

***Why is this necessary?***

To meet the goal of all students reading by age 9, there needs to be targeted reading instruction at student's instructional level and multiple resources for independent reading practice. This is particularly the case because many District students represent target populations most at risk for reading failure including English learners, standard English learners, students with disabilities, economically disadvantaged, foster youth, and homeless students. Early reading intervention and targeted support for students can greatly ease the internal and external barriers to learning to read. With the appropriate, targeted, quality professional development and resources, teachers are able to provide small group instruction and intervention for students to acquire strong foundational reading skills (phonological awareness, phonics, fluency and incorporate guided reading to supplement and advance student oral language, comprehension skills, and writing in a balanced literacy approach.

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

Establishment of a bench contract will enable schools and offices to immediately engage in guided reading instruction with targeted lessons at students' instructional levels to accelerate learning read authentic, connected text. The bench contract will make available classroom leveled libraries that inspire students to practice reading skills at their independent reading level with access to a variety of texts to become broadly literate. With professional development teachers will have the necessary skills to analyze student reading skill levels and then design, plan, and teach lessons to accelerate student learning.

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

Schools and departments will still seek to obtain the required professional development, bookrooms, and classroom leveled libraries, but without the validation of the quality of the services that the Request for Proposals process provides; without the scale of District-wide bench contract pricing, any contracted services are likely to be more expensive.

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

The contracts extend for a single 5-year term. All services, materials, and prices will be detailed in a summary catalogue so that the range of choices is readily apparent to principals and administrators. Once a service provider is selected, a school or office will issue a shopping cart requisition that will generate a purchase order to the vendor. On-going evaluations of the providers will result in shared information that will enable access to the highest rated service providers.

If you have any questions, or require additional information, please contact Katie McGrath, director of elementary instruction, [Katie.McGrath@lausd.net](mailto:Katie.McGrath@lausd.net), (213) 241-5333.

c: David Holmquist  
Thelma Melendez  
Francis Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
George Silva

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

**APPROVED**  
ADOPTED  
BOARD REPORT  
APR 12 2016

**INFORMATIVE**

**DATE:** March 25, 2016

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

**FROM:** Robert Reider, Director, Division of Insurance and Risk Management

**SUBJECT: CONTRACTOR: AON RISK SERVICES, INC. OF SOUTHERN CALIFORNIA  
RISK SERVICES**

**CONTRACT NO.: 4400004732**

**CONTRACT AMOUNT: \$3,445,443 including broker commission**

**BACKGROUND**

The Pollution Legal Liability insurance policy issued under Contract 0600007 for Pollution Legal Liability will expire April 17, 2016.

**Why is this necessary?**

Pollution Legal Liability (PLL) insurance is necessary to protect the District for clean-up costs at District owned sites and from third party liability caused by District school construction program.

**Why is this firm selected?**

Aon Risk Services was selected as broker via a formal RFPA competitive process that established the expiring contract 0600007. AON solicited competitive premium quotations from various insurance carriers with the understanding that AON was the broker of record for the District. A broker of record obligates the broker by California insurance law to service the insurance policy for the entire policy period. AON marketed the insurance renewal under adverse circumstances after insurance carriers paid the District for \$100 million in losses.

**Explain why this contract could not be competitively bid?**

The insurance policy premiums were competitively bid by Aon in their role as broker, with Ironshore as lowest bid.

**How was a fair price established?**

The three-year premium for the expiring policy is \$4,042,238, including a commission of \$404,422. The new three-year premium is \$3,445,433 including a commission of \$344,543. The three year premium on renewal is \$596,805 lower.

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

If the current Pollution Legal Liability policy is not renewed, the District would assume all the risk of loss for pollution caused by District school construction program.

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

\$10 million per incident/\$10 million aggregate-\$1 million deductible for pollution clean-up costs-\$500,000 deductible per incident for third party liability claims. The three year policy premium is \$3,445,433 and the one year policy premium is \$1,749,432. Buying a three year policy versus a one year policy, three times, saves the District \$1,802,883 (\$5,248,356-\$3,445,433). The source of funds for this agreement is Bond funds.

If you have any questions or require additional information, please contact me at 213-241-1843.

c: David Holmquist  
Thelma Melendez  
Francis Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
George Silva

APPROVED

Board of Education Report  
No. 297-15/16  
For 04/12/16 Board Meeting  
ADOPTED  
BOARD REPORT

APR 12 2016

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Facilities Services

**INFORMATIVE****DATE: March 4, 2016**

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

**FROM:** Roger Finstad  
Maintenance and Operations

**SUBJECT: IFB NUMBER 2000000642 (SC-404) RENTAL OF FOLDING CHAIRS  
A-1 EVENT & PARTY RENTALS CONTRACT NO.: 4400004642  
A-ACE PARTY RENTS CONTRACT NO.:4400004690  
ORBIT PARTY RENTALS CONTRACT NO.:4400004639  
CONTRACT AMOUNT: \$500,000 TOTAL VALUE OVER THREE YEARS  
WITH TWO 12 MONTH EXTENSION OPTIONS  
RECOMMENDATION TO AWARD**

Maintenance and Operations is requesting the Board of Education's approval to award Contract Numbers; 4400004642, 4400004690, and 4400004639 for the rental of folding chairs to be used at various locations within the District.

***Why is this necessary?***

These contracts are needed to provide the lowest, overall competitive cost for rental of folding chairs for graduation ceremonies, and other events. Contract specifications and conditions also includes language supporting compliance with the California Building Codes that specifies the proper chair installations to protect the students, staff, family, friends and others in emergency situations.

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

To enable schools to schedule their folding chair rentals for the upcoming graduation ceremonies and other special events.

***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 schools that need to rent folding chairs. There could be potential safety issues, if rental purchase orders do not specify compliance to California Building Codes related to chair installations.

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

The terms of the contract will be 36 months with up to two (2), 12 month extensions. Funding will be provided on an as needed basis by the individual department making the purchase.

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

c: David Holmquist      Thelma Meléndez      Frances Gipson      Mark Hovatter  
Yvette Merriman-Garrett      Nicole Elam- Ellis      George Silva      Jefferson Crain

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
*Procurement Services Division*

**APPROVED**

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

**FROM:** Marc Monforte  
Director  
Materiel Management Branch

**SUBJECT:** Raymond Material Handling Solutions  
**PURCHASE ORDER NO.: 4500207760**  
**PURCHASE ORDER AMOUNT: \$337,860.60**

**PAPE Material Handling**  
**PURCHASE ORDER NO.: 4500207764**  
**PURCHASE ORDER AMOUNT: \$54,318.00**

**Southern California Material Handling**  
**PURCHASE ORDER NO.: 4500207729**  
**PURCHASE ORDER AMOUNT: \$144,037.08**

**TOTAL PURCHASE ORDER AMOUNT: \$536,215.68**

The Materiel Management Branch is requesting approval from the Board of Education to purchase materiel handling equipment in accordance with the Materiel Management Branch's five year Capital Equipment Replacement Plan. These various pieces of equipment will support the handling and delivery of food, supplies, furniture, instructional materials, and related items to schools and offices District-wide.

***Why is this necessary?***

The function of this material handling equipment is to facilitate operational needs in the handling and delivery of the food, supplies, furniture and related items to support the education process. Current materiel handling equipment being replaced is obsolete, requires excessive maintenance, and is beyond economical repair. A modern, well maintained fleet of material handling equipment will afford Materiel Management Branch the ability to support schools in a timely and dependable manner.

**INFORMATIVE**

**DATE: March 8, 2016**

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**APPROVED**  
March 08, 2016  
ADOPTED  
BOARD REPORT  
APR 12 2016

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

Procurement of the material handling equipment will result in fewer days of equipment downtime and lower annual operating/maintenance costs. Additionally, the District has opened over 130 new schools, and this equipment is required to provide support to those schools.

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

Disapproval of this purchase will restrict The Materiel Management Branch from having reliable material handling equipment, further exacerbate high maintenance costs (to operate equipment beyond their normal life expectancy as this equipment continues to age and deteriorate).

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

This procurement is a one-time purchase. The funding source utilizes 100 % from General Fund as follows: 010-0000, 0000-7200-10025, 1054401

If you have any questions or require additional information, please contact Marc Monforte at [marc.monforte@lausd.net](mailto:marc.monforte@lausd.net) or (562) 654-9361

C: David Holmquist  
Thelma Meléndez de Santa Ana  
Frances Marie Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
George Silva

**APPROVED**

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

ADOPTED  
BOARD REPORT

'APR 12 2016

**INFORMATIVE**

**DATE: March 7, 2016**

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

**FROM:** Steve Zipperman, Chief of Police

**SUBJECT: PURCHASE ORDER NO: 4500206171 (Folsom Lake Ford)**  
**PURCHASE ORDER NO: 4500206173 (McPeeks Dodge Anaheim)**  
**PURCHASE ORDER NO: 4500206174 (American Emergency Products)**

**AGGREGATE CONTRACT VALUE: \$1,767,538**  
**REQUEST TO AUTHORIZE THE UTILIZATION OF PIGGYBACK**  
**CONTRACTS UNDER FOLSOM LAKE FORD, MCPEEKS DODGE**  
**ANAHEIM AND AMERICAN EMERGENCY PRODUCTS**

***Why is this necessary?***

The Los Angeles School Police Department has 375 police vehicles assigned to its fleet. Of these, 291 vehicles or 78% of our fleet is more than 5 years old with an average mileage of 141,560.

Our aging fleet presents safety concerns to our Police Officers, who use these vehicles for Emergency Response Purposes. Documented mechanical breakdowns have already resulted in officer injuries. In addition, these vehicles with high miles have accrued high costs due to repairs and replacements of parts.

Our intent is to replace the highest mileage vehicles with new vehicles purchased.

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

Vehicles with high mileage continue to present officer safety concerns and accrue expensive repair costs. Many have reached the point of "Beyond Economical Repair" and are being salvaged by our Transportation Services Division. Furthermore, as our vehicles continue to age, they present additional safety risks to our Police Officers and the Public.

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

The Los Angeles Unified School District would continue to accrue high repair costs which would exceed the value of the vehicles and safety risks for injuries will increase.

As we continue to lose vehicles due to salvage or lengthy repair delays, we have less vehicles to respond to emergency calls.

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

The intent is to purchase outright twenty three (23) black and white Police vehicles, nine (9) Sergeant vehicles, six (6) Detective vehicles, five (5) Lieutenants vehicles, one (1) K-9 vehicle, one (1) Command Post vehicle. These vehicles will be purchased from the following vendors: Folsom Lake Ford under contract # DGS 1-15-23-14B and McPeeks Dodge of Anaheim under contract # IS-15201411. These vehicles will be outfitted by American Emergency via the City of Escondido Contract # 14-01.

This intended purchase will be funded though the Los Angeles School Police Department's Replacement of Equipment Fund (Program Number 15881) allocated to cover year one (1) of the Ten Year Replacement Plan as approved by Cheryl Simpson, Director of Budget Services.

If you have any questions or require additional information, please contact me at [szipperman@laspd.com](mailto:szipperman@laspd.com) or at (213) 202-4508.

c:

Thelma Melendez de Santa Ana  
David Holmquist  
Frances Gipson  
Nicole Elam-Ellis  
Megan Reilly  
Cheryl Simpson  
George Silva  
Jefferson Crain



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Transportation Services Division

APPROVED  
ADOPTED  
BOARD REPORT

APR 12 2016

**INFORMATIVE**

**DATE:** March 23, 2016

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

**FROM:** Donald Wilkes, Director  
Transportation Services Division

**SUBJECT: REQUEST TO REPLACE DIESEL ENGINE SCHOOL BUSES WITH NEW  
ALTERNATIVE FUEL SCHOOL BUSES USING GRANT FUNDS**

This informative is to request approval to replace 71 older model diesel school buses with new alternative fuel school buses using awarded grant funding from the South Coast Air Quality Management District (SCAQMD).

**Background**

The Los Angeles Unified School District (LAUSD) Transportation Services Division (TSD) has been awarded \$12,815,500 from the SCAQMD to replace 71 older diesel engine school buses with 71 Compressed Natural Gas (CNG) engine school buses. The Board approved submission of the grant application at the June 9, 2015 Board Meeting, Board Report 496-14/15. The award comes with a required LAUSD matching contribution total of \$1,065,000. The match requirement will be paid using voter approved Measure Y Bond funding, which provides for the purchase of new school buses.

***Why is this necessary?***

Replacement of diesel engine school buses will lessen student exposure to diesel emissions while also helping LAUSD to comply with the Low Emission School Bus Program (2001) and LAUSD Board Resolution 'Healthy Breathing Initiative' (2003). In addition, the buses scheduled to be replaced are more than 25 years old, and replacement of these vehicles will help reduce maintenance costs while engaging the latest design and safety features.

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

SCAQMD grant funding is time sensitive. Awardees must complete the purchase process, take delivery of new school buses, and demolish old diesel school buses by January 2017. The lead time for manufacturing school buses is approximately 6 to 8 months. If Board approval is not obtained at this time, the buses will not be ready for delivery in time to meet the grant deadline and the awarded grant will be forfeited.

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

Should the Board decide not to approve this purchase the grant award dollars would be forfeited and other funding sources to replace older diesel engine school buses would need to be identified.

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

TSD recommends the purchase of the 71 new alternative fuel school buses from Bus West, utilizing existing Hemet Unified School District contract with Piggy-back provision.

Should you have any questions or require additional information, please contact me at donald.wilkes@lausd.net or at (213) 580-2920.

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