



## Board of Education Report

**FINAL**

ADOPTED  
BOARD REPORT

SEP 09 2014

File #: Rep-036-14/15, Version: 1

**APPROVED**

### APPROVAL OF PROCUREMENT ACTIONS

#### 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 Credit Card Transactions; Rental of Facilities; Travel/Conference Attendance; General Stores Distribution Center; and Book/Instructional Material Purchase Orders; and **approve** the Professional Service Contracts (exceeding \$250,000): New Contracts; Goods and General Services Contracts (exceeding \$250,000): Contract Amendment and Piggyback Contract Amendment 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 #474-13/14), which the Board exercised on June 10, 2014.

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

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

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

**Issues and Analysis:**

There are no policy implications on these agreements. The Business and Government Services Team, Office of the General Counsel, has reviewed and approved the agreements as to form.

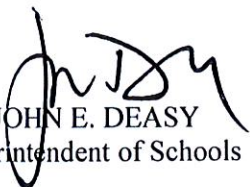
**Attachments:**

Attachment "A" - Ratification of Contracts Awarded Under Delegated Authority  
Attachment "B" - Request for Approval of Contracts Not Under Delegated Authority  
Informatives

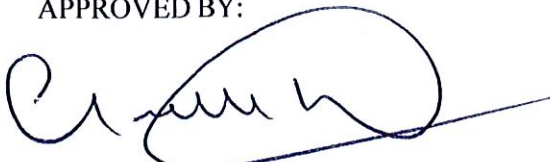
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Respectfully submitted,

  
DR. JOHN E. DEASY  
Superintendent of Schools


APPROVED BY:

  
MICHELLE KING  
Senior Deputy Superintendent,  
School Operations

APPROVED BY:

  
ENRIQUE BOULL'T  
Chief Operating Officer

REVIEWED BY:

  
DAVID HOLMQUIST  
General Counsel

☒ Approved as to form.



PRESENTED BY:

  
GEORGE SILVA  
Chief Procurement Officer

TONY ATIENZA  
Director of Budget Services and Financial  
Planning

☒ Approved as to budget impact statement.

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## ATTACHMENT A

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

#### A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

##### NEW CONTRACTS NOT EXCEEDING \$250,000

**\$356,415**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
College Summit, Inc.	4400002994	Single-source contract to provide comprehensive college access program for up to 444 students (83 -12 <sup>th</sup> graders, 100 - 11 <sup>th</sup> graders, 116 - 10 <sup>th</sup> graders, and 145 - 9 <sup>th</sup> graders) utilizing a structured online curriculum, college resource center and career exploration portal, as well as train 9 seniors as peer leaders. Additionally, senior advisory teachers and counselors/administrators will be trained to teach and oversee the program.	General (100%)	\$29,525

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**Contract Term:** 07/17/14 through 06/30/15

**Contract Value:** \$29,525

Requester: *William Lupejkis, Principal  
Diego Rivera Learning Complex*

College Summit, Inc.	4400003074	Single-source contract to provide comprehensive college access program for up to 374 (12 <sup>th</sup> grade) students utilizing a structured online curriculum, college resource center and career exploration portal, as well as train 34 seniors as peer leaders. Additionally, senior advisory teachers and counselors/administrators will be trained to teach and oversee the program.	General (100%)	\$42,500
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**Contract Term:** 08/15/14 through 06/30/15

**Contract Value:** \$42,500

Requester: *Sandra Gephart, Principal  
Arleta Senior High School*



**ATTACHMENT A**

**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>
Kaleidoscope	4400003060	Single-source contract for proprietary services. Contractor to provide eight (8) days of training of Cognitive Coaching® to support the Division of Special Education Strategic Plan 2015 key goals of improving student outcomes and managing employee performance. This training will enhance participants' communication skills in working with school personnel to expand learning opportunities for students with disabilities and reduce disproportionality in the identification of students who need special education services. This training will build capacity among the selected cohort of Division staff who works directly with school site staff in an effort to accelerate the achievement of identified students with disabilities as well as at-risk learners.	General (100%)	\$31,200

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**Contract Term:** 07/28/14 through 10/06/14

**Contract Value:** \$31,200

Requester: *Lisa Kendrick, Director  
Division of Special Education*

Silver Strong & Associates, LLC	4400003044	Single-source contract to provide nine (9) days of "Core Six: Essential Strategies for Achieving Excellence with the Common Core" by Harvey F. Silver. Training will provide teachers with the support and knowledge to increase student literacy skills, increase student engagement, and incorporate writing across disciplines.	Common Core State Standards (100%)	\$39,290
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**Contract Term:** 07/24/14 through 10/25/14

**Contract Value:** \$39,290

Requester: *Rafael Balderas, Principal  
Bell High School*

## ATTACHMENT A

### 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>
Think TRG LLC	4400002998	Single-source contract to provide proprietary legacy software support of Pick/D3 systems utilized by departments such as Facilities Services Division.	General (100%)	\$78,720
<b>Contract Term:</b> 07/01/14 through 06/30/15			<b>ADOPTED BOARD REPORT</b>	
<b>Contract Value:</b> \$78,720			<b>SEP 09 2014</b>	
Requester: <i>Ronald Chandler</i> <i>Chief Information Officer</i> <i>Information Technology Division</i>				
Controltec, Inc.	4400003004	Single-source contract for maintenance of proprietary Early Education Student Information System (EESIS) software.	General (100%)	\$60,180
<b>Contract Term:</b> 07/01/14 through 06/30/15				
<b>Contact Value:</b> \$60,180				
Requester: <i>Ronald Chandler</i> <i>Chief Information Officer</i> <i>Information Technology Division</i>				

**ATTACHMENT A**

**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>
Capital Advisors	44000003079	Single-source contract to provide time-sensitive advocacy and strategic advice on financial and compliance-related matters.	General (100%)	\$75,000

**Contract Term:** 08/01/14 through 06/30/15

**Contract Value:** \$75,000

Requester: *Megan Reilly*  
*Chief Financial Officer*  
*Office of the Chief Financial Officer*

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**ATTACHMENT A**

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

**A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED**

**CONTRACT AMENDMENT NOT EXCEEDING \$250,000**

**\$200,000**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION &amp; AMEND- MENT NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Hansine Fisher & Associates, Inc.	4400002746-3	Amendment to extend term and increase contract capacity for software and technical support in order that the District may submit claims for federal reimbursement of Medi-Cal Administrative Activities.	General (100%)	\$200,000*

**Current Contract Term:** 03/11/10 through 06/30/14

New end date by this amendment: 06/30/15

Initial Contract Value:	\$214,980
Amendment No. 1:	\$0
Amendment No. 2:	\$928,440
*Amendment No. 3	\$200,000
<b>Aggregate Contract Value:</b>	<b>\$1,343,420</b>

Requester: *Debra Duardo*  
*Executive Director*  
*Medi-Cal Reimbursement Programs*

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## ATTACHMENT A

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

#### B. AFTER THE FACT NEW CONTRACTS NOT EXCEEDING \$250,000 ALREADY AWARDED **\$0**

The contract actions represented below are unauthorized commitments initiated by the sponsoring school or division without a formal contract in place. This action requires the Board to ratify the contract after the fact to allow the vendor to be paid. The District did request and has received the benefit of the services. **Informative memorandum included.**

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

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**ATTACHMENT A**

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

**C. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED**

**\$0**

The contract action(s) represented below is (are) part of the Common Core Technology Project Plan and ITD-SEP previously adopted by the Board on February 12, 2013, under Board Report No. 157-12/13.

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

**GOODS AND GENERAL SERVICES CONTRACTS ALREADY AWARDED**

**\$0**

The contract action(s) represented below is (are) part of the Common Core Technology Project Plan and ITD-SEP previously adopted by the Board on February 12, 2013, under Board Report No. 157-12/13. 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**

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## ATTACHMENT A

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

#### C. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

\$0

The contract action(s) represented below is (are) part of the Common Core Technology Project Plan and ITD-SEP previously adopted by the Board on January 14, 2014, under Board Report No. 129-13/14.

<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

#### GOODS AND GENERAL SERVICES CONTRACTS ALREADY AWARDED

\$0

The contract action(s) represented below is (are) part of the Common Core Technology Project Plan and ITD-SEP previously adopted by the Board on January 14, 2014, under Board Report No. 129-13/14. 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

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# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

### D. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000

July 2014 - \$1,277,945  
YTD - \$1,277,945

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>July 2014</u> <u>Qty. of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>July 2014</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders (Avg. Trans. \$7,179)	178	178	\$1,277,945	\$1,277,945

### PROCUREMENT AGREEMENTS NOT EXCEEDING \$250,000

July 2014 -\$12,457,967  
YTD - \$12,457,967

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 services.

	<u>July 2014</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>July 2014</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Purchase Orders – (Avg. Trans.- \$99,415)	33	33	\$3,280,696	\$3,280,696
Low Value – Decentralized Purchase Orders (Avg. Trans. – \$1,717)	2,370	2,370	\$4,069,159	\$4,069,159
DISTRICT CARD TRANSACTIONS (i.e.: P-Card, Fuel Card, Toshiba Card, etc.) - (Avg. Trans. \$630)	3,090	3,090	\$1,945,928	\$1,945,928
Rental Facilities (Avg. Trans. \$13,088)	8	8	\$104,702	\$104,702
Travel/Conference Attendance - (Avg. Trans. \$894)	429	429	\$383,729	\$383,739
GENERAL STORES DISTRIBUTION CENTER - (Avg. Trans. \$5,361) <b>Informative memo included</b>	288	288	\$1,543,996	\$1,543,996
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) - (Avg. Trans. \$5,621)	201	201	\$1,129,747	\$1,129,747

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

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

**A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS**

**NEW CONTRACTS EXCEEDING \$250,000**

**\$7,703,982**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Creative Educational Consultants, Inc.	4400003131 (RFP 2000000232)	Provide curriculum development, training and implementation support for Restorative Justice in compliance with Board of Education Resolution-2013, School Discipline Policy and School Climate Bill of Rights.	General (100%)	\$1,894,420
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**Contract Term:** 09/10/14 through 09/09/17 includes two (2) one-year option renewals

**Aggregate Three-Year Contract Value:**  
**\$1,894,420**

Requester: *Earl R. Perkins*  
*Assistant Superintendent*  
*School Operations*

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AT&T	4400003105	Provide high-level technical engineering support for the installation, configuration and testing of LAN and WLAN and Scalable Fiber upgrade projects at 400 schools in support of the Information Technology Division and Facilities Services Division Strategic Education Plans. The authority to increase or decrease individual amounts for these contracts will be limited to the aggregate amount of \$5,000,000.	Bond (100%)	\$5,000,000
	4400003107			
Management Applications, Inc.	4400003108			
	4400003109 (RFP 2000000181)			
NetXperts				
Vector Resources				

**Contract Term:** 09/15/14 through 09/14/19 includes two (2) one-year option renewals

**Aggregate Five-Year Contract Value:**  
**\$5,000,000**

Requester: *Ronald Chandler*  
*Chief Information Officer*  
*Information Technology Division*



## ATTACHMENT B

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

#### A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS

##### 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>
Renaissance Learning, Inc.	4400003104	Pass-through contract to provide teachers with professional development workshops at private schools within the Archdiocese of Los Angeles. This is a pass-through contract for Title II – Part A, No Child Left Behind (NCLB) Act of 2001, Private Schools Support with LAUSD as the Local Education Agency (LEA).	Title II Part A Funds (100%)	\$269,562
<p><b>Contract Term:</b> 10/15/14 through 06/30/15</p> <p><b>Contract Value:</b> \$269,562</p> <p>Requester: <i>Justo H. Avila</i>  <i>Chief Human Resources Officer</i>  <i>Human Resources Private School Support</i></p>				<p style="text-align: right;">ADOPTED BOARD REPORT  SEP 09 2014</p>
Educational Testing Services	4400003143	State of California Department of Education mandated provider for testing and assessment of students seeking high school equivalency certificate.	General Funds (Off-set by student fees) (100%)	\$540,000
<p><b>Contract Term:</b> 09/10/14 through 12/31/16</p> <p><b>Contract Value:</b> \$540,000</p> <p>Requester: <i>Donna Brashear</i>  <i>Executive Director</i>  <i>Division of Adult Career Education</i></p>				

##### AMENDMENTS TO CONTRACTS EXCEEDING \$250,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
None				\$0

**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 CONTRACT EXCEEDING \$250,000**

**\$0**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
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None

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**AMENDMENT TO CONTRACT EXCEEDING \$250,000**

**\$2,000,000**

<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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Able Microsystems Corp., dba KIS Computer Center	4400001368-4	Amendment to increase contract capacity to provide various types of multimedia projectors, document cameras, carts, supplies and related services to meet the audio/video, administrative and instructional needs of schools and offices.	Microsoft Voucher Program (100%)	\$2,000,000*
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**Current Contract Term:** 04/01/10 through 03/31/15

Initial Contract Value:	\$15,302,419
Amendment No. 1 & 2:	\$3,000,000
Amendment No. 3:	\$4,000,000
*Amendment No. 4:	\$2,000,000
<b>Aggregate Contract Value:</b>	<b>\$24,302,419</b>

Requester: *Ronald Chandler*  
Chief Information Officer  
Information Technology Division

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

**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** **\$294,500**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
SHI International, Inc.	4400003150-2	Amendment to the District's Microsoft Enterprise Licensing Agreement incorporating email archiving and e-discovery subscription services. Subscription to these services will allow LAUSD to comply with its newly implemented Records Retention and Destruction Policy (BUL-5503.1).	General (100%)	\$294,500*

**Current Contract Term:** 06/13/12 through 06/14/16 includes one (1) one-year option renewal

Initial Contract Value: \$14,000,000  
Amendment No. 1: \$0  
\*Amendment No. 2: \$294,500  
**Aggregate Contract Value: \$14,294,500**

Requester: *Ronald Chandler*  
*Chief Information Officer*  
*Information Technology Division*

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**INCOME CONTRACT** **\$0**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
None				



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division


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**INFORMATIVE**

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools

**DATE:** September 9, 2014

**FROM:** Ronald S. Chandler, Chief Information Officer 

**SUBJECT: RATIFICATION OF TWO PROCUREMENT ITEMS TO PROVIDE  
CRITICAL SOFTWARE SUPPORT AND MAINTENANCE SERVICES**

The Information Technology Division is requesting ratification of two procurement items to provide services necessary for the continued operation of schools and offices. These include 1) maintenance and support for the District's Early Education Student Information System (EESIS); and 2) maintenance and support for the District's Pick/D3 legacy system currently utilized by various departments including Facilities Division and Office of Data and Accountability.

All items were executed under the delegated authority of the Chief Procurement Officer and require Board of Education ratification. The table below provides additional information on each of these items.

Service	Vendor	Value	Terms
Annual maintenance for the Early Education Student Information System (EESIS), which in addition to managing student data for Pre-K students, provides business data management such as tracking eligibility requirements, fee management, and payments for subsidized services provided to low-income families.	Controltec	\$60,180 (Early Childhood Education Funds)	July 1, 2014 – June 30, 2015
The District relies on two legacy mainframe servers to run many critical applications including the Facilities Services Division, the Office of Data and Accountability, and others. As we work to upgrade these systems onto modern platforms, Think TRG is providing short-term full-time software support and maintenance to ensure that the applications that rely on them continue to operate uninterrupted during transition.	ThinkTRG	\$78,720 (General Funds)	July 1, 2014 – June 30, 2015

If you have any questions, please contact me at 213-241-4906.

c: Michelle King  
George Silva

Matt Hill  
Jefferson Crain

David Holmquist

Enrique Boull't

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Office of the Chief Financial Officer

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**INFORMATIVE**

**Date:** August 13, 2014

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent

**FROM:** Megan K. Reilly, Chief Financial Officer

**SUBJECT: CAPITOL ADVISORS GROUP, LLC AGREEMENT**

This informative provides background on the agreement with Capitol Advisors Group, LLC, which will be considered as part of a Procurement ratification actions at the September 9, 2014 Board meeting.

Capitol Advisors provides advocacy, legislative updates and strategic advice to the District on important budget, finance and compliance-related matters. The principals are uniquely suited because of their subject matter expertise and because of the access they afford the District to state executive officer decision-makers.

Capitol Advisors work plan for this fiscal year includes working on the maximization of revenue recovery in the LAUSD v. County of Los Angeles et al. redevelopment lawsuit and on ensuring the District will continue to receive full mandate block funding. Capitol Advisors has and will continue to work with state level officials on the proper characterization of the District's damages recovery, which will lead, if successful, to the District retaining more back payments owed as a result of this litigation. Staff anticipates the finalization of this lawsuit within this fiscal year and will be available for a closed session discussion of the matter, including the role played by Capitol Advisors.

If you have any questions, please contact me at 213.241-7888.

c: Michelle King  
David Holmquist  
Enrique Boull't  
Gerardo Loera  
Jefferson Crain  
George Silva



SEP 09 2014

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
School Operations

INFORMATIVE

**DATE:** August 8, 2014

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools

**FROM:** Earl R. Perkins  
Assistant Superintendent, School Operations

**SUBJECT: CONTRACTOR: CREATIVE EDUCATIONAL CONSULTANTS, INC.  
CONTRACT NO.: 4400003131  
CONTRACT AMOUNT: \$1,894,420  
REQUEST FOR APPROVAL OF THE PROFESSIONAL SERVICES  
CONTRACT FOR RESTORATIVE JUSTICE TRAINING**

In keeping with our District goals of ensuring student safety, creating caring and nurturing learning environments for students, and supporting all employees, on May 14, 2013, the Board adopted by majority vote the Board Resolution 2013 School Discipline Policy and School Discipline Bill of Rights. The resolution requested that staff review current policies related to discipline, establish alternatives to school suspensions to correct student misconduct and develop and implement Restorative Justice practices as an alternative to traditional school discipline.

***Why is this necessary?***

Per the May 2013 Board Resolution School Discipline Policy and School Climate Bill of Rights, as part of its commitment to implement Restorative Justice practices in all schools specialized training is required. This contract is necessary in order to provide expert training, ongoing technical support, development of Restorative Justice curriculum in conjunction with Central School Operations, and monitoring the implementation of Restorative Justice practices in the selected 25 demonstration high schools. These sites will serve as Restorative Justice demonstration schools for other District schools to visit and observe best practices for implementing Restorative Justice practices with in school communities. The Restorative Justice curriculum will be used to train all District schools.

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

We need this now to meet the requirements of the May 2013 Board Resolution School Discipline Policy and School Climate Bill of Rights to implement Restorative Justice practices.

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

A "Yes" vote means that we would fulfill the commitment of the May 2013 Board Resolution School Discipline Policy and School Climate Bill of Rights. We would provide expert training, ongoing technical support, development of Restorative Justice curriculum, and monitoring the implementation of Restorative Justice practices in our selected 25 demonstration high schools.

Members, Board of Education  
Dr. John E. Deasy, Superintendent

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August 8, 2014

A “No” vote means non-approval of this contract and would leave us out of compliance with the May 2013 Board Resolution School Discipline Policy and School Climate Bill of Rights. Doing so would impede our ability to provide expert training, ongoing technical support, development of Restorative Justice curriculum, and monitoring the implementation of Restorative Justice practices in our selected 25 demonstration high schools.

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

This contract is a one-year term for services, with the option of a two-year extension, not to exceed the contract amount of \$714,000. Funding will come from General Funds, Unrestricted – Restorative Justice Program.

If you have any questions or require additional information, please contact me or Deborah Brandy at [deborah.brandy@lausd.net](mailto:deborah.brandy@lausd.net) or at (213) 241-5337.

c: Michelle King  
Matt Hill  
David Holmquist  
Gerardo Loera  
Enrique Boull't  
Jefferson Crain  
George Silva  
Deborah Brandy  
Jasmin Malinao  
Christopher Ortiz  
Zsuzsanna Vincze



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division

ADOPTED  
BOARD REPORT

SEP 09 2014

**INFORMATIVE**

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent

**DATE:** August 4, 2014

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

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

During the Board of Education's April 10, 2012 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 July.

**GENERAL STORES DISTRIBUTION**

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE JULY 1 TO JULY 31, 2014	ACCUMULATIVE FISCAL YEAR TOTAL
Furniture	\$406,620.59	\$406,620.59
Office Essentials	\$223,510.20	\$223,510.20
Custodial/Maint. & Operations	\$394,831.28	\$394,931.28
Paper	\$95,333.06	\$95,333.06
Visual Arts	\$196,254.73	\$196,254.73
Educational Supplies/Tools	\$92,897.46	\$92,897.46
Science/Home Economics/First Aid	\$92,937.43	\$92,937.43

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Members, Board of Education  
Dr. John E. Deasy, Superintendent

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August 4, 2014

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE JULY 1 TO JULY 30, 2014	ACCUMULATIVE FISCAL YEAR TOTAL
Audio Visual	\$25,258.95	\$25,258.95
Athletic Equipment	\$8,545.25	\$8,545.25
Forms & Publications	\$6,226.85	\$6,226.85
Music	\$1,580.56	\$1,580.56
<b>TOTALS</b>	<b>\$1,543,996.36</b>	<b>\$1,543,996.36</b>

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

c: Michelle King  
David Holmquist  
Enrique Boull't  
Gerardo Loera  
Jefferson Crain  
Marc Monforte



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

ADOPTED  
BOARD REPORT

SEP 09 2014

**INFORMATIVE**

**DATE:** September 9, 2014

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools

**FROM:** Ronald S. Chandler, Chief Information Officer 

**SUBJECT: APPROVE CONTRACTS WITH AT&T, MANAGEMENT APPLICATIONS, INC., NETXPERTS, AND VECTOR RESOURCES TO SUPPLEMENT ENGINEERING CAPACITY FOR SCHOOL NETWORK UPGRADE PROJECTS**

The Information Technology Division is requesting approval of master agreements (also known as “bench contracts”) with a) AT&T, b) Management Applications, Inc., c) Netxperts, and d) Vector Resources to provide a temporary increase in network engineering capacity to support local area network (LAN) and wireless local area network (WLAN) projects at approximately 400 schools over the next 18 months. All projects supported by the proposed action were approved as part of the District’s Information Technology Strategic Execution Plan and Facilities Service Division Strategic Execution Plan.

**Why is this necessary?**

Due to the increasing demand for technology-enabled classrooms that support 1:1 computing and media-rich learning content, the timelines for network modernization projects—including increased bandwidth capacity and high-density wireless access—has been accelerated. The District requires temporary increases in network engineer capacity in order to keep these projects moving forward on schedule. The proposed contracts provide as-needed access to staff members with the necessary technical expertise needed to support modernization projects during peak periods.

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

The District’s Information Technology Strategic Execution Plan and Facilities Services Division Strategic Execution Plan have aggressive schedules for extending wireless networking capability to all District campuses. The temporary capacity increase is necessary to prevent disruptions to these schedules and delaying student access to technology-enabled learning systems.

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

Without access to staff with the required technical expertise, network modernization projects cannot move forward, meaning thousands of students and teachers would be unable to benefit from the District’s instructional technology initiatives. Ongoing maintenance and repair costs for gaining and failing networks would continue to present a major cost burden.

Members, Board of Education  
Dr. John E. Deasy, Superintendent

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

The proposed items are zero-dollar task-order contracts that have three-year terms with two one-year options. When staff increases are necessary to support project schedules, task orders will be to the firms from the approved bench contracts. The total value for the potential five-year period is not to exceed \$5 million. Source of funding is 100% Bond Funds. ***No general funds will be expended.***

If you have any questions, please contact me at 213-241-4906.

c:      Michelle King              Matt Hill              David Holmquist              Enrique Boull't  
         George Silva              Jefferson Crain



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Human Resources Division

ADOPTED  
BOARD REPORT

SEP 09 2014

**INFORMATIVE**

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent

**DATE:** August 11, 2014

**FROM:** Justo H. Avila  
Chief Human Resources Officer

**SUBJECT: RENAISSANCE LEARNING, INC.**

**CONTRACT AMOUNT: \$269,562.00**

**CONTRACT NO. 4400003104**

***Why is this necessary?***

Section 1119 of Title II Part A of the No Child Left Behind Act (NCLB) of 2001 requires equitable participation of private school teachers and other educational personnel to the extent that the Local Educational Agency (LEA) reserves funds for professional development. As the LEA, LAUSD entered into consultation with the Archdiocese of Los Angeles Consortium. Through the required consultation process, it was determined that the professional development offered by Renaissance Learning, Inc. would best meet the goal of the Archdiocese to provide training in the analysis of student assessment data and support teachers and principals in using the results of that data to inform instruction and improve student achievement.

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

As the LEA, the LAUSD is obligated to administer and oversee the appropriate, equitable and timely utilization of these funds generated by students of private schools who reside within the boundaries of the LAUSD. Approval of this request by the Board of Education will ensure the timely delivery of services to the Archdiocese of LA schools for this fiscal year.

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

If the contract with Renaissance Learning is not approved for the Archdiocese of LA schools, the District would likely receive a warning from the California Department of Education to rectify the situation immediately and may receive subsequent sanctions if the matter is not resolved.

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

Services will include:

- 3 One-Day Professional Development Days – 6 hour onsite days – Champion's Academy
- Online Professional Development Courses for teachers and administrators at 104 elementary schools in the Archdiocese of Los Angeles – ongoing through the end of the 2014-15 school year

Invoices with supporting documentation will be sent to the LAUSD at the end of each month as work is completed.

Documentation for Online Professional Development Courses includes sample of grade level assessments, summary report of courses completed by teachers and evaluations by participants. Documentation for workshops includes agendas, sign-ins and evaluations.

The contract for Renaissance Learning will not exceed \$269,562.00. There will be no changes to the terms of the agreement.

***Funding Source:*** Title II Part A funds for the private schools are pass-through funds.

If there are any questions, please contact me at (213) 241-6131 or [justo.avila@lausd.net](mailto:justo.avila@lausd.net).

c: Michelle King  
David Holmquist  
Enrique Boull't  
Gerardo Loera  
Jefferson Crain  
George Silva

SEP 09 2014

INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Division of Adult and Career Education

INFORMATIVE

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools

**DATE:** August 12, 2014

**FROM:** Donna Brashear  
Executive Director

**SUBJECT: EDUCATIONAL TESTING SERVICES (ETS)  
CONTRACT NO.: 4400003143  
CONTRACT AMOUNT: \$540,000  
REQUEST APPROVAL OF A STATE MANDATED PROVIDER OF THE  
HIGH SCHOOL EQUIVALENCY TEST**

This is an extraordinary year in the area of High School Equivalency Testing. For the first time California's adult students have more than one option for earning their High School Equivalency certificate. Before 2014 the GED® exam was only test that lead to the HSE certificate. Recognizing the need for more options for students, in March of this year, the State Board of Education approved two additional test instruments for use by districts to certify high school equivalency, the High School Equivalency Test (HiSET®), made by Educational Testing Services and the Test Assessing Secondary Completion (TASC®) made by CTB-McGraw Hill. Los Angeles Unified has plans to offer both alternative exams but to-date the state has not finalized their MOU with CTB-McGraw Hill.

***Why is this necessary?***

The HiSET® exam has been approved by the California Department of Education as one of the test that leads to a High School Equivalency certificate. At this time, it is the only alternative approved by the California State Department of Education. Since LAUSD opted not to administer the new more costly GED® 2014 exam, the need for a replacement test has arisen. Replacing the GED® with the HiSET® will render a significant savings to the district as it costs less to administer.

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

The California Department of Education signed the Memorandum of Understanding on July 11, 2014. It is the only alternative test approved for high school equivalency certification at this time. LAUSD. Since we are not administering any high school equivalency test since December of 2013, there are thousands of students whose progress towards earning a high school diploma or gaining employment have been put on hold.



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BOARD REPORT

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

Thousands of students who are on waiting lists throughout the district will have to continue waiting. This would mean a higher dropout rate and less revenue to the district as each student who passes the exam earns a Workforce Investment Act payment points resulting in federal funds for the Division of Adult and Career Education.

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

Identify terms of any proposed agreements as well as funding sources.

The cost of the HiSET® test materials and scoring service is \$70 per student. Adult students offset the cost of administration of the HiSET® by paying a test fee of \$150 for the full battery. Students who pass the HiSET® are awarded the same High School Equivalency Certificate.

If you have any questions or require additional information, please contact Danna Escalante at [dme74491@lausd.net](mailto:dme74491@lausd.net) or at (213) 241-3150

c: Michelle King  
David Holmquist  
Enrique Boull't  
Jefferson Crain  
George Silva



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INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**INFORMATIVE**

**DATE:** September 9, 2014

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools

**FROM:** Ronald S. Chandler, Chief Information Officer 

**SUBJECT: REQUEST TO APPROVE A CONTRACT CAPACITY INCREASE TO  
SUPPORT THE MICROSOFT VOUCHER PROGRAM**

The Information Technology Division (ITD) is requesting approval of a capacity increase for the KIS Computer Center to enable the Procurement Services Division to offer a menu of qualifying items for purchase for schools who are eligible for Microsoft Voucher reimbursements.

***Why is this necessary?***

In March 2014, the Los Angeles Unified School District received allocations for \$19.3 million in reimbursements distributed through the California Education Technology K-12 Voucher Program. Of the \$19.3 million, approximately \$9.7 million in General Purpose Vouchers will be distributed for use by 728 eligible schools. In partnership with the procurement Services Division, ITD will administer the distribution through what is known as the Microsoft (MS) Voucher Program.

Eligible schools will have the opportunity to select from a menu of products that are pre-approved by the voucher program's settlement claims administrator. Products such as desktops, laptops, projectors, document cameras, iPad keyboards, and others will be available to order through an online shopping site.

Based on 1) a survey of school administrators and teachers conducted during the early weeks of August 2014, and 2) purchasing data from the 2009 Voucher Website and feedback received from instructional staff and administrators, ITD projected the sales for each qualifying product. In order to meet the anticipated demands, we are seeking approval to increase the capacity of an existing contract with KIS Computers (contract #44001368) by \$2 million, ensuring that schools are able obtain pre-negotiated prices with volume discounts.

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

The new voucher website is targeted to launch in mid-October 2014 with a two-month window during which schools will be able to place orders. The proposed procurement action must be approved before then in order for the purchasing system to be released on schedule.

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Members, Board of Education  
Dr. John E. Deasy, Superintendent

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

Without approval of the proposed procurement action, eligible schools will not be able to take advantage of the voucher program to purchase technology products they need.

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

The proposed action will increase the KIS Computer Center contract value from approximately \$22.3 million to \$24.3 million; the remaining terms of the contract will not change.

All purchases related to the MS Voucher Program will have no impact on the General Fund, as Microsoft Vouchers will comprise 100% of the funding source.

If you have any questions, please contact me at 213-241-4906.

c: Michelle King      Matt Hill      David Holmquist      Enrique Boull't  
George Silva      Jefferson Crain



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division


ADOPTED  
BOARD REPORT

SEP 09 2014

**INFORMATIVE**

**DATE:** September 9, 2014

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools

**FROM:** Ronald S. Chandler, Chief Information Officer 

**SUBJECT: REQUEST TO AMEND EXISTING CONTRACT TO INCORPORATE  
EMAIL ARCHIVING AND E-DISCOVERY SERVICES**

The Information Technology Division is requesting to amend the Microsoft Enterprise Licensing Agreement (ELA) to incorporate Email Archiving and E-Discovery services, enabling the District to comply with the *Records Retention and Destruction Policy* (BUL-5503.1); specifically, the section governing email messages through implementation of an automated, enterprise-enforced system and to fulfill litigation support requests in a cost effective manner.

**Why is this necessary?**

Compliance is the principal reason for implementing an Email Archiving and E-Discovery solution. On July 1, 2012, the Office of the Superintendent issued the *Records Retention and Destruction (Other than Pupil Records)* Policy Bulletin – BUL-5503.1, which mandates the automatic deletion of non-permanent records from the District email system after one year. The Archiving and E-Discovery solution 1) will reduce the time and costs associated with responses to discovery requests and investigations, and 2) is aligned to the December 2010 amendments to the *Federal Rules of Civil Procedures* governing the discovery of electronic information for civil litigation.

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

The District is currently out of compliance with its own *Records Retention and Destruction (Other than Pupil Records)* Policy Bulletin – BUL-5503.1. Additionally, existing processes used to respond to discovery requests are labor-intensive and inefficient. Expedited acquisition of the proposed services will enable the District to move quickly on ensuring compliance with all applicable policies and maximize efficiency.

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

Without an automated archiving system, the District will continue to rely on email account holders to delete qualifying items manually in order to comply with the one-year maximum retention policy. The District would also continue to rely on costly and inefficient contracted services to provide discovery processes when called for by litigation processes.



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Members, Board of Education  
Dr. John E. Deasy, Superintendent

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

The contract amendment will include nine months of Microsoft Email Archiving and E-Discovery services. At the end of the 2014-15 year, the ELA will be re-negotiated with the new services and brought back to the Board of Education for ratification. The value of the proposed increase to the existing contract is \$294,500. Source of funding is the General Fund.

If you have any questions, please contact me at 213-241-4906.

c:      Michelle King              Matt Hill              David Holmquist      Enrique Boull't  
         George Silva              Jefferson Crain