



Board of Education Report

APPROVED

File #: Rep-275-14/15, Version: 1

APPROVAL OF PROCUREMENT ACTIONS

ADOPTED
BOARD REPORT

JAN 13 2015

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** the Professional Service Contracts (exceeding \$250,000): New 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 #474-13/14), which the Board exercised on June 10, 2014.

APPROVED

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 Card Transactions; General Stores Distribution Center; and Book/Instructional Material Purchase Orders

ADOPTED
BOARD REPORT
JAN 13 2015

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

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

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:

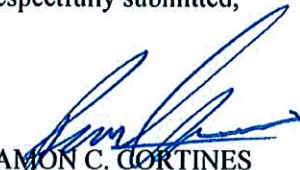
Attachment "A" - Ratification of Contracts Awarded Under Delegated Authority

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

APPROVED

ADOPTED
BOARD REPORT
JAN 13 2015

Respectfully submitted,



RAMON C. CORTINES
Superintendent

APPROVED BY:



MICHELLE KING
Chief Deputy Superintendent

APPROVED BY:



THELMA MELÉNDEZ DE SANTA ANA, PH.D.
Chief Executive Officer
Office of Educational Services

REVIEWED BY:



DAVID HOLMQUIST
General Counsel

☒ Approved as to form.



TONY ATIENZA
Director of Budget Services and Financial
Planning

☒ Approved as to budget impact statement.

PRESENTED BY:



GEORGE SILVA
Chief Procurement Officer

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT EXCEEDING \$250,000****\$812,291**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Education Through Music – Los Angeles	4400003291	Informally competed contract to provide a music education program that will provide project- and skills-based music learning that is sequential and comprehensive. The contractor will assist the school with curriculum-development, teacher-training, student performances in the school and community, guest artist visits, and implementation support to the school.	General Funds Targeted Student Population (100%)	\$30,000

Contract Term: 11/10/14 through 05/22/15

Contract Value: \$30,000Requester: *Cheuk Choi, Principal
Castelar Elementary School*ADOPTED
BOARD REPORT
JAN 13 2015

California Education Partners	4400003329	Named-in-grant provider contract to provide technical assistance support for the implementation of the California Office to Reform Education (CORE) waiver. This waiver allows flexibility pertaining to the various aspects of the Elementary Secondary Education Act (ESEA), formally known as No Child Left Behind (NCLB), and transitions Local Education Agencies (LEA) into a new accountability system. LAUSD is a participating LEA.	Title 1 – Implementation/ Cost to CORE Grant Funds (100%)	\$194,400
-------------------------------------	------------	--	---	-----------

Contract Term: 11/12/14 through 06/30/15**Contract Value: \$194,400**Requester: *Monique Epps, Director
Office of Curriculum, Instruction and School
Support*

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>
Megan Wiard	4400003374	Pass-through contract to provide supplemental English/Language Arts services to Title I students attending private schools pursuant to the Elementary Secondary Education Act (ESEA), formally known as No Child Left Behind (NCLB). This contract is a required pass-through for the Title I Private Schools Program with LAUSD as the Local Education Agency (LEA).	CE- NCLB Title 1 – Non Public Schools (100%)	\$36,960

Contract Term: 11/03/14 through 06/30/15**Contract Value:** \$36,960

Requester: *Karen Ryback*
Executive Director
Private Schools Program

Johnny Spencer, dba Eye See You	4400003390	Informally competed contract to assist in the implementation of a structured Music Enrichment Program for approximately 78 students grades 7 th and 8 th , by teaching students about how to play musical instruments and teaching them how to read music. The contractor will also assist teachers in designing a curriculum that will include: coursework, performances, and understanding industry norms. The contractor will provide assistance to the teachers in helping the students learn how to read musical notes and how to play musical instruments along with introducing the students to band leadership concepts and musical skills. Services will be delivered in four (4) consecutive program training sessions for 22 weeks for a total of 440 hours of training.	General Funds (100%)	\$55,500
------------------------------------	------------	---	----------------------------	----------

Contract Term: 11/14/14 through 05/08/15**Contract Value:** \$55,500

Requester: *Luz Cotto, Principal*
George Washington Carver Middle School

**ADOPTED
BOARD REPORT**
JAN 13 2015

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>
University of California Los Angeles – Center X	4400003391	Informally competed contract to provide Cognitive Coaching seminars. Training will: (a) support coaches' capacity to develop and enhance teachers' self-direction and cognitive capacity for excellence both independently, and as educational leaders in a community, (b) expand District opportunities for professional development by developing a network of teacher leaders who are capable of assuming leadership roles in their profession, (c) improve achievement of students in low performing schools through the development of partnerships, and (d) develop and maintain professional education communities that create opportunities for teacher networking and learning.	General Funds (100%)	\$41,250

ADOPTED
BOARD REPORT
JAN 13 2015

Contract Term: 11/17/14 through 04/30/15

Contract Value: \$41,250

Requester: *Hilda Maldonado, Executive Director
Multilingual/Multicultural Education*

Institute for Applied Behavior Analysis	4400003411	Informally competed contract to provide intensive three-day Positive Behavior Practices certification trainings to over 100 teachers and 10 hours/month of follow-up classroom support to approximately 40 early childhood special education teachers.	General Funds (100%)	\$77,920
---	------------	--	-------------------------	----------

Contract Term: 11/24/14 through 06/30/15

Contract Value: \$77,920

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

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>
The Los Angeles Trust for Children's Health	4400003417	Named-in-grant provider contract to provide resources, services, and staff for the implementation of an evidence-based intervention program in 20 priority LAUSD schools to reduce HIV and other STD infections among adolescents and provide support in the development and facilitation of research and evaluation of the evidence-based intervention. Contract Term: 12/08/14 through 07/31/15 Contract Value: \$132,436 Requester: <i>Debra Duardo</i> <i>Executive Director</i> <i>Health Education Programs</i>	Dibble Institute – Building Brighter Future Grant (50%) Promoting Adolescent Health – School Based Grant (50%)	\$132,436
Searchsoft Solutions, Inc.	4400003437	Single-source contract to provide software upgrade to current Searchsoft Certificated Employee Applicant Tracking System, in place since 2002. The upgrade will provide real-time data which includes new modules and functionality that will allow the District to conduct electronic and efficient reference checks for applicants. Contract Term: 12/15/14 through 03/31/15 Contract Value: \$93,725 Requester: <i>Marjorie Josaphat</i> <i>Assistant Chief Human Resources Officer</i>	General Funds (100%)	\$93,725

ADOPTED
BOARD REPORT

JAN 13 2015

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>
Students Run L.A.	4400003443	Informally competed contract to provide a mentoring, nutrition, and physical fitness program for approximately 3,000 students that encourages students to set and achieve goals by training them to complete the 26.2 mile L.A. Marathon.	General Funds (100%)	\$50,100

Contract Term: 12/01/14 through 03/23/15**Contract Value:** \$50,100

Requester: *Alvaro Cortes*
Executive Director
Beyond the Bell

ADOPTED
 BOARD REPORT
 JAN 13 2015

Thelonious Monk Institute of Jazz- UCLA	4400003444	Informally competed contract to provide Jazz in the Classroom Program which includes the Jazz Training Program, BeBop to Hip-Hop, LAUSD/Monk Institute All City Jazz Big Band and Combo, Master Class Series, Educational Clinic, and professional development component. The program will provide ongoing professional jazz instruction for 1,160 beginning, intermediate, and advance music students from two middle schools and five high schools offering students positive, meaningful in-school and after-school music experiences and a valuable education for students planning to pursue careers in music as well as students who choose other career paths.	General Funds (100%)	\$60,000
---	------------	---	----------------------------	----------

Contract Term: 12/01/14 through 05/29/15**Contract Value:** \$60,000

Requester: *Alvaro Cortes*
Executive Director
Beyond the Bell

ATTACHMENT A

APPROVED**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>
Brenda Rappaport	4400003192 & 4400003192-1	Informally competed contract to provide after school, weekend, holidays and winter break mental health counseling services for students and their families to improve social-emotional factors that may be affecting students' academic performance. In addition, contractor is to meet with teachers after school to discuss factors affecting students' performance and meet with parents after school, evenings and Saturdays on positive parenting of adolescents.	General Funds Targeted Student Population (97.5%) NCLB Title 1 School Parent Involvement (2.5%)	\$40,000

Contract Term: 09/10/14 through 06/04/15

Initial Contract Value: \$40,000

Amendment No.1: \$0

Aggregate Contract Value: \$40,000Requester: *Carmina Nacorda, Principal
Fairfax High School***ADOPTED
BOARD REPORT****JAN 13 2015**

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****CONTRACT AMENDMENTS NOT EXCEEDING \$250,000****\$391,325**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION & AMEND- MENT NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Miller Educational Consulting Services, Inc., dba Teaching and Learning Solutions	4400002510-2	Amendment to extend the term and increase contract capacity to provide training to administrators in teacher consultation, trainer-of-trainers, evidence reviews and certification results analysis. Current Contract Term: 11/10/10 through 06/30/15 New end date by this amendment: 11/09/15 Initial Contract Value: \$3,000,000 Amendment No. 1: \$175,000 *Amendment No. 2: \$244,125 Aggregate Contract Value: \$3,419,125 Requester: <i>Dr. Ruth Pérez</i> <i>Deputy Superintendent</i> <i>Division of Instruction</i>	Teacher Incentive Fund (TIF) Grant (100%)	\$244,125*
Follett School Solutions, Inc.	4400003317-1	Amendment to increase capacity of Destiny system contract for the licensing and two-year support of Reading Program Service Solution – Lexile Enterprise Solution. Contract Term: 08/26/14 through 08/25/17 Initial Contract Value: \$3,546,668 *Amendment No. 1: \$142,200 Aggregate Contract Value: \$3,688,868 Requester: <i>Dr. Ruth Pérez</i> <i>Deputy Superintendent</i> <i>Division of Instruction</i>	Bond Funds (100%)	\$142,200*

ADOPTED
BOARD REPORT
JAN 13 2015

ATTACHMENT A

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION & AMEND- MENT NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Aon Consulting, Inc.	4400002586-1	Amendment to increase contract capacity to provide additional actuarial valuation services: (a) review and analyze various methods to allocate Governmental Accounting Standards Board (GASB) Other Post-Employment Benefits (OPEB) costs to the District's bond fund programs; (b) assist in understanding the nature of OPEB liabilities, potential ways to allocate costs, and the cost-benefit considerations of spending resources for extra level of precision; (c) obtain an understanding of bond funds, the nature of involvement of personnel (e.g. duration of programs, partial/full time involvement, participation in multiple funds, etc.) and other characteristics to help assess the appropriateness of various allocation methods; and (d) determine the allocation of bond funds based on the selected method and the actuarial valuation results.	Health and Welfare Fund (100%)	\$5,000*

ADOPTED
BOARD REPORT
JAN 13 2015**Contract Term:** 02/21/14 through 12/31/14

Initial Contract Value: \$40,000

*Amendment No. 1: \$5,000

Aggregate Contract Value: \$45,000Requester: *Janice Sawyer, Director*
Benefits Administration

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>
-------------------	---------------------------------	--------------------	--------------------------------	---------------

None

ADOPTED
BOARD REPORT
JAN 13 2015

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>
-------------------	---------------------------------	--------------------	----------------------------	---------------

None

ADOPTED
BOARD REPORT

JAN 13 2015

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>
-------------------	---------------------------------	--------------------	----------------------------	--------------------------------------

None

ATTACHMENT A

APPROVED**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>
-------------------	---------------------------------	--------------------	----------------------------	--------------------------------------

None

BOARD REPORT

JAN 13 2015

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>
-------------------	---------------------------------	--------------------	----------------------------	--------------------------------------

None

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**D. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000**ADOPTED
BOARD REPORT

November 2014 - \$954,111

YTD - \$7,640,153

JAN 13 2015

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>November*</u> <u>2014</u> <u>Qty. of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>November 2014*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders	156	963	\$954,111 (Avg. Trans. \$6,116)	\$7,640,153

PROCUREMENT AGREEMENTS NOT EXCEEDING \$250,000

November 2014 - \$13,095,610

YTD - \$66,465,536

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>November*</u> <u>2014</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>November 2014*</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Purchase Orders	23	143	\$1,570,558 (Avg. Trans.- \$68,285)	\$8,538,032
Low Value – Decentralized Purchase Orders	2,060	11,431	\$3,740,475 (Avg. Trans. – \$1,816)	\$19,435,262
DISTRICT CARD TRANSACTIONS (i.e.: P-Card, Fuel Card, Toshiba Card, etc.)	9,203	37,051	\$3,494,627 (Avg. Trans. \$380)	\$14,127,896
Rental Facilities	7	28	\$14,030 (Avg. Trans. \$2,004)	\$172,477
Travel/Conference Attendance	605	3,011	\$223,919 (Avg. Trans. \$370)	\$1,726,749
GENERAL STORES DISTRIBUTION CENTER Informative memo included	252	1,624	\$1,867,210 (Avg. Trans. \$7,410)	\$8,454,882
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) -	397	2,013	\$2,184,791 (Avg. Trans. \$5,503)	\$14,010,238

*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

ADOPTED
BOARD REPORT

JAN 13 2015

\$12,357,783

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
*Various Vendors	4400003423 4400003426 4400003428 4400003460 4400003476 4400003478 4400003479 4400003480 4400003481 4400003482 4400003484 4400003486	Named-in-grant provider contracts to support the District's Gaining Early Awareness and Readiness for Undergraduate Program Grant (GEAR UP) to provide services in professional development, expert guidance, service structures, and research-based support in order to increase the number of students graduating from high school and completing a post-secondary education without the need for remedial support in English and Math. Authority to undertake and expend funds for all grant-mandated conference attendance activity, student field trips and related expenses, including transportation, as well as the authority to increase or decrease individual NTE amounts for these 12 contracts, which shall be limited to the aggregate amount of \$6,457,783	GEAR UP Grants (100%)	\$6,457,783

Contract Term: 01/15/15 through 01/14/22
includes one (1) two-year option renewal

**Aggregate Seven-Year Contract Value for
Twelve Contracts: \$6,457,783**

Requester: *Dr. Ruth Pérez*
Deputy Superintendent
Division of Instruction

* East Los Angeles College Foundation, Los Angeles Trade Technical College, Los Angeles City College, Los Angeles Chamber of Commerce, COBRO Consulting, Families in Schools, Occidental College, Chicano-a Latino-a Educational Foundation, All Aboard Tours & Travel LLC, Youth Policy Institute, Study Smart Tutors Inc., College Board

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS

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

ADOPTED
BOARD REPORT
JAN 13 2015

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Carl Warren & Company	4400003410 (RFP 2000000401)	Provide third party administration of liability claims, subrogation recovery and Medicare payer reporting services.	General Funds (100%)	\$5,000,000

Contract Term: 01/14/15 through 01/13/20
includes one (1) two-year option renewal

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

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

UC Regents UCLA Center-X	4400003445	Named-in-grant provider contract for up to 500 days of coaching services for approximately 48 middle school teachers of English, Math, Science and Social Studies, averaging 125-134 days for each subject area.	School Improvement Grant (100%)	\$900,000
-----------------------------	------------	--	--	-----------

Contract Term: 01/15/15 through 06/30/17
includes two (2) one-year option renewals

**Aggregate Two Years and Six Months
Contract Value: \$900,000**

Requester: *Roberto Lee, Principal*
Sun Valley Magnet Schools

AMENDMENT TO CONTRACT EXCEEDING \$250,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
-------------------	---------------------------------	--------------------	----------------------------	---------------

None

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

ADOPTED
BOARD REPORT
JAN 13 2015

\$2,600,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
Los Angeles Truck Center LLC	IFB 2000000120	Purchase of eight (8) Truck Tractors powered by Liquid Gas Fuel, used to provide the delivery of bulk food and prepared meals to school cafeterias, as well as delivery of school and office supplies, equipment and furniture.	Cafeteria Fund (100%)	\$1,600,000

Contract Term: One-time purchase

Contract Value: \$1,600,000

Requester: *Marc Monforte, Director
Materiel Management Branch*

Great Dane Trailers	IFB 60222	Purchase of eight (8) Refrigerated Trailers, used to provide the delivery of bulk food and prepared meals to school cafeterias to support the National School Lunch Program.	Cafeteria Fund (100%)	\$1,000,000
------------------------	--------------	--	-----------------------------	-------------

Contract Term: One-time purchase

Contract Value: \$1,000,000

Requester: *Marc Monforte, Director
Materiel Management Branch*

AMENDMENT TO 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>
None				

ATTACHMENT B

APPROVED**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**\$0**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
-------------------	---------------------------------	--------------------	----------------------------	-------------------------------------

None

ADOPTED
BOARD REPORT
JAN 13 2015

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
Procurement Services Division

APPROVED

INFORMATIVE

TO: Members, Board of Education
Ramon C. Cortines, Superintendent

DATE: December 2, 2014

FROM: George Silva, Chief Procurement Officer
Procurement Services Division

ADOPTED
BOARD REPORT

JAN 13 2015

**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 November.

GENERAL STORES DISTRIBUTION

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE NOVEMBER 1 TO NOVEMBER 30, 2014	ACCUMULATIVE FISCAL YEAR TOTAL
Athletic Equipment	\$46,917.19	\$187,547.28
Audio Visual	\$19,213.29	\$110,922.80
Custodial/Maint. & Operations	\$340,074.27	\$2,490,723.77
Educational Supplies/Tools	\$59,622.76	\$330,637.25
Forms & Publications	\$59,903.94	\$379,113.26
Furniture	\$150,465.33	\$1,166,363.90
Music	\$8,151.90	\$27,574.89

APPROVED

Members, Board of Education
Ramon C. Cortines, Superintendent

-2-

December 2, 2014

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE NOVEMBER 1 TO NOVEMBER 30, 2014	ACCUMULATIVE FISCAL YEAR TOTAL
Office Essentials	\$384,623.62	\$1,933,432.07
Paper	\$696,085.28	\$1,035,910.36
Science/Home Economics/First Aid	\$73,602.81	\$476,027.02
Visual Arts	\$28,549.87	\$316,628.75
TOTALS	\$1,867,210.26	\$8,454,881.35

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

c: Michelle King
David Holmquist
Thelma Melendez
Ruth Perez
Nicole Elam-Ellis
Jefferson Crain
Marc Monforte

ADOPTED
BOARD REPORT
JAN 13 2015

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Office of Curriculum, Instruction and School Support

APPROVED

INFORMATIVE

DATE: December 3, 2014

TO: Members, Board of Education
Ramon C. Cortines, Superintendent

FROM: Donna Muncey, Chief of Staff, Office of Curriculum, Instruction
and School Support
Lois Bramwell, GEAR UP 4 LA
Micaela Vazquez-Hahn, GEAR UP 4 LA
Co-Directors, GEAR UP 4 LA

ADOPTED
BOARD REPORT
JAN 13 2015

SUBJECT: GEAR UP 2014 Grant Approval for Contracts
Contract Amounts total \$6,457,783.00 for 7 years
REQUEST FOR AUTHORIZATION-GEAR UP 4 LA Contracts

Introduction

Since 1999, the Los Angeles Unified School District has been the recipient of over 10 GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) Partnership grants from the US Department of Education. These grants use a cohort model, following one or two grade levels simultaneously from middle school through high school. Within the grant application, grantees must identify partners in their grant application consisting of one or more degree granting institutions of higher education, and not less than two other community organizations or entities such as business, professional organizations or state agencies.

GEAR UP 4 LA (award # P334A140118) was awarded \$12,768,000 over a 7 year period from September 22nd, 2014 to September 21st, 2021. Its double cohort will consist of 2389 students, beginning in grades 6 and 7 continuing through grade 12 and the first year of college. The project requests a seven year approval for contracted services to fulfill the approved services to schools within the Promise Zone. Partners included in the application all have a demonstrated successful track record with GEAR UP. Contracted services will allow GEAR UP 4 LA to significantly increase student success in high school, persistence in college, and preparation for life-long learning. Components of the program include a strong academic and financial counseling program for students and parents; intensive extended learning programs; professional development for teachers; early college readiness tests; concurrent enrollment programs; college visits; and college and peer mentoring for students.

Why is this necessary?

Board approval of the contracts is requested to ensure compliance with Department of Education grant guidelines. In the LAUSD's application for grant funds, partners were identified with services and proposed costs included. Formal approval by the Board is necessary.

APPROVED

Why do we need to do this now?

This action is time sensitive as the grant was awarded and funded on September 22, 2014. Contracted services for the students and families cannot begin until contracts are approved.

ADOPTED
BOARD REPORT
JAN 13 2015

What would happen if this were not approved?

The Department of Education requires an annual report in April documenting services provided and progress made towards in-kind matching funds. If we cannot show sufficient progress in both areas, grant funds may be decreased or withheld altogether.

What are the terms of the proposed agreement?

On January 13th, 2015 the Board of Education will receive requests for contracts for GEAR UP 4 LA. Funding for the GEAR UP grant comes from the US Department of Education. No general funds are used. In addition, formal partnerships have been acknowledged by the Department of Education through a "Partner Identification" sheet. These sheets identify how much match each partner commits to and help grantees comply with the dollar-for-dollar match required by the federal department of education. Match is provided through in-kind services. Total partner costs for the 7 years are \$6,457,783.00.

All contracts further the tenets of the GEAR UP grant mandate by providing strong academic and financial advising for students and parents, intensive extended learning programs, professional development for teachers, early college readiness tests, concurrent enrollment programs, college visits, and near peer mentoring for students.

Partner	Services Provided
All Aboard Tours	Overnight college tours and visits
Chicano-a Latino-a Educational Foundation	Parent Ambassador Program, summer residential programs, student advisor, college liaison
CoBro Consulting	External evaluation services (mandated by DOE)
College Board	PSAT testing, parent workshops
East Los Angeles College Foundation	Jamie Escalante math enrichment and credit recovery, concurrent enrollment classes, career-tech classes, field trips, summer bridge, student/parent workshops
Families in Schools	Student and parent workshops on college access and financing, redesignation, transition to high school and college money management.
Los Angeles City College	Tutors, college visits, career pathway academies, mentor camps, concurrent enrollment, parent visits, summer bridge, workshops on college and financial literacy
Los Angeles Trade Tech College	College visits, extended learning/summer programs/non-credit classes for students and parents, parent college visits and concurrent enrollment

Members, Board of Education
Ramon C. Cortines, Superintendent

-3-

December 3, 2014

ADOPTED
BOARD REPORT
JAN 23 2015

Occidental College	College visits, mentor program support, tutors, and professional support staff
Study Smart Tutors	Professional development for teachers, PSAT and SAT prep classes, workshops for families
Youth Policy Institute (no cost partner)	Support for savings initiative for GEAR UP students, support for college and career activity, supportive services at Promise Neighborhood campuses

Conclusion

This grant will provide the expert guidance, service structures, and research-based support to increase the number of students graduating from high school and enrolling and completing a postsecondary education without the need for remedial support in English and math.

If you have any questions or require additional information, please contact me at lbramwel@lausd.net or at 213.241.0150

c: Michelle King
David Holmquist
Thelma Melendez
Ruth Perez
Nicole Elam-Ellis
Jefferson Crain
George Silva

APPROVED

Board of Education Report
No. 275-14/15
For 1/13/2015 Board Meeting

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Office of General Counsel

ADOPTED
BOARD REPORT
JAN 13 2015

INFORMATIVE

TO: Members, Board of Education
Ramon C. Cortines, Superintendent

DATE: December 10, 2014

FROM: Robert M. Reider
Director Risk Finance and Insurance Services

SUBJECT: CONTRACTOR NAME: CARL WARREN & COMPANY
CONTRACT NO: 4400003410
CONTRACT AMOUNT: \$5,000,000 for 5 years

RECOMMENDATION TO AWARD

The District needs a third party administrator investigating liability tort claims against the District including automobile, general liability and sexual misconduct claims. The administrator will manage the liability claims filed against the District and its employees under the California Government Tort Claims Act (California Government Code Sections 814 et. seq.). They will pursue subrogation rights on the District's behalf and collect monies owed as a result. They will also provide Medicare payer reporting services.

Why is this necessary?

The District has over 600 open tort claims from outside third parties that are claiming the District negligently caused various injuries or damages that need to be investigated to protect the interests of the District.

Why do we need to do this now?

The District must comply with legal requirements in responding timely to a claimant's allegations of the District causing the claimant's injuries or damages.

What would happen if this were not approved?

If the District did not comply with the legal requirements to investigate and respond to allegations of negligence, the District will incur substantial legal cost and loss of credibility with the community.

What are the terms of the proposed agreement?

The contract has an initial three (3) years term and one two (2) years option. The contract amount is not to exceed \$5 million that is funded out of general funds.

December 10, 2014

APPROVED

Carl Warren & Company has provided third party administrator services to the District for over twenty (20) years and Risk Finance recommends that the Board of Education approve the contract with Carl Warren & Company as the District's third party administrator for the investigation of tort liability claims.

If you have any questions or require additional information, please contact me at robert.reider@lausd.net or at 213-241-1843.

c: Michelle King
David Holmquist
Thelma Melendez
Ruth Perez
Nicole Elam-Ellis
Jefferson Crain
Gerardo Loera
George Silva

ADOPTED
BOARD REPORT
JAN 13 2015

APPROVED

Board of Education Report
No. 275-14/15
For 01/13/15 Board Meeting

ADOPTED
BOARD REPORT

JAN 13 2015

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Sun Valley Magnet Schools

INFORMATIVE

DATE: October 27, 2014

TO: Members, Board of Education
Ramon C. Cortines, Superintendent of Schools

FROM: Robert Lee, Principal
Sun Valley Magnet Schools

SUBJECT: UC Regents, UCLA Center X
CONTRACT NO.: 4400003445
CONTRACT AMOUNT: \$900,000.00
BRIEF SUBJECT (Provision of 500 days of coaching services for English, Math, Science and History as provided for in the School Improvement Grant)

Introduction

Sun Valley Magnet Schools was awarded a \$1.9 Million School Improvement Grant. As part of that grant the school has agreed to provide extensive professional development and ongoing support to teachers in the areas of curriculum development, pedagogical approaches and instructional delivery specifically focused on the new Common Core State Standards, interdisciplinary lessons and unit development. UCLA Center X, a department of UCLA Graduate School of Education and Information Studies was named as one of the vendors that would provide the coaching services to the school.

Why is this necessary?

Sun Valley Magnet Schools is requesting approval for a contract with UCLA Graduate School of Education and Information Studies to provide Professional Development – Coaching Services. The coaching support and professional development was part of the requirement through the School Improvement Grant that was granted to the school.

Why do we need to do this now?

Sun Valley Magnet School has historically had a high turnover of teachers and as such currently has 22 non-permanent teachers. There is a great need for professional development, but more specifically for ongoing co-planning/co-teaching with a master teacher and for coaching support. UCLA's proven track record in the area of teacher development would greatly support the development of all of the Sun Valley Magnet Schools staff, but especially the school's non-permanent teachers.

What would happen if this were not approved?

The secondary vendor listed in the School Improvement Grant (College Board) does not provide these types of professional coaching services. If this contract is not approved the school would fail to comply with the grant requirements and could lose the \$1.9 million grant funding.

APPROVED

Members, Board of Education
Ramon C. Cortines, Superintendent

-2-

October 27, 2014

ADOPTED
BOARD REPORT

JAN 13 2015

What are the terms of the proposed agreement?

The description of services to be provided are as follows;

- a. Develop and enhance teacher's content knowledge and instructional strategies aligned with the California Board of Education adopted standards and frameworks
- b. Expand statewide opportunities for professional development by developing a network of teacher leaders who are capable of assuming leadership roles in their profession.
- c. Improve the achievement of students through the development of this partnership
- d. Develop and maintain professional education communities that create opportunities for teacher networking and learning.

If you have any questions or require additional information, please contact me at rlee01@lausd.net or 818-255-5111.

c: Michelle King
David Holmquist
Thelma Melendez
Ruth Perez
Nicole Elam-Ellis
Jefferson Crain
Tommy Chang
Tim Lino
George Silva

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Procurement Services Division

APPROVED

TO: Members, Board of Education
Ramon C. Cortines, Superintendent

INFORMATIVE

DATE: December 15, 2014

FROM: George Silva, Chief Procurement Officer
Procurement Services Division

ADOPTED
BOARD REPORT
JAN 23 2015

**SUBJECT: LOS ANGELES FREIGHTLINER
BID NUMBER – IFB#: 2000000120
PURCHASE ORDER AMOUNT: \$ 1,600,000**

The Procurement Services Division's Materiel Management Branch is requesting approval from the Board of Education to purchase eight (8) Alternative Fueled - Liquid Natural Gas (LNG) Truck-Tractors to support the delivery of bulk food, prepared meals, supplies, and furniture to schools and offices District-wide.

Why is this necessary?

The function of these Truck-Tractors is to support school operations in the delivery of the food, supplies, and furniture to support the education process. The current Truck-Tractors being replaced require excessive maintenance funds to operate. These new Truck-Tractors generate less pollution, which is in compliance with the Board's Healthy Breathing Initiative, and will be the third acquisition of this type of vehicles used by Truck Operations in support of school operations. A modern, well maintained fleet of Truck-Tractors will afford Materiel Management Branch the ability to support schools in a timely and dependable manner.

Why do we need to do this now?

Procurement of the Truck-Tractors will result in fewer days of unavailable vehicle downtime, lower annual operating/maintenance costs, and less reliance on overtime by district personnel to provide alternative services. The majority of the current fleet of trucks exceeds 18 years of age. These 8 truck-tractors being purchased will replace trucks that are 18 to 20 years old. Additionally, the District has opened over 120 new schools, and this equipment is required to provide support.

What would happen if this were not approved?

Disapproval of this purchase will require continued operation of vehicles exceeding their normal life expectancy, restricting Materiel Management Branch from having a reliable fleet, further exacerbate high maintenance costs as the fleet continues to age and deteriorate), and will continue our dependence on overtime.

JAN 13 2015

Members, Board of Education
Ramon C. Cortines, Superintendent

APPROVED

-2-

December 15, 2014

What are the terms of the proposed agreement?

This procurement is a one-time purchase. The funding source is to be determined.

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

c: Michelle King
David Holmquist
Thelma Melendez
Ruth Perez
Nicole Elam-Ellis
Gerardo Loera
Jefferson Crain
Marc Monforte

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Division of Procurement Services

APPROVED

INFORMATIVE

TO: Members, Board of Education
Ramon C. Cortines, Superintendent

DATE: December 15, 2014

FROM: George Silva, Chief Procurement Officer
Procurement Services Division

ADOPTED
BOARD REPORT
JAN 23 2015

**SUBJECT: GREAT DANE TRAILERS
BID NUMBER / IFB NO. 60222
PURCHASE ORDER AMOUNT: \$1,000,000**

The Materiel Management Branch (Truck Operations Section) is requesting approval from the Board of Education to purchase eight (8) refrigerated trailers to support the delivery of bulk food and prepared meals to school cafeterias district-wide.

Why is this necessary?

The function of these refrigerated trailers is in support of the Food Services Division by providing delivery service of cafeteria food products to the schools in support of the National School Lunch/Breakfast Program. The current refrigerated bobtail trucks used for deliveries are obsolete, unreliable, require excessive maintenance, and are beyond economical repair. New refrigerated trailers (pulled by tractor trucks), in replacement of the existing bobtail trucks, will provide a high level of reliability and will require only minimal annual maintenance cost. A modern, well maintained fleet of trailers will afford Materiel Management Branch the ability to supply schools with food supplies in a timely and dependable manner. These new refrigerated trailers generate less pollution which is in compliance with the Board's Healthy Breathing Initiative.

Why do we need to do this now?

Procurement of the refrigerated trailers will result in fewer days of unavailable vehicle downtime, lower annual operating/maintenance costs, and less reliance on overtime by district personnel to provide alternative services. Additionally, Materiel Management Branch has secured a previous bid/purchase pricing, if the purchase order is issued by mid-January 2015.

What would happen if this were not approved?

Disapproval of this purchase will restrict Materiel Management Branch from having a reliable fleet, further exacerbate high maintenance costs (to operate vehicles beyond their normal life expectancy as the fleet continues to age and deteriorate), and will continue our dependence on overtime. In addition, the proposed acquisition allows the District to receive favorable pricing from the previous bid pricing. The anticipated bid pricing from a new solicitation will increase the cost per unit by 10 to 20 percent.

APPROVED

What are the terms of the proposed agreement?

This procurement is a one-time purchase. The funding source is to be determined.

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

c: Michelle King
David Holmquist
Thelma Melendez
Ruth Perez
Nicole Elam-Ellis
Gerardo Loera
Jefferson Crain
Marc Monforte

ADOPTED
BOARD REPORT

JAN 13 2015