



**FINAL**

## Board of Education Report

**APPROVED**

ADOPTED  
BOARD REPORT

File #: Rep-361-15/16, Version: 1

MAY 10 2016

### APPROVAL OF PROCUREMENT ACTIONS

May 10, 2016

Procurement Services Division

**FINAL**

#### Action Proposed:

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

#### Background:

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

#### Expected Outcomes:

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

#### Board Options and Consequences:

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

#### Policy Implications:

This action does not change District policy and conforms to *California Education Code section 17604* that permits the Board of Education to delegate authority for Procurement Services (Board Report #461-14/15), which the Board exercised on May 12, 2015.

#### Budget Impact:

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

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

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

**APPROVED**

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

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

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### Issues and Analysis:

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

### Attachments:

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

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

### Informatives:

Informative - Think TRG - Contract No. 4400004635

Informative - General Stores Distribution Center - March 2016

Informative - AATA and CSULA - Contract Nos. 4400004717 and 4400004716

Informative - Various Vendors Bench Contracts for California Standards Professional Development -  
Contract Nos. 4400003333-3339, 4400003350, and 4400003352-3373

Informative - Various Vendors Bench Contracts for K-5 Leveled Reading Collections and Instructional  
Guides - Contract Nos. 4400004625-4629 and 4400004700-4702

Informative - Various Vendors Bench Contracts for Professional Development to Private Schools -  
Contract Nos. 4400004720-4725

Informative - Various Vendors Contracts for GEAR UP 4 LA and Project STEPS Grants - Contract Nos.  
4400002199, 4400002266, 4400002276, 4400002278, 4400002405, 4400002446-2447,  
4400002475, 4400002520, 4400002533-2534, 4400002613, 4400003265, 4400003428 and  
4400003718

Informative - WACO Filters dba Burke WACO - Contract No. 4400004652

Informative - Mythics, Inc. - Contract No. 4500215804 and 4500215807

Informative - Arey Jones Educational Solutions - Contract Nos. 4400001145, 4400001181 and  
4400001187

Informative - Tek Visions - Contract No. 4500216600



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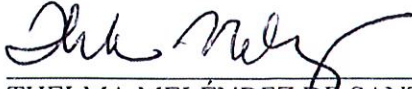
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RESPECTFULLY SUBMITTED,

APPROVED & PRESENTED BY:


  
MICHELLE KING  
Superintendent

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

REVIEWED BY:

APPROVED & PRESENTED BY:

  
DAVID HOLMQUIST  
General Counsel

  
GEORGE SILVA  
Chief Procurement Officer  
Procurement Services Division

☒ Approved as to form.

REVIEWED BY:

  
CHERYL SIMPSON  
Director, Budget Services and Financial Planning

☒ Approved as to budget impact statement.

## ATTACHMENT A

**APPROVED****APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT EXCEEDING \$250,000****\$266,342**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Think TRG	4400004635	Informally competed contract to provide analysis, design and migration services of the District's legacy Telecommunication Billing System (TBS). Phase 1 includes analysis of existing system. Phase 2 includes design and migration of new system.	General Funds (100%)	\$77,000
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**Contract Term:** 03/17/16 through 09/30/16**Contract Value:** \$77,000

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

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AON Risk Consultants, Inc., dba AON Global Risk Consulting	4400004640	Informally competed contract to provide actuarial valuation and cost-allocation consulting services for Workers Compensation.	Worker's Compensation Fund (100%)	\$62,500
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**Contract Term:** 02/12/16 through 02/11/21 includes two (2) one-year option renewals**Contract Value:** 62,500

Requester: *Dawn Watkins, Director*  
*Risk Management and Insurance Services*



## ATTACHMENT A

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Skillsoft Corporation	4400004711	Informally competed contract to provide readily-accessible online professional development for the LAUSD's 30,000 classified employees. The District will have access to over 400 courses in the Skillsoft Business Library, which will be curated and aligned to the 28 competencies in the Classified Performance Framework. These competencies fall into seven clusters: Behavior/Conduct, Communication, Adaptiveness, Work Attributes, Interpersonal Skills, Professional/Technical Expertise, and Leadership.	General Funds (100%)	\$70,842

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Personnel Commission*

Digital Archiving Systems, LLC, dba ARC Designs	4400004491	Informally competed contract to provide onsite computer technical support to students, faculty and staff; support Smarter Balanced Assessment Consortium (SBAC) and Interim Assessment Blocks (IABs); and maintain equipment inventory, repair non-warranted equipment, handle warranty issues with equipment, and handle special projects as needed.	General Funds (59%)  Title I Funds (41%)	\$56,000
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**Contract Term:** 12/18/15 through 06/30/16**Contract Value:** \$56,000Requester: *Eric Davidson, Principal  
University High School*

## ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITYA. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDEDINCOME CONTRACTS NOT EXCEEDING \$500,000**APPROVED** <\$35,100>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Los Angeles Community College District	4400004681	Revenue contract by which the District is reimbursed up to \$15,600 for specified expenses incurred by Narbonne Senior High in support of that school's International Trade/Global Logistics career pathway.  <b>Contract Term:</b> 11/01/15 through 06/30/16  <b>Contract Value:</b> <\$15,600>  Requester: <i>Gerald K. Kobata, Principal Nathaniel Narbonne Senior High School</i>	Revenue	<\$15,600>
Los Angeles Community College District	4400004682	Revenue contract by which the District is reimbursed up to \$15,600 for specified expenses incurred by San Pedro Senior High in support of that school's International Trade/Global Logistics career pathway.  <b>Contract Term:</b> 11/01/15 through 06/30/16  <b>Contract Value:</b> <\$15,600>  Requester: <i>Jeanette L. Stevens, Principal San Pedro Senior High School</i>	Revenue	<\$15,600>
Los Angeles Community College District	4400004686	Revenue contract by which the District is reimbursed up to \$3,900 for specified expenses incurred by Harbor Teacher Preparatory Academy to increase the interest of that school's students in science, technology, engineering and math.  <b>Contract Term:</b> 07/01/15 through 06/30/16  <b>Contract Value:</b> <\$3,900>  Requester: <i>Jan T. Murata, Principal Harbor Teacher Preparatory Academy</i>	Revenue	<\$3,900>

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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****APPROVED** \$20,424

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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PenBay Solutions, LLC	4400003021-3	Amendment to extend term and increase contract capacity to deliver a web-based mapping application for the interactive display of District school floor plan information and capture of current classroom utilization data. The resulting information will be used to calculate annual classroom capacity at each school location.	Bond Funds (100%)	\$20,424*
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**Current Contract Term:** 07/15/14 through 07/31/16

New End Date by this Amendment: 07/31/17  
Two (2) one-year option renewals remaining

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Initial Contract Value: \$74,926  
Amendment No. 1: \$70,272  
Amendment No. 2: \$0  
\*Amendment No. 3: \$20,424  
(Executed Date: 03/21/16)  
**Aggregate Contract Value: \$165,622**

Requester: *Raju Kaval, Director*  
*Program Support Services*  
*Facilities Services Division*

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

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

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

\*Current Ratification

## ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

## C. PROFESSIONAL SERVICE CONTRACT ASSIGNMENT

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>
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None

**APPROVED**

<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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D. PROFESSIONAL SERVICES CONTRACTS ALREADY AWARDED

\$0

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>
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None

<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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E. GOODS AND GENERAL SERVICES CONTRACTS ALREADY AWARDED

\$0

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>
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None

<u>SOURCE OF FUNDS</u>	<u>NOT TO- EXCEED AMOUNT</u>
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## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****F. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000****March 2016 – \$ 1,316,980****YTD - \$10,222,213**

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>March</u> <u>Qty. of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>March</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders - March 2016	228	1,751	<b>\$1,316,980</b> (Avg. Trans. \$5,776)	\$10,222,213

**G. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000****March 2016 - \$34,178,117****YTD – \$147,776,456**

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

	<u>March</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>March</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Decentralized Purchase Orders -- March 2016	4,930	23,693	<b>\$10,914,630</b> (Avg. Trans. \$2,214)	\$41,196,315
Purchase Orders - March 2016	48	345	<b>\$3,298,756</b> (Avg. Trans. \$68,724)	\$22,698,095
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) March 2016	10,264	73,134	<b>\$3,278,874</b> (Avg. Trans. \$319)	\$24,287,087
Rental Facilities – March 2016	4	39	<b>\$51,262</b> (Avg. Trans. \$12,816)	\$377,568
Travel/Conference Attendance -- March 2016	2,105	10,842	<b>\$1,044,414</b> (Avg. Trans. \$496)	\$5,565,595
GENERAL STORES DISTRIBUTION CENTER – March 2016	483	2,922	<b>\$4,917,101</b> (Avg. Trans. \$10,180)	\$20,951,878
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – March 2016	1,529	5,187	<b>\$10,673,080</b> (Avg. Trans. \$6,980)	\$32,699,916

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

\$16,362,803

**APPROVED**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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AATA (American Aerospace Technical Academy)	4400004717	Named-in-grant contract for services and equipment to conduct apprenticeship training in Non-Destructive Testing (NDT) for approximately 200 pre-apprentices and 60 apprentices. NDT workers are technicians and engineers who test materials for flaws or conditions to prevent catastrophes. Apprenticeship coursework includes NDT math, visual inspection, magnetic particle testing levels 1 & 2, liquid penetrating testing levels 1&2, radiation safety, radiography testing, ultrasonic testing, eddy currents, computer radiography testing, digital radiography testing and ultrasonic phased array.	California Apprenticeship Initiative New and Innovative Grant CAI RFA 15-191 (100%)	\$812,803
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CSULA (California State University, Los Angeles)	4400004716	Named-in-grant contract to provide training location, consulting, and instruction to conduct apprenticeship training in Non-Destructive Testing for approximately 200 pre-apprentices and 60 apprentices.		\$50,000
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**Contract Term:** 05/11/16 through 05/10/18

**Aggregate Contract Value for Two (2)  
Contracts: \$862,803**

Requester: *Donna Brashear*  
Executive Director  
Division of Adult and Career Education



## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

## A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors*	4400003333	Authorization to increase contract capacity of	General	\$8,500,000*
	4400003334	thirty (30) bench contracts to provide California	Funds	
	4400003335	Standards (formerly Common Core State	(75%)	
	4400003337	Standards) professional development services in		
	4400003336	math and English language arts instruction for	Title II	
	4400003338	grades K-12. The authority to increase or	Funds	
	4400003339	decrease individual amounts for these contracts	(25%)	
	4400003350	will be limited to the new total aggregate		
	4400003352	amount of \$13,500,000.		
	4400003353			
	4400003354	<b>Contract Term:</b> 01/01/15 through 12/31/19		
	4400003355	includes three (3) one-year option renewals		
	4400003356			
	4400003357	Initial Aggregate Value: \$5,000,000		
	4400003358	*Additional Authorized Value: \$8,500,000		
	4400003359	<b>Aggregate Contract Value: \$13,500,000</b>		
	4400003360			
	4400003361	<b>Aggregate Contract Value for Thirty (30)</b>		
	4400003362	<b>Contracts: \$13,500,000</b>		
	4400003363			
	4400003364	Requester: <i>Angela Hewlett-Bloch, Director</i>		
	4400003365	<i>Instructional Operations</i>		
	4400003366	<i>Division of Instruction</i>		
	4400003367			
	4400003368			
	4400003369			
	4400003370			
	4400003371			
	4400003372			
	4400003373			
	(RFP 2000000330)			

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\*95% Group; American Reading Company; Amplify Education; ASCD Professional Learning Services; Associates for Educational Success; C2 Collaborative; Catapult Learning; Curriculum Improvement Institute; Developmental Studies Center; Generation Ready; Growing Educators; Houghton Mifflin Harcourt; InnovateEd; Insight Education; Knowledge Delivery Systems; Literacy TA; Marzano Research Laboratory; McGraw-Hill School Education; NCS Pearson; PCG Education; Pivot Learning Partners; Scholastic; Stanford History Education Group; Teacher Created Materials; Thinking Maps; TNTP; To Imagine; UCLA Center X; WestEd; Zaner-Bloser

## ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITY****NEW INCOME CONTRACTS EXCEEDING \$500,000**

\$0

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

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## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY**APPROVED**ADOPTED  
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## A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS

AMENDMENTS TO CONTRACTS EXCEEDING \$250,000

\$0

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors*	4400002199	Amendment to extend the term, of fifteen (15)	Gaining Early	\$13,839,772
	4400002266	contracts for Years 6 and 7, to provide	Awareness	(The aggregate
	4400002276	academic and financial counseling program for	and Readiness	contract value
	4400002278	students and parents, intensive extended	for	for all
	4400002405	learning programs, professional development	Undergraduate	contracts will
	4400002446	for teachers, college readiness tests, concurrent	Programs	not exceed
	4400002447	enrollment programs; college visits, and	(GEAR UP)	Board
	4400002475	college and peer mentoring for students. The	Grant	approved
	4400002520	program helps with complete college	(78%)	amount of
	4400002533	application and transition process. Authority	Project	\$13,839,772
	4400002534	to increase or decrease individual amounts for	System-wide	per Brd. of Ed
	4400002613	these contracts will be limited to the aggregate	Training for	Rpt. 096-
	4400003265	Board approved amount of \$13,839,772 (Brd.	Educational	11/12, dated
	4400003428	of Ed Rpt. 096-11/12, dated December 13,	Postsecondary	December 13,
	4400003718	2011).	Success	2011)
		<b>Current Contract Term:</b> 12/14/11 through	(STEPS)	
		06/30/16	Grant	
			(22%)	

New End Date by this Amendment: 09/30/18  
GEAR UP 4 LA

New End Date by this Amendment: 09/30/17  
Project System-wide Training for Educational  
Postsecondary Success (STEPS)

Requesters:

*Frances Gipson, Chief Academic Officer**George Bartleson, Chief of School Choice*

*Byron Maltez, Local District Superintendent,  
Northeast*

*Yolia Aguirre-Goar, Director of GEAR UP  
Project STEPS*

\*CoBro Consulting; Occidental College; Los Angeles Trade Technical College; Families in Schools; East Los Angeles College; Chicano-a Latino-a Educational Foundation; The Princeton Review; The College Board; Study Smart Tutor; Deborah L. Johnson; Los Angeles Educational Partnership; Quantum Learning Network; STAR Education; The University Corporation-CSUN; UC Regents UCLA Early Academic

## ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITY**APPROVED****B. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS**

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

**NEW CONTRACTS EXCEEDING \$250,000****\$8,815,690**

<u>CONTRACTOR</u>	<u>IDENTIFI CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
WACO Filters dba Burke WACO	4400004652 (IFB 2000000908)	Formally competed capacity contract to provide heating and air conditioning filters for installation and replacement projects District-wide.	Restricted Maintenance Fund (100%)	\$2,300,000

**Contract Term:** 06/01/16 through 05/31/19**Contract Value:** \$2,300,000

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

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Mythics, Inc.	4500215804 (IFB 2000001031)	Formally competed contract to upgrade and purchase Oracle enterprise licenses to implement new ad hoc reporting capabilities as part of the MiSiS, Welligent, and MyData systems.	Bond Funds (78%)  General Funds (22%)	\$5,321,845
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**Contract Term:** One-time procurement**Contract Value:** \$5,321,845

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

*Shahryar Khazei  
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

APPROVED

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

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

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Mythics, Inc.	4500215807 (IFB 2000001031)	Formally competed contract for the purchase of software support and maintenance for existing Oracle database, Advanced Data Compression and Golden Gate systems.	General Funds (100%)	\$1,193,845

**Contract Term:** One-time procurement

**Contract Value:** \$1,193,845

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

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AMENDMENT TO CONTRACT EXCEEDING \$250,000

\$7,000,000

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Arey Jones Educational Solutions	4400001145 4400001181 4400001187	Amendments to extend contract term and increase contract capacity to provide computers and related hardware for administrative and instructional needs of schools and offices.	Various per Requesting School or Office (100%)	\$7,000,000*

**Current Contract Term:** 07/01/11 through 06/30/16

New End Date by this Amendment: 09/30/16

Initial Contract Value: \$85,000,000

Amendment No. 1: \$10,000,000

\*Amendment No. 2: \$7,000,000

**Aggregate Contract Value: \$102,000,000**

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



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

**APPROVED**

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

**UTILIZATION OF PIGGYBACK CONTRACT IN EFFECT EXCEEDING \$250,000**

**\$1,620,000**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
Tek Visions	4500216600 Pennsylvania Education Purchasing Program for Microcomputers (PEPPM) #527080	Purchase of Point of Sale (POS) hardware and peripherals to run the District's meal program and meal count accountability via the Pennsylvania Education Purchasing Program for Microcomputers (PEPPM) piggyback contract #527080.  <b>Contract Term:</b> One-time procurement  <b>Contract Value:</b> \$1,620,000  Requesters: <i>Laura Benavidez, Co-Director</i> <i>Timikel Sharp, Co-Director</i> <i>Food Services Division</i>	Bond Funds (100%)	\$1,620,000

**ADOPTED  
BOARD REPORT  
MAY 10 2016**

**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>
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None

# APPROVED

## INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Information Technology Division

### INFORMATIVE

DATE: May 10, 2016

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

ADOPTED  
BOARD REPORT

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

MAY 10 2016

**SUBJECT: RATIFICATION OF AN AGREEMENT TO PROVIDE ANALYSIS, DESIGN AND MIGRATION SERVICES FOR LEGACY TELECOMMUNICATIONS BILLING SYSTEM**

The Information Technology Division (ITD) is requesting ratification of an agreement with Think TRG to provide analysis, design and migration services to transition the District's legacy telecommunication billing system (TBS) to a modernized platform with enhanced features and functionality.

#### *Why is this necessary?*

TBS is utilized by ITD as a repository for financial information related to District-wide cost allocation of telecommunications services. The existing system's features and functionalities are extremely outdated and require significant effort from District staff whenever modifications are needed.

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

TBS was developed over 30 years ago and is running on a legacy platform. Upgrading to a modernized version will improve user interfaces and provide new, user-friendly features and functionalities. A new modernized system will reduce the risk of system outages minimizing system issues.

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

Without the recommended migration, the system would continue to run on legacy platform. Enhancements to user interfaces, features and functionalities would be difficult and time-consuming to implement. The modernized version will allow staff to cost allocate \$23 million of District-wide telecommunication services more efficiently.

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

The period of performance begins March 17, 2016 and ends September 30, 2016. The not-to-exceed contract value is \$77,000. Source of funding is 100% General Funds.

If you have any questions or require additional information, please contact Shahryar Khazei at (213) 241-4096.

c: David Holmquist  
Nicole Elam-Ellis

Thelma Melendez  
Jefferson Crain

Frances Gipson  
George Silva

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

**INFORMATIVE**

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

**DATE:** April 4, 2016

**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**

**APPROVED**  
ADOPTED  
BOARD REPORT  
MAY 10 2016

During the Board of Education's May 12, 2015 meeting, pre-authorization was granted to the Procurement Services Division (PSD) to enter into various new contracts, extend existing contracts, and award various purchase orders to make regular and routine procurements of products used by schools and offices and stocked in the General Stores Distribution Section. As part of the pre-authorization, it was agreed that PSD would report on the total procurement activity on a monthly (per board report) basis. In an effort to streamline and enhance the reporting process, the chart below lists the major commodity categories and total purchase order issuance for the month of March.

**GENERAL STORES DISTRIBUTION**

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE MARCH 1 TO MARCH 31, 2016	ACCUMULATIVE FISCAL YEAR TOTAL
Athletic Equipment	\$102,179.34	\$368,062.30
Audio Visual	\$103,787.42	\$375,167.34
Custodial/Maint. & Operations	\$1,586,690.60	\$5,891,728.85
Educational Supplies/Tools	\$140,792.08	\$870,101.08
Forms & Publications	\$52,377.71	\$242,969.35
Furniture	\$533,213.56	\$2,356,959.89
Music	\$11,703.02	\$69,608.16



Members, Board of Education  
Michelle King, Superintendent

**APPROVED**

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ADOPTED  
BOARD REPORT

April 4, 2016

**MAY 10 2016**

MAJOR COMMODITY CATEGORIES	PURCHASE ORDER ISSUANCE MARCH 1 TO MARCH 31, 2016	ACCUMULATIVE FISCAL YEAR TOTAL
Office Essentials	\$1,835,599.02	\$5,908,415.30
Paper	\$138,572.47	\$1,965,337.86
Science/Home Economics/First Aid	\$124,384.57	\$1,197,408.97
Visual Arts	\$287,801.16	\$1,706,108.64
<b>TOTALS</b>	<b>\$4,917,100.95</b>	<b>\$20,951,867.74</b>

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

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

Board of Education Report  
No. 361-15/16  
For 05/10/16 Board Meeting

INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Division of Adult and Career Education

**APPROVED**

INFORMATIVE

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

**DATE:** April 4, 2016

ADOPTED  
BOARD REPORT

MAY 10 2016

**FROM:** Donna Brashear  
Executive Director

**SUBJECT: REQUEST FOR APPROVAL OF CONTRACTS FOR THE CALIFORNIA  
APPRENTICESHIP INITIATIVE (CAI) NEW AND INNOVATIVE GRANT  
– CAI RFA 15-191  
CONTRACT NO.: 4400004717 and 4400004716**

American Aerospace Technical Academy	812,803
California State University, Los Angeles	50,000
Total	\$862,803

***Why is this necessary?***

The purpose of the CAI RFA 15-191 grant is for the development of new apprenticeship program in new and innovative industry sectors in California. LAUSD/Division of Adult and Career Education (DACE) will serve as the Local Education Agency (LEA) and the Fiscal Agent for CAI RFA Grant 15-191 that includes American Aerospace Technical Academy (AATA) and California State University, Los Angeles (CSULA).

AATA trains workers in Non-Destructive Testing (NDT) that includes coursework in Non-Destructive Testing math, visual inspection, magnetic particle testing levels 1 & 2 and liquid penetrant testing levels 1 & 2. Radiation safety, radiography testing and ultrasonic testing are also included as well as eddy currents, computer radiography testing, digital radiography testing and ultrasonic phased array.

These workers are technicians and engineers who test materials for flaws or conditions to prevent catastrophes. NDT technicians tackle the most complex and nuanced challenges involved in materials selection and application, failure analysis, metallurgical science, product qualification and certification, and evaluation of the structural integrity of critical energy and infrastructure needs. By identifying weaknesses in materials, in a manner that does not affect the future usefulness of the product, NDT technicians can prevent plane crashes, train wrecks, and other critical infrastructure failures in the most cost effective way possible. This industry, therefore, is vital to California's growth and stability and needs support through apprenticeship programming.

Members, Board of Education  
Michelle King, Superintendent

-2-  
**APPROVED**

April 4, 2016  
ADOPTED  
BOARD REPORT  
MAY 10 2016

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

CAI RFA 15-191 is a two year program that was approved in March 2016. Entities are ready to begin their apprenticeship training in Non-Destructive Testing.

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

If no action is taken then the terms of the grant will not be fulfilled. Grant approval has been obtained. There is a legal obligation to fulfill terms of grant language. This apprenticeship program is designed to meet needs of local industry. If authorization is not approved then the needs of local industry would not be met.

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

Term of grant agreement is 2 years: January 2016 to February 2018. AATA will conduct pre-apprenticeship and apprenticeship training in Non-Destructive Testing serving approximately 200 pre-apprentices and 60 apprentices. Final program performance report will be due in April 2018.

Cal-State University, Los Angeles (CSULA) provides classrooms and labs for American Aerospace Technical Academy (AATA) to train and test materials in Non-Destructive Testing (NDT). CSULA provides an Associate Professor, Mauricio Castillo, Ph.D, to conduct NDT classes, perform research and development of needs in NDT industry sector. Dr. Castillo along with staff will collaborate with AATA on curriculum development where AATA students can earn college credit and possibly a Bachelor's degree at CSULA.

The purpose of the grant funds is to open up new industries to the apprenticeship model as well as provide the initial start-up and implementation cost of the apprenticeship program. The grant funds are meant to off-set the high initial cost of starting up apprenticeship programs for a two year period. By the end of the grant performance period, the apprenticeship program should be self-sustaining, where it will be able to pay for its operating cost through other funding sources.

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

c: Michelle King  
David Holmquist  
Frances Gipson  
Nicole Elam-Ellis  
Jefferson Crain  
George Silva  
Ted Nelson



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Instruction

APPROVED

INFORMATIVE

DATE: April 12, 2016

BOARD REPORT

MAY 10 2016

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

**FROM:** Angela Hewlett-Bloch  
Director of Instructional Operations

**SUBJECT: AUTHORIZATION TO INCREASE EXPENDITURE AMOUNT FOR  
MULTIPLE CONTRACTS WITH PROVIDERS OF PROFESSIONAL  
DEVELOPMENT FOR CALIFORNIA STANDARDS (FORMERLY  
COMMON CORE) ALIGNED MATH AND ENGLISH LANGUAGE ARTS  
INSTRUCTION  
CONTRACTS: 4400003333 – 440000033339 and 4400003350-4400003373  
CONTRACT AMOUNT: \$8,500,000**

The advent of California Standards as the basis of instruction within the Los Angeles Unified School District requires unprecedented levels of preparation and training for teachers and school administrators to ensure that this transition serves the goals of college and career readiness for its students.

At present, the District has a bench of contracts with instructional professional development providers, and the intent of this informative is to request an increase in the authorized value for the California Standards professional development contracts.

***Why is this necessary?***

The original request of \$5,000,000 was a conservative estimate and does not adequately cover the expenses for all future professional development services. The remaining value of \$2,836,784 will be utilized primarily by one contract in professional development from the Division of Special Education scheduled for this spring. This will not leave sufficient resources for the remaining period of performance of the agreements.

***How was the amount determined?***

Based on expenditures this year, the amount requested will cover costs for the remaining period of the agreements for the 2015-2016 school year and will cover projected expenditures for the 2016-2017 school year.

If you have any questions or require additional information, please contact me at (213) 241-4822.

Attachment 1 – CCS PD Providers Areas of Specialization

c: David Holmquist  
Jefferson Crain

Thelma Meléndez  
George Silva

Nicole Elam-Ellis

**APPROVED**  
ADOPTED  
BOARD REPORT

**ATTACHMENT 1  
CALIFORNIA STANDARDS PROFESSIONAL DEVELOPMENT  
PROVIDERS AREAS OF SPECIALIZATION**

**MAY 10 2016**

<b>Professional Development Provider</b>	<b>Elementary</b>	<b>Secondary</b>	<b>Math</b>	<b>ELA</b>
95% Group	X	X	-	X
American Reading Company	X	X	-	X
Amplify Education	X	X	X	X
ASCD Professional Learning	X	X	X	X
Associates for Educational Success	X	X	X	-
C2 Collaborative	X	X	X	X
Catapult Learning	X	X	X	X
Curriculum Improvement Institute	X	X	X	X
Developmental Studies Center	X	-	-	X
Generation Ready	X	X	X	X
Growing Educators	X	X	-	X
Houghton Mifflin Harcourt	X	X	X	X
InnovateEd	X	X	X	X
Insight Education	X	X	X	X
Knowledge Delivery Systems	X	X	X	X
Literacy TA	-	X	-	X
Marzano Research Laboratory	X	X	X	X
McGraw-Hill School Education	X	X	X	X
NCS Pearson	X	X	X	X
PCG Education	X	X	X	X
Pivot Learning Partners	X	X	X	X
Scholastic	X	X	X	X
Stanford History Education Group	-	X	-	X
Teacher Created Materials	X	X	X	X
Thinking Maps	X	X	X	X
TNTP	X	X	X	X
To Imagine	X	X	X	X
UCLA Center X	X	X	X	X
WestEd	X	X	X	X
Zaner-Bloser	X	X	-	X



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Instruction

**APPROVED**

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

**FROM:** Kathleen M. McGrath, M. Ed.  
Director of Elementary Instruction

**INFORMATIVE**

**DATE:** April 13, 2016

**ADOPTED  
BOARD REPORT**

**MAY 10 2016**

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

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

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

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

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



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

ADOPTED  
BOARD REPORT

MAY 10 2016

***Why is this necessary?***

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

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

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

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

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

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

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

If you have any questions, or require additional information, please contact me at (213) 241-5333.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Human Resources Division

**APPROVED**

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

ADOPTED  
BOARD REPORT  
MAY 10 2016

**INFORMATIVE**  
**DATE:** April 12, 2016

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

**SUBJECT: APPROVAL TO ADD NEW PRE-QUALIFIED VENDORS FOR TITLE II PART A, SUPPORT TO PRIVATE SCHOOLS: ASSOCIATES FOR EDUCATIONAL SUCCESS (4400004720); CENTER FOR COLLEGE AND CAREER READINESS (4400004721); LAKESHORE LEARNING MATERIALS (4400004722); NATIONAL UNIVERSITY (4400004723); NCS PEARSON, INC. (4400004724); SCHOLASTIC, INC. (4400004725)  
CONTRACT AMOUNT: \$0**

***Why is this necessary?***

In May 12, 2015 (Brd Rpt #448-14/15), the Board of Education authorized a bench contract for a five-year term (2015-2020). A bench contract has expedited the contracting process and provided the quality, equity and timeliness mandated by Title II, Part A federal guidelines to serve private schools. The Human Resources Division requests that the Board approve adding the new pre-qualified vendors to the existing bench contract during the four-year period of performance remaining from 2016 to 2020.

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

As the Local Education Agency (LEA) for the private schools utilizing Title II, Part A funds, the LAUSD is obligated to administer and oversee the appropriate, equitable and timely utilization of these funds generated by non-profit private school students, which reside within the boundaries of the LAUSD. Approval of this request by the Board of Education will ensure the timely processing of new master agreements, and thus, the timely delivery of services to the private schools at the start of their new fiscal year.

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

If this contract is not approved, the results would jeopardize the private school teachers' and administrators' ability to complete their degree, credential, and/or professional development program, negatively impacting the academic achievement of private school students.



Members, Board of Education  
Michelle King, Superintendent

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April 12, 2016

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

As with the previously approved list of pre-qualified contractors, the contracts for the six (6) new vendors will be Zero Dollar-based. Requests for services will be placed via "Work Order Requests," which will be authorized and processed in a time-efficient manner, thus allowing the private schools the ability to address their needs in a well-timed manner.

***Funding Source:*** Federally Funded Title II Part A funds (Specially Funded Program) for the private schools.

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

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

**APPROVED**

ADOPTED  
BOARD REPORT  
MAY 10 2016



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Division of Instruction/Local District Northeast

**APPROVED**

**INFORMATIVE**

**DATE:** March 21, 2016

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

**FROM:** Frances Gipson, Chief Academic Officer  
George Bartleson, Chief of School Choice

Byron Maltez, Local District Superintendent, NE  
Yolia Aguirre-Goar, GEAR UP Project STEPS Director

ADOPTED  
BOARD REPORT

MAY 10 2016

**SUBJECT: APPROVAL OF RENEWAL OF GEAR UP CONTRACTS FOR YEARS 6  
AND 7 FOR GEAR UP 4 LA AND PROJECT STEPS**

**Background**

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 # P334A140166) was awarded \$20,152,000 over a 7 year period from September 26, 2011 to September 25, 2018. Project STEPS (award # P334A110159) was awarded \$8,147,430 for 6 years from September 26, 2011 through September 2017. GEAR UP 4 LA currently serves a double cohort of approximately 4,200 students now in grades 10 and 11 in the Belmont and Kennedy Zones of Choice high schools. Project STEPS serves approximately 2,100 11th graders in the following schools: North Hollywood, Sun Valley, Polytechnic, and Van Nuys high schools.

Contracted services allow GEAR UP grantees 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.

### Action Proposed

Two federal GEAR UP grants, GEAR UP 4 LA and Project STEPS were awarded GEAR UP grants in September of 2011. Both grants had their contracts approved for an initial five (5) year period and one (1) two-year option period to continue services. The Division of Instruction and Local District Northeast proposes that the Board of Education authorize the renewal of contracts for both GEAR UP grants. All partners were either named in grant, have gone through the procurement process or have bench contracts with the District. All monies relating to contracts were approved on December 13, 2011 (Board Report #096-11/12) at the LAUSD Board meeting and no additional funds are being requested. GEAR UP 4 LA is asking for a two year renewal and Project STEPS is asking for a one year renewal.

**APPROVED**

GEAR UP 4 LA will be renewing the following contracts:

<i>Vendor</i>	<i>Contract #</i>
Chicano-a Latino-a Educational Foundation	4400002446
CoBro Consulting	4400002665
College Board	4400002475
East Los Angeles College Foundation	4400002534
Families in Schools	4400002533
Los Angeles City College	4400002613
Los Angeles Trade Tech College	4400002520
Occidental College	4400002199
The Princeton Review	4400003265

**ADOPTED  
BOARD REPORT  
MAY 10 2016**

Project STEPS will be renewing the following contracts:

<i>Vendor</i>	<i>Contract #</i>
Chicano-a Latino-a Educational Foundation	4400002266
CoBro Consulting	4400002447
Deborah L. Johnson	4400002278
Families in Schools	4400002276
The University Corporation - CSUN	4400002405
UC Regents UCLA Early Academic	4400003718

### Why is this necessary?

Both Project STEPS and GEAR UP 4 LA as part of LAUSD were funded with GEAR UP grants in September of 2011. Contracts for both GEAR UP 4 LA and Project STEPS expire June 2016. According to GEAR UP regulations dated October 26, 2010, grants are required to partner with one or more local educational agencies and one or more degree granting institutions of higher education (IHE). Partnerships may also contain not less than two other community organizations or entities, such as businesses or professional organizations. Both GEAR UP 4 LA and Project STEPS partner with IHE's, businesses, and Community Based Organizations which provide a significant portion of the required 'cost sharing' or matching funds required by the Department of Education.



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

All GEAR UP 4 LA and Project STEPS contracts expire June 30, 2016. Renewing the contracts now would ensure that there will be no disruption in services and that services will continue through the end of both grant terms.

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

Section 404c (b) (1) of the Higher Education Act requires GEAR UP partnership grantees (both Project STEPS and GEAR UP 4 LA) to provide \$1 of non-Federal funds for every dollar awarded. Partner contracts contribute a significant portion of the match for both grantees. Without our partner contracts GEAR UP 4 LA and Project STEPS will not be able to meet their matching requirement.

**For further information or questions**

If you have any further questions or need more information please contact: GEAR UP 4 LA: Lois Bramwell at 213.214.0150 or email: [lbramwel@lausd.net](mailto:lbramwel@lausd.net) Project STEPS: Yolia Aguirre-Goar at 1.818.753.6225 or email: [yoliaa@aol.com](mailto:yoliaa@aol.com)

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

**APPROVED**

ADOPTED  
BOARD REPORT

MAY 10 2016



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Facilities Services Division

**APPROVED**

**INFORMATIVE**

**DATE: March 14, 2016**

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

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

**ADOPTED  
BOARD REPORT**

**MAY 10 2016**

**SUBJECT: WACO FILTER CORP. DBA BURKE WACO  
CONTRACT NO.: 4400004652  
CONTRACT AMOUNT: \$2,300,000 TOTAL VALUE OVER THREE  
YEARS  
(FC-626) HEATING AND AIR CONDITIONING FILTERS  
RECOMMENDATION TO AWARD**

Maintenance and Operations is requesting the Board of Education's approval of contract number 4400004652 for the procurement of replacement air filters for HVAC equipment.

***Why is this necessary?***

This contract is needed to provide the lowest overall competitive cost for the purchase of replacement air filters for HVAC equipment throughout LAUSD schools and administrative sites.

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

The existing contract expired on 4/30/2016 and all air filters are required to be replaced on a quarterly basis.

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

If the contract is not approved, there would be an increased administrative cost and burden to the Maintenance and Operations Branch for providing air filters.

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

The term of the contract will be for 36 months. Funding will be provided from Restricted Maintenance funds.

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

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**APPROVED**

**INFORMATIVE**

**DATE:** May 10, 2016  
**ADOPTED**  
**BOARD REPORT**

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

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

**SUBJECT: APPROVAL TO PURCHASE ENTERPRISE ORACLE LICENSES FOR THE DISTRICT'S ENTERPRISE REPORTING PROJECT**

The Information Technology Division (ITD) is requesting approval of two agreements:

- An agreement to renew software support and maintenance for three of the District's existing Oracle licenses for the continued operation of the District's computing environment for fiscal year 2017.

The three products are listed below (please see Attachment A – a "Oracle Product List" for product descriptions):

1. Oracle Databases
2. Advanced Data Compression
3. Golden Gate

- An agreement to upgrade some of the District's Oracle enterprise licenses and purchase new Oracle enterprise licenses in order to execute the District's Enterprise Reporting Project, through which the District will develop and implement a much-needed integrated data reporting platform with new tools for self-service business intelligence. This platform will allow users to create personalized reports and analytical queries, access reports from their desktops and mobile devices, and view school and local district dashboards, create alerts, and develop visualizations, such as charts and graphs.

The eight products are listed below (please see the "Oracle Product List" attachment for product descriptions):

1. Upgrade from Warehouse Builder Enterprise ETL to Oracle Data Integrator EE
2. Upgrade from Business Intelligence Suite EE to Business Intelligence Foundation Suite
3. Oracle Database In-Memory
4. GoldenGate for Non Oracle Database



5. Management Pack for Oracle GoldenGate
6. Oracle Data Visualization
7. Oracle Application Adapters for Data Integration SAP Application
8. Oracle Application Adapters for Data Integration SAP Business Warehouse

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***Why is this necessary?***

Renewing our software support and maintenance agreement for three of the District's existing Oracle licenses ensures the District maximizes the efficiency and utilization of software applications by providing product updates, bug fixes, security alerts and critical patch updates. Additionally, the agreement allows the District to access the very latest support resources created to help maintain product, improve product performance, and implement new product functionality as it becomes available.

The District needs to upgrade some Oracle licenses and purchase new Oracle licenses in order to execute the District's Enterprise Reporting Project, which will empower educators, administrators, and families with real time information so they can make data driven decisions and perform better for their students. Attachment B provides a detailed overview of the Enterprise Reporting Project.

As part of the planning for the Enterprise Reporting Project, the District evaluated potential solutions and platforms and concluded that upgrading the District's Oracle licenses and purchasing new licenses would provide the most cost-effective and user-friendly outcome. Unlike some other platforms, Oracle's advanced tools are enterprise class, meaning they can handle a large number of simultaneous users and can be managed centrally. In addition, they are browser-based, so no client software is required in order for users to access the tools from their laptops, desktops, and mobile devices. Lastly, the new licensing will provide us with a Campus License and will allow us to make rich informational data dashboards available to students and parents in addition to District employees.

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

Software support and maintenance agreements must be renewed on an annual basis to provide critical software support to major applications running in an Oracle environment. Access to product updates, bug fixes, security alerts and critical patch updates as well as assistance with service requests 24 hours per day, 7 days a week will not be available to the District.

Rather than investing separately in incremental upgrades to each separate reporting system, it is most beneficial to the District to invest in a new unified Enterprise Reporting tool that will be much more user-friendly, provide actionable dashboards to help the District shift from passively collecting and reporting data to actively measuring, analyzing, and forecasting to improve student outcomes.

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BOARD REPORT  
MAY 10 2016



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

Without approval of the software support and maintenance renewal, the District will lose access to the product updates, bug fixes, security alerts and critical patch updates which keeps the District's major software applications running at optimal condition.

Without approval of the license upgrades and new licenses, ITD will continue to expend an extensive amount of time and energy on creating customized reports for end users. With limited flexibility to create ad-hoc reports in MiSiS, Welligent, MyData, and other data systems, user frustration will grow. Schools and local districts will not be able to create notifications, dashboards, and visualizations of data trends, inhibiting the District's efforts to improve outcomes, efficiency, and performance.

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

The proposed agreement to renew software support and maintenance for the District's existing Oracle products is for a period of 1 year. The total cost is not to exceed \$1,193,845. The funding source is 100% General Funds.

The proposed agreement to upgrade some of the District's Oracle software licenses, purchase new Oracle software licenses, and associated maintenance and support for a period of 1 year has a total cost not to exceed \$5,321,845. The funding source is a combination of Bond (78%) and General (22%) Funds.

c: David Holmquist  
Nicole Elam-Ellis

Thelma Melendez  
Jefferson Crain

Frances Gipson  
George Silva

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## Attachment A – Oracle Product List

### Current Products

- | <b>Product</b>               | <b>Description</b>   |
|------------------------------|--|
| 1. Oracle Databases          | Provide the foundation for all major District business applications, including SAP, MiSiS, MyData, and Welligent |
| 2. Advanced Data Compression | Reduces the size of large databases to increase storage capacity and optimize application performance            |
| 3. Golden Gate               | Provides data replication across multiple systems for security purposes without reducing performance             |

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### Product Upgrades

- | <b>Product</b>   | <b>Description</b>   |
|--|--|
| 1. Upgrade from Warehouse Builder Enterprise ETL to Oracle Data Integrator EE            | Enables the District to extract data from other systems to Oracle for data analytics and reporting   |
| 2. Upgrade from Business Intelligence Suite EE to Business Intelligence Foundation Suite | Provides needed support for mobile data reporting applications and enables LAUSD to capture and report on Key Performance Indicators (KPIs) using the scorecard capability |

### New Products/Additional Licenses

- | <b>Product</b>   | <b>Description</b>   |
|--|--|
| 1. Oracle Database In-Memory   | Provides optimizations for dramatically faster analytic queries  |
| 2. Golden Gate   | Provides data replication across multiple systems for security purposes without reducing performance; Increases the District's license count from 3700 to a Campus License |
| 3. Management Pack for Oracle Golden Gate                                  | Enables monitoring and management of Golden Gate   |
| 4. Oracle Data Visualization   | Provides all users with easy yet powerful analytics  |
| 5. Oracle Application Adapters for Data Integration SAP Application        | Enables the District to extract data from SAP to Oracle for data analytics and reporting   |
| 6. Oracle Application Adapters for Data Integration SAP Business Warehouse | Enables the District to extract data from SAP to Oracle for data analytics and reporting   |



## **Attachment B – Enterprise Reporting Project Overview**

**MAY 10 2016**

Over the last six months, ITD has worked with the Division of Instruction, Office of Data and Accountability, Personnel Commission, Human Resources, Office of Finance, and others to analyze the District's current reporting systems and develop a strategic plan to replace the disparate, aging systems with a single user-friendly tool that provides robust Enterprise Reporting capabilities. More and more, schools and central office staff have expressed a need for user-friendly access to up-to-date reports and dashboards with data that they can use to drive instruction.

Some of the key findings are as follows:

- The top problems identified with the current set of reporting systems include data fragmentation, data inaccuracy, data latency, low usability, low learnability, and data security risks.
- The District currently devotes significant time to creating customized reports and queries for end-users. Not only does this process prevent IT employees from focusing on other tasks, but end users are also left waiting for IT support on the other end.
- In the legacy Student Information Systems, users had a lot of flexibility to pull customized data to meet their needs. When the legacy systems were retired and the new MiSiS Explorer tool for ad-hoc reporting was rolled out in Fall 2014, MiSiS Explorer was only partially complete and had several bugs and functional gaps. While the MiSiS team has addressed some of MiSiS Explorer's most critical bugs and functional gaps, MiSiS Explorer continues to be extremely underdeveloped and difficult to use.
- Welligent was procured through a request for proposals process in 2002 and although several custom modules and enhancements have been added for LAUSD to meet operational and legal requirements, the reporting tools in Welligent are outdated and inadequate.
- MyData, the District's student data warehouse, while data rich, is now several years old and requires significant user experience improvements. While it provides preformatted reports, the program was initially designed for developers, and casual users face challenges in navigating the complex design and interface.

The main objective of the Enterprise Reporting Project is to empower educators, administrators, and families with real time information so they can make data driven decisions and perform better for their students. The new Enterprise Reporting platform will provide a single tool where users have latitude to create ad hoc reports and dashboards through a self-service user friendly interface so that they can get the data they need with minimal IT support. The platform will have ad hoc reporting capability and dashboarding for District school and operational data as well as for Charter Schools.



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### Ad Hoc Reporting



Ad Hoc Reporting allows end users to easily build their own reports and modify existing ones with little to no training.

### Dashboards

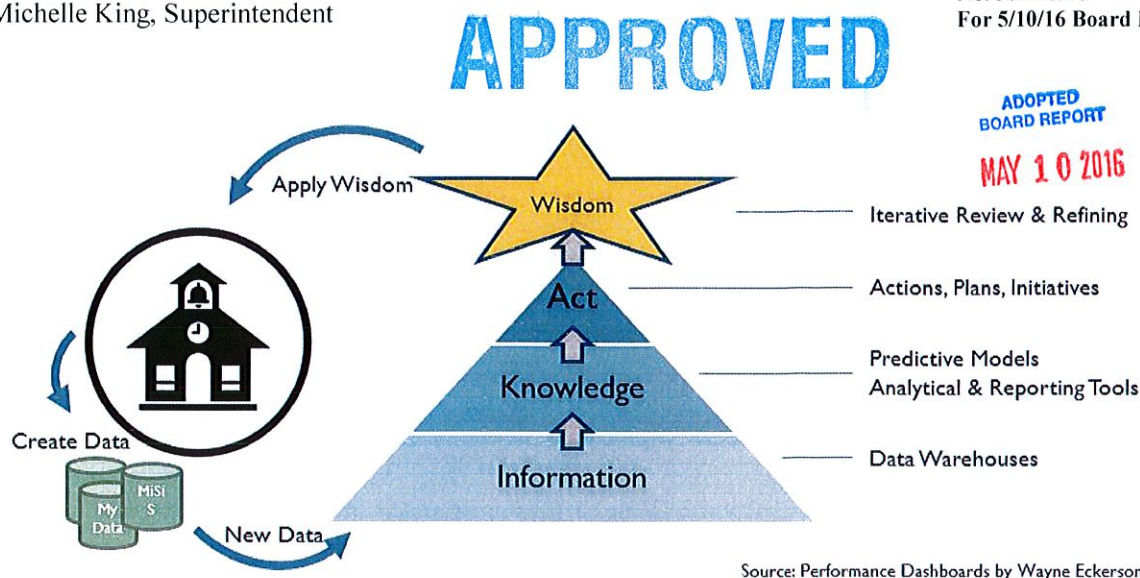


Dashboards display metrics and key performance indicators (KPIs) and enable the user to drill down to lower levels of detail as needed. They are generally tailored for a specific organizational unit (e.g. School) or role. (e.g. Counselor).

Information will be categorized in user-friendly categories to make it easier to understand, navigate, and explore:



Long term, the platform will provide a guided experience with notifications, action suggestions, and comprehensive sets of information at the student, teacher, school, Local District, and District level.

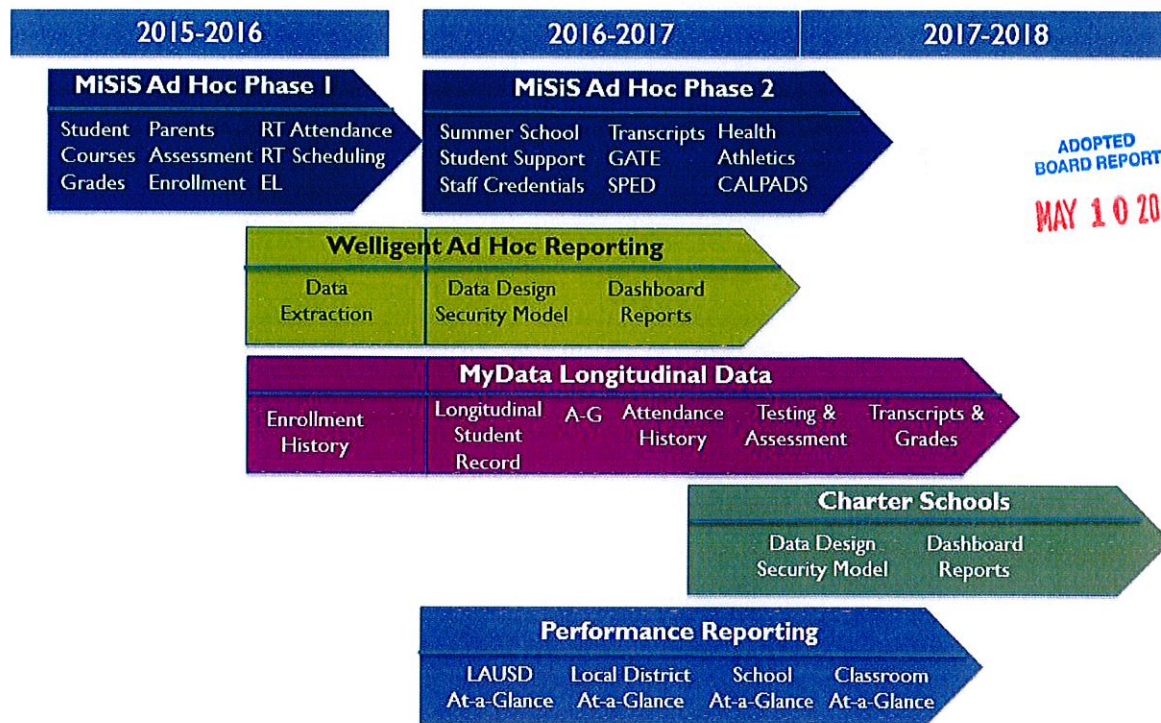


As part of the planning for the Enterprise Reporting Project, the District evaluated potential solutions and platforms that could be implemented to meet the needs outlined above. Staff concluded that upgrading the District's Oracle licenses would provide the most cost-effective and user-friendly outcomes. Unlike some other platforms, Oracle's advanced tools are enterprise class, meaning they can handle a large number of simultaneous users and can be managed centrally. In addition, they are browser-based, so no client software is required in order for users to access the tools from their laptops, desktops, and mobile devices.

Since the District's data warehouse has been built on Oracle software for over 10 years, we have the in-house developer skills to be able to update and maintain the platform. Upgrading our Oracle licenses will allow the District to synchronize data from all of our systems in almost real-time, whereas currently we are only syncing data to reports on a nightly, weekly, or monthly basis, depending on the report. Lastly, the new licensing will provide us with a Campus License and will allow us to make rich informational data dashboards available to students and parents in addition to District employees.

The expected timeline to complete the Enterprise Reporting Project is as follows:

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INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division

**ADOPTED  
BOARD REPORT**

**INFORMATIVE**

**MAY 10 2016**

**DATE: April 21, 2016**

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

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

**SUBJECT: APPROVAL TO EXTEND CONTRACT TERM AND INCREASE CONTRACT CAPACITY OF PERSONAL COMPUTERS (PC) DESKTOPS, LAPTOPS, AND RELATED SERVICES WITH AREY JONES.  
CONTRACT NUMBERS: 4400001145; 4400001181 AND 4400001187**

The Procurement Services Division is requesting approval to extend the contract term and increase contract capacity once more for the above referenced contracts with Arey Jones to provide personal computers, desktops, laptops, and related services to meet the needs of all schools and administrative offices. The Board may recall that a request to increase contract capacity by \$10M was presented and approved by the Board on January 12, 2016. Related services include equipment configuration, delivery, installation and extended warranties.

***Why is this necessary?***

The spending capacity of the aforementioned personal computer contracts has been exhausted due to higher than anticipated demands from schools and offices. Additionally, these contracts will have to support the recently initiated ED Tech Grant Program (currently authorized at \$6M) as we approach the end of our fiscal year and the beginning of FY 16/17. The Ed Tech Grant Program is being jointly administered by the Information Technology Division (ITD) and Instructional Technology Initiative. With Board approval of this capacity increase, we will be able to continue to provide our schools with high quality products but at reduced contracted price points.

The contract extension of three (3) months is being requested to ensure a smooth transition from the aforementioned computer contracts to new computer contracts. These new computer contracts (and potentially new vendors) will provide much more flexibility to our schools and offices by offering contracted pricing for a much wider selection of computing devices (e.g., Android, ChromeBooks, Surface Pro, tablets, Windows, ect). Please be informed that this new expanded scope of contracts has required an extended solicitation period (including one re-bid event), hence the request for a 3-month extension.

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

There are two reasons:

- 1) To increase contract capacity to support the traditional year-end purchase of computer devices and purchases from the Ed Tech Grant Program.
- 2) To extend the current contract expiration date to September 30, 2016 (3-months) to enable a smooth transition to new larger-scoped strategic computer contracts.

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

If this request is not approved, schools (including Ed Tech Grant Program) and offices would be left without a contract vehicle to purchase computing devices as we approach the end of this fiscal year. This would most likely result in significantly higher prices, much longer processing times and delayed delivery of equipment to schools. Some loss of funding from categorical programs (e.g. Title I) may also be experienced.

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

If approved by the Board, this recommendation will increase the current contracts' capacity by \$7 million (\$6M for Ed Tech Grant purchases and \$1M for traditional year-end spending) and extend the contract term through September 30, 2016 (3-months). All other rates, terms and conditions remain the same.

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

c: David Holmquist  
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Thelma Meléndez  
Jefferson Crain

Frances Gipson  
Shahryar Khazei

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BOARD REPORT  
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INTEROFFICE CORRESPONDENCE  
**Los Angeles Unified School District**  
Food Services Division

**APPROVED**

INFORMATIVE

DATE: April 15, 2016

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

**FROM:** Laura Benavidez, Co-Director  
Timikel Sharpe, Co-Director  
Food Services Division

**ADOPTED  
BOARD REPORT  
MAY 10 2016**

**SUBJECT: CONTRACTOR: TEK VISIONS  
CONTRACT NO.: 4500216600  
POINT OF SALE (POS) PURCHASE**

***Introduction***

In April 2007, the Los Angeles Unified School District (LAUSD) Board of Education approved the purchase of the Cafeteria Management System (CMS) in order to comply with audit findings cited by the California Department of Education and to increase operational productivity. Implemented in 2010, CMS is a software program designed to increase reporting accuracy, improve production, and reduce the impact on staff by eliminating manual cafeteria processes. Additionally, purchasing a Point of Sale (POS) system in conjunction with CMS, there will be increased service efficiency for students waiting in line for meals and decreased stigma for student eligibility through the use of prepaid accounts. Further, more information about student meal activity will be available to parents.

The District contracted with TekVisions to install and service all POS devices, and Food Services Division (FSD) has approximately 2,400 POS devices across 694 school cafeterias. All POS devices carry a 5-year repair and/or replacement warranty and a concurrent 5-year security/tracking software license. The warranty and tracking license software for 900 machines will expire on June 30, 2016.

FSD is requesting that the Board of Education approve the use of a piggybackable contract to immediately purchase 900 expiring machines needing replacement. The decision to purchase any other POS devices that expire following the June 30 date will be based upon whether it would be more advantageous for LAUSD to purchase the 1500 additional POS devices via an Invitation for Bid (IFB), which is currently in the process. However, because the IFB process requires more time for due diligence, the delivery of 900 POS devices would not be in time to be installed during the summer to avoid or minimize disruption to schools in the new academic year- hence the need for this piggybacking option.

***Why is this necessary?***

In addition to not having a service warranty, we were notified by the Information Technology Division (ITD) that neither Microsoft nor Horizon Software International, LLC, (the developer of the CMS application), will support the operating system XP which is installed on more than half of the POS devices.



Members, Board of Education  
Michelle King, Superintendent

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Operationally, upgrades and security patches will no longer be available after June 30, thereby creating security and system compliance issues such as:

- Vulnerability to security threats
- Non-compliance with LAUSD ITD security standards and requirements
- Non-compliance with Horizon's minimum software requirements
- Inability for Horizon to provide bug fixes or enhancements to the application
- Device malfunction

In addition, POS and CMD devices contain sensitive student information. If removed from a school site, the vendor will not be able to track the POS device, possibly compromising confidential student data.

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

FSD has initiated an IFB to purchase more POS devices needed to meet the overall need of 2,400 devices. The expired/expiring devices need to be replaced immediately to avoid additional costs.

***What will happen if this is not approved?***

If this purchase from a piggybackable contract is not approved, FSD will not be able to obtain the necessary machines. We will continue to utilize the expired machines and risk the potential of having to pay \$170 per site visit and \$600-\$800 per machine for repairs. Given the age of the devices, spare parts may not be available.

Based on the current number of expired/expiring devices, this could add an additional expense of \$873,000 annually for machines that would be covered only through a 90-day repair warranty.

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

FSD is requesting the Board to authorize the execution of a one-time purchase from a piggyback contract with an aggregate not-to-exceed amount of \$1.62 million to purchase POS machines and peripherals (pin pads, cash drawers, etc.). The contract utilizes the same terms and conditions provided by TekVisions that allows us to supply the District's need for the devices. The funds are provided by General Funds. However, FSD is on the agenda to present at the Bond Oversight Committee on April 28<sup>th</sup> to request the project be approved under the School Upgrade Program utilizing the funds allocated to Food Services. Pending the approval of the Committee and the Board of Education, a transfer of expenditures can be issued to cover the costs utilizing bond funds and not General Funds.

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Members, Board of Education  
Michelle King, Superintendent

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***Timeline for proposed action***

The CMS Equipment Replacement Project will occur in three phases. The first phase of work is being performed during the summer to avoid any disruption to service for our students.

Phase No.	Scope	Start Date	End Date
Phase 1	Replace 900 POS	05/25/2016	08/12/2016
Phase 2	Replace remaining 1500 POS	09/01/2016	10/01/2017 or earlier
Phase 3	Replace 700 Manager Machines	09/01/2016	10/01/2017 or earlier

Vendor installation will be done on-site on a “not-to-interfere” basis between the hours of 7 – 11 a.m. and 2 – 5 p.m. when regular school days are in session. Unexpired warranties of replaced equipment will be added to new replacement equipment warranty.

If you have any questions or require additional information, please contact Laura Benavidez at 213-241-2993, or [laura.benavidez@lausd.net](mailto:laura.benavidez@lausd.net).

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