



## Text File

File Number: Rep-254-13/14

# APPROVED

Agenda Date: 3/4/2014

Version: 1

Status: Agenda Ready

In Control: Procurement Services

File Type: BOE Report

## FINAL

ADOPTED  
BOARD REPORT

MAR 04 2014

### APPROVAL OF PROCUREMENT ACTIONS

#### Action Proposed:

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

MAR 04 2014

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 #200-12/13), which the Board exercised on April 16, 2013.

**Budget Impact:**

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

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

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

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

- Professional Services Contracts (exceeding \$250,000); and
- Goods and General Services Contracts (exceeding \$250,000);  
No-Cost Amendment; and Revenue Contract

**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

MAR 04 2014

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED****NEW CONTRACTS NOT EXCEEDING \$250,000****\$504,300**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Cambium Education Inc., dba Voyager Learning and Sopris Learning	4400002558	Single-source contract to provide four (4) days of professional development and 38 days of support on Language!® 4 <sup>th</sup> Edition Tier 3 reading intervention program to support students in 4 <sup>th</sup> – 9 <sup>th</sup> grade with significantly less than proficient reading skills.	Coordinated Early Intervening Services (100%)	\$86,000

**Contract Term:** 01/27/14 through 06/30/14**Contract Value:** \$86,000

Requester: *Susan Tandberg, Director  
Office of Curriculum, Instruction and School  
Support*

Cambium Education Inc., dba Voyager Learning and Sopris Learning	4400002578	Single-source contract to provide nineteen (19) days of professional development and support to implement Read Well® Tier 3 reading intervention program at six (6) schools (Western ES, 68 <sup>th</sup> Street ES, 74 <sup>th</sup> Street ES, Valerio ES, Politi ES, and Loreto ES).	Target Pilot Program Grant (100%)	\$38,000
------------------------------------------------------------------------------	------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------	----------

**Contract Term:** 01/27/14 through 06/30/14**Contract Value:** \$38,000

Requester: *Susan Tandberg, Director  
Office of Curriculum, Instruction and School  
Support*

Sanjal dba 3Pro	4400002576	Informally competed contract to provide project management services in support of the District's Common Core Technology Project (CCTP).	Bond (100%)	\$249,600
-----------------	------------	-----------------------------------------------------------------------------------------------------------------------------------------	----------------	-----------

**Contract Term:** 01/06/14 through 12/31/14**Contract Value:** \$249,600

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

MAR 04 2014

## 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>
College Summit Inc.	4400002620	Single-source contract to provide comprehensive college access program to approximately 677 students utilizing a structured on-line curriculum, college resource center, and career exploration portal, as well as train 50 seniors as peer leaders. Additionally, senior advisory teachers and counselors/administrators will be trained to teach and oversee the program.	General (100%)	\$32,700

**Contract Term:** 02/03/14 through 06/30/14**Contract Value:** \$32,700*Requester: Sandra Gephart Fontana, Principal  
Arleta High School*

MAR 04 2014

## 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>
Sentient Research	4400002591	Named in grant mandated provider contract to evaluate and analyze the Merck Childhood Asthma Network Phase II grant data. Contractor will evaluate which care model improves asthma outcomes and identify specific strategies that are most effective in utilizing School Nurses as asthma educators and the "Yes We Can" model of care.	Merck Childhood Asthma Network Grant (100%)	\$35,000

**Contract Term:** 01/17/14 through 06/30/14**Contract Value:** \$35,000Requester: *Dee Apodaca, Director  
District Nursing Services*

Partnership for Los Angeles Schools	4400002553	Named in grant mandated provider contract to co-conduct a current state assessment, collaboratively develop a vision and implementation roadmap for personalized learning, and co-present the application proposal to the Bill and Melinda Gates Foundation for the Next-Gen Systems grant.	Gates Next-Gen Systems Grant (100%)	\$30,000
-------------------------------------------	------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------	----------

**Contract Term:** 01/13/14 through 01/30/14**Contract Value:** \$30,000Requester: *Donna Muncey, Ph.D.  
Chief of Intensive Support and Intervention*

MAR 04 2014

## 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>
Wolfe Productions	4400002508	Single-source contract to provide students with training in safety precautions and mental discipline. The contractor will provide training by using several different exercise techniques and disciplines that will aid in helping the students increase their focus in the classroom, self-esteem, confidence, conflict-resolution, and communication skills.  <b>Contract Term:</b> 12/10/13 through 05/24/14  <b>Contract Value:</b> \$33,000  Requester: <i>Luz Cotto, Principal</i> <i>George Washington Carver Middle School</i>	ARRA Title 1 SIG Year 2 (62%)  NCLB Cohort 1 ARRA Title 1 SIG Year 3 (38%)	\$33,000
Union Bank N.A.	4400002159 & 4400002560	Single-source contracts by which Union Bank will establish, as a pilot, bank branches in existing improvements on the campuses of Lincoln Senior High (Board District 2, ESC-East) and Crenshaw High School (Board District 1, ESC-ISIC). The Board authorized the negotiation and execution of these agreements on October 1, 2013 (Board Report No. 039-13/14).  <b>Contract Term:</b> 12/20/13 through 12/19/18 includes two (2) one-year renewal options  <b>Aggregate Not-to-Exceed Value:</b> No cash outlay for the District  Requesters: <i>Roberto Martinez</i> <i>Instructional Area Superintendent</i> <i>Educational Service Center – East</i>  <i>Tommy Chang</i> <i>Instructional Area Superintendent</i> <i>Intensive Support and Innovation Center</i>	No Funds Required	\$0.00

MAR 04 2014

## ATTACHMENT A

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

&lt;\$27,000&gt;

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION &amp; AMEND- MENT NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
-------------------	-----------------------------------------------------------	--------------------	----------------------------	---------------

People For Parks	4400002640-2	Amendment to increase contract capacity to provide funding to the District for the operation of Community-School Parks program at Trinity and Vine Elementary Schools during the weekends and summer vacation periods.	Revenue	<\$27,000*>
------------------	--------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------	-------------

**Current Contract Term:** 11/01/11 through 01/31/14  
**New end date:** 12/31/14

Initial Contract Value: \$200,800  
 Amendment No.1: \$0  
 \*Amendment No. 2: \$27,000  
**Aggregate Contract Value: \$227,800**

Requester: *Alvaro Cortes*  
*Executive Director*  
*Beyond the Bell Branch*

**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

MAR 04 2014

## ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITYC. PROFESSIONAL SERVICES CONTRACT 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				

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				

MAR 04 2014

## ATTACHMENT A

**APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY****D. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000****\$892,367**

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.

QTY. OF POS

Low Value – Decentralized Purchase Orders January 2014 ( <i>Avg. Trans. \$5,949</i> )	150	\$892,367
---------------------------------------------------------------------------------------	-----	-----------

**PROCUREMENT AGREEMENTS NOT EXCEEDING \$250,000****\$11,841,554**

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.

QTY. OF POS/  
TRANSACTIONS

Purchase Orders – January 2014 ( <i>Avg. Trans. - \$68,027</i> )	56	\$3,809,524
Low Value – Decentralized Purchase Orders ( <i>Avg. Trans. - \$1,425</i> )	2,038	\$2,904,215
DISTRICT CREDIT CARD TRANSACTIONS- ( <i>Avg. Trans. \$457</i> )	5,836	\$2,669,088
Rental Facilities	8	\$18,520
Travel/Conference Attendance ( <i>Avg. Trans. \$511</i> )	384	\$196,297
GENERAL STORES DISTRIBUTION CENTER - ( <i>Avg. Trans. \$5,821</i> ) Informative memo included	277	\$1,612,281
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) - ( <i>Avg. Trans. \$2,807</i> )	225	\$631,629

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

MAR 04 2014

## ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITY****A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS****NEW CONTRACTS EXCEEDING \$250,000****\$3,800,500**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
American Institutes for Research	4400002621 (RFP 2000000093)	Provide formative and summative evaluation of the Common Core Technology Project (CCTP) using mixed approach including quantitative and qualitative analyses.  <b>Contract Term:</b> 03/05/14 through 03/04/19 includes four (4) one-year option renewals  <b>Aggregate Five-Year Contract Value:</b> <b>\$2,445,500</b>  Requester: <i>Cynthia Lim, Executive Director Office of Data and Accountability</i>	General (Restricted – Common Core State Standard Funding) (100%)	\$2,445,500
Frasco, Inc.	4400002635 (RFQ 2000000090)	Approve execution of four (4) bench contracts for professional services to provide on-call investigation services for alleged employee sexual and non-sexual misconduct. Contractors shall provide services on an as-needed basis.  <b>Contract Term:</b> 03/14/14 through 03/13/19 includes two (2) one-year option renewals	General (100%)	\$500,000
FU-GEN, Inc.	4400002636 (RFQ 2000000090)			
G4S Compliance & Investigations	4400002637 (RFQ 2000000090)	<b>Aggregate Five-Year Contract Value For Four Contracts: \$500,000</b>		
Tactical Solutions International	4400002638 (RFQ 2000000090)	Requester: <i>Vivian Ekchian Chief Human Resources Officer</i>		
Epi-Use America, Inc.	4400002617 (RFP 2000000081)	Contract to upgrade the District's E-Recruiting System. The vendor will upgrade the District current SAP E-Recruiting Version 3.0, to SAP E-Recruiting, Version 6.0.  <b>Contract Term:</b> 03/05/14 through 03/04/17 includes one (1) one-year renewal option  <b>Aggregate Three-Year Contract Value:</b> <b>\$855,000</b>  Requester: <i>Ronald S. Chandler Chief Information Officer Information Technology Division</i>	General (87%)  COPs (13%)	\$855,000

MAR 04 2014

## ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER  
DELEGATED AUTHORITY****A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS****AMENDMENTS EXCEEDING \$250,000****\$0**

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

None

**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****\$27,492,868**

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

AT&T Corporation	4400002605 (RFP 2000000031)	Capacity contract to provide District-wide access to high-speed, high-bandwidth dedicated internet services to all schools and offices.	General (100%)	\$4,200,000
------------------	--------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------	-------------------	-------------

**Contract Term:** 03/05/14 through 02/28/19  
includes two (2) one-year renewal options

**Aggregate Five-Year Not-To-Exceed  
Value: \$4,200,000**

Based on estimated E-Rate and California Teleconnect discounts, the total net cost to the District is estimated to be less than \$399,000.

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

AAA Solar Electric, Inc.	4400002625 (IFB 2000000121 Package 1)	Capacity contracts to provide network equipment to modernize school local area networks (LANs) and to add new wireless network for 118 schools.	Bond 100%	\$23,292,868
--------------------------	---------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------	-----------	--------------

	4400002626 (IFB 2000000121 Package 2)	<b>Contract Term:</b> 03/05/14 through 03/14/18 includes two (2) one-year renewal options		
--	---------------------------------------------	----------------------------------------------------------------------------------------------	--	--

**Aggregate Four-Year Contract Value For  
Two Contracts: \$23,292,868**

Based on estimated E-Rate discounts, the total net cost to the District is estimated to be less than \$3,040,667.

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

MAR 04 2014

## 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.

**AMENDMENT TO CONTRACT NOT 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>
Able Microsystems Corp., dba KIS Computer Center	4400001368-4 (1050120-4)	No-cost time extension of capacity contract to provide various types of multimedia projectors, document cameras, carts, supplies and related services for schools and offices. Non Common Core Technology Project (CCTP) related requests.  <b>Current Contract Term including all prior amendments:</b> 04/01/10 through 03/31/14 New End Date: 03/31/15  Initial Contract Value: \$15,302,416 Amendment No. 1 & 2: \$3,000,000 Amendment No. 3: \$4,000,000 *Amendment No. 4: \$0 <b>Aggregate Contract Value: \$22,302,416</b>  Requester: <i>George Silva</i> <i>Chief Procurement Officer</i> <i>Procurement Services Division</i>  <i>Ronald S. Chandler</i> <i>Chief Information Officer</i> <i>Information Technology Division</i>	Various per requesting school or office	\$0*

**UTILIZATION OF PIGGYBACK CONTRACT IN EFFECT EXCEEDING \$250,000****\$0**

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.

<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

ADOPTED  
BOARD REPORT

### REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER ~~DELEGATED AUTHORITY~~ **DEC 04 2014**

#### 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.

##### INCOME CONTRACTS

<\$24,500>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
Textbook Agency	4500046853 (IFB 2000000111)	Contract to provide revenue to the District from the salvage sale of obsolete and damaged textbooks identified through the textbook inventory and barcoding program.	Revenue	<\$24,500>

**Contract Term:** 03/05/14 through 03/26/14

**Total Revenue Value: \$24,500**

Requester: *Donna Muncey, Ph.D.*  
*Chief of Intensive Support and Intervention*

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Office of the Deputy Superintendent of Instruction

**INFORMATIVE**

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

**DATE:** February 9, 2014

**FROM:** Susan Tandberg, Ed.D.  
Director, K-12 Instruction

**SUBJECT: REQUEST FOR RATIFICATION OF CONTRACTS WITH CAMBIUM  
EDUCATION INC., DBA VOYAGER LEARNING AND SOPRIS  
LEARNING  
CONTRACT NO.: 4400002558 AND 400002578  
CONTRACT AMOUNT: \$86,000 AND 38,000**

The purpose of this informative is to provide additional information as to the above mentioned contracts with Cambium Education dba Voyager Learning and Sopris Learning.

440002558 Single-source contract to provide four (4) days of professional development and 38 days of support on Language! 4th Edition Tier 3 reading intervention program to support students in 4th and above with significantly less than proficient reading skills.

Language! 4th Edition has been used for multiple years in the District as a Tier 3 replacement program for students in grades 4-9 who are performing significantly below grade level in reading. The District currently has 70 schools that are using the program for intervention. Schools choose to use the program and are provided professional development and coaching support and data analysis in collaboration with the company. Schools included are identified on Attachment A.

Contract Term: 01/27/14 through 06/30/14

Contract Value: \$86,000

Funding Source: Coordinated Early Intervention Services

Requester: Susan Tandberg, Director  
Office of Curriculum, Instruction & Support

4400002578 Single-source contract to provide nineteen (19) days of professional development and support to implement Read Well Tier 3 reading intervention program at six (6) schools (Western ES, 68<sup>th</sup> Street ES, 74<sup>th</sup> Street ES, Valerio ES, Politi ES, and Loreto ES). Each school is providing Tier 3 supports for 90 minutes per day to students who have a history of underperforming in reading. This program is for students K-3 intensive intervention and is only available at the six schools funded through the Target Grant.

The six schools are part of the Target Grant and were selected because they received a Target Library makeover.

Professional development and embedded school support will be provided to Total 10 teachers, 5 coaches, and 6 principals.

**Contract Term:** 01/27/14 through 06/30/14

**Contract Value:** \$38,000

**Funding source:** Target Grant

Requester: *Susan Tandberg, Director*  
*Office of Curriculum, Instruction and School Support*

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

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

**Schools Currently Using Language! 4<sup>th</sup> Edition**

School	ESC	Board District
118th Street Elementary	South	7
92nd Street Elementary	South	7
96th Street Elementary	South	7
9th Street Elementary	East	2
Anatola Elementary	North	6
Augustus Hawkins HS	ISIC	1
Blythe Street Elementary	North	3
Broad Avenue Elementary	South	7
Budlong Avenue Elementary	West	1
Canoga Park Elementary	North	3
Capistrano Avenue Elementary	North	3
Carthay Center Elementary	West	1
Chester Nimitz Middle School	ISIC	5
Cohasset Street Elementary	North	6
Denker Elementary	South	7
Dominguez Elementary	South	7
El Dorado Avenue Elementary	North	6
Fairfax High School*	West	4
Frank Del Olmo Elementary	East	2
George K Porter Middle School	North	3
Halldale Elementary	South	7
Harmony Elementary	East	5
Hawaiian Elementary	South	7
Haynes Elementary	North	3
Henry T Gage Middle School	East	5
Hollenbeck Middle School	ISIC	2
Hooper Avenue Elementary	East	5
Huntington Drive Elementary	East	2
James Madison Middle School	North	3
John Burroughs Middle School*	West	1
Knox Elementary	South	7
Legacy HS VAPA	South	7
Leland Street Elementary	South	7
Lockwood Elementary	East	5
Mack Elementary	West	1
Maclay Middle School	ISIC	6
Maywood Academy High School	South	5
Manchester Elementary*	South	1
Meyler Street Elementary	South	7

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

**Schools Currently Using Language! 4<sup>th</sup> Edition**

Miramonte Elementary	South	7
Montara Avenue Elementary	South	5
Moore M-S-T Academy	South	7
MUIR MAT/SCI MAG*	ISIC	1
Napa Street Elementary	North	3
Noble Avenue Elementary	North	6
Normont Elementary	South	7
Nueva Vista Elementary	South	5
Pacoima Middle School	North	6
Panorama City Elementary	North	6
Pio Pico Middle School	West	1
Plasencia Elementary	Est	2
Ramona Opportunity Senior High	West	5
Richard E Byrd Middle School	North	6
ROOSEVELT HS ESP	ISIC	2
Roscoe Elementary	North	6
San Miguel Elementary	South	5
Sharp Avenue Elementary	North	6
Sheridan Street Elementary	East	2
South Park Elementary	South	7
State Elementary	South	5
Stephen M White Middle School	South	7
Summy Brae Elementary School	North	3
Theodore Roosevelt Sr. High School	ISIC	2
Thomas A Edison Middle School	South	7
Vanalden Elemenatry	North	3
Vista Middle School	North	6
Wadsworth Avenue Elementary	East	5
Walnut Park Elementary	South	5
Western Elemetnary*	West	1
William Howard Taft High School*	North	4

\*Coordinated Early Intervention Schools

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**INFORMATIVE**

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

**DATE:** March 4, 2014

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

**SUBJECT: CONTRACTOR: SANJAL DBA 3PRO  
CONTRACT NO.: 4400002576  
CONTRACT AMOUNT: \$249,600  
RATIFICATION OF AGREEMENT FOR A PROJECT MANAGER TO SUPPORT  
THE DISTRICT'S COMMON CORE TECHNOLOGY PROJECT**

The Information Technology Division (ITD) is requesting ratification of an agreement with Sanjal DBA 3PRO to provide Project Management services to support the District's Common Core Technology Project (CCTP).

***Why is this necessary?***

The Project Manager manages day-to-day activities following the Information Technology Program Management Office (ITPMO) governance structure model, project management plans, and implementation strategies that will guide the execution of the approved phases. The Project Manager also provides regular reports on the progress and status of the project including scope, schedule, and budget. Given the high volume of projects currently underway, current project management capacity in ITD is fully utilized. Given the aggressive timeline and high priority of the Common Core Technology Project, the District would be unable to recruit and train an effective project manager in time to keep the project on schedule.

Moreover, the CCTP requires a highly skilled Project Manager with extensive experience and proven success in planning and implementing complex, large-scale projects, particularly experience with large-scale rollouts of technology in an education environment. The strategy of utilizing an outside Project Manager has been proven to be successful in similar large-scale initiatives for the District such as the implementation of modern finance and procurement systems, cafeteria management systems and integrated student information systems.

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

With the Board's approval to execute Phase 1L and Phase 2 of the CCTP, the associated rollouts began in January 2014 and continue through December 2014. Immediate placement of a qualified project manager was urgent to keep the project on schedule. The Project Manager is scheduled to complete all required services related to Phase 1L and Phase 2 of the CCTP by December 31, 2014.

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

The successful implementation of any project is largely dependent on planning efforts. Without an experienced Project Manager to plan and coordinate the day-to-day activities with the project team leads; develop the project management plans and governance; communicate with key project stakeholders; Phase 1L and Phase 2 of the CCTP could not be implemented in accordance with Board-approved project plan.

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

-2-

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

The agreement is for a one-year period beginning January 6, 2014 and ending on December 31, 2014. The contract value is not to exceed \$249,600. This was calculated based on 52 total weeks at 40 hours per week (2,080 total hours) at an hourly of \$120.00. Source of funding is 100% Bond Funds.

If you have any questions, please contact me at [ronald.chandler@lausd.net](mailto:ronald.chandler@lausd.net) or (213) 241-4096.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division

**INFORMATIVE**

**DATE:** February 11, 2014

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

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

**SUBJECT: CONTRACTOR: Union Bank, N.A.**  
**CONTRACT NOS.: 4400002159 (Crenshaw) & 4400002560 (Lincoln)**  
**CONTRACT AMOUNT: \$0.00**  
**Status Update**

On October 1, 2013, at the request of Tommy Chang, Instructional Area Superintendent, ESC Intensive Support & Innovation Center (ESC-ISIC), and Roberto Martinez, Instructional Area Superintendent, ESC East, the Board authorized the Procurement Services Division (PSD) to negotiate and execute agreements with Union Bank for the establishment of student-run bank branches on the campuses of Lincoln High School (Board District 2, ESC-East) and Crenshaw High School (Board District 1, ESC-ISIC). The Informative that accompanied the October 1, 2013 Board Report is attached as Exhibit A. This Informative will serve to provide a post-execution update to the Board.

***Overview***

Crenshaw and Lincoln High Schools look forward to entering into an innovative pilot partnership with Union Bank that will offer financial education for students, parents and the greater community. The partnership will establish banking and finance workplace simulation in existing improvements on the campuses.

The current schedule anticipates a mid-March 2014 branch opening. If, following the initial term of the pilot, the District determines to pursue other similar opportunities, the District may, at that point, select other bank partners through a competitive solicitation and expand the program to other schools within the District.

District business counsel, Facilities counsel, representatives of the Facilities Services Division, and the Division of Risk Management and Insurance Services assisted PSD in completing negotiations with Union Bank just before Thanksgiving. The contracts were executed by both parties on December 20, 2013.

***Key Provisions***

- *Term:* three (3) years (until 12/19/2016) with two (2) one-year renewal options
- *Termination for Convenience:* District can terminate immediately if the District determines that the program adversely affects District students, property, operations or community standing
- *Student Compensation:* \$500 for each student who successfully completes Union Bank's summer training program plus at least \$1,000 to each student for successful completion of the internship program
- *District Monetary Obligations:* none specifically, although the District does commit to provide HVAC electricity
- *Branch Access:* limited to authorized Union Bank staff, school students and staff and others provided written approval by both the District and Union Bank

If you have any questions or require additional information, please contact me at 213-241-1751 or at [george.silva@lausd.net](mailto:george.silva@lausd.net).

c: Michelle King  
Matt Hill  
David Holmquist  
Enrique Boull't  
Gerardo Loera  
Jefferson Crain  
Tommy Chang  
Roberto Martinez

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

-3-

February 11, 2014

**Exhibit A to Status Update Informative for Union Bank Contracts Nos. 4400002159 and  
4400002560**

**INTEROFFICE CORRESPONDENCE**  
**Los Angeles Unified School District**  
**Intensive Support & Innovation Center**  
**Educational Service Center – East**

**INFORMATIVE**

**DATE:** September 23, 2013

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

**FROM:** Tommy Chang, Instructional Area Superintendent,  
Intensive Support & Innovation Center  
Roberto Martinez, Instructional Area Superintendent,  
Educational Service Center- East

**SUBJECT: CONTRACTOR: Union Bank, N.A.**  
**CONTRACT NO.: 4400002159**  
**CONTRACT AMOUNT: \$0.00**  
**Authority to negotiate and execute, as pilot, agreement with Union Bank**

Crenshaw High School and Lincoln High School look forward to entering an innovative partnership with Union Bank that will offer financial education for students, parents and the greater community. The partnership will establish a work-based learning banking and finance workplace simulation in existing improvements on the campuses of Lincoln Senior High (Board District 2, ESC-East) and Crenshaw High School (Board District 1, ESC-ISIC).

***How did the opportunity come to the LAUSD?***

The Los Angeles region is one of Union Bank's largest and most significant regions, so it was a natural choice for Union Bank to select the District when Union Bank decided to expand its student-run branch operation outside of Fresno.

***How were Lincoln and Crenshaw High Schools selected?***

Union Bank assessed that both schools are in low-to-moderate income neighborhoods which have been traditionally underserved by banks. Both neighborhoods demonstrate a greater tendency to use alternative financial services such as check cashers than the region as a whole. The program is designed to engage students in the delivery of much needed financial education; they become the trusted advisors to their peers and parents in a way that no banker can be alone.

The selection of the specific schools was also very intentional in that one of Union Bank's Regional Presidents (Leticia Aguilar) graduated from Lincoln High School making it a natural choice. Further, Union Bank has invested significant time and energy in the Crenshaw market

area as evidenced by the new branch and grocery story facility located across from the West Angeles Community Development Corporation.

The selection of Lincoln High School also considered the fact that financial literacy courses were already being offered within a small learning community at the school. There is also a plan to expand business and banking course offerings proposed for the 2014-2015 school year.

***To what extent were safety and operational issues vetted?***

School Police and School Operations have been represented in several meetings with Union Bank representatives to consider safety and operational issues, in addition to others. Those following were among the determinations made as a result:

- The exterior of the bank facility will contain no signage indicating that it is a bank,
- The safe will include vibration sensors by which it can contact the police if it is moved,
- The amount of cash on hand will be very limited, and
- Union Bank has agreed to coordinate with its alarm company so that information on a tripped alarm will be dispatched to the Los Angeles School Police Department as well as the Los Angeles Police Department.

***How will the program benefit students?***

Providing the opportunity for hands-on learning is always more impactful than just a classroom setting – with one-on-one training coming from caring adults who serve as mentors to the students. Union Bank reports seeing increases in grade point averages, graduation rates and in the percentage of students going to college as a result of participation in the program at Fresno Unified. Participating students have the opportunity to gain confidence and stronger presentation skills, and will have a marketable skill when they graduate.

***What other school districts have implemented the same program?***

Union Bank has been running a similar program on the campus of Fresno Unified's McLane High School since 2011. An involved instructor reports that he is "thrilled with [McLane's] partnership with Union Bank and their commitment to [McLane's] program." His statement in support of the program is attached as Exhibit A to this informative. Additionally, Union Bank is currently working with five other school districts in Southern California to establish similar programs in certain of their schools in the 2013 to 2015 time frame.

***Why is this necessary?***

Financial literacy is the understanding of money management, saving, investing, spending and credit that are critical in making sound financial decisions. Research has shown that improved financial literacy, particularly early in life, results in a higher standard of living over the long term and financial literacy among individuals results in more stable communities. LAUSD is preparing all youth for college and career, and this partnership will bring real-world experiences into the learning environment of Lincoln Senior High School and Crenshaw High School. In joint

coordination by a LAUSD high school faculty member and a Union Bank branch manager, student interns will receive a business and finance curriculum and obtain high school credit for their work in the branch.

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

The newly established Crenshaw High School Business, Entrepreneurship, and Technology (BET) magnet provides a college preparatory, business education that allows students to develop an awareness of the opportunities in accounting, banking, and small business ownership. The aim of this magnet is for all students to apply as interns at various sites throughout the Crenshaw community. This opportunity brings one of the partnerships directly to the campus as student interns will operate the Union Bank branch on the campus.

Lincoln High School will benefit from this innovative partnership by creating an additional pathway for educational success. Lincoln High School currently has 4 small learning communities: Humanitas School of Arts and Media; Math, Science, and Technology Magnet; Medical and Health; and Victory Over Ignorance through Culture and Education. This additional work based learning opportunity pilot program will help enhance the instructional program. Additionally, aside from the instructional benefits, participants will also benefit by gaining additional skills in finance and leadership that will have positive lasting impacts beyond graduation.

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

If not approved, an innovative and unique opportunity for LAUSD students that is free of cost to the District will be lost.

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

The proposed term of the agreement is 3 years with two 1-year options. The District will have the right, however, to terminate at any time, without penalty.

If you have any questions or require additional information, please contact us at [tommy.chang@lausd.net](mailto:tommy.chang@lausd.net) or at [roberto.a.martinez@lausd.net](mailto:roberto.a.martinez@lausd.net).

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

**Exhibit A to Board Informative for Union Bank Contract #4400002159**

## **Inspired by Students as Mentors: Email from McLane Faculty Liaison**

---

Dear Union Bank Associates,

I just wanted to take a moment to thank everyone involved in this wonderful program. I realize that many of you may not have the opportunity to see our student-bankers on a regular basis and so I would like to let you know that you are helping to change lives for the better. So that you are aware, of our 9 bankers this year, 2 of them have raised their GPA from the 1.5-2.0 range to above 3.0 and are on track to graduate. These two individuals are now setting their sites on college, a goal that previously they had talked about, but did not believe would be a reality. All of the bankers have talked about the confidence that they have gained in themselves, something that they have only come to realize because of the opportunity that you have afforded them. I have the pleasure of seeing these students grow throughout the school year, and it is the primary reason that I love and do what I do. It is also translating to better financial decisions by their family members, and peers. It is inspiring to me to see our students out in classrooms talking to students about being successful in life and specifically in finances. They are serving as mentors to many students on our campus.

I would also like to share a note from our former Bank President of the Highlander Branch, Leslie Sanchez, who wrote me to inform me that she is working at a wonderful job for good pay in a professional office setting, and stated that it would not have been possible without the experiences that she had from her time in business courses at McLane, and especially being a member of the Banking program. Others have left town for college, and a few have returned with similar stories of lofty goals and aspirations as a result of their realizing their potential.

On behalf of our students, their families, and myself, Thank You! Happy Holidays!

Brad Berrett

McLane High School Business Teacher



INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division

**INFORMATIVE**

**DATE:** February 11, 2014

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

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

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

During the April 10, 2012 Regular Board of Education 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 January.

**GENERAL STORES DISTRIBUTION**

<b>MAJOR COMMODITY CATEGORIES</b>	<b>PURCHASE ORDER ISSUANCE JANUARY 1 TO JANUARY 31, 2014</b>	<b>ACCUMULATIVE FISCAL YEAR TOTAL</b>
Furniture	\$60,952.06	\$3,005,845.15
Office Essentials	\$546,172.53	\$1,645,618.39
Custodial/Maint. & Operations	\$554,175.14	\$2,328,765.83
Paper	\$63,711.81	\$307,049.21
Visual Arts	\$147,321.82	\$509,276.51
Educational Supplies/Tools	\$44,761.50	\$287,960.75
Science/Home Economics/First Aid	\$62,881.11	\$352,314.65

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

-2-

February 11, 2014

<b>MAJOR COMMODITY CATEGORIES</b>	<b>PURCHASE ORDER ISSUANCE JANUARY 1 TO JANUARY 31, 2014</b>	<b>ACCUMULATIVE FISCAL YEAR TOTAL</b>
Audio Visual	\$14,396.01	\$58,570.80
Athletic Equipment	\$23,790.62	\$96,687.32
Forms & Publications	\$86,905.48	\$290,043.40
Music	\$7,212.52	\$18,091.42
<b>TOTALS</b>	<b>\$1,612,280.60</b>	<b>\$8,900,223.43</b>

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

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Office of Data and Accountability

INFORMATIVE

**TO:** Members, Board of Education  
Dr. John E. Deasy, Superintendent of Schools  
**DATE:** February 4, 2014

**FROM:** Cynthia Lim  
Executive Director, Office of Data and Accountability

**SUBJECT: AWARDED CONTRACTOR NAME: American Institutes for Research (AIR)**  
**CONTRACT NO.: 4400002621**  
**CONTRACT AMOUNT: \$2,445,500**  
**RECOMMENDATION TO AWARD**

The Office of Data and Accountability recommends the award of a contract to American Institutes for Research (AIR) for the evaluation of the Common Core Technology Project (CCTP). The CCTP will support student achievement and learning of the new Common Core State Standards. Students will develop 21st century knowledge, skills and abilities that will be needed to graduate high school and become college and career ready. Through the CCTP, LAUSD will equip classrooms with up-to-date technology and every student will be provided access to a personal computing device which will allow for a more individualized instruction. The evaluation will focus on Phase I, IL and II of the project.

***Why is this necessary?***

The evaluation of the CCTP from an outside evaluator is at the request of the Superintendent and Board of Education.

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

The CCTP began implementation in August 2013. Implementation data needs to be collected for the 2013-14 school year on Phase I, IL and II so that the evaluation can inform future phases of the implementation of the project. The contract is scheduled to begin March 05, 2014.

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

LAUSD does not have the capacity to conduct a large scale evaluation of the CCTP implementation. Limited data regarding the implementation of CCTP will be collected in the 2013-14 school year which will provide an incomplete picture on the effects of the project.

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

The evaluation will cover five broad research questions:

1. How are tablets/laptops/other devices being used?
2. What are the impacts of the technology on teachers, students, and schools?
3. What are the obstacles to full implementation of the CCTP?

4. What are promising practices in teaching and learning using technology?
5. What are promising practices in implementing Common Core with technology?

AIR will examine a broad array of data to investigate CCTP leadership, implementation, technology integration and outcomes. AIR will conduct quantitative and qualitative analyses to evaluate the CCTP in three distinct stages:

I. **Initiating** (March, 2014 – July, 2014) focuses on the 47 Phase I, II and III schools implementing in the 2013-14 school year. This phase encompasses formative evaluation results such as the District's planning and support of the CCTP and other school-based technology integration initiatives; how technology is being used by teachers and students; and early activities, experiences and perceptions of teachers, students, principals and parents; and recommendations to the District on promising program designs, professional development and strategies for increasing program quality and sustainability.

II. **Developing** (August, 2014 – July, 2015) encompasses the 2014-15 school year and will focus on promising practices identified in Stage I and fidelity of implementation. Research activities will include interviews, focus groups, observations, extant analysis of data and documents. Matched comparison groups for impact analyses and student outcomes for the 2014-15 school year will also be examined.

III. **Operating/Sustaining** (August, 2015 – December, 2018) encompasses school years 2015-16 and beyond to focus on impact on student outcomes in both CCTP schools and a sample of non-CCTP schools. Research activities will include interviews, focus groups, observations, extant analysis of data and documents to examine the CCTP and non-CCTP effects on student achievement, attendance, behavior and mastery of 21<sup>st</sup> century skills.

Funding will come from General Funds, Restricted, Common Core Implementation.

If you have any questions or require additional information, please contact me at [cynthia.lim@lausd.net](mailto:cynthia.lim@lausd.net) or at (213) 241-2460.

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

## INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Human Resources Division

### INFORMATIVE

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

**DATE:** February 3, 2014

**FROM:** Vivian K. Ekhian, Chief Human Resources Officer

**SUBJECT: AWARDED CONTRACTOR NAME and CONTRACT NO.:**

Frasco, Inc.	4400002635
FU-GEN, Inc.	4400002636
G4S Compliance & Investigations	4400002637
Tactical Solutions International	4400002638

**AGGREGATE CONTRACT AUTHORIZATION SOUGHT: \$500,000.00**

#### **Why is this necessary?**

On April 16, 2013, the Board of Education approved by consent vote a resolution, *Protect Children and Safeguard Due Process*, which directed the Superintendent, in part, to create a team of trained investigators to take the lead and investigate reports of allegations of abuse and sexual misconduct and assist administrators with conducting the investigations thoroughly and in a timely manner.

In January 2014, the resulting new Student Safety Investigation Unit (SSIU), under the Human Resources Division, was formed, to investigate allegations of employee sexual and non-sexual misconduct. The SSIU consists of an internal investigation team and the proposed pre-qualified outside investigation contractors, as needed. The pre-qualified vendors will provide alleged employee sexual and non-sexual misconduct investigation services through an "on-call" contractual relationship. The pre-qualified vendors have committed to being capable of responding to the District's request for "on-call" investigations services within 48 hours.

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

It is imperative that this request reach the Board of Education now in order to ensure the timely execution of the contracts, the timely processing of subsequent Work Orders and thus, the timely investigation and resolution of allegations of employee sexual and non-sexual misconduct.

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

If the qualified vendors are not approved and should the number of concurrent allegations of employee sexual and non-sexual misconduct exceed the capacity of the District's internal

Student Safety Investigation Unit (SSIU) to conduct the investigations in a timely manner, then the investigations may be compromised and/or the resolutions of such cases would be delayed.

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

The Human Resources Division is requesting that the Board of Education approve this newly formed list of Pre-Qualified Contractors as set forth in Board Report No. 254-13/14 to better prepare the District to investigate and resolve allegations of employee sexual and non-sexual misconduct in a timely manner.

This list of proposed contractors underwent a rigorous and competitive procurement process. The vendors found to meet the requirements are now being submitted to the Board for approval. The vendor submittals were reviewed and rated by a Source Selection Committee comprised of representatives from the Los Angeles School Police Department, Office of Risk Management and Insurance Services, Office of the General Counsel, and the Human Resources Division. The vendor submittals were evaluated based on:

- Work Plan/Project Approach in providing investigation services;
- Qualifications and Experience of Proposed Personnel in providing investigation services;
- Firm Qualifications and Experience in providing investigation services to a large organization(s), California school district(s), and/or other public agency(ies); and
- Price.

Once the contracts for the qualified vendors are approved, the Student Safety Investigations Unit will have a list from which to select pre-qualified contractors to conduct investigations of allegations of employee sexual and non-sexual misconduct, as needed, to resolve such cases in a timely manner.

Funding Source: General Funds.

If you have any questions or require additional information, please contact me at (213) 241-6131.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division  
Information Technology Division

**INFORMATIVE**

**DATE:** March 4, 2014

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

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

**SUBJECT: CONTRACTOR: 4400002617**  
**CONTRACT NO.: EPI-USE AMERICA, INC.**  
**CONTRACT AMOUNT: \$855,000.00**  
**REQUEST APPROVAL OF AGREEMENT TO UPDATE THE DISTRICT'S E-RECRUITING SYSTEM**

The Information Technology (IT) Division is requesting Board approval to enter into an agreement with Epi-Use America, Inc. The contractor will upgrade the District's online recruitment system (eRecruit), a system used by the Personnel Commission to solicit and process job applications from potential candidates. The existing system is at increasing risk of failure due to its age and is no longer supported by the vendor.

***Why is this necessary?***

The Personnel Commission has relied on the SAP (Systems Applications and Products) eRecruit 3.0 application since 2007 as the official online system for processing employment applications, managing eligibility lists, and pre-hire recruitment and processing. The system has been customized to meet the needs of the Personnel Commission's recruitment requirements; however, as the system is past its life expectancy, it is at increasing risk of failure and costly to maintain. The proposed investment in upgrading the eRecruit system will solve this problem by reducing risk of failure and associated operating costs. The updated version of the application also includes new functionality that is not available in our current installation, including a more user-friendly interface; thus, migration to the new system would reduce training time needed to enable employees to utilize its functionality.

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

Due to the age of the current eRecruit system (version 3.0), SAP has discontinued regular channels for technical support. Support therefore requires special handling and high maintenance fees that will continue to increase in the next two years. Support of the system—even at a higher cost—will be unavailable after two years. It is necessary to upgrade the eRecruiting module to the current version (6.0) in order to take advantage of the more cost-effective channels of ongoing support from SAP.

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

Without approval of the agreement, the current online recruiting system would be at increasing risk of failure, putting the Personnel Commission in danger of having to operate without an electronic system for managing application-processing and eligibility lists. This would have a devastating impact on the Personnel Commission's ability to manage actions necessary to keep the District's schools and offices

adequately staffed. Software support costs would increase, and, should the system fail beyond repair, the costs to upgrade could potentially outweigh the cost of this proposed investment.

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

The agreement is for a three-year period beginning March 5, 2014 and ending March 4, 2017 inclusive of one additional one-year option. The total aggregate value of the potential three-year period is not to exceed \$855,000. Source of funding is a combination of General Funds (87%) and Certificate of Participation (13%).


If you have any questions, please contact me at [ronald.chandler@lausd.net](mailto:ronald.chandler@lausd.net) or at (213) 241-4096.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Procurement Services Division  
Information Technology Division

**INFORMATIVE**  
**DATE:** March 4, 2014

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

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

**SUBJECT: CONTRACTOR: 4400002605**  
**CONTRACT NO.: AT&T CORP.**  
**CONTRACT AMOUNT: \$4,200,000.00**  
**REQUEST APPROVAL TO AWARD CONTRACT FOR HIGH-SPEED, HIGH**  
**BANDWIDTH DEDICATED INTERNET SERVICES**

The Information Technology Division (ITD) is requesting Board approval to enter an agreement with AT&T to provide access to high-speed, high-bandwidth dedicated Internet services ("Internet") for schools and offices throughout the District.

***Why is this necessary?***

District schools and offices depend on reliable Internet access for daily functioning. The proposed agreement with AT&T would provide the District with high-speed Internet service that can accommodate our instructional and operational needs.

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

The existing agreement with AT&T is scheduled to expire shortly. The District needs an agreement in place in order to continue providing the necessary level of service. In addition, through negotiations with AT&T, the District has managed to secure favorable pricing, terms, and conditions under the proposed agreement.

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

Without approval, the District would be faced with the option to do one of the following: 1) discontinue providing Internet services to schools and offices, or 2) continue to provide the service needed but at a substantially higher price that was negotiated with the vendor. Furthermore, the District will forego all applicable E-rate discounts if this agreement is not approved.

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

The agreement is for a five-year period beginning March 5, 2014 and ending on February 28, 2019 inclusive of two one-year options. The total aggregate value of the potential five-year period is not to exceed \$4.2 million. Based on estimated E-Rate and California Teleconnect discounts,

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

-2-

March 4, 2014

the total net cost to the District is estimated to be less than \$399,000. This will be funded via General Funds.

If you have any questions, please contact me at [ronald.chandler@lausd.net](mailto:ronald.chandler@lausd.net) or (213) 241-4096.


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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**INFORMATIVE**

**DATE:** March 4, 2014

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

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

**SUBJECT: CONTRACTOR: 4400002625, 440002626  
CONTRACT NO.: AAA SOLAR ELECTRIC, INC.  
REQUEST APPROVAL OF CONTRACTS TO PURCHASE NETWORK  
EQUIPMENT FOR SCHOOL MODERNIZATION PROJECTS**

The Information Technology Division (ITD) is requesting Board approval to award contract(s) to AAA Solar Electric, Inc. to replace aging and obsolete network equipment needed to modernize school local area networks (LANs) and add new wireless network equipment at 118 schools sites.

***Why is this necessary?***

Schools need reliable networks that provide high capacity and high-density Internet access for all students and employees. Accomplishing this objective requires an uninterrupted focus on infrastructure upgrades critical for our classrooms. The proposed agreements provide network equipment for 118 school site projects at substantially discounted prices. Once approved, the resulting contracts will be eligible for federal E-rate discounts. ITD will file applications as needed to maximize the amount of federal reimbursements that can be used to offset the cost of network modernization projects.

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

Due to the accelerated schedule to enable the District to comply with online testing and related requirements, the current network equipment contracts used to purchase equipment do not have adequate capacity to purchase all equipment necessary to fulfill project needs. The proposed contract(s) to complete LAN modification projects at 118 schools will align with the estimated future wireless schedules and will help fund wireless network projects and upgrade aging and obsolete wired network equipment.

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

Without approval, the District cannot file its E-rate applications by the March 26, 2014 deadline. This would mean that the District will be forgoing all available E-rate discounts to offset portions of the cost for equipment and engineering services for wireless network projects as well as replacing aging and obsolete equipment. Failure to replace aging and obsolete equipment increases the possibility of unreliable and failing networks that will significantly impact instruction and reduce the ability to meet on-line assessment requirements.

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

The agreements are for a four-year period beginning March 5, 2014 and ending on March 4, 2018, including two one-year options. The total aggregate value of the potential four-year period is not to exceed \$23,292,868. Based on estimated E-Rate discounts, the total net cost to the District is estimated to be less than \$3,040,667. Source of funding is Bond Funds; No General Funds will be expended. Refer to the table below for additional information.

<b>Contract No.</b>	<b>Package No.</b>	<b>No. of Schools</b>	<b>E-Rate Portion</b>	<b>District Portion</b>
4400002625	1	60	\$10,019,009	\$1,572,242
4400002626	2	58	\$10,233,192	\$1,468,425
<b>Total</b>		<b>118</b>	<b>\$20,252,201</b>	<b>\$3,040,667</b>


If you have any questions, please contact me at [ronald.chandler@lausd.net](mailto:ronald.chandler@lausd.net) or (213) 241-4096.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Information Technology Division

**INFORMATIVE**  
**DATE:** March 4, 2014

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

**FROM:** George Silva, Chief Procurement Officer  
Ronald S. Chandler, Chief Information Officer 

**SUBJECT: CONTRACTOR: ABLE MICROSYSTEMS CORP., DBA KIS COMPUTER CENTER**  
**CONTRACT NO.: 1050120-4**  
**CONTRACT AMOUNT: \$0**  
**NO COST, ONE YEAR EXTENSION TO PROVIDE MULTIMEDIA**  
**PROJECTORS, DOCUMENT CAMERAS, AND AUDIO/VISUAL CARTS**

Procurement Services and the Information Technology (IT) Division are requesting Board approval to exercise an option for a one-year contract extension of a master agreement with Keep It Simple (KIS) Computer Center enabling schools and offices to purchase multimedia projectors, document cameras, audio/visual carts, related equipment and services at high-volume, discounted prices.

**Why is this necessary?**

Master agreements enable schools and offices to take advantage of high-volume, discounted prices that would otherwise be unavailable to them if they negotiated independently. KIS Computer Center was selected on behalf of all schools and offices through a competitive bid process. The vendor offered the lowest pricing on multimedia projectors, document cameras, carts, related equipment and services. The IT Division provided technical direction during bid development and vendor selection to assure compatibility with District's computing environment.

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

The existing agreement expires on March 31, 2014. A Board-approved extension is necessary in order for schools and offices to continue taking advantage of high-volume, discounted prices beyond that date.

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

If this were not approved, the District would be without a purchasing vehicle for schools and offices to acquire equipment such as multimedia projectors, document cameras, audio/visual carts, related equipment and services at high-volume, discounted prices. Each location would need to negotiate individually with vendors when purchasing items, generally meaning higher prices than are offered in high-volume enterprise-level agreements.

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

-2-

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

The proposed agreement is for a period of one-year beginning April 1, 2014 through March 31, 2015. No increase in the contract value is needed. Purchases are funded from individual school and office budgets and include various sources of funding.

If you have any questions, please contact George Silva at 213-241-1751.

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

INTEROFFICE CORRESPONDENCE  
Los Angeles Unified School District  
Office of Curriculum, Instruction and School Support  
Integrated Library & Textbook Support Services

**INFORMATIVE**

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

**DATE:** February 3, 2014

**FROM:** Donna Muncey, Ph.D.  
Chief Intensive Support and Intervention

**SUBJECT: SALE OF SALVAGE TEXTBOOKS  
TEXTBOOK AGENCY  
CONTRACT NO.: PO 4500046853  
CONTRACT AMOUNT: \$24,500  
RECOMMENDATION TO AWARD**

The Integrated Library and Textbook Support Services unit of the Office of Curriculum, Instruction and School Support is requesting the Board of Education to approve IFB 2000000111 for the salvage sale of obsolete and damaged textbooks.

***Why is this necessary?***

The sale of obsolete and damaged textbooks is an effective way to recycle those books. The funds generated from the sale are returned to the District's textbook fund.

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

To create needed room in the Textbook Distribution Center (located at the District's warehouse in Pico Rivera) for additional surplus textbooks identified through the textbook inventory and barcode program currently in progress.

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

The District would have to arrange for the removal and recycling of textbooks from both school sites and the warehouse, probably at a cost.

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

The awardee company is to pick up the obsolete and damaged textbooks within 10 business days from the date of Board approval and notification by Procurement Services Division

If you have any questions or require additional information, please contact Esther Sinofsky, Administrative Coordinator, Integrated Library & Textbook Support Services.

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