



# LOS ANGELES UNIFIED SCHOOL DISTRICT

## Board of Education Report

**FINAL**

**Report Number:** 120-13/14  
**Date:** December 10, 2013  
**Subject:** **APPROVAL OF PROCUREMENT ACTIONS**  
**Responsible Staff:**  
**Name:** George Silva, Chief Procurement Officer  
**Office/Division:** Procurement Services Division  
**Telephone No.:** (213) 241-1751

**APPROVED**

ADOPTED  
BOARD REPORT

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### EXECUTIVE SUMMARY

**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; and Piggyback 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 to furnish 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 #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; 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 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)
- Goods and General Services Contracts (exceeding \$250,000), and Piggyback Contract (not exceeding \$250,000).

**Issues & 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:**

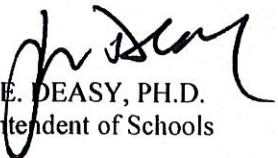
☒ **Informative**

☐ **Desegregation Impact Statement**

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Respectfully submitted,

  
JOHN E. DEASY, PH.D.  
Superintendent of Schools


APPROVED BY:

  
MICHELLE KING  
Senior Deputy Superintendent,  
School Operations

APPROVED BY:


  
ENRIQUE BOULL'T  
Chief Operating Officer

REVIEWED BY:

  
DAVID HOLMQUIST  
General Counsel  
✓ Approved as to form.

PRESENTED BY:

  
GEORGE SILVA  
Chief Procurement Officer

  
TONY ATIENZA  
Director of Budget Services and Financial  
Planning  
★ Approved as to budget impact statement.

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## ATTACHMENT A

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

#### A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

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

**\$767,000**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Occidental College Neighborhood Partnerships	4400002145	Single-source contract to provide tutoring and mentoring services for academically at-risk students with a focus on literacy and mathematics.	NCLB T1 Schools Grant (100%)	\$60,000
<b>Contract Term:</b> 09/13/13 through 06/30/14				
<b>Contract Value:</b> \$60,000				
Requester: <i>Salvador Velasco, Principal Eagle Rock Jr./Sr. High School</i>				
University of Southern California	4400002304	Named in grant and mandated provider contract to provide evaluation and survey for the federal Outreach and Enrollment Grant through data collection and analysis.	Connecting Kids to Coverage Outreach and Enrollment Grants (100%)	\$90,000
<b>Contract Term:</b> 10/01/13 through 09/30/15				
<b>Contract Value:</b> \$90,000				
Requester: <i>Kimberly Uyeda, Director Community Partnerships - Student Health and Human Services</i>				
Playworks Education Energized	4400002339	Single-source contract to coordinate the playing of core playground games and sports as well as to introduce skill-building exercises and cooperative games that will aid in reducing bullying, assist in conflict resolution, increase physical activity and improve school learning environment.	i3 (Investing in Innovations) Grant (100%)	\$30,000
<b>Contract Term:</b> 08/12/13 through 06/30/14				
<b>Contract Value:</b> \$30,000				
Requester: <i>Kery Jackson, Principal Woodcrest Elementary School</i>				

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## ATTACHMENT A

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

#### A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

##### NEW CONTRACTS NOT EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Vanessa A. Vazquez	4400002352	Informally competed contract to coordinate and lead the evaluation of the Common Core Technology Project (CCTP).  <b>Contract Term:</b> 10/14/13 through 09/30/14  <b>Contract Value: \$104,000</b>  <i>Requester: Cynthia Lim, Executive Director Office of Data &amp; Accountability</i>	Common Core State Standard (100%)	\$104,000
CSM Consulting	4400002354	Single-source contract to provide E-Rate consulting services. The contractor will advise District staff regarding E-Rate policies and procedures to maximize requests for E-Rate reimbursements and assist in program compliance audits.  <b>Contract Term:</b> 10/21/13 through 10/20/14  <b>Contract Value: \$80,000</b>  <i>Requester: Ronald Chandler Chief Information Officer Information Technology Division</i>	General (E-Rate rebate) (100%)	\$80,000
Axiom Advisors and Consultants, Inc.	4400002362	Informally competed contract to prepare and file Mandated Cost Reimbursement Claims for mandates outside the Mandate Block Grant.  <b>Contract Term:</b> 10/17/13 through 06/30/14  <b>Contract Value: \$153,000</b>  <i>Requester: Megan K. Reilly Chief Financial Officer</i>	General (100%)	\$153,000

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## ATTACHMENT A

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

#### A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

##### NEW CONTRACTS NOT EXCEEDING \$250,000 (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Adult Education Solutions	4400002371	Informally competed contract to provide assistance to the District in its application for the Planning and Implementation Grant pursuant to Assembly Bill 86 and develop a plan for the Adult Education Consortium.	Adult Ed (General) (100%)	\$70,000

**Contract Term:** 10/16/13 through 03/15/14

**Contract Value:** \$70,000

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

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Hawkins Delafield & Wood LLP	4400002382	Informally competed contract to provide arbitrage compliance services for the District's General Obligation (GO) bonds and Certification of Participation (COP) issues in accordance with the Internal Revenue Code, Income Tax and Treasury Regulations, Revenue Procedures and Private Letter Rulings.	General (100%)	\$180,000
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**Contract Term:** 11/01/13 through 10/31/16

**Contract Value:** \$180,000

Requester: *Megan Reilly  
Chief Financial Officer*



# ATTACHMENT A

## APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

### A. PROFESSIONAL SERVICE CONTRACTS ALREADY AWARDED

#### AMENDMENTS NOT EXCEEDING \$250,000

**\$249,390**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION &amp; AMEND- MENT NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
SAP Public Services, Inc.	4400002355-8	Amendment to increase contract capacity. This amendment provides Active Embedded support for mission-critical Legacy Replacement Program software licensed under this contract. This amendment exhausts the maximum existing Board authorization for the Legacy Replacement Program. Any additional services required will be submitted to the Board for approval.	COPs for LRP (100%)	\$249,390*

**Current Contract Term** including all prior amendments: 04/12/05 through 06/30/16

Initial Contract Value:	\$16,064,262
Amendment No. 1:	\$0
Amendment No. 2:	\$1,183,575
Amendment No. 3:	\$4,812,610
Amendment No. 4:	\$0
Amendment No. 5:	\$0
Amendment No. 6:	\$322,535
Amendment No. 7:	\$0
*Amendment No. 8:	\$249,390
<b>Aggregate Contract Value:</b>	<b>\$22,632,372</b>

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

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### 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				

## ATTACHMENT A

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

#### C. PROFESSIONAL SERVICES CONTRACT ALREADY AWARDED NEW CONTRACTS EXCEEDING \$250,000

\$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				

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#### GOODS AND GENERAL SERVICES CONTRACTS ALREADY AWARDED NEW CONTRACTS EXCEEDING \$250,000

\$0

The contract action(s) represented below is (are) part of the Common Core Technology Project Plan and ITD-SEP previously adopted by the Board on February 12, 2013, under Board Report No. 157-12/13. The total amount is only an estimate since the expenditures made against contracts are based upon purchases and/or approved invoices.

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



## ATTACHMENT A

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

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

**\$1,254,949**

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>QTY. OF POs</u>	
Low Value – Decentralized Purchase Orders October 2013 ( <i>Avg. Trans. \$6,092</i> )	189	\$1,254,949

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

**\$28,735,130**

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

	<u>QTY. OF POs/ TRANSACTIONS</u>	
Purchase Orders –October 2013 ( <i>Avg. Trans.- \$51,643</i> )	255	\$14,354,228
Low Value – Decentralized Purchase Orders ( <i>Avg. Trans. - \$1,863</i> )	4,535	\$9,210,325
DISTRICT CREDIT CARD TRANSACTIONS- ( <i>Avg. Trans. \$358</i> )	7,715	\$2,761,663
Rental Facilities ( <i>Avg. Trans. \$2,826</i> )	14	\$43,131
Travel/Conference Attendance	321	\$215,924
GENERAL STORES DISTRIBUTION CENTER - ( <i>Avg. Trans. \$3,914</i> ) Informative memo included	297	\$1,162,478
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) - ( <i>Avg. Trans. \$2,753</i> )	329	\$987,381

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

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## ATTACHMENT B

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

#### A. APPROVAL OF PROFESSIONAL SERVICES CONTRACTS

##### NEW CONTRACTS EXCEEDING \$250,000 - INCOME

<\$1,000,000>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Los Angeles County Department of Public Health	4400002521	Income contract for the District to provide Nutrition Education Obesity Prevention - Los Angeles (NEOP-LA) Project LAUSD formerly known as Network for a Healthy California-LAUSD (Network) and Nutrition Network. NEOP-LA will continue to support healthy eating and increased physical activity to low-income, pre-K through 12 <sup>th</sup> grade students in 40 schools throughout the District by providing obesity prevention support and nutrition instruction both in the classroom and for parents.  <b>Contract Term:</b> 12/10/13 through 09/30/14 with two (2) one-year option renewals  <b>Aggregate Two Years -Nine Months Contract Value Not-to-Exceed: \$3,000,000</b>  Requester: <i>Debra Duardo, Executive Director Student Health and Human Services</i>	Revenue	<\$1,000,000> First 9 month Period

##### 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				

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## ATTACHMENT B

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

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

**\$33,700,000**

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
Dyntek Services, Inc.	4400002461 C-435	Capacity contracts for purchase of data center hardware, software and related services. These capacity contracts will allow the District to refresh and modernize the District's aging Data Center as needed and as required.	Bond (80%)	\$30,000,000
En Pointe Technologies Sales, Inc.	4400002462 C-435	<b>Contract Term:</b> 12/11/13 through 12/10/18 includes two (2) one-year options if there is sufficient contract capacity.	Various per requesting school or office (20%)	
Key Information Systems, Inc.	4400002463 C-435	<b>Aggregate Contract Value: \$30,000,000</b>		
Mainline Information Systems, Inc.	4400002464 C-435	Requester: <i>Ronald S. Chandler</i> <i>Chief Information Officer</i> <i>Information Technology Division</i>		
NetXperts, Inc.	4400002466 C-435			
Nexus IS, Inc.	4400002467 C-435			
Tangent Computer, Inc.	4400002468 C-435			
World Wide Technology, Inc.	4400002469 C-435			

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## ATTACHMENT B

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

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

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

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>NOT TO EXCEED AMOUNT</u>
Tangram Interiors	4400002337 (C-1014)	Capacity contract to provide various modular components, cubicle parts, and reconfiguration services to various District schools and administrative offices, including Charter schools, on as needed basis.  <b>Contract Term:</b> 01/01/14 through 12/31/16 plus two (2) one-year renewal options which shall be submitted for Board approval at the time of renewal.  <b>Total Three Year Value: \$3,550,000</b>  Requester: <i>Mark Hovatter</i> <i>Chief Facilities Executive</i>	Various per requesting school or office	\$3,550,000
CSI Fullmer	4400002338 (C-1014)	Capacity contract to provide various modular components, cubicle parts, and reconfiguration services to various District schools and administrative offices, including Charter schools, on as needed basis.  <b>Contract Term:</b> 01/01/14 through 12/31/16 plus two (2) one-year renewal options which shall be submitted for Board approval at the time of renewal.  <b>Total Three Year Value: \$150,000</b>  Requester: <i>Mark Hovatter</i> <i>Chief Facilities Executive</i>	Various per requesting school or office	\$150,000

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

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>\$0 NOT TO EXCEED AMOUNT</u>
None				

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

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

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

**UTILIZATION OF PIGGYBACK CONTRACT IN EFFECT NOT EXCEEDING \$250,000**

**\$228,132**

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>
Bob Wondries Ford	NJPA Contract 102811	Purchase nine (9) School Police Interceptor vehicles via the National Joint Powers Alliance (NJPA) piggyback contract.	General (100%)	\$228,132

**Not-to-Exceed Value: \$228,132**

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

**INCOME CONTRACTS**

**\$0**

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

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