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| Board Office Use: Legislative File Info. | |
| File ID Number | 12-2598 |
| Committee | Facilities |
| Introduction Date | 10-10-2012 |
| Enactment Number | 12-2567 |
| Enactment Date | 10/10/12 |



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

To Board of Education

From Tony Smith, Ed.D., Superintendent
Timothy White, Associate Superintendent, Facilities Planning and Management

Board Meeting Date October 10, 2012

Subject Division of Facilities Planning and Management P.O.'s. Less than \$50,000.00

Action Requested: Ratification by the Board of Education of the attached contracts for the Division of Facilities Planning and Management.

| Name | Total | Fund | P.O. | Site | Date | City |
|------------------------------------|-------------|----------------------|------|---------------------------------------|---------------------------|---------------|
| Advanced Voice & Data | \$4,468.26 | Measure B | P.O. | Highland New Classroom Building | 6-28-2012 thru 7-6-2012 | Concord |
| ALMA Strategies | \$14,850.00 | Measure B | P.O. | Fremont HS | 6-1-2012 thru 5-31-2013 | San Francisco |
| Approved Maintenance | \$800.00 | Developer Fees | P.O. | La Escuelita Educational Center | 9-5-2012 thru 12-31-2012 | Oakland |
| Associates Comfort Systems | \$9,100.00 | Special Revenue Fund | P.O. | Various Move Management | 7-1-2012 thru 12-31-2012 | San Leandro |
| BA Morrison | \$2,000.00 | Measure B | P.O. | Grass Valley ES Portable Installation | 8-20-2012 thru 12-30-2012 | Castro Valley |
| Bayside Pest Control | \$15,660.00 | Developer Fees | P.O. | Facilities | 7-1-2012 thru 6-20-2013 | El Cerrito |
| Bobbie's Permit Service | \$5,563.00 | Measure B | P.O. | Grass Valley ES Portable Installation | 8-9-2012 thru 10-18-2012 | Coarsegold |
| California Department of Education | \$8,498.89 | Measure B | P.O. | Highland New Classroom Building | 9-13-2012 thru 12-30-2012 | Sacramento |
| CDW Government | \$65,859.19 | Developer Fees | P.O. | La Escuelita Educational Center | 8-15-2012 thru 10-15-2012 | Chicago, IL |
| CDW Government | \$67,205.05 | Measure A | P.O. | La Escuelita Educational Center | 8-15-2012 thru 10-15-2012 | Chicago, IL |
| CEL | \$6,510.00 | Measure B | P.O. | Piedmont Portable Installation | 7-30-2012 thru 9-1-2012 | San Ramon |



OAKLAND UNIFIED SCHOOL DISTRICT

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|--|---------------------------------|-------------|-------------------------------|------|---------------------------------------|---------------------------|-----------------|
| | Clark's Home & Garden, Inc. | \$1,988.49 | County School Facilities Fund | P.O. | King Estates Seismic Retrofit AB-300 | 8-28-2012 thru 2-28-2013 | Hayward |
| | Comco Sheet Metal Company, Inc. | \$7,013.13 | Special Revenue Reserve | P.O. | Marshall School | 9-12-2012 thru 11-12-12 | Oakland |
| | Commercial Systems | \$4,388.00 | Measure B | P.O. | Urban Promise Multi-Purpose Building | 5-20-2012 thru 8-1-2012 | San Carlos |
| | Corovan | \$74,472.54 | Special Revenue Reserve | P.O. | Lakeview (School Closure) | 8-1-2012 thru 6-30-2012 | Poway |
| | Creation Engine, Inc. | \$869.73 | Measure A | P.O. | Facilities | 9-11-2012 thru 10-11-2012 | Mountain View |
| | Del Monte Electric Co. | \$7,500.00 | Measure B | P.O. | Montera MS Modernization | 8-23-2012 thru 12-30-2012 | Dublin |
| | DGC Services | \$3,200.00 | Measure B | P.O. | Jefferson New Building | 7-30-2012 thru 11-30-2012 | Dublin |
| | Douglas Parking | \$2,650.00 | Special Revenue Fund | P.O. | Lakeview ES | 5-1-2011 thru 6-30-2012 | Oakland |
| | Energy Systems | \$768.00 | Developer Fees | P.O. | La Escuelita Educational Center | 6-19-2012 thru 8-19-2012 | Stockton |
| | Eric Thomas & Associates | \$7,900.00 | Measure A | P.O. | Facilities | 8-15-2012 thru 8-15-2012 | Grand Ledge, MI |
| | Eric Young | \$375.00 | Measure A | P.O. | Facilities | 6-27-2012 | Oakland |
| | Eric Young | \$150.00 | Measure A | P.O. | Facilities | 8-3-2012 thru 8-3-2012 | Oakland |
| | Eric Young | \$1,200.00 | Measure A | P.O. | Facilities | 8-10-2012 thru 8-10-2012 | Oakland |
| | Fire Alarm Security Services | \$984.00 | Measure B | P.O. | Grass Valley ES Portable Installation | 8-27-2012 thru 8-27-2014 | Aptos |
| | First Alarm | \$2,480.00 | County School Facilities | P.O. | La Escuelita Educational Center | 8-1-2012 thru 10-1-2012 | San Jose |
| | First Alarm | \$3,867.00 | Measure B | P.O. | La Escuelita Educational Center | 9-6-2012 thru 11-6-2012 | San Jose |
| | Gary Doupnik Manufacturing | \$39,000.00 | Measure B | P.O. | Lowell Modernization | 6-25-2012 thru 7-2-2013 | Loomis |
| | Globe Plumbing Supply Co. | \$1,871.77 | Developer Fees | P.O. | La Escuelita Educational Center | 6-19-2012 thru 8-19-2012 | Oakland |
| | Graham Tree Service, Inc. | \$12,000.00 | Developer Fees | P.O. | La Escuelita Educational Center | 7-5-2012 thru 9-5-2012 | San Leandro |
| | High-Tech Electric | \$9,093.00 | Developer Fees | P.O. | La Escuelita Educational Center | 8-10-2012 thru 9-30-2012 | Clovis |
| | High-Tech Electric | \$10,350.00 | Country School Facilities | P.O. | La Escuelita Educational Center | 9-4-2012 thru 12-31-2012 | Clovis |



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|---------------------------------------|-------------|----------------------|------|---|---------------------------|---------------|
| J&R Fence, Inc. | \$1,800.00 | Measure B | P.O. | Grass Valley ES Portable Installation | 9-6-2012 thru 12-31-2012 | San Leandro |
| Larm's Building & Garden Supply, Inc. | \$111.73 | Developer Fees | P.O. | La Escuelita Educational Center | 6-20-2012 thru 8-20-2012 | Oakland |
| Lee's Signs | \$835.20 | Measure B | P.O. | Madison Football and Multi-Use Field | 7-23-2012 thru 9-23-2012 | Oakland |
| Mobile Modular Management Corp. | \$1,250.00 | Measure B | P.O. | Piedmont Portable Installation for Library and Science Room | 7-19-2012 thru 8-1-2012 | Livermore |
| North American Fence & Railing, Inc. | \$750.00 | Measure B | P.O. | Roosevelt MS Modernization | 8-21-2012 thru 6-1-2012 | Oakland |
| Optus, Inc. | \$164.43 | Developer Fees | P.O. | La Escuelita Educational Center | 6-19-2012 thru 8-19-2012 | Jonesboro, AR |
| PG&E | \$1,165.24 | Measure B | P.O. | Montclair Interim Housing | 8-2-2011 thru 8-1-2012 | Stockton |
| Ray's Electric | \$49,000.00 | Measure B | P.O. | Piedmont Portable Installation for Library and Science Room | 7-2-2012 thru 12-31-2012 | Oakland |
| Ray's Mobile Modular Service | \$2,400.00 | Measure B | P.O. | Grass Valley ES Portable Installation | 8-1-2012 thru 9-30-2012 | Bryon |
| Redwick Construction | \$19,320.00 | Measure B | P.O. | Sobrante Park Modernization | 8-16-2012 thru 10-15-2012 | Oakland |
| Redwood Engineering Construction | \$49,900.00 | Measure B | P.O. | Grass Valley ES Portable | 6-14-2012 thru 12-30-2012 | Redwood City |
| Reed Brothers | \$675.00 | Developer Fees | P.O. | Metwest Educational Center | 8-15-2012 thru 10-15-2012 | Oakland |
| Robles Communications, Inv. | \$5,037.50 | Special Revenue Fund | P.O. | Melrose Leader Academy | 8-2-2012 thru 10-2-2012 | San Leandro |
| SGL Construction Mangement | \$19,999.00 | Developer Fees | P.O. | Metwest Educational Center | 7-20-2012 thru 9-20-2012 | Pasadena |
| SJ General Building Maintenance Inc. | \$2,250.00 | Measure B | P.O. | Grass Valley ES Portable Installation | 8-1-2012 thru 12-1-2012 | San Jose |
| Summerhill Electric | \$4,210.00 | Measure B | P.O. | Jefferson CDC Fire Alarm Replacement | 7-12-2012 thru 1-14-2013 | Oakland |
| Urban Design Consulting | \$18,920.00 | Measure B | P.O. | Sobrante Park Modernization | 8-15-2012 thru 12-31-2012 | Oakland |
| Urban Design Consulting | \$15,350.00 | Measure B | P.O. | Washington Modernization | 8-15-2012 thru 12-31-2012 | Oakland |



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| | <i>Valley Carports</i> | <i>\$27,890.00</i> | <i>Measure B</i> | <i>P.O.</i> | <i>Havenscourt New Cafeteria & Classroom Building</i> | <i>9-10-2012 thru 6-30-2013</i> | <i>Tulare</i> |
| | <i>Your all Day Everyday Janitorial Service</i> | <i>\$16,790.00</i> | <i>Developer Fees</i> | <i>P.O.</i> | <i>La Escuelita Educational Center</i> | <i>9-4-2012 thru 12-31-2012</i> | <i>San Francisco</i> |

Discussion:

Among the key purposes of the District’s Facilities Master Plan is to provide an academic environment for the Oakland community that will give every student, educator, and community member using our facilities the best possible opportunity for learning.

Through implementation of the Facilities Master Plan, the District intends to improve the District’s facilities in terms of structural integrity, safety, reliability of operating (mechanical) systems, access to modern resources, number and type of appropriate laboratories and specialized instruction rooms, opportunities for physical education, and attractiveness, such that the Oakland Public Schools are second to none. Operation of the District schools under the planned approach is intended to ensure safety, cleanliness, and orderliness for all individuals participating in the learning process.

The basic facility needs of students such as proper lighting, functional roofs, noise control and well maintained buildings, not only convey the message that we value our students and teachers but may foster a sense of school pride and community ownership which may improve attitudes towards learning. The implementation of the Facilities Master Plan is our first step in that direction.

Fiscal Impact:

Various

Recommendation:

The Board of Education is requested to approve the Facilities Planning and Management contracts and Purchase Order for the OUSD school sites.

OAKLAND UNIFIED SCHOOL DISTRICT
Department of Facilities Planning & Management

1016039

AGREEMENT REQUEST FORM

DATE SUBMITTED SUBMITTED BY: 09-11-12 Tadashi Nakadegawa

SECTION I. TYPE OF AGREEMENT (PLEASE CHECK ONE BOX)

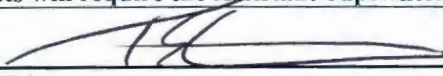

| | | | |
|--|--------------------------|--|-------------------------------------|
| 1.) A&E (Architects and Engineers) Contract | <input type="checkbox"/> | 5.) "Small"(under \$15,000.00) Construction Contract | <input type="checkbox"/> |
| 2.) IOR (Inspector of Record) Contract | <input type="checkbox"/> | 6.) Resolution Awarding Bid & Construction Contract | <input type="checkbox"/> |
| 3.) Agreement for Professional Services-Testing Etc. | <input type="checkbox"/> | 7.) Change Order | <input type="checkbox"/> |
| 4.) Amendment to Agreement for Professional Services (Amendment #--) | <input type="checkbox"/> | 8.) Purchase Order | <input checked="" type="checkbox"/> |

Vendor Number: _____
Fiscal Year: 2012-2013
P.O. Under \$50K: _____
Date Processed: 9-13-2012
To: MB 9/13 To DR: _____

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

| Local Business | Small Local Business | Small Local Resident Business | Total Percentage |
|----------------|----------------------|-------------------------------|------------------|
| | | | |

All requests will require the Assistant Superintendent's and the Director of Facilities Authorization and Signature

| | | | |
|--|------|---|---------------------|
|  Timothy E. White Assistant Superintendent | Date |  Tadashi Nakadegawa Director of Facilities | Date <u>9/11/12</u> |
|--|------|---|---------------------|

SECTION III. AGREEMENT INFORMATION:

| | | | |
|--|---|--------------------------|--|
| Project Name: | Five Acrobat X Professional Windows License TLP1 | Project No: | <u>9189303815-4315</u> |
| Vendor Name: | Creation Engine, Inc. | Vendor Contact: | Rosie Ricca |
| Vendor Phone Number: | 800.431.8713ph, 650.934.3234 fax | Vendor Mailing Address: | 425 N. Whisman Rd. Ste. 300, Mountain View, CA 94043 |
| Agreement Start & Stop Dates: | Start: 9/11/12 Stop: 10/11/12 | Amounts: | Current Contract Amount: Not to Exceed Amount: \$869.73 Revised Contract Amount: |
| Has Work Started? | Yes <input type="checkbox"/> No <input type="checkbox"/> If yes give an explanation: | Has Work Been Completed? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Certificate of Insurance Attached <input type="checkbox"/> Yes <input type="checkbox"/> No | | Date provided: | |

For Construction Contracts \$15,000, please provide or attach the following:

- | | |
|--|--|
| 1) Number of Bids Received, List of Bidders and Amounts (Bid Form) <i>(Attach Bid Documents)</i> | 6) Performance Bonds Attached |
| 2) Date(s) of Bid Advertisement | 7) Payment Bonds Attached |
| 3) Date of Bid Opening | 8) Number of Phases |
| 4) Name of Architect | (Sections 6 & 7 to be completed by Contract Administration department) |
| 5) Liquidated damages per day | |


Scope of Work: *(Needed to prepare Executive Summary)*

Discussion Information *(Needed to prepare Executive Summary)* 5 Acrobat X Pro Mac License TLP1 Programs needed for Facilities.

Funding Source: 12-2598
Introduction Date: 10-10-2012
Amendment No.: 12-2567
Amendment Date: 10/10/12

Budget Number: _____

RECEIVED
9-13-2012


Edgar Rakocynski, Jr., Secretary
Board of Education
10/10/12

Creation Engine, Inc.

425 N. Whisman Rd. Ste. 300, Mountain View, CA 94043
800.431.8713 telephone
650.934.3234 fax
www.creationengine.com

Quote

Page: 1
Printed By: MRR MRR

BILLING ADDRESS

Oakland Unified School District
Accounts Payable
1025 2nd Avenue
Oakland, CA 94606

SHIPPING ADDRESS

Oakland Unified School District
Maxine Jasper-Collins
1025 2nd Avenue
Oakland, CA 94606 USA

Tele: 510-879-8378

Ship: ELECTRONIC DELIVERY

| Quote Number | Quote Date | Reference | Tax Area |
|--------------|------------|-----------|----------|
| 17150 | 08/30/12 | Quote | 8.75% |

| Part Number | Product Name | Ordered | Shipped | Backordered | Price | Extended | Tx |
|--------------------|--------------------------------|---------|---------|-------------|----------|----------|--------------|
| ADL65083690AE01A00 | Acrobat X Pro Mac License TLP1 | 5 | 5 | 0 | \$159.95 | \$799.75 | ² |

Notes

| Total Before Tax | Tax | Shipping | Quote Total |
|------------------|---------|----------|-------------|
| \$799.75 | \$69.98 | 0.00 | \$869.73 |

Quote good for 30 days from date of quote. FOB Destination, freight prepaid and added to invoice. Official school purchase order acceptable via fax (650.934.3234) or mail. Net 30 day terms available for school purchase orders. Creation Engine, Inc. Federal Tax ID: 20-2227105