

Board Office Use: Legislative File Info.	
File ID Number	12-2692
Committee	Facilities
Introduction Date	11-14-2012
Enactment Number	12-2853
Enactment Date	11-14-12



OAKLAND UNIFIED  
SCHOOL DISTRICT

Memo

To Board of Education

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

Board Meeting Date October 24, 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	Amount	Funding Source	P.O.	Project	Date	City
12-2690	Logic Domain	\$16,500.00	Measure B	P.O.	Division of Facilities, Planning and Management	9-19-2012 thru 1-1-2013	Irvine, CA
12-2691	Musson Theatrical	\$49,000.00	Country School Facilities Fund	P.O.	Oakland Tech Seismic Retrofit AB300	9-17-2012 thru 12-31-2012	Santa Clara
12-2692	Reed Brothers	\$18,053.22	Measure B	P.O.	Lowell MS Modernization	9-20-2012 thru 12-31-2012	Oakland

**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

**OAKLAND UNIFIED SCHOOL DISTRICT  
Department of Facilities Planning and Management  
AGREEMENT REQUEST FORM**

V004437

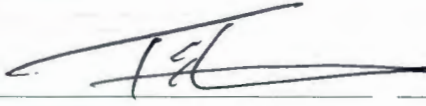
DATE SUBMITTED: 9/14/2012

SUBMITTED BY: Kenya Chatman

REVIEWED BY:

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

1.) A/E (Architect and Engineers) Contract	5.) "Small" (under \$15,000.00) Construction Contract	Bond Program Director
2.) IOR (Inspector of Record Contract)	6.) Resolution Awarding Bid and Construction Contract	Vendor Number: <u>2012-0013</u>
3.) Agreement for Professional Services - Testing Etc.	7.) Change Order	Fiscal Year: <u>2012</u>
4.) Amendment to Agreement for Professional Services	8.) Purchase Order	P.O. Under \$50K: <u>10-7-2012</u>
		Date Processed: <u>10-7-2012</u>
		To: MB <u>10-12</u> To DR: <u>          </u> <input checked="" type="checkbox"/>

  
\_\_\_\_\_  
Timothy E. White  
Asst. Superintendent

  
\_\_\_\_\_  
Tadashi Nakadegawa  
Facilities Director

9/14/12  
\_\_\_\_\_  
Date

**SECTION II. LOCAL BUSINESS PARTICIPATION PERCENTAGE:**

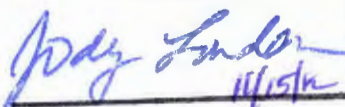
Local Business	Small Local Business	Small Local Resident Business	Total Percentage
100.00%	0.00%	0.00%	100.00%

**SECTION III. AGREEMENT INFORMATION:**


Project Name: Lowell Modernization	Project No: 06004	204 990 1813 -
Vendor Name: Reed Brothers	Vendor Contact: Randall Reed	6274
Vendor Phone Number: (510) 652-2477	Vendor Mailing Address: 4432 Telegraph Avenue Oakland, CA 94609	
Agreement Start and Stop Dates: Start: 9/20/2012 Stop: 12/31/2012	Amounts: Current Contract Amount: \$0.00 Not to Exceed Amount: \$18,053.22	
Has Work Started? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes give an explanation:	Has Work Been Completed? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date: 12-26-12	LEGISLATIVE FILE Introduction Date: 10-24-2012 Enactment No. 12-2853 Enactment Date: 11-14-12

Certificate of Insurance Attached Yes  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) (Attach Bid Documents) | 6) Performance Bonds Attached  | <br>Jody London<br>President, Board of Education |
| 2) Date(s) of Bid Advertisement -   | 7) Payment Bonds Attached  |   |
| 3) Date of Bid Opening -  | (Sections 6 and 7 to be completed by Contract Administration department) |   |
| 4) Name of Architect -  |  |   |
| 5) Liquidated damages per day - \$  |  |   |

**Scope of Work:** (Needed to prepare Executive Summary) Please attach separately along with Vendor's proposal.  
21 lever locks, 1 deadbolt 93 cylinders, 22 wrap plates and 84 keys (1 for each lock).

  
Edgar Rakestraw, Jr., Secretary  
Board of Education

**Discussion Info:** (Needed to prepare Executive Summary) (Provide detailed background - Why is contract required and what is the benefit to students) - Add additional pages as needed  
Additional locks needed for Lowell Mod

Funding Source: \_\_\_\_\_

Budget Number: 10-1-2012

**RECEIVED**  
10-1-2012

# Exhibit A



4432 TELEGRAPH AVE, OAKLAND, CA 94609 PH (510) 652-2477 Fax (510) 652-7081  
<http://www.reedbrothers.com> Lic.#681462

Billing Information		Job Site Information		
Account:		Account:		Date:
Customer:		Customer:	LOWELL MIDDLE SCHOOL	9/10/2012
Address:		Address:	991 14th St., Oakland, CA	Bid#:
Email:		email:	Kenya.Chatman@ousd.k12.ca.us	002RRR091112
Contact:		Contact:	Kenya	W/O#
Phone/ FAX:		Phone/ FAX:	510-535-7050, 510-467-3391 cell	none

## LOCKWORK

Thank you for choosing Reed Brothers Security to help you with your security needs. Please take a moment to review the proposal outlined below.

Provide, master key, and install the hardware as listed on the hardware schedule #11-5217-010 provided by Capitol Builders Hardware, Inc dated 01/06/2012 - Substituting Standard DonJo wrap plates for the "unit lock" DonJo wrap plates (we site inspected to verify that these will work perfectly). Generic Grade 1 lever locks for Ingersoll Rand Schlage lever locks (identical rating, identical function, and identical warrantee).

21 levers locks with ANSI Strikes to cover the current strike plate cut out  
1 deadbolt  
93 cylinders  
22 wrap plates  
84 keys (Schlage 1246 keyway)

**Total: 18,053.22**

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.	<b>SUBMITTED BY: <u>    Randall R. Reed    </u></b> Randall R. Reed  The price quoted includes tax. <b>TERMS: 50% down with balance upon completion</b> <b>ESTIMATE IS GOOD FOR THIRTY DAYS</b>
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Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.	<b>ACCEPTED BY:</b> _____ <b>DATE:</b> _____
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