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| Board Office Use: Legislative File Info. |            |
| File ID Number                           | 12-2442    |
| Committee                                | Facilities |
| Introduction Date                        | 10-10-2012 |
| Enactment Number                         | 12-2530    |
| Enactment Date                           | 10/10/10   |



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                        | Amount      | Funding Source       | P.O. | Project                         | Date                     | City              |
|---------|-----------------------------|-------------|----------------------|------|---------------------------------|--------------------------|-------------------|
| 12-2426 | A&E Emaar                   | \$24,086.00 | Measure B            | P.O. | Piedmont Portable Installation  | 8-9-2012 thru 9-15-2012  | Albany, CA        |
| 12-2430 | Amber Flooring              | \$1,698.00  | Deferred Maintenance | P.O. | Piedmont Portable Installation  | 7-2-2012 thru 12-31-2012 | Oakland           |
| 12-2465 | Amber Flooring              | \$39,191.00 | Deferred Maintenance | P.O. | Piedmont Painting and Flooring  | 7-2-2012 thru 12-31-2012 | Oakland           |
| 12-2431 | Bridges Consultant          | \$26,000.00 | Measure B            | P.O. | Facilities                      | 7-1-2012 thru 9-30-2012  | Oakland           |
| 12-2435 | C. Overaa Company           | \$29,000.00 | Measure B            | P.O. | Washington ES Mod               | 6-1-2012 thru 12-31-2012 | Richmond, CA      |
| 12-2434 | C. Overaa Company           | \$49,000.00 | Measure B            | P.O. | La Escuelita Educational Center | 3-7-2012 thru 6-30-2012  | Richmond, CA      |
| 12-2432 | CDW Government              | \$468.00    | Measure B            | P.O. | Jefferson New Building          | 5-8-2012 thru 12-31-2012 | Chicago, IL       |
| 12-2433 | Chussy International        | \$729       | Measure A            | P.O. | Facilities                      | 5-10-2012 thru 5-18-2012 | Oakland, CA       |
| 12-2436 | Corevera                    | \$9,000.00  | Developer Frees      | P.O. | La Escuelita Educational Center | 6-1-2012 thru 12-31-2012 | San Francisco, CA |
| 12-2437 | Elation Systems             | \$35,600.00 | Measure B            | P.O. | Labor Compliance                | 7-1-2012 thru 6-30-2013  | Pleasanton, CA    |
| 12-2438 | Eric Young                  | \$5,000.00  | Measure A            | P.O. | Facilities                      | 7-1-12 thru 6-30-2013    | Oakland, CA       |
| 12-2439 | Gary Douppnik Manufacturing | \$54,600.00 | Measure B            | P.O. | Lowell Mod                      | 6-27-2012 thru 7-1-2013  | Loomis, CA        |



# OAKLAND UNIFIED SCHOOL DISTRICT

|         |                                 |             |                               |      |                                     |                           |                     |
|---------|---------------------------------|-------------|-------------------------------|------|-------------------------------------|---------------------------|---------------------|
| 12-2440 | HALO Branded Solutions, Inc.    | \$3,500.00  | Measure A                     | P.O. | OUSD Summer Intern Program          | 7-25-2012 thru 12-31-2012 | Sterling, IL        |
| 12-2442 | IKON Office Solution, Inc.      | \$4,000.00  | Measure A                     | P.O. | Facilities                          | 7-1-2012 thru 6-30-2013   | Pasadena, CA        |
| 12-2443 | Infiniti Engineering            | \$25,425.22 | Measure B                     | P.O. | Piedmont Portable Installation      | 7-20-2012 thru 8-31-2012  | Oakland, CA         |
| 12-2441 | Integrity Furniture             | \$10,390.00 | Special Reserve               | P.O. | Thornhill ES                        | 7-10-2012 thru 1-10-2013  | Longview, TX        |
| 12-2444 | KI                              | \$13,672.66 | Measure B                     | P.O. | Highland New Classroom Building     | 7-15-2012 thru 9-15-2012  | Green Bay, WI       |
| 12-2446 | Lee Sign                        | \$417.86    | Measure B                     | P.O. | Highland New Classroom Building     | 6-1-2012 thru 9-1-2012    | Oakland, CA         |
| 12-2445 | Lee Signs                       | \$139.20    | Measure B                     | P.O. | Oakland HS                          | 7-23-2012 thru 12-31-2012 | Oakland, CA         |
| 12-2447 | Magdave Associates, Inc.        | \$49,900.00 | Measure B                     | P.O. | Estimating Services                 | 7-1-2012 thru 12-31-2012  | Oakland, CA         |
| 12-2448 | Masterpiece Painting            | \$49,470.00 | Deferred Maintenance          | P.O. | Piedmont Portable Installation      | 7-2-2012 thru 12-31-2012  | Oakland, CA         |
| 12-2449 | Playworks                       | \$28,000.00 | Developer Fees                | P.O. | La Escuelita Educational Center     | 8-27-2012 thru 6-30-2013  | Oakland, CA         |
| 12-2450 | RMT Landscape Contractors, Inc. | \$4,800.00  | Measure B                     | P.O. | Arroyo Viejo CDC Renovation         | 4-23-2012 thru 12-31-2013 | San Leandro, CA     |
| 12-2451 | RRM Design Group                | \$25,000.00 | Measure B                     | P.O. | Hintil KUU CDC Building Replacement | 4-13-2012 thru 8-13-2012  | San Luis Obispo, CA |
| 12-2452 | Seville Group Inc.              | \$49,900.00 | Developer Fees                | P.O. | Facilities                          | 7-1-2012 thru 12-31-2012  | Oakland, CA         |
| 12-2454 | Swinerton Builders              | \$10,000.00 | County School Facilities Fund | P.O. | Oakland Tech                        | 4-25-12 thru 6-1-2012     | San Francisco       |
| 12-2453 | Swinerton Builders              | \$20,262.00 | County School Facilities Fund | P.O. | King Estates MS Seismic Retrofit    | 1-27-2012 thru 12-31-2012 | San Francisco       |
| 12-2455 | Swinerton Builders              | \$10,000.00 | County School Facilities Fund | P.O. | Montera Seismic Retrofit            | 4-26-12 thru 6-1-2012     | San Francisco       |
| 12-2456 | Turner Construction             | \$49,000.00 | County School Facilities Fund | P.O. | La Escuelita Educational Center     | 3-7-2012 thru 6-30-2012   | Oakland, CA         |
| 12-2457 | Xerox Capital Services          | \$6,300.00  | Measure A                     | P.O. | Facilities                          | 7-1-2012 thru 6-30-2013   | Dallas, TX          |

## 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.

V052328

AGREEMENT REQUEST FORM

DATE SUBMITTED 5-22-12 SUBMITTED BY: Tadashi Nakadegawa

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

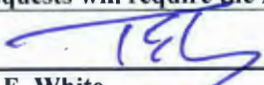
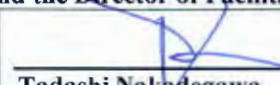
|  |                          |  |                                     |
|--|--------------------------|--|-------------------------------------|
| 1.) A&E (Architects and Engineers) Contract                          | <input type="checkbox"/> | 5.) "Small"(under \$15,000.00) Construction Contract | <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: 2011-2012  
P.O. Under \$50K: 6/58/2012  
Date Processed: \_\_\_\_\_  
To: ME 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

|   |      |  |                     |
|---|------|--|---------------------|
| <br>Timothy E. White<br>Assistant Superintendent | Date | <br>Tadashi Nakadegawa<br>Director of Facilities | Date <u>5/23/12</u> |
|---|------|--|---------------------|

SECTION III. AGREEMENT INFORMATION:

9189303815-  
5610

|                                   |   |                          |  |
|-----------------------------------|---|--------------------------|--|
| Project Name:                     | Facilities Dept. – Contract #2466372  | Project No:              | Machine ID#11365617<br>Machine ID#11365618   |
| Vendor Name:                      | IKON Office Solution, Inc.  | Vendor Contact:          | Jeffery S. Holsinger – North Calif.  |
| Vendor Phone Number:              | 888-456-6457 Ext. 50148   | Vendor Mailing Address:  | IKON Office Solutions<br>P.O. 31001-0850<br>Pasadena, CA 941110-0850                     |
| Agreement Start & Stop Dates:     | Start: 7-1-12<br>Stop: 6-30-13  | Amounts:                 | Current Contract Amount:<br>Not to Exceed Amount: \$4,000.00<br>Revised Contract Amount: |
| Has Work Started?                 | Yes <input type="checkbox"/> No <input type="checkbox"/><br>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:           |  |

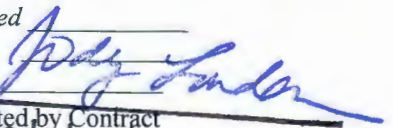
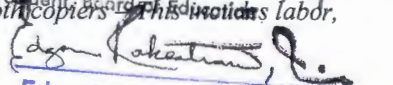
OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at [www.epls.gov/epls/search.do](http://www.epls.gov/epls/search.do).

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 List)*
- 2) Date(s) of Bid Advertisement \_\_\_\_\_
- 3) Date of Bid Opening \_\_\_\_\_
- 4) Name of Architect \_\_\_\_\_
- 5) Liquidated damages per day \_\_\_\_\_
- 6) Performance Bonds Attached \_\_\_\_\_
- 7) Payment Bonds Attached \_\_\_\_\_
- 8) Number of Phases \_\_\_\_\_

Scope of Work: *(Needed to prepare Executive Summary)* – Maintenance Agreement renewals for both copiers and printers, labor, parts, toner, staples and meter read @.69 per copy. 7/1/12 to 6/30/12 on Contract #2466372.

Discussion Information *(Needed to prepare Executive Summary)*

  
Jody Landon  
Administration department  
10/10/12  
  
Edgar Rakestraw, Jr., Secretary  
Board of Education  
10/10/12

Funding Source No. 12-244 Budget Number: \_\_\_\_\_

Introduction Date October 10, 2012  
Enactment No. 12-2530  
Enactment Date 10/10/10

RECEIVED  
5-30-2012

EXHIBIT A PROCUREMENT DEPT



**PURCHASE ORDER**  
**OAKLAND UNIFIED SCHOOL DISTRICT**  
 PURCHASING DEPARTMENT  
 900 HIGH STREET OAKLAND, CALIFORNIA 94601  
 FAX: (510) 879-1857

**PURCHASE ORDER NO.**  
 P1200277  
 R0200232

**ORDER MUST BE RECEIVED IN OAKLAND USD WAREHOUSE BY**  
 06/30/12 **OR ORDER WILL BE RETURNED TO VENDOR AT**  
**VENDOR'S EXPENSE**

• SHOW PURCHASE ORDER NUMBER AND ITEM NUMBER ON ALL CORRESPONDENCE, INVOICES, AND PACKAGES.  
 • ALL GOODS AND SERVICES MUST BE AS SPECIFIED. DO NOT SUBSTITUTE.  
 • MAIL INVOICE IN DUPLICATE TO: OAKLAND UNIFIED SCHOOL DISTRICT  
 ACCOUNTS PAYABLE  
 1025 - 2ND AVENUE  
 OAKLAND, CA 94606

**PAYMENT CANNOT BE GUARANTEED IF SHIPPED TO ADDRESS**  
**OTHER THAN BELOW. FOR PROMPT PAYEMENT, ITEMS ON**  
**INVOICE MUST BE IN SAME SEQUENCE AS ITEMS ON PURCHASE**

**VENDOR:**

V052328  
 IKON FINANCIAL SERVICES  
 P.O. BOX 650073  
 DALLAS TX 75265-0073  
 M1 (510) 915-7151 F1 (925) 938-3504

**SHIP TO:**

PLANNING & MANAGEMENT FACILITIES  
 955 HIGH STREET  
 OAKLAND CA 94601  
 PHONE: (510) 879-8385  
 FAX: (510) 879-3673  
 SITE CONTACT: REID, DONNEVA

Del  
 Date

Bid  
 Quote#

| Item No.              | Quantity | Unit | Description of Articles or Services   | Unit Price | Total Price     |
|-----------------------|----------|------|---|------------|-----------------|
| 001                   | 4,000    | EA   | RENEWAL # 2466372 FOR FACILTIEIS NACHINE #11365617<br>AND MACHINE # 11365618 FOR THE FY 11-12<br>PLEASE ENCUMBER. | 1.00       | 4,000.00        |
| <b>NET TOTAL ....</b> |          |      |   |            | <b>4,000.00</b> |

**NOTICE TO VENDORS:**

Vendor agrees, by supplying the product(s) and/or service(s) requested in this purchase order, to defend, indemnify and hold harmless the District, its Board of Education, officers, employees, agents from any and all losses or injuries, however caused, resulting from any defects in, or delivery of, the product(s) supplied, or negligence in providing the service(s).

**AFFIRMATIVE ACTION:**

The seller shall not discriminate against any employee or applicant for employment because of race, creed, sex, non-impairing handicap, color, or national origin and shall insure compliance with all provisions of Executive Order No. 11246 (as amended by Executive Order No. 11375). Failure to comply shall be considered cause for not requesting bids from that firm, until it complies with the above provision.

Buyer Name: REGINA BUTCHER

JUL 29 2011

Buyer Phone#: (510) 879-8373

*Regina Butcher*

DIRECTOR OR DESIGNEE OF PURCHASING

DATE