



Board Office Use: Legislative File Info.	
File ID Number	22-1652
Introduction Date	6/29/22
Enactment Number	22-1313
Enactment Date	6/29/2022 os

Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Curtiss Sarikey, Chief of Staff

Meeting Date June 29, 2022

Subject Amendment to Supply Agreement for Test Kits with Office Depot, LLC (1 of 2)

Ask of the Board Approve Amendment to Supply Agreement for Test Kits with Office Depot, LLC

Background and Recommendation *The Board of Education, via Resolution No. 2122-0003 - Requiring COVID-19 Testing At All School Sites, directed the District to provide biweekly testing at each school site. As such, the District purchased iHealth antigen test kits to ensure a stable supply of tests for our community for the 2021-2022 school year.*

On March 23, 2022, the Board of Directors approved Supply Agreement for Test Kits with Office Depot, LLC and Resolution No. 2122-0206 Authorizing Use of Sole Source Exception to Public Bidding (Legislative File No. 22-0284, Enactment No. 22-0505) for the purchase of 52,920 tests.

In the rush to move the purchase forward, the Supply Agreement did not include the tax amount for the purchase. This amendment corrects that error. There were two purchases made; this is purchase 1 of 2.

Term Start Date: 1/11/2022 End Date: 6/30/2022

Not-To-Exceed Amount \$1,281,373.90

Competitively Bid	No If the Service Agreement/Contract was <u>not</u> competitively bid and the not-to-exceed amount is <u>more</u> than \$96,700, list the exception(s) that applies (requires Legal review/approval and may require a resolution): Resolution 2122-0206
In-Kind Contributions	N/A
Funding Source(s)	3212 - Site 901
Attachment(s)	<ul style="list-style-type: none">• Amendment• Original Agreement, Enactment No. 22-0505

AMENDMENT NO. 1
to
Supply Agreement for Test Kits

This Amendment amends the attached legal agreement (“Original Agreement”) and any prior amendments (“Prior Amendments,” together with Original Agreement, “(Amended) Agreement”), incorporated herein by reference, which includes the following information:

- The (Amended) Agreement is between the Oakland Unified School District (“OUSD”) and the below named entity or individual (“VENDOR,” together with OUSD, “PARTIES”):
Office Depot, LLC
- The Parties entered into the Original Agreement on the below date:
March 23, 2022
- The Enactment Number of the Original Agreement is below:
22-0505

The PARTIES hereby agree to amend the (Amended) Agreement as stated herein.

1. **Services:** X The scope of work of the (Amended) Agreement is unchanged.

The scope of work of the (Amended) Agreement has changed. If the scope of work has changed: Provide brief description of revised scope of work including measurable description of expected final results, such as services, materials, products, and/or reports; select the appropriate option below:

Revised scope of work attached

VENDOR agrees to provide the following amended services:

Click or tap here to enter text.

2. **Term** (duration): X The term of the (Amended) Agreement is unchanged

The term of the (Amended) Agreement has changed. If the term has changed: The parties agree to amend the

below original End Date of the (Amended) Agreement to the below new End Date:

Original End Date: Click or tap to enter a date.

New End Date: Click or tap to enter a date.

3. **Compensation:** The not-to-exceed amount in the (Amended) Agreement is unchanged

X The not-to-exceed amount in the (Amended) Agreement has changed. If the not-to-exceed amount has changed: The not-to-exceed amount in the (Amended) Agreement is amended as follows:

X Increase not-to-exceed amount by:

\$117,663.17

Decrease not-to-exceed amount by:

\$Click or tap here to enter text..

The new not-to-exceed amount under the (Amended) Agreement, as herein amended, is \$1,281,373.90

4. **COVID-19:** To the extent that the Amendment did not contain the following guarantees, by signing this Amendment, **VENDOR** agrees that:

a. Through its execution of this Amendment, **VENDOR** declares that it is able to meet its obligations and perform the Services required pursuant to this Amendment in accordance with any shelter-in-place (or similar) order or curfew (or similar) order (“Orders”) issued by local or state authorities and with any social distancing/hygiene (or similar) requirements.

b. **VENDOR** agrees to notify OUSD within twelve (12) hours if **VENDOR** or any employee, subcontractor, agent, or representative of **VENDOR** tests positive for COVID-19, shows or reports symptoms consistent with COVID-19, or reports to **VENDOR** possible COVID-19 exposure.

c. **VENDOR** agrees to immediately adhere to and follow any OUSD directives regards health and safety protocols including, but not limited to, providing OUSD with information regarding possible exposure of OUSD employees to **VENDOR** or any employee, subcontractor, agent, or representative of **VENDOR** and information necessary to perform contact tracing, as well as complying with any OUSD testing and vaccination requirements.

d. **VENDOR** shall bear all costs of compliance with this Paragraph.

5. **Remaining Provisions:** All other provisions of the (Amended) Agreement remain unchanged and in full force and effect as originally stated.
6. **Amendment Publicly Posted.** This Amendment, its contents, and all incorporated documents are public documents and will be made available by OUSD to the public online via the Internet.
7. **Signature Authority.**
 - a. Each PARTY has the full power and authority to enter into and perform this Amendment, and the person(s) signing this Amendment on behalf of each PARTY has been given the proper authority and empowered to enter into this Amendment.
 - b. Notwithstanding subparagraph (a), only the Superintendent, Chiefs, Deputy Chiefs, and the General Counsel has authority to sign contracts for OUSD and only under limited circumstances, which required ratification by the OUSD Governing Board. VENDOR agrees not to accept the signature of another other OUSD employee as having the proper authority and empowered to enter into this Amendment or as legally binding in any way.
8. **Amendment Contingent on Governing Board Approval.** OUSD shall not be bound by the terms of this Amendment unless and until it has been (i) formally approved by OUSD's Governing Board or (ii) validly and properly executed by the OUSD Superintendent, the General Counsel, or a Chief or Deputy Chief authorized by the Education Code or Board Policy, and no payment shall be owed or made to VENDOR absent such formal approval or valid and proper execution.

REST OF PAGE IS INTENTIONALLY LEFT BLANK

Board Office Use: Legislative File Info.	
File ID Number	22-0284
Introduction Date	3-23-22
Enactment Number	22-0505
Enactment Date	3-23-2022 C.JH



Memo

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Curtiss Sarikey, Chief of Staff
Sailaja Suresh, Senior Director of Strategic Projects

Meeting Date March 23, 2022

Subject Approve Supply Agreement for Test Kits with Office Depot, LLC and Resolution No. 2122-0206 Authorizing Use of Sole Source Exception to Public Bidding

Action Approve Supply Agreement for Test Kits with Office Depot, LLC and Resolution No. 2122-0206 Authorizing Use of Sole Source Exception to Public Bidding

Background & Discussion The Board of Education, via Resolution No. 2122-0003 - Requiring COVID-19 Testing At All School Sites, has directed the District to provide biweekly testing at each school site. As such, the District is purchasing iHealth antigen test kits to ensure we have a stable supply of tests for our community for the remainder of the school year. This is purchase 1 of 2.

Fiscal Impact \$1,163,710.80 - ESSER II

Attachment

- Resolution No. 2122-0206 – Authorizing Use of Sole Source Exception for Office Depot, LLC
- Supply Agreement for Test Kits

**RESOLUTION OF THE
BOARD OF EDUCATION
OAKLAND UNIFIED SCHOOL DISTRICT**

RESOLUTION NO. 2122-0206

**AUTHORIZING USE OF SOLE SOURCE EXCEPTION TO PUBLIC BIDDING FOR
SUPPLY AGREEMENT FOR TEST KITS WITH OFFICE DEPOT, LLC**

WHEREAS, the Oakland Unified School District (“District”) has a need to contract with Office Depot, LLC for Covid-19 tests;

WHEREAS, the contemplated contract is in an amount of \$1,163,710.80;

WHEREAS, under Public Contracts Code section 20111, a contract in this amount would ordinarily require competitive bidding;

WHEREAS, one exception to this competitive bidding requirement is the “sole source” exception, which applies where there is only one supplier of a needed good or service (Los Angeles Gas & Electric Corporation v. Los Angeles, 188 Cal. 307 (1920); Hodgeman v. City of San Diego, 53 Cal.App.2d 610 (1942); County of Riverside v. Whitlock, 22 Cal.App.3d 863 (1972));

WHEREAS,

- The Board of Education has directed staff to set up bi-weekly testing at all OUSD school sites,
- Due to the Omicron variant, Office Depot LLC is the only company that could provide Covid-19 Tests in a timely manner to sustain the District’s testing policy,
- The Omicron variant has reinforced the District’s resolve to have a sufficient supply of tests to combat future spikes in cases,
- The District is committed to continued safety and health measures by providing families with at-home tests prior for use after Spring Break and before returning to school,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The District waives competitive bidding to allow the District to contract directly with Office Depot, LLC for Covid-19 tests because Office Depot is the sole source for this good.
2. The Supply Agreement for Test Kits for Office Depot, LLC to provide Covid-19 Tests is hereby approved.

PASSED AND ADOPTED on [date], by the Governing Board of the Oakland Unified School District by the following vote:

PREFERENTIAL AYE: None

PREFERENTIAL NOE: None

PREFERENTIAL ABSTENTION: None

PREFERENTIAL RECUSE: None

AYES: Aimee Eng, Clifford Thompson, Vice President Benjamin "Sam" Davis, President Gary Yee

NOES: None

ABSTAINED: VanCedric Williams, Mike Hutchinson

RECUSED: None

ABSENT: Student Director Samantha Pal, Student Director Natalie Gallegos Chavez, Shanthi Gonzales

CERTIFICATION

We hereby certify that the foregoing is a full, true and correct copy of a Resolution passed at a Regular Meeting of the Board of Education of the Oakland Unified School District held on [date].

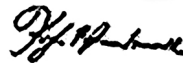
Legislative File	
File ID Number:	22-0284
Introduction Date:	3-23-22
Enactment Number:	22-0505
Enactment Date:	3-23-2022 CJH
By:	

OAKLAND UNIFIED SCHOOL DISTRICT



3-24-2022

Gary Yee
President, Board of Education



3-24-2022

Kyla Johnson-Trammell
Superintendent and Secretary, Board of Education

SUPPLY AGREEMENT FOR TEST KITS

This Supply Agreement for Test Kits ("**Agreement**") is made and entered into as of **January 6, 2022** ("**Effective Date**") between Office Depot, LLC, a Delaware limited liability company, located at 6600 North Military Trail, Boca Raton, FL 33496 ("**Office Depot**") and **Oakland Unified School District**, located at **1000 Broadway, Suite 450, Oakland, CA 94607** ("**Customer**").

WHEREAS, Customer seeks to purchase certain COVID-19 test kits ("**Test Kits**") from Office Depot;

WHEREAS, entering into this Agreement constitutes an essential part of Office Depot's decision to sell Test Kits to Customer; and

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the parties agree as follows:

1. **Products & Pricing.** Office Depot agrees to supply to Customer those Test Kits set forth in **Exhibit A** attached hereto and incorporated herein by reference at the prices set forth therein. Customer shall purchase the exact quantities of the Test Kits as specified on **Exhibit A**, and shall do so at the prices also set forth on **Exhibit A**. The parties acknowledge that this is a one-time purchase of the Test Kits by Customer and to the extent Customer desires to purchase additional quantities of the Test Kits, or any other products sold by Office Depot, a separate written agreement between the parties is required. Sales of Test Kits shall not be included as part of any incentives or rebates.

2. **Delivery.** Office Depot will arrange to have the Test Kits drop shipped directly from the manufacturer. Additional freight charges may apply for items exceeding certain attributes regarding weight and/or dimensions, Hawaii, Alaska and Puerto Rico orders, special orders and/or rush deliveries.

3. **Payment Terms.** Invoices are due twenty (20) days from the date of invoice. Invoices not paid within twenty (20) days shall bear interest at the rate of 1.5% per month or the maximum amount allowed under law, whichever is less, from the due date of the invoice. Customer's credit limit shall be established by Office Depot, which reserves the right to lower Customer's credit limit or refuse to ship any orders if at any time: (a) Customer is delinquent in making payments to Office Depot or is otherwise in breach of this Agreement; or (b) Customer's credit standing becomes impaired or reasonably unsatisfactory to Office Depot.

In certain instances, orders may be paid using a credit card; provided, however, if Customer elects to use a credit card as a form of payment, payment is due at the time of purchase.

4. **Returns.** No returns or exchanges of the Test Kits are permitted, and the parties acknowledge that Office Depot shall not be required to accept any returns of the Test Kits. Customer shall be responsible for disposing of the Test Kits in accordance with all applicable federal, state, county and local law and regulations, including environmental rules and regulations.

5. **Indemnification and Hold Harmless.** Customer hereby waives, releases, relinquishes, discharges and agrees to defend, indemnify, protect and hold harmless Office Depot, its subsidiaries and affiliates and their respective officers, agents and employees, of and from any and all claims, demands, liabilities, costs and expenses in any way related to the Test Kits, including any injury to persons, including death caused by, growing out of or happening in connection with COVID-19.

6. **Limitation of Liability.** NOTWITHSTANDING ANY OTHER PROVISION TO THE CONTRARY IN ANY OTHER AGREEMENTS BETWEEN THE PARTIES, OFFICE DEPOT'S MAXIMUM LIABILITY FOR ANY DAMAGES ARISING OUT OF OR RELATED TO THE TEST KITS AND THIS AGREEMENT, WHETHER IN CONTRACT OR TORT, OR OTHERWISE, SHALL BE LIMITED TO THE AMOUNT PAID BY CUSTOMER TO OFFICE DEPOT FOR THE TEST KITS. In no event shall Office Depot be liable for any indirect, incidental, special, punitive or consequential damages, including without limitation damages for lost profits, even if advised as to the possibility of such damages.

7. **Disclaimer of Warranty.** TEST KITS ARE PROVIDED ON AN "AS IS" BASIS, WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES THAT THE TEST KITS

ARE FREE OF DEFECTS, MERCHANTABILITY, FIT FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT. THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THE TEST KITS IS WITH CUSTOMER AND IN NO EVENT WITH OFFICE DEPOT. SHOULD ANY TEST KITS BE MISUSED OR PROVE DEFECTIVE IN ANY RESPECT, REGARDLESS OF WHETHER THE USE OR MISUSE IS BY CUSTOMER, AN END USER, OR OTHERWISE, CUSTOMER ASSUMES ANY AND ALL ENSUING COSTS, DAMAGES AND EXPENSES. NO USE OF ANY TEST KITS IS AUTHORIZED EXCEPT UNDER THIS DISCLAIMER.


- 8. **Assignment.** Customer may not assign this Agreement without the prior written consent of Office Depot.
- 9. **Force Majeure.** Office Depot shall be excused from performance and not be considered in default in the performance of its obligations to the extent that the performance of any such obligation is prevented or delayed by any cause that is beyond its reasonable control.
- 10. **Notices.** All notices, requests, demands and other communications under this Agreement shall be given in writing and sent to the mailing addresses set forth on the signature page of this Agreement.
- 11. **Confidentiality.** "Confidential Information" shall mean all information obtained by one party from the other party that is not generally known to the public and that a reasonable business person would deem confidential. The receiving party will treat Confidential Information as confidential and proprietary and, until two (2) years after expiration or earlier termination of this Agreement, will: (a) use the Confidential Information solely for the purposes set forth in this Agreement; (b) take suitable measures to maintain the confidentiality of the Confidential Information; and (c) not disclose or otherwise furnish the Confidential Information to any third party other than employees or independent contractors of the recipient who have a need to know the Confidential Information to perform its obligations.
- 12. **Choice of Law.** This Agreement shall be construed and governed in accordance with the laws of the State of Florida, without regard to conflict of laws principles.
- 13. **Terms and Conditions.** The terms and conditions located at www.business.officedepot.com are incorporated by reference. In the event of any conflict, the terms and conditions of this Agreement shall govern with respect to the Test Kits.
- 14. **Severability Clause.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this Agreement, but this Agreement shall be construed as if such invalid or illegal or unenforceable provision had never been contained herein. Upon such determination that any term or other provision is invalid, illegal or unenforceable, the court or other tribunal making such determination is authorized and instructed to modify this Agreement so as to effect the original intent of the parties as closely as possible so that the transactions and agreements contemplated herein are consummated as originally contemplated to the fullest extent possible.
- 15. **Entire Agreement.** Each party hereby objects to and rejects the provisions of any purchase order, acceptance or acknowledgment, agreement or other document which are inconsistent with or in addition to the provisions of this Agreement. This Agreement is the complete and exclusive contract between the parties with respect to the Test Kits and may be modified only in writing signed by authorized representatives of each party. No prior proposals, quotations, statements, forecasts, course of dealing, or usage or trade will be part of the Agreement between the parties.

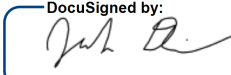
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the Effective Date.

OFFICE DEPOT, LLC

CUSTOMER

By: Wayne Lajoie
 Name: Wayne Lajoie
 Title: Vice President

By: 
 Name: Preston Thomas
 Title: Chief Systems and Services Officer

DocuSigned by:

 BE8D6E2D44404C6...
 Approve as to form by
 Josh Daniels on March 18, 2022

Date: 1/11/2022

Date: January 6, 2022



EXHIBIT A

Products and Pricing

SKU:	Description:	Vendor Number:	Sell Price:	Order Quantity:
7090695	HOME, COVID-19, TEST, IHEALTH	71054001	21.99	52,920 *

* Order Quantity is a minimum of 7,560 boxes and is required to be a multiple of 7,560.