

Board Office Use: Legislative File Info.	
File ID Number	12-0709
Committee	Facilities
Introduction Date	3-28-2012
Enactment Number	12-0709
Enactment Date	3-23-12 & 2



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

To Board of Education

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

Board Meeting Date March 28, 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.

File ID	Vendor Name	\$	Funding Source	Type	Site	Period	City
12-0705	911 Restorations	\$2,541.27	Measure A	P.O. Increase	Claremont Landscaping	6-28-11 thru 8-27-11	Richmond
12-0706	Associate Comfort Systems	\$13,900.00	Fund 35	P.O.	Skyline HS	12-12-11 thru 1-24-12	San Leandro
12-0707	Associate Comfort Systems	\$11,700.00	Fund 35	P.O.	MLK Jr. MS	11-28-11 thru 12-28- 12	San Leandro
12-0708	Bay City Mechanical	\$1,051.57	Measure B	P.O.	Chabot ES	2-27-12 thru 12-31-12	Richmond
12-0709	Best In the West Construction Cleanup	\$2,200.00	Measure B	P.O.	Elmhurst Mod	1-16-12 thru 6-30-12	Hayward
12-0710	California Business Systems	\$1,945.00	Measure A	P.O.	Facilities	1-3-12 thru 1-13-14	Oakland
12-0713	CDW-G	\$1,959.83	Measure B	P.O.	Urban Promise	3-1-12 thru 5-1-12	Verono Hills, IL
12-0714	Clearwire	\$1,285.00	Measure B	P.O.	Madison Health Centger	2-13-12 thru 12-31-12	San Jose
12-0715	Diablo Boiler	\$2,327.39	Measure B	P.O.	Chabot New Classroom	1-30-12 thru 12-31-12	Antioch
12-0717	Elation Systems	\$1,380.00	Measure B	P.O. Increase	Labor Compliance	6-30-11 thru 7-1-12	Oakland
12-0718	Eric Young	\$450.00	Measure A	P.O.	Elmhurst	3-2-12 thru 3-2-12	Oakland
12-0716	IVS Computer Technology	\$8,375.33	Measure A	P.O.	Claremont Landscaping	12-19-11 thru 12-30- 11	Bakersfield
12-0719	JDH Corrosin Consultants, Inc.	\$5,750.00	Measure B	P.O.	Montclair New Classroom	12-21-11 thru 5-1-12	Concord
12-0720	Leo's Professional Audio, Inc.	\$19,143.40	Measure B	P.O.	Highland ES	4-1-12 thru 8-15-12	Oakland
12-0721	Macy Movers, Inc.	\$5,610.00	Measure B	P.O.	Lowell Mod	3-1-11 thru 3-30-11	Oakland



OAKLAND UNIFIED SCHOOL DISTRICT

121-0724	Maxut	\$2,042.25	Measure A	P.O.	Facilities	2-7-12 thru 2-16-12	Oakland
12-0726	North American Fence & Railing	\$425.00	Developer Fees	P.O.	Garfield Portable	10-15-2011 thru 2-29-12	Oakland
12-0727	PG&E Integrated Processing Center	\$5,000.00	Fund 35	P.O.	Facilities	1-4-12 thru 2-4-12	San Francisco
12-0728	PG&E Integrated Processing Center	\$150,000.00	Fund 35	P.O.	Facilities	12-15-11 thru 2-15-12	San Francisco
12-0729	Reed Brothers	\$348.86	Measure B	P.O.	Lowell Mod	2-14-12 thru 2-14-12	Oakland
12-0730	Safeplay by Design, Inc.	\$1,600.00	Measure B	P.O.	Laurel CDC	5-1-12 thru 12-31-13	Elk Grove
12-0731	Safeplay by Design, Inc.	\$900.00	Measure B	P.O.	Stonehurst CDC	5-1-12 thru 8-1-13	Elk Grove
1209732	Snader Associates	\$25,000.00	Fund 35	P.O.	La Escuelita	3-1-12 thru 12-31-12	San Rafael
11-3023	Southwest Interiors	\$45,000.00	Measure B	P.O.	Montera Mod	8-25-11 thru 8-25-12	Auburn
12-0733	SunEnergy	\$6,402.63	Fund 35	P.O.	Chabot Caldecott Tunnel Grant	2-13-12 thru 12-31-12	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
Department of Facilities Planning and Management
AGREEMENT REQUEST FORM

DATE SUBMITTED 1/5/2012
 SUBMITTED BY: Eric Scheuermann

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

1.) A/E (Architect 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 and 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	<input type="checkbox"/>	8.) Purchase Order	<input checked="" type="checkbox"/>

Handwritten notes: 2011-2012, 1-16-2012, To: MB-16-12 to DK

Timothy E. White Date 1/5/12
 Asst. Superintendent
Tadashi Nakadegawa Date
 Facilities Director

SECTION II. LOCAL BUSINESS PARTICIPATION PERCENTAGE

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

SECTION III. AGREEMENT INFORMATION:

Project Name:	Elmhurst Modernization - Auditorium	Project No:	06003-2
Vendor Name:	Best In The West Construction Cleanup	Vendor Contact:	Shahzia Khan
Vendor Phone Number:	(510) 780-9631	Vendor Mailing Address:	260 Industrial Parkway, Suite #33 Hayward, CA 94540
Agreement Start and Stop Dates:	Start: Stop:	Amounts:	Current Contract Amount: \$0.00 Not to Exceed Amount: \$2,200.00 Revised Contract Amount: \$0.00
Has Work Started?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes give an explanation:</i>	Has Work Been Completed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date:

Handwritten in red: 2029901811 - 2029901811 6274

LEGISLATIVE FILE
 File ID No. 12-0709
 Introduction Date 3-28-2012
 Enactment No. 12-0974
 Enactment Date 3-29-12 82

Certificate of Insurance Attache 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)*)
- 2) Date(s) of Bid Advertisement - N/A
- 3) Date of Bid Opening - N/A
- 4) Name of Architect - N/A
- 5) Liquidated damages per day - \$
- 6) Performance Bonds Attached
- 7) Payment Bonds Attached

Scope of Work: *(Needed to prepare Executive Summary)* Please attach separately along with Vendor's proposal.
Provide a second complete cleaning service for the Auditorium in preparation for the Grand Opening.

Handwritten signatures: Jody London, Edgar Rakestraw, Jr.
 Jody London
 President, Board of Education
 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
The de-gassing of the Auditorium, i.e. stage curtains shedding, etc., along with minor Contractor change order work mixed in with Owner occupancy created a condition where responsibility of a second complete cleaning is unknown. This cleaning is to put the Auditorium in pristine condition for the Elmhurst Auditorium Grand Opening.

Funding Source: _____ Budget Number: _____

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

SECTION IV. L/LS/LSRBE - RATIONAL FOR NON COMPLIANCE CHECK LIST

1.)	<p>Specialty Service: This contractor provides a unique / specialty service that is currently not available from a certified L/S/SLRBE. Government Code § 53060 / school districts may contract without bidding for, "special services and advice in financial, economic, accounting, . . . legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required."</p>	
2.)	<p>District Discretion under L/SL/SLRBE due to lack of certified firms at time of bid: If at least three L/SL/SLRBEs are not certified, then the requirement may, subject to the discretion of the District, be waived, or the 20% requirement may be re-set from 19 % to 0%, depending on the particular circumstances at time of bid.</p>	
3.)	<p>Futility: It would be futile to require that the contract be subjected to the L/SL/SLRBE due to (circle one) COST / TIME CONSTRAINTS / NO CERTIFIED BIDDERS. California law provides that "[w]here competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage...the statute requiring competitive bidding does not apply." (Hiller v. City of Los Angeles (1961) 197 Cal. App. 2d 685, 694.)</p>	✓
4.)	<p>Field Test / (1) In order that a field test or experiment may be made to determine the product's suitability for future use. PUBLIC CONTRACT CODE SECTION 3400-3410</p>	
5.)	<p>Product Match /(2) In order to match other products in use on a particular public improvement either completed or in the course of completion. PUBLIC CONTRACT CODE SECTION 3400-3410</p>	
6.)	<p>Sole Source / (3) In order to obtain a necessary item that is only available from one source. PUBLIC CONTRACT CODE SECTION 3400-3410</p>	
7.)	<p>Emergency Repair / (4) (A) In order to respond to an emergency declared by a local agency, but only if the declaration is approved by a four-fifths vote of the governing board of the local agency issuing the invitation for bid or request for proposals. PUBLIC CONTRACT CODE SECTION 3400-3410 / See also: Public Contract Code Section 1102. "Emergency," as used in this code, means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.</p>	



Best In The West Construction Cleanup

BID PROPOSAL

To: OAKLAND USD
ERIC SEHEURMANN
Job: ELMHURST MS, OAKLAND

Date: DEC 23, 2011
Phone: 908 3303
Fax: _____

- Safety** All the safety bi-laws and procedures will be observed to achieve safe operation for our Work and for the work of adjacent trades.
- Labor** Best In The West Clean-up provide adequate and experienced manpower with a Supervisor on this project until final completion.
- Equipment** We will supply all equipment, tools, materials and cleaning supplies necessary to perform a complete clean-up in strict accordance with the Contract Documents & Specifications.
- Insurance** Full Workmen's Compensation, Liability and Auto Insurance policies are maintained in accordance with the Contract Documents & Specifications.
- Bonding** We are fully bondable.
- Services** All the services required, or requested, on this project are outlined on the attached Best In The West Summary of Services.

Thank you for the opportunity to submit this proposal -- Best In The West Construction Clean-up is committed to your full satisfaction and will work to meet your every cleaning need. Please find attached our Itemized Summary of Services to be performed pursuant to this Service Proposal.

WE HEREBY PROPOSE to furnish all labor and material necessary to accomplish the specifically described scope of this Service Proposal for the sum of:

\$ 2,200.00

dollars

\$ 1,000.00

Payable as follows:

CLEANUP THEATER AREA : ALL OPEN SURFACES WIPE DOWN +
DUST - SERVICE SHEET NO. 1506

ACCEPTANCE OF PROPOSAL - The prices, terms of payment and Scope of Work described herein are satisfactory and are accepted as indicated by Authorized Signature below. By signature below, I hereby certify that Best In The West Construction Clean-up is duly authorized to commence and complete the work as described herein and shall be paid in full accordance with the terms as outlined above.

Contractor - Authorized Signature

Date

Best In The West Construction Clean-up

Date



Best In The West Construction Cleanup

No: 1506

Summary of Services

ELMHURST MS - OAKLAND

Door Service

- Door hardware, wipe & polish
- Door kickplate & glazing, wipe & polish
- Doors & frames, wiped down & ~~polished~~

Equipment Service

- Coolers & freezers, swept & mopped
- Drinking fountains, cleaned & sanitized
- Elevator, clean & vacuum cab
- Elevator, polish station panels, each floor
- Exterior lighting, clean lens & fixture
- Fire cabinets & equipment, clear & dust
- Laboratory Cabinets, vacuum inside
- Laboratory Cabinets, wash & polish countertops
- Lockers, washed & sanitized

Exterior Service

- Landscape/Parking Lot, trash collection
- Parking lot, pressure wash
- Sidewalks @ Exterior, pressure wash

Furniture & Office Space Service

- Computers & Office equipment, dust & vacuum
- Partitions, clean & polish glass/frames

Toilet Room Service

- Shower, floor drains cleaned & sanitized
- Shower, wall & floor tile stripped & sanitized
- Dispensers, clean & polish
- Wash & Sanitize Floors & Walls
- Polish Mirrors
- Wash & sanitize Partitions & Fixtures
- Clean FRP panels

Room Specific Service

- Janitor closet, clean & organize
- Kitchen floor drains & hoods, clean & sanitize
- Mechanical/Electrical rooms, dust/vacuum equipment
- Mechanical/Electrical rooms, wash floor
- Stairways, Clean & Polish railings
- Stairs & Landings, vacuumed/washed
- Telephone room floor, sweep & mop

Surface Preparation & Service

- Baseboard & thresholds, wash
- Carpet floor, full steam cleaned
- Carpet floor, spot clean & Vacuum
- Ceramic floor & grout, Wash & Seal
- Computer floors, mop & wash topside
- Computer floors, vacuum underside
- Concrete floor, cleaned & sealed
- Concrete floor, swept & mopped
- Countertops, cleaned & polished
- Drapery, dust/vacuum
- Fabric wall-covering, dust & vacuum
- Fabric wall-covering, stain removal
- Glue & stain removal, Cabinets & Carpets
- Glue & stain removal, sheet vinyl or VCT
- Hardwood floors, Swept & Mopped
- Labels, peel & remove gum adhesive
- Lamp shades, dust & vacuum
- Painted or Epoxied floors, washed
- Stainless steel surfaces, wiped down & polished
- T-bar ceilings, wipe grid clean
- Vinyl Tile floor, Strip, Wash & Wax
- Walls, dust/vacuum

Window Services

- Skylight & frames, interior wash
- Skylight & frames, exterior wash
- Window & frame dust, vacuum & wash, inside
- Window & frame wash, outside
- Window blinds, dust

Woodwork & Trim Services

- Casework, wiped & polished
- Millwork, polish/furniture oil

Other Services

- _____
- _____
- _____