

Board Office Use: Legislative File Info.	
File ID Number	13-2254
Committee	Facilities
Introduction Date	10-9-2013
Enactment Number	13-2095
Enactment Date	10/9/13 <i>RL</i>



OAKLAND UNIFIED SCHOOL DISTRICT

Memo

To Board of Education

From Dr. Gary Yee, Acting Superintendent and Secretary of the Board of Education
 By: Vernon Hal, Deputy Superintendent, Business Operations *VH*
 Timothy White, Associate Superintendent, Facilities Planning and Management

Board Meeting Date October 9, 2013

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.

Legistar #	Name	Amount	Funding Source	P.O.	Project	Date	City
13-2231	AEKO Consulting	\$3,269.68	Measure B	P.O.	Facilities Department	5-6-2013	Oakland, CA
13-2233	American Time & Signal	\$325.71	County School Facilities Fund	P.O.	Washington Modernization	1-28-2013	Dassel, MN
13-2234	Anderson Carpet	\$11,494.00	County School Facilities Fund	P.O.	Claremont Landscaping	8-21-2013	Oakland
13-2235	B.P. Woods	\$9,260.12	General Fund	P.O.	Tilden RAD Relocation	6-7-2013	Dublin, CA
13-2242	B.P. Woods	\$726.25	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	5-6-2013	San Jose, CA
13-2241	CDW Government	\$2,938.42	Measure B	P.O.	Lowell MS Modernization	4-30-2013	Chicago, IL
13-2243	Chussy International	\$5,850.00	General Fund	P.O.	Facilities Department	6-18-2013	Oakland, CA
13-2248	Collaborative for High Performance School	\$2,000.00	Measure B	P.O.	Highland New Classroom Building	7-11-2013	Sacramento, CA
13-2246	Comack Plumbing	\$4,195.81	Measure B	P.O.	Lowell Modernization	2-14-2013	Oakland, CA
13-2249	Cor-O-Van	\$1,900.007	Special Reserve Fund	P.O.	Lakeview School Closure	2-12-2013	Pleasanton
13-2250	Cor-O-Van	\$2,815.75	Measure B	P.O.	Arroyo Viejo	2-12-2013	Pleasanton, CA
13-2251	Creation Engine, Inc.	\$59.00	Measure A	P.O.	Facilities Department	3-8-2013	Mt. View, CA
13-2252	Creation Engine, Inc.	\$598.00	Measure A	P.O.	Facilities Department	2-6-2013	Mt. View, CA
13-2253	Crown Worldwide Moving	\$900.00	County School Facilities Fund	P.O.	Ralph Bunche HS	5-8-2013	San Leandro, CA
13-2254	Digital Design Communications	\$5,205.39	Measure B	P.O.	Lowell Modernization	2-14-2013	Oakland, CA
13-2255	E3 Systems	\$1,998.00	County School Facilities Fund	P.O.	District-wide Retro Commissioning	1-3-2013	Oakland, CA
✓ 13-2256	East Bay Blue Print & Supply Co.	\$19,500.00	Measure B	P.O.	Facilities Department	1-14-2013	Oakland, CA
13-2257	EBMUD	\$5,571.00	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	8-21-2013	Oakland, CA
13-2258	Enviroplex, Inc.	\$9,460.00	County School Facilities Fund	P.O.	Burckhalter ES Portable Installation	7-11-2013	Stockton, CA



13-2260	First Alarm	\$24,401.00	Measure A	P.O.	Metwest Educational Center Phase 2	1-28-2013	San Jose, CA
13-2261	Gary Doupnik	\$7,056.00	County School Facilities Fund	P.O.	Washington Sankofa Portable Installation	3-6-2013	Loomis, CA
13-2262	Gary Doupnik Manufacturing	\$27,600.00	County School Facilities Fund	P.O.	Madison Portable Installation	3-8-2013	Loomis, CA
13-2263	JUV, Inc.	\$1,478.00	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	8-21-2013	Oakland, CA
13-2264	Lee Signs	\$10,000.00	County School Facilities Fund	P.O.	Metwest Educational Center Phase 2	3-1-2013	Oakland, CA
13-2265	MACO Security Products	\$203.39	Special Reserve Fund	P.O.	La Escuelita Educational Center Phase 1 Increment 3	3-11-2013	Oakland, CA
13-2266	Mobile Modular Portable Storage	\$248.10	County School Facilities Fund	P.O.	Washington Modernization	4-30-2013	Livermore, CA
13-2267	North American Fence & Railing, Inc.	\$4,205.00	Measure B	P.O.	Lowell MS Modernization	3-6-2013	Oakland, CA
13-2268	North American Fence & Railing, Inc.	\$1,920.00	Measure A	P.O.	Arroyo Viejo CDC Renovation of Building	2-5-2013	Oakland, CA
13-2269	Pacific Light and Shade	\$2,470.00	County School Facilities Fund	P.O.	Grass Valley ES Portable Installation	2-14-2013	Oakland, CA
13-2270	Payless Repair Services	\$4,425.00	Measure A	P.O.	Facilities Department	6-18-2013	Oakland, CA
13-2271	Peterson Power Systems	\$876.81	County School Facilities Fund	P.O.	La Escuelita Educational Complex	9-12-2013	San Leandro
13-2272	PG&E	\$1,000.00	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	2-22-2013	Oakland, CA
13-2274	Rays Electric	\$2,026.80	Measure A	P.O.	Piedmont Portable Installation	1-14-2013	Oakland, CA
13-2275	RMT Landscaping	\$25,000.00	County School Facilities Fund	P.O.	Havenscourt New Cafeteria & Classroom Building	8-7-2013	Oakland, CA
13-2277	School Services of California Inc.	\$525.00	Measure A	P.O.	Facilities Department	2-26-2013	Sacramento, Ca
13-2278	Summerhill Electric	\$3,117.00	County School Facilities Fund	P.O.	Havenscourt New Cafeteria & Classroom Building	1-17-2013	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



OAKLAND UNIFIED
SCHOOL DISTRICT

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 Orders for the OUSD school sites.

OAKLAND UNIFIED SCHOOL DISTRICT
Department of Facilities Planning & Management

RECEIVED
1/7/13

V001648

AGREEMENT REQUEST FORM

DATE SUBMITTED: 12/18/12

SUBMITTED BY: Mikey Barairo

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

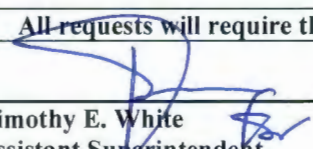
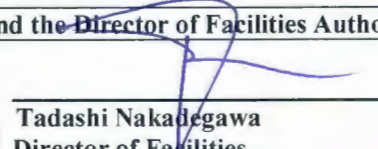
1.) A&E (Architects and Engineers) Contract	<input type="checkbox"/>	5.) "Small"(under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record) Contract	<input type="checkbox"/>	6.) Resolution Awarding Bid & Construction Contract	<input type="checkbox"/>
3.) Agreement 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: 2013-2013
P.O. Under \$50K: _____
Date Processed: 1-14-2013
To: MB 1/14 To DR: _____

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

Local Business	Small Local Business	Small Local Resident Business	Total Percentage
	%100		%100

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

 Timothy E. White Assistant Superintendent	<u>1/3/13</u> Date	 Tadashi Nakadegawa Director of Facilities	<u>12/18/12</u> Date
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SECTION III. AGREEMENT INFORMATION:

Project Name:	Facilities Document Control	Project No:	N/A <u>9189901832-</u>
Vendor Name:	East Bay Blue Print & Supply Co.	Vendor Contact:	Rick Ananos <u>6262</u>
Vendor Phone Number:	(510)261-2990	Vendor Mailing Address:	1745 Fourteenth Ave. Oakland, Ca 94606
Agreement Start & Stop Dates:	Start: 12/18/12 Stop: 12/18/13	Amounts:	Current Contract Amount: Not to Exceed Amount: \$19,500 Revised Contract Amount: \$19,500
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"/>

Certificate of Insurance Attached Yes No Date provided: _____

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

RECEIVED

- 1) Number of Bids Received 13-2254 (Attach Bid Documents) 1-14-2013
 2) Date(s) of Bid Advertisement 13-2095 6) Performance Bonds Attached .
 3) Date of Bid Opening 10/9/13 7) Payment Bonds Attached _____
 4) Name of Architect _____ 8) Number of Phases _____
 5) Liquidated damages per day 0.2 (Sections 6 & 7 to be completed by Contract Administration department)

Scope of Work: Reprographics & Digitizing Services for Document Control
DIGITIZING PLANS IN THE PLAN ROOM FROM VARIOUS SITES.

David Kakishiba
President, Board of Education

OAKLAND, CA 94601
955 HIGH STREET

2013 JAN 10 AM 9 16
ACCOUNTING DEPARTMENT
& MANAGEMENT
FACILITIES PLANNING

Gary Yeung, Ed.D.
Secretary, Board of Education

Funding Source _____

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: The District certifies to the best of its knowledge and belief, that it and its officials: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List. <https://www.sam.gov/portal/public/SAM>



EXHIBIT A

EAST BAY BLUE PRINT & SUPPLY CO.

1745 FOURTEENTH AVENUE, OAKLAND, CALIFORNIA 94606

January 23, 2012

Mikey Barairo
Oakland Unified School District
955 High Street
Oakland, CA 94

Hi Mikey,

Per our meeting on Thursday and your request for a quote to scan your drawings of the plans of the current school buildings of the Oakland Unified School District

Scan plans to PDF or TIFF (your choice)	\$0.60 per image
Index file name with drawing number	\$0.10 with a not to exceed\$.015 per image price
Burn completed files to CD	\$10.00 per CD

Services included in above pricing are, scanning of all plans to digital file (PDF) loading all scanned images on to a CD . All drawing will be scanned at a minim of 200 DPI this should give you a good quality readable image and give you the smallest file size available making working with the file fast and easy. Note all files will be checked for file quality in the unlikely event a drawing scanned at 200 DPI is not readable (acceptable) it will be rescanned at a higher resolution at no additional cost. We will also include all scanning preparation, unstapleing, restapleing, unfolding, all rebinding, (note when we rebind a scanned building we will bind it with a colored bind strip that will easily allow you to tell that group of drawings has been scanned. All repairs to tattered edges in order to get the best possible scanned image will also be included in the above price. All drawing will be scanned in B&W then placed as individual files then placed in a folder with the OUSD project number or project name as the folder name. Note each drawing will be scanned as an individual PDF file then indexed with the drawing number that is on it then placed in the folder in the same order that it is in the original set.

We will also include all pickup and delivery of the all the plans in our price. Should we be the vendor awarded the project I would like to schedule pickups on a weekly bases where as when you have a group of buildings ready to scan we will pick them up and scan them. When we have a group completed we will call you and schedule the return of the completed drawings and pick up a new group to scan.



EAST BAY BLUE PRINT & SUPPLY CO.

1745 FOURTEENTH AVENUE, OAKLAND, CALIFORNIA 94606

Billing: I would like to bill for the completed work at the time we send you a completed CD. This way the billing will be spread out over the project. I will be easier for us to keep track of what's been completed and billed and OUSD won't get a large bill for this project all at once.

Please note that if any District personal should need access to drawings that we have for scanning all we need is a phone call and we can get them the drawings or the scans back within an hour or two.

Please get back with me with your questions, or any comments you have.

East Bay Blue Print would very much like to work on this scanning project for the district; we are well qualified to handle this project.

I would also mention that we are a certified Small, Local, Women, and Owned Small Business. We are certified by Oakland Unified School District, City Of Oakland and Alameda County to name but a few agencies that we are certified by.

Thanks Large

Rick Añaños

Rick Añaños

Sales Manager

East Bay Blue Print & Supply Co.