

Board Office Use: Legislative File Info.	
File ID Number	14-2491
Introduction Date	1-28-15
Enactment Number	15-043
Enactment Date	1/28/15



OAKLAND UNIFIED
SCHOOL DISTRICT
Community Schools, Thriving Students

Memo

To Board of Education

From Antwan Wilson, Superintendent

Board Meeting Date
(To be completed by Procurement) 1/28/15

Subject Professional Services Contract - Techbridge
- 922/After School Programs/CSSS (site/department)

Action Requested Ratification of professional services contract between Oakland Unified School District and Techbridge. Services to be primarily provided to 922/After School Programs/CSSS for the period of 10/01/2014 through 12/31/2014.

Background
A one paragraph explanation of why the consultant's services are needed.

The OUSD After School Programs Office will utilize the services of Techbridge in order to strengthen the instructional quality of OUSD expanded learning programs occurring during after school, intercession, weekend, and summer programming. Techbridge will develop science curriculum that can be implemented for elementary, middle, and high school programs for rising 9th graders. In addition to curriculum development, Techbridge will provide professional development and materials management support for program sites implementing the science expanded learning curriculum. Techbridge will provide coaching support to ensure that programs successfully implement the science curriculum, and to support the capacity-building of program staff to provide high quality instruction in expanded learning hours. The Techbridge curriculum builds students' college and career readiness skills, and supports the Next Generation Science Standards. Techbridge will help improve the facilitation skills of program staff, and help programs integrate science curriculum that build students' science inquiry skills, and interest in STEM learning and careers. Techbridge staff have expertise in youth development and expanded learning programming, and have worked in partnership with the OUSD After School Programs Office for the past five years.

Discussion
One paragraph summary of the scope of work.

Ratification by the Board of Education of a Professional Services Contract between the District and Techbridge, Oakland, CA, for the latter to work closely with the OUSD After School Programs Office to select science curriculum appropriate for expanded learning program implementation and develop training modules for program staff; Techbridge will provide expanded learning science curriculum units and professional development, which will include engineering and career exploration units; consultant will facilitate 12 hours of professional development for expanded learning staff to support their implementation of the science curriculum and align the science training with the youth development quality standards that guide the work of OUSD expanded learning programs for the period of October 1, 2014 through December 31, 2014, in an amount not to exceed \$29,918.00.

Recommendation Ratification of professional services contract between Oakland Unified School District and Techbridge. Services to be primarily provided to 922/After School Programs/CSSS for the period of 10/01/2014 through 12/31/2014.

Fiscal Impact Funding resource name (please spell out) 4124/21st CCLC Grant
not to exceed \$ 29,918.00

- Attachments**
- Professional Services Contract including scope of work
 - Fingerprint/Background Check Certification
 - Insurance Certification
 - TB screening documentation
 - Statement of qualifications

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Enactment Date	1/28/15 OA



PROFESSIONAL SERVICES CONTRACT 2014-2015

This Agreement is entered into between Techbridge (CONTRACTOR) and Oakland Unified School District (OUSD). OUSD is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The parties agree as follows:

- Services:** CONTRACTOR shall provide the ("Services" or "Work") as described in **Exhibit "A,"** attached hereto and incorporated herein by reference.
- Terms:** CONTRACTOR shall commence work on 10/01/2014, or the day immediately following approval by the Superintendent if the aggregate amount CONTRACTOR has contracted with the District is below \$84,100 in the current fiscal year; or, approval by the Board of Education if the total contract(s) exceed \$84,100, whichever is later. The work shall be completed no later than 12/31/2014.
- Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed Twenty Nine, Nine Hundred Eighteen Dollars (\$ 29,918.00) [per fiscal year], at an hourly billing rate not to exceed _____ per hour. This sum shall be for full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to, labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.

If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to OUSD.

OUSD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for OUSD, except as follows: N/A.

Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the portion of the Work for which payment is to be made.

The granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by the District and in that case must be replaced by CONTRACTOR without delay.

- Equipment and Materials:** CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this Agreement *except:* N/A, which shall not exceed a total cost of _____.

5. CONTRACTOR Qualifications / Performance of Services:

CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and/or regulations, as they may apply.

Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of OUSD. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

- Invoicing:** Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by OUSD shall be subject to audit by OUSD. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.
- Notices:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

OUSD Representative:

Name: Julia Ma
Site /Dept.: 922/After School Programs/CSSS
Address: 746 Grand Avenue
Oakland, CA 94601
Phone: 510-273-1541
Email: julia.ma@ousd.k12.ca.us

CONTRACTOR:

Name: Linda Kekelis
Title: CEO
Address: 7700 Edgewater Drive, Suite 519
Oakland CA 94610
Phone: 510-777-9170
Email: lkekelis@techbridgegirls.org

Notice shall be effective when received if personally served or, if mailed, three days after mailing. Either party must give written notice of a change of address.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.

9. **Insurance:**

1. Unless specifically waived by OUSD, the following insurance is required:

- i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required from OUSD's Risk Management.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.

10. **Licenses and Permits:** CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.

12. **Non-Discrimination:** It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation.

13. **Drug-Free / Smoke Free Policy:** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement.
15. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD.
16. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
17. **Termination:** OUSD may at any time terminate this Agreement upon 30 days prior written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
18. **Conduct of CONTRACTOR:** By signing this Agreement, CONTRACTOR certifies compliance with the following requirements and will provide OUSD with evidence of staff qualifications, which include:
 1. **Tuberculosis Screening:** CONTRACTOR is required to screen employees who will be working at OUSD sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB testing on file and TB results are monitored.
 2. **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by OUSD, or acting as independent contractors of CONTRACTOR, who may have contact with OUSD pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. Contractor further certifies that it has received and reviewed fingerprint results for each of its Employees and Contractor has requested and reviews subsequent arrest records for all Employees who may come into contract with OUSD pupils in providing services to the District under this Agreement.

In the event that OUSD, in its sole discretion, at any time during the term of this contract, desires the removal of any CONTRACTOR related persons, employee, representative or agent from an OUSD school site and, or property, CONTRACTOR shall immediately, upon receiving notice from OUSD of such desire, cause the removal of such person or persons.
19. **No Rights in Third Parties:** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
20. **OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors.** OUSD may evaluate CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
 1. Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 2. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
21. **Limitation of OUSD Liability:** Other than as provided in this Agreement, OUSD's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall OUSD be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the services performed in connection with this Agreement.
22. **Confidentiality:** CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted

Professional Services Contract

access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.

- 23. Conflict of Interest: CONTRACTOR shall abide by and be subject to all applicable, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of OUSD to perform any service by this Agreement without the prior approval of OUSD Human Resources.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to OUSD's attention in writing.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 et seq. and section 87100 et seq. of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD in writing.

- 24. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: CONTRACTOR certifies to the best of his/her/its knowledge and belief, that it and its principals 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/).
- 25. Litigation: This Agreement shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court shall have jurisdiction over any state court litigation initiated to enforce or interpret this Agreement.
- 26. Incorporation of Recitals and Exhibits: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
- 27. Integration/Entire Agreement of Parties: This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 28. Counterparts: This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
- 29. Signature Authority: Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
- 30. Contract Contingent on Governing Board Approval: OUSD shall not be bound by the terms of this Agreement until it has been formally approved by OUSD's Governing Board, and no payment shall be owed or made to CONTRACTOR absent formal approval. This Agreement shall be deemed to be approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.
- 31. W-9 Form: If CONTRACTOR is doing business with OUSD for the first time, complete and return with the signed Contract the W-9 form.

OAKLAND UNIFIED SCHOOL DISTRICT

CONTRACTOR

[Signature] 12-19-14
 President, Board of Education
 Superintendent or Designee
[Signature]
Secretary, Board of Education

[Signature] 12-16-14
Contractor Signature

Linda Kekelis CEO
Print Name, Title

Form approved by OUSD General Counsel for 2014-15 FY

File ID Number: 14-2491
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By: O-A

EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED WITHOUT ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

1. **Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what *this* Contractor will do.

Techbridge will provide the following services:

- Curriculum development for 19 days of expanded learning Science programming
- Planning and implementation of 12 hours of science training for program staff, and one half day training for site coordinators for program staff of up to 25 program sites)
- Training materials and curriculum supplies
- Monthly planning meetings with OUSD After School Programs Office staff

Expanded Learning Science 2014 Oakland Unified School District

Scope of Work – Techbridge

Techbridge will design curricula for the OUSD Expanded Learning Science Project. There will be a distinct upper elementary level (3-5) curriculum as well as a middle school level curriculum (6-8). Curricula will include 19 days of programming for each cohort.

Techbridge will work with OUSD afterschool liaison to schedule trainings for after school staff.

Techbridge will design the training protocol for upper elementary staff cohort and middle school staff cohort.

Techbridge staff will create a materials list for the elementary and MS curricula. Techbridge will order and distribute the non-consumable materials associated with the curriculum to the amount of \$6,000.

Techbridge staff will lead trainings for expanded learning staff, site coordinators and project coaches.

Techbridge will conduct site visits at participating OUSD Expanded Learning sites.

2. **Specific Outcomes:** What are the expected outcomes from the services of this Contract? Be specific. For example, as a result of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many more Oakland children are attending school 95% or more? 3) How many more students have meaningful internships and/or paying jobs? 4) How many more Oakland children have access to, and use, the health services they need? Provide details of program participation (Students will...) and measurable outcomes (Participants will be able to...). NOT THE GOALS OF THE SITE OR DEPARTMENT.

As a result of this middle school Techbridge expanded learning science professional development and curriculum development, at least 25 OUSD expanded learning programs will have stronger program design and instructional quality that supports college & career readiness of participating students. This project will impact at least 1500 students participating in OUSD expanded learning programs. As a result of improved quality of instruction in OUSD expanded learning programs, participating students will have increased engagement in the school community (including improved school day attendance), improved relationships with peers and caring adults, and increased opportunities to practice science inquiry skills that will be an important foundation for success in science and math classes and future work internship opportunities in STEM-related careers. This project complements the work of the OUSD Science Department with the Next Generation Science Standards.

3. **Alignment with District Strategic Plan:** Indicate the goals and visions supported by the services of this contract:
(Check all that apply.)

- | | |
|---|---|
| <input type="checkbox"/> Ensure a high quality instructional core | <input checked="" type="checkbox"/> Prepare students for success in college and careers |
| <input type="checkbox"/> Develop social, emotional and physical health | <input checked="" type="checkbox"/> Safe, healthy and supportive schools |
| <input checked="" type="checkbox"/> Create equitable opportunities for learning | <input type="checkbox"/> Accountable for quality |
| <input type="checkbox"/> High quality and effective instruction | <input type="checkbox"/> Full service community district |

4. **Alignment with Community School Strategic Site Plan – CSSSP (required if using State or Federal Funds):**

Please select:

- Action Item included in Board Approved CSSSP** (no additional documentation required) – Item Number: _____
- Action Item added as modification to Board Approved CSSSP** – Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off.
1. Relevant page of CSSSP with action item highlighted. Page must include header with the word "Modified", modification date, school site name, both principal and school site council chair initials and date.
 2. Meeting announcement for meeting in which the CSSSP modification was approved.
 3. Minutes for meeting in which the CSSSP modification was approved indicating approval of the modification.
 4. Sign-in sheet for meeting in which the CSSSP modification was approved.

Techbridge: OUSD Expanded Learning Science Budget 2014

EXPENSES

PERSONNEL COSTS

STEM Program Planning 5,250

STEM Training Implementation

For Line Staff 5,400

STEM Planning Meetings and Site Visits 1,125

Curriculum Development 2,250

TRAINING MATERIAL EXPENSES

Program/Activity Supplies 900

Printing (handouts, etc.) 600

SITE COORDINATOR MEETING

STEM Meeting Implementation 225

STEM meeting Planning 450

SITE COACH MEETINGS

Elementary 750

Middle School 750

MEETING EXPENSES

Room Rental 225

Food 1,830

MATERIALS MANAGEMENT

Purchase of non-consumable materials 6,000

Ordering and Distribution 1,200

BUSINESS EXPENSES

Indirect/Common Costs 2,963

TOTAL 29,918

TECHBRIDGE – STATEMENT OF QUALIFICATION

The mission of Techbridge, an award-winning nonprofit with a proven, data-driven model, is to empower girls to realize their dreams through science, technology, and engineering. Our innovative after-school and summer programs inspire 5th through 12th grade girls from underserved communities to change the world, providing girls with hands-on projects and career exploration through our curriculum, role models, and field trips. Techbridge girls build confidence, problem-solving skills, perseverance, and public speaking abilities. Building on 14 years of experience, Techbridge after-school programs have served over 5,000 girls across six school districts.

Techbridge's holistic approach gives girls a strong support network that includes their peers, teachers, families, and role models. Through its professional development efforts, Techbridge has reached over 15,000 adults through trainings and resources for role models, educators and families, and plans to reach thousands more in the Bay Area and nationwide. By drawing upon best practices for informal STEM learning, Techbridge helps build the capacity of organizations to lead STEM activities effectively with youth. Techbridge partners with school districts in San Francisco, San Jose, and Oakland and has a national reach through partnerships with Girl Scouts, YMCA, and other youth-serving non-profit organizations.

Techbridge has expert knowledge in STEM facilitation skills and designing professional development experiences to engage afterschool staff. Techbridge has partnered with school districts in California and after school agencies to develop the capacity of after-school staff to lead hands-on science and engineering activities with elementary and middle school youth. Techbridge provides after-school staff with hands-on curriculum and professional development around best practices to engage youth in science and engineering. Techbridge has extensive experience developing resources for afterschool staff and experience coaching staff in summer STEM programming.

SUMMER SCIENCE OBJECTIVES

- Techbridge will work with OUSD to create resources and professional development opportunities for afterschool staff to engage youth in STEM.
- After school summer staff will increase their knowledge and use of STEM facilitation skills and curriculum to engage youth.
- Youth in the OUSD Summer Science program will develop knowledge and skills around science and engineering.
- Youth in the OUSD summer Science program will develop knowledge and interest in STEM careers and concepts.

Who We Are

- Our mission is to empower girls to realize their dreams through science, technology and engineering
- Techbridge has directly served over **4,000 girls**; provided programs to **15,000 Girl Scouts**; and impacted over **10,000 educators, role models, families and partners** through trainings and resources

Who We Serve

Girls in the Community

- San Francisco Bay Area: 15 after-school programs serve over 400 girls in 3 school districts
 - 86% of girls are minorities
 - Under-resourced communities
- Seattle Area: Launching 8 programs in 2014

School Districts

- Train after-school and summer leaders to teach science in the San Francisco Bay Area

Teachers

- Trainings and resources

Role Models and Corporate Partners

- Trainings for role models
- Resource Guide and Toolkit

Families

- Family Science Guide
- Family events and workshops

Girl Scouts

- Programs-in-a-box and trainings

Program Impacts

2012-2013 Evaluation Results:

- 95% of participants knew more about how devices like simple machines work
- 93% felt more confident trying new things
- 91% learned that teamwork improves problem solving
- 89% planned to study harder now so they can go to college
- 96% knew more about different kinds of jobs
- 95% believed engineering is a good career for women
- 85% were more interested in working in science, technology or engineering due to role model visits and field trips

Longitudinal Study Results:

- 82% of respondents more interested in careers in technology, science or engineering because of Techbridge
- 86% had more self-confidence
- 87% had more career options

The Need

- Alarming shortage of females in the technology, science and engineering fields
 - Only 11% of engineers are female
 - Female share of bachelor's degrees in computer science dropped from 37% in 1985 to 18% in 2011
- Studies show middle school is critical time when girls lose interest in math and science

Sponsors and Partners

- **Sponsors** include the Stephen Bechtel Fund, Gordon and Betty Moore Foundation, Noyce Foundation, Chevron, Amgen Foundation, Intel, Genentech, Oracle, Motorola Solutions Foundation, Google, Autodesk, Paul Scammell Foundation and the National Science Foundation.
- **Program Partners** include Pixar Animation Studios, Google, Intel, IDEO, Chevron, eBay, Salesforce, Cisco, Yahoo!, Clorox, Salesforce, Pandora, Microsoft, Swinerton, LeapFrog, Exploratorium, Chabot Space & Science Center, Intuitive Surgical, Amyris Technologies, The Tech Museum, UC Berkeley, Stanford University, UCSF, Society of Women Engineers and the National Girls' Collaborative Project.

SAM Search Results
List of records matching your search for :

Search Term : Techbridge*
Record Status: Active

ENTITY TECHBRIDGE	Status:Active
DUNS: 029057310 +4:	CAGE Code: 6FVS0 DoDAAC:
Expiration Date: May 23, 2015	Has Active Exclusion?: No Delinquent Federal Debt?: No
Address: 7700 EDGEWATER DR STE 519	
City: OAKLAND	State/Province: CALIFORNIA
ZIP Code: 94621-3021	Country: UNITED STATES



CERTIFICATE OF LIABILITY INSURANCE

OP ID: EG

DATE (MM/DD/YYYY)

07/09/14

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BPIA Business Professional Insurance Associates 1519 South B Street San Mateo, CA 94402 Virginia Fontana	650-341-4484 650-341-4465	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: TECHB-1
INSURED Techbridge Girls 7700 Edgewater Dr., Suite 519 Oakland, CA 94621	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Sentinel Insurance Co.	NAIC # 11000
	INSURER B: Alliance of Nonprofits for Ins	10023
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL (INSR) WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-TECT <input type="checkbox"/> LOC	X	2014-30420-NPO	07/01/14	07/01/15	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		2014-30420-NPO	07/01/14	07/01/15	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000		2014-30420-UMB	07/01/14	07/01/15	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N N/A		51 WEC DX2101	07/01/14	07/01/15	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Social Service Professional Liab		2014-30420-NPO	07/01/14	07/01/15	Per Occur 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Oakland Unified School District is named as additional insured in regards to the insured's business operations. Additional insured applies to the General Liability policy only.

CERTIFICATE HOLDER**CANCELLATION**

Oakland Unified School District Attn: Risk Management 900 High Street Oakland, CA 94601	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Virginia J Fontana</i>
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PROFESSIONAL SERVICES CONTRACT ROUTING FORM 2014-2015

Basic Directions

Additional directions and related documents are in the School Operations Library (<http://intranet.ousd.k12.ca.us>)

Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.

- Contractor and OUSD contract originator (principal or manager) reach agreement about scope of work and compensation.
- Ensure contractor meets the consultant requirements (including The Excluded Party List, Insurance and HRSS Consultant Verification)
- Contractor and OUSD contract originator complete the contract packet together and attach required attachments.
- Within 2 weeks of creating the requisition the OUSD contract originator submits **complete** contract packet for approval to Procurement.

Attachment Checklist	<input type="checkbox"/> For individual consultants: HRSS Pre-Consultant Screening Letter for the current fiscal year.
	<input type="checkbox"/> For individual consultants: Proof of negative tuberculosis status within past 4 years.
	<input checked="" type="checkbox"/> For All Consultants: Results page of the Excluded Party List (https://www.sam.gov/)
	<input checked="" type="checkbox"/> For All Consultants: Statement of qualifications (organization); or resume (individual consultant).
	<input checked="" type="checkbox"/> For All Consultants: Proof of Commercial General Liability insurance naming OUSD as an Additional Insured.
	<input checked="" type="checkbox"/> For All Consultants with employees: Proof of Workers' Compensation Insurance. (Ref. to Section 10 of the Contract)

OUSD Staff Contact Emails about this contract should be sent to: (required) Renee.McMearn@ousd.k12.ca.us

Contractor Information

Contractor Name	Techbridge	Agency's Contact	Linda Kekelis				
OUSD Vendor ID #	V060324	Title	CEO				
Street Address	7700 Edgewater Drive, Suite 519	City	Oakland	State	CA	Zip	94610
Telephone	510-777-9170	Email (required)	lkekelis@techbridgegirls.org				
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

Compensation and Terms – Must be within the OUSD Billing Guidelines

Anticipated start date	10/01/2014	Date work will end	12/31/2014	Other Expenses	
Pay Rate Per Hour (required)		Number of Hours (required)			

Budget Information

If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.

Resource #	Resource Name	Org Key	Object Code	Amount
4124	21st CCLC	9221862402	5825	\$ 10,140.41
4124	21st CCLC	9221872402	5825	\$ 19,777.59
			5825	
Requisition No. (required)	R0152678		Total Contract Amount	\$ 29,918.00

Approval and Routing (in order of approval steps)

Services cannot be provided before the contract is fully approved and a Purchase Order is issued. Signing this document affirms that to your knowledge services were not provided before a PO was issued.

OUSD Administrator verifies that this vendor does not appear on the Excluded Parties List (<https://www.sam.gov/>)

1.	Administrator / Manager (Originator)	Name	Julia Ma	Phone	510-273-1541
	Site / Department	922/After School Programs/CSSS		Fax	510-273-1551
	Signature	<i>Julia Ma</i>		Date Approved	12/15/14
2.	Resource Manager , if using funds managed by: <input type="checkbox"/> State and Federal <input type="checkbox"/> Quality, Community, School Development <input checked="" type="checkbox"/> Community Schools and Student Services	<input type="checkbox"/> Scope of work indicates compliant use of restricted resource and is in alignment with school site plan (SPSA)			
	Signature	<i>Renee McMearn</i>		Date Approved	12/15/14
	Signature (if using multiple restricted resources)				
3.	Regional Executive Officer	<input type="checkbox"/> Services described in the scope of work align with needs of department or school site			
	<input type="checkbox"/> Consultant is qualified to provide services described in the scope of work				
	Signature	<i>Curtis Hank</i>		Date Approved	12/17/14
4.	Deputy Superintendent Instructional Leadership / Deputy Superintendent Business Operations	Consultant Aggregate Under <input type="checkbox"/> , Over <input type="checkbox"/> \$50,000			
	Signature	<i>[Signature]</i>		Date Approved	12/19/14
5.	Superintendent, Board of Education Signature on the legal contract				
Legal Required if not using standard contract	Approved	Denied - Reason	Date		
Procurement	Date Received	PO Number	P1504478		