

Board Office Use: Legislative File Info.	
File ID Number	11-3014
Committee	Facilities
Introduction Date	12-6-2011
Enactment Number	11-2523
Enactment Date	12-14-11



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 December 14, 2011

Subject Division of Facilities Planning and Management P.O. 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
11-3006	911 Restoration	\$41,725.89	GO Bond-Measure A	P.O.	Claremont Landscaping	6-28-2011 thru 8-27-2011	Richmond
11-3007	ABC School Equipment	\$355.00	GO Bond-Measure B	P.O.	Jefferson New Building	9-16-2011	Corona
11-3008	Alarcon Bohm	\$7,949.13	Special Reserve Fund	P.O.	Claremont HVAC Replacement	9-27-2011	Oakland
11-3009	Alcal Specialty Contracting, Inc.	\$1,925.00	GO Bond-Measure B	P.O.	Madison Modernization (HVAC)	9-15-2011 thru 12-31-2011	Fremont
11-3010	AON	\$3,500.00	Special Reserve Fund	P.O.	La Escuelita Educational Complex	9-26-2011 thru 10-26-2011	Concord
11-3011	BT Mancini	\$881.00	Go Bond-Measure B	P.O.	Oakland HS Mod	12-1-2011 thru 3-30-2011	Milpitas
11-3012	Campus Security Solutions	\$4,921.08	GO Bond-Measure B	P.O.	Prescott ES Mod	10-21-2011 thru 12-31-2011	Campbell
11-3013	Chussy International	\$370.00	GO Bond-Measure A	P.O.	Division of Facilities, Planning and Management	9-21-2011 thru 9-21-2011	Oakland
11-3014	Energy Systems	\$1,950.00	Country School Facilities	P.O.	Downtown Educational Complex Relocation	9-30-2011 thru 9-30-2012	Stockton
11-3015	Graybar	\$2,958.66	GO Bond-Measure B	P.O.	Frick Wellness Center	9-26-2011 thru 9-30-2011	Dublin
11-3016	Janakes Electric Inc.	\$5,200.00	Special Reserve Fund	P.O.	Claremont HVAC Replacement	8-25-2011 thru 9-1-2011	Redwood City
11-3017	Kam Yan and	\$4,500.00	County School	P.O.	Carter	9-1-2011	Oakland



**OAKLAND UNIFIED
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	Associates		Facilities Fund		Baseball Scoreboard	thru 6-30- 2012	
11-3018	KW Engineering	\$32,720.00	GO Bond-Measure B	P.O.	Division of Facilities, Planning and Management	12-1-2011 thru 3-30- 2012	Oakland
11-3019	Noodle, Inc.	\$1,819.00	GO Bond-Measure B	P.O.	Oakland HS Health	8-12-2010 thru 8-31- 2011	Oakland
11-3020	North American Fence & Supply, Inc.	\$9,461.00	GO Bond-Measure B	P.O.	Havenscourt Interim Dining	8-30-2011 thru 12-31- 2011	Oakland
11-3021	Polk Communications	\$2,775.00	GO Bond-Measure A	P.O.	Claremont MS Landscaping	8-21-2011 thru 11-30- 2011	Oakland
11-3022	ServeSmart	\$3,275.00	GO Bond-Measure B	P.O.	Oakland HS Mod	10-1-2011 thru 10-31- 2011	El Cajon
11-3024	Sterling Environmental Corp.	\$21,160.00	Special Reserve Fund	P.O.	Claremont HVAC Replacement	7-15-2011 thru 7-22- 2011	Oakland
11-3026	Tot Turf	\$32,000.00	Special Reserve Fund	P.O.	Meirose Play Structure Repair	9-15-2011 thru 12-31- 2011	Oakland
11-3027	Tri-Net & McNamara Services Co.	\$8,412.31	GO Bond-Measure B	P.O.	Elmhurst MS Modernization- Auditorium	9-29-2011 thru 12-31- 2011	Los Gatos
11-3028	Tri-Net & McNamara Services Co.	\$3,504.92	GO Bond-Measure B	P.O.	Madison MS Health Center	9-19-2011 thru 12-31- 2011	Los Gatos

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 to OUSD school sites.



OAKLAND UNIFIED
SCHOOL DISTRICT

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

DATE SUBMITTED: 9/13/2011
SUBMITTED BY: Saya Nhim

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"/>

Vendor Number: _____
Fiscal Year: 2011-2012
P.O. Under \$50K: _____
Date Processed: 9-19-2011
To: MB 9/13/11 **To: DR:** 9/19/11
9/13/11

Timothy E. White _____ Date _____
 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:	Downtown Educational Complex Relocation	Project No:	07034
Vendor Name:	Energy Systems	Vendor Contact:	Steve Wise
Vendor Phone Number:	(209) 870-1900	Vendor Mailing Address:	7100 S. Longe Street, Ste 300 Stockton, CA 95206
Agreement Start and Stop Dates:	Start: 9/30/2011 Stop: 9/30/2012	Amounts:	Current Contract Amount: \$0.00 Not to Exceed Amount: \$1,950.00 Revised Contract Amount: \$1,950.00
Has Work Started?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes give an explanation:	Has Work Been Completed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date: _____

Certificate of Insurance Attached Yes No Date provided: _____
 Introduction Date: 12-6-2011
 Enactment No. 12-2523
 Enactment Date: 12-14-11

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) | 6) Performance Bonds Attached |
| 2) Date(s) of Bid Advertisement - | 7) Payment Bonds Attached |
| 3) Date of Bid Opening - | (Sections 6 and 7 to be completed by Contract Administration department) |
| 4) Name of Architect - | |
| 5) Liquidated damages per day - \$ | |

Scope of Work: (Needed to prepare Executive Summary) Please attach separately along with Vendor's proposal.
 To provide semi-annual service and inspection on emergency generator located at Cole Campus. Parts and fuel are included in the servicing generator.

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
 Generator provided is an emergency back up system for power in the event the back up Data Center shuts down.

Certified: [Signature]
 Funding Source: Fund 35 _____ Budget Number: 9-26-2011
 Sugar Rakestraw, Jr., Secretary 12/15/11
 Board of Education
 Revised 8/17/2004 - 1 -





EMERGENCY GENERATOR EQUIPMENT SERVICE AGREEMENT

Customer:	Oakland Unified School District	Equipment:	Generac
Address:	1011 Union Street	Model # :	1245930
City, State, Zip:	Oakland, Ca 95607	Serial #	2108261
Phone:	510-535-7070	KW:	220
Fax:	510-535-7069	Date Quoted:	9/12/11
Attn:	Saya Nhim	Site:	Union Street OAK008

Customer Signature: _____

Date: _____

This service agreement is entered between Energy Systems and the Equipment Owner (listed above). The agreement terms and conditions apply exclusively to the equipment listed above. The PM Service for this equipment will be performed one (1) time per year. The PM Inspection for this equipment will also be performed one (1) time per year. The PM Service and PM Inspection will be scheduled at six (6) month intervals unless otherwise specified. All additional work required will be performed at the service contract labor rate (\$110.00 per hour and \$1.50 per mile) and will not be performed without prior authorization from the Equipment Owner.

PM Service and PM Inspection procedures include the following:

PM Service

- Spark plugs will be visually checked and replaced as necessary (**for gas engines only**).
- Ignition timing will be verified and adjusted as necessary (**for gas engines only**).
- Engine crankcase oil and filter(s) will be replaced.
- Equipment will be visually checked for fluid leaks of fuel, oil and coolant, where applicable.
- Battery(s) will be load tested and fluid levels will be checked and "topped off" when necessary.
- Battery charging equipment will be checked for proper operation.
- Air cleaner element(s) will be replaced as required. (Part price not included)
- Fuel filter element(s) will be replaced as required.
- Perform operational check of system.
- Automatic transfer switch operation will be checked when possible. (Additional maintenance to switch is not included)
- Instrumentation will be visually checked for proper operation.
- Owner's operation personnel will be instructed on proper operation and maintenance procedures.
- Generator sets will be load tested (load to be provided by customer).
- ES will submit to Owner, a written report indicating maintenance procedures performed, as well as any additional work that, in ES opinion, should be performed to insure continued reliable performance..

Cost – Annual Service: \$1200.00 (Parts Included)

PM Inspection

- Spark plugs will be visually checked and replaced as necessary (**for gas engines only**).
- Ignition timing will be verified and adjusted as necessary (**for gas engines only**).
- Equipment will be visually checked for fluid leaks of fuel, oil and coolant, where applicable.
- Battery(s) will be load tested and fluid levels will be checked and "topped off" when necessary.
- Battery charging equipment will be checked for proper operation.
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- Generator sets will be load tested (load to be provided by customer).
- ES will submit to Owner, a written report indicating maintenance procedures performed, as well as any additional work that, in ES opinion, should be performed to insure continued reliable performance.

Inspection: \$750.00 months from service date

Terms: Net 30 Days

Terms of this agreement are for one (1) year and will be automatically renewed unless specifically cancelled in writing by either party, giving thirty (30) days notice. This agreement will become effective upon receipt of a signed copy. Please keep customer copy for your file. Energy Systems extends a limited warranty to the owner. This warranty is for thirty (30) days and includes only materials and labor used to perform the services described above. There are no other warranties expressed or implied. In no event is Energy Systems liable for delay or incidental or consequential damages. This pricing does not include taxes.

7100 S. Longe Street, Ste 300
Stockton, CA 95206

• (800) 845-8519 • (209) 870-1900 • FAX (209) 870-1952

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>	