

Board Office Use: Legislative File Info.	
File ID Number	13-0812
Committee	Facilities
Introduction Date	5-8-2013
Enactment Number	13-0793
Enactment Date	5/8/13



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

To Board of Education

From Tony Smith, Ph.D., Superintendent
Timothy White, Associate Superintendent, Facilities Planning and Management

Board Meeting Date May 8, 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
13-0796	Apple Inc.	\$1,974.009	Measure A	P.O.	Facilities	12-4-12 thru 12-4-13	Cupertino
13-0797	Chussy International	\$620.20	Measure A	P.O.	Facilities	10-10-12 thru 11-10-12	Oakland
13-0798	Chussy International	\$350.00	Measure A	P.O.	Facilities	12-7-12 thru 12-7-12	Oakland
13-0799	Comtel Systems	\$7,784.00	County School Facilities Fund	P.O.	La Escuelita Educational Center	11-7-12 thru 3-31-13	Sunnyvale
13-0804	Dell	\$3,887.02	Measure A	P.O.	Facilities	11-29-12 thru 12-28-12	Round Rock, TX
13-0805	DFS	\$17,025.00	Developer Fee	P.O.	Facilities	12-1-12 thru 1-31-13	Foster City
13-0806	Goodman Manufacturing Corp.	\$190,100.00	Special Funding	P.O.	Stonehurst 3 Multizone HVAC Units	11-4-12 thru 1-5-13	Roseville, CA
13-0807	Graninger	\$156.71	Measure A	P.O.	Facilities	10-16-12 thru 11-15-12	San Leandro
13-0808	Humanized Productions	\$15,000.00	Measure B	P.O.	Facilities	10-1-2012 thru 6-30-13	Oakland
13-0809	Integrity Painting Company	\$12,718.00	Special Funding	P.O.	Facilities	7-13-12 thru 6-30-13	Oakland
13-0810	Marketing VUE	\$1,320.84	Special Funding	P.O.	Facilities	10-31-12 thru 11-30-12	Wayland, MA
13-0811	PG&E	\$1,500.00	Measure B	P.O.	Arroyo Viejo	10-22-12 thru 12-31-13	Sacramento
13-0812	Ricoh USA, Inc.	\$4,000.00	Measure A	P.O.	Facilities	6-30-12 thru 6-30-13	Malvern, PA
13-0813	R&S Overhead Garage Door, Inc.	\$14,124.00	County School Facilities Fund	P.O.	Oakland Tech Seismic Retrofit	10-16-12 thru 12-31-13	San Leandro



OAKLAND UNIFIED
SCHOOL DISTRICT

13-0814	RMT Landscape Contractors, Inc.	\$25,080.00	Measure A	P.O.	Claremont Landscaping	10-16-12 thru 12-31-13	Oakland
13-0815	Syska Hennessy Group	\$6,880.00	Measure B	P.O.	Highland New Classroom	10-22-12 thru 12-31-13	San Francisco
13-0816	Syska Hennessy Group	\$3,755.00	Developer Fee	P.O.	La Escuelita Educational Center	11-15-12 thru 1-15-13	San Francisco

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 & Management

V 000584

AGREEMENT REQUEST FORM

DATE SUBMITTED 10-15-12 SUBMITTED BY: Tadashi Nakadegawa

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

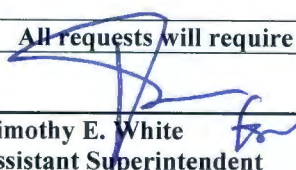
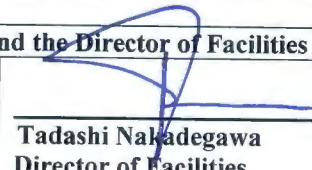
1.) A&E (Architects and Engineers) Contract	<input type="checkbox"/>	5.) "Small"(under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record) Contract	<input type="checkbox"/>	6.) Resolution Awarding Bid & Construction Contract	<input type="checkbox"/>
3.) Agreement 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: 2012-2013
P.O. Under \$50K: _____
Date Processed: 10-18-2012
To: MB 10/18/12 To DR: _____

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

Local Business	Small Local Business	Small Local Resident Business	Total Percentage

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

 Timothy E. White Assistant Superintendent	Date: <u>10/17/12</u>	 Tadashi Nakadegawa Director of Facilities	Date: <u>10/16/12</u>
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SECTION III. AGREEMENT INFORMATION:

Project Name:	Ricoh USA, Inc. Contract renewal with OUSD Facilities	Project No:	Machine ID#11365617 Machine ID#11365618 9189303815-5610
Vendor Name:	Ricoh USA, Inc.	Vendor Contact:	Antione Tweed
Vendor Phone Number:	888-456-6457 Ext. 50072 Fax 480-379-8979	Vendor Mailing Address:	Ricoh USA, Inc. 70 Valley Stream Parkway Malvern, PA 19355
Agreement Start & Stop Dates:	Start: 06-30-12 Stop: 06-30-13	Amounts:	Current Contract Amount: _____ Not to Exceed Amount: \$4,000.00 Revised Contract Amount: _____
Has Work Started?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes give an explanation: _____	Has Work Been Completed?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Certificate of Insurance Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date provided:	<u>5/9/13</u>

David Kakishiba, President, Board of Education 5/9/13

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

- LEGISLATIVE FILE**
File ID No. 13-0812
- Number of Bids Received, List of Bidders and Amounts (Bid Form) (Attach Bid Documents)
 - Date(s) of Bid Advertisement
 - Date of Bid Opening Introduction Date 5-8-2013
 - Name of Architect Amendment No. 13-0793
 - Liquidated damages per day Amendment Date: 5/8/13
 - Performance Bonds Attached
 - Payment Bonds Attached
 - Number of Phases
- (Sections 6 & 7 to be completed by Contract Administration department)

Scope of Work: (Needed to prepare Executive Summary – Maintenance Agreement renewals for both copiers – This includes labor and parts (Time and Materials), toner, unlimited service calls, developer and meter readings.

Discussion Information (Needed to prepare Executive Summary)

Funding Source _____ **Budget Number:** _____

RECEIVED

10-18-2012

Pricing Information for:

**Prepared By Antione Tweed
Contract Sales for Central Valley and Bay Area**

**FULL SERVICE MAINTENANCE AGREEMENT
Set up to be billed Quarterly**

MODEL	SERIAL	ID	SERVICE LEVEL	Quarterly BASE PRICE	Quarterly ALLOWANCE	OVERAGE RATE
IR7105	SHS00279	11365618	Silver	\$0.00	0 Usage only	.00867 Per Copy
IR7105	SHS00920	11365617		Bill based on usage		
Combined price base on group usage						

A Silver Maintenance Agreement includes:

- Unlimited Service Calls
- Parts and Labor (Time and Materials)
- Toner
- Developer
- Date: 6/30/2012 to 6.30.2013

This is not your contract.
This pricing sheet is simply provided as a convenience in preparing your purchase order for Ricoh/IKON.
Please add in taxes if applicable