

Board Office Use: Legislative File Info.	
File ID Number	12-0717
Committee	Facilities
Introduction Date	3-28-2012
Enactment Number	12-0980
Enactment Date	3-29-12 <i>82</i>



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 & Management

P1200261

AGREEMENT REQUEST FORM

DATE SUBMITTED: October 18, 2011

SUBMITTED BY: Pamila Henderson *Amendment*

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

V059713

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	Fiscal Year: <u>2011-2012</u> P.O. Under \$50K: <u>11-29-2011</u>
4.) Amendment to Agreement for Professional Services (Amendment #-) # 1	<input checked="" type="checkbox"/>	8.) Purchase Order	Date Processed: <u>11-29-2011</u> To: MB <u>1-29</u> To DR: _____

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

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

All requests will require the Assistant Superintendent's and the Director of Facilities Authorization and Signature	
<i>[Signature]</i> Timothy E. White Assistant Superintendent	Date _____ Tadashi Nakadegawa Director of Facilities

LEGISLATIVE FILE
 Date ID No. V026M/12-0717
 Construction Date 3-28-2012
 Enactment No. 12-0980
 Enactment Date 3-29-12/02

SECTION III. AGREEMENT INFORMATION:

Project Name:	Labor Compliance	Project No:	None
Vendor Name:	Elation Systems	Vendor Contact:	Rick Shi
Vendor Phone Number:	510-764-1840 510-217-6460	Vendor Mailing Address:	155 Filbert Street Oakland, CA 94607
Agreement Start & Stop Dates:	6/31/2011- 7/1/2012	Amounts:	Current Contract Amount: \$30,000.00 Not to Exceed Amount: X1,380.00 Revised Contract Amount: \$ 31, 380.00
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 <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date provided: N/A			

~~918 990 1828~~
4315

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 _____
- 3) Date of Bid Opening _____
- 4) Name of Architect _____
- 5) Liquidated damages per day _____
- 6) Performance Bonds Attached _____
- 7) Payment Bonds Attached _____
- 8) Number of Phases _____

(Sections 6 & 7 to be completed by Contract Administration department)

Scope of Work: *Develop Labor Compliance AB 1504 Site Interview Template*

Discussion Information (Needed to prepare Executive Summary)

Funding Source Jody London
 President, Board of Education

Budget Number: _____

[Signature]
 Board of Education - 1-

I'd like to see reports email from this system. Never seen anything

RECEIVED

11-17-2011

NOV 17 8:59 AM '11
 FACILITIES PLANNING DEPARTMENT

System Customization for Oakland USD

System customization

Item	Task description	On time Fees
1	Development of Oakland USD specific Site Interview Template	\$1,380

total = \$1,380

Note:

Rates are good thru 12/31/2011

Board Office Use: Legislative File Info.	
File ID Number	12-0717
Committee	Facilities
Introduction Date	3-28-2012
Enactment Number	12-0980
Enactment Date	3-29-12 <i>AS</i>



OAKLAND UNIFIED
SCHOOL DISTRICT

Learning. Growing. Inspiring students

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 Amendment No. 1, Purchase Order - Elation Systems- Division of Facilities Planning and Management Project

Action Requested Approval by the Board of Education of Amendment No. 1, Purchase Order with Elation Systems for Labor Compliance Services on behalf of the District at Division of Facilities, Planning and Management, in an amount not-to exceed \$1,380.00 increasing previous contract amount from \$30,000.00 to a not to exceed amount of \$31,380.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

Background The Labor Compliance Project had a specific program developed to capture interview questions for the contractors.

Local Business Participation Percentage 100.00%

Strategic Alignment 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.

Recommendation

Approval by the Board of Education of Amendment No. 1, Purchase Order with Elation Systems for Labor Compliance Services on behalf of the District at Division of Facilities, Planning and Management, in an amount not-to exceed \$1,380.00 increasing previous contract amount from \$30,000.00 to a not to exceed amount of \$31,380.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

Fiscal Impact

Measure B

Attachments

- Professional Services Contract including scope of work



OAKLAND UNIFIED SCHOOL DISTRICT

AMENDMENT NO. 1 TO PROFESSIONAL SERVICES CONTRACT

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Elation Systems**. OUSD entered into an Agreement with CONTRACTOR for services on **July 1, 2011**, and the parties agree to amend that Agreement as follows:

1.	Services:	<input type="checkbox"/> The scope of work is <u>unchanged</u> .	<input checked="" type="checkbox"/> The scope of work has <u>changed</u>.
If scope of work changed : Provide brief description of revised scope of work including description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary. <u>Attach revised scope of work.</u>			
The CONTRACTOR agrees to provide the following amended services: <u>The scope of the project is to develop labor compliance AB 1504 Site Interview template.</u>			
2.	Terms (duration):	<input checked="" type="checkbox"/> The term of the contract is <u>unchanged</u>.	<input type="checkbox"/> The term of the contract has <u>changed</u> .
If term is changed : The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____, 20____.			
3.	Compensation:	<input type="checkbox"/> The contract price is <u>unchanged</u> .	<input checked="" type="checkbox"/> The contract price has <u>changed</u>.
If the compensation is changed : The contract price is amended by			
<input checked="" type="checkbox"/> Increase of \$1,380.00 to original contract amount			
<input type="checkbox"/> Decrease of \$ _____ to original contract amount			
and the new contract total is <u>Thirty-one thousand, three hundred eighty dollars and no cents (\$31,380.00)</u>			

4. **Remaining Provisions:** All other provisions of the Agreement, and prior Amendment(s) if any, shall remain unchanged and in full force and effect as originally stated.

5. **Amendment History:**

There are no previous amendments to this Agreement. This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase (Decrease)
			\$

6. **Approval:** This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Board of Education, and the Superintendent as their designee.

OAKLAND UNIFIED SCHOOL DISTRICT

CONTRACTOR

Jody London, President, Board of Education Date

Contractor Signature Date 3/13/12

Edgar Rakestraw, Jr., Secretary Date
Board of Education Date

Rick Shi / president
Print Name, Title

Timothy White, Assistant Superintendent Date
Facilities, Planning and Management

EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR's entire Proposal is **not** made part of this Agreement.

SCOPE OF WORK

Contractor Name: Elation Systems

Billing Rate: **One thousand, three hundred eighty dollars and no cents (\$1,380.00)**

Description of Services to be Provided

1. **Goals or Objectives**
Develop additional software.
 2. **Description of Services to be Provided**
The scope of the project is to develop labor compliance AGB 1504 Site Interview template.
 3. **Deliverables**
Software
-

Board Office Use: Legislative File Info.	
File ID Number	11-2182
Committee	Facilities
Introduction Date	9-7-2011
Draftment Number	11-1752
Draftment Date	9-14-11 JS



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

Board of Education

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

September 14, 2011

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
	ACC Environmental	\$6,500.00	County School Facilities	P.O.	Garfield ES Mod	7-15-2011 thru 12-31-2011	Oakland
	Ackland International, Inc.	\$15,000.00	GO Bond-Measure B	P.O.	Whittier New Classroom Bldg	7-1-2011 thru 6-30-2011	Oakland
	Allen-Simmons Heating and Sheet Metal	\$13,875.00	GO Bond-Measure B	P.O.	Madison Mod	7-25-2011 thru 6-30-2012	Fairfield
	CDW Government	\$12,256.48	GO Bond-Measure B	P.O.	Montera MS Mod	6-15-2011 thru 12-31-11	Chicago, IL
	Chussy International	\$94.82	GO Bond-Measure A	P.O.	Facilities	6-21-2011 thru 6-23-2011	Oakland
	Chussy International	\$205.94	GO Bond-Measure A	P.O.	Facilities	6-6-11 thru 6-30-11	Oakland
	Deco Art	\$8,500.00	GO Bond-Measure B	P.O.	Lowell Mod	8-1-2011 thru 9-1-2011	Oakland
11-2182	Elation Systems	\$30,000.00	GO Bond-Measure B	P.O.	Facilities	1-1-2011 thru 6-30-2012	Oakland
	Gary Doupnik Mfg	\$9,600.00	County School Facilities Fund	P.O.	Garfield ES Mod	7-15-2011 thru 9-30-2012	Loomis
	IMX, Inc.	\$27,445.00	County School Facilities	P.O.	Garfield ES Mod	8-1-2011 thru 8-31-2011	Oakland
	Intelli-Tech	\$33,072.00	County School Facilities Fund	P.O.	Downtown Educational Complex	7-18-2011 thru 12-31-2011	Pleasanton
	Kam Yan & Associates	\$25,000.00	County School Facilities	P.O.	Glenview ES	6-14-2011 thru 12-14-	Oakland



OAKLAND UNIFIED SCHOOL DISTRICT

					2011	
<i>Neuwirth & Associates</i>	<i>\$20,000.00</i>	GO Bond-Measure B	<i>P.O.</i>	<i>Madison Middle School</i>	<i>6-2-2011 thru 12-31-2011</i>	<i>San Francisco</i>
<i>North American Fence & Supply, Inc.</i>	<i>\$2,270.00</i>	GO Bond-Measure B	<i>P.O.</i>	<i>Havenscourt Health Center</i>	<i>6-20-2011 thru 8-31-2011</i>	<i>Oakland</i>
<i>North American Fence & Supply, Inc.</i>	<i>\$500.00</i>	County School Facilities	<i>P.O.</i>	<i>Garfield ES Mod</i>	<i>8-1-2011 thru 1-31-2012</i>	<i>Oakland</i>
<i>OCCG</i>	<i>\$42,400.00</i>	GO Bond-Measure B	<i>P.O.</i>	<i>Facilities</i>	<i>5-1-11 thru 11-1-11</i>	<i>Fairfield</i>
<i>R & S Overhead Garage Door, Inc.</i>	<i>\$2,545.00</i>	GO Bond-Measure B	<i>P.O.</i>	<i>Cesar Chavez E.S. Fire Alarm</i>	<i>7-1-2011 thru 12-31-2012</i>	<i>San Leandro</i>
<i>United Site Services</i>	<i>\$1,017.16</i>	County School Facilities	<i>P.O.</i>	<i>Cole New Portable Installation</i>	<i>6-10-2011 thru 12-31-2011</i>	<i>San Jose</i>
<i>Vista Real Estate Partners LLC</i>	<i>\$14,400.00</i>	GO Bond-Measure B	<i>P.O.</i>	<i>Facilities</i>	<i>6-22-11 thru 9-23-11</i>	<i>Oakland</i>
<i>West Bay Builders</i>	<i>\$19,000.00</i>	GO Bond-Measure B	<i>P.O.</i>	<i>Montclair ES Mod</i>	<i>6-17-2011 thru 5-17-2012</i>	<i>Novato</i>
<i>Yovino -Young, Inc.</i>	<i>\$12,500.00</i>	County School Facilities	<i>P.O.</i>	<i>Downtown Educational Complex - La Escuelita & Great Room Building</i>	<i>7-13-2011 thru 8-1-2011</i>	<i>Berkeley</i>

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.

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Fiscal Impact:

Various

Recommendation:

The Board of Education is requested to approve the Facilities Planning and Management contracts and Purchase Order for the USD school sites.



OAKLAND UNIFIED
SCHOOL DISTRICT

OAKLAND UNIFIED SCHOOL DISTRICT
Department of Facilities Planning & Management

AGREEMENT REQUEST FORM

DATE SUBMITTED: June 20, 2011

Name: Pamila Henderson

V059713

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

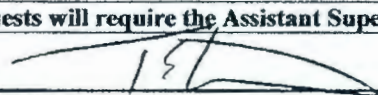

1.) A&E (Architects and Engineers) Contract	<input type="checkbox"/>	5.) "Small"(under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record) Contract	<input type="checkbox"/>	6.) Resolution Awarding Bid & Construction Contract	<input type="checkbox"/>
3.) Agreement for Professional Services-Testing Etc.	<input type="checkbox"/>	7.) Change Order	<input type="checkbox"/>
4.) Amendment to Agreement for Professional Services	<input checked="" type="checkbox"/>	8.) Purchase Order	<input type="checkbox"/>

Vendor Number: _____
Fiscal Year: 2011-2012
P.O. Under \$50K: _____
Date Processed: 7/14/2011
To: MB/14 To DR: _____

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

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

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

 Timothy E. White Assistant Superintendent	Date	 Tadashi Nakadegawa Director of Facilities	Date
			6/20/11

SECTION III. AGREEMENT INFORMATION:

Project Name:	Labor Compliance	Project No:	9189901828
Vendor Name:	Elation Systems	Vendor Contact:	Rick Shi
Vendor Phone Number:	510-764-1870	Vendor Mailing Address:	155 Filbert Street Oakland, CA 94607
Agreement Start & Stop Dates:	July 1, 2011 ~ June 30, 2012	Agreement Not to Exceed Amount:	\$30,000.00
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 <input type="checkbox"/> No <input type="checkbox"/>		Date provided:	Insurance Needed

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

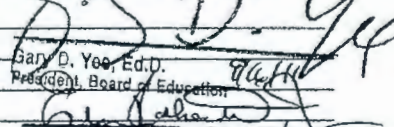
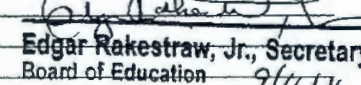
- 1) Number of Bids Received, List of Bidders and Amounts (Bid Form) (Attach Bid Documents)
- 2) Date(s) of Bid Advertisement _____
- 3) Date of Bid Opening _____
- 4) Name of Architect _____
- 5) Liquidated damages per day _____
- 6) Performance Bonds Attached _____
- 7) Payment Bonds Attached _____
- 8) Number of Phases _____

Scope of Work: _____
Please see the attached Scope of Work.

LEGISLATIVE FILE

File ID No. 11-2182
Introduction Date 9-7-2011
Enactment No. 11-1752
Enactment Date 9-14-11

(Sections 6 & 7 to be completed by Contract Administration department)


Gary D. Yee, Ed.D.
President, Board of Education

Edgar Rakestraw, Jr., Secretary
Board of Education 8/6/11

Background & Discussion Information _____

Funding Source _____

Budget Number: _____

RECEIVED

7-14-2011



Elation Systems, Inc

155 Filbert Street #249
Oakland, CA 94607-2512

Invoice

Invoice #	1367
Date	6/20/2011
Terms	Due on receipt

Bill To
PAMILA MILLET-HENDERSON Fac PM - Labor Compliance Department Oakland Unified School District 955 High Street Oakland, CA 94601

Description	Quantity	Unit Price	Total
Web based labor compliance services for certified payroll reporting July 1, 2011 through June 30, 2012	1	30,000.00	30,000.00
Your business is sincerely appreciated.	Total		\$30,000.00
	Payments/Credits		\$0.00
	Balance Due		\$30,000.00

	Fed ID#90-0256203	CA EDD #266-0347-2	
Phone #	Fax #	E-mail	Web Site
510-764-1870	510-217-6460	sharon@elationsystems.com	www.elationsys.com

Elation Systems, Inc.
Web Based Labor Compliance System
(WBLCS)

Scope of Services

Elation Systems, Inc. provides a web based software license for Oakland Unified School District (OUSD) and all of its construction contractors and subcontractors to access the Elation Systems ("Elation"). The WBLCS supports OUSD construction projects and its labor compliance needs. Elation provides both, training and phone and email technical support, to contractors and OUSD staff. The WBLCS meet applicable California Labor Code section 1776 related to prevailing wages, and local workforce hiring and participation, and journeyman to apprentice ratios. The WBLCS automatically monitor contractors' electronic submissions for compliance with labor standards requirements and flag potential violations.

The system is highly functional on its own, including monitoring and reporting functions. The scope of work includes the following:

1. Elation provides a software system capable of the following:
 - a. Password protected login and access with user rights as designated by the OUSD and ability to grant different users different access rights. Contractors shall only have access to data related to the projects on which they are performing work, and only for work performed by them and their subcontractors.
 - b. Access for contractors and OUSD staff from any location via the Internet 24 hours a day and seven days a week.
 - c. Electronic collection of labor compliance related data through the internet from contractors and subcontractors, including but not limited to certified payroll records (CPRs), fringe benefit statements, and statements of non-performance.
 - d. Importing of payroll data files exported from the contractors' and subcontractors' existing computerized payroll systems.
 - e. All communications from and to the server shall be encrypted using secure sockets layer (SSL) protocol to provide security for private information.
 - f. Storage and maintenance of all applicable state and federal prevailing wage rates including fringe benefits (single vs. double asterisk application of prevailing wage rate requirements).
 - g. Allowing secure electronic signatures of authorized company personnel.
 - h. Allow reproduction by users of hard copies of the CPRs (redacted and non-redacted), fringe benefit statements, correspondence, reports (including local workforce utilization summary reports), and any other documents stored electronically in the system.
 - i. Verify apprentices listed on CPRs are registered with the California Apprenticeship Council if registration data is provided by the State web site.
 - j. Tracking status of contractors' and subcontractors' submission of documents required by the OUSD.
 - k. Automatic email notification to contractors of late CPRs and late Record Corrections using standard form letters.
 - l. Provide the capability for contractors and subcontractors to monitor the status of subcontractors' certified payroll submittals for whom they are responsible.
 - m. Electronic collection of site inspection information (from resident engineers or other OUSD staff) and check site number of employees and trade classifications against CPRs and flag discrepancies.

- n. Ability to provide customized forms and reports to meet project requirements at OUSD's request.

2. Support Services

- a. Full user's manual documentation of system shall be provided to the OUSD at signing of Agreement.
- b. Provide a Training Program for contractors, subcontractors and administrator designees, including twelve training sessions per year at locations and dates identified by the OUSD. Provide user manuals and/or instructions to contractors and subcontractors as part of this training.
- c. Provide email and phone technical support for the system Monday to Friday, 8:00 AM to 5:00 PM.
- d. Prime and subcontractors' use of the system
 - i. The prime and subcontractor partners may or may not have personal computers in their offices. Elations Systems understand that these prime and subcontractor partners might have to use their local public library or other designated sites to respond to any software solutions. Elations Systems shall ensure that the web application supports these types of sites.
 - ii. In order to minimize administration requirements and to provide timely access to the system for subcontractors, contractors/subcontractors shall have the ability to add new subcontractors to the system by registering them with Elation, and administer subcontractors' access to the system.
- e. Off-site secure Class A data storage facility.



On-Demand Compliance Management System

Serving clients nationwide.

Elation Systems, Inc.

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Oakland, CA 94607

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E-mail: Support@ElationSystems.com

Innovative, comprehensive, and practical **Solution**



KEY BENEFITS

- ⇒ Reduces paperwork and simplifies the reporting process.
- ⇒ Substantial cost savings for government awarding agencies and contractors.
- ⇒ Eliminates manual data entry efforts.
- ⇒ Secure data repository for easy and quick information retrieval.
- ⇒ Advanced labor analysis.

Labor Compliance Management Automation System

Studies have indicated that the Davis-Bacon and Related Act has increased government administrative expenditures to \$100 million per year. This compliance act also creates massive regulatory paperwork that costs construction companies \$190 million annually.

The Labor Compliance Automation System, developed by Elation Systems, utilizes web technology to provide a secure and on-demand web environment that automates the Davis-Bacon and State prevailing wage law reporting requirements. This unique process collects the Certified Payroll data from contractors that is specific to each project and governmental awarding agency. Simultaneously, the system automates awarding agency (government) monitoring process for verification of prevailing wage rates. This system is a simple, less time consuming solution that includes comprehensive support modules.

The system provides a task oriented reporting and monitoring platform that enables construction companies to interface with the awarding government agency and vice versa. Therefore, the labor compliance automation system's method of operation will significantly reduce the effort of administrative staff and automatically identify human reporting errors that occur under the current monitoring processes used to comply with the compliance requirements.

KEY FEATURES—ON-DEMAND LABOR COMPLIANCE AUTOMATION

ELATION SYSTEMS

- **Web Based On-Demand Services** – is an on-demand web application that automates data collection, retrieval, analysis, and reporting for compliance under the taxing labor compliance requirements. It addresses and automates different requirements set forth by Federal, State and local government agencies. Any customer can utilize the system where they need it and when they need it. *The most project team accessible compliance system on the market!*
- **Automated Payroll Data Processing Engine** – provides unique data collection capabilities that process certified payroll data electronically from most payroll systems in the construction industry. It significantly reduces the administrative efforts placed on government agencies and contractors. *In addition, the time consuming double entry process is eliminated!*
- **Workflow Automation** – has built-in labor compliance process automation functions that are task oriented. These functions seamlessly and fully address the business processes and requirements of the labor compliance for both government agencies and contractors.





Key Features

CONTRACT COMPLIANCE MANAGEMENT — ASSISTING PUBLIC AGENCIES' SMALL/MINORITY/WOMEN/LOCAL BUSINESSES UTILIZATION PROGRAMS

- Real time perspectives on Small/Minority/Women/Local Business Programs:
 - Real time data on contracts, purchase orders, service agreements and actual payment transactions on all participation levels;
 - Real time data on Small/Minority/Women/Local business utilization and contract compliance performance;
 - Monitor and report on Contractor participation levels and develop trend patterns to oversee contractor utilization levels.
 - Certification Management – provides features for certifying agencies to have a single input data source directly from the web for a comprehensive approach of managing their DBE, MBE, WBE, SBE and Local certification applications. Certification application and all supporting documents can be submitted electronically to the system and shared by agency staff. Administrative functions such as review, desktop audit, approval process and re-new process are automated;
- Advance analytical and Ad hoc reporting functions to enable real time monitoring and reporting on the performance of local business programs:
 - Advance analytical and Ad Hoc reporting functions to conduct desktop audits to analysis projects or examine contractor activities;
 - Real time and comprehensive view of disparities among all contracts, sub-contracts;
 - Enable public agencies to dynamically adjust the local business utilization policies and enhancing the performance of Small/Minority/ Women/Local programs;
- Intelligent collaboration and data aggregation:
 - A common secure platform empowers staff to quickly evaluate, identify and respond to contractors or job site employees;
 - Unique system architecture design enabling automation of agencies' internal business processes and collaboration;
 - Smart data aggregation technique enabling comprehensive statistical data analysis and reporting;

ENHANCED USABILITY

- Comprehensive interfaces for data exchange without disturbing state of operation for contractors and service providers
- Build-in workflow automation and intuitive user interfaces that maximizing the similarities of existing reporting processes and minimizing the implementation learning curve
- Functions that designed to increase the effectiveness of the good-faith effort approach for contractors that helps the capacity building of local small and very small businesses

SYSTEM SECURITY

- SSL and 128bit encryption for all data transactions
- Both application and role based authentication mechanism
- Database level encryption, redundancy, scalability and daily backup with off-site backup media storage for safety.

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About Us

Elation Systems is an information technology firm that only focuses on providing a web based contract compliance management system for government agencies and companies to meet compliance reporting and monitoring requirements set forth in Local, State and Federal business and labor regulatory policy requirements. We tailor our business solutions to our individual client needs. By providing innovative, practical, and reliable software system and related services, we work to assist our clients in reducing cumbersome reporting burdens and associated administrative costs.

Elation Systems and its staffs have over seven years of direct experience in implementing contract compliance system and related services. From participating in business community outreach effort to implementing the system's training program; from understanding the public agencies' reporting policies to addressing concerns of such a system from the contractors' community; and from integrating the essential system functionalities to customizing the reports, Elation Systems is an experienced and qualified firm capable of providing agencies with a superior Web-Based Business and Contract Compliance Management System and related services.

Serving clients nationwide.

Mission

A principle-centered firm, Elation Systems' mission is to provide a work environment that is founded on respect, consideration, and acknowledgement and that will empower our employees to deliver innovative and effective web-based products, which, in turn, will enable our customers to successfully meet their business needs.

Our employees strive to exceed the expected and perform their work responsibly, honestly, and with an excitement derived from the knowledge that their efforts will result in products that continually set the standard of excellence in our industry and contributes positively to nation-wide e-commerce.

Commitment

We are committed to customer satisfaction, to providing superior products, quality training, and world-class technical support. We believe in building strong relationships with our customers and employees by making ethical business decisions. It is this type of business foundation that will bring an invaluable respect between our employees, our customers, and the communities we operate in.

Our success will be shared with our employees through fair and equitable remuneration; and with our community through philanthropic service and contributions.

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