

Board Office Use: Legislative File Info.	
File ID Number	12-2457
Committee	Facilities
Introduction Date	10-24-2012
Enactment Number	12-2665
Enactment Date	10-24-12



OAKLAND UNIFIED  
SCHOOL DISTRICT

Memo

To Board of Education 

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

Board Meeting Date October 10, 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.

	Name	Amount	Funding Source	P.O.	Project	Date	City
12-2426	A&E Emaar	\$24,086.00	Measure B	P.O.	Piedmont Portable Installation	8-9-2012 thru 9-15-2012	Albany, CA
12-2430	Amber Flooring	\$1,698.00	Deferred Maintenance	P.O.	Piedmont Portable Installation	7-2-2012 thru 12-31-2012	Oakland
12-2465	Amber Flooring	\$39,191.00	Deferred Maintenance	P.O.	Piedmont Painting and Flooring	7-2-2012 thru 12-31-2012	Oakland
12-2431	Bridges Consultant	\$26,000.00	Measure B	P.O.	Facilities	7-1-2012 thru 9-30-2012	Oakland
12-2435	C. Overaa Company	\$29,000.00	Measure B	P.O.	Washington ES Mod	6-1-2012 thru 12-31-2012	Richmond, CA
12-2434	C. Overaa Company	\$49,000.00	Measure B	P.O.	La Escuelita Educational Center	3-7-2012 thru 6-30-2012	Richmond, CA
12-2432	CDW Government	\$468.00	Measure B	P.O.	Jefferson New Building	5-8-2012 thru 12-31-2012	Chicago, IL
12-2433	Chussy International	\$729	Measure A	P.O.	Facilities	5-10-2012 thru 5-18-2012	Oakland, CA
12-2436	Corevera	\$9,000.00	Developer Frees	P.O.	La Escuelita Educational Center	6-1-2012 thru 12-31-2012	San Francisco, CA
12-2437	Elation Systems	\$35,600.00	Measure B	P.O.	Labor Compliance	7-1-2012 thru 6-30-2013	Pleasanton, CA
12-2438	Eric Young	\$5,000.00	Measure A	P.O.	Facilities	7-1-12 thru 6-30-2013	Oakland, CA
12-2439	Gary Doupnik Manufacturing	\$54,600.00	Measure B	P.O.	Lowell Mod	6-27-2012 thru 7-1-2013	Loomis, CA



# OAKLAND UNIFIED SCHOOL DISTRICT

12-2440	HALO Branded Solutions, Inc.	\$3,500.00	Measure A	P.O.	OUSD Summer Intern Program	7-25-2012 thru 12-31-2012	Sterling, IL
12-2442	IKON Office Solution, Inc.	\$4,000.00	Measure A	P.O.	Facilities	7-1-2012 thru 6-30-2013	Pasadena, CA
12-2443	Infiniti Engineering	\$25,425.22	Measure B	P.O.	Piedmont Portable Installation	7-20-2012 thru 8-31-2012	Oakland, CA
12-2441	Integrity Furniture	\$10,390.00	Special Reserve	P.O.	Thornhill ES	7-10-2012 thru 1-10-2013	Longview, Tx
12-2444	KI	\$13,672.66	Measure B	P.O.	Highland New Classroom Building	7-15-2012 thru 9-15-2012	Green Bay, WI
12-2446	Lee Sign	\$417.86	Measure B	P.O.	Highland New Classroom Building	6-1-2012 thru 9-1-2012	Oakland, CA
12-2445	Lee Signs	\$139.20	Measure B	P.O.	Oakland HS	7-23-2012 thru 12-31-2012	Oakland, CA
12-2447	Magdave Associates, Inc.	\$49,900.00	Measure B	P.O.	Estimating Services	7-1-2012 thru 12-31-2012	Oakland, CA
12-2448	Masterpiece Painting	\$49,470.00	Deferred Maintenance	P.O.	Piedmont Portable Installation	7-2-2012 thru 12-31-2012	Oakland, CA
12-2449	Playworks	\$28,000.00	Developer Fees	P.O.	La Escuelita Educational Center	8-27-2012 thru 6-30-2013	Oakland, CA
12-2450	RMT Landscape Contractors, Inc.	\$4,800.00	Measure B	P.O.	Arroyo Viejo CDC Renovation	4-23-2012 thru 12-31-2013	San Leandro, CA
12-2451	RRM Design Group	\$25,000.00	Measure B	P.O.	Hintil KUU CDC Building Replacement	4-13-2012 thru 8-13-2012	San Luis Obispo, CA
12-2452	Seville Group Inc.	\$49,900.00	Developer Fees	P.O.	Facilities	7-1-2012 thru 12-31-2012	Oakland, CA
12-2454	Swinerton Builders	\$10,000.00	County School Facilities Fund	P.O.	Oakland Tech	4-25-12 thru 6-1-2012	San Francisco
12-2453	Swinerton Builders	\$20,262.00	County School Facilities Fund	P.O.	King Estates MS Seismic Retrofit	1-27-2012 thru 12-31-2012	San Francisco
12-2455	Swinerton Builders	\$10,000.00	County School Facilities Fund	P.O.	Montera Seismic Retrofit	4-26-12 thru 6-1-2012	San Francisco
12-2456	Turner Construction	\$49,000.00	County School Facilities Fund	P.O.	La Escuelita Educational Center	3-7-2012 thru 6-30-2012	Oakland, CA
12-2457	Xerox Capital Services	\$6,300.00	Measure A	P.O.	Facilities	7-1-2012 thru 6-30-2013	Dallas, TX

## 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.



OAKLAND UNIFIED  
SCHOOL DISTRICT

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

AGREEMENT REQUEST FORM

V050883

DATE SUBMITTED SUBMITTED BY: 4-7-11 Tadashi Nakadegawa

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

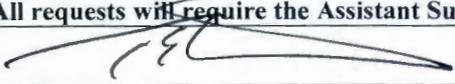
1.) A&E (Architects and Engineers) Contract	<input type="checkbox"/>	5.) "Small"(under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record) Contract	<input type="checkbox"/>	6.) Resolution Awarding Bid & Construction Contract	<input type="checkbox"/>
3.) Agreement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

Bid Number: \_\_\_\_\_  
 Fiscal Year: 2011-2012  
 P.O. Under \$50K: \_\_\_\_\_  
 Date Processed: 5/30/2012  
 To: MB 530 To DR: \_\_\_\_\_ X

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

	Date		Date
Timothy E. White Assistant Superintendent		Tadashi Nakadegawa Director of Facilities	5/20/12

SECTION III. AGREEMENT INFORMATION:

Project Name:	Xerox Printer Renewal Xerox Scanner Renewal Xerox CPU Renewal Toners and Supplies	Project No:	Plans and Specs.  9189303815-5610
Vendor Name:	Xerox Capital Service, LLC	Vendor Contact:	Xerox - Renewal Department
Vendor Phone Number:	1-888-966-7999 fax 1-888-435-6333 1-888-339-7887	Vendor Mailing Address:	P.O. Box 660502 Dallas, TX 75266
Agreement Start & Stop Dates:	Start: 07/01/12 Stop: 06/30/13	Amounts:	Current Contract Amount: Not to Exceed Amount: \$6,300.00 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: _____	

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

OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at [www.epls.gov/epls/search.do](http://www.epls.gov/epls/search.do).

- 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
- 7) Payment Bonds Attached
- 8) Number of Phases

  
10/25/12

Scope of Work: (Needed to prepare Executive Summary - Maintenance Agreement, renewals, parts, labor, and supplies)

Discussion Information (Needed to prepare Executive Summary)

LEGISLATIVE FILE  
File ID No. 12-2457  
Funding Source Date October 24, 2012  
Contract No. 12-2665  
Revised 2009-06-19

10963 REET 94601  
2012 MAY 30 4 23  
FACILITIES PLANNING DEPARTMENT

Administration department  
Edgar Rakestraw, Jr., Secretary  
Board of Education

RECEIVED  
5-30-2012



US Customer Business Operations  
 Xerox Corporation  
 P.O. Box 660502  
 Dallas, TX 75266

Exhibit A

August 30, 2012

000273   
 OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA 94601-4404

2012 SEP 10 A 11:02  
 FACILITIES PLANNING  
 AND MANAGEMENT

## URGENT: Your Purchase Order Has Expired

Encl: Fiscal Year Pricing

Dear Valued Xerox Customer:

We still have not received your purchase order for the upcoming fiscal year. Failure to provide a PO for the new fiscal year may be construed as your intent to cancel. Early cancellations may involve early termination charges or time & material pricing for service. Your prompt attention to this matter will help avoid payment delays, or disruptions in service to this account.

If your current renewal and purchase order has *minimal* changes over the previous fiscal year, then try our NEW Streamlined PO Renewal using the Keycode within this mailer when you access [www.Xerox.com/porenewal](http://www.Xerox.com/porenewal)

- Email: Public.Sector.PO.Renewal@xerox.com
- Fax: 888-708-6555
- US Mail: Use P.O. Box address listed above

To streamline acceptance of your purchase order, ensure these six elements are clearly identified:

- Monthly Minimum (Base) Charge
- Excess Meter Click Rate
- State and Local Contract Number (if applicable)
- Xerox Equipment Serial Number(s)
- Period of Performance (eg. 07/01/XX - 06/30/XX)
- Authorized Signature

Do you need to make changes to your purchase order requirements or government credit card? Contact us directly at 866-520-7628. THANK YOU for your continued business. We look forward to serving you in the new fiscal year.

Sincerely,  
 Xerox Corporation



**Purchasing Agents,  
 Avoid A Disruption In Service  
 Renew Your Purchase Order Now**

Contracting Officer:  
 PO Number: P0702095 NR11  
 PO Expiration Date: 06/30/2012

Market Code: UNIVSCAN  
 Serial Number: PKU542303

Machine Located at:  
 Oakland Unified School Dst  
 OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA 94601-4404

WB23423000027301040000



Contracting Office

Install Address  
OAKLAND UNIFIED  
SCHOOL DISTRICT  
JOHN HILD/FACILITIES  
955 HIGH ST  
OAKLAND CA 94601-4404

Bill To Address  
OAKLAND UNIFIED  
SCHOOL DISTRICT  
JOHN HILD/FACILITIES  
955 HIGH STREET  
OAKLAND CA 94601-4404

Market Code: UNIVSCAN Model: Bill Code: 2961 Contract Period: 07/01/2012 to 06/30/2013  
Price Plan: FULL SERVICE MAINTENANCE PLAN PO#: P0702095 NR11

Serial Number	Description	Qty	Unit Issue	Unit Price	Amount
PKU542303	UNIVERSAL SCANNER	12	Mo	\$69.00	\$828.00

Accessories

WFSCSTKR277772		12	Mo	\$0.00	\$0.00
SY4IPS 777772		12	Mo	\$25.00	\$300.00
SCANSTAND777772		12	Mo	\$0.00	\$0.00
8825-STN 777772		12	Mo	\$0.00	\$0.00

Estimated Meter Usage:	Meter 1	Meter 2	Meter 3	Meter 4
- Estimated Average Monthly Use -	0	0	0	0
- Monthly Allowance -	0	NA	NA	NA

Print Range	Price Per Print	Prints	Estimated Costs
			Total Estimate: \$1,128.00

WP23423000027302040000



2012 SEP 10 A 11:02  
FACILITIES PLANNING  
AND MANAGEMENT

Any discrepancies between estimated and actual prices are governed by the actual contract prices. Please provide adequate funding for anticipated meter use. Contractually, Xerox is not required to monitor meter usage to insure that funding provided is not exceeded.

Contracting Office

Install Address  
OAKLAND UNIFIED  
SCHOOL DISTRICT  
JOHN HILD/FACILITIES  
955 HIGH ST  
OAKLAND CA 94601-4404

*file*

Bill To Address  
OAKLAND UNIFIED  
SCHOOL DISTRICT  
JOHN HILD/FACILITIES  
955 HIGH STREET  
OAKLAND CA 94601-4404

Market Code: ACXS60XX Model: Bill Code: 2961 Contract Period: 07/01/2012 to 06/30/2013  
Price Plan: FULL SERVICE MAINTENANCE PLAN PO#: P0702094 NR11

Serial Number	Description	Qty	Unit Issue	Unit Price	Amount
HFT386683	60XX ACCXES CNTRL	12	Mo	\$24.00	\$288.00

Accessories

Estimated Meter Usage:	Meter 1	Meter 2	Meter 3	Meter 4
- Estimated Average Monthly Use -	0	0	0	0
- Monthly Allowance -	0	NA	NA	NA

Print Range	Price Per Print	Prints	Estimated Costs
Total Estimate:			<b>\$288.00</b>

WP23423000027304040000



2012 SEP 10 11:02  
FACILITIES PLANNING  
AND MANAGEMENT

Any discrepancies between estimated and actual prices are governed by the actual contract prices. Please provide adequate funding for anticipated meter use. Contractually, Xerox is not required to monitor meter usage to insure that funding provided is not exceeded.



US Customer Business Operations  
 Xerox Corporation  
 P.O. Box 660502  
 Dallas, TX 75266

August 30, 2012

OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA 94601-4404

2012 SEP 10 A 11:02  
 FACILITIES PLANNING  
 AND MANAGEMENT

## URGENT: Your Purchase Order Has Expired

Encl: Fiscal Year Pricing

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- Email: [Public.Sector.PO.Renewal@xerox.com](mailto:Public.Sector.PO.Renewal@xerox.com)
- Fax: 888-708-6555
- US Mail: Use P.O. Box address listed above

To streamline acceptance of your purchase order, ensure these six elements are clearly identified:

- Monthly Minimum (Base) Charge
- Excess Meter Click Rate
- State and Local Contract Number (if applicable)
- Xerox Equipment Serial Number(s)
- Period of Performance (eg. 07/01/XX – 06/30/XX)
- Authorized Signature

Do you need to make changes to your purchase order requirements or government credit card? Contact us directly at 866-520-7628. THANK YOU for your continued business. We look forward to serving you in the new fiscal year.

Sincerely,  
 Xerox Corporation



**Purchasing Agents,  
 Avoid A Disruption In Service  
 Renew Your Purchase Order Now**

Contracting Officer:  
 PO Number: P0702094 NR11  
 PO Expiration Date: 06/30/2012

Market Code: ACXS60XX  
 Serial Number: HFT386683

Machine Located at:  
 Oakland Unified School Dst  
 OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA 94601-4404

WF23423000027303040000





Xerox Corporation  
 P.O. Box 660502  
 Dallas, TX 75266

June 22, 2011

FACILITIES PLANNING  
 AND MANAGEMENT

2011 JUN 28 A 10:02

OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA 94601

## Second Request: Your Purchase Order Is Expiring

Dear Valued Xerox Customer:

We have not received your purchase order for the upcoming fiscal year. Your prompt attention to this matter will ensure continued Xerox service on your account. You can submit your authorized copy using one of the four options below.

- On-line: [www.XEROX.com/porenewal](http://www.XEROX.com/porenewal)
- Email: [Public.Sector.PO.Renewal@xerox.com](mailto:Public.Sector.PO.Renewal@xerox.com)
- Fax: 888-708-6555
- US Mail: Use P.O. Box address listed above

To streamline acceptance of your purchase order, ensure these six elements are clearly identified:

- Monthly Minimum (Base) Charge
- Excess Meter Click Rate
- Contract Number (if applicable)
- Xerox Equipment Serial Number
- Period of Performance (eg. 07/01/XX - 06/30/XX)
- Authorized Signature

Do you need to make changes to your purchase order requirements or government credit card? Contact us directly at 866-520-7628. **THANK YOU** for your continued business. We look forward to serving you in the new fiscal year.

Sincerely,

Xerox Corporation



**Purchasing Agents,  
 Time is Running Out  
 Renew Your Purchase Order Now**

Contracting Officer:

PO Number:  
 P0800890 NR11

PO Expiration Date: 06/30/2011

Market Code: 6030WFP  
 Serial Number: TTW763271

Machine Located at:  
 OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA  
 94601



**Contracting Office**

GLORY ANYADIKE  
 OAKLAND USD  
 PROCUREMENT  
 1025 2ND AVENUE  
 oakland, ca 95606

**Install Address**

OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH ST  
 OAKLAND CA 94601

**Bill To Address**

OAKLAND UNIFIED  
 SCHOOL DISTRICT  
 JOHN HILD/FACILITIES  
 955 HIGH STREET  
 OAKLAND CA 94601

*R S200/16*

**Market Code:** 6030WFP **Model:****Bill Code:** 29H1 **Contract Period:** 07/01/11 to 06/30/12**Price Plan:** 1 YR FSMA**PO#:** P0800890 NR11

Serial Number	Description	Qty	Unit Issue	Unit Price	Amount			
TTW763271	6030 PRINTER	12	Mo		\$235.00	\$2,820.00		
<b>Accessories</b>								
60XXTRAY		12	Mo		\$0.00	\$0.00		

**Estimated Meter Usage:**

	Meter 1	Meter 2	Meter 3	Meter 4
- Estimated Average Monthly Use -	270	0	0	0
- Monthly Allowance -	5000	NA	NA	NA

Print Range	Price Per Print	Prints	Estimated Costs
<b>Meter 1</b> 1 to 9999999	.03930	0	\$0.00
<b>Meter 270</b> 0 to 0	.00000	0	\$0.00

**Total Estimate: \$2,820.00**

Any discrepancies between estimated and actual prices are governed by the actual contract prices.  
 Please provide adequate funding for anticipated meter use. Contractually, Xerox is not required to monitor meter usage to insure that funding provided is not exceeded.