Board Office Use: Leg	islative File Info.
File ID Number	13-0906
Introduction Date	6/12/13
Enactment Number	13-1654
Enactment Date	6/12/13
- Annual -	11713



Litacement bace	Community Schools, Thriving Students
Memo	
То	Board of Education
From	Tony Smith, Ph.D., Superintendent By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action Vernon Hal, Deputy Superintendent, Business & Operations
Board Meeting Date (To be completed by Procurement)	
Subject	Professional Services Contract Amendment - 2 <u>Victoria J. King Hayward CA</u> (Contractor, City/State) - 922/Family, Schools & Community Partnerships (site/department)
Action Requested	Ratification by the Governing Board of the amendment to the professional services contract between the District and Victoria J. King Services to be primarily provided to 922/Family, Schools & Community Partnerships for the period of 08/13/2012 through 08/13/2013, in an amount not to exceed \$5,000.00
Background A one paragraph explanation of why an amendment is needed.	Oakland ISSI Family Advocates will be embedded at the sites and selected in collaboration with site principal(s) and cross agency partners. These advocates will be exclusively dedicated to the development and implementation of the site-based ISSI services for families. The Family Advocates will work corroboratively with the Project Coordinator as well as the SBHC Manager and the After School Site Supervisor.
Discussion One paragraph summary of the amended scope of work.	Ratification by the Board of Education of Amendment No. 2 to the Professional Services Contract between the Oakland Unified School District and Victoria King, Hayward, CA for the latter to provide 119 hours to site based development of family resource centers incorporating a broad range of family support services including but not limited to parent education, tax preparation clinics, legal services, case management, mental health, child care and translation services for the period of August 13, 2012 through August 13, 2013 in the amount \$5,000.00. increasing the agreement from \$40,000.00 to a not to exceed amount of \$45,000.00.
Recommendation	Ratification by the Governing Board of the amendment to the professional services contract between the District and Victoria J. King Services to be primarily provided to $\frac{922}{\text{Family}}$, Schools & Community Partnership for the period of $\frac{08}{13}/2012$ through $\frac{08}{13}/2013$, in an amount not to exceed \$5,000.00
Fiscal Impact	Funding resource name (please spell out) Kaiser H & W not to exceed \$5,000.00
Attachments	Contract Amendment Copy of original contract

Board Office Use: Legi	slative File Info.
File ID Number	13-8900
Introduction Date	6/12/19
Enactment Number	13-1054
Enactment Date	6/12/3



Community Schools, Thriving Students

TO PROFESSIONAL SERVICES CONTRACT

			TO PROFESSIONAL SEI	RVICES CONTRACT	
a	nd	This Victoria J. Ki	Amendment is entered into between the (ng (CONTRACTOR), OUSD August 13, 2012, and	Oakland Unified School District (entered into an Agreement with the parties agree to amend that	CONTRACTOR for services on
1.	expected	ope of work has	The scope of work has <u>changed.</u> s changed: Provide brief description of a services, materials, products, and/or attached. OR , The CONTRACTOR agn	reports; attach additional pages	ng a measurable description of as necessary.
2.		term has cha	ne term of the contract is <u>unchanged</u> . nged: The contract term is extended operation date is		
3.	Compen	sation: 🗌 T	ne contract price is <u>unchanged</u> .	■ The contract price has	changed.
	If the	compensatio	n has changed: The contract price i	is amended by	
			of \$ 5,000.00 to origina		
			se of \$to origina	al contract amount dolla	(C 45 000 00
_			t total is <u>Forty Five Thousand</u> All other provisions of the Agreeme		
4.			ct as originally stated.	int, and phor Amendment(s)	il ally, shall remain unenanged
5.		nent History: here are no prev	ous amendments to this Agreement.	This contract has previously bee	en amended as follows:
	No.	Date	General Description of Re	eason for Amendment	Amount of Increase (Decrease)
	1	02/04/2013	Change the funding to prod	cess addition payment.	\$ 20,000.00
					\$
					\$
<u> </u>	signature DAKLAND President Superinte	UNIFIED SCHOOL It, Board of Education	Date 6/13/13	CONTRACTOR Contractor Signature Print Name, Title	t is approved. Approval requires dent as their designee.
E	dgar Rake Board of Ed	SECRETOR SECRETOR	Date		

EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR's entire Proposal is not made part of this Agreement. [IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES CAN BE ATTACHED WITHOUT ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

Summary for Board Memo and Board Agenda - Must accurately align with scope of work below.

Ratification by the Board of Education of Amendment No. 2 to the Professional Services Contract between the Oakland Unified School District and Victoria King, Hayward, CA for the latter to provide 119 hours to site based development of family resource centers incorporating a broad range of family support services including but not limited to parent education, tax preparation clinics, legal services, case management, mental health, child care and translation services for the period of August 13, 2012 through June 30, 2013 in the amount \$5,000.00, increasing the agreement from \$40,000.00 to a not to exceed amount of \$45,000.00.

2000E 0= 18/0=:

		SCOP	E OF WORK						
Vi	ictoria J. King	will provide a max	imum of 119.00 hours of services at a rate of \$42.00 per hour for a						
tot	al not to exceed \$	Services are anticipated to	pegin on <u>08/13/2012</u> and end on <u>06/30/2013</u> .						
1.		es to be Provided: Provid D is purchasing and what this Co	e a description of the service(s) the contractor will provide. Be specific ontractor will do.						
	Elev8 Project Coord support Elev8 progra Coordinate monthly fa Coordinate and staff the Weekly Medi-Cal Eligit Food Pantry services in Monthly workshops/inc Coordinate 3 Tax Clin Coordinate Adult Edule Facilitate the developer	inators, cross-agency partners, and am goals that include but are not lim mily engagement workshops; he Elev8 Family Resource centers, pility enrollment sessions; in partnership with the Alameda Cou- dividual sessions with the East Bay ics for Elev8 Families during Tax Se- cation Classes or Workshops to sup- ment of parents as leaders, learners	including: inty Food Bank; Community Law Center; eason; Complete tax preparation certification						
2. Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For result of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many rechildren are attending school 95% or more? 3) How many more students have meaningful internships and/or paying many more Oakland children have access to, and use, the health services they need? Provide details of program (Students will) and measurable outcomes (Participants will be able to). NOT THE GOALS OF THE SITE OR DE									
	Contractor will lead the site based development of family resource centers and the coordination of family support services such as parent education, tax preparation clinics, legal services, physical and mental health, child care, and translation services. Contractor will provide case management services to a minimum of 50 families as identified by the site's Coordination of Services Team. Contractor will organize family advocacy and outreach campaigns aligned with the parent community of the school in collaboration with all partners.								
	 Actively participate in monthly partners meetings and identify opportunities to integrate family engagement into Elev8 Activities. 								
3.	Alignment with Distri (Check all that apply.) Ensure a high quality in Develop social, emotion	structional core	the goals and visions supported by the services of this contract: Prepare students for success in college and careers Safe, healthy and supportive schools						
	Create equitable opport		Accountable for quality						
	High quality and effective		✓ Full service community district						

Rev. 6/22/11 v3 Page 5 of 6

4. Alignment with Single Plan for Student Achievement (required if using State or Federal Funds) Please select: Action Item included in Board Approved SPSA (no additional documentation required) - Action Item Number: Action Item added as modification to Board Approved SPSA - Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off. 1. Relevant page of SPSA 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 SPSA modification was approved. 3. Minutes for meeting in which the SPSA modification was approved of the modification. 4. Sign-in sheet for meeting in which the SPSA modification was approved.

Rev. 6/22/11 v3 Page 6 of 6



AMENDMENT ROUTING FORM

2012-2013

PROFESSIONAL SERVICES CONTRACT AMENDMENT No. ____

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	1300		7	1	1.7	Water Comment	1	Direction	ıs			0			
Sen	vices hevor	nd the	origina	al cont	ract ca	nnot he nro				t has he	en full	v annroved	and the Pi	irchase Order	
0011	Services beyond the original contract cannot be provided until the amendment has been fully approved and the Purchase Order amount has been increased by Procurement.														
	1. Contractor and OUSD contract originator reach agreement on modification to original Scope of Work.														
	2. Insert	the o	mendme	ent nu	mber (i.	e. if this is	the fire	st amend	ment enter	r "1," sec	ond en	iter "2," etc	c.) at the to	op of the	
	amend	ment.													
	3. If con	tract	total an	nount	has incr	reased, the	scope o	f work h	as changed	. OUSD	contro	act originat	or creates	new	
	requisi	ition v	vith the	e origi	nal PO	number ret	erence	d in the	item desc	ription.					
	4. OUSD	contr	act orig	ginator	submi	ts amendme	nt pack	et to Pro	curement 1	for appro	oval wi	thin two we	eks of cred	ating the	
	requisi	ition.													
Whe	en the cont	ract	amendn	nent is	appro	ved Procure	ment v	vill add o	dditional	funds to	the o	<u>riginal</u> Pur	chase Orde	er.	
Atta	chment	T	Con	tract a	mendm	ent packet in	cluding	Board M	emo and A	mendmer	nt Form	n			
Che	cklist					f work (Be s							consultant.)		
			■A Bo	oard A	oproved	copy of the	original	contract							
ous	D Staff Cont	act E	mails ab	out this	contract	should be sei	nt to: (R	Required)	sheila.	clark@ou	isd.k12	2.ca.us			
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	SD Vendor I		1005426		2			Title		Consul					
Stre	et Address		P.O. BC	X 380	2			City	Hayward		S	tate CA	Zip	94540	
Tele	phone		(510) 75	50-467	8			Email	vkingmft@	gmail.co	m				
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	inal Contrac		ount	\$ 40,0	00.00			Original PO Number				P1302222			
Ame	ended Amou	ınt		\$ 5,00	00.00			New Requisition #				R	0317511		
New	Total Cont	ract A	mount	\$45,000.00		Start Date 08/13/2012				End Date	e 06/30/20	013			
Pay	Rate Per H	OUI (Re	equired)	42	2.00			Numbe	of Hours	Required)		119.00			
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	ased by Prod					,				,					
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	Site Admin	istrato	or or Mar	nager	Na	me Andrea	Bustan	nante	F	Phone 2	73156	9	Fax 273	31511	
1.	Site / Depar	rtmegt			92	2/Family, Sc	hools &	Commur	ity Partner	ships					
	Signature	1	nda	Post	N)					ate Approv	red .		-		
		/V		na funds	manage	ed by: State a	and Federa	ıl ∏Quality				Family School	ls and Commu	nity Partnerships	
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	Signature		WX	V						ate Approv					
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5.						Signature on t	ile legal	CONTRACT	1_				15. 1		
	al Required is		-		ntract	Approved				enied - Re	ason	010-	Date		
Proc	urement	Date F	Received						P(O Number		11130	2222		

Board Office Use: Le	gislative File Info.
File ID Number	13-0281
Introduction Date	42713
Enactment Number	13-0414
Enactment Date	2-27-1314



Community Schools, Thriving Students

Memo

To

Board of Education

Tony Smith, Ph.D., Superintendent

From

By: Maria Santos, Deputy Superintendent, Instruction, Leadership &

Equity-in-Action

Vernon Hal, Deputy Superintendent, Business & Operations

Boa	rd	Mee	ting	Da	te
(To	be	com	plet	ed	by
Pro	cur	emei	nt)		

2-27-13

Subject

Professional Services Contract Amendment -

<u>Victoria J. King</u>
<u>Hayward</u>
<u>CA</u> (Contractor, City/State) 922/Family, School, and Community Partnerships Department (site/department)

Action Requested

Ratification by the Governing Board of the amendment to the professional services

contract between the District and Victoria J. King

Services to be primarily provided to 922/Family, School, and Community Partnershi for the period of ____08/13/2012 ___ through ____06/30/2013 ___, in an amount not to exceed

\$ 20,000.00

Background A one paragraph explanation of why an amendment is needed.

Oakland Elev8 Family Advocates will be embedded at Elev8 sites and were selected in collaboration with the site principals and cross-agency partners. The advocates will be exclusively dedicated to the development and implementation of site based Elev8 services for families. The Family Advocate will work closely with the Project Coordinator as well as the SBHC Manager and the After School Site Supervisor.

Discussion
One paragraph
summary of the
amended scope of
work.

Ratification by the Board of Education of Amendment No. 1 of the Professional Services Contract between District and Victoria J. King, Hayward, CA, for the latter to provide additional services for Family Engagement and support activities at James Madison Middle School for site based development of the family resource center incorporating a broad range of family support services including but not limited to parent education, tax preparation clinics, legal services, case management, mental health, child care, and translation services for the period of August 13, 2012 through June 30, 2013, in the amount of \$20,000.00, increasing the Agreement from \$20,000.00 to a not to exceed amount of \$40,000.00.

Recommendation

Ratification by the Governing Board of the amendment to the professional services contract between the District and <u>Victoria J. King</u>

Services to be primarily provided to <u>922/Family, School, and Community Partnersh</u> for the period of <u>08/13/2012</u> through <u>06/30/2013</u>, in an amount not to exceed \$ 20,000.00

Fiscal Impact

Funding resource name (please spell out) Atlantic Philanthropy & Kaiser not to exceed \$ 20,000.00

Attachments

- Contract Amendment
- Copy of original contract

Board Office Use: Leg	islative File Info.						
File ID Number	13-0281						
Introduction Date	2/27/13						
Enactment Number	13-0414						
Enactment Date	2-27-1311						

New Req. No.

Rev. 6/12 v1

R0311663

P.O. No.

P1302222



Community Schools, Thriving Students

TO PROFESSIONAL SERVICES CONTRACT

an	d	This Amer Victoria J. King			with CONTRACTOR for services on
	expected fin	e of work has cha al results, such as s	cope of work has <u>changed</u> . nged: Provide brief descriptio ervices, materials, products, and hed. OR, The CONTRACTOR	n of revised scope of work induly of reports; attach additional p	
incor		broad range of far	hours of service for the site to mily support services utilizing		
2.	If the t	erm has change	m of the contract is <u>unchanged</u> . 1: The contract term is exter tion date is	ded by an additional	ontract has <u>changed</u> . (days/weeks/months),
3.	•	compensation ha	ntract price is <u>unchanged.</u> s changed: The contract pr 3 20 000 00 to or	•	e has <u>changed</u> .
			\$to ori		
	and the				dollars (\$40,000,00
5.		nt History: ere are no previous a	General Description	☐ This contract has previous	y been amended as follows: Amount of Increase (Decrease)
					\$
					\$
					\$
0	AKLAND UI		strator, the Board of Education		until it is approved. Approval requirement as their designee. 2/1/13 Date
B	berd of Esta	raw, Jr., Secretary	2 28 13		

EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR'S entire Proposal is <u>not</u> made part of this Agreement. [IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES CAN BE ATTACHED <u>WITHOUT</u> ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

Summary for Board Memo and Board Agenda - Must accurately align with scope of work below.

Ratification by the Board of Education of Amendment No. 1 of the Professional Services Contract between District and Victoria J. King, Hayward, CA, for the latter to provide additional services for Family Engagement and support activities at James Madison Middle School, for site based development of the family resource center incorporating a broad range of family support services including but not limited to parent education, tax preparation clinics, legal services, case management, mental health, child care, and translation services for the period of August 13, 2012 through June 30, 2013, in the amount of \$20,000.00, increasing the Agreement from \$20,000.00 to a not to exceed amount of \$40,000.00.

SCOPE OF WORK Victoria J. King will provide a maximum of 454.55 hours of services at a rate of \$44.00 per hour for a __ and end on 06/30/2013 total not to exceed \$20,000.00 Services are anticipated to begin on 08/13/2012 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. Contractor will provide family engagement and support services to Elev8 site. They will work in partnership with the site leadership teams, Elev8 Project Coordinators, cross-agency partners, and school staff. Family Advocates will work an average of 30 hours per week to support Elev8 program goals that include but are not limited to: Family Engagement: Coordinate monthly family engagement workshops; coordinate and staff the Elev8 Family Resource centers, including: Weekly Medi-Cal Eligibility enrollment sessions; Food Pantry services in partnership with the Alameda County Food Bank; Monthly workshops/individual sessions with the East Bay Community Law Center. Coordinate 3 Tax Clinics for Elev8 Families during Tax Season; Complete tax preparation certification, coordinate Adult Education Classes or Workshops to support adult learning; facilitate the development of parents as leaders, learners, advocates, and teachers via ongoing coaching and workshops; provide monthly data submission that includes participation rates, family engagement events, and case management efforts and notes; conduct outreach to families for Elev8 Events including monthly workshops, extended day, and other events as requested; actively participate in monthly partners meetings and identify opportunities to integrate family engagement into Elev8 Activities. Family Support: Provide case management to a minimum of 50 families per year; Conduct a minimum of 20 Home Visits per month; identify community resources and share resources and contact with families; participate in weekly COST Meetings and provide family support and follow up; support Families in learning about and advocating for student academic and developmental needs. 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. Contractor will lead the site based development of family resource centers and the coordination of family support services such as parent education, tax preparation clinics, legal services, physical and mental health, child care, and translation services. Contractor will provide case management services to a minimum of 50 families as identified by the site's Coordination of Services Team. Contractor will organize family advocacy and outreach campaigns aligned with the parent community of the school in collaboration with all partners. Alignment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: (Check all that apply.) Ensure a high quality instructional core Prepare students for success in college and careers Safe, healthy and supportive schools Develop social, emotional and physical health Create equitable opportunities for learning Accountable for quality

Full service community district

Rev. 6/22/11 v3 Page 5 of 6

High quality and effective instruction

4.	Alignment with Single Plan for Student Achievement (required if using State or Federal Funds) Please select:									
	Action Item included in Board Approved SPSA (no additional documentation required) – Action Item Number:									
	Action Item added as modification to Board Approved SPSA – Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off.	ər								
	Relevant page of SPSA 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.									
	 Meeting announcement for meeting in which the SPSA modification was approved. 									
	3. Minutes for meeting in which the SPSA modification was approved indicating approval of the modification.									
	Sign-in sheet for meeting in which the SPSA modification was approved.									

Rev. 6/22/11 v3 Page 6 of 6

Search Results

Current Search Terms: victoria* J. King*

lo records found for current search.

SAM | System for Award Management 1.0

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

IBM v1.610.20130129-1039









Community Schools, Thriving Students

AMENDMENT ROUTING FORM

2012-2013

	PR	OFESS	IONAL	SERVICE	es Co	NTRA	ст А	MEN	ND	MENT	No.	1	
				r	Direction	16							
	tor and OU	SD contra	<u>amo</u> ct origina	oe provided u unt has been tor reach agr	intil the a increase eement o	mendm d by Pro on modif	ication	nent. to orig	ginal	Scope of	Work.		
 Insert the amendment number (i.e. if this is the first amendment enter "1," second enter "2," etc.) at the top of the amendment. If contract total amount has increased, the scope of work has changed. OUSD contract originator creates new requisition with the original PO number referenced in the item description. 													
	ontract ori ion.	ginator su	bmits ame	endment pack	et to Pro	curemer	nt for a	pprova				,	
Attachment Checklist OUSD Staff Conta	■Am	ended Sco	pe of work	cket including (Be specific a of the original	as to wha	t addition	nal worl	k is beir	ng do ents.	ne by this	consult	ant.)	
COOD Stati Conta	ot Ellians as						-	wousu	.K12.	ca.us	·		
	16.00			Contra	ctor Info				1.61				
Contractor Name OUSD Vendor ID		J. King			Agency	's Conta		toria J. Insultan					_
Street Address		OX 3802			City	Haywa		insultan		ate CA	1:	Zip 94540	w.
Telephone		50-4678	-		Email	vkingm	-	ail com	Ole	ate OA		Lip 04040	
Totophiono												-	
	Co	mpensat	ion and	Terms – Mu	st be wi	thin the	OUS	D Billi	ng G	uidelines	5		
Original Contract	Amount	\$ 20,000	.00		Origina	PO Nur	nber			P	130222	22	
Amended Amoun	t	\$ 20,000.	.00		New Requisition #					R	03116	53	
New Total Contra	ct Amount	\$40,000	.00		Start Date 08/13/2012			2	End Date		e 06/	30/2013	
Pay Rate Per Ho	UF (Required)	44.00			Number of Hours (Required)			md\	455.00				
lf y o u are	planning to I	nulti-fund a	contract us	Budg ing LEP funds. p	et Infor	mation			I Offic	e <u>before</u> co	mpleting	ı requisition.	
Resource #	Resource				rg Key					ect Code		Amount	
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Additional services increased by Procu	rement.		mount cann	al and Routin ot be provided I does not appe	before the	amendme	ent is ful	ly appro	ved a				
Site Adminis			T T	Andrea Bustan			Phon		2731		Fax	2731511	
1. Site / Departi	ment			ily, Schools &		nity Partr	nerships			····			
Signature	awar	300					-	pproved					
	anager, if usi	ng funds ma	maged by:	State and Federa	al Quality	, Communit				Family, School	ols, and C	ommunity Partners	hips
2. Signature								pproved	_				
Signature	/	1		1		Date Approved							
Regional or	Executive O	fficer		1	1	1				1	1		
3. Signature		int	IN	da	1 h		Date A	pproved	T	3/7/	120	7	
	Deputy Superintendent Instructional Leadership / Deputy Superintendent Business Operations Consultant Aggregate Under , Over \$50,000												

Superintendent or Board of Education Signature on the legal contract Legal Required if not using standard contract **Approved**

Date Received

Denied - Reason PO Number

Date Approved

Date

Procurement

Signature

Board Office Use: Legislative File Info. File ID Number 12-2542 Introduction Date **Enactment Number Enactment Date**



	Community Schools, Thriving Student
Memo	
То	The Board of Education
From	Tony Smith, Ph.D., Superintendent By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action Vernon Hal, Deputy Superintendent, Business & Operations
Board Meeting Date (To be completed by Procurement)	10-24-12
Subject	Professional Services Contract - Victoria J. King Hayward CA (contractor, City State) 922Family, Schools & Community Partnerships (site/department)
Action Requested	Ratification of a professional services contract between Oakland Unified School District and Victoria J. King . Services to be primarily provided to 922Family, Schools & Community Partnership for the period of 08/13/2012 through 06/30/2013 .
Background A one paragraph explanation of why the consultant's services are needed.	Oakland ISSI Family Advocates will be embedded at the sites and selected in collaboration with site principal(s) and cross agency partners. These advocates will be exclusively dedicated to the development and implementation of the site-based ISSI services for families. The Family Advocates will work corroboratively with the Project Coordinator as well as the SBHC Manager and the After School Site Supervisor.
Discussion One paragraph summary of the scope of work.	Ratification by the Board of Education of Professional Services Contract between the District and Victoria King, Hayward, CA, for the latter to provide 455 hours of service for site based development of family resource centers incorporating a broad range of family support services including but not limited to parent education, tax preparation clinics, legal services, case management, mental health, child care and translation services for the Elev8 Initiative for the period of August 13, 2012 through June 30, 2013, in an amount not exceed \$20,000.00.
Recommendation	Ratification of professional services contract between Oakland Unified School District and Victoria J. King
Fiscal Impact	Funding resource name (please spell out) Kaiser
4400400000	not to exceed \$ 20,000,00
Attachments	 Professional Services Contract including scope of work Fingerprint/Background Check Certification
	 Fingerprint/Background Check Certification Commercial General Liability Insurance Certification
	TB screening documentation
	Statement of qualifications

Board Office Use: Legislative File Info.					
File ID Number 12-2542					
Introduction Date	18-24-12				
Enactment Number	122624				
Enactment Date	10-24-12				



PROFESSIONAL SERVICES CONTRACT 2012-2013

This Agreement is entered into between the Oakland Unified School District (OUSD) and Victoria J. King (CONTRACTOR). OUSD is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in

to	ancial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent perform such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The ties agree as follows:
1.	Services: The CONTRACTOR shall provide the ("Services" or "Work") as described in Exhibit "A," attached hereto and incorporated herein by reference.
2.	Terms: CONTRACTOR shall commence work on <u>08/13/2012</u> , or the day immediately following approval by the Superintendent if the aggregate amount CONTRACTOR has contracted with the District is below \$81,000 in the current fiscal year; or, approval by the Board of Education if the total contract(s) exceed \$81,000, whichever is later. The work shall be completed no later than <u>06/30/2013</u>
3.	Compensation: OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement, a total fee not to exceed TWENTY THOUSAND Dollars (\$20,000,00). 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 the 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.
4.	Submittal of Documents: CONTRACTOR shall not commence the Work under this Contract until CONTRACTOR has submitted and OUSD has approved evidence of the following: 1. Individual consultants:
	■ Tuberculosis Clearance – Documentation from health care provider showing negative TB status within the last four years.
	Completion of Pre-Consultant Screening Process – Attach letter from Human Resources Support Services showing completion of Pre-Consultant Screening for this current fiscal year.
	■ Insurance Certificates and Endorsements – General Liability insurance in compliance with section 9 herein.
	2. Agencies or organizations:
	☐ Insurance Certificates and Endorsements – Workers' Compensation insurance in compliance with section 9 herein.
5.	Equipment and Materials: CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this Agreement except: N/Awhich shall not exceed a total cost of \$ 0.00
6.	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

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:

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

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profession for services to California school districts.

Professional	Services	Contract
OUSE	Ranra	entativo:

SD Representative:	CONTRACTOR:
Audus Dustans at	

Name: Andrea Bustamante	Name: Victoria J. King					
Site /Dept.: 922Family, Schools & Community Partnerships	Title: Consultant					
Address: 746 Grand Avenue	Address: P.O. BOX 3802					
Oakland, CA 94610	Hayward	CA	94540			
Phone: (510) 639-3340	Phone: (510) 750-4678					

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. CONTRACTOR shall submit invoices in a form that includes the name of the person providing the service, the service performed, the date service was rendered, and the hours spent on the work.

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.

- 1. Invoices shall include, but not be limited to: Consultant name, consultant address, invoice date, invoice sequence number, purchase order number, name of school or department service was provided to, period of service, number of hours of service, brief description of services provided, hourly rate, total payment requested.
- 2. Invoices from Agencies or Organizations must include evidence of compliance with section 19 herein:
 - i. Fingerprinting of Employees and Agents: Agency or organization must provide a current list of all employees, agents and volunteers working at an OUSD site when invoicing, and must include the Department of Justice ATI number for each person, and at statement that subsequent arrest records have been requested for each person listed.
 - ii. Tuberculosis Screening: The list must also include a statement that TB Clearance is on file for each person.
- 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.

10. Insurance:

- 1. Commercial General Liability Insurance: 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.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- 11. Licenses and Permits: CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.

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- 12. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
- 13. Anti-Discrimination. It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore the 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, the 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.
- 14. **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 drugs on these sites.
- 15. 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.
- 16. 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.
- 17. **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.
- 18. **Termination:** OUSD may at any time terminate this Agreement upon 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.
- 19. Conduct of Consultant. CONSULTANT will adhere to the following staff requirements and provide OUSD with evidence of staff qualifications, consistent with invoicing requirements outlined in Section 8, which include:
 - 1. Tuberculosis Screening
 - 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.

Contractor initial:

In the event that OUSD, in its sole discretion, at any time during the term of this contract, desires the removal of any CONSULTANT related persons, employee, representative or agent from an OUSD school site and, or property, CONSULTANT shall immediately upon receiving notice from OUSD of such desire, cause the removal of such person or persons.

- 20. **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.
- 21. OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors. OUSD may evaluate the 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).

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- 22. 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.
- 23. Confidentiality. The 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 access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.
- 24. Conflict of Interest. CONTRACTOR shall abide by and be subject to all applicable OUSD policies, 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.

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.

- 25. 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.
- 26. 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. If litigation is initiated, the prevailing party shall be entitled to reasonable attorney's fees and costs.
- 27. Contract Contingent on Governing Board Approval: The District shall not be bound by the terms of this Agreement until it has been formally approved by the District'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.
- 28. 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.
- 29. 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.
- 30. Incorporation of Recitals and Exhibits: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
- 31. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: The prospective primary participant certifies to the best of 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.epls.gov/epls/search.do)

Summary of terms and compensation: Total Fee: \$ 20,000.00 Anticipated start date: 08/13/2012 Work shall be completed by: 06/30/2013 OAKLAND UNIFIED SCHOOL DISTRICT CONTRACTOR Contractor Signature President, Board of Education Superintendent or Designee Certified: Consultant Victoria J. King Print Name, Title Edgar Rakestraw, Jr., Secretary **Board of Education** File ID Number: Introduction Date:

Rev. 4/11/12 v1

By:

Enactment Number: Enactment Date:____

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EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR's entire Proposal is <u>not</u> made part of this Agreement. [IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES CAN BE ATTACHED <u>WITHOUT</u> ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

Summary for Board Memo and Board Agenda - Must accurately align with scope of work below.

Ratification by the Board of Education of Professional Services Contract between the Oakland Unified School District and Victoria King, Hayward, CA for the latter to provide 455 hours to site based development of family resource centers incorporating a broad range of family support services including but not limited to parent education, tax preparation clinics, legal services, case management, mental health, child care and translation services for the period of August 13, 2012 through June 30, 2013 in the amount of not exceed \$20,000.00.

SCOPE OF WORK

Vi	otoria J. King will provide a maximum of 455.00 hours of services at a rate of \$44.00 per hour for a
tot	al not to exceed \$20,000.00 . Services are anticipated to begin on 08/13/2012 and end on 06/30/2013 .
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 <i>this</i> Contractor will do.
	Contractor will provide family engagement and support services to Elev8 site. They will work in partnership with the site leadership teams, Elev8 Project Coordinators, cross-agency partners, and school staff. Family Advocates will work an average of 30 hours per week to support Elev8 program goals that include but are not limited to: Coordinate monthly family engagement workshops; Coordinate and staff the Elev8 Family Resource centers, including: Weekly Medi-Cal Eligibility enrollment sessions; Food Pantry services in partnership with the Alameda County Food Bank; Monthly workshops/individual sessions with the East Bay Community Law Center; Coordinate 3 Tax Clinics for Elev8 Families during Tax Season; Complete tax preparation certification Coordinate Adult Education Classes or Workshops to support adult learning; Facilitate the development of parents as leaders, learners, advocates, and teachers via ongoing coaching and workshops; Provide monthly data submission that includes participation rates, family engagement events, and case management efforts and notes
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.
	Contractor will lead the site based development of family resource centers and the coordination of family support services such as parent education, tax preparation clinics, legal services, physical and mental health, child care, and translation services. Contractor will provide case management services to a minimum of 50 families as identified by the site's Coordination of Services Team. Contractor will organize family advocacy and outreach campaigns aligned with the parent community of the school in collaboration with all partners.
	 Actively participate in monthly partners meetings and identify opportunities to integrate family engagement into Elev8 Activities.
3.	Alignment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: (Check all that apply.)
	Ensure a high quality instructional core Prepare students for success in college and careers
	☐ Develop social, emotional and physical health ☐ Create equitable opportunities for learning ☐ Accountable for quality
	 □ Create equitable opportunities for learning □ High quality and effective instruction □ Full service community district
	might quality and elective instruction

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4.	Pleas	Alignment with Single Plan for Student Achievement (required if using State or Federal Funds)						
	□ *	Action Item included in Board Approved SPSA (no additional documentation required) – Action Item Number:						
		Action Item added as modification to Board Approved SPSA – Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off.						
	1	 Relevant page of SPSA 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	2. Meeting announcement for meeting in which the SPSA modification was approved.						
	3	3. Minutes for meeting in which the SPSA modification was approved indicating approval of the modification.						
	4	4. Sign-in sheet for meeting in which the SPSA modification was approved						

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SPECTRUM POLICY DECLARATIONS (Continued)

POLICY NUMBER: 57 SBM BA8437

ADDITIONAL INSUREDS: THE FOLLOWING ARE ADDITIONAL INSUREDS FOR BUSINESS LIABILITY COVERAGE IN THIS POLICY.

LOCATION 001 BUILDING 001

TYPE PERSON ORGANIZATION

NAME THE OAKLAND UNIFIED SCHOOL DISTICT

OAKLAND

CA 94606

Form SS 00 02 12 06 Process Date: 05/31/12

		ATE OF LIA	BILITY INS	URANCE			MM/DD/YYYY) 3/20/2012		
PRODUCER Phone: 510-465-3993 Fax: 510-465-5566 KHOE & ASSOCIATES INSURANCE SERVICES 328 15TH ST. OAKLAND CA 94612			THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.						
			INSURERS AFF	ORDING COVER	AGE		NAIC #		
INSU	Agency Lic#:	0D06528	INSURER A: TH	E HARTFORD			WC		
VICT	TORIA KING		INSURER B:						
	BOX 3802 WARD, CA 94540		INSURER C:						
			INSURER D:				-		
			INSURER E:						
THE F ANY F MAY	VERAGES POLICIES OF INSURANCE LISTED BELOW HAVE REQUIREMENT, TERM OR CONDITION OF ANY PERTAIN, THE INSURANCE AFFORDED BY THI RIES. AGGREGATE LIMITS SHOWN MAY HAVE	CONTRACT OR OTHER DEPOLICIES DESCRIBED HI	OCUMENT WITH RESPEC EREIN IS SUBJECT TO A	T TO WHICH THIS C	ERTIFICATE MAY BE ISSUED O	R			
INSR A		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS				
	GENERAL LIABILITY	57SBMBA8437	08/15/12	08/15/13	EACH OCCURRENCE	\$	1,000,000		
	X COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	\$	300,000		
	CLAIMS MADE X OCCUR				MED. EXP (Any one person)	\$	10,000		
A					PERSONAL & ADV INJURY GENERAL AGGREGATE	\$	1,000,000		
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS-COMP/OP AGG.	\$	2,000,000		
	POLICY PRO- JECT LOC				TROBOUTO-GOWN FOT AGG.		2,000,000		
	AUTOMOBILE LIABILITY ANY AUTO				COMBINED SINGLE LIMIT (Ea accident)	\$			
	ALL OWNED AUTOS SCHEDULED AUTOS			:	BODILY INJURY (Per person)	\$			
	HIRED AUTOS NON-OWNED AUTOS				BODILY INJURY (Per accident)	\$			
					PROPERTY DAMAGE (Per accident)	s			
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$			
	ANY AUTO				OTHER THAN EA ACC AUTO ONLY: AGG				
	EXCESS / UMBRELLA LIABILITY				EACH OCCURRENCE	\$			
	OCCUR CLAIMS MADE				AGGREGATE	\$			
						\$			
	DEDUCTIBLE				7.6	\$			
_	RETENTION \$				WC STATU-	\$			
	VORKERS COMPENSATION AND MPLOYERS' LIABILITY				TORY LIMITS OTHER	-	*		
	NY PROPRIETOR/PARTNER/EXECUTIVE				E.L. EACH ACCIDENT	\$			
If	yes, describe under PECIAL PROVISIONS below				E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	\$			
_	OTHER:				E.E. BIOEAGE-1 OLIOT ENVIT	14			
	CRIPTION OF OPERATIONS/LOCATION					EBVIC.	ES/		
	AGEMENT CONSULTANT).	OT TO MAINED AG AIR I	ADDITIONAL INCORE	.D WITH REOF EX	or to continuo i i on oi		LO(
10 D	AY NOTICE OF CANCELLATION FOR	NON-PAYMENT OF P	PREMIUM.						
CEF	RTIFICATE HOLDER		CANCEL	CANCELLATION					
THE OAKLAND UNIFIED SCHOOL DISTRICT 1025 2ND AVENUE RISK MANAGEMENT DEPT. ROOM 115A OAKLAND CA 94606			EXPIRATION I WRITTEN NO DO SO SHALL	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, IT'S AGENTS OR REPRESENTATIVES.					
			AUTHORIZED REPRESENTATIVE						
Atte	ention:			PETER C. FONG					

EPLS

Excluded Parties List System

Search Results Excluded By Individual: Victoria King State: CALIFORNIA as of 20-Aug-2012 12:51 PM EDT

Your search returned no results.



ANY SCHOOL TRAINING SELECTION PROFESSIONAL SERVICES CONTRACT ROUTING FORM 2012-2013

	A adalis	ional diversi			Basic Direct		1.7	7.11 15			
List Inches				ed documents are		1.0					
Services cannot be provided until the contract is fully approved and a Purchase Order has been issued. 1. Contractor and OUSD contract originator (principal or manager) reach gareement about scope of work and compensation											
2.	The state of the s										
3. Contractor and OUSD contract originator complete the contract packet together and attach required attachments.											
4. Within 2 weeks of creating the requisition the OUSD contract originator submits complete contract packet for approval to Procurement.											
	Attachment For individual consultants: HRSS Pre-Consultant Screening Letter for the current fiscal year.										
Checklis	Checklist For individual consultants: Proof of negative tuberculosis status within past 4 years.										
	For All Consultants: Results page of the Excluded Party List (https://www.epls.gov/epls/search.do)										
For All Consultants: Statement of qualifications (organization); or resume (individual consultant). For All Consultants: Proof of Commercial General Liability insurance naming OUSD as an Additional Insured.											
	For All Consultants with employees: Proof of Workers' Compensation Insurance. (Ref. to Section 10 of the Contract)										
OUSD St	aff Contact	Emails abo	out this contract	should be sent to:	(required) shei	la.clark@o	usd.k12	.ca.us		· · · · · · · · · · · · · · · · · · ·	
16.5									N. A. T. C.		
Contract	han Name	1/:	L IC	Con	tractor Info	and the latest the			A Secretary	Land Land Company	
	tor Name /endor ID #	Victoria 1005426			Title	y's Contac		toria J. Kir nsultant	ng		
Street A		P.O. BC			City	Hayward		Isultant	State CA	Zip 94540	
Telepho		(510) 75			-	(required)	1	ft@gmail.d		2ip 34040	
	tor History			an OUSD contra			-			oyee? Yes No	
CONTRACT	tor motory									oyee! 🗆 Tes 🗀 No	
		Co	mpensation	and Terms –	Must be wit	hin the C	USD B	illing Gu	idelines		
Anticipat	ted start da	ate	08/13/20	12 Date wor	k will end	06/30/2	013	Other Ex	penses	\$	
Pay Rate	e Per Hour	(required)	\$44.00	Number	of Hours (requir	ed)	455.00				
							100.00				
					udget Inform						
	If you are	planning to n	nulti-fund a con	tract using LEP fun	ds, please con	act the Stat	e and Fe	deral Office	<u>before</u> comple	ting requisition.	
Resou	urce #	Resource	Name		Org Key			(Object Code	Amount	
92	225	Kaise	r	0			5825	\$ 20,000.00			
									5825	\$	
									5825	\$	
Requ	uisition N	O. (required)	R030163	3		Total Co	ntract A	mount		\$ 20,000.00	
1625	7	7,000		Approval and Ro	outing (in ord	er of appr	oval ste	eps)	NEW YORK		
Service	es cannot be	provided bet				4 1		and an inches	ocument affirms	s that to your knowledge	
00,1.00		provided be		services were n					oddinent dinini	o that to your knowledge	
1	OUSD Adm	ninistrator ve	erifies that thi	s vendor does no	ot appear on t	ne Exclude	d Partie	s List (http	s://www.epls	.gov/epls/search.do)	
		/ Manager (Bustamante			hone	(510) 639-33		
1.	Site / Depar	tment	922Fam	nily, Schools & Co		tnershins	F	ax	(510) 639-48		
	nature /	1 Box 1	MID	-	orrania i ar	пототпро		oproved			
		nager, if using	o funds manag	ed by: CState and Fe	ederal Douality	Community Sc		·	mily Schools and	Community Partnerships	
				of restricted resource						Community Catalogorips	
2.	-	163	7	Trestricted resource	c and is in angi	IIIIOIIE WIEIT			10/1/10		
	Signature Date Approved						1/)//2				
	Signature (if using multiple restricted resources) Date Approved					oproved					
		utive Office									
				align with needs o		school site	ite /				
	Consultant is qualified to provide services described in the scope of work Signature Date Approved					proved	15/5/211				
	Deputy Superintendent Instructional Leadership / Deputy Superintendent Business Operations Consultant Aggregate Under, Over										
4	Circhina					, , , , , , , , , , , , , , , , , , ,	5 5 1.461 EJ 500,000				
		nt Board of	Education Ci	gnature on the lega	l contract		Date Ap	pproved			
					i contract	D: 1 D		r	1.	D-4:	
		t using stand		Approved		Denied - R				Date	
Procuren	ocurement Date Received PO Number										