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| Board Office Use: Legislative File Info. | |
| File ID Number | 12-2452 |
| Committee | Facilities |
| Introduction Date | 10-10-2012 |
| Enactment Number | 12-2538 |
| Enactment Date | 10/10/12 <i>AS</i> |



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

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|---------|---------------------------------|-------------|-------------------------------|------|-------------------------------------|---------------------------|---------------------|
| 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 KUJ 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

1060630

DATE SUBMITTED: July 12, 2012 SUBMITTED BY: Melissa Truitt

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

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

Vendor Number: _____
 Fiscal Year: 2012-2013
 PO Under \$50K: 7-19-2012
 Date: 7-19 To DR: 100%

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

| | | | |
|----------------|----------------------|-------------------------------|------------------|
| Local Business | Small Local Business | Small Local Resident Business | Total Percentage |
| 100% | | | 100% |

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

| | | | |
|---|------|---|---------------------|
| <u>Timothy E. White</u> Assistant Superintendent | Date | <u>Tadashi Nakadegawa</u> Director of Facilities | Date <u>7/16/12</u> |
|---|------|---|---------------------|

SECTION III. AGREEMENT INFORMATION:

| | | | |
|-----------------------------------|---|--------------------------|--|
| Project Name: | Program Support | Project No: | N/A |
| Vendor Name: | Seville Group Inc. | Vendor Contact: | Melissa Truitt |
| Vendor Phone Number: | 510.452.9423 | Vendor Mailing Address: | 360 22nd Street, Suite 620 Oakland, CA 94612 |
| Agreement Start & Stop Dates: | July 1, 2012 | Amounts: | Current Contract Amount: \$49,900 Not to Exceed Amount: 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 checked="" type="checkbox"/> |
| Certificate of Insurance Attached | <input type="checkbox"/> Yes <input type="checkbox"/> No | Date provided: | |

RECEIVED

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

- Number of Bids Received: 12-2452 (Attach Bid Documents) 7-19-2012
- Date(s) of Bid Advertisement: October 10, 2012
- Date of Bid Opening: _____
- Name of Architect: 12-2538
- Liquidated damages per day: 10/10/12
- Performance Bonds Attached: _____
- Payment Bonds Attached: _____
- Number of Phases: _____

Scope of Work: (Needed to prepare Executive Summary) OK
 To provide programmatic and administrative support of the 2012 OUSD Summer Internship Program for 24 students between July 2nd and August 15th.

Discussion Information (Needed to prepare Executive Summary)
 The Oakland Unified School District is hosting a 6 week summer paid internship program (the "Program") for high school and college students interested in the fields of: construction, architecture/engineering, construction/project management, Building and Grounds (Systems Management) and Custodial Services. The Program is a comprehensive introduction to the operational aspects of the Division of Facilities, Planning and Management and includes work experience in various departmental and ancillary areas, personalized mentoring/training, field trips, and fun enrichment and cultural activities. This opportunity is for highly motivated young people with a passion for learning and a great attitude. The program is 6 weeks long starting July 2, 2012 and ending August 10, 2012.

Funding Source Fund 25

Budget Number: _____
 OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at www.epls.gov/epls/search.do.

Jody London
 President, Board of Education
 10/10/12
 Edgar Rakestraw, Jr., Sr.
 Board of Education
 10/10/12



Revenue

| | | |
|--------------------------------------|------------------|-----------|
| Prior Year Remaining Balance | \$ 1,300.00 | |
| Vendor Support (Pledged via 7/16/12) | <u>20,000.00</u> | |
| Sub-total | | 21,300.00 |

Expenses (Reimbursable from OUSD)

| | | |
|---|---------------|-----------------------|
| Labor (Direct @\$10/hr and \$13/hr to OUSD) | 74,880.00 | |
| Food (Breakfast Snacks) | 2,700.00 | |
| Pre/Post Assessments | 2,500.00 | |
| Uniforms | 2,000.00 | |
| Back Packs (w/ School Supplies) | 600.00 | |
| Back to School Gift Cards | 7,200.00 | |
| Field Trips | 1,000.00 | |
| Misc. | <u>500.00</u> | |
| Total | | <u>91,380.00</u> |
| Net Cost To OUSD | | <u>\$ (70,080.00)</u> |

Program Assumptions and Key Drivers

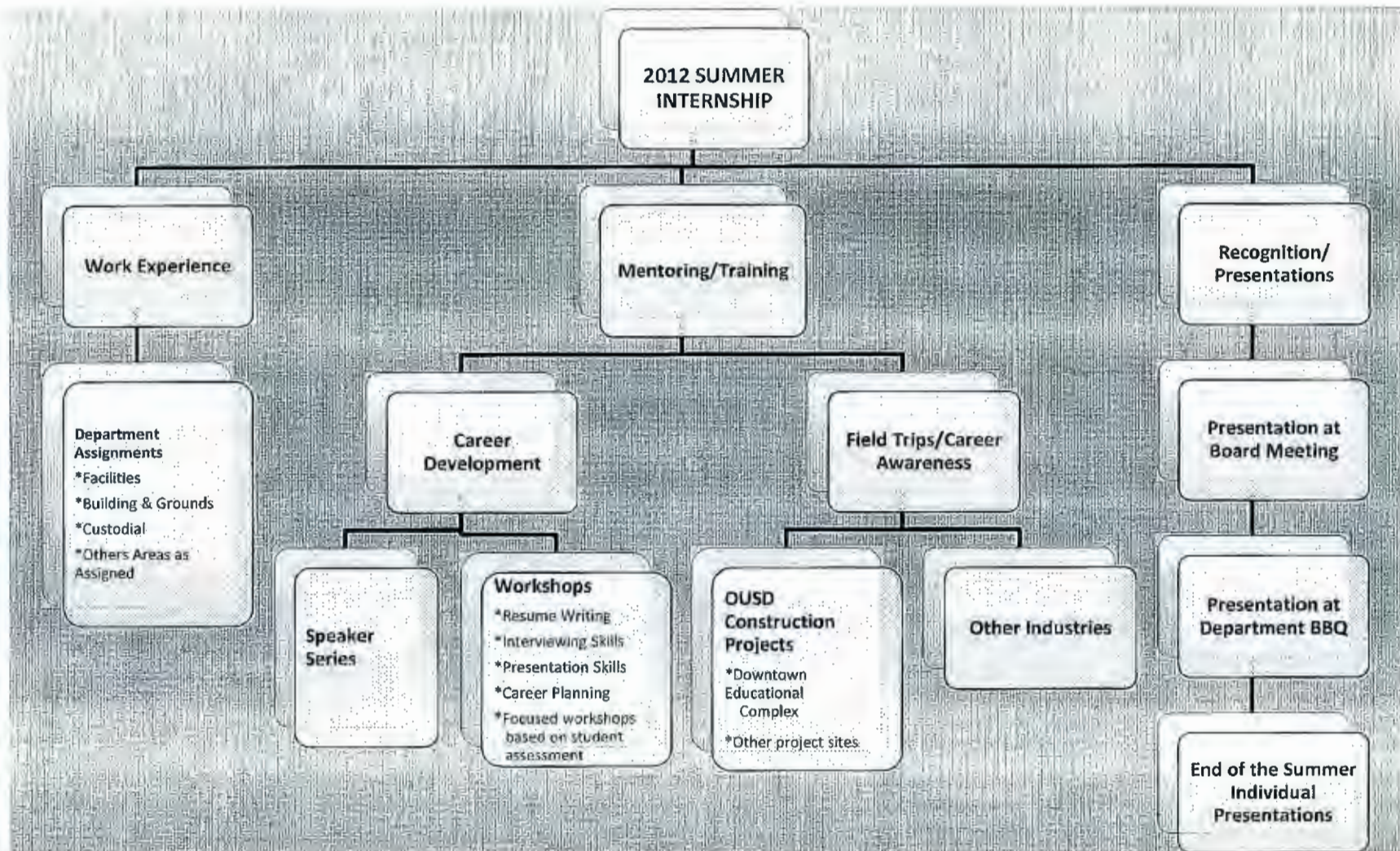
| | |
|---------------------------|--------------|
| # of Interns | 24.00 |
| Program Duration (weeks) | 6.00 |
| # of hours for per intern | 240.00 |
| Intern hourly labor rate | \$ 10.00 |
| Total Cost/Intern | \$ 3,807.50 |
| Total Cost/Week | \$ 15,230.00 |

All non-labor costs are a direct pass through

Announcement

The Oakland Unified School District is hosting a 6 week summer paid internship program (the "Program") for high school and college students interested in the fields of: construction, architecture/engineering, construction/project management, Building and Grounds (Systems Management) and Custodial Services. The Program is a comprehensive introduction to the operational aspects of the Division of Facilities, Planning and Management and includes work experience in various departmental and ancillary areas, personalized mentoring/training, field trips, and fun enrichment and cultural activities. This opportunity is for highly motivated young people with a passion for learning and a great attitude. The program is 6 weeks long starting July 2, 2012 and ending August 10, 2012.

OAKLAND UNIFIED SCHOOL DISTRICT DIVISION OF FACILITIES, PLANNING & MANAGEMENT SUMMARY INTERSHIP PROGRAM OVERVIEW



Schedule Notes:

- Internship Timeframe July 2nd – August 10th
- Career Development & Speaker Series to take place on Fridays
- Pre & post assessment conducted with students

Resources Needed:

- Bus passes and transportation
- Meals (light breakfast daily, lunch on Fridays)