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OAKLAND UNIFIED  
SCHOOL DISTRICT  
Community Schools, Thriving Students

# Memo

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent and Secretary, Board of Education  
Timothy White, Deputy Chief, Facilities Planning and Management

**Board Meeting Date** March 13, 2019

**Subject** Independent Consultant Agreement Greater than \$92,600 - MK Think -  
Facilities Planning & Management Project

**Action Requested** Approval by the Board of Education of an Independent Consultant Agreement Greater than \$92,600 between the District and MK Think, San Francisco, CA, for the latter to provide strategic support for the Facilities Division and the Research Assessment & Data Department; MKThink will develop a (FMP) Facilities Master Plan integrating and building on the work developed in the 2012 Facilities Master Plan, the 2014 Asset Management Plan, and the 2017 Blueprint. MKThink will provide Assessment of data to support the Citywide Plan, Deliver a new FMP, and provide Strategies and assistance to optimize property and facility utilization, in conjunction with the Facilities Planning and Management Project, more specifically delineated in the Scope of Services in Exhibit “A”, incorporated herein by reference as though fully set fourth, commencing March 14, 2019 and concluding no later than August 30, 2019, in an amount not to exceed \$299,680.00.

**Discussion** Vender to assist the District in developing and discovery and asset Management Strategy Master Plan

**LBP** (Local Business Participation Percentage) 00.00%

**Recommendation** Approval by the Board of Education of an Independent Consultant Agreement Greater than \$92,600 between the District and MK Think, San Francisco, CA, for the latter to provide strategic support for the Facilities Division and the Research Assessment & Data Department; MKThink will develop a (FMP) Facilities Master Plan integrating and building on the work developed in the 2012 Facilities Master Plan, the 2014 Asset Management Plan, and the 2017 Blueprint. MKThink will provide Assessment of data to support the Citywide Plan, Deliver a new FMP, and provide Strategies and assistance to optimize property and facility utilization, in conjunction with the Facilities Planning and Management Project, more specifically delineated in the Scope of Services in Exhibit “A”, incorporated herein by reference as though fully set fourth, commencing March 14, 2019 and concluding no later than August 30, 2019, in an amount not to exceed \$299,680.00.

**Fiscal Impact**

Fund 21, Measure B

**Attachments**

- Independent Consultant Agreement including scope of work
- Consultant Proposal
- Certificate of Insurance