

Board of Education Report

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File #: Rep-126-21/22, **Version:** 1

Approval of Procurement Actions

December 7, 2021

Procurement Services Division

Action Proposed:

Ratify the contract actions taken by the Procurement Services Division within delegated authority as listed in Attachment “A” including the approval of award of Professional Service Contracts not exceeding \$250,000: Low Value - Purchase Orders; Goods and General Services Contracts: Purchase Orders; Low Value - Purchase Orders; District Card Transactions; Rental of Facilities; Travel/Conference Attendance; General Stores Distribution Center; and Book/Instructional Material Purchase Orders; and **approve** Professional Service Contracts (exceeding \$250,000): New Contracts as listed in Attachment “B”.

Background:

Procurement Services staff prepares monthly reports for contract actions necessary for the execution of the projects approved by the Board for the educational and operational requirements of the District in accordance with Board delegated authority to the Superintendent.

Expected Outcomes:

Approval of these items will allow the goods and services provided by these contracts furnishing the equipment, supplies, or services to the Los Angeles Unified School District that support Board policies and goals.

Board Options and Consequences:

The Board can approve all actions presented, or postpone selected actions pending receipt of additional information. Non-ratification of actions awarded under delegated authority in Attachment “A” will result in immediate unavailability of products or discontinuance of services, or both. While non-ratification may be legally defensible, it would likely result in costly litigation over discontinued payments or if the District attempts to reclaim payments made to a vendor. District costs will likely increase as fewer vendors compete for future procurements. Postponement of actions presented for approval in Attachment “B” will delay contract award or delivery dates.

Policy Implications:

This action does not change District policy and conforms to *California Education Code section 17604* that permits the Board of Education to delegate authority for Procurement Services (Board Report #444-17/18), which the Board exercised on May 8, 2018.

Budget Impact:

The contract actions presented are within the budget authority previously approved by the Board. Ratification of contracts awarded under delegation of authority and within their Board approved budget listed in Attachment “A” includes:

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- Award of Professional Service Contracts not exceeding \$250,000: Low Value - Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: Procurement Transactions - Purchase Orders; Low Value - Purchase Orders; Rental of Facilities; Travel/Conference Attendance; District Card Transactions; General Stores Distribution Center; and Book/Instructional Material Purchase Orders

Request for Approval of Procurement Contracts not under delegated authority listed in Attachment “B” includes:

- Professional Services Contracts (exceeding \$250,000): New Contracts

Student Impact:

See attached Board Informatives.

Equity Impact:

See attached for applicable items.

Issues and Analysis:

There are no policy implications on these agreements. The Business and Government Services Team, Office of the General Counsel, has reviewed and approved the agreements as to form.

Attachments:

Attachment “A” - Ratification of Contracts Awarded Under Delegated Authority

Attachment “B” - Request for Approval of Contracts Not Under Delegated Authority

Informatives:

Informative - Item A - Warehouse October 2021

Informative - Item B - Amplify Education, Contract No. 4400009890

Informative - Item C - Accenture, LLP, Contract No. 4400009861

Informative - Item D - Various Vendors (TSP Services), Contract Nos. 4400009775-9779, 4400009810-9820, 4400009982-9984


Submitted:

11/17/21

RESPECTFULLY SUBMITTED,


MEGAN K. REILLY
Interim Superintendent

APPROVED & PRESENTED BY:

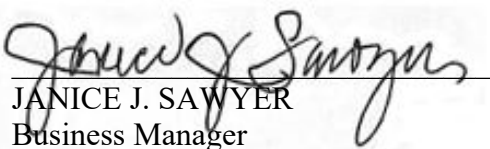

PEDRO SALCIDO
Interim Deputy Superintendent
Office of the Deputy Superintendent

REVIEWED BY:

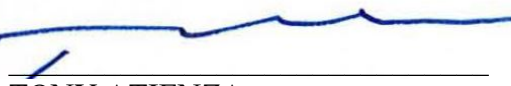

DEVORA NAVERA REED
General Counsel

Approved as to form.

APPROVED & PRESENTED BY:


JANICE J. SAWYER
Business Manager
Office of the Business Manager

REVIEWED BY:


TONY ATIENZA
Director, Budget Services and Financial Planning

Approved as to budget impact statement.

APPROVED & PRESENTED BY:


JUDITH REECE
Chief Procurement Officer
Procurement Services Division

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY**Item A - October 2021****A. PROFESSIONAL SERVICE NOT EXCEEDING \$250,000**

October 2021 = \$3,318,204

YTD = \$11,058,834

The contract actions represented below are those actions put in place within each sponsoring school's or division's approved budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for professional services.

	<u>October</u> <u>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>October</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Purchase Orders – <i>October 2021</i>	324	1,138	\$3,318,204 <i>(Avg. \$10,241)</i>	\$11,058,834

B. GOODS AND GENERAL SERVICES NOT EXCEEDING \$250,000

October 2021 = \$30,460,979

YTD: \$134,234,195

The contract actions represented below are those actions put in place within each sponsoring school's or division's budget. These delegated procurement methods represent streamline ordering tools that assist schools and offices in meeting immediate mission-essential needs for goods or general services.

	<u>October</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>October</u> <u>Total</u>	<u>YTD</u> <u>Total</u>
Low Value – Purchase Orders – <i>October 2021</i>	3,847	14,534	\$10,916,431 <i>(Avg. \$2,838)</i>	\$36,553,398
Purchase Orders – <i>October 2021</i>	40	172	\$2,626,261 <i>(Avg. \$65,657)</i>	\$15,411,773
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) – <i>(COVID-19 Transactions = 0 for total of \$0) – October 2021</i>	8,864	26,030	\$3,561,792 <i>(Avg. \$402)</i>	\$10,923,579
Rental Facilities – <i>October 2021</i>	0	0	\$0	\$0
Travel/Conference Attendance – <i>October 2021</i>	18	76	\$7,305 <i>(Avg. \$406)</i>	\$39,544
GENERAL STORES DISTRIBUTION CENTER – <i>(COVID-19 Transactions = 0 for total of \$0) October 2021</i>	201	870	\$2,777,643 <i>(Avg. \$13,819)</i>	\$13,612,224
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – <i>October 2021</i>	340	1,238	\$10,571,547 <i>(Avg. \$31,093)</i>	\$57,693,677

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

NEW CONTRACTS/ AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

DIVISION OF INSTRUCTION \$14,965,619

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
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Amplify Education	4400009890 Item B	Single-source contract to provide licenses for online professional development to paraprofessionals and retired teachers of elementary schools District-wide.	COVID-19 Funds (100%)	\$14,965,619
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Contract Term: 12/08/21 through 12/07/24 includes two (2) one-year renewal options

**Aggregate Three-Year Contract Value:
\$14,965,619**

Requester: *Alison Yoshimoto-Towery*
Chief Academic Officer
Division of Instruction

OFFICE OF THE DEPUTY SUPERINTENDENT \$899,480

Accenture, LLP	4400009861 (RFP 2000002278) Item C	Formally competed contract to enhance and support the implementation of the Enterprise Project Management Office (EPMO). Contractor is to assess, evolve, transition and mature the EPMO.	General Funds (100%)	\$899,480
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Contract Term: 12/08/21 through 12/07/23 includes one (1) one-year renewal option

**Aggregate Two-Year Contract Value:
\$899,480**

Requester: *Pedro Salcido*
Interim Deputy Superintendent
Office of the Deputy Superintendent

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS

NEW CONTRACTS/ AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

OFFICE OF PARTNERSHIPS AND GRANTS

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>DESCRIPTION</u>	<u>SOURCE OF FUNDS</u>	<u>\$0 AMOUNT</u>
Various Vendors*	4400009775 Through 4400009779 4400009810 Through 4400009820 4400009982 Through 4400009984 (RFP 200002196)	Authorization to negotiate and execute nineteen (19) formally competed contracts* to the existing bench of sixty-one (61) contracts**, via “refresh,” in support of schools serving the Target Student Population (TSP), include English Learners, re-designated English Learners and low-income students, and foster youth. The authority to increase or decrease the amounts of these contracts will be limited to the aggregate amount of \$20,000,000. Contract Term: 12/08/21 through 01/14/25 includes three (3) one-year renewal options	General Funds (100%)	\$20,000,000 (Approved BOE Report 319-20/21, dated 06/08/21)

Item D

Initial Authorized Value: \$20,000,000
 Additional Authorized Value: \$0
Aggregate Five-Year Value for Eighty (80) Contracts: \$20,000,000

Requester: *Carla Barrera-Ortiz, Director
Office of Partnerships and Grants*

*!!!Apple iPad & Android Tablet Tutoring!!! (SBE); After-School All-Stars, Los Angeles; Associates for Educational Success; Business United in Investing, Lending and Development (BUILD); Children’s Institute, Inc.; City year, Inc.; Community Partners; Danielle Moore dba Teaching One Moore; Harbor Area Gang Alternatives Program dba Gang Alternatives Program (GAP); Los Angeles Maritime Institute; Mundo Academy (SBE); OneGoal; PowerMyLearning, Inc.; Salesian Family Youth Center; Shoulet Blunt LLC dba Imago (SBE); UNITE-LA; University of Southern California-Center for Enrollment, Research, Policy & Practice; Varsity Tutors LLC; Whizz Education, Inc. (SBE)

****Existing Vendors (Contract Term: 01/15/20 – 01/14/25):** 9 Dots Community Learning Center; A World Fit for Kids; Achievement Network; Advancement Through Opportunity and Knowledge, Inc. dba Children Youth and Family Collaborative; After School Interscholastic Sports Academy dba ASISA (SBE); Angels Gate Cultural Center; Arithmetic Solutions, LLC; Asian Americans Advancing Justice-Los Angeles; Boys and Girls Club of Burbank and Greater East Valley; Boys and Girls Club of Carson; Boys and Girls Club of the LA Harbor; Boys and Girls Club of Venice; Boys and Girls Club of West San Gabriel Valley; Boys and Girls Club of West Valley; Center for Powerful Public Schools; College Summit, Inc. dba PeerForward; Communities in Schools of Los Angeles c/o Creative Artists Agency; DIY Girls; EduCare Foundation; ETM-LA, Inc. dba Education Through Music-LA; Families in Schools; Find A Tree, LLC (SBE); Fulfillment Fund; Graham Strategies, Inc. dba The Financial Aid Shop (SBE); Grand Vision Foundation; Guitars in the Classroom; Inner-City Arts; International Trade Education Programs, Inc. dba EXP; Kaplan Test Prep, division of Kaplan, Inc.; LA’s Best; Living Advantage, Inc.; Los Angeles Brotherhood Crusade, Black United Fund, Inc.; Los Angeles Choreographers and Dancers, Inc.; Los Angeles Education Partnership; Los Angeles Legacy Project (SBE); Los Angeles United Methodist Urban Foundation/Kid City; New Hope Academy of Change; Parent Engagement Academy; Partnership for Los Angeles Schools; Playworks Education Energized; Project Grad Los Angeles; Proyecto Pastoral at Dolores Mission; Revolution Prep; Seneca Family of Agencies; Shmoop University, Inc.; Social and Public Art Resource Center; Studentnest, Inc. dba Studentnest.com (SBE); Study Smart Tutors, Inc.; Success for All Foundation, Inc.; Teacher Created Materials, Inc.; The Actors’ Gang; The H.E. Art Project dba artworxLA; The Plus Me Project; TPR Education, LLC; The Unusual Suspects Theatre Company; Total Education Solutions; Two Bit Circus Foundation; Variety Boys and Girls Club; Woodcraft Rangers; Yancy Life Transitional Center; Young Producers Group, Inc. (SBE)