



Board of Education Report

File #: Rep-020-24/25, Version: 1

Approval of Procurement Actions
September 10, 2024
Procurement Services Division

ADOPTED BOARD
REPORT
SEP 10 2024

APPROVED

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: New Contracts; Contract Amendments; Purchase Orders; Goods and General Services Contracts: 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; and Goods and General Services Contracts (exceeding \$250,000): New Contracts; and Piggyback 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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APPROVED

- Award of Professional Service Contracts not exceeding \$250,000: New Contracts; Contract Amendments; Purchase Orders; and
- Goods and General Services Contracts not exceeding \$250,000: Procurement Transactions - 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 Actions not under delegated authority listed in Attachment “B” includes:

- Professional Service Contracts (exceeding \$250,000): New Contracts; and
- Goods and General Services Contracts (exceeding \$250,000): New Contracts; and Piggyback Contracts.

Student Impact:

Not applicable.

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

Previously adopted Board report referenced in the policy implications section:

- Adopted May 8, 2018: [Board Report No. 444-17/18](https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share_link)
<https://drive.google.com/file/d/1LObScI2aOLv21Poz24gkLDhfVRiE6a8K/view?usp=share_link>
- California Education Code Section 17604 ([CE Code 17604](https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share_link))
<https://drive.google.com/file/d/17i1CYUp6UH9-Gg-3DJMkxNEuH1uUQERc/view?usp=share_link>

Informatives:

Not applicable.

Submitted:


08/13/24

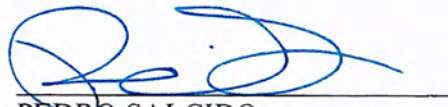
SEP 10 2024

APPROVED

RESPECTFULLY SUBMITTED,


APPROVED & PRESENTED BY:

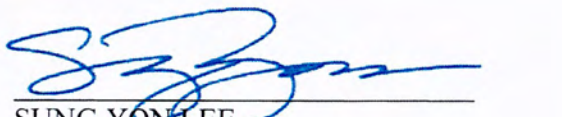

ALBERTO M. CARVALHO
Superintendent


PEDRO SALCIDO
Deputy Superintendent
Business Services & Operations

REVIEWED BY:

APPROVED & PRESENTED BY:


DEVORA NAVERA REED
General Counsel

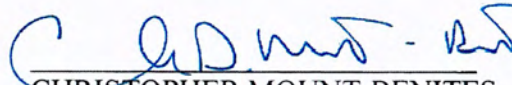

SUNG YON LEE
Deputy Chief Business Officer
Office of the Deputy Chief Business Officer

Approved as to form.

REVIEWED BY:

APPROVED & PRESENTED BY:


NOLBERTO DELGADILLO
Deputy Chief Business Officer, Finance


CHRISTOPHER MOUNT-BENITES
Chief Procurement Officer
Procurement Services Division

Approved as to budget impact statement.

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS/AMENDMENTS/ASSIGNMENTS ALREADY AWARDED NOT EXCEEDING \$250,000

**ADOPTED BOARD
REPORT**

SEP 10 2024

APPROVED

Item A

DIVISION OF RISK MANAGEMENT

\$35,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Willis Towers Watson Management, Ltd.	C2711	05/13/24 – 05/12/25	Liability Self- Insurance Fund (100%)	\$35,000

Ratification of a competed contract procured through a Request for Proposals (RFP) process for the creation of a captive insurance company, the Los Angeles Unified School District Insurance Company, LLC, to insure and manage the non-insured/retained auto liability, general liability, and workers’ compensation exposures of the District, as well as other insurance coverages deemed necessary by the captive company. On June 4, 2024, the Board authorized the Resolution to create the captive insurance company ([Board Report No. 311-23/24](#)).

Captive insurance is established when a business owner sets up an insurance company to insure its own risks. Since a captive insurer is wholly owned and controlled by its insureds, it is less susceptible to price fluctuations, and offers the insured more control over underwriting and claims settlement activities. It is a priority of the District to implement sustainable budgeting practices to ensure the appropriate allocation of funds and services. The services provided by this vendor are needed to maintain certain required insurance coverages and will facilitate the transition towards a value-based, multi-year budget and investment plans to better direct funds that drive student outcomes. Students will benefit from more efficient and equitable distribution of school and District budgets. The District will benefit from lower costs and greater control over coverage and claims decisions. These services will allow the District to better handle its distinct risk-management needs.

Three proposals were received and all were deemed qualified. The source selection committee was composed of nine subject matter experts and executive staff from risk management and business operations. Proposals were evaluated on experience and qualifications of firm and personnel, project approach and their implementation plan.

These services align with: Pillar 4 – Operational Effectiveness by prioritizing sustainable budgeting practices that will support the development and implementation of annual zero-based budgeting.

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

Requesters:

Sung Yon Lee, Deputy Chief Business Officer
Office of the Deputy Chief Business Officer

ADOPTED BOARD
REPORT

SEP 10 2024

APPROVED

Dawn Watkins, Chief Risk Officer
Division of Risk Management and Insurance Services

Equity Impact:

Component	Score	Score Rationale
Recognition	2	The Captive Insurance Company, while not actively recognizing historical inequities, seeks to decrease costs by managing the general liability exposures, freeing up funds to further support student needs.
Resource Prioritization	2	The Captive Insurance Company is designed to manage the significant financial liability obligations continue to be allocated effectively to meet the needs of students and the wider school.
Results	2	The Captive Insurance Company is likely to result in closed opportunity gaps. By managing the program internally, it helps ensure that the District continues to provide essential services and opportunities.
TOTAL	6	

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

A. PROFESSIONAL SERVICES CONTRACTS/AMENDMENTS/ASSIGNMENTS ALREADY AWARDED NOT EXCEEDING \$250,000

Item B

ADOPTED BOARD
REPORT
SEP 10 2024

APPROVED

OFFICE OF THE DEPUTY SUPERINTENDENT
BUSINESS SERVICES AND OPERATIONS

\$112,520

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Trinus Corp.	C2712	07/08/24 – 12/31/24	General Funds (100%)	\$112,520

Ratification of a competed contract procured through an Informal Request for Proposal (IRFP) process conducted by the Procurement Services Division, to provide a study of the operational effectiveness of Information Technology Services (ITS).

Eight proposals were received and deemed qualified. The evaluation committee was comprised of three subject matter experts from the Office of the Deputy Superintendent, Business Services and Operations, Office of the Chief Business Officer, and Procurement Services Division. The proposals were scored based on the following evaluation criteria: experience and qualifications of firm; experience and qualifications of personnel, statement of work compliance and work plan; price; and Small Business Enterprise (SBE) participation. The selected firm was the highest scored proposer.

Trinus Corporation has conducted business with the District since 2017, and has provided similar services to Edwards Life Sciences, Boston Scientific, and LA County.

These services align with: Pillar 4 Operational Effectiveness by implementing an external assessment to balance short and long-term needs so resources are aligned to maximize return on investment.

Requester:

Pedro Salcido, Deputy Superintendent
Business Services and Operations

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD
REPORT

SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	1	This contract is being brought forward to ensure Information Technology Services (ITS) is operating as effectively and efficiently as possible. This contract does not recognize historical inequities.
Resource Prioritization	1	The resources to perform this study are not prioritized based on student need.
Results	2	The results of this study may identify opportunities to better serve schools to close opportunity and/or achievement gaps. Further, the results may identify savings that can be reinvested to support closing opportunity and/or achievement gaps.
TOTAL	4	

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

**A. PROFESSIONAL SERVICES REVENUE CONTRACTS/AMENDMENTS/ASSIGNMENTS
ALREADY AWARDED NOT EXCEEDING <\$500,000>**

ADOPTED BOARD REPORT
APPROVED
SEP 10 2024

Item C

DIVISION OF ADULT CAREER AND EDUCATION

<\$205,800>

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Los Angeles and Orange Counties Building and Construction Trades Council Apprenticeship Readiness Fund (The Fund)	C2708-1	03/01/23 – 12/31/25	Revenue	<\$205,800*>

Ratification of an amendment to increase capacity of existing revenue contract with the Los Angeles and Orange Counties Building and Construction Trades Council Apprenticeship Readiness Fund (The Fund) to provide funding that supports the Division of Adult and Career Education’s (DACE) Multi-Craft Core Curriculum (MC3) apprenticeship readiness training program(s). The increased capacity is expected to support the enrollment of approximately 42 additional students in the MC3 program.

A lack of awareness exists about career opportunities available through union apprenticeship training; resulting in lost opportunities for individuals to participate in careers that provide family sustaining wages, medical benefits, and a pension. The MC3 apprenticeship readiness program was created to introduce students to various apprenticeship programs and prepare them to enter a union registered apprenticeship program in the building and construction trades.

The MC3 curriculum is delivered in a cohort-style eleven-week training program that includes classroom instruction, hands-on building projects, tours to various registered apprenticeship training centers, guest speakers, OSHA 10 safety training, First Aid/CPR, job readiness training, team building activities, and student presentations. Students receive safety certifications and the industry recognized MC3 certification. The MC3 program has successfully placed 225 students into union registered apprenticeship programs after successfully completing the program.

The Fund has provided MC3 students with supportive wrap-around services, which includes case management and job placement assistance since 2020.

The MC3 program supports Pillar 1: Academic Excellence, through Priority 1D: College and Career Readiness by collaborating with industry partners to provide students with pathway opportunities into lifelong careers in the building and construction industry through apprenticeship training.

Initial Contract Value: <\$490,000>
*Amendment 1: <\$205,800>

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

Aggregate Contract Value: <\$695,800>

ADOPTED BOARD
REPORT

SEP 10 2024

APPROVED

Requester:

Renny L. Neyra, Executive Director
Division of Adult and Career Education

Equity Impact:

Component	Score	Score Rationale
Recognition	3	The Division of Adult and Career Education (DACE) addresses inequality in the construction industry by recruiting women, minorities, veterans, and low-income individuals into the MC3 apprenticeship readiness program to provide pathway opportunities into a unionized registered apprenticeship training.
Resource Prioritization	4	Revenue funding secured through The Fund will help support MC3 training related expenses by eliminating out-of-pocket cost to students, providing weekly stipends, job placement assistance, case management services, and other wrap around supportive services to ensure successful completion of the MC3 program.
Results	3	In collaboration with our MC3 partners, DACE has worked to eliminate barriers for students by expanding access to pre-apprenticeship training opportunities for underserved groups and preparing individuals to enter a registered apprenticeship program in the building and construction industry that provides family-sustaining wages, medical benefits, a pension, and a lifelong career.
TOTAL	10	

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

B. PROFESSIONAL SERVICES NO-COST MEMORANDUM OF UNDERSTANDING/
AMENDMENTS/ ASSIGNMENTS ALREADY AWARDED

Item D

ADOPTED BOARD
REPORT

SEP 10 2024

APPROVED

DIVISION OF INSTRUCTION

<u>CONTRACTOR / IDENTIFICATION NO.</u>	<u>DESCRIPTION</u>	<u>CONTRACT TERM</u>	<u>SITE</u>	<u>AMOUNT</u>
Access Youth Academy/ <u>C2701-1</u>	After-School Youth Squash, Education and Enrichment Programming	02/26/24 – 06/30/27	Districtwide	\$0
Girls Make Beats, Inc. / <u>C2606</u>	Summer Internship Program	07/09/24 – 07/08/27	Districtwide	\$0

ATTACHMENT A

APPROVAL OF PROCUREMENT CONTRACTS: RATIFICATION OF DELEGATED AUTHORITY

ADOPTED BOARD
REPORT
SEP 10 2024

APPROVED

Item E – July 2024

C. PROFESSIONAL SERVICES NOT EXCEEDING \$250,000

JULY 2024 = \$791,137

YTD = \$791,137

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>July</u> <u>Qty of POs</u>	<u>YTD</u> <u>Qty of POs</u>	<u>July Total</u>	<u>YTD</u> <u>Total</u>
Purchase Orders – <i>July 2024</i>	68	68	\$791,137 <i>(Median - \$8,338)</i>	\$791,137

JULY 2024 = \$27,843,612

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

YTD = \$27,843,612

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>July Qty of</u> <u>POs/</u> <u>Transactions</u>	<u>YTD</u> <u>Qty of POs/</u> <u>Transactions</u>	<u>July Total</u>	<u>YTD</u> <u>Total</u>
<i>Purchase Orders – July 2024</i>	2,386	2,386	\$11,058,603 <i>(Median – \$995)</i>	\$11,058,603
DISTRICT CARD TRANSACTIONS (i.e., P-Card, Fuel Card, Toshiba Card, etc.) – <i>July 2024</i>	4,122	4,122	\$2,262,693 <i>(Median - \$100)</i>	\$2,262,693
Rental Facilities – <i>July 2024</i>	3	3	\$9,390 <i>(Median - \$3,670)</i>	\$9,390
Travel/Conference Attendance - <i>July 2024</i>	14	14	\$30,479 <i>(Median – 2,314)</i>	\$30,479
GENERAL STORES DISTRIBUTION CENTER – <i>July 2024</i>	76	76	\$1,446,538 <i>(Median - \$7,058)</i>	\$1,446,538
BOOK/INSTRUCTIONAL MATERIAL PURCHASE ORDERS (BPO) – <i>July 2024</i>	808	808	\$13,035,909 <i>(Median - \$8,429)</i>	\$13,035,909
GRAND TOTAL – July 2024				\$28,634,749

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

ADOPTED BOARD REPORT
SEP 10 2024

APPROVED

Item F

DIVISION OF RISK MANAGEMENT AND INSURANCE SERVICES \$530,130,000

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
CaremarkPCS Health, LLC and SilverScript Insurance Company (collective CVS)	C3417 (RFP 2000003321)	01/01/25 – 12/31/27	Health and Welfare Fund (100%)	\$530,130,000

Approval of formally competed contract procured through a Request for Proposals (RFP) process, to provide pharmacy benefit management services to District employees, retirees and eligible dependents.

Pursuant to the Health Benefits Bargaining Agreement, also referred to as a Memorandum of Understanding (MOU), the Division of Risk Management and Insurance Services, on behalf of the Health Benefits Committee (HBC), requests Board approval for a three-year contract with CaremarkPCS Health, LLC and SilverScript Insurance Company (collective CVS) to provide District-sponsored Pharmacy Benefit Management (PBM) services.

The PBM administers the prescription drug program for employees, retirees, and eligible dependents enrolled in all Anthem Blue Cross medical plans. The standard portfolio of services includes, but is not limited to the following:

- Prescription drug benefits through retail and mail-order
- Claims processing
- Employer Group Waiver Plan (EGWP) for Medicare Part D drug coverage
- Account management support
- Pass through formulary drug rebates
- Drug utilization management and formulary management services
- Monitor industry trends and advice on prescription drug plan changes
- Education and communication components for members

The recommended contract award is crucial to maintain prescription drug coverage for approximately 76,000 individuals; active employees (20,000), retirees (19,500), and their eligible dependents (36,500) enrolled in Anthem Blue Cross medical plans. This contract represents approximately half of the District’s costs for pharmacy benefit management services. The current contract expires on December 31, 2024. In anticipation of the Annual Benefits Open Enrollment in November, Benefits Administration initiated an early procurement process to prepare for any transition. A competitive procurement process by the Procurement

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

Services Division was conducted. The Source Selection Committee (SSC) reviewed proposals and recommended awarding the contract to CVS, the incumbent, based on the established evaluation criteria.

Three proposals were received and two were deemed qualified. The source selection committee was comprised of three voting members from Benefits Administration and Teamsters Union Local 572, one non-voting member from Benefits Administration. The Segal Group, a health benefits consulting firm advising the HBC, served as technical advisors. Factors utilized to score the proposals included: firm experience; network and formulary disruption; response to the questionnaire; Small Business Enterprise (SBE) participation; Work-Based Learning Partnership (WBLP) plan; and price. The recommended contractor was the highest scored proposer.

Benefits Administration and the HBC actively manage health and welfare plans and costs to reduce other post-employment benefits (OPEB) and control rising costs. Through aggressive negotiations in the procurement process, the proposed contract cost is lower than the current contract by approximately 14.4% while maintaining existing coverage levels. This cost containment was achieved through guaranteed pass-through of discounts and rebates.

CVS has been providing services to the District since 2009.

The PBM contract is aligned with the District’s Strategic Plan Pillars #4- Operational Effectiveness and #5- Investing in Staff. The evaluation of proposals and extensive price negotiations resulted in lower costs, which supports sustainable budgeting and data-driven decision-making. Additionally, this service aligns with Pillar #5 as the procurement of pharmacy benefits management services is essential for attracting and retaining qualified employees by offering comprehensive health and fringe benefits packages.

Requester:

Dawn Watkins, Chief Risk Officer
Division of Risk Management & Insurance Services

**ADOPTED BOARD
REPORT
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APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	1	Pharmacy benefit management for District employees do not recognize historical inequities based on the Student Equity Needs Index criterion.
Resource Prioritization	1	Pharmacy benefit management for District employees do not prioritize resources based on the Student Equity Needs Index criterion.
Results	3	As part of the District’s mission to ensure academic achievement and empower tomorrow’s leaders, it is vital that District employees have access to quality healthcare and prescription drug benefits to maintain good health, attendance, and continuity for students’ educational growth. Providing these benefits, helps attract and retain quality employees, thereby supporting all students.
TOTAL	5	

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

A. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

ADOPTED BOARD REPORT

SEP 10 2024

APPROVED

Item G

DIVISION OF SPECIAL EDUCATION / STUDENT HEALTH AND HUMAN SERVICES / STUDENT MEDICAL SERVICES & MEDICAL PROGRAMS / TRANSLATIONS UNIT **\$4,330,000**

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors*	C2703 through C2707 C2709 C2710	09/15/24 – 05/11/26	General Funds (100%)	\$4,330,000***

***NEW CONTRACTORS:** Global Interpreting Network; LanguageLine Solutions; Linguabee, LLC; Piedmont Global Languages Solutions (PGLS); Propio Language Solutions LLC; SignGlasses and Universe Technical Translation

****EXISTING CONTRACTORS:** Accommodating Ideas, Inc.; Accurate Communications, Inc.; All World Language Consultants, Inc.; Avantpage, Inc.; Barbier International; Cal Interpreting & Translations; Daniel Shambo Sabore; Excel Interpreting; Hanna Interpreting Services; HolaDoctor, Inc.; Interpreters Unlimited; Kellers Translations Development; Language Bank; Lifesigns Now; LinguaLink Language Solutions, Inc.; Lionbridge Technologies, Inc.; and TranslateExpress, Inc.

Approval to award seven (7) new formally competed contracts procured through a Request for Proposals (RFP) process, to be added to the existing bench of 32 contracts** via “refresh”, and to increase the overall capacity of the bench contracts by \$4,330,000. The authority to increase or decrease the contract amounts up to the aggregate value of \$17,650,000. An expanded Translation & Interpretation Services bench is necessary to ensure the District can support the increasing demand for services from various departments.

The contractors will provide oral interpretation, written/document translation, and sign language services for the Division of Special Education (including for Individualized Education Program (IEP) meetings and documents), the Division of Communications, Engagement, and Collaboration (including the Translations Unit) and the Medical Services Division (which includes the Student Medical Services Branch and the Student Mental Health and Wellness Branch). Board of Education meetings, including committee meetings may be supported by this bench contract. All schools and offices requesting oral, sign language interpretation, and document translation will benefit from these contracts.

The “refresh” solicitation received proposals from 14 vendors, of which seven were deemed qualified. The source selection committee, composed of 12 subject matter experts from the Division of Special Education, Student Health and Human Services Branch, the Translations Unit, and the Student Medical Services

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

Branch, evaluated the proposals. The scoring criteria included: qualification and experience of firm; qualification and experience of proposed personnel; work plan/project approach; price; Small Business Enterprise (SBE) participation; and Work-Based Learning Partnership (WBLP) plan.

All seven vendors are new to the District. They all have extensive experience providing written translation, oral and sign language interpretation to various federal, state and local government organizations.

The services provided by these vendors support Strategic Plan Pillar 1, Academic Excellence, Pillar 2, Joy and Wellness, and Pillar 3, Engagement and Collaboration, language access and education equity by providing oral interpretation and document translation to the non-English speaking community

Initial Authorized Value: \$13,320,000
➤ Division of Special Education: \$12,000,000
➤ Translation Unit: \$1,320,000

**ADOPTED BOARD
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*****Additional Authorized Value: \$4,330,000**
➤ Division of Special Education: \$2,825,000
➤ Student Health & Human Services: \$500,000
➤ Student Medical Services: \$400,000
➤ Translation Unit: \$605,000

Aggregate Value For Thirty-Nine (39) Contracts: \$17,650,000

Requesters:

Jose Soto, Executive Director
Division of Special Education

Joel Cisneros, Executive Director
Student Health and Human Services

Ron Tanimura, Director
Student Medical Services & Medi-Cal Programs

Luz Roldan, Director
Translation Unit

Equity Impact:

Component	Score	Score Rationale
Recognition	4	By identifying and addressing inequities, this contract ensures that parents of students with limited English proficiency receive equal language access by providing information in their native or preferred language. This also enables students to access communication in all

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

Component	Score	Score Rationale
		environments throughout the school day and during extracurricular activities.
Resource Prioritization	4	Prioritizing resources based on students' needs, this contract would enable non-English speaking and deaf and hard of hearing students and their parents/guardians to engage through oral and sign language interpretation as well as written translation services.
Results	4	Language access in education is crucial for enhancing achievement, as it guarantees that parents and students receive information and instruction in their primary language. This enables students to excel academically and allows parents to make informed decisions about their children's education.
TOTAL	12	

**ADOPTED BOARD
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APPROVED

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS ~~NOT UNDER~~
DELEGATED AUTHORITY

SEP 10 2024

APPROVED

Jana Carter, Chief of Office of Communications, Engagement & Collaboration

***CONTRACTORS:** 9 Dots Community Learning Center (C29); A World Fit for Kids (C30); Advancement Through Opportunity and Knowledge dba Children Youth and Family Collaborative (4400007634); After School Interscholastic Sports Academy dba ASISA (SBE) (C31); Angels Gate Cultural Center (C32); Arithmetic Solutions (C33); Boys & Girls Club of Burbank & Greater East Valley (C34); Boys & Girls Club of Carson (C35); Boys & Girls Club of Los Angeles Harbor (4400007641); Boys & Girls Club of West San Gabriel Valley (C1256); Boys & Girls Club of the West Valley (C36); Center for Powerful Public Schools (4400007645); College Summit, Inc. dba Peerforward (4400007646); Communities in Schools Los Angeles (C37); Educare Foundation (C38); ETM-LA dba Education through Music-Los Angeles (C39); Families in Schools (C40); Find A Tree, LLC (C41); Fulfillment Fund (C42); Graham Strategies, Inc. dba The Financial Aid Shop (C43); Grand Vision Foundation (4400007654); Guitars in the Classroom (C44); Inner-City Arts (C45); International Trade Education Programs, Inc. dba EXP (4400007657); Kaplan Test Prep a division of Kaplan Inc. (C1257); LA's Best (C1529); Living Advantage, Inc. (4400007660); Los Angeles Brotherhood Crusade, Black United Fund, Inc. (C46); Los Angeles Choreographers and Dancers (4400007662); Los Angeles Education Partnership (C47); The Los Angeles Legacy Project (4400007664); Los Angeles United Methodist Urban Foundation/Kids City (4400007665); New Hope Academy of Change (C1259); Parent Engagement Academy (4400007667); Partnership for Los Angeles Schools (4400007668); Playworks Education Energized (4400007669); Revolution Prep, LLC (C48); Seneca Family of Agencies (C49); Shmoop University, Inc. (C50); DIY Girls (4400007675); Social and Public Art Resource Center (4400007676); Studentnest, Inc. dba Studentnest.com (C51); Study Smart Tutors, Inc. (4400007678); Success for All Foundation, Inc. (C52); Teacher Created Materials, Inc. (4400007680); The Actors' Gang (4400007681); The H.E. Art Project dba artworxLA (4400007682); The Plus Me Project (4400007683); TPR Education, LLC (C53); The Unusual Suspects Theatre Company (C54); Total Education Solutions (4400007686); Two Bit Circus Foundation (C55); Variety Boys and Girls Club (C1587); Woodcraft Rangers (C56); Yancy Life Transition Center (4400007690); Young Producers Group, Inc. (C57); !!!Apple iPad & Android Tablet Tutoring!!! (C1156); After-School All-Stars, Los Angeles (4400009776); Boys & Girls Club of Venice (C1255); Children's Institute, Inc. (C1525); Community Partners (C1157); Danielle Moore dba Teaching One Moore (C1158); Harbor Area Gang Alternatives Program dba Gang Alternatives Program (GAP) (C1159); Los Angeles Maritime Institute (C1161); Mundo Academy (C1162); OneGoal (C1526); PowerMyLearning, Inc. (4400009814); Shoulet Blunt LLC dba Imago (C1163); UNITE-LA (C1184); University of Southern California-Center for Enrollment, Research, Policy & Practice (C1165); Associated for Educational Success (4400009982); Businesses United in Investing, Lending and Development (BUILD) (C671); City Year, Inc. (C1245)

ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER
DELEGATED AUTHORITY**

**ADOPTED BOARD
REPORT**
SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	4	Program actively recognizes inequities in that it is focused on supporting English Language Learners, redesignated English learners, foster youth and low-income students.
Resource Prioritization	4	Program effectively prioritizes student needs in that schools identify the services and the targeted student population they will support, as well as using the Student Equity Needs Index (SENI 2.0), continuation schools and the Priority Schools list to identify high and highest need schools.
Results	3	Services and products are likely to result in closing achievement gaps since the program's goal is supporting academic excellence. Direct services to schools include a variety of intervention services, professional development and instructional programs that will support schools with engaging students and closing achievement gaps.
TOTAL	11	

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

B. APPROVAL OF PROFESSIONAL SERVICE CONTRACTS/AMENDMENTS/AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

**ADOPTED BOARD
REPORT
SEP 10 2024**

APPROVED

Item I

OFFICE OF THE GENERAL COUNSEL

\$750,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Various Vendors*	<u>NO.</u> C1033 through C1038 C1602	05/10/23 – 05/09/28 includes two (2) one- year renewal options	General Funds (100%)	\$750,000**

*Garcia Hernandez Sawhney LLP; Harris & Associates (SBE); Liebert Cassidy Whitmore; Paul Hastings LLP; Public Interest Investigations, Inc.; Sanders Roberts LLP; Van Dermyden Nakus (SBE)

Authorization to increase capacity of seven (7) formally competed contracts by \$750,000, with firms who specialize in investigation services related to misconduct allegations in the workplace. The contractors support the District in conducting investigations to determine whether alleged misconduct took place so that the District may take appropriate corrective actions. Authority to increase or decrease the amounts of these contracts will be limited to the aggregate value of \$1,500,000.

The bench of contracts was established in 2023. The source selection committee consisted of three subject matter experts from the Office of the General Counsel.

By investigating allegations of misconduct, the District will be able to hold individuals accountable for not exhibiting high performance standards. This action supports Pillar 5’s High Performance Standards Priority.

Initial Aggregate Value: \$750,000
 **Additional Authorized Value: \$750,000
Aggregate Value For Seven (7) Contracts: \$1,500,000

Requester:
 Devora Navera Reed, General Counsel
 Office of the General Counsel

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

**ADOPTED BOARD
REPORT**

SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	3	A legal bench of investigative firms assists the Office of the General Counsel (OGC) in its handling of high profile, confidential and sensitive cases including allegations of workplace discrimination or harassment in violation of law or District policies, child abuse, employee misconduct, fraud, embezzlement, money laundering, theft, insurance claims, tort actions, contracts and transactions, and employment law.
Resource Prioritization	4	Students benefit from the legal bench of investigative firms through timely completion of investigations allowing administration to make decisions to protect the community we serve, resulting in a safer work and learning environment.
Results	3	With the bench of investigative firms, the District will be able to address allegations of misconduct and/or substandard performance, which may likely result in closing achievement gaps.
TOTAL	10	

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

C. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS/AMENDMENTS/ AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

Authority to award contracts for furnishing equipment, supplies and general services. The total amount listed is a not-to-exceed contract authority and is based on an estimate since the expenditures made against contracts are based upon purchased and/or approved invoices.

ADOPTED BOARD REPORT

SEP 10 2024

APPROVED

Item J

INFORMATION TECHNOLOGY SERVICES

\$332,000,000

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Arey Jones Educational Solutions;	C2690	09/15/24 – 09/14/29	Various per requesting school or office (100%)	\$330,000,000
Blumm USA, Inc.;	C2713	includes two (2)		
CDW Government, LLC	C2714	one-year renewal		
(IFB 2000002948)		options		

Approval of three (3) formally competed contracts procured through an Invitation for Bid (IFB) process, to provide personal computing devices and related equipment and services Districtwide. The authority to increase and decrease individual amounts for these contracts will be limited to the aggregate amount of \$330,000,000.

The products and related services will be provided to all schools and offices within the District. The requested chromebooks, laptops, desktops and other related equipment/services will be provided through these contracts, at a discounted price. Furthermore, by using an IFB, the awarded devices will be compatible with LAUSD’s network and computing environment.

Three bids were received and all were deemed qualified. The three winning bidders are the lowest, most responsive and responsible bidders for these items. All awarded vendors have provided reliable, low-cost services to the District for the last 12 years.

The requested action supports the District’s Strategic Plan Pillar No. 4 – Operational Effectiveness. Under Priority 4B – “Modernizing Infrastructure,” it states that it is a priority to “modernize facilities and technological infrastructure.” The contracts will support Operational Effectiveness by providing student access to learning devices, including desktops, laptops, and tablet computers at the best available price.

Requester:

Soheil Katal, Chief Information Officer
Information Technology Services

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

**ADOPTED BOARD
REPORT**

SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	3	The proposed action affirmatively recognizes historical inequities. This contractual agreement is designed to ensure equitable access to technology for all students.
Resource Prioritization	3	The proposed action prioritizes resources based on students' need. The intended solution seeks to afford students an elevated level of access to technology resources.
Results	3	The proposed action will likely to result in closed opportunity gaps and/or closing achievement gaps. Facilitating student access to a device will empower the District to advance digital equity, thereby ensuring the uninterrupted continuity of the instructional program.
TOTAL	9	

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

B. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS/AMENDMENTS/ AUTHORIZATION TO INCREASE CONTRACT CAPACITY EXCEEDING \$250,000

Authority to award contracts for furnishing equipment, supplies and general services. The total amount listed is a not-to-exceed contract authority and is based on an estimate since the expenditures made against contracts are based upon purchased and/or approved invoices.

ADOPTED BOARD REPORT
SEP 10 2024

APPROVED

Item K

INFORMATION TECHNOLOGY SERVICES (CONT.)

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Terra Network Solutions	C2696 (IFB 2000003579)	10/01/24 – 09/30/29 includes two (2) one-year renewal options	General Funds (100%)	\$2,000,000

Approval of formally competed contract procured through an Invitation for Bid (IFB) process, to provide low-voltage cabling hardware and related services for District schools and offices.

The execution of this contract will help ensure that Districtwide networks are operating efficiently and prevent failures resulting in internet downtimes. Contract will cover both hardware and labor related to low-voltage network cabling repairs at existing LAUSD sites. Without this contract ITS may not be able to ensure the timely repair and restoration of LAUSD networks for schools and offices.

Seven bids were received, and the award was made to the lowest, responsive and responsible bidder. Terra Network Solutions is a veteran owned business with over 16 years of IT related experience. They are currently contracted with Costco Wholesale, Wachter, and Fedvet.

Low voltage cabling hardware and related services align with the Operational Effectiveness Pillar 4 of the LAUSD Strategic Plan. This contracted service will help ensure that District networks are in full operations with minimal down time, which may adversely affect the ability of District staffing to perform their duties and the quality of education for students.

Requester:

Soheil Katal, Chief Information Officer
Information Technology Services

ATTACHMENT B

**REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER
DELEGATED AUTHORITY**

**ADOPTED BOARD
REPORT**

SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	1	This contract does not recognize historical inequities. The services to be provided are for low-voltage cabling hardware and services.
Resource Prioritization	2	This contract somewhat prioritizes resources based on student need. This contract is supplemental to internal resource shortfalls to address cabling problem to restore needed services at District sites, which ensures students receive a seamless educational experience.
Results	1	This contract is unlikely to result in closed opportunity gaps and/or closing achievements gaps as these services are to provide timely repair and restoration of low voltage cabling for District communication systems.
TOTAL	4	

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

C. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS

Authorize the utilization of a piggyback contract in effect. The proposed action complies with the Public Contract Code Sections 10299 and 20118, which allows school districts to utilize other governmental agencies' established contracts and does not change District Policies.

ADOPTED BOARD REPORT

APPROVED

SEP 10 2024

Item L

FOOD SERVICES DIVISION

\$3,331,959

<u>CONTRACTOR</u>	<u>IDENTIFICATION NO.</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
Tekvision, Inc.	C2688 (PEPPM Contract #536222-066)	One-time purchase	Kitchen Infrastructure and Training Funds (KIT) (100%)	\$3,331,959

Approval of a piggyback contract through PEPPM (a national purchasing cooperative serving education agencies and other public sector government agencies) to provide hardware and installation of Point-Of-Sale (POS) systems for various District school cafeteria sites.

The POS terminal system(computer and screen), mobile POS tablets and POS PIN Pads will replace existing outdated equipment that is out of warranty. These replacement systems and machines will be used to serve students at meal service lines in the cafeterias. The POS terminal systems will be located at the point where students scan their Universal ID on the PIN Pad to verify their information and record it as a served meal. The mobile tablets will be used on mobile carts to record transactions for efficiency. The services include new hardware, installation, disposal of legacy POS terminals, reformatting of LAUSD data, and a five-year warranty.

Tekvision, Inc. has been in the Information Technology and POS industries for over 30 years and has been working with the District since 2009. Some of their current clients include Johnson City School Food Services, Huntington Beach School District, and South Pasadena Unified School District.

The POS equipment purchase aligns with the Joy and Wellness Pillar 2 and Operational Effectiveness Pillar 4 of the LAUSD Strategic Plan. Cafeteria replacement hardware will support the provision of school meals that are nutritious, promote students' overall wellness and support innovative operations to ensure lasting organizational success by updating the core technology component of Food Services. This will improve operational efficiency with seamless operations at District meal service lines.

Requester:

Manish Singh, Director
Food Services Division

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

ADOPTED BOARD
REPORT

SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	3	The contract affirmatively recognizes historical inequities. The Food Services Division recognizes those in most need in our communities by facilitating free and reduced meal programs. Food Services operates the largest School Breakfast Program and the second largest National School Lunch Program in the United States. It serves over 550,000 meals each day, which include a healthy breakfast, lunch, and supper after school. Food Services supports the District’s Good Food Procurement Resolution that supports a regional food system that is ecologically sound, economically viable, and socially responsible. It plans meals in compliance with the United States Department of Agriculture and California Department of Education nutrition standards.
Resource Prioritization	3	The contract prioritizes resources based on student needs. Food Services operates over 600 locations that are staffed with employees that directly serve the needs of the student population. The replacement of the Cafeteria Management System is expected to bring numerous improvements to these operations that are expected to reduce costs, increase efficiencies and raise student and parent satisfaction with the meal programs.
Results	3	The contract is likely to result in closed opportunity gaps and/or closing achievement gaps. The implementation of a new Cafeteria Management System will provide students with opportunities to participate in work-based learning partnerships for District secondary school students to receive practical education relating to real-life work experience. This is in conjunction with the District’s Linked Learning initiative, which recognizes the benefits to students, vendors and our communities by helping students graduate better prepared for post-secondary training and careers. The Point of Sale system will enable the division to enact meal transactions quickly thereby allowing students to get a healthy fresh meal in the short allotted times for meals.
TOTAL	9	

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

C. APPROVAL OF GOODS AND GENERAL SERVICES CONTRACTS

Authorize the utilization of a piggyback contract in effect. The proposed action complies with the Public Contract Code Sections 10299 and 20118, which allows school districts to utilize other governmental agencies' established contracts and does not change District Policies.

ADOPTED BOARD
REPORT

SEP 10 2024

APPROVED

Item M

OFFICE OF DATA AND ACCOUNTABILITY / DIVISION OF INSTRUCTION **\$7,200,000**

<u>CONTRACTOR</u>	<u>IDENTIFI- CATION</u>	<u>CONTRACT TERM</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
9 to 5 Computers	<u>NO.</u> C2687 (TIPS #240101)	10/01/24 – 5/31//29 includes two (2) one- year renewal options	Educator Effectiveness Block Grant (69%) General Funds (31%)	\$7,200,000

Approval of piggyback contract through TIPS #240101 contract to purchase testing earbuds and headsets for the Division of Instruction and Student Testing Branch.

This student testing earbuds and headsets contract is necessary to ensure that all students have the proper tools for the administration of Districtwide State-mandated testing. Earbuds will be purchased for students in grades 2-12, while headsets will be purchased for students in grades K-1. These will be used for the i-Ready diagnostic assessment in August and for both i-Ready My Path and IXL personalized instruction throughout the year. The total number of earbuds and headsets required is based on the current student population. For the 2024-2025 school year, we estimate needing approximately 378,495 earbuds and 83,920 headsets. Additionally, 300,000 extra earbuds will be acquired for students in grades 3-8 and 11-12 for use during the annual SBA and CAST assessments in the Spring of 2025.

Five piggyback contracts were assessed, and the award was made to the lowest unit price contract that aligns with the District's requirements. Further negotiation yielded additional unit price discounts. 9 to 5 Computers is a current LAUSD vendor who has been supplying the District with IT related materials for over two years.

The purchase of student testing earbuds and headsets aligns with the Academic Excellence Pillar 1 of the LAUSD strategic plan. The earbuds and headsets shall provide the necessary capabilities needed for students to maintain procedural equity and uniformity during the testing process. The availability of earbud devices contributes to the effort of 100% graduation rates as well as proficiency for all students.

ATTACHMENT B
REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER
DELEGATED AUTHORITY

Requesters:

William R. Johnston, Executive Director
Office of Data and Accountability

John Vladovic, Executive Director
Division of Instruction

ADOPTED BOARD
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APPROVED

ATTACHMENT B

REQUEST FOR APPROVAL OF PROCUREMENT CONTRACTS NOT UNDER DELEGATED AUTHORITY

ADOPTED BOARD
REPORT
SEP 10 2024

APPROVED

Equity Impact:

Component	Score	Score Rationale
Recognition	4	The District is required to administer state tests to all eligible students. Earbuds and headsets are a required device students are allowed to use during the test administration. The District has historically provided earbuds for testing as required by the state.
Resource Prioritization	4	Schools are required to provide earphones or earbuds to English Learners students when they take the listening portion of a state test. General Education, English Learners, and Special Education Students use the earphones when using the text-to-speech support/accommodation and when listing audio clips and videos embedded throughout the tests.
Results	4	By providing earbuds or headsets, all students are provided an equal opportunity to access the tests, so that they can show what they know and are able to do.
TOTAL	12	