



# Pacifica School District

375 Reina Del Mar Avenue ★ Pacifica, California ★ 94044  
(650) 738-6600 ★ (650) 557-9672 (fax)

Preparing Students for an Evolving World  
[www.pacificasd.org](http://www.pacificasd.org)

## MEMORANDUM

Administrative Services

Meeting of 10/05/16

TO: Wendy S. Tukloff, Ed.D., Superintendent  
For Board of Trustees

FROM: Josephine Peterson, Chief Business Official

SUBJECT: Service and Consultant Contract Approvals

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### Recommendation

It is recommended that the Board approve the Service and Consultant Contracts as presented by staff.

### Background

The District periodically conducts business with outside vendors/consultants. We have generated contracts for the current fiscal school year so that our consultants can be contracted to do work as needed. The work being conducted by outside vendors/consultants is work that cannot be typically handled by the existing District staff or the contractor/consultant fills a temporary need for the District.

Imagine Learning Provo, UT 84604	\$4,200	Aug. 17, 2016 to Sept. 16, 2017
<b>Description:</b> Imagine learning licenses.		
<b>Contract #:</b> 2017-037		
<b>Fund:</b> General Fund		
<b>Site:</b> Instructional Services		
<b>Mgmt:</b> Instructional Material Funding Realignment		
<b>Budget Account Code:</b>		<b>01-0000-0-1110-1000-5811-025-0358</b>

YMCA of San Francisco San Francisco, CA 94111	\$9,900	Sept. 2016 to Feb. 2017
<b>Description:</b> Bike Rodeos at schools to teach students how to correctly fit a helmet, rules of the road and bike safety.		
<b>Contract #:</b> 2017-038		
<b>Fund:</b> General Fund		
<b>Site:</b> District Wide		
<b>Mgmt:</b> Safe Routes to School		
<b>Budget Account Code:</b>		<b>01-0000-0-1110-1000-5827-099-0330</b>

Miller Institute for Learning San Carlos, CA 94070	\$16,700	July 01, 2016 to June 30, 2017
<b>Description:</b> Consulting services and professional development for technology and science curriculum for Pacifica School District.		
<b>Contract #:</b> 2017-039		
<b>Fund:</b> General Fund		
<b>Site:</b> District Wide		
<b>Mgmt:</b> Pacifica Education Foundation		
<b>Budget Account Code:</b>		<b>01-9010-0-1110-2490-5827-099-0235</b>

SMCOE Redwood City, CA 94065	\$7,945	July 01, 2016 to June 30, 2017
<b>Description:</b> School library services, support and training to District's staff library.		
<b>Contract #:</b> 2017-040		
<b>Fund:</b> General Fund		
<b>Site:</b> Instructional Services		
<b>Mgmt:</b> ESS K-8		
<b>Budget Account Code:</b>		<b>01-0000-0-1110-2420-5829-025-0343</b>

Document Tracking Services San Diego, CA 92121	\$2,150	Aug. 01, 2016 to July 31, 2017
<b>Description:</b> Provide Document Tracking Services to create School Accountability Report card (SARC) and Spanish Translation.		
<b>Contract #:</b> 2017-041		
<b>Fund:</b> General Fund		
<b>Site:</b> Instructional Services		
<b>Mgmt:</b> ESS K-8		
<b>Budget Account Code:</b>		<b>01-0000-0-1110-1000-5827-025-0343</b>