



Pacifica School District

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Preparing Students for an Evolving World
www.pacificasd.org

MEMORANDUM

Administrative Services

Meeting of 01/18/17

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

FROM: Josephine Peterson, Chief Business Official

SUBJECT: Service and Consultant Contract Approvals

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.

Isom Advisors Walnut Creek, CA 94596	\$91,000	Jan. 2017 to Dec. 2021
Description: Financial Advisory Services including General Obligation Bonds (GO) Bonds, Certificates of Participation (COPS), Disclosure & Financial Planning Services. Financial Advisory Services for Bond Issuances = NTE \$65,000 Continued Disclosure Services - \$3,000 annually Financial Planning Services – NTE \$20,000 Out of Pocket – NTE \$3,000		
Contract #: 2017-048 Fund: General Fund Site: Superintendant Mgmt: Board of Education		
Budget Account Code:		01-0000-0-0000-7110-5827-021-0600

Peninsula Conflict Resolution Center San Mateo, CA 94402	\$1,250	Dec. 7 2017 to Apr. 7 2021
Description: Conflict Resolution, De-escalation and Communication Skills Training for Maintenance/Operations Department.		
Contract #: 2017-047 Fund: General Fund Site: Plant Maintenance Mgmt: Routine Repairs/Maint		
Budget Account Code:		01-8150-0-0000-8100-5230-027-0651

Sodexo America, LLC Downers Grove, Illinois 60515	\$48,000	Jan. 2017 to Jan. 2018
Description: Purchasing Contract - District shall order and own inventories of food, paper supplies and cleaning products for District's food service program through Sodexo's purchasing agreements. Sodexo shall pay its purveyors for such purchases and invoice District each month for same. District shall also pay Sodexo a Purchasing Fee of Four Thousand Dollars (\$4,000.00) per month, excluding the months of June and July of each year.		
Contract #: Fund: Cafeteria Fund Site: Child Nutrition Department Mgmt: Cafeteria General		
Budget Account Code:		13-5310-0-0000-3700-5802-030-0800

In Class Today San Francisco, CA 94123	\$2,250	Jan. 03, 2017 to June 30, 2017
<p>Description: The basic design of the Service entails four (4) rounds of mail-based communications. Mail-based interventions are sent through USPS mail and encourage better school attendance and report precisely how many days students have been absent.</p> <p>Mail-based interventions are delivered to the most up-to-date mailing address on record for students' guardians. They are sent to the 250 students selected by Data Provider, with the help and guidance by ICT, if needed.</p> <p>Data Provider may exclude any students from the Service for any reason at any time, provided there is good cause. Communications will be delivered in English and Spanish, when appropriate.</p> <p>Contract #:</p> <p>Fund: General Fund</p> <p>Site: Student Services</p> <p>Mgmt: Student Services</p> <p>Budget Account Code: 01-0000-0-1110-3130-5821-024-0500</p>		