



# Pacifica School District

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

## MEMORANDUM

Administrative Services

Meeting of 06/07/17

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.

In Class Today San Francisco, CA 94123	\$5,000	Aug. 01, 2017 to July. 01, 2018
<b>Description:</b> In Class Today ("ICT") implements research-based, mail-based treatments that reduce chronic absenteeism. ICT works with student attendance data to select which students are in need of the treatments and to produce the treatments themselves. ICT will send 5 rounds of these treatments at an agreed upon dates throughout the 2017/2018 school year.		
<b>Contract #:</b> 2018-003		
<b>Fund:</b> General Fund		
<b>Site:</b> Student Services		
<b>Mgmt:</b> Student Services		
<b>Budget Account Code:</b>		<b>01-0000-0-1110-3130-5821-024-0500</b>

Sound and Signal Livermore, CA 94551	\$195,300	July 01, 2017 to Aug. 18, 2017
<b>Description:</b> Upgrade the telecommunications systems at Ortega School, Cabrillo School, and Vallemar School with vertical Wave servers, VIP 9800 series IP Phones, installation, programming and testing.		
<b>Contract #:</b> 2018-004		
<b>Fund:</b> General Fund		
<b>Site:</b> Instructional Services		
<b>Mgmt:</b> Education Technology		
<b>Budget Account Code:</b>		<b>01-0000-0-0000-8100-5827-025-0345</b>

Troxell San Jose, CA 95117	\$90,000	July 01, 2017 to Aug. 18, 2017
<b>Description:</b> Purchase and installation of 22 Casio 3100 Short-Throw projectors: 3 at Cabrillo, 2 at Ortega, 3 at Ocean Shore, 3 at Sunset Ridge, 3 at Vallemar, 7 at IBL, and 1 at the District Office.		
<b>Contract #:</b> 2018-005		
<b>Fund:</b> Special Reserve Fund Cap		
<b>Site:</b> Computer System Equipment		
<b>Mgmt:</b> Education Technology		
<b>Budget Account Code:</b>		<b>40-0000-0-0000-8100-4404-025-0345</b>

Brookwood Advisors San Francisco, CA 94111	\$7,500	Apr. 01, 2017 to Mar. 31, 2018
<b>Description:</b> Revision to Scope; Developer RFQ/RFP.		
<b>Contract #:</b> Change Order 2017-058		
<b>Fund:</b> General Fund		
<b>Site:</b> Superintendent		
<b>Mgmt:</b> Board of Education		
<b>Budget Account Code:</b>		<b>01-0000-0-0000-7110-5827-021-0600</b>

Ojeda Electric San Francisco, CA 94112	\$8,000	July 01, 2017 to July 30, 2017
<b>Description:</b> Install 22 high mounted quad electrical receptacles at Cabrillo School (3), Ortega School (2), Ocean Shore School (3), Sunset Ridge School (3), Vallemar School (3), IBL Middle School (7), District Office (1).		
<b>Contract #:</b> 2018-006		
<b>Fund:</b> General Fund		
<b>Site:</b> District Wide		
<b>Mgmt:</b> Education Technology		
<b>Budget Account Code:</b>		<b>40-0000-0-0000-8100-5827-099-0345</b>