



Pacifica School District

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Preparing Students for an Evolving World
www.pacificasd.org

MEMORANDUM

Administrative Services

Meeting of 03/02/2016

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.

Consultant/Contractor	Dollar Amount	Term of Contract
Chavan & Assoc. San Jose, CA 95129	\$16,500/year	Mar. 01, 2016 to Jun. 30, 2018
Description: Audit services for SY 15-16, SY 16-17, SY 17-18 at \$16,500 per year.		
Contract #: 2009244		
Fund: General Fund		
Site: Fiscal Services		
Mgmt: Administrative Services		
Budget Account Code:		01-0000-0-0000-7300-5810-026-0640
Isom Advisors Walnut Creek, CA 94596	\$3,000	Mar. 03, 2016 to Jun. 30, 2017
Description: Review ongoing bond measure disclosure requirement and submit necessary findings.		
Contract #: 2009245		
Fund: General Fund		
Site: Fiscal Services		
Mgmt: Administrative Services		
Budget Account Code:		01-0000-0-0000-8100-5838-008-0840
Spriego, Inc. Goleta, CA 93117	\$4,500	Feb. 10, 2016 to Mar. 10, 2016
Description: School Safety Evaluations.		
Contract #: 2040		
Fund: General Fund		
Site: District Wide		
Mgmt: Climate & Safety LCAP Goal 7		
Budget Account Code:		01-0000-0-0000-7600-5827-099-0665

Slater Custom Painting San Francisco, CA 94124	\$2,000	Feb. 11, 2016 to Mar. 11, 2016
Description: Prep and paint entry area. Includes all materials, equipment and labor.		
Contract #: 2041		
Fund: Deferred Maintenance Fund		
Site: Vallemar		
Mgmt: Painting-D.Maint		
Budget Account Code:		14-0000-0-0000-8100-5838-008-0812

MBS Gas Safety Systems San Ramon, CA 94583	\$6,448	Feb. 16, 2016 to Mar. 16, 2016
Description: Install seismic gas shut off valve at Vallemar.		
Contract #: 2042		
Fund: Special Reserve Fund Cap		
Site: Cabrillo		
Mgmt: Capital Facilities		
Budget Account Code:		40-0000-0-0000-8100-5838-001-0840

MBS Gas Safety Systems San Ramon, CA 94583	\$7,758	Feb. 16, 2016 to Mar. 16, 2016
Description: Install seismic gas shut off valve at Vallemar.		
Contract #: 2043		
Fund: Special Reserve Fund Cap		
Site: Vallemar		
Mgmt: Capital Facilities		
Budget Account Code:		40-0000-0-0000-8100-5838-008-0840

GovDeals Montgomery, AL 36117	No cost to District, fee passed on to Buyer	Feb. 16, 2016 to Feb 28, 2017
Description: Disposal of surplus property located at Fairmont School using on line auction system.		
Contract #: Memorandum of Understanding		
Fund: N/A		
Site: Fairmont		
Mgmt: N/A		