

CONSENT AGENDA – ITEM FOR ACTION**PUBLIC CONTRACTS AUTHORIZATION****SUMMARY**

School board action is required to authorize the attached public contract items. The authorization of contracts for expenditures above the threshold of delegated authority is a routine board action that appears under the consent grouping of the board agenda.

BACKGROUND

Board action is required to authorize the superintendent or a designee to obligate the district for the attached public contract items. The table contains summary information and the following sheets provide additional details about each of the contracts for which authorization is sought.

Board policies DJ District Purchasing, DJCA Personal Services Contracts, and DJC Bidding Requirements and administrative regulations DJ-AR, DJCA-AR, and DJC-AR articulate the school district's public contracting rules in accordance with state recommended model rules. Appropriate public contracting rules and bidding procedures have been complied with before recommending the attached contracts for board approval.

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RECOMMENDATION

The superintendent recommends the board authorize the superintendent or a designee to obligate the district for the public contract items listed herein.

SUGGESTED MOTION

I move to approve the consent agenda as submitted.

Belong. Believe. Achieve.

Contract Name	Recommended By	Contract Selection Process	Contractor/Vendor	Contract Amount	Contract Timeline		Recommendation
					Start	End	
Nancy Ryles Condensing Unit Replacement	Aaron Boyle, Administrator for Facilities Development	Request for Proposal (RFP) 21-0028C	Northwest Control Company	\$236,235	10/2023	04/2024	Authorization to Award Contract
Pre-Construction Services for Aloha High School Modernization Projects Construction Manager/General Contractor (CM/GC)	Aaron Boyle, Administrator for Facilities Development	Request for Proposal (RFP) 22-0027C	Kirby Nagelhout Construction Co.	\$25,000	11/2023	09/2024	Authorization to Award Contract
Tyler Drive Transportation Management System	Craig Beaver, Administrator for Transportation Services	Sole Source	Tyler Technologies, Inc.	\$2,039,000	10/2023	06/2026	Authorization to Award Contract
Credit Card Processing Services	Michael Schofield, Associate Superintendent for Business Services	Sole Source	CardConnect, LLC	\$670,000	11/2023	06/2026	Authorization to Award Contract

PUBLIC CONTRACT AUTHORIZATION

CONTRACT NAME: Nancy Ryles Condensing Unit Replacement

- **Contract Scope:** Replace the condensing unit in the HVAC system at Nancy Ryles Elementary School
- **Contract Timeline:** 10/2023 – 04/2024
- **Contract Amount:** \$236,235
- **Contractor/Vendor:** Northwest Control Company
- **Funding Source:** 2014 Bond; HVAC Upgrades Group 2 (Nancy Ryles, Greenway, Elmonica, Stoller)
- **Solicitation Method:** Request for Proposal (RFP) 21-0028C
- **Recommended By:** Aaron Boyle, Administrator for Facilities Development

ASSOCIATED PROJECT: HVAC Upgrades Group 2 (Nancy Ryles, Greenway, Elmonica, Stoller)

- **Project Scope:** Provide HVAC upgrades to Nancy Ryles Elementary School, Greenway Elementary School and Stoller Middle School
- **Project Budget:** \$2,453,208
- **Project Timeline:** 09/2023 – 04/2024

BACKGROUND: The 2014 bond measure approved by voters included funds for needed updates to school ventilation and climate control systems. The final phase of these planned improvements funded by the 2014 bond updated HVAC systems at Nancy Ryles, Greenway and Elmonica Elementary School and Stoller Middle School during the summer. At Nancy Ryles, it had been hoped that the chiller would function for a few more years, but the chiller condensing unit failed and the school started the year without permanent cooling. This contract will replace the failed chiller to restore cooling capacity at the school.

RECOMMENDATION: It is recommended that the board authorize the superintendent or designee to execute the contract described herein with Northwest Control Company, subject to obtaining terms acceptable to district administration.

PUBLIC CONTRACT AUTHORIZATION

CONTRACT NAME: Pre-Construction Services for Aloha High School Modernization Projects Construction Manager/General Contractor (CM/GC)

- **Contract Scope:** Construction manager/general contractor pre-construction service at Aloha High School to renovate the former main office for new counseling suite and restrooms near the gym
- **Contract Timeline:** 11/2023 – 09/2024
- **Contract Amount:** \$25,000
- **Contractor/Vendor:** Kirby Nagelhout Construction Co.
- **Funding Source:** 2022 Bond; Aloha High School Modernization
- **Solicitation Method:** Request for Proposal (RFP) 22-0027C
- **Recommended By:** Aaron Boyle, Administrator for Facilities Development

ASSOCIATED PROJECT: Aloha High School Modernization

- **Project Scope:** Renovations to the former main office and restrooms near the gym
- **Project Budget:** \$1,865,695
- **Project Timeline:** 08/2023 – 08/2024

BACKGROUND: The 2022 bond measure included funds for improvements to modernize school facilities. At Aloha High School, modernization improvements include renovating the former main office to provide a new counseling suite and adding restrooms near the gym. The scope of the project was determined through close collaboration with the school staff.

For larger projects the district regularly uses a construction manager/general contractor (CM/GC) rather than a design-bid-build construction contract strategy. In this process the district utilizes a request for proposal (RFP) process to select the contractor early in the project. The selected CM/GC participates with the district and the architects during the design process including providing cost estimates and developing construction schedules, phase planning and logistics, before progressing to construction.

The CM/GC's guaranteed maximum price (GMP) for the construction work will be set at a later time consistent with industry practice and project conditions. The CM/GC will select subcontractors for the project in a competitive process completed in accordance with ORS 279C.337(3). When district staff successfully negotiate an acceptable GMP amendment to this contract, the amendment will be presented to the board for approval.

RECOMMENDATION: It is recommended that the board authorize the superintendent or designee to execute the contract described herein with Kirby Nagelhout Construction Co., subject to obtaining terms acceptable to district administration.

PUBLIC CONTRACT AUTHORIZATION**CONTRACT NAME:** Tyler Drive Transportation Management System

- **Contract Scope:** Provide hardware and software for school buses for in-vehicle navigation, GPS location tracking and student ridership monitoring
- **Contract Timeline:** 10/2023 – 06/2026
- **Contract Amount:** \$2,039,000
- **Contractor/Vendor:** Tyler Technologies, Inc.
- **Funding Source:** State School Vehicle Depreciation Funds and General Fund
- **Solicitation Method:** Sole Source
- **Recommended By:** Craig Beaver, Administrator for Transportation Services

ASSOCIATED PROJECT: School Bus Transportation Management System Replacement

- **Project Scope:** Replace school bus navigation, location tracking and ridership monitoring system
- **Project Budget:** \$2,039,000
- **Project Timeline:** 10/2023 – 06/2026

BACKGROUND: The district utilizes a transportation management system which provides navigation for school bus drivers, tracks where buses are located in real time, and supports ridership monitoring to enhance student safety and provide information to parents through a secure mobile phone application. In 2021, the district selected CalAmp to provide hardware and software for these purposes. Although that system was marketed to have the ability to interface seamlessly with district routing software, as of June 2023 the product no longer interfaced with district software and the issue could not be rectified, rendering the hardware unusable and leaving the district without a working navigation system.

The transportation management system selected to replace the incompatible system, Tyler Drive, is produced by the maker of the district's routing software, Tyler Technologies, Inc. This will enable the district to take advantage of synergies between the products, while providing necessary systems for on-board navigation, GPS location tracking, student ridership monitoring, and real-time parent interface via a secure mobile phone application. The project costs are for initial hardware implementation amortized over a 36-month period plus subscription and service fees paid annually.

RECOMMENDATION: It is recommended that the board authorize the superintendent or designee to execute the contract described herein with Tyler Technologies, Inc., subject to obtaining terms acceptable to district administration.

PUBLIC CONTRACT AUTHORIZATION

CONTRACT NAME: Clover Connect Credit Card Processing Services

- **Contract Scope:** CardConnect, LLC to provide Clover Connect credit card processing services
- **Contract Timeline:** 10/2023 – 06/2026
- **Contract Amount:** Estimated to be \$670,000, which vendor obtains through the collection of transaction fees
- **Contractor/Vendor:** Card Connect, LLC
- **Funding Source:** Convenience fees paid by cardholder
- **Solicitation Method:** Sole Source
- **Recommended By:** Michael Schofield, Associate Superintendent for Business Services

ASSOCIATED PROJECT: Credit Card Processing Services

- **Project Scope:** Provide backend credit card processing services, allowing schools and district departments to accept credit card payments
- **Project Budget:** \$0 (services funded via convenience fees)
- **Project Timeline:** 11/2023 – 06/2026

BACKGROUND: Currently the district accommodates credit card payments only through an online receipting system implemented in 2017. The district has received many requests from students, families and schools to add the ability to accept credit cards on-site for payments such as for event tickets, student fees and student stores. To accommodate on-site credit card payments, the business office has identified Clover Connect as the only known available system that is compatible and integrated with the current receiving system and meets our requirements for on-site application security. The service is funded via convenience fees charged to the cardholder. The fees charged are in line with what would be expected from other service providers.

RECOMMENDATION: It is recommended that the board authorize the superintendent or designee to execute the contract described herein with Card Connect, LLC, subject to obtaining terms acceptable to district administration.