

BOARD OF EDUCATION OF THE CITY OF LOS ANGELES
Governing Board of the Los Angeles Unified School District

FACILITIES AND PROCUREMENT COMMITTEE

3:00 p.m., Tuesday, October 1, 2024

333 South Beaudry Avenue, Board Room
Los Angeles, CA 90017

Committee Members

Mr. Nick Melvoin, Chairperson
Mr. Scott Schmerelson, Board Member
Ms. Tanya Ortiz Franklin, Board Member

District Members

Ms. Krisztina Tokes, Chief Facilities Executive
Mr. Christopher Mount, Chief Financial Officer

External Representative

Mr. Matthew Wickersham, Principal, AMJ
Construction Management
Ms. Karen Reynolds, Retired Principal
Mr. Rueben Smith, Chief Growth Officer and
Construction Management for Education Lead,
Harris & Associates
Mr. Steve Newton, Government Contracts
Consultant

Board Secretariat Contact

Ms. Miriam Gonzalez
Tel: (213) 241-7002
Email: m.gonzalezledesm@lausd.net

Method for Accessing the Meeting and Providing Public Comment

There are three ways members of the public may access this Committee Meeting: (1) online ([Granicus stream](#) or [join the zoom webinar](#)), (2) by telephone by calling 1-888-475-4499 (Toll Free) and entering the Meeting ID: **847 5091 8745**, or (3) in person.

The Board of Education encourages public comment on the items on this agenda and all other items related to the District. Any individual wishing to address the Board must register to speak using the Speaker Sign Up website: <https://boardmeeting.lausd.net/speakers>, and indicate whether comments will be provided over the phone or in person. Registration will open 24 hours before the meeting. Registration will open 24 hours before the meeting. **15** speakers may sign up for general Public Comment, and each speaker will have **two** minutes to present. Each speaker will be allowed a single opportunity to provide comments to the Committee.

Speakers who do not register online to provide comments may use the following alternative methods to provide comments to Board Members:

- Email all Board Members at boardmembers@lausd.net;
- Mail comments via US Mail to 333 S. Beaudry Ave., Los Angeles, CA 90017; and
- Leave a voicemail message at (213) 443-4472, or fax (213) 241-8953. Communications received by 5 p.m. the day before the meeting will be distributed to all Board Members.

Speakers registered to provide public comments over the phone need to follow these instructions:

1. Call 1-888-475-4499 and enter Meeting ID: **847 5091 8745** at the beginning of the meeting.
2. Press #, and then # again when prompted for the Participant ID.

3. Remain on hold until it is your turn to speak.
4. Call in from the same phone number entered on the Speaker Sign Up website. If you call in from a private or blocked phone number, we will be unable to identify you.
5. When you receive the signal that your phone has been removed from hold and/or unmuted, please press *6 (Star 6) to be brought into the meeting.

Please contact the Board Secretariat at (213) 241-7002 if you have any questions.

AGENDA

I. Welcome and Introductions.....Board Member Nick Melvoin
Chairperson

II. Committee Presentations:

1. Procurement Update Fiscal Year 2024-25.....Mr. Matthew Friedman
Chief Procurement Officer

Ms. Dana Greer
Director of Contract Administration, Facilities
Procurement Services Division

Mr. Jorge Ballardo
Deputy Chief Procurement Officer, Facilities

Ms. Ericka King
Senior Contract Administration Manager
Procurement Services Division

2. Update on District Housing Initiative.....Ms. Krisztina Tokes
Chief Facilities Executive

III. Public Comment

IV. Adjournment

Requests for disability related modifications or accommodations shall be made 24 hours
prior to the meeting to the Board Secretariat by calling (213) 241-7002.

Materials related to an item on this Order of Business distributed to the Board of Education are available for public inspection
at the Security Desk on the first floor of the Administrative Headquarters and at:

<https://www.lausd.org/boe#calendar73805/20241003/event/71847>

Welcome and Introductions



LA Unified Board of Education Facilities & Procurement Committee October 1, 2024



Committee Purpose

The Facilities & Procurement Committee will examine District facilities and procurement processes and projects to promote public transparency and awareness. The committee will identify barriers and make recommendations to streamline and improve current policies and practice.



Introductions



2024-2025 Anticipated Schedule

- October 1, 2024
- November 12, 2024
- January 28, 2025
- March 18, 2025
- April 22, 2025



Recommendations from 2023-2024

1. Facilities Construction Cost & Time Comparison
2. Quantify Cost & Time Savings from Identified Improvements
3. Additional Review of Modular Structures
4. Specification Review Update
5. Explore Revenue Opportunities
6. Explore and Leverage Buying Contracts
7. Expanding the Scope of Qualified Bidders to at Least Three
8. Increase Maintenance & Operations Capacity
9. Continue to Explore Alternative Project Delivery Approaches



Agenda

- Introductions
- Procurement Update
- Housing Update
- Public Comment



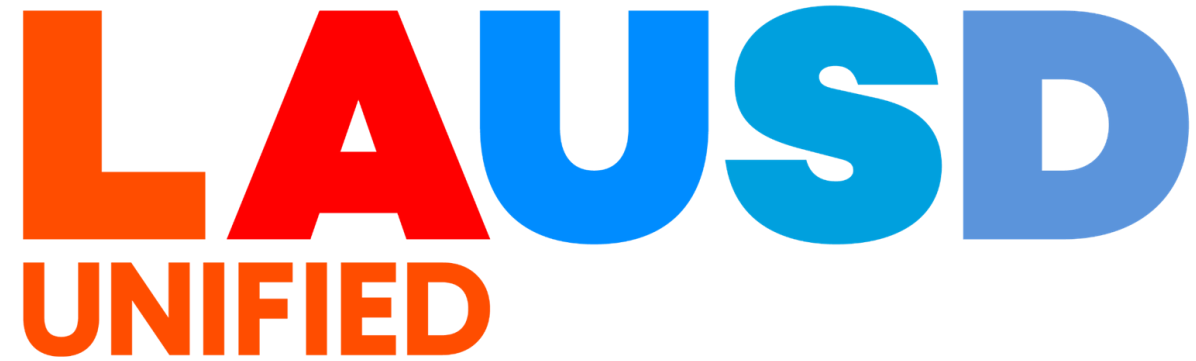
LA Unified Board of Education Facilities & Procurement Committee

NEXT MEETING



Committee Presentations:

Procurement Update Fiscal Year 2024-25



Procurement Update Fiscal Year 2024-25
Facilities & Procurement Committee Meeting

October 1, 2024

Procurement Highlights

- Centralization of Procurement
- \$189M in Procurement cost avoidance using Council of Greater City Schools (CGCS) formula (Jul'23-Jun'24)
- Decline of \$15M (-2.6%) in Low Value Purchase Order spend FY23 to FY24



Procurement Highlights

- Implementation of Ariba to Central Office users
- Successful release of Concur travel module for LAUSD travelers
- Addition of fifteen (15) new contracts via cooperatives and piggybacking
- Roughly twenty (20) processes updated for efficiencies
 - Reduction of signatories for amendments



Performance Benchmarking

Procurement Metrics	LAUSD	Comparison - Council of Greater City Schools
Procurement Savings Ratio Measures Procurement savings by total District spend less purchasing card and facilities spend	19.84%	5.9% - Upper Quartile 2.2% - Median 1.2% - Lower Quartile
Strategic Sourcing Ratio Measures contract spend in relation to total contract and non-contract spend	67.83%	42.8% - Upper Quartile 9.9% - Median 0.3% - Lower Quartile
Cycle Time – Invitation for Bids (IFBs) Measures the average days spent on a procurement from receipt of the request to the date the contract was issued	140 Days	58 Days - Lower Quartile 78 Days – Median 105 Days – Upper Quartile
Facilities Procurement Metrics	LAUSD	Comparison - Previous Year
JOB Order Contracting Cycle Time Measures the average days spent on a procurement from receipt of the request to the date the contract was issued	33 Days	58 Days
Architectural & Engineering (A&E) Task Orders Measures the average days spent on a procurement from receipt of the request to the date the contract was issued	2 Days	6 Days
Cycle Time - Formal Invitation for Bids (IFBs) Measures the average days spent on a procurement from receipt of the request to the date the contract was issued	102 Days	129 Days



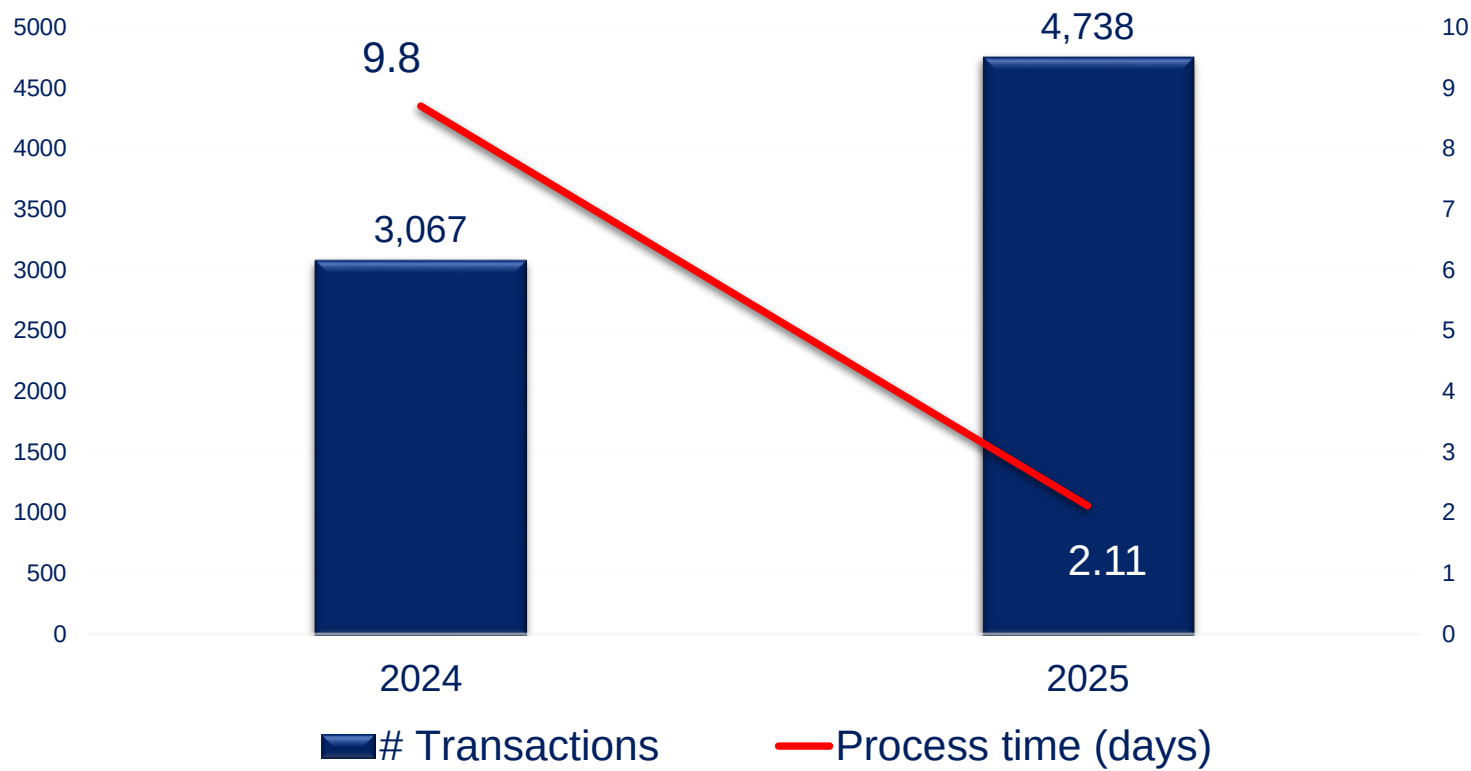
Ariba Updates

- Central Office purchasing through Ariba starting July 1st, 2024
- Planned rollout to school regions:
 - Regions North and East– October 14th
 - Regions South and West– November 8th
- Multi-Method communication approach
- Participation from twelve (12) schools in Ariba pilot
- Positive feedback in parallel to data



Ariba Data

PO Processing (YTD comparison)



Transaction Counts	
FY23	9,356
FY24	24,728
FY25 (Est)	39,166
Processing Times	
FY23	N/A
FY24	9.8 Days
FY25 (YTD)	2.11 Days



Procurement Initiatives

- Purchasing Card (P-card) consolidation
- New Grants Administration Unit
- Sexual Abuse and Molestation (SAM) insurance program for small businesses (<5 employees)
- Ariba optimization
- Continued leverage of cooperatives and piggyback contracts
- Update to Procurement Policy Manual
- Centralization of the Procurement team



Questions and Answers

