

**AGENDA REVIEW**  
**COMMITTEE ON BUSINESS AND COMMITTEE ON FINANCE**  
**December 11, 2013**

**RESOLVED**, That the Board authorizes its proper officers to enter into contracts with the following individuals/firms for the services and fees set forth in subparagraphs 1 through 19, inclusive.

Sealed bids were opened in the Conference Room A, of the Administration Building, 341 South Bellefield Avenue at 11:00 A.M. on Tuesday, November 12, 2013. The results will be tabulated and will be kept on file in the Purchasing Office. These bids were advertised as required by law in compliance with the School Code of the Commonwealth of Pennsylvania and guidelines set by the Board of Public Education including the Substance Abuse Policy.

**CONSULTANTS/CONTRACTED SERVICES**

Sealed bids were opened in the Conference Room A, of the Administration Building, 341 South Bellefield Avenue at 11:00 A.M. on Tuesday, November 12, 2013. The results will be tabulated and will be kept on file in the Purchasing Office. These bids were advertised as required by law in compliance with the School Code of the Commonwealth of Pennsylvania and guidelines set by the Board of Public Education including the Substance Abuse Policy.

**1. INQUIRY # 8734, VARIOUS LOCATIONS**

**CLASSROOM SUPPLIES**—RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with the companies listed below for the up to amounts awarded for purchase of various classroom supplies for the pre-printed school list. The operating period shall be for a five (5) year period January 1, 2014 through December 31, 2018. (See additional information attached).

<b>SUPPLIER</b>	<b>ITEMS</b>	<b>TOTAL LOT PRICE</b>
Beckers School Supplies	6 Items	15%
Blick Art Supplies	1 Item	20%
Discount School Supply	6 Items	15%
Flinn Scientific	1 Item	5%
Oriental Trading	1 Item	5%
Premier Agenda, Inc.	2 Items	10%
Really Good Stuff	1 Item	2.0%
School Outfitters	1 Item	2%
School Specialty, Inc.	6 Items	30%
School Specialty, Inc.	2 Items	12%

2. **INQUIRY #8735, PLANT OPERATIONS 000-6600-010-2620-411**

**REFUSE CONTAINER SERVICE**— RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with BFI Waste Services of PA for the purchase of refuse container service for various locations throughout the District for the two (2) year period February 1, 2014 through January 31, 2016. (See additional information attached)

SUPPLIER	ITEMS	TOTAL LOT PRICE
<b>BFI Waste Services of PA</b>	<b>6 Items</b>	<b>\$70,330.00</b>
Waste Management of PA		\$96,316.25

3. **INQUIRY # 8738, PLANT OPERATIONS 000-6600-010-2620-610**

**CUSTODIAL PAPER PRODUCTS**— RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Janitors Supply Co. for the purchase of custodial paper products such as roll towels, single fold towels, toilet paper, etc. for various locations throughout the District for the eighteen (18) month period January 1, 2014 through May 31, 2015. (See additional information attached)

SUPPLIER	ITEMS	TOTAL LOT PRICE
<b>Janitors Supply Co.</b>	<b>5 Items</b>	<b>\$116,452.00</b>
L. M. Colker		\$120,765.00
D.H. Bertenthal		\$123,035.50
Buckeye Cleaning Center-Pgh.		\$128,517.50
Paper Products		\$128,690.00

**COMPUTER SOFTWARE:**

4. **MAINTENANCE SOFTWARE—SCHOOL DUDE - (FACILITIES)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract renewal with School Dude.Com for the purchase of the license for the School Dude Order Management System Software as requested by the Facilities Department. The software will be utilized by the Facilities Maintenance Department.

The operating period shall be from January 1, 2014 to December 31, 2015. The total contract amount shall not exceed \$21,400.00 chargeable to Account Number 021-6303-010-2620-618.

5. **EPLUS –LICENSE RENEWAL - (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize it proper officers to enter into a contract with ePLUS using State Contract (Costars) pricing for purchase of license renewal of the Commvault back-up and email archiving application. This application is used by the Office of Information and Technology to permit them to back up applications and data stored across school-based and centrally located servers at the District's Data Center. This application is also used for email archiving (long term email storage) and legal compliance requests related to the District's email system. Support and updates will be provided with purchase.

The operating period shall be from December 28, 2013 to December 27, 2014. The total contract amount shall not exceed \$29,948.40 chargeable to Account Number 5000-010-2240-618.

**COMPUTER HARDWARE:**

6. **3D PRINTERS— PITTSBURGH ALLDERDICE H.S. AND PITTSBURGH SCIENCE AND TECHNOLOGY ACADEMY 6-12 – (CTE)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize it proper officers to enter into an agreement with Allegheny Educational Systems using State Contract (PEPPM) pricing for the purchase of two (2) SST 1200es 3D printers, one for **Pittsburgh Allderdice H.S.** and one for **Pittsburgh Science and Technology Academy 6-12** as requested by CTE Department. Pittsburgh Allderdice's unit will replace their present printer which has reached its life end and the printer for Pittsburgh Sci-Tech will expand their various science and math program capabilities. Set- up, installation and training are included. Total cost not to exceed \$86,000 (\$43,000) chargeable to Account Number 4312-010-1370-758 and (\$43,000) chargeable to Account Number 4312-010-1370-768).

7. **GRAVES DESIGN GROUP – (FACILITIES)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize it proper officers to enter into an agreement with Graves Design Group to provide on-call architectural/engineering services for major maintenance improvements to include exterior concrete/asphalt paving, entrance steps repairs, ADA incline platform lifts, ADA ramp, ADA restrooms, environmental abatement and flooring at **Pittsburgh Arsenal PreK-5**. Services shall include the preparation of architectural and engineered design documents for bidding purposes. Other services under the agreement shall include review and approval of shop drawings, payment requisitions and submittals, coordination of pre-bid and construction meetings, and periodic site visits and inspections through completion of construction.

The operating period shall be from January 1, 2014 to December 31, 2016. The total contract amount shall not exceed \$200,000 from account line 6300-373-4400-330.

8. **OLDS ENGINEERING, INC. – (FACILITIES)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into an agreement with Olds Engineering, Inc. to provide on-call mechanical engineering services for the replacement of condensate drains at **Pittsburgh King Pre K-8**. Such services shall include the preparation of engineered design documents for bidding purposes. Other services under this agreement shall include review and approval of shop drawings, payment requisitions and submittals, coordination of pre-bid and construction meetings, and periodic site visits and inspections through the completion of the project.

The operating period shall be from December 19, 2013 to December 31, 2015. The total contract amount shall not exceed \$20,000 from account line 6300-373-4400-330.

9. **RENAISSANCE 3 ARCHITECTS, P.C. – PITTSBURGH CAPA 6-12 - (FACILITIES)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into an agreement with Renaissance 3 Architects, P.C. to provide on-call architectural/engineering services for foundation and basement drainage/waterproofing and sidewalk reinforcement at **Pittsburgh CAPA 6-12**. Services shall include the preparation of architectural and engineered design documents for bidding purposes. Other services under the agreement shall include review and approval of shop drawings, payment requisitions and submittals, coordination of pre-bid and construction meetings, periodic site visits and inspections through completion of construction.

The operating period shall be from January 1, 2014 to December 31, 2016. The total contract amount shall not exceed \$65,000 from account line 6300-373-4400-330.

10. **RENAISSANCE 3 ARCHITECTS, P.C. – VARIOUS SCHOOLS – (FACILITIES)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into an agreement with Renaissance 3 Architects, P.C. to provide on-call architectural/engineering services at various 6-8 and 6-12 schools (12) for a comprehensive investigation and review of the building exterior envelope to include exterior structure, masonry, windows and roofing. Services shall include assessment of conditions of the building exterior, walls, roof components and drainage, retaining walls, foundations, windows, chimneys, etc., and recommend actions for capital improvements. Other services shall include preparation of reports, cost estimates, development of a preventative maintenance and management plan for roofs and recommended scope of work for each site for inclusion in the District's Capital Plan. **(See attached listing of various schools).**

The operating period shall be from January 1, 2014 to December 31, 2016. The total contract amount shall not exceed \$175,000 from account line 6300-373-4400-330.

11. **PA SCHOOL BOARD'S ASSOCIATION – (EMPLOYEE RELATIONS)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with the PA School Board's Association. External expertise ensures processing of unemployment compensation claims in the most cost effective manner. Additional staff would be required to resume function internally. Work has been done externally since 1978.

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$13,770 from account line 9000-770-2890-340.

12. **ANTHONY FAILLA– (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Anthony Failla to provide services as a Web-System's Architect, reporting to the Director of End-User Services, Department of Information Technology, for the purpose of advancing staff and community access, awareness and understanding of Pittsburgh Public Schools and Empowering Effective Teachers through continually improved web tools.

The consultant will work with District staff to integrate and optimize the District's web capabilities to improve usability and efficiency for our users - employees, students, parents, community members, and website visitors. Recent advancements at the state and district level have now provided more publicly sharable data than ever, that District continues to share through improved web and mobile capabilities.

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$38,000 for the entire 12 month period from account line 5110-010-2170-348.

13. **TRITT-SCHELL CONSULTING – (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to renew the e-Rate contract with Julie Tritt-Schell Consulting to address the District's needs for high-level E-rate Program consulting, support and administrative management of federal filings and compliance clearance. It should be noted that the District has received approximately \$20.0 million (to date with numerous additional funding opportunities pending) since the District has begun utilizing this resource in 2003.

The operating period shall be from January 1, 2014 to November 30, 2014. The total contract amount shall not exceed \$75,000 from the general fund account line 5110-010-2170-348.

14. **CARL TRUSS – (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Carl Truss for 70 hours. Mr. Truss' services will be used as needed, to assist David Skalniak in the production of electronic media.

The operating period is from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$3,150 from account line 5000-010-2240-348.

15. **CHAMELEON FILMS – CHRISTIAN RIBLETT – (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Chameleon Films (Mr. Christian Riblett) for 70 hours. Mr. Riblett's services will be used as needed, to assist David Skalniak in the production of electronic media.

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$3,150.00 from account line 5200-010-2220-340.

16. **PITTSBURGH COMMUNITY TELEVISION (PCTV) – (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into contract with Pittsburgh Community Television (PCTV) to supply personnel and equipment sufficient to record on a tape-delayed basis, two (2) public meetings of the Board of Education of the School District of Pittsburgh, the Agenda Review and the Legislative.

Pittsburgh Community Television shall be paid after the services are rendered as per invoices submitted on a monthly basis. The dates of operation are from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$36,000 from account line 5110-010-2170-348.

17. **TEXOLVE – (TECHNOLOGY)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Texolve for 50 hours to provide repair services, installation, and consulting, as needed, for the District's electronic media facilities (The Administration Building, Pittsburgh Westinghouse Academy 6-12, Pittsburgh CAPA 6-12 and the Professional Development Center).

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$5,500 from account line 5200-010-2620-432.

18. **STRATEGIC SOLUTIONS – (TECHNOLOGY)**

**RESOLVED**, that the appropriate officers of the Board be authorized to enter into contract with Strategic Solutions for the scanning of the District's Permanent Records from the open schools. Among the services included in this contract are packaging, transporting, document preparation, indexing, scanning, retrieval, return of the documents, online data storage and the software needed for image retrieval. The Technology Office will prioritize the scanning of the permanent records. Strategic Solutions was first approved to begin scanning student records at the District's closed schools in May 2009. All records from the closed schools and the open High Schools have now been scanned & indexed. This project was originally bid and Strategic Solutions offered the lowest price per sheet and continues to honor that same price per sheet.

The operating period shall be from January 2, 2014 to December 31, 2014. The total contract amount shall not exceed \$100,000 from account line 5110-010-2170-348.

19. **MORSE, GANTVERG & HODGE CONTRACT RENEWAL FOR STENOGRAPHIC SERVICES – (OPERATIONS)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper offices to renew the contract with the stenographer to provide professional stenographic services to the School District for the monthly Legislative meetings, Agenda review meetings, Public Hearings and any meetings required by Law.

The operating period shall be from January 2, 2014 to December 31, 2014.

The contractor's rate of compensation is: Appearance fee: \$200 up to four (4) hours; per hour fee; \$50.00 per hour over four (4) hours. The per page fee is \$5.00 per page. The total contract amount shall not exceed \$25,100 from account line 6000-010-2500-330.

**PAYMENTS AUTHORIZED**

20. Daily Payments- **\$53,040,153.65**

21. **ADDITIONS AND DEDUCTIONS to CONSTRUCTION PROJECTS**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to approve the additions and deductions to construction projects listed below and as detailed on attachment 21a.

**APPROVAL OF ADDITIONS TO CONSTRUCTION PROJECTS**

**2 Additive Change Orders = \$ 2,806.30**

**2 Deductive Change Orders = (\$ 26,965.84)**

**TOTAL (\$ 26,965.84)**

**22. EXCESS PROPERTY INSURANCE COVERAGE – (FINANCE/LAW)**

**RESOLVED**, That the Board of Public Education of the School District of Pittsburgh authorize its proper officers to renew the excess property insurance coverage to protect the District in the event of a catastrophic property loss at critical high value locations within the District from CNA Insurance through AON Risk Solutions for the period January 25, 2014 through January 31, 2015. The loss limit is \$100,000,000 with a \$1,000,000 deductible at an annual premium of \$ TBD payable from account line 01-0201-010-2590-523.

**(PLACEHOLDER)**

**23. BOILER AND MACHINERY INSURANCE COVERAGE – (FINANCE/LAW)**

**RESOLVED**, That the Board of Public Education of the School District of Pittsburgh authorize its proper officers to renew the boiler and machinery insurance coverage with Travelers Property Casualty Company of America, through AON Risk Solutions for the period January 1, 2014 through December 31, 2015. The annual premium is \$TBD payable from account line 001-0201-010-2590-523.

**(PLACEHOLDER)**

**GENERAL AUTHORIZATION**

**24. 2014 MAJOR MAINTENANCE FUND AND 2014 CAPITAL PROJECT FUND – (FINANCE/FACILITIES)**

**RESOLVED**, that the 2014 Capital Program be adopted, and

**RESOLVED, FURTHER**, That the Board authorize the establishment of the 2014 Major Maintenance Fund in the amount of \$9,428,500 plus cost of issuance, which will operate for the period January 1, 2014 through December 31, 2014, and

**RESOLVED, FURTHER**, That the Board authorize the establishment of the 2014 Capital Projects Fund in the amount of \$7,374,780 plus costs of issuance, which will operate for the period January 1, 2014 through December 31, 2014, and

**RESOLVED, FURTHER**, That the appropriate officers of the Board be authorized to arrange for borrowing \$16,803,280 plus cost of issuance, to finance the 2014 Capital Program, and

**RESOLVED, FURTHER**, That the 2014 Capital Program may be increased to the extent of the gross proceeds of the borrowing to accommodate applicable debt service issuance costs, and

**RESOLVED, FURTHER**, That, as a temporary measure, loans may be made from any Capital Projects Fund or the General Fund to these funds in order to meet the obligations prior to receipt of cash through the borrowing, and



**RESOLVED, FINALLY**, That the interest earned from temporary investment of financing proceeds be deposited and credited to the General Fund to reduce the effect of the debt service interest payments.

25. **CAPITAL REIMBURSEMENT RESOLUTION – (FINANCE/FACILITIES)**

**RESOLVED**, that the Board of Education of the School District of Pittsburgh adopt a capital reimbursement resolution

(See attached).

26. **2014 BANK DEPOSIT and INVESTMENT PLAN – (FINANCE)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize it proper officers to adopt the 2014 bank deposit and investment plan.

Action Accounts

PNC Bank

Citizens

First National

Active-Direct Deposit

Citizens

Active-Food Service

PNC Bank

Active-Scanning Services

Citizens

Active Pay-PNC Bank-VISA

Investment Accounts

Allegheny Valley Bank

Bank of America

Citizens

Dollar

ESB Bank

Eureka

Federated

Fidelity Bank

Fifth Third Bank

First Commonwealth Bank

First National Bank of PA

INVEST

BNY Mellon

Northwest Savings Bank

PA Local Government Investment Trust

PA School Liquid Asset Fund

PNC/BlackRock

S & T Bank

Tri-State Capital Bank

Paying Agent/Trustee  
US Bank  
Bank of New York

**27. TAX COLLECTION COMMITTEE (TCC) DELEGATES – ( OPERATIONS)**

**RESOLVED**, by the Board of Directors of the School District of Pittsburgh, that the following individuals are appointed as Tax Collection Committee (TCC) delegates for the District:

- |                                      |                                                                           |
|--------------------------------------|---------------------------------------------------------------------------|
| 1. Primary voting delegate:          | Stephen Packosky, Budget Analyst                                          |
| 2. First alternate voting delegate:  | Pamela Capretta, Executive Director of Finance<br>& Facilities Management |
| 3. Second Alternate voting delegate: | Ronald J. Joseph, Chief Operations Officer                                |

See attached Resolution 27a

**28. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE LAW (LERTA) – MORROW  
PARK CITY APARTMENTS – OPERATIONS/LAW**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to approve a Local Economic Revitalization Tax Assistance Law (LERTA) which authorizes local taxing authorities to provide real property tax exemptions for certain deteriorated commercial, industrial, retail, and other business property on tax parcels 51-L-270, 51-L-267 and 51-L-264, located at Baum Boulevard and Liberty Avenue known as Morrow Park City Apartments.

(See attached Resolution).

**PROPOSAL GRANT AWARDS**

**29. ACCEPTING GRANT AWARD FOR \$40,000 FROM NEWMAN'S OWN FOUNDATION FOR  
THE GRAB 'N GO BREAKFAST PROGRAM – (FOOD SERVICE)**

**RESOLVED**, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to accept a Grant Award in the amount of \$40,000 from Newman's Own Foundation for the Grab 'N Go Breakfast Program. Expanding school breakfast is a vitally important strategy to improve health and wellness and reduce hunger among children. Eating a healthy breakfast at school helps lay the groundwork children need to learn, improves children's attendance and discipline, reduces school nurse visits, ensures that children eat a more nutritious diet, and helps reduce childhood obesity.

FRAC (Food Research and Action Center) through the Newman's Own Foundation has launched new breakfast in the classroom efforts in several urban districts by providing:

- Funding to schools to help cover their up-front costs (e.g., equipment, staff training, and outreach);
- Technical assistance and training for implementing breakfast in the classroom; and
- Communications support with media and key community stakeholders (anti-hunger, health, nutrition, education, and other groups) to support the effort.

Breakfast in the classroom takes the traditional school breakfast approach and improves it with one key ingredient: the classroom. Breakfast becomes available to everyone – no matter their income level – and it's eaten after the opening bell. This makes it easier for all children to easily participate.

In about 10 minutes, the meal is over and the school day continues. And so do the benefits of the breakfast in the classroom.

### **BUDGET MATTERS**

30. The adoption of 2014 General Fund Budget (See additional information)
31. Act 1 Homestead and Farmstead Exclusion (See attached Resolution) - **Placeholder**
32. The Levying of Earned Income Taxes (See attached Resolution)
33. The Levying of Real Estate Taxes (See attached Resolution) - **Placeholder**
34. The Levying of Realty Transfer Taxes (See attached Resolution)

### **INFORMATION ITEMS:**

1. Travel Reimbursement Applications – December 2013
2. Travel Report – November, 2013

Respectfully submitted,  
Committee on Business and  
Committee on Finance

# Board Action Information Sheet

1  
Action Item #  
December 2013  
Action Month



Ronald J. Joseph  
Submitted By  
Ronald J. Joseph  
Person Accountable

## Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

See additional information

Indicate the category of this contract:

☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input type="checkbox"/> Company	<input type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ _____		<b>Account Number(s)</b>				
<b>Rate of Payment</b> _____ <b>per</b> _____		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<input type="checkbox"/> General Fund:	Department _____	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	Account Name _____	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

INQUIRY # 8734 VARIOUS LOCATIONS

CLASSROOM SUPPLIES – RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contracts with the companies listed below for the up to amounts awarded for purchase of various classroom supplies for the pre-printed school list. The operating period shall be five (5) years from January 1, 2014 through December 31, 2018.

(See additional information attached)

**Who will the services benefit?**

All District staff

**Where will the services occur? (location)**

All District locations

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

1

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2018.

Explain why an external contract is necessary to provide these services?

Indicate process for making recommendation:

☐ Negotiated

☐ Solicited Proposals

☒ Competitive Bid

Describe the expected results of this activity:

If this is a contract renewal, indicate the original objective of this activity:

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met:

Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☐ No

Will there be a tangible work product at the completion of the contract? ☐ Yes ☐ No

If there is a tangible work product expected, please describe expectations and name the custodian of the work product:

**INQUIRY # 8734 VARIOUS LOCATIONS**

**CLASSROOM SUPPLIES – RESOLVED**, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contracts with the companies listed below for the up to amounts awarded for purchase of various classroom supplies for the pre-printed school list. The operating period shall be five (5) years from January 1, 2014 through December 31, 2018.

Supplier Name	Item Numbers	Total Amount
Becker's School Supplies	(Items 1,2A,2B,2C,2D,2E) Respectively; 1, General Catalog Discount; 2A, Educational Mats.; 2B, Consumable Supplies; 2C, Computer Supplies; 2D, Electronic Equipment; 2E, Furniture	15%
Blick Art Supplies	(Item 1) General Catalog Discount	20%
Discount School Supply	(Items 1,2A,2B,2C,2D,2E) Respectively: 1, General Catalog Discount; 2A, Educational Mats.; 2B, Consumable Supplies; 2C, Educational Mats.; 2D, Electronic Equipment; 2E, Furniture	15%
Flinn Scientific Inc.	(Item 1) General Catalog Discount	5%
Oriental Trading Co.	(Item 1) General Catalog Discount	5%
Premier Agendas, Inc.	(Item 1,2A) Respectively, 1, General Catalog Discount, 2A, Educational Materials	10%
Really Good Stuff	(Item 1) General Catalog Discount	2.0%
School Outfitters	(Item 1) General Catalog Discount	2%
School Specialty , Inc.	(Items 1,2A,2B,2C) Respectively, 1, General Catalog Discount; 2A, Educational Mats.; 2B, Consumable Supplies; 2C, Computer Supplies	30%
School Specialty, Inc.	(Item 2D,2E) Respectively, 2D, Electronic Equipment; 2E, Furniture	12%

INQUIRY #8734

ITEM NUMBER	SUPPLIER NAME	CLASSROOM SUPPLIES	DISCOUNT
1,2A,2B,2C,2D,2E	BECKER'S SCHOOL SUPPLIES	CATALOG DISCOUNT	ITEM TOTAL -15%
1	BLICK ART SUPPLIES	CATALOG DISCOUNT	ITEM TOTAL -20%
1,2A,2B,2C,2D,2E	DISCOUNT SCHOOL SUPPLY	CATALOG DISCOUNT	ITEM TOTAL -15%
1	FLINN SCIENTIFIC INC.	CATALOG DISCOUNT	ITEM TOTAL -5%
1	ORIENTAL TRADING CO.	CATALOG DISCOUNT	ITEM TOTAL -5%

INQUIRY # 8734

ITEM NUMBER	SUPPLIER NAME	CLASSROOM SUPPLIES	DISCOUNT
1,2A	PREMIER AGENDA INC.	CATALOG DISCOUNT	ITEM TOTAL -10%
1	REALLY GOOD STUFF	CATALOG DISCOUNT	ITEM TOTAL -2.0%
1	SCHOOL OUTFITTERS	CATALOG DISCOUNT	ITEM TOTAL -2%
1,2A,2B,2C	SCHOOL SPECIALTY INC.	CATALOG DISCOUNT	ITEM TOTAL -30%
2D,2E	SCHOOL SPECIALTY INC.	CATALOG DISCOUNT	ITEM TOTAL -12%



## **Board Action Information Sheet**

### **Additional Information:**

#### **COMPANY ADDRESSES FOR BID # 8734 (CLASSROOM SUPPLIES) AWARD**

Beckers School Supplies  
1500 Melrose Hwy.  
Pennsauken, NJ 08110

Discount School Supply  
2 Lower Ragsdale Dr.  
Suite 125  
Monterey, CA 93940

School Specialty, Inc.  
140 Marble Dr.  
Lancaster, PA 17601

Premier Agenda  
400 Sequoia Dr. Suite 200  
Bellingham, WA 98226

Blick Art Supplies  
PO Box 1267  
Galesburg, IL 61402

Flinn Scientific  
PO Box 219  
Batavia, IL 60510  
Oriental Trading  
4206 S 108 St.  
Omaha, NE 68137

Really Good Stuff  
418 Pepper St  
Monroe, CT 06468

School Outfitters  
3736 Regent Ave.  
Cincinnati, OH 45212

## Board Action Information Sheet

2

Action Item #  
December 2013  
Action Month



Ronald J. Joseph  
Submitted By  
Ronald J. Joseph  
Person Accountable

*(Signature)*

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address: BFI Waste Services of PA73 A West Nob  
Carnegie, PA 15106

Indicate the category of this contract:

☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$70,330.00</u>		<b>Account Number(s)</b>				
		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> _____ <b>per</b> _____						
<input checked="" type="checkbox"/> General Fund:	<u>Plant Operations</u>	<u>6600</u>	<u>010</u>	<u>2620</u>	<u>411</u>	<u>\$70,330.00</u>
	Department _____	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Account Name _____	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

INQUIRY # 8735 PLANT OPERATIONS

REFUSE CONTAINER SERVICE – RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into contracts with the companies listed below for refuse container service for various locations throughout the District.. The contract period shall be for a two year period from February 1, 2014 through January 31, 2016.

SUPPLIER

TOTAL LOT PRICE

BFI Waste Services of PA	(6 Items)	\$70,330.00
Waste Management of PA		\$96,316.25

**Who will the services benefit?**

District schools and Administrative sites

**Where will the services occur? (location)**

Throughout the District

Additional person(s) accountable for this tab

## Board Action Information Sheet

2

Action Item #

December 2013

Action Month

The operating period shall be from February 1, 2014 to January 31, 2016.

Explain why an external contract is necessary to provide these services?

Indicate process for making recommendation:

☐ Negotiated

☐ Solicited Proposals

☒ Competitive Bid

Describe the expected results of this activity:

If this is a contract renewal, indicate the original objective of this activity:

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met

Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☐ No

Will there be a tangible work product at the completion of the contract? ☐ Yes ☐ No

If there is a tangible work product expected, please describe expectations and name the custodian of the work product:

SUPPLIER: BFI WASTE SERVICES OF PA

INQUIRY #8735

**REFUSE CONTAINER SERVICE**

ITEM NUMBER	QUANTITY	REFUSE CONTAINER SERVICE	AVG PRICE	TOTAL LOT PRICE
1	100 Pulls	30 Cubic Yard Container. (Scheduled basis)	\$330.50	\$33,050.00
2	70 Pulls	42 Cubic Yard Compactor. (Scheduled basis)	\$390.50	\$27,335.00
3	200	Container delivery service.	\$0.00	\$0.00
4	200	Container rental service.	\$0.00	\$0.00
5	200	Monthly rental charge.	\$0.00	\$0.00
6	30 Pulls	30 Cubic Yard Containerr. (On an as needed basis)	\$330.50	\$9,915.00
TOTAL				\$70,330.00

# Board Action Information Sheet

3

Action Item #  
December 2013  
Action Month



Ronald J. Joseph  
Submitted By  
Ronald J. Joseph  
Person Accountable

## Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Janitors Supply Co.

1010 Franklin Dr., Suite #1

Smock, PA 15480

Indicate the category of this contract:

☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input type="checkbox"/> Company	<input type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount: \$ \$116,452.00</b>		<b>Account Number(s)</b>				
<b>Rate of Payment</b> _____ <b>per</b> _____		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<input checked="" type="checkbox"/> General Fund:	Plant Operations	6600	010	2620	610	\$116,452.00
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Account Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

INQUIRY # 8738 VARIOUS LOCATIONS

Custodial Paper Products – RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into contracts with the companies listed below for the up to amounts awarded for purchase of custodial paper products for various locations throughout the District.. The contract period shall be for an eighteen (18) month period from January 1, 2014 through May 31, 2015. Amounts are estimates and orders will only be placed as need requires. (Detailed item list is attached)

### SUPPLIER

Janitors Supply Co. (5 Items)  
L. M. Colker  
D.H. Bertenthal  
Buckeye Cleaning Center-Pgh.

### TOTAL LOT PRICE

\$116,452.00  
\$120,765.00  
\$123,035.50  
\$128,517.50

**Who will the services benefit?**

**Where will the services occur? (location)**

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

3

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to May 31, 2015.

Explain why an external contract is necessary to provide these services?

Indicate process for making recommendation:

☐ Negotiated

☐ Solicited Proposals

☒ Competitive Bid

Describe the expected results of this activity:

If this is a contract renewal, indicate the original objective of this activity:

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met:

Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☐ No

Will there be a tangible work product at the completion of the contract? ☐ Yes ☐ No

If there is a tangible work product expected, please describe expectations and name the custodian of the work product:

SUPPLIER: JANITORS SUPPLY

INQUIRY # 8738

**CUSTODIAL PAPER PRODUCTS**

ITEM NUMBER	QUANTITY	CUSTODIAL PAPER PRODUCTS	UNIT PRICE	TOTAL LOT PRICE
1	4,300 CS	Paper towel, rolled, natural kraft, not perorarted, 22 pound substance, minimum of 80% consumer waste. Approximatly 800 lineal feet per roll, 8" wide on 1 1/2" corejk, 6 rolls per case	\$15.51	\$66,693.00
2	100 CS	Towels, single fold aqualized wet strength, kraft paper, minimum of 80% post consumer waste. Minimum 4,200 towels per case. 24 Lb basis weight.	\$14.14	\$1,414.00
3	1,300 Cs	Paper, toilet tissue, single ply sheet . Size: 4.00" X 4.375", minimum of 80% post consumer waste, 11 Lb basis weight, 1,000 sheets to a roll.	\$34.50	\$44,850.00
4	100 CS	Paper, toilet tissue, single ply jumbo, 3.74" X 2,000',, (12 rolls/cs). 80% post consumer waste, 11 Lb. basis weight.	\$24.00	\$2,400.00
5	50 CS	Paper, toilet tissue, single ply jumbo, 3.88" X 4.000' (6 rolls/cs). 80% post consumer waste, 11 Lb. basis weight.	\$21.90	\$1,095.00
TOTAL				\$116,452.00

## Board Action Information Sheet

4

Action Item #  
December 2013  
Action Month



Randy Quinlan  
Submitted By  
Vidya Patil  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

School Dude.Com

1100 Regency Parkway, Suite 200

Cary, NC 27518

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount: \$</b> <u>\$21,400.00</u>		<b>Account Number(s)</b>				
		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
Rate of Payment _____ per _____						
<input checked="" type="checkbox"/> General Fund:	Facilities	6303	010	2620	618	\$21,400.00
	Department	—	—	—	—	—
<input type="checkbox"/> Supplemental Fund		—	—	—	—	—
	Account Name	—	—	—	—	—

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract renewal with School Dude.Com for the purchase of the license for the School Dude Order Management System Software for the two (2) year period. as requested by the Facilities Department. The software will be utilized by the Facilities Maintenance Department.

The operating period shall be from January 1, 2014 through December 31, 2015. The total contract amount shall not exceed \$21,400 chargeable to Account Number 021-6303-010-2620-618.

**Who will the services benefit?**

All schools and District offices

**Where will the services occur? (location)**

Throughout the District

**Additional person(s) accountable for this tab**



## Board Action Information Sheet

4

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2015.

**Explain why an external contract is necessary to provide these services?**

This is a purchase of the license for the School Dude Order Management System Software

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

**If this is a contract renewal, indicate the original objective of this activity:**

**Has objective been met?** ☐ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met**

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☐ No

**Will there be a tangible work product at the completion of the contract?** ☐ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

## Board Action Information Sheet

5  
 Action Item #  
 December 2013  
 Action Month



Joe Charnock  
 Submitted By  
 Mark Campbell  
 Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

ePlus Technology of PA

130 Futura Drive

Pottstown, PA, 19464

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$29,948.40</u>		<b>Account Number(s)</b>				
		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> _____ <b>per</b> _____						
<input checked="" type="checkbox"/> General Fund:	<u>Technology</u>	<u>5000</u>	<u>010</u>	<u>2240</u>	<u>618</u>	<u>\$29,948.40</u>
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Account Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize it proper officers to enter into a contract with ePLUS using State Contract (Costars) pricing for purchase of license renewal of the Commvault back-up and email archiving application. This application is used by the Office of Information and Technology to permit them to back up applications and data stored across school-based and centrally located servers at the District's Data Center. This application is also used for email archiving (long term email storage) and legal compliance requests related to the District's email system. Also support and updates will be provided with purchase.

The operating period shall be from December 28, 2013 to December 27, 2014. The total contract amount shall not exceed \$29,948.40 chargeable to Account Number 5000-010-2240-618.

**Who will the services benefit?**

Staff, Students

**Where will the services occur? (location)**

Throughout the District

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

5

Action Item #

December 2013

Action Month

The operating period shall be from December 28, 2013 to December 27, 2014.

**Explain why an external contract is necessary to provide these services?**

This is a license renewal of the Commvault back-up and email archiving application.

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

This application is used by the Office of Information and Technology to permit them to back up applications and data stored across school-based and centrally located servers at the District's Data Center.

**If this is a contract renewal, indicate the original objective of this activity:**

This application is also used for email archiving (long term email storage) and legal compliance requests related to the District's email system. Also support and updates will be provided with purchase.

**Has objective been met?** ☒ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

This application was used to back up and store the District's data during the 2012-13 school year.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☐ Yes ☒ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

## Board Action Information Sheet

6  
 Action Item #  
 December 2013  
 Action Month



Cassandra Tolbert  
 Submitted By  
 Angela Mike  
 Person Accountable

### Consultants/Contracted Services

*(not to be used for District employees)*

Name of Consultant or Firm: Allegheny Educational Systems      Indicate the category of this contract:  
 Address: 1425 Freeport Road      ☒ NEW    ☐ RENEWAL  
Natrona Heights, PA 15065

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non-Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained    ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$86,000.00</u>		<b>Account Number(s)</b>				
		<u>Resp.</u>	<u>Fund</u>	<u>Func.</u>	<u>Obj.</u>	<u>Amount</u>
<b>Rate of Payment</b> _____ <b>per</b> _____						
<input checked="" type="checkbox"/> General Fund:	<u>CTE</u>	<u>4312</u>	<u>010</u>	<u>1370</u>	<u>758</u>	<u>\$43,000.00</u>
	<u>Department</u>	<u>4312</u>	<u>010</u>	<u>1370</u>	<u>768</u>	<u>\$43,000.00</u>
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	<u>Account Name</u>	_____	_____	_____	_____	_____

**District Goals:**    ☐ 1. Maximum academic achievement    ☐ 2. Safe and orderly learning environment    ☐ 3. Efficient and effective support operations    ☒ 4. Efficient & equitable distribution of resources to address the needs of all students    ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

Authorization is requested to enter into an agreement with Allegheny Educational Systems using State Contract (PEPPM) pricing for the purchase of two (2) SST 1200es 3D printers, one for Pittsburgh Alderdice H.S. and one for Pittsburgh Science and Technology Academy 6-12 as requested by CTE Department. Alderdice's unit will replace their present printer which has reached its life end and the printer for Sci-Tech will expand their various science and math program capabilities. Set-up, installation and training are included. Total cost not to exceed \$86,000 (\$43,000) chargeable to Account Number 010-4312-1370-758 and (\$43,000) chargeable to Account Number 4312-010-1370-768).

**Who will the services benefit?**

Pittsburgh Alderdice and Pittsburgh Science and Technology Academy 6-12

**Where will the services occur? (location)**

Pittsburgh Alderdice and Pittsburgh Sci-Tech

Additional person(s) accountable for this tab

## Board Action Information Sheet

6

Action Item #

December 2013

Action Month

The operating period shall be from \_\_\_\_\_ to \_\_\_\_\_.

Explain why an external contract is necessary to provide these services?

Indicate process for making recommendation:

☐ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

Describe the expected results of this activity:

If this is a contract renewal, indicate the original objective of this activity:

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met

Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☐ No

Will there be a tangible work product at the completion of the contract? ☐ Yes ☐ No

If there is a tangible work product expected, please describe expectations and name the custodian of the work product:

## Board Action Information Sheet

7

Action Item #  
December 2013  
Action Month



Michael McNamara  
Submitted By  
Vidya Patil  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Graves Design Group

223 Fourth Avenue, Suite 600

Pittsburgh, PA 15222

Indicate the category of this contract:

☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non-Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input checked="" type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☒ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$200,000.00</u>		<b>Account Number(s)</b>				
<b>Rate of Payment</b>	<b>Hourly Rates</b>	<b>per</b>	<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>
<input type="checkbox"/> General Fund:		Department				
<input checked="" type="checkbox"/> Supplemental Fund			6300	373	4400	330
Account Name						\$200,000.00

**District Goals:** ☐ 1. Maximum academic achievement ☒ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

Authorization is requested to enter into an agreement with Graves Design Group to provide on-call architectural/engineering services for major maintenance improvements to include exterior concrete/asphalt paving, entrance steps repairs, ADA incline platform lifts, ADA ramp, ADA restrooms, environmental abatement and flooring at Pittsburgh Arsenal PreK-5. Services shall include the preparation of architectural and engineered design documents for bidding purposes. Other services under the agreement shall include review and approval of shop drawings, payment requisitions and submittals, coordination of pre-bid and construction meetings, and periodic site visits and inspections through completion of construction.

Total contract not to exceed \$200,000.00. Includes Base Fees and Reimbursables.

Contract Period: January 1, 2014 - December 31, 2016

**Who will the services benefit?**

Students, faculty members and staff of the school district will benefit from these services.

**Where will the services occur? (location)**

Pittsburgh Arsenal PreK-5

Daryl Saunders

Additional person(s) accountable for this tab

## Board Action Information Sheet

7

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2016.

**Explain why an external contract is necessary to provide these services?**

Specialized services, expertise and staff not available at PPS Facilities offices.

**Indicate process for making recommendation:**

☐ Negotiated

☒ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Results of this activity will include design documents for bidding purposes including drawings, specifications and "as-built" documentation to be archived at the Facilities/Plant Operations Division office for future reference.

**If this is a contract renewal, indicate the original objective of this activity:**

N/A - This is a new contract.

**Has objective been met?** ☐ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met**

N/A - In the past this consultant has provided excellent design services, bidding documents and construction administration.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

All contract documents will be reviewed by Facilities in-house professional staff for compliance with all National, State and Local codes and District standards.

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Work product will include architectural evaluation reports, cost estimates and documents for bidding purposes including drawings. Specifications and "as-built" documentation to be archived at the Facilities/Plant Operations Division office.

## Board Action Information Sheet

8

Action Item #  
December 2013  
Action Month



Michael McNamara  
Submitted By  
Vidya Patil  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address: Olds Engineering, Inc.

4720 Brownsville Road

Pittsburgh, PA 15236

Indicate the category of this contract:

☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☒ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

Total Contract Amount: \$ \$20,000.00

Account Number(s)

Rate of Payment Hourly Rates per \_\_\_\_\_

☐ General Fund:

Department

☒ Supplemental Fund

Account Name

Resp.

Fund

Func.

Obj.

Amount

6300

373

4400

330

\$20,000.00

District Goals: ☐ 1. Maximum academic achievement ☒ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

Authorization is requested to enter into an agreement with Olds Engineering, Inc. to provide on-call mechanical engineering services for the replacement of condensate drains at Pittsburgh King Pre K-8. Such services shall include the preparation of engineered design documents for bidding purposes. Other services under this agreement shall include review and approval of shop drawings, payment requisitions and submittals, coordination of pre-bid and construction meetings, and periodic site visits and inspections through the completion of the project.

Total contract not to exceed \$20,000.00. Includes Base Fees and Reimbursables.

Contract Period: December 19, 2013 - December 31, 2015

**Who will the services benefit?**

Students, faculty members and staff of the School District will benefit from these services.

**Where will the services occur? (location)**

Pittsburgh King Pre K - 8.

Wayne W. Wehrle Jr. P.E.

Additional person(s) accountable for this tab



## Board Action Information Sheet

8

Action Item #

December 2013

Action Month

The operating period shall be from December 19, 2013 to December 31, 2015.

**Explain why an external contract is necessary to provide these services?**

Specialized services, expertise and staff not available at PPS Facilities offices.

**Indicate process for making recommendation:**

☐ Negotiated

☒ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Results of this activity will include engineered design documents for bidding purposes including drawings, specifications and "as built" documentation to be archived at the Facilities Division Office for future reference.

**If this is a contract renewal, indicate the original objective of this activity:**

This is a new contract.

**Has objective been met?** ☐ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

In the past this consultant has provided excellent design services, bidding documents and construction management.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

All contract documents will be reviewed by Facilities in-house Engineer and Architects for compliance with all National, State and Local codes and District standards.

**Will evaluation be made on the basis of predetermined written criteria?** ☒ Yes ☐ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Work product will include engineered design documents for bidding purposes including drawings, Specifications and "as built" documentation to be archived at the Facilities/Plant Operations Division office.

## **Board Action Information Sheet**

### **Additional Information:**

Specific projects assigned to this consultant include the following:

Pittsburgh King Pre K - 8 - Replacement of Condensate Drains for Unit Ventilators

## Board Action Information Sheet

9  
 Action Item #  
 December 2013  
 Action Month



Michael McNamara  
 Submitted By  
 Vidya Patil  
 Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm: Renaissance 3 Architects, P. C.  
 Address: 48 S. Fourteenth Street  
 Pittsburgh, PA 15203

Indicate the category of this contract:  
☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☒ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$65,000.00</u>		<b>Account Number(s)</b>				
<b>Rate of Payment</b> <u>Hourly Rates</u> <b>per</b> _____		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<input type="checkbox"/> General Fund: _____		_____	_____	_____	_____	_____
Department _____		_____	_____	_____	_____	_____
<input checked="" type="checkbox"/> Supplemental Fund _____		6300	373	4400	330	\$65,000.00
Account Name _____		_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☒ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

Authorization is requested to enter into an agreement with Renaissance 3 Architects, P. C. to provide on-call architectural/engineering services for foundation and basement drainage/waterproofing and sidewalk reinforcement at Pittsburgh CAPA 6-12. Services shall include the preparation of architectural and engineered design documents for bidding purposes. Other services under the agreement shall include review and approval of shop drawings, payment requisitions and submittals, coordination of pre-bid and construction meetings, periodic site visits and inspections through completion of construction.

Total contract not to exceed \$65,000.00. Includes Base Fees and Reimbursables.

Contract Period: January 1, 2014 - December 31, 2016

**Who will the services benefit?**

Students, faculty members and staff of the school district will benefit from these services.

**Where will the services occur? (location)**

Pittsburgh CAPA 6-12

Daryl Saunders

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

9

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2016.

**Explain why an external contract is necessary to provide these services?**

Specialized services, expertise and staff not available at PPS Facilities offices.

**Indicate process for making recommendation:**

☐ Negotiated

☒ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Results of this activity will include design documents for bidding purposes including drawings, specifications and "as-built" documentation to be archived at the Facilities/Plant Operations Division office for future reference.

**If this is a contract renewal, indicate the original objective of this activity:**

N/A - This is a new contract.

**Has objective been met?** ☐ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

N/A - In the past this consultant has provided excellent design services, bidding documents and construction administration.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

All contract documents will be reviewed by Facilities in-house professional staff for compliance with all National, State and Local codes and District standards.

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Work product will include architectural evaluation reports, cost estimates and documents for bidding purposes including drawings. Specifications and "as-built" documentation to be archived at the Facilities/Plant Operations Division office.

## Board Action Information Sheet

10

Action Item #  
December 2013  
Action Month



Allen Biestek  
Submitted By  
Vidya Patil  
Person Accountable

### Consultants/Contracted Services

*(not to be used for District employees)*

Name of Consultant or Firm:

Address: Renaissance 3 Architects, P. C.  
48 S. Fourteenth Street  
Pittsburgh, PA 15203

Indicate the category of this contract:

☒ NEW ☐ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☒ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount: \$</b> <u>\$175,000.00</u>		<b>Account Number(s)</b>				
<b>Rate of Payment</b> <u>Hourly Rates</u> <b>per</b> _____		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<input type="checkbox"/> General Fund:	Department _____	_____	_____	_____	_____	_____
<input checked="" type="checkbox"/> Supplemental Fund	Account Name _____	6300	373	4400	330	\$175,000.00

**District Goals:** ☐ 1. Maximum academic achievement ☒ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

Authorization is requested to enter into an agreement with Renaissance 3 Architects, P. C. to provide on-call architectural/engineering services at various 6-8 and 6-12 schools (12) for a comprehensive investigation and review of the building exterior envelope to include exterior structure, masonry, windows and roofing. Services shall include assessment of conditions of the building exterior, walls, roof components and drainage, retaining walls, foundations, windows, chimneys, etc., and recommend actions for capital improvements. Other services shall include preparation of reports, cost estimates, development of a preventative maintenance and management plan for roofs and recommended scope of work for each site for inclusion in the District's Capital Plan.

Total contract not to exceed \$175,000.00. Includes Base Fees and Reimbursables.  
Contract Period: January 1, 2014 - December 31, 2016

**Who will the services benefit?**

Students, faculty members and staff of the school district will benefit from these services.

**Where will the services occur? (location)**

Various 6-8 and 6-12 schools (12)

Daryl Saunders

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

10

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2016.

**Explain why an external contract is necessary to provide these services?**

Specialized services, expertise and staff not available at PPS Facilities offices.

**Indicate process for making recommendation:**

☐ Negotiated

☒ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Results of this activity will include design documents for bidding purposes including drawings, specifications and "as-built" documentation to be archived at the Facilities Division Office for future reference.

**If this is a contract renewal, indicate the original objective of this activity:**

N/A - This is a new contract.

**Has objective been met?** ☐ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

N/A - In the past this consultant has provided excellent design services, bidding documents and construction administration.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

All contract documents will be reviewed by Facilities in-house professional staff for compliance with all National, State and Local codes and District standards.

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Work product will include architectural evaluation reports, cost estimates and recommendations for Capital Improvement for inclusion in the District's Capital Plan. Documents to be archived at the Facilities/Plant Operations Division office.

## **Board Action Information Sheet**

### **Additional Information:**

### **LISTING OF SCHOOLS**

#### **6-12 Schools**

- 1. Allderdice**
- 2. Brashear and South Hills**
- 3. Carrick**
- 4. Obama**
- 5. Oliver**
- 6. Perry**
- 7. Sci-Tech**
- 8. U-Prep**

#### **6-8 Schools**

- 1. Allegheny (Two Buildings)**
- 2. Pittsburgh Classical (Greenway Building)**
- 3. South Brook**
- 4. Sterrett**

## Board Action Information Sheet

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Action Item #  
December 2013  
Action Month



Susan Dobies-Sinicki  
Submitted By  
Jody Buchheit Spolar  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address: PA School Board's Association

PO Box 2042

Mechanicsburg, PA 17055

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input type="checkbox"/> Profit <input checked="" type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☐ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$13,770.00</u>		<b>Account Number(s)</b>		<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> <u>\$13,770.00</u> per year		<b>Resp.</b>	<b>Fund</b>			
<input checked="" type="checkbox"/> General Fund:	<u>Employee Relations</u>	<u>9000</u>	<u>701</u>	<u>2890</u>	<u>340</u>	<u>\$13,770.00</u>
	Department	___	___	___	___	___
<input type="checkbox"/> Supplemental Fund	___	___	___	___	___	___
	Account Name	___	___	___	___	___

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

External expertise ensures processing of unemployment compensation claims in the most cost effective manner. Additional staff would be required to resume function internally. Work has been done externally since 1978.

**Who will the services benefit?**

All employees of the Pittsburgh School District

**Where will the services occur? (location)**

PSBA is located in Mechanicsburg; however, support is provided locally through representation at unemployment hearings since 1978.

**Additional person(s) accountable for this tab**



## Board Action Information Sheet

11

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2014.

**Explain why an external contract is necessary to provide these services?**

External expertises ensures processing of unemployment compensation claims in the most effective manner. Additional staff would be required to resume function internally. Work has been done externally since 1978.

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Timely claims processing and successful defense of cases that go to unemployment hearings.

**If this is a contract renewal, indicate the original objective of this activity:**

to provide unemployment compensation claims management services to the Board of Public Education of the School District of Pittsburgh.

**Has objective been met?** ☒ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

PA School Board Association has provided assistance with the management of claims processing including representation at unemployment hearings.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

Timely processing of claims and successful defense of cases that go to a hearing.

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☐ Yes ☒ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

## **Board Action Information Sheet**

### **Additional Information:**

RESOLVED, That the appropriate officers of the Board be authorized to enter into a service agreement with the Pennsylvania School Board's Association Insurance Trust whereby Unemployment Compensation cost control services shall be provided to the School District during the period 1/1/2014 through 12/31/2014. This contract is a 12-month contract to allow for consistency with the PA School Board Association's calendar year billing cycle effective 2014. Cost not to exceed \$13,770.00 chargeable to Account Number 001-9000-701-2890-340.

## Board Action Information Sheet

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 Action Item #  
 December 2013  
 Action Month



Scott Gutowski  
 Submitted By  
 Mark Campbell  
 Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Anthony Failla

2211 Lynnbrook Avenue

Pittsburgh, PA 15226

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> Minority <input checked="" type="checkbox"/> Non Minority	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input checked="" type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input type="checkbox"/> Company	<input type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$38,000.00</u>		<b>Account Number(s)</b>				
		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> _____ <b>per</b> _____						
<input type="checkbox"/> General Fund:	_____	5110	010	2170	348	\$38,000.00
	Department _____	_____	_____	_____	_____	_____
<input checked="" type="checkbox"/> Supplemental Fund	Gates _____	_____	_____	_____	_____	_____
	Account Name _____	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize it's proper officers to enter into a contract with Anthony Failla to provide services as a Web-System's Architect, reporting to the Director of End-User Services, Department of Information Technology, for the purpose of advancing staff and community access, awareness and understanding of Pittsburgh Public Schools and Empowering Effective Teachers through continually improved web tools.

The consultant will work with District staff to integrate and optimize the District's web capabilities to improve usability and efficiency for our users - employees, students, parents, community members, and website visitors. Recent advancements at the state and district level have now provided more publicly sharable data than ever, that District continues to share through improved web and mobile capabilities.

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$38,000 for the entire 12 month period from account line 5110-010-2170-330.

**Who will the services benefit?**

Teachers, Administrators, and students in Pittsburgh Public Schools, as well as parents and the community at large--anyone who could use the Web to become informed about Pittsburgh Public Schools and its programs.

**Where will the services occur? (location)**

Board of Education, consultant's location

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

12

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to Dec 31, 2014.

### Explain why an external contract is necessary to provide these services?

Temporary additional capacity is needed to help with redesign work of the District's Web/Portal solution. The skillset required is extremely specialized, and is not currently available in-house.

### Indicate process for making recommendation:

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

### Describe the expected results of this activity:

The role filled by a Web-Systems Architect is to provide deliberate service-orient architecture development which is managed under the PPS Web Strategy and End-User Services team, to minimize redundancies in our web delivered services by providing integrated development between systems where possible.

### If this is a contract renewal, indicate the original objective of this activity:

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met:

Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:

Will evaluation be made on the basis of predetermined written criteria? ☒ Yes ☐ No

Will there be a tangible work product at the completion of the contract? ☒ Yes ☐ No

If there is a tangible work product expected, please describe expectations and name the custodian of the work product:

See expected results of this activity section above. Monthly management of this role will be monitored by Scott Gutowski, Director of End-User Services.

## Board Action Information Sheet

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Action Item #  
December 2013  
Action Month



Scott Gutowski  
Submitted By  
Mark Campbell  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address: Tritt-Schell Consulting

510 N. 3rd Street

Harrisburg PA 17101

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input checked="" type="checkbox"/> Minority <input type="checkbox"/> Non-Minority	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> City Resident <input checked="" type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained    ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$75,000.00</u>		<b>Account Number(s)</b>				
		<u>Resp.</u>	<u>Fund</u>	<u>Func.</u>	<u>Obj.</u>	<u>Amount</u>
<b>Rate of Payment</b> _____ <b>per</b> _____						
<input checked="" type="checkbox"/> General Fund:	<u>Technology</u>	<u>5110</u>	<u>010</u>	<u>2170</u>	<u>348</u>	<u>\$75,000.00</u>
	<u>Department</u>	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	<u>Account Name</u>	_____	_____	_____	_____	_____

**District Goals:**    ☐ 1. Maximum academic achievement    ☐ 2. Safe and orderly learning environment    ☒ 3. Efficient and effective support operations    ☐ 4. Efficient & equitable distribution of resources to address the needs of all students    ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to renew the e-Rate contract with Julie Tritt-Schell Consulting to address the District's needs for high-level E-rate Program consulting, support and administrative management of federal filings and compliance clearance. It should be noted that the District has received approximately \$20.0 million (to date with numerous additional funding opportunities pending) since the District has begun utilizing this resource in 2003.

The operating period shall be from December 1, 2013 to November 30, 2014. The total contract amount shall not exceed \$75,000 from the general fund account line 5110-010-2170-348.

**Who will the services benefit?**

All technology users in the District.

**Where will the services occur? (location)**

Remotely and at the District's Data Center

Additional person(s) accountable for this tab

## Board Action Information Sheet

13

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2013 to November 30, 2014.

**Explain why an external contract is necessary to provide these services?**

Tritt-Schell Consulting has extensive experience supporting the E-Rate Program

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

The District will apply for all E-Rate Program eligible services in the areas of Telecommunications, Internet Access, Webhosting and Network-type equipment.

**If this is a contract renewal, indicate the original objective of this activity:**

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

Vendor success will be measured against final funding awarded in eligible areas. These will benefit the District and supplement budgetary requirements for those services

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☒ No

Will there be a tangible work product at the completion of the contract? ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Vendor will work with District staff to apply for eligible funds to substantially reduce District out-of-pocket costs for various E-rate eligible services and equipment.  
Mark Campbell will be the custodian of this contract.

## **Board Action Information Sheet**

### **Additional Information:**

This resource provides the District assistance with the E-Rate Program application and review processes throughout the entire application. These processes generally overlap application years due to the varying dynamics of the program,(i.e. the District does not know exactly when in the application process it will be awarded funding and correspondingly many of the support services provided by the vendor will not commence until the funding is awarded).

## Board Action Information Sheet

14  
 Action Item #  
 December 2013  
 Action Month



Scott Gutowski  
 Submitted By  
 Mark Campbell  
 Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Carl Truss  
 3542 Webster Ave  
 Pittsburgh, PA 15219

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input checked="" type="checkbox"/> Individual	<input checked="" type="checkbox"/> Minority <input type="checkbox"/> Non-Minority	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input checked="" type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$3,150.00</u>		<b>Account Number(s)</b>				
<b>Rate of Payment</b> <u>45.00</u> <b>per hour</b>		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<input checked="" type="checkbox"/> General Fund:	<u>Information and Tech</u>	<u>5000</u>	<u>010</u>	<u>2240</u>	<u>348</u>	<u>\$3,150.00</u>
	<u>Department</u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
<input type="checkbox"/> Supplemental Fund	<u>                                </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
	<u>Account Name</u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Carl Truss for 70 hours. Mr. Truss' services will be used as needed, to assist David Skalniak in the production of electronic media.

The operating period is from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$3,150 from account line 5000-010-2240-348.

**Who will the services benefit?**

Staff and students in the School District of Pittsburgh.

**Where will the services occur? (location)**

In district buildings as specified by each project.

David Skalniak

**Additional person(s) accountable for this tab**



## Board Action Information Sheet

14

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2014.

**Explain why an external contract is necessary to provide these services?**

The district has only one individual to handle this function and assistance is occasionally needed in the creation of electronic media.

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Mr. Truss' services will be used as needed, to assist David Skalniak in the production of electronic media to be delivered via the district's web site.

**If this is a contract renewal, indicate the original objective of this activity:**

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met:

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

No source is necessary. Continued successful shooting of usable video onto camera card or disc will be the only way to evaluate performance

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☒ No

Will there be a tangible work product at the completion of the contract? ☒ Yes ☐ No

If there is a tangible work product expected, please describe expectations and name the custodian of the work product:

Raw video footage to be used to produce district programming will be in the possession of David Skalniak.

## Board Action Information Sheet

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Action Item #

December 2013

Action Month



Scott Guthowski

Submitted By

Mark Campbell

Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Chameleon Films (Christian Riblett)

449 Carnegie Dr.

Pittsburgh, PA 15243

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input checked="" type="checkbox"/> Non-Minority	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input checked="" type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$2,250.00</u>		<b>Account Number(s)</b>				
<b>Rate of Payment</b> <u>45.00</u> <b>per</b> <u>hour</u>		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<input checked="" type="checkbox"/> General Fund:	<u>Technology</u>	<u>5200</u>	<u>010</u>	<u>2220</u>	<u>340</u>	<u>\$3,150.00</u>
	<u>Department</u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
<input type="checkbox"/> Supplemental Fund	<u>                                </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
	<u>Account Name</u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Chameleon Films (Mr. Christian Riblett) for 70 hours. Mr. Riblett's services will be used as needed, to assist David Skalniak in the production of electronic media.

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$3,150.00 from account line 5200-010-2220-340.

**Who will the services benefit?**

Staff and students in the School District of Pittsburgh.

**Where will the services occur? (location)**

In district buildings as specified by each project.

David Skalniak

Additional person(s) accountable for this tab

## Board Action Information Sheet

15

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2014.

**Explain why an external contract is necessary to provide these services?**

The district has only one individual to handle this function and assistance is occasionally needed in the creation of electronic media.

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Chameleon Films' (Mr. Christian Riblett's) services will be used as needed, to assist David Skalniak in the production of electronic media to be delivered via the district's web site

**If this is a contract renewal, indicate the original objective of this activity:**

To provide support to David Skalniak as needed when additional assistance is needed to produce electronic media.

**Has objective been met?** ☒ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met**

Mr. Riblett provided his expertise as needed by shooting video footage requested.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

No source is necessary. Continued successful shooting of usable video onto tape, camera card or disc will be the only way to evaluate performance

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Raw video footage to be used to produce district programming will be in the possession of David Skalniak.

## Board Action Information Sheet

16

Action Item #  
December 2013  
Action Month



Ebony Pugh  
Submitted By  
Erikka Jones  
Person Accountable

### Consultants/Contracted Services

*(not to be used for District employees)*

Name of Consultant or Firm:

Address:

Pittsburgh Community Television

1300 Western Ave

Pittsburgh, PA 15233

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input type="checkbox"/> Profit <input checked="" type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained    ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$36,000.00</u>		<b>Account Number(s)</b>				
		<b>Resp.</b>	<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> <u>\$1,500.00</u> <b>per</b> <u>meeting</u>						
<input checked="" type="checkbox"/> General Fund:	<u>Comm &amp; Marketing</u>	<u>5110</u>	<u>010</u>	<u>2170</u>	<u>348</u>	<u>\$36,000.00</u>
	Department	—	—	—	—	—
<input type="checkbox"/> Supplemental Fund		—	—	—	—	—
	Account Name	—	—	—	—	—

**District Goals:**    ☐ 1. Maximum academic achievement    ☐ 2. Safe and orderly learning environment    ☐ 3. Efficient and effective support operations    ☐ 4. Efficient & equitable distribution of resources to address the needs of all students    ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

That the appropriate officers of the Board be authorized to enter into contract with Pittsburgh Community Television to supply personnel and equipment sufficient to record on a tape-delayed basis, two (2) public meetings of the Board of Education of the School District of Pittsburgh, the Agenda Review and the Legislative.

Pittsburgh Community Television shall be paid after the services are rendered as per invoices submitted on a monthly basis. The dates of operation are from January 1, 2014 to December 31, 2014. Total cost shall not exceed \$36,000.00 from account line 5110-010-2170-348.

**Who will the services benefit?**

The residents of the City of Pittsburgh

**Where will the services occur? (location)**

The Administration Building (The Board Room and The Board Committee Room)

David Skalniak

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

16

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2014.

**Explain why an external contract is necessary to provide these services?**

The school district does not currently have the personell to video tape the meetings for air.

**Indicate process for making recommendation:**

☐ Negotiated

☒ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

The Agenda Review and Legislative Meetings will be videotaped with three cameras and recorded for playback on PCTV, City Channel Pittsburgh and the district's Streaming web site.

**If this is a contract renewal, indicate the original objective of this activity:**

Has objective been met? ☐ Yes; ☐ No

Please explain how the objective was met or why the objective was not met

Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:

Will evaluation be made on the basis of predetermined written criteria? ☐ Yes ☒ No

Will there be a tangible work product at the completion of the contract? ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

The tangible end product will be a video tape of the two board meetings and the school district will have an archive copy of each meeting on DVD.

## Board Action Information Sheet

17

Action Item #  
December 2013  
Action Month



Scott Gutkowski  
Submitted By  
Mark Campbell  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Texolve c/o Mike Gianutsos

415 Mt. Nebo Road

Pittsburgh, PA 15237

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input checked="" type="checkbox"/> Non-Minority	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input checked="" type="checkbox"/> Non-Resident
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input checked="" type="checkbox"/> Pennsylvania <input type="checkbox"/> Pittsburgh <input checked="" type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$5,500.00</u>		<b>Account Number(s)</b>		<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> <u>110.00</u> per hour		<b>Resp.</b>	<b>Fund</b>			
<input checked="" type="checkbox"/> General Fund:	<u>Office of Technology</u>	<u>5200</u>	<u>010</u>	<u>2620</u>	<u>432</u>	<u>\$5,500.00</u>
	Department	—	—	—	—	—
<input type="checkbox"/> Supplemental Fund	—	—	—	—	—	—
	Account Name	—	—	—	—	—

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a contract with Texolve for 50 hours to provide repair services, installation, and consulting, as needed, for the District's electronic media facilities (The Administration Building, Pittsburgh Westinghouse Academy 6-12, Pittsburgh CAPA 6-12 and the Professional Development Center).

The operating period shall be from January 1, 2014 to December 31, 2014. The total contract amount shall not exceed \$5,500 from account line 5200-010-2620-432.

**Who will the services benefit?**

The students of the School District

**Where will the services occur? (location)**

Texolve Offices, The Administration Building, Pittsburgh Schenley, Pittsburgh Barak Obama, Pittsburgh CAPA and the Professional Development Center

David Skalniak

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

17

Action Item #

December 2013

Action Month

The operating period shall be from January 1, 2014 to December 31, 2014.

**Explain why an external contract is necessary to provide these services?**

There is no one in the district who can do this level of work, especially as per the CAPA Astrovision Facilities.

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

Repair and maintenance of electronic media facilities, consulting as per repairs or addition to these facilities.

**If this is a contract renewal, indicate the original objective of this activity:**

Repair and maintenance of electronic media facilities, consulting as per repairs or addition to these facilities.

**Has objective been met?** ☒ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

Texolve has continued to provide prompt and efficient service when required.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

No data source is applicable

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☐ Yes ☒ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**





## Board Action Information Sheet

18

Action Item #

December 2013

Action Month

The operating period shall be from 1/2/14 to 12/31/2014.

**Explain why an external contract is necessary to provide these services?**

The District doesn't have the resources to prep, scan & index millions of student documents.

**Indicate process for making recommendation:**

☐ Negotiated

☒ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

The District will have electronic copies of documents its legally required to maintain. Stakeholders requesting copies of their transcripts and records will have a quicker turn around time for the receipt of their documents. Older documents that are beginning to deteriorate will be preserved.

**If this is a contract renewal, indicate the original objective of this activity:**

The original contract was to scan the records from the closed schools stored at the South Annex.

**Has objective been met?** ☒ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met:**

Strategic Solutions shipped the documents in batches to their offices, scanned and digitized the records.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

**Will evaluation be made on the basis of predetermined written criteria?** ☒ Yes ☐ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

The District will receive DVDs of all the scanned data for backup and Disaster Recovery purposes. The scanned images will be available electronically through the web for quick access. The Office of Student Information Management within the Office of Technology will be the custodian of the work product.

## Board Action Information Sheet

19

Action Item #  
December 2013  
Action Month



Ronald J. Joseph  
Submitted By  
Ronald J. Joseph  
Person Accountable

### Consultants/Contracted Services

(not to be used for District employees)

Name of Consultant or Firm:

Address:

Morse, Gantverg & Hodge

One Bigelow Square, Suite 710

Pittsburgh, PA 15219

Indicate the category of this contract:

☐ NEW ☒ RENEWAL

<input type="checkbox"/> Individual	<input type="checkbox"/> Minority <input type="checkbox"/> Non-Minority	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> City Resident <input type="checkbox"/> Non-Resident
<input type="checkbox"/> Company	<input checked="" type="checkbox"/> Profit <input type="checkbox"/> Non-Profit	<input type="checkbox"/> EBE	<input type="checkbox"/> Pennsylvania <input checked="" type="checkbox"/> Pittsburgh <input type="checkbox"/> Allegheny County

- ☐ Security Clearance has been obtained ☐ Resume is attached  
☐ Security Clearance will be obtained before contractor begins work  
☒ Security Clearance not needed, as contractor will not be working with children

<b>Total Contract Amount:</b> \$ <u>\$25,100.00</u>		<b>Account Number(s)</b>		<b>Func.</b>	<b>Obj.</b>	<b>Amount</b>
<b>Rate of Payment</b> _____ <b>per</b> _____		<b>Resp.</b>	<b>Fund</b>			
<input checked="" type="checkbox"/> General Fund:	<u>Operations</u>	<u>6000</u>	<u>010</u>	<u>2500</u>	<u>330</u>	<u>\$25,100.00</u>
	<u>Department</u>	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	<u>Account Name</u>	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this contract and how will it be implemented?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper offices to renew the contract with the stenographer to provide professional stenographic services to the School District for the monthly Legislative meetings, Agenda review meetings, Public Hearings and any meetings required by Law.

The operating period shall be from January 2, 2014 to December 31, 2014.

The contractor's rate of compensation is: Appearance fee: \$200 up to four (4) hour; per hour fee; \$50.00 per hour over four (4) hours. The per page fee is \$5.00 per page. The total contract amount shall not exceed \$25,100 from account line 6000-010-2500-330.

**Who will the services benefit?**

District Staff, and Community

**Where will the services occur? (location)**

Administration Building

**Additional person(s) accountable for this tab**

## Board Action Information Sheet

19

Action Item #

December 2013

Action Month

The operating period shall be from January 2, 2014 to December 31, 2014.

**Explain why an external contract is necessary to provide these services?**

This is the transcript of the monthly meetings.

**Indicate process for making recommendation:**

☒ Negotiated

☐ Solicited Proposals

☐ Competitive Bid

**Describe the expected results of this activity:**

To have a transcription of monthly Board meetings.

**If this is a contract renewal, indicate the original objective of this activity:**

To have an official transcription of the monthly Legislative, Agenda Review and Public Hearing as well as any other meeting required by law.

**Has objective been met?** ☒ Yes; ☐ No

**Please explain how the objective was met or why the objective was not met**

The Stenographer is notified to appear for any meeting required.

**Data Source utilized, or if a new contract, that will be utilized to evaluate contractor performance:**

Official transcription is kept on file and put on the web.

**Will evaluation be made on the basis of predetermined written criteria?** ☐ Yes ☒ No

**Will there be a tangible work product at the completion of the contract?** ☒ Yes ☐ No

**If there is a tangible work product expected, please describe expectations and name the custodian of the work product:**

Copies of all transcribe minutes are sent to the Operations Office after every meeting.  
Mr. Joseph is the custodian of the work product.

## Board Action Information Sheet

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Action Item #  
December 2013  
Action Month



Ronald J. Joseph  
Submitted By  
Ronald J. Joseph  
Person Accountable

### PAYMENTS AUTHORIZED

- ☐ Teachers ☐ Students ☐ Outside Firm or Person  
☐ Other Staff ☐ Parents

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

- ☐ Security Clearance has been obtained. ☐ Resume is attached.  
☐ Security Clearance will be obtained before contractor begins work.  
☐ Security Clearance not needed, as contractor will not be working with children.

### Payment Data

Total Cost This Action:		Account Number(s):				
		Resp	Fund	Func	Obj	Amount
<input type="checkbox"/> General Fund	_____	_____	_____	_____	_____	_____
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**For what purpose are these funds being requested and how will it be implemented?** (Please write in complete sentences)

RESOLVED, That the daily payments made in November in the amount of \$53,040,153.65 be ratified, the payments having been made in accordance with the Rules of the Board and the Public School Code.

**Who will this benefit?**

**Where and when will the activities/services occur? (location)**

\_\_\_\_\_  
Additional person(s) accountable for this tab

## Board Action Information Sheet

21

Action Item #  
December 2013  
Action Month



Michael McNamara  
Submitted By  
Vidya Patil  
Person Accountable

### PAYMENTS AUTHORIZED

- ☐ Teachers ☐ Students ☐ Outside Firm or Person  
☐ Other Staff ☐ Parents

Name: Various  
Address: \_\_\_\_\_  
\_\_\_\_\_

- ☐ Security Clearance has been obtained. ☐ Resume is attached.  
☒ Security Clearance will be obtained before contractor begins work.  
☐ Security Clearance not needed, as contractor will not be working with children.

#### Payment Data

Total Cost This Action:		Account Number(s):				
		Resp	Fund	Func	Obj	Amount
<input type="checkbox"/> General Fund	_____	_____	_____	_____	_____	_____
	Department	_____	_____	_____	_____	_____
<input checked="" type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☒ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**For what purpose are these funds being requested and how will it be implemented?** (Please write in complete sentences)

#### APPROVAL OF ADDITIONS TO CONSTRUCTION PROJECTS

2 Additive Change Orders = \$ 2,806.30

2 Deductive Change Orders = \$ (26,965.84)

TOTAL \$ (24,159.54)

**Who will this benefit?**

**Where and when will the activities/services occur? (location)**

Daryl Saunders

**Additional person(s) accountable for this tab**

**CHANGE ORDER REPORT 1357**  
**Approvals recommended in accordance with**  
**Change Order Policy effective date 2/23/11**

Committee on Business and  
Committee on Finance  
Legislative Meeting  
December 18, 2013  
(Attachment 21a)

SCHOOL NAME	DESCRIPTION	ADD \$	DEDUCT \$	APPROVAL
<b>PITTSBURGH ALLDERDICE HIGH SCHOOL</b> Partial Roof Replacement G & W Roofing 0F2708	Replace deteriorated and crumbling terracotta stone coping discovered during construction with new limestone copings.	\$ 1,059.30		Director of Facilities/Plant Operations
<b>PITTSBURGH ALLEGHENY 6-8</b> Re-roofing Ramp Construction Co. 0F2478	Deduct for reduction in drainage piping, wood blocking and gypsum deck replacement at roof.		\$ (16,750.00)	Director of Facilities/Plant Operations
<b>PITTSBURGH CAPA 6-12</b> Fire Pum Rom and Standpipe Alliance Fire Systems, Inc. 0F0649	Deduct to cover the cost of replacement of granite panels damaged by the contractor during the construction.		\$ (10,215.84)	Director of Facilities/Plant Operations
<b>PITTSBURGH COLFAX K-8</b> Entrance Doors and Waterproofing Plavchak Construction Co., Inc. 0F2682	Modifications to exterior front doors for historic appropriateness (to comply with City of Pittsburgh Historic Review Commission) and temporary storage unit for maintenance equipment during construction.	\$ 1,747.00		Director of Facilities/Plant Operations
<b>TOTAL</b>		<b>\$ 2,806.30</b>	<b>\$ (26,965.84)</b>	

## Board Action Information Sheet

22

Action Item #  
December 2013  
Action Month



Pamela R. Capretta

Submitted By  
Ira Weiss/Ronald Joseph  
Person Accountable

### PAYMENTS AUTHORIZED

- ☐ Teachers ☐ Students  
☐ Other Staff ☐ Parents

☒ Outside Firm or Person

Name: Aon Risk Service Central, Inc.  
Address: EQT Plaza - 10th Floor - 625 Liberty Avenue  
Pittsburgh, PA 15222-3110

- ☐ Security Clearance has been obtained. ☐ Resume is attached.  
☐ Security Clearance will be obtained before contractor begins work.  
☒ Security Clearance not needed, as contractor will not be working with children.

### Payment Data

Total Cost This Action:	Account Number(s):					
<input checked="" type="checkbox"/> General Fund	LAW	Resp 0201	Fund 010	Func 2590	Obj 523	Amount
	Department					
<input type="checkbox"/> Supplemental Fund	Name					
	Name					

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**For what purpose are these funds being requested and how will it be implemented?** (Please write in complete sentences)

RESOLVED, That the Board of Public Education of the School District of Pittsburgh authorize its proper officers to renew the excess property insurance coverage to protect the District in the event of a catastrophic property loss at critical high value locations within the District from CNA Insurance through AON Risk Solutions for the period January 25, 2014 through January 31, 2015. The loss limit is \$100,000,000 with a \$1,000,000 deductible at an annual premium of \$ payable from account line 001-0201-010-2590-523.

(PLACEHOLDER)

### Who will this benefit?

Various high valued school district owned buildings.

### Where and when will the activities/services occur? (location)

N/A

Alin McIver

Additional person(s) accountable for this tab

## Board Action Information Sheet

23  
Action Item #  
December 2013  
Action Month



Pamela R. Capretta  
Submitted By *RC*  
Ronald J. Joseph/Ira Weiss  
Person Accountable

### PAYMENTS AUTHORIZED

- ☐ Teachers      ☐ Students  
☐ Other Staff    ☐ Parents

☒ Outside Firm or Person

Name: Aon Risk Service Central, Inc.  
Address: EQT Plaza - 10th Floor - 625 Liberty Avenue  
Pittsburgh, PA 15222-3110

- ☐ Security Clearance has been obtained.      ☐ Resume is attached.  
☐ Security Clearance will be obtained before contractor begins work.  
☒ Security Clearance not needed, as contractor will not be working with children.

#### Payment Data

Total Cost This Action: _____		Account Number(s):				
		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
<input checked="" type="checkbox"/> General Fund	<u>LAW</u>	0201	010	2590	523	_____
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	Name	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:**    ☐ 1. Maximum academic achievement    ☐ 2. Safe and orderly learning environment    ☒ 3. Efficient and effective support operations    ☐ 4. Efficient & equitable distribution of resources to address the needs of all students    ☐ 5. Improved public confidence and strong parent/community engagement

**For what purpose are these funds being requested and how will it be implemented?** (Please write in complete sentences)

RESOLVED, That the Board of Public Education of the School District of Pittsburgh authorize its proper officers to renew the boiler and machinery insurance coverage with Travelers Property Casualty Company of America, through AON Risk Solutions for the period January 1, 2014 through December 31, 2015. The annual premium is \$TBD payable from account line 001-0201-010-2590-523.

(PLACEHOLDER)

**Who will this benefit?**

Various high valued school district owned buildings.

**Where and when will the activities/services occur? (location)**

N/A

Alin McIver

**Additional person(s) accountable for this tab**



## Board Action Information Sheet

24

Action Item #

December 2013

Action Month



*PC*  
Pamela Capretta/Vidya Patil

Submitted By

Ronald J. Joseph

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	<u>\$16,803,280.00</u>	Account Number(s):				
<input type="checkbox"/> General Fund		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
	<u>Department</u>					
<input type="checkbox"/> Supplemental Fund	<u>Capital Project Funds</u>					
	<u>Name</u>					
	<u>Name</u>					

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

That the Board authorize establishment of the 2014 Major Maintenance Fund and 2014 Capital Projects Fund.

(See additional information)

**Who will this benefit?**

Students will benefit from updated school facilities.

**Where will the activities/services occur and how was this school/location selected?** (if applicable)

Various school locations

Randy Quinlan

Additional person(s) accountable for this tab

## **Board Action Information Sheet**

### **Additional Information:**

RESOLVED, That the 2014 Capital Program be adopted, and

RESOLVED, FURTHER, That the Board authorize the establishment of the 2014 Major Maintenance Fund in the amount of \$9,428,500 plus cost of issuance, which will operate for the period January 1, 2014 through December 31, 2014, and

RESOLVED, FURTHER, That the Board authorize the establishment of the 2014 Capital Projects Fund in the amount of \$7,374,780 plus costs of issuance, which will operate for the period January 1, 2014 through December 31, 2014, and

RESOLVED, FURTHER, That the appropriate officers of the Board be authorized to arrange for borrowing \$16,803,280 plus cost of issuance, to finance the 2014 Capital Program, and

RESOLVED, FURTHER, That the 2014 Capital Program may be increased to the extent of the gross proceeds of the borrowing to accommodate applicable debt service issuance costs, and

RESOLVED, FURTHER, That, as a temporary measure, loans may be made from any Capital Projects Fund or the General Fund to these funds in order to meet the obligations prior to receipt of cash through the borrowing, and

RESOLVED, FINALLY, That the interest earned from temporary investment of financing proceeds be deposited and credited to the General Fund to reduce the effect of the debt service interest payments.

## Board Action Information Sheet

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Action Item #

December 2013

Action Month



*PAC*  
Pamela R. Capretta

Submitted By

Ronald J. Joseph *RJ*

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	_____	Account Number(s):				
<input type="checkbox"/> General Fund	_____	Resp	Fund	Func	Obj	Amount
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

RESOLVED, That the Board of Education of the School District of Pittsburgh adopt a capital reimbursement resolution (see attached).

#### Who will this benefit?

Students will benefit from school facilities being updated in a timely fashion. The reimbursement resolution allows approved capital project expenditures to occur prior to the actual 2014 new money bond issue.

#### Where will the activities/services occur and how was this school/location selected? (if applicable)

Various school locations

\_\_\_\_\_  
Additional person(s) accountable for this tab

RESOLUTION  
OF THE  
SCHOOL DISTRICT OF PITTSBURGH  
PITTSBURGH, PENNSYLVANIA TO MAKE DECLARATIONS OF OFFICIAL  
INTENT AND ALLOCATIONS WITH RESPECT TO REIMBURSEMENTS OF  
TEMPORARY ADVANCES MADE FOR CAPITAL EXPENDITURES TO BE MADE  
FROM SUBSEQUENT TAX EXEMPT BORROWINGS

WHEREAS, Treasury Regulation § 1.150-2 (the "Reimbursement Regulations"), issued pursuant to Section 150 of the Internal Revenue Code of 1986, as amended, (the "Code") prescribes certain requirements by which proceeds of tax exempt bonds, notes certificates or other obligations included in the meaning of "bonds" under Section 150 of the Code or "qualified zone academy bonds" as defined in Section 1397E(d)(1) ("Obligations") used to reimburse advances made of Capital Expenditures (as hereinafter defined) paid before the issuance of such Obligation may be deemed "spent" for purposes of Sections 103 and 141 to 150 of the Code and therefore, not further subject to any other requirements or restrictions under those sections of the Code; and

WHEREAS, such Reimbursement Regulations require that the Issuer (as hereinafter defined) make a Declaration of Official Intent (as hereinafter defined) to reimburse any Capital Expenditure paid prior to the issuance of the Obligations intended to fund such Capital Expenditure and require that such Declaration of Official Intent be made no later than sixty (60) days after payment of the Capital Expenditure and further require that any Reimbursement Allocation (as hereinafter defined) of the proceeds of such Obligations to reimburse such Capital Expenditures occur no later than eighteen (18) months after the later of the date the Capital Expenditure was paid or the date the property acquired with the Capital Expenditure was placed into service, except that any such Reimbursement Allocation must be made no later than three years after such Capital Expenditure was paid; and

WHEREAS, the School District of Pittsburgh (the "Issuer") desires to ensure compliance with the Reimbursement Regulations;

NOW THEREFORE, be it resolved by the Issuer that:

Section 1. Definitions. The following definitions apply to the terms used herein:

"Allocation" means written evidence that proceeds of Obligations issued subsequent to the payment of a Capital Expenditure are to reimburse the Issuer for such payments.

"Authorized Officer" means the President, Vice President, Secretary or Assistant Secretary of the Board of School Directors of the Issuer and any person with authority at the time to exercise the functions of that particular office.

“Capital Expenditure” means any expense for an item that is properly depreciable or amortizable or is otherwise treated as a capital expenditure for purposes of the Code.

“Declaration of Official Intent” means a written declaration that the Issuer intends to fund Capital Expenditures with an issue of Reimbursement Bonds and reasonably expects to be reimbursed from the proceeds of such an issue.

“Issuer” means the School District of Pittsburgh.

“Reimbursement” means the reimbursement to the Issuer of money temporarily advanced from other funds, including moneys borrowed from other sources, by the Issuer to pay for Capital Expenditures before the issuance of Obligations intended for such Capital Expenditures. To “reimburse” means to make such restoration.

“Reimbursement Bonds” means Obligations that are issued to reimburse the Issuer for Capital Expenditures, and for certain other expenditures permitted by the Reimbursement Regulations, previously paid for by the Issuer.

“Reimbursement Regulations” means Treasury Regulations § 1.150-2 and any amendments thereto or superseding regulations, whether proposed, temporary or final form, as applicable, prescribing conditions under which the proceeds of Obligations may be allocated to reimburse the Issuer for Capital Expenditures and certain other expenses paid prior to the issuance of the Obligations such that the proceeds of such Obligations will be treated as “spent” for purposes of Sections 103 and 141 to 150 of the Code.

#### Section 2. Authorization to Make Declarations of Official Intent and Allocations.

Any Authorized Officer is hereby authorized to make Declarations of Official Intent, which satisfy the Reimbursement Regulations, on behalf of the Issuer, with respect to Capital Expenditures to be paid by the Issuer from moneys temporarily available that are reasonably expected to be reimbursed (in accordance with applicable authorizations, policies and practices) from the proceeds of Reimbursement Bonds and to make timely Allocations, which satisfy the Reimbursement Regulations, of the proceeds of such Reimbursement Bonds to reimburse prior Capital Expenditures, and to take or cause to be taken any other actions that may be appropriate to satisfy the Reimbursement Regulations, or any other Treasury Regulations, so that the proceeds used for reimbursement will be treated as “spent” on the prior Capital Expenditures for purposes of Sections 103 and 141 to 150 of the Code. All Declarations of Official Intent and Allocations heretofore made on behalf of the Issuer are hereby ratified and adopted.

#### Section 3. Declaration of Official Intent.

The Issuer hereby makes a declaration pursuant to the Reimbursement Regulations of intent to reimburse itself with the proceeds of Obligations in the

approximate amount of \$16,810,000 for the purpose of acquiring real estate, renovating, constructing and equipping school facilities as part of its capital improvement plan.

The undersigned has been authorized by the Issuer to sign this Resolution on behalf of the Board of School Directors.

THE SCHOOL DISTRICT OF PITTSBURGH

By \_\_\_\_\_  
President, Board of School Directors

Attest:

\_\_\_\_\_  
Assistant Secretary

Date of Resolution: December \_\_\_\_, 2013

## Board Action Information Sheet

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Action Item #

December 2013

Action Month



*pr*  
Pamela R. Capretta

Submitted By

Ronald J. Joseph

Person Accountable

A blue ink signature of Ronald J. Joseph, consisting of a stylized "R" and "J" followed by a horizontal line.

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	_____	Account Number(s):				
<input type="checkbox"/> General Fund	_____	Resp	Fund	Func	Obj	Amount
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

To adopt the 2014 bank deposit and investment plan [see additional information page for detailed resolution].

#### Who will this benefit?

The District as a whole benefits from a diversified portfolio of legal investments which maximizes safety, liquidity and yield in accordance with the Board adopted investment policy.

**Where will the activities/services occur and how was this school/location selected?** (if applicable)

N/A

Patricia Forsythe

Additional person(s) accountable for this tab

## **Board Action Information Sheet**

### **Additional Information:**

RESOLVED, That the Board adopt a plan for bank deposits and investments for 2014 as follows and authorize execution of the necessary agreements/memoranda to carry out the plan:

#### **Action Accounts**

PNC Bank  
Citizens  
First National

#### **Active-Direct Deposit**

Citizens

#### **Active-Food Service**

PNC Bank

#### **Active-Scanning Services**

Citizens

#### **Active Pay-PNC Bank-VISA**

#### **Investment Accounts**

Allegheny Valley Bank  
Bank of America  
Citizens  
Dollar  
ESB Bank  
Eureka  
Federated  
Fidelity Bank  
Fifth Third Bank  
First Commonwealth Bank  
First National Bank of PA  
INVEST  
BNY Mellon  
Northwest Savings Bank  
PA Local Government Investment Trust  
PA School Liquid Asset Fund  
PNC/BlackRock  
S & T Bank  
Tri-State Capital Bank

#### **Paying Agent/Trustee**

US Bank  
Bank of New York



## Board Action Information Sheet

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Action Item #

December 2013

Action Month



Ronald J. Joseph

Submitted By

Ronald J. Joseph

Person Accountable



### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	<u>\$0.00</u>	Account Number(s):				
<input type="checkbox"/> General Fund		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
	<u>Department</u>					
<input type="checkbox"/> Supplemental Fund						
	<u>Name</u>					
	<u>Name</u>					

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

RESOLVED, by the Board of Directors of the School District of Pittsburgh, that the following individuals are appointed as Tax Collection Committee (TCC) delegates for the District:

- |                                      |                                                                        |
|--------------------------------------|------------------------------------------------------------------------|
| 1. Primary voting delegate:          | Stephen Packosky, Budget Analyst                                       |
| 2. First alternate voting delegate:  | Pamela Capretta, Executive Director of Finance & Facilities Management |
| 3. Second Alternate voting delegate: | Ronald J. Joseph, Chief Operations Officer                             |

See attached Resolution 27a

**Who will this benefit?**

All Stakeholders

**Where will the activities/services occur and how was this school/location selected?** (If applicable)

At the District

Pamela Capretta/Stephen Packosky

**Additional person(s) accountable for this tab**

## SCHOOL DISTRICT OF PITTSBURGH

### Tax Collection Committee Voting Delegate Appointment Resolution

**RESOLVED**, by the Board of Directors of the School District of Pittsburgh, that the following individuals are appointed as TCC delegates for the District:

1. Primary voting delegate: Stephen Packosky, Budget Analyst
2. First alternate voting delegate: Pamela Capretta, Executive Director of Finance & Facilities Management and Assistant Secretary
3. Second alternate voting delegate: Ronald J. Joseph, Chief Operations Officer and Assistant Secretary
4. If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.
5. These appointments are effective immediately and shall continue until successors are appointed. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

**Certification of adoption.** The undersigned certifies that the above Resolution was adopted at a public meeting on:

Date: \_\_\_\_\_

\_\_\_\_\_  
Assistant Secretary

#### **Background:**

Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

## Board Action Information Sheet

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Action Item #

December 2013

Action Month



  
Ronald J. Joseph/Ira Weiss

Submitted By

Ronald J. Joseph/Ira Weiss

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	<u>\$0.00</u>	Account Number(s):				
		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
<input type="checkbox"/> General Fund						
	<u>Department</u>					
<input type="checkbox"/> Supplemental Fund						
	<u>Name</u>					
	<u>Name</u>					

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

RESOLVED, that the Board of Directors of the School District of Pittsburgh authorize its proper officers to approve a Local Economic Revitalization Tax Assistance Law (LERTA) which authorizes local taxing authorities to provide real property tax exemptions for certain deteriorated commercial, industrial, retail, and other business property on tax parcels 51-L-270, 51-L-267 and 51-L-264, located at Baum Boulevard and Liberty Avenue known as Morrow Park City Apartments.

(See attached Resolution).

**Who will this benefit?**

**Where will the activities/services occur and how was this school/location selected? (if applicable)**

J. Burkardt

Additional person(s) accountable for this tab

## **RESOLUTION**

**A RESOLUTION OF THE SCHOOL DISTRICT OF PITTSBURGH  
AUTHORIZING EXEMPTIONS FROM REAL PROPERTY TAX ON MORROW  
PARK CITY APARTMENTS SITUATE IN THE CITY OF PITTSBURGH,  
ALLEGHENY COUNTY, PENNSYLVANIA PURSUANT TO 72 P.S. §4722 et  
seq.**

WHEREAS, the General Assembly of Pennsylvania passed Act 76 of 1977 (72 P.S. 4722 et seq.) known as the Local Economic Revitalization Tax Assistance Law (LERTA), which authorizes local taxing authorities to provide real property tax exemptions for certain deteriorated commercial, industrial, retail, and other business property; and

WHEREAS, LERTA permits a Municipal Governing Body to affix the boundaries of a deteriorated area which would be eligible for real property tax exemption; and

WHEREAS, the Board of Directors of the School District of Pittsburgh recognizes the need to encourage construction of commercial and other business properties located in Deteriorated Areas within the District.

NOW, THEREFORE, be it resolved by the Board of Directors of the School District of Pittsburgh, Allegheny County, Pennsylvania, as follows:

(a) The School District hereby approves and grants an Exemption from real property taxes for Improvements within the Deteriorated Area pursuant to the conditions and limitations set forth herein for tax parcels 51-L-270, 51-L-267 and 51-L-264 which parcels are situated at Baum Boulevard and Liberty Avenue and designated as Morrow Park City Apartments.

(b) The Exemption shall be limited to the assessed valuation attributable of the Improvements to eligible property for a period of ten (10) consecutive years.

(c) The Exemption shall apply only to Improvements located in the Deteriorated

- (d) The Exemption term shall commence in the year following issuance of an Occupancy Permit by the City.
- (e) The Exemption shall not terminate upon the sale, transfer or exchange of the Property.
- (f) The Exemption shall be subject to the Appeal and Repayment provision set forth in

Eligible Tax Year	Percentage of Improvement Assessed Value Exempted
Years 1 and 2	100%
Years 3 and 4	90%
Years 5 and 6	80%
Years 7 and 8	70%
Years 9 and 10	60%
Year 11	0

Upon completion of the 10 year term of the Exemption Schedule, the Exemption shall end and the entire property (land and building) shall be subject to the School District's annual real property tax levy.

#### **SECTION VII. SEVERABILITY**

The provisions of this Resolution are severable and if any of its sections, clauses or sentences shall be held illegal, invalid or unconstitutional, such provisions shall not affect or impair any of the remaining sections, clauses or sentences.

#### **SECTION VIII. EFFECTIVE DATE**

This Resolution shall become effective immediately upon its adoption by the School District of Pittsburgh.

RESOLVED this 18th day of December, 2013.

ATTEST:

**SCHOOL DISTRICT OF PITTSBURGH**

\_\_\_\_\_/s/  
Assistant Secretary

By:\_\_\_\_\_/s/  
President

## Board Action Information Sheet

29  
Action Item #  
December 2013  
Action Month



Curtistine Walker  
Submitted By  
Ronald J. Joseph  
Person Accountable

### Proposals/Grant Awards

☐ Submitting Proposal/Application

☒ Accepting Grant/Award/Subcontract

**Grant Amount:** \$ \$40,000.00  
Federal \$ \_\_\_\_\_  
State \$ \_\_\_\_\_  
Private \$ \$40,000.00  
Federal/State Pass Thru \$ \_\_\_\_\_  
General Fund \$ \_\_\_\_\_  
Value of In Kind \$ \_\_\_\_\_  
Other Sources \$ \_\_\_\_\_  
**Total Budget :** \$ \$40,000.00

Name of Fund  
Grab'N Go Breakfast Program

Name of Granting Agency  
Newman's Own Foundation

Indirect Cost \$ \$0.00

If there is no indirect cost to district, explain why: Indirect costs are not permitted under this program.

**District Goals:** ☒ 1. Maximum academic achievement ☒ 2. Safe and orderly learning environment  
☒ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**For what will this funding be used? Briefly describe the major action steps that this funding will support.** (Please write in complete sentences)

Expanding school breakfast is a vitally important strategy to improve health and wellness and reduce hunger among children. Eating a healthy breakfast at school helps lay the groundwork children need to learn, improves children's attendance and discipline, reduces school nurse visits, ensures that children eat a more nutritious diet, and helps reduce childhood obesity.

FRAC (Food Research and Action Center) through the Newman's Own Foundation has launched new breakfast in the classroom efforts in several urban districts by providing:

- Funding to schools to help cover their up-front costs (e.g., equipment, staff training, and outreach);
- Technical assistance and training for implementing breakfast in the classroom; and
- Communications support with media and key community stakeholders (anti-hunger, health, nutrition, education, and other groups) to support the effort.

Breakfast in the classroom takes the traditional school breakfast approach and improves it with one key ingredient: the classroom. Breakfast becomes available to everyone – no matter their income level – and it's eaten after the opening bell. This makes it easier for all children to easily participate.

In about 10 minutes, the meal is over and the school day continues. And so do the benefits of the breakfast in the classroom.

#### Who will this benefit?

Students who attend PGH Faison, PGH Weil, PGH Lincoln, PGH Grandview, PGH Roosevelt, PGH Carmalt, PGH Whittier, PGH Westwood, PGH Westinghouse and PGH Banksville

#### What is the location of these activities and how was this school/location selected? (if applicable)

The locations based on the principals responses from the breakfast survey are Faison, Weil, Lincoln, Grandview, Roosevelt, Carmalt, Whittier, Westwood and Westinghouse .

Joann Mikula and Lisa Reiner

Additional person(s) accountable for this tab

## Board Action Information Sheet

29

Action Item #

December 2013

Action Month

What is the funding period? January 1, 2013 to March 31, 2014

Who will be the Program Manager? Curtistine Walker

### Estimated Revenue by Funding Source:

Source	Actual Year 1		Est. Yr. 2	Est. Yr. 3	Est. Yr. 4	Est. Year 5
Federal	\$	%	\$	\$	\$	\$
State	\$	%	\$	\$	\$	\$
Private	\$	%	\$	\$	\$	\$
Federal/State Pass Thru	\$	%	\$	\$	\$	\$
General Fund	\$	%	\$	\$	\$	\$
Value of In Kind	\$	%	\$	\$	\$	\$
Other Sources	\$ 40,000.00	100.0 %	\$	\$	\$	\$
Total	\$ 40,000.00	100.0 %	\$	\$	\$	\$

### Budget Projections

	Actual Year 1	Actual Year 2	Actual Year 3	Actual Year 4	Actual Year 5
Staffing (including fringe benefits):	0.00				
<input type="checkbox"/> New Staff					
<input type="checkbox"/> General Fund Offset					
Contracted Services	\$	\$	\$	\$	\$
Other Costs	\$ 40,000.00	\$	\$	\$	\$
Total	\$ 40,000.00	\$	\$	\$	\$

### Maintenance of Effort (In Kind)

Explain the commitment of staff time or other District resources and identify the impact on other programs or responsibilities:

The activities of the project lie within existing personnel's professional responsibilities to the District.

**Board Action Information Sheet**

**Additional Information:**

PGH Faison	\$4,000.00
PGH Weil	\$4,000.00
PGH Lincoln	\$4,000.00
PGH Grandview	\$4,000.00
PGH Roosevelt	\$4,000.00
PGH Carmalt	\$4,000.00
PGH Westinghouse	\$4,000.00
PGH Banksville	\$4,000.00
PGH Whittier	\$4,000.00
PGH Westwood	\$4,000.00
Total =	\$40,000.00



## Board Action Information Sheet

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Action Item #

December, 2013

Action Month



Ronald J. Joseph

Submitted By

Ronald J. Joseph

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	_____	Account Number(s):				
<input type="checkbox"/> General Fund	_____	<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

The adoption of 2014 General Fund Budget.

**Who will this benefit?**

**Where will the activities/services occur and how was this school/location selected?** (if applicable)

\_\_\_\_\_  
Additional person(s) accountable for this tab

## **BUSINESS/FINANCE COMMITTEE**

**December 18, 2013**

### **DIRECTORS:**

**Your committee estimates that the tax levies together with other revenues will provide funds for the operation of the school system during 2014 as shown on the attached statement of estimated revenues.**

**Your committee recommends the approval of appropriations for 2014 to Major Objects 100, 200, 300, 400, 500, 600, 700, 800, and 900 as shown on the attached statement of appropriations.**

**In addition, your committee recommends that 2014 appropriations be increased by the actual encumbrances existing at December 31, 2013 in an amount estimated to be \$2,500,000 for which a reservation of fund balance for encumbrances has been credited.**

**Finally, your committee recommends that the appropriations and estimates of revenues, together with the budget as identified by Object within Major Function be certified to the School Controller by the Assistant Secretary.**

**Respectfully submitted,**

**Business/Finance Committee**

THE BOARD OF PUBLIC EDUCATION  
PITTSBURGH, PENNSYLVANIA

2014 GENERAL FUND BUDGET  
ESTIMATED REVENUES

LOCAL SOURCES:

REAL ESTATE TAX

Tax rate - in Mills 9.65

Estimated Collectible during Current Year (Current and Delinquent) **\$154,000,000**

Implementing the Act 1 Homestead and Farmstead Exemption provided under the Pennsylvania Tax Relief Act, a law passed by the Pennsylvania General Assembly to reduce property taxes from slot machine proceeds;

Real Estate Tax - Current **\$161,379,449**

Property Tax Reduction under Act 1 **\$15,579,449**

Net Real Estate Tax - Current **\$145,800,000**

Real estate Tax - Delinquent **\$8,200,000**

PUBLIC UTILITY REALTY TAX **\$354,121**

EARNED INCOME TAX (Current and Delinquent) - **\$101,700,000**

2.0% Levy, School Code Section 652.1(a) (2) requires that 0.25% of the Levy be shared with the City of Pittsburgh, the Net Levy to the District is 1.75%

Earned Income Tax - Current 2.00% Levy **\$108,228,571**

Percentage Levied required  
to be shared with the City 0.25% **\$13,528,571**

1.75% Net Levy **\$94,700,000**

Earned income tax - Delinquent **\$7,000,000**

IN LIEU OF TAXES **\$85,000**

REALTY TRANSFER TAX (Current and Delinquent) - 1% **\$7,000,000**

TOTAL REVENUE FROM TAXES **\$263,139,121**

SERVICES PROVIDED OTHER FUNDS **\$2,350,179**

EARNINGS ON INVESTMENTS **\$600,000**

RENTAL OF SCHOOL PROPERTY **\$290,000**

TUITION FROM PATRONS **\$105,502**

MISCELLANEOUS **\$500,517**

TOTAL LOCAL SOURCES **\$266,985,319**

Continued

THE BOARD OF PUBLIC EDUCATION  
PITTSBURGH, PENNSYLVANIA

2014 GENERAL FUND BUDGET  
ESTIMATED REVENUES

Continued

STATE SOURCES:

STATE SUBSIDY	\$153,778,156
SOCIAL SECURITY AND RETIREMENT CONTRIBUTIONS	\$26,044,811
SPECIAL EDUCATION	\$27,769,151
PROPERTY TAX REDUCTION ALLOCATION	\$15,579,449
OTHER STATE REVENUE	\$16,660,214
TOTAL STATE SOURCES	<u>\$239,831,781</u>

OTHER SOURCES:

TUITION FROM OTHER DISTRICTS	\$602,860
INTER-FUND TRANSFERS	\$133,000
REVENUE FROM FEDERAL SOURCES	\$2,917,087
SALE OF OR COMPENSATION FOR LOSS OF FIXED ASSETS	\$1,190,000
TOTAL OTHER SOURCES	<u>\$4,842,947</u>
TOTAL REVENUE	<u>\$511,660,047</u>

FROM FUND BALANCE	\$17,469,309
-------------------	--------------

TOTAL FUNDS BUDGETED FOR 2014 APPROPRIATIONS	<u>\$529,129,356</u>
----------------------------------------------	----------------------

RESERVE FOR PRIOR YEAR ENCUMBRANCES	\$2,500,000
-------------------------------------	-------------

GRAND TOTAL 2014 REVENUE ALL SOURCES	<u><u>\$531,629,356</u></u>
--------------------------------------	-----------------------------

**THE BOARD OF PUBLIC EDUCATION  
PITTSBURGH, PENNSYLVANIA**

**2014 GENERAL FUND BUDGET  
APPROPRIATIONS BY MAJOR OBJECT**

100	SALARIES		\$167,581,749
200	EMPLOYEE BENEFITS	\$65,957,123	
	STATE SHARE OF SOCIAL SECURITY AND RETIREMENT CONTRIBUTIONS	<u>\$26,060,102</u>	\$92,017,225
300	PURCHASED PROFESSIONAL AND TECHNICAL SERVICES		\$77,205,604
400	PURCHASED PROPERTY SERVICES		\$9,350,804
500	OTHER PURCHASED SERVICES		\$104,896,099
600	SUPPLIES		\$12,574,625
700	PROPERTY		\$4,750,747
800	OTHER OBJECTS		\$24,837,293
900	OTHER FINANCING USES		\$35,915,210
TOTAL 2014 APPROPRIATIONS			<u>\$529,129,356</u>
PRIOR YEAR ENCUMBRANCES			\$2,500,000
GRAND TOTAL 2014 APPROPRIATIONS			<u><u>\$531,629,356</u></u>

## Board Action Information Sheet

31

Action Item #

December 2013

Action Month



Ronald J. Joseph/Ira Weiss

Submitted By

Ronald J. Joseph/Ira Weiss

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	<u>\$0.00</u>	Account Number(s):				
		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
<input type="checkbox"/> General Fund						
	Department					
<input type="checkbox"/> Supplemental Fund						
	Name					
	Name					

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☒ 4. Efficient & equitable distribution of resources to address the needs of all students ☒ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to implement the Act I Homestead and Farmstead Exclusion. (See attached Resolution).

(Placeholder)

**Who will this benefit?**

All Stakeholders

**Where will the activities/services occur and how was this school/location selected?** (if applicable)

Additional person(s) accountable for this tab

**RESOLUTION NO. \_\_\_\_\_-13**

**A RESOLUTION OF THE BOARD OF PUBLIC EDUCATION OF THE  
SCHOOL DISTRICT OF PITTSBURGH IMPLEMENTING THE ACT 1  
HOMESTEAD AND FARMSTEAD EXCLUSION**

WHEREAS, on May 1, 2013, the Department of Education informed the School District of Pittsburgh ("School District") that its property tax reduction allocation under Act 1 is \$15,579,449.30; and

WHEREAS, Act 1 requires the School District to use its allocation to calculate a Homestead and Farmstead exclusion and to adopt a resolution implementing the exclusion by December 31, 2013; and

WHEREAS, the School District has calculated a Homestead and Farmstead exclusion for the purpose of reducing School District property taxes.

**NOW THEREFORE, BE IT RESOLVED** that the School District shall implement the Homestead and Farmstead exclusion for 2013 in the amount of \_\_\_\_\_.

**RESOLVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**SCHOOL DISTRICT OF PITTSBURGH**

ATTEST:

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President

## Board Action Information Sheet

32

Action Item #

December, 2013

Action Month



  
Ronald J. Joseph

Submitted By

Ronald J. Joseph

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	_____	Account Number(s):				
		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
<input type="checkbox"/> General Fund	_____	_____	_____	_____	_____	_____
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

The levying of Earned Income Tax.

**Who will this benefit?**

**Where will the activities/services occur and how was this school/location selected?** (if applicable)

\_\_\_\_\_  
Additional person(s) accountable for this tab



## **RESOLUTION**

### **Earned Income Tax Levies for Fiscal Year 2014**

**I. Act 508 of 1961, as amended  
Act 32 of 2008, as amended**

RESOLVED, That pursuant to the provisions of Act 508, approved August 24, 1961, P.L. 1135, as amended by Act 293, approved November 30, 1967, P.L. 638 (Senate Bill 1246, Printer's No. 1493 of 1967 General Assembly of Pennsylvania), and Act 32 of 2008, as amended, P.L. 197, approved July 2, 2008, The Board of Public Education of the School District of Pittsburgh does hereby levy and assess, for the fiscal year beginning on the first day of January, 2014 a tax of one per centum (1%) on salaries, wages, commissions and other compensation earned by residents of the School District of Pittsburgh and on net profits earned from businesses, professions and other activities conducted by residents of the School District of Pittsburgh.

RESOLVED, FURTHER, That in accordance with the provisions of Section 4 (f) of said Act, The Board of Public Education of the School District of Pittsburgh does hereby require any and all non-resident employers, as defined in said Act, to make returns and withhold and pay taxes as required under Section 4 of the said Act for employees residing within the School District of Pittsburgh.

RESOLVED, FURTHER, That under the provisions of Section 6 (a) of said Act, the Treasurer of the School District of Pittsburgh is hereby designated and empowered to sue in the name of the School District for the recovery of all taxes levied and assessed under said Act, not paid when due.

RESOLVED, FURTHER, That if, for any reason, the taxes levied herein are not paid when due, interest and penalties as provided in Act 32 of 2008 on the amount of said taxes shall be added and

collected as authorized by Act 1982-134, Act 32 of 2008 and any amendments thereto or any other applicable law.

RESOLVED, FURTHER, That all of the provisions of said Acts are hereby adopted and by reference made a part of this Resolution.

**II. Act 1982-182  
Act 32 of 2008**

RESOLVED, FURTHER, That pursuant to the provisions of Section 652.1 (a) (2) of the Public School Code of 1949, as amended by Act 1982-182 (hereinafter referred to as Act 182), and Act 32 of 2008, as amended, P.L. 197, approved July 2, 2008, The Board of Public Education of the School District of Pittsburgh does additionally hereby levy and assess, for the fiscal year beginning on the first day of January, 2014, a tax of one per centum (1%) on salaries, wages, commissions and other compensation earned by residents of the School District of Pittsburgh and on net profits earned from businesses, professions and other activities conducted by residents of the School District of Pittsburgh. This is subject to the provisions of Act 187 of 2004, 24 P.S. §6-652.1 (a)(2)(i) under which the School District must share twenty-five hundredths of one per centum (0.25%) with the City of Pittsburgh.

RESOLVED, FURTHER, That the implementation of the above Earned Income Tax, shall be governed by all of the mandates set forth within Act 508 of 1961, as amended, except the reference made therein to rate of tax, which mandates are incorporated herein by reference thereto and are made a part hereof, including, by way of illustration, but not by way of limitation: definitions of terms, declaration and payment of tax amounts, collection at source, suit for collection of tax, interest and penalties, etc.

RESOLVED, FURTHER, That the Board of Public Education of the School District of Pittsburgh does hereby require any and all non-resident employers, as defined in Act 508 of 1961, as amended, to make returns and withhold and pay taxes for employees residing within the School District of Pittsburgh.

RESOLVED, FURTHER, That if, for any reason, the taxes levied herein are not paid when due, interest and penalties shall be added and collected as authorized by Act 1982-134, Act 32 of 2008 and any amendments thereto or any other applicable law.

RESOLVED, FINALLY, That the Allegheny County Central Tax Collection Committee or its authorized agent is hereby designated and empowered to sue in the name of the School District for the recovery of all taxes levied and assessed under the aforementioned Acts, not paid when due.

## Board Action Information Sheet


33

Action Item #

December, 2013

Action Month



  
Ronald J. Joseph

Submitted By

Ronald J. Joseph

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:	_____	Account Number(s):				
<input type="checkbox"/> General Fund	_____	Resp	Fund	Func	Obj	Amount
	Department	_____	_____	_____	_____	_____
<input type="checkbox"/> Supplemental Fund	_____	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____
	Name	_____	_____	_____	_____	_____

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

The levying of Real Estate Taxes.

(Placeholder)

**Who will this benefit?**

**Where will the activities/services occur and how was this school/location selected?** (if applicable)

\_\_\_\_\_  
Additional person(s) accountable for this tab

## **RESOLUTION**

### **REAL PROPERTY TAX LEVIES FOR FISCAL YEAR 2014**

WHEREAS, the Board of Public Education of the School District of Pittsburgh is authorized to levy real estate taxes under the following statutory provisions: Act 14, approved March 10, 1949 P.L. 30, Act 226, approved November 30, 1955, P.L. 793, Act 386, approved July 12, 1957, P.L. 837, Act 557, approved November 19, 1959, P.L. 1552, Act 321, approved October 21, 1965, P.L. 650, Act 340, approved November 26, 1968, P.L. 1098, Act 143, approved December 15, 1975, P.L. 483 and Section 652.1 of the Public School Code of 1949, as amended (Act 1982-182).

NOW, THEREFORE, be it resolved as follows:

1. The School District of Pittsburgh hereby levies and assesses for the fiscal year beginning on the first day of January, 2014 a school tax of 9.65 mills on each dollar of the total assessment of all real property assessed and certified for taxation in this District, being at the rate \$0.965 on each One Hundred Dollars (\$100) of assessed valuation of taxable real property for general public school purposes pursuant to the foregoing statutory provisions including but not limited to Section 652.1 of the Public School Code of 1949, as amended (Act 1982-182).

2. All of said tax has been ascertained, determined and fixed in accordance with law and applicable thereto, including but not limited to Special Session Act 1 of 2006, 53 P.S. §6926.101, et seq., as amended.

## Board Action Information Sheet

34

Action Item #

December, 2013

Action Month



  
Ronald J. Joseph

Submitted By

Ronald J. Joseph

Person Accountable

### GENERAL AUTHORIZATION

#### Payment Data

Total Cost This Action:		Account Number(s):				
		<u>Resp</u>	<u>Fund</u>	<u>Func</u>	<u>Obj</u>	<u>Amount</u>
<input type="checkbox"/> General Fund						
	Department					
<input type="checkbox"/> Supplemental Fund						
	Name					
	Name					

**District Goals:** ☐ 1. Maximum academic achievement ☐ 2. Safe and orderly learning environment ☐ 3. Efficient and effective support operations ☐ 4. Efficient & equitable distribution of resources to address the needs of all students ☐ 5. Improved public confidence and strong parent/community engagement

**What is the purpose of this authorization?** (Please write in complete sentences)

The levying of Realty Transfer Tax.

**Who will this benefit?**

**Where will the activities/services occur and how was this school/location selected?** (If applicable)

Additional person(s) accountable for this tab

## **RESOLUTION**

### **Realty Transfer Tax for Fiscal Year 2014**

RESOLVED, That pursuant to the provisions of Section 652.1(a)(4) of the Public School Code of 1949, as amended by Act 1982-182, Article XI-D of the Tax Reform Code of 1971 and the requirements of Act 40 of 2005 Concerning Transfers Which are Taxable, Authorizing the Pennsylvania Department of Revenue to Collect and Enforce the Tax When Necessary, and Authorizing the Treasurer to Share Information with the Department of Revenue, The Board of Public Education of the School District of Pittsburgh does hereby levy and assess, for the fiscal year beginning on the first day of January, 2014, a tax of one percent (1%) of the value of each transfer of any interest in real property situated within the School District, upon the terms and conditions, and subject to the exceptions set forth in the remaining portions of this Resolution.

#### **SECTION 1. DEFINITIONS.**

As used in this Resolution, certain terms are defined as follows:

- (a) "Association" means a partnership, limited partnership or any other form of unincorporated enterprise owned or conducted by two or more persons.
- (b) "Corporation" means a corporation or joint stock association organized under the laws of the United States, the Commonwealth of Pennsylvania, or any other state, territory or foreign country or dependency, including but not limited to banking institutions.
- (c) "Document" means any deed, instrument or writing whereby any real property interest is transferred.
- (d) "Living trust" means any trust, other than a business trust, intended as a will substitute by the settlor, which becomes effective during the lifetime of the settlor, but from which trust distributions cannot be made to any beneficiaries other than the settlor prior to the death of the settlor.

- (e) "Real property interest" or "interest in real property," refers to any interest in real property, including, but not limited to, lands, tenements and hereditaments; specifically including an interest in an association and shares of stock in a corporation, the major part [i.e., more than fifty percent (50%)] of the assets of which association or corporation is composed of real estate or shares in any cooperative real estate venture.
- (f) "School District" means the School District of Pittsburgh, Pennsylvania.
- (g) "Transfer" both as a noun and verb, refers to bargain, sale, grant, quitclaim and all other modes of conveying real property interests, including the complete or partial liquidation of an association or a corporation, or the sale of any interest or shares therein if any part of the distribution made in such liquidation or if any of the assets which are the subject of such sale of any interest or shares therein, consists of real estate or real property. "Transfer" also includes a lease or rental of real property or real estate pursuant to an agreement which terminates upon the expiration of thirty (30) years or more or which contains an option for an extension for a period of thirty (30) years or more; and ground rents. It is the intention of The Board of Public Education of the School District of Pittsburgh, Pennsylvania that any transfer of a real property interest accomplished through a sale of an interest in an association or shares of stock in a corporation, through a distribution of assets, through a long-term lease, or through ground rents be specifically subject to the tax imposed herein.
- (h) "Value" means, in the case of any document transferring any real property interest, the amount of the actual consideration therefor, including liens or other encumbrances thereon and ground rents, or a commensurate part of liens or other encumbrances thereon and ground rents where such liens or other encumbrances and ground rents also encumber or are charged against any other real property interest. Where the document sets forth no consideration or a nominal consideration, the "value" thereof shall be determined from the price set forth in, or the actual consideration for, the contract of sale, or, in the case of a gift or any other transfer without consideration, from the actual monetary worth of the interest transferred, which in either event shall not be less than the amount of the assessment of such property made by the Allegheny County Board of Property Assessment, Appeals and Review. In the case of a sale of an interest in an association or shares of stock in a corporation involving the transfer of a real property interest, it shall be the burden of the taxpayer to establish any claim that a portion of the consideration for the transfer is not attributable to real property or shares in any cooperative real estate venture owned by the association or corporation.

## SECTION 2. LEVY AND RATE.



(a) Rate and Time of Payment. A tax in the amount of one percent (1%) of the value is hereby imposed upon each transfer of any interest in real property situated within the School District regardless of where the document is made, executed or delivered, or where the actual settlement on each transfer takes place. The tax shall be payable at the time of delivery of the document.

(b) Determination of Tax Liability. Every person who accepts delivery of any document, or on whose behalf delivery of any document is accepted, shall be liable for the payment of the tax, except that where any document is delivered to the Commonwealth, a political subdivision or to any authority created by the Commonwealth or a political subdivision, the person by whom the document was made, executed, issued or delivered shall be liable for the payment of the tax. The tax shall be imposed upon each transfer of real property or any interest in real property within the limits of the District, regardless of where the instruments making the transfers are made, executed or delivered or where the actual settlements on the transfers take place, to the same extent that such transactions are subject to the tax imposed by the Commonwealth of Pennsylvania pursuant to Article XI-C of the Act of March 4, 1971 (P.L. 6, No. 2), as amended, known as "The Tax Reform Code of 1971," 72 P.S. Section 8101-C et seq. and Act 40 of 2005.

(c) Location of Property. Where the real property is situated partly within and partly without the boundaries of the School District, the tax shall be paid on the value of the portion of the real property situated within the School District.

### SECTION 3. EXCEPTIONS.

The real property transfer tax shall not be imposed upon the following transfers:

- (a) Wills;
- (b) Leases, provided that such leases are not for a period of thirty (30) years or more and/or do not contain an option for an extension of a period of thirty (30) years or more. This exclusion does not include ground rents.

- (c) Mortgages;
- (d) Conveyances to a trustee under a recorded trust agreement for the express purpose of holding title in trust as security for debt contracted at the time of the conveyance, under which the trustee is not the lender, and requiring the trustee to make reconveyance to the grantor-borrower upon the payment of the debt;
- (e) Transfers involving living trusts, upon presentation of a copy of the living trust instrument to the recorder of deeds, and only to the extent that:
  - (1) The transfer is for no consideration or nominal actual consideration to a trustee of a living trust from the settlor of the living trust; or
  - (2) The transfer is for no consideration or nominal actual consideration from a trustee of a living trust after the death of the settlor of the trust, or from a trustee of a trust created pursuant to the will of a decedent to a beneficiary to whom the property is devised or bequeathed; or
  - (3) The transfer is for no consideration or nominal actual consideration from the trustee of a living trust to the settlor of the living trust, if such property was originally conveyed to the trustee by the settlor.
- (f) Transfers between husband and wife;
- (g) Transfer between persons who were previously husband and wife but who have been divorced, provided the property or interest therein subject to such transfer was acquired by the husband and wife, or husband, or wife prior to the granting of the final decree in divorce, except that a subsequent transfer by the grantee within one year shall be subject to tax as if the grantor were making such a transfer;
- (h) Transfers between parent and child, or spouse of such child, or between parent and trustee for the benefit of a child, or the spouse of such child, or between brother or sister, or the spouse of such brother or sister, or between a grandparent and grandchild, or the spouse of such grandchild, except that a subsequent transfer by the grantee within one year shall be subject to tax as if the grantor were making such transfer.
- (i) Correctional deeds without consideration;
- (j) Transfers by and between a principal and straw party for the purpose of placing a mortgage, or ground rent upon the premises;
- (k) Transfers from a purchase money mortgagor to the vendor holding the purchase money mortgage, whether pursuant to a foreclosure or in lieu thereof;

- (l) Transfers from the Commonwealth or political subdivision(s) or from authority(ies) created by the Commonwealth or political subdivision(s) to any of such public bodies;
- (m) Conveyances to political subdivision(s) pursuant to acquisition by the political subdivision(s) of tax delinquent properties at any sheriff's or treasurer's sale;
- (n) Transfers to the United States, the Commonwealth, or to any of their instrumentalities by gift or dedication, or by deed of confirmation in connection with a gift, dedication, condemnation proceedings or in lieu thereof, or reconveyance by a condemning body of the property condemned to the owner of record at the time of condemnation which reconveyance may include property line adjustments, provided such reconveyance is made within one year of the date of condemnation;
- (o) Transfers between religious organizations or other bodies or persons holding title to real estate for a religious organization if such real estate is not being or has not been used by such transferor for commercial purposes;
- (p) Transfer between corporations operating housing projects pursuant to the Housing and Redevelopment Assistance Law and the shareholders thereof;
- (q) Transfers to nonprofit industrial development agencies;
- (r) Transfers between nonprofit industrial development agencies and industrial corporations purchasing from them; and
- (s) Transfers by the owner of previously occupied residential premises within the School District to a builder of new residential premises within the School District when such previously occupied residential premises is taken in trade by such builder as part of the consideration for the purchase of a new, previously unoccupied residential premises.
  - (1) Where there is a transfer of residential property by a licensed real estate broker, which property was transferred to him within the preceding year as part of the consideration for the purchase of other residential property, a credit for the amount of the tax paid at the time of the transfer to him shall be given to him toward the amount of the tax due upon the transfer. If the tax due upon the transfer from the licensed real estate broker is greater than the credit given for the prior transfer, the difference shall be paid and if the credit allowed is greater than the amount of the tax due, no refund shall be allowed.
- (t) Transfers from a political subdivision or public authority created under the laws of the Commonwealth of Pennsylvania, of a multi-purpose stadium to private entities or persons.

#### SECTION 4. EVIDENCE OF PAYMENT OF TAX.

The tax imposed by this Resolution shall be paid in the office of the Recorder of Deeds for Allegheny County, Pennsylvania, and payment shall be evidenced by affixing documentary stamps to each document by the person making delivery or presenting or recording the document, who shall write or otherwise place thereon the initials of his name and the date upon which the stamps are affixed so that the stamps may not again be used. The stamps or the receipts shall be affixed in such manner that their removal requires the continued application of steam or water. The Recorder of Deeds may prescribe alternative methods of evidencing the payment of the tax.

#### SECTION 5. EVIDENCE OF VALUE.

- (a) Affidavit of Value. Where the document does not set forth the true, full and complete value, as in the case of gifts or for any other reason, the value shall be as set forth in the affidavit submitted as to the realty transfer tax payable to the Commonwealth of Pennsylvania, in accordance with the Act of December 27, 1951, P.L. 1742, as amended (72 P.S. §3283 et seq.), and a certified copy of that affidavit shall be filed with the office of the Recorder of Deeds at the time the tax is paid.
- (b) Additional Facts by Affidavit. Whenever the taxability of any transfer of real property or the amount of the tax depends upon the relationship of the parties to the transaction or upon any other facts not recited in the document, the Recorder of Deeds may require that such facts be established by affidavit.

#### SECTION 6. INTEREST AND PENALTIES.

If for any reason the tax is not paid when due, interest at the rate of six percent (6%) per annum on the amount of such tax and an additional penalty of one-half percent (1/2%) of the amount of the unpaid tax for each month or fraction thereof during which the tax remains unpaid shall be added and collected. Where suit is brought for the recovery of the tax, the person liable shall, in addition, be liable for the cost of collection as well as for the interest and penalties herein imposed.

#### SECTION 7. ADMINISTRATION, COLLECTION AND ENFORCEMENT.

The tax levied under this Resolution shall be administered, collected and enforced under the Act of December 31, 1965 (P.L. 1257, No. 511), as amended, known as "The Local Tax Enabling Act," provided, however, that if the correct amount of the tax is not paid by the last date prescribed for timely payment, the Pennsylvania Department of Revenue is authorized and directed, on behalf of the District, to determine the tax, interest and penalty as provided for in Section 1109-D of the Tax Reform Code of 1971, 27 P.S. Section 8109-D, and is also authorized and directed to collect and enforce the tax, interest and penalty in the same manner as tax, interest and penalty imposed by the Commonwealth of Pennsylvania pursuant to Article XI-C of the Tax Reform Code of 1971, 72 P.S. Section 8101-C *et seq.* In addition, if any person fails to pay the tax in the amount and at the time required under this Resolution, the School Treasurer shall file a lien against the property which is the subject of the transfer in the amount of the deficiency.

#### SECTION 8. VIOLATIONS.

No person shall:

- (a) Make, execute, issue, deliver or accept, or cause to be made, executed, issued, delivered or accepted, any document without the full amount of the tax thereon being duly paid;
- (b) Fraudulently cut, tear or remove from any document any documentary stamp, receipt or other evidence of payment;
- (c) Fraudulently affix to any document upon which a tax is imposed by this Resolution any documentary stamp, receipt or other evidence of payment which has been cut, torn or removed from any other document upon which a tax is imposed by this or any documentary stamp or receipt or any impression of any forged or counterfeited stamp, receipt, die, plate or any other article;
- (d) Willfully remove or alter the cancellation marks of any documentary stamp or receipt, or restore any such documentary stamp or receipt with intent to use or cause the same to be used after it has already been used, or knowingly buy, sell, offer for sale or give away any such altered or restored stamp or receipt to any person for use, or knowingly use the same;

- (e) Knowingly have in his possession an altered or restored documentary stamp or receipt removed from any document upon which a tax is imposed by this Resolution;
- (f) Knowingly or willfully prepare, keep, sell, offer for sale or have in his possession, any forged or counterfeited documentary stamps or receipts; or
- (g) Fail, neglect or refuse to comply with, or violate, the rules and regulations adopted by the School Treasurer under the provisions of this Resolution.

#### SECTION 9. SHARING INFORMATION.

Pursuant to the requirements of Act 40 of 2005, the Treasurer or the authorized representative of the Treasurer may divulge to the Pennsylvania Department of Revenue any information concerning the administration or collection of the tax imposed under this Resolution.

#### SECTION 10. EFFECTIVE DATE.

This Resolution shall take effect on January 1, 2014 and shall apply to all transfers of real property made on and after that date.

## **TRAVEL REIMBURSEMENT APPLICATIONS**

The following employees have been approved for travel reimbursement:

### **NAME/LOCATION**

### **EFFECTIVE DATE**

**Hulton, Victoria/School Nurse**

**November 1, 2013**

**LaFrance, Sherry/Early Childhood**

**November 12, 2013**

**Mazzotta, Karen/ESL**

**September 1, 2013**

12/1/13

## REPORT OF TRAVEL

November 2013

The following persons have accounted in full for the authorized trips at the expense of the Board (Section 643) and have been reimbursed in accordance with Section 310g of the rules of the Board.

Last Name	First Name	Begin Date	End Date	Purpose	Total YTD	Classification	Destination	Total Cost	Fund	Department
Barbera	Frank	8/1/2013	8/3/2013	Shop Bot Training		Professional Development	Durham, NC	1,093.08	010	4800
Campbell	Mark	11/12/2016	11/16/2013	NASBE Conference		Professional Development	Detroit, MI	1,965.09	010	5000
Dickerson	James	11/7/2013	11/7/2013	Asbestos Refresher Course		Professional Development	Duquesne, PA	154.04	010	6303
Joseph	Ronald	10/21/2013	10/22/2013	Aspen CAO/CFO Retreat		Professional Development	Denver, CO	964.45	010	6000
Curd	Sharae	10/28/2013	10/29/2013	Career Fair Recruiting		Recruitment	University Park, PA	400.24	010	2800
Curd	Sharae	10/9/2013	10/10/2013	Career Fair Recruiting		Recruitment	California, PA	60.02	010	2800
Curd	Sharae	10/8/2013	10/9/2013	Career Fair Recruiting		Recruitment	Cheyney, PA	516.40	010	2800
Filipowski	Amy	9/17/2013	9/21/2013	Aspen Institute Symposium		Official Representative	Washington, DC	806.56	010	4600
Falk	Patricia	9/17/2013	9/21/2013	Aspen Institute Symposium		Official Representative	Washington, DC	463.75	010	4600
Gift	Ralph	11/7/2013	11/7/2013	Asbestos Refresher Course		Professional Development	Duquesne, PA	159.69	010	6303
Campbell	Mark	8/14/2013	8/14/2013	Orientation Training		Official Representative	Holidaysburg, PA	48.50	010	4801
Capretta	Pamela	10/22/2013	10/22/2013	Fraud Prevention Seminar		Professional Development	Pine Township, PA	50.99	010	5000
Isler	William	10/30/2013	11/2/2013	Council of Great City Sch. Meet.		Official Representative	Albuquerque, NM	1,089.47	010	0100
Keen	Tricia	10/25/2013	10/25/2013	PPTA State Physical Ther. Con.		Professional Development	Champion, PA	72.41	01D	5292
Varlotta	Vivian	6/23/2013	6/27/2013	College Board AP Summer In.		Professional Development	Gaithersburg, MD	1,712.10	01D	5243
Mavracic	Douglas	10/24/2013	10/24/2013	Curriculum & Prog. Plan. Work.		Professional Development	Westmore. Co., PA	66.71	06V	4800
Handy	Roland	10/24/2013	10/24/2013	Curriculum & Prog. Plan. Work.		Professional Development	Westmore. Co., PA	37.37	06V	4800
Stanley	Cathy	10/2/2013	10/3/2013	Mand. CCEI Grant Comm. Meet.		Official Representative	Harrisburg, PA	380.44	15V	5181
Sestili	Debra	10/28/2013	10/30/2013	Statewide EI Leader. Conf.		Official Representative	State College, PA	475.00	15V	5181
Yurisinac	Amy	11/05/13	11/05/13	Assistive Technology Conf.		Professional Development	Mars, PA	11.92	15V	5181
Justice	Camilla	11/05/13	11/09/13	Fall Urban Collab.-Child Dis.		Official Representative	Chicago, IL	1,272.82	15V	5181
Stanley	Cathy	10/28/2013	10/30/2013	Statewide EI Leader. Conf.		Official Representative	State College, PA	325.72	15V	5181
Gloster	Debra	11/05/13	11/09/13	Fall Urban Collab.-Child Dis.		Official Representative	Chicago, IL	1,253.81	15V	5181
Grace	Diane	11/05/13	11/05/13	Assistive Technology Conf.		Professional Development	Mars, PA	28.96	15V	5181
DiGregory	Maribeth	11/05/13	11/05/13	Assistive Technology Conf.		Professional Development	Mars, PA	14.18	15V	5181
Drabik	Tracey	11/05/13	11/05/13	Assistive Technology Conf.		Professional Development	Mars, PA	24.86	15V	5181
Glickman	Brian	10/28/13	10/31/13	Urban Sch. Hum. Cap. Acad.		Professional Development	Princeton, NJ	767.54	16N	1311
Amundson	Veronica	11/14/13	11/15/13	Meeting with PDE		Official Representative	Harrisburg, PA	154.29	16N	1311
O'Connell	Christy	07/08/13	07/11/13	AP Computer Sci. Sum.Instit.		Professional Development	San Diego, CA	1,975.21	16S	4810
Threet	Rhonda	10/27/13	10/30/13	Courageous Conver. Summit		Professional Development	St. Louis, MO	899.50	16T	4195
Francis	Tiffany	10/27/13	10/30/13	Courageous Conver. Summit		Professional Development	St. Louis, MO	1,343.66	16T	4195
Hopson	Heather	10/07/13	10/09/13	Wallace Found. PLC Meeting		Professional Development	Baltimore, MD	1,178.35	18U	4810
Harris	Marlene	10/07/13	10/09/13	Wallace Found. PLC Meeting		Professional Development	Baltimore, MD	1,128.58	18U	4810
Howze	Meredcedes	10/07/13	10/09/13	Wallace Found. PLC Meeting		Professional Development	Baltimore, MD	1,029.74	18U	4810
Willson	Albert	10/08/13	10/09/13	Wallace Found. PLC Meeting		Professional Development	Baltimore, MD	652.13	18U	4810
Jones	Wayne	10/08/13	10/09/13	Wallace Found. PLC Meeting		Professional Development	Baltimore, MD	459.65	18U	4810
Saunders	James	10/21/13	10/24/13	Early Childhood Summit		Official Representative	State College, PA	1,046.55	19V	4801
Harrison	Rhonda	10/21/13	10/24/13	Early Childhood Summit		Official Representative	State College, PA	1,049.54	19V	4801
Fustich	Jennifer	10/18/13	10/18/13	Keystone STARS Comm.		Professional Development	Harrisburg, PA	50.37	20V	4800
Straub	Amber	10/02/13	10/02/13	PA Pre-K Counts Comm. Meet.		Official Representative	Harrisburg, PA	261.43	21V	4000
Hughson	Denele	11/09/13	11/13/13	National Summer Learning		Official Representative	Orlando, FL	1,597.05	24U	4810
Doyle	James	11/10/13	11/13/13	National Summer Learning		Official Representative	Orlando, FL	1,697.93	24U	4810
Howze	Meredcedes	11/09/13	11/13/13	National Summer Learning		Official Representative	Orlando, FL	1,666.85	24U	4810
Seddon	Nicole	09/16/13	09/18/13	PA Fellowship for Spec. Ed.		Professional Development	Hershey, PA	301.50	27V	5544
Dean	Amber	09/16/13	09/18/13	PA Fellowship for Spec. Ed.		Professional Development	Hershey, PA	42.75	27V	5544

30,751.20

Summary of Expenditures by Fund:

Expenses Paid from Fund 010 & 500  
 Expenses Paid from Fund 620, 622 & 624 (Site Based Fund)  
 Federal and Other Funds  
 Total Expenditures

7,772.28

0.00

22,978.92

30,751.20