

RICHMOND PUBLIC SCHOOLS
(Division of Purchasing)
Contracts from July 1, 2011 – September 15, 2011

Description of Service	Contract Number	Awarded Vendor	Contract Amount	Contract Terms	Renewal Date	Renewal Options	School Board Approval/Date
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Contracts over \$250,000							
Produce Products	6344	Loving's Produce, Inc.	Not to exceed \$307,027.50	9/19/2011-9/18/2012	7/19/2012	1yr. NTE 4	9/6/2011

Construction Contracts							
Replace Split System AC Unit @ Woodville Elementary	6316	R.S. Harritan & Company, Inc.	\$342,266.00	One Time Purchase	N/A	N/A	8/15/2011
Replace Split System AC Unit @ Fairfield	6318	R.S. Harritan & Company, Inc.	\$173,998.00	One Time Purchase	N/A	N/A	8/15/2011
Steam Trap Replacement @ Mary Munford	6345	Waco, Inc.	\$15,250.00	One Time Purchase	N/A	N/A	8/15/2011
ADA Restroom Renovations @ Baker School (CCP)	6335	RMT Construction & Development Group, LLC	\$37,651.00	One Time Purchase	N/A	N/A	8/15/2011
ADA Parking Lot Installation at Binford Middle, Blackwell, Woodville and Ginter Park Elementary and Amelia Street	6340	Ty's Hauling & Paving	\$95,047.00	One Time Purchase	N/A	N/A	8/29/2011

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HVAC Upgrade & ADA Elevator Preparation @ JEB Stuart	6341	Southworth Mechanical Corp.	\$674,879.00	One Time Purchase	N/A	N/A	8/29/2011
Occupational Classroom-Child Care Lab @ Armstrong	6352	United Unlimited Construction, Inc.	\$35,725.00	One Time Purchase	N/A	N/A	8/29/2011
Norrell Annex ADA restroom renovations	6343	Clearwater Commercial Construction	\$37,236.00	One Time Purchase	N/A	N/A	8/29/11
ADA restroom and entrance doors @ CCP	6350	ARW Contracting, Inc.	\$44,000.00	One Time Purchase	N/A	N/A	9/6/2011
ADA Service counters at 14 schools	6342		\$86,040.00	One Time Purchase	N/A	N/A	
Remove & replace heating system condensate for Chimborazo Elementary School	6360		\$23,202.00	One Time Purchase	N/A	N/A	
ADA wheel chair lift replacement at Albert Hill Elementary	6355		\$111,700.00	One Time Purchase	N/A	N/A	

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Contracts over 25K							
Short/Long Term Disability	6285	Metropolitan Life Insurance Co.	Amount is dependent upon # of employees & length of individual claims	7/1/2011-6/30/2012	5/1/2012	1 yr. NTE 4	N/A
Comprehensive hard surface floor cleaning, sealing and coating services	6329	Energy Solutions	Amount is dependent upon the # of floors & how often they are treated/cleaned	7/18/2011-7/17/2012	6/1/2012	1 yr. NTE 2	N/A
Behavioral and Education Support	6331 A 6331 B 6331 C 6331 D 6331 E 6331 F 6331 G	Dominion Youth Services New Y-Capp, Inc. The NXT Level Corp. Mending Fences Clarity Service Group NDUTIME Youth & Family Service, Inc. Wilkerson's Consultants, Inc.	Amount is dependent upon # of students receiving service	7/1/2011 – 6/30/2012	5/1/2012	1 yr. NTE 4	N/A
Consulting Services for School Attendance Boundary Adjustment	6319	Cropper GIS Consulting, LLC	Not to exceed \$242,940.00	8/1/2011 – 7/30/2012	6/1/2012	1 yr. NTE 4	N/A

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Radio Announcements	6336-A 6336-B	Radio One, Inc. Cox Media Group	Amount is dependent upon # of announcements to be made on behalf of RPS for 2011-2012	8/8/2011 – 8/7/2012	July 1, 2012	1 yr. NTE 4	N/A
Newspaper Advertisements	6337-A	The Voice	Amount is dependent upon # of ads, inserts & publications to be printed on behalf of RPS for 2011-2012	8/8/2011-8/7/2012	July 1, 2012	1 yr. NTE 4	N/A
Pupil Transportation Routing Software	6289	Tyler Technologies	\$58,228.00	3/1/2012-2/28/2014	January 2, 2014	1 yr. NTE 4	N/A

Emergency Purchase							
Remove and reinstall Chiller from MLK to Ginter Park	136074	Southworth Mechanical Corp.	\$62,000.00	One Time Purchase	N/A	N/A	8/29/2011
Remove Chiller from Round Bldg of MLK and reinstall in rear of main bldg. of MLK	136075	Warwick Plumbing and Heating	\$60,000.00	One Time Purchase	N/A	N/A	8/29/2011
Remove and reinstall playground equipment	136298	All Recreation of VA	\$30,653.29	One Time Purchase	N/A	N/A	8/29/2011

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from Round Bldg of MLK to MLK courtyard							
Sole Source Contract							

Projected Budget - Conferences July 1, 2011 - June 30, 2012

Date	Conference	Location	Attendee	#Attendee(s)	Lodging	Meals	Airfare/Train/Mileage	Shuttle/Taxi	Registration	Total	Projected Total			
July 26, 2011	Governor's Conference on Education	Richmond	Dr. M-Kitt	1					\$ 170.00	\$ 170.00	\$ 170.00			
October 6-8, 2011	CUBE Annual Conference	New Orleans, LA	Mrs. Page	2	\$ 498.94	\$ 266.30	\$ 30.00	\$ 425.00	\$ 1,220.24	\$ 2,363.18				
			Mrs. Smith		\$ 427.14	\$ 260.80	\$ 30.00	\$ 425.00	\$ 1,142.94					
October 26-30, 2011	Council of the Great City Schools Annual Conference	Boston, MA	Mrs. Wilson	3	\$1,213.17	\$ 162.00	\$ 34.00	\$ -	\$ 1,409.17	\$ 3,945.31				
			Ms. G-Scott		\$ 909.87	\$ 134.40	\$ 34.00	\$ 175.00	\$ 1,253.27					
			Dr. M-Kitt		\$ 909.87	\$ 164.00	\$ 34.00	\$ 175.00	\$ 1,282.87					
November 16-18, 2011	VSBA Annual Conference	Williamsburg	Mrs. Page	5				\$ 220.00	\$ 220.00	\$ 980.00				
			Mrs. Smith					\$ 220.00	\$ 220.00					
			Dr. M-Kitt					\$ 100.00	\$ 100.00					
			Vacant					\$ 220.00	\$ 220.00					
			Vacant					\$ 220.00	\$ 220.00					
January 30, 2012	New Chair/Board/Supt. Orientation	Richmond	Vacant	2				\$ 130.00	\$ 130.00	\$ 260.00				
			Vacant					\$ 130.00	\$ 130.00					
January 31, 2012	Legislative Conference	Richmond	Vacant	1				\$ 160.00	\$ 160.00	\$ 160.00				
February 5-7, 2012	FRN Network Conference	Washington, DC	Mrs. Smith	1	\$ 453.30	\$ 75.00	\$ 50.00	\$ 655.00	\$ 1,233.30	\$ 1,233.30				
	Southside Regional Forum		Vacant	2				\$ 25.00	\$ 25.00	\$ 50.00				
			Vacant					\$ 25.00	\$ 25.00					
	Council of the Great City Schools Legislative/Policy Conference	Washington, DC	Vacant	1	\$ 496.93	\$ 106.17			\$ 603.10	\$ 603.10				
April 30, 2012	Hot Topic Conference	Charlottesville	Vacant	1				\$ 130.00	\$ 130.00	\$ 130.00				
June 1, 2012	School Law Conference	Charlottesville	Vacant	1				\$ 165.00	\$ 165.00	\$ 165.00				
2011-2012 Funds Used to date in black/bold										\$ 10,059.89	Projected expenses			
2011-2012 Estimated amounts in red										\$11,307.94	Budget total			
										\$ 1,248.05	Projected funds remaining			
2010-2011 Budgeted	\$11,105.00													
2010-2011 Amt. Spent	(\$9,039.06)													
2010-2011 Funds unexp	\$2,065.94													
2011-2012 Budgeted	\$11,105.00													
2011-2012 Balance	\$11,307.94													
										10/3/2011				

Richmond Public Schools



Budget Transfer Request(s)

For Information Only

AREA 1

**ELEMENTARY
EDUCATION**



Richmond Public Schools
 Budget and Financial Reporting
 301 North 9th Street
 Richmond, VA 23219
 Phone: (804) 780-5477 Fax: (804) 780-5401



Budget Change Request Form

Organization Name: **Fairfield Ct. Elementary** Date of Request: **9/15/2011**
 Telephone Number: **804780-4639** Fax Number: **804780-4087**

Account Codes (DECREASE)		Account Codes (INCREASE)	
FUND / FUNC / ORGN / PROG / OBJ /	AMOUNT	FUND / FUNC / ORGN / PROG / OBJ /	AMOUNT
100.1100.4207.1199.5864 Additional Equipment	1,500.00	100.1100.4207.1101.5755 Incentive Awards	3500.00
100.1210.4207.1199.5871 Equipment Replacement	2,000.00		
TOTAL DECREASE	\$ 3500	TOTAL INCREASE	\$3500

JUSTIFICATION FOR CHANGE

The above amount is needed to cover expenses for student incentives.
 Awards will be issued to students who exhibit good behavior/character. To promote good behavior and increase student achievement. Trophies, banners and bumper stickers, etc.

Levels of Approval

Approved

Disapproved

Signature / Authorized Budget Holder

9/15/2011

Date



Signature / Cabinet Member

9/14/11

Date



Signature / Director, Budget & Financial Reporting

9/19/11

Date



Signature / Chief Operating Officer

9/19/11

Date



Signature / Superintendent of Richmond Public Schools

Date

PLEASE SUBMIT THE ORIGINAL FORM SIGNED IN BLUE INK

REVISED 10/2010

AREA 3

INSTRUCTION & ACCOUNTABILITY

AREA 8

ADMINISTRATIVE & SUPPORT SERVICES



Richmond Public Schools

Budget and Financial Reporting

301 North 9th Street

Richmond, VA 23219

Phone: (804) 780-5477 Fax: (804) 780-5401



Budget Change Request Form

Organization Name: Human Resources Date of Request: 8/25/11

Telephone Number: 780.7860

Fax Number:

Account Codes (DECREASE)		Account Codes (INCREASE)	
FUND / FUNC / ORGN / PROG / OBJ /	AMOUNT	FUND / FUNC / ORGN / PROG / OBJ /	AMOUNT
100.2140.3104.9010.5511 advertising- recruitment	2500	100.2140.3104.9010.5452 temp. clerical svcs.	2500
TOTAL DECREASE	\$2500	TOTAL INCREASE	\$2500

JUSTIFICATION FOR CHANGE

Additional funds needed for temporary help (2 people) to assist with organizing and creating report for RPS employee evaluations, assisting in substitute office and other duties as needed. This will be for a duration of approximately 2 weeks.

Levels of Approval

Approved

Disapproved



[Signature]
Signature / Authorized Budget Holder

8/22/11
Date

[Signature]
Signature / Cabinet Member

8/29/11
Date

[Signature]
Signature / Director, Budget & Financial Reporting

Date

[Signature]
Signature / Chief Operating Officer

9/1/11
Date

[Signature]
Signature / Superintendent of Richmond Public Schools

Date