

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of December 13, 2022**

**ITEM:**                    **INDEPENDENT CONTRACTOR SERVICES AGREEMENT BETWEEN  
ALBANY UNIFIED SCHOOL DISTRICT AND VIRCO INC.**

**PREPARED BY:**       **SCOT JAFFE, DIRECTOR OF MAINTENANCE & OPERATIONS  
JACKIE KIM, CHIEF BUSINESS OFFICIAL**

**TYPE OF ITEM:**       **CONSENT**

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**PURPOSE:** The purpose of this item is for the Board of Trustees to approve the Independent Contractor Services Agreement with Virco Inc. for supply and delivery of additional chairs for the Marin Elementary School Re-Build Project.

**BACKGROUND INFORMATION:** To promote a fair and equitable learning environment, meet the needs of the new facilities, and match the existing chairs that will be transferred from the current transitional housing facilities at Albany High School and Albany Middle School Annex there is a need to purchase an additional 466 Virco Zuma® Series Chairs. The order includes 174 13” H, 29 15” H, and 263 18” H chairs for a total of 466. The number of chairs was determined by calculating the total need for chairs for the new facilities and subtracting the number of chairs in good working condition that will be transferred from the current transitional housing facilities.

**DETAILS:** See independent contractor services agreement and proposal attached.

**FINANCIAL INFORMATION:** 2016 Bond Measures \$58,935.66

**STRATEGIC OBJECTIVES ADDRESSED:**



***Objective #3: Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.***

**RECOMMENDATION:** Approve the Independent Contractor Services Agreement with Virco Inc. for purchase of additional chairs for the Marin Elementary School Re-Build Project.