

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFecEZIOHlUZZ09>

AGENDA

Item	Purpose / Support
Agenda (Estimated Time)	
1. Convene Closed Session	5:30 p.m.
1.1. Roll Call	
1.2. Public Comments prior to Closed Session	<i>Members of the public may comment on items that ARE listed on the Closed Session Agenda.</i> <i>If you have a comment regarding an item on the agenda prior to closed session, please submit your comment via email to boardmembers@sccs.net.</i>
2. Closed Session Items	
2.1. Certificated/Classified/Management Leaves, Retirements, Resignations & Appointments	5:35 p.m. Information for possible action
2.2. Public Employee Discipline/Dismissal/Release/Complaint (Govt. Code Section 54957)	5:40 p.m. Information for possible action
2.3. Conference with Labor Negotiators (Govt. Code Section 54957.6)	5:45 p.m. SCCS Negotiator Parks will provide an update to and receive direction from Trustees regarding negotiations with the GSCFT for 2019-20.
2.4. Conference with Labor Negotiators (Govt. Code Section 54957.6)	5:55 p.m. SCCS Negotiator Parks will provide an update to and receive direction from Trustees regarding negotiations with the SCCCE for 2019-20.
2.5. Government Code Section 57957.6 Conference with Labor Negotiators Agency Representative: Cynthia Ranii Unrepresented Employee: Superintendent	6:05 p.m. <i>Negotiations regarding Superintendent's Annual Contract Review.</i>
3. Convene Open Session	6:30 p.m.
3.1. Welcome	
3.2. Agenda changes, additions or deletions	

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFEcEZIOHlUZZ09>

AGENDA

Item	Purpose / Support
4. Public Comments	<i>For presentations of matters not on the Agenda. 3 minutes for individuals; 15 minutes per subject.</i> Note to Members of the Public: Thank you for taking the time to attend this meeting. Santa Cruz City School Board Members appreciate your presence and your comments regarding items not on the agenda are valued. Per Santa Cruz City Schools Board Bylaw protocols, Trustees will not comment on Public Comments during this time.
5. Superintendent's/Students' Reports	6:35 p.m.
5.1. Superintendent's Report	
5.2. Students' Reports	
6. Board Members' Reports	6:45 p.m.
6.1. Board Members' Reports	
6.2. Board President's Report	
7. Approval of Minutes	None
8. General Public Business	
8.1. Consent Agenda Non-Contract Items and Items to be Received: These matters may be passed by one roll call motion.	6:55 p.m.
8.1.1. Personnel Actions - Certificated	
8.1.2. Personnel Actions - Classified	
8.1.3. Purchase Orders, Bids, & Quotes	
8.1.4. Warrant Register	
8.1.5. Disposition of Surplus Property	

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED
DATE:
TIME:
LOCATION:
EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:
<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFEcEZIOHIUz09>

AGENDA

Item	<i>Purpose / Support</i>
8.1.6.	Physical Education Waiver
8.1.7.	Physical Education Waiver
8.1.8.	Gifts
8.2.	Consent Agenda: General Contracts & Agreements
8.2.1.	Educational Services
8.2.1.1.	Educational Services/Branciforte Middle School: Outride Grant Award
8.2.1.2.	Educational Services: Contract: Document Tracking Services 2020-21
8.2.1.3.	Educational Services: Agreement: Your Future is Our Business 2020-21
8.2.1.4.	Educational Services/Special Education: Out of State Non Public School Agreement: Provo Canyon School
8.2.1.5.	Educational Services/Special Education: Out of State Non Public School Agreement: Triumph Academy
8.2.1.6.	Educational Services/Special Education: Agreement for Professional Services: Steps to Success
8.2.1.7.	Educational Services/Special Education: Extended School Year Agreement for Professional Services: Speech Righter Inc.
8.2.1.8.	Educational Services/Special Education: Extended School Year Agreement for Professional Services: Jennifer Jaeger

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFecEZIOHlUZz09>

AGENDA

Item	Purpose / Support
8.2.2. Business Services	
8.2.2.1. Eternal Construction: Notice of Completion: Santa Cruz High School Administration Office Improvements	
8.2.2.2. Swinerton Builders: Notice of Completion: Soquel High School Site Infrastructure and Concession Building	
8.2.2.3. XL Construction: Notice of Completion: Harbor High School Athletic Field	
8.2.2.4. XL Construction: Notice of Completion: Harbor High School Swimming Pool	
8.2.2.5. XL Construction: Notice of Completion: Soquel High School Swimming Pool	
8.2.2.6. School Messenger: Contract Renewal 2020-21	
8.2.2.7. SCI Consulting Group: Agreement: Parcel Tax Exemptions	
8.2.2.8. New Business: Resolution 32-19-20: Authorized Signatures 2020-21	<i>Recommendation: Approve Resolution 32-19-20 to authorize signatures for district approvals.</i>
8.2.2.9. School Innovations and Achievement: Agreement: Claims and Compliance	
8.2.2.10. School Services of California: Agreement: Fiscal Budget Services 2020-21	
8.2.2.11. Crowe LLP: Agreement: 19-20 District Audit and Measures A & B Bond Audits	
8.2.2.12. New Business: Resolution 34-19-20: Designation of District Representatives for Federal Emergency Management Agency Relief Applications	<i>Recommendation: Approve the resolution to designate district representatives for apply for relief through Federal Emergency Management Agency.</i>
8.2.3. Human Resources	

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED
DATE:
TIME:
LOCATION:
EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:
<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFecEZIOHlUZZ09>

AGENDA

Item	Purpose / Support
8.2.3.1. New Business: Annual Declaration of Need	<i>Recommendation: Approve the annual declaration of need.</i>
8.2.3.2. New Business: Resolution 31-19-20 Summer Personnel Actions	<i>Recommendation: Approve the resolution for summer personnel actions.</i>
8.2.4. Governance/Superintendent	
8.2.4.1. Superintendent: Legal Services Agreement 2020-21: Lozano Smith	
8.2.4.2. Superintendent: Legal Services Agreement 2020-21: Dannis, Woliver, Kelley	
8.2.4.3. Superintendent: Legal Services Agreement 2020-21: Fagen, Friedman, Fulfrost	
8.2.4.4. Superintendent: Annual Agreement: California School Boards Association 2020-21 Online Board Book and Policy Manual Maintenance	
8.2.4.5. Superintendent: Annual Agreement: California School Boards Association 2020-21 Membership	
8.2.4.6. New Business: Resolution 33-19-20: Ordering November 2020 Elections for Trustees	<i>Recommendation: Approve the resolution to order an election for Trustees in November 2020.</i>
8.3. Consent Agenda: Bond Projects Contracts, Agreements, Proposals, Bids & Change Orders	
8.3.1. Auto Care Lifesaver Towing: Quote: Food Truck Transportation	
8.3.2. Bartos Architecture: Amendment Agreement: Gault Elementary School 20/21	
8.3.3. Bartos Architecture: Amendment Agreement: Mission Hill Middle School 20/21	
8.3.4. Bartos Architecture: Amendment Agreement: Program Management 20/21	

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED
DATE:
TIME:
LOCATION:
EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:
<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFEcEZIOHIUz09>

AGENDA

Item	<i>Purpose / Support</i>
8.3.5.	Bartos Architecture: Amendment Agreement: Santa Cruz High School 20/21
8.3.6.	Bartos Architecture: Amendment Agreement: Westlake Elementary School 20/21
8.3.7.	Bartos Architecture: Change Order 1: Mission Hill Middle School Multi-Project Overhead
8.3.8.	Bartos Architecture: Change Order 1: Santa Cruz High School Modernization
8.3.9.	Bartos Architecture: Change Order 1: Santa Cruz High School Modernization Phase 4
8.3.10.	Bartos Architecture: Change Order 1: Santa Cruz High School Pool House
8.3.11.	Bartos Architecture: Change Order 1: Santa Cruz High School Switchgear
8.3.12.	Bartos Architecture: Change Order 1: Westlake Elementary School Multi-Project Overhead
8.3.13.	Bartos Architecture: Change Order 1: Westlake Elementary School Site Improvements
8.3.14.	Belli Architectural Group: Amendment Agreement: Branciforte Middle School Classroom Modernization
8.3.15.	Belli Architectural Group: Amendment Agreement: Branciforte Middle School Library and Admin Building Modernization
8.3.16.	Belli Architectural Group: Branciforte Middle School Amendment Agreement Multi-Project Overhead

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFEcEZIOHlUZz09>

AGENDA

Item	<i>Purpose / Support</i>
8.3.17.	Belli Architectural Group: Change Order 1: Branciforte Middle School Multi-Project Overhead
8.3.18.	Belli Architectural Group: Harbor High Amendment Agreement Multi-Project Overhead
8.3.19.	Development Group Inc.: Contract: Soquel High School Structured Cabling Design and Installation
8.3.20.	Guerra Construction: Proposal: Santa Cruz High School Dust Collector Concrete Pad
8.3.21.	I & A Contractor Inc.: Change Order 5: Santa Cruz High School Re-Roof
8.3.22.	Kleinfelder: Proposal: Westlake Elementary School Lower Campus Wheelchair Lift Replacement Testing
8.3.23.	Leach Group, Inc.: Contract: Westlake Elementary School Lower Campus Wheelchair Lift Replacement
8.3.24.	M3 Environmental: Contract: Santa Cruz High Basement Abatement Oversight Services
8.3.25.	MADI 19Six Architects Inc.: Bay View Amendment Agreement Multi-Project Overhead
8.3.26.	MADI 19Six Architects Inc.: Branciforte Small Schools Amendment Agreement Multi-Project Overhead
8.3.27.	MADI 19Six Architects Inc.: Change Order 1: Branciforte Small Schools Alternative Family Education
8.3.28.	MADI 19Six Architects Inc.: DeLaveaga Amendment Agreement Multi-Project Overhead

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFEcEZIOHlUZz09>

AGENDA

Item	Purpose / Support
8.3.29. MADI 19Six Architects Inc.: Natural Bridges Amendment Agreement Multi Project Overhead	
8.3.30. MADI 19Six Architects Inc.: Soquel High Amendment Agreement Multi Project Overhead	
8.3.31. Moore Twining: Proposal: Mission Hill Middle School Athletic Field Geotechnical Investigation	
8.3.32. XL Construction: Change Order 2: Harbor High School Swimming Pool	
8.4. Report of Closed Session Actions	
8.4.1. Report of Actions Taken in Closed Session	7:05 p.m.
8.5. Items to Be Transacted and/or Discussed	
8.5.1. Educational Services	
8.5.1.1. Staff Report: Curriculum Master Plan Update	7:10 p.m. Staff will provide an update on the Curriculum Master Plan.
8.5.2. Business Services	
8.5.2.1. Staff Report: Budget Development Update	7:30 p.m. Recommendation: Staff will provide an update on budget development for 2020-21.
8.5.2.2. New Business: American Modular Systems, Inc.: Piggyback Bid: Facility Supply Services Contract	8:10 p.m. Recommendation: Approve the bid contract from American Modular Systems, Inc. for facility supply services throughout the district.
8.5.2.3. New Business: Development Group Inc.: Contract: Santa Cruz High School Structured Cabling Design and Installation	8:15 p.m. Recommendation: Approve the contract with Development Group, Inc. for structured cabling design and installation at Santa Cruz High School.

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFecEZIOHIUZZ09>

AGENDA

Item	Purpose / Support
8.5.3. Human Resources	None
8.5.4. Governance/Superintendent	
8.5.4.1. Staff Report: Superintendent's Reopening Advisory Committee Update	8:20 p.m. Staff will provide an update on the Superintendent's Reopening Advisory Committee.
8.5.4.2. Board Policies: First and/or Final Reading for CSBA Revisions & Updates	8:50 p.m. Recommendation: Approve the revised policy and one new policy for first and/or final reading.
8.5.4.3. Discussion: Possible Items for Future Meeting Agendas	8:55 p.m.
9. Adjournment	
10. Return to Closed Session (if necessary)	
11. Closed Session Action Report (if necessary)	
12. Adjournment	

The board book for this meeting, including this agenda and back-up materials, may be viewed or downloaded online: <http://www.sccs.santacruz.k12.ca.us/board-of-education/agendas-&-minutes.html> or may be viewed at the District Office, 133 Mission St. Ste. 100, Santa Cruz, CA 95060.

Public Participation:

All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz City Schools Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session.

Translation Requests:

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Sarah Miller by telephone at (831) 429-3410 extension 220.

Las Solicitudes de Traducción:

Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Sarah Miller por teléfono al numero (831) 429-3410 x220.

SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING FOR THE ELEMENTARY
AND SECONDARY DISTRICTS
WEDNESDAY, JUNE 10, 2020
OPEN SESSION BEGINS AT 6:30 P.M.
ZOOM REMOTE BOARD MEETING

POSTED

DATE:

TIME:

LOCATION:

EMPLOYEE:

COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:

<https://us02web.zoom.us/j/81990560860?pwd=SWcvTIR0NWZWemxLNIFEcEZIOHIUZZ09>

AGENDA

Board Meeting Information

1. The Regular Meeting on June 10, 2020, 6:30 p.m., will be held remotely via Zoom. Meeting Date Change Noted Here
2. The Regular Meeting on June 17, 2020, 6:30 p.m., will be held will be held remotely via Zoom.
3. The Regular Meeting on June 24, 2020, 6:30 p.m., will be held will be held remotely via Zoom.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Certificated Personnel Actions

MEETING DATE: June 10, 2020

FROM: Molly Parks, Assistant Superintendent of Human Resources

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the certificated personnel actions as submitted.

BACKGROUND:

The attached certificated personnel actions are submitted in accordance with District policy, California Education Code and the negotiated contract.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

2019-2020 EXTRA WORK ASSIGNMENTS:

Certificated:

Mohamed Amine Bouchti, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Mohamed Amine Bouchti, MRWC Planning, Curriculum, Intervention & Assessment, 4/16/20 - 6/30/20, not to exceed 60 hours

Matthew Bruner, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Kali Campbell, MRWC Planning, Curriculum, Intervention & Assessment, 4/16/20 - 6/30/20, not to exceed 60 hours

Teresita Diaz Perez, MRWC Planning, Curriculum, Intervention & Assessment, 4/16/20 - 6/30/20, not to exceed 60 hours

Jennifer Jaffe, Elementary ELPAC Tester, Curriculum, Intervention & Assessment, 5/16/20 - 6/15/20, not to exceed 8 hours

Irene Ohana, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Serena Palumbo, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Julie Rogers, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Cynthia Ruhsam, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Paige Vasek, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20, not to exceed 15 hours

Susan Wolper, Elementary and Secondary ELPAC Tester, Curriculum, Intervention & Assessment, 5/16/20 - 6/15/20, not to exceed 16 hours

Dominic Yarbrough, Distance Learning Grading Committee, Educational Services, 3/16/20 - 6/30/20,
not to exceed 15 hours

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Classified Personnel Actions

MEETING DATE: June 10, 2020

FROM: Molly Parks, Asst. Superintendent, Human Resources

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the classified personnel actions as submitted.

BACKGROUND:

The attached lists of classified personnel actions are submitted in accordance with the District, SCCCE Agreement and the Merit Rules.

This work is in direct support of the following district goals and their corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social-emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

CLASSIFIED EMPLOYEE ACTIONS

Reviewed by Classified Personnel Director: Keneé Houser 6/1/2020

•Employment Actions Concerning Regular Assignments•

Probationary (New Hires or Temporary Employees Made Regular): None

Re-Hired: None

Promotion: None

Demotion: None

Reclassification: None

Increase/Reduction in FTE - Months/Hours of Service: None

Increase/Reduction in FTE - Position:

Tavira, Porfirio, Behavior Technician - SPED - BMS, from 6.5hrs/9mos to 5.2hrs/9mo, effective 7/1/2020

39-Mo Reinstatement: None

39-Mo Reinstatement w/Increase in FTE: None

63-Mo Reinstatement: None

Reinstatement to Previous Position:

Curry, Ronee, from Behavior Technician - SPED - BM 3hrs/9mos to Paraeducator - Academic Intervention - WL, 3hrs/9mos, effective 5/1/2020

Transfer: None

Transfer W/Increase/Decrease of FTE: None

Provisional Assignments (not to exceed 90 working days): None

Leave of Absence: None

Separation from Service:

Elizondo, Viviana, School Admin Asst III - SQ, resignation, effective 6/19/20

Gomez, Kimberly, Paraeducator - WL, 3hrs/9mos, resignation, effective 6/4/20

Kimball, Acacia, Food Service Worker I - FS, resignation, effective 8/4/2020

Retirement:

Switzer, Patty, Parent/Community Support Coordinator - CU, 8hrs/12mos, effective 6/30/2020

Voluntary Demotion: None

•**Limited Term Project (not to exceed 126 days)/Substitutes:** •

New Temporary Employees:

Shaver, Marliss, Paraeducator-Special Education, Various, effective 7/1/20

Existing Temporary Employees/EWR: None

Existing Regular Employees/EWR: None

Gonzales, Elisa, ELPAC Proctor - CUR, not to exceed 16 hrs, 5/16 - 6/15/20

Serna Castaneda, Jessica, ELPAC Proctor - CUR, not to exceed 8 hrs, 5/16 - 6/15/20

Woodland, Kim, Instructional Specialist-Life Lab - SS, not to exceed 36 hrs, 6/6 - 6/30/20

Limited Term Retiree (not to exceed 960 hours per Government Code 21153): None

Out of Class:

DeSantos, Maria, Food Service Worker I working as Food Service Worker III - FS, not to exceed 90 hrs, 4/16 - 6/15/20

Stipend: None

•**Eligibility Lists Established**•

Interpreter/Translator

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Purchase Orders, Bids and Quotes

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the purchase orders, quotes, bids and proposals as submitted.

BACKGROUND:

A detailed report is attached, listing purchase orders, quotes and bids that require Board approval prior to release to vendors or ratification within 60 days as allowed by Education Code 17605.

The following definitions are provided to clarify the differences between purchase orders, quotes and bids:

Purchase Orders:

All purchases shall be made by formal contract or purchase order or shall be accompanied by a receipt. The Superintendent or designee may create a "blanket" or "open" purchase order system for the purchase of minor items as needed from a vendor.

Quotes:

For the purchase of materials and supplies between \$15,000 and \$60,000 more than one quote is required and may be verbal or written. When purchases will be \$15,000 to \$95,200 for contracted work other than Public Works Projects and \$60,000 to \$95,200 for materials and supplies, several vendors are contacted for written quotes/proposals. This process, though not as rigorous as a bid, ensures that the District has involved more than one vendor and will secure a competitive price.

Bids/RFP:

A formal process including advertising to notify prospective bidders, distribution of written specification regarding the work or materials, and compliance with legal guidelines for bidding, must be followed for contracted work other than CUPCCAA Public Works Projects projected to cost \$95,200 and over, or for materials and supplies in the sum of \$95,200 or over unless a Cooperative Purchasing Agreement is being utilized under PCC 20118. Under CUPCCAA contracts may be awarded up to \$60,000 without additional quotes. Informal bidding procedures are followed for Public Works projects from \$60,000 to \$200,000 and a formal bid process occurs for Public Works projects over \$200,000 (PCC 20117(B), 20651(B)). Bids are solicited from a wide pool of prospective vendors, thus assuring that when the award is made to the lowest responsible bidder, and that the District receives the best price available.

This work is in direct support of the following District goal and its corresponding metrics:

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Description

Includes Purchase Orders dated 04/27/2020 - 06/01/2020

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
BPO20-00059	EWING IRRIGATION PR	19/20 OPEN PO FOR IRRIGATION PARTS/SUPPLIES	M&O	01	ONGOING & MAJO	25,538.64
BPO20-00194	CALVILLO JR, MOISES	Open PO for Bus repairs and service	TRAN	01	TRANSPORT:HOM	53,300.00
BPO20-00383	RAPP, SARAH	CSA for Sarah Rapp for 2019-20 School Year	BSS	01	LCFF SUPP FUNDI	3,350.00
BPO20-00428	CSNA - CA SCHOOL NU	FS Director Conference Registration	FS	13	CHLD NUTR:SCHO	340.00
BPO20-00511	OLIVER PACKAGING &	Packaging Supplies	FS	13	CHLD NUTR:SCHO	6,277.50
BPO20-00512	KENDALL HUNT PUBLIS	Materials	TRNH	01	SE:PROJECT WOR	1,000.00
BPO20-00513	AMAZON.COM	Homeless Supplies	STUS	01	BAS GNT LOW-INC	4,499.33
PO20-00686	JERENE LACEY	CSA, BOARD APPROVED 10/16/19, NTE \$50,000	FIN	01	NO REPORTING RI	108,000.00
PO20-00889	GRAY'S MUSICAL INST	CFP - Instrument Repairs	HHS	01	NO REPORTING RI	475.26
PO20-01296	SCHOOL SERVICES OF	CONFERENCE REGISTRATION	BUSN	01	NO REPORTING RI	1,100.00
PO20-01327	T-MOBILE USA INC	Confirming for PaymentT mobile Hotspots	CATP	01	BAS GNT LOW-INC	13,835.01
PO20-01580	AMAZON.COM	SUPPLIES ETC FOR MATH	SCHS	01	C. PERKINS CTE:	678.23
PO20-01654	SURTEC INC	COVID-19 CLEANING EQUIPMENT FOR ALL SITES	M&O	01	ONGOING & MAJO	24,147.62
PO20-01655	MACMURRAY PACIFIC	WOODSHOP TOOL	SQHS	01	C. PERKINS CTE:	1,439.87
PO20-01656	MYSTERY SCIENCE INC	Mystery Science - Memebership	WLEL	01	LOTTERY:INSTRU	999.99
PO20-01657	PDQ.COM CORPORATION	PDQ - application deployment	IT	01	NO REPORTING RI	1,000.00
PO20-01658	PACIFIC COAST ATHLE	confirming for paying league fees	SCHS	01	Measure O	250.00
PO20-01659	SCHOOL HEALTH SUPPL	HAND SANITIZER - COVID	DO	01	NO REPORTING RI	878.37
PO20-01660	CURRICULUM ASSOCIAT	i-Ready Lic - Addl 20 Lic for B40MS	CATP	01	BAS GNT LOW-INC	780.00
PO20-01661	WESTERN DESIGN FLOO	CARPET REPLACEMENT BAY VIEW PORTABLE	M&O	01	ONGOING & MAJO	4,987.00
PO20-01662	RECREATION SUPPLY C	SCHS POOL CLEANER FOAM ROLLERS(PVA BRUSHES)	M&O	01	OTHER RESTRICT	6,435.16
PO20-01663	CENGAGE LEARNING	CFP - Hosting Fee	HHS	01	DONATIONS	50.00
PO20-01664	PACIFIC ADVANCED PL	PP - AP STATS TRAINING	SQHS	01	OTHER RESTRICT	550.00
PO20-01665	AMERICAN VALLEY WAS	CFP Autoshop waste oil pick up	CURR	01	Measure O	120.50
PO20-01666	UCSC	UCSC History PD CSA	CURR	01	ESEA:STDNT SUPI	1,050.00
PO20-01667	BOARDWALK BOWL	CONFIRMING FOR PAYMENT-BOWLING	SCHS	01	OTHER RESTRICT	906.50
PO20-01668	DIVISION OF STATE A	BOND - B40MS PARKING LOT IMPROVEMENTS	M&O	21	BOND, MEASURE /	626.82
PO20-01669	INLAND LIGHTING SUP	INVENTORY - CUSTODIAL	WRSH	01	NO REPORTING RI	2,556.45
PO20-01670	CRW INDUSTRIES INC	SQHS KITCHEN FLOOR DRAIN	M&O	01	ONGOING & MAJO	7,900.00
PO20-01671	CRW INDUSTRIES INC	DELA FOOD SERVICE REPLACE ROLL UP DOOR	M&O	01	ONGOING & MAJO	11,800.00
PO20-01672	PALACE BUSINESS SOL	BOND - SOQUEL MOD PH 2	M&O	21	BOND, MEASURE /	74,467.32
PO20-01673	PHIL ALLEGRI ELECTR	POWER FOR BUS CHARGER- PROPOSAL ATTACHED	M&O	01	ONGOING & MAJO	13,732.00
PO20-01674	THE HOME DEPOT PRO	COVID 19 SPRAYERS FOR ALL SITES	M&O	01	ONGOING & MAJO	34,959.81

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE

ONLINE

Page 1 of 3

Description

Includes Purchase Orders dated 04/27/2020 - 06/01/2020

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
PO20-01675	SC SYSTEMS	BOND - SQH MOD PH 2	M&O	21	BOND, MEASURE /	2,160.00
PO20-01676	RIVERSIDE COE COLLEGE	CFP Grading Practices Conference	CURR	01	ESEA:TEACHER Q	1,253.00
PO20-01677	SURTEC INC	INVENTORY - CUSTODIAL	WRSH	01	NO REPORTING RI	2,590.86
PO20-01678	MPS	AP BOOKS	SCHS	01	LOTTERY:INSTRUC	22,128.49
PO20-01679	SIERRA SCHOOL EQUIP	SQH Classroom Furniture	M&O	25	NO REPORTING RI	333,543.96
PO20-01680	SIERRA SCHOOL EQUIP	SQH Classroom Furniture	M&O	25	NO REPORTING RI	40,960.00
PO20-01681	BELLI ARCHITECTURAL	BOND - HH MOD PH 2	M&O	21	BOND, MEASURE /	33,500.00
PO20-01682	CRW INDUSTRIES INC	BOND - B40MS STREET PRESENCE IMPROVEMENTS	M&O	21	BOND, MEASURE /	1,320,217.00
PO20-01683	ACCO-WILSON INC DBA	BOND - WL UTILITY INFRASTRUCTURE	M&O	21	BOND, MEASURE I	30,350.00
PO20-01684	KLEINFELDER INC	BOND - DLV MOD PH 1	M&O	21	BOND, MEASURE I	48,310.00
PO20-01685	KLEINFELDER INC	BOND - BV MOD PH 1	M&O	21	BOND, MEASURE I	41,680.00
PO20-01686	LEACH GROUP INC	BOND - SQH MOD PH 2	M&O	21	BOND, MEASURE /	17,500.00
PO20-01687	LOCATELLI MOVING &	BOND - BAY VIEW MOD PH 1	M&O	21	BOND, MEASURE I	39,240.58
PO20-01688	LOCATELLI MOVING &	BOND - BAY VIEW MOD PH 1	M&O	21	BOND, MEASURE I	6,627.67
PO20-01689	LOCATELLI MOVING &	BOND - DLV MOD PH 1	M&O	21	BOND, MEASURE I	53,060.00
PO20-01690	LOCATELLI MOVING &	BOND - DLV MOD PH 1	M&O	21	BOND, MEASURE I	19,520.00
PO20-01691	MADI 19SIX ARCHITECT	BOND - SQH PERFORMING ARTS	M&O	21	BOND, MEASURE /	161,113.00
PO20-01692	PHIL ALLEGRI ELECTRIC	BOND - SCH GYM MOD PH 1	M&O	21	BOND, MEASURE /	11,094.00
PO20-01693	TRIAD ELECTRIC INC	BOND - SQH EXTERNAL SECURITY	M&O	21	BOND, MEASURE /	26,452.00
PO20-01694	SYSTEMS & SPACE INC	BOND - SCH MOD PH 3	M&O	21	BOND, MEASURE /	92,775.84
PO20-01695	LOCATELLI MOVING &	BOND - SQH MOD PH 2	M&O	21	BOND, MEASURE /	49,080.00
PO20-01696	PSR ELECTRIC	BOND - SCH GYM MOD PH 1	M&O	21	BOND, MEASURE /	47,900.00
PO20-01697	ANAYA CONSTRUCTION	BAY VIEW ROOF REPAIRS	M&O	14	DEF'D MAINT APP	24,500.00
PO20-01698	GUERRA CONSTRUCTION	BOND - SCH ATHLETIC FACILITY UPGRADES	M&O	21	BOND, MEASURE /	49,212.00
PO20-01699	DEMSEY FILLIGER & A	19-20 GASB 75 OPEB ACTUARIAL STUDY	BUSN	01	NO REPORTING RI	5,000.00
PO20-01700	BIBLIOTHECA LLC	SQHS CFP LIBRARY GATE REPAIR	M&O	01	ONGOING & MAJO	1,707.79
PO20-01701	CDIAC	CFP Reporting fee for Chromebook lease/purchase	BUSN	01	NO REPORTING RI	172.47
PO20-01702	CDW GOVERNMENT INC.	SECURITY CAMERA FOR M&O YARD	M&O	01	ONGOING & MAJO	1,742.54
PO20-01703	BOGNER SHEET METAL	Adapt vent for grinding tables	SQHS	01	Measure O	4,980.00
PO20-01704	BRINKS AWARDS & SIG	VALEDICTORIAN MEDALS	SQHS	01	NO REPORTING RI	227.24
PO20-01705	HOPKINS MEDICAL PRO	OXIMETER - COVID	DO	01	NO REPORTING RI	974.93
PO20-01706	SCOTT OVERTON	CFP Scott Overton- Athletic Commissioner Services	BMS	01	Measure O	750.00
PO20-01707	SAFEWAY STORES INC	Supplies for Migrant families due to COVID-19	CATP	01	NCLB:MIGRANT EI	3,000.00
PO20-01708	AMAZON.COM	COWBELLS	STUS	01	OTHER RESTRICT	262.04
PO20-01709	DIVISION OF STATE A	BOND - B40MS GENERAL CLASSROOM MODS	M&O	21	BOND, MEASURE /	29,350.00
PO20-01710	AVID CENTER	AVID June 2020 Training Registrations	CATP	01	BAS GNT LOW-INC	2,550.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE

ONLINE

Page 2 of 3

Description

Includes Purchase Orders dated 04/27/2020 - 06/01/2020

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
PO20-01711	SWRCB	BOND - HH POOL	M&O	21	BOND, MEASURE ,	694.00
PO20-01712	SCHUTT RECONDITIONI	Reconditioning Football Equip.	SQHS	01	NO REPORTING RI	7,500.00
PO20-01713	LOPEZ, TERESA M	1st-TL Exp Claim: OOS-NPS Parent Visit Oct 2019	SPED	01	SE:MENTAL HEAL1	978.11
PO20-01714	LOPEZ, TERESA M	Final-TL ExpClaim: IG Discharged/OOS-NPS 11/11/19	SPED	01	SE:MENTAL HEAL1	1,168.64
PO20-01715	BRIGHAM YOUNG UNIVE	Summer School Credit Recovery Training	CATP	01	BAS GNT LOW-INC	225.00
PO20-01716	AUTO CARE LIFESAVER	FOOD TRUCK TRANSPORT	M&O	21	BOND, MEASURE ,	1,650.00
PO20-01717	SCHOOL OUTFITTERS	MIGHTY KING ORIGINAL DESK LIFT	M&O	01	ONGOING & MAJO	368.95
PO20-01719	CASBO	CFP ORGANIZATIONAL SUBSCRIPTION 20-21	BUSN	01	NO REPORTING RI	2,000.00
PO20-01720	FINANCE DEPT, CITY	CFP INVOICE#38667 SCHOOL RESOURCE OFFICER	BUSN	01	NO REPORTING RI	19,063.00
PO20-01721	CRW INDUSTRIES INC	BAY VIEW RELOCATE BOILER	M&O	14	DEF'D MAINT APP	14,487.00
PO20-01722	DEVELOPMENT GROUP I	MHMS E-RATE SWITCHES AND ACCESS POINTS	M&O	21	BOND, MEASURE ,	49,302.26
PO20-01723	DEVELOPMENT GROUP I	B40MS E-RATE SWITCHES AND ACCESS POINTS	M&O	21	BOND, MEASURE ,	49,302.26
PO20-01724	DEVELOPMENT GROUP I	HH E-RATE SWITCHES AND ACCESS POINTS	M&O	21	BOND, MEASURE ,	57,918.96
PO20-01725	DEVELOPMENT GROUP I	SCH E-RATE SWITCHES AND ACCESS POINTS	M&O	21	BOND, MEASURE ,	59,135.60
PO20-01726	DEVELOPMENT GROUP I	SQH E-RATE SWITCHES AND ACCESS POINTS	M&O	21	BOND, MEASURE ,	59,135.60
Total						3,256,446.17

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 3 of 3

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Warrant Register

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the warrants on the Board Payment Report. The report covers vendor warrants issued from 4/28/20 – 6/2/20. Hard copies of the report are available for public review at the Board Meeting.

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
809615	04/30/2020	Aaron Sisolak Villafane	3,167.63 *
Cancelled on 05/26/2020			
943239	05/04/2020	ANAYA CONSTRUCTION	7,760.00
943240	05/04/2020	BARTOS ARCHITECTURE INC	36,926.75
943241	05/04/2020	BELLI ARCHITECTURAL GROUP INC	9,180.06
943242	05/04/2020	DIVISION OF STATE ARCHITECT	12,983.56
943243	05/04/2020	ELITE INTERACTIVE SOLUTIONS LLC	2,066.67
943244	05/04/2020	ENVIROPLEX INC	26,078.19
943245	05/04/2020	HON COMPANY LLC	14,440.30
943246	05/04/2020	O.C. MCDONALD CO INC	8,940.00
943247	05/04/2020	PALACE BUSINESS SOLUTIONS	6,280.24
943248	05/04/2020	SANTA CRUZ SENTINEL	3,285.20
943249	05/04/2020	DIVISION OF STATE ARCHITECT	44.22
943250	05/04/2020	A SIGN ASAP	147.15
943251	05/04/2020	ACCO-WILSON INC DBA GEO H WILSON	410.00
943252	05/04/2020	ACCO-WILSON INC DBA GEO H WILSON	2,111.28
943253	05/04/2020	ACCO-WILSON INC DBA GEO H WILSON	329.86
943254	05/04/2020	ACCO-WILSON INC DBA GEO H WILSON	1,224.96
943255	05/04/2020	ACCO-WILSON INC DBA GEO H WILSON	615.00
943256	05/04/2020	ACE PORTABLE SERVICES	651.48
943257	05/04/2020	B & B SMALL ENGINE REPAIR	1,948.99
943258	05/04/2020	CINTAS CORPORATIONS	92.32
943259	05/04/2020	CLIPPERCREEK INC	2,010.06
943260	05/04/2020	COAST LOCK & SAFE	15.62
943261	05/04/2020	CRYSTAL SPRINGS WATER	71.50
943262	05/04/2020	EWING IRRIGATION PRODUCTS	119.71
943263	05/04/2020	FLYERS ENERGY LLC	2,780.22
943264	05/04/2020	LINCOLN AQUATICS	502.54
943265	05/04/2020	SAN LORENZO LUMBER AND HOME CENTER	200.07
943266	05/04/2020	SANTA CRUZ RECORDS MANAGEMENT	40.00
943267	05/04/2020	TMT ENTERPRISES INC.	101.12
943268	05/04/2020	SANTA CRUZ COUNTY/LACROSSE ASS OC	3,532.00
943269	05/04/2020	FAITH COMMUNITY CHURCH	60.00
943270	05/04/2020	Marlatt, Monica A	50.72
943271	05/04/2020	O'Brien, Casey P	212.80
943272	05/04/2020	Johannesson, Therese M	77.20
943273	05/04/2020	Laszlo Rath, Michelle A	172.09
943274	05/04/2020	Santos Meany, Gabriela M	87.54
943275	05/04/2020	Greenlee, Robert S	144.90
943276	05/04/2020	Lugo, Adriana	92.29
943277	05/04/2020	Avery, Christine G	88.21
943278	05/04/2020	Cirerol, Michaela K	178.44
943279	05/04/2020	Lawrence, Barbara J	94.88
943280	05/04/2020	Hertzberg, Christy A	16.79
943281	05/04/2020	Wells, Dustin D	167.14
943282	05/04/2020	Bouchti, Mohamed Amine	92.80
943283	05/04/2020	Ferejohn Swett, Marissa R	183.62
943284	05/04/2020	Ohlson, Lily L	571.64
943285	05/04/2020	Valladolid, Miguel A	102.27

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 1 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
943286	05/04/2020	Haeger, Katrina E	535.97
943287	05/04/2020	AMERICAN FIDELITY ASSURANCE	1,277.00
943288	05/04/2020	AT&T	44,657.92
943289	05/04/2020	AT&T	81.09
943290	05/04/2020	BAY SCHOOL, THE	119,421.39
943291	05/04/2020	BIORAD LABS LIFE SCIENCE	3,880.22
943292	05/04/2020	BOOKSHOP SANTA CRUZ INC	299.09
943293	05/04/2020	BUREAU OF AUTOMOTIVE REPAIR	250.00
943294	05/04/2020	CDW GOVERNMENT INC.	2,769.34
943295	05/04/2020	COAST PAPER & SUPPLY	6,171.47
943296	05/04/2020	COMPLETE MAILING SERVICE INC	693.11
943297	05/04/2020	DELTA CHARTER - CABRILLO	150,121.21
943298	05/04/2020	GOLF CART PROS	3,809.40
943299	05/04/2020	GRAY'S MUSICAL INSTRUMENTS	255.00
943300	05/04/2020	HOLY CROSS CHURCH	45.00
943301	05/04/2020	JENNIFER ANN	279.40
943302	05/04/2020	JENNIFER PUTT FRIEDRICH	10,000.00
943303	05/04/2020	KLEINFELDER INC	825.00
943304	05/04/2020	MEDICAL BILLING TECHNOLOGIES	150.00
943305	05/04/2020	PALACE BUSINESS SOLUTIONS	719.82
943306	05/04/2020	PEGGY BARKER MS/ATP	1,387.50
943307	05/04/2020	PG&E	47,301.74
943308	05/04/2020	PHOENIX CERAMICS SUPPLY	188.76
943309	05/04/2020	RIVERSIDE COE COLLEGE & CAREER READINESS	358.00
943310	05/04/2020	SAN LORENZO LUMBER AND HOME CENTER	1,206.16
943311	05/04/2020	SANTA CRUZ MUNICIPAL UTILITIES	27,838.67
943312	05/04/2020	SPURR	39,306.38
943313	05/04/2020	TOUCHLINE SOFTWARE INC	345.00
943314	05/04/2020	TRUMPET BEHAVIORAL HEALTH LLC	840.00
943315	05/04/2020	UCSC-WORK STUDY ED PARTNERSHIP CENTER	63.96
943715	05/11/2020	ADAM GOODMAN	150.00
943716	05/11/2020	ADAM PRICE	80.00
943717	05/11/2020	ALEXANDER RUGAMA	150.00
943718	05/11/2020	ALISON PALIC	150.00
943719	05/11/2020	ALREDO MANRIQUE	150.00
943720	05/11/2020	AMANDA JAROSZ	30.00
943721	05/11/2020	AMY JOANIDES	205.00
943722	05/11/2020	ANDREW POWER	150.00
943723	05/11/2020	ANGELINA HERNANDEZ	180.00
943724	05/11/2020	ARMANDO SIERRA	150.00
943725	05/11/2020	ARTURO ESCOBAR	150.00
943726	05/11/2020	BEN JONAS	180.00
943727	05/11/2020	BENERANDA CASTRO	30.00
943728	05/11/2020	BETH SHAPIRO	150.00
943729	05/11/2020	BOB ERICKSON	150.00
943730	05/11/2020	BRADLEY OLIN	150.00
943731	05/11/2020	BRIANNA DONALDSON	180.00
943732	05/11/2020	CHRIS BERNARDI	150.00
943733	05/11/2020	CHRISTY BELL	180.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 2 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
943734	05/11/2020	CLYDE CURLEY	180.00
943735	05/11/2020	CORMAC FLANAGAN	150.00
943736	05/11/2020	DANIEL BERLIN	200.00
943737	05/11/2020	DANIELLE LELAIDIER	150.00
943738	05/11/2020	DARD NEUMAN	200.00
943739	05/11/2020	DAVID SAWLEY	150.00
943740	05/11/2020	DAVID WRIGHT	180.00
943741	05/11/2020	DIVYASREE SHARMA	180.00
943742	05/11/2020	DIXIE MILLS	150.00
943743	05/11/2020	DOUG KELLOGG	150.00
943744	05/11/2020	DOUGLAS MANGUS	150.00
943745	05/11/2020	EILEEN SHEEHAN	190.00
943746	05/11/2020	ETHAN RUMRILL	150.00
943747	05/11/2020	GARY MIRIFIELD	150.00
943748	05/11/2020	GENELLE HEIM	150.00
943749	05/11/2020	GENESIS PECK	100.00
943750	05/11/2020	HEATHER DUFFY	150.00
943751	05/11/2020	HILARY GILLETTE-WALCH	200.00
943752	05/11/2020	HUGO JAFFE	180.00
943753	05/11/2020	JAMES WILCOX	150.00
943754	05/11/2020	JANET IKE	200.00
943755	05/11/2020	JAY GOMEZ	180.00
943756	05/11/2020	JENNY ANGELACOS	150.00
943757	05/11/2020	JESSICA PHILLIPS	150.00
943758	05/11/2020	JESSICA SAHOTA	180.00
943759	05/11/2020	JOANNA ROSSI	280.00
943760	05/11/2020	JOHN PEREZ	180.00
943761	05/11/2020	JONATHAN FORTNEY	250.00
943762	05/11/2020	JONATHAN GIBSON	250.00
943763	05/11/2020	JORIAN WILKINS	180.00
943764	05/11/2020	JOSE ALVARADO	150.00
943765	05/11/2020	JOVAN GRAY	75.00
943766	05/11/2020	KATHLEEN MCCARTHY	180.00
943767	05/11/2020	KRISTYNE JOLLY	160.00
943768	05/11/2020	LEIGH KLEIN	180.00
943769	05/11/2020	LEONARDO ADAME	150.00
943770	05/11/2020	LINDSAY OSBORNE	100.00
943771	05/11/2020	LIPING HUANG	150.00
943772	05/11/2020	LISA KIM	170.00
943773	05/11/2020	LISA MCGRATH	180.00
943774	05/11/2020	MARIA WARNKE	150.00
943775	05/11/2020	MARIANA CHAVEZ-VAZQUEZ	200.00
943776	05/11/2020	MARINA RAMON	200.00
943777	05/11/2020	MEGHAN REILLY	150.00
943778	05/11/2020	MELISSA FINLINSON	150.00
943779	05/11/2020	PATRICK DIAZ	200.00
943780	05/11/2020	PAULINE STEINBACK	150.00
943781	05/11/2020	ROBERT CLARK	150.00
943782	05/11/2020	ROLF SANDMEYER	150.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 3 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
943783	05/11/2020	SCOTT PETERSON	200.00
943784	05/11/2020	STEFANO PROFUMO	300.00
943785	05/11/2020	STEVEN KING	150.00
943786	05/11/2020	AMAZON.COM	7,619.66
			Unpaid Tax 15.32
			Expensed Amount 7,634.98
943787	05/11/2020	ANAHI ANTONION REYES	315.00
943788	05/11/2020	AUSTIN CARLSON	315.00
943789	05/11/2020	COURTNEY COGAN	120.00
943790	05/11/2020	DIANE VASQUEZ	40.00
943791	05/11/2020	DOLORES LOPEZ	100.00
943792	05/11/2020	EDUARDO RAMOS	300.00
943793	05/11/2020	FELICIA GORDIN	300.00
943794	05/11/2020	FLAVIA JIMENEZ	315.00
943795	05/11/2020	GLORIA OSEGUEDA	315.00
943796	05/11/2020	GRISelda REYES	60.00
943797	05/11/2020	HUMBERTO GARCIA	315.00
943798	05/11/2020	INA LEE	315.00
943799	05/11/2020	IRMA NABOR	200.00
943800	05/11/2020	JENNIFER JACOBS	315.00
943801	05/11/2020	JESSE COWAN	315.00
943802	05/11/2020	LAURA HAGEN	250.00
943803	05/11/2020	LILIA PEDRAZA	315.00
943804	05/11/2020	MAHINA CASAGRANDE	315.00
943805	05/11/2020	MARGARET RAMOS	315.00
943806	05/11/2020	MARIA HERNANDEZ	100.00
943807	05/11/2020	MARIA LUNA	100.00
943808	05/11/2020	MARIA PATRICIA ESTRADA	100.00
943809	05/11/2020	MARIBEL CABRERA	50.00
943810	05/11/2020	MARIBEL GARCIA	315.00
943811	05/11/2020	MARKETA BRICENO	315.00
943812	05/11/2020	MAURA TORRES	100.00
943813	05/11/2020	MIRIAM DELGADO ROJAS	350.00
943814	05/11/2020	NELLY PETERS CAMPBELL	315.00
943815	05/11/2020	NEVY GOMEZ	100.00
943816	05/11/2020	NORMA MARTINEZ CRUZ	200.00
943817	05/11/2020	OFELIA CRISTOTOMO	315.00
943818	05/11/2020	RAJANI KIRKMAN	320.00
943819	05/11/2020	REBECCA HULL	630.00
943820	05/11/2020	FLYERS ENERGY LLC	33.54
943821	05/11/2020	Hernandez, Amariah A	56.64
943822	05/11/2020	WATSONVILLE COAST PRODUCE	2,744.75
943823	05/11/2020	Franklin, Dagmar E	179.59
943824	05/11/2020	Atlansky, Gail L	574.75
943825	05/11/2020	McWaid, Kelly J	1,115.16
943826	05/11/2020	Monreal, Jimmy	40.00
943827	05/11/2020	Diaz, Rachel L	97.18
943828	05/11/2020	MADI 19SIX ARCHITECTS	4,957.50
943829	05/11/2020	MADI 19SIX ARCHITECTS	56,362.55

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 4 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
943830	05/11/2020	BARTOS ARCHITECTURE INC	32,703.75
943831	05/11/2020	DEVELOPMENT GROUP INC	72,399.96
943832	05/11/2020	HON COMPANY LLC	17,008.16
943833	05/11/2020	LOCATELLI MOVING & STORAGE INC	2,850.00
943834	05/11/2020	O.C. MCDONALD CO INC	1,774.60
943835	05/11/2020	PSR ELECTRIC	2,554.79
943836	05/11/2020	SOUTHERN BLEACHER CO INC	5,378.76
943837	05/11/2020	VERDE DESIGN INC	33,024.72
943838	05/11/2020	DAN LAHMEYER	9.75
943839	05/11/2020	APPLE COMPUTER INC	1,565.63
943840	05/11/2020	AT&T	11,952.71
943841	05/11/2020	B & H PHOTO	1,461.34
943842	05/11/2020	BOOKSHOP SANTA CRUZ INC	986.46
943843	05/11/2020	BRIGHAM YOUNG UNIVERSITY BYU CONTINUING EDUCATION	90.00
943844	05/11/2020	CDW GOVERNMENT INC.	80,478.02
943845	05/11/2020	CENGAGE LEARNING	50.00
943846	05/11/2020	COAST PAPER & SUPPLY	180.92
943847	05/11/2020	COLIBRI SYSTEM	1,129.85
943848	05/11/2020	DIESELWORKS	686.00
943849	05/11/2020	GATEWAY SCHOOL	1,906.75
943850	05/11/2020	GOLD STAR FOODS	190.80
943851	05/11/2020	GRAY'S MUSICAL INSTRUMENTS	485.26
943852	05/11/2020	HARTFORD LIFE	3,394.47
943853	05/11/2020	HOME DEPOT INC	347.80
943854	05/11/2020	JIVE COMMUNICATIONS INC	1,208.25
943855	05/11/2020	NASCO	1,273.54
943856	05/11/2020	OLIVER PACKAGING & EQUIPMENT	1,366.45
943857	05/11/2020	ONE DOLLAR FOR LIFE	125.00
943858	05/11/2020	PACIFIC COAST ATHLETIC LEAGUE	250.00
943859	05/11/2020	PALACE BUSINESS SOLUTIONS	121.60
943860	05/11/2020	PDQ.COM CORPORATION	1,000.00
943861	05/11/2020	POST, CAROLYN R	5,950.00
943862	05/11/2020	PRODUCERS DAIRY FOODS INC	2,296.94
943863	05/11/2020	REVOLT RECYCLING, LLC	1,175.10
943864	05/11/2020	SANTA CRUZ MUNICIPAL UTILITIES	4,294.80
943865	05/11/2020	SARAH RAPP	850.00
943866	05/11/2020	SCHOLASTIC BOOK FAIRS 13	2,722.78
943867	05/11/2020	SILKE COMMUNICATIONS INC	3,356.19
943868	05/11/2020	SNA	55.00
943869	05/11/2020	SOQUEL CREEK WATER DISTRICT	158.44
943870	05/11/2020	STATE STEEL	1,638.94
943871	05/11/2020	SYSCO FOOD SERVICES OF SF	956.20
943872	05/11/2020	T-MOBILE USA INC	7,913.33
943873	05/11/2020	TEACHERS PAY TEACHERS	302.99
943874	05/11/2020	TEXTBOOK WAREHOUSE	874.18
943875	05/11/2020	THE HARTFORD LTD ATTN: GROUP BENEFITS	3,771.67
943876	05/11/2020	US BANK EQUIP FINANCE INC	26,295.27
943877	05/11/2020	VERNIER SOFTWARE	4,260.32

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 5 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
943878	05/11/2020	YOUR FUTURE IS OUR BUSINESS	10,000.00
943879	05/11/2020	GAULT PTO C/O CAROL MCKEE	427.75
943880	05/11/2020	GOLD STAR FOODS	4,587.87
943881	05/11/2020	SAN LORENZO LUMBER AND HOME CENTER	438.58
943882	05/11/2020	A SIGN ASAP	910.15
943883	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	792.50
943884	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	319.32
943885	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	310.00
943886	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	3,037.29
943887	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	872.83
943888	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	1,626.74
943889	05/11/2020	ACCO-WILSON INC DBA GEO H WILSON	292.50
943890	05/11/2020	ANIMAL DAMAGE MGMT	2,500.00
943891	05/11/2020	ANIXTER INC	237.69
943892	05/11/2020	APPI	889.30
943893	05/11/2020	B & B SMALL ENGINE REPAIR	2,647.93
943894	05/11/2020	CINTAS CORPORATIONS	275.37
943895	05/11/2020	EWING IRRIGATION PRODUCTS	1,449.02
943896	05/11/2020	FERGUSON ENTERPRISES	794.34
943897	05/11/2020	HOME DEPOT INC	590.52
943898	05/11/2020	LINCOLN AQUATICS	383.45
943899	05/11/2020	SAN LORENZO LUMBER AND HOME CENTER	576.79
943900	05/11/2020	SANTA CRUZ AUTO PARTS INC	76.20
943901	05/11/2020	THE FITNESS OUTLET INC	2,275.68
943902	05/11/2020	WESTSIDE HARDWARE	69.71
944407	05/18/2020	Garcia, Yvette D	284.89
944408	05/18/2020	CARD SERVICE CENTER	854.48
944409	05/18/2020	NORTHERN CALIFORNIA LACROSSE REFEREES ASSOCIATION	1,800.00
944410	05/18/2020	Switzer, Patty	486.34
944411	05/18/2020	Tripp, Lisa A	2,658.16
944412	05/18/2020	Rowe-Kairys, Katherine	757.65
944413	05/18/2020	Bentley, Thomas K	352.00
944414	05/18/2020	Dawson, Layla F	45.60
944415	05/18/2020	Bocaletti, Rossell P	16.30
944416	05/18/2020	Carmichael, Kendra R	116.43
944417	05/18/2020	Daniels, Cerise E	79.78
944418	05/18/2020	De Smidt, Lauren M	80.00
944419	05/18/2020	Fox, Haylee A	18.99
944420	05/18/2020	Holbrook, Jamie	167.40
944421	05/18/2020	Miller, Lisa A	98.61
944422	05/18/2020	North, Kristine A	30.92
944423	05/18/2020	Schmidt, Dana L	252.73
944424	05/18/2020	Smith, James R	80.74
944425	05/18/2020	ABACHERLI FENCE CO	1,435.00
944426	05/18/2020	ACCO-WILSON INC DBA GEO H WILSON	332.50
944427	05/18/2020	ACCO-WILSON INC DBA GEO H WILSON	2,356.40
944428	05/18/2020	ANIXTER INC	495.14
944429	05/18/2020	CENTRAL COAST SYSTEMS INC	6,876.92

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 6 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
944430	05/18/2020	CINTAS CORPORATIONS	161.38
944431	05/18/2020	COAST PAPER & SUPPLY	57.08
944432	05/18/2020	CRYSTAL SPRINGS WATER	16.50
944433	05/18/2020	FLYERS ENERGY LLC	1,014.21
944434	05/18/2020	HOME DEPOT INC	22.44
944435	05/18/2020	HOSE SHOP	12.45
944436	05/18/2020	KELLY MOORE PAINT CO	294.79
944437	05/18/2020	LINCOLN AQUATICS	207.13
944438	05/18/2020	PHIL ALLEGRI ELECTRIC INC	13,732.00
944439	05/18/2020	SAN LORENZO LUMBER AND HOME CENTER	98.00
944440	05/18/2020	SC SYSTEMS	800.00
944441	05/18/2020	SHERWIN WILLIAMS CO	36.33
944442	05/18/2020	SURTEC INC	6,001.10
944443	05/18/2020	BARTOS ARCHITECTURE INC	1,200.00
944444	05/18/2020	DEVELOPMENT GROUP INC	42,788.36
944445	05/18/2020	DIVISION OF STATE ARCHITECT ACCOUNTS RECEIVABLE	626.82
944446	05/18/2020	HANCOCK PARK & DELONG INC.	3,500.00
944447	05/18/2020	HANKIN SPECIALTY ELEVATORS	36,037.77
944448	05/18/2020	LEACH GROUP INC	21,000.00
944449	05/18/2020	LEATHERMAN, DON B	850.00
944450	05/18/2020	MADI 19SIX ARCHITECTS	107,940.13
944451	05/18/2020	MOORE TWINING ASSOCIATES INC	400.00
944452	05/18/2020	PALACE BUSINESS SOLUTIONS	742.90
944453	05/18/2020	SWINERTON BUILDERS	776,133.35
944454	05/18/2020	VERDE DESIGN INC	14,171.65
944455	05/18/2020	3D MOLECULAR DESIGNS	858.29
944456	05/18/2020	ALPHAGRAPHICS SANTA CRUZ	84.99
944457	05/18/2020	AMAZON.COM	234.79
944458	05/18/2020	AMERICAN SUPPLY CORP	804.30
944459	05/18/2020	AMERICAN VALLEY WASTE OIL INC	120.50
944460	05/18/2020	AT&T	3,198.98
944461	05/18/2020	B & H PHOTO	1,771.09
944462	05/18/2020	BOARDWALK BOWL	906.50
944463	05/18/2020	BOOKSHOP SANTA CRUZ INC	407.41
944464	05/18/2020	BRINKS AWARDS & SIGNS	50.16
944465	05/18/2020	CALIFORNIANS TOGETHER	646.88
944466	05/18/2020	CDW GOVERNMENT INC.	63,409.57
944467	05/18/2020	COAST PAPER & SUPPLY	584.33
944468	05/18/2020	CONTINENTAL ATHLETIC	7,500.00
944469	05/18/2020	CONVERGEONE INC	2,442.59
944470	05/18/2020	CROWE LLP	16,640.00
944471	05/18/2020	CRUZIO	49.95
944472	05/18/2020	CURRICULUM ASSOCIATES INC	780.00
944473	05/18/2020	DANIELSEN CO.	8,405.14
944474	05/18/2020	DISPLAYS2GO	163.22
944475	05/18/2020	HENRY SCHEIN INC	410.56
944476	05/18/2020	JERENE LACEY	12,470.03
944477	05/18/2020	JOYLABZ LLC	1,542.25

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 7 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
944478	05/18/2020	JW PEPPER & SON INC	989.86
944479	05/18/2020	MACMURRAY PACIFIC	523.35
944480	05/18/2020	MITCHELL 1	1,099.00
944481	05/18/2020	NASDAQ CORPORATE SOLUTIONS LLC	3,033.07
944482	05/18/2020	NORTH BAY FORD	20.00
944483	05/18/2020	P & R PAPER SUPPLY COMPANY INC	1,005.21
944484	05/18/2020	PACIFIC ADVANCED PLACEMENT INSTITUTE	550.00
944485	05/18/2020	PALACE BUSINESS SOLUTIONS	438.88
944486	05/18/2020	PRAXAIR DISTRIBUTION INC	15.91
944487	05/18/2020	PRODUCERS DAIRY FOODS INC	955.05
944488	05/18/2020	SAFEWAY STORES INC	156.33
944489	05/18/2020	SANTA CRUZ HS DISTRICT	6,808.32
944490	05/18/2020	SANTA CRUZ, CITY OF	660.63
944491	05/18/2020	SCHOOL HEALTH SUPPLY CO	157.32
944492	05/18/2020	SISC	1,189,223.20
945008	05/22/2020	ALPHA LAND SURVEYS INC	18,800.00
945009	05/22/2020	Dyer, Martha L	257.69
945010	05/22/2020	A SIGN ASAP	1,389.75
945011	05/22/2020	ANIXTER INC	56.57
945012	05/22/2020	APED	8.71
945013	05/22/2020	APPI	392.33
945014	05/22/2020	BIBLIOTHECA LLC	1,707.79
945015	05/22/2020	CINTAS CORPORATIONS	196.38
945016	05/22/2020	COMMUNITY TREE SERVICE INC	21,515.20
945017	05/22/2020	DIRECT LINE TELE RESPONSE	228.64
945018	05/22/2020	FASTENAL CO	1,178.82
945019	05/22/2020	HOME DEPOT INC	1,491.79
945020	05/22/2020	HOSE SHOP	166.64
945021	05/22/2020	INDEPENDENT RENTAL CO	894.01
945022	05/22/2020	KELLY MOORE PAINT CO	224.44
945023	05/22/2020	KONE INC	1,802.21
945024	05/22/2020	LINCOLN AQUATICS	2,422.45
945025	05/22/2020	PACIFIC COAST TRANE - A/R	1,396.00
945026	05/22/2020	SAN LORENZO LUMBER AND HOME CENTER	491.94
945027	05/22/2020	SANTA CRUZ AUTO PARTS INC	28.16
945028	05/22/2020	SHERWIN WILLIAMS CO	718.85
945029	05/22/2020	SURTEC INC	530.69
945030	05/22/2020	WESTSIDE HARDWARE	30.57
945224	05/26/2020	Avery, Christine G	1,324.70
945225	05/26/2020	Juarez, Consuelo	198.70
945226	05/26/2020	Sturgeon, Rishelle C	20.19
945227	05/26/2020	ABRITE ORGANIZATION, THE	85,660.35
945228	05/26/2020	ACCREDITING COMMISSION FOR SCH & COLLEGES	120.00
945229	05/26/2020	AMAZON.COM	885.13
			Unpaid Tax 4.16
			Expensed Amount 889.29
945230	05/26/2020	AT&T	54.78
945231	05/26/2020	BIRD SCHOOL PROJECT	375.00
945232	05/26/2020	BRITE HORIZONS SCHOOL	42,052.50

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 8 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
945233	05/26/2020	CONVERGEONE INC	27,225.02
945234	05/26/2020	DICK BLICK CO.	3,222.11
945235	05/26/2020	FAGEN FRIEDMAN & FULFROST LLP	3,860.98
945236	05/26/2020	FOLLETT SCHOOL SOLUTIONS INC	92.74
945237	05/26/2020	FREE STYLE SALES CO	30.14
945238	05/26/2020	GOLD STAR FOODS	49.40
945239	05/26/2020	GREENWASTE RECOVERY INC	6,507.66
945240	05/26/2020	MAGNOLIA SUN LLC	5,564.82
945241	05/26/2020	PALACE BUSINESS SOLUTIONS	1,230.18
945242	05/26/2020	PHOENIX CERAMICS SUPPLY	222.18
945243	05/26/2020	PRODUCERS DAIRY FOODS INC	988.21
945244	05/26/2020	RIVERSIDE COE COLLEGE & CAREER READINESS	1,253.00
945245	05/26/2020	ROAROCKIT SKATEBOARD COMPANY	455.91
945246	05/26/2020	SOLAR ENERGY OF AMERICA 1 LLC	4,903.39
945247	05/26/2020	SOLAR ENERGY OF AMERICA 1 LLC	10,022.61
945248	05/26/2020	SOQUEL CREEK WATER DISTRICT	5,505.10
945249	05/26/2020	SPEECHRIGHTER INC	12,705.00
945250	05/26/2020	STEPS TO SUCCESS	5,490.00
945251	05/26/2020	THOMAS MUSICAL INSTRUMENTS	500.00
945252	05/26/2020	ULINE	1,322.58
945253	05/26/2020	US BANK EQUIP FINANCE INC	210.27
945254	05/26/2020	WATSONVILLE COAST PRODUCE	2,322.50
945425	06/01/2020	BELLI ARCHITECTURAL GROUP INC	37,473.98
945426	06/01/2020	CRW INDUSTRIES INC	743,138.45
945427	06/01/2020	KLEINFELDER INC	3,522.10
945428	06/01/2020	LEACH GROUP INC	10,886.00
945429	06/01/2020	LOCATELLI MOVING & STORAGE INC	119,100.36
945430	06/01/2020	O.C. MCDONALD CO INC	5,620.39
945431	06/01/2020	SC SYSTEMS	720.00
945432	06/01/2020	ACCO-WILSON INC DBA GEO H WILSON	7,171.00
945433	06/01/2020	ACCO-WILSON INC DBA GEO H WILSON	660.29
945434	06/01/2020	ALUMINUM ATHLETIC EQUIPMENT CO	1,201.24
945435	06/01/2020	ANIMAL DAMAGE MGMT	2,500.00
945436	06/01/2020	ANIXTER INC	1,815.30
945437	06/01/2020	B & B SMALL ENGINE REPAIR	270.97
945438	06/01/2020	C & N TRACTORS	934.19
945439	06/01/2020	CINTAS CORPORATIONS	234.57
945440	06/01/2020	COAST LOCK & SAFE	34.14
945441	06/01/2020	EWING IRRIGATION PRODUCTS	3,238.03
945442	06/01/2020	FERGUSON ENTERPRISES	298.80
945443	06/01/2020	FIRST ALARM	795.45
945444	06/01/2020	GRAINGER INC	183.77
945445	06/01/2020	HINES PEST & WEED CONTROL DBA R AURIA INC	110.00
945446	06/01/2020	HOME DEPOT INC	289.62
945447	06/01/2020	KELLY MOORE PAINT CO	71.54
945448	06/01/2020	LINCOLN AQUATICS	2,008.94
945449	06/01/2020	NORTH GLASS	429.90
945450	06/01/2020	PALACE BUSINESS SOLUTIONS	31.64
945451	06/01/2020	SAN LORENZO LUMBER AND HOME CENTER	369.05

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 9 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
945452	06/01/2020	SHERWIN WILLIAMS CO	158.37
945453	06/01/2020	WESTERN DESIGN FLOORING AMERICA	4,987.00
945454	06/01/2020	DIVISION OF STATE ARCHITECT ACCOUNTS RECEIVABLE	29,350.00
945455	06/01/2020	ALPHAGRAPHICS SANTA CRUZ	310.70
945456	06/01/2020	AT&T	6,889.96
945457	06/01/2020	AT&T MOBILITY	3,326.51
945458	06/01/2020	BAY SCHOOL, THE	51,499.34
945459	06/01/2020	CARD SERVICE CENTER	120.12
945460	06/01/2020	CDIAC	172.47
945461	06/01/2020	COAST PAPER & SUPPLY	1,989.36
945462	06/01/2020	COMPLETE MAILING SERVICE INC	2,107.89
945463	06/01/2020	DIESELWORKS	1,568.00
945464	06/01/2020	FLYERS ENERGY LLC	276.83
945465	06/01/2020	GOLD STAR FOODS	4,131.03
945466	06/01/2020	GRAY'S MUSICAL INSTRUMENTS	500.00
945467	06/01/2020	HOBART SALES & SERVICE	3,743.16
945468	06/01/2020	HOLY CROSS CHURCH	45.00
945469	06/01/2020	INLAND LIGHTING SUPPLIES INC	2,550.60
945470	06/01/2020	LEONIE E SHERMAN	5,700.00
945471	06/01/2020	LOZANO SMITH LLP	8,880.14
945472	06/01/2020	MACMURRAY PACIFIC	1,439.87
945473	06/01/2020	MYSTERY SCIENCE INC	999.00
945474	06/01/2020	NAPA SANTA CRUZ	3,922.81
945475	06/01/2020	NORTH BAY FORD	2,891.08
945476	06/01/2020	PALACE BUSINESS SOLUTIONS	20.60
945477	06/01/2020	PAXTON PATTERSON INC	1,133.60
945478	06/01/2020	PRODUCERS DAIRY FOODS INC	1,045.50
945479	06/01/2020	SAN LORENZO LUMBER AND HOME CENTER	696.48
945480	06/01/2020	SANTA CRUZ MUNICIPAL UTILITIES	24,191.81
945481	06/01/2020	SCHOOL HEALTH SUPPLY CO	878.37
945482	06/01/2020	SCOTT OVERTON	750.00
945483	06/01/2020	SOLAR ENERGY OF AMERICA 1 LLC	4,857.38
945484	06/01/2020	SOLAR ENERGY OF AMERICA 1 LLC	10,799.32
945485	06/01/2020	SPURR	17,763.45
945486	06/01/2020	STATE STEEL	1,638.84
945487	06/01/2020	WATSONVILLE COAST PRODUCE	1,096.50
945488	06/01/2020	ALYCIA NICOLE LUNA	500.00
945489	06/01/2020	ABRITE ORGANIZATION, THE	123,324.68
945490	06/01/2020	AMAZON.COM	6,331.09
		Unpaid Tax	2.82
		Expensed Amount	6,333.91
945491	06/01/2020	AUSONIO INC	757,885.00
945492	06/01/2020	COLBI TECHNOLOGIES INC	2,932.50
945493	06/01/2020	D & T PAINTING	15,078.99
945494	06/01/2020	DEVELOPMENT GROUP INC	1,699.44
945495	06/01/2020	ENGEO INCORPORATED	1,026.00
945496	06/01/2020	HON COMPANY LLC	36,904.06
945497	06/01/2020	KIER & WRIGHT CIVIL ENGINEERS & SURVERYORS INC	15,600.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 10 of 11

Checks Dated 04/28/2020 through 06/02/2020

Check Number	Check Date	Pay to the Order of	Check Amount
945498	06/01/2020	KLEINFELDER INC	2,371.70
945499	06/01/2020	LOCATELLI MOVING & STORAGE INC	7,677.67
945500	06/01/2020	MADI 19SIX ARCHITECTS	104,269.00
945501	06/01/2020	MOORE TWINING ASSOCIATES INC	4,950.00
945502	06/01/2020	Fernandez, Javier	35.34
945503	06/01/2020	Hedgecock, Joe P	170.00
945504	06/01/2020	Aylsworth, Nancy L	85.68
945505	06/01/2020	Della Mora, Ebby E	12.01
945506	06/01/2020	Hernandez, Amariah A	1,011.09
945507	06/01/2020	MADI 19SIX ARCHITECTS	4,505.00
ACH-00013487	05/08/2020	Lisa C. Price	474.99 *
Cancelled on 05/15/2020			
Total Number of Checks			490
			5,979,611.83

	Count	Amount
Cancel	2	3,642.62
Net Issue		5,975,969.21

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL/COUNTY SCHOOL	416	2,654,269.37
11	ADULT EDUCATION	4	1,264.56
13	CAFETERIA SPECIAL REVENUE	19	36,122.65
21	BUILDING	53	3,283,834.93
73	FOUNDATION PRIVATE-PURPOSE TRU	1	500.00
Total Number of Checks		488	5,975,991.51
Less Unpaid Tax Liability			22.30
Net (Check Amount)			5,975,969.21

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 11 of 11

SANTA CRUZ CITY SCHOOLS

AGENDA ITEM: Disposition of Surplus Property

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Authorize the Assistant Superintendent of Business Services, or his designee, to sell or dispose of the surplus property on the attached list(s) in accordance with Board Policy 3270 and Administrative Regulation 3270A.

BACKGROUND:

Education Code Section 17545 (a) provides that the Board of Education may sell for cash any personal property belonging to the District if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. (b) The governing board may choose to conduct any sale of personal property authorized under this section by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm. The board may delegate to the district employee responsible for conducting the auction the authority to transfer the personal property to the highest responsible bidder upon completion of the auction and after payment has been received by the district.

Section 17546(a) If the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500), it may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board. (b) Any item or items of property having previously been offered for sale pursuant to Section 17545, but for which no qualified bid was received, may be sold at private sale without advertising by any employee of the district empowered for that purpose by the board. (c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

Per Education Code 60530(b), instructional materials may be destroyed by any economical means, provided that no instructional material shall be destroyed until 30 days after the governing board has given notice to all persons who have filed a request for such notice.

FISCAL IMPACT:

None.

This work is in direct support of the following District goal and its corresponding metric:

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

SCCS BOARD OF EDUCATION

MEETING OF JUNE 10, 2020

SURPLUS PROPERTY LIST

SITE: BRANCIFORTE MIDDLE SCHOOL

	<u># Copies</u>	<u>Property Description</u>	<u>Year/Age</u>	<u>Condition</u>	<u>Value</u>
Overbought Middle School Textbooks to be resold, Publisher SEPUP					
1.	74	Land, Water, and Human Interaction	New	New	\$15 x 74 = 1,110
2.	74	Energy - student edition	New	New	\$15 x 74 = 1,110
3.	74	Weather and Climate - student edition	New	New	\$15 x 74 = 1,110
4.	74	Body Systems - student edition	New	New	\$15 x 74 = 1,110
5.	74	From Cells to Organisms – student edition	New	New	\$15 x 74 = 1,110
6.	74	Reproduction - student edition	New	New	\$15 x 74 = 1,110
7.	74	California Ecology - student edition	New	New	\$15 x 74 = 1,110
8.	74	Geological Processes - student edition	New	New	\$15 x 74 = 1,110
9.	74	Chemistry of Materials – student edition	New	New	\$15 x 74 = 1,110
10.	74	Chemical Reactions - student edition	New	New	\$15 x 74 = 1,110
11.	74	Biomedical Engineering - student edition	New	New	\$15 x 74 = 1,110
12.	4	Issues and Science for California	New	New	\$60 x 4 = \$240
TOTAL					\$12,450

It is recommended that the Board of Education authorize the Assistant Superintendent, Business Services, or his designee, to sell or dispose of the surplus property in accordance with Board Policy 3270 and Administrative Regulation 3270A.

Approval Date: _____ Approved By: _____

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Physical Education Waiver—Santa Cruz High School

MEETING DATE: June 10, 2020

FROM: Dorothy Cotio, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the Physical Education Waiver for a Santa Cruz High Student who cannot participate in physical education.

BACKGROUND:

A Santa Cruz High School sophomore is unable to participate in Physical Education due to a lack of vision in her left eye and foot pain caused by flat feet. Her physician states that due to these conditions she cannot participate in physical education. For these reasons, Santa Cruz High School requests the board waive 17.5 credits of physical education for this student.

FISCAL IMPACT:

None

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.



Santa Cruz High School

415 Walnut Avenue

Santa Cruz, CA 95060

Phone: (831) 429-3960

Fax: (831) 429-3944

www.santacruzhs.santacruz.k12.ca.us



Dear School Board Members:

5/22/2020

Santa Cruz High School is requesting that you waive 17.5 credits of the Physical Education graduation requirement for . Her doctor, Susan Borba states has lack of vision in her left eye and foot pain due to flat feet, which prevents her from actively participating in the physical education program. Dr. Borba clearly states in her notes that cannot participate in Physical Education.

is a 10th grade student with 142.5 credits and is working toward completing her High School graduation and A-G requirements. Upon graduation, plans to attend a four year college. We are requesting the board to waive 17.5 credits of physical education based on state Education Code including:

51241.2 (c) The governing board of a school district or the office of the county superintendent of a county may grant permanent exemption from courses in physical education if the pupil complies with any one of the following:

(1) Is 16 years of age or older and has been enrolled in the grade 10 for one academic year or longer.

51246. The governing board of a school district may exempt any pupil enrolled in his last semester or quarter, as the case may be, of the 12th grade who, pursuant to Section 46145 or 46147, is permitted to attend school less than 240 or 180 minutes per day, from attending courses of physical education; provided, however, that such pupil may not be exempted pursuant to this section from attending courses of physical education if such pupil would, after such exemption, attend school for 240 minutes or more per day.

46145. Commencing with the first semester or quarter that begins after January 1, 1984, pupils in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses per quarter. If any pupil in grade 12 is required by medical prescription to attend school for less than five courses during a semester or the equivalent number of courses during the quarter, the average daily attendance allowed for that pupil's attendance shall bear the same proportion to one day of attendance as the number of courses in which the pupil is enrolled bears to five or the equivalent number for the quarter system.

Thank you,

Michelle Poirier
Assistant Principal

A California Distinguished School

Michelle Poirier
Assistant Principal

Brent Kline
Principal
36/669

Rishi Lal
Assistant Principal



Palo Alto Medical Foundation
A Sutter Health Affiliate

Santa Cruz

2025 Soquel Avenue
Santa Cruz, CA 95062
(831) 423-4111
www.pamf.org

MAIN PEDIATRICS
2025 SOQUEL AVE
SANTA CRUZ CA 95062
831-423-4111

April 20, 2020

MRN: [REDACTED]

Dear [REDACTED] School,

Please excuse [REDACTED] from PE. There is difficulty with PE due to lack of vision in her left eye and also due to foot pain from flat feet.
Please have this excuse be effective for the remainder of her high school years.

Thank you,

Susan Borba, MD

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Physical Education Waiver—Santa Cruz High School

MEETING DATE: June 10, 2020

FROM: Dorothy Cotio, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the Physical Education Waiver for a Santa Cruz High Student who cannot participate in physical education.

BACKGROUND:

A Santa Cruz High School sophomore is unable to participate in Physical due to recurring headaches caused by a prior concussion. Her physician states performing physical education exercises exacerbates her headaches. For these reasons, Santa Cruz High School requests the board waive 10 credits of physical education for this student.

FISCAL IMPACT:

None

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.



Santa Cruz High School

415 Walnut Avenue
Santa Cruz, CA 95060
Phone: (831) 429-3960
Fax: (831) 429-3944

www.santacruzhs.santacruz.k12.ca.us



Dear School Board Members:

5/22/2020

Santa Cruz High School is requesting that you waive 10 credits of the Physical Education graduation requirement for [redacted]. Her doctor, William Zinnanti, M.D., Ph.D., diagnosed [redacted] with headaches associated with a prior concussion which prevents her from actively participating in the physical education program, as she experiences exacerbation of headaches when exercising. Dr. Zinnanti clearly states in his notes that [redacted] cannot participate in Physical Education due to these concerns.

[redacted] is a 10th grade student with 135 credits and is working toward completing her High School graduation A-G requirements. Upon graduation, she plans to attend a four year college. We are requesting the board to waive 10 credits of physical education based on state Education Code including:

51241.2 (c) The governing board of a school district or the office of the county superintendent of a county may grant permanent exemption from courses in physical education if the pupil complies with any one of the following:

(1) Is 16 years of age or older and has been enrolled in the grade 10 for one academic year or longer.

51246. The governing board of a school district may exempt any pupil enrolled in his last semester or quarter, as the case may be, of the 12th grade who, pursuant to Section 46145 or 46147, is permitted to attend school less than 240 or 180 minutes per day, from attending courses of physical education; provided, however, that such pupil may not be exempted pursuant to this section from attending courses of physical education if such pupil would, after such exemption, attend school for 240 minutes or more per day.

46145. Commencing with the first semester or quarter that begins after January 1, 1984, pupils in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses per quarter. If any pupil in grade 12 is required by medical prescription to attend school for less than five courses during a semester or the equivalent number of courses during the quarter, the average daily attendance allowed for that pupil's attendance shall bear the same proportion to one day of attendance as the number of courses in which the pupil is enrolled bears to five or the equivalent number for the quarter system.

Thank you,

Michelle Poirier
Assistant Principal

A California Distinguished School

Michelle Poirier
Assistant Principal

Brent Kline
Principal

Rishi Lal
Assistant Principal



William J. Zinnanti, M.D., Ph.D.
Child and Adult Neurology
CA License A118089, NPI 1497035893
3540 Soquel Avenue, Suite A
Santa Cruz, CA 95062
Phone: (831) 600-7697 Fax: (800) 808-2728
wzinnanti@gmail.com

February 18th, 2020

RE: [REDACTED]

To Whom It May Concern,

Ms. [REDACTED] is under my care for headaches associated with prior concussion. This condition prevents her from actively participating in the physical education program. [REDACTED] experiences exacerbation of headaches when participating in Physical Education exercises. Please excuse [REDACTED] from Physical Education due to these concerns.

Thank you in advance for your help in this matter.

Sincerely,

William Zinnanti, M.D., Ph.D.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Gifts

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Accept the following gifts donated to the Santa Cruz City School District.

BACKGROUND:

Pursuant to Board Policy/Regulation 3290, the Governing Board may accept on behalf of and for the District, any bequest, gift of money or gift of property, valued at \$100 or more, that is presented to the District. A letter of appreciation will be sent to the donors.

Carol Fuller donated 50 \$100.00 Safeway gift cards, a total of \$5,000, to Santa Cruz City Schools' families in need. School Social Workers helped to distribute these resources.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Branciforte Middle School: Outride Grant Award

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Branciforte Middle School's receipt of the Outride - Riding for Focus, grant award.

BACKGROUND:

Outride - Riding for Focus is a program that provides evidence-based cycling interventions through middle school physical education classes to improve physical, social, emotional, and cognitive health. Outride provides 51 Specialized mountain bikes, helmets, tools, and some spare parts for the bicycles, to the participating schools. They also provide lodging and the summer professional development at no cost to the district. Approximate valuation of bicycles, supplies and professional development lodging is \$40,000.

Program strengths

Through research, Outride has shown that evidence based cycling programs benefit physical and mental health in students. In 2018-19 Outride was in 82 schools with over 20,000 students participating. \$839,592 in grants were awarded in that year, and 250 teachers were trained. Now Outride is in 143 schools in the United States and Canada. The Outride 2018-19 Impact Report showing biometric assessment technology, medical research, community engagement, financial information, and partnerships can be seen [here](#). Outride partners with many reputable companies and organizations around the country including Microsoft, Specialized Bicycles, the Stanford University School of Medicine, The Partnership for a Healthier America, and more.

Process for developing the program

Branciforte Principal Casey O'Brien worked closely with his team of three physical education teachers to decide if this program was a fit for Branciforte Middle School. Considering the student body and their physical and social emotional needs, it was decided that this program would be highly engaging and could contribute to healthier outcomes for students. Teachers and Principal O'Brien began the process of applying for the very competitive grant. In May 2020, Outride selected Branciforte Middle School to participate beginning in fall of 2020.*

Evaluation criteria

Branciforte will participate in pre and post program assessments provided by Outride curriculum development partners and Outride Research partners at Stanford University. The assessments will monitor progress over at least two years. Outride specifically measures

outcomes in academic performance, fitness, and social behavior in two different ways: 1) the Biometric Assessment Technology platform and 2) General Riding for Focus Program data collection. These tools allow the school to measure students' heart rates, record academic performance, gather self-report data on classroom performance and cycling affinity, and conduct cognitive and socioemotional assessments. The Biometric Assessment Technology platform is HIPAA, Children's Online Privacy Protection Act (COPPA), and Family Educational Rights and Privacy Act (FERPA) compliant, with all identifiable information remaining on school campus. A redacted, de-identified version is sent to the Outride research manager. All pre and post program surveys are de-identified/anonymous as well.

Program components and monitoring

The Branciforte staff will work to improve physical, emotional and cognitive health through committing to have students ride bikes following a 6:3:20 formula. That is at least six weeks, three times a week, 20 minutes of vigorous exercise each time the students are on bikes. Students who do not know how to ride a bike will have the opportunity to learn this important life skill. Students will go through thorough safety training and the majority of their riding will be on campus. Each student will be required to have a parent signed release of liability before participating. The school principal and physical education department lead will monitor curriculum fidelity and implementation.

Training and professional development

The lead teacher will attend a five-day training at the headquarters of Specialized Bicycles in Morgan Hill, California in July 2020. Curriculum and training will be provided for the remaining two physical education teachers.

**Outride has acknowledged that both Outride and participating schools will remain flexible in the program implementation given the unknown future consequences of COVID 19 Pandemic.*

FISCAL IMPACT:

Reimbursement for mileage at .575 X 90 miles = \$51.75 - Site LCFF Base (Unrestricted)
\$500 teacher compensation for training in July, 2020 - Site LCFF Base (Unrestricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Document Tracking Services Contract Renewal

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the annual contract for licensing and services from Document Tracking Services.

BACKGROUND:

Document Tracking Services provides a license and a web-based application for the creation, editing, updating, printing and tracking of State required documents. Santa Cruz City Schools uses Document Tracking Services for the Local Control Accountability Plan, Single Plans for Student Achievement, and School Safety Plans. These are State required templates.

FISCAL IMPACT:

\$5,025.00 LCFF Base (Unrestricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

AGENDA ITEM: 8.2.1.2.



LICENSING AGREEMENT

This Agreement effective **July 1, 2020**, is made and entered into by **Santa Cruz City Schools** as Licensee and Document Tracking Services (DTS) as Licensor each a "Party" and collectively the "Parties".

Licensee desires that DTS provide a license to use DTS proprietary web-based application in accordance with the following provisions:

- A. License. DTS hereby grants to Licensee a non-exclusive license to use DTS application in order to create, edit, update, print and track specific documents as described in Exhibit **A** of this agreement.
 - (i) DTS retains all rights, title and interest in DTS application and any registered trademarks associated with the license.
 - (ii) Licensee retains all rights, title and interest in the documents as described in Exhibit **A** of this agreement.
- B. Internet Areas. All parties including third party licensees shall not be permitted to establish any "pointers" or links between the Online Area and any other area on or outside of the DTS login without the prior written approval.
- C. Term of License. The term of the Agreement is for **one (1) year** from the effective date (as noted in paragraph one) of the license agreement.
- D. Personnel. DTS will assign the appropriate personnel to represent DTS in all aspects of the license including but not limited to account set up and customer license inquiries.
- E. Content. DTS will be solely responsible for loading the content supplied by Licensee into DTS secure server and provide complete access to Licensee and its representatives.
- F. Security of Data. DTS at all times will have complete security of Licensee documents on dedicated servers that only authorized DTS personnel will have access to; all login by DTS authorized will be stored and saved as to time of log-in and log-out.
 - (i) Licensee may request DTS to only store Licensee documents for the period of time that allows Licensee and its authorized personnel to create, edit and update their documents.
- G. Management of Database. DTS shall allow Licensee to review, edit, create, update and otherwise manage all content of Licensee available through the Secure Login of DTS.
- H. Customer License. DTS shall respond promptly and professionally to questions, comments, complaints and other reasonable requests regarding any aspect of DTS application by Licensee. DTS business hours are Monday-Friday 8AM PST to 5PM PST except for national/state holidays.
- I. License Fee. Licensee shall pay a fee of **\$2,925**.



- J. Document Set Up Fee. The one-time set up fee for documents as described in Exhibit A and made a part of this Agreement is **\$0**.
- K. Payment Terms. Licensee shall pay the annual licensing fee upon execution of the Agreement between parties and the electronic submittal of the invoice to Licensee.
- L. Number of Documents. The maximum number of documents per school district is limited to **five (5)**.
- M. Warranty. Licensee represents and warrants that all information provided to DTS, including but not limited to narratives, editorials, information regarding schools, is owned by Licensee and Licensee has the right to use and allow use by DTS as called for hereunder and that no copyrights, trademark rights or intellectual property rights of any nature of any third party will be infringed by the intended use thereof. In the event any claim is brought against DTS based on an alleged violation of the rights warranted herein, Licensee agrees to indemnify and hold DTS harmless from all such claims, including attorney fees and costs incurred by DTS in defending such claims.
- N. Definitions.
 - (i) Document. A document is defined as **a)** a specific template provided by CDE or; **b)** any specific word document or forms that have different fields or school references such as elementary, middle or high schools* submitted by District or CDE; or **c)** individual inserts submitted by District or CDE that are integrated into existing documents or are offered as supplemental and/or addendums to other report documents.
 - * Licensee submits a SPSA template for their elementary, middle and high schools, which is counted as three (3) separate documents.
 - (ii) Customized Documents. Any document that is not a standard CDE template is considered a custom document and as such may be subject to additional setup fees; DTS shall provide an estimated cost of these additional fees prior to the execution of this agreement.
- O. Document Setup Fee. DTS will charge a one-time setup fee of \$200 per standard document up to a maximum of \$850 for customized documents.
- P. Additional Fees. Licensee shall pay additional fees if Licensee exceeds the number of documents as described in section L of this agreement. The fee for each additional document is \$39 per document times the number of schools in the district. The fee shall be payable within thirty (30) days from DTS invoice.
- Q. Additional Services. DTS can also provide Data Transfer and Document Translation services to Licensee for an additional fee. The fee for each additional service would be agreed upon between the parties and invoiced at the time the services were requested. The fee shall be payable within thirty (30) days from DTS invoice.



The Parties hereto have executed this Agreement as of the Effective Date.

Document Tracking Services, LLC

By: Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0967 - Phone
858-587-4640 - Corporate Fax

Date: April 30, 2020

Licensee

By: _____

Date: _____



Exhibit A

The following are standard documents to be used in conjunction with the license.

1. 2020 School Accountability Report Card, English (Custom Template)
2. 2020 School Accountability Report Card, Spanish (Custom Template)
3. Others to be identified as needed.



April 30, 2020

Santa Cruz City Schools
405 Old San Jose Rd.
Soquel, CA 95073

Re: Document Tracking Services

INVOICE #9507308

Pursuant to the licensing agreement between Santa Cruz City Schools and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [7/1/20 to 7/1/21]: 14 schools and District Personnel = 15 sites License Agreement includes up to 5 documents \$250 per site, discounted to \$195 per site	\$2,925
--	---------

Translation Services

2020 Spanish School Accountability Report Card \$150 x 14 School Accountability Report Cards	\$2,100
---	---------

Total Balance Due: \$5,025

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0967 - Phone
858-587-4640 - Corporate Fax

Thank you!

Approved Per Payment (Signature)

Name/Role (Printed)

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Your Future is Our Business Contract

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the annual contract with Your Future is Our Business for 2020-2021 as part of the Career Technical Education Incentive Grant requirements.

BACKGROUND:

Your Future is Our Business is a local non-profit formed in 1993 by the Santa Cruz Chamber of Commerce education committee. Their mission is to provide every Santa Cruz County student with opportunities to discover a fulfilling and successful career. To do this, they bring schools and businesses together to support students in becoming Santa Cruz County's next generation of workers.

Santa Cruz City Schools currently receives support from Your Future is Our Business in many ways. The Advancement via Individual Determination (AVID) program receives support in bringing career speakers to each of Santa Cruz City Schools secondary schools. They provide support for the organization and planning for the 11th grade Career Expo held at each high school. The services are provided to the district and school sites at no charge.

Santa Cruz City Schools will increase the support they receive from Your Future is Our Business to implement portions of the Santa Cruz City Schools three-year Career and Technical Education Plan. Specifically, Your Future is Our Business will support Santa Cruz City Schools in the following ways:

- Formalize industry partnerships for every Career and Technical Education pathway available with Santa Cruz City Schools.
- Form and implement a district Industry Advisory Committee that gives input on and feedback to Career and Technical Education programs.
- Support Career and Technical Education teachers with implementing work-based learning lessons, activities, and assignments into their curriculum, especially in relation to doing this in a blended learning/distance learning environment
- Provide coaching to Career and Technical Education Counselors.

In the 2019-20 school year, more than 1,000 high school students enrolled in Santa Cruz City Schools Career and Technical Education courses at the three comprehensive high schools and

Costanoa. This is approximately one third of the high school students in Santa Cruz City Schools. Your Future is Our Business will be supporting the refinement of one of the district's biggest programs, which is directly aimed at meeting Santa Cruz City Schools district goal #1, to ensure that every student is prepared to successfully access post-secondary college and career opportunities.

Evaluation Criteria

Santa Cruz City Schools has used two different Career and Technical Education self-assessment tools provided by the California Department of Education. The first is "The 11 Elements of a High-Quality Career and Technical Education Program" and the other is a rubric based on these eleven elements of a high-quality Career and Technical Education program. These assessments have helped to give the district a baseline for creating the Three-Year Career and Technical Education Plan. Santa Cruz City Schools will use the California Department of Education self-assessment tools annually to monitor progress and update the Career and Technical Education Plan in accordance with focus areas for improvement and growth. As the services Your Future is Our Business are in direct alignment and support of the Santa Cruz City Schools Career and Technical Education three-year plan, Santa Cruz City Schools will see specific improvements in three of the eleven Elements of a High-Quality Career and Technical Education Program.

FISCAL IMPACT:

\$15,000.00 - Career and Technical Education Incentive Grant 2020-21 (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Description of Services
Santa Cruz City Schools and Mary Gaukel Forster
2020-2021

Statement of Purpose

Through planning, coaching of counselors, community connections, and community outreach, increase and improve outcomes for students in Santa Cruz City Schools CTE classes/pathways.

Direct Student Outcomes: Increased Work Based Learning Experiences
Career and Technical Education Student Organizations
Local Pathway Competitions

Indirect Outcomes: Teacher collaboration with Industry Partners
District CTE Advisory

Goal #1- Increased Work Based Learning Experiences

- Weekly meetings with counselors to review current WBL opportunities, explore additional opportunities, implement a system for sharing with teachers, develop and implement a system for tracking.
- Meet with CTE teachers to form relationship to enhance WBLE commitment and productivity
- Consult with/Coach Pam Flynn CTE counselor to increase SCCS CTE communication to students/parents
- Community Outreach to build a bank of WBL providers/work with YFIOB especially as it relates to building a bank of resources for Distance Learning. (Consider \$5,000 for YFIOB Services)

Goal #2- Career and Technical Student Organizations

- Weekly meetings with counselors to develop a sustainable structure for SCCS CTE Career and Technical Student Organization/s, support implementation throughout all CTE pathways
- Meet with CTE teachers to form relationship to enhance CTSO commitment and participation in CTSOs
- Be proactive, with support of COE and other districts, to set-up local competitions for pathways
- Creation of CTOs with consideration to structures as they may relate to Distance Learning

Goal #3- Local Pathway Competitions

- Weekly meetings with counselors to explore and share opportunities, in addition to portfolios, to showcase CTE coursework with the outcome of increased opportunities for students to showcase and demonstrate learning from their CTE coursework.
- Meet with CTE teachers to form relationship to enhance commitment and participation with local pathway competitions
- Be proactive, with support of COE and other districts, to set-up local competitions for CTE pathways
- Create plans for competitions with consideration to Distance Learning in the schools.

INDIRECT SERVICES TO STUDENTS

Goal #1 - Teacher Collaboration with Industry Partners

- Weekly meetings with counselors to support and track Industry Partner meetings/relationships to create strong and more productive partnerships
- Meet with CTE teachers to form relationship to enhance commitment and productivity
- Assist CTE counselors in supporting teachers with providing distance learning course work for CTE classes. Assess knowledge and use of PBL for professional development and implementation.

Goal #2- District CTE Advisory

- Monthly meetings with Julia Hodges regarding implementation of district CTE plan including research and development of **Signature Pathways for the 21/22 school year.**
- Co-facilitate SCCS CTE Advisory Committee
- Develop activities, communication, “branding” for SCCS CTE to increase student, parent, feeder school, community awareness of CTE programs

Total Cost for Services: \$15,000

Invoiced: October 30, 2020, January 31 2021, May 31, 2021

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Out of State Nonpublic School Agreement: Provo Canyon School

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached out-of-state Nonpublic School contract for new services through the remainder of the 2019-2020 regular school year. *Due to the confidentiality regulations that protect the identity of disabled pupils, the student's name has been omitted.*

BACKGROUND:

Authorized request for: **Basic Education (\$4,536.00), Individual/Family Counseling (\$5,124.00) and Residential Placement Services (\$8,946.00) – PLUS – One Time Student Transport Fees (\$4,963.00)** for a student in Special Education who requires these services that could not be provided in District programs. Services will be rendered by Provo Canyon School and are mandated in the student's Individual Education Plan. Service Period: May 20, 2020 through June 30, 2020.

FISCAL IMPACT:

Not to exceed \$23,569.00. Special Education - Restricted

This work is in direct support of the following District goals and their corresponding metrics.

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Prepared by Stacy O'Farrell, Director of Special Education

MASTER CONTRACT

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

LEA SANTA CRUZ CITY SCHOOLS

Contract Year May 20, 2020 Through June 30, 2020

Nonpublic Agency:

X

Nonpublic School: PROVO CANYON SCHOOL

Type of Contract:

_____ Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

X

Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

_____ Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for 90 days at the sole discretion of the LEA. Expiration Date: _____

When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract.

LOCAL EDUCATION AGENCY: SANTA CRUZ CITY SCHOOLS

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: NPS

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**1. MASTER CONTRACT**

This Master Contract is entered into on the 20th day of May, 2020, between Santa Cruz City Schools, hereinafter referred to as the local educational agency ("LEA"), a member of the North Santa Cruz County SELPA and Provo Canyon School (a nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or "CONTRACTOR" for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Services Agreement (hereinafter referred to as "ISA"). Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR's obligation to provide all services specified in the student's Individualized Education Plan (hereinafter referred to as "IEP"). The ISA shall be executed within ninety (90) days of a student's enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for ISA developing including invoicing.

Unless placement is made pursuant to an Office of Administrative Hearings (hereinafter referred to as "OAH") order, a lawfully executed agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by the student's parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a nonpublic, nonsectarian school/agency. All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code, section 56366 *et seq* and within the professional scope of practice of each provider's license, certification and/or credential. A current copy of CONTRACTOR's nonpublic school/agency certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this contract is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student enrollment shall be limited to capacity as stated on CDE certification and in Section 24 of the Master Contract.

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 20th day of **May, 2020** and terminates at **5:00 P.M.** on **June 30, 2020**, unless sooner terminated as provided herein.

CONTRACTOR

LEA

PROVO CANYON SCHOOL

SANTA CRUZ CITY SCHOOLS

Nonpublic School / Agency

By: _____
Signature Date 5/20/20

By: _____
Signature Date 6/10/20

Dr. Adam McLain, Chief Executive Officer

Kris Munro, Superintendent

Name and Title of Authorized Representative

Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

Name and Title			Name and Title		
Layla Workman, Asst. Manager - Central Bus. Ofc.			Stacy O'Farrell, Director – Special Education		
Nonpublic School/Agency/Related Service Provider			LEA		
Provo Canyon School			Santa Cruz City Schools		
Address			Address		
P.O. Box 400			133 Mission Street, Suite 100		
City	State	Zip	City	State	Zip
Orem	UT	84059	Santa Cruz	CA	95060
Phone		Fax	Phone		Fax
(801) 223-7114		(801) 223-7102	(831) 429-3410 x 200		(831) 429-3450
Email			Email		
layla.workman@uhsinc.com			sofarrell@sccs.net		

**Additional LEA Notification
(Required if completed)**

Name and Title
Anna M. Brito, Account Technician

Address
133 Mission Street, Suite 100

City **State** **Zip**
Santa Cruz **CA** **95060**

Phone **Fax**
(831) 429-3410 x 202 **(831) 429-3450**

Email
abrito@sccs.net

Board Approved: June 10, 2020

EXHIBIT A: RATES

CONTRACTOR Provo Canyon School CONTRACTOR NUMBER R20-02348 2019-2020
(NONPUBLIC SCHOOL OR AGENCY) (CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed

120+ If blank, the number shall be as determine by CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this master contract may not exceed
Total LEA enrollment may not exceed

\$23,569.00

1

	Rate	Period
A. <u>Basic Education Program/Special Education Instruction</u>	<u>\$162.00/Day</u>	<u>5/20/20-6/30/20</u>
<u>Basic Education Program/Dual Enrollment</u>		

Per Diem rates for LEA students whose IEPs authorize less than a full instructional day shall be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip		
	b. Transportation – One Way		
	c. Transportation – Dual Enrollment		
	d. Public Transportation		
	e. Parent* (Travel Reimbursement For Out-of-State Placement – Not To Exceed Max)	<u>\$2,400.00</u>	<u>Per Year</u>
(2)	a. Educational Counseling – Individual		
	b. Educational Counseling – Group of _____		
	c. Counseling – Parent		
(3)	a. Adapted Physical Education – Individual		
	b. Adapted Physical Education – Group of _____		
(4)	a. Language and Speech Therapy – Individual (Must be authorized on IEP)		
	b. Language and Speech Therapy – Group of 2		
	c. Language and Speech Therapy – Group of 3		
	d. Language and Speech Therapy – Per diem (May serve students without ISA's)		
	e. Language and Speech – Consultation Rate		
(5)	a. SCIA** – Individual (Must be authorized on IEP)		
	b. SCIA – Group of 2		
	c. SCIA – Group of 3		
	d. Classroom Instructional Assistance – Per Diem or Per Hour		
(6)	Intensive Special Education Instruction***		
(7)	a. Occupational Therapy – Individual (Must be authorized on IEP)		
	b. Occupational Therapy – Group of 2		
	c. Occupational Therapy – Group of 3 - 5		
	d. Occupational Therapy – Consultation Rate		
(8)	Physical Therapy		
	a. Individual (Must be authorized on IEP)		
	b. Consultation		
(9)	a. Behavior Intervention – BII		
	b. Behavior Intervention – BID		
	c. BCBA-A Behavior Intervention Program Coach		
(10)	Nursing Services.		
(11)	Health Specialist – RD, CD		
(12)	Other – Initial Transport Service Fee (One-Time Charge)	<u>\$4,963.00</u>	<u>Flat Fee</u>
(13)	Residential Room and Board	<u>\$213.00</u>	<u>Per Day</u>
(14)	Residential Mental Health Services	<u>\$122.00</u>	<u>Per Day</u>

*Parent transportation reimbursement rates are to be determined by the LEA.

**SCIA – Special Circumstance Instructional Assistance.

***By Credentialed Special Education Teacher.

58/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Out of State Nonpublic School Agreement: Triumph Academy

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached out-of-state Nonpublic School contract with Triumph Academy for new services through the remainder of the 2019-2020 regular school year. *Due to the confidentiality regulations that protect the identity of disabled pupils, the student's name has been omitted.*

BACKGROUND:

Authorized request for: **Basic Education (\$3,562.00), Individual/Family Counseling (\$4,575.00) and Residential Placement Services (\$6,175.00) – PLUS – One Time Student Transport Fees (\$5,400.00)** for a student in Special Education who requires these services that could not be provided in District programs. Services will be rendered by Triumph Academy and are mandated in the student's Individual Education Plan. Service Period: May 26, 2020 through June 30, 2020.

FISCAL IMPACT:

Not to exceed \$19,712.00. Special Education - Restricted

This work is in direct support of the following District goals and their corresponding metrics.

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Prepared by Stacy O'Farrell, Director of Special Education

MASTER CONTRACT

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

LEA SANTA CRUZ CITY SCHOOLS

Contract Year May 26, 2020 Through June 30, 2020

Nonpublic Agency:

X

Nonpublic School: TRIUMPH ACADEMY

Type of Contract:

Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

X

Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for 90 days at the sole discretion of the LEA. Expiration Date: _____

When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract.

LOCAL EDUCATION AGENCY: SANTA CRUZ CITY SCHOOLS

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: NPS

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract is entered into on the **26th day of May, 2020**, between **Santa Cruz City Schools**, hereinafter referred to as the local educational agency ("LEA"), a member of the North Santa Cruz County SELPA and **Triumph Academy** (a nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or "CONTRACTOR" for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Services Agreement (hereinafter referred to as "ISA"). Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR's obligation to provide all services specified in the student's Individualized Education Plan (hereinafter referred to as "IEP"). The ISA shall be executed within ninety (90) days of a student's enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for ISA developing including invoicing.

Unless placement is made pursuant to an Office of Administrative Hearings (hereinafter referred to as "OAH") order, a lawfully executed agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by the student's parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a nonpublic, nonsectarian school/agency. All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code, section 56366 *et seq.* and within the professional scope of practice of each provider's license, certification and/or credential. A current copy of CONTRACTOR's nonpublic school/agency certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this contract is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student enrollment shall be limited to capacity as stated on CDE certification and in Section 24 of the Master Contract.

61/669

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 26th day of **May, 2020** and terminates at **5:00 P.M.** on **June 30, 2020**, unless sooner terminated as provided herein.

CONTRACTOR

LEA

TRIUMPH ACADEMY

SANTA CRUZ CITY SCHOOLS

Nonpublic School / Agency

By: _____
Signature Date 5/26/20

By: _____
Signature Date 6/10/20

Michelle Young, Chief Financial Officer

Kris Munro, Superintendent

Name and Title of Authorized Representative

Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

Name and Title	Name and Title
Michelle Young, Chief Financial Officer	Stacy O'Farrell, Director – Special Education
Nonpublic School/Agency/Related Service Provider	LEA
Triumph Academy	Santa Cruz City Schools
Address 62 South 950 West	Address 133 Mission Street, Suite 100
City Brigham City	City Santa Cruz
State UT	State CA
Zip 84302	Zip 95060
Phone (435) 538-5061	Phone (831) 429-3410 x 200
Fax (435) 538-5066	Fax (831) 429-3450
Email michelle@triumphyouthservices.com	Email sofarrell@sccs.net

**Additional LEA Notification
(Required if completed)**

Name and Title
Anna M. Brito, Account Technician
Address 133 Mission Street, Suite 100
City Santa Cruz
State CA
Zip 95060
Phone (831) 429-3410 x 202
Fax (831) 429-3450
Email abrito@sccs.net

Board Approved: June 10, 2020

EXHIBIT A: RATES

CONTRACTOR Triumph Academy CONTRACTOR NUMBER R20-02349 2019-2020
 (NONPUBLIC SCHOOL OR AGENCY) (CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed 10 If blank, the number shall be as determine by CDE Certification.

Rate Schedule. This rate schedule limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this master contract may not exceed \$19,712.00
 Total LEA enrollment may not exceed 1

	Rate	Period
A. Basic Education Program/Special Education Instruction	<u>\$137.00/Day</u>	<u>5/26/20-6/30/20</u>
Basic Education Program/Dual Enrollment		

Per Diem rates for LEA students whose IEPs authorize less than a full instructional day shall be adjusted proportionally.

B. Related Services

(1)	a. Transportation – Round Trip		
	b. Transportation – One Way		
	c. Transportation – Dual Enrollment		
	d. Public Transportation		
	e. Parent* (Travel Reimbursement For Out-of-State Placement – Not To Exceed Max)	<u>\$2,400.00</u>	<u>Per Year</u>
(2)	a. Educational Counseling – Individual		
	b. Educational Counseling – Group of _____		
	c. Counseling – Parent		
(3)	a. Adapted Physical Education – Individual		
	b. Adapted Physical Education – Group of _____		
(4)	a. Language and Speech Therapy – Individual (Must be authorized on IEP)		
	b. Language and Speech Therapy – Group of 2		
	c. Language and Speech Therapy – Group of 3		
	d. Language and Speech Therapy – Per diem (May serve students without ISA's)		
	e. Language and Speech – Consultation Rate		
(5)	a. SCIA** – Individual (Must be authorized on IEP)		
	b. SCIA – Group of 2		
	c. SCIA – Group of 3		
	d. Classroom Instructional Assistance – Per Diem or Per Hour		
(6)	Intensive Special Education Instruction***		
(7)	a. Occupational Therapy – Individual (Must be authorized on IEP)		
	b. Occupational Therapy – Group of 2		
	c. Occupational Therapy – Group of 3 - 5		
	d. Occupational Therapy – Consultation Rate		
(8)	Physical Therapy		
	a. Individual (Must be authorized on IEP)		
	b. Consultation		
(9)	a. Behavior Intervention – BII		
	b. Behavior Intervention – BID		
	c. BCBA-A Behavior Intervention Program Coach		
(10)	Nursing Services.		
(11)	Health Specialist – RD, CD		
(12)	Other – Initial Transport Service Fee (One-Time Charge)	<u>\$5,400.00</u>	<u>Flat Fee</u>
(13)	Residential Room and Board	<u>\$150.00</u>	<u>Per Day</u>
(14)	Residential Mental Health Services	<u>\$75.00</u>	<u>Per Day</u>

*Parent transportation reimbursement rates are to be determined by the LEA.

**SCIA – Special Circumstance Instructional Assistance.

***By Credentialed Special Education Teacher.

63/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Agreement for Professional Services: Steps to Success

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached Agreement for Professional Services through the 2019-2020, 2020-2021 and 2021-2022 summer and regular school years. *Due to the confidentiality regulations that protect the identity of disabled pupils, the student's name has been omitted.*

BACKGROUND:

Authorized request for: **Academic Support and Compensatory Educational Therapy Services** for a **student** in Special Education that requires these specialized services that could not be provided in District programs. Services will be rendered through Steps to Success Educational Therapy and are mandated per the February 18, 2020 Final District Settlement Agreement and Release. Service Period: March 18, 2020 through July 31, 2021.

Fiscal Impact:

Not to exceed \$43,750.00. Special Education – Restricted

This work is in direct support of the following District goals and their corresponding metrics.

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Prepared by Stacy O'Farrell, Director of Special Education

**AGREEMENT FOR
PROFESSIONAL SERVICES
BETWEEN
SANTA CRUZ CITY SCHOOLS
AND
STEPS TO SUCCESS EDUCATIONAL THERAPY**

1. Parties and Date.

2. This Agreement ("Agreement") is made and entered as of this **18th day of March, 2020**, by and between the **Santa Cruz City Schools** ("District") and **Steps To Success Ed Therapy** ("Consultant") (collectively referred to as the "Parties" and each individually as "Party").

3. Recitals.

3.1 **Consultant.** Professional Consultant who is experienced and properly certified/licensed to provide the professional services described herein, and is familiar with the plans of the District.

3.2 **Project.** District desires to engage Consultant to provide a Credentialed Teacher to deliver academic support and render compensatory educational therapy services during the 2019-2020, 2020-2021 and 2021-2022 school years for missed academic instruction accumulated during the 2018-2019 school year, pursuant to federal and state law and District policies (the "**Project**").

4. Terms.

4.1 Scope of Services, Qualifications and Term.

(a) General Scope of Services. Consultant promises and agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in **Exhibit "A"** attached hereto and incorporated herein by reference (collectively "Services"). All Services shall be subject to, and performed in accordance with, this Agreement, the Exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

4.2 **Term.** The term of this Agreement shall be from **March 18, 2020** through **July 31, 2021**, unless earlier terminated as provided herein. The Parties may mutually agree to extend this term by written amendment. Should the Parties agree to extend the term of this Agreement, the fee for services described in **Exhibit "B"** shall remain the same.

4.3 Responsibilities of Consultant.

(a) Control and Payment of Consultants and its Subordinates. District retains Consultant on an independent contractor basis and Consultant is not an employee of District. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law including, but not limited to, the payment of prevailing wage, as applicable, and in accordance with Labor Code sections 1720 et seq. and 1770 et seq. The Consultant shall obtain a copy of the prevailing rates of per diem wages applicable to the work to be performed under this Agreement from the website of the Division of

65/669

Labor Statistics and Research of the Department of Industrial Relations located at www.dir.ca.gov/dlsr/. In the alternative, the District shall provide Consultant with a copy of the prevailing rates of per diem wages. Consultant shall be responsible for all reports and obligations respecting such employees, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

If the District is using State funds for the Project and is required to enforce a Labor Compliance Program ("LCP"), then Consultant will be required to enforce the District's Labor Compliance Program ("LCP"), as applicable.

(b)Conformance to Applicable Requirements. All work prepared by Consultant is subject to the approval of District and any and all applicable regulatory State agencies, and shall be the property of District.

(c)Reports. Consultant shall provide copies of all reports required to be submitted to applicable regulatory State agencies to District, whether or not such reports must be submitted to the District.

(d)Work Authorization. Consultant shall obtain from District a work authorization for the Project prior to commencing work. Such work authorization shall reiterate Consultant's duties outlined herein.

(e)Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.

(f)Standard of Care. Consultant shall perform all Services under this Agreement in a skillful, competent and timely manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all of Consultant's employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Consultant further represents that it, its employees and subcontractors or subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Any of Consultant's employees who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any of Consultant's employees who fail or refuse to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

(g)Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services.

(h)Insurance. Consultant shall comply with the following insurance provisions, unless one or more paragraphs are specifically waived by the District in writing.

66/669

(i)Time for Compliance. Consultant shall not commence Services under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this Section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to District that the subcontractor has secured all insurance required under this Section.

(ii)Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(1)Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); (3) *Workers' Compensation and Employers' Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance; and (4) *Professional Liability*: Coverage which is appropriate to the Consultant's profession, or that of its consultants or subcontractors.

(2)Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; (3) *Workers' Compensation and Employer's Liability*: Workers' compensation limits as required by the Labor Code of the State of California. Employers Liability limits of \$1,000,000 per accident for bodily injury or disease; and (4) *Professional Liability*: Not less than \$1,000,000 per claim/ \$2,000,000 aggregate.

(3)Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

a.General Liability. The general liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insured with respect to the Work or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way. If Consultant works directly with or near children, the General Liability Policy shall include or be endorsed to include abuse and molestation coverage.

b.Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as

additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

c. Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

d. Professional Liability. Consultant and its sub-consultants and subcontractors shall procure and maintain, for a period of five (5) years following completion of the Project, errors and omissions liability insurance with limits discussed in this Section. This insurance shall be endorsed to include contractual liability.

(4) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to District, its directors, officials, officers, employees, agents and volunteers.

(iii) Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.

(iv) Acceptability of Insurers. With the exception of Workers' Compensation Insurance, all insurance required hereunder is to be placed with insurers with a current A.M. Best's rating no less than A-: VII, which are licensed to do business in California, and which maintain an agent for process within the state. Workers' Compensation insurance required under this Agreement must be offered by an insurer meeting the above standards with the exception that the A.M. Best's rating condition is waived at the discretion of the District.

(v) Verification of Coverage. Consultant shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by District if requested. District reserves the right to require complete, certified copies of all required insurance policies, at any time.

(i) Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of its employees and subcontractors appropriate to the nature of the Services and the conditions under which the Services are to be performed.

Safety precautions as applicable shall include, but shall not be limited to: (1) adequate life protection and life saving equipment and procedures; (2) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (3) adequate facilities for the proper inspection and maintenance of all safety measures.

(j)Project Staffing. Consultant shall provide adequate staff and resources to facilitate all contractor's activity. Should Consultant fail to adequately staff a project, the District may, at its sole discretion, retain third party inspection services and back charge Consultant for all third party fees.

4.4 Fees and Payments.

(a)Compensation. Consultant shall receive compensation, including reimbursements, for all Services rendered under this Agreement at the rates set forth in **Exhibit "B"** attached hereto and incorporated by reference for a not-to-exceed price of forty-three thousand, seven hundred fifty dollars (**\$43,750.00**). Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

(b)Reimbursement of Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

(c)Payment of Compensation. Consultant shall submit to District an itemized invoice which indicates work completed and hours of services rendered by Consultant on a monthly basis. Properly submitted invoices shall be paid within 30 business days of receipt by the District for service in accordance with this Agreement. **All itemized invoices for services through the next three years of this agreement must be received by August 15th at the end of each calendar year. If not received by that date, invoices will not be paid.**

(d)Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any Services which are determined by District to be necessary, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written supplemental work authorization from District.

4.5 Maintenance of Accounting Records. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of four (4) years from the date of final payment under this Agreement.

4.6 General Provisions.

(a)Suspension of Services. The District may, in its sole discretion, suspend all or any part of Services provided hereunder without cost; provided, however, that if the District shall suspend Services for a period of ninety (90) consecutive days or more and in addition such suspension is

not caused by Consultant or the acts or omissions of Consultant, upon recession of such suspension, the compensation will be subject to adjustment to provide for actual costs and expenses incurred by Consultant as a direct result of the suspension and resumption of Services under this Agreement. Consultant may not suspend its service without District's express written consent.

(b) Termination of Agreement.

(i) Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

(ii) Effect of Termination. If this Agreement is terminated as provided in this Section, District may require Consultant to provide all finished or unfinished documents, data, programming source code, reports or any other items prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

(iii) Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar or identical to those terminated.

(c) Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

Steps To Success Educational Therapy
Attn. Heather Sommerville, Owner/Director
1509 Seabright Avenue, Suite A-1
Santa Cruz, CA 95062
(831) 621-8100

DISTRICT:

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060

Attn: Stacy O'Farrell, Director
SCCS – Special Education
133 Mission Street, Suite 100
Santa Cruz, CA 95060
(831) 429-3410 x 200

Such notice shall be deemed made when personally delivered to the address set forth above, or forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed as set forth above. Notice shall be deemed adequate on the date actual notice occurred, regardless of the method of service.

(d)Mediation. Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the Parties hereto. The type and process of mediation to be utilized shall be subject to the mutual agreement of the Parties.

(e)Ownership of Materials and Confidentiality.

(i)All materials and data, including but not limited to, data on magnetic media and any materials and data required to be made or kept pursuant to federal, state or local laws, rules or regulations, prepared or collected by Consultant pursuant to this Agreement, shall be the sole property of the District, except that Consultant shall have the right to retain copies of all such documents and data for its records. District shall not be limited in any way in its use of such materials and data at any time, provided that any such use not within the purposes intended by this Agreement shall be at District's sole risk and provided that Consultant shall be indemnified against any damages resulting from such use, including the release of this material to third parties for a use not intended by this Agreement.

(ii)All such materials and data shall be provided to the District, or such other agency or entity as directed by District or required by law, rule or regulation, immediately upon completion of the term of this Agreement as directed by District. Should District wish to obtain possession of any such materials or data during the term of this Agreement, it shall make its request in writing. Such information shall be provided to the District within forty-eight (48) hours of its request.

(f)Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

(g)Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel of District's choosing), indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys fees and other related costs and expenses. Consultant shall reimburse District and its officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials officers, employees, agents, or volunteers. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain

to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant agrees to waive all rights of subrogation against the District.

(h)Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

(i)Governing Law. This Agreement shall be governed by the laws of the State of California. Any action brought to enforce the terms of this Agreement shall be brought in a state or federal court located in the County of Riverside, State of California.

(j)Time of Essence. Time is of the essence for each and every provision of this Agreement.

(k)District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project. However, Consultant shall be the exclusive consultant for purposes of the Services as noted within this Agreement, unless terminated as provided herein.

(l)Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties, and shall not be assigned by Consultant without the prior written consent of District.

(m)Amendments/Waiver. This Agreement may not be amended except by a writing signed by the District and Consultant. In order to take effect, amendments shall be approved or ratified by the District Board of Education. No waiver, alternation or modification of the provisions of this Agreement shall be effective unless signed by both Parties.

(n)Severability. If any section, subsection, sentence, clause or phrases of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

(o)Interpretation. In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

(p)Conflict of Interest. Consultant shall disclose to District any outside activities or interests that conflict or may conflict with the interests of the District. Prompt disclosure is required if the activity or interest is related, directly or indirectly, to (1) any activity that Consultant may be involved with on behalf of the District, or (2) any activity that Consultant may be involved with on behalf of any other firm or agency. In addition, Consultant shall comply with all provisions of the Political Reform Act and implementing regulations, as applicable, and in accordance with the District's Conflict of Interest Code. Consultant shall be subject to the broadest disclosure category in the District's Conflict of Interest Code during the term of this Agreement, except to the extent specifically modified in writing by the Superintendent or designee. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

(q)Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any employee or applicant for employment

because of race, religion, color, national origin, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of District's Minority Business Enterprise program, if any, or other related programs or guidelines currently in effect or hereinafter enacted. Consultant must make a good faith effort to contact and utilize DVBE subcontractors or subconsultants and suppliers in securing bids for performance of the Agreement and shall be required to certify its good faith efforts towards retaining DVBE subcontractors or subconsultants and suppliers and identify DVBE firms utilized in performance of the Agreement.

(r) Fingerprinting Requirements. Consultant hereby acknowledges that, if applicable, it is required to comply with the requirements of Education Code Section 45125.1 with respect to fingerprinting of employees who may have contact with the District's pupils. The Consultant shall also ensure that its consultants on the Project also comply with the requirements of Section 45125.1. If required by Education Code Section 45125.1, the Consultant must provide for the completion of a Fingerprint Certification form, in the District's required format, prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code Section 45125 et seq., and will comply with any such requirements.

(s) Tuberculosis Testing. Consultant shall require that all regular and substitute employees provide verification of having been tested for tuberculosis and cleared to work with minors as evidenced by a state licensed medical doctor's signature prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant shall keep a copy of said information in the employee file.

(t) Confidentiality. Consultant hereby acknowledges that certain records and information maintained by the District, or by Consultant on behalf of the District, are protected by law and shall not be released to third parties without express authorization from the District. Such records include, but are not limited to, student records (i.e., any item of information relating to an identifiable student) and personnel records. In addition, all ideas, memoranda, plans, strategies, and documents shared with Consultant by District in connection with the performance of this Agreement, not generally known to the public, shall be held confidential by Consultant. Consultant agrees that information acquired by Consultant during meetings with the District's administrative team, or during closed session Board discussions are deemed confidential and, except to the extent required by law, shall not be shared with third parties without express authorization from the District.

(u) Drug/TobaccoFree Facilities. All District facilities are drug and tobacco free facilities. Any drug and/or tobacco use (smoked or smokeless) is prohibited at all times on all areas of District facilities.

(v) Board Approval Required. This Agreement shall not be binding nor take effect unless approved or ratified by the District Board of Education. Any amendments to this Agreement shall require Board approval or ratification.

(w) Exhibits and Recitals. All Exhibits and Recitals contained herein are hereby incorporated into this Agreement by this reference.

(x) Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their authorized officers as of the day and year first written above.

SANTA CRUZ CITY SCHOOLS	STEPS TO SUCCESS ED THERAPY
By: _____ Name: Kris Munro Title: Superintendent Date: 6/10/20	By: _____ Name: Heather Sommerville, Owner Title: Director Of Services Date: 3/18/20
By: _____ Name: Stacy O'Farrell Title: Director, Special Education Date: 6/10/20	_____ 83 - 1776477 Federal Tax I.D. Number

74/669

Settlement – Board Approved: March 18, 2020
Agreement – Board Approved: June 10, 2020

EXHIBIT "A"
SCOPE OF SERVICES

Consultant is a private agency the District has contracted with to provide a Credentialed Teacher to deliver academic support and render compensatory educational therapy services within the next three school years (through July 31, 2021) for the balance of 350 total hours of missed academic instruction accumulated during the 2018-2019 school year. As instructed in the District's Final Settlement Agreement and Release dated February 18, 2020 regarding an elementary student currently enrolled in Special Education.

Services will be provided at a location to be determined acceptable to Credentialed Teacher and the student's parent(s). In addition, services will include preparation time, implementation of academic support sessions, attendance at IEP meetings; consultation, communication with parent(s), district and Student's IEP Team, as necessary. Credentialed Teacher will provide their own materials, record student progress data and perform all duties required for identified student consistent with all applicable Federal and California State laws.

As a condition of receipt of payment for such services consistent with **Exhibit B**, if requested, Consultant shall provide a copy to the District of all student records, progress notes, data collected and/or any other student related information filed.

75/669

EXHIBIT "B"
COMPENSATION FOR SERVICES

Three-year agreement period: 2019-2020 through 2021-2022
Total fee not-to-exceed: \$43,750.00
Total service hours not-to-exceed: 350 Hours
Approved rate per hour: \$125.00

76/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Extended School Year Agreement for Professional Services:
SpeechRighter, Inc.

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached Agreement for Professional Services for new and continuing services through Extended School Year 2020. *Due to the confidentiality regulations that protect the identity of disabled pupils, the student names have been omitted.*

BACKGROUND:

Authorized request for: **Speech/Language Therapy Services** for up to **24 identified students** enrolled in the Special Education Extended School Year (summer) program who require these services that could not be provided by District staff. Services will be rendered through SpeechRighter, Inc. and are mandated in each student's Individual Education Plan. Service Period: June 17, 2020 through July 31, 2020.

FISCAL IMPACT:

Not to exceed \$9,240.00. Special Education – Restricted.

This work is in direct support of the following District goals and their corresponding metrics.

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Prepared by Stacy O'Farrell, Director of Special Education

**AGREEMENT FOR
PROFESSIONAL SERVICES
BETWEEN
SANTA CRUZ CITY SCHOOLS
AND
SPEECHRIGHTER, INC.**

1. Parties and Date.

2. This Agreement ("Agreement") is made and entered as of this **1st day of June, 2020**, by and between the **Santa Cruz City Schools** ("District") and **SpeechRighter, Inc.** ("Consultant") (collectively referred to as the "Parties" and each individually as "Party").

3. Recitals.

3.1 **Consultant.** Consultant is a professional consultant, experienced and properly certified/licensed to provide the professional services described herein, and is familiar with the plans of District.

3.2 **Project.** District desires to engage Consultant to provide a licensed Speech/Language Pathologist who will render direct Speech/Language therapy services and related duties to identified students enrolled in the Extended School Year (Summer) Program as per their IEP pursuant to federal and state law and District policies (the "**Project**").

4. Terms.

4.1 Scope of Services, Qualifications and Term.

(a) General Scope of Services. Consultant promises and agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in **Exhibit "A"** attached hereto and incorporated herein by reference (collectively "Services"). All Services shall be subject to, and performed in accordance with, this Agreement, the Exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

4.2 **Term.** The term of this Agreement shall be from **June 17, 2020** through **July 31, 2020**, unless earlier terminated as provided herein. The Parties may mutually agree to extend this term by written amendment. Should the Parties agree to extend the term of this Agreement, the fee for services described in **Exhibit "B"** shall remain the same.

4.3 Responsibilities of Consultant.

(a) Control and Payment of Consultants and its Subordinates. District retains Consultant on an independent contractor basis and Consultant is not an employee of District. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law including, but not limited to, the payment of prevailing wage, as applicable, and in accordance with Labor Code sections 1720 et seq. and

1770 et seq. The Consultant shall obtain a copy of the prevailing rates of per diem wages applicable to the work to be performed under this Agreement from the website of the Division of Labor Statistics and Research of the Department of Industrial Relations located at www.dir.ca.gov/dlsr/. In the alternative, the District shall provide Consultant with a copy of the prevailing rates of per diem wages. Consultant shall be responsible for all reports and obligations respecting such employees, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

If the District is using State funds for the Project and is required to enforce a Labor Compliance Program ("LCP"), then Consultant will be required to enforce the District's Labor Compliance Program ("LCP"), as applicable.

(b)Conformance to Applicable Requirements. All work prepared by Consultant is subject to the approval of District and any and all applicable regulatory State agencies, and shall be the property of District.

(c)Reports. Consultant shall provide copies of all reports required to be submitted to applicable regulatory State agencies to District, whether or not such reports must be submitted to the District.

(d)Work Authorization. Consultant shall obtain from District a work authorization for the Project prior to commencing work. Such work authorization shall reiterate Consultant's duties outlined herein.

(e)Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.

(f)Standard of Care. Consultant shall perform all Services under this Agreement in a skillful, competent and timely manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all of Consultant's employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Consultant further represents that it, its employees and subcontractors or subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Any of Consultant's employees who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any of Consultant's employees who fail or refuse to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

(g)Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services.

(h)Insurance. Consultant shall comply with the following insurance provisions, unless one or more paragraphs are specifically waived by the District in writing.

(i)Time for Compliance. Consultant shall not commence Services under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this Section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to District that the subcontractor has secured all insurance required under this Section.

(ii)Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(1)Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); (3) *Workers' Compensation and Employers' Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance; and (4) *Professional Liability*: Coverage which is appropriate to the Consultant's profession, or that of its consultants or subcontractors.

(2)Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; (3) *Workers' Compensation and Employer's Liability*: Workers' compensation limits as required by the Labor Code of the State of California. Employers Liability limits of \$1,000,000 per accident for bodily injury or disease; and (4) *Professional Liability*: Not less than \$1,000,000 per claim/ \$2,000,000 aggregate.

(3)Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

a.General Liability. The general liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insured with respect to the Work or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way. If Consultant works directly with or near children, the General Liability Policy shall include or be endorsed to include abuse and molestation coverage.

b.Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as

additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

c. Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

d. Professional Liability. Consultant and its sub-consultants and subcontractors shall procure and maintain, for a period of five (5) years following completion of the Project, errors and omissions liability insurance with limits discussed in this Section. This insurance shall be endorsed to include contractual liability.

(4) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to District, its directors, officials, officers, employees, agents and volunteers.

(iii) Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.

(iv) Acceptability of Insurers. With the exception of Workers' Compensation Insurance, all insurance required hereunder is to be placed with insurers with a current A.M. Best's rating no less than A-: VII, which are licensed to do business in California, and which maintain an agent for process within the state. Workers' Compensation insurance required under this Agreement must be offered by an insurer meeting the above standards with the exception that the A.M. Best's rating condition is waived at the discretion of the District.

(v) Verification of Coverage. Consultant shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by District if requested. District reserves the right to require complete, certified copies of all required insurance policies, at any time.

(i) Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of its employees and subcontractors appropriate to the nature of the Services and the conditions under which the Services are to be performed.

Safety precautions as applicable shall include, but shall not be limited to: (1) adequate life protection and life saving equipment and procedures; (2) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (3) adequate facilities for the proper inspection and maintenance of all safety measures.

(j)Project Staffing. Consultant shall provide adequate staff and resources to facilitate all contractor's activity. Should Consultant fail to adequately staff a project, the District may, at its sole discretion, retain third party inspection services and back charge Consultant for all third party fees.

4.4 Fees and Payments.

(a)Compensation. Consultant shall receive compensation, including reimbursements, for all Services rendered under this Agreement at the rates set forth in **Exhibit "B"** attached hereto and incorporated herein by reference for a not-to-exceed price of nine thousand, two hundred forty dollars (**\$9,240.00**). Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

(b)Reimbursement of Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

(c)Payment of Compensation. Consultant shall submit to District an itemized invoice which indicates work completed and hours of services rendered by Consultant on a monthly basis. Properly submitted invoices shall be paid within 30 business days of receipt by the District for service in accordance with this Agreement. **All itemized invoices for services through the last date of this agreement must be received by August 31st of the current calendar year. If not received by that date, invoices will not be paid.**

(d)Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any Services which are determined by District to be necessary, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written supplemental work authorization from District.

4.5 Maintenance of Accounting Records. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of four (4) years from the date of final payment under this Agreement.

4.6 General Provisions.

(a)Suspension of Services. The District may, in its sole discretion, suspend all or any part of Services provided hereunder without cost; provided, however, that if the District shall suspend Services for a period of ninety (90) consecutive days or more and in addition such suspension is

82/669

not caused by Consultant or the acts or omissions of Consultant, upon recession of such suspension, the compensation will be subject to adjustment to provide for actual costs and expenses incurred by Consultant as a direct result of the suspension and resumption of Services under this Agreement. Consultant may not suspend its service without District's express written consent.

(b) Termination of Agreement.

(i) Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

(ii) Effect of Termination. If this Agreement is terminated as provided in this Section, District may require Consultant to provide all finished or unfinished documents, data, programming source code, reports or any other items prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

(iii) Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar or identical to those terminated.

(c) Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

SpeechRichter, Inc.
Attn. Cristienne Colip, Clinical Director
820 Bay Avenue, Suite 212
Capitola, CA 95010
(831) 854-2060

DISTRICT:

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060

Attn: Stacy O'Farrell, Director
SCCS – Special Education
133 Mission Street, Suite 100
Santa Cruz, CA 95060
(831) 429-3410 x 200

Such notice shall be deemed made when personally delivered to the address set forth above, or forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed as set forth above. Notice shall be deemed adequate on the date actual notice occurred, regardless of the method of service.

(d)Mediation. Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the Parties hereto. The type and process of mediation to be utilized shall be subject to the mutual agreement of the Parties.

(e)Ownership of Materials and Confidentiality.

(i)All materials and data, including but not limited to, data on magnetic media and any materials and data required to be made or kept pursuant to federal, state or local laws, rules or regulations, prepared or collected by Consultant pursuant to this Agreement, shall be the sole property of the District, except that Consultant shall have the right to retain copies of all such documents and data for its records. District shall not be limited in any way in its use of such materials and data at any time, provided that any such use not within the purposes intended by this Agreement shall be at District's sole risk and provided that Consultant shall be indemnified against any damages resulting from such use, including the release of this material to third parties for a use not intended by this Agreement.

(ii)All such materials and data shall be provided to the District, or such other agency or entity as directed by District or required by law, rule or regulation, immediately upon completion of the term of this Agreement as directed by District. Should District wish to obtain possession of any such materials or data during the term of this Agreement, it shall make its request in writing. Such information shall be provided to the District within forty-eight (48) hours of its request.

(f)Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

(g)Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel of District's choosing), indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys fees and other related costs and expenses. Consultant shall reimburse District and its officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials officers, employees, agents, or volunteers. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be

limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant agrees to waive all rights of subrogation against the District.

(h)Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

(i)Governing Law. This Agreement shall be governed by the laws of the State of California. Any action brought to enforce the terms of this Agreement shall be brought in a state or federal court located in the County of Riverside, State of California.

(j)Time of Essence. Time is of the essence for each and every provision of this Agreement.

(k)District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project. However, Consultant shall be the exclusive consultant for purposes of the Services as noted within this Agreement, unless terminated as provided herein.

(l)Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties, and shall not be assigned by Consultant without the prior written consent of District.

(m)Amendments/Waiver. This Agreement may not be amended except by a writing signed by the District and Consultant. In order to take effect, amendments shall be approved or ratified by the District Board of Education. No waiver, alternation or modification of the provisions of this Agreement shall be effective unless signed by both Parties.

(n)Severability. If any section, subsection, sentence, clause or phrases of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

(o)Interpretation. In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

(p)Conflict of Interest. Consultant shall disclose to District any outside activities or interests that conflict or may conflict with the interests of the District. Prompt disclosure is required if the activity or interest is related, directly or indirectly, to (1) any activity that Consultant may be involved with on behalf of the District, or (2) any activity that Consultant may be involved with on behalf of any other firm or agency. In addition, Consultant shall comply with all provisions of the Political Reform Act and implementing regulations, as applicable, and in accordance with the District's Conflict of Interest Code. Consultant shall be subject to the broadest disclosure category in the District's Conflict of Interest Code during the term of this Agreement, except to the extent specifically modified in writing by the Superintendent or designee. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

(q) Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of District's Minority Business Enterprise program, if any, or other related programs or guidelines currently in effect or hereinafter enacted. Consultant must make a good faith effort to contact and utilize DVBE subcontractors or subconsultants and suppliers in securing bids for performance of the Agreement and shall be required to certify its good faith efforts towards retaining DVBE subcontractors or subconsultants and suppliers and identify DVBE firms utilized in performance of the Agreement.

(r) Fingerprinting Requirements. Consultant hereby acknowledges that, if applicable, it is required to comply with the requirements of Education Code Section 45125.1 with respect to fingerprinting of employees who may have contact with the District's pupils. The Consultant shall also ensure that its consultants on the Project also comply with the requirements of Section 45125.1. If required by Education Code Section 45125.1, the Consultant must provide for the completion of a Fingerprint Certification form, in the District's required format, prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code Section 45125 et seq., and will comply with any such requirements.

(s) Tuberculosis Testing. Consultant shall require that all regular and substitute employees provide verification of having been tested for tuberculosis and cleared to work with minors as evidenced by a state licensed medical doctor's signature prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant shall keep a copy of said information in the employee file.

(t) Confidentiality. Consultant hereby acknowledges that certain records and information maintained by the District, or by Consultant on behalf of the District, are protected by law and shall not be released to third parties without express authorization from the District. Such records include, but are not limited to, student records (i.e., any item of information relating to an identifiable student) and personnel records. In addition, all ideas, memoranda, plans, strategies, and documents shared with Consultant by District in connection with the performance of this Agreement, not generally known to the public, shall be held confidential by Consultant. Consultant agrees that information acquired by Consultant during meetings with the District's administrative team, or during closed session Board discussions are deemed confidential and, except to the extent required by law, shall not be shared with third parties without express authorization from the District.

(u) Drug/Tobacco Free Facilities. All District facilities are drug and tobacco free facilities. Any drug and/or tobacco use (smoked or smokeless) is prohibited at all times on all areas of District facilities.

(v) Board Approval Required. This Agreement shall not be binding nor take effect unless approved or ratified by the District Board of Education. Any amendments to this Agreement shall require Board approval or ratification.

(w) Exhibits and Recitals. All Exhibits and Recitals contained herein are hereby incorporated into this Agreement by this reference.

(x) Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their authorized officers as of the day and year first written above.

SANTA CRUZ CITY SCHOOLS	SPEECHRIGHTER, INC.
By: _____ Name: Kris Munro Title: Superintendent Date: 6/10/20	By: _____ Name: Cristienne Colip, M.S., CCC-SLP Title: Clinical Director Of Services Date: 6/17/20
By: _____ Name: Stacy O'Farrell Title: Director, Special Education Date: 6/10/20	_____ 20 - 2140708 Federal Tax I.D. Number

Board Approved: June 10, 2020

EXHIBIT "A"
SCOPE OF SERVICES

Consultant is a licensed Speech/Language Pathologist (SLP) the District is contracting with to provide Speech Therapy services for up to 24 identified students enrolled in the Special Education Extended School Year (ESY / Summer) program.

Consultant will provide 84 hours of direct Speech/Language Therapy services as per each student's Individualized Education Program (IEP) during the six week ESY period. Service will include taking progress notes, developing and implementing lessons and providing individual and group services, as necessary.

As a condition of receipt of payment for such services consistent with **Exhibit B**, Consultant will perform all duties required for students on their caseload consistent with all applicable Federal and California State laws.

88/669

EXHIBIT "B"
COMPENSATION FOR SERVICES

Fee not-to-exceed total of: \$9,240.00

SLP Therapy services not to exceed 84 hours at a rate of \$110.00/Hour.

89/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Extended School Year Agreement for Professional Services:
Jennifer Jaeger

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached Agreement for Professional Services for new and continuing services through Extended School Year 2020. *Due to the confidentiality regulations that protect the identity of disabled pupils, the student names have been omitted.*

BACKGROUND:

Authorized request for: **Physical Therapy Services** for up to **4 identified students** enrolled in the Special Education Extended School Year (summer) program who require these services that could not be provided by District staff. Services will be rendered through Dr. Jennifer A. Jaeger, a licensed Physical Therapist, and are mandated in each student's Individual Education Plan. Service Period: June 17, 2020 through July 31, 2020.

FISCAL IMPACT:

Not to exceed \$2,400.00. Special Education – Restricted.

This work is in direct support of the following District goals and their corresponding metrics.

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Prepared by Stacy O'Farrell, Director of Special Education

**AGREEMENT FOR
PROFESSIONAL SERVICES
BETWEEN
SANTA CRUZ CITY SCHOOLS
AND
DR. JENNIFER A. JAEGER, PT**

1. Parties and Date.

2. This Agreement ("Agreement") is made and entered as of this **1st day of June, 2020**, by and between the **Santa Cruz City Schools** ("District") and **Dr. Jennifer A. Jaeger, PT** ("Consultant") (collectively referred to as the "Parties" and each individually as "Party").

3. Recitals.

3.1 **Consultant.** Consultant is a professional consultant, experienced and properly certified/licensed to provide the professional services described herein, and is familiar with the plans of District.

3.2 **Project.** District desires to engage Consultant to render services as a Physical Therapist who will provide direct physical therapy services and related duties to identified students enrolled in the Extended School Year (Summer) Program as per their IEP pursuant to federal and state law and District policies (the "**Project**").

4. Terms.

4.1 Scope of Services, Qualifications and Term.

(a) General Scope of Services. Consultant promises and agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in **Exhibit "A"** attached hereto and incorporated herein by reference (collectively "Services"). All Services shall be subject to, and performed in accordance with, this Agreement, the Exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

4.2 **Term.** The term of this Agreement shall be from **June 17, 2020** through **July 31, 2020**, unless earlier terminated as provided herein. The Parties may mutually agree to extend this term by written amendment. Should the Parties agree to extend the term of this Agreement, the fee for services described in **Exhibit "B"** shall remain the same.

4.3 Responsibilities of Consultant.

(a) Control and Payment of Consultants and its Subordinates. District retains Consultant on an independent contractor basis and Consultant is not an employee of District. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law including, but not limited to, the payment of prevailing wage, as applicable, and in accordance with Labor Code sections 1720 et seq. and

91/669

1770 et seq. The Consultant shall obtain a copy of the prevailing rates of per diem wages applicable to the work to be performed under this Agreement from the website of the Division of Labor Statistics and Research of the Department of Industrial Relations located at www.dir.ca.gov/dlsr/. In the alternative, the District shall provide Consultant with a copy of the prevailing rates of per diem wages. Consultant shall be responsible for all reports and obligations respecting such employees, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

If the District is using State funds for the Project and is required to enforce a Labor Compliance Program ("LCP"), then Consultant will be required to enforce the District's Labor Compliance Program ("LCP"), as applicable.

(b)Conformance to Applicable Requirements. All work prepared by Consultant is subject to the approval of District and any and all applicable regulatory State agencies, and shall be the property of District.

(c)Reports. Consultant shall provide copies of all reports required to be submitted to applicable regulatory State agencies to District, whether or not such reports must be submitted to the District.

(d)Work Authorization. Consultant shall obtain from District a work authorization for the Project prior to commencing work. Such work authorization shall reiterate Consultant's duties outlined herein.

(e)Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.

(f)Standard of Care. Consultant shall perform all Services under this Agreement in a skillful, competent and timely manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all of Consultant's employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Consultant further represents that it, its employees and subcontractors or subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Any of Consultant's employees who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any of Consultant's employees who fail or refuse to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

(g)Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services.

(h)Insurance. Consultant shall comply with the following insurance provisions, unless one or more paragraphs are specifically waived by the District in writing.

(i)Time for Compliance. Consultant shall not commence Services under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this Section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to District that the subcontractor has secured all insurance required under this Section.

(ii)Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(1)Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); (3) *Workers' Compensation and Employers' Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance; and (4) *Professional Liability*: Coverage which is appropriate to the Consultant's profession, or that of its consultants or subcontractors.

(2)Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; (3) *Workers' Compensation and Employer's Liability*: Workers' compensation limits as required by the Labor Code of the State of California. Employers Liability limits of \$1,000,000 per accident for bodily injury or disease; and (4) *Professional Liability*: Not less than \$1,000,000 per claim/ \$2,000,000 aggregate.

(3)Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

a.General Liability. The general liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insured with respect to the Work or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way. If Consultant works directly with or near children, the General Liability Policy shall include or be endorsed to include abuse and molestation coverage.

b.Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as

additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

c. Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

d. Professional Liability. Consultant and its sub-consultants and subcontractors shall procure and maintain, for a period of five (5) years following completion of the Project, errors and omissions liability insurance with limits discussed in this Section. This insurance shall be endorsed to include contractual liability.

(4) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to District, its directors, officials, officers, employees, agents and volunteers.

(iii) Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.

(iv) Acceptability of Insurers. With the exception of Workers' Compensation Insurance, all insurance required hereunder is to be placed with insurers with a current A.M. Best's rating no less than A-: VII, which are licensed to do business in California, and which maintain an agent for process within the state. Workers' Compensation insurance required under this Agreement must be offered by an insurer meeting the above standards with the exception that the A.M. Best's rating condition is waived at the discretion of the District.

(v) Verification of Coverage. Consultant shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by District if requested. District reserves the right to require complete, certified copies of all required insurance policies, at any time.

(i) Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of its employees and subcontractors appropriate to the nature of the Services and the conditions under which the Services are to be performed.

Safety precautions as applicable shall include, but shall not be limited to: (1) adequate life protection and life saving equipment and procedures; (2) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (3) adequate facilities for the proper inspection and maintenance of all safety measures.

(j)Project Staffing. Consultant shall provide adequate staff and resources to facilitate all contractor's activity. Should Consultant fail to adequately staff a project, the District may, at its sole discretion, retain third party inspection services and back charge Consultant for all third party fees.

4.4 Fees and Payments.

(a)Compensation. Consultant shall receive compensation, including reimbursements, for all services rendered under this Agreement at the rates set forth in **Exhibit "B"** attached hereto and incorporated herein by reference for a not-to-exceed price of two thousand, four hundred dollars **(\$2,400.00)**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

(b)Reimbursement of Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

(c)Payment of Compensation. Consultant shall submit to District an itemized invoice which indicates work completed and hours of services rendered by Consultant on a monthly basis. Properly submitted invoices shall be paid within 30 business days of receipt by the District for service in accordance with this Agreement. **All itemized invoices for services through the last date of this agreement must be received by July 15th of the current calendar year. If not received by that date, invoices will not be paid.**

(d)Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any Services which are determined by District to be necessary, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written supplemental work authorization from District.

4.5 Maintenance of Accounting Records. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of four (4) years from the date of final payment under this Agreement.

4.6 General Provisions.

(a)Suspension of Services. The District may, in its sole discretion, suspend all or any part of Services provided hereunder without cost; provided, however, that if the District shall suspend Services for a period of ninety (90) consecutive days or more and in addition such suspension is

95/669

not caused by Consultant or the acts or omissions of Consultant, upon recession of such suspension, the compensation will be subject to adjustment to provide for actual costs and expenses incurred by Consultant as a direct result of the suspension and resumption of Services under this Agreement. Consultant may not suspend its service without District's express written consent.

(b) Termination of Agreement.

(i) Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

(ii) Effect of Termination. If this Agreement is terminated as provided in this Section, District may require Consultant to provide all finished or unfinished documents, data, programming source code, reports or any other items prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

(iii) Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar or identical to those terminated.

(c) Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

Dr. Jennifer A. Jaeger
Physical Therapist
2603 Willowbrook Lane, Unit 24
Aptos, CA 95003
(831) 246-4458

DISTRICT:

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060

Attn: Stacy O'Farrell, Director
SCCS – Special Education
133 Mission Street, Suite 100
Santa Cruz, CA 95060
(831) 429-3410 x 200

Such notice shall be deemed made when personally delivered to the address set forth above, or forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed as set forth above. Notice shall be deemed adequate on the date actual notice occurred, regardless of the method of service.

(d)Mediation. Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the Parties hereto. The type and process of mediation to be utilized shall be subject to the mutual agreement of the Parties.

(e)Ownership of Materials and Confidentiality.

(i)All materials and data, including but not limited to, data on magnetic media and any materials and data required to be made or kept pursuant to federal, state or local laws, rules or regulations, prepared or collected by Consultant pursuant to this Agreement, shall be the sole property of the District, except that Consultant shall have the right to retain copies of all such documents and data for its records. District shall not be limited in any way in its use of such materials and data at any time, provided that any such use not within the purposes intended by this Agreement shall be at District's sole risk and provided that Consultant shall be indemnified against any damages resulting from such use, including the release of this material to third parties for a use not intended by this Agreement.

(ii)All such materials and data shall be provided to the District, or such other agency or entity as directed by District or required by law, rule or regulation, immediately upon completion of the term of this Agreement as directed by District. Should District wish to obtain possession of any such materials or data during the term of this Agreement, it shall make its request in writing. Such information shall be provided to the District within forty-eight (48) hours of its request.

(f)Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

(g)Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel of District's choosing), indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys fees and other related costs and expenses. Consultant shall reimburse District and its officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials officers, employees, agents, or volunteers. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be

limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant agrees to waive all rights of subrogation against the District.

(h)Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

(i)Governing Law. This Agreement shall be governed by the laws of the State of California. Any action brought to enforce the terms of this Agreement shall be brought in a state or federal court located in the County of Riverside, State of California.

(j)Time of Essence. Time is of the essence for each and every provision of this Agreement.

(k)District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project. However, Consultant shall be the exclusive consultant for purposes of the Services as noted within this Agreement, unless terminated as provided herein.

(l)Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties, and shall not be assigned by Consultant without the prior written consent of District.

(m)Amendments/Waiver. This Agreement may not be amended except by a writing signed by the District and Consultant. In order to take effect, amendments shall be approved or ratified by the District Board of Education. No waiver, alternation or modification of the provisions of this Agreement shall be effective unless signed by both Parties.

(n)Severability. If any section, subsection, sentence, clause or phrases of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

(o)Interpretation. In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

(p)Conflict of Interest. Consultant shall disclose to District any outside activities or interests that conflict or may conflict with the interests of the District. Prompt disclosure is required if the activity or interest is related, directly or indirectly, to (1) any activity that Consultant may be involved with on behalf of the District, or (2) any activity that Consultant may be involved with on behalf of any other firm or agency. In addition, Consultant shall comply with all provisions of the Political Reform Act and implementing regulations, as applicable, and in accordance with the District's Conflict of Interest Code. Consultant shall be subject to the broadest disclosure category in the District's Conflict of Interest Code during the term of this Agreement, except to the extent specifically modified in writing by the Superintendent or designee. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

(q)Equal Opportunity Employment. Consultant represents that it is an equal opportunity

employer and it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of District's Minority Business Enterprise program, if any, or other related programs or guidelines currently in effect or hereinafter enacted. Consultant must make a good faith effort to contact and utilize DVBE subcontractors or subconsultants and suppliers in securing bids for performance of the Agreement and shall be required to certify its good faith efforts towards retaining DVBE subcontractors or subconsultants and suppliers and identify DVBE firms utilized in performance of the Agreement.

(r) Fingerprinting Requirements. Consultant hereby acknowledges that, if applicable, it is required to comply with the requirements of Education Code Section 45125.1 with respect to fingerprinting of employees who may have contact with the District's pupils. The Consultant shall also ensure that its consultants on the Project also comply with the requirements of Section 45125.1. If required by Education Code Section 45125.1, the Consultant must provide for the completion of a Fingerprint Certification form, in the District's required format, prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code Section 45125 et seq., and will comply with any such requirements.

(s) Tuberculosis Testing. Consultant shall require that all regular and substitute employees provide verification of having been tested for tuberculosis and cleared to work with minors as evidenced by a state licensed medical doctor's signature prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant shall keep a copy of said information in the employee file.

(t) Confidentiality. Consultant hereby acknowledges that certain records and information maintained by the District, or by Consultant on behalf of the District, are protected by law and shall not be released to third parties without express authorization from the District. Such records include, but are not limited to, student records (i.e., any item of information relating to an identifiable student) and personnel records. In addition, all ideas, memoranda, plans, strategies, and documents shared with Consultant by District in connection with the performance of this Agreement, not generally known to the public, shall be held confidential by Consultant. Consultant agrees that information acquired by Consultant during meetings with the District's administrative team, or during closed session Board discussions are deemed confidential and, except to the extent required by law, shall not be shared with third parties without express authorization from the District.

(u) Drug/TobaccoFree Facilities. All District facilities are drug and tobacco free facilities. Any drug and/or tobacco use (smoked or smokeless) is prohibited at all times on all areas of District facilities.

(v) Board Approval Required. This Agreement shall not be binding nor take effect unless approved or ratified by the District Board of Education. Any amendments to this Agreement shall require Board approval or ratification.

(w) Exhibits and Recitals. All Exhibits and Recitals contained herein are hereby incorporated into this Agreement by this reference.

(x) Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their authorized officers as of the day and year first written above.

SANTA CRUZ CITY SCHOOLS	JENNIFER A. JAEGER
By: _____ Name: Kris Munro Title: Superintendent Date: 6/10/20	By: _____ Name: Jennifer A. Jaeger, PT Title: Licensed Physical Therapist Date: 6/17/20
By: _____ Name: Stacy O'Farrell Title: Director, Special Education Date: 6/10/20	_____ XXX – XX - 4342 Federal Tax I.D. Number or S.S.

100/669

Board Approved: June 10, 2020

EXHIBIT "A"
SCOPE OF SERVICES

Consultant is a licensed Physical Therapist (PT) the District is contracting with to provide direct Physical Therapy services for up to 4 identified students enrolled in the Special Education Extended School Year (ESY / Summer) program.

Consultant will provide 20 hours of direct Physical Therapy services as per each student's Individual Education Program (IEP) during the six week ESY period. Services will include taking progress notes, developing and implementing lessons and providing individual and group services, as necessary.

As a condition of receipt of payment for such services consistent with **Exhibit B**, Consultant will perform all duties required for students on their caseload consistent with all applicable Federal and California State laws.

EXHIBIT "B"
COMPENSATION FOR SERVICES

Total fee not-to-exceed: \$2,400.00

Total service hours not-to-exceed: 20 Hours

Rate per hour: \$120.00

102/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Eternal Construction Notice of Completion for Santa Cruz High School Administration Office Improvements

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Accept Eternal Construction notice of completion for Santa Cruz High School administration office improvements project.

BACKGROUND:

The District contracted with Eternal Construction on July 18, 2019 for Santa Cruz High School administration office improvements. The work has been inspected and complies with the plans and specifications. As of May 1, 2020 the project is complete. The Board is asked to accept completion of this project by approving the attached Notice of Completion, which will be duly filed with the County. Normally the District would file the Notice of Completion with the County of Santa Cruz. Due to the pandemic the County offices are closed and until the notice can be filed this notice is being brought before the board.

FISCAL IMPACT:

None.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



Santa Cruz City Schools
Facility Services
536 Palm Street, Santa Cruz, CA 95060
(831) 429-3904

NOTICE OF COMPLETION

Date: June 10, 2020

To: Eternal Construction

Project: Santa Cruz High School Administration Office Improvements
Santa Cruz City Schools

THE SANTA CRUZ CITY SCHOOLS DISTRICT HEREBY GIVES NOTICE THAT:

The address of this School District is 133 Mission Street, Suite 100, Santa Cruz, California 95060.

On July 18, 2019, this District contracted with: Eternal Construction 318 Swift Street South San Francisco, CA 94080 as Contractor for work of Admin Office Improvements performed on District grounds at: Santa Cruz High School 415 Walnut Ave, Santa Cruz, CA 95060.

It has been certified that this work has been inspected and complies with the plans and specifications, and that the Contractor completed the work on May 1, 2020

The work of improvement described above is accepted as completed, and the Assistant Superintendent for Business Services has filed for recording this Notice as a Notice of Completion in connection with that contract.

Jim Monreal
Assistant Superintendent, Business Services
Santa Cruz City Schools

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Swinerton Builders Notice of Completion for Soquel High School Site Infrastructure and Concession Building

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Accept Swinerton Builders notice of completion for the Soquel High School Site Infrastructure and concession building project.

BACKGROUND:

The District contracted with Swinerton Builders on October 18, 2018 for Soquel High School site infrastructure and concession building project. The work has been inspected and complies with the plans and specifications as of April 15, 2020; the project is complete. The Board is asked to accept completion of this project by approving the attached Notice of Completion, which will be duly filed with the County. Normally the District would file the Notice of Completion with the County of Santa Cruz. Due to the pandemic the County offices are closed and until the notice can be filed this notice is being brought before the board.

FISCAL IMPACT:

None.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



Santa Cruz City Schools
Facility Services
536 Palm Street, Santa Cruz, CA 95060
(831) 429-3904

NOTICE OF COMPLETION

Date: June 10, 2020

To: Swinerton Builders

Project: Soquel High School Site Infrastructure & Concession Building
Santa Cruz City Schools

THE SANTA CRUZ CITY SCHOOLS DISTRICT HEREBY GIVES NOTICE THAT:

The address of this School District is 133 Mission Street, Suite 100, Santa Cruz, California 95060.

On October 18, 2018, this District contracted with Swinerton Builders 2300 Clayton Road, Ste 800
Concord, CA 94520 as Contractor; and with Zurich American Insurance Co. 2900 Market Street #2900
San Francisco, CA 94105 as Surety for said Contractor, for work of Site Infrastructure & Concession Bldg.
performed on District grounds at: Soquel High School 401 Soquel San Jose Road, Soquel CA 95073.

It has been certified that this work has been inspected and complies with the plans and specifications, and
that the Contractor completed the work on April 15, 2020.

The work of improvement described above is accepted as completed, and the Assistant Superintendent
for Business Services has filed for recording this Notice as a Notice of Completion in connection with
that contract.

Jim Monreal
Assistant Superintendent, Business Services
Santa Cruz City Schools

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: XL Construction Notice of Completion for Harbor High School Athletic Field

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Accept XL Construction notice of completion for the Harbor High School athletic field project.

BACKGROUND:

The District contracted with XL Construction on March 7, 2018 for the Harbor High School athletic field project. The work has been inspected and complies with the plans and specifications. As of December 20, 2018 the project is complete. The Board is asked to accept completion of this project by approving the attached Notice of Completion, which was filed with the County of Santa Cruz on January 22, 2019.

FISCAL IMPACT:

None.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

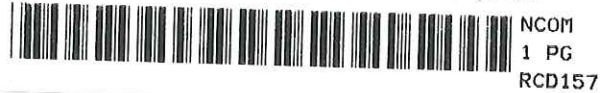
Recording Requested By
Santa Cruz City Schools
Recording is free pursuant to
Government Code 27383

When Recorded Mail or Deliver to:

Trevor Miller
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060



2019-0001602 01/22/2019 08:58:48 AM
OFFICIAL RECORDS OF Santa Cruz County
Sean Saldavia Recorder
RECORDING FEE: \$0.00
COUNTY TAX: \$0.00
CITY TAX: \$0.00



NCOM
1 PG
RCD157

NOTICE OF COMPLETION
For the Governing Board of Santa Cruz City Schools, Santa Cruz
Santa Cruz County, California

THE ABOVE ENTITLED SCHOOL DISTRICT HEREBY GIVES NOTICE THAT:

The address of this School District is 133 Mission Street, Suite 100, Santa Cruz, California 95060.

On March 7th 2018, this District contracted with: XL Construction Corporation, 851 Buckeye Court, Milpitas, CA 9503
(Contractor's name and address)

as Contractor; and with Federal Insurance Company as Surety for said Contractor, for work of
(Bonding Company)

improvement performed on District grounds at: Harbor High School 300 La Fonda Ave, Santa Cruz, CA 95062

It has been certified that this work has been inspected and complies with the plans and specifications, and

that the Contractor completed the work on December 20th, 2018. The work of improvement described above is accepted
as completed, and the Assistant Superintendent for Business Services has filed for recording this Notice as a Notice
of Completion in connection with that contract.



Director of Facility Services
Trevor Miller

Date 1/3/19

VERIFICATION

I, the undersigned, say:

I am the agent of the Santa Cruz City Schools, owner of the property described above. I have read the foregoing
Notice and know and understand the contents thereof, and the facts stated herein are true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Dated: 1/3/19
at Santa Cruz, California.



Director of Facility Services
Trevor Miller

108/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: XL Construction Notice of Completion for Harbor High School Swimming Pool

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Accept XL Construction notice of completion for the Harbor High School swimming pool project.

BACKGROUND:

The District contracted with XL Construction on May 9, 2018 for the Harbor High School swimming pool project. The work has been inspected and complies with the plans and specification. As of January 16, 2020 the project is complete. The Board is asked to accept completion of this project by approving the attached Notice of Completion, which will be duly filed with the County. Normally the District would file the Notice of Completion with the County of Santa Cruz. Due to the pandemic the County offices are closed and until the notice can be filed this notice is being brought before the board.

FISCAL IMPACT:

None.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



Santa Cruz City Schools
Facility Services
536 Palm Street, Santa Cruz, CA 95060
(831) 429-3904

NOTICE OF COMPLETION

Date: March 9th, 2020
To: XL Construction Corporation
Project: Harbor High School Swimming Pool Project,
Santa Cruz City Schools


THE SANTA CRUZ CITY SCHOOLS DISTRICT HEREBY GIVES NOTICE THAT:

The address of this School District is 133 Mission Street, Suite 100, Santa Cruz, California 95060.

On May 9th, 2018, this District contracted with: XL Construction Corporation, 851 Buckeye Court, Milpitas, CA 95035 as Contractor; and with Chubb Group of Insurance Companies as Surety for said Contractor, for work of Harbor High School Swimming Pool Project performed on District grounds at: Harbor High School 300 La Fonda Ave Santa Cruz, CA 95062.

It has been certified that this work has been inspected and complies with the plans and specifications, and that the Contractor completed the work on January 16th, 2020.

The work of improvement described above is accepted as completed, and the Assistant Superintendent for Business Services has filed for recording this Notice as a Notice of Completion in connection with that contract.



Jim Monreal
Assistant Superintendent of Business Services
Santa Cruz City Schools

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: XL Construction Notice of Completion for Soquel High School Swimming Pool

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve XL Construction notice of completion for the Soquel High School swimming pool project.

BACKGROUND:

The District contracted with XL Construction on May 9, 2018 for the Soquel High School swimming pool project. The work has been inspected and complies with the plans and specifications. As of April 15, 2020 the project is complete. The Board is asked to accept completion of this project by approving the attached Notice of Completion, which will be duly filed with the County. Normally the District would file the Notice of Completion with the County of Santa Cruz. Due to the pandemic the County offices are closed and until the notice can be filed this notice is being brought before the board.

FISCAL IMPACT:

None.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



Santa Cruz City Schools
Facility Services
536 Palm Street, Santa Cruz, CA 95060
(831) 429-3904

NOTICE OF COMPLETION

Date: June 10, 2020

To: XL Construction Corporation

Project: Soquel High School Swimming Pool,
Santa Cruz City Schools

THE SANTA CRUZ CITY SCHOOLS DISTRICT HEREBY GIVES NOTICE THAT:

The address of this School District is 133 Mission Street, Suite 100, Santa Cruz, California 95060.

On May 9, 2018, this District contracted with: XL Construction Corporation 851 Buckeye Court, Milpitas CA 95035 as Contractor; and with Chubb Group of Insurance Companies as Surety for said Contractor, for work of Swimming Pool Project performed on District grounds at: Soquel High School 401 Soquel San Jose Road, Soquel CA 95073.

It has been certified that this work has been inspected and complies with the plans and specifications, and that the Contractor completed the work on April 15, 2020.

The work of improvement described above is accepted as completed, and the Assistant Superintendent for Business Services has filed for recording this Notice as a Notice of Completion in connection with that contract.

Jim Monreal
Assistant Superintendent, Business Services
Santa Cruz City Schools

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: School Messenger: Contract Renewal 2020-21

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve School Messenger Content Management System renewal for 2020-21. This is the District's website software and web hosting services for all Santa Cruz City Schools websites.

BACKGROUND:

The District will continue to use School Messenger's Content Management System for website services for the upcoming 2020-21 school year. By renewing our contract, we will keep continuity and continued communication with our community as we build our brand.

FISCAL IMPACT:

\$8,120.00, LCFF base funds

This work is in direct support of the following District goals and their corresponding metrics:

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Curtis Gomez, Director of Information Technology

SchoolMessenger Renewal Authorization

ACCOUNT INFORMATION

District Name: Santa Cruz City Sch District - 00182893
Annual Rate \$8,120.00
Reference Quote #: 133043
Service Start Date: July 2, 2020

ACKNOWLEDGEMENTS

Intrado Interactive Services Corporation d/b/a SchoolMessenger ("Provider") will continue to provide District with the online communications applications further described in the Reference Quote (the "Service") subject to the following terms and conditions:

Order Authorization Terms.

The terms and conditions available at www.schoolmessenger.com/webterms will apply to this order authorization, unless the parties have entered into a separate mutually executed agreement. The terms of this order will govern any conflict with the above-mentioned terms. No additional terms in Customer's purchase order will apply.

Term and Termination.

This Agreement will commence on the Service Start Date and continue for 12 months (the "Initial Term"), and then will automatically renew for successive one year periods unless either party provides written notice of its desire not to renew at least 30 days prior to the end of the then-current term.

Agreed and Acknowledged by the following who is authorized to sign on behalf of the District:

Signature: _____ Date: _____
(or initials if signing electronically) _____
Name: _____ Title: _____

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: SCI Consulting Group Levy Administration Services Agreement

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the three-year renewal agreement with SCI Consulting Group for Levy Administration Services to process parcel tax exemptions for Measures T and U.

BACKGROUND:

On March 3, 2020 Santa Cruz voters approved the Measures T and U parcel taxes. SCI specializes in the administration of special taxes, preparing the annual tax rolls, maintaining a database, and handling the distribution and verification of parcel tax exemption applications. SCI has worked with the District for several years. They are the point of contact for citizen inquiries on parcel taxes and exemptions. 2020-21 is the first year for the Measures T and U parcel taxes. SCI will prepare and send a mailing to all non-resident parcel owners in the elementary and secondary districts, informing them of the parcel taxes, per legal requirements. SCI also handled a mailing to all current exemption holders (for Measures I, J, O and P), to inform them of the new Measures T and U parcel taxes and to provide information on continuing their exemptions.

FISCAL IMPACT:

2020-21 - \$34,750 – LCFF Base (Unrestricted)

2021-22 - \$19,940 – LCFF Base (Unrestricted)

2022-23 - \$20,480 – LCFF Base (Unrestricted)

The costs of preparing and mailing the notices are recoverable, per legal counsel.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching, development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

LEVY ADMINISTRATION SERVICES AGREEMENT

THIS AGREEMENT is made on _____, 20__, between the **Santa Cruz City Schools District**, ("District") and **SCI Consulting Group** ("Consultant" or "SCI"), a California Corporation, who agree as follows:

- 1. Scope of Work ("Work").** Consultant shall perform the work and render the services described in the Scope of Work shown below (the "Work"). The Consultant shall provide all labor, equipment, material and supplies required or necessary to properly and competently perform the Work, and determine the method, details and means of doing the Work.
- 2. Payment.**
 - a. In exchange for the Work, District shall pay to the Consultant a fee for completed phases of the Work. The total fee for the Work shall not exceed amounts set forth in the Fee Schedule shown below. There shall be no compensation for extra or additional work or services by the Consultant unless approved in advance in writing by District. The Consultant's fee shall include all the Consultant's costs and expenses related to the Work.
 - b. At the completion of each phase of the Work, the Consultant shall submit to the District an invoice for the Work performed. If the Work is satisfactorily completed and the invoice is accurately computed, the District shall pay the invoice within 30 days of its receipt.
- 3. Term.** This Agreement shall take effect on the above date and shall continue in effect until completion of the Work.
- 4. Insurance.**
 - a. **Types & Limits.** The Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

Commercial General Liability	\$2,000,000 per occurrence \$4,000,000 aggregate
Automobile Liability	\$2,000,000 per accident
Workers' Compensation	Statutory limits
Professional Liability	\$2,000,000 per claim
Excess Liability (over General Liability & Auto Liability)	\$1,000,000 per occurrence & \$1,000,000 aggregate
 - b. **Other Requirements.** The general liability policy(ies) shall be endorsed to name the District, its officers and employees as additional insureds regarding liability arising out of the Work.

- c. **Proof of Insurance.** Upon request, the Consultant shall provide to the District proof of insurance.
5. **Indemnification.** The Consultant shall indemnify, defend, protect, and hold harmless the District, and its officers and employees from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) arising out of the Consultant's performance of the Work and caused by willful misconduct of or by the Consultant or its employees, agents and subcontractors.
6. **Entire Agreement.** This writing represents the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.
7. **Independent Contractor.** The Consultant's relationship to the District is that of an independent contractor.
8. **Successors and Assignment.** This Agreement shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, the Consultant shall not subcontract, assign or transfer this Agreement or any part of it without the prior written consent of the District.
9. **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.
10. **Severability.** If any part of this Agreement is held to be void, invalid or unenforceable, then the remaining parts will nevertheless continue in full force and effect.
11. **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California.
12. **Default.** In the event that the Consultant defaults in the obligations of the Consultant under this Agreement, or the Consultant defaults in the performance of the terms and conditions of this Agreement, the District may, at its option, declare this Agreement to be in default and, at any time thereafter, may do any one or more of the following: a) enforce performance of the Agreement by the Consultant; or b) terminate this Agreement. In the event that this Agreement is terminated, payment shall still be due for all Work performed by the Consultant through the date of the termination.
13. **Cancellation.** The District or the Consultant may cancel this Agreement without cause. The party desiring to cancel this Agreement shall notify the other party in writing. In the event that this Agreement is cancelled, payment shall still be due for

all Work performed by the Consultant through the date of the notification of cancellation.

14. Attorney's Fees. In the event any legal action is brought to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, expert witness and consulting fees, and litigation costs.

15. Notice. Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail or by commercial delivery service, addressed as follows:

Public Agency:

Santa Cruz City Schools
133 Mission St, Ste 100
Santa Cruz, CA 95060

Consultant:

SCI Consulting Group
4745 Mangels Boulevard
Fairfield, CA 94534

Any party may change its address by notifying the other party of the change in the manner provided below:

_____	_____
_____	_____
_____	_____
_____	_____

SCOPE OF WORK

This section outlines the levy administration services and other responsibilities SCI would perform as the Special Tax Administrator for Santa Cruz City Schools District.

DEFINITIONS

District:	Santa Cruz City Schools District, staff and Trustees/Directors.
Special Tax:	Santa Cruz City Schools Measure T and Measure U
SCI or Consultant:	SCI Consulting Group, and any and all employees and subcontractors
Administration:	Services related to the determination, levy and collection of special tax revenues

IDENTIFICATION OF DISTRICT PARCELS AND LEVY CALCULATION

1. Obtain and carefully review the resolution ordering the election and other election documents for the Special Tax to develop a thorough understanding of the tax requirements.
2. In the first quarter of the year, create a database with every parcel in the boundaries of the area covered by the Special Tax, including the parcel attributes necessary for calculating the taxes, and update it with new information for the upcoming year.
3. From County Assessor records, determine the taxable and nontaxable parcels in the District.
4. Identify parcels subject to exemption. Identify multiple assessor parcels owned by the same owner that may be joined to one underlying parcel that legally can be charged only once for the Special Tax.
5. On a parcel-by-parcel basis, calculate and verify the proposed specific tax amount for each parcel and prepare the preliminary tax roll to be used by the District as a basis for the annual budget.

EXEMPTION ADMINISTRATION

1. Assist with the design and distribution of exemption application forms, and exemption notices regarding the exemption application process and requirements.
2. Receive, process, confirm, approve and store exemption applications and supporting documents. If the application form is incomplete, notify the applicant about the need for additional information. Please note: Fiscal Year 20-21 is the first year Measure T and Measure U will be administered, therefore a mass mailing to currently exempt seniors will require additional follow up.

3. Provide SCI's toll-free telephone number for use on press releases, information fliers, notices and applications to be used for any questions regarding the exemption application procedures and eligibility requirements.
4. Respond to telephone inquiries from applicants or prospective applicants. Collect names and addresses from property owners wishing to receive exemption applications and provide them with application forms either by email or mail.
5. Annually verify and re-qualify previously qualified senior citizen exemptions through the use of our specialized procedures for identifying previously qualified senior citizens who still reside at the same location and continue to qualify for the exemption.

DOCUMENT PREPARATION

1. Prepare any needed resolutions and staff reports for the Special Tax.
2. Prepare and assist with the publication of any notices for the continuation of the Special Tax if needed.
3. Attend District Board meetings as needed, including those at which the resolution is approved.

LEVY RECALCULATION, REVERIFICATION AND SUBMITTAL

1. After the close of each fiscal year on June 30, obtain the final lien-date Assessor Roll from the County and create an updated District database.
2. Identify new or changed parcels that may require an updated or new tax calculation and recalculate the final tax on a parcel-by-parcel basis.
3. Finalize the Tax Roll, other documents and supporting materials.
4. Prepare the final Tax Roll for the Special Tax and submit it to the County for inclusion on the upcoming fiscal year tax bills.

DISTRICT INFORMATION AND LEVY CONFIRMATION

1. Verify and validate Auditor's levy data prior to the printing of tax bills.

ANNUAL SPECIAL TAX REPORT AND OTHER ACCOUNTABILITY REPORTING REQUIREMENTS

1. Prepare an annual Special Tax Report to ensure compliance with the Government Code 50075 et seq., and file it with the District by January 1 after the close of the fiscal year.

RESPONDING TO PUBLIC INQUIRIES AND APPEALS

1. Provide the County Auditor/Tax Collector with our toll-free phone number so property owners can directly contact SCI Consulting Group throughout the fiscal year regarding any questions that arise.
2. Throughout the fiscal year, research and, if necessary, revise any taxes which we find to be based upon incorrect information being used to apply the Special Tax

methodology. (It should be noted that, due to our comprehensive levy validation procedures, actual revisions are expected to be very minimal, if at all.)

FEE SCHEDULE

SCI shall be compensated for the performance of the Scope of Work as follows:

Annual Levy Administration	\$ 18,850	\$ 17,940	\$ 18,480
Senior Exemption Processing	\$ 2,000	\$ 2,000	\$ 2,000
Base Professional Services	\$ 20,850	\$ 19,940	\$ 20,480
First Year- Parcel tax Notice	\$ 10,900	\$ -	\$ -
First Year- Senior exemption processing	\$ 3,000	\$ -	\$ -
<i>Please note: First year costs include mailing costs, postage, escalated call volumes, processing of all new forms, etc.</i>			
Total Contract Authorization	<u>\$ 34,750</u>	<u>\$ 19,940</u>	<u>\$ 20,480</u>

1. For Fiscal Year 2020-21, the total compensation for the Scope of Work shall be \$18,850 payable as follows:
 - a. Upon submittal of the special tax levies to the County Auditor, the sum of \$11,550 shall be due.
 - b. On January 31 of the fiscal year, the remainder shall be due.
2. For Fiscal Year 2021-22, the total compensation for the Scope of Work shall be \$17,940 payable as follows:
 - a. Upon submittal of the special tax levies to the County Auditor, the sum of \$11,940 shall be due.
 - b. On January 31 of the fiscal year, the remainder shall be due.
3. For Fiscal Year 2022-23, the total compensation for the Scope of Work shall be \$18,480 payable as follows:
 - a. Upon submittal of the special tax levies to the County Auditor, the sum of \$12,480 shall be due.
 - b. On January 31 of the fiscal year, the remainder shall be due.
4. Compensation for exemption administration for each fiscal year, including processing exemption forms; identifying, responding to and resolving specific issues with submitted forms; and matching forms with parcels on the lien-date roll, shall be charged at the flat rates of \$5,000 for the first year administration FY 2020-21, which includes mailing of 2,200 renewal notices, and additional follow up that will be required. Subsequent years will be billed at a flat rate of \$2,000
5. The first-year administration of these new measures requires a notification by postcard to all nonresident owners within the district. All fees for this task estimated at 8,300 notices including, data work and mailing costs are outlined in costs table as, First Year- Parcel Tax Notice.

6. The Scope of Work includes one meeting with the District, if necessary. Any additional meetings shall be billed at the rate of \$650 per person per meeting.
7. In the event that the District elects to request optional, additive scope of work, SCI will work with the District to negotiate compensation for these additional tasks, and execute an Addendum to the agreement of these additional services.
8. If the District desires to extend the term of this agreement, the fee amount for each additional year will be the amount of the last fiscal year shown above, increased annually by 3%.
9. Incidental costs incurred by SCI for the purchase of property data, maps, travel and other out-of-pocket expenses incurred in performing the Scope of Work shall be reimbursed at actual cost by the District with total cost not to exceed \$1,100 per year, without prior authorization from the District.

Note: All costs associated with this proposal can be financed or refunded by tax proceeds.

The Fee Schedule shown above is valid as long as this agreement is executed within 90 days from the date this agreement was submitted to the District.

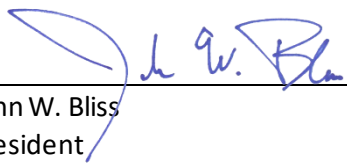
SIGNATURE PAGE

By signing below, we agree to the terms of this Levy Administration Services Agreement.

Accepted:

Accepted:

Jim Monreal
Asst.Supt., Business Services
Santa Cruz City Schools


John W. Bliss
President
SCI Consulting Group

Date

June, 1 2020
Date

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Resolution # 32-19-20
District Signature Authorizations

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Resolution #32-19-20, District Signature Authorizations, for the period July 1, 2020 through June 30, 2021.

BACKGROUND:

Section 42632 of the Education Code requires that a majority of the members of the governing board sign all prelists, warrants or contracts; or that the governing board authorize an officer or employee of the District to sign such orders, warrants or contracts on behalf of the District. Education Code Section 42633 requires the governing board to file with the County Superintendent of Schools verified signatures of each person authorized to sign payroll and expenditure warrant orders or other district documents. At the beginning of each fiscal year, a new resolution is passed to reauthorize or modify signature authority.

FISCAL IMPACT:

None.

This work is in direct support of the following District goal and its corresponding metrics:

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

**A RESOLUTION OF THE GOVERNING BOARD OF
SANTA CRUZ CITY SCHOOLS
RESOLUTION # 32-19-20
DISTRICT SIGNATURE AUTHORIZATIONS**

WHEREAS, it is necessary for the effective operation of Santa Cruz City Schools that numerous documents be routinely signed, such as prelists, warrants, contracts, revolving cash checks, etc.; and

WHEREAS, California Education Code Section 42632 requires that all such documents bear the signature of a majority of the governing board of the district;

WHEREAS, California Education Code Section 42632 further provides that the governing board may delegate such signature authority to an officer or employee of the district; and

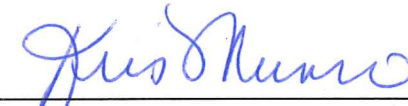
WHEREAS, California Education Code Section 42633 requires the Governing Board to file with the County Superintendent of Schools verified signatures of each person authorized to sign payroll and expenditure warrant orders and other district documents;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of Santa Cruz City Schools authorize the employees listed on Exhibit A, within the limits imposed by law, to sign prelists, warrants, contracts, revolving cash checks and other documents on behalf of Santa Cruz City Schools; and

BE IT FURTHER RESOLVED that the true signatures of hand of each of personnel authorized to sign the documents listed in Exhibit A for the period of July 1, 2020 through June 30, 2021 are:

Superintendent:

Kris Munro



Asst. Superintendent, Business Services:

Jim Monreal



Asst. Superintendent, Educational Services

Dorothy Coito



Asst. Superintendent, Human Resources

Molly Parks



Director, Finance

Vacant



Interim Director, Finance

Suzanne Trinchero



Director of Food Services & Nutrition:

Amy Hedrick Farr



ADOPTED this tenth day of June, 2020, by the Board of Education of the Santa Cruz City Schools by the following roll call vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

Attested to:

President of the Governing Board
of Santa Cruz City Schools

Secretary of the Governing Board
of Santa Cruz City Schools

SANTA CRUZ CITY SCHOOLS
Board Resolution # 32-19-20
Exhibit A

	Contracts	Purchase Orders	Vendor Warrant Orders	Payroll Warrant Orders	Revolving Cash Checks	Electronic Vendor Warrant Transfers	Cafeteria Clearing Account
Kris Munro Superintendent	✓	✓	✓	✓	✓	✓	✓
Jim Monreal Asst. Supt., Business Services	✓	✓	✓	✓	✓	✓	✓
Dorothy Coito Asst. Supt., Educational Services	✓	✓	✓	✓	✓		
Molly Parks Asst. Supt., Human Resources	✓	✓	✓	✓	✓		
Vacant Director, Finance	✓	✓	✓	✓	✓	✓	✓
Suzanne Trinchero Interim Director, Finance	✓	✓	✓	✓	✓	✓	✓
Amy Hedrick Farr Director of Food Services & Nutrition		✓					✓

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: School Innovations and Achievement Agreement

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant. Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the School Innovations and Achievement Agreement for 2020-21.

BACKGROUND:

For several years School Innovations and Achievement has provided consulting services to assist the District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California, as well as an assessment of compliance practices in place as it relates to the Mandated Block Grant Program. They provide training sessions for District staff as needed, conduct interviews with District staff, review the District's Comprehensive School Safety plan for compliance, and provide reports on submitted mandate costs reimbursement claims outside the Block Grant. Their consultation helps us to maximize State reimbursements.

FISCAL IMPACT:

\$16,500 - LCFF base (Unrestricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.



GOOD GOVERNANCE AND PROGRAM ADVISORY SERVICES AGREEMENT

Between
SCHOOL INNOVATIONS & ACHIEVEMENT
And
SANTA CRUZ CITY SCHOOLS

THIS AGREEMENT, dated _____, 2020, (the "Agreement") is made by and between Santa Cruz City Schools ("District"), and School Innovations & Achievement, a California corporation ("SI&A"), each being a "Party" and collectively the "Parties."

RECITALS

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California ("State"), as well as an assessment of compliance practices in place as it relates to the Mandated Block Grant Program, and SI&A is qualified to perform such services; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services;

AGREEMENT

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Term.** This Agreement begins July 1, 2020 (the "Effective Date"). The first year of the Agreement will be July 1, 2020 through June 30, 2021. Each subsequent year will begin on July 1st and end on June 30th. The initial term of this Agreement (the "Initial Term") shall be three (3) years and shall automatically renew for successive three (3) year terms (each a "Successive Term" and together with the Initial Term, the "Term") unless either Party provides written notice at least 60 days prior to the end of such Initial or Successive Term or this Agreement is terminated sooner pursuant to Exhibit A, Section 3.

Notwithstanding the foregoing, the Term shall be automatically extended for three (3) years from the effective date of any Addendum to this Agreement and all terms and conditions of this Agreement shall remain in effect for the duration thereof.

2. **Base Services.** SI&A agrees to provide District the following consulting services ("Services") during the Agreement Term:
 - (a) Prepare and file (based on the District's Participation Status in the Mandate Block Grant Program, with information provided by the District):
 - (1) Any applicable prior year reimbursement claims based on program participation;
 - (2) Late and amended reimbursement claims, based on program participation; and
 - (3) Newly claimable programs approved by the Commission on State Mandates ("Commission") if the filing deadline is within the Agreement Term.

- (b) Hold training sessions for District's staff during the Agreement Term, as necessary or appropriate (as reasonably determined by SI&A);
- (c) Conduct interviews with District staff and document processes regarding mandate programs;
- (d) Conduct a review of the District's Comprehensive School Safety Plan to determine areas of deficiency and training needs;
- (e) Provide interim and annual reports on:
 - (1) Program performance;
 - (2) Claim performance for all applicable claims; and
 - (3) Analysis comparing Mandated Program options in preparation for the Districts yearly program election decision.
- (f) Monitor District's mandated cost tracking systems;
- (g) Research and assist District with data collection for test claims approved by the Commission during the Agreement Term;
- (h) Serve as a liaison with the State Controller's Office and Commission regarding
 - (i) statewide cost estimate request responses, and (ii) general questions from the State Controller's Office;
- (i) Provide representation of District with respect to any State audit of mandate reimbursement claims that were prepared and submitted with SI&A's assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns.

3. **Optional Services.**

SiteServSM (SiteServ) Services

In addition to the Software and Services outlined in the Base Program above, District may elect to include SiteServ services listed on Exhibit B. District will be responsible for paying the Base Program fee plus the cost of SiteServ as defined in Exhibit B.

4. **District's Obligations.**

- 4.1 **District Responsibilities and Obligations.** District shall be responsible for the following:
- (a) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and
 - (b) maintaining original supporting documents for a period of four (4) years after the State's first payment of the claim; and (c) District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District's personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A's inquiries, the documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, or responding to audits or investigations.

4.2 Claim Approval. Upon presentation of a claim for District’s approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct; or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.

4.3 For Districts that Elect the Mandate Block Grant. The District acknowledges and agrees that the Good Governance and Program Advisory Services, provided by SI&A, in connection with potential audit matters, consists of providing recommendations and support with forms and back-up documentation collected. It is the District’s responsibility to ensure the District’s compliance with all mandate block grant requirements.

5. California False Claims Act. District acknowledges that reimbursement claims filed under this Agreement constitute “claims” under the California False Claims Act (California Government Code Section 12650, et seq.) (“False Claims Act”) and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who “knowingly” present or cause to be presented false claims, or who “knowingly” make or cause to be made false records or statements in support of a claim. Under the False Claims Act, “knowingly” means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

6. Payment of Fees.

6.1 Fees. For Services provided pursuant to the terms of this Agreement, as outlined in Section 2, above, District agrees to pay SI&A:

- **\$16,500** annually (“Discounted Annual Fee”) if Agreement is received on or before June 25, 2020, or
- **\$17,000** annually (“Standard Annual Fee”) if Agreement is received after June 25, 2020.

6.2 Payment Plan. The Fee is payable as follows:

	Agreement Received By Date	<u>Year 1</u> <u>07/01/2020-06/30/2021</u> Due 07/01/2020	<u>Years 2 and beyond</u> <u>July 1st to June 30th</u> <u>for fiscal years 2021/2022 and beyond</u> Due July 1st of years 2021 and beyond
Discounted Annual Fee	On or Before June 25, 2020	\$16,500	\$16,500
Standard Annual Fee	After June 25, 2020	\$17,000	\$17,000

6.3 Travel; Lodging Expenses. If SI&A reasonably determines that travel to District’s site is necessary, SI&A and District shall schedule mutually convenient dates and times for such

meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

7. **Entire Agreement.** This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
8. **Exhibits.** All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
9. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.

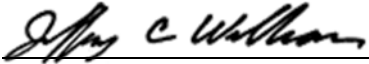
IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

SI&A:

DISTRICT:

**SCHOOL INNOVATIONS
& ACHIEVEMENT**

SANTA CRUZ CITY SCHOOLS

Signature: 
Date Signed: 4/29/2020
Print Name: Jeffrey C. Williams
Title: Chief Executive Officer
Company: School Innovations & Achievement
Address: 5200 Golden Foothill Parkway
El Dorado Hills, CA 95762
Phone: (800) 487-9234
Fax: (888) 487-6441

Signature: _____
Date Signed: _____
Print Name: _____
Title: _____
Address: _____

Phone: _____
Fax: _____
Email: _____

EXHIBIT A - STANDARD TERMS AND CONDITIONS

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Term, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The Parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than sixty (60) days prior to expiration of the current Term (Initial or Successive) within the Agreement Term. The effective date of termination shall be the expiration of such current Term of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 2, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 2.
3. **Termination Due to Changes in State Law.** If Legislation is enacted that eliminates or suspends K-12 education mandates, thereby making the filing of mandate reimbursement claims impossible or futile, District may immediately terminate this Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. All other terminations shall be subject to the terms and conditions set forth in Section 2, above.
4. **Notice.** All Agreement notices must be in writing, directed to the Party's address set forth below such Party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A Party may change the address stated in the Agreement by giving notice to the other Party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Term, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assurances.** Upon request of the other Party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Term, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each Party agrees to defend, hold harmless, and indemnify the other Party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying Party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a Party by reason of any claim or demand discussed in this Section 10, upon notice from the Party, the indemnifying Party shall defend the action or proceeding at the indemnifying Party's expense, through counsel reasonably satisfactory to the other Party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying Party's obligations under this Section 10 shall apply regardless of whether the other Party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other Party.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. **BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT.** All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both Parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other Party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
15. **Force Majeure.** A Party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other Party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

EXHIBIT B – OPTIONAL SERVICES

Accept Decline

_____ **SiteServSM (SiteServ) Services**

Optional SiteServ services include the development of a site service plan for **Ten (10)** school sites (Sites) (as listed on Attachment A) and provide District the following services during the Agreement Period:

- (a) One (1) on-site visit for training and advisory sessions at each Site each Agreement Year;
- (b) Coordinate between District and Sites for data collection;
- (c) Advise and assist each Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State’s mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school’s documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller’s Office;
- (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date (“New Mandates”) may be authorized during an Agreement Year, SI&A shall incorporate training for New Mandates into SiteServ services if the New Mandates are approved by the State Controller’s Office and the filing deadline falls within the Agreement Period; and
- (e) Include milestones to be achieved by each Site in the site service plan and prepare a district level summary status report showing each Site’s progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A’s resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

Payment of Fees. For SiteServ services provided pursuant to the terms of this Agreement, and as an amount added to the Fee set forth in Section 6 of this Agreement (the “Fee”), District agrees to pay SI&A **\$6,000** annually.

Payment Plan. The Fee is payable as follows:

	<u>Year 1</u> <u>07/01/2020-06/30/2021</u> Due 07/01/2020	<u>Years 2 and beyond</u> <u>July 1st to June 30th for fiscal years 2021/2022 and beyond</u> Due July 1st of years 2021 and beyond
Standard Annual Fee	\$6,000	\$6,000

SITESERVSM DISTRICT CHECKLIST

District shall complete the following checklist to enable SI&A to best manage District's expectations and preferences.

1. ☐ **CAASPP Testing Window**. Please provide District's CAASPP Testing Dates: _____

2. ☐ **School Calendar**. Please attach a copy of the school district calendar for the current year.
3. ☐ **Site Directory**. Please attach a site directory that includes the electronic mail addresses and phone numbers of the principals. Please feel free to include any other useful information (e.g. a district map).
4. ☐ **District Contact**. Please provide a district office contact to help coordinate visit dates:
Name: _____
Title: _____
Phone: _____
E-mail: _____

Thank you very much for completing this form and attaching the requested information.

If you have any questions please contact Jessica Rodgers at
(916) 669-5176 or jessicar@sia-us.com. We look forward to working with you!

Attachment A

Designated Sites

Bay View Elementary School
DeLaveaga Elementary School
Gault Elementary School
Westlake Elementary School
Branciforte Middle School
Mission Hill Middle School
Harbor High School
Santa Cruz High School
Soquel High School
Branciforte Small Schools

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: School Services of California Agreement for Special Services – Fiscal Budget Services

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant. Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the School Services of California, Inc. Agreement for Special Services for 2020-21.

BACKGROUND:

School Services of CA provides fiscal budget services to state school districts, including electronic updates on issues of school finance, budgets or practices that impact school district fiscal policies. Also included are eight hours of consultant time as needed by district on a variety of topics. Clients are eligible for reduced rates to attend School Services finance conferences and workshops.

FISCAL IMPACT:

\$3,840.00, Unrestricted LCFF base funds.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

AGREEMENT FOR SPECIAL SERVICES
Fiscal Budget Services

This is an Agreement between the **SANTA CRUZ CITY SCHOOLS**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2020.

RECITALS

WHEREAS, the Client needs assistance regarding issues of school finance, legislation, school budgeting, and general fiscal issues; and

WHEREAS, the Consultant is professionally and specially trained and competent to provide these services; and

WHEREAS, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this Agreement do hereby mutually agree as follows:

1. The Consultant agrees to perform such duties relating to issues of school finance, including:
 - a. Electronic delivery of the *Fiscal Report* containing information on issues of school finance, budgets, or practices and policy issues that impact local educational agency fiscal policies, and an electronic copy of the *Analysis of the Governor's Proposals for the State Budget and K-12 Education*
 - b. Eight hours of service annually as the Client directs on fiscal issues, including: analysis of specific revenue or expenditure issues, analysis of specific legislative or regulatory issues, and a "quick query" service to provide telephone response to specific fiscal questions of the Client.

Services for which the base service hours may not be used, include: mandate questions, Client-specific economy, efficiency, or management consulting services, including, but not limited to, efficiency or management studies, demographic or school facility studies; special education studies; fiscal health analysis, and/or an in-depth budget review, direct collective bargaining or factfinding assistance; legislative representation or advocacy; fiscal analysis for purposes of collective bargaining, appearance as an expert witness, provision of depositions or declarations for local educational agency legal issues; major customized research projects or studies; or, on-site speeches or presentations.
 - c. Participation at the Consultant's school finance conferences and workshops at the Consultant's client rate
2. The Client agrees to pay to the Consultant for services rendered under this Agreement:
 - a. \$3,840 annually, plus expenses, or payable at \$320 per month, plus expenses, for the services listed in Item 1 above, upon billings from the Consultant
 - b. For all requested services in excess of eight direct service hours as indicated in Item 1d above in a 12-month period, the applicable hourly rate for the person(s) performing the services shall apply

- c. "Hours" are defined as hours of direct service to the Client, as well as reasonable travel time to and from the Client's site
 - d. "Expenses" are defined as actual, out-of-pocket expenses, such as travel, meals, shipping, and duplication of materials
3. The term of this contract shall be for the period of one year, beginning July 1, 2020, and terminating June 30, 2021. Agreement may be terminated prior to June 30, 2021, by either party on 30 days' written notice. In the event that the Client elects to terminate services at the end of the Agreement, the Client shall give a 30-day written notice of nonrenewal. The Consultant will provide continuing services for 90 days after the expiration date of the Agreement or until the Client provides written notice. The Client is responsible for these accrued charges and the Consultant may bill these additional days. In case of cancellation, the Client shall be liable for any costs accrued to the date of cancellation under Item 2 above.
4. It is expressly understood and agreed to by both parties that the Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below:

By: _____

Date: _____

Print Name

Job Title
Santa Cruz City Schools

By:  _____

Date: May 1, 2020

John D. Gray
President
School Services of California Inc.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Crowe LLP Agreement for 2019-20 District audit and 2019-20 Bond Measures A and B Audits

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant. Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the Crowe LLP Agreement for District audit and Bond Measures A and B Audits, for fiscal year 2019-20.

BACKGROUND:

The district has contracted with Crowe LLP to perform external audits of the district's financial statements for the past three years. Crowe contracted with the district on 8/23/2017 to complete external audits, both financial and performance, for the districts two bond measures, A and B. The proposed agreements are for the 2019-20 fiscal year.

FISCAL IMPACT:

District audit, \$44,500.00 LCFF Base (Unrestricted)

Bond audits, \$12,500.00 Measure A and Measure B (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.



Crowe LLP
Independent Member Crowe Global

400 Capitol Mall, Suite 1400
Sacramento, CA 95814-4498
Tel 916-441-1000
Fax 916-441-1110
www.crowe.com

February 28, 2020

Mr. James Monreal
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Dear Mr. Monreal:

This letter confirms the arrangements for Crowe LLP ("Crowe" or "us" or "we" or "our") to provide the professional services discussed in this letter to Santa Cruz City Schools ("you", "your" or "Client"). The attached Crowe Engagement Terms, and any attachments thereto, is an integral part of this letter, and its terms are incorporated herein.

AUDIT SERVICES

Our Responsibilities

We will audit and report on the financial statements of the Client for the year ending June 30, 2020.

We will audit and report on the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the Client for the period(s) indicated.

In addition to our report on the financial statements, we plan to evaluate the presentation of the following supplementary information in relation to the financial statements as a whole, and to report on whether this supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

- Combining and Individual Fund Financial Statements and Schedules
- Organization
- Schedule of Average Daily Attendance
- Schedule of Instructional Time
- Schedule of Expenditures of Federal Awards
- Reconciliation of Unaudited Financial Report with Audited Financial Statements
- Schedule of Charter Schools

In addition to our report on the financial statements, we also plan to perform specified procedures in order to describe in our report whether the following required supplementary information is presented in accordance with applicable guidelines. However, we will not express an opinion or provide any assurance on this information due to our limited procedures.

- Management's Discussion and Analysis
- Budgetary Comparison Schedules
- Schedule of Changes in the Client's Total Other Postemployment Benefits (OPEB) Liability
- Schedule of the Client's Proportionate Share of the Net Pension Liability

- Schedule of Contributions

The document will also include the following additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion:

- Schedule of Financial Trends and Analysis - Unaudited

The objective of the audit is the expression of an opinion on the financial statements. We will plan and perform the audit in accordance with auditing standards generally accepted in the United States of America, the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards require that we obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement whether caused by error or fraud, and that we report on the Schedule of Expenditures of Federal Awards (as noted above), and on your compliance with laws and regulations and on its internal controls as required for a Single Audit. Because of inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with applicable standards. An audit is not designed to detect error or fraud that is immaterial to the financial statements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment including the assessment of the risks that the financial statements could be misstated by an amount we believe would influence the financial statement users. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

In making our risk assessments, we consider internal control relevant to the Client's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Client's internal control. However, we will communicate in writing to those charged with governance and management concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. We will communicate to management other deficiencies in internal control identified during the audit that have not been communicated to management by other parties and that, in our professional judgment, are of sufficient importance to merit management's attention. We will also communicate certain matters related to the conduct of the audit to those charged with governance, including (1) fraud involving senior management, and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements, (2) illegal acts that come to our attention (unless they are clearly inconsequential) (3) disagreements with management and other significant difficulties encountered in performing the audit and (4) various matters related to the Client's accounting policies and financial statements. Our engagement is not designed to address legal or regulatory matters, which matters should be discussed by you with your legal counsel.

We expect to issue a written report upon completion of our audit of the Client's financial statements. Our report will be addressed to Board of Education of the Client. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph, or withdraw from the engagement.

In addition to our report on the financial statements and supplemental information, we plan to issue the following reports:

- Independent Auditor's Report on Compliance with State Laws and Regulations - The purpose of this report on compliance is solely to describe the scope of our testing of compliance with State Laws and

Regulations, and the results of that testing, based on the requirements of the State of California's Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting. Accordingly, this report is not suitable for any other purpose.

- Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards — The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Client's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.
- Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance -- The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

We will also perform tests of controls including testing underlying transactions, as required by the Uniform Guidance, to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of your major federal awards programs. We will determine major programs in accordance with the Uniform Guidance. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed. We will inform you of any non-reportable conditions or other matters involving internal control, if any, as required by the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of your compliance with applicable laws, regulations, contracts and grants. However, because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, or illegal acts, including fraud or defalcations, may exist and not be detected by us. However, the objective of our audit of compliance relative to the financial statements will not be to provide an opinion on overall compliance with such provisions, and we will not express such an opinion. We will advise you, however, of any matters of that nature that come to our attention, unless they are clearly inconsequential.

The Uniform Guidance requires that we plan and perform the audit to obtain reasonable assurance about whether you have complied with certain provisions of laws, regulations, contracts and grants. Our procedures will consist of the applicable procedures described in the United States Office of Management and Budget (OMB) Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of your major programs. The purpose of our audit will be to express an opinion on your compliance with requirements applicable to major Federal award programs. Because an audit is designed to provide reasonable assurance, but not absolute assurance, the audit is not designed to detect immaterial violations or instances of noncompliance.

Our audit and work product are intended for the benefit and use of the Client only. The audit will not be planned or conducted in contemplation of reliance by any other party or with respect to any specific transaction and is not intended to benefit or influence any other party. Therefore, items of possible interest to a third party may not be specifically addressed or matters may exist that could be assessed differently by a third party.

The working papers for this engagement are the property of Crowe and constitute confidential information.

However, we may be requested to make certain working papers available to your oversight agency or grantors pursuant to authority given to them by law, regulation, or contract. If requested, access to such

working papers will be provided under the supervision of our personnel. Furthermore, upon request, we may provide photocopies of selected working papers to your oversight agency or grantors. The working papers for this engagement will be retained for a minimum of three years after the date our report is issued or for any additional period requested by the oversight agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the working papers.

Government Auditing Standards require that we provide you with a copy of our most recent peer review report, which accompanies this letter.

The Client's Responsibilities

The Client's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

The Client's management is also responsible for complying with applicable laws, regulations, contracts and grants and such responsibility extends to identifying the requirements and designing internal control policies and procedures to provide reasonable assurance that compliance is achieved. Additionally, as required by the Uniform Guidance, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings, which should be available for our review, and a corrective action plan.

Additionally, as required by the Uniform Guidance, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings, which should be available for our review, and a corrective action plan.

Management has the responsibility to adopt sound accounting policies, maintain an adequate and efficient accounting system, to safeguard assets, and to design and implement programs and controls to prevent and detect fraud. Management's judgments are typically based on its knowledge and experience about past and current events and its expected courses of action. Management's responsibility for financial reporting includes establishing a process to prepare the accounting estimates included in the financial statements and to devise policies to ensure that the Client complies with applicable laws and regulations.

Management is responsible for providing to us, on a timely basis, all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters. Management is also responsible for providing such other additional information we may request for the purpose of the audit, and unrestricted access to persons within the Client from whom we determine it necessary to obtain audit evidence. Additionally, those charged with governance are responsible for informing us of their views about the risks of fraud within the Client, and their knowledge of any fraud or suspected fraud affecting the Client.

Management is responsible for adjusting the financial statements to correct material misstatements related to accounts or disclosures. As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including that the effects of any uncorrected misstatements aggregated by us during the audit are immaterial, both individually and in the aggregate, to the financial statements, and to the Client's compliance with the requirements of its Federal programs. Management acknowledges the importance of management's representations and responses to our inquiries, and that they will be utilized as part of the evidential matter we will rely on in forming our opinion. Because of the importance of such information to our engagement, you agree to waive any claim against Crowe and its personnel for any liability and costs relating to or arising from any inaccuracy or incompleteness of information provided to us for purposes of this engagement.

Management is responsible for the preparation of the supplementary information identified above in accordance with the applicable criteria. As part of our audit process, we will request from management certain written representations regarding management's responsibilities in relation to the supplementary information presented, including but not limited to its fair presentation in accordance with the applicable criteria, the method of measurement and presentation and any significant assumptions or interpretations underlying the supplementary information. In addition, it is management's responsibility to include the auditor's report on supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information. It is also management's responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by Client of the supplementary information and the auditor's report thereon.

Management is responsible for the preparation of the required supplementary information identified above in accordance with the applicable guidelines. We will request from management certain written representations regarding management's responsibilities in relation to the required supplementary information presented, including but not limited to whether it has been measured and presented in accordance with prescribed guidelines, the method of measurement and presentation and any significant assumptions or interpretations underlying the supplementary information.

At the conclusion of the engagement, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of thirty days after receipt of the auditor's reports or nine months after the end of the audit period.

OTHER SERVICES

Financial Statement Preparation

The Client will provide us with the necessary information to assist in the preparation of the draft financial statements including the notes thereto. We are relying on the Client to provide us with the detailed trial balance, note disclosure information and any other relevant report information in a timely fashion and ensure the data is complete and accurate. Management is solely responsible for the presentation of the financial statements.

Preparation of the Schedule of Expenditure of Federal Awards

The Client will provide us with the necessary information to prepare the draft schedule of expenditure of federal awards including the notes thereto. We are relying on the Client to provide us with all information required by the Uniform Guidance for the schedule, notes and other relevant reporting information in a timely fashion and ensure the data is complete and accurate. Management is solely responsible for the presentation of the schedule of expenditures of federal awards.

Recordkeeping Assistance

The Client will provide us with the necessary information to assist you in your recordkeeping. We will propose year end adjusting entries to management for your review and approval, including cash to accrual conversion entries. We are relying on the Client to provide us with the necessary information in a timely fashion and ensure the data is complete and accurate.

Data Collection Form input services

We will provide assistance in completing sections of the Data Collection Form (DCF) relative to its federal award programs pursuant to the requirements of Section §200.512 of the Uniform Guidance that are promulgated to be completed by the Client. While we may provide this data entry service and assist you in satisfying your electronic data communication requirements to the Federal Audit Clearinghouse, the completeness and accuracy of this information remains the responsibility of your management.

With respect to the above other services, we will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities. In connection with performing the above other services, you agree to: assume all management responsibilities including making all management decisions; oversee the service by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services.

BOND OFFERINGS

With respect to any official statements issued by the Client with which Crowe is not involved, the official statement should indicate that the auditor is not involved with the contents of such official statement. The disclosure should read as:

"Crowe, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. Crowe also has not performed any procedures relating to this official statement."

FEES

Our fees, exclusive of out-of-pocket expenses, are outlined below. Our invoices are due and payable upon receipt. Invoices that are not paid within 30 days of receipt are subject to a monthly interest charge of one percent per month or the highest interest rate allowed by law, whichever is less, which we may elect to waive at our sole discretion, plus costs of collection including reasonable attorneys' fees. If any amounts invoiced remain unpaid 30 days after the invoice date, you agree that Crowe may, in its sole discretion, cease work until all such amounts are paid or terminate this engagement.

Description of Services	Fee Amount
Audit of the Client's financial statements for the year ending June 30, 2020	\$44,500

We will invoice you as our services are rendered.

In accordance with the requirements of Education Code Section 14505, the District will not be required to pay the final 10% of this amount until the current year audit report has been accepted by the State Controller's Office.

The fees outlined above are based on certain assumptions. Those assumptions may be incorrect due to incomplete or inaccurate information provided, or circumstances may arise under which we must perform additional work, which in either case will require additional billings for our services. Examples of such circumstances include, but are not limited to:

- Changing service requirements
- New professional standards or regulatory requirements
- New financial statement disclosures
- Work caused due to the identification of, and management's correction of, inappropriate application of accounting pronouncements
- Erroneous or incomplete accounting records

- Evidence of material weakness or significant deficiencies in internal controls
- Substantial increases in the number of significant deficiencies in internal controls
- Regulatory examination matters
- Change in your organizational structure or size due to merger and acquisition activity or other events
- Change in your controls
- New or unusual transactions
- Agreed-upon level of preparation and assistance from your personnel not provided
- Numerous revisions to your information
- Lack of availability of appropriate Client personnel during fieldwork.

Additionally, to accommodate requests to reschedule fieldwork without reasonable notice, additional billings for our services could be required, and our assigned staffing and ability to meet agreed upon deadlines could be impacted.

Due to such potential changes in circumstance, we reserve the right to revise our fees. However, if such a change in circumstances arises or if some other significant change occurs that causes our fees to exceed our estimate, we will advise management.

Our fees are exclusive of taxes or similar charges, as well as customs, duties or tariffs, imposed in respect of the Services, any work product or any license, all of which Client agrees to pay if applicable or if they become applicable (other than taxes imposed on Crowe's income generally), without deduction from any fees or expenses invoiced to Client by Crowe.

The Client and Crowe agree that the Client may periodically request Crowe to provide additional services for accounting and reporting advice regarding completed transactions and potential or proposed transactions. The fees for such additional services will be based on Crowe's hourly billing rates plus expenses or as mutually agreed upon between the Client and Crowe.

To facilitate Crowe's presence at Client's premises, Client will provide Crowe with internet access while on Client's premises. Crowe will access the internet using a secure virtual private network. Crowe will be responsible for all internet activity performed by its personnel while on Client's premises. In the event Client does not provide Crowe with internet access while on Client's premises, Client will reimburse Crowe for the cost of internet access through other means while on Client's site.

MISCELLANEOUS

For purposes of this Miscellaneous section, the Acceptance section below, and all of the Crowe Engagement Terms, "Client" will mean the entity(ies) defined in the first paragraph of this letter and will also include all related parents, subsidiaries, and affiliates of Client who may receive or claim reliance upon any Crowe deliverable.

Crowe will provide the services to Client under this Agreement as an independent contractor and not as Client's partner, agent, employee, or joint venturer under this Agreement. Neither Crowe nor Client will have any right, power or authority to bind the other party.

This engagement letter agreement (the "Agreement") reflects the entire agreement between the parties relating to the services (or any reports, deliverables or other work product) covered by this Agreement. The engagement letter and any attachments (including without limitation the attached Crowe Engagement Terms) are to be construed as a single document, with the provisions of each section applicable throughout. This Agreement may not be amended or varied except by a written document signed by each party. It replaces and supersedes any other proposals, correspondence, agreements and understandings, whether written or oral, relating to the services covered by this letter, and each party agrees that in entering this Agreement, it has not relied on any oral or written representations, statements or other information not contained in or incorporated into this Agreement. Any non-disclosure or other confidentiality agreement is replaced and superseded by this Agreement. Each party shall remain

obligated to the other party under all provisions of this Agreement that expressly or by their nature extend beyond and survive the expiration or termination of this Agreement. If any provision (in whole or in part) of this Agreement is found unenforceable or invalid, this will not affect the remainder of the provision or any other provisions in this Agreement, all of which will continue in effect as if the stricken portion had not been included. This Agreement may be executed in two or more actual, scanned, emailed, or electronically copied counterparts, each and all of which together are one and the same instrument. Accurate transmitted copies (transmitted copies are reproduced documents that are sent via mail, delivery, scanning, email, photocopy, facsimile or other process) of the executed Agreement or signature pages only (whether handwritten or electronic signature), will be considered and accepted by each party as documents equivalent to original documents and will be deemed valid, binding and enforceable by and against all parties. This Agreement must be construed, governed, and interpreted under the laws of the State of Illinois, without regard for choice of law principles.

* * * * *

We are pleased to have this opportunity to serve you, and we look forward to a continuing relationship. If the terms of this letter and the attached Crowe Engagement Terms are acceptable to you, please sign below and return one copy of this letter at your earliest convenience. Please contact us with any questions or concerns.

(Signature Page Follows)

Santa Cruz City Schools

9

February 28, 2020

ACCEPTANCE

I have reviewed the arrangements outlined above and in the attached "Crowe Engagement Terms," and I accept on behalf of the Client the terms and conditions as stated. By signing below, I represent and warrant that I am authorized by Client to accept the terms and conditions as stated.

IN WITNESS WHEREOF, Client and Crowe have duly executed this engagement letter effective the date first written above.

Crowe LLP and the Engagement Authorized Signer below are licensed or otherwise authorized by the California Board of Accountancy.

Santa Cruz City Schools

Crowe LLP

DocuSigned by:
Jimmy Monreal
BC82846513CF4DE...

Signature

Jimmy Monreal

Printed Name

Assistant Superintendent, Business Services

Title

March 22, 2020

Date

DocuSigned by:
Jeffrey A. Jensen
A4DD146890324EE...

Signature

Jeffrey A. Jensen

Printed Name

Partner

Title

March 17, 2020

Date

Crowe Engagement Terms

Crowe wants Client to understand the terms under which Crowe provides its services to Client and the basis under which Crowe determines its fees. These terms are part of the Agreement and apply to all services described in the Agreement as well as all other services provided to Client (collectively, the "Services"), unless and until a separate written agreement is executed by the parties for separate services. Any advice provided by Crowe is not intended to be, and is not, investment advice.

CLIENT'S ASSISTANCE – For Crowe to provide Services effectively and efficiently, Client agrees to provide Crowe timely with information requested and to make available to Crowe any personnel, systems, premises, records, or other information as reasonably requested by Crowe to perform the Services. Access to such personnel and information are key elements for Crowe's successful completion of Services and determination of fees. If for any reason this does not occur, a revised fee to reflect additional time or resources required by Crowe will be mutually agreed. Client agrees Crowe will have no responsibility for any delays related to a delay in providing such information to Crowe. Such information will be accurate and complete, and Client will inform Crowe of all significant tax, accounting and financial reporting matters of which Client is aware.

PROFESSIONAL STANDARDS – As a regulated professional services firm, Crowe must follow professional standards when applicable, including the Code of Professional Conduct of the American Institute of Certified Public Accountants ("AICPA"). Thus, if circumstances arise that, in Crowe's professional judgment, prevent it from completing the engagement, Crowe retains the right to take any course of action permitted by professional standards, including declining to express an opinion or issue other work product or terminating the engagement.

REPORTS – Any information, advice, recommendations or other content of any memoranda, reports, deliverables, work product, presentations, or other communications Crowe provides under this Agreement ("Reports"), other than Client's original information, are for Client's internal use only, consistent with the purpose of the Services. Client will not rely on any draft Report. Unless required by an audit or other attestation professional standard, Crowe will not be required to update any final Report for circumstances of which we become aware or events occurring after delivery.

CONFIDENTIALITY – Except as otherwise permitted by this Agreement or as agreed in writing, neither Crowe nor Client may disclose to third parties the contents of this Agreement or any information provided by or on behalf of the other that ought reasonably to be treated as confidential and/or proprietary. Client use of any Crowe work product will be limited to its stated purpose and to Client business use only. However, Client and Crowe each agree that either party may disclose such information to the extent that it: (i) is or becomes public other than through a breach of this Agreement, (ii) is subsequently received by the recipient from a third party who, to the recipient's knowledge, owes no obligation of confidentiality to the disclosing party with respect to that information, (iii) was known to the recipient at the time of disclosure or is thereafter created independently, (iv) is disclosed as necessary to enforce the recipient's rights under this Agreement, or (v) must be disclosed under applicable law, regulations, legal process or professional standards.

THIRD PARTY PROVIDER – Crowe may use a third-party provider in providing Services to Client, which may require Crowe to share Client confidential information with the provider. If Crowe uses a third-party provider, Crowe will enter into a confidentiality agreement with the provider to require the provider to protect the confidentiality of Client's confidential information, and Crowe will be responsible to Client for maintaining its confidentiality. The limitations on Client's remedies, vis-à-vis Crowe, in this Agreement will also apply to any subcontractors.

CLIENT-REQUIRED CLOUD USAGE – If Client requests that Crowe access files, documents or other information in a cloud-based or web-accessed hosting service or other third-party system accessed via the internet, including, without limitation iCloud, Dropbox, Google Docs, Google Drive, a data room hosted by a third-party, or a similar service or website (collectively, "Cloud Storage"), Client will confirm with any third-parties assisting with or hosting the Cloud Storage that either such third-party or Client (and

not Crowe) is responsible for complying with all applicable laws relating to the Cloud Storage and any information contained in the Cloud Storage, providing Crowe access to the information in the Cloud Storage, and protecting the information in the Cloud Storage from any unauthorized access, including without limitation unauthorized access to the information when in transit to or from the Cloud Storage. Client represents that it has authority to provide Crowe access to information in the Cloud Storage and that providing Crowe with such access complies with all applicable laws, regulations, and duties owed to third-parties.

DATA PROTECTION – If Crowe holds or uses Client information that can be linked to specific individuals who are Client's customers ("Personal Data"), Crowe will treat it as confidential and comply with applicable US state and federal law and professional regulations (including, for financial institution clients, the objectives of the Interagency Guidelines Establishing Information Security Standards) in disclosing or using such information to carry out the Services. The parties acknowledge and understand that while Crowe is a service provider as defined by the California Consumer Privacy Act of 2018 and processes Client information pursuant to this Agreement, Crowe retains its independence as required by applicable law and professional standards for purposes of providing attest services and other services. Crowe will not (1) sell Personal Data to a third party, or (2) retain, use or disclose Personal Data for any purpose other than for (a) performing the Services and its obligations on this Agreement, (b) as otherwise set forth in this Agreement, (c) to detect security incidents and protect against fraud or illegal activity, (d) to enhance and develop our products and services, including through machine learning and other similar methods and (e) as necessary to comply with applicable law or professional standards. Crowe has implemented and will maintain physical, electronic and procedural safeguards reasonably designed to (i) protect the security, confidentiality and integrity of the Personal Data, (ii) prevent unauthorized access to or use of the Personal Data, and (iii) provide proper disposal of the Personal Data (collectively, the "Safeguards"). Client represents (i) that it has the authority to provide the Personal Data to Crowe in connection with the Services, (ii) that Client has processed and provided the Personal Data to Crowe in accordance with applicable law, and (iii) will limit the Personal Data provided to Crowe to Personal Data necessary to perform the Services. To provide the Services, Client may also need to provide Crowe with access to Personal Data consisting of protected health information, financial account numbers, Social Security or other government-issued identification numbers, or other data that, if disclosed without authorization, would trigger notification requirements under applicable law ("Restricted Personal Data"). In the event Client provides Crowe access to Restricted Personal Data, Client will consult with Crowe on appropriate measures (consistent with legal requirements and professional standards applicable to Crowe) to protect the Restricted Personal Data, such as: deleting or masking unnecessary information before making it available to Crowe, using encryption when transferring it to Crowe, or providing it to Crowe only during on-site review on Client's site. Client will provide Crowe with Restricted Personal Data only in accordance with mutually agreed protective measures. Otherwise, Client and Crowe agree each may use unencrypted electronic media to correspond or transmit information and such use will not in itself constitute a breach of any confidentiality obligations under this Agreement. Crowe will reasonably cooperate with Client in responding to or addressing any request from a consumer or data subject, a data privacy authority with jurisdiction, or the Client, as necessary to enable Client to comply with its obligations under applicable data protection laws and to the extent related to Personal Data. Client will reimburse Crowe for any out-of-pocket expenses and professional time (at Crowe's then-current hourly rates) incurred in connection with providing such cooperation. Client will provide prompt written notice to Crowe (with sufficient detailed instructions) of any request or other act that is required to be performed by Crowe. As appropriate, Crowe will promptly delete or procure the deletion of the Personal Data, after the cessation of any Services involving the processing of Client's Personal Data, or otherwise aggregate or de-identify the Personal Data in such a way as to reasonably prevent reidentification. Notwithstanding the foregoing, Crowe may retain a copy of the Personal Data as permitted by applicable law or professional standards, provided that such Personal Data remain subject to the terms of this Agreement. If Crowe uses a third-party provider, Crowe will include terms substantially similar to those set forth in this Data Protection Paragraph in an agreement with such provider.

GENERAL DATA PROTECTION REGULATION COMPLIANCE – If and to the extent that Client provides personal data to Crowe subject to the European Union General Data Protection Regulation ("GDPR"), then in addition to the requirements of the above Data Protection section, this section will apply to such

personal data ("EU Personal Data"). The parties agree that for purposes of processing the EU Personal Data, (a) Client will be the "Data Controller" as defined by the GDPR, meaning the organization that determines the purposes and means of processing the EU Personal Data; (b) Crowe will be the "Data Processor" as defined by GDPR, meaning the organization that processes the EU Personal Data on behalf of and under the instructions of the Data Controller; or (c) the parties will be classified as otherwise designated by a supervisory authority with jurisdiction. Client and Crowe each agree to comply with the GDPR requirements applicable to its respective role. Crowe has implemented and will maintain technical and organizational security safeguards reasonably designed to protect the security, confidentiality and integrity of the EU Personal Data. Client represents it has secured all required rights and authority, including consents and notices, to provide such EU Personal Data to Crowe, including without limitation authority to transfer such EU Personal Data to the U.S. or other applicable Country or otherwise make the EU Personal Data available to Crowe, for the duration of and purpose of Crowe providing the Services. The types of EU Personal Data to be processed include name, contact information, title, and other EU Personal Data that is transferred to Crowe in connection with the Services. The EU Personal Data relates to the data subject categories of individuals connected to Client, Client customers, Client vendors, and Client affiliates or subsidiaries ("Data Subjects"). Crowe will process the EU Personal Data for the following purpose: (x) to provide the Services in accordance with this Agreement, (y) to comply with other documented reasonable instructions provided by Client, and (z) to comply with applicable law. In the event of a Crowe breach incident in connection with EU Personal Data in the custody or control of Crowe, Crowe will promptly notify Client upon knowledge that a breach incident has occurred. Client has instructed Crowe not to contact any Data Subjects directly, unless required by applicable law. In the event that a supervisory authority with jurisdiction makes the determination that Crowe is a data controller, Client will reasonably cooperate with Crowe to enable Crowe to comply with its obligations under GDPR.

INTELLECTUAL PROPERTY - Any Deliverables, Works, Inventions, working papers, or other work product conceived, made or created by Crowe in rendering the Services under this Agreement ("Work Product"), and all intellectual property rights in such Work Product will be owned exclusively by Crowe. Further, Crowe will retain exclusive ownership or control of all intellectual property rights in any ideas, concepts, methodologies, data, software, designs, utilities, tools, models, techniques, systems, Reports, or other know-how that it develops, owns or licenses in connection with this Agreement ("Materials"). The foregoing ownership will be without any duty of accounting.

DATA USAGE AND AGGREGATIONS - Client hereby acknowledges and agrees that Crowe may, in its discretion, use any Client information or data provided to Crowe to improve Crowe services and Materials, including without limitation developing new Crowe services and software or other products. Client also agrees that Crowe may, in its discretion, aggregate Client content and data with content and data from other clients, other sources, or third parties ("Data Aggregations") for purposes including, without limitation, product and service development, commercialization, industry benchmarking, or quality improvement initiatives. Prior to, and as a precondition for, disclosing Data Aggregations to other Crowe customers or prospects, Crowe will anonymize any Client data or information in a manner sufficient to prevent such other customer or prospect from identifying Client or individuals who are Client customers. All Data Aggregations will be the sole and exclusive property of Crowe.

LEGAL AND REGULATORY CHANGE – Crowe may periodically communicate to Client changes in laws, rules or regulations. However, Client has not engaged Crowe, and Crowe does not undertake an obligation, to advise Client of changes in (a) laws, rules, regulations, industry or market conditions, or (b) Client's own business practices or other circumstances (except to the extent required by professional standards). The scope of Services and the fees for Services are based on current laws and regulations. If changes in laws or regulations change Client's requirements or the scope of the Services, Crowe's fees will be modified to a mutually agreed amount to reflect the changed level of Crowe's effort.

PUBLICATION – Client agrees to obtain Crowe's specific permission before using any Report or Crowe work product or Crowe's firm's name in a published document, and Client agrees to submit to Crowe copies of such documents to obtain Crowe's permission before they are filed or published.

CLIENT REFERENCE – From time to time Crowe is requested by prospective clients to provide references for Crowe service offerings. Client agrees that Crowe may use Client's name and generally describe the nature of Crowe's engagement(s) with Client in marketing to prospects, and Crowe may also provide prospects with contact information for Client personnel familiar with Crowe's Services.

NO PUNITIVE OR CONSEQUENTIAL DAMAGES – Any liability of Crowe will not include any consequential, special, incidental, indirect, punitive, or exemplary damages or loss, nor any lost profits, goodwill, savings, or business opportunity, even if Crowe had reason to know of the possibility of such damages.

LIMIT OF LIABILITY – Except where it is judicially determined that Crowe performed its Services with recklessness or willful misconduct, Crowe's liability will not exceed fees paid by Client to Crowe for the portion of the work giving rise to liability. A claim for a return of fees paid is the exclusive remedy for any damages. This limit of liability will apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including, without limitation, to claims based on principles of contract, negligence or other tort, fiduciary duty, warranty, indemnity, statute or common law. This limit of liability will also apply after this Agreement.

INDEMNIFICATION FOR THIRD-PARTY CLAIMS – In the event of a legal proceeding or other claim brought against Crowe by a third party, except where it is judicially determined that Crowe performed Services with recklessness or willful misconduct, Client agrees to indemnify and hold harmless Crowe and its personnel against all costs, fees, expenses, damages and liabilities, including attorney fees and any other fees or defense costs, associated with such third-party claim, relating to or arising from any Services performed or work product provided by Crowe that Client uses or discloses to others or this engagement generally. This indemnification is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim, liability, or damages asserted, including, without limitation, to claims, liability or damages based on principles of contract, negligence or other tort, fiduciary duty, warranty, indemnity, statute or common law. This indemnification will also apply after termination of this Agreement.

NO TRANSFER OR ASSIGNMENT OF CLAIMS – No claim against Crowe, or any recovery from or against Crowe, may be sold, assigned or otherwise transferred, in whole or in part.

TIME LIMIT ON CLAIMS – In no event will any action against Crowe, arising from or relating to this engagement letter or the Services provided by Crowe relating to this engagement, be brought after the earlier of 1) two (2) years after the date on which occurred the act or omission alleged to have been the cause of the injury alleged; or 2) the expiration of the applicable statute of limitations or repose.

RESPONSE TO LEGAL PROCESS – If Crowe is requested by subpoena, request for information, or through some other legal process to produce documents or testimony pertaining to Client or Crowe's Services, and Crowe is not named as a party in the applicable proceeding, then Client will reimburse Crowe for its professional time, plus out-of-pocket expenses, as well as reasonable attorney fees, Crowe incurs in responding to such request.

MEDIATION – If a dispute arises, in whole or in part, out of or related to this engagement, or after the date of this agreement, between Client or any of Client's affiliates or principals and Crowe, and if the dispute cannot be settled through negotiation, Client and Crowe agree first to try, in good faith, to settle the dispute by mediation administered by the American Arbitration Association, under its mediation rules for professional accounting and related services disputes, before resorting to litigation or any other dispute-resolution procedure. The results of mediation will be binding only upon agreement of each party to be bound. Costs of any mediation will be shared equally by both parties. Any mediation will be held in Chicago, Illinois.

JURY TRIAL WAIVER – FOR ALL DISPUTES RELATING TO OR ARISING BETWEEN THE PARTIES, THE PARTIES AGREE TO WAIVE A TRIAL BY JURY TO FACILITATE JUDICIAL RESOLUTION AND TO SAVE TIME AND EXPENSE. EACH PARTY AGREES IT HAS HAD THE OPPORTUNITY TO HAVE

ITS LEGAL COUNSEL REVIEW THIS WAIVER. THIS WAIVER IS IRREVOCABLE, MAY NOT BE MODIFIED EITHER ORALLY OR IN WRITING, AND APPLIES TO ANY SUBSEQUENT AMENDMENTS, RENEWALS, OR MODIFICATIONS TO THIS AGREEMENT. IN THE EVENT OF LITIGATION, THIS AGREEMENT MAY BE FILED AS WRITTEN CONSENT TO A BENCH TRIAL WITHOUT A JURY. HOWEVER, AND NOTWITHSTANDING THE FOREGOING, IF ANY COURT RULES OR FINDS THIS JURY TRIAL WAIVER TO BE UNENFORCEABLE AND INEFFECTIVE IN WAIVING A JURY, THEN ANY DISPUTE RELATING TO OR ARISING FROM THIS ENGAGEMENT OR THE PARTIES' RELATIONSHIP GENERALLY WILL BE RESOLVED BY ARBITRATION AS SET FORTH IN THE PARAGRAPH BELOW REGARDING "ARBITRATION."

ARBITRATION – If any court rules or finds that the JURY TRIAL WAIVER section is not enforceable, then any dispute between the parties relating to or arising from this Agreement or the parties' relationship generally will be settled by binding arbitration in Chicago, Illinois (or a location agreed in writing by the parties). Any issues concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of this Section, will be governed by the Federal Arbitration Act and resolved by the arbitrator(s). The arbitration will be governed by the Federal Arbitration Act and resolved by the arbitrator(s). Regardless of the amount in controversy, the arbitration will be administered by JAMS, Inc. ("JAMS"), pursuant to its Streamlined Arbitration Rules & Procedures or such other rules or procedures as the parties may agree in writing. In the event of a conflict between those rules and this Agreement, this Agreement will control. The parties may alter each of these rules by written agreement. If a party has a basis for injunctive relief, this paragraph will not preclude a party seeking and obtaining injunctive relief in a court of proper jurisdiction. The parties will agree within a reasonable period of time after notice is made of initiating the arbitration process whether to use one or three arbitrators, and if the parties cannot agree within fifteen (15) business days, the parties will use a single arbitrator. In any event the arbitrator(s) must be retired federal judges or attorneys with at least 15 years commercial law experience and no arbitrator may be appointed unless he or she has agreed to these procedures. If the parties cannot agree upon arbitrator(s) within an additional fifteen (15) business days, the arbitrator(s) will be selected by JAMS. Discovery will be permitted only as authorized by the arbitrator(s), and as a rule, the arbitrator(s) will not permit discovery except upon a showing of substantial need by a party. To the extent the arbitrator(s) permit discovery as to liability, the arbitrator(s) will also permit discovery as to causation, reliance, and damages. The arbitrator(s) will not permit a party to take more than six depositions, and no depositions may exceed five hours. The arbitrator(s) will have no power to make an award inconsistent with this Agreement. The arbitrator(s) will rule on a summary basis where possible, including without limitation on a motion to dismiss basis or on a summary judgment basis. The arbitrator(s) may enter such prehearing orders as may be appropriate to ensure a fair hearing. The hearing will be held within one year of the initiation of arbitration, or less, and the hearing must be held on continuous business days until concluded. The hearing must be concluded within ten (10) business days absent written agreement by the parties to the contrary. The time limits in this section are not jurisdictional. The arbitrator(s) will apply substantive law and may award injunctive relief or any other remedy available from a judge. The arbitrator(s) may award attorney fees and costs to the prevailing party, and in the event of a split or partial award, the arbitrator(s) may award costs or attorney fees in an equitable manner. Any award by the arbitrator(s) will be accompanied by a reasoned opinion describing the basis of the award. Any prior agreement regarding arbitration entered by the parties is replaced and superseded by this agreement. The arbitration will be governed by the Federal Arbitration Act, 9 U.S.C. §§ 1 et seq., and judgment upon the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof. All aspects of the arbitration will be treated by the parties and the arbitrator(s) as confidential.

NOTIFICATION OF NON-LICENSEE OWNERSHIP (For California Engagements) – Crowe ("the Firm") and certain owners of the Firm are licensed by the California State Board of Accountancy. However, the Firm has owners not licensed by the California State Board of Accountancy who may provide Services under this agreement. If Client has any questions regarding licensure of the personnel performing Services under this engagement, please do not hesitate to contact Crowe.

NON-SOLICITATION – Each party acknowledges that it has invested substantially in recruiting, training and developing the personnel who render services with respect to the material aspects of the

engagement (“Key Personnel”). The parties acknowledge that Key Personnel have knowledge of trade secrets or confidential information of their employers that may be of substantial benefit to the other party. The parties acknowledge that each business would be materially harmed if the other party was able to directly employ Key Personnel. Therefore, the parties agree that during the period of this Agreement and for one (1) year after its expiration or termination, neither party will solicit Key Personnel of the other party for employment or hire the Key Personnel of the other party without that party’s written consent unless hiring or engaging party pays to the other party a fee equal to the hired or engaged Key Personnel’s compensation for the prior twelve-month period with the other party.

CROWE AND EQUAL OPPORTUNITY – Crowe abides by the principles of equal employment opportunity, including without limitation the requirements of 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability. Crowe also abides by 29 CFR Part 471, Appendix A to Subpart A. The parties agree that the notice in this paragraph does not create any enforceable rights for any firm, organization, or individual.

CROWE GLOBAL NETWORK – Crowe LLP and its subsidiaries are independent members of Crowe Global, a Swiss organization. “Crowe” is the brand used by the Crowe Global network and its member firms, but it is not a worldwide partnership. Crowe Global and each of its members are separate and independent legal entities and do not obligate each other. Crowe LLP and its subsidiaries are not responsible or liable for any acts or omissions of Crowe Global or any other Crowe Global members, and Crowe LLP and its subsidiaries specifically disclaim any and all responsibility or liability for acts or omissions of Crowe Global or any other Crowe Global member. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Crowe LLP or any other member. Crowe Global and its other members are not responsible or liable for any acts or omissions of Crowe LLP and its subsidiaries and specifically disclaim any and all responsibility or liability for acts or omissions of Crowe LLP and its subsidiaries. Visit www.crowe.com/disclosure for more information about Crowe LLP, its subsidiaries, and Crowe Global.



Report on the Firm's System of Quality Control

December 5, 2019

To the Partners of Crowe LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Crowe LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under FDICIA; audits of broker-dealers; and examinations of service organizations [SOC 2 engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Crowe LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Crowe LLP has received a peer review rating of *pass*.

Cherry Bekaert LLP

Cherry Bekaert LLP

200 South 10th Street, Suite 900, Richmond, VA 23219 | P 804.673.5700 | cbh.com





Peer Review Program

Administered by the National Peer Review Committee

American Institute of CPAs
220 Leigh Farm Road
Durham, NC 27707-8110

December 12, 2019

James Powers
Crowe LLP
225 W Wacker DR Ste 2600
Chicago, IL 60606-1228

Dear James Powers:

It is my pleasure to notify you that on December 12, 2019, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is September 30, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Michael Fawley".

Michael Fawley
Chair, National PRC
nprc@aicpa.org
+1.919.402.4502

National Peer Review Committee

cc: Samuel Johnson, Scot Ivey

Firm Number: 900010014904

Review Number: 564789

T: 1.919.402.4502 | F: 1.919.402.4876 | nprc@aicpa.org



Crowe LLP
Independent Member Crowe Global

400 Capitol Mall, Suite 1400
Sacramento, CA 95814-4498
Tel 916-441-1000
Fax 916-441-1110
www.crowe.com

February 26, 2020

James Monreal
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Dear Mr. Monreal:

This letter confirms the arrangements for Crowe LLP ("Crowe" or "us" or "we" or "our") to provide the professional services discussed in this letter to Santa Cruz City Schools ("you", "your" or "Client"). The attached Crowe Engagement Terms, and any attachments thereto, is an integral part of this letter, and its terms are incorporated herein.

FINANCIAL AUDIT SERVICES

Our Responsibilities

We will audit and report on the financial statements of the Client's Measure A and Measure B General Obligation Bonds for the year ending June 30, 2020.

•
•
The objective of the audit is the expression of an opinion on the financial statements. We will plan and perform the audit in accordance with auditing standards generally accepted in the United States of America, and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement whether caused by error or fraud. Because of inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with applicable standards. An audit is not designed to detect error or fraud that is immaterial to the financial statements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment including the assessment of the risks that the financial statements could be misstated by an amount we believe would influence the financial statement users. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

In making our risk assessments, we consider internal control relevant to the Client's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Client's internal control. However, we will communicate in writing to those charged with governance and management concerning any significant deficiencies or material weaknesses in internal control relevant to

the audit of the financial statements that we have identified during the audit. We will communicate to management other deficiencies in internal control identified during the audit that have not been communicated to management by other parties and that, in our professional judgment, are of sufficient importance to merit management's attention. We will also communicate certain matters related to the conduct of the audit to those charged with governance, including (1) fraud involving senior management, and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements, (2) illegal acts that come to our attention (unless they are clearly inconsequential) (3) disagreements with management and other significant difficulties encountered in performing the audit and (4) various matters related to the Client's accounting policies and financial statements. Our engagement is not designed to address legal or regulatory matters, which matters should be discussed by you with your legal counsel.

We expect to issue a written report upon completion of our audit of the Client's financial statements. Our report will be addressed to the Board of Education of the Client. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph, or withdraw from the engagement.

In addition to our report on the financial statements and supplemental information, we plan to issue the following reports:

- Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards — The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Client's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of your compliance with applicable laws, regulations, contracts and grants. However, because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, or illegal acts, including fraud or defalcations, may exist and not be detected by us. However, the objective of our audit of compliance relative to the financial statements will not be to provide an opinion on overall compliance with such provisions, and we will not express such an opinion. We will advise you, however, of any matters of that nature that come to our attention, unless they are clearly inconsequential.

PERFORMANCE AUDIT SERVICES

Our Responsibilities

We will conduct a performance audit on the client's Measures A and B General Obligation Bond Activity for the year ending June 30, 2020. The objective of our Performance Audit will be to determine if the bond funds have been expended only on the specific projects listed in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution.

The objective of a performance audit is to provide assurance or conclusions based on an evaluation of sufficient, appropriate evidence against stated criteria, such as specific requirements, measures, or defined business practices. Performance audits provide objective analysis so that management and those charged with governance and oversight can use the information to improve program performance and operations, reduce costs, facilitate decision making by parties with responsibility to oversee or initiate corrective action, and contribute to public accountability. We will plan and perform the performance audit in accordance with performance audit standards contained in Government Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions

based on our audit objectives. Because of inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or material non-compliance may not be detected exists, even though the audit is properly planned and performed in accordance with applicable standards. An audit is not designed to detect error or fraud that is immaterial to the performance audit objectives.

In making our risk assessments, we consider internal control that is significant within the context of the audit objectives in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Client's internal control. However, we will communicate in writing to those charged with governance and management concerning any significant deficiencies or material weaknesses in internal control significant within the context of the audit objectives that we have identified during the audit. Our engagement is not designed to address legal or regulatory matters, which matters should be discussed by you with your legal counsel.

FINANCIAL AND PERFORMANCE AUDIT SERVICES

Our Responsibilities

Our audit and work product are intended for the benefit and use of the Client only. The audit will not be planned or conducted in contemplation of reliance by any other party or with respect to any specific transaction and is not intended to benefit or influence any other party. Therefore, items of possible interest to a third party may not be specifically addressed or matters may exist that could be assessed differently by a third party.

The working papers for this engagement are the property of Crowe and constitute confidential information.

However, we may be requested to make certain working papers available to your oversight agency or grantors pursuant to authority given to them by law, regulation, or contract. If requested, access to such working papers will be provided under the supervision of our personnel. Furthermore, upon request, we may provide photocopies of selected working papers to your oversight agency or grantors. The working papers for this engagement will be retained for a minimum of three years after the date our report is issued or for any additional period requested by the oversight agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the working papers.

Government Auditing Standards require that we provide you with a copy of our most recent peer review report, which accompanies this letter.

The Client's Responsibilities

The Client's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

The Client's management is also responsible for complying with applicable laws, regulations, contracts and grants and such responsibility extends to identifying the requirements and designing internal control policies and procedures to provide reasonable assurance that compliance is achieved.

Management has the responsibility to adopt sound accounting policies, maintain an adequate and efficient accounting system, to safeguard assets, and to design and implement programs and controls to prevent and detect fraud. Management's judgments are typically based on its knowledge and experience about past and current events and its expected courses of action. Management's responsibility for

financial reporting includes establishing a process to prepare the accounting estimates included in the financial statements.

Management is responsible for providing to us, on a timely basis, all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters. Management is also responsible for providing such other additional information we may request for the purpose of the audit, and unrestricted access to persons within the Client from whom we determine it necessary to obtain audit evidence. Additionally, those charged with governance are responsible for informing us of their views about the risks of fraud within the Client, and their knowledge of any fraud or suspected fraud affecting the Client.

Management is responsible for adjusting the financial statements to correct material misstatements related to accounts or disclosures. As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including that the effects of any uncorrected misstatements aggregated by us during the audit are immaterial, both individually and in the aggregate, to the financial statements, and to the Client's compliance with the requirements of its Federal programs. Management acknowledges the importance of management's representations and responses to our inquiries, and that they will be utilized as part of the evidential matter we will rely on in forming our opinion. Because of the importance of such information to our engagement, you agree to waive any claim against Crowe and its personnel for any liability and costs relating to or arising from any inaccuracy or incompleteness of information provided to us for purposes of this engagement.

Management is responsible for the preparation of the supplementary information identified above in accordance with the applicable criteria. As part of our audit process, we will request from management certain written representations regarding management's responsibilities in relation to the supplementary information presented, including but not limited to its fair presentation in accordance with the applicable criteria, the method of measurement and presentation and any significant assumptions or interpretations underlying the supplementary information. In addition, it is management's responsibility to include the auditor's report on supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information. It is also management's responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by Client of the supplementary information and the auditor's report thereon.

OTHER SERVICES

Financial Statement Preparation

The Client will provide us with the necessary information to assist in the preparation of the draft financial statements including the notes thereto. We are relying on the Client to provide us with the detailed trial balance, note disclosure information and any other relevant report information in a timely fashion and ensure the data is complete and accurate. Management is solely responsible for the presentation of the financial statements.

Recordkeeping Assistance

The Client will provide us with the necessary information to assist you in your recordkeeping. We will propose year end adjusting entries to management for your review and approval, including cash to accrual conversion entries. We are relying on the Client to provide us with the necessary information in a timely fashion and ensure the data is complete and accurate.

With respect to the above other services, we will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming

management responsibilities. In connection with performing the above other services, you agree to: assume all management responsibilities including making all management decisions; oversee the service by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services.

FEES

Our fees, including out-of-pocket expenses, are outlined below. Our invoices are due and payable upon receipt. Invoices that are not paid within 30 days of receipt are subject to a monthly interest charge of one percent per month or the highest interest rate allowed by law, whichever is less, which we may elect to waive at our sole discretion, plus costs of collection including reasonable attorneys' fees. If any amounts invoiced remain unpaid 30 days after the invoice date, you agree that Crowe may, in its sole discretion, cease work until all such amounts are paid or terminate this engagement.

Description of Services	Fee Amount
Financial Statement and Performance Audits of the Measure A General Obligation Bonds for the year ending June 30, 2020	\$6,250
Financial Statement and Performance Audits of the Measure B General Obligation Bonds for the year ending June 30, 2020	\$6,250
Total	\$12,500

We will invoice you as our services are rendered.

The fees outlined above are based on certain assumptions. Those assumptions may be incorrect due to incomplete or inaccurate information provided, or circumstances may arise under which we must perform additional work, which in either case will require additional billings for our services. Examples of such circumstances include, but are not limited to:

- Changing service requirements
- New professional standards or regulatory requirements
- New financial statement disclosures
- Work caused due to the identification of, and management's correction of, inappropriate application of accounting pronouncements
- Erroneous or incomplete accounting records
- Evidence of material weakness or significant deficiencies in internal controls
- Substantial increases in the number of significant deficiencies in internal controls
- Regulatory examination matters
- Change in your organizational structure or size due to merger and acquisition activity or other events
- Change in your controls
- New or unusual transactions
- Agreed-upon level of preparation and assistance from your personnel not provided
- Numerous revisions to your information
- Lack of availability of appropriate Client personnel during fieldwork.

Additionally, to accommodate requests to reschedule fieldwork without reasonable notice, additional billings for our services could be required, and our assigned staffing and ability to meet agreed upon deadlines could be impacted.

Due to such potential changes in circumstance, we reserve the right to revise our fees. However, if such a change in circumstances arises or if some other significant change occurs that causes our fees to exceed our estimate, we will advise management.

Our fees are exclusive of taxes or similar charges, as well as customs, duties or tariffs, imposed in respect of the Services, any work product or any license, all of which Client agrees to pay if applicable or

if they become applicable (other than taxes imposed on Crowe's income generally), without deduction from any fees or expenses invoiced to Client by Crowe.

The Client and Crowe agree that the Client may periodically request Crowe to provide additional services for accounting and reporting advice regarding completed transactions and potential or proposed transactions. The fees for such additional services will be based on Crowe's hourly billing rates plus expenses or as mutually agreed upon between the Client and Crowe.

To facilitate Crowe's presence at Client's premises, Client will provide Crowe with internet access while on Client's premises. Crowe will access the internet using a secure virtual private network. Crowe will be responsible for all internet activity performed by its personnel while on Client's premises. In the event Client does not provide Crowe with internet access while on Client's premises, Client will reimburse Crowe for the cost of internet access through other means while on Client's site.

MISCELLANEOUS

For purposes of this Miscellaneous section, the Acceptance section below, and all of the Crowe Engagement Terms, "Client" will mean the entity(ies) defined in the first paragraph of this letter and will also include all related parents, subsidiaries, and affiliates of Client who may receive or claim reliance upon any Crowe deliverable.

Crowe will provide the services to Client under this Agreement as an independent contractor and not as Client's partner, agent, employee, or joint venturer under this Agreement. Neither Crowe nor Client will have any right, power or authority to bind the other party.

This engagement letter agreement (the "Agreement") reflects the entire agreement between the parties relating to the services (or any reports, deliverables or other work product) covered by this Agreement. The engagement letter and any attachments (including without limitation the attached Crowe Engagement Terms) are to be construed as a single document, with the provisions of each section applicable throughout. This Agreement may not be amended or varied except by a written document signed by each party. It replaces and supersedes any other proposals, correspondence, agreements and understandings, whether written or oral, relating to the services covered by this letter, and each party agrees that in entering this Agreement, it has not relied on any oral or written representations, statements or other information not contained in or incorporated into this Agreement. Any non-disclosure or other confidentiality agreement is replaced and superseded by this Agreement. Each party shall remain obligated to the other party under all provisions of this Agreement that expressly or by their nature extend beyond and survive the expiration or termination of this Agreement. If any provision (in whole or in part) of this Agreement is found unenforceable or invalid, this will not affect the remainder of the provision or any other provisions in this Agreement, all of which will continue in effect as if the stricken portion had not been included. This Agreement may be executed in two or more actual, scanned, emailed, or electronically copied counterparts, each and all of which together are one and the same instrument. Accurate transmitted copies (transmitted copies are reproduced documents that are sent via mail, delivery, scanning, email, photocopy, facsimile or other process) of the executed Agreement or signature pages only (whether handwritten or electronic signature), will be considered and accepted by each party as documents equivalent to original documents and will be deemed valid, binding and enforceable by and against all parties. This Agreement must be construed, governed, and interpreted under the laws of the State of Illinois, without regard for choice of law principles.

* * * * *

We are pleased to have this opportunity to serve you, and we look forward to a continuing relationship. If the terms of this letter and the attached Crowe Engagement Terms are acceptable to you, please sign below and return one copy of this letter at your earliest convenience. Please contact us with any questions or concerns.

Santa Cruz City Schools

7

February 26, 2020

(Signature Page Follows)

Santa Cruz City Schools

8

February 26, 2020

ACCEPTANCE

I have reviewed the arrangements outlined above and in the attached "Crowe Engagement Terms," and I accept on behalf of the Client the terms and conditions as stated. By signing below, I represent and warrant that I am authorized by Client to accept the terms and conditions as stated.

IN WITNESS WHEREOF, Client and Crowe have duly executed this engagement letter effective the date first written above.

Crowe LLP and the Engagement Authorized Signer below are licensed or otherwise authorized by the California Board of Accountancy.

Santa Cruz City Schools

Crowe LLP

DocuSigned by:
Jimmy Monreal
BC82846513CF4DE...

Signature

Jimmy Monreal

Printed Name

Assistant Superintendent, Business Services

Title

March 22, 2020

Date

DocuSigned by:
Jeffrey A. Jensen
A4DD146890324EE...

Signature

Jeffrey A. Jensen

Printed Name

Partner

Title

March 17, 2020

Date

Crowe Engagement Terms

Crowe wants Client to understand the terms under which Crowe provides its services to Client and the basis under which Crowe determines its fees. These terms are part of the Agreement and apply to all services described in the Agreement as well as all other services provided to Client (collectively, the "Services"), unless and until a separate written agreement is executed by the parties for separate services. Any advice provided by Crowe is not intended to be, and is not, investment advice.

CLIENT'S ASSISTANCE – For Crowe to provide Services effectively and efficiently, Client agrees to provide Crowe timely with information requested and to make available to Crowe any personnel, systems, premises, records, or other information as reasonably requested by Crowe to perform the Services. Access to such personnel and information are key elements for Crowe's successful completion of Services and determination of fees. If for any reason this does not occur, a revised fee to reflect additional time or resources required by Crowe will be mutually agreed. Client agrees Crowe will have no responsibility for any delays related to a delay in providing such information to Crowe. Such information will be accurate and complete, and Client will inform Crowe of all significant tax, accounting and financial reporting matters of which Client is aware.

PROFESSIONAL STANDARDS – As a regulated professional services firm, Crowe must follow professional standards when applicable, including the Code of Professional Conduct of the American Institute of Certified Public Accountants ("AICPA"). Thus, if circumstances arise that, in Crowe's professional judgment, prevent it from completing the engagement, Crowe retains the right to take any course of action permitted by professional standards, including declining to express an opinion or issue other work product or terminating the engagement.

REPORTS – Any information, advice, recommendations or other content of any memoranda, reports, deliverables, work product, presentations, or other communications Crowe provides under this Agreement ("Reports"), other than Client's original information, are for Client's internal use only, consistent with the purpose of the Services. Client will not rely on any draft Report. Unless required by an audit or other attestation professional standard, Crowe will not be required to update any final Report for circumstances of which we become aware or events occurring after delivery.

CONFIDENTIALITY – Except as otherwise permitted by this Agreement or as agreed in writing, neither Crowe nor Client may disclose to third parties the contents of this Agreement or any information provided by or on behalf of the other that ought reasonably to be treated as confidential and/or proprietary. Client use of any Crowe work product will be limited to its stated purpose and to Client business use only. However, Client and Crowe each agree that either party may disclose such information to the extent that it: (i) is or becomes public other than through a breach of this Agreement, (ii) is subsequently received by the recipient from a third party who, to the recipient's knowledge, owes no obligation of confidentiality to the disclosing party with respect to that information, (iii) was known to the recipient at the time of disclosure or is thereafter created independently, (iv) is disclosed as necessary to enforce the recipient's rights under this Agreement, or (v) must be disclosed under applicable law, regulations, legal process or professional standards.

THIRD PARTY PROVIDER – Crowe may use a third-party provider in providing Services to Client, which may require Crowe to share Client confidential information with the provider. If Crowe uses a third-party provider, Crowe will enter into a confidentiality agreement with the provider to require the provider to protect the confidentiality of Client's confidential information, and Crowe will be responsible to Client for maintaining its confidentiality. The limitations on Client's remedies, vis-à-vis Crowe, in this Agreement will also apply to any subcontractors.

CLIENT-REQUIRED CLOUD USAGE – If Client requests that Crowe access files, documents or other information in a cloud-based or web-accessed hosting service or other third-party system accessed via the internet, including, without limitation iCloud, Dropbox, Google Docs, Google Drive, a data room hosted by a third-party, or a similar service or website (collectively, "Cloud Storage"), Client will confirm

with any third-parties assisting with or hosting the Cloud Storage that either such third-party or Client (and not Crowe) is responsible for complying with all applicable laws relating to the Cloud Storage and any information contained in the Cloud Storage, providing Crowe access to the information in the Cloud Storage, and protecting the information in the Cloud Storage from any unauthorized access, including without limitation unauthorized access to the information when in transit to or from the Cloud Storage. Client represents that it has authority to provide Crowe access to information in the Cloud Storage and that providing Crowe with such access complies with all applicable laws, regulations, and duties owed to third-parties.

DATA PROTECTION – If Crowe holds or uses Client information that can be linked to specific individuals who are Client's customers ("Personal Data"), Crowe will treat it as confidential and comply with applicable US state and federal law and professional regulations (including, for financial institution clients, the objectives of the Interagency Guidelines Establishing Information Security Standards) in disclosing or using such information to carry out the Services. The parties acknowledge and understand that while Crowe is a service provider as defined by the California Consumer Privacy Act of 2018 and processes Client information pursuant to this Agreement, Crowe retains its independence as required by applicable law and professional standards for purposes of providing attest services and other services. Crowe will not (1) sell Personal Data to a third party, or (2) retain, use or disclose Personal Data for any purpose other than for (a) performing the Services and its obligations on this Agreement, (b) as otherwise set forth in this Agreement, (c) to detect security incidents and protect against fraud or illegal activity, (d) to enhance and develop our products and services, including through machine learning and other similar methods and (e) as necessary to comply with applicable law or professional standards. Crowe has implemented and will maintain physical, electronic and procedural safeguards reasonably designed to (i) protect the security, confidentiality and integrity of the Personal Data, (ii) prevent unauthorized access to or use of the Personal Data, and (iii) provide proper disposal of the Personal Data (collectively, the "Safeguards"). Client represents (i) that it has the authority to provide the Personal Data to Crowe in connection with the Services, (ii) that Client has processed and provided the Personal Data to Crowe in accordance with applicable law, and (iii) will limit the Personal Data provided to Crowe to Personal Data necessary to perform the Services. To provide the Services, Client may also need to provide Crowe with access to Personal Data consisting of protected health information, financial account numbers, Social Security or other government-issued identification numbers, or other data that, if disclosed without authorization, would trigger notification requirements under applicable law ("Restricted Personal Data"). In the event Client provides Crowe access to Restricted Personal Data, Client will consult with Crowe on appropriate measures (consistent with legal requirements and professional standards applicable to Crowe) to protect the Restricted Personal Data, such as: deleting or masking unnecessary information before making it available to Crowe, using encryption when transferring it to Crowe, or providing it to Crowe only during on-site review on Client's site. Client will provide Crowe with Restricted Personal Data only in accordance with mutually agreed protective measures. Otherwise, Client and Crowe agree each may use unencrypted electronic media to correspond or transmit information and such use will not in itself constitute a breach of any confidentiality obligations under this Agreement. Crowe will reasonably cooperate with Client in responding to or addressing any request from a consumer or data subject, a data privacy authority with jurisdiction, or the Client, as necessary to enable Client to comply with its obligations under applicable data protection laws and to the extent related to Personal Data. Client will reimburse Crowe for any out-of-pocket expenses and professional time (at Crowe's then-current hourly rates) incurred in connection with providing such cooperation. Client will provide prompt written notice to Crowe (with sufficient detailed instructions) of any request or other act that is required to be performed by Crowe. As appropriate, Crowe will promptly delete or procure the deletion of the Personal Data, after the cessation of any Services involving the processing of Client's Personal Data, or otherwise aggregate or de-identify the Personal Data in such a way as to reasonably prevent reidentification. Notwithstanding the foregoing, Crowe may retain a copy of the Personal Data as permitted by applicable law or professional standards, provided that such Personal Data remain subject to the terms of this Agreement. If Crowe uses a third-party provider, Crowe will include terms substantially similar to those set forth in this Data Protection Paragraph in an agreement with such provider.

GENERAL DATA PROTECTION REGULATION COMPLIANCE – If and to the extent that Client provides personal data to Crowe subject to the European Union General Data Protection Regulation ("GDPR"),

then in addition to the requirements of the above Data Protection section, this section will apply to such personal data ("EU Personal Data"). The parties agree that for purposes of processing the EU Personal Data, (a) Client will be the "Data Controller" as defined by the GDPR, meaning the organization that determines the purposes and means of processing the EU Personal Data; (b) Crowe will be the "Data Processor" as defined by GDPR, meaning the organization that processes the EU Personal Data on behalf of and under the instructions of the Data Controller; or (c) the parties will be classified as otherwise designated by a supervisory authority with jurisdiction. Client and Crowe each agree to comply with the GDPR requirements applicable to its respective role. Crowe has implemented and will maintain technical and organizational security safeguards reasonably designed to protect the security, confidentiality and integrity of the EU Personal Data. Client represents it has secured all required rights and authority, including consents and notices, to provide such EU Personal Data to Crowe, including without limitation authority to transfer such EU Personal Data to the U.S. or other applicable Country or otherwise make the EU Personal Data available to Crowe, for the duration of and purpose of Crowe providing the Services. The types of EU Personal Data to be processed include name, contact information, title, and other EU Personal Data that is transferred to Crowe in connection with the Services. The EU Personal Data relates to the data subject categories of individuals connected to Client, Client customers, Client vendors, and Client affiliates or subsidiaries ("Data Subjects"). Crowe will process the EU Personal Data for the following purpose: (x) to provide the Services in accordance with this Agreement, (y) to comply with other documented reasonable instructions provided by Client, and (z) to comply with applicable law. In the event of a Crowe breach incident in connection with EU Personal Data in the custody or control of Crowe, Crowe will promptly notify Client upon knowledge that a breach incident has occurred. Client has instructed Crowe not to contact any Data Subjects directly, unless required by applicable law. In the event that a supervisory authority with jurisdiction makes the determination that Crowe is a data controller, Client will reasonably cooperate with Crowe to enable Crowe to comply with its obligations under GDPR.

INTELLECTUAL PROPERTY - Any Deliverables, Works, Inventions, working papers, or other work product conceived, made or created by Crowe in rendering the Services under this Agreement ("Work Product"), and all intellectual property rights in such Work Product will be owned exclusively by Crowe. Further, Crowe will retain exclusive ownership or control of all intellectual property rights in any ideas, concepts, methodologies, data, software, designs, utilities, tools, models, techniques, systems, Reports, or other know-how that it develops, owns or licenses in connection with this Agreement ("Materials"). The foregoing ownership will be without any duty of accounting.

DATA USAGE AND AGGREGATIONS - Client hereby acknowledges and agrees that Crowe may, in its discretion, use any Client information or data provided to Crowe to improve Crowe services and Materials, including without limitation developing new Crowe services and software or other products. Client also agrees that Crowe may, in its discretion, aggregate Client content and data with content and data from other clients, other sources, or third parties ("Data Aggregations") for purposes including, without limitation, product and service development, commercialization, industry benchmarking, or quality improvement initiatives. Prior to, and as a precondition for, disclosing Data Aggregations to other Crowe customers or prospects, Crowe will anonymize any Client data or information in a manner sufficient to prevent such other customer or prospect from identifying Client or individuals who are Client customers. All Data Aggregations will be the sole and exclusive property of Crowe.

LEGAL AND REGULATORY CHANGE – Crowe may periodically communicate to Client changes in laws, rules or regulations. However, Client has not engaged Crowe, and Crowe does not undertake an obligation, to advise Client of changes in (a) laws, rules, regulations, industry or market conditions, or (b) Client's own business practices or other circumstances (except to the extent required by professional standards). The scope of Services and the fees for Services are based on current laws and regulations. If changes in laws or regulations change Client's requirements or the scope of the Services, Crowe's fees will be modified to a mutually agreed amount to reflect the changed level of Crowe's effort.

PUBLICATION – Client agrees to obtain Crowe's specific permission before using any Report or Crowe work product or Crowe's firm's name in a published document, and Client agrees to submit to Crowe copies of such documents to obtain Crowe's permission before they are filed or published.

CLIENT REFERENCE – From time to time Crowe is requested by prospective clients to provide references for Crowe service offerings. Client agrees that Crowe may use Client's name and generally describe the nature of Crowe's engagement(s) with Client in marketing to prospects, and Crowe may also provide prospects with contact information for Client personnel familiar with Crowe's Services.

NO PUNITIVE OR CONSEQUENTIAL DAMAGES – Any liability of Crowe will not include any consequential, special, incidental, indirect, punitive, or exemplary damages or loss, nor any lost profits, goodwill, savings, or business opportunity, even if Crowe had reason to know of the possibility of such damages.

LIMIT OF LIABILITY – Except where it is judicially determined that Crowe performed its Services with recklessness or willful misconduct, Crowe's liability will not exceed fees paid by Client to Crowe for the portion of the work giving rise to liability. A claim for a return of fees paid is the exclusive remedy for any damages. This limit of liability will apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including, without limitation, to claims based on principles of contract, negligence or other tort, fiduciary duty, warranty, indemnity, statute or common law. This limit of liability will also apply after this Agreement.

INDEMNIFICATION FOR THIRD-PARTY CLAIMS – In the event of a legal proceeding or other claim brought against Crowe by a third party, except where it is judicially determined that Crowe performed Services with recklessness or willful misconduct, Client agrees to indemnify and hold harmless Crowe and its personnel against all costs, fees, expenses, damages and liabilities, including attorney fees and any other fees or defense costs, associated with such third-party claim, relating to or arising from any Services performed or work product provided by Crowe that Client uses or discloses to others or this engagement generally. This indemnification is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim, liability, or damages asserted, including, without limitation, to claims, liability or damages based on principles of contract, negligence or other tort, fiduciary duty, warranty, indemnity, statute or common law. This indemnification will also apply after termination of this Agreement.

NO TRANSFER OR ASSIGNMENT OF CLAIMS – No claim against Crowe, or any recovery from or against Crowe, may be sold, assigned or otherwise transferred, in whole or in part.

TIME LIMIT ON CLAIMS – In no event will any action against Crowe, arising from or relating to this engagement letter or the Services provided by Crowe relating to this engagement, be brought after the earlier of 1) two (2) years after the date on which occurred the act or omission alleged to have been the cause of the injury alleged; or 2) the expiration of the applicable statute of limitations or repose.

RESPONSE TO LEGAL PROCESS – If Crowe is requested by subpoena, request for information, or through some other legal process to produce documents or testimony pertaining to Client or Crowe's Services, and Crowe is not named as a party in the applicable proceeding, then Client will reimburse Crowe for its professional time, plus out-of-pocket expenses, as well as reasonable attorney fees, Crowe incurs in responding to such request.

MEDIATION – If a dispute arises, in whole or in part, out of or related to this engagement, or after the date of this agreement, between Client or any of Client's affiliates or principals and Crowe, and if the dispute cannot be settled through negotiation, Client and Crowe agree first to try, in good faith, to settle the dispute by mediation administered by the American Arbitration Association, under its mediation rules for professional accounting and related services disputes, before resorting to litigation or any other dispute-resolution procedure. The results of mediation will be binding only upon agreement of each party to be bound. Costs of any mediation will be shared equally by both parties. Any mediation will be held in Chicago, Illinois.

JURY TRIAL WAIVER – FOR ALL DISPUTES RELATING TO OR ARISING BETWEEN THE PARTIES, THE PARTIES AGREE TO WAIVE A TRIAL BY JURY TO FACILITATE JUDICIAL RESOLUTION AND TO SAVE TIME AND EXPENSE. EACH PARTY AGREES IT HAS HAD THE OPPORTUNITY TO HAVE

ITS LEGAL COUNSEL REVIEW THIS WAIVER. THIS WAIVER IS IRREVOCABLE, MAY NOT BE MODIFIED EITHER ORALLY OR IN WRITING, AND APPLIES TO ANY SUBSEQUENT AMENDMENTS, RENEWALS, OR MODIFICATIONS TO THIS AGREEMENT. IN THE EVENT OF LITIGATION, THIS AGREEMENT MAY BE FILED AS WRITTEN CONSENT TO A BENCH TRIAL WITHOUT A JURY. HOWEVER, AND NOTWITHSTANDING THE FOREGOING, IF ANY COURT RULES OR FINDS THIS JURY TRIAL WAIVER TO BE UNENFORCEABLE AND INEFFECTIVE IN WAIVING A JURY, THEN ANY DISPUTE RELATING TO OR ARISING FROM THIS ENGAGEMENT OR THE PARTIES' RELATIONSHIP GENERALLY WILL BE RESOLVED BY ARBITRATION AS SET FORTH IN THE PARAGRAPH BELOW REGARDING "ARBITRATION."

ARBITRATION – If any court rules or finds that the JURY TRIAL WAIVER section is not enforceable, then any dispute between the parties relating to or arising from this Agreement or the parties' relationship generally will be settled by binding arbitration in Chicago, Illinois (or a location agreed in writing by the parties). Any issues concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of this Section, will be governed by the Federal Arbitration Act and resolved by the arbitrator(s). The arbitration will be governed by the Federal Arbitration Act and resolved by the arbitrator(s). Regardless of the amount in controversy, the arbitration will be administered by JAMS, Inc. ("JAMS"), pursuant to its Streamlined Arbitration Rules & Procedures or such other rules or procedures as the parties may agree in writing. In the event of a conflict between those rules and this Agreement, this Agreement will control. The parties may alter each of these rules by written agreement. If a party has a basis for injunctive relief, this paragraph will not preclude a party seeking and obtaining injunctive relief in a court of proper jurisdiction. The parties will agree within a reasonable period of time after notice is made of initiating the arbitration process whether to use one or three arbitrators, and if the parties cannot agree within fifteen (15) business days, the parties will use a single arbitrator. In any event the arbitrator(s) must be retired federal judges or attorneys with at least 15 years commercial law experience and no arbitrator may be appointed unless he or she has agreed to these procedures. If the parties cannot agree upon arbitrator(s) within an additional fifteen (15) business days, the arbitrator(s) will be selected by JAMS. Discovery will be permitted only as authorized by the arbitrator(s), and as a rule, the arbitrator(s) will not permit discovery except upon a showing of substantial need by a party. To the extent the arbitrator(s) permit discovery as to liability, the arbitrator(s) will also permit discovery as to causation, reliance, and damages. The arbitrator(s) will not permit a party to take more than six depositions, and no depositions may exceed five hours. The arbitrator(s) will have no power to make an award inconsistent with this Agreement. The arbitrator(s) will rule on a summary basis where possible, including without limitation on a motion to dismiss basis or on a summary judgment basis. The arbitrator(s) may enter such prehearing orders as may be appropriate to ensure a fair hearing. The hearing will be held within one year of the initiation of arbitration, or less, and the hearing must be held on continuous business days until concluded. The hearing must be concluded within ten (10) business days absent written agreement by the parties to the contrary. The time limits in this section are not jurisdictional. The arbitrator(s) will apply substantive law and may award injunctive relief or any other remedy available from a judge. The arbitrator(s) may award attorney fees and costs to the prevailing party, and in the event of a split or partial award, the arbitrator(s) may award costs or attorney fees in an equitable manner. Any award by the arbitrator(s) will be accompanied by a reasoned opinion describing the basis of the award. Any prior agreement regarding arbitration entered by the parties is replaced and superseded by this agreement. The arbitration will be governed by the Federal Arbitration Act, 9 U.S.C. §§ 1 et seq., and judgment upon the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof. All aspects of the arbitration will be treated by the parties and the arbitrator(s) as confidential.

NOTIFICATION OF NON-LICENSEE OWNERSHIP (For California Engagements) – Crowe ("the Firm") and certain owners of the Firm are licensed by the California State Board of Accountancy. However, the Firm has owners not licensed by the California State Board of Accountancy who may provide Services under this agreement. If Client has any questions regarding licensure of the personnel performing Services under this engagement, please do not hesitate to contact Crowe.

NON-SOLICITATION – Each party acknowledges that it has invested substantially in recruiting, training and developing the personnel who render services with respect to the material aspects of the

engagement ("Key Personnel"). The parties acknowledge that Key Personnel have knowledge of trade secrets or confidential information of their employers that may be of substantial benefit to the other party. The parties acknowledge that each business would be materially harmed if the other party was able to directly employ Key Personnel. Therefore, the parties agree that during the period of this Agreement and for one (1) year after its expiration or termination, neither party will solicit Key Personnel of the other party for employment or hire the Key Personnel of the other party without that party's written consent unless hiring or engaging party pays to the other party a fee equal to the hired or engaged Key Personnel's compensation for the prior twelve-month period with the other party.

CROWE AND EQUAL OPPORTUNITY – Crowe abides by the principles of equal employment opportunity, including without limitation the requirements of 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability. Crowe also abides by 29 CFR Part 471, Appendix A to Subpart A. The parties agree that the notice in this paragraph does not create any enforceable rights for any firm, organization, or individual.

CROWE GLOBAL NETWORK – Crowe LLP and its subsidiaries are independent members of Crowe Global, a Swiss organization. "Crowe" is the brand used by the Crowe Global network and its member firms, but it is not a worldwide partnership. Crowe Global and each of its members are separate and independent legal entities and do not obligate each other. Crowe LLP and its subsidiaries are not responsible or liable for any acts or omissions of Crowe Global or any other Crowe Global members, and Crowe LLP and its subsidiaries specifically disclaim any and all responsibility or liability for acts or omissions of Crowe Global or any other Crowe Global member. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Crowe LLP or any other member. Crowe Global and its other members are not responsible or liable for any acts or omissions of Crowe LLP and its subsidiaries and specifically disclaim any and all responsibility or liability for acts or omissions of Crowe LLP and its subsidiaries. Visit www.crowe.com/disclosure for more information about Crowe LLP, its subsidiaries, and Crowe Global.



Peer Review Program
Administered by the National Peer Review Committee

American Institute of CPAs
220 Leigh Farm Road
Durham, NC 27707-8110

December 12, 2019

James Powers
Crowe LLP
225 W Wacker DR Ste 2600
Chicago, IL 60606-1228

Dear James Powers:

It is my pleasure to notify you that on December 12, 2019, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is September 30, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Michael Fawley".

Michael Fawley
Chair, National PRC
nprc@aicpa.org
+1.919.402.4502

National Peer Review Committee

cc: Samuel Johnson, Scot Ivey

Firm Number: 900010014904

Review Number: 564789

T: 1.919.402.4502 | F: 1.919.402.4876 | nprc@aicpa.org



Report on the Firm's System of Quality Control

December 5, 2019

To the Partners of Crowe LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Crowe LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under FDICIA; audits of broker-dealers; and examinations of service organizations [SOC 2 engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Crowe LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Crowe LLP has received a peer review rating of *pass*.

Cherry Bekaert LLP

Cherry Bekaert LLP

200 South 10th Street, Suite 900, Richmond, VA 23219 | P 804.673.5700 | cbh.com



SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Resolution No. 33-19-20, Designation of Applicant's Agent for Non-State Agencies

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Resolution No. 33-19-20, Designation of Applicant's Agent for Non-State Agencies, for the California Office of Emergency Services, and authorize said agent to certify the Project Assurances for Federal Assistance form on behalf of the District.

BACKGROUND: The State of California Office of Emergency Services requires an agency which wishes to apply for Federal or State assistance to have their governing board designate the individual or individuals who are authorized to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by Applicant. This Resolution names the Assistant Superintendent, Business Services, Assistant Superintendent, Human Resources, and the Director/Interim Director, Finance as the authorized representatives for the District.

FISCAL IMPACT:

None, however, the District will be able to move forward with applications for grants in response to the impact of the COVID virus pandemic on schools.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

RESOLUTION NO. 33-19-20
**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Education OF THE Santa Cruz City Schools
(Governing Body) (Name of Applicant)

THAT Assistant Superintendent of Business Services, OR
(Title of Authorized Agent)

Assistant Superintendent, Human Resources, OR
(Title of Authorized Agent)

Director/Interim Director, France
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Santa Cruz City Schools, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Santa Cruz City Schools, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

☒ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

☐ This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 10th day of June, 2020

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Kris Munro, duly appointed and Clerk of the Governing Board of
(Name) (Title)

Santa Cruz City Schools, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Trustees of the Santa Cruz City Schools
(Governing Body) (Name of Applicant)

on the 10th day of June, 2020.

(Signature)

Clerk of the Governing Board

(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification."

Disaster No: _____

Cal OES ID No: _____

DUNS No: _____

PROJECT ASSURANCES FOR FEDERAL ASSISTANCE

SUBRECIPIENT'S NAME: _____
(Name of Organization)

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____ FAX NUMBER: _____

AUTHORIZED AGENT: _____ TITLE: _____

EMAIL ADDRESS: _____

ASSURANCES – CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to all of your projects. If you have questions, please contact the California Governor's Office of Emergency Services. Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the subrecipient named above:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, Federal Office of Inspector General 2 CFR 200.336, and if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance-awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or state.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gains.
8. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.), which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

9. Will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C §§ 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibit discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3) as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) which may apply to the application.
10. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.
11. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$5,000 or more.
12. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.O. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.O. 93-205).
13. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
14. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
15. Will comply with Standardized Emergency Management (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, Section 8607.1(e) and CCR Title 19, Sections 2445, 2446, 2447, and 2448.
16. Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 and the Single Audit Act Amendments of 1996.
17. Will disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with §200.112.
18. Will comply with all applicable requirements of all other federal laws, Executive Orders, regulations and policies governing this program.
19. Has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the subrecipient application for federal assistance. Will, after the receipt of federal financial assistance, through the State of California, agree to the following:
 - a. The state warrant covering federal financial assistance will be deposited in a special and separate account, and will be used to pay only eligible costs for projects described above;
 - b. To return to the State of California such part of the funds so reimbursed pursuant to the above numbered application, which are excess to the approved actual expenditures as accepted by final audit of the federal or state government.
 - c. In the event the approved amount of the above numbered project application is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.

20. The non-Federal entity for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award §200.113. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment.
21. Will not make any award or permit any award (subaward or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension."

"I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized by the above named subrecipient to enter into this agreement for and on behalf of the said subrecipient, and by my signature do bind the subrecipient to the terms thereof."

PRINTED NAME

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

TITLE

DATE

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Declaration of Need for Fully Qualified Educators

DATE: June 10, 2020

FROM: Molly Parks, Assistant Superintendent, Human Resources

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Adopt the annual Declaration of Need for Fully Qualified Educators as submitted. This comes on an annual basis as a California Commission on Teacher Credentialing (CCTC) requirement to allow for credentialing flexibility for both elementary and secondary schools. The estimated numbers needed listed here are not necessarily a determinant of current need but an educated guess to cover all areas of potential need.

BACKGROUND:

Beginning July 1, 1994, any public school district wishing to employ individuals on emergency permits or limited assignment permits must file a Declaration of Need with the California Commission on Teacher Credentialing on an annual basis. Under the guidelines established, this Declaration of Need must be presented to the Governing Board at a regularly scheduled public meeting of that Board and it may not be presented as part of a consent calendar.

It should be noted that the Estimated Number Needed (of emergency permits and limited assignment permits) refers to the number of emergency permits and limited assignment permits that may be applied for, not FTE. A properly credentialed teacher may agree to an assignment which requires a limited assignment permit as part of their full-time position (e.g.: 60% taught in credentialed area and a 40% taught in an area requiring an emergency permit). This is not the District's preferred practice. Santa Cruz City Schools will adhere to Every Student Succeeds Act requirements as well as Williams' compliance, but in the rare circumstance that the above situation occurs, the District needs this flexibility as an option for compliance. Adoption of the attached Declaration of Need will allow the district to continue to offer employment to those candidates are most qualified for the position. (Emergency credentials cannot be issued without substantial course work in the area of the credential.)

FISCAL IMPACT:

None

This work is in direct support of the following district goals and their corresponding metrics:

AGENDA ITEM: 8.2.3.1

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2020-2021

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Santa Cruz City Elementary District CDS Code: 69815

Name of County: Santa Cruz County CDS Code: 044

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 06 / 10 / 2020 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2021.

Submitted by (Superintendent, Board Secretary, or Designee):

Desiree Dominguez Human Resources Director

Name

Signature

Title

831-429-3433

831-429-3410

6-1-2020

Fax Number

Telephone Number

Date

133 Mission Street Suite 100 Santa Cruz, CA 95060

Mailing Address

ddominguez@sccs.net

EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	2
Bilingual Authorization (applicant already holds teaching credential)	2
List target language(s) for bilingual authorization: Spanish	
Resource Specialist	2
Teacher Librarian Services	0

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	4
Special Education	2
TOTAL	8

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes ☐ No ☒

If no, explain. District is not large enough to support a program

Does your agency participate in a Commission-approved college or university internship program? Yes ☒ No ☐

If yes, how many interns do you expect to have this year? 2

If yes, list each college or university with which you participate in an internship program.

CSU Monterey Bay, San Jose State University, CSU East Bay, Brandam University
and National University

If no, explain why you do not participate in an internship program.



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2020-2021

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Santa Cruz City Secondary District CDS Code: 69825

Name of County: Santa Cruz County CDS Code: 044

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 06 / 10 / 2020 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2021.

Submitted by (Superintendent, Board Secretary, or Designee):

Desiree Dominguez Human Resources Director

Name

Signature

Title

831-429-3433

831-429-3410

6-1-2020

Fax Number

Telephone Number

Date

133 Mission Street Suite 100 Santa Cruz, CA 95060

Mailing Address

ddominguez@sccs.net

EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	<u>2</u>
Bilingual Authorization (applicant already holds teaching credential)	<u>2</u>
List target language(s) for bilingual authorization: <u>Spanish</u>	
Resource Specialist	<u>2</u>
Teacher Librarian Services	<u>0</u>

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	4
Special Education	2
TOTAL	8

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes ☐ No ☒

If no, explain. District is not large enough to support a program

Does your agency participate in a Commission-approved college or university internship program? Yes ☒ No ☐

If yes, how many interns do you expect to have this year? 2

If yes, list each college or university with which you participate in an internship program.

CSU Monterey Bay, San Jose State University, CSU East Bay, Brandam University
and National University

If no, explain why you do not participate in an internship program.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Resolution #31-19-20 Authorizing Approval of Personnel Actions during Summer Months

MEETING DATE: June 10, 2020

FROM: Molly Parks, Assistant Superintendent, Human Resources

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Resolution #31-19-20 authorizing the Superintendent to approve routine certificated and classified personnel actions between June 25, 2020 and August 4, 2020.

BACKGROUND:

There are no Board meetings scheduled between June 25, 2020 and August 4, 2020. As timely personnel actions are essential to District operations, it is necessary to have a form of approval available during this time period.

FISCAL IMPACT:

None

This work is in direct support of the following district goals and their corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

SANTA CRUZ CITY SCHOOLS DISTRICT

RESOLUTION #31-19-20

SUMMER PERSONNEL ACTION ITEMS

WHEREAS timely personnel decisions are essential to the Santa Cruz City Schools District operations, and

WHEREAS there are no definitively scheduled meetings of the Santa Cruz City Schools Governing Board between June 25, 2020 and August 4, 2020;

NOW THEREFORE, BE IT RESOLVED that the Governing Board of Santa Cruz City Schools authorizes the Superintendent to approve the routine certificated and classified personnel action items from June 25, 2020 and August 4, 2020.

PASSED AND ADOPTED at a regular meeting of the Santa Cruz City Schools Governing Board held on June 10, 2020.

AYES: _____ NOES: _____ ABSTENTIONS: _____ ABSENT: _____

Cynthia Ranii, President

Santa Cruz City Schools Governing Board

AGENDA ITEM: 8.2.3.2.

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Agreement for 2020-21 Legal Services: Lozano Smith

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve this annual agreement for services as submitted.

BACKGROUND:

This firm is used on an as-needed basis by the District.

FISCAL IMPACT:

The fiscal impact will be determined during the 2020-21 fiscal year by the use of services as needed. LCFF Base (Unrestricted)

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.

AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT is effective July 1, 2020, between the SANTA CRUZ CITY SCHOOLS (“Client”) and the law firm of LOZANO SMITH, LLP (“Attorney”) (each a “Party” and collectively the “Parties”). Attorney shall provide legal services as requested by Client on the following terms and conditions:

1. **ENGAGEMENT.** Client hires Attorney on an as-requested basis as its legal counsel with respect to matters the Client refers to Attorney. When Client refers a matter to Attorney, Attorney shall confirm availability and ability to perform legal services regarding the matter. After Attorney has completed services for the specific matter referred by Client, then no continuing attorney-client relationship exists until Client requests further services and Attorney accepts a new engagement. If Attorney undertakes to provide legal services to represent Client in such matters, Attorney shall keep Client informed of significant developments and respond to Client’s inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation. Client agrees to be forthcoming with Attorney, to cooperate with Attorney in protecting Client’s interests, to keep Attorney fully informed of developments material to Attorney’s representation of client, and to abide by this Agreement. Client is hereby advised of the right to seek independent legal advice regarding this Agreement.
2. **RATES TO BE CHARGED.** Client agrees to pay Attorney for services rendered based on the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects (including as set forth in future addenda to this Agreement).
3. **REIMBURSEMENT.** Client agrees to reimburse Attorney for actual and necessary expenses and costs incurred in the course of providing legal services to Client, including but not limited to expert, consultant, mediation and arbitration fees. Attorney shall not be required to advance costs on behalf of Client over the amount of \$1,000 unless otherwise agreed to in writing by Attorney. Typical expenses advanced for Client, without prior authorization, include messenger fees, witness fees, expedited delivery charges, travel expenses, court reporter fees and transcript fees. Client authorizes Attorney to retain experts or consultants to perform services for Client in relation to litigation or Specialized Services.
4. **MONTHLY INVOICES.** Attorney shall send Client a statement for fees and costs incurred every calendar month (the “Statement”). Statements shall set forth the amount, rate and description of services provided. Client shall pay Attorney’s Statements within thirty (30) calendar days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) calendar days past due, not to exceed 10% per annum.

5. COMMUNICATIONS BETWEEN ATTORNEY AND CLIENT. The Parties recognize that all legal advice provided by Attorney is protected by the Attorney-Client and Work Product Privileges. In addition to regular telephone, mail and other common business communication methods, Client hereby authorizes Attorney to use facsimile transmissions, cellular telephone calls and text, unencrypted email, and other electronic transmissions in communicating with Client. Unless otherwise instructed by Client, any such communications may include confidential information.

6. POTENTIAL AND ACTUAL CONFLICTS OF INTEREST. If Attorney becomes aware of any potential or actual conflict of interest between Client and one or more other clients represented by Attorney, Attorney will comply with applicable laws and rules of professional conduct.

7. INDEPENDENT CONTRACTOR. Attorney is an independent contractor and not an employee of Client.

8. TERMINATION.

a. Termination by Client. Client may discharge Attorney at any time, with or without cause, by written notice to Attorney.

b. Termination by Mutual Consent or by Attorney. Attorney may terminate its services at any time with Client's consent or for good cause. Good cause exists if (a) Client fails to pay Attorney's Statement within sixty (60) calendar days of its date, (b) Client fails to comply with other terms of this Agreement, including Client's duty to cooperate with Attorney in protecting Client's interests, (c) Client has failed to disclose material facts to Attorney or (d) any other circumstance exists that requires termination of this engagement under the ethical rules applicable to Attorney. Additionally, to the extent allowed by law, Attorney may decline to provide services on new matters or may terminate the Agreement without cause upon written notice to Client if Attorney is not then providing any legal services to Client. Even if this Agreement is not terminated, under paragraph 1 an attorney-client relationship exists only when Attorney is providing legal services to Client.

c. Following Termination. Upon termination by either Party: (i) Client shall promptly pay all unpaid fees and costs for services provided or costs incurred pursuant to this Agreement up to the date of termination; (ii) unless otherwise required by law or agreed to by the Parties, Attorney will provide no legal services following notice of termination; (iii) Client will cooperate with Attorney in facilitating the orderly transfer of any outstanding matters to new counsel, including promptly signing a substitution of counsel form at Attorney's request; and (iv) Client shall, upon request, be provided the Client's file maintained for the Client by Attorney and shall sign acknowledgment of receipt upon delivery of that file. For all Statements received by Client from Attorney prior to the date of termination, Client's failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services as shown in the Statement within thirty (30) calendar days of the date of termination shall be

deemed Client's acceptance of and agreement with the Statement. For any billing appearing for the first time on a Statement received by Client from Attorney after the date of termination, failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services within thirty (30) calendar days from receipt of the Statement shall be deemed to signify Client's acceptance of and agreement with the Statement.

9. MAINTENANCE OF INSURANCE. Attorney agrees that, during the term of this Agreement, Attorney shall maintain liability and errors and omissions insurance.

10. CONSULTANT SERVICES. Attorney works with professional consultants that provide services, including but not limited to investigations, public relations, educational consulting, leadership mentoring and development, financial, budgeting, management auditing, board/superintendent relations, administrator evaluation and best practices, and intergovernmental relations. Attorney does not share its legal fees with such consultants. Attorney may offer these services to Client upon request.

11. DISPUTE RESOLUTION.

a. Mediation. Except as otherwise set forth in this section, Client and Attorney agree to make a good faith effort to settle any dispute or claim that arises under this Agreement through discussions and negotiations and in compliance with applicable law. In the event of a claim or dispute, either Party may request, in writing to the other Party, to refer the dispute to mediation. This request shall be made within thirty (30) calendar days of the action giving rise to the dispute. Upon receipt of a request for mediation, both Parties shall make a good faith effort to select a mediator and complete the mediation process within sixty (60) calendar days. The mediator's fee shall be shared equally between Client and Attorney. Each Party shall bear its own attorney fees and costs. Whenever possible, any mediator selected shall have expertise in the area of the dispute and any selected mediator must be knowledgeable regarding the mediation process. No person shall serve as mediator in any dispute in which that person has any financial or personal interest in the outcome of the mediation. The mediator's recommendation for settlement, if any, is non-binding on the Parties. Mediation pursuant to this provision shall be private and confidential. Only the Parties and their representatives may attend any mediation session. Other persons may attend only with the written permission of both Parties. All persons who attend any mediation session shall be bound by the confidentiality requirements of California Evidence Code section 1115, et seq., and shall sign an agreement to that effect. Completion of mediation shall be a condition precedent to arbitration, unless the other Party refuses to cooperate in the setting of mediation.

b. Dispute Regarding Fees. Any dispute as to attorney fees and/or costs charged under this Agreement shall to the extent required by law be resolved under the California Mandatory Fee Arbitration Act (Bus. & Prof. Code §§ 6200, et seq.).

c. Binding Arbitration. Except as otherwise set forth in section (b) above, Client and Attorney agree to submit all disputes to final and binding arbitration, either following mediation which fails to resolve all disputes or in lieu of mediation as may be agreed by the Parties in writing. Either Party may make a written request to the other for arbitration. If made in lieu of mediation, the request must be made within sixty (60) calendar days of the action giving rise to the dispute. If the request for arbitration is made following an unsuccessful attempt to mediate the Parties' disputes, the request must be made within ten (10) calendar days of termination of the mediation. The Parties shall make a good faith attempt to select an arbitrator and complete the arbitration within ninety (90) calendar days. If there is no agreement on an arbitrator, the Parties shall use the Judicial Arbitration and Mediation Service (JAMS). The arbitrator's qualifications must meet the criteria set forth above for a mediator, except, in addition, the arbitrator shall be an attorney unless otherwise agreed by the Parties. The arbitrator's fee shall be shared equally by both Parties. Each Party shall bear its own attorney fees and other costs. The arbitrator shall render a written decision and provide it to both Parties. The arbitrator may award any remedy or relief otherwise available in court and the decision shall set forth the reasons for the award. The arbitrator shall not have any authority to amend or modify this agreement. Any arbitration conducted pursuant to this paragraph shall be governed by California Code of Civil Procedure sections 1281, et seq. By signing this Agreement, Client acknowledges that this agreement to arbitrate results in a waiver of Client's right to a court or jury trial for any fee dispute or malpractice claim. This also means that Client is giving up Client's right to discovery and appeal. If Client later refuses to submit to arbitration after agreeing to do so, Client maybe ordered to arbitrate pursuant to the provisions of California law. Client acknowledges that before signing this Agreement and agreeing to binding arbitration, Client is entitled, and has been given a reasonable opportunity, to seek the advice of independent counsel.

d. Effect of Termination. The terms of this section shall survive the termination of the Agreement.

12. ENTIRE AGREEMENT. This Agreement with its exhibit supersedes any and all other prior or contemporaneous oral or written agreements between the Parties. Each Party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by all Parties hereto.


13. SEVERABILITY. Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, but the remainder of the Agreement can be enforced without failure of material consideration to any Party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties; provided, however, that if the invalidity or unenforceability of any provision of this Agreement results in a material failure of consideration, then, to the extent allowed by law, the Party adversely affected thereby shall have the right in its sole discretion to terminate this Agreement upon providing written notice of such termination to the other Party.

14. NON-WAIVER. None of the provisions of this Agreement shall be considered waived by either Party unless such waiver is specified in writing.

15. NO THIRD PARTY RIGHTS. This Agreement shall not create any rights in, or inure to the benefit of, any third party.

16. ASSIGNMENT. The terms of this Agreement may not be assigned to any third party. Neither Party may assign any right of recovery under or related to the Agreement to any third party.

SO AGREED:

CLIENT SIGNATURE	ATTORNEY SIGNATURE
Santa Cruz City Schools	Lozano Smith, LLP
BY <i>(Authorized Signature)</i>	BY <i>(Authorized Signature)</i> 
PRINTED NAME AND TITLE OF PERSON SIGNING	PRINTED NAME AND TITLE OF PERSON SIGNING Karen M. Rezendes, Managing Partner
DATE EXECUTED	DATE EXECUTED 05/08/2020



PROFESSIONAL RATE SCHEDULE
FOR SANTA CRUZ CITY SCHOOLS

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate*:

Partner** / Senior Counsel / Of Counsel	\$ 275 - \$ 350 per hour
Associate	\$ 215 - \$ 285 per hour
Paralegal / Law Clerk	\$ 135 - \$ 195 per hour
Consultant	\$ 135 - \$ 195 per hour

* Rates for individual attorneys within each category above vary based upon years of experience. Specific rates for each attorney are available upon request.

** Rates for work performed by Senior Partners with 20 years of experience or more may range from \$350 - \$385 per hour.

2. BILLING PRACTICE

Lozano Smith will provide a monthly, itemized Statement for services rendered. Time billed is broken into 1/10 (.10) hour increments, allowing for maximum efficiency in the use of attorney time. Invoices will clearly indicate the department or individuals for whom services were rendered.

Written responses to audit letter inquiries will be charged to Client on an hourly basis, with the minimum charge for such responses equaling .5 hours. Travel time shall be prorated if the assigned attorney travels for two or more clients on the same trip.

3. COSTS AND EXPENSES

In-office copying/electronic communication printing	\$ 0.25 per page
Facsimile	\$ 0.25 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Agreement for 2020-21 Legal Services: Dannis, Woliver, Kelley

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve this annual agreement for services as submitted.

BACKGROUND:

This firm is used on an as-needed basis by the District.

FISCAL IMPACT:

The fiscal impact will be determined during the 2020-21 fiscal year by the use of services as needed. LCFF Base (Unrestricted)

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.



SUE ANN SALMON EVANS

Attorney at Law

sevens@DWKesq.com

Long Beach

June 2, 2020

VIA EMAIL

Kris Munro
Superintendent
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060

Re: 2020-21 Agreement for Professional Services

Dear Ms. Munro:

Thank you for the opportunity to provide legal advice and counseling services to the Santa Cruz City Schools. It has been our honor for over four decades to be vital, participating partners with California school and community college districts in their mission to educate and prepare all children and young adults to be responsible, mindful citizens in the global marketplace of ideas. We remain your steadfast allies and will support you with our full range of expertise as you meet new challenges and overcome extraordinary hurdles in your continuing efforts to provide quality education programs to millions of California students.


Attached is our Agreement for Professional Services for 2020-21. In light of the economic uncertainty confronting us all, no changes have been made to the billing ranges. While our ranges remain unchanged, the rates for some individuals who perform work on your matters may increase within the existing ranges.

We will continue to offer the District efficient and prompt service and the highest quality legal advice and counsel you have come to expect.

We look forward to serving the District in the coming school year and continuing our mutually rewarding partnership. Please sign the attached Agreement, insert the date of Board approval, and return to the undersigned via email.

Very truly yours,

DANNIS WOLIVER KELLEY



Sue Ann Salmon Evans

SASE:pc

SAN FRANCISCO
275 Battery Street
Suite 1150
San Francisco, CA 94111
TEL 415.543.4111
FAX 415.543.4384

LONG BEACH
115 Pine Avenue
Suite 500
Long Beach, CA 90802
TEL 562.366.8500
FAX 562.366.8505

SAN DIEGO
750 B Street
Suite 2310
San Diego, CA 92101
TEL 619.595.0202
FAX 619.702.6202

SAN RAFAEL
4040 Civic Center Drive
Suite 200
San Rafael, CA 94903
TEL 415.543.4111
FAX 415.543.4384

CHICO
2485 Notre Dame Boulevard
Suite 370-A
Chico, CA 95928
TEL 530.343.3334
FAX 530.924.4784

SACRAMENTO
555 Capitol Mall
Suite 645
Sacramento, CA 95814
TEL 916.978.4040
FAX 916.978.4039

SAN LUIS OBISPO
1065 Higuera Street
Suite 301
San Luis Obispo, CA 93401
TEL 805.980.7900
FAX 916.978.4039

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into on June 2, 2020, by and between the Santa Cruz City Schools, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

SCOPE OF SERVICES. District appoints Attorney to represent, advise, and counsel it from July 1, 2020, through and including June 30, 2021, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

CLIENT DUTIES. District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, ensure access for Attorney to communicate with the District's governing board as appropriate, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

FEES AND BILLING PRACTICES. Except as hereinafter provided, District agrees to pay Attorney two hundred sixty-five dollars (\$265) to three hundred sixty dollars (\$360) per hour for Shareholders and Of Counsel; two hundred forty-five dollars (\$245) to two hundred ninety-five dollars (\$295) for Special Counsel; one hundred ninety-five dollars (\$195) to two hundred sixty dollars (\$260) per hour for Associates; and one hundred thirty dollars (\$130) to one hundred eighty dollars (\$180) per hour for Paralegals and Law Clerks. The rate for Gregory J. Dannis will be four hundred dollars (\$400) per hour. Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects, particular scopes of work, or for attorneys with specialized skills. The rates specified in this agreement are subject to change at any time by Attorney by written notice to Client and shall apply to all services rendered after such notice is given. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. Actual travel time is charged at the rates above. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

OTHER CHARGES. District further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying charges (charged at \$0.10 per page), postage (only charged if in excess of \$1.00), and computerized legal research (i.e. Westlaw). Any discount received on computerized legal research is passed along to Client by Attorney. District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise. Such expenses shall be provided at cost unless otherwise specified.

District further agrees to pay third parties, directly or indirectly through Attorney, for major costs and expenses including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of District and Attorney, District may either advance or reimburse Attorney for such costs and expenses.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

BILLING STATEMENT. Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. Upon District office's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request. District shall pay Attorney's statements within thirty (30) days after each statement's date.

INDEPENDENT CONTRACTOR. It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

CONFLICT OF INTEREST. In some situations, where Attorney has relationships with other entities, the Rules of Professional Conduct may require Attorney to provide disclosure or to obtain informed written consent before it can provide legal services for a client. Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other entities throughout California. The statutory and regulatory structure of the provision of education services results in many ways in which these entities interact which could result in a conflict between the interests of more than one of Attorney's clients. If Attorney becomes aware of a specific conflict of interest involving District, Attorney will comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

TERMINATION OF CONTRACT. District or Attorney may terminate this Agreement by giving reasonable written notice of termination to the other party.

COUNTERPARTS. This Agreement may be executed in duplicate originals, including facsimiles, each of which shall fully bind each party as if all had signed the same copy. Electronic copies of signatures shall be treated as originals for all purposes.

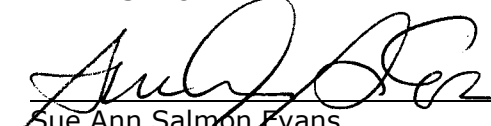
IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

SANTA CRUZ CITY SCHOOLS

Kris Munro
Superintendent

Date

DANNIS WOLIVER KELLEY



Sue Ann Salmon Evans
Attorney at Law

June 2, 2020
Date

At its public meeting of _____, 2020, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Agreement for 2019-2020 Legal Services: Fagen, Friedman & Fulfrost

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve this annual agreement for services as submitted.

BACKGROUND:

This firm is used on an as-needed basis by the District.

FISCAL IMPACT:

The fiscal impact will be determined during the 2020-21 fiscal year by the use of services as needed. LCFF Base (Unrestricted)

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.



AGREEMENT FOR LEGAL SERVICES

This agreement is by and between Santa Cruz City Schools ("Client") and the law firm of Fagen Friedman & Fulfroft LLP ("Attorney"). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective July 1, 2020 through June 30, 2021:

1. CONDITIONS. This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

2. SCOPE OF SERVICES. Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client's inquiries.

3. CLIENT'S DUTIES. Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills on time and to keep Attorney advised of Client's address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.

4. CONSULTANT SERVICES. Attorney may provide consulting services in addition to or in support of the legal services provided pursuant to this Agreement, through qualified non-attorney Communication Services and Education Consultants. These services are intended to support Client with communications work or educational consultant services related to labor and employment matters, special education and student matters, high-profile litigation and settlement agreements, in addition to employee, community, inter-governmental and media relations.

5. EMAIL COMMUNICATIONS/CLOUD-BASED COMPUTING. In order to provide Client with efficient and convenient legal services, Attorney will frequently communicate and transmit documents using e-mail. In addition, Attorney uses a cloud computing service with servers located in a facility other than Attorney's office. Most of Attorney's electronic data, including emails and documents, are stored in this manner. Although Attorney will take reasonable precautions to keep email and other electronic data confidential and secure, because technology and cyber threats continue to evolve, there may be risks communicating and storing electronic data in this manner, including risks related to confidentiality and security. By entering into this Agreement, Client is consenting to such e-mail transmissions with Client and Client's representatives and agents, as well as to having communications, documents and electronic data pertinent to Client's matter(s) stored through a cloud-based service.

6. LEGAL FEES AND BILLING PRACTICES. Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney's prevailing rates for all time spent on Client's matter by Attorney's legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney's number of years of experience.

The rates on this schedule are subject to change on 30 days' written notice to client. If Client declines to pay any increased rates, Attorney ~~203/659~~ have the right to withdraw as Attorney for

Client. The time charged will include the time Attorney spends on telephone calls relating to Client's matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.

7. COSTS AND OTHER CHARGES. (a) Attorney will incur various costs and expenses in performing legal services under this Agreement. Except as otherwise stated, Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. These include fees fixed by law or assessed by public agencies, messenger and other delivery fees, out of office copying/reproduction costs, and travel costs (including mileage charged at the standard IRS rate, parking, transportation, meals and hotel costs, if applicable), and other similar items. The following costs shall not be charged:

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

8. BILLING STATEMENTS. Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

9. DISCHARGE AND WITHDRAWAL. Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. Following the conclusion of Attorney's representation of Client, Attorney will, upon Client's request, deliver to Client the Client file(s) and property in Attorney's possession, whether or not Client has paid for all services. If Client has not requested delivery of the files, Attorney may destroy all such files in its possession seven (7) years after the conclusion of the representation.

10. DISCLAIMER OF GUARANTEE AND ESTIMATES. Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

11. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

12. MODIFICATION BY SUBSEQUENT AGREEMENT. This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

13. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

14. MEDIATION CLAUSE. If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

15. EFFECTIVE DATE. This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

Santa Cruz City Schools

Fagen Friedman & Fulfroost LLP

Type or Print Name

Chris Keeler


Name

Type or Print Title

Managing Partner

Title

District Authorized Signature



Signature

DATE: _____

DATE: May 7, 2020



PROFESSIONAL RATE SCHEDULE

Santa Cruz City Schools
July 1, 2020 through June 30, 2021

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate:

Associate	\$230 - \$260 per hour
Partner	\$290 - \$325 per hour
Of-Counsel	\$325 per hour
Paralegal/Law Clerk	\$150 - \$210 per hour
Paralegal/Law Clerk (<i>Bar Admitted Outside CA</i>)	\$230 per hour
Education Consultant	\$240 per hour
Communication Services Consultant	\$260 per hour

Travel time shall be charged only from the attorney's nearest office to the destination and shall be prorated if the assigned attorney travels for two or more clients on the same trip. If Client requests a specific attorney, Client agrees to pay for all travel time of that specific attorney in connection with the matter.

2. ON-SITE LEGAL SERVICES

At Client's discretion and by prior arrangement of Client and Attorney, Attorney may provide regularly scheduled on-site legal services ("Office Hours") to address legal issues that may arise in Client's day-to-day operations. Office Hours, which include time Attorney spends at Client's facility as well as travel time, shall be provided at a reduced hourly rate of 90% of the Attorney's standard hourly rate.

3. COSTS AND EXPENSES

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.



Fagen Friedman & Fulfroft LLP

Client Information Form

We appreciate the trust your District/ Entity places in our counsel and services. We place accurate record keeping at the top of our priority as we support your goals for the school year. **Please take a moment to complete the form below and return it so that we may update our files accordingly.**

General Information

District Name:		
Address:		
City:	State:	Zip Code:

Contract Information

To whom shall we send our annual agreements: ☐ Purchasing Director ☐ Board Secretary
☐ Superintendent's Secretary ☐ Other _____

First Name:	Last Name:
Email Address:	Department:
Phone Number:	Should we direct our follow-up inquiries to the above person? <input type="checkbox"/> Yes <input type="checkbox"/> No

If no, please provide name and email for follow-up: **Name:**

Email:

Do You Prefer An Annual Agreement?

☐ Yes ☐ No

Do You Require An Annual Certificate Of Insurance?

☐ Prof. Liab. ☐ Worker's Comp ☐ Other

Billing Information

We respect the privacy of our client matters. To this end, we will only send billing information to personnel identified on this form.

First Name:	Last Name:
Email Address:	Department:
Phone Number:	

First Name:	Last Name:
Email Address:	Department:
Phone Number:	

Receipt of Invoice Approved by: (Signature of District Executive):

207/669

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
FAGEN FRIEDMAN & FULFROST LLP

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☒ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
6300 WILSHIRE BLVD. SUITE 1700

6 City, state, and ZIP code
LOS ANGELES, CA. 90048-5219

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				
--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

4	2	-	1	7	0	6	5	9	5
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ► *[Signature]* Date ► *1/21/2020*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: California School Board Association 2020-21 Agreement for Board Policy Services

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve this annual agreement from the California School Board Association to provide Board policy manual maintenance and online Board policy services.

BACKGROUND:

Santa Cruz City Schools has been using the California School Board Association's Board policy online services since July 2010. California School Board Association provides suggested policy revisions approximately six times per year, based on changes in Education Code and law.

FISCAL IMPACT:

\$6,330.00, LCFF Base (Unrestricted)

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.

CALIFORNIA SCHOOL BOARDS ASSOCIATION GAMUT SERVICE AGREEMENT

This Agreement is entered by and between the California School Boards Association (“CSBA”) and SANTA CRUZ CITY SCHOOLS of Santa Cruz, California (“Subscriber”) for the use of CSBA’s GAMUT services in accordance with the terms and conditions contained herein. This Agreement shall become effective (the Effective Date”) upon the execution and delivery hereof by the parties hereto.

1. Term and Renewal. CSBA shall provide the services described in this Agreement on an annual basis from July 1st to June 30th. This Agreement shall commence as of the Effective Date and shall continue in effect until June 30th of the same year (such initial term referred to in this Agreement as the “Initial Term”). THEREAFTER, THE TERM OF THE AGREEMENT SHALL BE AUTOMATICALLY RENEWED ANNUALLY FOR ADDITIONAL ONE (1) YEAR TERM FROM JULY 1st to JUNE 30th (referred to in this Agreement as a “Renewal Term”) UNLESS EITHER PARTY GIVES WRITTEN NOTICE OF NON-RENEWAL TO THE OTHER PARTY AT LEAST NINETY (90) DAYS PRIOR TO THE END OF THE INITIAL TERM OR ANY RENEWAL TERM HEREOF.

2. Grant of License. Subject to the TERMS OF SERVICE and PRIVACY NOTICE located at <https://simbli.eboardsolutions.com/termservice.pdf> and <https://eboardsolutions.com/privacy-statement/>, Subscriber is hereby granted a non-exclusive, non-transferable, non-assignable, non-sub-licensable license to access GAMUT (the “Service”) through the website provided by CSBA (the “Site”). All rights not specifically granted to Subscriber by this Agreement are reserved to CSBA.

3. Fees. For the license, Service, and training and support received pursuant to this Agreement, Subscriber agrees to pay CSBA the annual fees and set-up conversion fees described in Attachment A. Fees are calculated on annual fiscal year periods, pro-rated for a July 1 renewal, that begin on the subscription start date and each fiscal year anniversary thereof; therefore, Fees for subscriptions added in the middle of a monthly period will be charged for that full monthly period and the monthly periods remaining in the subscription term. To renew this Agreement after the Initial Term, Subscriber shall pay the applicable annual fee, in full. Fees for Renewal Terms may be subject to change. CSBA reserves the right to withhold or cancel access to GAMUT if said fees are not paid within 60 days of Subscriber’s receipt of an invoice from CSBA.

4. User Accounts. Subscriber is authorized to create an unlimited number of user accounts for its employees and officers. Subscriber is responsible for creating user accounts, determining access levels for each user, and informing all users of their obligations and responsibilities pursuant to this Agreement and the Terms of Service. Subscriber shall take reasonable measures to prevent unauthorized access to the Service, including protecting usernames, passwords and other log-in information.

5. Training and Technical Support. All logged in users of the Service will have 24/7/365 access to the online user guide, including the Knowledge Base and Training Webinars and Videos. Additional training materials, webcasts and videos may be available through CSBA. Upon receipt of this signed Agreement, CSBA will contact Subscriber to set up Subscriber’s Site and to schedule any applicable training. Upon request, CSBA may provide onsite training at the Subscriber’s facility, subject to any training fees described in Paragraph 3 and Attachment A of this Agreement. Subscriber shall pay reasonable travel costs and expenses incurred by CSBA for any on-site training. CSBA will provide timely support to Subscriber for the Service. CSBA shall not be responsible for supporting network, infrastructure, computing devices, or any third-party software applications installed on Subscriber’s devices.

6. Proprietary Rights. Subscriber acknowledges that the Service, the Site, and all software and intellectual property used to create or maintain the Service or the Site confidential and constitute trade secrets and proprietary information. Subscriber has a right to access Subscriber’s information hosted or stored on the Service, but acknowledges and agrees that it holds no proprietary rights related to the Service

CALIFORNIA SCHOOL BOARDS ASSOCIATION GAMUT SERVICE AGREEMENT

or the Site. Any documents or files created by Subscriber on or uploaded by Subscriber to the Site belong to Subscriber, and Subscriber may use them as it sees fit, subject to applicable state and federal law and local policy. Subscriber agrees not to:

(a) modify, translate, reverse engineer, decompile, disassemble, or create derivative works based on the Services except to the extent that enforcement of the foregoing restriction is prohibited by applicable law; (b) circumvent any user limits or other timing, use or functionality restrictions built into the Services; (c) remove any proprietary notices, labels, or marks from the Services (except to the extent Reseller is so permitted to for the purposes of re-branding the Services); (d) frame or mirror any content forming part of the Services; or (e) access the Services in order to build a competitive product or service, or copy any ideas, features, functions or graphics of the Services that are established as intellectual property or proprietary information; or to authorize or attempt to do any of the foregoing. Subscriber agrees not to sell, rent, license, distribute, transfer, directly or indirectly permit the sale, rental, licensing, distribution, use or transfer of the license or any right granted thereby, including permitting the use or dissemination of documentation related to the Service, to any other party, either during the term of this Agreement or at any time thereafter.

7. Data and Records. CSBA has no responsibility or liability for the accuracy of documents, files, data, or information uploaded to the Service or provided by Subscriber or Subscriber's users. For the duration of this Agreement, CSBA agrees to take reasonable steps to preserve and protect Subscriber information uploaded to the Service. For as long as Subscriber continues to subscribe to the Service, CSBA agrees to store Subscriber's data. CSBA may delete all of Subscriber's stored information ninety (90) days after the termination of this Agreement. Upon request by Subscriber made within ninety (90) days after the effective date of termination or expiration of the Service, CSBA will make available to Subscriber an export of Subscriber's data in a format determined by CSBA at no fee, or in a format requested by the Subscriber for a mutually agreed-upon fee not to exceed the additional cost of exporting to the requested format. After such ninety (90) day period, CSBA shall have no obligation to maintain or provide any of such Subscriber data and thereafter, unless legally prohibited, may delete all of such data on the Site systems or otherwise in CSBA's possession or under CSBA's control.

Subscriber acknowledges that documents, data, and information uploaded to the Service are not an official record and acknowledges its responsibility to create an archive of such materials when Subscriber desires them to serve as official Subscriber records. Subscriber agrees not to hold CSBA liable for any damage to, any deletion of, or any failure to store Subscriber information. CSBA is not the custodian of Subscriber's records for any purpose and will direct any third-party request for Subscriber's information or records to Subscriber. In the event Subscriber records are requested pursuant to a lawfully issued subpoena or court order, to the extent possible, CSBA agrees to inform Subscriber prior to responding.

Notwithstanding the provisions of this Agreement, CSBA may access, compile, record and/or distribute statistical analyses and reports utilizing aggregated data derived from information and data related to Subscriber's use of the Service.

8. Warranty. CSBA warrants that the Service will work in substantial accordance with purposes expressed in the Grant of License clause above. CSBA provides no other warranty of any kind, either express or implied, including, but not limited to, the implied warranties of merchantability, satisfactory quality, accuracy, and fitness for a particular purpose. Subscriber assumes all responsibility to provide and upgrade any hardware, computer operating system and/or software required to access GAMUT. CSBA does not warrant that functions contained in GAMUT will meet Subscriber's business requirements or that the operation of the service will be uninterrupted or error free.

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

9. Limit of Liability. IN THE EVENT OF A BREACH OF THIS AGREEMENT OR THE WARRANTY STATED ABOVE, SUBSCRIBER'S DAMAGES SHALL BE LIMITED TO THE AMOUNT OF THE ANNUAL FEE PAID BY LICENSEE FOR THE CURRENT YEAR. IN NO EVENT SHALL CSBA BE LIABLE FOR ANY CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOSS OF PROFITS AND/OR SAVINGS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION OR OTHER PECUNIARY LOSSES) ARISING FROM THE USE OR INABILITY TO USE GAMUT OR THE SERVICE. SUBSCRIBER AGREES THAT DAMAGES DESCRIBED IN THIS PARAGRAPH ARE A REASONABLE ESTIMATION OF ANY LOSS SUBSCRIBER MAY SUFFER AND DO NOT CONSTITUTE A PENALTY.

10. Termination. This Agreement may be terminated by either party by giving the other party 60 days written notice. CSBA may also terminate this Agreement if Subscriber breaches any provision of this Agreement. If termination results from Subscriber's breach the annual fee, or any portion thereof, will not be refunded by CSBA. If termination results from Subscriber's written request, CSBA shall refund the pro rata portion of the annual fee for the balance of the fiscal year (July 1 - June 30) outstanding at the date of such termination. Termination for Subscriber's breach shall not alter or affect CSBA's right to exercise any other remedies available in law or equity for the breach.

11. Compliance with Laws. Subscriber is solely responsible for complying with state and federal laws, including the Americans with Disabilities Act of 1990 and those laws pertaining to open meetings and public information, including, but not limited to, the Ralph M. Brown Act and the California Public Records Act.

12. Indemnification and Duty to Defend. Except as otherwise provided in this Agreement, each party shall indemnify, defend, and hold harmless the other party, and its directors, officers, employees, agents and representatives, from and against any and all liabilities, obligations, losses, damages, penalties, fines, claims, actions, suits, costs and expenses, (including legal fees and expenses) of any kind whatsoever imposed on, asserted against, incurred or suffered by the other party, or its directors, officers, employees, agents or representatives by reason of damage, loss or injury (including death) to persons or property resulting in any way from (a) any negligent or intentional act by it or any of its directors, officers, employees, agents or representatives in its or their performance of Services hereunder; or (b) any neglect, omission or failure to act when under a duty to act on its part or the part of any of its directors, officers, employees, agents or representatives in its or their performance of Services hereunder.

It is expressly understood and agreed that in any third-party action to obtain Subscriber's records from CSBA which is opposed by Subscriber, any cost to CSBA in opposing the request, including, but not limited to, attorney's fees and costs, shall be paid by Subscriber. It is also expressly understood and agreed that no personal liability whatsoever shall attach to any member of CSBA's Board of Directors, or to any of the officers, employees, agents or representatives thereof, by virtue of this Agreement.

13. Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than CSBA and Subscriber.

14. Modification. The scope of work and any other terms of this Agreement may be modified only by a written agreement signed by both parties.

15. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

16. Entire Agreement. This Agreement constitutes the entire agreement and understanding of the parties. There are no oral understandings or other terms or conditions as regards to the subject matter hereof and neither party has relied upon any representation, express or implied, that are not otherwise contained in this Agreement. This Agreement supersedes all prior understandings, whether written or oral, and any such terms or conditions are deemed merged into this Agreement.

IN WITNESS WHEREOF, the parties do hereby certify that they are duly authorized to execute this Agreement.

California School Boards Association

SANTA CRUZ CITY SCHOOLS of Santa Cruz

Robert J. Tuerck
Assistant Executive Director
Policy & Governance Technology

Date

Signature

Printed Name

Title

Date

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

ATTACHMENT A

Subscriber is contracting for and agrees to pay for the following Services described in this Attachment. Subscriber will be billed for these services pursuant to the terms this Agreement. Any pro-rated reduction in fees or discounts will be indicated on the invoice. Annual subscription may be subject to change and services shall automatically renew unless either party gives written notice of non-renewal to the other party in accordance with the terms of this Agreement.

1. Annual Subscriptions. to be provided through GAMUT:

Module	Fee
GAMUT Policy ¹	\$3,125(Current Service)
GAMUT Policy <i>Plus</i>	\$3,205(Current Service)
GAMUT Meetings	N/A

2. Training and Set Up Fees. Subscriber agrees is contracting for the following training and site set up:

Module	Fee
Set Up Fee ²	N/A
On Site Training ³	N/A

California School Boards Association

SANTA CRUZ CITY SCHOOLS of Santa Cruz

Robert J. Tuerck
Assistant Executive Director
Policy & Governance Technology

Date

Signature

Printed Name

Title

Date

¹ CSBA policy services provide sample policies, administrative regulations, bylaws and exhibits as a resource for school districts and county offices of education in developing their own policy manual and are not intended for exact replication or as a substitute for legal advice. CSBA's samples are a reflection of current law and do not necessarily express the personal or political opinions or viewpoints of CSBA, its Board of Directors, or its employees. Although CSBA's sample policies, regulations, bylaws and exhibits have been carefully crafted and thoroughly reviewed, they contain no warranty as to their sufficiency for addressing District's specific legal situations. District is cautioned to seek the advice of its legal counsel when confronted with legal questions or situations requiring legal advice.

² Site setup fees do not include any data conversion. Separate charges for data conversion may apply. CSBA will consult with Subscriber before any such charges are incurred.

³ On Site Training fees do not include plus the cost of the CSBA trainer's travel expenses. Subscriber shall pay reasonable travel costs and expenses incurred by CSBA for any on-site training.



California School Boards Association
(916) 371-4691

Please refer to your invoice number and customer number in all communications regarding this invoice.

Invoice Number **Invoice Date** **PO #**
INV-52668-H6Q4F6 5/22/2020

Bill To:

Santa Cruz City Schools
405 Old San Jose Rd
Soquel, CA 95073-2213
United States

Ship To:

Santa Cruz City Schools
133 Mission St. Ste. 100
Santa Cruz, CA 95060
United States

Product Code	Description	Unit Price	Quantity	Extended Price	Terms
GAMUT/POLICY/P LUS	Gamut Policy Plus (07/01/2020 - 06/30/2021)	\$3,205.00	1.00	\$3,205.00	Net 30
GAMUT/POLICY	Gamut Policy (07/01/2020 - 06/30/2021)	\$3,125.00	1.00	\$3,125.00	Net 30
WAIT! Have you renewed your CSBA Membership for 2020/2021? Only CSBA members enjoy exclusive access to GAMUT and our valuable trainings and services. Don't forget to renew your CSBA membership by September 15 to maintain uninterrupted access.					

Total Invoice: \$6,330.00

Total Paid: \$0.00

Balance Due: \$6,330.00



PLEASE DETACH HERE AND RETURN BOTTOM STUB WITH PAYMENT



California School Boards Association

Customer Number	Invoice Number	Invoice Date	Terms	Balance Due
100836	INV-52668-H6Q4F6	05/22/2020	Net 30	\$6,330.00

Make checks payable to:

California School Boards Association - CSB (6744)
c/o West America Bank
P.O. Box 1450
Suisun City, CA 94585-4450

Bill To:

Santa Cruz City Schools
405 Old San Jose Rd
Soquel, CA 95073-2213
United States

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: California School Board Association 2020-21 Membership

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve the 2020-21 annual agreement from the California School Board Association for District Membership and for Education Legal Alliance Membership.

BACKGROUND:

Santa Cruz City Schools has been a member of the California School Board Association and the Education Legal Alliance since July 2010.

FISCAL IMPACT:

\$15,366.00, LCFF Base (Unrestricted)

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.



California School Boards Association
(916) 371-4691

Please refer to your invoice number and customer number in all communications regarding this invoice.

Invoice Number **Invoice Date** **PO #**
INV-51674-B5R9L8 5/22/2020

Bill To:

Santa Cruz City Schools
405 Old San Jose Rd
Soquel, CA 95073-2213
United States

Ship To:

Santa Cruz City Schools
133 Mission St. Ste. 100
Santa Cruz, CA 95060
United States

Product Code	Description	Unit Price	Quantity	Extended Price	Terms
CSBA	CSBA Membership (07/01/2020 - 06/30/2021)	\$12,293.00	1.00	\$12,293.00	
ELA	ELA Membership (07/01/2020 - 06/30/2021)	\$3,073.00	1.00	\$3,073.00	
<p>Dues not processed before September 15 will result in a disruption of services. Officers or employees of LEAs that have not paid dues by September will not be granted access to CSBA's Annual Education Conference and Trade Show. AEC registrations made absent membership dues will be canceled on September 15. Registrants will be refunded, minus a processing fee, and hotel reservations canceled on September 16.</p>					

Total Invoice: \$15,366.00

Total Paid: \$0.00

Balance Due: \$15,366.00



PLEASE DETACH HERE AND RETURN BOTTOM STUB WITH PAYMENT



California School Boards Association

Customer Number	Invoice Number	Invoice Date	Terms	Balance Due
100836	INV-51674-B5R9L8	05/22/2020		\$15,366.00

Make checks payable to:

California School Boards Association - CSB (6744)
c/o West America Bank
P.O. Box 1450
Suisun City, CA 94585-4450

Bill To:

Santa Cruz City Schools
405 Old San Jose Rd
Soquel, CA 95073-2213
United States

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Resolution 33-19-20 Ordering Election, Requesting County Elections to Conduct Election, Requesting Consolidation of the Election, and Specifications of the Election Order

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve Resolution 33-19-20 as submitted to meet the requirements for the Board of Trustee election on November 3, 2020.

BACKGROUND:

This Resolution defines the specification of the election order listing the number of seats being vacated, areas represented, length of term, responsibility of cost for the Candidate's Statement of Qualification and the length of the statement. It also requests that the County Elections Board conduct the election and consolidate it with the General Election on November 3, 2020.

FISCAL IMPACT:

The estimated cost provided by the County Elections Office for the November 2020 elections in both districts is \$1.50 - \$2.50 per voter (\$112,500 - \$187,500). LCFF Base (Unrestricted)

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.

Resolution No. 33-19-20

Resolution Ordering an Election, Requesting County Elections to Conduct the Election, And Requesting Consolidation of the Election

Santa Cruz City Schools District

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10400, such election for cities and special districts may be consolidated; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on November 3, 2020;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT THE governing body of the Santa Cruz City Schools District hereby orders an election be called and consolidated with any and all elections also called to be held on November 3, 2020 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Santa Cruz County requests the Board of Supervisors of the County of Santa Cruz to order such consolidation under Elections Code Section 10401 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors to permit the Santa Cruz County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

Check the following that apply:

☒ **BE IT FURTHER RESOLVED AND ORDERED** that the Santa Cruz County Elections Department conduct the election for the following offices on the November 3, 2020 ballot:

<u>Who is up for Election</u>	<u>Office Title</u>	<u>Term</u>	<u>District/Division (if app)</u>
Sheila Coonerty	Trustee	4 Years	Area 3
John Owen	Trustee		Area II (Out of City)
Patricia Threet	Trustee	4 Years	Area 7
Claudia Vestal	Trustee	4 Years	Area 6

☐ **BE IT FURTHER RESOLVED AND ORDERED** that the Santa Cruz County Elections Department shall conduct the election for the following MEASURE(S) to be voted on at the November 3, 2020 election:

(insert 75-word ballot question here or attach, if more than one)

BE IT FURTHER RESOLVED AND ORDERED THAT Santa Cruz County Elections Department is requested to: [Check one of the following]

☒ Print the attached measure text exactly as filed or indicated on the filed document in the Voter's Information Pamphlet for the November 3, 2020 election. Cost of printing and distribution of the measure text will be paid for by the city/district.

☐ Do NOT print the measure text in the Voter's Information Pamphlet. Instead send a copy to voters upon request, cost to be incurred by the city/district.

PASSED AND ADOPTED this tenth day of June, 2020 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

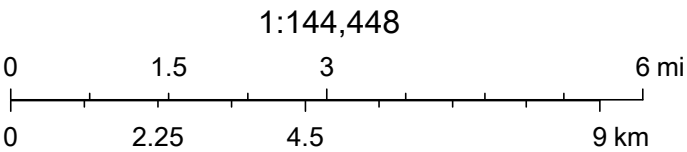
Chairperson of said Governing Board

Attested: _____
Secretary

Adopted Trustee Area Map 102B



September 17, 2019



Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Auto Care Lifesaver Towing Quote for Food Truck Transportation

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Auto Care Lifesaver Towing quote for food truck transportation.

BACKGROUND:

This proposal consists of transporting the District's new food truck from the fabrication facilities in Sylmar to the transportation yard. Due to unforeseen circumstances the vendor is unable to complete this project and the District has chosen this vendor to retrieve the vehicle to allow for the completion of necessary work. This is an unexpected expense.

FISCAL IMPACT:

\$1,650.00, Measure A Funds (Restricted), representing 0.005% of the overall site budget
\$32,072,783.00 is the total bond allocation Santa Cruz High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

**KJRB Inc. dba Auto Care Lifesaver Towing**

250 Kearney St., Watsonville CA 95076
Phone: (831) 728-0384 | Fax: (831) 761-1563

Invoice
#20-20420

Valued Customer

Invoice #	20-20420	Authorized by	Valued Customer
Purchase Order Number	QUOTE	Tow From	12457 Gladstone Avenue, Sylmar, CA, USA
Call #	20420	Tow To	536 Palm Street, Santa Cruz, CA, USA
Tow Reason	Relocation		
Contact	Santa Cruz City Schools (831) 419-9012,		
Notes	Quote for transporting food truck from Sylmar, CA to Santa Cruz, CA.		

Year	Make	Model	Color	VIN	Plate	Odometer
-	Food Truck		-	-	-	-

Charge Description	Quantity	Price	Line Total
Transport by the Hour	15	\$110.00	\$1,650.00
		Grand Total	\$1,650.00
		Amount Due:	\$1,650.00

Tow Fees and Access Notice Available Upon Request. I do hereby certify that I am legally authorized and entitled to take possession of the vehicle described above and all personal property therein. I have received the vehicle in satisfactory condition. Not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, or any other cause beyond our control.

Signature: _____

USDOT: 462694 CA# 370361

Upon request, you are entitled to receive a copy of the Towing Fees and Access Notice

224/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Amendment Agreement for Gault Elementary School for the 20/21 Fiscal Year

MEETING DATE: June 17, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture amendment agreement for Gault Elementary School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Bartos Architecture on 12/14/16. The agreement amendment is for architectural services for the 20/21 fiscal year pertaining to projects at Gault Elementary School.

Project	Estimate
Modernization Phase 1	\$50,000.00
Modernization Phase 3	\$25,000.00
Multi-Project Overhead	\$50,000.00
New Classroom Building	\$200,000.00
Remove Portables Phase 1	\$35,000.00
Utility Infrastructure	\$50,000.00
20/21 FY Total	\$410,000.00

FISCAL IMPACT:

\$410,000.00, Measure B Funds (Restricted), representing 4.44% of the overall site budget \$9,226,851.00 is the total Bond Allocation to Gault Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Gault Elementary School Mod Phase 1

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Gault Elementary School Mod Phase 3 Main Envelope

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$25,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Gault Elementary School Multi Project Overhead

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21. (same as FY 19-20)

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Gault Elementary School Classroom Building

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$200,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Gault Elementary School Portable Phase 1/Sitework

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$35,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Gault Elementary School Utility Infrastructure

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Amendment Agreement for Mission Hill Middle School for the 20/21 Fiscal Year

MEETING DATE: June 17, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture amendment agreement for Mission Hill Middle School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Bartos Architecture on 12/14/16. The agreement amendment is for architectural services for the 20/21 fiscal year pertaining to projects at Mission Hill Middle School.

Project	Estimate
Front Landscape	\$15,000.00
Modernization Phase 1	\$50,000.00
Modernization Phase 2	\$150,000.00
Modernization Phase 3	\$75,000.00
Multi-Project Overhead	\$50,000.00
New Classroom Building	\$200,000.00
Roofing Phase 2	\$50,000.00
Security Fencing	\$20,000.00
Site Improvements	\$25,000.00
Utility Infrastructure	\$50,000.00
20/21 FY Total	\$685,000.00

FISCAL IMPACT:

\$685,000.00, Measure A Funds (Restricted), representing 3.88% of the overall site budget \$17,648,740.00 is the total Bond Allocation to Mission Hill Middle School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Front Lawn

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$15,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Modernization Phase 1

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Modernization Phase 2 Main

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$150,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, flowing style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Modernization Phase 3 Envelope

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$75,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Multi Project Overhead

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21. (same as 19-20)

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

29 May 2019

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School New Classroom Building

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21. (Same as 19-20)

This proposal is an estimated fee amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$200,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, stylized script.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Roofing Phase 2

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Site Security Fencing

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 19-20.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$20,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Site Improvements

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$25,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Mission Hill Middle School Utility Infrastructure

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 19-20.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Amendment Agreement for Program Management Services for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture amendment agreement for program management services for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Bartos Architecture on 12/14/16. The agreement amendment is for program management services for the 20/21 fiscal year to include regular presentations to the Board, website management, budget, reporting, cash flow predictions, cost tracking and program schedule consolidation for district wide bond projects.

FISCAL IMPACT:

\$40,200.00, Measure A Funds (Restricted), representing 0.08% of the Bond

\$19,800.00, Measure B Funds (Restricted), representing 0.08% of the Bond

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Program Management Services: BA No. 18-001

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for program management services for Fiscal Year 20-21 (same as for 19-20)

Estimated Fee	\$60,000
---------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Amendment Agreement for Santa Cruz High School for the 20/21 Fiscal Year

MEETING DATE: June 17, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture amendment agreement for Santa Cruz High School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Bartos Architecture on 12/14/16. The agreement amendment is for architectural services for the 20/21 fiscal year pertaining to projects at Santa Cruz High School.

Project	Estimate
Athletic Facility Upgrades	\$75,000.00
Technical Education Transportation G	\$15,000.00
Technical Education Transportation H	\$25,000.00
External Security	\$35,000.00
Gym Modernization Phase 1	\$65,000.00
Gym Modernization Phase 2	\$200,000.00
Landscape & Site Utilities	\$25,000.00
Modernization Phase 1	\$50,000.00
Modernization Phase 2	\$100,000.00
Modernization Phase 3	\$125,000.00
Modernization Phase 4	\$150,000.00
Multi-Project Overhead	\$50,000.00
Pool House	\$75,000.00
Roofing Phase 2	\$10,000.00
Switchgear Replacement	\$100,000.00
Temporary Housing	\$25,000.00
Utility Infrastructure	\$25,000.00
20/21 FY Total	\$1,150,000.00

FISCAL IMPACT:

\$1,150,000.00, Measure A Funds (Restricted), representing 3.58% of the overall site budget
\$32,072,783.00 is the total Bond Allocation to Santa Cruz High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

8.3.5. Bartos Architecture Amendment Agreement santa Cruz High School 2021



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Sports Complex Upgrades

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$75,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School CTE Transportation (G)

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$15,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School CTE Transportation (H)

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$25,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Exterior Site Security

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$35,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Gym Phase 1

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$65,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Gym Phase 2 Entry

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$200,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Mod Phase 4 Main

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$150,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, flowing style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Multi Project Overhead

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Pool House

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$75,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Roofing Phase 2

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$10,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Switchgear Replacement

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$100,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Landscape/Site Utilities (infrastructure)

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$25,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Mod Phase 1

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Mod Phase 2 (Unit C/D)

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$100,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Mod Phase 3 (math/Sci/Lib)

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$125,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Temp Housing

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$25,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Santa Cruz High School Utility Infrastructure

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$25,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Amendment Agreement for Westlake Elementary School for the 20/21 Fiscal Year

MEETING DATE: June 17, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture amendment agreement for Westlake Elementary School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Bartos Architecture on 12/14/16. The agreement amendment is for architectural services for the 20/21 fiscal year pertaining to projects at Westlake Elementary School.

Project	Estimate
Modernization Phase 1	\$100,000.00
Modernization Phase 2	\$100,000.00
Multi-Project Overhead	\$50,000.00
New Upper Classroom	\$200,000.00
Playgrounds	\$35,000.00
Remove Upper Portables	\$35,000.00
Re-Roof	\$20,000.00
Site Improvements	\$75,000.00
Utility Infrastructure	\$75,000.00
20/21 FY Total	\$690,000.00

FISCAL IMPACT:

\$690,000.00, Measure B Funds (Restricted), representing 5.13% of the overall site budget \$13,439,288.00 is the total Bond Allocation to Westlake Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.
Goal #5: SCCS will maintain a balanced budget and efficient and effective management.
Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Mod Phase 1 upper wing

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$100,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, flowing style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Mod Phase 2 Lower wing

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$100,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary School Multi Project Overhead

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$50,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650 · 340 · 1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Classroom Building

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$200,000
------------------	-----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Playgrounds

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$35,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Remove Upper Portables

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$35,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Re-roof

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$20,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and cursive, with the first name "Mark" and last name "Bartos" clearly distinguishable.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Site Improvements

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$75,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

15 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Jim Monreal, Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Estimated Fees for Westlake Elementary Utility Infrastructure

Dear Mr. Monreal,

We are pleased to provide you with our recommended budget for the above-mentioned project for Fiscal Year 20-21.

This is an estimate for the fiscal year and represents no change to our contract amount. We will invoice only for services rendered, and our invoices will be provided monthly for your review.

Estimated FY Fee	\$75,000
------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #1 for Mission Hill Middle School Multi-Project Overhead

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#1 for Mission Hill Middle School multi-project overhead.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Mission Hill Middle School multi-project overhead. These charges were not covered in the original scope of work. The previously approved contract amount was \$50,000.00 and the new total contract, including this change order, will be \$50,500.00

FISCAL IMPACT:

Change Order #1 \$500.00, (1.00% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable expenses for MHMS Multi-Project Overhead

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$500
------------------------------------	-------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive style.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #2 for Santa Cruz High School Modernization Phase 2

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#2 for Santa Cruz High School modernization phase 2 project.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Santa Cruz High School modernization phase 2 project. These charges were not covered in the original scope of work. The previously approved contract amount was \$400,000.00 and the new total contract, including this change order, will be \$410,000.00.

FISCAL IMPACT:

Change Order #1 \$10,000.00 (2.50% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable expenses for SCHS Commons Modernization

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$10,000
------------------------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos". The signature is fluid and stylized, with the first and last names being clearly legible.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #1 for Santa Cruz High School Modernization Phase 4

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#1 for Santa Cruz High School modernization phase 4.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Santa Cruz High School modernization phase 4 project. These charges were not covered in the original scope of work. The previously approved contract amount was \$250,000.00 and the new total contract, including this change order, will be \$270,000.00

FISCAL IMPACT:

Change Order #1 \$20,000.00, (8.00% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable expenses for SCHS Modernization Phase 4

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$20,000
------------------------------------	----------

Note: this includes \$17,300 DSA fee paid by
Bartos Architecture

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive style.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #1 for Santa Cruz High School Pool House

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#1 for Santa Cruz High School pool house.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Santa Cruz High School pool house project. These charges were not covered in the original scope of work. The previously approved contract amount was \$40,000.00 and the new total contract, including this change order, will be \$45,000.00.

FISCAL IMPACT:

Change Order #1 \$5,000.00, (12.50% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable expenses for SCHS Pool House

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$5,000
------------------------------------	---------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, fluid style.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #1 for Santa Cruz High School Switchgear

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#1 for Santa Cruz High School switchgear.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Santa Cruz High School switchgear project. These charges were not covered in the original scope of work. The previously approved contract amount was \$50,000.00 and the new total contract, including this change order, will be \$60,000.00

FISCAL IMPACT:

Change Order #1 \$10,000.00, (20.0% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650.340.1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable Expenses: SCHS Switchgear

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$10,000
------------------------------------	----------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos".

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #1 for Westlake Elementary School Multi-Project Overhead

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#1 for Westlake Elementary School multi-project overhead.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Westlake Elementary School multi-project overhead. These charges were not covered in the original scope of work. The previously approved contract amount was \$50,000.00 and the new total contract, including this change order, will be \$50,500.00.

FISCAL IMPACT:

Change Order #1 \$500.00, (1.00% increase to the contract), Measure B Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650·340·1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable expenses for Westlake ES Multi Project Overhead

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$500
------------------------------------	-------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, flowing style.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bartos Architecture Change Order #1 for Westlake Elementary School Site Improvements

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Bartos Architecture change order#1 for Westlake Elementary School site improvements.

BACKGROUND:

This change order consists of fees to cover architect reimbursements associated with the Westlake Elementary School site improvements project. These charges were not covered in the original scope of work. The previously approved contract amount was \$75,000.00 and the new total contract, including this change order, will be \$75,500.00.

FISCAL IMPACT:

Change Order #1 \$500.00, (0.66% increase to the contract), Measure B Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

6 May 2020

1730 S. Amphlett Blvd
Suite 225, San Mateo
California 94402
650·340·1221

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 95060

Re: Reimbursable expenses for Westlake ES Site Improvements Sign/Fence/Other

Dear Santa Cruz City Schools,

We are pleased to provide you with our recommended budget for reimbursable expenses for the above-mentioned project for Fiscal Year 19-20. We do not add a mark up to our reimbursable expenses. These are expenses incurred on behalf of the District and does not represent income to Bartos Architecture.

Recommended Reimbursable allowance	\$500
------------------------------------	-------

We appreciate this opportunity to continue serving the District.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Bartos", written in a cursive, stylized script.

Mark Bartos, Architect
Bartos Architecture

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Belli Architecture Amendment Agreement for Branciforte Middle School Classroom Modernization

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Belli Architecture amendment agreement for Branciforte Middle School classroom modernization.

BACKGROUND:

This proposal consists of schematic design, design documents, DSA approval, construction bidding and construction management process through completion for modernization of classroom buildings E, F and G at Branciforte Middle School.

FISCAL IMPACT:

\$347,342.00, Measure A Funds (Restricted), representing 2.03% of the overall site budget \$17,093,431.00 is the total Bond Allocation to Branciforte Middle School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Belli Project #20014
(SCCS Management Code B419)

**FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT
(Percentage Fee)**

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and Belli Architectural Group, Inc.(“Architect”) effective January 17, 2017 (“Agreement”) for the Measure A construction program, the District and Architect agree to amend the Agreement to add architectural services for design and construction administration of the following Branciforte Middle School project (“Project”):

**Classroom Modernization Phase 2:
Building E (Rooms 17-21), Building F (Rooms 13-16), Building G (Rooms 9-12A)**

Schematic Design (SD)

- Assist District in coordinating the engagement of District-provided services.
- Attend site visit to evaluate and document existing conditions to establish general programmatic, budgetary and scheduling aspects of the Project.
- Orchestrate and conduct District/stakeholder meetings to present, review and discuss various modernization options.
- Based on information gleaned from the above, generate a draft program of all spaces for review and approval by District.
- Based on mutually agreed upon program, proceed with development do the SD package by way of the following:
 - Overall site plan
 - Floor plans
 - Outline specification for modernization elements based on District standards
- Develop an estimate of probable construction cost based on similar local projects and/or unit costs.
- Coordinate and conduct an SD-level presentation to District and/or stakeholders to present design, cost and timing.
- Based on this presentation, make any final adjustment to the SD package and secure District approval for completion of phase.

Design Development (DD)

- Based on approved SD package and any adjustments to the program authorized by District, construction budget or schedule, develop DD package as follows:
 - Title sheet
 - CalGreen documentation, if required
 - DSA site plan, project data and code analysis
 - Floor plans
 - Enlarged floor plans
 - Reflected ceiling plan

- Roof plan
- Door and window schedules
- Exterior elevations
- Interior elevations
- Building sections
- Exterior details
- Interior details
- Details
- Electrical, low voltage and fire alarm package
- Mechanical package
- Plumbing package
- Provide updated estimate of probable construction cost.
- Present DD package to District.
- Make necessary adjustments to DD package based on presentation and secure approval for DD phase.

Construction Documents (CD)

- Refine CAD backgrounds and distribute to design team.
- Develop CD package, targeting one Division of the State (DSA) application for all contemplated work. Package shall be based upon approved DD package and shall include final detailing and coordination between all disciplines.
 - Architectural Package
 - Structural Package
 - Mechanical Package
 - Plumbing Package
 - Electrical Package
 - Fire Alarm Package
- Internal coordination among design team disciplines.
- Present CD package to District for any final adjustments.
- Secure approval for CD phase.

DSA Permit Processing (PP)

- Identify and complete all DSA application forms.
- Determine DSA fees and communicate fees to District.
- Print and collate sets.
- Submit to DSA Oakland for full plan review.
- Collect and address DSA plan check comments from ACS, FLS and SSS sections.
- Prepare responses and attend back check appointment at DSA Oakland office.
- Process application until DSA approval is secured.
- DSA-approved documents will be prepared to be distributed to the District as the 'Bid Set' for bidding purposes.

Bidding Assistance (BD)

- Provide client with electronic and/or hard copy of DSA-approved package for bid publication.
- Attend one pre-bid job walk.
- Respond to bid RFI's and issue bid addenda.
- Assist with bid evaluation as required.

Construction Administration (CA)

- Assist District in preparation and execution of DSA construction start-up documentation.
- Attend pre-construction conference.
- Respond to requests for information (RFI).
- Review submittals and shop drawings.
- Assist in reviewing/evaluating contract proposals or bids and substitutions proposed by contractors.
- Attend construction site meetings as required during the construction period.
- Review GC progress payments.
- Review and process change order documentation, as required.
- DSA Closeout/Certification for items AOR carries responsibility for.

Assumptions

- District shall provide all applicable District Standards for modernization elements within the scope of this project.
- Based on initial review of the project, it is assumed that this project does not required any other agency approvals except DSA and Local Fire Authority approval.
- Agency fees by District.
- Boundary survey, topographic survey and/or geotechnical investigation, as required, by District.
- Fire hydrant flow testing fees, if required, by District.
- Building fire sprinkler design/approval is not required.

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Projects, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Design-Bid-Build construction contracts are being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, the total compensation paid to the Architect for the Project shall be billed at no more than 12% of the first \$500,000, 11.5% of the next \$500,000, 11% of the next \$1,000,000, 10% of the next \$4,000,000, 9% of the next \$4,000,000, and 8% of the remaining final adjusted Project Construction Cost. Estimated Project Construction Cost is \$3,048,420. Therefore, Basic Services Fee shall be \$332,342.

Initial Payment	None
Payment Upon Completion of:	
Schematic Design	20%
Design Development Phase	20%
Contract Documents Phase	30%
DSA Back Check	5%
Bidding Phase	5%
Construction Phase	20%
TOTAL BASIC COMPENSATION	100%

Upon any adjustment (increase or decrease) to the Project Construction Cost as contemplated by section 1.9 of the Agreement, including but not limited to any adjustment made at such time as bids are received, the Architect's total compensation for Basic Services for the Project shall also be increased or decreased, including retroactively for Basic Services already performed and payments already made. Such adjustments may be effected by the District by either (a) adjusting any future payment due under the payment schedule immediately above, or (b) issuing a revision notice to Architect that either tenders any additional payment owed or demands reimbursement from the Architect of any overpayment to date.


Architect's total reimbursement for Reimbursable Expenses shall not exceed \$15,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project prior to completion of Project Development Studies Phase. Expense shall be subject to adjustment after completion of aforementioned phase.

Architect shall provide a minimum of four (2) full-time employees for the Project before construction commences, and two (2) full-time employees after construction commences, to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Thirty Thousand Dollars (\$30,000).

ARCHITECT:

Belli Architectural Group, Inc.

By:  **David Peartree**
Digitally signed by David Peartree
DN: C=US, E=david@belliag.com,
O=Belli Architectural Group,
OU=Belli Architectural Group,
CN=David Peartree
Date: 2020.04.03 10:07:35-07'00'
David N. Peartree, Vice President

DISTRICT:

SANTA CRUZ CITY SCHOOLS

By: _____
Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Belli Architecture Amendment Agreement for Branciforte Middle School Library and Administration Building Modernization

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Belli Architecture amendment agreement for Branciforte Middle School library and administration building modernization.

BACKGROUND:

This proposal consists of schematic design, design documents, DSA approval, construction bidding and construction management process through completion for modernization of the library and administration building at Branciforte Middle School.

FISCAL IMPACT:

\$241,793.00, Measure A Funds (Restricted), representing 1.41% of the overall site budget
\$17,093,431.00 is the total Bond Allocation to Branciforte Middle School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Belli Project #20015
(SCCS Management Code B418)

**FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT
(Percentage Fee)**

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and Belli Architectural Group, Inc.(“Architect”) effective January 17, 2017 (“Agreement”) for the Measure A construction program, the District and Architect agree to amend the Agreement to add architectural services for design and construction administration of the following Branciforte Middle School project (“Project”):

Library/Administration Building Modernization (Building D)

Schematic Design (SD)

- Assist District in coordinating the engagement of District-provided services.
- Attend site visit to evaluate and document existing conditions to establish general programmatic, budgetary and scheduling aspects of the Project.
- Orchestrate and conduct District/stakeholder meetings to present, review and discuss various modernization options.
- Based on information gleaned from the above, generate a draft program of all spaces for review and approval by District.
- Based on mutually agreed upon program, proceed with development do the SD package by way of the following:
 - Overall site plan
 - Floor plans
 - Outline specification for modernization elements based on District standards
- Develop an estimate of probable construction cost based on similar local projects and/or unit costs.
- Coordinate and conduct an SD-level presentation to District and/or stakeholders to present design, cost and timing.
- Based on this presentation, make any final adjustment to the SD package and secure District approval for completion of phase.

Design Development (DD)

- Based on approved SD package and any adjustments to the program authorized by District, construction budget or schedule, develop DD package as follows:
 - Title sheet
 - CalGreen documentation, if required
 - DSA site plan, project data and code analysis
 - Floor plans
 - Enlarged floor plans
 - Reflected ceiling plan

- Roof plan
- Door and window schedules
- Exterior elevations
- Interior elevations
- Building sections
- Exterior details
- Interior details
- Details
- Electrical, low voltage and fire alarm package
- Mechanical package
- Plumbing package
- Provide updated estimate of probable construction cost.
- Present DD package to District.
- Make necessary adjustments to DD package based on presentation and secure approval for DD phase.

Construction Documents (CD)

- Refine CAD backgrounds and distribute to design team.
- Develop CD package, targeting one Division of the State (DSA) application for all contemplated work. Package shall be based upon approved DD package and shall include final detailing and coordination between all disciplines.
 - Architectural Package
 - Structural Package
 - Mechanical Package
 - Plumbing Package
 - Electrical Package
 - Fire Alarm Package
- Internal coordination among design team disciplines.
- Present CD package to District for any final adjustments.
- Secure approval for CD phase.

DSA Permit Processing (PP)

- Identify and complete all DSA application forms.
- Determine DSA fees and communicate fees to District.
- Print and collate sets.
- Submit to DSA Oakland for full plan review.
- Collect and address DSA plan check comments from ACS, FLS and SSS sections.
- Prepare responses and attend back check appointment at DSA Oakland office.
- Process application until DSA approval is secured.
- DSA-approved documents will be prepared to be distributed to the District as the 'Bid Set' for bidding purposes.

Bidding Assistance (BD)

- Provide client with electronic and/or hard copy of DSA-approved package for bid publication.
- Attend one pre-bid job walk.
- Respond to bid RFI's and issue bid addenda.
- Assist with bid evaluation as required.

Construction Administration (CA)

- Assist District in preparation and execution of DSA construction start-up documentation.
- Attend pre-construction conference.
- Respond to requests for information (RFI).
- Review submittals and shop drawings.
- Assist in reviewing/evaluating contract proposals or bids and substitutions proposed by contractors.
- Attend construction site meetings as required during the construction period.
- Review GC progress payments.
- Review and process change order documentation, as required.
- DSA Closeout/Certification for items AOR carries responsibility for.

Assumptions

- District shall provide all applicable District Standards for modernization elements within the scope of this project.
- Based on initial review of the project, it is assumed that this project does not required any other agency approvals except DSA and Local Fire Authority approval.
- Agency fees by District.
- Boundary survey, topographic survey and/or geotechnical investigation, as required, by District.
- Fire hydrant flow testing fees, if required, by District.
- Building fire sprinkler design/approval is not required.

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Projects, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Design-Bid-Build construction contracts are being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, the total compensation paid to the Architect for the Project shall be billed at no more than 12% of the first \$500,000, 11.5% of the next \$500,000, 11% of the next \$1,000,000, 10% of the next \$4,000,000, 9% of the next \$4,000,000, and 8% of the remaining final adjusted Project Construction Cost. Estimated Project Construction Cost is \$1,993,581. Therefore, Basic Services Fee shall be \$226,793.

Initial Payment	None
Payment Upon Completion of:	
Schematic Design	20%
Design Development Phase	20%
Contract Documents Phase	30%
DSA Back Check	5%
Bidding Phase	5%
Construction Phase	20%
TOTAL BASIC COMPENSATION	100%

Upon any adjustment (increase or decrease) to the Project Construction Cost as contemplated by section 1.9 of the Agreement, including but not limited to any adjustment made at such time as bids are received, the Architect's total compensation for Basic Services for the Project shall also be increased or decreased, including retroactively for Basic Services already performed and payments already made. Such adjustments may be effected by the District by either (a) adjusting any future payment due under the payment schedule immediately above, or (b) issuing a revision notice to Architect that either tenders any additional payment owed or demands reimbursement from the Architect of any overpayment to date.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$15,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project prior to completion of Project Development Studies Phase. Expense shall be subject to adjustment after completion of aforementioned phase.

Architect shall provide a minimum of four (2) full-time employees for the Project before construction commences, and two (2) full-time employees after construction commences, to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Thirty Thousand Dollars (\$30,000).

ARCHITECT:
Belli Architectural Group, Inc.

DISTRICT:
SANTA CRUZ CITY SCHOOLS

By: **David Peartree**
David N. Peartree, Vice President

Digitally signed by David Peartree
DN: C=US, E=david@belliag.com, O=Belli
Architectural Group, OU=Belli Architectural
Group, CN=David Peartree
Date: 2020.04.03 10:08:27 -07'00'

By: _____
Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Belli Architectural Group, Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at Branciforte Middle School for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the Belli Architectural Group, Inc. amendment agreement for multi-project overhead architectural services at Branciforte Middle School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Belli Architectural Group on 12/14/16. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the Branciforte Middle School bond projects.

FISCAL IMPACT:

\$47,500.00 Estimate, Measure A Funds (Restricted), representing 0.26% of the site budget
\$17,093,431.00 is the total Bond Allocation to Branciforte Middle School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A
SCCS Management Code B413

**FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT
(Hourly Fee, with Not-to-Exceed Limit)**

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and Belli Architectural Group, Inc.(“Architect”) effective January 17, 2017 (“Agreement”) for the Measure A construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Branciforte Middle School project (“Project”):

Multi-Project Overhead for FY 20-21

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Prepare for, conduct and record proceedings at monthly principal update meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (***Exhibit C*** to the Agreement). Architect’s total compensation for its Basic Services shall not exceed \$46,500, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic

Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$1,000 which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (1) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Thirty Thousand Dollars (\$30,000).

ARCHITECT:

Belli Architectural Group, Inc.

David Peartree

By: _____

David N. Peartree, Vice President

Digitally signed by David Peartree
DN: C=US, E=david@belliag.com,
O=Belli Architectural Group,
OU=Belli Architectural Group,
CN=David Peartree
Date: 2020.05.21 16:55:55-0700'

DISTRICT:

SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Belli Architectural Group Change Order #1 to Branciforte Middle School Multi-Project Overhead

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Belli Architectural Group change order #1 to Branciforte Middle School multi-project overhead.

BACKGROUND:

This change order consists of additional assistance to Facilities and Site Administrators in managing neighborhood input which significantly increased the amount of meeting time. This change order is a result in a change in scope of work. The previously approved contract amount was \$33,500.00 and the new total contract, including this change order, will be \$53,500.00.

FISCAL IMPACT:

Change Order #1 \$20,000.00, (59.71% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A

FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT (Hourly Fee, with Not-to-Exceed Limit)

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and Belli Architectural Group, Inc. (“Architect”) effective January 17, 2017 (“Agreement”) for the Measure A construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Branciforte Middle School project (“Project”):

Additional Services for Multi-Project Overhead for FY 19-20

In addition to the basic services outlined in the Agreement approved by the Board on 06/12/19, the following additional services have been identified, their duration through the remaining of the 19-20 Fiscal Year:

- Provide regular project phasing analysis for the benefit of Facilities and Site Administrators, consisting of multiple scenario runs covering scope and schedule for proposed improvements.
- Provide additional Bond Site Committee support to Facilities and Site Administrators, consisting of additional internal and external research, preparation, meetings and actions.
- Provide additional assistance to Facilities and Site Administrators in managing community input (non-school community).

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (*Exhibit C* to the Agreement). Architect’s total compensation for its Basic Services shall not exceed \$20,000, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Additional Reimbursable Expenses are not anticipated as part of this additional service.

Architect shall provide a minimum of two (1) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Thirty Thousand Dollars (\$30,000).

ARCHITECT:

Belli Architectural Group, Inc.

David Peartree

By: _____

David N. Peartree, Vice President

Digitally signed by David Peartree
DN: C=US, E=david@belliag.com,
O=Belli Architectural Group,
OU=Belli Architectural Group,
CN=David Peartree
Date: 2020.04.08 14:35:24-07'00'

DISTRICT:

SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Belli Architectural Group, Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at Harbor High for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the Belli Architectural Group, Inc. amendment agreement for multi-project overhead architectural services at Harbor High for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with Belli Architectural Group on 12/14/16. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the Harbor High School bond projects.

FISCAL IMPACT:

\$19,000.00 Estimate, Measure A Funds (Restricted), representing 0.06% of the site budget \$28,554.079.00 is the total Bond Allocation to Harbor High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A
SCCS Management Code B400

**FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT
(Hourly Fee, with Not-to-Exceed Limit)**

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and Belli Architectural Group, Inc.(“Architect”) effective January 17, 2017 (“Agreement”) for the Measure A construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Harbor High School project (“Project”):

Multi-Project Overhead for FY 20-21

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Prepare for, conduct and record proceedings at monthly principal update meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (***Exhibit C*** to the Agreement). Architect’s total compensation for its Basic Services shall not exceed \$18,500, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic

Services without submitting additional invoices, or receiving additional payment, for Basic Services.


Architect's total reimbursement for Reimbursable Expenses shall not exceed \$500 which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (1) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Thirty Thousand Dollars (\$30,000).

ARCHITECT:

Belli Architectural Group, Inc.

By:  **David Peartree**
David N. Peartree, Vice President

DISTRICT:

SANTA CRUZ CITY SCHOOLS

By: _____
Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Development Group Inc. Contract for Soquel High School Structured Cabling Design and Installation

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Development Group Inc. contract for Soquel High School structured cabling design and installation.

BACKGROUND:

This proposal consists of design and installation of a new high bandwidth data network with new voice over internet protocol telecommunication system infrastructure and all associated backbone networking equipment at Soquel High School.

FISCAL IMPACT:

\$823,450.90, Measure A Funds (Restricted), representing 2.35% of the overall site budget \$34,830,967.00 is the total Bond Allocation to Soquel High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



Santa Cruz City Schools

STATEMENT OF WORK

PROPOSAL 23418

Soquel High School – Structure Cabling Installation

PROPOSAL VERSION 1.2

5/18/2020

Table of Contents

1	Introduction.....	1
1.1	Project Work Summary.....	1
1.2	Project Milestones and Payment Schedule.....	1
1.3	Company Project Stakeholders.....	3
1.4	Company Project Escalation Contacts.....	3
1.5	Installation Site Address(es)	3
1.6	Summary of Assumptions	4
2	Company Responsibilities	6
2.1	General Company Responsibilities.....	6
2.2	Company provided administration and documentation:	6
2.3	Recommendations	Error! Bookmark not defined.
2.4	Cabling.....	8
2.5	Miscellaneous Construction	9
3	Santa Cruz City Schools Responsibilities	10
3.1	General.....	10
3.2	Specific	10
4	Signature Forms	13
4.1	Statement of Work Agreement.....	13
4.2	Change Request Form.....	13
4.3	Work Acceptance Certification	13

1 Introduction

This Statement of Work (SOW), prepared for Santa Cruz City Schools (the Customer), provides work specifics to be performed by Development Group, Inc. (the Company) for Proposal 23418.

1.1 Project Work Summary

This SOW is intended to provide the details around the structured cabling project for Soquel High School.

1.2 Project Milestones and Payment Schedule

- 1.2.1 The major milestones, related tasks and resulting schedule for this project will be developed depending on the total effort and cost required to complete the specific project covered by this Statement of Work. Delivery of the schedule will be due within the limits listed below following contract execution, using input from the Customer and the project manager(s) responsible for the schedule of the related predecessor project(s).
- Milestones, tasks, and schedule for the project will be completed within three (3) business days following approval of the statement of work.
 - Milestones, tasks, and schedule for the project will be completed within twenty one (21) business days following approval of the statement of work.
 - Milestones, tasks, and schedule for the project will be completed within ninety (90) business days following approval of the statement of work.
- 1.2.2 Any delay in the performance of the Company's obligations to the Customer that is caused by the Customer, its other contractors or suppliers shall be treated as an extension and the delivery schedule and time for performance shall be extended for a period reflecting the delay caused by the extension or suspension. The Company shall resume any suspended work at the earliest possible opportunity when directed to do so by the Customer, with respect to obligations to other customers and considering available personnel.
- 1.2.3 Invoicing, and subsequent payment, for all products related to this project will be done in accordance with the terms and conditions of the governing Master Services Agreement, unless otherwise agreed to in an Associated Contract.
- 1.2.4 An initial invoice for 10% of the value for this Statement of Work will be submitted to the Customer at contract signing and shall represent financial consideration for the following work performed by the Company:

- A. Allocation of engineering resources for design and scheduling meeting(s)
 - B. Site Survey(s) and/or meeting with Customer's low-voltage contractor for the purpose of coordinating services (if required)
- 1.2.5 Subsequent invoicing for services performed on this project will be submitted to the Customer every month, in arrears, for services rendered during the preceding two month. Prompt payment of services invoices is guaranteed by the Customer and will be made in accordance with the terms and conditions of the governing Master Agreement.
- 1.2.6 As per proposal 23418, the initial value for the implementation of this Statement of Work is \$602,440.90. The product cost subtotal for the project is \$ 221,010.00. The resulting total cost for this project is \$ 823,450.90.

1.3 Company Project Stakeholders

Name	Project Role	Contact Information
Natalie Slocum	Account Manager	nslocum@development-group.net Office: 530-646-3673
TBD	Project Manager – DGI	
Daniel Jenkins	Practice Manager – Cabling and Installation Services	djenkins@development-group.net Office: 530-646-3566

1.4 Company Project Escalation Contacts

Name	Project Role	Contact Information
Dan Lockwood	President	dlockwood@development-group.net Office: 530-510-4303
Tony Jenkins	Director, Operations	tjenkins@development-group.net Office: 530-510-4308
Daniel Jenkins	Practice Manager – Cabling and Installation Services	djenkins@development-group.net Office: 530-646-3566

1.5 Installation Site Address(es)

Soquel High School

401 Soquel San Jose Rd, Soquel, CA 95073

1.6 Summary of Assumptions

1.6.1 General Assumptions

A. General assumptions used to prepare this SOW:

1. All changes to this Statement of Work, whether requested by the Company or the Customer, will be via the attached Change Request form.
2. Any quantity of pre-allocated hours including, but not limited to, end-user training, administrative training and/or project management which is not consumed during the course of this Statement of Work may not be applied to other work efforts and shall not obligate the Company to further work beyond the conclusion of this Statement of Work.
3. This proposal assumes all backbone installation will take place on off shift hours during the school year, all other work is based on straight time hours and assumed to be completed during the summer break.
4. DGI is not responsible for any existing services (i.e. – cameras, fire alarms, etc.) taken out of service by removal of existing IDF cabinets. No cabling for any locations other than the specified items are included in this proposal.
5. We assume OSP conduit pathways have some undetermined amount of obstruction. The quote includes a one hundred thousand dollar (\$100,000.00) allowance for replacing/repairing underground pathways where needed. The allowance will be used as a bucket pull from as needed.
6. Proposal does not include providing missing wire-mold covers or fittings on existing pathways.
7. Demolition of LV cabling limited to locations reflected on Demo plans.
8. This proposal does not include providing any active systems or components.
9. This proposal does not include extensive integration of outside vendors' projects and systems Other than that indicated in the scope of work.
10. This proposal assumes that existing pathways can be used for new cabling
11. This proposal assumes that for buildings 100 and 200 only terminations on the IDF side and testing of the IDF are included. Any cable or workstation outlet troubleshooting, repair, or replacement will result in a change order.

12. This proposal assumes all work can be completed within the 2020 calendar year. Delays beyond DGI's control pushing the work into the 2021 calendar year will result in a change order
13. This proposal does not include Hazmat testing, Remediation, disposal, or repairs
14. Fiber pathway developed distance will determine the Optics required. The final count and cost of the optics required will be determined after the fiber is completely run.
15. If remediation of cabling pulled and terminated by Owner's contractor will result in a change order

2 Company Responsibilities

2.1 General Company Responsibilities

- 2.1.1 All equipment listed within this Statement of Work will be upgraded to the most recent, recommended software. In some cases the software recommended by the Company may not be the most current version available from the manufacturer.
- 2.1.2 Unless specified in this scope of work no additional software will be configured. In some cases proposals may include licenses to software to which the customer is entitled but not scoped to be configured.
- 2.1.3 When installing product, Company will connect the power supply (or power supplies) to a UPS and/or PDU using the included power cord(s); the standard power cord included is a 5-15P to C13, 6ft, 18AWG, black, male to female cord. Power connections requiring a different power cord will either be included elsewhere in this Statement of Work or supplied by the Customer.
- 2.1.4 All installed Ethernet cables will be neatly connected to the Ethernet switch(es) making the best use of existing horizontal and vertical cable management hardware.
- 2.1.5 Connection(s) to the network will be in accordance with the network topology drawing(s) for this project.

2.2 Company provided administration and documentation:

- 2.2.1 Provide detailed as-built drawings and documentation that describe the system installation. As-built drawing will include documentation of logical network connections, IP addressing, routing protocols, WAN/telecom circuit information, device serial numbers and/or VLAN information as appropriate.
- 2.2.2 Test all installed hardware and software for proper operation using a detailed test plan to be developed jointly by both parties.
- 2.2.3 Company will clear all work areas of shipping cartons, packaging and debris created by the Company at the conclusion of each work day.
- 2.2.4 Company will maintain a master task list and schedule of all project milestones and work items. Customer understands and agrees that the master task list and schedule maintained by the Company will be the definitive document set by which the project will be managed.
- 2.2.5 Company will conduct regular project status meetings with appropriate project stakeholders, and other interested third parties, weekly or as otherwise agreed to by both parties. The Company will record meeting minutes, maintain an

issues list, and list action items for subsequent meetings. Meeting minutes and supporting documentation will be distributed to attendees, project stakeholders and third-parties at the conclusion of each.

2.3 Cabling

This project consists of renovations to the cabling and networking infrastructure for 1 MDF and multiple (Ten (10)) IDF rooms on an operating high school campus. The work consists of, but is not limited to, rodding pathways, pulling copper cables and fiber optic cables, installing surface mounted raceways, testing copper and fiber, terminating copper and fiber, installing equipment cabinets at IDF's and labelling cable and punch panels, turning over testing reports to District.

Repair to underground pathways is included as described in Section 1.16. paragraph A.5 as well as Section 2.5.A of this document.

IDF locations shall be as indicated on redlined bid drawings (Exhibit A.1) with a revision date of 12-18-19 including Addendum 1 dated May 6th, 2020.

Proposal includes installation of dedicated 20amp circuit and grounding at each IDF cabinet and the MDF. It also includes coordination with fire alarm, security and battery backup systems for space required in the IDF/MDF rooms as well as mounting of batteries within new IDF cabinets or in the IDF rooms

Existing network shall remain active and uninterrupted throughout work under this contract. Subcontractor shall provide all needed labor and materials, whether specified or not, to provide a complete and functioning system.

The scope of work under this contract shall include, in addition to the scope outlined above, adherence to the following:

- a. Weekly schedule updates showing one week of progress and two weeks of planned "look ahead" work
- b. Participation in weekly phone calls with DGI and the District and onsite meetings as needed

2.4 Miscellaneous Construction

This portion of work supplements the above listed section (Cabling), and will cover underground repairs, electrical needs, patching and painting, coring, scaffolds.

- a. The Company will coordinate underground utility surveyors and conduit remediation after the roping and rodding process. Trenching and excavating of problem areas. Patching and painting asphalted areas where needed. \$100,000.00 is dedicated to this portion of the project and will be used as a time and materials bucket. If the company reaches the end of agreed upon value we will address with a change order.
- b. The Company will safe-off and provide 20amp 120v electrical circuits for the new distribution frames along with necessary grounding.
- c. After demo of the old network the Company will patch and paint areas damaged/disturbed by the old raceway and old network equipment.
- d. The company will provide all wall coring to pass fiber and or copper except for roof penetrations. Roof penetration need to be made may result in additional charges.
- e. The company will provide scaffolding and floor protection where needed to support the cabling install, demo, and patching paint phases.

3 Santa Cruz City Schools Responsibilities

3.1 General

- 3.1.1 It is the responsibility of the Customer to maintain current backups of all stored data. Company assumes no responsibility and/or liability for the loss of any Customer data.
- 3.1.2 Upon the presentation of a Work Acceptance Certification document, the Customer will either agree to the completion of the work described therein or provide a detailed, written account of the work items in dispute. If neither the Work Acceptance Certification document nor a valid dispute are returned to the Company within five (5) business days, the work items described in the Work Acceptance Certification document shall be deemed to have been accepted by the Customer.

3.2 Specific

- 3.2.1 Customers will be responsible for internal DNS changes and external DNS changes as requested. The solution requires that the internal and external domains to be the same with the appropriate SRV records.
- 3.2.2 Provide a Customer representative that will be the primary point of contact for this project. At a minimum, this person must be available to meet weekly with all project stakeholders. The Customer representative must have authorization to incur charges and make decisions that will affect the successful implementation of the project, and must be able to provide or arrange physical access to all areas of the facility(ies) which will receive installed equipment as part of this project.
- 3.2.3 Provide accurate scale drawings and/or "blueprints" of the Customer's facility(ies) as may be required for the execution of this Statement of Work.
- 3.2.4 Provide all station cabling, Ethernet patch cords, additional necessary power cords and any other necessary cables unless specified explicitly elsewhere in this statement of work or associated proposal(s).
- 3.2.5 Provide laborers to move furniture and fixtures that may be required as part of this project; Company will not move any furniture or fixtures.
- 3.2.6 Provide a meeting place appropriate to the size of the audience and content presented (room, furniture, seating, etc.) for all training sessions and/or other presentations that are to be made by the Company.
- 3.2.7 Customer understands and agrees to be solely and completely responsible to verify the correctness and proper operation of all emergency telecom services

including 911, E911 or CAMA trunks whether or not the services were installed and/or configured by the Company.

- 3.2.8 Provide telecommunications relay rack equipment, including but not limited to two-post relay racks, four-post relay racks and/or wall-mounted relay racks or cabinets with the correct interior dimensions to accommodate all equipment for this project unless specified explicitly elsewhere in this statement of work or associated proposal(s). Such relay rack equipment will be installed in accordance with applicable local building codes prior to the Company engaging in this Statement of Work.
- 3.2.9 If a height exceeding twelve (12) feet is required to install any equipment, a lift will be provided by the Customer.
- 3.2.10 All roof and/or exterior wall penetrations are the responsibility of the Customer.
- 3.2.11 Unless otherwise specifically stated elsewhere in this Statement of Work, the Customer shall be responsible for the removal of any existing clocks, bells, surveillance cameras and/or any other control systems that may be rendered obsolete and/or inoperable by the completion of this project.
- 3.2.12 Unless otherwise specifically stated elsewhere in this statement of work or associated proposal(s), the Customer shall provide all electrical circuits, UPS(s), PDU(s) and HVAC required to support active electronic equipment being installed by the Company as part of this project.
- 3.2.13 Ensure the relay rack (or racks) in each location is/are engineered to support the weight of all installed equipment.
- 3.2.14 Ensure the equipment location has temperature control that accommodates the operational temperature of the equipment outlined in this scope of work.
- 3.2.15 Coordinate installation schedules with Company; all work shall be scheduled per the MSA, unless otherwise agreed to in an Associated Contract. Changes to the project timeline that are the result of work, or lack thereof, by the Customer and/or Customer's agents may result in additional charges.
- 3.2.16 Provide an on-site authorized Customer representative at all times when Company staff is engaged in work at a Customer's facility and/or co-located datacenter space. The on-site Customer representative must be able to provide physical access to all areas of the facility(ies) which will receive installed equipment as part of this project including disabling any burglar alarm system(s) and/or unlocking any doors. Physical access restrictions dramatically reduce work efficiency and may result in additional costs being assessed to the Customer.

- 3.2.17 Company reserves the right to assess additional change charges to the Customer for indirect expenses due to missed appointments. This includes the absence of an authorized Customer representative during on-site work. These may also include the associated standby time for Field Engineers, travel time/costs for return visit, and/or additional equipment shipping costs.
- 3.2.18 Participate in a per-site and/or per IDF/MDF quality acceptance process with the Company's Project Manager or Practice Manager at the conclusion of the project, or in the case of a multi-phase project, at the conclusion of each phase.
- 3.2.19 Schedule, coordinate, and notify end users of any planned network or facility service interruptions required during the execution of this Statement of Work.
- 3.2.20 At such time as the Company begins work on any computer or other system of the Customer, the Customer shall provide the Company all applicable passwords, VPN access, and other information required for the Company to access such systems and perform services thereon or with respect thereto. The furnishing of any such password, VPN access, or other information shall be conclusively deemed to include the authorization and approval of any federal, state, or local governmental agency or authority for the Company to access and work on the systems.
- 3.2.21 Notify the Company of any defects with the installation services described herein within thirty (30) days after the date of the system cutover. In the event of multiple cutover dates (e.g. multi-site deployment), a thirty (30) day period will apply to the services provided during each individual cutover. Any defects reported by the Customer to the Company beyond thirty (30) days after the conclusion of this project will be deemed to be a separate work effort outside of this SoW and will be undertaken at the direction of the Customer for additional cost.
- 3.2.22 Customer will provide cabling testing results for all cabling that is completed by other contractors in relation to the agreed upon area of work.
- 3.2.23 Execute changes to any existing IT or facility system which is not specifically included in this Statement of Work but which may be necessary for the successful implementation thereof.

4 Signature Forms

4.1 Statement of Work Agreement

4.2 Change Request Form

4.3 Work Acceptance Certification



Work Acceptance Certification (Sample)

Date: _____

Project Name:

Project Number: #####

Project Manager:

Customer:

Description of the work completed:

<input type="checkbox"/> Project complete	<input type="checkbox"/> Phase complete	<input type="checkbox"/> Major deliverable complete
---	---	---

In reference to the "Master Service Agreement" executed between Development Group, Inc., the ("Company"), and [CUSTOMER NAME], the ("Customer"), both parties hereby certify, by the signature of an authorized representative, that this project, project phase, or major deliverable meets or exceeds the agreed-upon performance standards for scope, quality, schedule and cost. The Customer further agrees that documentation for all relevant security, legal and regulatory requirements have been furnished by the Company and/or have been reviewed by the Customer.

Additional remarks:

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Work Acceptance Certification to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood

President



Change Request Form (Sample)

Date: _____

In reference to the "Master Service Agreement" executed between Development Group, Inc., the ("Company"), and [CUSTOMER NAME], the ("Customer") regarding Project [PROJECT NUMBER], both parties hereby certify, by the signature of an authorized representative, this Change Request Form will amend and be fully incorporated into the existing Statement of Work (SoW), Version [VERSION NUMBER], dated [ISSUE DATE].

1. Change request number for this project:
2. Reason for Change Request:
3. Changes to the SoW:
4. Schedule impact:
5. Cost impact:

SoW / Change Request	Product(s)	Services and/or T&E	Total
Original value of SoW	\$	\$	\$
Value of Change Request #	\$	\$	\$
New value of SoW	\$	\$	\$

6. Purchase order issuance (if applicable): Customer shall issue a written Purchase Order to Company, or shall issue an amendment to its original Purchase Order issued under this SoW, for the total amount of \$.

Except as changed herein, all terms and conditions of the SoW remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Change Request to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood
President



Statement of Work Agreement

Date: _____

I, representing [CUSTOMER NAME], authorize the foregoing Statement of Work for Proposal [PROPOSAL NUMBER], Version [VERSION NUMBER], dated [ISSUE DATE] and direct the Company to immediately begin the fulfilment thereof.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Statement of Work to be fully executed.

“CUSTOMER”

Print Name: _____

Signature: _____





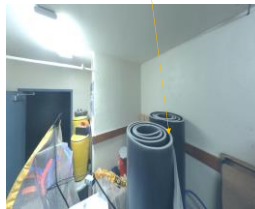
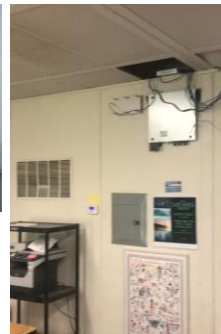




“COMPANY”

Development Group, Inc.

Daniel Lockwood
President

Soquel High Cabinet & Rack Layouts

C:\Users\chopper\Dropbox (Development-Group)\DGI-Customer Projects\986 - SCCS - SCD\CABLING\09 SOQUEL HIGH\04.00 BIDDING\04.07 Addenda\ARCHIVE\20200518 Cabinet Layout and Instructions.xlsx\Layout

Cabinets																						
	1		2		3		4		5		6		7		8		9		10		11	
BLDG	BLDG 400 F		BLDG 100 E		BLDG 200 D		BLDG 300 A&B		BLDG 300 C		BLDG 500 H		BLDG 700 G		Portable 602		Portable M		Portable N		Portable J7 (57)	
XDF Name	MDF		IDF-1		IDF-2		IDF-3AB		IDF-3C		IDF-5		IDF-7		IDF-602		IDF-M		IDF-N		IDF-J7	
SHEET/ROOM	T304/F15		T303/102F		T302/202B		T301/B12		T301/UNMARKED		T306/H17		T305/G24		T307		T307		T307		T307	
Cabinet or Rack Spec.	Existing 4 post rack New LIU at top New patch panels lower in free space		New 2 post rack and one vertical wiremanager		New 2 post rack and one vertical wiremanager		New Hoffman EWMW482430		New Hoffman EWMW482430		New Hoffman EWMW482430		New Hoffman EWMW482430		New Hoffman EWMW482430		New Hoffman EWMW482430		New Hoffman EWMW482430		New Hoffman EWMW482430	
# of RU	RU	Total Inches					Run Fiber Find copper pathways across walkways		Run Fiber		Run Fiber		Run Fiber		Run Fiber		Run Fiber		Run Fiber		Run Fiber	
1	1.75	1.75	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
2	1.75	3.50	FRMEx		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
3	1.75	5.25			UICMPP48BLY		UICMPP48BLY		UICMPP48BLY		UICMPP48BLY		UICMPP48BLY		UICMPP48BLY		UICMPP48BLY		UICMPP48BLY		UICMPP48BLY	
4	1.75	7.00	Equipment (re)moved at cut-over		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-48X-HW		MS-355-24X-HW	
5	1.75	8.75	Equipment (re)moved at cut-over		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*	
6	1.75	10.50	Equipment (re)moved at cut-over		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-48X-HW		MS-355-24X-HW	
7	1.75	12.25	Equipment (re)moved at cut-over		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*	
8	1.75	14.00	Equipment (re)moved at cut-over		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-48X-HW		MS-355-24X-HW	
9	1.75	15.75	Equipment (re)moved at cut-over		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*	
10	1.75	17.50	Equipment (re)moved at cut-over		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-48X-HW		MS-355-24X-HW	
11	1.75	19.25	Equipment (re)moved at cut-over		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*	
12	1.75	21.00	Equipment (re)moved at cut-over		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-48X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-48X-HW		MS-355-24X-HW	
13	1.75	22.75	Equipment (re)moved at cut-over		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*		UICMPP48BLY*	
14	1.75	24.50	Equipment (re)moved at cut-over																			
15	1.75	26.25	Equipment (re)moved at cut-over		Actual # of cables unknown See MADI drawing set		Actual # of cables unknown		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW		MS-355-24X-HW	
16	1.75	28.00	Equipment (re)moved at cut-over		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
17	1.75	29.75	Equipment (re)moved at cut-over		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
18	1.75	31.50	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
19	1.75	33.25	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
20	1.75	35.00	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
21	1.75	36.75	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
22	1.75	38.50	MS-425-16-HW		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
23	1.75	40.25	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
24	1.75	42.00	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
25	1.75	43.75	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
26	1.75	45.50	UICMPP48BLY		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
27	1.75	47.25	UICMPP48BLY		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
28	1.75	49.00	MS-355-48X-HW		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
29	1.75	50.75	UICMPP48BLY		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
30	1.75	52.50	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
31	1.75	54.25	MS-355-24X-HW		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
32	1.75	56.00	ISR (Router)		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
33	1.75	57.75	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
34	1.75	59.50	AMS installed		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
35	1.75	61.25	SMART2200CRMXL 4U 120V ups		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
36	1.75	63.00	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
37	1.75	64.75	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
38	1.75	66.50	AMS installed		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
39	1.75	68.25	BP48V48RT4U BATTERY		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
40	1.75	70.00	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
41	1.75	71.75	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
42	1.75	73.50	Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty		Empty	
			SEE DETAIL DRAWING: SCCS - SOQUEL HIGH - BLFG100 IDF REVISED 4-24-2020 - Sheet - BLDG 100 IDF - IDF FLOOR PLANS - INITIAL AND FINAL																			
					Fiber is run but not terminated Copper is run but only AP cables are terminated AP patch panels shall be relocated to the new rack																	

GENERAL NOTES:

THE CONTRACTOR SHALL VISIT JOB SITE AND VERIFY CONDITIONS BEFORE QUOTING.

COORDINATE SEQUENCE OF WORK WITH OWNER. MAKE ALL NECESSARY CONNECTIONS AS REQUIRED TO MAINTAIN POWER DURING THE STAGES OF WORK.

EXISTING DEVICES AND LOCATIONS SHOWN WERE TAKEN FROM EXISTING DRAWINGS (NOT "AS BUILT" DRAWINGS) AND LIMITED SITE SURVEYS AND MAY NOT BE EXACTLY AS SHOWN. CONTRACTOR SHALL VISIT JOB SITE AND VERIFY CONDITIONS PRIOR TO QUOTING.

COORDINATE PLACEMENT OF THE WORK WITH THE OWNERS REPRESENTATIVE. SUBMIT EMAIL RFI CHANGE FROM THE DRAWINGS IN LOCATION OR ORIENTATION TO DGI AND ECOM. REPORT UNRESOLVED WORK PLACEMENT CONFLICTS TO DGI AND ECOM PRIOR TO INSTALLING THE WORK.

PENETRATE EXISTING WALLS AND FLOORS AS REQUIRED TO FACILITATE CONDUIT INSTALLATION. SEAL ALL PENETRATIONS WATER AND SMOKE TIGHT AND IN CONFORMANCE WITH CBC SECTION 714.1 AND C.E.C. 300.21. FIRE STOP MATERIAL SHALL BE A TESTED UL ASSEMBLY APPROVED BY THE AHJ.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING NEW FIRE STOPPING OF ALL NEW OR EXISTING CONDUIT OR CABLE PENETRATIONS IN NEW OR EXISTING FIRE RATED WALLS WITHIN THE LIMITS OF WORK.

ALL EQUIPMENT INSTALLED OR CONNECTED BY THE CONTRACTOR SHALL BE LABELED OR CERTIFIED FOR ITS USE BY A NATIONALLY RECOGNIZED TESTING LABORATORY.

EMERGENCY SYSTEM WIRING SHALL BE KEPT ENTIRELY INDEPENDENT OF ALL OTHER WIRING. WIRING SHALL NOT ENTER THE SAME RACEWAY, BOX OR CABINET WITH OTHER WIRING PER CEC 517.30(C). PROVIDE PERMANENT SEPARATION BARRIER OR SEPARATE TERMINAL BOX AS REQUIRED PER CEC 314.28(D).

TELEDATA DEMOLITION NOTES

DEMOLITION DRAWINGS ARE BASED ON CASUAL FIELD OBSERVATION AND EXISTING RECORD DOCUMENTS. REPORT DISCREPANCIES TO DGI AND ECOM BEFORE DISTURBING EXISTING INSTALLATION.

DISCONNECT TELECOMMUNICATIONS SYSTEMS IN WALLS, FLOORS AND CEILINGS SCHEDULED FOR REMOVAL.

REMOVE AND RELOCATE EXISTING INSTALLATIONS TO ACCOMMODATE NEW CONSTRUCTION.

DISCONNECT ABANDONED OUTLETS AND REMOVE WIRE AND CABLE. REMOVE ABANDONED BOXES AND OUTLETS IF RACEWAY, WIRE AND CABLE SERVICING THEM IS ABANDONED AND REMOVED. PROVIDE BLANK COVER FOR ABANDONED BOXES WHICH ARE NOT REMOVED.

ENSURE ACCESS TO EXISTING BOXES, WIRING CONNECTIONS AND OTHER INSTALLATIONS WHICH ARE TO REMAIN ACTIVE AND WHICH REQUIRE ACCESS. MODIFY INSTALLATION OR PROVIDE ACCESS PANEL AS APPROPRIATE.

TELEDATA PATHWAYS:

INSTALL PARTS AND PATHWAYS, SUCH AS CABLE TRAY CABLE RUNWAY, CONDUITS, CABLE HANGERS, AND PULLBOXES, ETC., ACCORDING TO STATE AND LOCAL CODES FOR SEISMIC BRACING. MAX 40% FILL ON CONDUIT.

ELECTRICAL CONTRACTOR SHALL PROVIDE CONDUIT U.O.N., WHETHER SPECIFICALLY SHOWN ON DRAWINGS OR NOT, TO RESULT IN A COMPLETE INSTALLATION.

CONDUIT ROUTING, WHERE SHOWN ON DRAWINGS IS DIAGRAMMATIC IN NATURE. FIELD DETERMINE CONDUIT ROUTES TO SUIT FIELD CONDITIONS WHILE CONFORMING TO SPECIFICATIONS.

CONFORM TO CONDUIT INSTALLATION INSTRUCTIONS OF ANSI / TIA - 569D AND BICSI TDMM.

ROUTE CONDUIT, CABLE TRAYS, AND OTHER PATHWAYS PERPENDICULAR OR PARALLEL TO BUILDING LINES.

CONDUIT RUNS SHALL NOT EXCEED 180 DEGREES OR TWO 90-DEGREE BENDS WITHOUT AN APPROPRIATE PULL BOX (APPROPRIATE MEANS, FOR EXAMPLE, PRE-CAST FOR SITE/UNDERGROUND PATHWAYS OR NEMA-RATED FOR A SPECIFIC INSTALLATION ENVIRONMENT) AND OR INCREASE CONDUIT BY ONE TRADE SIZE FOR EACH ADDITIONAL BEND.

WHEN ROUTING CONDUIT IN CONCRETE, MAINTAIN A GRADUATED BEND RADIUS TO MAINTAIN CONDUIT CAPACITY. 90-DEGREE 'ELBOW' FITTINGS ARE EXPRESSLY PROHIBITED UNLESS PRIOR AUTHORIZATION IS RECEIVED FROM OWNER IN WRITING.

FIRE SEAL CONDUIT AND RACEWAY PENETRATIONS THROUGH FIRE-RATED WALLS AND FLOORS TO MAINTAIN THE FIRE SEPARATION RATING. FIRE SEALING ASSEMBLIES SHALL BE U.L. LISTED FOR THE APPLICATION. COORDINATE REQUIREMENTS WITH LOCAL FIRE MARSHALL PRIOR TO INSTALLATION.

PROVIDE PLASTIC BUSHINGS ON EXPOSED ENDS OF CONDUIT AND SLEEVES, WHETHER VISIBLE OR NOT.

PROVIDE A PULL STRING IN ALL DISTRIBUTION CONDUITS AND CONDUITS SERVING TELECOMMUNICATIONS DEVICES SUITABLE FOR A 200 LB PULL TENSION MINIMUM.

PROVIDE DEDICATED SUPPORTS (E.G., CLIPS & WIRES) FOR J-HOOKS, HANGERS (OR SIMILAR PATHWAY COMPONENTS) INTENDED FOR TELECOMMUNICATIONS CABLES. DO NOT SHARE SUPPORTS WITH OTHER TRADES/SYSTEMS.

TELEDATA GENERAL NOTES:

THE PURPOSE OF THIS SHEET IS TO ILLUSTRATE AND DEFINE TYPICAL GRAPHIC SYMBOLS AND SYSTEMS OF GRAPHIC SYMBOLS WHICH MAY OCCUR ON THE TELECOMMUNICATIONS DRAWINGS. THE ILLUSTRATION OF A SYMBOL OR SYSTEM OF SYMBOLS ON THIS SHEET DOES NOT NECESSARILY INDICATE THAT THE BUILDING ITEM OF SYSTEM DESCRIBED BY THE SYMBOL IS USED AS PART OF THIS PROJECT. REFER TO THE PLANS, ELEVATIONS, SCHEDULES, DETAILS, AND SPECIFICATIONS TO DETERMINE THE SCOPE OF WORK.

THE WORK - INCLUDING MATERIALS, METHODS, ASSEMBLIES, ETC., - MUST COMPLY WITH THE MINIMUM REQUIREMENTS OF THE GOVERNING LAWS, ORDINANCES, AND REGULATIONS OF ALL FEDERAL, STATE, DISTRICT, AND LOCAL AUTHORITIES HAVING JURISDICTION OVER THE PROJECT, AS WELL AS THOSE GREATER REQUIREMENTS INDICATED BY THE CONTRACT DOCUMENTS. NO PART OF THE CONTRACT DOCUMENTS MAY BE CONSTRUED TO REQUIRE OR PERMIT WORK CONTRARY TO A GOVERNING LAW, ORDINANCE, OR REGULATION.

MAINTAIN A COPY OF THE SPECIFICATIONS AND DRAWINGS AT THE JOB SITE. PRESENT THE SPECIFICATIONS AND DRAWINGS UPON REQUEST. MAINTAIN DAILY MARKUPS OF ACTUAL INSTALLATION AND PRESENT FOR REVIEW UPON REQUEST.

REFER TO WRITTEN SPECIFICATIONS FOR PROJECT SCOPE, GENERAL REQUIREMENTS, PRODUCT SPECIFICATIONS, AND INSTALLATION REQUIREMENTS.







PROVIDE NECESSARY EQUIPMENT AND ACCESSORIES FOR A FULLY FUNCTIONAL SYSTEM THAT MEETS INTENDED DESIGN WHETHER EXPRESSLY SPECIFIED OR NOT.

MATERIALS AND EQUIPMENT SHALL BE LISTED BY UNDERWRITERS LABORATORIES FOR THE PURPOSE USED AND SHALL BEAR THEIR LABEL.

IMMEDIATELY REPORT (NOTIFY IN WRITING) TO THE OWNER/ENGINEER OBSERVATIONS OR CONDITIONS THAT ARE DISCOVERED THAT WOULD PREVENT INSTALLATION ACCORDING TO DRAWINGS AND/OR SPECIFICATIONS PRIOR TO WORK BEING PERFORMED.

REMOVE ABANDONED CABLING AND LEFT OVER CONDUIT, WIRE, SCAPS, ETC. AND LEAVE PREMISES CLEAN AND FREE OF TRASH OR DEBRIS RESULTING FROM WORK. SET ASIDE EXISTING AND REMOVED RACKS AND CABINETS AT A LOCATION OF THE CUSTOMERS CHOOSING.

SHEET INDEX	
SHEET	DESCRIPTION
T000	SYMBOLS LIST, NOTES, SHEET INDEX
T100	SITE PLAN - TELEDATA
T101	SITE PLAN - CABLE ROUTING
T201	BUILDING 300 A, B & C FLOOR PLAN - DEMOLITION TELEDATA
T202	BUILDING 200 D FLOOR PLAN - DEMOLITION TELEDATA
T203	BUILDING 100 E FLOOR PLAN - DEMOLITION TELEDATA
T204	BUILDING 400 F FLOOR PLAN - DEMOLITION TELEDATA
T205	BUILDING 700 G FLOOR PLAN - DEMOLITION TELEDATA
T206	BUILDING 500 H FLOOR PLAN - DEMOLITION TELEDATA
T207	BUILDINGS J, M, N, POOL & CONCESSION STAND FLOOR PLANS - DEMOLITION TELEDATA
T301	BUILDING 300 A, B & C FLOOR PLAN - NEW TELEDATA
T302	BUILDING 200 D FLOOR PLAN - NEW TELEDATA
T303	BUILDING 100 E FLOOR PLAN - NEW TELEDATA
T304	BUILDING 400 F FLOOR PLAN - NEW TELEDATA
T305	BUILDING 700 G FLOOR PLAN - NEW TELEDATA
T306	BUILDING 500 H FLOOR PLAN - NEW TELEDATA
T307	BUILDINGS J, M, N, POOL & CONCESSION STAND FLOOR PLANS - NEW TELEDATA
T400	ENLARGED NEW TELEDATA ROOMS
T401	ENLARGED NEW TELEDATA ROOMS
T402	ENLARGED NEW TELEDATA ROOMS
T500	FIBER BACKBONE DIAGRAM
T600	DETAILS
T601	DETAILS
T602	DETAILS
T603	DETAILS
T604	DETAILS
T605	DETAILS

STANDARD ELECTRICAL SYMBOLS	
SYMBOL	DESCRIPTION
	TELEPHONE/DATA OUTLET . PROVIDE DEEP SURFACE MOUNT BOX WITH FOUR PORT FACEPLATE MOUNTED 18" ABOVE FINISHED FLOOR TO CENTER OF BOX UON. ROUT LD-5 SURFACE MOUNT RACEWAY FROM BOX TO MAIN RACEWAY OR CEILING AS REQUIRED. PROVIDE QUANTITY OF CAT6 CABLES INDICATED BY SUBSCRIPT. ASSUME NO SUBSCRIPT TO INDICATE A SINGLE CAT6 CABLE. PROVIDE TWO CAT6 CABLES TO EVERY INFORMATION OUTLET
	TELEPHONE OUTLET WITH WALL PHONE RECEPTACLE, PROVIDE SINGLE GANG DEEP BOX WITH WALL PHONE PLATE MOUNTED +44" ABOVE FINISHED FLOOR TO CENTER OF BOX. INSTALL LD-3 SURFACE RACEWAY FROM BOX TO ACCESSIBLE CEILING OR MAIN RACEWAY. INSTALL A SINGLE CAT6 CABLE.
	CLOCK/SPEAKER COMBINATION OUTLET, PROVIDE (1) CAT6 CABLE TO THIS LOCATION AND LEAVE 25 FEET EXCESS CABLE COILED ABOVE CEILING FOR CONNECTION. TERMINATE CABLE WITH AN RJ45 JACK.
	WALL MOUNTED SPEAKER, COORDINATE EXACT MOUNTING HEIGHT WITH THE SCHOOL DISTRICT. RUN ONE CAT6 CABLE TO FINAL SPEAKER LOCATION. LEAVE A 10' SERVICE LOOP AND COIL IN THE CEILING ABOVE THE DESIGNATED LOCATION. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.
	WIRELESS ACCESS POINT, SURFACE MOUNTED. PROVIDE TWO CAT6A CABLES. LEAVE 25 FOOT SERVICE LOOP ABOVE CEILING OR IN RACEWAY. TERMINATE BOTH CABLES WITH RJ45 JACKS. LABEL AND TEST.
WP	WEATHERPROOF, DAMP OR WET LOCATION AS REQUIRED.
AFF	ABOVE FINISHED FLOOR.
(E)	EXISTING.
(N)	NEW.
(D)	DEMOLISH.
(R)	RELOCATE.
(ER)	EXISTING RELOCATED IN LOCATION SHOWN.
	NUMBERED NOTE.




development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.EDCMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

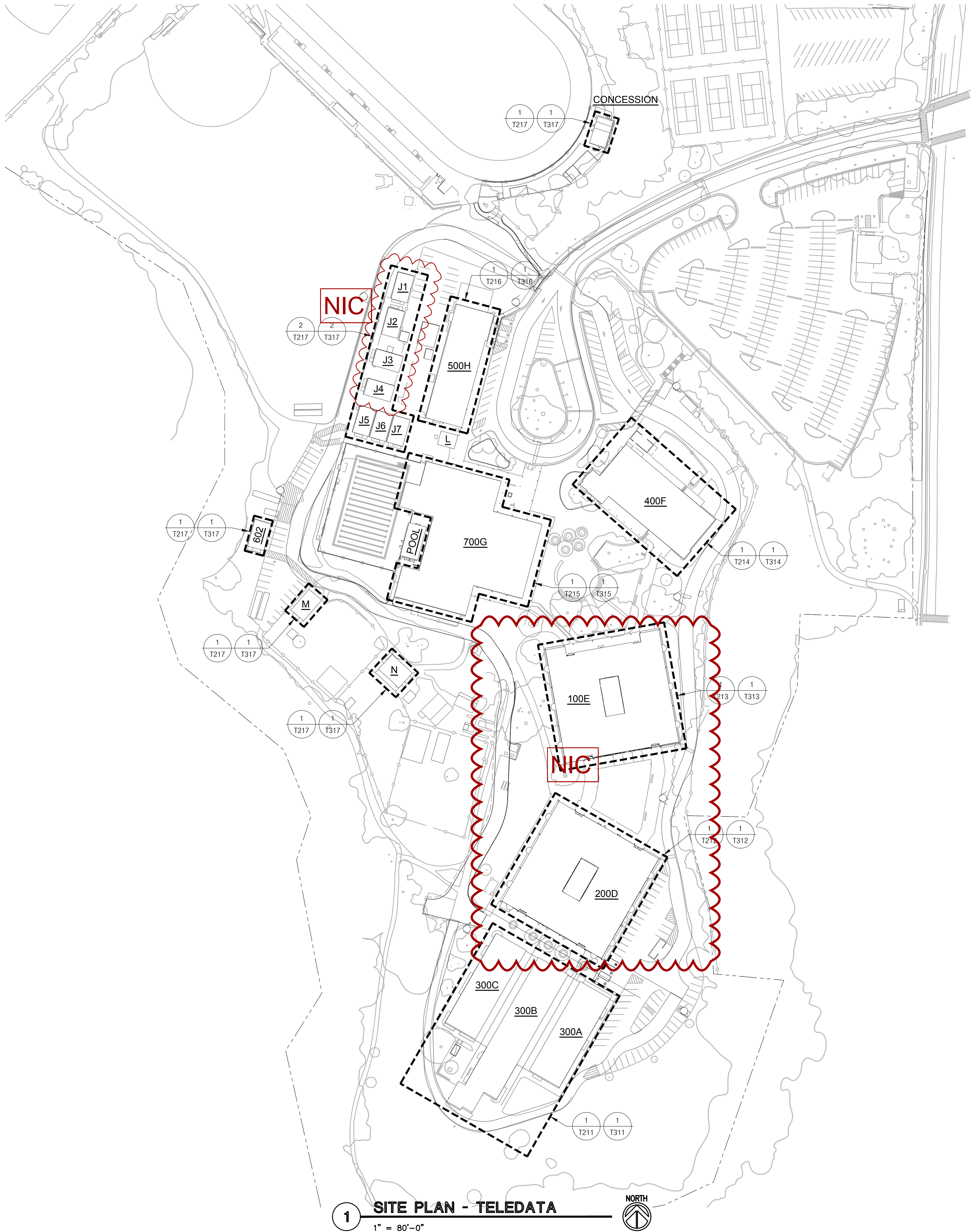
SOQUEL HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
▲	POST DROP WALK	10-08-19
▲	PDW CORRECTIONS	12-16-19
▲	PDW CORRECTIONS 2	12-17-19
▲	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

SYMBOLS LIST, NOTES
SHEET INDEX

T000



1 SITE PLAN - TELEDATA
1" = 80'-0"



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.EDCMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer

SITE PLAN -
TELEDATA

Sheet No.

T100



1 SITE PLAN - CABLE ROUTING
1" = 80'-0"

GENERAL NOTES

1. POSITION OF PULL BOXES AND PATHWAYS WERE DETERMINED FROM CASUAL OBSERVATION AND ARE NOT EXACT. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXACT ROUTES AND LOCATIONS OF PULL BOXES.
2. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF CONDUITS AND CABLES WHERE THEY ENTER BUILDINGS AND PULL BOXES.
3. ROD AND TRUE TAPE ALL PATHWAYS TO DETERMINE LENGTHS OF CABLES REQUIRED BETWEEN TERMINATION POINTS. PUT-UPS PROVIDED BY THE CONTRACTOR THAT ARE TOO SHORT FOR THE INTENDED RUN WILL BE REPLACED AT NO CHARGE TO THE OWNER.
4. THESE PLANS ARE DIAGRAMMATIC. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE ACCURACY. REPORT DISCREPANCIES TO THE ENGINEER BEFORE PURCHASING OR INSTALLING CABLES.
5. BUILDING MAY HAVE MORE THAN A SINGLE UNDERGROUND ENTRANCE POINT. CONTRACTOR TO VERIFY IN FIELD THE MOST EFFICIENT ROUTE FOR CABLING.

NUMBERED NOTES

- 1 EXISTING UNDERGROUND PULL BOX. MARKINGS ON COVERS MAY NOT BE ACCURATE. USE CAUTION WHEN ACCESSING PULL BOXES.
- 2 EXISTING TELECOM ENCLOSURE MOUNTED TO BUILDING EXTERIOR.
- 3 EXISTING UNDERGROUND DUCT BANK, TYPICAL.
- 4 EXISTING FOOTBALL ANNOUNCERS BOOTH. SEE ENLARGED PLANS FOR CABLE REQUIREMENTS.
- 5 EXISTING CONCESSION STAND. SEE ENLARGED PLANS FOR CABLE REQUIREMENTS.
- 6 NEW 1-1/2" PVC UNDERGROUND CONDUIT ROUTED BETWEEN EXTERIOR PULL BOX. ROUTE SHOWN IS DIAGRAMMATIC. BEFORE INSTALLING CONDUIT THE CONTRACTOR SHALL VERIFY THE LOCATION OF EXISTING UTILITIES, INCLUDING, POWER, TELECOM, WATER, STORM, AND GAS, ALONG AND ACROSS THE ROUTE. THE CONTRACTOR IS RESPONSIBLE FOR POT-HOLING, AND ANY VERIFICATION REQUIRED TO PREVENT INTERRUPTING EXISTING SERVICES ON THE CAMPUS.
- 7 NEW 3" PVC CONDUIT FROM EXISTING PULL BOX TO PORTABLE. ROUTE SHOWN IS DIAGRAMMATIC. BEFORE INSTALLING CONDUIT THE CONTRACTOR SHALL VERIFY THE LOCATION OF EXISTING UTILITIES, INCLUDING, POWER, TELECOM, WATER, STORM, AND GAS, ALONG AND ACROSS THE ROUTE. THE CONTRACTOR IS RESPONSIBLE FOR POT-HOLING, AND ANY VERIFICATION REQUIRED TO PREVENT INTERRUPTING EXISTING SERVICES ON THE CAMPUS.
- 8 NEW 12"X12" NEMA BOX MOUNTED TO EXTERIOR OF BUILDING. PROVIDE 3 INCH CLOSE NIPPLE AND SEAL WEATHER TIGHT.
- 9 NEW 1 1/4" LIQUID TIGHT FLEX ROUTED BETWEEN PORTABLES.

LOCATION AND QUANTITY WILL CHANGE

dgi
development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:
ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.EDCMENG.COM
JOB NO. **19-N114.00** PM **TP** (SOQUEL HIGH)
DESIGNERS **TP**
DRAWN BY **ECOM**

100% CD

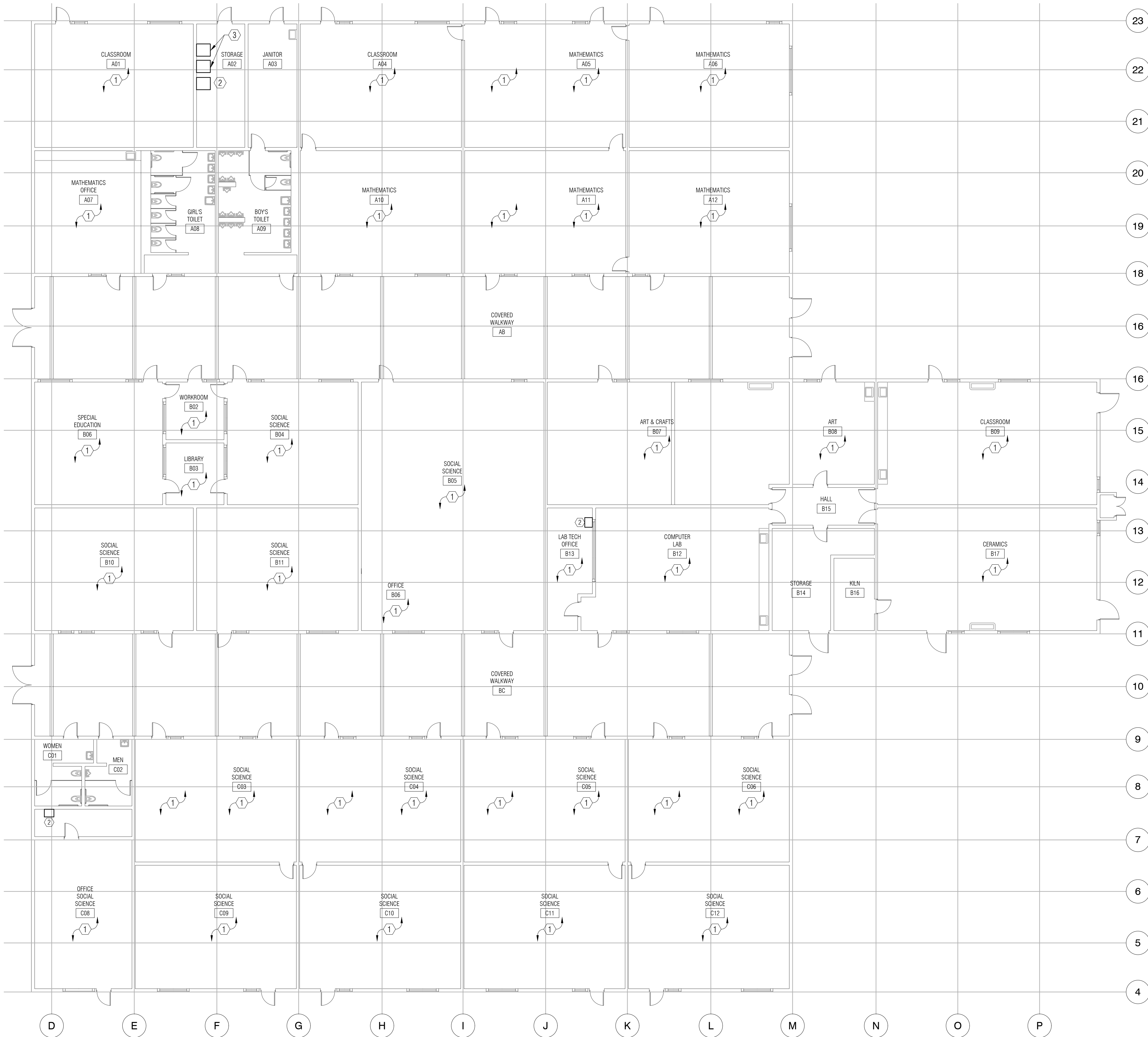
SOQUEL HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer

SITE PLAN - CABLE ROUTING

Sheet No. **T101**



GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.
- EXISTING FOUR POST RACKS.

dgi
development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:
ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM
JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

100% CD

SOQUEL HIGH NETWORK UPGRADE

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer

BUILDINGS A, B & C FLOOR PLAN - DEMOLITION TELEDATA

Sheet No. **T201**

1 BUILDING 300 A, B & C FLOOR PLAN - DEMOLITION TELEDATA

1" = 10'-0"





1 BUILDING 200 D FLOOR PLAN - DEMOLITION TELEDATA
1/8" = 1'-0"

GENERAL NOTES

- 1. DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- 2. DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- 3. APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- ① REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- ② EXISTING IDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

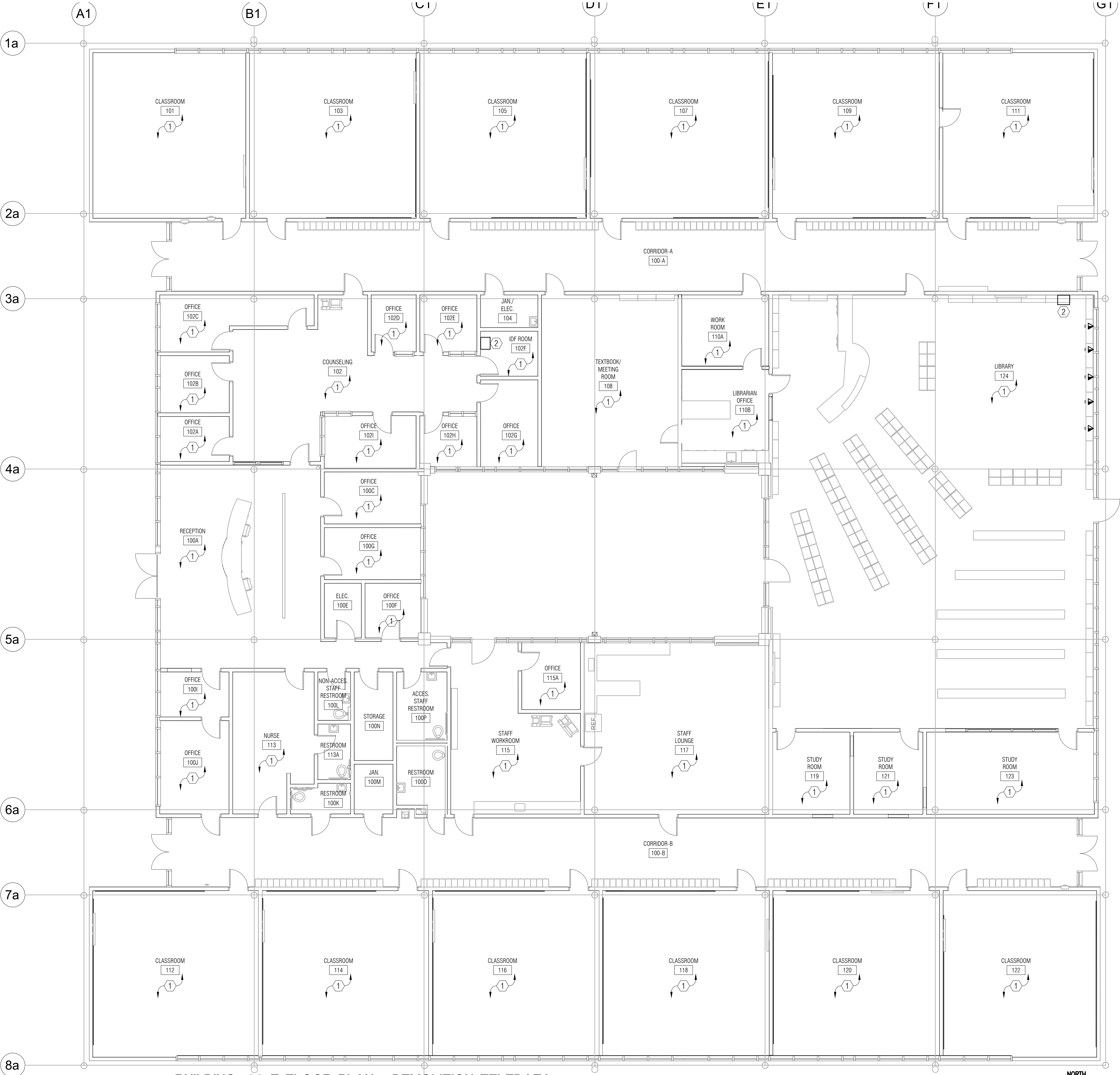
SOQUEL HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
▲	POST DROP WALK	10-08-19
▲	PDW CORRECTIONS	12-16-19
▲	PDW CORRECTIONS 2	12-17-19
▲	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BUILDING D FLOOR PLAN - DEMOLITION TELEDATA

Sheet No. **T202**



1 BUILDING 100 E FLOOR PLAN - DEMOLITION TELEDATA
1/8" = 1'-0"

GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

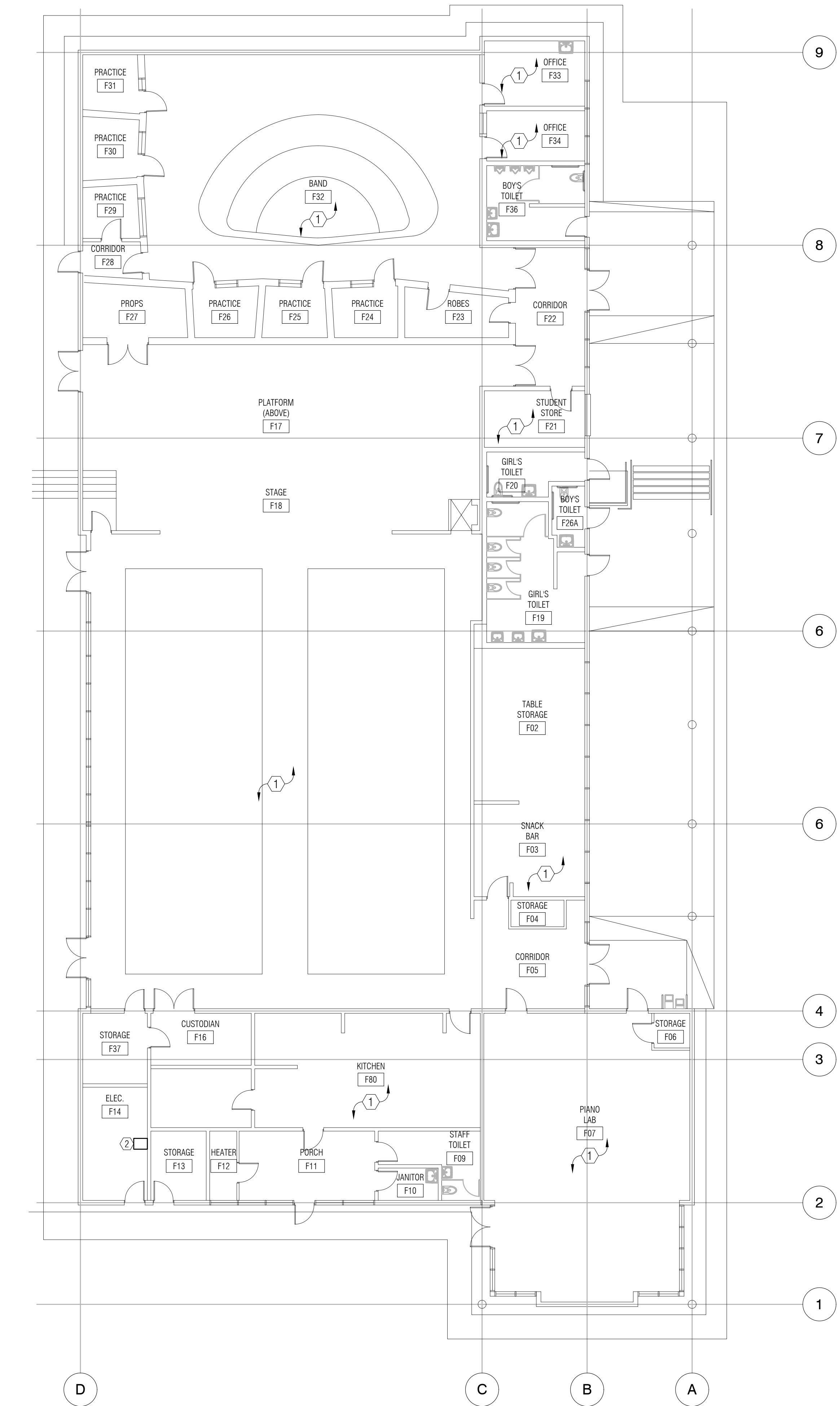
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BUILDING E FLOOR PLAN - DEMOLITION TELEDATA

Sheet No.

T203



1 BUILDING 400 F FLOOR PLAN - DEMOLITION TELEDATA
1" = 10'-0"

GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING MDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

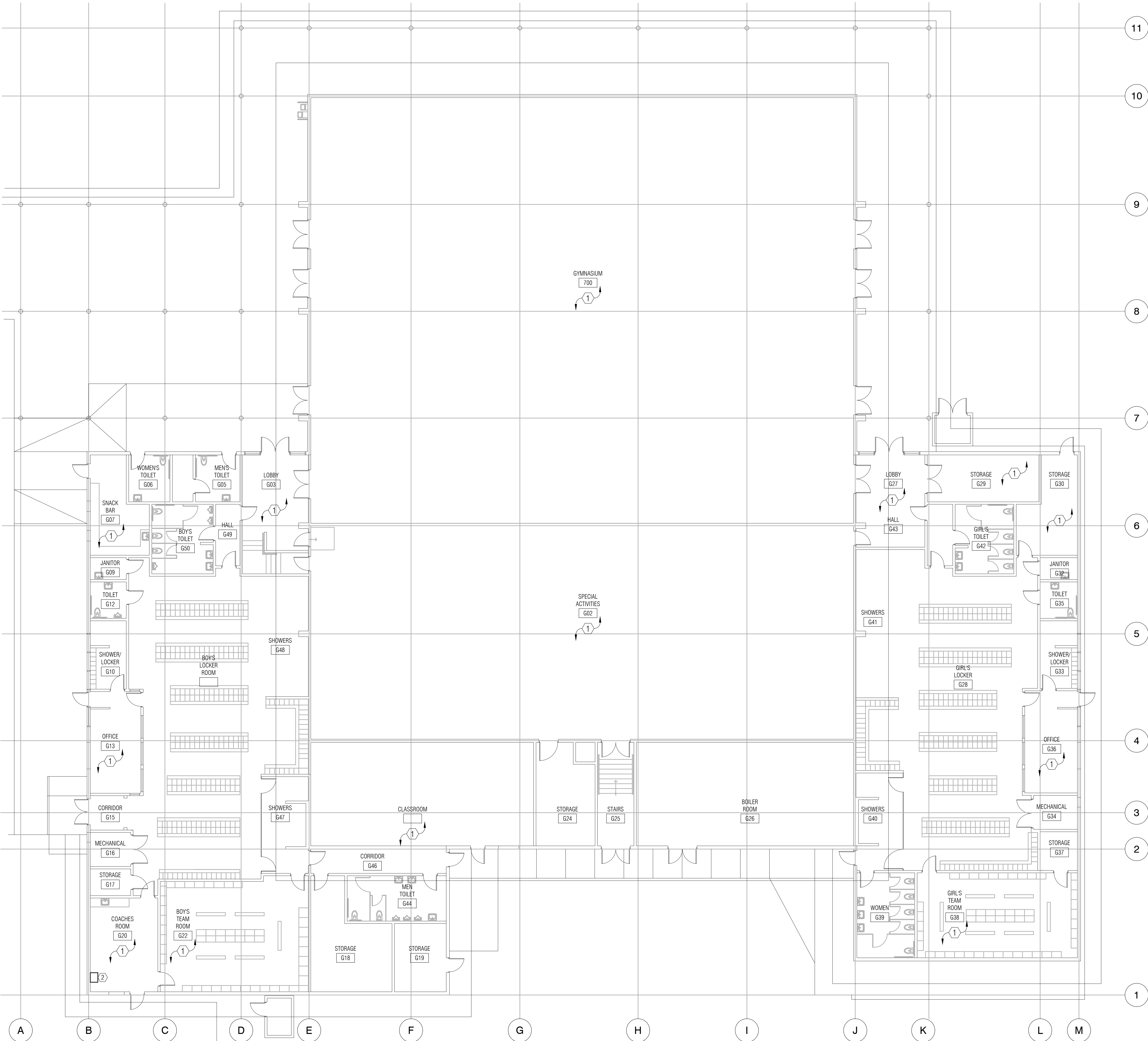
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BUILDING F FLOOR PLAN - DEMOLITION TELEDATA

Sheet No.

T204



GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BUILDING G FLOOR PLAN - DEMOLITION TELEDATA

Sheet No.

T205

1 BUILDING 700 G FLOOR PLAN - DEMOLITION TELEDATA

1" = 10'-0"



GENERAL NOTES

- 1. DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- 2. DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- 3. APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- ① REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- ② EXISTING IDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

REVISIONS

No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate 03/06/19

Team

PM : Checker

AM : Approver

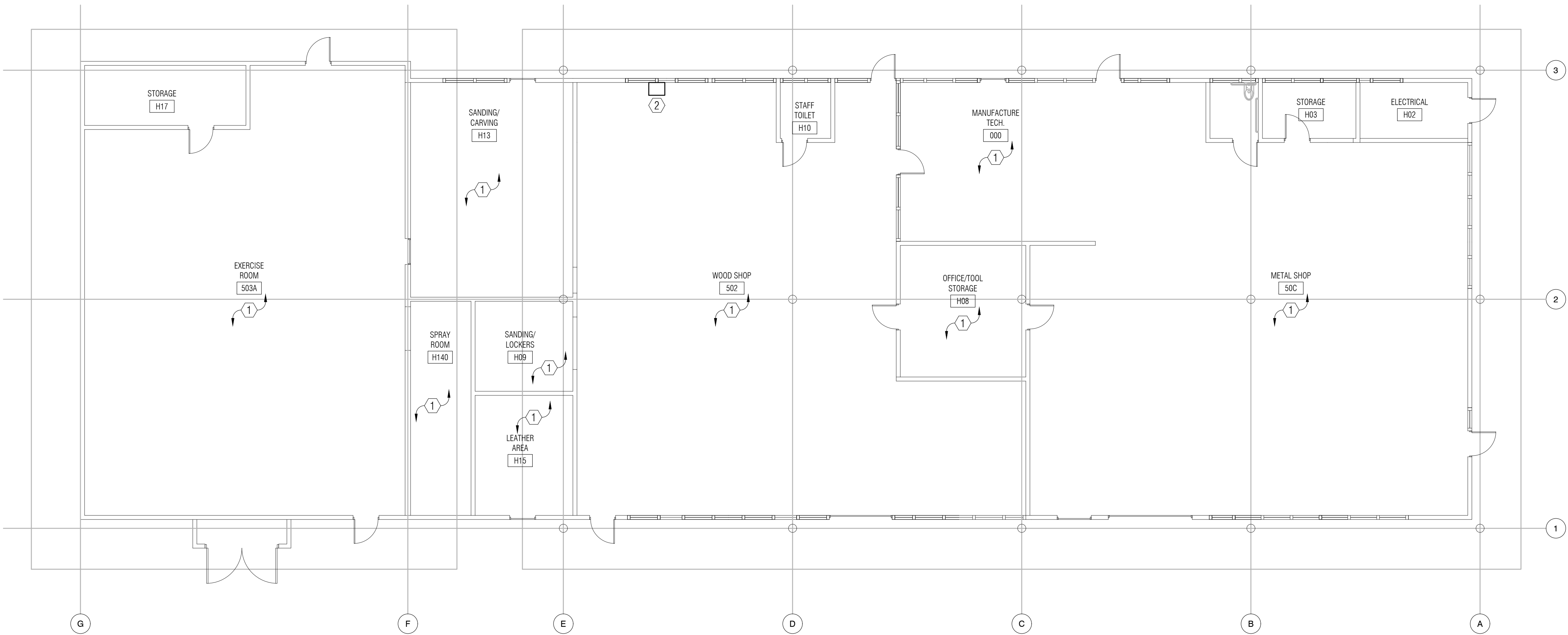
DE : Designer

Sheet Title

BUILDING H FLOOR PLAN - DEMOLITION TELEDATA

Sheet No.

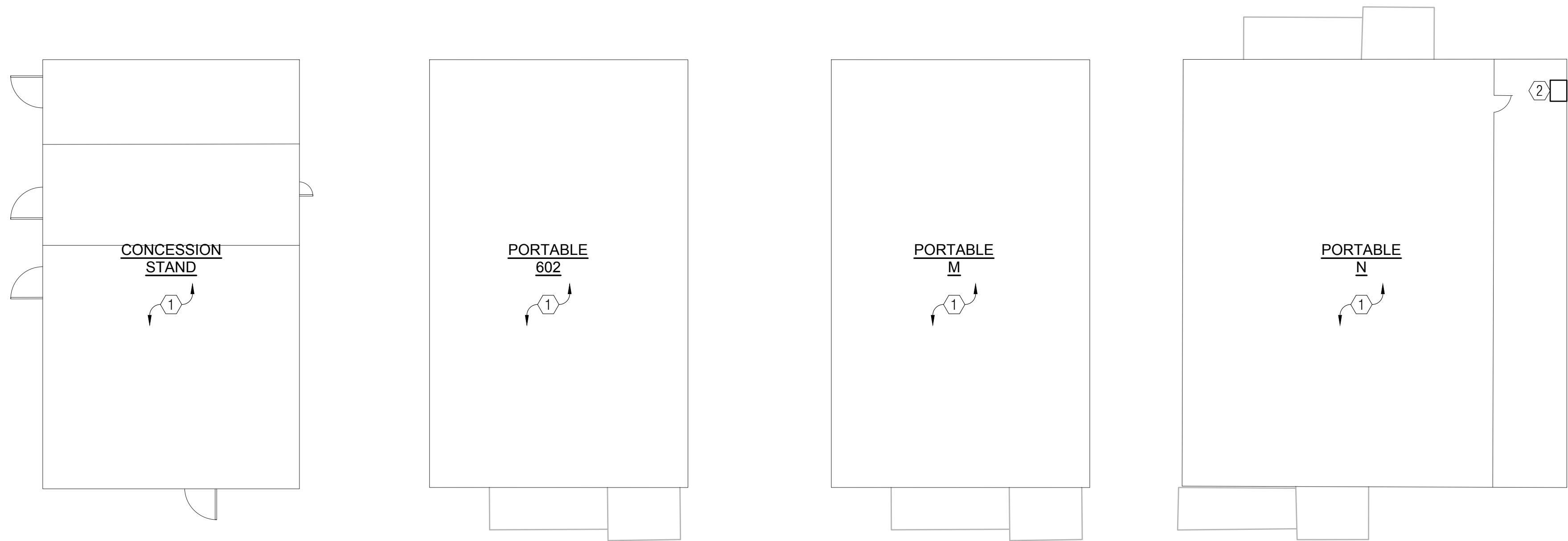
T206



1 BUILDING 500 H FLOOR PLAN - DEMOLITION TELEDATA

1/8" = 1'-0"

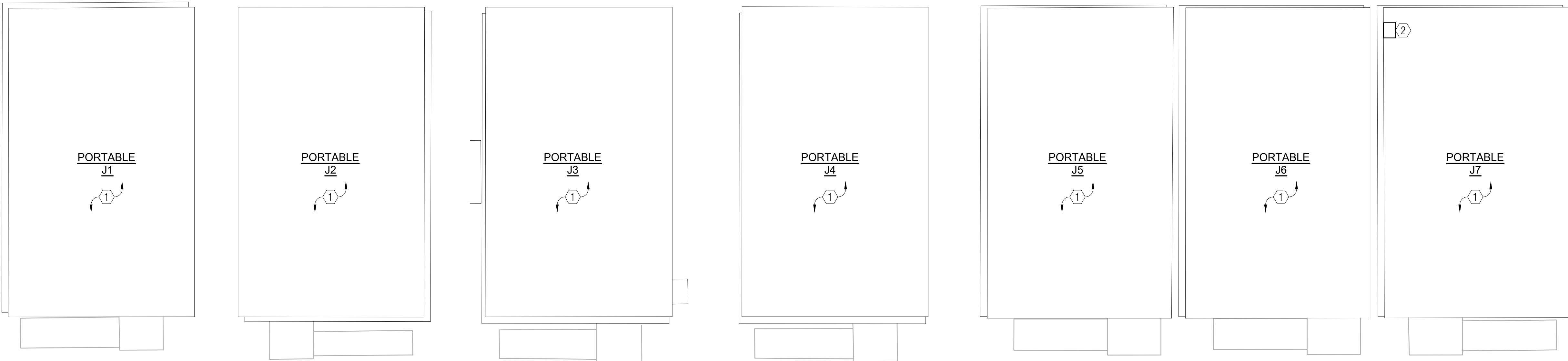




1 PORTABLE BUILDINGS M, N, POOL EQUIPMENT & CONCESSION STAND FLOOR PLANS - DEMOLITION TELEDATA

1/8" = 1'-0"

NORTH



2 PORTABLE BUILDINGS J FLOOR PLANS - DEMOLITION TELEDATA

1/8" = 1'-0"

NORTH

GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.
- EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF EQUIPMENT. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SHELVES AND ADAPTER PANELS IF PRESENT. RETURN EQUIPMENT TO OWNER.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

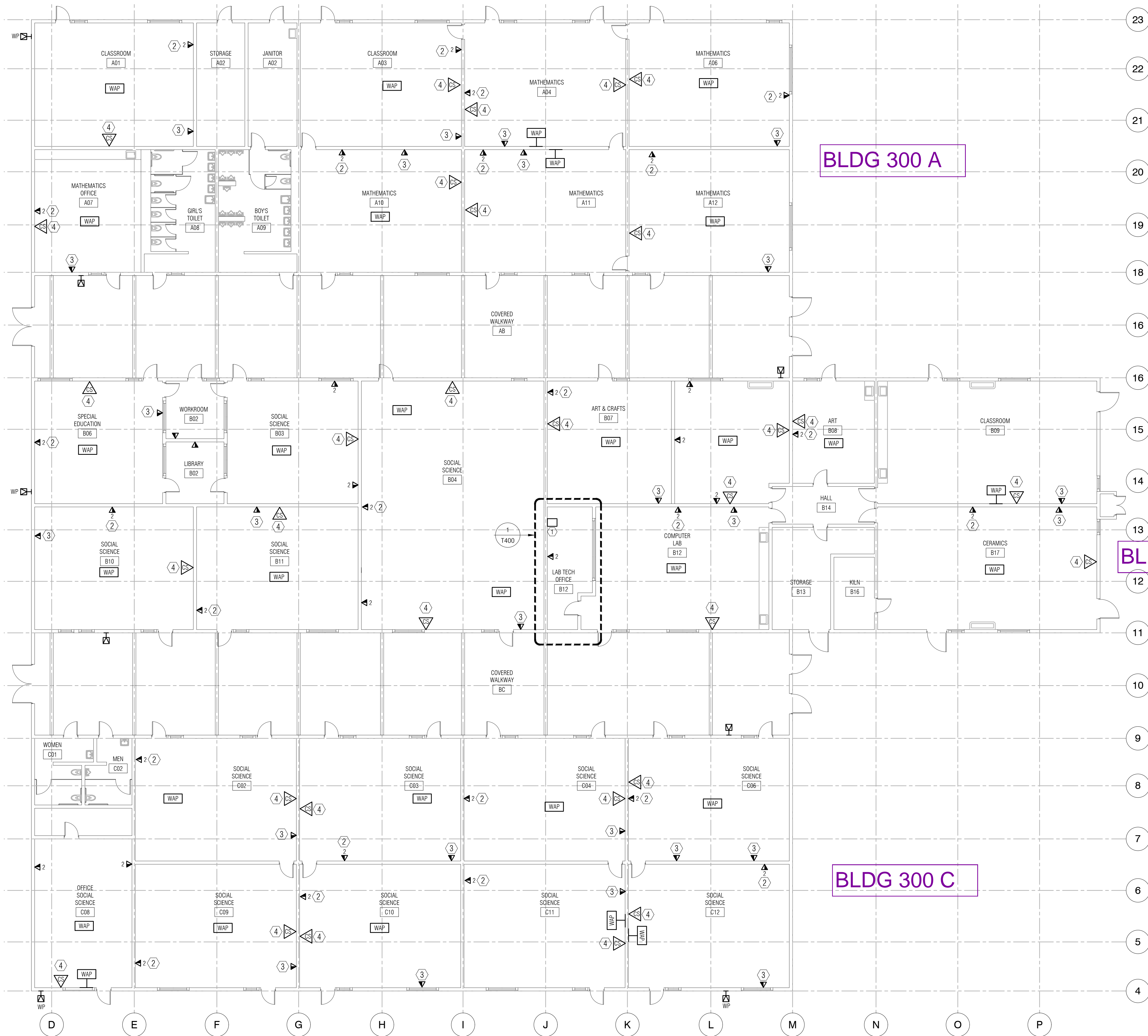
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BLDGS. J, M, N, POOL & CONCESSION STAND FLOOR PLANS - DEMOLITION TELEDATA

Sheet No.

T207



GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
- FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.
- EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.

NUMBERED NOTES

- NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

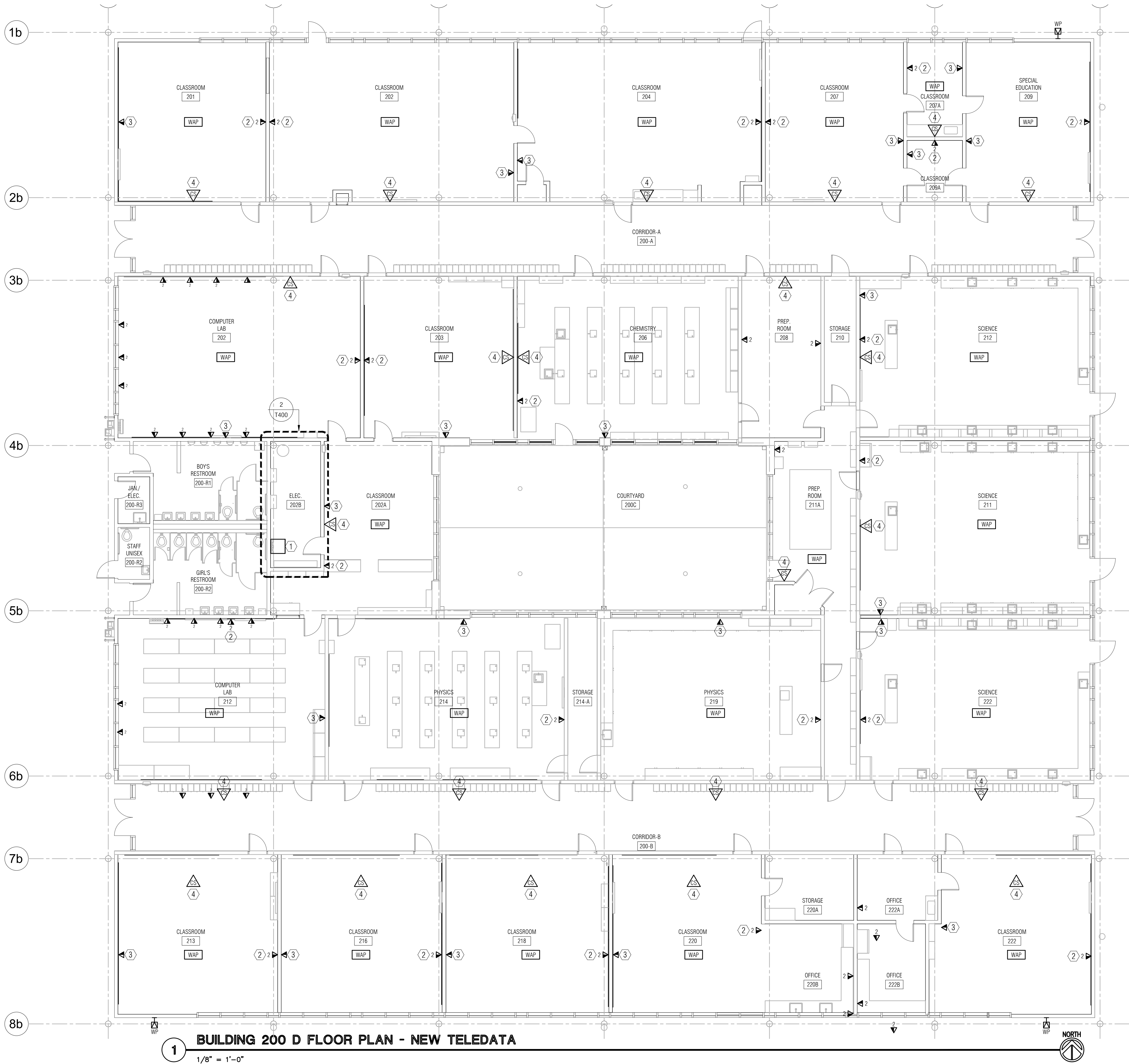
BUILDINGS A, B & C FLOOR PLAN - NEW TELEDATA

T301

1 BUILDINGS 300 A, B & C FLOOR PLAN - NEW TELEDATA

1" = 10'-0"





1 BUILDING 200 D FLOOR PLAN - NEW TELEDATA
1/8" = 1'-0"

GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.
5. EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.

NUMBERED NOTES

- 1 NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- 2 ~~TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.~~
- 3 ~~PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.~~
- 4 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

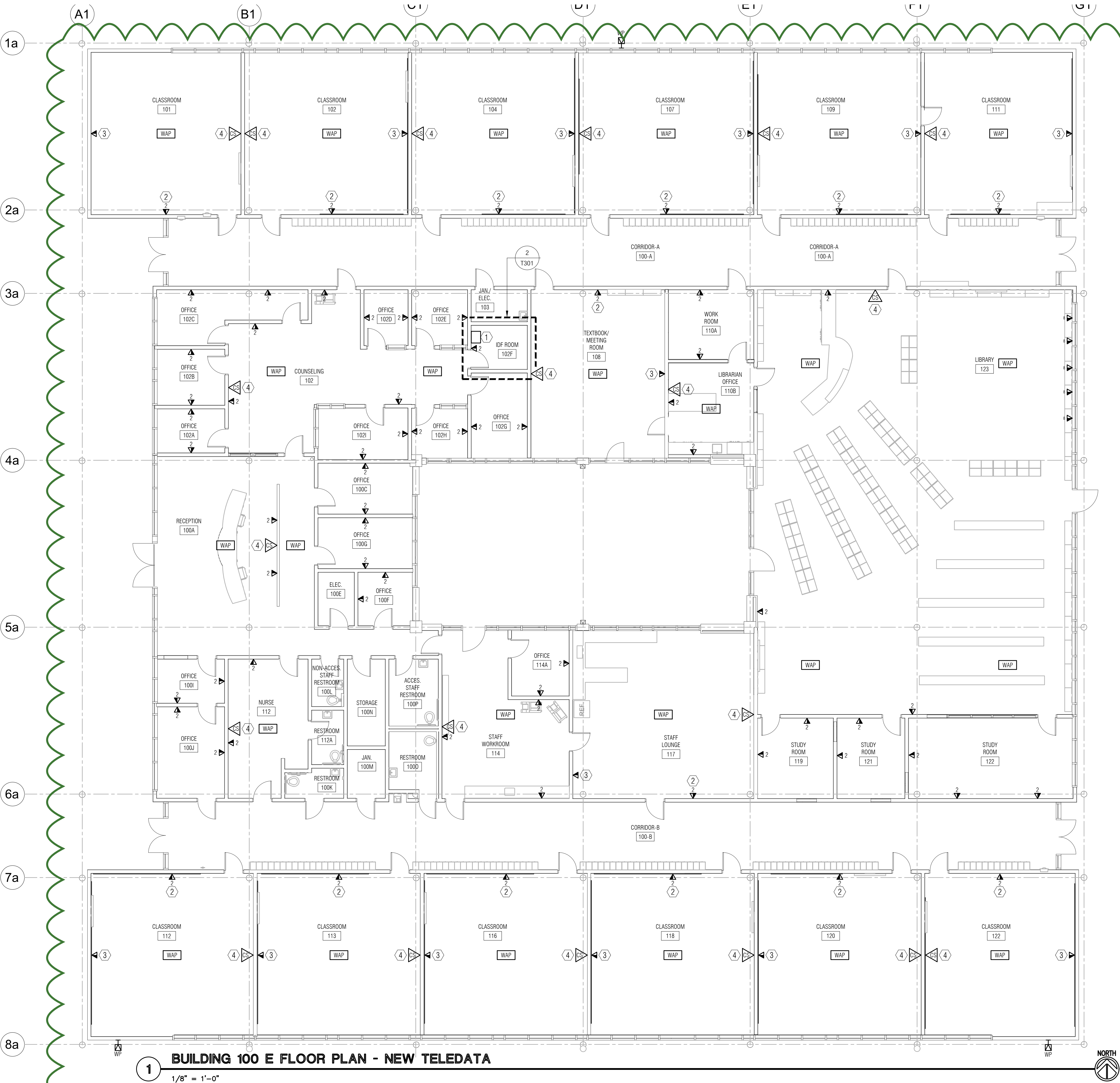
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
△	POST DROP WALK	10-08-19
△	PDW CORRECTIONS	12-16-19
△	PDW CORRECTIONS 2	12-17-19
△	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BUILDING D FLOOR PLAN - NEW TELEDATA

Sheet No.

T302



1 BUILDING 100 E FLOOR PLAN - NEW TELEDATA
1/8" = 1'-0"

GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.

~~5. EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.~~

NUMBERED NOTES

- 1 NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- ~~2 TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.~~
- ~~3 PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.~~
- 4 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 200
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.EDCMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH
NETWORK UPGRADE

Project No

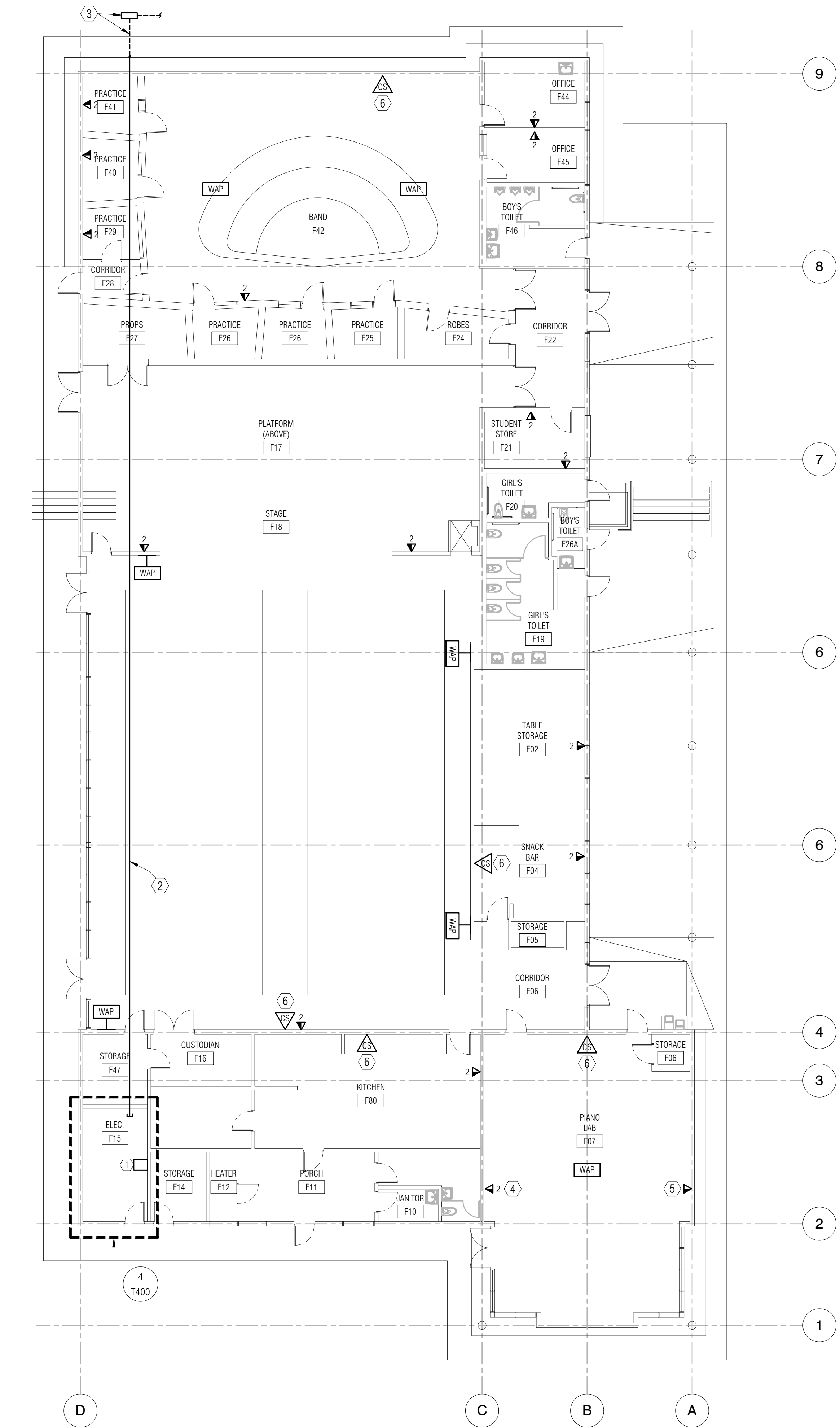
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	09-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate 03/06/19
Team
PM : Checker
AM : Approver
DE : Designer
Sheet Title

BUILDING E FLOOR
PLAN - NEW
TELEDATA

Sheet No.

T303



1 BUILDING 400 F FLOOR PLAN - NEW TELEDATA
1" = 10'-0"

GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 6' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ56 JACK. LABEL AND TEST.

~~5. EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.~~

NUMBERED NOTES

- ① NEW MDF TWO POST RACK. SEE DETAILS FOR MOUNTING.
- ② EXISTING CONDUIT PATH TO OUTSIDE DUCT BANK.
- ③ EXISTING PULL BOX AND UNDERGROUND CONDUITS.
- ~~④ TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.~~
- ~~⑤ PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.~~
- ⑥ ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

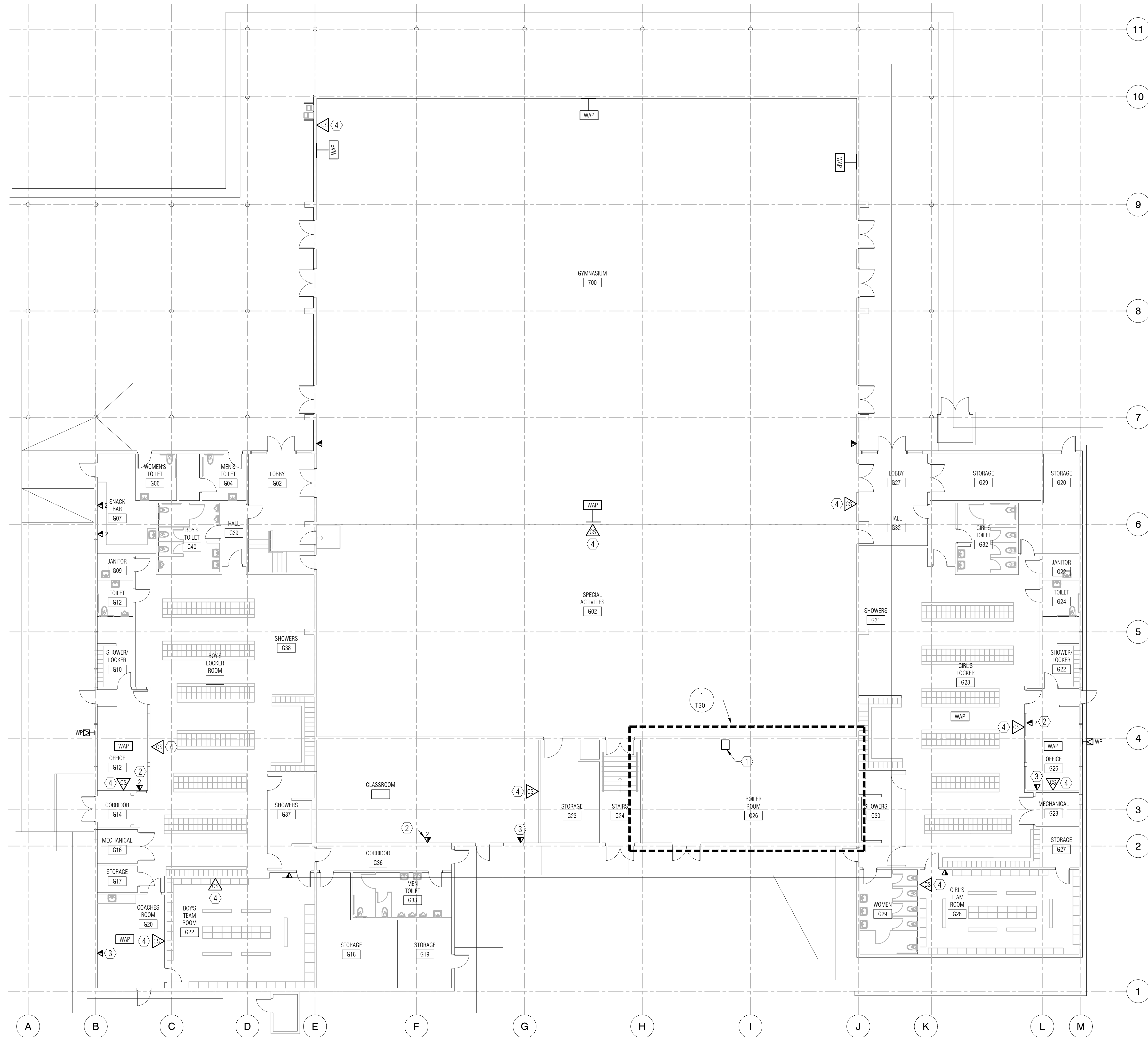
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

BUILDING F FLOOR PLAN - NEW TELEDATA

Sheet No.

T304



GENERAL NOTES

- 1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- 2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- 3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
- 4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.

~~5. EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.~~

NUMBERED NOTES

- 1 NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- ~~2 TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.~~
- ~~3 PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.~~
- 4 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

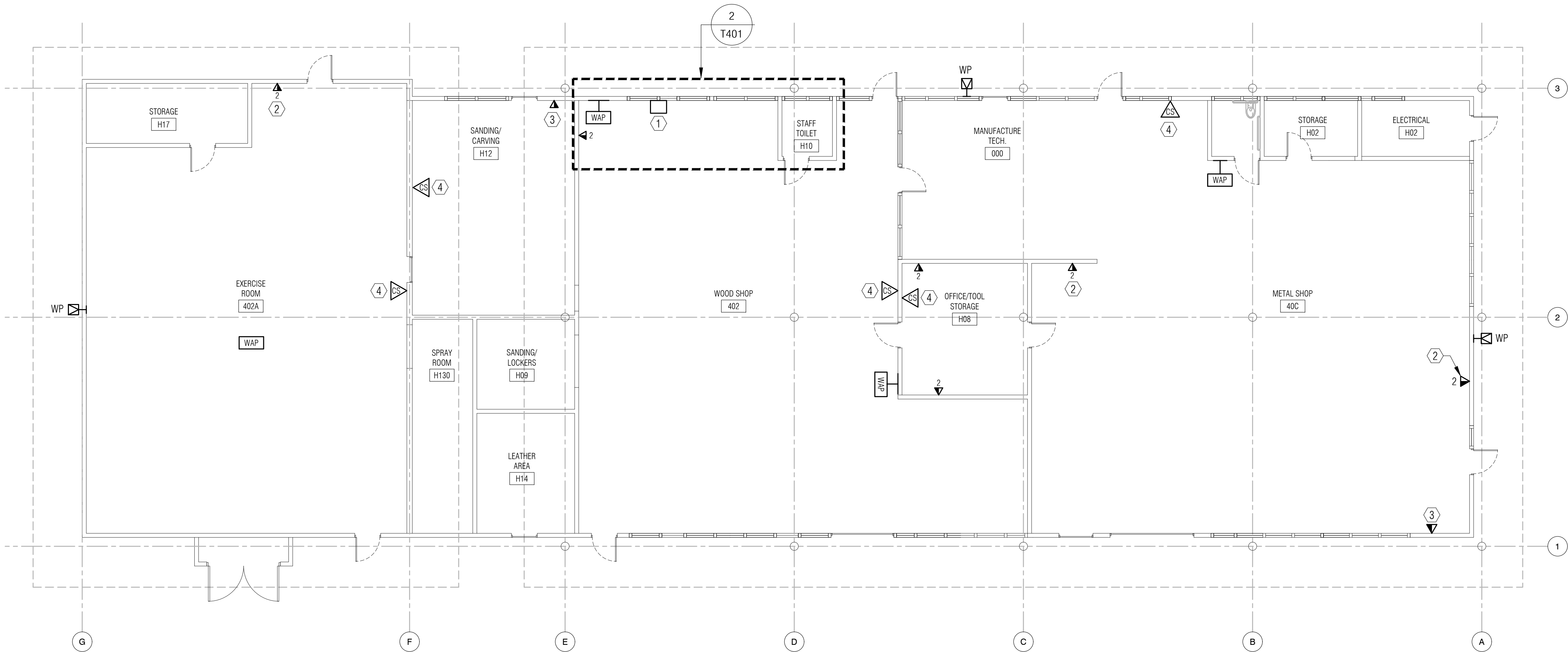
BUILDING G FLOOR PLAN - NEW TELEDATA

Sheet No.

T305

1 BUILDING 700 G FLOOR PLAN - NEW TELEDATA

1" = 10'-0"



1 BUILDING 500 H FLOOR PLAN - NEW TELEDATA
1/8" = 1'-0" NORTH

GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
- FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.
- ~~EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.~~

NUMBERED NOTES

- ~~NEW IDF CABINET. SEE DETAILS FOR MOUNTING.~~
- ~~TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.~~
- ~~PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.~~
- ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.EDCMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

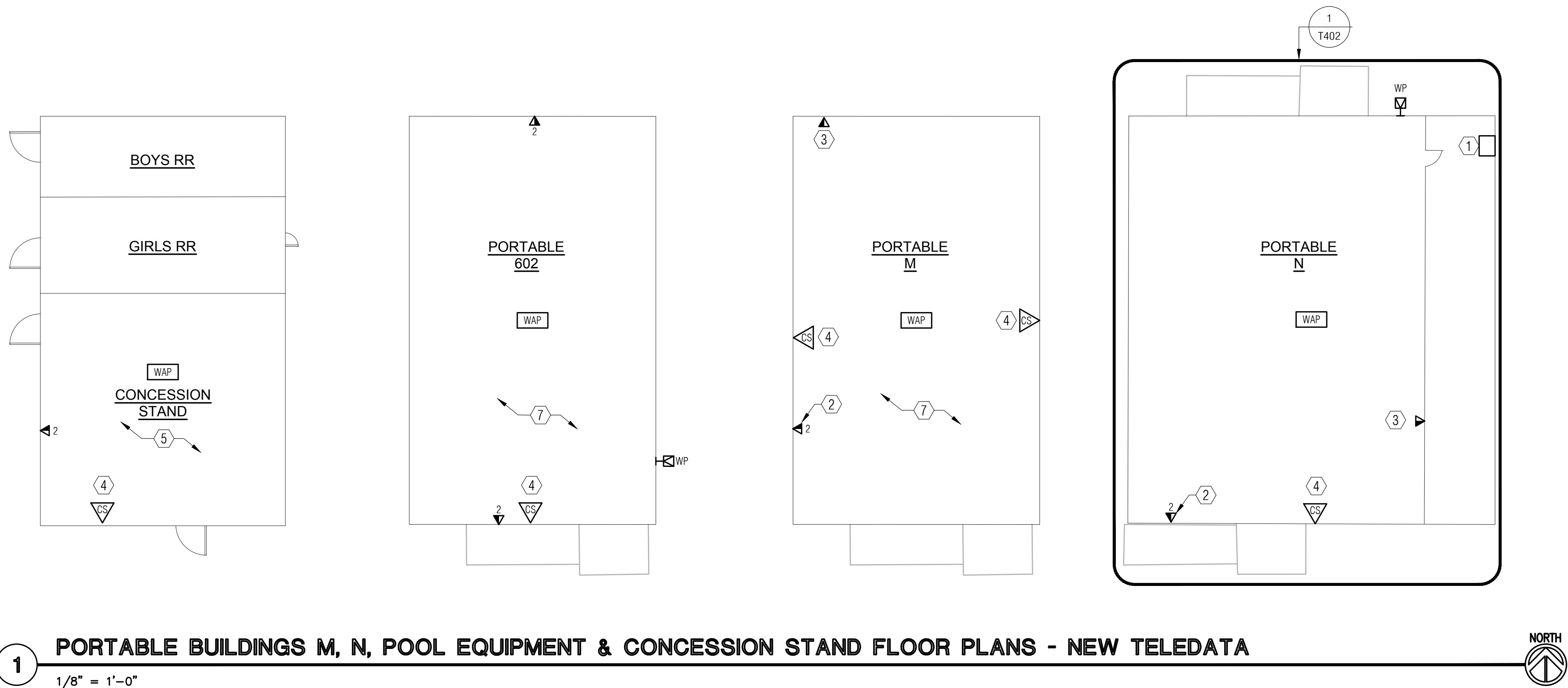
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
▲	POST DROP WALK	10-08-19
▲	PDW CORRECTIONS	12-16-19
▲	PDW CORRECTIONS 2	12-17-19
▲	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

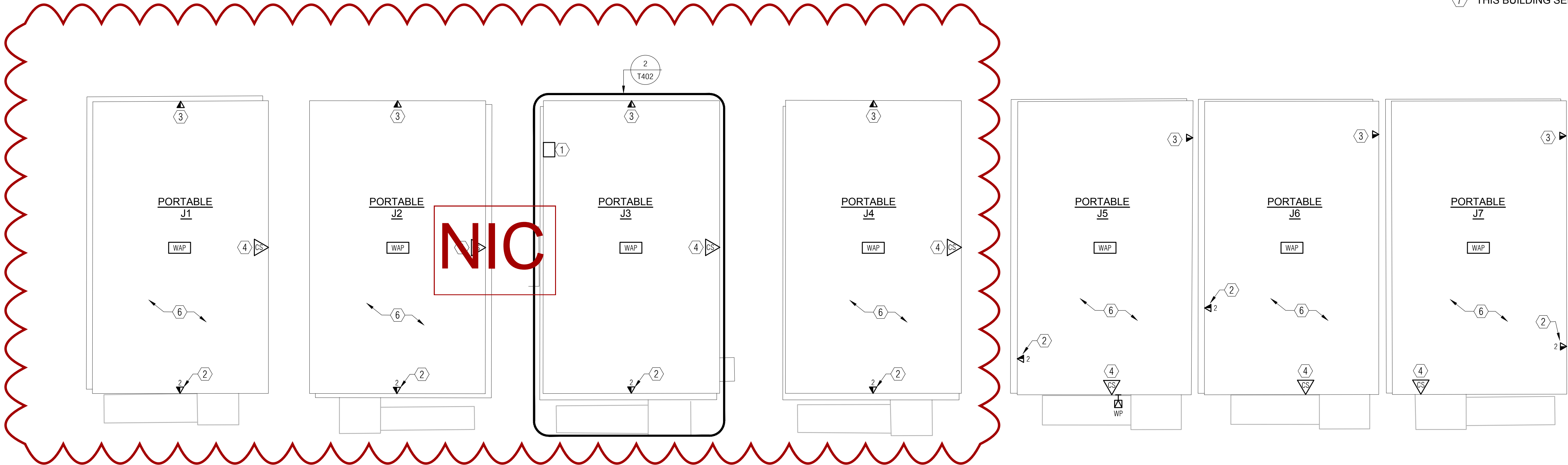
BUILDING H FLOOR PLAN - NEW TELEDATA

Sheet No.

T306



1 PORTABLE BUILDINGS M, N, POOL EQUIPMENT & CONCESSION STAND FLOOR PLANS - NEW TELEDATA
1/8" = 1'-0"



2 PORTABLE BUILDINGS J FLOOR PLANS - NEW TELEDATA
1/8" = 1'-0"

GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
- FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.

~~5. EXISTING TELE/DATA CABLING TO BE REPLACED ONE FOR ONE. INSTALL PARALLEL PLANT AND DO NOT DISTURB EXISTING CIRCUITS UNTIL CUT OVER. ALL LOCATIONS MAY NOT BE SHOWN. REPLACE ALL WORK STATIONS AND PHONES WHETHER SHOWN OR NOT.~~

NUMBERED NOTES

- NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- ~~TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.~~
- ~~PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.~~
- ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
- THIS BUILDING SERVED BY IDF IN BUILDING 500.
- THIS BUILDING SERVED BY IDF IN PORTABLE J3
- THIS BUILDING SERVED BY IDF IN PORTABLE N



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet No.	

BLDGS. J, M, N, POOL & CONCESSION STAND FLOOR PLANS - NEW TELEDATA

Sheet No.

T307

SANTA CRUZ CITY
SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.EDCMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate 03/06/19
Team
PM : Checker
AM : Approver
DE : Designer
Sheet Title

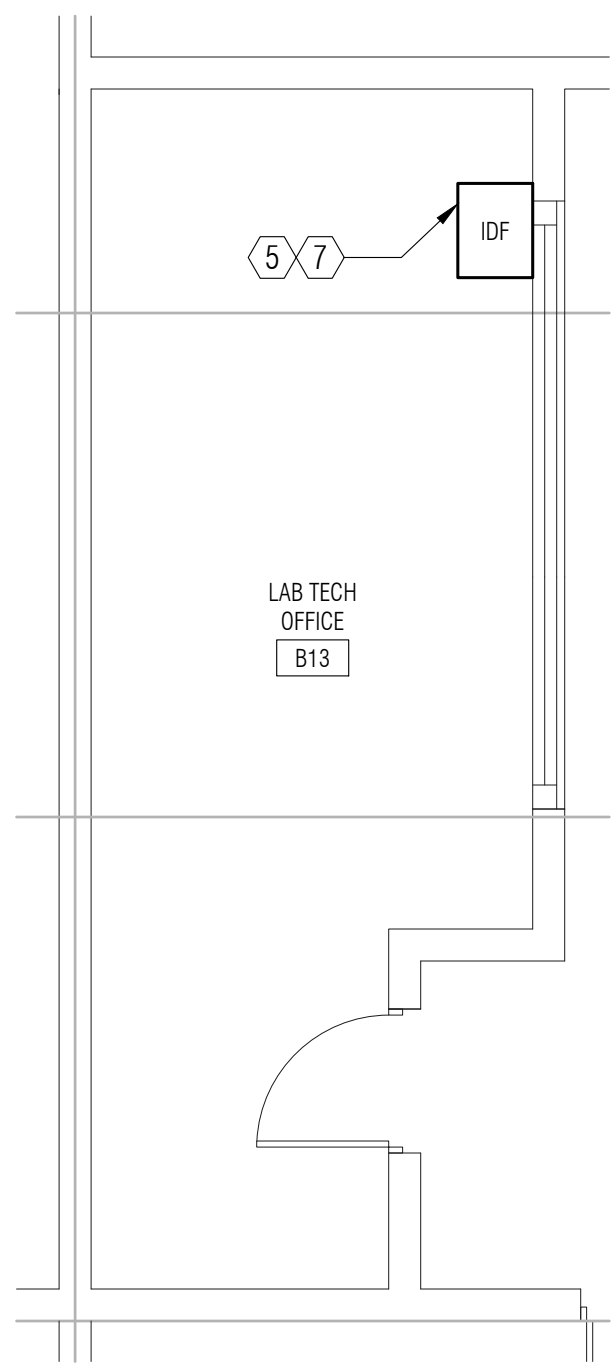
ENLARGED TELEDATA
ROOMS

Sheet No.

T400

NUMBERED NOTES

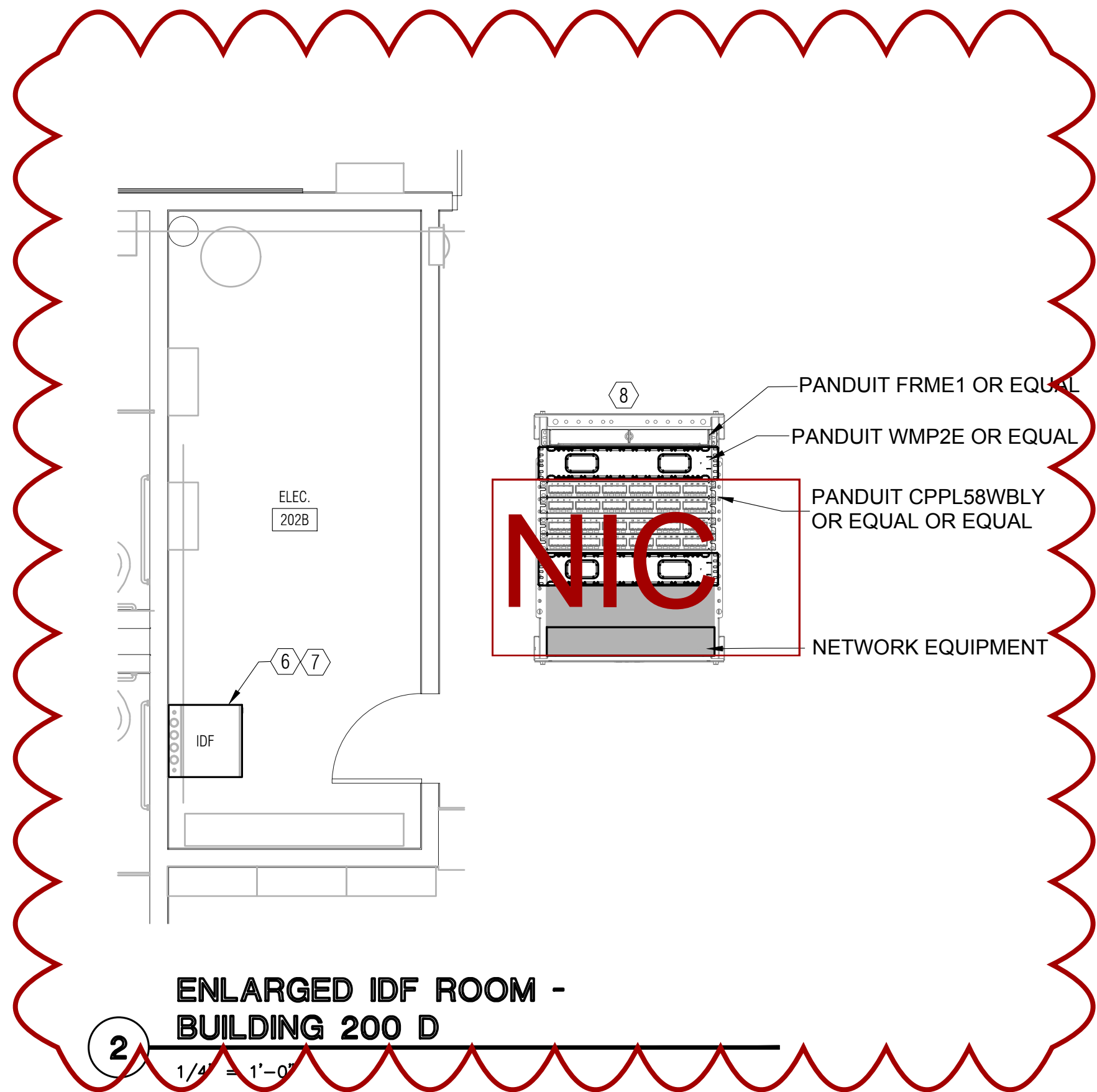
- 1 PROVIDE NEW MDF TWO POST RACK. INSTALL AS SHOWN. PROVIDE NEW PANDUIT 8" VERTICAL WIRE MANAGER AS SHOWN.
- 2 NEW 12 INCH CABLE RUNWAY. PROVIDE CPI 11252-752 OR EQUAL. TIE INTO EXISTING LADDER RACK. SEE DETAILS FOR MOUNTING INSTRUCTIONS.
- 3 EXISTING MDF RACK AND AT&T RACK TO REMAIN.
- 4 EXISTING LADDER RACK TO REMAIN.
- 5 NEW IDF CABINET. PROVIDE TRIPP LITE SRQ24U. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT. CABINET SHALL HAVE WHEELS LOCKED AFTER FINAL PLACEMENT.
- 6 NEW IDF CABINET. PROVIDE HOFFMAN EWMW382425. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT.
- 7 GROUND ALL CABINETS AND RACKS WITH #4 BRAIDED, INSULATED COPPER WIRE WITH GREEN JACKET. ROUTE WIRE FROM CABINET OR RACK GROUNDING LUG TO NEAREST ELECTRICAL PANEL BOARD AS THE GROUND SOURCE. THIS WORK TO BE PERFORMED BY THE ELECTRICIAN.
- 8 RACK ELEVATIONS AND EQUIPMENT COMPLIMENTS ARE NOT TYPICAL. THE CONTRACTOR IS RESPONSIBLE FOR DOING TAKEOFFS AND PROVIDING REQUIRED QUANTITY OF PATCH PANELS AND WIRE MANAGEMENT. RACK UNITS DEPICTED ARE FOR REFERENCE ONLY AND MAY NOT REPRESENT ACTUAL SIZE OF RACK OR ENCLOSURE. SEE SPECIFICATIONS FOR REQUIREMENTS. COORDINATE PLACEMENT OF PANELS AND WIRE MANAGERS WITH DGI AND THE SCHOOL DISTRICT.



See Cabinet and Rack Layout xlxs

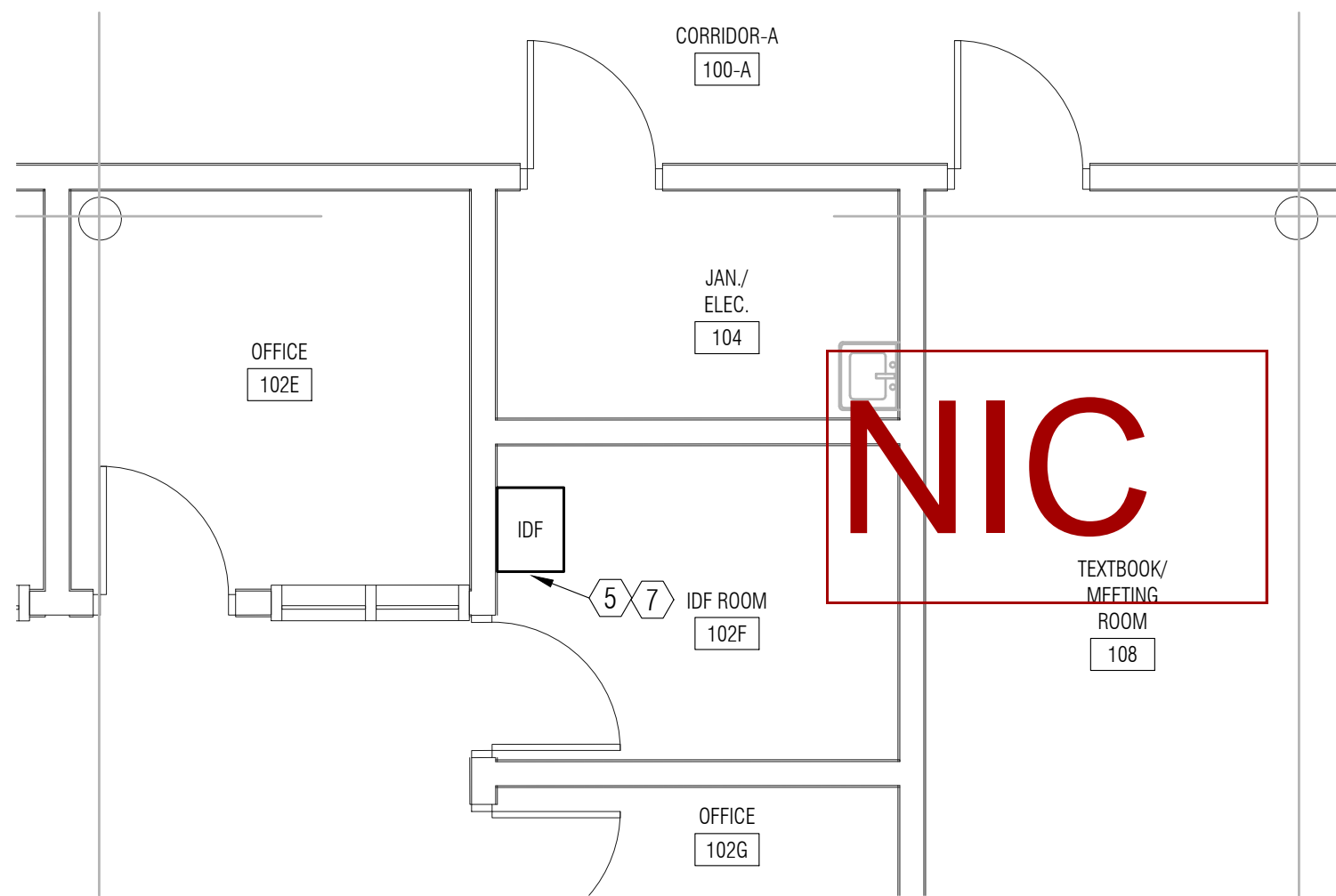
1 ENLARGED IDF ROOM -
BUILDING B

1/4" = 1'-0"



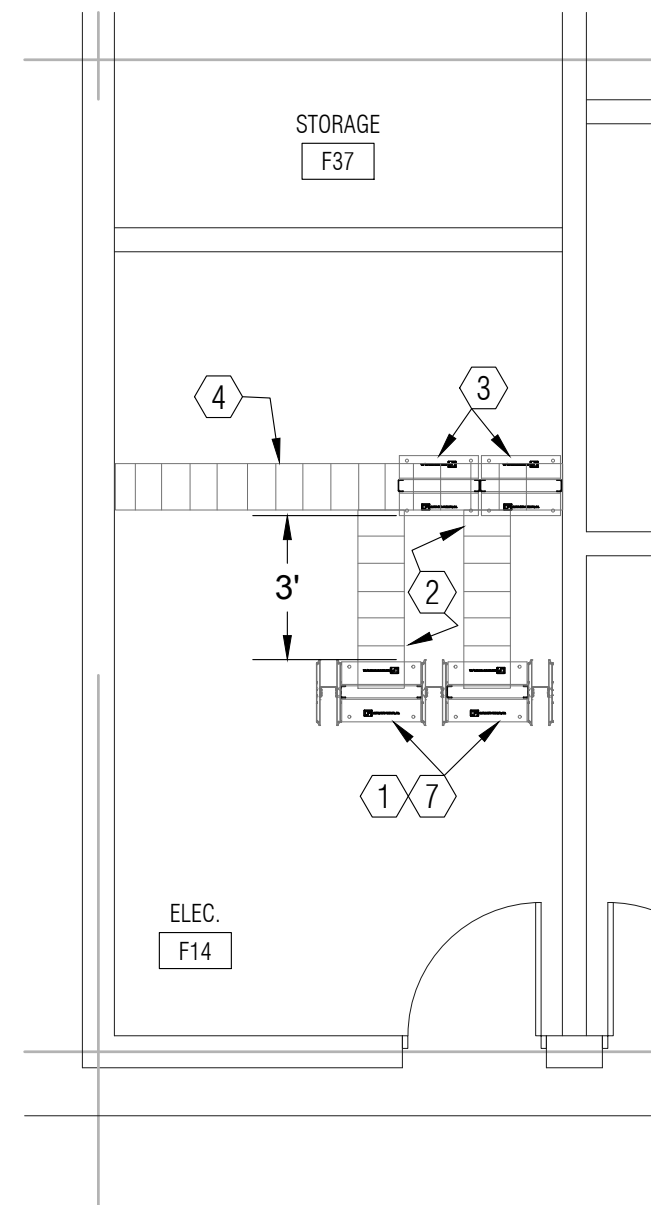
2 ENLARGED IDF ROOM -
BUILDING 200 D

1/4" = 1'-0"



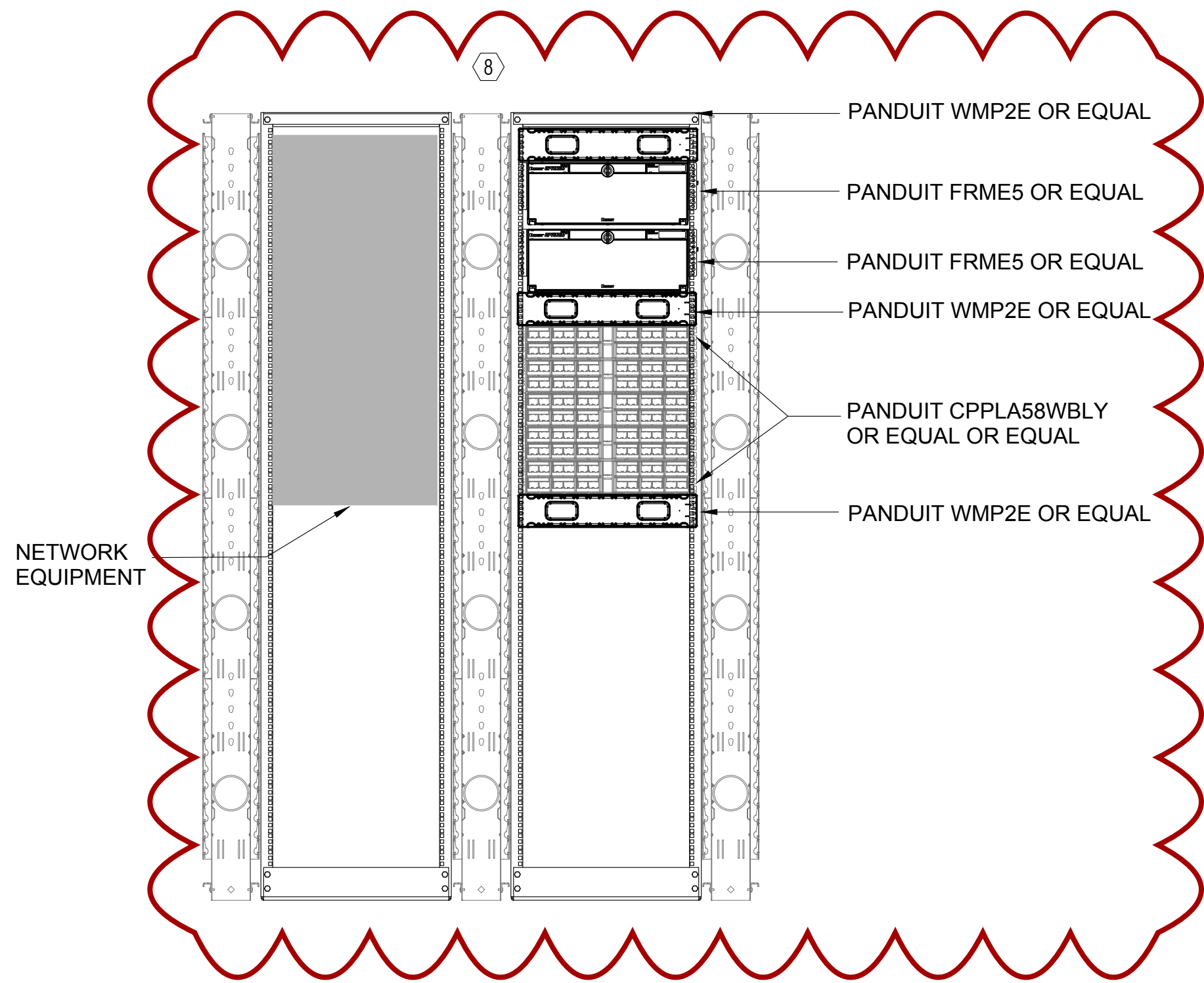
3 ENLARGED IDF ROOM -
BUILDING 100 E

1/4" = 1'-0"

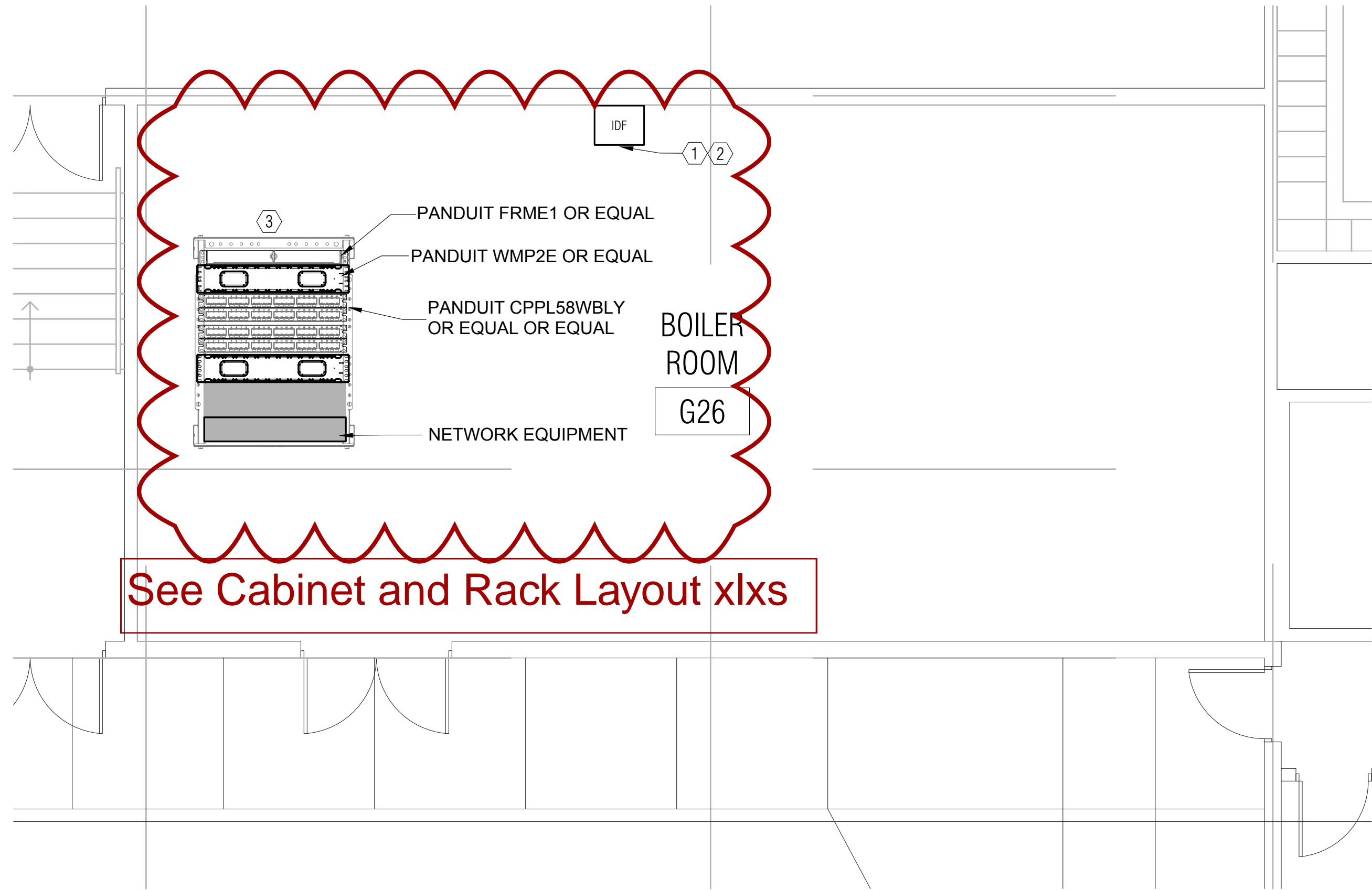


4 ENLARGED MDF ROOM -
BUILDING 400 F

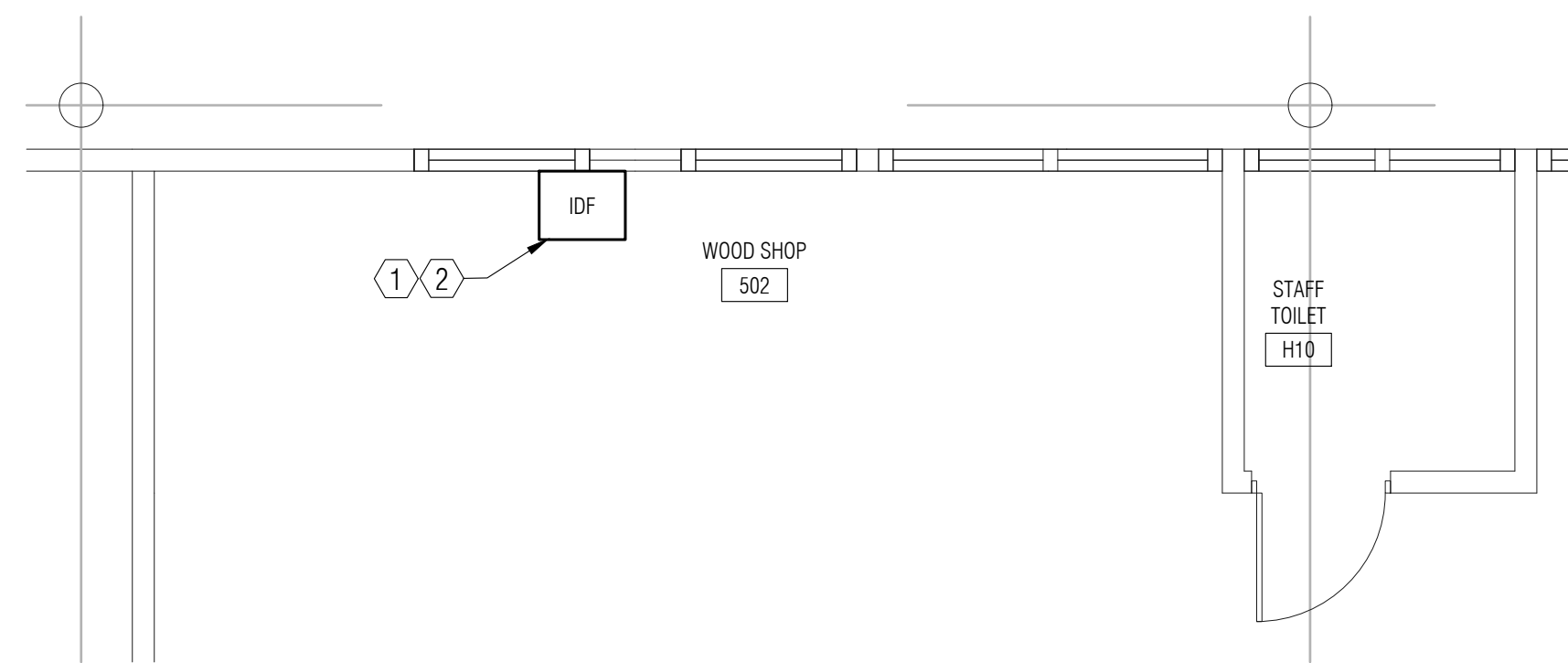
1/4" = 1'-0"



See Cabinet and Rack Layout xlxs



1 ENLARGED IDF ROOM - BUILDING 700 G
1/4" = 1'-0"



2 ENLARGED IDF ROOM - BUILDING 500 H
1/4" = 1'-0"

NUMBERED NOTES

- 1 NEW IDF CABINET. PROVIDE HOFFMAN EMMW382425. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT.
- 2 GROUND ALL CABINETS AND RACKS WITH #4 BRAIDED, INSULATED COPPER WIRE WITH GREEN JACKET. ROUTE WIRE FROM CABINET OR RACK GROUNDING LUG TO NEAREST ELECTRICAL PANEL BOARD AS THE GROUND SOURCE. THIS WORK TO BE PERFORMED BY THE ELECTRICIAN.
- 3 RACK ELEVATIONS AND EQUIPMENT COMPLIMENTS ARE NOT TYPICAL. THE CONTRACTOR IS RESPONSIBLE FOR DOING TAKEOFFS AND PROVIDING REQUIRED QUANTITY OF PATCH PANELS AND WIRE MANAGEMENT. RACK UNITS DEPICTED ARE FOR REFERENCE ONLY AND MAY NOT REPRESENT ACTUAL SIZE OF RACK OR ENCLOSURE. SEE SPECIFICATIONS FOR REQUIREMENTS. COORDINATE PLACEMENT OF PANELS AND WIRE MANAGERS WITH DGI AND THE SCHOOL DISTRICT.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

ENLARGED TELEDATA ROOMS

Sheet No.

T401

NUMBERED NOTES

- 1

NEW IDF CABINET. PROVIDE TRIPP LITE SRQ24U. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT. CABINET SHALL HAVE WHEELS LOCKED AFTER FINAL PLACEMENT.
- 2

GROUND ALL CABINETS AND RACKS WITH #4 BRAIDED, INSULATED COPPER WIRE WITH GREEN JACKET. ROUTE WIRE FROM CABINET OR RACK GROUNDING LUG TO NEAREST ELECTRICAL PANEL BOARD AS THE GROUND SOURCE. THIS WORK TO BE PERFORMED BY THE ELECTRICIAN.
- 3

RACK ELEVATIONS AND EQUIPMENT COMPLIMENTS ARE NOT TYPICAL. THE CONTRACTOR IS RESPONSIBLE FOR DOING TAKEOFFS AND PROVIDING REQUIRED QUANTITY OF PATCH PANELS AND WIRE MANAGEMENT. RACK UNITS DEPICTED ARE FOR REFERENCE ONLY AND MAY NOT REPRESENT ACTUAL SIZE OF RACK OR ENCLOSURE. SEE SPECIFICATIONS FOR REQUIREMENTS. COORDINATE PLACEMENT OF PANELS AND WIRE MANAGERS WITH DGI AND THE SCHOOL DISTRICT.



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECDMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

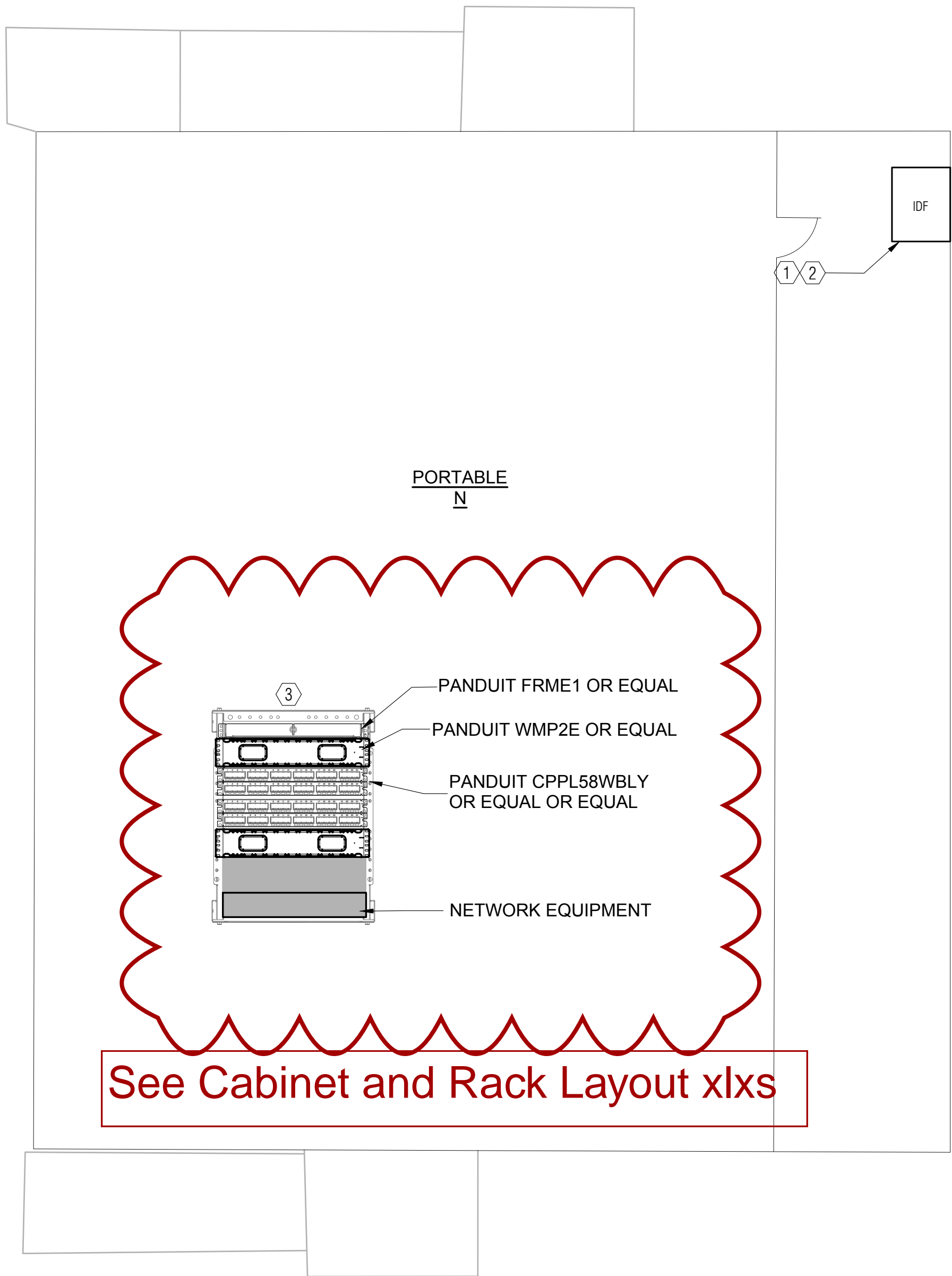
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

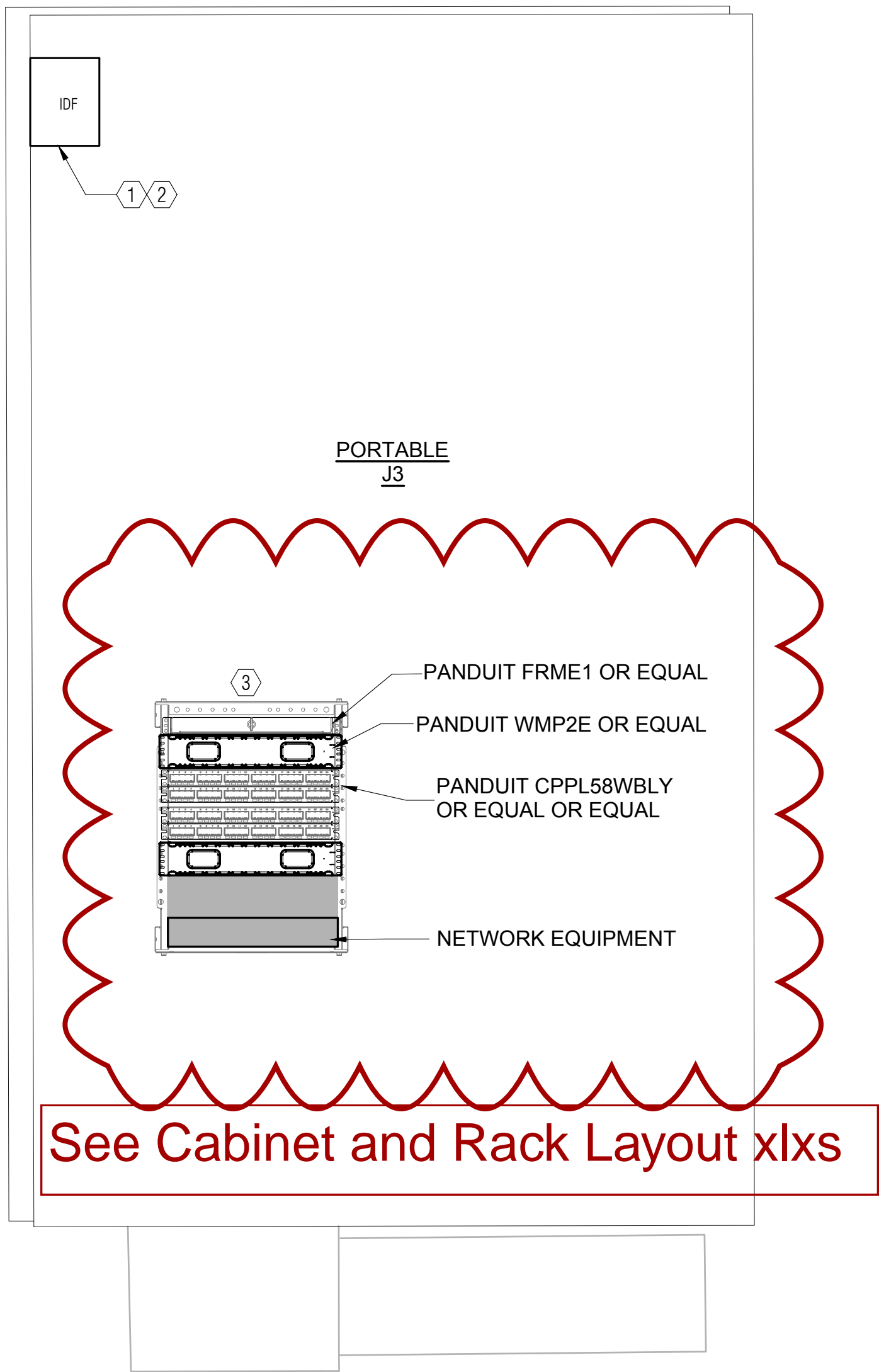
ENLARGED TELEDATA ROOMS

Sheet No.

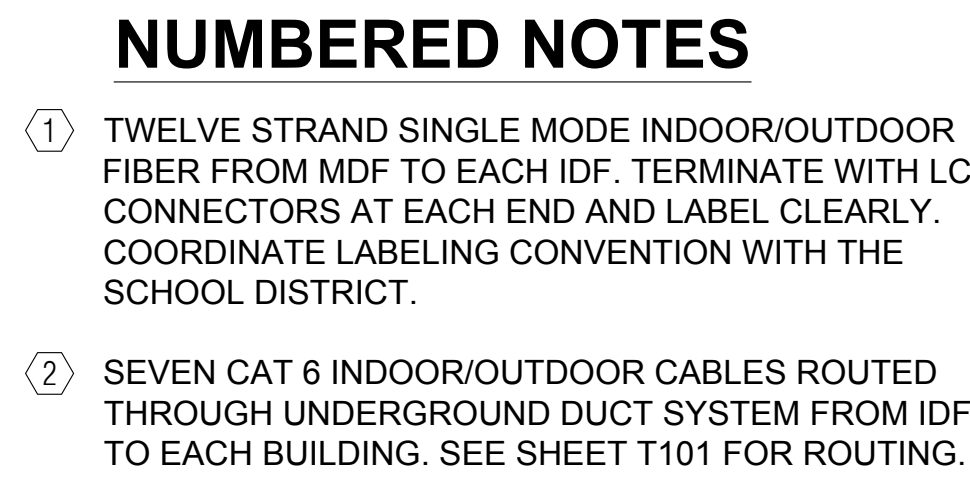
T402



1 ENLARGED IDF ROOM - BUILDING N
1/4" = 1'-0"



2 ENLARGED IDF ROOM - BUILDING J3
1/4" = 1'-0"



SANTA CRUZ CITY
SCHOOLS

CONSULTANTS:



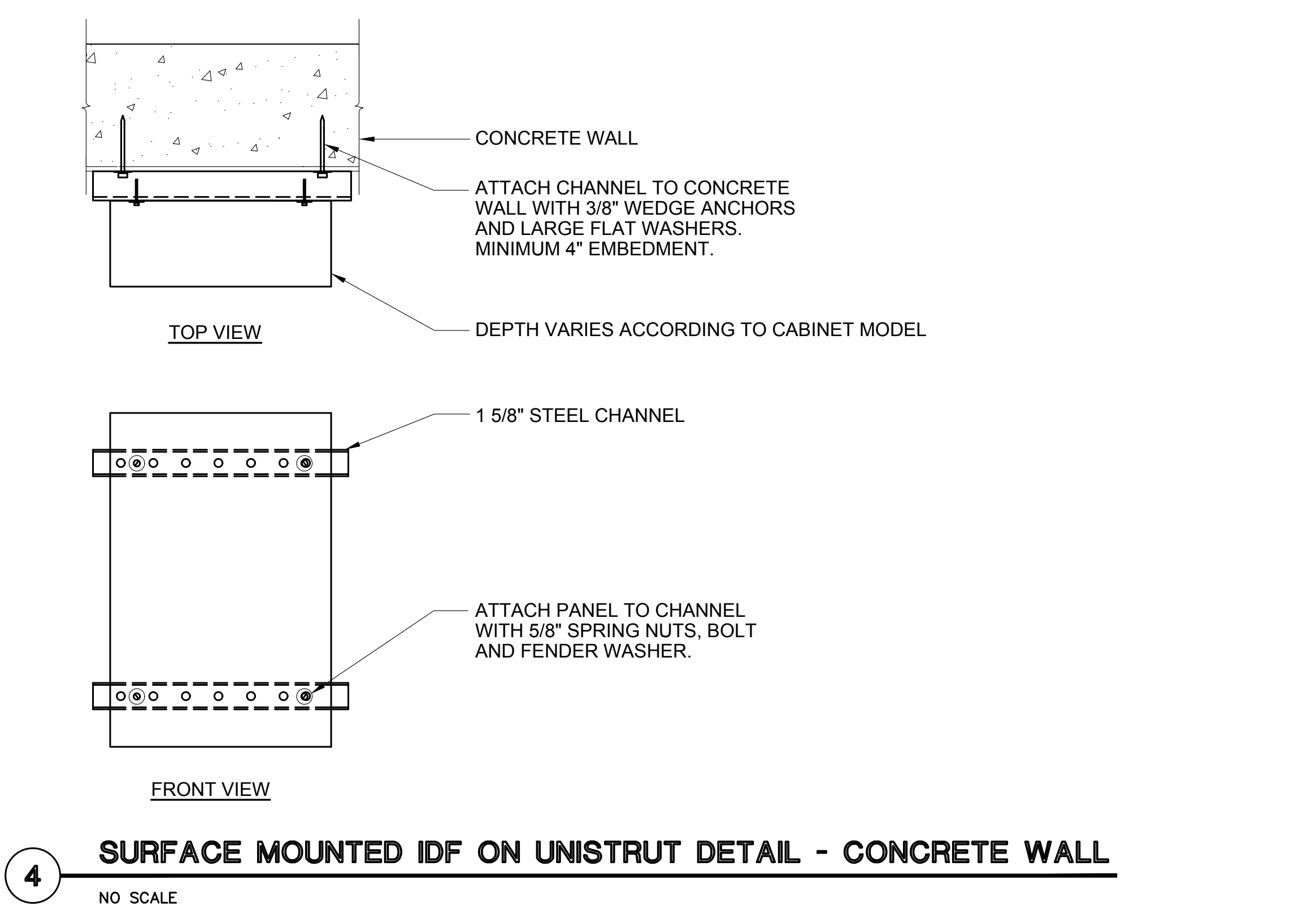
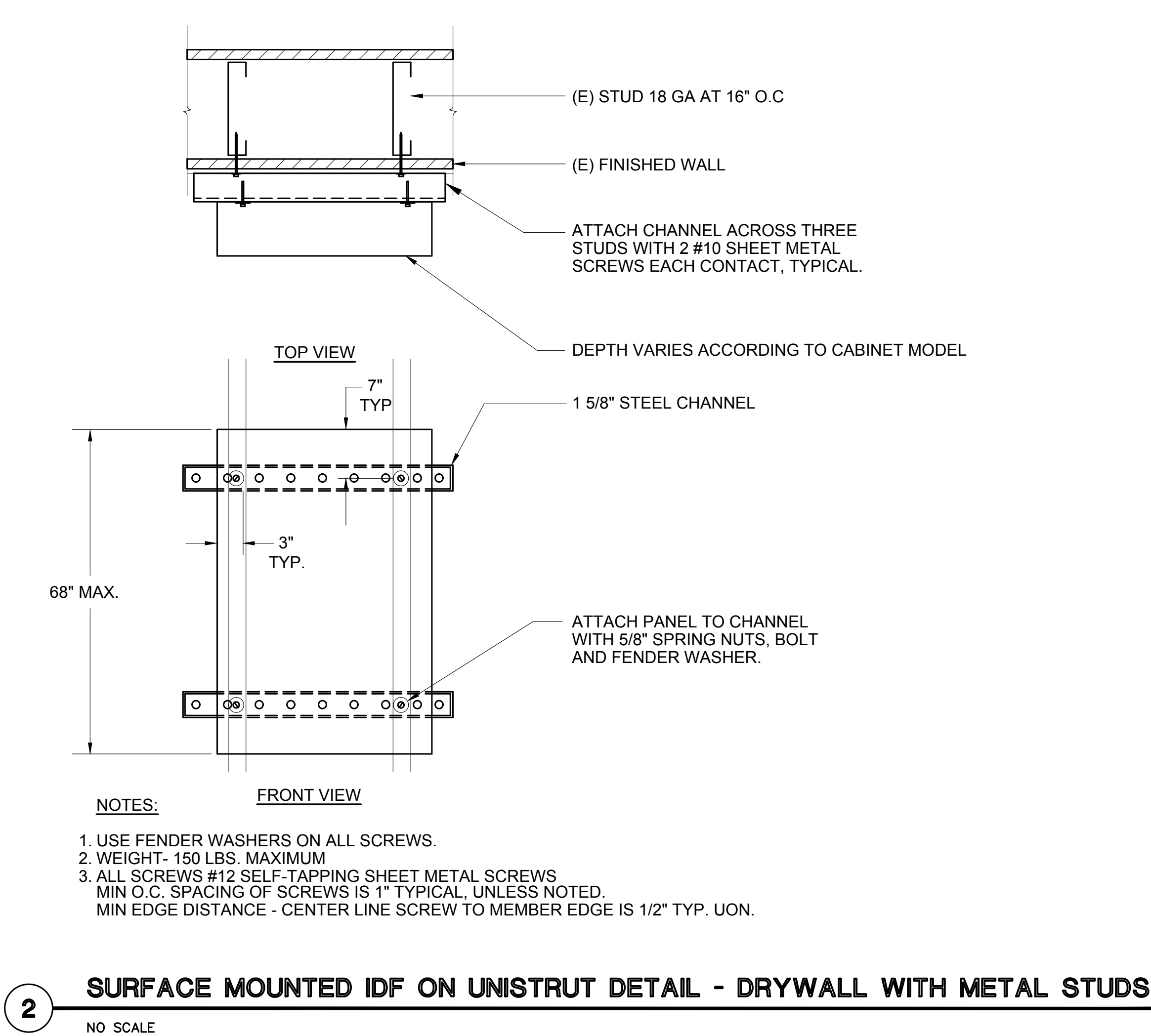
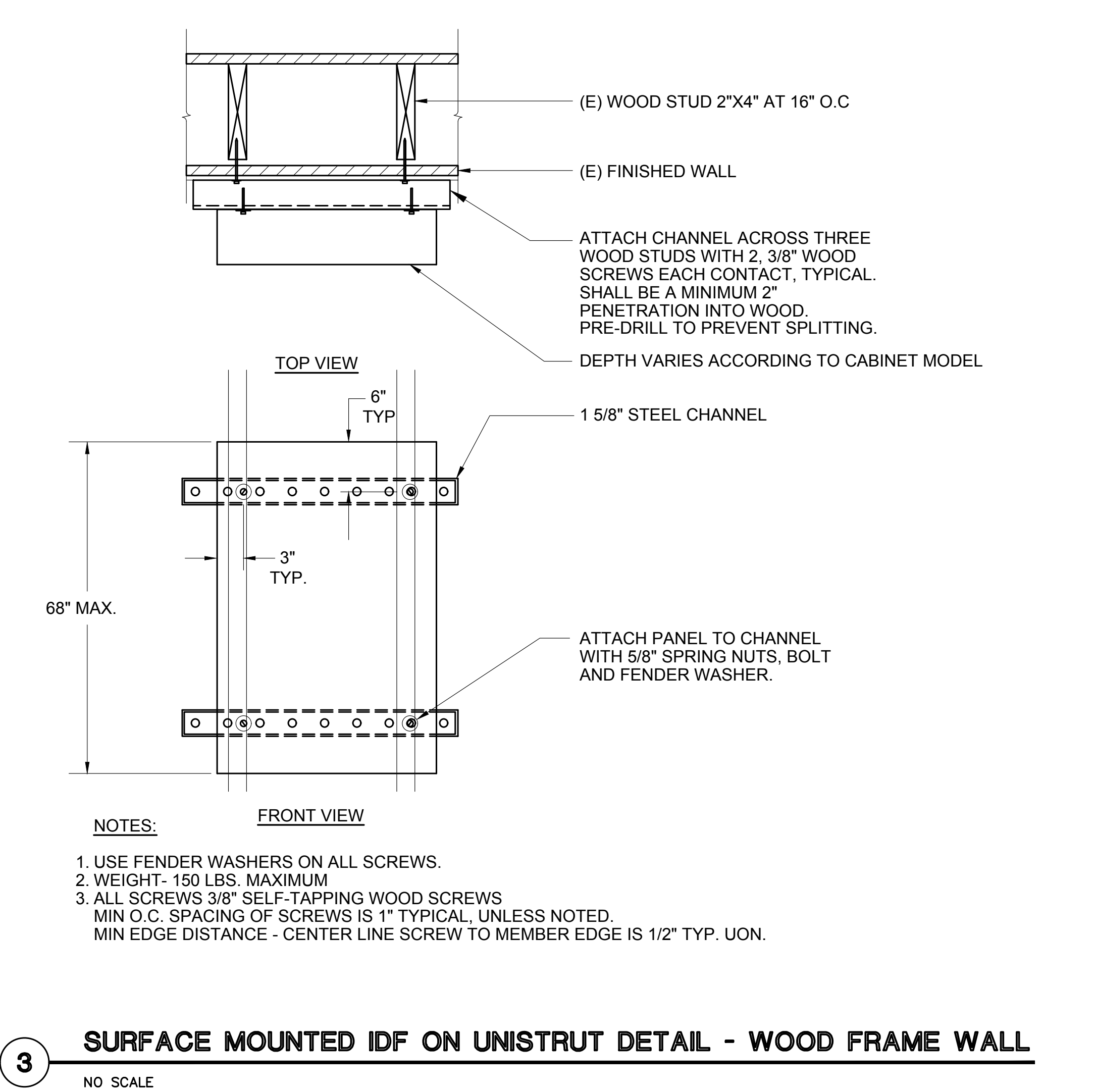
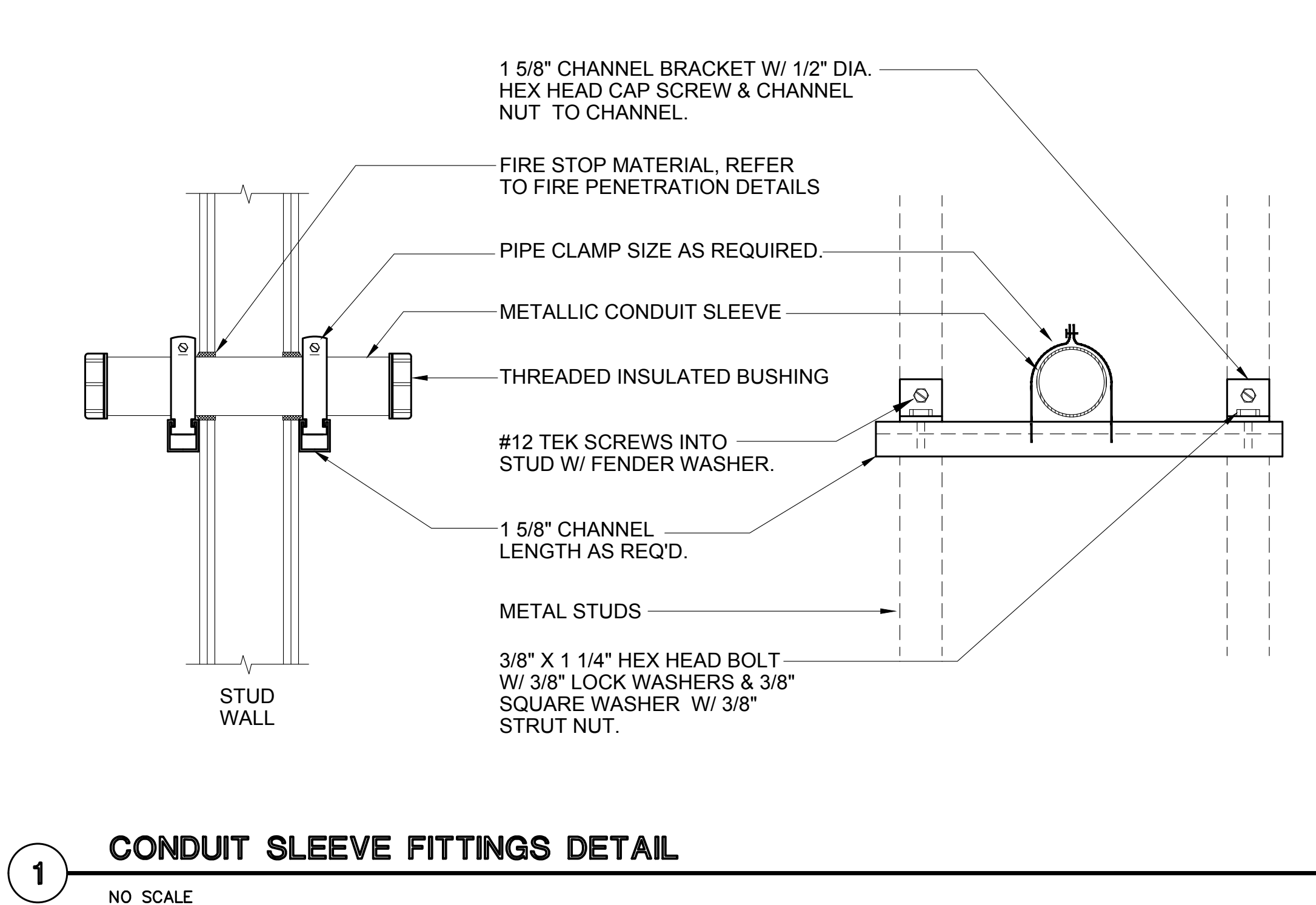
KEY PLAN:

SOQUEL HIGH NETWORK UPGRADE

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

Sheet No. 1111

T500



REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

100% CD

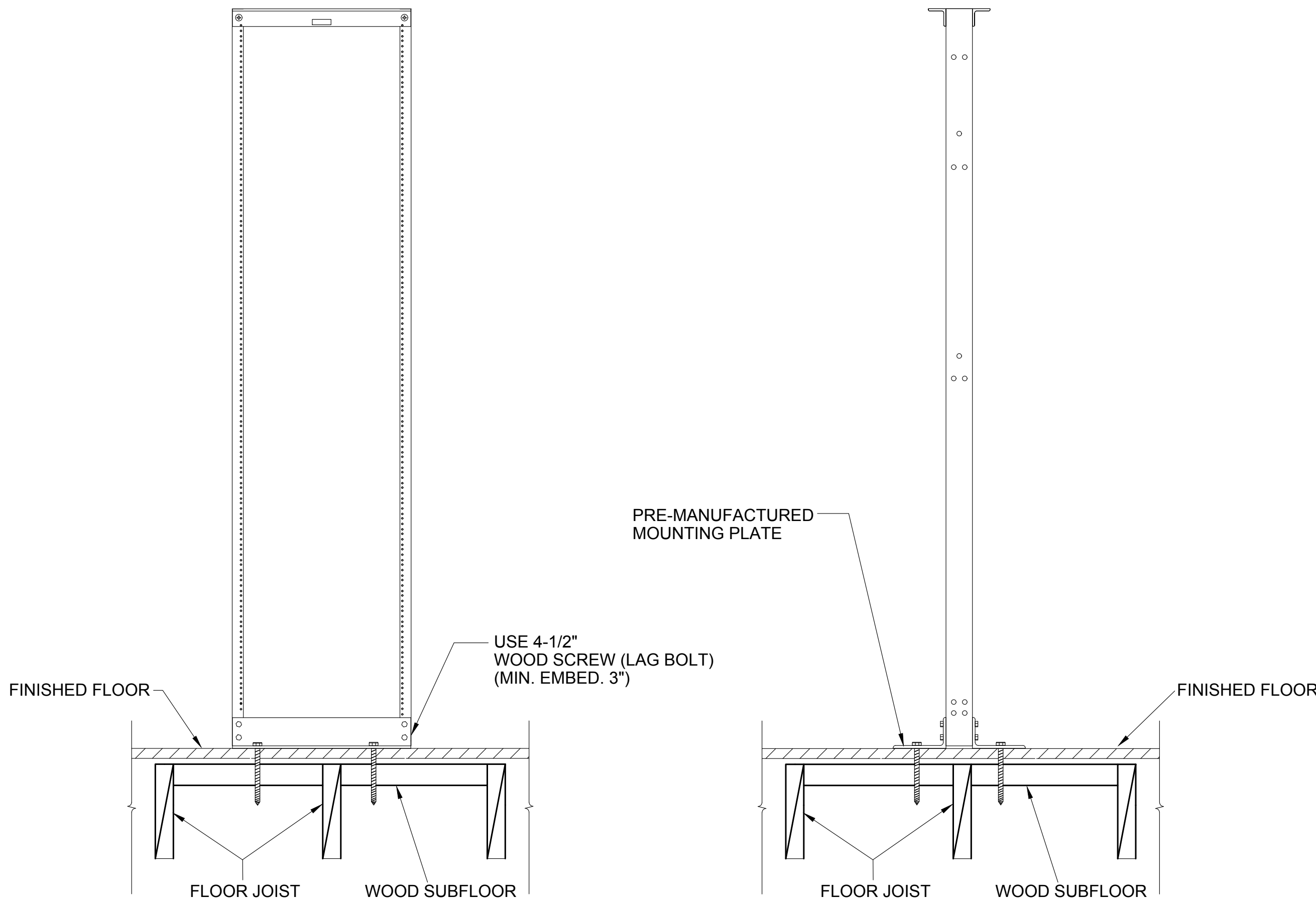
SOQUEL HIGH
NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

DETAILS

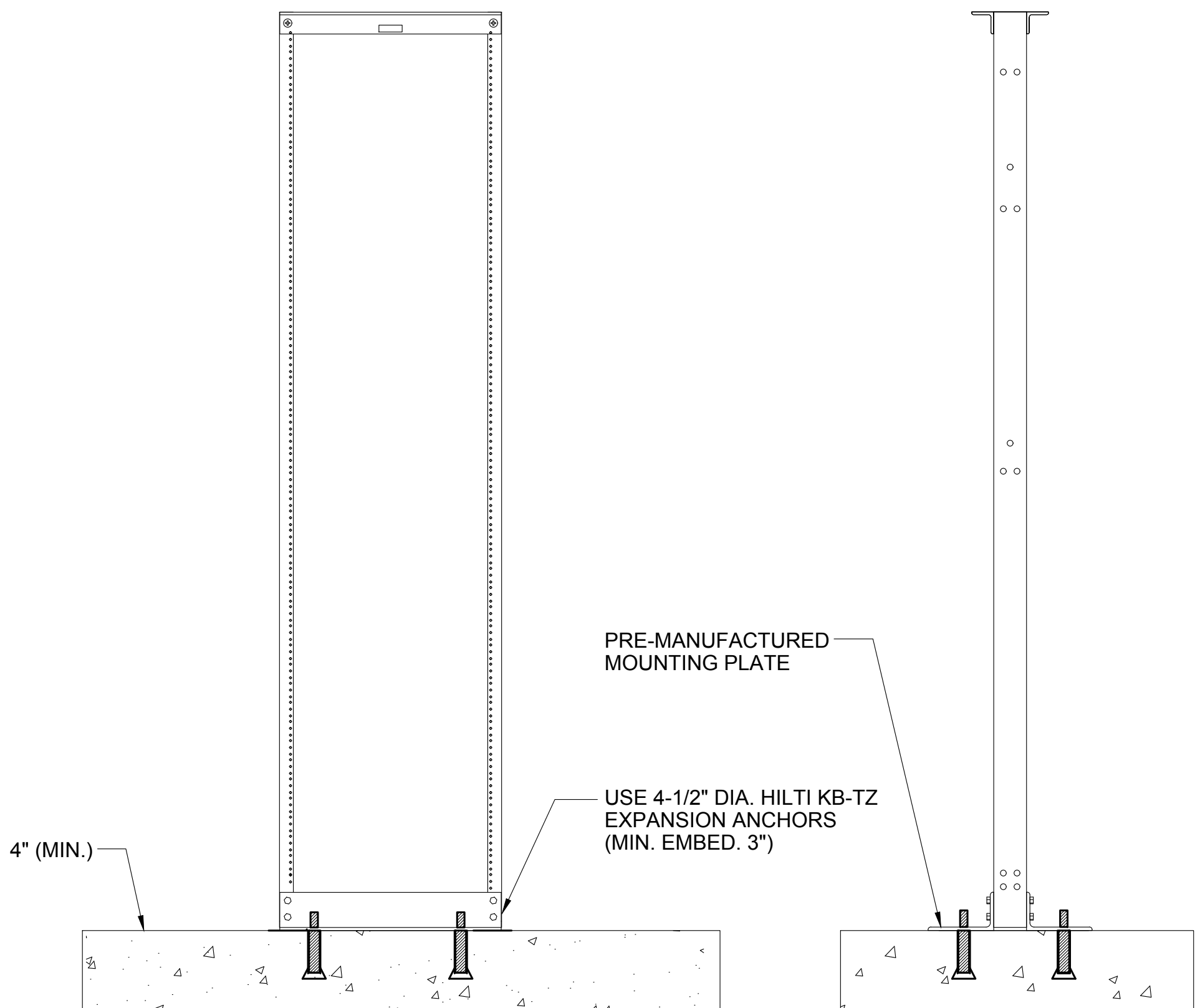
T601



FRONT ELEVATION

SIDE ELEVATION

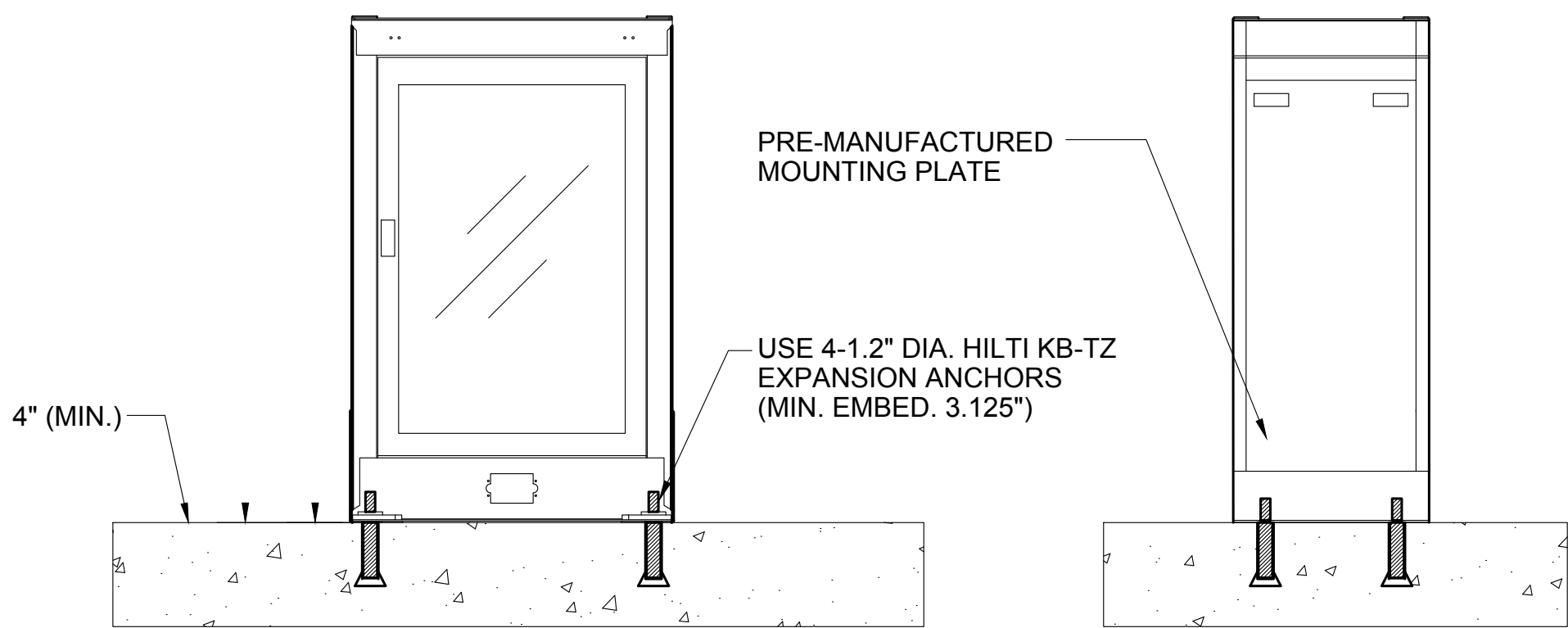
1 EQUIPMENT RACK ANCHORAGE - WOOD SUB FLOOR
NO SCALE



FRONT ELEVATION

SIDE ELEVATION

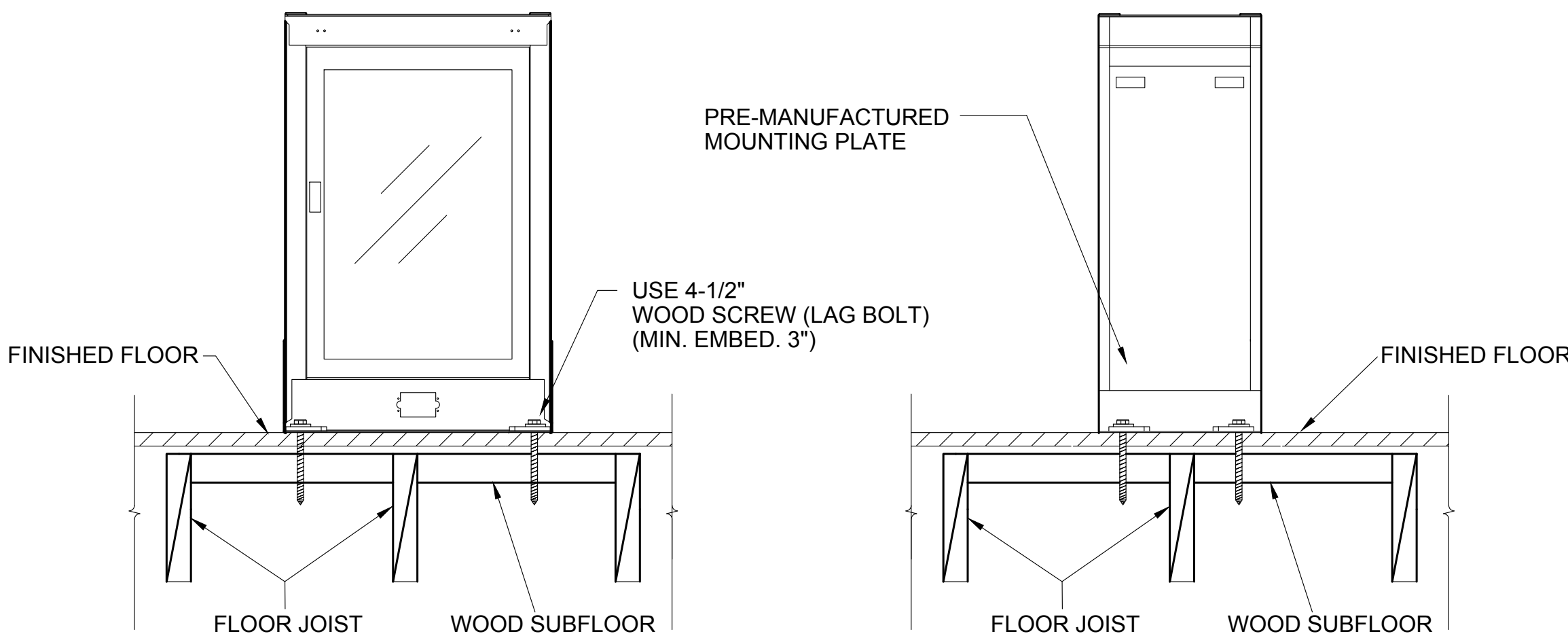
2 EQUIPMENT RACK ANCHORAGE - SLAB ON GRADE
NO SCALE



FRONT ELEVATION

SIDE ELEVATION

3 FLOOR MOUNT IDF CABINET ANCHORAGE - SLAB ON GRADE
NO SCALE



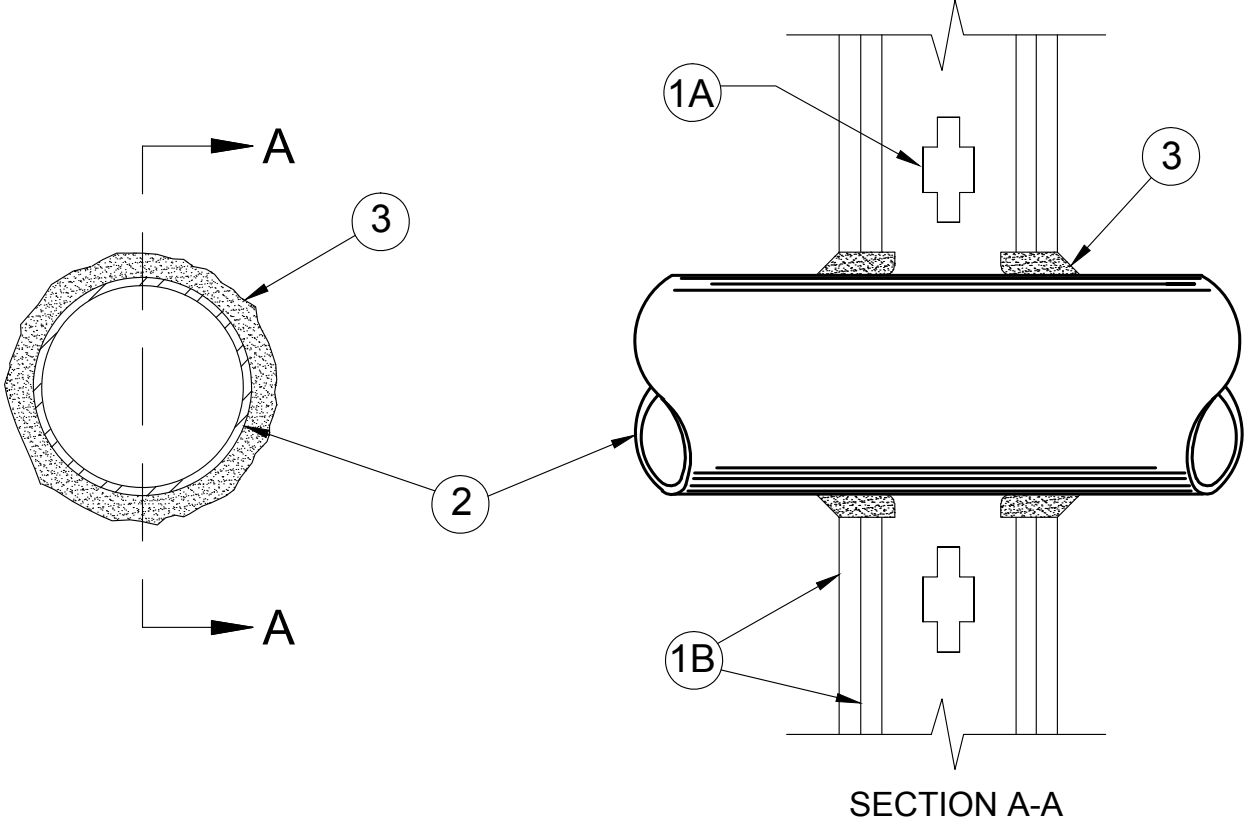
FRONT ELEVATION

SIDE ELEVATION

4 FLOOR MOUNT IDF CABINET ANCHORAGE - WOOD SUB FLOOR
NO SCALE

THROUGH-PENETRATION FIRESTOP SYSTEMS (GYPSUM)

SYSTEM NO. W-L-1001
JUNE 15, 2005
F RATINGS - 1, 2, 3 AND 4 HR (SEE ITEMS 2 AND 3)
T RATINGS - 0, 1, 2, 3 AND 4 HR (SEE ITEM 3)
L RATING AT AMBIENT - LESS THAN 1 CFM/SQ FT
L RATING AT 400° F - LESS THAN 1 CFM/SQ FT

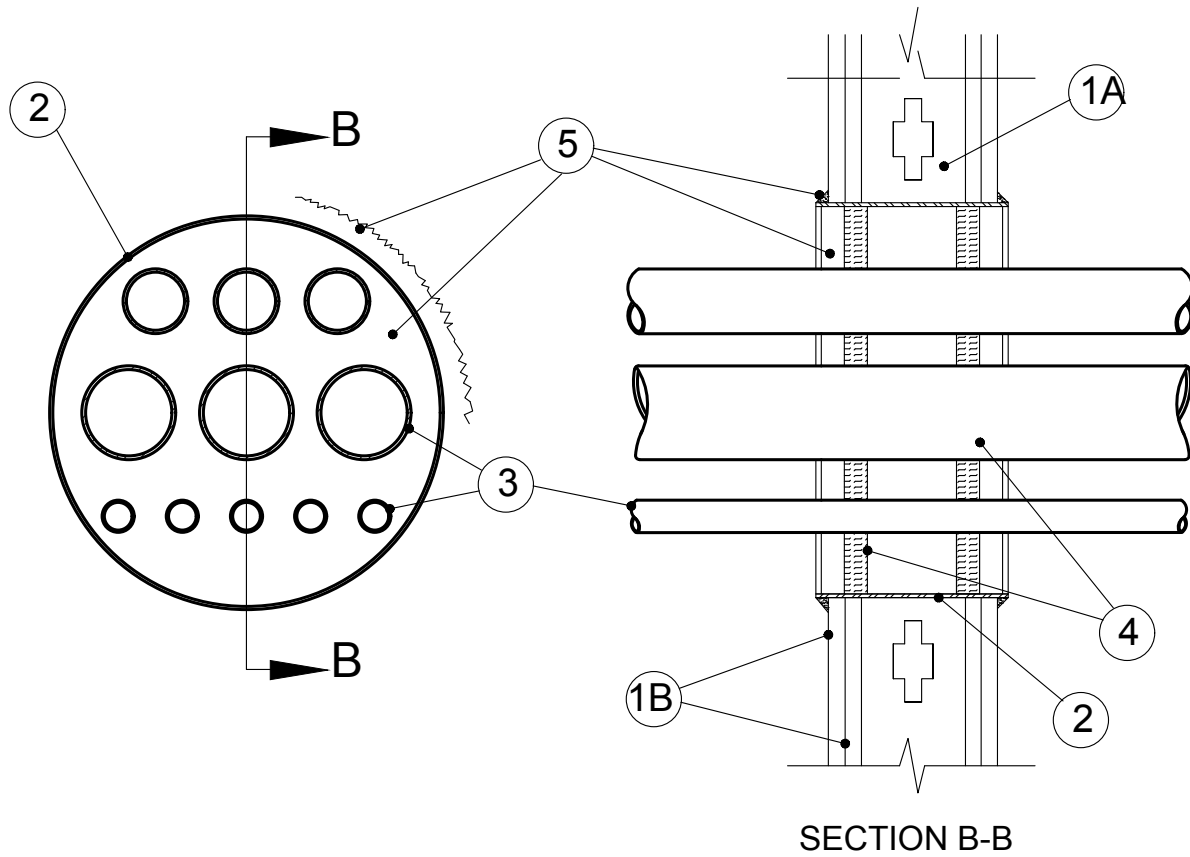


1. WALL ASSEMBLY- THE 1, 2, 3 OR 4 HR FIRE-RATED GYPSUM WALLBOARD/STUD WALL ASSEMBLY SHALL BE CONSTRUCTED OF THE MATERIALS AND IN THE MANNER DESCRIBED IN THE INDIVIDUAL U300 OR U400 SERIES WALL OR PARTITION DESIGNS IN THE UL FIRE RESISTANCE DIRECTORY AND SHALL INCLUDE THE FOLLOWING CONSTRUCTION FEATURES:
- A. STUDS - WALL FRAMING MAY CONSIST OF EITHER WOOD STUDS (MAX 2HR FIRE RATED ASSEMBLIES) OR STEEL CHANNEL STUDS. WOOD STUDS TO CONSIST OF NOM 2 BY 4 IN. LUMBER SPACED 16 IN. OC WITH NOM 2 BY 4 IN. LUMBER END PLATES AND CROSS BRACES. STEEL STUDS TO BE MIN. 3-5/8 IN. WIDE BY 1-3/8 IN. DEEP CHANNELS SPACED MAX. 24 IN. OC.
- B. GYPSUM BOARD*- NOM 1/2 OR 5/8 IN. THICK, 4 FT. WIDE WITH SQUARE OR TAPERED EDGES. THE GYPSUM WALLBOARD TYPE, THICKNESS, NUMBER OF LAYERS, FASTENER TYPE AND SHEET ORIENTATION SHALL BE AS SPECIFIED IN THE INDIVIDUAL U300 OR U400 SERIES DESIGN IN THE UL FIRE RESISTANCE DIRECTORY. MAX DIAM. OF OPENING IS 26 IN.
2. THROUGH PENETRANT - ONE METALLIC PIPE, CONDUIT OR TUBING INSTALLED EITHER CONCENTRICALLY OR ECCENTRICALLY WITHIN THE FIRE STOP SYSTEM. THE ANNULAR SPACE BETWEEN PIPE, CONDUIT OR TUBING AND PERIPHERY OF OPENING SHALL BE MIN. 0 IN. TO MAX. 2 IN. PIPE, CONDUIT OR TUBING TO BE RIGIDLY SUPPORTED ON BOTH SIDES OF WALL ASSEMBLY. THE FOLLOWING TYPES AND SIZES OF METALLIC PIPES, CONDUITS OR TUBING MAY BE USED:
- A. STEEL PIPE - NOM 24 IN. DIAM. (OR SMALLER) SCHEDULE 10 (OR HEAVIER) STEEL PIPE.
B. IRON PIPE - NOM 24 IN. DIAM. (OR SMALLER) SERVICE WEIGHT (OR HEAVIER) CAST IRON SOIL PIPE, NOM 12 IN. DIAM. (OR SMALLER) OR CLASS 50 (OR HEAVIER) DUCTILE IRON PRESSURE PIPE.
C. CONDUIT - NOM 6 IN. DIAM. (OR SMALLER) STEEL CONDUIT OR NOM 4 IN. DIAM. (OR SMALLER) STEEL ELECTRICAL METALLIC TUBING.
D. COPPER TUBING - NOM 6 IN. DIAM. (OR SMALLER) TYPE L (OR HEAVIER) COPPER TUBING.
E. COPPER PIPE - NOM 6 IN. DIAM. (OR SMALLER) REGULAR (OR HEAVIER) COPPER PIPE.
F. FILL PENETRATION PRODUCT* - FLEXIBLE METAL PIPING - THE FOLLOWING TYPES OF STEEL
- METAL GAS PIPING MAY BE USED:
1. NOM 2 IN. DIAM (OR SMALLER) STEEL FLEXIBLE METAL GAS PIPING. PLASTIC COVERING ON PIPING MAY OR MAY NOT BE REMOVED ON BOTH SIDES OF FLOOR OR WALL ASSEMBLY. OMEGA FLEX INC.
2. NOM 1 IN. DIAM (OR SMALLER) STEEL FLEXIBLE METAL GAS PIPING. PLASTIC COVERING ON PIPING MAY OR MAY NOT BE REMOVED ON BOTH SIDES OF FLOOR OR WALL ASSEMBLY. TITFLEX CORP. A BUDDY CO.
3. NOM 1 IN. DIAM (OR SMALLER) STEEL FLEXIBLE METAL GAS PIPING. PLASTIC COVERING ON PIPING MAY OR MAY NOT BE REMOVED ON BOTH SIDES OF FLOOR OR WALL ASSEMBLY. WARD MFG INC.
3. FILL, VOID OR CAVITY MATERIAL* - CAULK OR SEALANT - MIN 5/8, 1-1/4, 1-7/8 AND 2-1/2 IN. THICKNESS OF CAULK FOR 1, 2, 3, 4 HR RATED ASSEMBLIES, RESPECTIVELY, APPLIED WITHIN ANNULUS, FLUSH WITH BOTH SURFACES OF WALL. MIN 1/4 IN. DIAM BEAD OF CAULK APPLIED TO GYPSUM BOARD/PENETRANT INTERFACE AT POINT CONTACT LOCATIONS ON BOTH SIDE OF WALL. THE HOURLY F RATING OF THE FIRE STOP SYSTEM IS DEPENDENT UPON THE HOURLY FIRE RATING OF THE WALL ASSEMBLY IN WHICH IT IS INSTALLED, AS SHOWN IN THE FOLLOWING TABLE. THE HOURLY T RATING OF THE FIRESTOP SYSTEM IS DEPENDENT UPON THE TYPE OR SIZE OF THE PIPE OR CONDUIT AND THE HOURLY FIRE RATING IF THE WALL ASSEMBLY IN WHICH IT IS INSTALLED, AS TABULATED BELOW.

MAX PIPE OR CONDUIT DIA. IN. (mm)	F RATING HR	T RATING HR
1 (25)	1 OR 2	0+, 1 OR 2
1 (25)	3 OR 4	3 OR 4
4 (102)	1 OR 2	0
6 (152)	3 OR 4	0
12 (305)	1 OR 2	0

+WHEN COPPER IS USED, T RATING IS 0 HR.
3M COMPANY - CP 25WB+ CAULK OR FB-3000WT SEALANT,
*BEARING THE UL CLASSIFICATION MARKING

SYSTEM NO. W-L-1016
(FORMERLY SYSTEM NO. 322)
F RATING-- 2 HR
T RATINGS--1, 1-1/2 AND 2 HR (SEE ITEM 3)
L RATING AT AMBIENT--2 CFM/sq ft
L RATING AT 400° F--LESS THAN 1 CFM/sq ft



1. WALL ASSEMBLY - THE FIRE-RATED GYPSUM WALLBOARD/STUD WALL ASSEMBLY SHALL BE CONSTRUCTED OF THE MATERIALS AND IN THE MANNER DESCRIBED IN THE INDIVIDUAL U300 OR U400 SERIES WALL OR PARTITION DESIGN IN THE UL FIRE RESISTANCE DIRECTORY AND SHALL INCLUDE THE FOLLOWING CONSTRUCTION FEATURES:
- A. STUDS - WALL FRAMING MAY CONSIST OF EITHER WOOD STUDS OR STEEL CHANNEL STUDS. WOOD STUDS TO CONSIST OF NOM 2 BY 4 IN. LUMBER SPACED 16 IN. OC WITH NOM 2 BY 4 IN. LUMBER END PLATES AND CROSS BRACES. STEEL STUDS TO BE MIN 3-5/8 IN. WIDE BY 1-3/8 IN DEEP CHANNELS SPACED MAX 24 IN. OC.
- B. GYPSUM BOARD* - TWO LAYERS OF NOM 5/8 IN. THICK GYPSUM WALLBOARD AS SPECIFIED IN THE INDIVIDUAL WALL OR PARTITION DESIGN. MAX DIAM OF THROUGH OPENINGS CUT IN WALLBOARD LAYERS IS 12 IN. MAX DIMENSIONS FOR RECTANGULAR OPENING IS 12 IN. BY 9 IN.
- C. FASTENERS - WHEN WOOD STUD FRAMING IS EMPLOYED, GYPSUM WALLBOARD ATTACHED TO STUDS WITH CEMENT COATED NAILS AS SPECIFIED IN THE INDIVIDUAL U300-SERIES DESIGN. WHEN STEEL CHANNEL STUD FRAMING IS EMPLOYED, GYPSUM WALLBOARD ATTACHED TO STUDS WITH TYPE S SELF-DRILLING, SELF-TAPPING BUGLE-HEAD STEEL SCREWS AS SPECIFIED IN THE INDIVIDUAL U400-SERIES DESIGN.
2. STEEL SLEEVE - NO. 28 GAUGE GALV SHEET STEEL FORMED INTO MAX 12 IN. DIAM OR MAX 12 IN. BY 9 IN. SLEEVE WITH NOM 2 IN. OVERLAP AT SEAM. LENGTH OF SLEEVE TO BE APPROX 1 IN. GREATER THAN OVERALL THICKNESS OF WALL ASSEMBLY, SUCH THAT, WHEN INSTALLED, THE ENDS OF THE SLEEVE WILL PROJECT APPROX 1/2 IN. BEYOND THE SURFACE OF THE WALL ON BOTH SIDES OF THE WALL ASSEMBLY. MAX DIAM OF CIRCULAR THROUGH OPENINGS IN GYPSUM WALLBOARD LAYERS ON EACH SIDE OF WALL ASSEMBLY TO BE 12 IN. MAX DIMENSIONS FOR RECTANGULAR OPENING IS 12 IN. BY 9 IN. SLEEVE INSTALLED BY COILING THE SHEET STEEL TO A DIAM SMALLER THAN THE THROUGH OPENING, INSERTING THE COIL THROUGH THE OPENINGS AND RELEASING THE COIL TO LET IT UNCOIL AGAINST THE CIRCULAR CUTOUTS IN THE GYPSUM WALLBOARD LAYERS.
3. STEEL PIPE OR CONDUIT - NOM 3 IN. DIAM (OR SMALLER) SCHEDULE 10 (OR HEAVIER) STEEL PIPE, STEEL CONDUIT OR STEEL ELECTRICAL METALLIC TUBING. MULTIPLE PIPES AND/OR CONDUIT PERMITTED IN SLEEVED OPENING PROVIDED A MIN SEPARATION OF 1/4 IN. IS MAINTAINED BETWEEN PIPES OR CONDUITS. PIPES AND/OR CONDUITS TO BE RIGIDLY SUPPORTED ON BOTH SIDES OF THE WALL ASSEMBLY. THE T RATING OF THE FIRESTOP SYSTEM IS DEPENDENT UPON THE MAX DIAM OF THE PIPES OR CONDUITS, AS TABULATED BELOW:
4. PACKING MATERIAL - MIN 1 IN. THICKNESS OF RIGID GLASS FIBER INSULATION OR MINERAL WOOL BATT INSULATION FIRMLY PACKED INTO STEEL SLEEVE ON BOTH SIDES OF WALL ASSEMBLY AS A PERMANENT FORM. PACKING MATERIAL TO BE RECESSED MIN 5/8 IN. FROM SURFACE OF WALL ON BOTH SIDES OF WALL ASSEMBLY.
5. FILL,VOID OR CAVITY MATERIALS* - CAULK - APPLIED TO FILL THE STEEL SLEEVE TO A MIN DEPTH OF 1 IN. ON BOTH SIDES OF WALL ASSEMBLY. A NOM 1/4 IN. DIAM CONTINUOUS BEAD OF CAULK SHALL BE APPLIED AROUND THE CIRCUMFERENCE OF THE STEEL SLEEVE AT ITS EGRESS FROM THE GYPSUM WALLBOARD LAYERS ON BOTH SIDES OF THE WALL ASSEMBLY.
MINNESOTA MINING & MFG CO - TYPE CP 25WB+.

*BEARING THE UL CLASSIFICATION MARKING

MAX PIPE OR CONDUIT DIA. IN.	T RATING HR
3	1
1	1 1/2
3/4	2



6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate **03/06/19**
Team
PM : **Checker**
AM : **Approver**
DE : **Designer**
Sheet Title

DETAILS

Sheet No.

T602



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:

ECOM
ENGINEERING

1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SOQUEL HIGH)
DRAWN BY **ECOM**

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

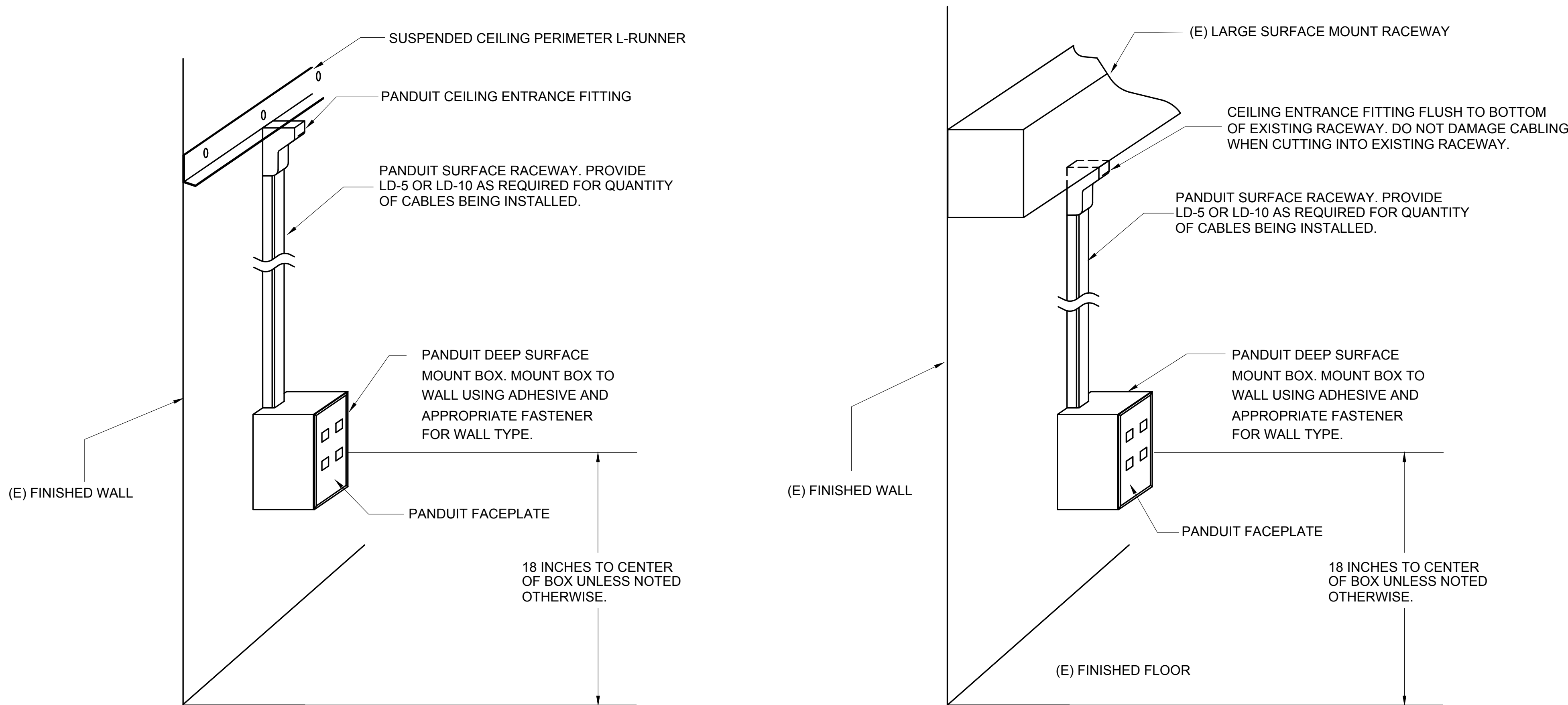
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate **03/06/19**
Team
PM : **Checker**
AM : **Approver**
DE : **Designer**
Sheet Title

DETAILS

Sheet No.

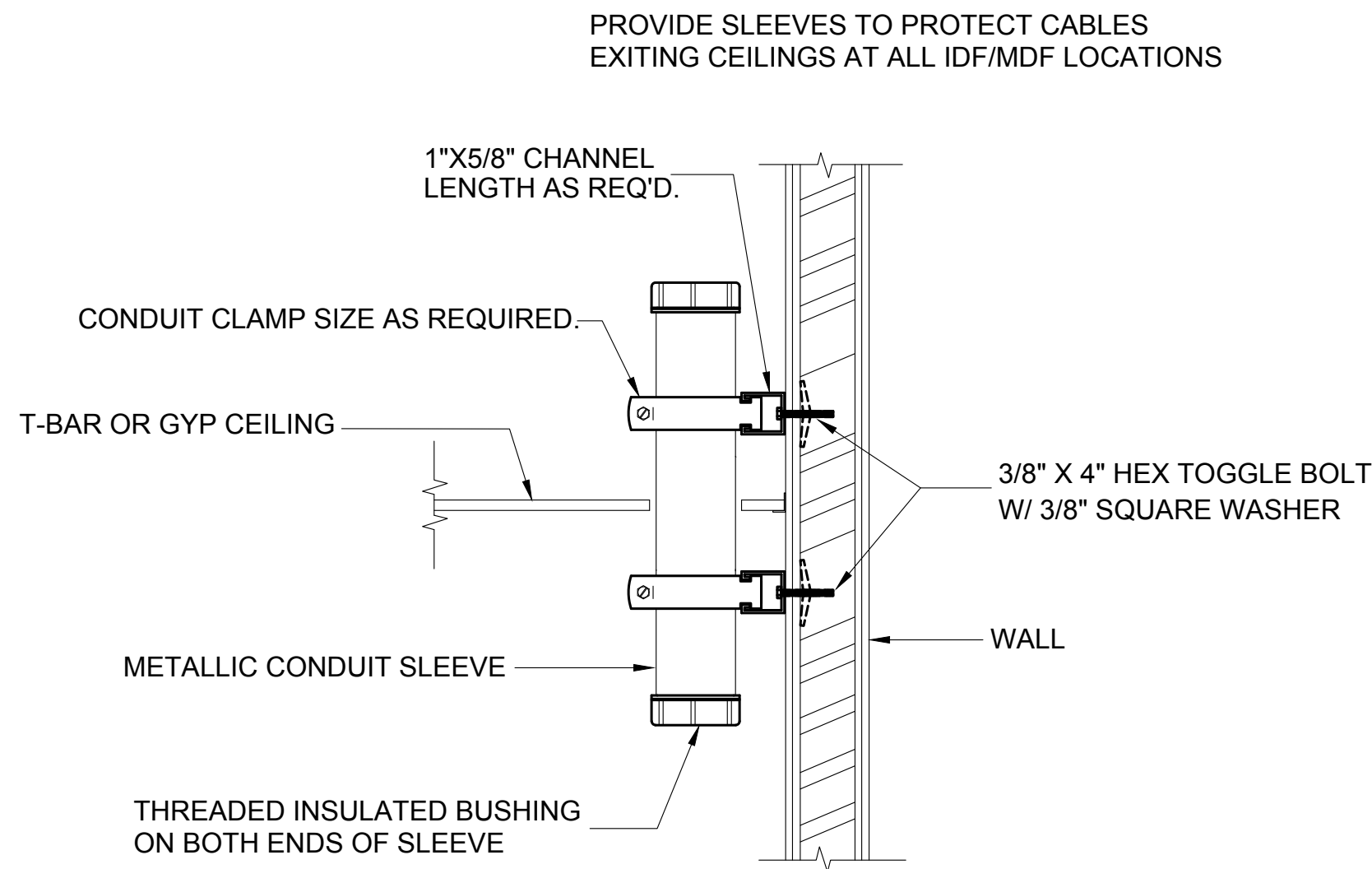
T603



1

SURFACE MOUNT RACEWAY DETAIL

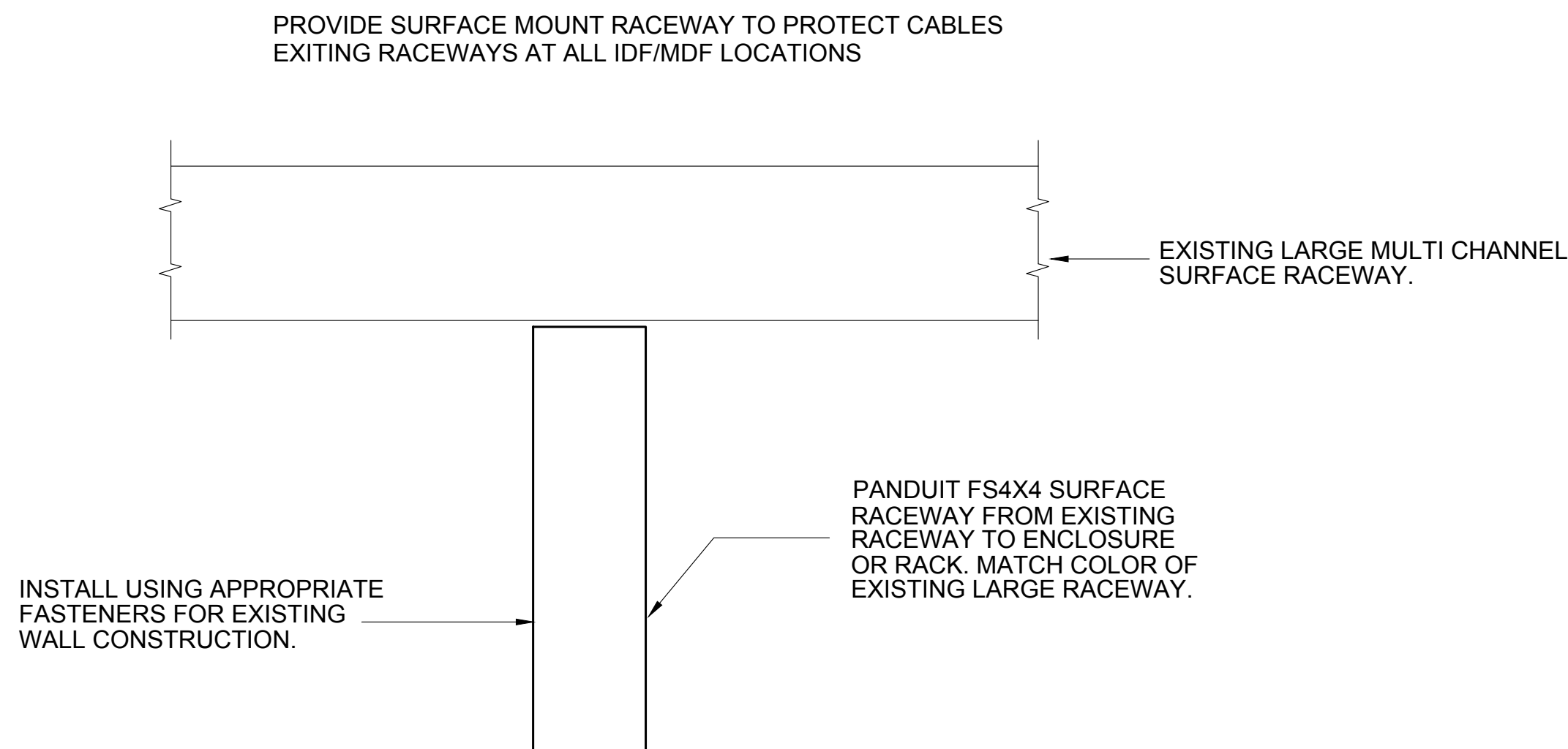
NO SCALE



2

CONDUIT SLEEVE FITTINGS DETAIL - 2' TO 4' EMT AS REQUIRED FOR 40% FILL

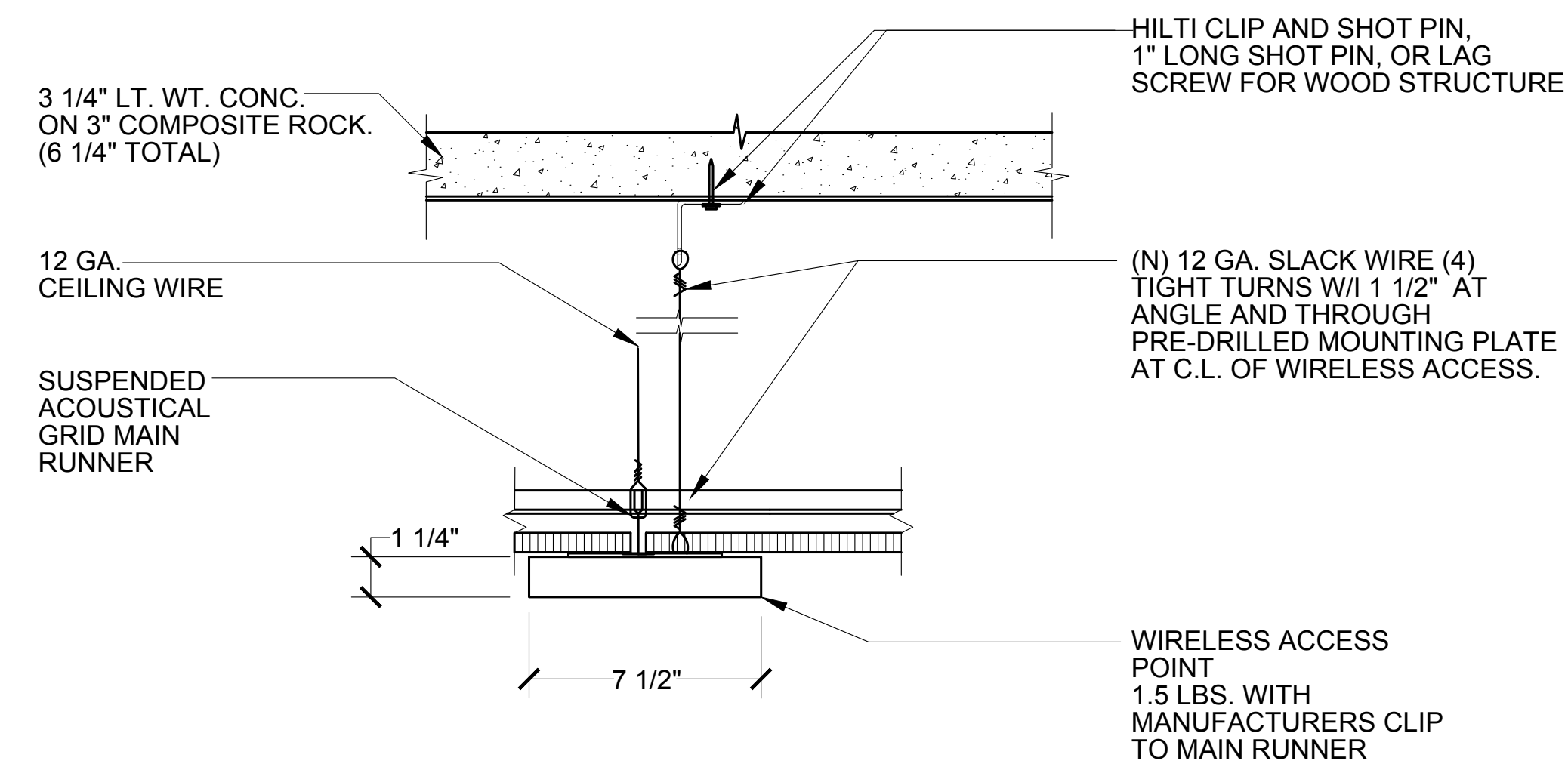
NO SCALE



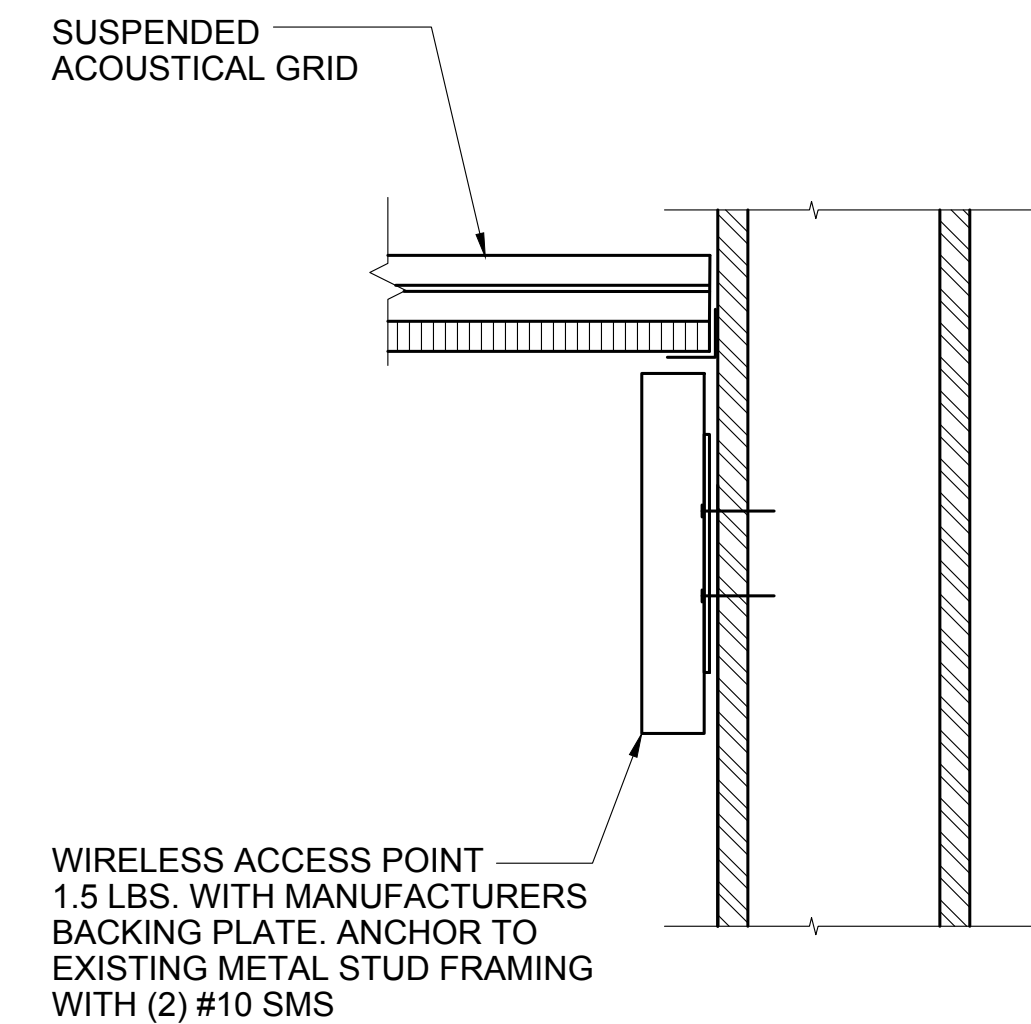
3

TRANSITION AT EXISTING RACEWAY DETAIL

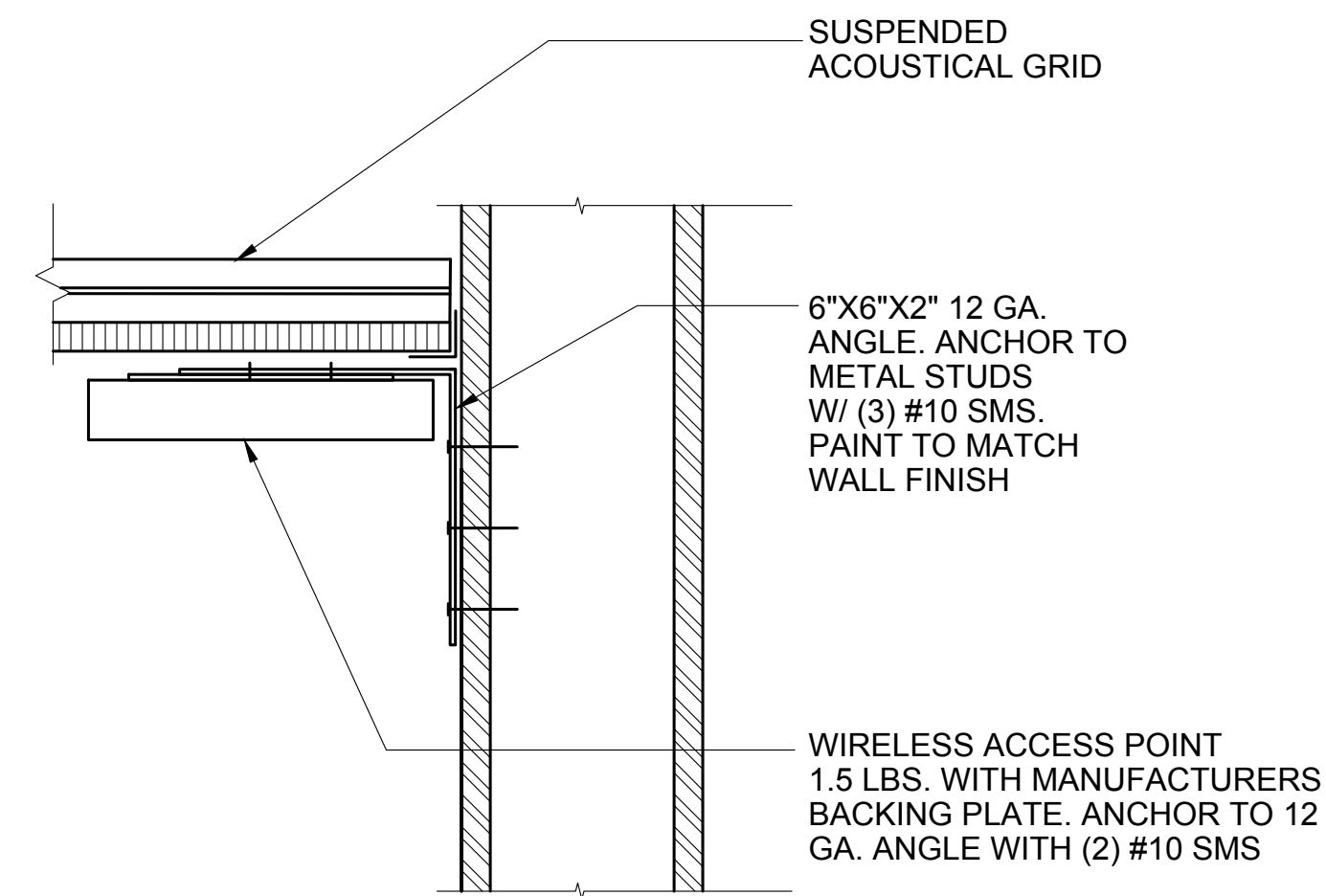
NO SCALE



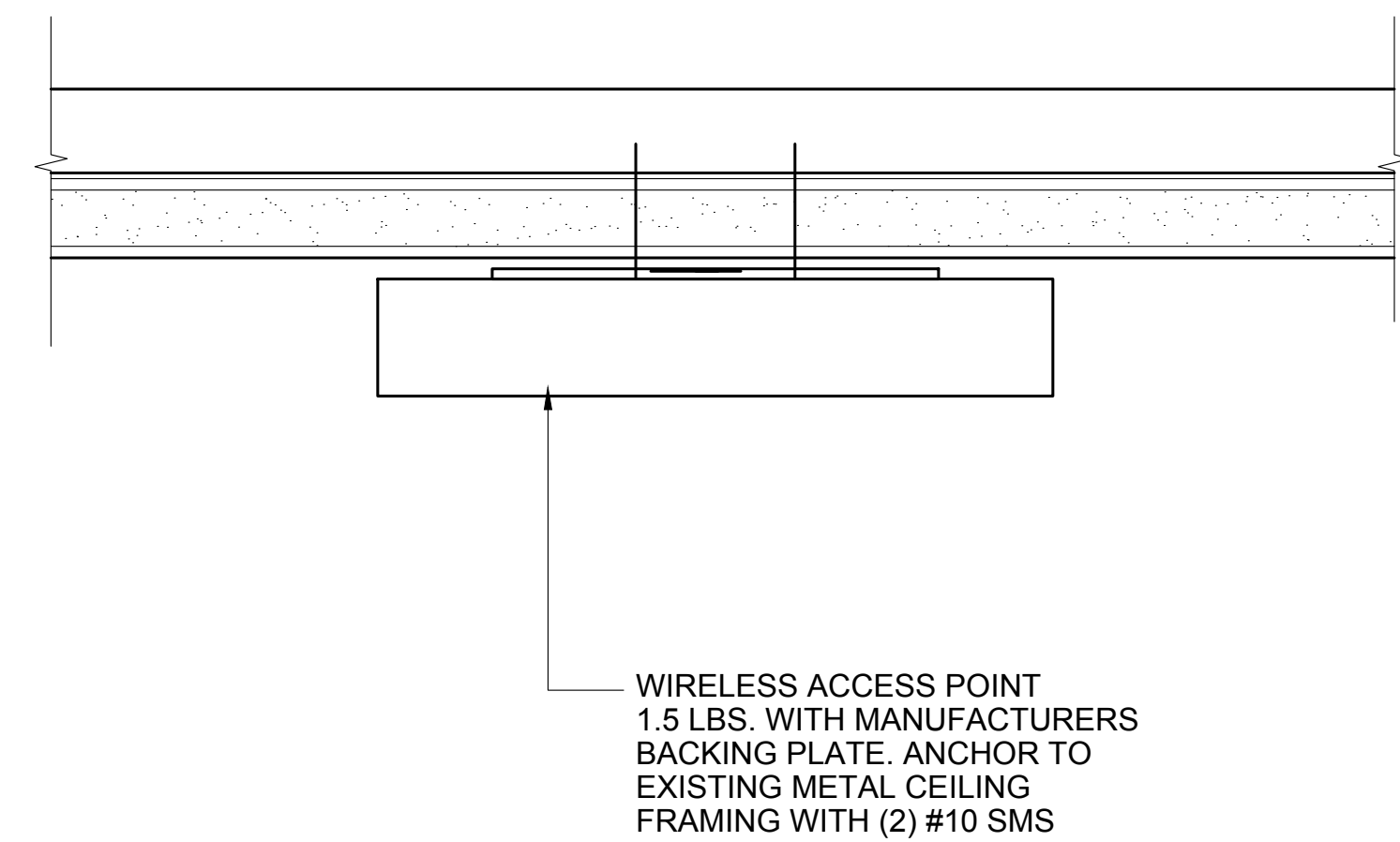
1 WAP SUSPENSION - TBAR CEILING
NO SCALE



2 WAP SUSPENSION - VERTICAL WALL MOUNT
NO SCALE



3 WAP SUSPENSION - HORIZONTAL WALL MOUNT
NO SCALE



4 WAP SUSPENSION - GYP CEILING
NO SCALE



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate 03/06/19

Team

PM : Checker

AM : Approver

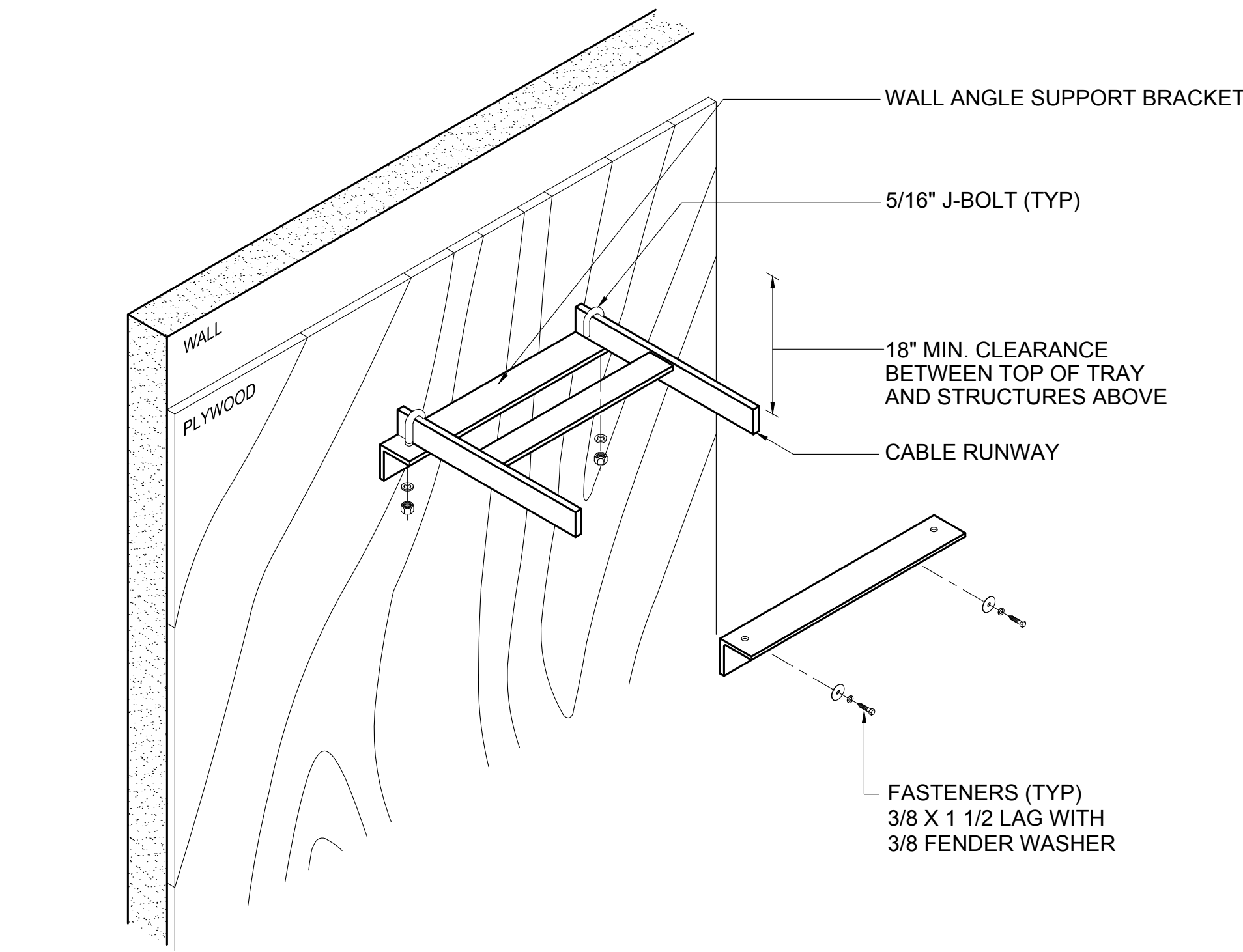
DE : Designer

Sheet Title

DETAILS

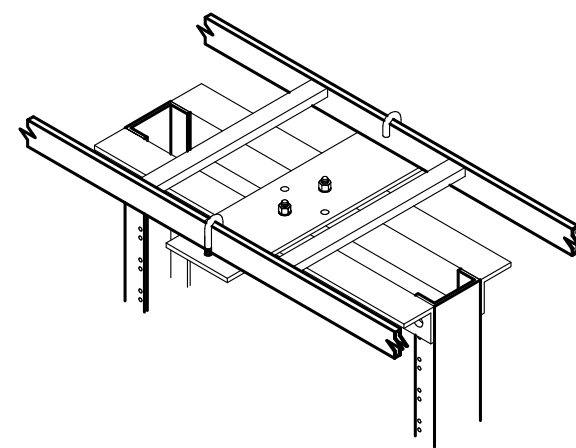
Sheet No.

T604

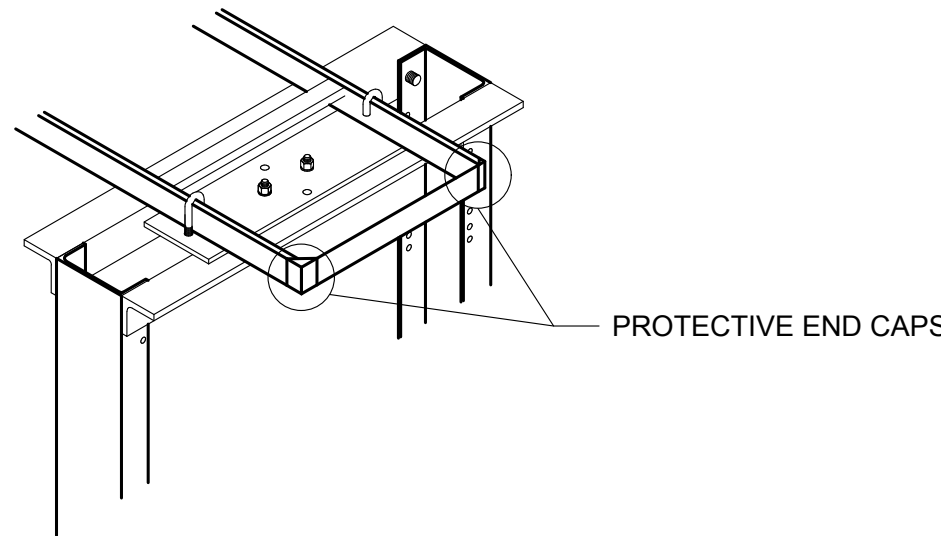


1 CABLE LADDER TO WALL BRACING - HORIZONTAL
NO SCALE

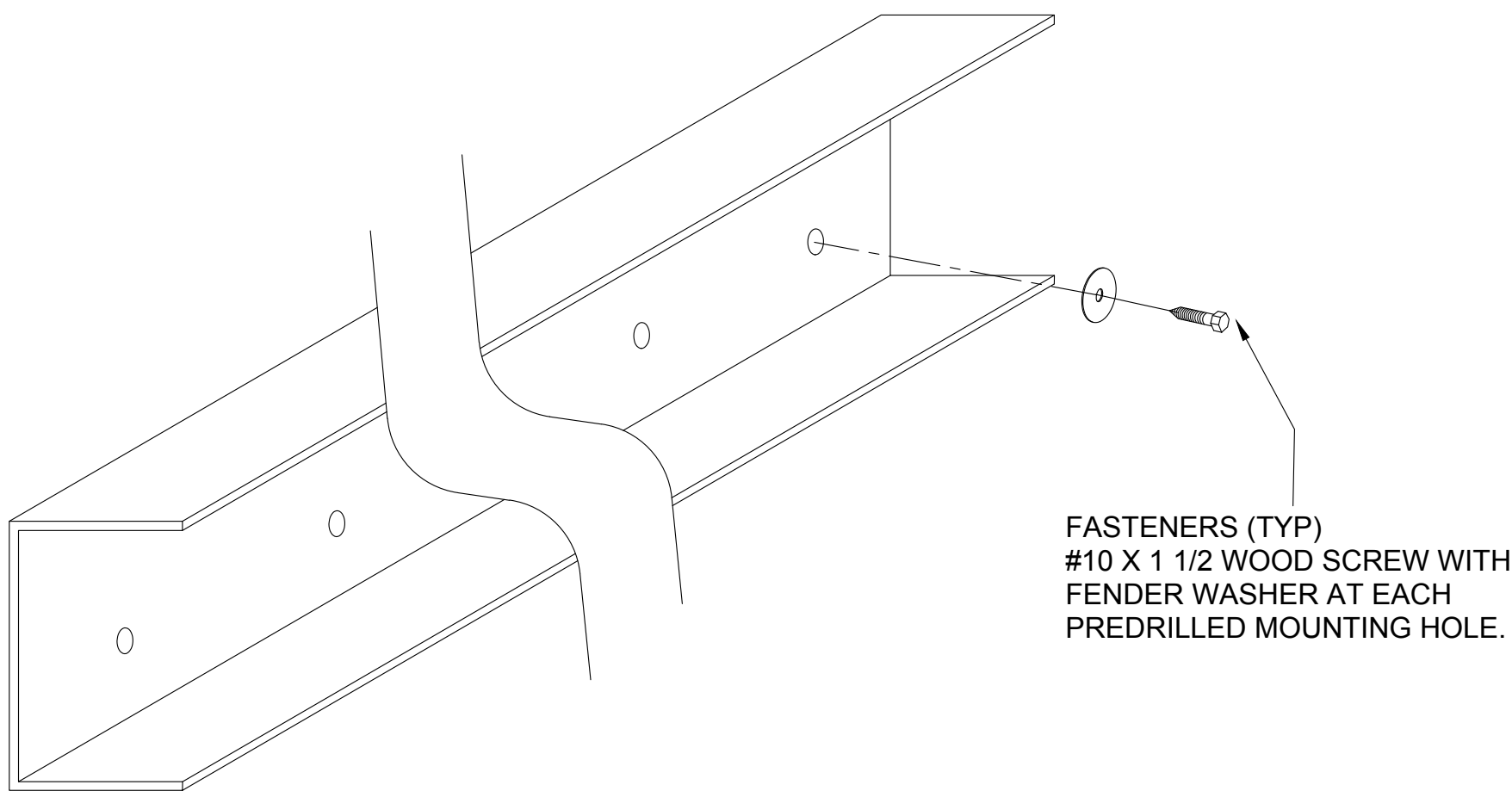
PARALLEL RACEWAY STRINGER



PERPENDICULAR RACEWAY STRINGER



2 EQUIPMENT RACK TO CABLE LADDER ATTACHMENT
NO SCALE



3 PANDUIT T70BE110 SURFACE MOUNT RACEWAY DETAIL
NO SCALE



development group, inc

6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

401 OLD SAN JOSE ROAD
SOQUEL, CA 95073

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA. 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SOQUEL HIGH)
DRAWN BY ECOM

KEY PLAN:

100% CD

SOQUEL HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	09-25-19
Δ	POST DROP WALK	10-08-19
Δ	PDW CORRECTIONS	12-16-19
Δ	PDW CORRECTIONS 2	12-17-19
Δ	PDW CORRECTIONS 3	12-18-19

IssueDate	03/06/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer

Sheet Title

DETAILS

Sheet No.

T605

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Guerra Construction Proposal for Santa Cruz High School Dust Collector Concrete Pad

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Guerra Construction proposal for Santa Cruz High School dust collector concrete pad.

BACKGROUND:

This proposal consists of saw cutting existing asphalt, excavation, and placement of a concrete pad for a new dust collector at the Santa Cruz High School woodshop.

FISCAL IMPACT:

\$14,120.00 Measure A Funds (Restricted), representing 0.04% of the overall site budget
\$32,072,783.00 is the total Bond Allocation to Santa Cruz High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



984 MEMOREX DRIVE - SANTA CLARA, CA 95050
TEL. 408.279.2027 FAX 408.279.2044

LIC.#915544
GENERAL ENGINEERING
BUILDING PADS
MASS EXCAVATION
ASPHALT PAVING
CONCRETE PAVING
SITE DESIGN

5/15/2020

Bartos Architecture
c/o Neal Seller

Re: Dust Collector - Santa Cruz HS

Addendum

N/A

Dear Neal,

We are pleased to provide the following quote for the work at the above referenced site. The quote was prepared based on the plans prepared by Bartos Architecture dated 5/13/20
The scope of work is as follows:

SITE WORK

\$ 14,120

Provide dust control for our portion
Provide layout for new pad
Sawcut demo and remove asphalt paving
Excavate to subgrade
All cuts and fills to subgrade
Rip, process and compact subgrade
Transfer excess spoils to fitness area
Place and compact 6" of class II baserock for concrete pad
Provide and install reinforcing steel
Form, place and finish concrete 12" thick
Place and compact asphalt form 24" - 36" wide at south and easterly edge
Complete clean up of our work

Estimator: Jaime S. Guerra, PE

Qualifiers:

Construction shall match existing conditions and grades per plan, all bonding, permits and service fees by others, testing labs and soils lab reports by others, extra work not referenced on plan shall be based on time and materials over optimum material shall not be processed, work to be performed during normal business hours

Owner shall provide certification that site does not contain any hazardous substances included, but not limited to asbestos and hydro carbons.

Excludes: Benches, landscape or sod replacement, fence demo, removal of spoils from other trades, color concrete locator services, underground, allowance and All else not specified above.

**Add 2% for performance and payment bond if required

Proposal firm 30 days: Escalation clause: adjustments shall be made as necessary due to increases in materials

All material to be as specified. All work shall be completed in a workmanlike manner in accordance with standard practices. Any alteration or deviation from above specifications will only be executed upon written orders and shall become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, inclement weather, material escalation, and delays beyond our control.

ACCEPTANCE OF PROPOSAL: The above prices specifications, and conditions are satisfactory, and are hereby accepted. You are authorized to do work as specified. Payment shall be made every 10th of the month approx.

Authorized Signature: _____

Date: _____

359/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: I & A Contractor Inc. Change Order #5 to Santa Cruz High School Re-Roof

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve I & A Contractor Inc. change order #5 to Santa Cruz High School re-roof.

BACKGROUND:

This change order consists of additional overtime, demolition and repair of fascia, additional sealing around skylights, and the removal of the existing dust collector on at Santa Cruz High School. The previously approved contract amount was \$1,473,832.42 and the new total contract, including this change order, will be \$1,572,643.66.

FISCAL IMPACT:

Change Order #5 \$53,811.24, (6.70% increase to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

AIA® Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Westlake Roof Replacement 1000 High St, Santa Cruz, CA 95060	CONTRACT INFORMATION: Contract For: General Construction Date: May 15, 2019	CHANGE ORDER INFORMATION: Change Order Number: 005 Date: April 08, 2020
OWNER: <i>(Name and address)</i> Santa Cruz City Schools 133 Mission Street, Suite 100 Santa Cruz, CA 95060	ARCHITECT: <i>(Name and address)</i> Bartos Architecture 1730 South Amphlett Boulevard, 225 San Mateo, CA 94402	CONTRACTOR: <i>(Name and address)</i> I and A Contractor, Inc. 3227 Spring Street Redwood City, CA 94063

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR-3.1-Overtime pay - (add) \$2,599.26

COR-13 Special investigation demolition and repair work - (add) \$11,911.22

COR-14 Unit pricing for replacement material fascia board, roof sheathing, stucco repair, and painting of existing condition - (add) \$17,984.00

COR-15 Clean, prepare, and reseal around all skylights, seal all visible cracks on skylights - (add) \$5,039.33

COR-16 Remove and dispose of existing dust collector and hopper, patch opening with metal panel to match existing roofing, setup and install temporary dust collectors - (add) 16,277.43

The original Contract Sum was	\$ 1,142,000.00
The net change by previously authorized Change Orders	\$ 331,832.42
The Contract Sum prior to this Change Order was	\$ 1,473,832.42
The Contract Sum will be increased by this Change Order in the amount of	\$ 53,811.24
The new Contract Sum including this Change Order will be	\$ 1,527,643.66

The Contract Time will be increased by Zero (47) days.

The new date of Substantial Completion will be January 7, 2020

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bartos Architecture ARCHITECT <i>(Firm name)</i>	I and A Contractor, Inc. CONTRACTOR <i>(Firm name)</i>	Santa Cruz City Schools OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
Mark Bartos, Architect PRINTED NAME AND TITLE	Irene Avila, President PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE
4/28/20 DATE	4/28/2020 DATE	 DATE



Project: Westlake Elementary Roof
Replacement

Date: 11/20/2019

To Owner/
Contractor: Santa Cruz City School
District

Subcontract:

IAC Job No: 2019-03

ATTN: Laszlo Petrik

Change Order Request No: 03.1

Email: Lp@Bartosarchitecture.com

Net Change in Subcontract Time: N/A

Roof repairs proposal as follows:

Item No.	Description of Work	Tot. Hrs	Price
1	Over time wages for Roofing Journeyman: \$110.46 / hr Straight time wage for Roofing Journeyman: \$86.87 / hr Net Increase: \$23.59 / hr	96	\$ 2,264.64
2	Over time wages for Roofing Apprentice: \$59.01 / hr Straight time wage for Roofing Apprentice: \$46.14 / hr Net Increase: \$12.87 / hr	26	\$ 334.62
Total Proposal:			\$ 2,599.26

This Change Order is issued pursuant to the terms of Original Subcontract Agreement which is not modified in any respect except as herein provided. In the absence of a Subcontract Agreement the I & A Contractor, Inc. Subcontract standard Terms and Conditions will govern.

If the changes in the Work and the amounts shown above are in accordance to your records (our proposal), including any modifications thereto as mutually agreed upon, please sign the acceptance below and return to:

I & A Contractor, Inc.
3158 Spring Street
Redwood City, CA 94063

Accepted:

Owner

Signature

By

Date

I & A Contractor, Inc.

Contractor

Signature

Alan Ibarra

Project Manager

20-Nov-19

Date

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUCONTRACTOR		I & A Contractor Inc.									ADDRESS 3227 Spring St Redwood City, Ca 94063												
FEDERAL ID #		95-4760734									PROJECT: Westlake Elementary School						CONTRACT No.: 2019-04						
LICENSE #		989071									LOCATION: 1000 High St. Santa Cruz, Ca												
PAYROLL NO. 6																							
FOR WEEK ENDING: July 13, 2019																							
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE	# OF EXEMP- TIONS	WORK CLASSI- FICATION	ST OT	SUN	M	TU	W	TH	F	SAT	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT ERNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL TOTAL DEDUC	NET WAGES PAID FOR WEEK	CK NO.
				7/14	7/15	7/16	7/17	7/18	7/19	7/20													
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244	M-5	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.88	1,943.38	182.79	148.67	65.78	19.43	164.68		581.35	1,362.03	532
			O							6	6	6	58.03	348.18									
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652	M-2	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.91	1,944.76	183.10	148.78	65.90	19.45	166.06		583.29	1,361.47	533
			O							6	6	6	58.06	348.36									
Juan C. Torres 754 Shotwell St San Francisco, Ca 94110 Soc. Sec. # 633-18-4879	M-7	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.88	1,595.20	88.89	122.03	28.83	15.95	143.20		398.90	1,196.30	524
			O																				
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220	M-3	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.91	1,596.40	127.80	122.13	38.90	15.96	144.40		449.19	1,147.21	523
			O																				
Marcos Mendoza-Ortiz 229 Bridge View San Francisco, Ca 94114 Soc. Sec # 612-29-5048	M-3	APPRENTICE A-5 ROOFER	S		8	8	8	8	8		40	40	26.69	1,067.60	64.34	81.67	11.28	10.68	48.00		215.97	851.63	529
			O																				
Francisco Raxuleu 3156 26th St. San Francisco, Ca 94114 Soc. Sec # 620-30-7815	M-9	APPRENTICE A-1 ROOFER	S		8	8	8	8	8		40	40	18.28	731.20	45.33	17.91	0.00	0.00	48.00		111.24	619.96	525
			O																				
Iram Aguirre 2115 Jennings St San Francisco, Ca 94114 Soc. Sec # 613-87-8765	S-9	APPRENTICE A-1 ROOFER	S					8	8	6	22	22	20.99	461.78	28.63	11.32	0.00	0.00	26.40		66.35	395.43	530
			O																				
Orlando Aguirre 2115 Jennings St San Francisco, Ca 94114 Soc. Sec # 613-87-8765	S-9	APPRENTICE A-1 ROOFER	S							6	6	6	20.99	125.94	7.81	3.09	0.00	0.00	7.20		18.10	107.84	531
			O																				

366/669

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUBCONTRACTOR											I & A Contractor Inc.											ADDRESS											
FEDERAL ID #											95-4760734											3227 Spring St Redwood City, Ca 94063											
LICENSE #											989071											PROJECT: Westlake Elementary School CONTRACT No.: 2019-04											
																						LOCATION: 1000 High St. Santa Cruz, Ca											
PAYROLL NO. 9											FOR WEEK ENDING: August 10, 2019																						
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE											# OF EXEMP- TIONS	WORK CLASSI- FICATION	ST OT	SUN 8/4	M 8/5	TU 8/6	W 8/7	TH 8/8	F 8/9	SAT 8/10	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT ERNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL TOTAL DEDUC	NET WAGES PAID FOR WEEK	CK NO.
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244											M-5	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.88	2,059.44	208.33	157.55	75.99	20.59	171.84		634.30	1,425.14	579
													O							8	8	8	58.03	464.24									
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652											M-2	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.91	2,060.88	208.64	157.65	76.12	20.61	173.28		636.30	1,424.58	578
													O							8	8	58.06	464.48										
Juan C. Torres 754 Shotwell St San Francisco, Ca 94110 Soc. Sec. # 633-18-4879											M-7	JOURNEYMAN ROOFER	S		8	8	8	8	0	8	40	40	39.88	1,595.20	88.89	122.03	28.83	15.95	143.20		398.90	1,196.30	569
													O																				
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220											M-3	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.91	2,060.88	190.87	157.65	73.62	20.61	173.28		616.03	1,444.85	577
													O							8	8	58.06	464.48										
Marcos Mendoza-Ortiz 229 Bridge View San Francisco, Ca 94114 Soc. Sec # 612-29-5048											M-3	APPRENTICE A-5 ROOFER	S		8	8	8	8		8	40	40	26.69	1,067.60	64.34	81.67	11.28	10.68	48.00		215.97	851.63	572
													O																				
Francisco Raxuleu 3156 26th St. San Francisco, Ca 94114 Soc. Sec # 620-30-7815											M-9	APPRENTICE A-1 ROOFER	S		8	8	8	8	8		40	40	18.28	731.20	45.33	17.91	0.00	0.00	48.00		111.24	619.96	570
													O																				
Alejandro Juarez 21 Shipley Ave Daly City, Ca 94015 Soc. Sec # 604-79-6928											M-3	JOURNEYMAN ROOFER	S			8	8	8	8		32	40	39.88	1,595.20	127.65	122.03	38.82	15.95	143.20		447.65	1,147.55	571
													O																				
Rafael Cabrera 2857 Garvin Ave. Richmond, Ca 94804 Soc. Sec # 513-48-9832											M-3	JOURNEYMAN ROOFER	S			8			8		16	40	42.20	1,688.00	138.79	129.14	44.94	16.88	144.40		474.15	1,213.85	573
													O																				
Orlando Aguirre 2115 Jennings St San Francisco, Ca 94114 Soc. Sec # 613-87-8765											S-9	APPRENTICE A-1 ROOFER	S						8	8	8	20.99	167.92	10.41	4.11	0.00	0.00	9.60		24.12	143.80	576	
													O																				

367/669

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUCONTRACTOR		I & A Contractor Inc.										ADDRESS 3227 Spring St Redwood City, Ca 94063															
FEDERAL ID #		95-4760734										PROJECT: Westlake Elementary School CONTRACT No.: 2019-04															
LICENSE #		989071										LOCATION: 1000 High St. Santa Cruz, Ca															
PAYROLL NO. 10																											
FOR WEEK ENDING: August 17, 2019																											
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE	# OF EXEMP-TIONS	WORK CLASSI-FICATION	ST OT	SUN	M	TU	W	TH	F	SAT	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT EARNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL DEDUC.	NET WAGES PAID FOR WEEK	CK NO.				
				8/11	8/12	8/13	8/14	8/15	8/16	8/17																	
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244	M-5	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.88	2,059.44	208.33	157.55	75.99	20.59	171.84		634.30	1,425.14	601				
			O							8	8	8	58.03	464.24													
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652	M-2	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	39.91	2,060.88	208.64	157.65	76.12	20.61	173.28		636.30	1,424.58	598				
			O							8	8	8	58.06	464.48													
Juan C. Torres 754 Shotwell St San Francisco, Ca 94110 Soc. Sec. # 633-18-4879	M-7	JOURNEYMAN ROOFER	S		0	8	8	8	8	8	40	40	39.88	1,595.20	88.89	122.03	28.83	15.95	143.20		398.90	1,196.30	599				
			O																								
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220	M-3	JOURNEYMAN ROOFER	S		8		8	8	8	8	40	40	39.91	1,596.40	127.80	122.13	38.90	15.96	144.40		449.19	1,147.21	596				
			O										58.06	0.00													
Marcos Mendoza-Ortiz 229 Bridge View San Francisco, Ca 94114 Soc. Sec # 612-29-5048	M-3	APPRENTICE A-5 ROOFER	S		8		8	8	8	8	40	40	26.69	1,067.60	64.34	81.67	11.28	10.68	48.00		215.97	851.63	595				
			O																								
Francisco Raxuleu 3156 26th St. San Francisco, Ca 94114 Soc. Sec # 620-30-7815	M-9	APPRENTICE A-1 ROOFER	S		8	8	8	8	8		40	40	18.28	945.76	58.64	23.17	0.00	0.00	57.60		139.41	806.35	603				
			O							8	8	8	26.82	214.56													
Alejandro Juarez 21 Shipley Ave Daly City, Ca 94015 Soc. Sec # 604-79-6928	M-3	JOURNEYMAN ROOFER	S		0	0	0	8	0		8	8	39.88	319.04	0.00	24.41	0.00	3.19	28.64		56.24	262.80	600				
			O																								
Rafael Cabrera 2857 Garvin Ave. Richmond, Ca 94804 Soc. Sec # 513-48-9832	M-3	JOURNEYMAN ROOFER	S			8			8		16	40	42.20	1,688.00	138.79	129.14	44.94	16.88	144.40		474.15	1,213.85	581				
			O																								

368/669

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUCONTRACTOR		I & A Contractor Inc.										ADDRESS 3227 Spring St Redwood City, Ca 94063													
FEDERAL ID #		95-4760734										PROJECT:		Westlake Elementary School										CONTRACT No.: 2019-04	
LICENSE #		989071										LOCATION:		1000 High St. Santa Cruz, Ca											
PAYROLL NO. 13												FOR WEEK ENDING: September 1, 2019													
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE		# OF EXEMP- TIONS	WORK CLASSI- FICATION	ST OT	SUN 9/1	M 9/2	TU 9/3	W 9/4	TH 9/5	F 9/6	SAT 9/7	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT ERNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL TOTAL DEDUC	NET WAGES PAID FOR WEEK	CK NO.	
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244		M-5	JOURNEYMAN ROOFER	S			10	10	10	10		40	40	41.88	2,163.44	231.21	165.50	85.14	21.63	171.84		675.32	1,488.12	637	
				O							8	8	8	61.03	488.24										
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652		M-2	JOURNEYMAN ROOFER	S			10	10	10	10		40	40	41.61	2,150.48	228.36	164.51	84.00	21.50	173.28		671.65	1,478.83	638	
				O							8	8	8	60.76	486.08										
Juan C. Torres 754 Shotwell St San Francisco, Ca 94110 Soc. Sec. # 633-18-4879		M-7	JOURNEYMAN ROOFER	S			10	10	10			30	30	41.88	1,256.40	48.23	96.12	9.61	12.56	107.40		273.92	982.48	631	
				O										61.03	0.00										
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220		M-3	JOURNEYMAN ROOFER	S			10	10	10	10		40	40	40.10	2,072.00	193.32	158.50	74.60	20.72	173.28		620.42	1,451.58	632	
				O							8	8	8	58.50	468.00										
Marcos Mendoza-Ortiz 229 Bridge View San Francisco, Ca 94114 Soc. Sec # 612-29-5048		M-3	APPRENTICE A-5 ROOFER	S			10	10	10	10		40	40	28.19	1,127.60	72.60	86.26	15.24	11.28	48.00		233.38	894.22	641	
				O										41.69	0.00										
Francisco Raxuleu 3156 26th St. San Francisco, Ca 94114 Soc. Sec # 620-30-7815		M-9	APPRENTICE A-1 ROOFER	S			10	10	10	10		40	40	19.28	985.76	3.19	75.41	0.00	9.86	57.60		146.06	839.70	633	
				O							8	8	8	26.82	214.56										
Alejandro Juarez 21 Shipley Ave Daly City, Ca 94015 Soc. Sec # 604-79-6928		M-3	JOURNEYMAN ROOFER	S				10	10	10		30	30	41.88	1,256.40	87.00	96.12	19.59	12.56	107.40		322.67	933.73	635	
				O																					
Rafael Cabrera 2857 Garvin Ave. Richmond, Ca 94804 Soc. Sec # 513-48-9832		M-3	JOURNEYMAN ROOFER	S				8	8		8	24	24	42.20	1,012.80	57.77	77.48	8.87	10.13	86.64		240.89	771.91	636	
				O																					

369/669

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUBCONTRACTOR		I & A Contractor Inc.									ADDRESS 3227 Spring St Redwood City, Ca 94063												
FEDERAL ID #		95-4760734									PROJECT: Westlake Elementary School						CONTRACT No.: 2019-04						
LICENSE #		989071									LOCATION: 1000 High St. Santa Cruz, Ca												
PAYROLL NO. 14																							
FOR WEEK ENDING: September 14, 2019																							
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE	# OF EXEMP- TIONS	WORK CLASSI- FICATION	ST OT	SUN	M	TU	W	TH	F	SAT	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT ERNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL TOTAL DEDUC	NET WAGES PAID FOR WEEK	CK NO.
				9/8	9/9	9/10	9/11	9/12	9/13	9/14													
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244	M-5	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	41.88	2,163.44	231.21	165.50	85.14	21.63	171.84		675.32	1,488.12	652
			O							8	8	8	61.03	488.24									
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652	M-2	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	41.61	2,150.48	228.36	164.51	84.00	21.50	173.28		671.65	1,478.83	653
			O							8	8	8	60.76	486.08									
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220	M-3	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	40.10	1,604.00	128.71	122.71	39.40	16.04	144.40		451.26	1,152.74	654
			O										58.50	0.00									
Marcos Mendoza-Ortiz 229 Bridge View San Francisco, Ca 94114 Soc. Sec # 612-29-5048	M-3	APPRENTICE A-5 ROOFER	S		8	8	8	8	8		40	40	28.19	1,461.12	111.57	111.78	29.97	14.61	57.60		325.53	1,135.59	567
			O							8	8	8	41.69	333.52									
Francisco Raxuleu 3156 26th St. San Francisco, Ca 94114 Soc. Sec # 620-30-7815	M-9	APPRENTICE A-1 ROOFER	S		8	8	8	8	8		40	40	19.28	771.20	0.00	58.99	7.71	0.00	48.00		114.70	656.50	656
			O								0	0	26.82	0.00									
Alejandro Juarez 21 Shipley Ave Daly City, Ca 94015 Soc. Sec # 604-79-6928	M-3	JOURNEYMAN ROOFER	S		8	8	8				24	24	41.88	1,005.12	56.85	76.89	8.54	10.05	85.92		238.25	766.87	655
			O																				

370/669

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUCONTRACTOR		I & A Contractor Inc.										ADDRESS 3227 Spring St Redwood City, Ca 94063																	
FEDERAL ID #		95-4760734										PROJECT: Westlake Elementary School							CONTRACT No.: 2019-04										
LICENSE #		989071										LOCATION: 1000 High St. Santa Cruz, Ca																	
PAYROLL NO. 15																FOR WEEK ENDING: September 21, 2019													
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE		# OF EXEMP-TIONS	WORK CLASSI-FICATION	ST OT	SUN 9/15	M 9/16	TU 9/17	W 9/18	TH 9/19	F 9/20	SAT 9/21	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT ERNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL TOTAL DEDUC.	NET WAGES PAID FOR WEEK	CK NO.					
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244		M-5	JOURNEYMAN ROOFER	S		2	8	8	8	8	6	40	40	41.88	1,797.26	161.59	137.49	54.65	17.97	150.36		522.06	1,275.20	662					
				O							2	2	2	61.03	122.06														
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652		M-2	JOURNEYMAN ROOFER	S		2	8	8	8	8	6	40	40	41.61	1,785.92	160.23	136.63	53.90	17.86	151.62		520.24	1,265.68	661					
				O							2	2	2	60.76	121.52														
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220		M-3	JOURNEYMAN ROOFER	S		2	8	8	8	8		34	34	40.10	1,363.40	99.84	104.30	24.30	13.63	122.74		364.81	998.59	663					
				O										58.50	0.00														
Francisco Raxuleu 3156 26th St. San Francisco, Ca 94114 Soc. Sec # 620-30-7815		M-9	APPRENTICE A-1 ROOFER	S		2	8	8	8	8	6	40	40	19.28	861.00	0.00	65.86	8.61	0.00	50.40		124.87	736.13	664					
				O							2	2	2	26.82	53.64														
Rafael Cabrera 2857 Garvin Ave. Richmond, Ca 94804 Soc. Sec # 513-48-9832		M-3	JOURNEYMAN ROOFER	S		2			8			10	16	42.20	675.20	20.60	51.65	0.03	6.75	57.76		136.79	538.41	665					
				O																									

371/669

CERTIFIED PAYROLL

NAME OF CONTRACTOR OR SUCONTRACTOR		I & A Contractor Inc.									ADDRESS 3227 Spring St Redwood City, Ca 94063												
FEDERAL ID #		95-4760734									PROJECT: Westlake Elementary School						CONTRACT No.: 2019-04						
LICENSE #		989071									LOCATION: 1000 High St. Santa Cruz, Ca												
PAYROLL NO. 24																							
FOR WEEK ENDING: November 16, 2019																							
NAME, ADDRESS AND SOCIAL SECURITY NUMBER OF EMPLOYEE	# OF EXEMP- TIONS	WORK CLASSI- FICATION	ST OT	SUN	M	TU	W	TH	F	SAT	TOTAL HOURS	TOTAL HOURS WORKED	RATE OF PAY	GROSS AMOUNT ERNED	FED TAX	FICA	STATE TAX	SDI	VAC / CO DUES	OTHER DED.	TOTAL TOTAL DEDUC	NET WAGES PAID FOR WEEK	CK NO.
				11/10	11/11	11/12	11/13	11/14	11/15	11/16													
Hector Ibarra 20 Greenwood Ln Redwood City, Ca 94063 Soc Sec # 546-06-2244	M-5	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	41.88	2,163.44	231.21	165.50	85.14	21.63	171.84		675.32	1,488.12	730
			O							8	8	8	61.03	488.24									
Jose Villalvazo 3227 Spring St Redwood City, Ca 94063 Soc. Sec # 624-82-1652	M-2	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	41.61	2,150.48	228.36	164.51	84.00	21.50	173.28		671.65	1,478.83	728
			O							8	8	8	60.76	486.08									
Martin Morales 229 Bridgeview Dr San Francisco, Ca 94114 Soc. Sec. # 618-56-5220	M-3	JOURNEYMAN ROOFER	S		8	8	8	8	8		40	40	40.10	2,072.00	193.32	158.50	74.60	20.72	173.28		620.42	1,451.58	729
			O							8		8	58.50	468.00									
Rafael Cabrera 2857 Garvin Ave. Richmond, Ca 94804 Soc. Sec # 513-48-9832	M-3	JOURNEYMAN ROOFER	S		4	4			8	8	24	24	42.20	1,012.80	57.77	77.48	8.87	10.13	86.64		240.89	771.91	726
			O																				
Marcos Mendoza-Ortiz 229 Bridge View San Francisco, Ca 94114 Soc. Sec # 612-29-5048	M-3	APPRENTICE A-5 ROOFER	S			4			8		12	20	28.19	563.80	9.46	43.14	0.00	5.64	24.00		82.24	481.56	727
			O											0.00									

372/669



Project: Westlake Elementary Roof
Replacement

Date: 02/05/2020

To Owner/
Contractor: Santa Cruz City School
District

Subcontract:

IAC Job No: 2019-03

ATTN: Laszlo Petrik

Change Order Request No: 13

Email: Lp@Bartosarchitecture.com

Net Change in Subcontract Time: N/A

Roof repairs proposal as follows:

Item No.	Description of Work	Price
1	SCHS Special Investigation demolition and repair work done under T & M.	\$ 11,911.22
Total Proposal:		\$ 11,911.22

This Change Order is issued pursuant to the terms of Original Subcontract Agreement which is not modified in any respect except as herein provided. In the absence of a Subcontract Agreement the I & A Contractor, Inc. Subcontract standard Terms and Conditions will govern. If the changes in the Work and the amounts shown above are in accordance to your records (our proposal), including any modifications thereto as mutually agreed upon, please sign the acceptance below and return to:

I & A Contractor, Inc.
3158 Spring Street
Redwood City, CA 94063

Accepted:

Owner

Signature

By

Date

I & A Contractor, Inc.

Contractor


Signature

Alan Ibarra
Project Manager

2/5/2020

Date

Job Name: Westlake Elementary Re-Roof
 IAC Job No: 2019-03



Approval/PCO No:

Change Order Request: 13
 Net Change in Subcontract Time: N/A

Description of Work:
 Special Investigation Work done under T & M tags

Labor Description:	Hours	Rate	Amount	Material Description	Unit	Units Used	Unit Cost	Total Cost
FOREMAN:				6-mil Plastic Sheeting	roll	1	\$ 98.00	\$ 98.00
Straight Time	4	\$ 135.54	\$ 542.16	Grinder Blades	pk	1	\$ 18.55	\$ 18.55
Over Time		\$ 176.23	\$ -	Saw Blade	ea.	1	\$ 16.97	\$ 16.97
Double Time		\$ 217.68	\$ -	1/2" Densdeck Primed	ea.	1	\$ 22.88	NO CHARGE
Premium O/T			\$ -	KEE 60 mill FB 2sq.	roll	1	\$ 1,061.00	NO CHARGE
Premium D/T			\$ -	StressBase 120	roll	1	\$ 178.00	NO CHARGE
				Greenlock Mem. Adhesive	pail	1	\$ 340.00	NO CHARGE
JOURNEYMAN:				KEE Foam Cart.	cartridge	1	\$ 343.00	NO CHARGE
Straight Time	60	\$ 86.87	\$ 5,212.20	Polyiso 2" Insulation	ea.	4	\$ 23.00	\$ 92.00
Over Time		\$ 110.46	\$ -	Rmer Lite Panel 4'x10'	ea.	4	\$ 215.00	\$ 860.00
Double Time			\$ -	Rmer Lite G-tape	box	1	\$ 250.00	\$ 250.00
Premium O/T			\$ -	Rmer Lite #10 Fasteners	box	1	\$ 163.25	\$ 163.25
Premium D/T			\$ -	White Knight Plus	pail	1	\$ 627.00	\$ 627.00
				Dektite boot	ea.	2	\$ 67.65	\$ 135.30
APPRENTICE:				Subtotal:				\$2,261.07
Straight Time	16	\$ 59.01	\$ 944.16	Shipping:				\$250.00
Over Time		\$ 46.14	\$ -	Tax: 9.0%				\$226.00
Double Time			\$ -	Total:				\$2,737.07
Premium O/T			\$ -	Other (Sub, Equip...)	Unit Used	Unit	Unit Cost	Total Cost
Premium D/T			\$ -	Dump Truck	1	days	\$ 250.00	\$ 250.00
				Transportation (truck)	3	days	\$ 120.00	\$ 360.00
				Skillsaw	2	days	\$ 30.00	\$ 60.00
				Sawsaw	2	days	\$ 30.00	\$ 60.00
				Impact Drills	3	days	\$ 35.00	\$ 105.00
Subtotal:			\$ 6,698.52	Grinder	2	days	\$ 26.00	\$ 52.00
				Heat Gun	1	days	\$ 35.00	\$ 35.00
Subtotal:							\$922.00	

SUMMARY:

Labor: \$ 6,698.52
 Material: \$2,737.07
 Equipment/Other: \$922.00
 Subtotal: \$ 10,357.59
 Over head M/Up: 15.0% \$ 1,553.64

374/669 **Total COR:** \$ 11,911.22

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Special Investigation

Date: 11/06/19
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

- Open section of single ply roof
 - remove & dispose membrane + insulation
- Open section of metal roof
 - remove and dispose 4x8 section of metal roof + tar and gravel roofing
 - remove 4x8 plywood
- Open metal wall section
 - remove and dispose 1'x2' section of metal panel + sheetrock
- Cover openings with 6mil plastic sheeting for temp water protection. clean-up.

Materials Used	QTY.	EQUIPMENT USED	HRS.
6mil elastic sheeting	roll	Dump truck	
Tape	roll	Pickup truck (transportation)	
Knife Blades	pk	skill saw	
Grinder blades	pk	saw-saw	
		grinder	
		impact drill	

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	Journey man	8	16
1	Apprentice	8	8
1	Supervisor	2	2
1	Supervisor	2	2

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Special Investigation

Date: 11/07/19
 IAC Job No: 2019-03

DESCRIPTION OF WORK: Remove 10' long metal cap, extended stucco opening, extended metal roof opening. Removed 1/2" insulation & interior insulation. Removed tar & gravel, cut 2 pieces of plywood. Open wall section to check structure. Removed (7) plywood inside cafeteria, removed sheetrock. Remove temporary waterproofing for investigation. ~~Remove sheetrock~~ Cover all opening w/ temp water protection. clean up.

Materials Used	QTY.	EQUIPMENT USED	HRS.
1/2" insulation		1/2" insulation	
saw blades	1	Pick-up truck	
		skill saw	
		saw saw	
		grinder	
		impact drill	

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	Journey men	8	16
1	Apprentice	8	8
1	Apprentice	8	8
		3	

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

376/669

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Special Investigation

Date: 11/19/2019
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

Remove plastic temp. water protection. Reinstall all removed plywoods.
 Install 1/2" densedeck prime @ single ply roof opening. Install 1 ply
 stress base 120 in Greenlock membrane adhesive. Install single
 ply membrane patch, heatweld laps, install T-joint corners.

Materials Used	QTY.	EQUIPMENT USED	HRS.
KEG 60 mil FRB	roll	Truck (transportation)	
Stress base 120	roll	heat gun	
Greenlock Mem.	Pail	nail gun	
KEG Foam Cartridge.	1 cart	compressor	
1/2" densedeck primer	1 sheet		

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	carpenter	6	12
1	supervision	1	1

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

377/669

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Special Investigation

Date: 11/22/2019
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

Infill metal roof opening w/ 2" polyiso. Patch opening w/ Emulite
 Panels w/ G-tape around perimeter. Fasten Panels w/ #10 Emulite
 Fasteners 1" o.c. Cont perimeter of patch w/ white knight Plus.
 Install Decklite boot @ penetrations.

Materials Used	QTY.	EQUIPMENT USED	HRS.
Emulite Panel 4'x10'	4 panels	Impact drill	1
Emulite G-Tape	1 box	Truck & transport	1
Emulite #10 Fasteners	1 box		
White knight Plus	1 pail		
Decklite boot 6"	1 boot		
Decklite boot 4"	1 boot		
Polyiso 2"	4 sheets		

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	Jarroy Man	6	12
1	Supervision	1	1

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

378/669

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Special Investigation

Date: 12/11/2019
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

- Remove Plywood from walls for inspection
- Cut at 3 square sections of sheetrock for inspectors to check framing
- Reinstall plywood after inspection
- Clean work area

Materials Used	QTY.	EQUIPMENT USED	HRS.
N/A		Skil saw	
		Drill	
		Track	

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
1	Jarner man	4	4

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date



Project: Westlake Elementary Roof
Replacement

Date: 12/23/2019

To Owner/
Contractor: Santa Cruz City School
District

Subcontract:

IAC Job No: 2019-03

ATTN: Laszlo Petrik

Change Order Request No: 14

Email: Lp@Bartosarchitecture.com

Net Change in Subcontract Time: N/A

Roof repairs proposal as follows:

Item No.	Description of Work	Price
1	Fascia Board Replacement at Unit Price Unit Price: \$22 per Square Foot Amount Replaced: 512 SF	\$ 11,264.00
2	Roof Sheathing Replacement at Unit Price Unit Price: \$12 per Square Foot Amount Replaced: 560 SF	\$ 6,720.00
3	Stucco Repair at Unit Price Unit Price: \$25 per Square Foot Amount Replaced: 390 SF	\$ 9,750.00
4	Painting - Existing Conditions at Unit Price Unit Price: \$9 per Square Foot Amount Replaced: 390 SF	\$ 3,510.00
Total Proposal:		\$ 17,984.00

This Change Order is issued pursuant to the terms of Original Subcontract Agreement which is not modified in any respect except as herein provided. In the absence of a Subcontract Agreement the I & A Contractor, Inc. Subcontract standard Terms and Conditions will govern.

If the changes in the Work and the amounts shown above are in accordance to your records (our proposal), including any modifications thereto as mutually agreed upon, please sign the acceptance below and return to:

I & A Contractor, Inc.
3158 Spring Street
Redwood City, CA 94063

Accepted:

Owner

Signature

By

Date

I & A Contractor, Inc.

Contractor

Signature

Alan Ibarra

Project Manager

23-Dec-19

Date

380/669



Project: Westlake Elementary Roof
Replacement

Date: 02/05/2020

To Owner/
Contractor: Santa Cruz City School
District

Subcontract:

IAC Job No: 2019-03

ATTN: Laszlo Petrik

Change Order Request No: 15

Email: Lp@Bartosarchitecture.com

Net Change in Subcontract Time: N/A

Roof repairs proposal as follows:

Item No.	Description of Work	Price
1	Clean and prep area to receive sealant. Re-seal around all skylights over Bldg. G & H. Seal all visible cracks on skylights. (Done on T & M) Total LF: ~2,500 LF	\$ 5,039.33
Total Proposal:		\$ 5,039.33

This Change Order is issued pursuant to the terms of Original Subcontract Agreement which is not modified in any respect except as herein provided. In the absence of a Subcontract Agreement the I & A Contractor, Inc. Subcontract standard Terms and Conditions will govern. If the changes in the Work and the amounts shown above are in accordance to your records (our proposal), including any modifications thereto as mutually agreed upon, please sign the acceptance below and return to:

I & A Contractor, Inc.
3158 Spring Street
Redwood City, CA 94063

Accepted:

Owner

Signature

By

Date

I & A Contractor, Inc.

Contractor

Signature

Alan Ibarra

Project Manager

2/5/2020

Date



Project: Westlake Elementary Roof
Replacement

Date: 02/05/2020

To Owner/
Contractor: Santa Cruz City School
District

Subcontract:

IAC Job No: 2019-03

ATTN: Laszlo Petrik

Change Order Request No: 16

Email: Lp@Bartosarchitecture.com

Net Change in Subcontract Time: N/A

Roof repairs proposal as follows:

Item No.	Description of Work	Price
1	Set up and Install (4) Central Machinery Dust Collectors in woodshop room. Done under T & M.	\$ 5,018.95
2	Remove and Dispose existing roof top dust collector.	\$ 5,530.16
3	Remove and Dispose existing dopper on upper roof of Bldg H. Patch opening with R-mer lite panels.	\$ 5,728.31
Total Proposal:		\$ 16,277.43

This Change Order is issued pursuant to the terms of Original Subcontract Agreement which is not modified in any respect except as herein provided. In the absence of a Subcontract Agreement the I & A Contractor, Inc. Subcontract standard Terms and Conditions will govern. If the changes in the Work and the amounts shown above are in accordance to your records (our proposal), including any modifications thereto as mutually agreed upon, please sign the acceptance below and return to:

I & A Contractor, Inc.
3158 Spring Street
Redwood City, CA 94063

Accepted:

Owner

Signature

By

Date

I & A Contractor, Inc.

Contractor

Signature

Alan Ibarra

Project Manager

2/5/2020

Date

384/669 **Total COR:** \$ 5,018.95

Job Name:
IAC Job No:



Approval/PCO No:

Change Order Request:
Net Change in Subcontract Time: N/A

Description of Work:

Remove and dispose existing roof top dust collector.

Labor Description:	Hours	Rate	Amount	Material Description	Unit	Units Used	Unit Cost	Total Cost
<u>FOREMAN:</u> Straight Time Over Time Double Time Premium O/T Premium D/T	3	\$ 135.54	\$ 406.62	Grinder Blades	pack	5	\$ 18.55	\$ 92.75
		\$ 176.23	\$ -	Saw Blades	ea.	3	\$ 16.97	\$ 50.91
		\$ 217.68	\$ -	2"x10" KD lumber	LF	32	\$ 22.00	\$ 704.00
		\$ -	\$ -	1"x6" KD lumber	LF	60	\$ 12.00	\$ 720.00
		\$ -	\$ -					\$ -
		\$ -	\$ -					\$ -
<u>JOURNEYMAN:</u> Straight Time Over Time Double Time Premium O/T Premium D/T	16	\$ 86.87	\$ 1,389.92					\$ -
		\$ 110.46	\$ -					\$ -
		\$ -	\$ -					\$ -
		\$ -	\$ -					\$ -
		\$ -	\$ -					\$ -
		\$ -	\$ -					\$ -
<u>APPRENTICE:</u> Straight Time Over Time Double Time Premium O/T Premium D/T	8	\$ 59.01	\$ 472.08	Subtotal:				\$1,567.66
		\$ 46.14	\$ -	Shipping:				\$60.00
		\$ -	\$ -	Tax: 9.25%				\$150.56
		\$ -	\$ -	Total:				\$1,778.22
		\$ -	\$ -	Other (Sub, Equip...)	Unit Used	Unit	Unit Cost	Total Cost
		\$ -	\$ -	Dump Truck	1	ea.	\$ 250.00	\$ 250.00
Subtotal:			\$ 2,268.62	Pick-up Truck	1	ea.	\$ 150.00	\$ 150.00
				Grinder	2	ea.	\$ 26.00	\$ 52.00
				Sawsaw	2	ea.	\$ 30.00	\$ 60.00
				Froklift	1	ea.	\$ 250.00	\$ 250.00
								\$ -
								\$ -
						Subtotal:	\$762.00	

SUMMARY:

Labor: \$ 2,268.62
Material: \$1,778.22
Equipment/Other: \$762.00
Subtotal: \$ 4,808.84
Over head M/Up: 15.0% \$ 721.33

385/669 **Total COR:** \$ 5,530.16



I&A CONTRACTOR INC.
LIC. 989071
COMMERCIAL RESIDENTIAL ROOFING SPECIALIST
WWW.IACONTRACTORINC.COM

Change Order Request:
Net Change in Subcontract Time: N/A

Remove and dispose existing hopper on upper roof of Bdlg. H. Patch opening with R-mer lite panels.

SUMMARY:

Labor:		\$	2,268.62
Material:			\$1,292.25
Equipment/Other:			\$1,420.27
Subtotal:		\$	4,981.14
Over head M/Up:	15.0%	\$	747.17
Total COR:		\$	5,728.31

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Dust Collector

Date: 12/26/2019
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

Setup/install Dust collectors inside workshop classroom.

Materials Used	QTY.	EQUIPMENT USED	HRS.
Central Machinery, 70 gal, 2 hp Dust collectors	4		
Central Machinery Dust collector Accessory kit	4	Truck (Delivery + Transportation)	
4" x 10' Dust collector Hose	4		

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	Journeyman	11	22
1	Apprentice	11	11
1	Supervisor	2	2

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

387/669

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

12/26/19

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Dust Collector

Date: 1/13/2020
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

Remove and dispose existing roof top dust collector.

Materials Used	QTY.	EQUIPMENT USED	HRS.
Grinder blades	5 pack	(2) Grinders	
saw blades	3 pack	(2) saw saw	
2x10" KD lumber	32'	Truck	
1x6" KD lumber	60'	dump truck	
		forklift	

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	Ironing man	8	16
1	Apprentice	8	8
1	Supervisor	3	3

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

TIME AND MATERIAL DAILY LOG

Project: Santa Cruz High School
 Dust Collector

Date: 1/30/2020
 IAC Job No: 2019-03

DESCRIPTION OF WORK:

Demolition and disposal of existing Hopper on upper
 roof of Bldg. H.
 Patch openings w/ R-mer span panels.

Materials Used	QTY.	EQUIPMENT USED	HRS.
R-mer Span Panel	2	Dump truck	1 day
R-mer like fasteners	1	Pickup truck	1 day
Grinder Blades	3 pack	Reach forklift	1 day
Saw blades	3 pack 3 pack	Grinder	
R-mer like Glaze		Saw Saw	
Grake			

No. MEN	TRADES EMPLOYED	HOURS EACH	HOURS TOT.
2	Journey men	8	16
1	Apprentice Apprentice	8	8
1	Supervisor	3	3

APPROVED:

Santa Cruz City Schools

Owner

Signature

By (Inspector)

Date

389/669

I & A Contractor Inc.

Contractor

Signature

Project Manager

Date

1/30/2020

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Kleinfelder Proposal for Westlake Elementary School Lower Campus Wheelchair Lift Replacement Testing

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Kleinfelder proposal for Westlake Elementary School lower campus wheelchair lift replacement testing.

BACKGROUND:

This proposal consists of Division of State Architect required field special inspections and testing of the anchorage system of the lower campus wheelchair lift replacement.

FISCAL IMPACT:

\$2,000.00, Measure B Funds (Restricted), representing 0.01% of the overall site budget
\$13,439,288.00 is the total Bond Allocation to Westlake Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



WORK ORDER: HAY050401

Issued Pursuant to The Client Master Services Agreement between Santa Cruz City Schools (**Client**) and Kleinfelder, Inc. (**Kleinfelder**).

Client Name: Santa Cruz City Schools

Client Contact: Trevor Miller, Director of Facility Services, treveormiller@sccs.net

Kleinfelder Project No: TBD

Client Office: Santa Cruz City Schools

C/O Bartos Architecture

1730 South Amphlett Blvd, Suite 225

San Mateo, CA 94402

Monica Landaverde ml@bartosarchitecture.com

Project Name: Westlake Elementary School –Wheelchair Lift (DSA Application # 01-118897, (03/10/20)

Work Order Type: (Check One)

☒ Time-and-Materials

☐ Fixed-Price

Kleinfelder Office: Kleinfelder, Inc., LEA #043.

Office Address: 2601 Barrington Ct., Hayward, CA 94545

Client Reference No: TBD

Kleinfelder Contact Name: John Nicolini jnicolini@kleinfelder.com

SCOPE OF WORK

Services are intended to conduct limited field inspections and testing of the (pre-qualified) post installed anchorage system surrounding the (lower) installed inclined wheelchair replacement lift at the referenced site. The purpose of our services will provide the project design team with field inspection and test data necessary to assess project conformance with applicable project plans and specifications.

Previously performed pre-qualification testing procedures established by Rinne Peterson, Inc., Structural Engineers will be provided and include applicable ASTM E 488-18 standards. Uniaxial (static) tension loading will be applied between the range of 2,500 lbs. to maximum critical load of 5000 lbs. Loads will be applied incrementally throughout the range of loading at 625-pound intervals up to a critical loading of 5,000 pounds or at loads producing failure prior to reaching specified critical loading. The test is non load/deformation based and therefore deflection measurements are not required, per Rinne and Peterson, Inc. A test frequency of 10% of the total post installed fasteners will be evaluated.

Based on our cursory review of the project requirements, as well discussions with representatives of Bartos Architecture, we anticipate the following services to be provided:

- ☐ Post Installation Testing of Expansion Anchors (*Assumes 1 site visit to inspect installation and perform proof load testing of the installed anchorages*).
- ☐ Equipment Usage Fee
- ☐ Travel / Mileage
- ☐ PM/Administrative Support
- ☐ Final Report Writing



Applicable jurisdictional requirements: California Education Code (CEC), the California Building Code (CBC) and Title 24 for approval by the California Division of the State Architect and required formats for deliverables.

SERVICES AND FEES

Technician (Inspection Services): \$125/hour
Project Professional: \$158/hour
Project Manager: \$195/hour
Professional Engineer: \$195/hour
Mileage: \$0.80/mile
Administrative: \$85/hour
Dispatch: \$85/hour
Project Management and Final report

OTHER LABOR CHARGES:

Minimum show up time: Minimum 2-hours
Work from 2 to 8 hours: 4-hour increments
Work over 8 hours: 1.5 times hourly rate
Work over 12 hours: 2.0 times hourly rate
Swing Shift and Graveyard Shift: 1.25 times hourly rate
Saturdays: 1.5 times hourly rate
Sundays/Holidays: 2 times hourly rate

PREVAILING WAGE PROJECT

The California Prevailing Wage Law requires payment of a local “prevailing wage” to workers on publicly funded projects. This includes projects “paid for in whole or in part out of public funds” and has been expanded to include various types of payments, credits and monetary equivalents provided by the State or public entity. The Prevailing Wage Law extends to geotechnical engineering consultants, their soils/material testing and building inspection personnel. Services subject to prevailing wage are typically non-professional field services and are applicable during design as well as construction. This law significantly increases employee wages for qualified activities on publicly funded projects. Our understanding at the time of this proposal development is that this project is a prevailing wage project and our fees have been adjusted to accommodate applicable increases in employees’ wages.

Any services required in addition to those listed above would be in accordance with rates listed below. Our proposed fees for this project are as follows:

2. LOCATION/CLIENT FACILITY INVOLVED: 1000 High St, Santa Cruz, CA
3. PERIOD OF PERFORMANCE: FROM: 06/18/19 TO: 10/01/19
4. Post Construction Services Fees: \$2000 NTE W/O Additional Authorization by Client
5. SPECIAL PROVISIONS: NA

NOTICE TO PROCEED IS GIVEN ON (DATE):



CLIENT:

By: _____

Printed Name: _____

Title: _____

Address: _____

KLEINFELDER:

By: _____

Printed Name: John Nicolini

Title: Operations Manager

Address: Hayward Operations

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Leach Group, Inc. Contract for Westlake Elementary School Lower Campus Wheelchair Lift Replacement

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Leach Group, Inc. contract for Westlake Elementary School lower campus wheelchair lift replacement.

BACKGROUND:

This proposal consists of onsite inspection services, as required by the Division of State Architecture, for the wheelchair lift replacement at Westlake Elementary School.

FISCAL IMPACT:

\$7,500.00 Measure B Funds (Restricted), representing 0.04% of the overall site budget
\$13,439,288.00 is the total Bond Allocation to Westlake Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

**SANTA CRUZ CITY SCHOOLS
INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

This Independent Contractor Services Agreement (“Agreement”) is made and entered into effective June 12th, 2020 (the “Effective Date”) by and between Santa Cruz City Schools (“District”) and Leach Group, Inc. (“Contractor”).

1. Contractor Services. Contractor agrees to provide the following services: DSA inspector services for the Westlake Elementary school lower campus wheelchair lift replacement project.
2. Contractor Qualifications. Contractor represents that it or its principals or employees assigned to provide services under this Agreement have or shall have in effect all licenses, credentials, permits and has otherwise all legal qualifications to perform this Agreement.
3. Term. This Agreement shall begin on June 12th, 2020, and shall terminate upon completion of the scope of work. There shall be no extension of the term of this Agreement without express written consent by the District and Contractor.
4. Termination. The District may terminate this Agreement immediately at any time by giving written notice to the Contractor. Such written notice shall be sufficient to stop further performance of services by Contractor. In the event of termination prior to the end of the term of this Agreement, Contractor shall invoice the District for any work performed up to the date of termination, and shall promptly return any District property or records, and any copies thereof, in its possession to the District. The District may then proceed with the work in any manner the District deems proper.
5. Payment. Total payment by District to Contractor shall not exceed \$7,500.00 (Seven Thousand Five Hundred and no/100). District agrees to pay Contractor within thirty (30) days of receipt of a detailed invoice.
6. Indemnity. The Contractor shall defend, indemnify, and hold harmless the District and its agents, employees, Board of Education, and members of the Board of Education, from and against claims, damages, losses, and expenses (including, but not limited to attorney’s fees and costs including fees of consultants) arising out of or resulting from performance of this Agreement including, but not limited to, the Contractor’s use of the site; the Contractor’s completion of its duties under this Agreement; injury to or death of persons or damage to property or delay or damage to the District, its agents, employees, Board of Education, members of the Board of Education, for any act, omission, negligence, or willful misconduct of the Contractor or its respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.
7. Comprehensive General Liability and Automobile Insurance. Without limiting Contractor’s indemnification as set forth in Section 6 hereof, Contractor shall, before

beginning any of the services or work called for by any term of this Agreement, secure and maintain in full force and effect during the term of this Agreement, the following insurance:

- A. Comprehensive General Liability, for bodily injury, personal injury and property damage in an amount not less than: \$1,000,000.00 per occurrence.

AND

- B. Automobile Insurance, for bodily injury and property damage combined single limit in an amount not less than: \$1,000,000.00 per occurrence.

The District shall be named as an additional insured on Contractor's insurance policy by endorsement. The policy shall provide that it is primary such that insurance maintained by the District, if any, shall be excess and not co-primary. A copy of the declarations page of Contractor's insurance policy shall be attached to this Agreement as proof of insurance.

- 8. Independent Contractor Status. While engaged in carrying out the terms and conditions of this Agreement, the Contractor is an independent Contractor, and not an officer, employee, agent, partner, or joint venturer of the District.
- 9. Workers' Compensation Insurance. Contractor agrees to provide all necessary workers' compensation insurance for Contractor's principals and employees, if any, at Contractor's own cost and expense.
- 10. Fingerprinting. Contractor shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor and District agree to the following:
 - A. Contractor and principals, employees, and subcontractors assigned to provide services under this Agreement will have only limited or no contact with District students at all times during the Term of this Agreement.
- 11. Taxes. Contractor agrees that Contractor has no entitlement to any future work from the District or to any employment or fringe benefits from the District. Payments to the Contractor pursuant to this Agreement will be reported to Federal and State taxing authorities as required. District will not withhold any money from compensation payable to Contractor. In particular, District will not withhold FICA (social security); state or federal unemployment insurance contributions, state or federal income tax or disability insurance. Contractor agrees to defend, indemnify and hold District harmless from all State and Federal tax consequences and any related consequences stemming from or related to this Agreement. Contractor is independently responsible for the payment of all applicable taxes.

12. Assignment. The Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of the District.
13. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the Contractor and the District and their respective successors and assigns.
14. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
15. Amendments. The terms of the Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
16. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for Santa Cruz County, subject to any motion for transfer of venue.
17. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to the Contractor, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.

District:

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060
Attn: Assistant Superintendent,
Business Services

Contractor:

Leach Group, Inc.
946 Channel Drive
Montectio, CA 93108

18. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this agreement and that failure to do so shall constitute material breach.
19. Entire Agreement. This Agreement is intended by the Parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.

20. Execution of Other Documents. The Parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.
21. Execution in Counterparts. This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.
22. Board Approval/Ratification. The effectiveness of this Agreement is contingent upon approval or ratification by the District's Governing Board.

SANTA CRUZ CITY SCHOOLS

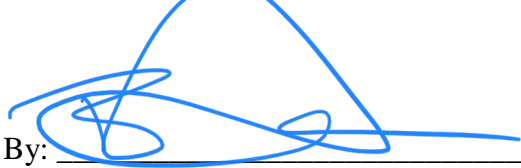
By: _____

Name: _____

Title: _____

Date: _____

CONTRACTOR

By: _____

Name: B. C. Eacht

Title: President

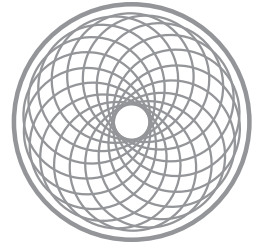
Date: 05.26.20

Proposal

Brandon Leach

DSA # 4924

946 Channel Dr
Montecito, Ca 93108
T 661-599-5393
leachgroup@me.com



LEACH GROUP INC.

Attention : Santa Cruz City School District

Date : 05/24/20

PROJECT TITLE: **Westlake Elementary Chair Lift - LOWER**

PROJECT DESCRIPTION: **Onsite Inspection Varies**

P.O. NUMBER: **N/A**

Description	Cost
Onsite inspection. DSA# 01-118897	
Flat rate good for Summer of 2020 construction	\$ 7,500.00
<i>The quoted price is good for sixty days and is for Summer 2020 start.</i>	
Total	\$ 7,500.00

Term and conditions : These projections are based on the contractor performing per the approved schedule.

Proposed : \$ 7,500.00

Brandon Leach , DSA#4924

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: M3 Environmental Contract for Santa Cruz High School Basement Abatement Oversight Services

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve M3 Environmental contract for Santa Cruz High School basement abatement oversight services.

BACKGROUND:

This proposal consists of preparing a hazardous materials abatement specification and conducting asbestos abatement oversight services for the basement of the main building at Santa Cruz High School.

FISCAL IMPACT:

\$11,470.00, Measure A Funds (Restricted), representing 0.03% of the overall site budget
\$32,072,783.00 is the total Bond Allocation to Santa Cruz High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

**SANTA CRUZ CITY SCHOOLS
INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

This Independent Contractor Services Agreement ("Agreement") is made and entered into effective June 12th, 2020 (the "Effective Date") by and between Santa Cruz City Schools ("District") and M3 Environmental LLC ("Contractor").

1. Contractor Services. Contractor agrees to provide the following services: Prepare a hazardous materials abatement specification and conducting asbestos abatement oversight services for the basement of the main building at Santa Cruz High School as per proposal 192808 attached.
2. Contractor Qualifications. Contractor represents that it or its principals or employees assigned to provide services under this Agreement have or shall have in effect all licenses, credentials, permits and has otherwise all legal qualifications to perform this Agreement.
3. Term. This Agreement shall begin on June 12th, 2020, and shall terminate upon completion of the scope of work. There shall be no extension of the term of this Agreement without express written consent by the District and Contractor.
4. Termination. The District may terminate this Agreement immediately at any time by giving written notice to the Contractor. Such written notice shall be sufficient to stop further performance of services by Contractor. In the event of termination prior to the end of the term of this Agreement, Contractor shall invoice the District for any work performed up to the date of termination, and shall promptly return any District property or records, and any copies thereof, in its possession to the District. The District may then proceed with the work in any manner the District deems proper.
5. Payment. Total payment by District to Contractor shall not exceed \$11,470.00 (Eleven Thousand Four Hundred Seventy dollars and no/100). District agrees to pay Contractor within thirty (30) days of receipt of a detailed invoice.
6. Indemnity. The Contractor shall defend, indemnify, and hold harmless the District and its agents, employees, Board of Education, and members of the Board of Education, from and against claims, damages, losses, and expenses (including, but not limited to attorney's fees and costs including fees of consultants) arising out of or resulting from performance of this Agreement including, but not limited to, the Contractor's use of the site; the Contractor's completion of its duties under this Agreement; injury to or death of persons or damage to property or delay or damage to the District, its agents, employees, Board of Education, members of the Board of Education, for any act, omission, negligence, or willful misconduct of the Contractor or its respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.
7. Comprehensive General Liability and Automobile Insurance. Without limiting

Contractor's indemnification as set forth in Section 6 hereof, Contractor shall, before beginning any of the services or work called for by any term of this Agreement, secure and maintain in full force and effect during the term of this Agreement, the following insurance:

- A. Comprehensive General Liability, for bodily injury, personal injury and property damage in an amount not less than: \$1,000,000.00 per occurrence.

AND

- B. Automobile Insurance, for bodily injury and property damage combined single limit in an amount not less than: \$1,000,000.00 per occurrence.

The District shall be named as an additional insured on Contractor's insurance policy by endorsement. The policy shall provide that it is primary such that insurance maintained by the District, if any, shall be excess and not co-primary. A copy of the declarations page of Contractor's insurance policy shall be attached to this Agreement as proof of insurance.

- 8. Independent Contractor Status. While engaged in carrying out the terms and conditions of this Agreement, the Contractor is an independent Contractor, and not an officer, employee, agent, partner, or joint venturer of the District.
- 9. Workers' Compensation Insurance. Contractor agrees to provide all necessary workers' compensation insurance for Contractor's principals and employees, if any, at Contractor's own cost and expense.
- 10. Fingerprinting. Contractor shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor and District agree to the following:
 - A. Contractor and principals, employees, and subcontractors assigned to provide services under this Agreement will have only limited or no contact with District students at all times during the Term of this Agreement.
- 11. Taxes. Contractor agrees that Contractor has no entitlement to any future work from the District or to any employment or fringe benefits from the District. Payments to the Contractor pursuant to this Agreement will be reported to Federal and State taxing authorities as required. District will not withhold any money from compensation payable to Contractor. In particular, District will not withhold FICA (social security); state or federal unemployment insurance contributions, state or federal income tax or disability insurance. Contractor agrees to defend, indemnify and hold District harmless from all State and Federal tax consequences and any related consequences stemming from or related to this Agreement. Contractor is independently responsible for the payment of all applicable taxes.

12. Assignment. The Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of the District.
13. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the Contractor and the District and their respective successors and assigns.
14. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
15. Amendments. The terms of the Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
16. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for Santa Cruz County, subject to any motion for transfer of venue.
17. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to the Contractor, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.

District:

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060
Attn: Assistant Superintendent,
Business Services

Contractor:

M3 Environmental LLC
9821 Blue Larkspur Lane, Ste 100
Monterey, CA 93940

18. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this agreement and that failure to do so shall constitute material breach.
19. Entire Agreement. This Agreement is intended by the Parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.

20. Execution of Other Documents. The Parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.
21. Execution in Counterparts. This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.
22. Board Approval/Ratification. The effectiveness of this Agreement is contingent upon approval or ratification by the District's Governing Board.

SANTA CRUZ CITY SCHOOLS

CONTRACTOR

By: _____

Name: _____

Title: _____

Date: _____

By: Chris Gatward

Name: Chris Gatward

Title: Principal

Date: 5/8/2020



December 16, 2019

Mr. Trevor Miller
Director of Facilities
Santa Cruz City Schools
536 Palm Street
Santa Cruz, CA 95060
831.429.3904 (p)

Via email:
trevormiller@sccs.net

Subject: Proposal to Prepare an Abatement Specification and Conduct Asbestos Abatement Oversight Services for the Basement of the Main Building at Santa Cruz High School Located at 415 Walnut Avenue in Santa Cruz, California.
M³ Proposal No. 192808

Dear Mr. Miller:

M³ Environmental LLC (M³) is pleased to present this proposal to provide hazardous material abatement specifications and abatement oversight services for the Santa Cruz High School main building basement renovation project located at 415 Walnut Avenue in Santa Cruz, California. This proposal is based on information gathered from e-mail correspondence from you.

Project Understanding

M³ understands this project will involve removing various asbestos and lead containing materials as part of the renovation project. There is no project schedule at this time.

The Santa Cruz City Schools (SCCS) is requesting a quote for preparing an abatement specification and providing abatement oversight services.

Scope of Work

This proposal presents the services needed to successfully complete this project based on the above understanding. M³ will provide the following services to successfully complete this project:

Task 1 - Hazardous Materials Abatement Specification

The specification will identify the materials (primarily ACM and LCP) to be removed during this project and will require compliance with regulations issued by the Federal Occupational Safety and Health Administration (OSHA), California OSHA (Cal/OSHA), the United States Environmental Protection Agency (EPA), and the MBARD. The specification will describe the scope of work and procedures to be followed, including:

- Required notifications
- Applicable regulations
- Air monitoring
- Work area preparation
- Work practices
- Methods of removal
- Decontamination
- Condition of occupancy
- Waste disposal requirements

Task 2 - Hazardous Materials Abatement Oversight

- Provide an industrial hygienist to supervise M³ staff working on the project and attend pre-construction meetings, as requested.
- Review the abatement contractor's submittals for conformance with regulatory requirements.
- Observe the work practices and procedures of the abatement contractor during hazardous materials removal activities and monitor conformance with the specification and applicable federal, state, and local regulations. We will complete checklists summarizing field observations and will include this in a written report at the completion of the project. For the purposes of this proposal it is assumed the contractor will complete the abatement within five 8-hour shifts, including time to conduct clearances.
- Conduct area air sampling during asbestos removal activities at locations adjacent to the work areas to evaluate contractor work practices and to evaluate how well fibers and dust emission are being contained in the regulated work areas. Up to four samples will be collected per day and will be analyzed by phase contrast microscopy (PCM) using the National Institute for Occupational Safety and Health (NIOSH) Method 7400, Revision No. 3, May 15, 1989, 'A' counting rules. The PCM method counts all nonspecific fibers meeting certain dimensional criteria.

In the event that airborne fiber counts exceed the United States Environmental Protection Agency (USEPA)-recommended PCM clearance level of 0.01 fibers/cubic centimeter (f/cc), these samples will, with your prior authorization, be submitted for confirmatory analysis by TEM, utilizing the USEPA Asbestos Hazard Emergency Response Act (AHERA) analytical protocol. This method differentiates asbestos fibers from other fibers.

- Conduct final visual inspections following removal of asbestos materials and AHERA TEM air clearance sampling in one containment.
- Prepare and submit a written report at the completion of the project documenting project activities and air monitoring results.

Fees

All services described will be provided for a **not-to-exceed fee of \$11,470** based on the following schedules:

Task 1 - Hazardous Materials Abatement Specification

Fixed fee	\$2,500.00
Abatement Specification Total Fee	\$2,500.00

Task 2 - Hazardous Materials Abatement Oversight

Staff/Expense	Budget	Unit	Total
Principal	4 hours	\$225/hour	\$900.00
Staff Environmental Consultants (Includes prep, travel, survey, report writing)	60 hours	\$95/hour	5,700.00
Clerical	2 hours	\$75/hour	150.00
PCM air samples (3-day turnaround)	20 samples	\$14 each	280.00
Lead air samples (3-day turnaround)	20 samples	\$16 each	320.00
TEM Air Clearance Samples (8-hour turnaround)	5 samples	\$150 each	750.00
Lead waste stream testing	2 samples	\$285 each	570.00
Mileage, FedEx, copies, supplies, etc.			300.00
Estimated Oversight Fee			\$8,970.00



Our estimated fee is based on the following assumptions:

- M³ rates are based on 8-hour work shifts. Extra hours for additional or longer shifts, meetings outside of the work shift hours, or other necessary activities will be charged according to the hourly rates as shown, plus overtime, upon receipt of you prior approval.
- For the purposes of this proposal it is assumed the contractor will complete the abatement within five 8-hour shifts, including time for visual clearances and TEM air clearances in one containment.

Thank you for the opportunity to submit our proposal to you. If you have any questions please call me at 831.649.4623.

Sincerely,
M³ Environmental LLC



Chris G. Gatward
Principal
California CAC No. 92-0216

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: MADI 19Six Architects Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at Bay View Elementary School for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the MADI 19Six Architects Inc. amendment agreement for multi-project overhead architectural services at Bay View Elementary School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with MADI 19Six Architects Inc. on 2/1/17. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the Bay View Elementary School bond projects.

FISCAL IMPACT:

\$16,000.00 Estimated, Measure B Funds (Restricted), representing 0.11% of the site budget
\$12,384,192.00 is the total Bond Allocation to Bay View Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A

FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT (Hourly Fee, with Not-to-Exceed Limit)

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and MADI 19six Architects, Inc.(“Architect”) effective July 1, 2020 (“Agreement”) for the Measure B construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Bay View Elementary School project (“Project”):

Multi-Project Overhead

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (*Exhibit C* to the Agreement). Architect’s total compensation for its 20/21 FY Basic Services shall not exceed \$15,000 which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$1,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (2) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Fifteen Thousand Dollars (\$15,000).

ARCHITECT:
MADI Group, Inc.

By: 

Ralph le Roux, President

DISTRICT:
SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: MADI 19Six Architects Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at Branciforte Small Schools for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the MADI 19Six Architects Inc. amendment agreement for multi-project overhead architectural services at Branciforte Small Schools for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with MADI 19Six Architects Inc. on 2/1/17. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the Branciforte Small Schools bond projects.

FISCAL IMPACT:

\$23,000.00 Estimated, Measure B Funds (Restricted), representing 0.17% of the site budget \$8,579,099.00 is the total Bond Allocation to Branciforte Small Schools

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A

FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT (Hourly Fee, with Not-to-Exceed Limit)

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and MADI Architects, Inc. (“Architect”) effective July 1, 2020 (“Agreement”) for the Measure B construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Branciforte Small Schools project (“Project”):

Multi-Project Overhead

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (*Exhibit C* to the Agreement). Architect’s total compensation for its 20/21 FY Basic Services shall not exceed \$20,000, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$3,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (2) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Fifteen Thousand Dollars (\$15,000).

ARCHITECT:
MADI Group, Inc.

By: 

Ralph le Roux, President

DISTRICT:
SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: MADi 19Six Architects Inc. Change Order #1 to Branciforte Small School Alternative Family Education

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve MADi 19Six Architects Inc. change order #1 to Branciforte Small School alternative family education.

BACKGROUND:

This change order consists of additional architectural services as required to accommodate design changes due to the need for value engineering at the Branciforte Small Schools Alternative Family Education campus. The previously approved contract amount was \$124,100.00 and the new total contract, including this change order, will be \$198,560.00.

FISCAL IMPACT:

Change Order #1 \$74,460.00, (60.00% increase to the contract), Measure B Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

May 22, 2020

Jimmy Monreal
Assistant Superintendent, Business Services
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060

RE: Santa Cruz City Schools
Alternative Family Education New Campus Redesign
19six #MCSBF3.01

Dear Mr. Monreal:

We are pleased to provide you with this additional service request for architectural and engineering services for the redesign of the Alternative Family Education at Branciforte Small Schools, 840 N. Branciforte Ave, Santa Cruz, CA, 95062. The additional fee includes construction documentation through construction administration.

PROJECT DESCRIPTION

This proposal is to provide SCCS with a redesign of the Alternative Family Education (AFE) campus. In 2018 MADI designed a campus and layout like the Newly completed Branciforte Small School classrooms that opened in the summer of 2019. The buildings were to be permanent set at grade modular buildings. At that time, the AFE project was put on hold as there was consideration that the program may move to another location, either on campus or remotely. This year, in 2020 the District decided to restart this project in a different form to reduce costs so that more capital can be apportioned to the main campus modernization. MADI 19six worked with the AFE staff to develop a new and approved portable layout. The layout has been approved by staff. With Board approval MADI 19six will obtain DSA approval and manage this new project to completion for an anticipated opening on January 8, 2021.

SCHEDULE

The following is a preliminary schedule that assumes we get your go-ahead by June 17, 2020. Our schedule allows for meetings with staff, students and other Community stakeholders and can be adjusted as needed.

SCCS Board Approval.....	06-17-20
Authorization to Proceed	One week
Construction Documentation	Two Months
Construction Administration	Four Months

SCOPE OF SERVICES AND FEES

A breakdown of the services is as follows:

SCOPE

MADI | 19six Architects shall prepare construction documentation, bid the project, and provide construction documentation and close-out for the project per the requirements of the Master Contract. Fees were calculated using a construction budget of \$1,560,000 for the Construction Documentation phase through Close-out.

ADDITIONAL FEE

Original Fee	\$ 124,100.00
Additional Fee	<u>\$ 74,460.00</u>
Total Fee	\$ 198,560.00

FEE SCHEDULE

Construction Documentation Fee	\$ 37,230.00
DSA Approval Fee	\$ 6,205.00
Bidding	\$ 6,205.00
Construction Administration Fee	<u>\$ 24,820.00</u>
Total Fixed Fee	\$ 74,460.00

REIMBURSABLE EXPENSES - There are no reimbursable expenses anticipated for this project. If any reimbursable expenses do arise, MADI | 19six shall notify the Owner and get authorization prior to incurring said expense. Reimbursable expenses will be billed at a rate of 1.15 times.

We will bill you monthly based on a percentage complete basis. Payment is expected within 30 days of the billing date.

Design Services will be managed by Principal Ralph le Roux under the direction of Alan Kroeker, Architect - license number C-22474.

If this proposal meets with your approval, please sign below. If time is of the essence, we will start work upon your written authorization.

Thank you for this opportunity to be of service.



Ralph le Roux
Principal
MADI | 19six Architects



Alan Kroeker, Architect
President
MADI | 19six Architects

Approved:

(Signature)

(Name, Title)

(Date)

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: MADI 19Six Architects Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at DeLaveaga Elementary School for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the MADI 19Six Architects Inc. amendment agreement for multi-project overhead architectural services at DeLaveaga Elementary School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with MADI 19Six Architects Inc. on 2/1/17. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the DeLaveaga Elementary School bond projects.

FISCAL IMPACT:

\$16,000.00 Estimated, Measure B Funds (Restricted), representing 0.10% of the site budget \$14,188,861.00 is the total Bond Allocation to DeLaveaga Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A

FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT (Hourly Fee, with Not-to-Exceed Limit)

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and MADI 19six Architects, Inc.(“Architect”) effective July 1, 2020 (“Agreement”) for the Measure B construction program, the District and Architect agree to amend the Agreement to add architectural services for the following DeLaveaga Elementary School project (“Project”):

Multi-Project Overhead

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (*Exhibit C* to the Agreement). Architect’s total compensation for its 20/21 FY Basic Services shall not exceed \$15,000, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$1,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (2) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Fifteen Thousand Dollars (\$15,000).

ARCHITECT:
MADI Group, Inc.

By: 

Ralph le Roux, President

DISTRICT:
SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: MADI 19Six Architects Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at Natural Bridges Elementary School for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the MADI 19Six Architects Inc. amendment agreement for multi-project overhead architectural services at Natural Bridges Elementary School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with MADI 19Six Architects Inc. on 2/1/17. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the Natural Bridges Elementary School bond projects.

FISCAL IMPACT:

\$11,000.00 Estimated, Measure B Funds (Restricted), representing 0.20% of the site budget \$5,421,709.00 is the total Bond Allocation to Natural Bridges Elementary School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A

FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT (Hourly Fee, with Not-to-Exceed Limit)

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and MADI 19six Architects, Inc.(“Architect”) effective July 1, 2020 (“Agreement”) for the Measure B construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Natural Bridges School project (“Project”):

Multi-Project Overhead

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (*Exhibit C* to the Agreement). Architect’s total compensation for its 20/21 FY Basic Services shall not exceed \$10,000, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$1,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (2) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Fifteen Thousand Dollars (\$15,000).

ARCHITECT:
MADI Group, Inc.

By: 

Ralph le Roux, President

DISTRICT:
SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: MADI 19Six Architects Inc. Amendment Agreement for Multi-Project Overhead Architectural Services at Soquel High School for the 20/21 Fiscal Year

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the MADI 19Six Architects Inc. amendment agreement for multi-project overhead architectural services at Soquel High School for the 20/21 fiscal year.

BACKGROUND:

The Board previously approved a master agreement with MADI 19Six Architects Inc. on 2/1/17. This agreement amendment is for architectural services for the 20/21 fiscal year to include regular updates to SCCS Measure A/B Dashboard and the Architect's Budget Tool, preparation for quarterly site bond committee meetings and quarterly Board presentations in connection with the Soquel High School bond projects.

FISCAL IMPACT:

\$63,000.00 Estimated, Measure A Funds (Restricted), representing 0.01% of the site budget \$34,830,967.00 is the total Bond Allocation to Soquel High School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

Exhibit A

FORM OF AMENDMENT TO ADD PROJECT TO AGREEMENT (Hourly Fee, with Not-to-Exceed Limit)

Pursuant to the agreement between the Santa Cruz City Schools (“District”) and MADI 19six Architects, Inc.(“Architect”) effective July 1, 2020 (“Agreement”) for the Measure A construction program, the District and Architect agree to amend the Agreement to add architectural services for the following Soquel High School project (“Project”):

Multi-Project Overhead

- Provide regular updates to SCCS Measure A/B Dashboard
 - Schedule items on dashboard calendar
 - Maintain a list of all project bids
 - Maintain a list of all projects under construction
 - Upload project progress photos
 - Regularly update master planning graphic materials to reflect current conditions
 - Develop and publish weekly project progress reports to Superintendent
- Provide regular updates to Architect’s Budget Tool
 - Provide updated costs as projects progress
 - Provide updated schedules as projects progress
- Prepare for, conduct and record proceedings at quarterly site bond committee meetings
- Conduct quarterly presentations to the Board of Trustees relating to progress on projects

The terms of the Agreement are incorporated into, and govern, this amendment except as may be provided otherwise by this amendment. In the event of a conflict between the Agreement and this amendment, the terms of this amendment shall control.

For the Project, Architect shall perform the Basic and Additional Services specified in the Agreement and this amendment. Multiple prime construction contracts not being used as the delivery method for the Project.

For the Basic Services satisfactorily performed under this amendment to the Agreement, Architect shall be compensated according to its hourly rate schedule (***Exhibit C*** to the Agreement). Architect’s total compensation for its 20/21 FY Basic Services shall not exceed \$60,000, which is Architect’s estimate of the maximum total cost of its Basic Services on the Project.

If the total amount invoiced by Architect reaches the not-to-exceed Basic Services amount before Architect’s Basic Services under this Agreement are complete, Architect must complete the Basic Services without submitting additional invoices, or receiving additional payment, for Basic Services.

Architect's total reimbursement for Reimbursable Expenses shall not exceed \$3,000, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

Architect shall provide a minimum of two (2) full-time employees for the Project to perform its duties and responsibilities under this Agreement.

For the period of this Project, the Architect shall have errors and omissions insurance on an occurrence basis, with limits of at least One Million Dollars (\$1,000,000) and with a deductible in an amount not to exceed the sum of Fifteen Thousand Dollars (\$15,000).

ARCHITECT:
MADI Group, Inc.

By: 

Ralph le Roux, President

DISTRICT:
SANTA CRUZ CITY SCHOOLS

By: _____

Assistant Superintendent, Business
Services

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Moore Twining Proposal for Mission Hill Middle School Athletic Field Geotechnical Investigation

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Moore Twining proposal for Mission Hill Middle School athletic field geotechnical investigation.

BACKGROUND:

This proposal consists of geotechnical engineering investigation for the proposed new artificial athletic field at Mission Hill Middle School. This investigation will provide bearing values and design criteria for foundation designs, fence designs and drainage.

FISCAL IMPACT:

\$15,400.00, Measure A Funds (Restricted), representing 0.08% of the overall site budget
\$17,648,740.00 is the total Bond Allocation to Mission Hill Middle School

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



May 1, 2020

MTP 20-0417

Mr. Trevor Miller
Director of Facilities
Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, California 94518

Subject: Proposal for Geotechnical Engineering Investigation
 Proposed Athletic Facility Improvements
 Mission Hills Middle School
 425 King Street
 Santa Cruz, California

Dear Mr. Miller:

We appreciate the opportunity to submit this proposal to conduct a geotechnical engineering investigation for the above referenced project. This proposal outlines our understanding of the proposed project, describes our scope of services, provides our estimate of fees for our services, and details the terms and limitations of our work. Our fee estimate assumes that the work will be subject to California Prevailing Wage Laws.

This proposal was prepared based upon e-mail information you provided on April 17, 2020, including a Request for Proposal and site plan with boring locations, both dated March 5, 2020, prepared by Verde Design. This proposal was also based on our discussion with Mr. Mark Baginski with Verde design.

PROJECT DESCRIPTION AND ANTICIPATED CONSTRUCTION

Based on the information provided, we understand that existing synthetic turf and track surface will be removed and the planned athletic field improvements will include a new synthetic turf field (about 80,000 square feet), an all-weather track surface, pavements, hardscaping, and screen fencing. It is understood that the existing turf field is underlain by a drainage rock section (with drain pipes) and treated soils below. Details of the drainage section and type of soil treatment is not known. Pole footings for support of screen fencing/backstops, will be required. No new buildings, screen walls or retaining walls are anticipated. Changes to the footprints of the existing track and field are not anticipated based on the site plan provided.

On-site stormwater retention will be required below the synthetic field as part of the project. It is understood that this will likely include subsurface chambers, trenches, etc., however, the depths and locations of these chambers/trenches have not been determined. We also understand that Verde Design does not anticipate that on-site infiltration will be feasible due to clayey soils. However, limited percolation testing is included in this proposal in the event granular soils are encountered.

ANTICIPATED SOIL AND GROUNDWATER CONDITIONS

Based on our previous investigations at Santa Cruz High School, located about 900 feet south of the subject site, the near surface soils are expected to consist of clayey sands underlain by siltstone rock at depth.

The depth to groundwater at the site is not known, however, shallow perched groundwater is common in this area of Santa Cruz.

PURPOSE OF INVESTIGATION

The purpose of the investigation will be to conduct an exploration program for the proposed project, evaluate the data collected during the field and laboratory operations, and provide geotechnical engineering parameters for use in project design. In regards to the pole foundations, the intent of this investigation is also to satisfy the requirements of the 2019 California Building Code (CBC), as related to geotechnical investigations.

The investigation will not include a geologic/seismic hazards assessment or geotechnical recommendations for enclosed structures.

SCOPE OF SERVICES

Moore Twining Associates, Inc. will provide the following services in connection with this project.

A. Research

Moore Twining will review existing soil survey reports, geologic maps, and existing geotechnical engineering report(s) previously prepared at the campus that are made available by the client.

B. Field Investigation

The site plan identifies five (5) boring locations; four (4) borings on the existing synthetic turf field and one boring in a landscaped area between the field and King Street. Five (5) borings will be drilled to depths of about 5 to 20 feet at the approximate locations shown on the site plan provided.

Based on discussion with Verde Design, it is expected that a truck-mounted or trailer mounted drill rig would damage the existing turf and track areas by rutting the surface, which would not be acceptable. Therefore, a tripod type portable drill rig, or hand augering, will be used to reduce the potential for damaging turf and track surfaces.

Prior to the start of the field investigation, Moore Twining will mark the site for Underground Service Alert for public utility clearance. This proposal includes an optional service to scan for private underground utilities by a private utility locator if District staff cannot mark the locations of private underground utilities in the areas proposed for the borings. The private utility locator will reduce the potential for damage to unmarked utilities; however, the locator will not be able to identify all utility locations, as there are some limitations to all utility locating equipment.

During our field exploration, both bulk and relatively undisturbed samples will be obtained for laboratory analysis. The field investigation will be conducted under the direction of a registered geotechnical engineer or geologist from our firm.

Based on our understanding of the anticipated improvements and discussion with Verde Design, two (2) percolation tests will be installed and conducted at boring locations to be determined at the time of drilling if granular soils are encountered. The percolation tests will be conducted in accordance with local standards using falling head methods. As part of installation of the percolation test holes, a perforated pipe and gravel packing will be installed in the test holes. This proposal assumes the percolation tests will be conducted at depths of about 2 to 6 feet BSG. If available, prior to the investigation, the location and approximate depth of the planned sub-drain system should be provided to Moore Twining.

This estimate is preliminary, the exact location, number, and depths of borings may be revised based on site constraints, and the soil conditions encountered. At the completion of the drilling and sampling operations, the boring holes will be backfilled with the cuttings generated by drilling. This proposal assumes any excess cuttings will be spread in existing landscaped areas adjacent to the track and field.

An approximate 2 foot square area of the turf will be cut out at each boring location. Drilling may cause some shoving and deflection/heaving of the turf surface in the immediate area of the boring. It is not the intent of this proposal to repair the turf after backfilling the borings. It is suggested the exploratory locations be reviewed onsite with the Owner prior to the start of the work.

C. Laboratory Testing

We will perform laboratory tests to determine pertinent engineering and index properties of the soils at the site. These will include tests for moisture and density, sieve analyses, Atterberg Limits, expansion index, direct shear, and R-value.

In addition, we will conduct pH, resistivity, sulfate content, and chloride content tests on near-surface soil samples to evaluate soil corrosivity. The types of tests conducted may be adjusted based on the subsurface soil conditions encountered.

D. Analysis and Recommendations

We will consult with your design professionals concerning our findings and to discuss recommendations and alternatives (if needed).

The geotechnical engineering report will contain our findings, analysis, conclusions, and recommendations for project design. The report will contain the following:

1. A description of general subsurface soil and groundwater conditions encountered;
2. Soil profile type, site coefficients and adjusted Maximum Considered Earthquake spectral response acceleration parameters in accordance with the 2019 California Building Code;
3. Recommendations for the design and construction of cast in drilled hole (CIDH) foundations for netting/screens for the backstop;
4. Recommendations for surface drainage;
5. Estimated percolation and infiltration rates for subgrade soils and conclusions regarding the infiltration characteristics of the subgrade soils;
6. Recommendations for earthwork construction, including site and subgrade preparation of new turf areas (and over-excavation, if required), and placement and compaction of engineered fill;
7. General recommendations for chemical treatment of subgrade soils (if required); however, chemical treatment mix designs and specific spread rates for chemical treatment will not be conducted;
8. Recommendations for temporary excavations, trench excavation, trench backfill, and excavation stability;
9. Recommendations for exterior concrete flatwork;

10. Recommendations for asphaltic concrete and Portland cement concrete (PCC) pavement sections (including pavement surface, baserock, and treated subgrade, if appropriate), with traffic indices of 4 to 7; and
11. Final test boring logs and laboratory test results.

Moore Twining's professional services will be performed, our findings obtained, and our recommendations prepared in accordance with generally-accepted geotechnical engineering principles and practices at the time the work is performed. This warranty is in lieu of all other warranties either expressed or implied.

DELIVERABLES

Upon project completion, an electronic copy of the report will be provided. If desired, four copies of the final report will also be issued to the client.

FEE ESTIMATE

Based on the information provided, the geotechnical engineering investigation will be provided for an estimated base fee of \$14,400 (Table No. 1), not including a private utility locator.

A private utility locating company could be hired for an additional fee of \$1,000 (Table No. 2), if desired to reduce the potential for damage to existing underground utilities.

**Table No. 1
Summary of Tasks and Estimated Fee for Geotechnical Engineering Investigation**

Description of Service	Estimated Fee
Drilling five (5) Soil Borings to 5 to 20 feet	\$7,300
Field Engineer to Log Soil Borings and Collect Soil Samples and Conduct Two Field Percolation Tests	\$3,600
Laboratory Testing	\$1,350
Engineering Analysis and Report Preparation	\$2,150
Total Estimated Fee	\$14,400

**Table No. 2
Optional Private Utility Locating**

Description of Service	Estimated Fee
Private Utility Location Service	\$1,000*
Estimated Fee	\$1,000

The fee in this proposal is valid for a period of 60 days from the date of this proposal. If site conditions differ significantly from those anticipated as stated in this proposal, additional studies may be necessary. All additional work will be done only after the situation has been discussed and client authorization had been obtained.

Soil samples collected during this investigation will be retained for thirty days from the date of the final report, at which time samples will be discarded unless a written request is received from the client to retain the samples longer. Moore Twining will retain the samples for a longer period of time, at the request of our client, at a nominal charge for storage.

The cost in this proposal includes transmitting the final copies of the report to the client via first class U.S. Mail. If it is desired that reports be express mailed or transmitted via facsimile machine, the additional cost will be charged in addition to the above lump sum fee on the final invoice.

Payment is due upon receipt of invoice. A finance charge may be added to all balances over thirty days old. This is computed at a rate of 1.5% per month which is an annual percentage rate of 18%. A monthly progress invoice will be issued for work completed during each month. A final invoice will be issued upon project completion.

SCHEDULE

It is anticipated that our field investigation will begin within about seven (7) to ten (10) days from authorization to proceed. The geotechnical engineering investigation is anticipated to be completed within about 4 weeks of completion of the field investigation. If the report is desired sooner than anticipated by this schedule, Moore Twining should be notified of the project schedule requirements and a revised proposal can be prepared.

TERMS

This proposal and the enclosed Agreement set forth the terms and conditions under which Moore Twining Associates, Inc., will conduct the proposed geotechnical engineering investigation. If you find these to be acceptable, please complete the client block and sign on the space provided on page 1 of the agreement, initial in the client space provided at the top of page 2 and return. Upon receipt of the contract, we will sign and return a copy for your records. Receipt of the signed agreement, or written notice to proceed will serve as our notice to proceed and constitute permission to enter the site. To enter a property not owned by our client, Moore Twining would require written permission from the property owner or his agent.

Moore Twining will not begin the investigation discussed in this proposal unless: 1) an executed contract from the client, or 2) written authorization which is subject to the terms of the agreement, is received. A professional services agreement is attached to this proposal.

ADDITIONAL SERVICES

Moore Twining can provide additional services related to the project, if desired. Our firm can provide construction inspection services in support of the project. In addition, our firm can conduct a review of the foundation and grading plans for conformance with the recommendations of the geotechnical report. However, these services are not included within the scope of this fee estimate. A fee proposal can be provided when the plans have been received and a construction schedule is known.

LIMITATION OF PROPOSAL

The client shall provide the right of entry to the project site. This proposal assumes reasonable site access by a truck mounted drilling rig. The base fee in this proposal assumes the field exploration will be conducted during normal business hours. Items to be provided by the client, if available, include a site plan showing structure locations, site grading, clearance of boring locations from known underground utilities, and any special design requirements.

This proposal assumes the field investigation work will be conducted during normal business hours and the entire field area will be accessible for exploration work for two consecutive days. We have not included fees for conducting the investigation around scheduled events, nor when the fields are in use.

This proposal does not include restoration of the field areas where exploration will be conducted. Turf repairs will need to be conducted by others.

No liability is assumed for damage to underground facilities or other site features that are not accurately marked on the campus or shown on available site plans.

**Proposal for Geotechnical Engineering Investigation
Proposed Athletic Facility Improvements
Mission Hills Middle School
425 King Street
Santa Cruz, California**

MTP 20-0417

Page 8

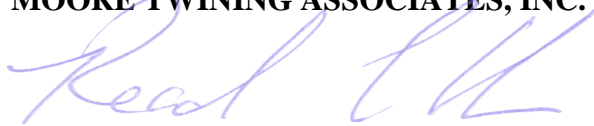
This proposal does not include a geologic hazards investigation or site specific ground motion procedures (see this proposal under Purpose of Investigation).

This proposal specifically excludes environmental assessment. If this service is desirable, our firm would be pleased to prepare a separate proposal for such an assessment. Hazardous materials or certain types of hazardous materials may exist at a site where there is no reason to believe they could or should be present. The discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. We will notify you as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials are encountered. We will take any and all measures that in our professional opinion are justified to preserve and protect the health and safety of our personnel and the public, and/or the environment. The additional cost of such work would be charged on a time-and-expense basis over and above the lump sum fee for the geotechnical study.

CLOSING

We appreciate being considered for this work. If you have any questions regarding this proposal, please contact me at (800) 268-7021.

Sincerely,
MOORE TWINING ASSOCIATES, INC.



Read L. Andersen, RGE 2810
Manager
Geotechnical Engineering Division

enclosure: Professional Services Agreement

PROFESSIONAL SERVICES AGREEMENT

Santa Cruz City Schools and Moore Twining Associates, Inc.

Agreement entered into at Fresno, California

made this 3rd day of June, 2020, by and between

Client:

Name Santa Cruz City Schools

Address 133 Mission Street, Suite 300
Santa Cruz, California 95069

Phone
FAX

Consultant:

Name Moore Twining Associates, Inc.

Address 2527 Fresno Street
Fresno, California 93721

Phone (559) 268-7021
FAX (559) 268-7126

Santa Cruz City Schools and Moore Twining Associates, Inc. agree as follows:

Santa Cruz City Schools (hereafter called Client) intends to:

Retain consultant to provide geotechnical engineering services, as detailed in the attached proposal, identified as MTP 20-0417, dated May 1, 2020, hereinafter called "project".

A. Moore Twining Associates, Inc. (hereafter called Moore Twining) agrees to perform the following scope of services:

Provide Geotechnical Engineering services for the project outlined in the attached proposal, identified as MTP 20-0417, dated May 1, 2020

B. Client agrees to compensate Moore Twining for such services as follows:

Pursuant to the attached proposal, MTP 20-0417, dated May 1, 2020. Payment is due upon receipt of invoice. A finance charge may be added to all balances over 30 days old. This is computed at a rate of 1.5% per month which is an annual percentage rate of 18%.

C. This Agreement is subject to provisions 1 through 19 attached herewith and made a part hereof.

IN WITNESS WHEREOF, the parties hereby execute this agreement on the dates and upon the provisions stated.

Client Santa Cruz City Schools

Consultant Moore Twining Associates, Inc.

By _____

By Read Andersen

Name/Title _____

Name/Title Read Andersen, Geotechnical Engineering Manager

Date Signed _____

Date Signed 6/3/2020

Client and Moore Twining agree that the following provisions shall be part of their agreement:

1. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of client and Moore Twining. This agreement shall not be assigned by either client or Moore Twining without the prior written consent of the other.
2. All documents produced by Moore Twining under this agreement shall remain the property of Moore Twining and may not be used by client for any other endeavor without the written consent of Moore Twining.
3. Unless otherwise stated, Moore Twining will have access to the Site for activities necessary for the performance of their services. Moore Twining will take precautions to minimize damage due to these activities, but have not included in the fee the cost of restoration of any resulting damage.
4. Unless otherwise specified, this agreement shall be governed by the laws of the State of California.
5. Client agrees not to permit any other person to use plans, drawings, or other work product prepared by Moore Twining, which plans, drawings, or other work product are not final and which are not signed, and stamped or sealed by Moore Twining. If Moore Twining's work product exists in electronic or computerized format, or is transferred in electronic or computerized format, the stamp, seal and signature shall be original and may not be a computer-generated copy, photocopy, or facsimile transmission of the original.
6. Client agrees that if client requests services not specified pursuant to the scope of services description within this agreement, client agrees to pay for all such additional services as extra work according to Moore Twining's current fee schedule.
7. This agreement may be terminated by the client or Moore Twining should the other fail to perform its obligations hereunder. In the event of termination, client shall pay Moore Twining for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.
8. Client acknowledges that Moore Twining is not responsible for the performance of work or Site safety by third parties including, but not limited to, the construction contractor and its subcontractors.
9. Client shall pay the costs of checking and inspections fees, zoning and annexations applications fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges not specifically covered by the terms of this agreement.
10. Moore Twining is not responsible for delay caused by activities or factors beyond Moore Twining's reasonable control, including but not limited to, delays by governmental agencies, acts of God, failure of client to furnish timely information or approve or disapprove of Moore Twining's services or work product promptly, faulty performance by client or other contractors or governmental agencies. When such delays beyond Moore Twining's reasonable control occur, client agrees Moore Twining is not responsible for damages nor shall Moore Twining be deemed to be in default of this agreement.
11. Moore Twining shall not be liable for damages resulting from the actions or inactions of governmental agencies including, but not limited to permit processing, environmental impact reports, dedications, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits, project or plan approvals, and building permits.
12. Moore Twining makes no representation concerning the estimated quantities and probable costs made in connection with maps, plans, specifications, reports or drawings other than that all such costs are estimates only and actual costs will vary. It is the responsibility of client to verify costs. In addition, estimates of land areas provided under this agreement are not to be considered precise unless consultant specifically agrees to provide the precise determination of such areas.
13. Client agrees that in accordance with generally accepted construction practices, construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including all safety of all persons and property; that this requirement shall be made to apply continuously and not be limited to normal working hours, and client further agrees to defend, indemnify and hold Moore Twining harmless from any and all liability, real or alleged, in connection with the performance of service on this project, excepting liability arising from the sole negligence of Moore Twining.
14. Moore Twining makes no warranty, either expressed or implied, as to its findings, recommendations, plans, specifications, or professional advice except that the service or work product were performed pursuant to generally accepted standards of practice in California in effect at the time of performance.
15. In the event the client agrees to, permits, authorizes, constructs or permits construction of changes in the plans, specifications, and documents or does not follow recommendations or reports prepared by Moore Twining pursuant to this agreement, which changes are not consented to in writing by Moore Twining, client acknowledges that the changes and their effects are not the responsibility of Moore Twining and client agrees to release Moore Twining from all liability arising from the use of such changes and further agrees to defend, indemnify and hold harmless Moore Twining, its officers, directors, principals, agents and employees from and against all claims, demands, damages or costs arising from the changes and their effects.
16. In the event client discovers or becomes aware of changed field or other conditions which necessitate clarification, adjustments, modifications or other changes during any phase of the project, client agrees to notify Moore Twining and engage Moore Twining to prepare the necessary clarifications, adjustments, modifications or other changes to Moore Twining's services or work product before activities commence or further activity proceeds. Further, client agrees to have a provision in its construction contracts for the project which requires the contractor to notify client of any changes in field or other conditions so that client may in turn notify Moore Twining pursuant to this paragraph.
17. Client shall indemnify and hold harmless Moore Twining and all of its personnel from and against any and all claims, damages, losses, and expenses (including reasonable attorney fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss, or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of client, anyone directly or indirectly employed by the client (except Moore Twining), or anyone for whose acts any of them may be liable.
18. In recognition of the relative risks, rewards, and benefits of the project to both client and Moore Twining, the risks have been allocated such that client agrees that, to the fullest extent permitted by law, Moore Twining's total liability to client and to all contractors and subcontractors for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes, shall not exceed ten (10) times Moore Twining's fee or \$50,000.00, whichever is less. Such causes include, but are not limited to, Moore Twining's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.
19. (a) Notwithstanding any other provision of the Agreement and except for the provisions of (b) and ©, if a dispute arises regarding Moore Twining's fees pursuant to this contract, and if the fee dispute cannot be settled by discussions between client and Moore Twining, both client and Moore Twining agree to attempt to settle the fee dispute by mediation through the American Arbitration Association [or other mediation service] before recourse to arbitration. If mediation does not resolve the fee dispute, such dispute shall be settled by binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction thereof. (b) does not preclude or limit Moore Twining's right to elect to file an action for collection of fees if the amount in dispute is within the jurisdiction of the small claims court. ©) does not preclude or limit Moore Twining's right to elect to perfect or enforce applicable mechanics lien remedies.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: XL Construction Change Order #2 for Harbor High School Swimming Pool

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve XL Construction change order #2 for Harbor High school swimming pool.

BACKGROUND:

This change order consists of a decrease in the contract price due to unused contingency funds at the completion of the Harbor High school swimming pool project. The previously approved contract amount was \$9,474,641.61 and the new total contract, including this change order, will be \$9,402,470.32.

FISCAL IMPACT:

Change Order #2 -\$72,171.29 (0.76% decrease to the contract), Measure A Funds (Restricted)

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

CHANGE ORDER FORM

Santa Cruz City Schools
133 Mission Street, Suite 100
Santa Cruz, CA 95060

CHANGE ORDER NO.:

2

CHANGE ORDER

Project: Harbor High School Swimming Pool

The following parties agree to the terms of this Change Order:

Owner:

Santa Cruz City Schools
133 Mission St., Suite 100
Santa Cruz, Ca 95060

Contractor:

XL Construction Corporation
851 Buckeye Court
Milpitas, CA 95035

Reference	Description	Cost	Days Ext.
COR2	Deductive change order to reduce the Lease-Lease contract for the Harbor High Swimming Pool by the unused contingency funds	-\$72,171.29	0
	Original Contract Amount:	\$ 8,883,597.00	
	Amount of Previously Approved Change Order(s):	\$ 591,044.61	
	Amount of this Change Order:	-\$72,171.29	
	Contract Amount:	\$ 9,402,470.32	

The undersigned Contractor approves the foregoing as to the changes, if any, and the Cost, if any, specified for each item and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein.

This change order is subject to approval by the governing board of this district and must be signed by the District.

The compensation and time, if any, granted herein represent a full accord and satisfaction for any and all time and cost impacts of the items herein, and Contractor waives any and all further compensation or time extension based on the items herein. The value of the extra work or changes expressly includes any and all of the Contractors costs and expenses, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project. Any costs, expenses, damages or time extensions not included are deemed waived.

Signatures:

District:

Contractor:

[Name]

Date

Jeff Herbage

[Name]

5-28-20

Date

Digitally signed by Jeff Herbage
DN: C=US,
E=jherbage@xlconstruction.com,
O=XL Construction, OU=XL
Construction, CN=Jeff Herbage
Date: 2020.05.28 17:57:03-07'00'

END OF DOCUMENT

SANTA CRUZ CITY SCHOOL DISTRICT

CHANGE ORDER FORM

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Curriculum Master Plan Update

MEETING DATE: June 10, 2020

FROM: Dorothy Coito, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the Curriculum Master Plan Update as presented.

BACKGROUND:

The purpose of the Santa Cruz City Schools Curriculum Master Plan is to provide clear direction for district curriculum and instructional focus for the next five to seven years. Santa Cruz City Schools is implementing Multi-Tiered Systems of Support as a framework to ensure all students are in a supported learning environment that challenges and enables them to achieve their highest potential. As part of this framework, Santa Cruz City Schools' Tier 1 work is focused on ensuring a guaranteed viable curriculum for all students through high yield, evidence-based instructional practices and research-based social emotional supports. In addition, Santa Cruz City Schools is building Tier 2 and Tier 3 programs and supports.

The Curriculum Master Plan is built around the Four Strategic Focus Areas. As part of the Multi-Tiered Systems of Support work, Santa Cruz City Schools' stakeholders analyzed district student data and identified areas for strategic focus: Academic Literacy, Mathematics, English Learner Progress, and School Connectedness. Incorporating the areas of strategic focus, the plan addresses the core content areas including Science, History/Social Science, World Language, Visual and Performing Arts, Physical Education, and Career Technical Education. The focus within these content areas will be on building student academic literacy, supporting English Learners to build their academic language, incorporating mathematics when appropriate into other content areas, as well as focusing on relationships and other strategic ways of building students' sense of connectedness in all classes.

The Curriculum Master Plan has an accompanying budget that outlines the implementation of Common Core State Standards aligned curriculum and instructional materials, and the professional development needed to implement this curriculum. This plan is in alignment with the district's six overarching goals and the ongoing efforts to develop a systematic model to support the success of all students.

AGENDA ITEM: 8.5.1.1.

Process and Timeline for Developing the Curriculum Master Plan:

The Curriculum Master Plan was first presented to the Board in Spring 2017 and continues to be a living document. Since its creation, it has undergone multiple iterations based on stakeholder input and ongoing updates and guidance from the California State Board of Education. Each year, the district works with staff to get stakeholder input to update the plan and budget. The updated plan and budget, presented here, has undergone massive revisions compared to all previous plans and budgets presented to the board. This is due to the economic crisis, and the need to limit the district budget to core instructional priorities. Thus, Santa Cruz City Schools has had to put many curriculum adoptions on hold indefinitely until the district budget improves.

Targeted Students:

The Curriculum Master Plan targets all Santa Cruz City Schools students at each grade level. There are specific sections of the plan that target English Learners, Students with Disabilities, and struggling learners (Tier 2 & 3 curriculum and programs).

Summary of Curriculum Master Plan:**2019-20 Curriculum Master Plan Accomplishments**

Elementary	
ENGLISH LANGUAGE ARTS	<ul style="list-style-type: none">● Implementation of elementary literacy adoption (Benchmark Workshop)<ul style="list-style-type: none">○ Reader's Workshop training○ Writer's Workshop training○ Phonics Workshop training● Balanced Literacy professional development<ul style="list-style-type: none">○ All Kindergarten through 3rd grade teachers were trained in the use of Fountas and Pinnell Benchmark Assessment System to assess student reading.○ 50 teachers participated in an optional training for using guided reading in your classroom.● Provided grade level planning days for teams to work with new literacy materials and plan for their use in the classroom.
SCIENCE	<ul style="list-style-type: none">● Next Generation Science Standards implementation<ul style="list-style-type: none">○ Science Lead teachers partnered to provide professional development around the shifts in Next Generation Science Standards science and the science and engineering practices.○ Lawrence Hall of Science staff provided professional

AGENDA ITEM: 8.5.1.1.

	<p>development around using Full Option Science System kits with English Language Learners</p> <ul style="list-style-type: none"> ● Participation in BaySci
MATH	<ul style="list-style-type: none"> ● 25 teachers participated in the Silicon Valley Math Project
ENGLISH LANGUAGE DEVELOPMENT	<ul style="list-style-type: none"> ● Provided training for staff in administering the new English Language Proficiency Assessments for California. ● Release time for staff to work with the new English Language Development curriculum <i>Benchmark Advance</i>.
Secondary	
ENGLISH LANGUAGE ARTS	<ul style="list-style-type: none"> ● Middle School pilot of StudySync, English Language Arts curriculum ● Middle School decision to create a district standards aligned curriculum map instead of adopting a canned curriculum
MATH	<ul style="list-style-type: none"> ● High School Math Task Force continued to meet and work on refining the district essential standards and curriculum map for each course. They also worked to align the district semester final assessments to their essential standards. ● Middle School math teachers met collaboratively to reexamine the Middle School district semester finals and determined to use common Mathematics Assessment Resource Service tasks and a practice CAASPP assessments. As part of this collaboration, Middle School math teachers engaged in professional development for implementing practice CAASPP assessments.
SCIENCE	<ul style="list-style-type: none"> ● Implementation of middle school science curriculum adoption (Science Education for Public Understanding Program), including four professional development days focused on implementing the curriculum, and two collaboration meetings with all middle school science teachers ● Biology curriculum adoption (Model Based Biology) approved by the board. Three professional development days focused on implementing this curriculum and three collaboration meetings with all biology teachers ● Physics curriculum implementation at Harbor
HISTORY	<p>The History Social Science Teacher on Special Assignment supported the following:</p> <ul style="list-style-type: none"> ● Formation of district History Teacher Leads collaborative group

AGENDA ITEM: 8.5.1.1.

SOCIAL SCIENCE	<ul style="list-style-type: none"> ● Review of History Social Science curriculum for each grade level and course ● Formation of a district curriculum adoption committee both at the middle school and high school grade spans ● Multiple History Social Science professional development opportunities made available, and most History Social Science teachers attended one, if not more, of these professional development opportunities
WORLD LANGUAGE	<ul style="list-style-type: none"> ● Secondary Director of Curriculum met with all World Language departments and administered a needs assessment related to curriculum and professional development needs ● World Language teachers continued their professional development with Paul Sandrock from the American Council on the Teaching of Foreign Languages in an online format
All District	
EDUCATION TECHNOLOGY	<ul style="list-style-type: none"> ● Formation of a Tech Cadre, a group of 15 teachers, that attended a series of four professional developments focused on implementing education technology into instruction and assignments ● Computer Science visits at San Francisco Unified ● Administrator Computer Science professional development ● Tech Coach visioning activity regarding computer science in our district ● Teachers, Librarians, and Administrators attended CUE conference

Summary of Updated 2020-21 Curriculum Master Plan

Elementary		
ENGLISH LANGUAGE ARTS	<ul style="list-style-type: none"> ● Finish paying for Benchmark Workshop English Language Arts/English Language Development curriculum (25% of payment was deferred to 20-21) ● Continue work implementing the <i>Benchmark Workshop</i> curriculum. Sub time for classroom coaching model of Professional Development. Move from Curriculum Master Plan to Title II, decreased from 3 days to one day. 	\$127,166 LCFF Base (Unrestricted)
SCIENCE	<ul style="list-style-type: none"> ● Work with science leads will be put on hold until the 	N/A

AGENDA ITEM: 8.5.1.1.

	budget improves to bring the stipend back.	
HISTORY/ SOCIAL SCIENCE	<ul style="list-style-type: none"> Adoption of new materials on hold until 2022-23 or until funding allows 	N/A
MATH	<ul style="list-style-type: none"> Develop essentials standards aligned to Eureka Curriculum, as well as distance learning program to support in class education 	N/A
DISTANCE LEARNING	<ul style="list-style-type: none"> Provide support for teachers in Project Based Learning and Flipped Classroom models of distance learning. Done remotely through video recordings and online 	N/A
Secondary		
ENGLISH LANGUAGE ARTS	<ul style="list-style-type: none"> Middle School will begin to create a district standards aligned curriculum map instead of adopting a canned curriculum via a committee and whole group collaboration High School English teachers will begin essential standards work towards creating a district standards aligned curriculum map 	\$40,000 LCFF Base (Unrestricted)
MATH	<ul style="list-style-type: none"> High School Math Task Force will continue to meet and revise the essential standards key concepts documents for each high school CPM course Middle School math teachers will collaborate during set scheduled times to develop/refine formative assessments, check points, etc. especially as it relates to assessing students learning in distance learning and blended learning Mathematical Reasoning with Connections Training (4th Year Math Course) for 2 teachers & 1 counselor Mathematical Reasoning with Connections Curriculum purchase for Santa Cruz High School pilot Statistics, Precalculus, & Calculus adoptions are being put on hold until funds allow 	\$5,000 Title 1 (Restricted) \$30,000 LCFF Base (Unrestricted)

AGENDA ITEM: 8.5.1.1.

SCIENCE	<ul style="list-style-type: none"> • Middle School science teacher collaboration focused on refining implementation of Science Education for Public Understanding Program curriculum, including creating and implementing common assessments. This will be done during joint, scheduled collaboration time. • Postpone chemistry curriculum pilot and adoption until funding allows • Postpone physics curriculum adoption for Santa Cruz High and Soquel High until funding allows 	N/A
HISTORY SOCIAL SCIENCE	<ul style="list-style-type: none"> • Move forward with Middle School and High School History Social Science curriculum pilot and do a slow curriculum adoption using district lottery funds over next 2-3 years 	\$200,000 Lottery (Restricted)
WORLD LANGUAGE	<ul style="list-style-type: none"> • World Language Curriculum adoption and/or district curriculum map creation on hold until funding allows 	N/A
DISTANCE LEARNING	<ul style="list-style-type: none"> • Ark Distance Learning curriculum costs for students whose parents have chosen 100% distance learning • Distance Learning curriculum costs for math 	\$200,000 LCFF Base (Unrestricted)
All District		
ENGLISH LANGUAGE DEVELOPMENT	<p>Transferred expenses to Title III</p> <ul style="list-style-type: none"> • Along with an English Language Development task force, develop the English Learner Master plan that matches the California English Learner Roadmap. • <i>Benchmark</i> English Language Development training • Subcosts related to County Office of Education English Language Development and English Language Proficiency Assessments for California trainings 	\$45,000 Title III (Restricted)
EDUCATION TECHNOLOGY	<ul style="list-style-type: none"> • Education Technology training, especially as it relates to distance learning and blended learning • Develop district Computer Science vision K-12 • Teachers from Computer Science for All grant schools will attend the CUE conference &/or other related Professional Development 	\$40,000 Computer Science for All grant (Restricted)

AGENDA ITEM: 8.5.1.1.

FISCAL IMPACT:

Elementary and Secondary Costs	Unrestricted	Restricted
Elementary Revised Total	\$127,166	\$15,000 Elementary Title III
Secondary Revised Total	\$270,000	\$30,000 Secondary Title III \$200,000 Secondary Lottery
All District		\$40,000 Computer Science for All grant

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

AGENDA ITEM: 8.5.1.1.



Curriculum Master Plan Update

10 June 2020
447/669



Curriculum Master Plan Basic Info

Guides our district curriculum & professional development foci over the next five years

Living document that gets revisited and revised throughout the year based on stakeholder input

Goal 1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal 2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal 3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS school community.

Goal 4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

2019-20 Elementary Accomplishments

- Implementation of elementary literacy adoption (*Benchmark Workshop*)
 - Purchase of materials
 - 3 days of training for all teachers
 - Release time for planning
- Balanced Literacy professional development-- Summer 2019
- Science Leads provided professional development in science for all staff
- Teachers participated in the Silicon Valley Math Institute professional development seminars
- English Language Proficiency Assessments for California (ELPAC) training
- Distance Learning training in Google Classroom, Google Meets, and other online applications

2019-20 Secondary Accomplishments

- Middle School pilot of StudySync, English Language Arts curriculum
- Middle School decision not to adopt textbook, but to create a district standards aligned curriculum map
- High School Math Task Force continued to meet and work on refining the district essential standards
- Middle School math teachers collaborated on MARS tasks and practice CAASPP assessments
- Implementation of Middle School science curriculum adoption, including four professional development days and two collaboration meetings with all middle school science teachers
- Biology curriculum adoption approved by the board. Three professional development days focused on implementing this curriculum and three collaboration meetings with all biology teachers
- Physics curriculum implementation at Harbor
- Formation of district History Teacher Leads collaborative group
- Curriculum review of History Social Science for each grade level and course
- Formation of a district curriculum adoption committee both at the middle school and high school
- Multiple History Social Science professional development opportunities
- World Language needs assessment related to curriculum and professional development
- World Language teachers continued professional development with the American Council on the Teaching of Foreign Languages

2020-21 Elementary Summary of Changes

On hold:

1. History/Social Science Adoption
2. Leveled readers purchases for sites
3. Reader's and Writer's Workshop summer institutes
4. Science leads stipend
5. Purchase of Units of Study for English Language Arts
6. Silicon Valley Math Institute participation

Continue with Reductions:

1. 3 days to one day of Benchmark Workshop lesson study coaching
2. Decrease the number of release days provided for grade level collaboration
3. Designated ELD training and ELA/ELD Task Force

Additions:

1. Training as necessary to deal with online learning at the opening of school

2020-21 Secondary Summary of Changes

On hold:

- Secondary Reading Intervention Curriculum Adoption
- Statistics, Pre-Calculus and Calculus Adoption
- Physics & Chemistry Adoptions
- World Language Pilot & Adoption

Continue with Reductions:

- Middle & High School English Language Arts district curriculum map creation
- Mathematical Reasoning with Connections (MRWC) Pilot (SCHS)
- High School Math Task Force
- Middle & High School History Social Science Adoptions (using Lottery over 2-3 years)
- Middle School Science Curriculum Implementation & Collaboration

Additions:

- Middle School Math Essential Standards, Common Formative Assessments collaboration
- Ark Distance Learning Curriculum for grades 6, 12
452/669
- Middle & High School Supplemental Math Curriculum for Blended/Distance Learning

Total Curriculum Master Plan Costs for 2020-2021

Elementary and Secondary Costs	Unrestricted	Restricted
Elementary	\$127,166	\$15,000 Title III
Secondary	\$270,000	\$30,000 Title III \$200,000 Lottery
All District		\$40,000 CS for All grant

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Budget Development Update

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

BACKGROUND:

With the May Revise, California school districts were notified of impending reductions in State revenue, due to the effects of two months of economic shut-down in response to the COVID-19 virus. The District's Budget Advisory Committee met on May 14th and May 27th to review information from the State and analysis by school partner organizations, School Services of California and Capitol Advisors. School communities were provided ideas on how to trim approximately 10% from the District budget. District staff have worked diligently to craft a budget that will meet the current funding projections and reserve requirements. Uncertainties about funding and what will be required to reopen schools have necessitated the development of multiple scenarios.

The budgeting process is very fluid and subject, especially now, to changes as the State Legislature works to grapple with the Governor's recommendations. Currently, the Santa Cruz Office of Education has recommended the district create the budget with the Governor's May Revision as the backdrop. As the information changes from Sacramento, district staff will work to update our budget. At this time, we are working within the scenario of the 10% reduction in 2020-21 and 0% cost of living adjustments in 2021-22 and 2022-23.

Tonight staff will present the most recent information received and discuss budget strategies to meet the challenge at hand.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community

Budget Cuts Narrative

The budgets that are affected by the cuts consist of two parts: LCFF Base budget that was projected to be \$70,040,941 million dollars before reductions and LCFF Supplemental budget that was projected to be \$4,316,916 million dollars before reductions. The two revenue sources total for Santa Cruz City Schools is about \$74.3 million dollars. As we began planning for projected reductions in May, we needed to cut 10% from each part of these budgets: \$7.0 million dollars from LCFF Base and \$432,000 from LCFF Supplemental. With the PERS and STRS retirement contribution reductions in the May Revise along with savings recognized within the Special Education budget due to the instructional delivery model during shelter in place, the actual target will be less than projected in May when we began in the budget process. The ultimate budget reduction target is lower than 10%, and numbers are being updated daily.

The following outlines the planning for 10% reductions, which we will not need to fully implement at this time. The following numbers represent the first draft of reduction targets.

Beginning with LCFF Base (The District's Operational Budget), the goal is to cut about 10% from each of the major categories. There are 5 categories: Elementary Schools, Middle Schools, High Schools, Small Schools and Central Office. The total budget and the 10% reduction for each of these 5 categories is as follows:

LCFF (Local Control Funding Formula) Base

Locations	Total Budget	Reduction Budget	% Reduction
Elementary Schools	11,860,041	1,186,004	10.00%
Middle Schools	5,592,389	559,239	10.00%
High Schools	16,252,428	1,625,243	10.00%
Small Schools	2,615,659	261,566	10.00%
Central Office/District Wide Services	33,720,424	3,372,042	10.00%
Total	70,040,941	7,004,094	10.00%

If we add up all of these categories, we have a total of 70.0 million dollars and budget cuts that total 10% of that for a total of 7.0 million dollars.

LCFF (Local Control Funding Formula) Base

District Wide Services/ Central Office Details	Total Budget	Reduction Budget	% Reduction
Curriculum, Intervention & Assessments	2,589,433	258,943	10.00%
Education Services	458,598	45,860	10.00%
Business/Finance Services	1,635,540	163,554	10.00%
Food Services	2,081,390	208,139	10.00%
Human Resources	1,124,492	112,449	10.00%
Information Technology	1,589,310	158,931	10.00%
Maintenance, Operations, and Transportation	2,709,322	270,932	10.00%
Personnel Commission	278,081	27,808	10.00%
Special Education*	19,404,755	1,940,476	10.00%
Student Services	621,615	62,162	10.00%
Superintendent**	1,227,888	122,789	10.00%
Total	33,720,424	3,372,042	10.00%

Secondly with the LCFF Supplemental (LCAP budget that targets support for English Learners, Low Income Students, Foster Youth and Homeless Students), the goal is to cut about 10% from each of the supplemental categories. There are 2 categories: Elementary Schools and Secondary Schools. The total budget and the 10% reduction for each of these categories is as follows:

*Includes services to both elementary and secondary sites/schools

**Includes legal fees, election fees and board expenses

LCFF (Local Control Funding Formula) Supplemental

Locations	Total Budget	Reduction Budget	% Reduction
Elementary Schools	1,325,027	132,503	10.00%
Secondary Schools	2,991,292	299,129	10.00%
Total	4,316,319	431,632	10.00%

Actual supplemental reductions reflect movement of positions from base to supplemental and therefore required deeper than 10% reductions in each of the two categories to make room in this budget to save base positions.

As we continue our budget planning, the initial 10% reduction that was projected will continue to change as new information on the State budget is released. Current targets are already less and are reflected in the following budget documents:

- Proposed LCFF Base Reductions
- Proposed LCFF Supplemental Elementary Reductions
- Proposed LCFF Supplemental Secondary Reductions

As actual needed reductions are identified, we will bring updated recommendations to the Board for discussion and action.

Santa Cruz City Schools
Multi Year Projection
2019-2020 Estimated Actuals-2020-21 Preliminary Budget

Both Districts Now Basic Aid
Zero COLA

As of 5/26/2020

Negative 7.92% COLA

Zero COLA

	2019/20 Projected			2020/21 Projected			2021/22 Projected			2022/23 Projected		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Revenue												
LCFF Sources	70,582,682	0	70,582,682	67,410,739	0	67,410,739	67,900,628	0	67,900,628	68,213,868	0	68,213,868
Federal Revenue	0	3,924,741	3,924,741	0	4,449,858	4,449,858	0	3,570,934	3,570,934	0	3,570,934	3,570,934
State Revenue	1,730,201	3,820,219	5,550,420	1,270,693	3,183,902	4,454,595	1,270,693	3,183,902	4,454,595	1,270,693	3,183,902	4,454,595
Local Revenue	7,453,120	2,994,952	10,448,072	7,564,077	3,126,981	10,691,058	7,535,189	3,126,981	10,662,170	7,506,592	3,126,981	10,633,573
Total Revenue	79,766,003	10,739,912	90,505,915	76,245,509	10,760,741	87,006,250	76,706,510	9,881,817	86,588,327	76,991,153	9,881,817	86,872,970
Expenditures												
Certificated	30,544,820	7,649,772	38,194,592	30,860,579	7,470,747	38,331,326	31,173,324	7,578,124	38,751,448	31,777,938	7,687,112	39,465,050
Classified-includes increase of 2% & .5%	9,517,912	4,357,251	13,875,163	9,605,611	4,265,898	13,871,509	9,779,900	4,342,375	14,122,275	9,957,675	4,420,382	14,378,057
Benefits	16,111,496	6,931,997	23,043,493	16,655,440	6,993,160	23,648,600	17,595,743	7,412,253	25,007,996	19,030,042	7,843,603	26,873,645
Classified Employee Summer Prog	45,951		45,951									
Books & Supplies	2,379,817	3,715,799	6,095,616	1,936,716	2,334,563	4,271,279	2,815,872	2,163,074	4,978,946	2,815,872	2,770,621	5,586,493
Services, Other Ops (w SpEd Reduction)	6,180,765	5,804,827	11,985,592	6,706,048	6,696,741	13,402,789	6,598,734	6,696,741	13,295,475	6,694,780	6,696,741	13,391,521
Capital Outlay	205,184	917,073	1,122,257	148,550	917,073	1,065,623	148,550	917,073	1,065,623	148,550	917,073	1,065,623
Other Outgo	25,362	0	25,362	25,362	0	25,362	25,362	0	25,362	25,362	0	25,362
Direct/Indirect Support	-963,394	963,394	0	-1,066,083	1,066,083	0	-1,066,083	1,066,083	0	-1,066,083	1,066,083	0
Total Expenditures	64,047,913	30,340,113	94,388,026	64,872,223	29,744,265	94,616,488	67,071,402	30,175,723	97,247,125	69,384,136	31,401,615	100,785,751
Excess/Deficiency	15,718,090	-19,600,201	-3,882,111	11,373,286	-18,983,524	-7,610,238	9,635,108	-20,293,906	-10,658,798	7,607,017	-21,519,798	-13,912,781
Other Financing												
Transfers In	2,500,000	0	2,500,000	2,500,000	0	2,500,000	2,500,000	0	2,500,000	2,500,000	0	2,500,000
Transfers Out	300,000	0	300,000	300,000	0	300,000	300,000	0	300,000	300,000	0	300,000
Contributions To Restr.	-17,766,367	17,766,367	0	-18,983,525	18,983,525	0	-20,293,906	20,293,906	0	-21,519,798	21,519,798	0
Transfers/Contributions	-15,566,367	17,766,367	2,200,000	-16,783,525	18,983,525	2,200,000	-18,093,906	20,293,906	2,200,000	-19,319,798	21,519,798	2,200,000
Net Inc/Dcr to Fund Balance	151,723	-1,833,834	-1,682,111	-5,410,239	1	-5,410,238	-8,458,798	0	-8,458,798	-11,712,781	0	-11,712,781
Beg Fund Balance	14,519,636	1,833,833	16,353,469	14,671,359	-1	14,671,358	9,261,120	0	9,261,120	802,322	0	802,322
Audit Adjustments			0			0			0			0
Ending Fund Balance	14,671,359	-1	14,671,358	9,261,120	0	9,261,120	802,322	0	802,322	-10,910,459	0	-10,910,459
Legally Restricted/Designated	102,000	170,512	272,512	102,000	0	102,000	102,000	0	102,000	102,000	0	102,000
Unrestricted Reserve:												
Reserve 3% Econ. Uncert.	2,840,641		2,840,641	2,847,495		2,847,495	2,926,414		2,926,414	3,032,573		3,032,573
Reserve for 20-21 Deficit	5,410,239		5,410,239	0		0	0		0	0		0
Reserve for 21-22 Deficit	8,458,798		8,458,798	8,458,798		8,458,798	0		0	0		0
Undesignated	-2,140,318	-170,513	-2,310,832	-2,147,172	0	-2,147,173	-2,226,091	0	-2,226,092	-14,045,031	0	-14,045,031
% Unrestricted Reserve			0.56%			0.74%			0.72%			-16.89%

458/669

Proposed LCFF Base Reductions for 2020-2021 Board Discussion June 10, 2020

District Wide Reduction Target The district wide reduction represents 10% from each central office department and grade span.	Targets: 10% Reduction \$7,004,094
---	--

Central Office Proposed Reduction Across Departments	Targets: 10% \$3,372,042 All central office departments
Cabinet & Confidential 5 Day Furlough	\$30,610
5 Day Furlough All Central Office Admin	\$57,301
1.0 FTE Confidential cabinet level executive assistant (remaining staff support all cabinet members)	\$107,159
Reduce cell phones for Asst Principals, Directors in non-litigious positions	\$50,000
TOTAL SAVINGS	\$245,070
Curriculum Intervention & Assessment Proposed Reductions	Target: 10% \$258,943
.80 FTE Classified Reduce Department Secretary - Did not fill position with retirement	\$80,000 (already accounted for in 3rd Interim)
.50 FTE Classified to Business Department (consolidating position with Business retirement)	Savings seen in business office budget
Pause MAP Testing for one year	\$61,290
Substitutes for Professional Development	\$29,071
Travel and Conference	\$5,000
Food for Workshops	\$1,373
Reduce Supply Budget	\$2,000
Curriculum Master Plan Reductions:	\$600,000
Rewrite C&I Directors' job descripts, Consolidate DO depts - IT dept falls under C,I&T Dept, support staff from C& I, collaborate with IT staff on tasks	
TOTAL SAVINGS	\$698,734
Educational Services Proposed Reductions	Target: 10% \$45,860
WASC Certificate Release Period	\$19,433

Travel & Conference	\$8,413
Leadership Books	\$882
Services	\$6,000
Supplies	\$2,268
TOTAL SAVINGS	\$36,996
Business Services & Finance Proposed Reductions	Target: 10% 163,554
1.50 FTE Classified Don't Fill Retirement and reduce by .50 FTE	\$181,313
TOTAL SAVINGS	\$181,313
Food Services Proposed Reductions	Target: 10% \$208,139
Reduce position after retirement	\$22,508
Do not fill open food service 1 position	\$13,342
Do not attend CSNA (annual conference)	\$1,500
Hold on computer upgrades of new POS computers	\$9,500
TOTAL SAVINGS	\$46,850
Human Resources Proposed Reductions	Target: 10% \$112,449
Reduce Recruitment	\$2,302
Reduce Conference/Travel	\$15,000
Positive Coaching Alliance Membership	\$5,500
Reduce Clerical Subs	\$5,454
Reduce Food for Workshops	\$1,000
Reduction in Fingerprinting/Doctors on Duty TB testing	\$2,400
1.12 FTE Classified Reduction	\$73,026
TOTAL SAVINGS	\$104,682
Information Technology Proposed Reductions Central Office Reorganization - IT Department falls under C&I Directors	Target: 10% \$158,931
Technology and E-rate Equipment	\$78,300
Food for Training Workshops	\$750
Travel & Conference	\$13,000
Dues & Membership	\$540
Mosyle - Apple iOS Mobile Device Mgmt	\$3,000

VEEAM Backup	\$9,000
Locker and Fee Modules - Use EXCEL instead	\$1,000
1.0 FTE Director position reduce to Supervisor - consolidate department with C&I	\$40,409
2.0 FTE Classified Reduction	\$171,293
TOTAL SAVINGS	\$317,292
MOT Proposed Reductions	Target: 10% \$270,932
Routing plans to reduce mileage	\$5,000
1 replace retiring eleven-month bus-driver with Step-1 nine-month driver, allow no overtime	\$56,000 (3.6%)
Move 2 Maint Specialist to RRMA	\$205,675
Supplies-Facilities	\$10,000
Possible retirement in Dec Maint Worker-RRMA	\$56,000
Reallocate facility custodial to Pajaro .5 FTE to .25 FTE	\$30,000
In-house safety checks using Drivers	\$15,000
Travel and Conference Facilities	\$4,100
Travel and Conference Transportation	\$3,390
TOTAL SAVINGS	\$385,165
Personnel Commission Proposed Reductions	Target: 10% \$27,808
Director Reduction	\$5,974
Classified wages	\$11,896
PC Stipends	\$1,494
Supplies and food	\$907
Conferences	\$6,000
Contractual Benefit	\$500
Other Services	\$1,000
TOTAL SAVINGS	\$27,771
Special Education Proposed Reductions	Target: 10% \$1,940,475
Certificated staffing reductions equaling 1.90 FTE <ul style="list-style-type: none"> .60 curriculum coach .20 APE 1.0 SAIL teacher 	\$190,911

• .10 HHS RSP	
1.44 Classified Classroom Support corresponding with certificated staffing reduction above	\$126,084
NPA Reduction (estimate based on Distance Learning format - savings from 19-20) * <i>Built into MYP shared this evening</i>	\$1,000,000
NPA Reduction 2020-21 (estimated on hybrid instructional model)	\$300,000 (estimate)
Retirement Turnover Salary Savings (replaced with lower cost employees)	\$50,000 (estimate)
Part Time Classified Office Reduction	\$16,845
1.0 Classified vacancy not filled Central Classified Staff Consolidate Positions (retirement)	\$101,061
Materials/Supplies reduction	\$5,008
Travel/Conference reduction	\$5,000
TOTAL SAVINGS	\$1,794,909
1.0 Admin Reduction in 2021-22 & 22-23 Reduce Program Specialist in 2021-22	(\$150,000)
Student Services Proposed Reductions	Target: 10% \$62,162
PBIS HWC Training	\$1,600
Nurses Conference (CSNO)	\$7,400
Self Defense classes at secondary sites	\$33,650
Student Support Certificated Reduction	\$37,663
TOTAL SAVINGS	\$80,313
Superintendent/Board Proposed Reductions	Target: 10% \$122,789
State of Schools Mailer	\$25,000
Clifford Moss Strategic Communications	\$15,000
Food for Workshops	\$4,000
Travel & Conference	\$6,000
Rotary (1) Membership	\$1,285
Chamber Membership	\$2,800
Reduce Board Coaching	\$20,000
Reduce Nasdaq	\$2,800
Classified Overtime	\$2,608

Childcare	\$155
EQ Schools/Coaching	\$2,800
TOTAL SAVINGS	\$82,448
Total Central Office Reductions	\$4,001,543

Elementary Proposed Reductions	Target: 10% \$1,186,004
Administrative 5 Day Furlough	\$15,024
Reduce Subs Front Office	\$13,714
Fund 4.00 FTE Counselors from parcel tax in accordance with Measure U language	\$450,412
Reduce Supervision 1.5 FTE	\$75,336
Reduce discretionary supply budget to \$15 per CBEDS	\$35,240
Reduce Classified Academic Support .375 FTE	\$14,553
Reduce Behavior Support 5.125 FTE	\$311,135
Redesign Classified position with new job description and move to supplemental 2.875 FTE	\$147,081
TOTAL SAVINGS	\$1,062,495

Middle School Proposed Reductions	Target: 10% \$559,239
Administrative 5 Day Furlough	\$13,779
Reduce Subs Front Office	\$6,416
Office reduction .125 FTE	\$10,375
MOVEMENT FROM BASE TO "U"	\$116,735
Move VAPA Sections to Measure U 1.00 FTE Move .20 FTE to Computer Science for All Grant	
Move AVID 2 Sections to Title I .40 FTE	\$46,823
Reduce supplies (50%) LCFF Base	\$22,078
Reduce 1.375 FTE Classified Support	\$119,826
Admin reduction Assistant Principal Reductions .40 FTE (.20FTE each site)	\$58,011
Redefine Classified 2.00 FTE job description and move to LCFF Supplemental	\$149,222
Move 1.00 FTE CTE sections into 1 Time Measure O Carryover	\$93,152

TOTAL SAVINGS	\$636,417
----------------------	------------------

High Schools Proposed Reductions	Target: 10% 1,625,243
5 Furlough Days for Administrators	\$33,444
Reduce discretionary supplies (12K per site)	\$36,000
Classified Support Reduction 6.00 FTE	\$475,116
Classified Redefine position and move to supplemental 3.00 FTE	\$221,928
Move HHS .20 FTE IB Coordinator to Title I	\$21,258
Reduce athletic expenditures in Measure T for one year by ½ and move VAPA and CTE sections to Measure T in alignment with parcel tax language (4.030 FTE)	\$446,575
Reduce Subs Front Office	\$13,500
TOTAL SAVINGS	\$1,247,821

Small Schools Proposed Reductions	Target: 10% \$261,566
Admin furlough Reduction of 5 days	\$5,973
Front office subs	\$5,714
.20 FTE Admin Reductions - Asst Principal Move .20 to CSI grant as CSI Coach	\$29,212
Costanoa WASC coordinator Move to CSI grant	\$9,530
Certificated .20 FTE Student Support	\$20,236
Reduce 3 Classified positions to .80 FTE (.60 FTE reduction)	\$38,457
Certificated Reduction .50 FTE	\$49,000
Supplies - Reduce by 50%	\$8,323
1.00 FTE Support position reduced to .60 and moved to supplemental (.40 FTE reduction)	\$71,626
Reduce Encroachment in Measure U .4375 FTE	\$16,978
TOTAL SAVINGS	\$255,049

Total Identified Reductions Districtwide	\$7,203,325
---	--------------------

Proposed LCFF Supplemental Elementary Reductions Board Discussion June 10, 2020

Supplemental dollars are allocated to our district based on the unduplicated student count of English Learners, Low Income Students, Foster Youth and Homeless Students. Supplemental resources are designed to provide targeted support for those student populations.

Each year, we work with the District Advisory Committee and survey stakeholders to build the Local Control Accountability Plan which includes the supplemental budget. The Elementary Supplemental Budget revenue for 2020-21 is projected to be 10% less than we planned for this spring.

The total current LCFF Supplemental Budget is projected to be \$1,325,027 and the 10% reduction represents \$ 132,503.

Green entries are items moved from Base to Supplemental
Red items represent reductions

Supplemental Additions & Reductions	Fiscal Impact
Add new classroom support positions that address both academic and behavioral support in both physical and virtual classroom	\$326,924
Move Office Assistant from base to target Chronic Absenteeism (Develop new job description)	\$147,081
LCFF Overage	\$46,561
Social Work interns	\$21,960
1.00 FTE PBIS Coach Vacancy	\$127,764
5.5375 FTE Classified Academic Support	\$227,461
Reduce Discretionary Allocation Balances	\$42,328
1.80 FTE Classified Behavior Support	\$103,973
Reduce SCIL Stipends to \$530 and redefine responsibilities	\$36,461
Total Reductions	\$132,503

Proposed LCFF Supplemental Secondary Reductions Board Discussion June 10, 2020

Supplemental dollars are allocated to our district based on the unduplicated student count of English Learners, Low Income Students, Foster Youth and Homeless Students. Supplemental resources are designed to provide targeted support for those student populations.

Each year, we work with the District Advisory Committee and survey stakeholders to build the Local Control Accountability Plan which includes the supplemental budget. The Secondary Supplemental Budget revenue for 2020-21 is projected to be 10% less than we planned for this spring.

The total current LCFF Supplemental Secondary revenue is projected to be \$2,991,292 and the 10% reduction represents \$299,129. In addition to the 10%, additional reductions needed to be made because of fewer secondary supplemental dollars in next year's allocation and increased year over year costs. The needed reduction target to balance secondary supplemental is \$723,218

Green entries are items moved from Base to Supplemental
Red items represent reductions

Supplemental Additions & Reductions	Fiscal Impact
Move 5.6 Classified FTE from Base to Supplemental with a new job description aimed at supporting unduplicated count students	\$419,597
AVID Field Trips	\$10,000
.60 FTE Social Studies Coach	\$68,032
Social Studies Professional Development	\$25,148
2.40 FTE Certificated Social Emotional Student Support	\$294,253
Social Work Interns	\$32,940
Restorative Justice Training	\$20,000
3.80 FTE Certificated Academic Support	\$445,866

1.60 FTE Classified Academic Support	78,764
Move .20 ELD Section to Title I	\$13,886
ATSI PD	2,000
Tutors & Homework Club	\$82,275
SCIL Stipends - (reduce by 1,000 and redo job description)	\$45,505
.20 FTE Common Core Coach	\$24,146
Total Reductions	\$1,142,815
Total Additions	\$419,597
Total Reductions Balance	\$723,218

Measure T Budget Proposals

Board Discussion June 10, 2020

Measure T was passed by the voters to fund the following for our high schools:

- Career Technical Education
- Science, Technology, Engineering
- Visual and Performing Arts
- Counseling Programs
- Library Programs
- Athletic Programs

In order to maximize the parcel tax resources during the pandemic and through budget reductions, the high school team recommends the following shifts in funding within the scope of the parcel tax language.

The total Measure T Budget is \$3,692,260. Currently, there is a \$963,554 general fund contribution to Measure U programs.

Move VAPA & CTE sections to Measure T 4.03 FTE	\$446,575
Reduction in coach stipends during pandemic (\$390,801 reduced by half)	\$195,401
Reduction in athletic trainer during pandemic (\$63,000 reduced by half)	\$31,500
Reduction in athletic fees during pandemic (\$175,385 reduced by ½)	\$87,693
VAPA Discretionary (\$50,000 x 3 HS)	\$150,000
1.31 FTE Classified Academic Support	\$53,809
Reduction in Measure T Encroachment	\$71,828

Measure U Budget Proposals

Board Discussion June 10, 2020

Measure U was passed by the voters to fund the following for our TK-8 schools:

- Art
- Music
- Science
- Small Class Size
- Library Services
- Counseling Services
- After school athletic, enrichment and academic support programs to keep students safe, healthy and engaged

In order to maximize the parcel tax resources during the pandemic and through budget reductions, the elementary team recommends the following shifts in funding within the scope of the parcel tax language.

The total Measure U Budget is \$2,432,358. Currently, there is a \$126,754 general fund contribution to Measure U programs.

Add 4.0 FTE Elementary Counselors to Measure U in compliance with Measure U language and stakeholder survey data that encourages us to preserve and add counseling services.	\$450,412
Move MS Middle School VAPA Sections to Measure U - 1.00 FTE	\$99,488
Certificated Reduction 2.2 FTE	\$236,343
Reduce Elementary Classified Academic Support (2.4375 FTE)	\$191,978
Reduce Middle School Classified Academic Support (1.75 FTE) and After School Programs in Middle School	\$234,204
Reduction in Measure U Encroachment on LCFF Base	\$112,625



SCCS Budget Update

June 10, 2020

470/669

Budget Development

- Budget Guiding Principles
- Process - Stakeholder Engagement
- Current Assumptions
- Multi Year Projections
- Local Control Funding Formula Base Reductions
- Local Control Funding Formula Supplemental Reductions
- Parcel Tax Shifts

Budget Guiding Principles

- Protect student services and supports wherever possible
- Safeguard core student needs for both learning and safety
- Creatively examine systems to maximize resources
- Utilize feedback from stakeholders
- Align resources to existing district goals
- Provide consistent services within a grade span

Budget Advisory Committee Input 5/14 & 5/24

- Freeze salary schedule step and column (negotiated)
- Postpone curriculum adoptions
- Furlough days instead of salary schedule rollback (negotiated)
- New/revised job descriptions to allow for flexibility (personnel commission for classified)
- Retirement incentives to avoid layoffs
- Leave open positions vacant
- No travel/meal costs

Board Governance Workshop May 20

- May Revise Update - State of the State
- Budget Flowchart
- Budget Timeline
- Third Interim Review

Staff Input - Voluntary Staff Meeting

- Look into inexpensive, digital platforms and online resources
- Take furlough days
- Concern over salary cuts
- Concern over loss of jobs
- Utilize the resources we have
- Freeze yearly raises
- Consider reassignment, rather than cutting jobs

Staff Input Cont. - Voluntary Staff Meeting

- Reduce travel and conference expenses
- Reduce consumables for adopted curriculum(s)
- Keep as many academic and behavioral supports as possible
- Hold meetings before or after school to limit sub-costs
- Ensure reductions have the least immediate effect on students
- Share the plan for Fall 2020 to help sites think creatively about where to make reductions

Staff Input Cont. - Voluntary Staff Meeting

- Keep classified support
- Consider whether or not we need to keep full FTE for elementary art, music, libraries and life labs if we are in distance learning
- Maintain enough resources to purchase needed safety supplies and equipment

As of 5/26/2020				Negative 7.92% COLA		
	2019/20 Projected			2020/21 Projected		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Revenue						
LCFF Sources	70,582,682	0	70,582,682	67,410,739	0	67,410,739
Federal Revenue	0	3,924,741	3,924,741	0	4,449,858	4,449,858
State Revenue	1,730,201	3,820,219	5,550,420	1,270,693	3,183,902	4,454,595
Local Revenue	7,453,120	2,994,952	10,448,072	7,564,077	3,126,981	10,691,058
Total Revenue	79,766,003	10,739,912	90,505,915	76,245,509	10,760,741	87,006,250
Expenditures						
Certificated	30,544,820	7,649,772	38,194,592	30,860,579	7,470,747	38,331,326
Classified-includes increase of 2% & .5%	9,517,912	4,357,251	13,875,163	9,605,611	4,265,898	13,871,509
Benefits	16,111,496	6,931,997	23,043,493	16,655,440	6,993,160	23,648,600
Classified Employee Summer Prog	45,951		45,951			
Books & Supplies	2,379,817	3,715,799	6,095,616	1,936,716	2,334,563	4,271,279
Services, Other Ops (w SpEd Reduction)	6,180,765	5,804,827	11,985,592	6,706,048	6,696,741	13,402,789
Capital Outlay	205,184	917,073	1,122,257	148,550	917,073	1,065,623
Other Outgo	25,362	0	25,362	25,362	0	25,362
Direct/Indirect Support	(963,394)	963,394	0	(1,066,083)	1,066,083	0
Total Expenditures	64,047,913	30,340,113	94,388,026	64,872,223	29,744,265	94,616,488
Excess/Deficiency	15,718,090	(19,600,201)	(3,882,111)	11,373,286	(18,983,524)	(7,610,238)
Other Financing						
Transfers In	2,500,000	0	2,500,000	2,500,000	0	2,500,000
Transfers Out	300,000	0	300,000	300,000	0	300,000
Contributions To Restr.	(17,766,367)	17,766,367	0	(18,983,525)	18,983,525	0
Transfers/Contributions	(15,566,367)	17,766,367	2,200,000	(16,783,525)	18,983,525	2,200,000
Net Inc/Dcr to Fund Balance	151,723	(1,833,834)	(1,682,111)	(5,410,239)	1	(5,410,238)
Beg Fund Balance	14,519,636	1,833,833	16,353,469	14,671,359	(1)	14,671,358
Audit Adjustments			0			0
Ending Fund Balance	14,671,359	(1)	14,671,358	9,261,120	(0)	9,261,120
Legally Restricted/Designated	102,000	170,512	272,512	102,000	0	102,000
Unrestricted Reserve:						
Reserve 3% Econ. Uncert.	2,840,641		2,840,641	2,847,495		2,847,495
Reserve for 20-21 Deficit	5,410,239		5,410,239	0		0
Reserve for 21-22 Deficit	8,458,798		8,458,798	8,458,798		8,458,798
Undesignated	(2,140,318)	(170,513)	(2,310,832)	(2,147,172)	(0)	(2,147,173)
% Unrestricted Reserve			0.56%			0.74%

As of 5/26/2020	Zero COLA			Zero COLA		
	2021/22			2022/23		
	Projected			Projected		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Revenue						
LCFF Sources	67,900,628	0	67,900,628	68,213,868	0	68,213,868
Federal Revenue	0	3,570,934	3,570,934	0	3,570,934	3,570,934
State Revenue	1,270,693	3,183,902	4,454,595	1,270,693	3,183,902	4,454,595
Local Revenue	7,535,189	3,126,981	10,662,170	7,506,592	3,126,981	10,633,573
Total Revenue	76,706,510	9,881,817	86,588,327	76,991,153	9,881,817	86,872,970
Expenditures						
Certificated	31,173,324	7,578,124	38,751,448	31,777,938	7,687,112	39,465,050
Classified Includes increase of 2% & .5%	9,779,900	4,342,375	14,122,275	9,957,675	4,420,382	14,378,057
Benefits	17,595,743	7,412,253	25,007,996	19,030,042	7,843,603	26,873,645
Classified Employee Summer Prog						
Books & Supplies	2,815,872	2,163,074	4,978,946	2,815,872	2,770,621	5,586,493
Services, Other Ops (w SpEd Reduction)	6,598,734	6,696,741	13,295,475	6,694,780	6,696,741	13,391,521
Capital Outlay	148,550	917,073	1,065,623	148,550	917,073	1,065,623
Other Outgo	25,362	0	25,362	25,362	0	25,362
Direct/Indirect Support	(1,066,083)	1,066,083	0	(1,066,083)	1,066,083	0
Total Expenditures	67,071,402	30,175,723	97,247,125	69,384,136	31,401,615	100,785,751
Excess/Deficiency	9,635,108	(20,293,906)	(10,658,798)	7,607,017	(21,519,798)	(13,912,781)
Other Financing	0			0		
Transfers In	2,500,000	0	2,500,000	2,500,000	0	2,500,000
Transfers Out	300,000	0	300,000	300,000	0	300,000
Contributions To Restr.	(20,293,906)	20,293,906	0	(21,519,798)	21,519,798	0
Transfers/Contributions	(18,093,906)	20,293,906	2,200,000	(19,319,798)	21,519,798	2,200,000
	0	0	0	0	0	0
Net Inc/Dcr to Fund Balance	(8,458,798)	0	(8,458,798)	(11,712,781)	0	(11,712,781)
Beg Fund Balance	9,261,120	(0)	9,261,120	802,322	(0)	802,322
Audit Adjustments			0			0
Ending Fund Balance	802,322	(0)	802,322	(10,910,459)	(0)	(10,910,459)
Legally Restricted/Designated	102,000	0	102,000	102,000	0	102,000
Unrestricted Reserve:						
Reserve 3% Econ. Uncert.	2,926,414		2,926,414	3,032,573		3,032,573
Reserve for 20-21 Deficit	0		0	0		0
Reserve for 21-22 Deficit	0		0	0		0
Undesignated	(2,226,091)	(0)	(2,226,092)	(14,045,031)	(0)	(14,045,031)
% Unrestricted Reserve			0.72%			-16.89%

Additional Budget Board Packet Handouts

- LCFF Base recommended reductions
- LCFF Supplemental recommended reductions
- Measures T & U adjustments

Next Steps

June 15 - State Budget Anticipated

June 16 - Budget Advisory Committee

June 17 - Budget Update Board Meeting

June 24- Budget Adoption

July 1 - New Fiscal Year

August 1 (approx.) - 1st Budget Revision

Questions?

“It’s not about what it is, it’s about what it will become” - Dr. Seuss

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: American Modular Systems, Inc. Piggyback Bid for Facility Supply Services Contract

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve American Modular Systems, Inc. piggyback bid for facility supply services contract.

BACKGROUND:

This bid for a facility supply services contract that will serve as the basis for District modular building purchases. The establishment of this piggyback bid will also be available to other school districts within the state for piggyback purchases. Accepting this piggyback bid will allow the District to design future buildings at multiple sites from the building matrix at which time contracts for each project will be brought to the board for approval. The framework of the award was for a basic structure for the Santa Cruz High School pool house.

No other District has an established two-story piggyback agreement. This agreement is not for a specific project but will facilitate future two-story modular projects.

A request for bids was sent out to contractors, noticed to the builder's plan room and advertised in the local newspapers. One bid was received. American Modular Systems, Inc. was the successful low bidder.

Bid Summary

CONTRACTOR	CITY	BASE BID
American Modular Systems, Inc.	Manteca	\$2,147,020.00
LOW BID		\$2,147,020.00

Staff recommends that the board accept the American Modular Systems, Inc., facility services contract, the lowest responsive and responsible bidder.

FISCAL IMPACT:

None.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.
Goal #5: SCCS will maintain a balanced budget and efficient and effective management.
Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services

DOCUMENT 00 41 13

BID FORM

To: Governing Board of Santa Cruz City Schools ("District" or "Owner")

From: American Modular Systems, Inc.
(Proper Name of Bidder)

The undersigned declares that the Contract Documents including, without limitation, the Notice to Bidders and the Instructions to Bidders have been read and agrees and proposes to furnish all necessary labor, materials, and equipment to perform and furnish all work in accordance with the terms and conditions of the Contract Documents, including, without limitation, the Drawings and Specifications of this Bid Document.

PROJECT: **Facility Supply Services Contract at Various Sites**

("Project" or "Contract") and will accept in full payment for that Work the following total lump sum amount, all taxes included:

USE ATTACHED BID FORM MATRIX

Basis of Award

Description	Bid Amount
Santa Cruz High School Pool House	\$ 1,910,860. ⁰⁰
Building A-HP	\$ 236,160. ⁰⁰
Total Base Bid	\$ 2,147,020.⁰⁰

Descriptions of alternates are primarily scope definitions and do not necessarily detail the full range of materials and processes needed to complete the construction.

1. **Unit Price(s).** The Bidder's Base Bid includes the following unit price(s), which the Bidder must provide and the District may, at its discretion, utilize in valuing additive and/or deductive change orders:

USE ATTACHED BID FORM MATRIX

2. The undersigned has reviewed the Work outlined in the Contract Documents and fully understands the scope of Work required in this bid, understands the construction and project management function(s) is described in the Contract Documents, and that each Bidder who is awarded a contract shall be in fact a prime contractor, not a subcontractor, to the District, and agrees that its bid, if accepted by the District, will be the basis for the Bidder to enter into a contract with the District in accordance with the intent of the Contract Documents.

3. The undersigned has notified the District in writing of any discrepancies or omissions or of any doubt, questions, or ambiguities about the meaning of any of the Contract Documents, and has contacted the Construction Manager before bid date to verify the issuance of any clarifying Addenda.
4. The undersigned agrees to commence work under this Contract on the date established in the Contract Documents and to complete all work within the time specified in the Contract Documents.
5. The liquidated damages clause of the General Conditions and Agreement is hereby acknowledged.
6. It is understood that the District reserves the right to reject this bid and that the bid shall remain open to acceptance and is irrevocable for a period of ninety (90) days.
7. The following documents are attached hereto:
 - The Bid Bond on the District's form or other security
 - The Designated Subcontractors List
 - The Noncollusion Affidavit
 - DSA Approved PC Design Drawing for Building A-HP

8. Receipt and acceptance of the following addenda is hereby acknowledged:

No.____, Dated _____	No.____, Dated _____
No.____, Dated _____	No.____, Dated _____
<input checked="" type="checkbox"/> Or check here if <u>no</u> addenda were issued.	

9. License.

- Bidder acknowledges that the license required for performance of the Work is as stated in the Invitation to Bid.
 - Bidder certifies that it is, at the time of bidding, and shall be throughout the period of the contract, licensed by the State of California to do the type of work required under the terms of the Contract Documents. Bidder further certifies that it is regularly engaged in the general class and type of work called for in the Contract Documents.
10. The undersigned hereby certifies that Bidder is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the Work.
 11. Bidder specifically acknowledges and understands that if it is awarded the Contract, that it shall perform the Work of the Project while complying with all the applicable provisions of the labor compliance program administered by the District, the District's designee and/or the California Department of Industrial Relations.
 12. The Bidder represents that it is competent, knowledgeable, and has special skills with respect to the nature, extent, and inherent conditions of the Work to be performed. Bidder further acknowledges that there are certain peculiar and inherent conditions existent in the construction of the Work that may create, during the Work, unusual or peculiar unsafe conditions hazardous to persons and property. Bidder expressly

acknowledges that it is aware of such peculiar risks and that it has the skill and experience to foresee and to adopt protective measures to adequately and safely perform the Work with respect to such hazards.

13. Bidder expressly acknowledges that it is aware that if a false claim is knowingly submitted (as the terms "claim" and "knowingly" are defined in the California False Claims Act, Cal. Gov. Code, §12650 et seq.), the District will be entitled to civil remedies set forth in the California False Claim Act. It may also be considered fraud and the Contractor may be subject to criminal prosecution.

Furthermore, Bidder hereby certifies to the District that all representations, certifications, and statements made by Bidder, as set forth in this bid form, are true and correct and are made under penalty of perjury.

Dated this 30th day of April, 2020
Name of Bidder American Modular Systems, Inc.
Type of Organization California Corporation
Signed by [Signature]
Title of Signer President
Address of Bidder 787 Spreckels Ave, Manteca, CA 95336
Taxpayer's Identification No. of Bidder 88-0231944
Telephone Number (209) 825-1921
Fax Number (209) 825-7018
E-mail dan.s@americanmodular.com Web page americanmodular.com
Contractor's License No(s): No.: 661154 Class: B Expiration Date: 12-31-2020
No.: _____ Class: _____ Expiration Date: _____
No.: _____ Class: _____ Expiration Date: _____

If Bidder is a corporation, provide the following:

Name of Corporation: American Modular Systems, Inc.
President: Dan Sarich
Secretary: Belinda Sarich
Treasurer: Belinda Sarich
Manager: NONE

END OF DOCUMENT

DOCUMENT 00 43 36

DESIGNATED SUBCONTRACTORS LIST

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

PROJECT: Facility Supply Services Contract at Various Sites

1. Bidder must list hereinafter the name and location of each subcontractor who will be employed, and the scope of Work that each will perform if the Contract is awarded to the Bidder. Bidder acknowledges and agrees that under Public Contract Code section 4100, et seq., it must clearly identify the name and location of each subcontractor who will perform work or labor or render service to the Bidder in or about the construction of the Work in an amount in excess of one-half of one percent (1/2 of 1%) of Bidder's total Bid.
2. As to any Work that Bidder fails to list, Bidder agrees to perform that portion itself or be subjected to penalty under applicable law.
3. If alternate bids are called for and Bidder intends to use subcontractors different from or in addition to those subcontractors listed for work under the base Bid, Bidder must list subcontractors that will perform Work in an amount in excess of one half of one percent (1/2 of 1%) of Bidder's total Bid, including alternates.
4. In case more than one subcontractor is named for the same scope of Work, state the portion that each will perform.
5. Bidder need not list entities that are only vendors or suppliers of materials.
6. If further space is required for the list of proposed subcontractors, additional sheets showing the required information, as indicated below, shall be attached hereto and made a part of this document.
7. DVBE. Bidder must indicate which, if any, of these subcontractors are disabled veteran business enterprises (DVBE) and the estimated percentage of the Work those subcontractor(s) will perform.

Subcontractor Name: Sierra Casework Location: Modesto

Scope of Work: Casework If DVBE, Percent of Work: 0 %

California Contractor License Number: 802541

Subcontractor Name: TNT Construction Location: Perris

Scope of Work: Modular Setup / Finishes If DVBE, Percent of Work: 0 %

California Contractor License Number: 726694

Subcontractor Name: Cecal Enterprises Inc. Location: Laguna Nigel

Scope of Work: Concrete foundations If DVBE, Percent of Work: 0 %

California Contractor License Number: 825538

Subcontractor Name: D&B Fire Location: Corona

Scope of Work: Fire Protection If DVBE, Percent of Work: 0 %

California Contractor License Number: C16-410294

Subcontractor Name: Hutton Crane Location: Hayward

Scope of Work: Crane If DVBE, Percent of Work: 0 %

California Contractor License Number: 683819

Subcontractor Name: TL Shields & Assoc Location: Thousand Oaks

Scope of Work: Elevator If DVBE, Percent of Work: 0 %

California Contractor License Number: _____

Subcontractor Name: Robert Boeger Plastering Location: Applegate

Scope of Work: Plaster/Stucco If DVBE, Percent of Work: 0 %

California Contractor License Number: 319451

Subcontractor Name: OST Crane Location: Ventura

Scope of Work: Crane If DVBE, Percent of Work: 0 %

California Contractor License Number: 402528

Subcontractor Name: Reliable Flooring Location: Westlake Village

Scope of Work: Flooring If DVBE, Percent of Work: 0 %

California Contractor License Number: 839258

Subcontractor Name: M&S Painting Location: Canyon Country

Scope of Work: Painting If DVBE, Percent of Work: 0 %

California Contractor License Number: 770713

Subcontractor Name: _____ Location: _____

Scope of Work: _____ If DVBE, Percent of Work: _____ %

California Contractor License Number: _____

Subcontractor Name: _____ Location: _____

Scope of Work: _____ If DVBE, Percent of Work: _____ %

California Contractor License Number: _____

Subcontractor Name: _____ Location: _____

Scope of Work: _____ If DVBE, Percent of Work: _____ %

California Contractor License Number: _____

I certify and declare under penalty of perjury under the laws of the State of California that all the foregoing information is complete, true, and correct.

Date: April 30, 2020

Proper Name of Bidder: American Modular Systems, Inc.

Signature: [Signature]

Print Name: Dan Sarich

Title: President

END OF DOCUMENT

490/669

DOCUMENT 00 45 19

NONCOLLUSION AFFIDAVIT
Public Contract Code § 7106

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the President [PRINT YOUR TITLE]

of American Modular Systems, Inc. [PRINT FIRM NAME],

the party making the foregoing Contract.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on the following date:

Date: April 30, 2020
Proper Name of Bidder: American Modular Systems, Inc.
City, State: Manteca, CA
Signature: [Signature]
Print Name: Dan Sarich
Title: President

END OF DOCUMENT

DOCUMENT 00 43 13

BID BOND (SECURITY)

(Note: If Bidder is providing a bid bond as its bid security,
Bidder must use this form, NOT a surety company form.)

KNOW ALL PERSONS BY THESE PRESENTS:

That the undersigned, American Modular Systems, Inc. as Principal ("Principal"),
and Western Surety Company as Surety ("Surety"),

a corporation organized and existing under and by virtue of the laws of the State of South Dakota
and authorized to do business as a surety in the State of California, are held and firmly bound unto the
Santa Cruz City Schools ("District") of Monterrey County, State of California as Oblige, in the sum of

Ten percent of the total amount bid (\$ 10% of amount bid)

lawful money of the United States of America, for the payment of which sum well and truly to be made, we, and
each of us, bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly
by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted a bid to the District for all
Work specifically described in the accompanying bid;

NOW, THEREFORE, if the Principal is awarded the Contract and, within the time and manner required under the
Contract Documents, after the prescribed forms are presented to Principal for signature, enters into a written
contract, in the prescribed form in accordance with the bid, and files two bonds, one guaranteeing faithful
performance and the other guaranteeing payment for labor and materials as required by law, and meets all other
conditions to the contract between the Principal and the Oblige becoming effective, or if the Principal shall fully
reimburse and save harmless the Oblige from any damage sustained by the Oblige through failure of the
Principal to enter into the written contract and to file the required performance and labor and material bonds, and
to meet all other conditions to the Contract between the Principal and the Oblige becoming effective, then this
obligation shall be null and void; otherwise, it shall be and remain in full force and effect. The full payment of the
sum stated above shall be due immediately if Principal fails to execute the Contract within seven (7) days of the
date of the District's Notice of Award to Principal.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to
the terms of the Contract or the call for bids, or to the work to be performed thereunder, or the specifications
accompanying the same, shall in any way affect its obligation under this bond, and it does hereby waive notice of
any such change, extension of time, alteration or addition to the terms of the Contract or the call for bids, or to the
work, or to the specifications.

In the event suit is brought upon this bond by the Oblige and judgment is recovered, the Surety shall pay all costs
incurred by the Oblige in such suit, including a reasonable attorneys' fee to be fixed by the Court.

If the District awards the bid, the security of unsuccessful bidder(s) shall be returned within sixty (60) days from
the time the award is made. Unless otherwise required by law, no bidder may withdraw its bid for ninety (90) days
after the date of the bid opening.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on the 23rd day of April, 2020.

American Modular Systems, Inc.

Principal

By

Daniel Sarich
President

Western Surety Company

Surety

By

Elizabeth Collodi
Elizabeth Collodi, Attorney-in-Fact

InterWest Insurance Services LLC

Name of California Agent of Surety

1357 E Lassen Ave, Chico, CA 95973

Address of California Agent of Surety

(800) 873-3725

Telephone Number of California Agent of Surety

Bidder must attach Power of Attorney and Certificate of Authority for Surety and a Notarial Acknowledgment for all Surety's signatures. The California Department of Insurance must authorize the Surety to be an admitted Surety Insurer.

END OF DOCUMENT

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Butte)

On April 23, 2020 before me, Sara Walliser, Notary Public
(insert name and title of the officer)

personally appeared Elizabeth Collodi,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~
subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in
~~his~~/her/~~their~~ authorized capacity(ies), and that by ~~his~~/her/~~their~~ signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature 

(Seal)



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

John Hopkins, Elizabeth Collodi, Steve Williams, Joseph H Weber, Renee Ramsey, Jennifer Lakmann, Mindy Whitehouse, Katherine Gordon, John J Weber, Stephanie Agapoff, Sara Walliser, Breanna Boatright, Jessica Monlux, Marissa Robinson, Individually

of Chico, CA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 19th day of November, 2019.



WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 19th day of November, 2019, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr

J. Mohr, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 23rd day of April, 2020.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

STATE OF CALIFORNIA
DEPARTMENT OF INSURANCE
SAN FRANCISCO

Amended

Certificate of Authority

THIS IS TO CERTIFY, That, pursuant to the Insurance Code of the State of California,

Western Surety Company

of Sioux Falls, South Dakota, organized under the laws of South Dakota, subject to its Articles of Incorporation or other fundamental organizational documents, is hereby authorized to transact within this State, subject to all provisions of this Certificate, the following classes of insurance:

Surety and Liability

as such classes are now or may hereafter be defined in the Insurance Laws of the State of California.

THIS CERTIFICATE is expressly conditioned upon the holder hereof now and hereafter being in full compliance with all, and not in violation of any, of the applicable laws and lawful requirements made under authority of the laws of the State of California as long as such laws or requirements are in effect and applicable, and as such laws and requirements now are, or may hereafter be changed or amended.

IN WITNESS WHEREOF, effective as of the 21st day of March, 1975, I
have hereunto set my hand and caused my official seal to be affixed
this 21st day of March, 1975.

Fee \$25.00

Wesley J. Kinder
Insurance Commissioner

Rec. No. 61589

Filed 10-4-74

By

Wallace W. Scales
Deputy

Certification

I, the undersigned Insurance Commissioner of the State of California, do hereby certify that I have compared the above copy of Certificate of Authority with the duplicate of original now on file in my office, and that the same is a full, true, and correct transcript thereof, and of the whole of said duplicate, and said Certificate of Authority is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and caused my
official seal to be affixed this 30th day of October, 2006.

John Garamendi
Insurance Commissioner

By

Pauline D'Andrea
Pauline D'Andrea

497/669



Company Profile

COMPANY PROFILE

Company Search

Company Information

Company Search
Results

WESTERN SURETY COMPANY

Company
Information151 N. FRANKLIN STREET
CHICAGO, IL 60606Old Company
Names

Old Company Names

Effective Date

Agent for Service

Reference
Information

Agent For Service

NAIC Group List

Vivian Imperial
818 WEST SEVENTH STREET
SUITE 930
LOS ANGELES CA 90017

Lines of Business

Workers'

Compensation

Complaint and

Request for

Action/Appeals

Contact Information

Reference Information

Financial Statements
PDF's

NAIC #:	13188
California Company ID #:	0761-7
Date Authorized in California:	07/29/1930
License Status:	UNLIMITED-NORMAL
Company Type:	Property & Casualty
State of Domicile:	SOUTH DAKOTA

Annual Statements

Quarterly
Statements

Company Complaint

Company
Performance &
Comparison DataCompany
Enforcement ActionComposite
Complaints Studies[back to top](#)

Additional Info

NAIC Group List

Find A Company
Representative In
Your Area

NAIC Group #: 0218 CNA INS GRP

View Financial
Disclaimer

Lines Of Business

The company is authorized to transact business within these lines of insurance.
For an explanation of any of these terms, please refer to the [glossary](#).

LIABILITY

SURETY

[back to top](#)

**FACILITIES SUPPLY CONTRACT
SANTA CRUZ CITY SCHOOLS
BID MATRIX**

ITEM	G Steep Pitch 24x40 Classroom	H Steep Pitch 36x40 Classroom	I Steep Pitch 48x40 Classroom	J Steep Pitch 12x40 Module	K Steep Pitch 30x32 Classroom	L Steep Pitch 10x32 Module
1 BASE BID PRICE	\$109,340	\$164,050	\$218,690	\$54,670	\$116,560	\$38,850
2 CONCRETE FOUNDATION - BELOW GRADE	\$28,800	\$43,200	\$57,600	\$14,400	\$32,640	\$10,880
3 100 LB FOUNDATION SYSTEM	\$3,080	\$4,630	\$6,170	\$1,540	\$3,720	\$1,240
4 150 LB FOUNDATION SYSTEM	\$3,640	\$5,450	\$7,270	\$1,820	\$4,290	\$1,430
5 65 LB STIFFENED FLOOR	\$3,090	\$4,630	\$6,180	\$1,550	\$3,720	\$1,240
6 100 LB STIFFENED FLOOR	\$3,400	\$5,100	\$6,800	\$1,700	\$4,060	\$1,360
7 150 LB STIFFENED FLOOR	\$3,620	\$5,420	\$7,240	\$1,810	\$4,190	\$1,400
8 9' CEILING - FLAT ROOF	\$4,280	\$6,420	\$8,560	\$2,140	\$4,290	\$1,430
9 10" CEILINGS AND/OR VAULTED	\$9,840	\$14,760	\$19,680	\$4,920	\$12,000	\$6,060
10 60 LB SNOWLOAD	N/A	N/A	N/A	N/A	N/A	N/A
11 LIGHTWEIGHT CONCRETE FLOOR	\$13,810	\$20,720	\$27,620	\$6,910	\$14,260	\$4,760

**FACILITIES SUPPLY CONTRACT
SANTA CRUZ CITY SCHOOLS
BID MATRIX**

ITEM	A 24x40 Classroom	B 36x40 Classroom	C 48x40 Classroom	D 12x40 Module	E 30x32 Classroom	F 10x32 Module
1 BASE BID PRICE	\$ 81,160.00	\$ 120,660.00	\$ 158,290.00	\$ 39,480.00	\$ 87,580.00	\$ 29,190.00
2 CONCRETE FOUNDATION - BELOW GRADE	\$ 28,800.00	\$ 43,200.00	\$ 57,600.00	\$ 14,400.00	\$ 32,640.00	\$ 10,880.00
3 100 LB FOUNDATION SYSTEM	\$ 3,080.00	\$ 4,630.00	\$ 6,170.00	\$ 1,540.00	\$ 3,720.00	\$ 1,240.00
4 150 LB FOUNDATION SYSTEM	\$ 3,640.00	\$ 5,450.00	\$ 7,270.00	\$ 1,820.00	\$ 4,290.00	\$ 1,430.00
5 65 LB STIFFENED FLOOR	\$ 3,090.00	\$ 4,630.00	\$ 6,180.00	\$ 1,550.00	\$ 3,720.00	\$ 1,240.00
6 100 LB STIFFENED FLOOR	\$ 3,400.00	\$ 5,100.00	\$ 6,800.00	\$ 1,700.00	\$ 4,060.00	\$ 1,360.00
7 150 LB STIFFENED FLOOR	\$ 3,620.00	\$ 5,420.00	\$ 7,240.00	\$ 1,810.00	\$ 4,190.00	\$ 1,400.00
8 9' CEILING - FLAT ROOF	\$ 4,280.00	\$ 6,420.00	\$ 8,560.00	\$ 2,140.00	\$ 4,290.00	\$ 1,430.00
9 10" CEILINGS AND/OR VAULTED	\$ 9,840.00	\$ 14,760.00	\$ 19,680.00	\$ 4,920.00	\$ 12,000.00	\$ 4,000.00
10 60 LB SNOWLOAD	\$ 16,200.00	\$ 24,300.00	\$ 32,400.00	\$ 8,100.00	\$ 18,160.00	\$ 6,060.00
11 LIGHTWEIGHT CONCRETE FLOOR	\$ 13,810.00	\$ 20,720.00	\$ 27,620.00	\$ 6,910.00	\$ 14,260.00	\$ 4,760.00

FACILITIES SUPPLY CONTRACT
SANTA CRUZ CITY SCHOOLS
BID MATRIX

ITEM	M 2-Story Bldg 48X40 Classroom	N 2-Story Bldg 12X40 Module	O 2-Story Bldg 56X36 Classroom	P 2-Story Bldg 14X36 Module	Q 2-Story Elevator Module	R Restroom-A 12x40 Module	S Restroom-B 12x40 Module	T Restroom-C 12x40 Module
1 BASE BID PRICE	\$1,044,480	\$261,120	\$1,130,560	\$282,640	\$226,200	\$92,930	\$97,230	\$100,840
2 CONCRETE FOUNDATION - BELOW GRADE	\$65,280	\$16,320	\$68,540	\$17,640	\$22,890	\$15,360	\$15,360	\$15,360
3 100 LB FOUNDATION SYSTEM	\$4,220	\$1,060	\$4,440	\$1,110	N/A	\$2,200	\$2,200	\$2,200
4 150 LB FOUNDATION SYSTEM	\$6,140	\$1,540	\$6,460	\$1,620	N/A	\$2,560	\$2,560	\$2,560
5 65 LB STIFFENED FLOOR	Incl	Incl	Incl	Incl	N/A	\$1,490	\$1,490	\$1,490
6 100 LB STIFFENED FLOOR	Incl	Incl	Incl	Incl	N/A	\$1,720	\$1,720	\$1,720
7 150 LB STIFFENED FLOOR	\$15,120	\$3,780	\$16,060	\$4,015	N/A	\$2,020	\$2,020	\$2,020
8 9' CEILING - FLAT ROOF	\$17,280	\$4,320	\$17,500	\$4,380	N/A	\$3,800	\$3,800	\$3,800
9 10" CEILINGS AND/OR VAULTED	\$23,040	\$5,760	\$24,192	\$6,048	N/A	\$5,640	\$5,640	\$5,640
10 60 LB SNOWLOAD	N/A	N/A	N/A	N/A	N/A	\$15,200	\$15,200	\$15,200
11 LIGHTWEIGHT CONCRETE FLOOR	\$55,240	\$13,810	\$57,660	\$14,420	N/A	\$7,860	\$7,860	\$7,860

**FACILITIES SUPPLY CONTRACT - BID No.
SANTA CRUZ CITY SCHOOLS
BID MATRIX**

ITEM	A-HP 24x40 Classroom	B-HP 12X40 Module	C-HP 30X32 Classroom	D-HP 10X32 Module	E-HP 28X36 Classroom	F-HP 14X36 Module	G-HP 2-Story Bldg 56x36 Classroom	H-HP 2-Story Bldg 14x36 Module
1 BASE BID PRICE	\$236,160	\$118,100	\$248,600	\$82,860	\$247,060	\$123,200	\$1,439,420	\$359,860
2 CONCRETE FOUNDATION - BELOW GRADE	\$28,800	\$14,400	\$32,640	\$10,880	\$30,240	\$15,120	\$68,540	\$17,640
3 100 LB FOUNDATION SYSTEM	\$2,800	\$1,400	\$2,900	\$980	\$3,000	\$1,500	\$2,420	\$17,740
4 150 LB FOUNDATION SYSTEM	\$3,200	\$1,600	\$3,300	\$1,100	\$3,400	\$1,700	\$4,440	\$18,250
5 65 LB STIFFENED FLOOR	N/A	N/A	\$98	N/A	N/A	N/A	N/A	N/A
6 100 LB STIFFENED FLOOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7 150 LB STIFFENED FLOOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 9' CEILING - FLAT ROOF	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
9 10" CEILINGS AND/OR VAULTED	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 60 LB SNOWLOAD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11 LIGHTWEIGHT CONCRETE FLOOR	INCL.	INCL.	INCL.	INCL.	INCL.	INCL.	INCL.	INCL.

**FACILITIES SUPPLY CONTRACT - BID No.
SANTA CRUZ CITY SCHOOLS
BID MATRIX**

ITEM		I-HP Restroom-A 12x40 Module	J-HP Restroom-B 12x40 Module	K-HP Restroom-A 14x36 Module	L-HP Restroom-B 14x36 Module
1	BASE BID PRICE	\$212,440	\$219,100	\$216,800	\$221,060
2	CONCRETE FOUNDATION - BELOW GRADE	\$15,360	\$15,360	\$15,920	\$15,920
3	100 LB FOUNDATION SYSTEM	\$2,200	\$2,200	\$2,600	\$2,600
4	150 LB FOUNDATION SYSTEM	\$2,560	\$2,560	\$2,960	\$2,960
5	65 LB STIFFENED FLOOR	N/A	N/A	N/A	N/A
6	100 LB STIFFENED FLOOR	N/A	N/A	N/A	N/A
7	150 LB STIFFENED FLOOR	N/A	N/A	N/A	N/A
8	9' CEILING - FLAT ROOF	N/A	N/A	N/A	N/A
9	10" CEILINGS AND/OR VAULTED	N/A	N/A	N/A	N/A
10	60 LB SNOWLOAD	N/A	N/A	N/A	N/A
11	LIGHTWEIGHT CONCRETE FLOOR	INCL.	INCL.	INCL.	INCL.

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
12	Additional metal ramp and landing, with handrails	ea	\$ 3,560.00
13	Zero clearance ramp in lieu of standard ramp	ea	\$ 4,740.00
14	Cost per linear foot to extend metal ramp or landing and handrails	lf	\$ 510.00
15	Colored/painted metal roof deck in lieu of galvanized	sf	\$ 8.40
16	Convert 12x40 module to 14x36 - non High Performance	ea	\$ 4,100.00
17	Built-up roof-3-GNC	sf	\$ 9.20
18	Composition shingle roofing in lieu of metal roofing	sf	\$ 5.70
19	Add 60 mil single-ply roofing in lieu of metal roofing	sf	\$ 10.50
20	Add 60 mil single-ply roof system Garland, Sarnafil, Tremco, or equal	sf	\$ 20.80
21	Parapet - 6" - 18" height	lf	\$ 480.00
22	Parapet - 36" height	lf	\$ 560.00
23	Field installed parapet extension	lf	\$ 540.00
24	Mansard - Metal	lf	\$ 570.00
25	Mansard - Wood	lf	\$ 550.00
26	Provide up to 3:12 slope roof w/colored metal in lieu of 1/4:12 slope roof	sf	\$ 48.00
27	Provide up to 4:12 slope roof w/colored metal in lieu of 1/4:12 slope roof	sf	\$ 58.00
28	Add one steep pitch up to one (1') foot side overhangs(units G, H, I, J, K and L)	sf	\$ 410.00
29	Side awning - Canopy Type	sf	\$ 240.00
30	Side awning - Custom overhang	sf	\$ 280.00
31	T-1-11 Style Hardi Panel	sf	\$ 4.00
32	Exterior stucco finish site applied conventional 3-part	sf	\$ 24.60
33	Hybrid stucco system - factory applied - 3-part	sf	\$ 15.50
34	2" wide stucco reglet	lf	\$ 9.20
35	Stucco control joints	lf	\$ 9.80
36	Add thin set brick veneer	sf	\$ 46.00
37	Add 6" cementitious lap siding	sf	\$ 12.80
38	Add metal siding, 24 gauge	sf	\$ 11.10
39	Custom 3-color exterior paint scheme	sf	\$ 4.80
40	Add for custom exterior colors for each module each color	ea	\$ 460.00
41	8' x 4' fixed, non-operable aluminum window - 46% tinted dual glazed	ea	\$ 1,310.00
42	6' x 4' fixed, non-operable aluminum window - 46% tinted dual glazed	ea	\$ 1,180.00
43	4' x 4' fixed, non-operable aluminum window - 46% tinted dual glazed	ea	\$ 1,080.00
44	4' x 5' fixed, non-operable aluminum window - 46% tinted dual glazed	ea	\$ 1,140.00
45	8' or 6' x 2' fixed, non-operable aluminum window - 46% tinted dual glazed	ea	\$ 1,120.00
46	8' x 4' fixed, non-operable hollow metal window - 46% tinted dual glazed	ea	\$ 1,680.00
47	6' x 4' fixed, non-operable hollow metal window - 46% tinted dual glazed	ea	\$ 1,500.00
48	4' x 4' fixed, non-operable hollow metal window - 46% tinted dual glazed	ea	\$ 1,400.00
49	Laminated glass in lieu of tempered glazing	sf	\$ 12.80

504/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
50	Painted exterior window frames	sf	3.80
51	Store front window assembly with tempered dual glazing	sf	4,100.00
52	Exterior 8' high folding glass door; Nanawall Model No. SL 70L or equal	lf	2,280.00
53	Exterior door package (steel) - 3' x 7'	ea	2,360.00
54	Exterior door package (steel) - 4' x 7'	ea	2,620.00
55	Exterior door with 1/8 view lite	ea	2,490.00
56	Continuous hinge at exterior door	ea	200.00
57	Interior door package (wood) - 3' x 7'	ea	1,120.00
58	Interior door with 1/2 view light	ea	1,220.00
59	Interior door with full view light	ea	1,440.00
60	Interior door with dutch door	ea	670.00
61	Glass sliding barn door - 4' x 8'	ea	1,680.00
62	Interior one-hour fire rated door with smoke seal	ea	1,340.00
63	Primus Door Hardware	ea	260.00
64	BEST Door Hardware	ea	280.00
65	Removable core lockset upgrade	ea	95.00
66	Double exterior door with mullion and panic hardware	ea	7,540.00
67	Up-grade to welded door frame in lieu of knock down	ea	210.00
68	16" x 84" side light hollow-metal frame window	ea	910.00
69	Recessed Door Alcove	ea	1,820.00
70	Custom sized conditioned module	sf	260.00
71	Architectural Exterior Pop Out facade feature up to 16" deep - excludes finish	sf	56.00
72	Architectural Pop Out - Interior	sf	34.00
73	Panic hardware (Von Duprin 99L or equal, of standard lock set)	ea	1,040.00
74	3" building separations (includes front & rear metal close off and roof cap)	ea	1,290.00
75	Full panel close-up - interior walls	ea	190.00
76	Two foot (2') wood close off between buildings	ea	1,320.00
77	Add enclosed soffit in lieu of metal soffit	sf	88.10
78	Up-grade exterior wall to one (1) hour rated	lf	10.70
79	Up-grade exterior wall to two (2) hour rated	lf	13.20
80	Up-grade to 2" x 6" Exterior wall framing	lf	4.40
81	Up-grade to 2" x 8" Exterior wall framing	lf	5.40
82	3" Schedule 40 Galvanized Downspouts	lf	56.00
TWO STORY BUILDING			
83	Add 5 ft. wide concrete stairs w/handling for two-story building	ea	86,200.00
84	Exterior soffit recessed fluorescent light fixture	ea	540.00
85	Add 96" wide sky-bridge for two-story building	lf	2,280.00
86	60" high balcony railing on two-story building	lf	310.00

505/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
87	Two Story balcony water-proof coating	sf	\$ 27.10
88	Two Story 18" - 36" high parapet	lf	\$ 220.00
89	Up to 42" high Mechanical Screen at roof	lf	\$ 240.00
90	Detached Roof to increase interior ceiling height and/or roof pitch	sf	\$ 38.00
91	Two Story galvanized finish on railing	lf	\$ 220.00
92	Roof Hatch with Aluminum ladder	ea	\$ 3,620.00
93	Reconfigure 2-story building from exterior corridor to single center corridor	sf	\$ 250.00
94	Reconfigure 2-story building from exterior corridor to single interior/conditioned center corridor	sf	\$ 280.00
95	Two-story Custom sized conditioned module	sf	\$ 420.00
96	Vertical shade structure	lf	\$ 1,240.00
97	Horizontal Shade Structure	lf	\$ 1,320.00
98	Isolation curbs for rooftop HVAC units in lieu of standard curb	ea	\$ 1,380.00
99	Hot dipped galv. mesh guardrails	lf	\$ 240.00
100	Upgraded 2-story balcony guardrail mesh	lf	\$ 82.00
101	Solid picket hot dipped galvanized hand rail system	lf	\$ 60.00
102	24" balcony extension at elevator	ea	\$ 2,640.00
103	Upgraded Elevator Elevation Design	sf	\$ 22.00
104	Upgrade elevator doors to Stainless Steel	ea	\$ 980.00
105	Seismic joint at balcony	ea	\$ 1,190.00
106	2nd Flr Balcony/platform drainage System	ea	\$ 1,360.00
107	Custom Roof Structure	sf	\$ 38.00
108	Two Column Stair Canopy	ea	\$ 87,400.00
109	Three Column Stair Canopy	ea	\$ 92,300.00
110	Four Column Stair Canopy	ea	\$ 97,400.00
	FOUNDATION		
111	Additional wood foundation over standard 4.5" minimum height	in	\$ 294.00
112	Conc 2' x 3' access well or 1' x 4' vent well w/1" metal grate (spacing @ 1/2")	ea	\$ 1,920.00
113	Add 3" crawlspace concrete slurry rodent barrier	sf	\$ 4.70
114	Add 2" crawlspace concrete slurry rodent barrier	sf	\$ 4.20
115	Water proofing elevator foundation pit	ea	\$ 11,060.00
116	Foundation Crawl Space Dry Well	ea	\$ 3,920.00
117	Foundation Counter Flashing, 22 gauge x 12" wide	lf	\$ 6.10
118	Custom Flashing for exposed stemwalls - up to 16" high	lf	\$ 8.40
119	Single Story concrete foundation bolted embeds	ea	\$ 140.00
120	Single Story concrete foundation welded embeds	ea	\$ 155.00
121	Two Story concrete foundation welded embeds	ea	\$ 230.00
	INSULATION		
122	Up-grade roof insulation to R-30 unfaced	sf	\$ 0.70

699/905

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
123	Up-grade roof insulation to R-34 unfaced	sf	0.80
124	Up-grade roof insulation to R-38 unfaced	sf	1.05
125	Up-grade roof insulation w/FSK in lieu of unfaced	sf	0.60
126	Upgrade wall insulation to R-19 Kraft faced	sf	0.44
127	Upgrade wall insulation to R-21 Kraft faced	sf	0.50
128	Upgrade wall insulation to R-30 Kraft faced	sf	0.54
129	Upgrade wall insulation to R-34 Kraft faced	sf	0.64
	FLOOR & WALL		
130	Provide 5/16" cementitious floor underlayment	sf	3.60
131	Carpet upgrade to Patcraft in lieu of standard 26oz standard carpet	sf	2.80
132	Carpet upgrade to Mohawk Lees Faculty Remix in lieu of Standard 26oz standard carpet	sf	2.10
133	Carpet upgrade to Tandus Carpet Infinity in lieu of Standard 26oz. standard carpet	sf	2.90
134	Upgrade to Standard sheet vinyl in lieu of Standard 26oz standard carpet	sf	4.10
135	Upgrade to Standard covered sheet vinyl in lieu of 26oz standard carpet	sf	5.10
136	LVT - luxury vinyl tile in lieu of Standard 26oz standard carpet	sf	4.40
137	Forbo flooring in lieu of Standard 26oz standard carpet	sf	4.20
138	Upgrade to Standard Vinyl Composition Tile (VCT) flooring in lieu of standard 26 oz. standard carpet	sf	3.10
139	Additional coordination & labor for mosaic/custom carpet/resilient flooring/LVT/tile layout	sf	2.90
140	Add epoxy floor finish	sf	26.20
141	Terrazzo floor covering	sf	36.80
142	Polish concrete floor in lieu of floor covering	sf	40.60
143	Ceramic tile with thin set over 1/2" backing - Daltile 62"x2" or equal at floor	sf	36.60
144	1/8" Rubber Flooring - Mondo or equal	sf	19.50
145	Rubber sports flooring	sf	38.80
146	Interior nonrated 2" x 4" wall, 16" o.c. from floor to roof	lf	126.00
147	Interior one-hour fire rated 2" x 4" wall, 16" o.c. from floor to roof	lf	180.00
148	Operable wall - Modernfold 900 Series Floor Supported 8'-6" high STC 45 or equal	lf	1,280.00
149	Interior 8' high Folding Glass Door: Nanawall Model No. SL 45L or equal	lf	1,410.00
150	1-hour fire rated ceilings	sf	22.40
151	Ceramic tile with thin set over 1/2" backing - Daltile 6"x6" or equal at wall	sf	34.60
152	Provide 5/8" painted sheetrock ceiling in lieu of T-bar ceiling	sf	10.40
153	Provide 2'x2' ceiling t-grid and tile in lieu of standard 2'x4' - non T-regular	sf	3.40
154	Provide 2'x2' ceiling t-grid and T-regular tile in lieu of standard 2'x4'	sf	2.20
155	Low-sheen Painted Gypsum wall - Level 4 finish in lieu of firex	sf	13.40
156	Low-sheen Painted Gypsum wall - Level 3 finish in lieu of firex	sf	11.20
157	Fiberglass wall panels 3/32: (FRP) in lieu of vinyl covered tack board panels	sf	3.40
158	Floor to ceiling (up to 10ft. High) markerboard wall	sf	18.80
159	Upgrade vinyl wall covering to Koroseal "School Collection" or equal	sf	1.90

507/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
160	FRL wall panels	sf	\$ 4.20
161	2" x 4" metal wall framing	lf	\$ 2.90
162	2" x 6" metal wall framing	lf	\$ 4.10
163	2" x 8" metal wall framing	lf	\$ 4.80
164	Interior Window Aluminum Trim	ea	\$ 340.00
165	Interior Window Wood Trim	ea	\$ 170.00
	CASEWORK		
166	Lower Base cabinet -WI #101 - L18 x H34 x D24	ea	\$ 440.00
167	Lower Base cabinet -WI #102 - L36 x H34 x D24	ea	\$ 880.00
168	Cubby storage - WI #120 - L36 x H34 x D24 (6 cubicles)	ea	\$ 620.00
169	Lower Base cabinet w/ drawers & doors WI #212	ea	\$ 460.00
170	Lower Base cabinet w/ drawers WI #231	ea	\$ 950.00
171	Open wall hung cabinet - WI #300 x L36 x H30 x D12	ea	\$ 720.00
172	Wall hung cabinet & doors - WI #302 - L36 x H30 x D12	ea	\$ 760.00
173	Wall hung cabinet w/ glass doors WI #324	ea	\$ 990.00
174	Open tall storage cabinet - WI #400 - L36 x H84 x D24	ea	\$ 1,580.00
175	Lockable tall storage cabinet - WI #402 - L36 x H84 x D24	ea	\$ 1,880.00
176	Lockable tall storage cabinet with glass doors WI #408	ea	\$ 2,080.00
177	Tall teacher cabinet - WI #530 - L48 x H84 x D24	ea	\$ 2,120.00
178	Low book shelves - WI #600 - L36 x H42 x D9	lf	\$ 220.00
179	Tall book shelves/shelving WI #602	lf	\$ 420.00
180	Backpack hooks, L48 (15 hooks)	Ea	\$ 320.00
181	Locking hardware at casework drawer or door	ea	\$ 70.00
182	Corian, or equal, solid surface countertop	sf	\$ 130.00
183	Corian, or equal, solid surface window sill/wing wall tops 4"-6" wide	sf	\$ 150.00
184	Plumbed ADA sink - 4 lf	ea	\$ 3,940.00
185	ADA sink cabinet	ea	\$ 1,510.00
186	Teaching wall w/ sliding marker boards	lf	\$ 1,440.00
187	Custom Teaching wall	lf	\$ 1,680.00
188	Science work station	ea	\$ 9,440.00
189	Acid proof epoxy science classroom counters	lf	\$ 340.00
190	Acid proof epoxy science classroom sink w/goose-neck faucet	ea	\$ 2,020.00
191	Computer station 24" deep - counter top only	lf	\$ 250.00
	PLUMBING		
192	Interior All Gender toilet room	ea	\$ 19,890.00
193	Plastic Toilet Partitions	lf	\$ 250.00
194	Sink bubbler	ea	\$ 380.00
195	Eye Wash Station with science sink	ea	\$ 920.00

699/805

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
196	Emergency science shower station	ea	\$ 4,600.00
197	Provide infrared sensor to water closet or lavatory	ea	\$ 670.00
198	Floor drain - Zurn w/trap primer	ea	\$ 1,490.00
199	Water closet - Adult/Child HDC w/grab bar	ea	\$ 1,670.00
200	Urinal w/flush valve	ea	\$ 1,340.00
201	Lavatory sink	ea	\$ 1,180.00
202	ADA Shower HDC Fiberglass	ea	\$ 4,430.00
203	ADA Shower w/ tub HDC Fiberglass	ea	\$ 4,520.00
204	Mop sink - 28" x 28"	ea	\$ 2,420.00
205	Pedestal Janitor sink	ea	\$ 3,060.00
206	Janitor closet mop rack	ea	\$ 380.00
207	Concession floor sink	ea	\$ 1,880.00
208	3-compartment stainless steel sink	ea	\$ 3,780.00
209	Acid proof waste plumbing - per fixture	ea	\$ 550.00
210	Plumbing Rough-in only	ea	\$ 460.00
211	Interior ADA wall mounted drinking fountain	ea	\$ 4,040.00
212	ExteriorHI/Low ADA drinking Fountain w/ Hydration station, Model ElKay VRCT18WS or equal	ea	\$ 6,200.00
213	Exterior ADA Hydration Station	ea	\$ 5,900.00
214	Exterior ADA wall mounted drinking fountain	ea	\$ 5,540.00
	MECHANICAL		
215	10 gallon electric water heater	ea	\$ 760.00
216	20 gallon electric water heater	ea	\$ 820.00
217	30 gallon electric water heater	ea	\$ 870.00
218	Instant flow tankless electric water heater	ea	\$ 880.00
219	Roof mounted HVAC in lieu of wall-mounted unit - add 4 ton unit	ea	\$ 9,260.00
220	Roof mounted HVAC in lieu of wall-mounted unit - add 5 ton unit	ea	\$ 10,600.00
221	Add 3-1/2 ton wall mount HVAC unit	ea	\$ 4,810.00
222	Add 4 ton wall mount HVAC unit	ea	\$ 5,440.00
223	Add 5 ton wall mount HVAC unit	ea	\$ 5,810.00
224	Add 3-1/2 ton wall mount HVAC unit - Three Phase	ea	\$ 5,390.00
225	Add 4 ton wall mount HVAC unit - Three Phase	ea	\$ 5,910.00
226	Add 5 ton wall mount HVAC unit - Three Phase	ea	\$ 6,430.00
227	Add 15 SEER heat pump in lieu of base bid electric HVAC unit	ea	\$ 1,810.00
228	WAG 40 Gas HVAC heat pump in lieu of base bid electric HVAC unit	ea	\$ 2,840.00
229	HVAC return chase wall	ea	\$ 1,620.00
230	Supply register and 12' of ducting	ea	\$ 360.00
231	Return air register and 12' of ducting	ea	\$ 330.00
232	Utility rough-in for future service, i.e. gas, water, condensate line	lf	\$ 36.00

699/605

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
233	Science classroom gas turret	ea	\$ 660.00
234	Science Classroom fume hood w/MAU	ea	\$ 38,600.00
235	Science Classroom ventless fume hood	ea	\$ 32,400.00
236	Ceiling exhaust fan (120 CFM) with 6" duct to roof jack and 20 amp circuit	ea	\$ 550.00
237	Cooling only split system	ea	\$ 9,800.00
238	Air Balance Report (per system/zone)	ea	\$ 1,640.00
239	Certified Air Balance Report (Per system/zone)	ea	\$ 3,910.00
240	HVAC Fire damper	ea	\$ 460.00
	ELECTRICAL		
241	Wall 110v duplex receptacle with cover	ea	\$ 230.00
242	Wall quadplex receptacle with cover	ea	\$ 300.00
243	Recessed duplex 110v floor receptacle with cover	ea	\$ 990.00
244	GFCI receptacle with cover	ea	\$ 290.00
245	Wall data outlet w/1/2" conduit stubbed into attic cavity	ea	\$ 116.00
246	Wall data outlet w/1-1/2" conduit stubbed into attic cavity	ea	\$ 130.00
247	Wall data outlet w/2" conduit stubbed into attic cavity	ea	\$ 150.00
248	Continuous conduit to pull box within building - homerun	lf	\$ 12.40
249	Interior light switch	ea	\$ 220.00
250	Signal termination box 6"x6"x6" with 3/4" conduit stubbed above ceiling	ea	\$ 290.00
251	100 amp panel - single phase	ea	\$ 440.00
252	150 amp panel - single phase	ea	\$ 520.00
253	200 amp panel - single phase	ea	\$ 800.00
254	225 amp panel - single phase	ea	\$ 1,560.00
255	400 amp panel - single phase	ea	\$ 4,100.00
256	100 amp panel - three phase	ea	\$ 560.00
257	150 amp panel - three phase	ea	\$ 790.00
258	200 amp panel - three phase	ea	\$ 1,480.00
259	225 amp panel - three phase	ea	\$ 2,480.00
260	400 amp panel - three phase	ea	\$ 4,600.00
261	220v - 30 amp circuit outlet	ea	\$ 460.00
262	Dedicated computer circuit - 20 amp	ea	\$ 290.00
263	Exit light (High) with battery backup (wall mount)	ea	\$ 620.00
264	Exterior Fluorescent light fixture	ea	\$ 380.00
265	Exterior light photo cell option per light fixture	ea	\$ 550.00
266	Floor box with 2 duplex and 2 data	ea	\$ 1,120.00
267	Cable Trays for low voltage, Cabofill 12" w x 4" h Series CF150/300 or equal	lf	\$ 44.00
	MISCELLANEOUS		
268	Contract and Project supervision - per hour	hr	\$ 230.00

510/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
269	Engineering and design - per hour	hr	\$ 380.00
270	DSA Site Specific Document Preparation/Customization	hr	\$ 240.00
271	Structural Design of non-PC Concrete Foundation	hr	\$ 260.00
272	Single Story Upcharge for High Seismic Area, \$Value > 2.4	sf	\$ 8.60
273	Two Story Upcharge for High Seismic Area, \$Value > 2.4	sf	\$ 12.80
274	DSA MR1 Site Observation per Visit	ea	\$ 1,400.00
275	Bonds and Insurance	%	1.6%
276	DSA Stockpile Fee	%	2.4%
277	120 Ton Craning and rigging(8ight hour minimum) - per hour	hr	\$ 960.00
278	200-350 Ton Craning and rigging(8ight hour minimum) - per hour	hr	\$ 2,200.00
279	On-site prevailing wage labor rate - per hour	hr	\$ 116.00
280	Kitchen	ea	\$ 17,300.00
281	Additional transportation rate beyond 60 miles up to 40' module	mile	\$ 7.40
282	Add ordinary hazard fire sprinklers (excludes riser)	sf	\$ 8.10
283	Fire riser	ea	\$ 2,780.00
284	Wall mounted TV Brackets	ea	\$ 840.00
285	Wall mounted 60" projection screens	ea	\$ 920.00
286	4' x 8' white marker board	ea	\$ 510.00
287	4'x16' white marker board	ea	\$ 1,100.00
288	Sliding Markerboard system	lf	\$ 148.00
289	Wire mold series 5500	lf	\$ 70.00
290	Aluminum slat roll-up security shutter - 8' x 4' window	ea	\$ 1,990.00
291	Hose bibbexposed wall spicot	ea	\$ 890.00
292	Recessed Hose bibb with secure door	ea	\$ 1,360.00
293	Stainless steel counter	lf	\$ 280.00
294	Semi-Recessed Fire Extinguisher Cabinet	ea	\$ 190.00
295	Roll-up Serving Windows	ea	\$ 4,200.00
296	Fly Fans	ea	\$ 1,360.00
297	Aluminum louvered sunshades- clear annodized	lf	\$ 510.00
298	Steel louvered sunshades- hot-dipped galvanized	lf	\$ 390.00
299	18" x 30" Stainless steel mirror in restrooms - Bobrick or equal	ea	\$ 380.00
300	General Cleaning	sf	\$ 2.50
301	Storage fee per module per month for delay schedule	ea	\$ 90.00
302	Daily Crew per diem outside 60 milesper worker	day	\$ 130.00

511/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
	High Performance Items		
	BUILDING ENVELOPE		
303	Louver Sunscreen w/Hot dipped galv finish	ea	\$ 5,100.00
304	60 mil PVC Cool Roof System	sf	\$ 13.40
305	3" Standing seam metal roof w/Kynar 500 finish/SRI 80	sf	\$ 11.80
306	Detached Roof to increase interior ceiling height and/or roof pitch	sf	\$ 56.00
307	Custom sized conditioned module	sf	\$ 262.00
308	HVAC Roof Screen	lf	\$ 190.00
309	8' x 8' Dual-glazed Low E Solarban 60 glazing - exterior window	ea	\$ 3,980.00
310	6' x 8' Dual-glazed Low E Solarban 60 glazing - exterior window	ea	\$ 3,760.00
311	ADA Motorized Awning or Hopper Style Window	ea	\$ 1,920.00
312	3' x 8' Galv insulated exterior door w/16" sidelite	ea	\$ 5,080.00
313	Antimicrobial Exterior door hardware	ea	\$ 1,680.00
314	20" diameter Solatube Skylight w/adjustable damper	ea	\$ 2,880.00
315	36" galv metal wainscot	sf	\$ 50.10
316	1PE wainscot	sf	\$ 54.00
317	Cement board exterior clad siding	sf	\$ 20.20
318	Ceramic Tile Exterior siding	sf	\$ 48.00
319	Crossville exterior ceramic tile siding	sf	\$ 54.00
320	Architectural 24ga. Metal Siding wall finish w/Kynar finish	sf	\$ 13.40
	INSULATION		
321	R-19 Recycled Denim Thermal Insulation	sf	\$ 2.50
322	R-30 Recycled Denim Thermal Insulation	sf	\$ 3.80
323	Foil faced insulation	sf	\$ 0.40
324	1" Thick foil faced Poly wall Foam insulation	sf	\$ 2.50
	FLOOR & WALL		
325	Carpet Tile Flooring	sf	\$ 4.60
326	Cloud suspended ceiling system	sf	\$ 14.80
327	Tectum ceiling tiles	sf	\$ 6.30
328	Custom ceiling T-grid system	sf	\$ 18.40
329	Walk-off mat	ea	\$ 580.00
330	Marmoleum Composition tile flooring	sf	\$ 6.10
331	Marmoleum Composition sheet flooring	sf	\$ 7.60
332	Armstrong BioBased vinyl tile flooring	sf	\$ 8.40
333	Luxury Vinyl Tile flooring	sf	\$ 9.10
334	Low and/or Zero VOC paints/primers	gl	\$ 96.00
335	Double canted 8'-6" to 10'-0" vaulted 2x2 T-bar ceiling	sf	\$ 16.00
336	Steel Framing w/80% recycled content - non-bearing walls	lf	\$ 3,510.00

512/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
337	Vinyl tackable wall surface w/low VOC	sf	\$ 2.70
338	Aluminum slat walls	sf	\$ 44.00
339	Mold inhibitive gypsum sheathing	sf	\$ 2.50
340	Wood blocking in wall	lf	\$ 7.60
341	Metal blocking in wall	lf	\$ 9.10
	CASEWORK		
342	Lower Base cabinet -WI #101 - L18 x H34 x D24 - FSC compliant	ea	\$ 480.00
343	Lower Base cabinet -WI #102 - L36 x H34 x D24 - FSC compliant	ea	\$ 950.00
344	Cubby storage - WI #120 - L36 x H34 x D24 (6 cubicles) - FSC compliant	ea	\$ 720.00
345	Lower Base cabinet w/ drawers & doors WI #212 - FSC compliant	ea	\$ 520.00
346	Lower Base cabinet w/ drawers WI #231 - FSC compliant	ea	\$ 1,040.00
347	Open upper cabinet - WI #300 x L36 x H30 x D12- FSC compliant	lf	\$ 820.00
348	Upper cabinet & doors - WI #302 - L36 x H30 x D12 - FSC compliant	lf	\$ 850.00
349	Wall hung cabinet w/ glass doors WI #324 - FSC compliant	ea	\$ 1,100.00
350	Open tall storage cabinet - WI #400 - L36 x H84 x D24 - FSC compliant	ea	\$ 1,810.00
351	Lockable tall storage cabinet - WI #402 - L36 x H84 x D24 - FSC compliant	ea	\$ 2,100.00
352	Lockable tall storage cabinet with glass doors WI #408 - FSC compliant	ea	\$ 2,340.00
353	Tall teacher cabinet - WI #530 - L48 x H84 x D24 - FSC compliant	ea	\$ 2,280.00
354	Low book shelves - WI #600 - L36 x H42 x D9 - FSC compliant	lf	\$ 240.00
355	Tall book shelves/shelving WI #602 - FSC compliant	ea	\$ 520.00
356	Backpack hooks, L48 (15 hooks) - FSC compliant	ea	\$ 390.00
357	Plumbed ADA sink - 4 lf - FSC compliant	ea	\$ 4,220.00
358	ADA Sink cabinet - FSC compliant	ea	\$ 1,110.00
359	Teaching wall - FSC compliant	lf	\$ 1,580.00
360	Custom Teaching wall	lf	\$ 1,780.00
361	Science work station - FSC compliant	ea	\$ 10,790.00
362	Computer station 24" deep - counter top only	lf	\$ 270.00
	PLUMBING		
363	Cast iron waste plumbing in lieu of ABS	lf	\$ 5.40
364	Manual Dual Flush restroom fixture controls	ea	\$ 380.00
365	High recycled content plastic toilet partitions	lf	\$ 390.00
366	Infrared restroom fixture controls	ea	\$ 560.00
367	High Performance Interior All Gender toilet room	ea	\$ 23,360.00
	MECHANICAL		
368	Add Thermal Displacement Ventilation 5-ton HVAC System	ea	\$ 19,500.00
369	Add 15 SEER Roof mounted HVAC w/MERV 13 filter	ea	\$ 13,200.00
370	Add 15 SEER Split System w/MERV 13 filter	ea	\$ 15,850.00
371	Add Ceiling Cartridge HVAC system	ea	\$ 5,580.00

513/669

**SANTA CRUZ CITY SCHOOLS
BID MATRIX
UNIT PRICE SUMMARY**

ITEM	ADDITIVES	UNIT	PRICE
372	Add 4-ton Bard I-tec indoor HVAC unit	ea	\$ 13,580.00
373	Add 5-ton Bard I-tec indoor HVAC unit	ea	\$ 14,720.00
374	Infrared hand dryer	ea	\$ 930.00
375	Add Fresh air economizer/damper for HVAC unit	ea	\$ 910.00
	ELECTRICAL		
376	2' x 4' LED indirect light fixtures	ea	\$ 310.00
377	LED indirect dimmable 2' x 4' interior light	ea	\$ 420.00
378	LED in-direct non-dimmable 2' x 4' interior light	ea	\$ 380.00
379	Roof mounted Solar Panel System	kW	\$ 7,140.00
380	LED designer series external light fixture	ea	\$ 880.00
381	Daylight sensing integrated controls	ea	\$ 5,160.00
382	Audio visual controls	ea	\$ 16,540.00
	MISCELLANEOUS		
383	PVC free manual roll-up shades	lf	\$ 148.00
384	CHPS Certification	ea	\$ 40,260.00
385	LEED Certification	ea	\$ 50,640.00

514/669

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Development Group Inc. Contract for Santa Cruz High School Structured Cabling Design and Installation

MEETING DATE: June 10, 2020

FROM: Jim Monreal, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Development Group Inc. contract for Santa Cruz High School structured cabling design and installation.

BACKGROUND:

This proposal consists of design and installation of a new high bandwidth data network with new voice over internet protocol telecommunication system infrastructure and all associated backbone networking equipment at Santa Cruz High School. This is part of the previously awarded master contract with Development Group, Inc.

FISCAL IMPACT:

\$1,483,761.31, Measure A Funds (Restricted), representing 4.60% of the overall site budget

This work is in direct support of the following District goals and their corresponding metrics:

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

Prepared by Trevor Miller, Director, Facility Services



Santa Cruz City Schools

STATEMENT OF WORK

PROPOSAL 23322

**Santa Cruz High School – Structured Cabling
Installation**

PROPOSAL VERSION 1.1

5/01/2020

Table of Contents

1	Introduction	1
1.1	Project Work Summary	1
1.2	Project Milestones and Payment Schedule	1
1.3	Company Project Stakeholders	3
1.4	Company Project Escalation Contacts	3
1.5	Installation Site Address(es).....	3
1.6	Summary of Assumptions	4
2	Company Responsibilities	5
2.1	General Company Responsibilities	5
2.2	Company provided administration and documentation:	5
2.3	Recommendations	6
2.4	Cabling	7
3	Santa Cruz City Schools Responsibilities	9
3.1	General	9
3.2	Specific	9
4	Signature Forms	12
4.1	Statement of Work Agreement	12
4.2	Change Request Form	12
4.3	Work Acceptance Certification	12

1 Introduction

This Statement of Work (SOW), prepared for Santa Cruz City Schools (the Customer), provides work specifics to be performed by Development Group, Inc. (the Company) for Proposal 23322.

1.1 Project Work Summary

This SOW is intended to provide the details around the structured cabling project for Santa Cruz High School.

1.2 Project Milestones and Payment Schedule

- 1.2.1 The major milestones, related tasks and resulting schedule for this project will be developed depending on the total effort and cost required to complete the specific project covered by this Statement of Work. Delivery of the schedule will be due within the limits listed below following contract execution, using input from the Customer and the project manager(s) responsible for the schedule of the related predecessor project(s).
 - Milestones, tasks, and schedule for the project will be completed within three (15) business days following approval of the statement of work.
- 1.2.2 Any delay in the performance of the Company's obligations to the Customer that is caused by the Customer, its other contractors or suppliers shall be treated as an extension and the delivery schedule and time for performance shall be extended for a period reflecting the delay caused by the extension or suspension. The Company shall resume any suspended work at the earliest possible opportunity when directed to do so by the Customer, with respect to obligations to other customers and considering available personnel.
- 1.2.3 Invoicing, and subsequent payment, for all products related to this project will be done in accordance with the terms and conditions of the governing Master Services Agreement, unless otherwise agreed to in an Associated Contract.
- 1.2.4 An initial invoice for 10% of the value for this Statement of Work will be submitted to the Customer at contract signing and shall represent financial consideration for the following work performed by the Company:
 - A. Allocation of engineering resources for design and scheduling meeting(s)
 - B. Site Survey(s) and/or meeting with Customer's low-voltage contractor for the purpose of coordinating services (if required)
- 1.2.5 Subsequent invoicing for services performed on this project will be submitted to the Customer every month, in arrears, for services rendered during the preceding two month. Prompt payment of services invoices is guaranteed by

the Customer and will be made in accordance with the terms and conditions of the governing Master Agreement.

- 1.2.6 As per proposal 23322, the initial value for the implementation of this Statement of Work is \$ 1,233,492.51. The product cost subtotal for the project is \$ 229,604.40. The resulting total cost for this project is \$ \$1,483,761.31.

1.3 Company Project Stakeholders

Name	Project Role	Contact Information
Natalie Slocum	Account Manager	nslocum@development-group.net Office: 530-646-3673
TBD	Project Manager – DGI	
Daniel Jenkins	Practice Manager – Cabling and Installation Services	djenkins@development-group.net Office: 530-646-3566

1.4 Company Project Escalation Contacts

Name	Project Role	Contact Information
Dan Lockwood	President	dlockwood@development-group.net Office: 530-510-4303
Tony Jenkins	Director, Operations	tjenkins@development-group.net Office: 530-510-4308
Daniel Jenkins	Practice Manager – Cabling and Installation Services	djenkins@development-group.net Office: 530-646-3566

1.5 Installation Site Address(es)

Santa Cruz High School

415 Walnut Ave, Santa Cruz, CA 95060

1.6 Summary of Assumptions

1.6.1 General Assumptions

A. General assumptions used to prepare this SOW:

1. All changes to this Statement of Work, whether requested by the Company or the Customer, will be via the attached Change Request form.
2. Any quantity of pre-allocated hours including, but not limited to, end-user training, administrative training and/or project management which is not consumed during the course of this Statement of Work may not be applied to other work efforts and shall not obligate the Company to further work beyond the conclusion of this Statement of Work.
3. This proposal assumes all backbone installation will take place on off shift hours during the school year, all other work is based on straight time hours and assumed to be completed during the summer break.
4. Cabling installation will require removal of existing cabling to utilize the existing raceways and therefore eliminate existing network connectivity.
5. Not responsible for any existing services (i.e. – cameras, fire alarms, etc.) taken out of service by removal of existing IDF cabinets. No cabling for any locations other than the specified items are included in this proposal.
6. We assume OSP conduit pathways have some undetermined amount of obstruction. The quote includes a one hundred thousand dollar (\$100,000.00) allowance for replacing/repairing underground pathways were needed. The allowance will be used as a bucket pull from as needed.
7. Proposal does not include providing missing wire-mold covers or fittings on existing pathways.
8. Demolition of LV cabling limited to locations reflected on Demo plans.
9. This proposal does not include providing any active systems or components.
10. This proposal does not include extensive integration of outside vendors' projects and systems

2 Company Responsibilities

2.1 General Company Responsibilities

- 2.1.1 All equipment listed within this Statement of Work will be upgraded to the most recent, recommended software. In some cases the software recommended by the Company may not be the most current version available from the manufacturer.
- 2.1.2 Unless specified in this scope of work no additional software will be configured. In some cases proposals may include licenses to software to which the customer is entitled but not scoped to be configured.
- 2.1.3 When installing product, Company will connect the power supply (or power supplies) to a UPS and/or PDU using the included power cord(s); the standard power cord included is a 5-15P to C13, 6ft, 18AWG, black, male to female cord. Power connections requiring a different power cord will either be included elsewhere in this Statement of Work or supplied by the Customer.
- 2.1.4 All installed Ethernet cables will be neatly connected to the Ethernet switch(es) making the best use of existing horizontal and vertical cable management hardware.
- 2.1.5 Connection(s) to the network will be in accordance with the network topology drawing(s) for this project.

2.2 Company provided administration and documentation:

- 2.2.1 Provide detailed as-built drawings and documentation that describe the system installation. As-built drawing will include documentation of logical network connections, IP addressing, routing protocols, WAN/telecom circuit information, device serial numbers and/or VLAN information as appropriate.
- 2.2.2 Test all installed hardware and software for proper operation using a detailed test plan to be developed jointly by both parties.
- 2.2.3 Company will clear all work areas of shipping cartons, packaging and debris created by the Company at the conclusion of each work day.
- 2.2.4 Company will maintain a master task list and schedule of all project milestones and work items. Customer understands and agrees that the master task list and schedule maintained by the Company will be the definitive document set by which the project will be managed.
- 2.2.5 Company will conduct regular project status meetings with appropriate project stakeholders, and other interested third parties, weekly or as otherwise agreed to by both parties. The Company will record meeting minutes, maintain an

issues list, and list action items for subsequent meetings. Meeting minutes and supporting documentation will be distributed to attendees, project stakeholders and third-parties at the conclusion of each.

2.3 Recommendations

- 2.3.1 Recommend not moving the MDF of Admin into the MPOE. Current conditions of MPOE are not conducive to a telecom room housing active equipment.

2.4 Cabling

This project consists of renovations to the cabling and networking infrastructure for 1 MDF and multiple IDF rooms on an operating high school campus. The work consists of, but is not limited to, rodding pathways, pulling copper cables and fiber optic cables, installing surface mounted raceways, testing copper and fiber, terminating copper and fiber, installing equipment cabinets at IDF's and labelling cable and punch panels, testing. Existing network must remain active and uninterrupted throughout work under this contract. DGI shall provide all needed labor and materials, whether specified or not, to provide a complete and functioning system. The scope of work under this contract shall include, in addition to the scope outlined above, adherence to the following:

- a. Weekly schedule updates showing one week of progress and two weeks of planned "look ahead" work
- b. Participation in weekly phone calls with DGI and the District and onsite meetings as needed
- c. Within 1 week of award of contract Subcontractor shall walk the site with DGI to address potential safety and logistical items
- d. Subcontractor shall perform their own quality control
- e. Subcontractor shall provide a responsible in-charge foreman to supervise the work
- f. Subcontractor shall submit daily field reports in PlanGrid.
- g. Submission of a construction schedule within 2 weeks of award of contract, using Microsoft Project.
- h. All pay requests must be submitted on the included Pay App (See Exhibit H).
- i. A Schedule of Values (see SOV tab in Exhibit H) shall be filled in, with dollar values, and submitted to DGI within two weeks of award of contract. SOV will be reviewed and approved by DGI Project Manager
- j. Within two weeks of final completion of the work, a redline as-built drawing shall be submitted showing actual fiber paths installed, actual drop locations with patch panel numbers designated at each drop location
- k. Progress Pay applications are due between 20th and the 25th of each month but no later than the 25th.

2.5 Miscellaneous Construction

This portion of work supplements the above listed section (Cabling), and will cover underground repairs, electrical needs, patching and painting, coring, scaffolds. A fixed cost estimate is not possible at this time without contracting for an engineered discovery. The following work will be charged against a \$100,000.00 estimate. It is possible that as the work develops and more of the environment is discovered, collapsed conduits or other unforeseeable things may arise that will increase or decrease this estimate. DGI and Santa Cruz City Schools will address these changes with a change order as appropriate.

- a. The Company will coordinate underground utility surveyors and playout conduit remediation after the roping and rodding process. Trenching and excavating of problem areas. Patching and painting asphalted areas where needed. \$100,000.00 is dedicated to this portion of the project and will be used as a time and materials bucket. If the company reaches the end of agreed upon value we will address with a change order.
- b. The Company will add safe-off and provide 20amp 120v electrical circuits it the new distribution frames.
- c. After demo of the old network the Company will patch and paint areas damaged/disturber by the old raceway and old network equipment.
- d. The company will provide all coring to pass fiber and or copper except for roof penetrations. Roof penetrations may result in additional charges.
- e. The company will provide scaffolding where needed to support the cabling install, demo, and patching paint phases.

3 Santa Cruz City Schools Responsibilities

3.1 General

- 3.1.1 It is the responsibility of the Customer to maintain current backups of all stored data. Company assumes no responsibility and/or liability for the loss of any Customer data.
- 3.1.2 Upon the presentation of a Work Acceptance Certification document, the Customer will either agree to the completion of the work described therein or provide a detailed, written account of the work items in dispute. If neither the Work Acceptance Certification document nor a valid dispute are returned to the Company within five (5) business days, the work items described in the Work Acceptance Certification document shall be deemed to have been accepted by the Customer.

3.2 Specific

- 3.2.1 Customers will be responsible for internal DNS changes and external DNS changes as requested. The solution requires that the internal and external domains to be the same with the appropriate SRV records.
- 3.2.2 Provide a Customer representative that will be the primary point of contact for this project. At a minimum, this person must be available to meet weekly with all project stakeholders. The Customer representative must have authorization to incur charges and make decisions that will affect the successful implementation of the project, and must be able to provide or arrange physical access to all areas of the facility(ies) which will receive installed equipment as part of this project.
- 3.2.3 Provide accurate scale drawings and/or "blueprints" of the Customer's facility(ies) as may be required for the execution of this Statement of Work.
- 3.2.4 Provide all station cabling, Ethernet patch cords, additional necessary power cords and any other necessary cables unless specified explicitly elsewhere in this statement of work or associated proposal(s).
- 3.2.5 Provide laborers to move furniture and fixtures that may be required as part of this project; Company will not move any furniture or fixtures.
- 3.2.6 Provide a meeting place appropriate to the size of the audience and content presented (room, furniture, seating, etc.) for all training sessions and/or other presentations that are to be made by the Company.
- 3.2.7 Customer understands and agrees to be solely and completely responsible to verify the correctness and proper operation of all emergency telecom services

including 911, E911 or CAMA trunks whether or not the services were installed and/or configured by the Company.

- 3.2.8 Provide telecommunications relay rack equipment, including but not limited to two-post relay racks, four-post relay racks and/or wall-mounted relay racks or cabinets with the correct interior dimensions to accommodate all equipment for this project unless specified explicitly elsewhere in this statement of work or associated proposal(s). Such relay rack equipment will be installed in accordance with applicable local building codes prior to the Company engaging in this Statement of Work.
- 3.2.9 If a height exceeding twelve (12) feet is required to install any equipment, a lift will be provided by the Customer.
- 3.2.10 All roof and/or exterior wall penetrations are the responsibility of the Customer.
- 3.2.11 Unless otherwise specifically stated elsewhere in this Statement of Work, the Customer shall be responsible for the removal of any existing clocks, bells, surveillance cameras and/or any other control systems that may be rendered obsolete and/or inoperable by the completion of this project.
- 3.2.12 Unless otherwise specifically stated elsewhere in this statement of work or associated proposal(s), the Customer shall provide all electrical circuits, UPS(es), PDU(s) and HVAC required to support active electronic equipment being installed by the Company as part of this project.
- 3.2.13 Ensure the relay rack (or racks) in each location is/are engineered to support the weight of all installed equipment.
- 3.2.14 Ensure the equipment location has temperature control that accommodates the operational temperature of the equipment outlined in this scope of work.
- 3.2.15 Coordinate installation schedules with Company; all work shall be scheduled per the MSA, unless otherwise agreed to in an Associated Contract. Changes to the project timeline that are the result of work, or lack thereof, by the Customer and/or Customer's agents may result in additional charges.
- 3.2.16 Provide an on-site authorized Customer representative at all times when Company staff is engaged in work at a Customer's facility and/or co-located datacenter space. The on-site Customer representative must be able to provide physical access to all areas of the facility(ies) which will receive installed equipment as part of this project including disabling any burglar alarm system(s) and/or unlocking any doors. Physical access restrictions dramatically reduce work efficiency and may result in additional costs being assessed to the Customer.

- 3.2.17 Company reserves the right to assess additional change charges to the Customer for indirect expenses due to missed appointments. This includes the absence of an authorized Customer representative during on-site work. These may also include the associated standby time for Field Engineers, travel time/costs for return visit, and/or additional equipment shipping costs.
- 3.2.18 Participate in a per-site and/or per IDF/MDF quality acceptance process with the Company's Project Manager or Practice Manager at the conclusion of the project, or in the case of a multi-phase project, at the conclusion of each phase.
- 3.2.19 Schedule, coordinate, and notify end users of any planned network or facility service interruptions required during the execution of this Statement of Work.
- 3.2.20 At such time as the Company begins work on any computer or other system of the Customer, the Customer shall provide the Company all applicable passwords, VPN access, and other information required for the Company to access such systems and perform services thereon or with respect thereto. The furnishing of any such password, VPN access, or other information shall be conclusively deemed to include the authorization and approval of any federal, state, or local governmental agency or authority for the Company to access and work on the systems.
- 3.2.21 Notify the Company of any defects with the installation services described herein within thirty (30) days after the date of the system cutover. In the event of multiple cutover dates (e.g. multi-site deployment), a thirty (30) day period will apply to the services provided during each individual cutover. Any defects reported by the Customer to the Company beyond thirty (30) days after the conclusion of this project will be deemed to be a separate work effort outside of this SoW and will be undertaken at the direction of the Customer for additional cost.
- 3.2.22 Execute changes to any existing IT or facility system which is not specifically included in this Statement of Work but which may be necessary for the successful implementation thereof.

4 Signature Forms

4.1 Statement of Work Agreement

4.2 Change Request Form

4.3 Work Acceptance Certification



Work Acceptance Certification (Sample)

Date: _____

Project Name: _____

Project Number: #####

Project Manager: _____

Customer: _____

Description of the work completed: _____

<input type="checkbox"/> Project complete	<input type="checkbox"/> Phase complete	<input type="checkbox"/> Major deliverable complete
---	---	---

In reference to the "Master Service Agreement" executed between Development Group, Inc., the ("Company"), and [CUSTOMER NAME], the ("Customer"), both parties hereby certify, by the signature of an authorized representative, that this project, project phase, or major deliverable meets or exceeds the agreed-upon performance standards for scope, quality, schedule and cost. The Customer further agrees that documentation for all relevant security, legal and regulatory requirements have been furnished by the Company and/or have been reviewed by the Customer.

Additional remarks: _____

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Work Acceptance Certification to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood
President



Change Request Form (Sample)

Date: _____

In reference to the "Master Service Agreement" executed between Development Group, Inc., the ("Company"), and [CUSTOMER NAME], the ("Customer") regarding Project [PROJECT NUMBER], both parties hereby certify, by the signature of an authorized representative, this Change Request Form will amend and be fully incorporated into the existing Statement of Work (SoW), Version [VERSION NUMBER], dated [ISSUE DATE].

1. Change request number for this project:
2. Reason for Change Request:
3. Changes to the SoW:
4. Schedule impact:
5. Cost impact:

SoW / Change Request	Product(s)	Services and/or T&E	Total
Original value of SoW	\$	\$	\$
Value of Change Request #	\$	\$	\$
New value of SoW	\$	\$	\$

6. Purchase order issuance (if applicable): Customer shall issue a written Purchase Order to Company, or shall issue an amendment to its original Purchase Order issued under this SoW, for the total amount of \$.

Except as changed herein, all terms and conditions of the SoW remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Change Request to be fully executed.

"CUSTOMER"

"COMPANY"

Print Name: _____

Development Group, Inc.

Signature: _____

Daniel Lockwood
President



Statement of Work Agreement

Date: _____

I, representing [CUSTOMER NAME], authorize the foregoing Statement of Work for Proposal [PROPOSAL NUMBER], Version [VERSION NUMBER], dated [ISSUE DATE] and direct the Company to immediately begin the fulfilment thereof.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Statement of Work to be fully executed.

“CUSTOMER”

Print Name: _____

Signature: _____

“COMPANY”

Development Group, Inc.

Daniel Lockwood
President

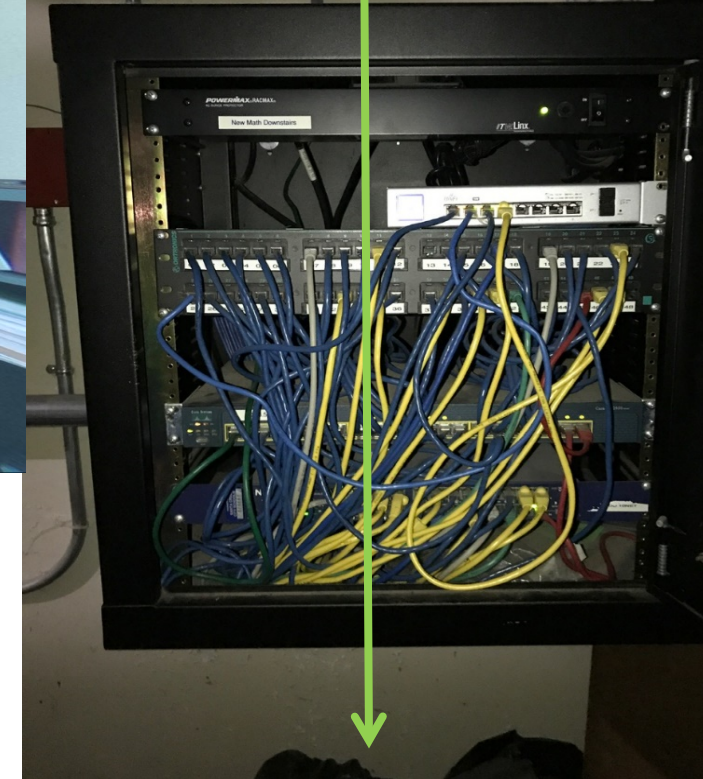

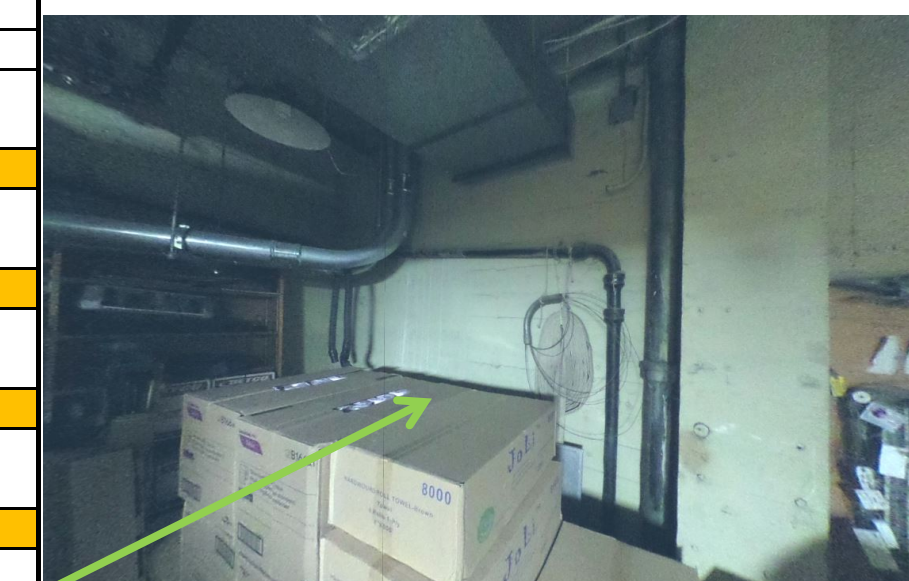
Santa Cruz High Cabinet & Rack Layouts


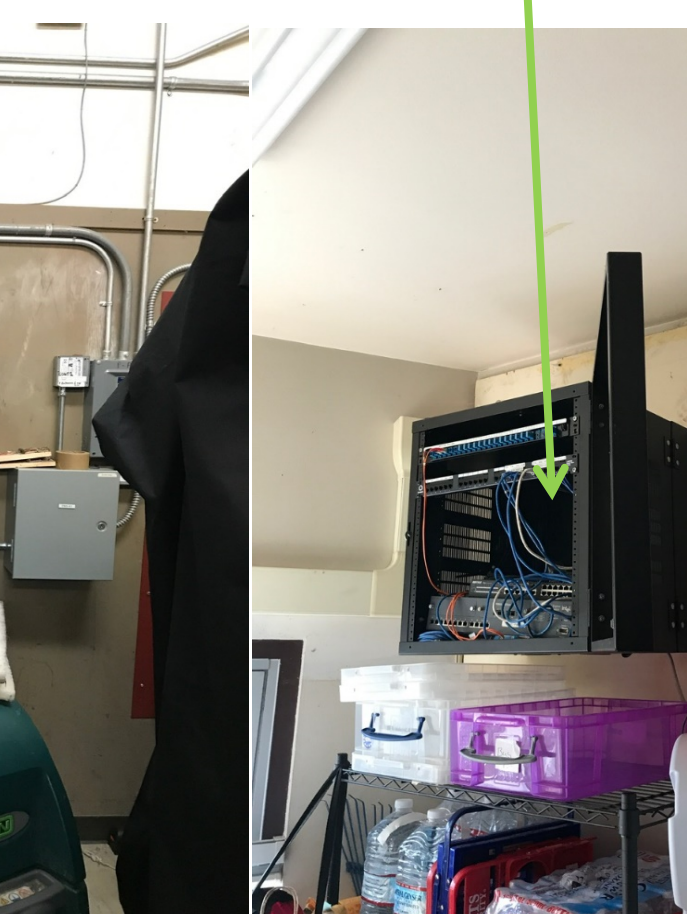




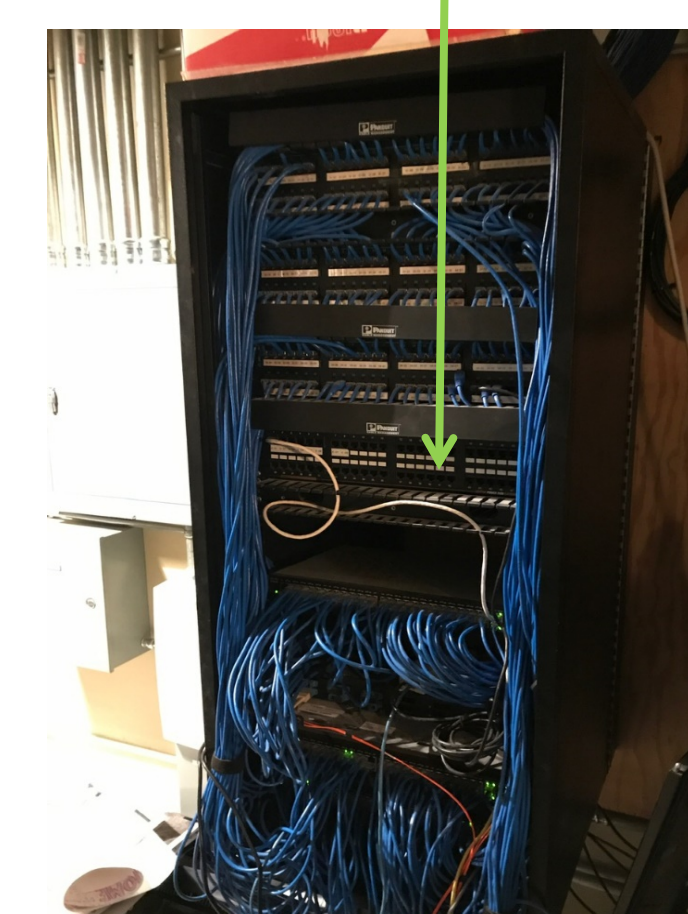
C:\Users\mturner\Dropbox (Development-Group)\DGI-Customer Projects\986 - SCCS - SCD\CABLING\08 SANTA CRUZ HS\04.00 BIDDING\04.03 Bid Packages\[Exhibit A.2_Cabinet Layout and Instructions V1.xlsx]Layout

Specifications

	1	2	3	4	5	6	7	8	9	10	12	13	14	
BLDG	BLDG A. (Admin.)		BLDG A. (Admin.)	BLDG B (Math)	BLDG C/D (Home Ec.)	BLDG E (Trident)	BLDG F (Science)	BLDG G (Auto Shop)	BLDG H (Video/Work Shop)	BLDG K (GYM)	BLDG M (Music)	BLDG N (Library)	ADULT ED	
IDF	IDF B MDF (level 1) Mechanical		Level 2 MDF relo to level 1	IDF A.3 (Level3) Office (Existing)	IDF B Basement	IDF C/D (Storage)	IDF E Electrical	IDF F Storage	IDF G Storage	IDF H Bike Storage	IDF K.1&2 Equipment Storage	IDF M Music Library	IDF N Library	IDF AE Adult Education
ROOM Name/#														
Cabinet or Rack Spec.	New Panduit ERP4P29 with two PR2VD06 6" wide vertical wire managers		New Panduit ERP4P29 with one PR2VD06 6" wide vertical wire managers	New Hoffman EWMW362430 New location	New Hoffman EWMW362430 Below existing	NIC	New Hoffman EWMWG362430 In place	IS Quiet Type Needed? New Hoffman EWMWG242430 Below existing	New Hoffman EWMWG362430 In place	New Hoffman EWMWG362430 Right of existing	New Hoffman EWMWG362430 In place	New Hoffman EWMWG242430 In Place	New Hoffman EWMWG362430 In place	NIC
# of RU	RU	Total Inches												

1	1.75	1.75	Existing after DGI Swap	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty
2	1.75	3.50	FRME3	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty
3	1.75	5.25		UCMP48BLY	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW
4	1.75	7.00	Horizontal Fiber Wire Manager	UCMP48BLY	UCMP48BLY	UCMP48BLY*	UCMP48BLY*	UCMP48BLY	UCMP48BLY	UCMP48BLY*	UCMP48BLY*	UCMP48BLY*	UCMP48BLY*	UCMP48BLY
5	1.75	8.75		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW
6	1.75	10.50	MS-425-16-HW	UCMP48BLY	UCMP48BLY	UCMP48BLY*	UCMP48BLY*	UCMP48BLY	UCMP48BLY	UCMP48BLY*	UCMP48BLY*	UCMP48BLY*	UCMP48BLY*	UCMP48BLY
7	1.75	12.25	Horizontal Fiber Wire Manager	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty
8	1.75	14.00		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW
9	1.75	15.75	ISIRI (Router)	UCMP48BLY	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty	Empty
10	1.75	17.50		Empty	Empty	Empty	Empty	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	Empty	Empty	AMS installed SMART2200CRMXL 4U 120V ups	Empty	Empty
11	1.75	19.25		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	Empty	Empty	MS-355-24X-HW	MS-355-24X-HW	Empty	Empty	Empty
12	1.75	21.00		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY	Empty	Empty	MS-355-24X-HW	MS-355-24X-HW	Empty	Empty	Empty
13	1.75	22.75		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY	Empty	Empty	Empty	Empty	Empty	Empty	Empty
14	1.75	24.50		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	Empty	Empty	Empty	Empty	Empty	Empty	Empty
15	1.75	26.25		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY	Empty	Empty	Empty	Empty	Empty	Empty	Empty
16	1.75	28.00		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	Empty	Empty	Empty	Empty	Empty	Empty	Empty
17	1.75	29.75		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY	Empty	Empty	Empty	Empty	Empty	Empty	Empty
18	1.75	31.50		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW	Empty	Empty	Empty	Empty	Empty	Empty	Empty
19	1.75	33.25		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups
20	1.75	35.00		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
21	1.75	36.75		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
22	1.75	38.50		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
23	1.75	40.25		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
24	1.75	42.00		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
25	1.75	43.75		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
26	1.75	45.50		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
27	1.75	47.25		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
28	1.75	49.00		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
29	1.75	50.75		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
30	1.75	52.50		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
31	1.75	54.25		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
32	1.75	56.00		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
33	1.75	57.75		Empty	UCMP48BLY	UCMP48BLY	UCMP48BLY							
34	1.75	59.50		Empty	MS-355-48X-HW	MS-355-48X-HW	MS-355-48X-HW							
35	1.75	61.25	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups	AMS installed SMART2200CRMXL 4U 120V ups							
36	1.75	63.00		AMS installed BP48V48RT4U BATTERY	AMS installed BP48V48RT4U BATTERY	AMS installed BP48V48RT4U BATTERY	AMS installed BP48V48RT4U BATTERY							
37	1.75	64.75		AMS installed BP48V48RT4U BATTERY	AMS installed BP48V48RT4U BATTERY	AMS installed BP48V48RT4U BATTERY	AMS installed BP48V48RT4U BATTERY							
38	1.75	66.50		Empty	Empty	Empty	Empty							
39	1.75	68.25		Empty	Empty	Empty	Empty							
40	1.75	70.00		Empty	Empty	Empty	Empty							
41	1.75	71.75		Empty	Empty	Empty	Empty							
42	1.75	73.50		Empty	Empty	Empty	Empty							





Cabinets

DISTRIBUTION PANEL LAYOUT

2020.02.28		ALL NON AP PORTS HERE (CLASSROOMS, OFFICES, MPR, GYM)															ODD PORTS* HERE			AP PORTS HERE						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
48 PORT PATCH PANEL	A	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	WS optional	OPTIONAL		AP	AP	AP	AP	AP	AP	2RU
		25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	
		IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	WS optional	OPTIONAL		AP	AP	AP	AP	AP	AP	
48 PORT SWITCH		GIG PORTS FOR STATIONS IN THIS AREA PATCH UP												MGIG COPPER PORTS FOR THE APs IN THIS AREA						FIBER PORTS IN THIS AREA IF EXIST				1RU		
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
48 PORT PATCH PANEL	B	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	WS optional	OPTIONAL		AP	AP	AP	AP	AP	AP	2RU
		25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	
		IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	WS optional	OPTIONAL		AP	AP	AP	AP	AP	AP	
24/48 PORT SWITCH		GIG PORTS FOR STATIONS IN THIS AREA PATCH UP												MGIG COPPER PORTS FOR THE APs IN THIS AREA						FIBER PORTS IN THIS AREA IF EXIST				1RU		
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
48 PORT PATCH PANEL	C	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	WS optional	OPTIONAL		AP	AP	AP	AP	AP	AP	2RU
		25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	
		IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	IO	IO	IO	IO	CS	WS optional	OPTIONAL		AP	AP	AP	AP	AP	AP	
24/48 PORT SWITCH		GIG PORTS FOR STATIONS IN THIS AREA PATCH UP												MGIG COPPER PORTS FOR THE APs IN THIS AREA						FIBER PORTS IN THIS AREA IF EXIST				1RU		

C:\Users\chopper\Dropbox (Development-Group)\DGI-Customer Projects\986 - SCCS -
SCD\CABLING\08 SANTA CRUZ HS\RACKS CABINETS\SCCS PATCH PANEL PORT
LAYOUT V2.xlsx]Sheet1

534/669

Santa Cruz High School Cabinet Instructions

BLDG A. (Admin.)	BLDG A. (Admin.)	BLDG A. (Admin.)	BLDG F(Science)	BLDG G (Auto Shop)	BLDG H (Video/Work Shop)	ADULT ED
MDF (level 1)	Level 2	IDF A.3 (Level3)	IDF F	IDF G	IDF H	IDF AE
Mechanical	MDF relo to level 1	Office (Existing)	Storage	Storage	Bike Storage	Adult Education
Subcontractor shall install two new open 4-post racks with vertical wire management. This location will need conduits rearranged and concrete wall coring.	After DGI cuts-over to new cabling, Subcontractor shall coordinate with DGI and remove the existing rack and contents as well as all unused copper and fiber cabling.	Subcontractor shall install one new wall mount cabinet on the rleft hand side of the existing IDF cabinet. The cabinet shall be installed on Unistrut per Sheet T6xx details and per MFG. instructions.The cabinet shall be installed with the top of the cabinetflush with the existing cabinet and in such a way that the cabinet body can open at least 90degsof preferably more. After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	Subcontractor shall install one new wall mount cabinet directly under the existing raceway. The cabinet shall be installed on Unistrut per Sheet T6xx details an per MFG. instructions. The cabinet shall be installed in such a way that the cabinet body can open at least 90degsof preferably more. After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	PREP:Subcontractor shall document all IDF patching and work with DGI to schedule weekend downtime to complete the following work. WKND #1: Subcontractor to remove existing active gear, patch cables, patch panels, LIU, any other gear in the existing cabinet as well as cabling, safe-off electrical feed, uninstall the existing cabinet (cut up as needed), install Unistrut per Sheet T6xx details, install the new cabinet according to ECOM and MFG. instructions, reconnect the electrical feed, reinstall the existing patch panels near the bottom of the new cabinet, reinstall the active gear and patch cables and reenergize. Subcontractor to remain at IDF assisting with troubleshooting connections until DGI engineers release the subcontract WKND #2: After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	Subcontractor shall install one new wall mount cabinet directly to the right of the existing cabinet. The cabinet shall be installed on Unistrut per Sheet T6xx details and per MFG. instructions. The cabinet shall be installed with the top of the cabinet flush with the top of the existing cabinet in such a way that the cabinet body can open at least 90degsof preferably more. After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	Subcontractor to relocate existitng LIU. Subcontractor shall install one new wall mount cabinet on the right hand side wall where the shelving was removed. The cabinet shall be installed on Unistrut per Sheet T6xx details. OR pre MFG. instructions.The cabinet shall be installed with the top of the cabinet at 6' AFF and in such a way that the cabinet body can open at least 90degsof preferably more. Four 2.5" EMT sleeves with bushing shall be installed at the ceiling penetrations. After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.

BLDG B (Math)	BLDG C/D (Home Ec.)	BLDG E (Trident)	BLDG K (GYM)	BLDG M (Music)	BLDG N (Library)
IDF B	IDF C/D (Storage)	IDF E	IDF K.1&2	IDF M	IDF N
Basement		Electrical	Equipment Storage	Music Library	Library
Subcontractor shall install one new wall mount cabinet directly under the existing cabinet. The cabinet shall be installed on Unistrut per Sheet T6xx details. and per MFG. instructions.The cabinet shall be installed with the top of the cabinet as close to the under side of the existing cabinet in such a way that the cabinet body can open at least 90degsof preferably more. After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	NIC	PREP:Subcontractor shall document all IDF patching and work with DGI to schedule weekend downtime to complete the following work. WKND #1: Subcontractor to remove existing active gear, patch cables, patch panels, LIU, any other gear in the existing cabinet as well as cabling, safe-off electrical feed, uninstall the existing cabinet (cut up as needed), install Unistrut per Sheet T6xx details, install the new cabinet according to ECOM and MFG. instructions, reconnect the electrical feed, reinstall the existing patch panels near the bottom of the new cabinet, reinstall the active gear and patch cables and reenergize. Subcontractor to remain at IDF assisting with troubleshooting connections until DGI engineers release the subcontract WKND #2: After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	PREP:Subcontractor shall document all IDF patching and work with DGI to schedule weekend downtime to complete the following work. WKND #1: Subcontractor to remove existing active gear, patch cables, patch panels, LIU, any other gear in the existing cabinet as well as cabling, safe-off electrical feed, uninstall the existing cabinet (cut up as needed), install Unistrut per Sheet T6xx details, install the new cabinet according to ECOM and MFG. instructions, reconnect the electrical feed, reinstall the existing patch panels near the bottom of the new cabinet, reinstall the active gear and patch cables and reenergize. Subcontractor to remain at IDF assisting with troubleshooting connections until DGI engineers release the subcontract WKND #2: After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	PREP:Subcontractor shall document all IDF patching and work with DGI to schedule weekend downtime to complete the following work. WKND #1: Subcontractor to remove existing active gear, patch cables, patch panels, LIU, any other gear in the existing cabinet as well as cabling, safe-off electrical feed, uninstall the existing cabinet (cut up as needed), install Unistrut per Sheet T6xx details, install the new cabinet according to ECOM and MFG. instructions, reconnect the electrical feed, reinstall the existing patch panels near the bottom of the new cabinet, reinstall the active gear and patch cables and reenergize. Subcontractor to remain at IDF assisting with troubleshooting connections until DGI engineers release the subcontract WKND #2: After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.	PREP:Subcontractor shall document all IDF patching and work with DGI to schedule weekend downtime to complete the following work. WKND #1: Subcontractor to remove existing active gear, patch cables, patch panels, LIU, any other gear in the existing cabinet as well as cabling, safe-off electrical feed, uninstall the existing cabinet (cut up as needed), install Unistrut per Sheet T6xx details, install the new cabinet according to ECOM and MFG. instructions, reconnect the electrical feed, reinstall the existing patch panels near the bottom of the new cabinet, reinstall the active gear and patch cables and reenergize. Subcontractor to remain at IDF assisting with troubleshooting connections until DGI engineers release the subcontract WKND #2: After DGI cuts-over to new cabling, Subcontractor shall remove the old IDF (Cabinet ,backboard, LIU and patch panels) all fiber and copper cabling.

GENERAL NOTES:

THE CONTRACTOR SHALL VISIT JOB SITE AND VERIFY CONDITIONS BEFORE QUOTING.

COORDINATE SEQUENCE OF WORK WITH OWNER. MAKE ALL NECESSARY CONNECTIONS AS REQUIRED TO MAINTAIN POWER DURING THE STAGES OF WORK.

EXISTING DEVICES AND LOCATIONS SHOWN WERE TAKEN FROM EXISTING DRAWINGS (NOT "AS BUILT" DRAWINGS) AND LIMITED SITE SURVEYS AND MAY NOT BE EXACTLY AS SHOWN. CONTRACTOR SHALL VISIT JOB SITE AND VERIFY CONDITIONS PRIOR TO QUOTING.

COORDINATE PLACEMENT OF THE WORK WITH THE OWNERS REPRESENTATIVE. SUBMIT EMAIL RFI CHANGE FROM THE DRAWINGS IN LOCATION OR ORIENTATION TO DGI AND ECOM. REPORT UNRESOLVED WORK PLACEMENT CONFLICTS TO DGI AND ECOM PRIOR TO INSTALLING THE WORK.

PENETRATE EXISTING WALLS AND FLOORS AS REQUIRED TO FACILITATE CONDUIT INSTALLATION. SEAL ALL PENETRATIONS WATER AND SMOKE TIGHT AND IN CONFORMANCE WITH CBC SECTION 714.1 AND C.E.C. 300.21. FIRE STOP MATERIAL SHALL BE A TESTED UL ASSEMBLY APPROVED BY THE AHJ.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING NEW FIRE STOPPING OF ALL NEW OR EXISTING CONDUIT OR CABLE PENETRATIONS IN NEW OR EXISTING FIRE RATED WALLS WITHIN THE LIMITS OF WORK.

ALL EQUIPMENT INSTALLED OR CONNECTED BY THE CONTRACTOR SHALL BE LABELED OR CERTIFIED FOR ITS USE BY A NATIONALLY RECOGNIZED TESTING LABORATORY.

EMERGENCY SYSTEM WIRING SHALL BE KEPT ENTIRELY INDEPENDENT OF ALL OTHER WIRING. WIRING SHALL NOT ENTER THE SAME RACEWAY, BOX OR CABINET WITH OTHER WIRING PER CEC 517.30(C). PROVIDE PERMANENT SEPARATION BARRIER OR SEPARATE TERMINAL BOX AS REQUIRED PER CEC 314.28(D).

TELEDATA DEMOLITION NOTES

DEMOLITION DRAWINGS ARE BASED ON CASUAL FIELD OBSERVATION AND EXISTING RECORD DOCUMENTS. REPORT DISCREPANCIES TO DGI AND ECOM BEFORE DISTURBING EXISTING INSTALLATION.

DISCONNECT TELECOMMUNICATIONS SYSTEMS IN WALLS, FLOORS AND CEILINGS SCHEDULED FOR REMOVAL.

REMOVE AND RELOCATE EXISTING INSTALLATIONS TO ACCOMMODATE NEW CONSTRUCTION.

DISCONNECT ABANDONED OUTLETS AND REMOVE WIRE AND CABLE. REMOVE ABANDONED BOXES AND OUTLETS IF RACEWAY, WIRE AND CABLE SERVICING THEM IS ABANDONED AND REMOVED. PROVIDE BLANK COVER FOR ABANDONED BOXES WHICH ARE NOT REMOVED.

ENSURE ACCESS TO EXISTING BOXES, WIRING CONNECTIONS AND OTHER INSTALLATIONS WHICH ARE TO REMAIN ACTIVE AND WHICH REQUIRE ACCESS. MODIFY INSTALLATION OR PROVIDE ACCESS PANEL AS APPROPRIATE.

TELEDATA PATHWAYS:

INSTALL PARTS AND PATHWAYS, SUCH AS CABLE TRAY CABLE RUNWAY, CONDUITS, CABLE HANGERS, AND PULLBOXES, ETC., ACCORDING TO STATE AND LOCAL CODES FOR SEISMIC BRACING. MAX 40% FILL ON CONDUIT.

~~ELECTRICAL~~ CONTRACTOR SHALL PROVIDE CONDUIT U.O.N., WHETHER SPECIFICALLY SHOWN ON DRAWINGS OR NOT, TO RESULT IN A COMPLETE INSTALLATION.

CONDUIT ROUTING, WHERE SHOWN ON DRAWINGS IS DIAGRAMMATIC IN NATURE. ~~FIELD DETERMINE CONDUIT ROUTES TO SUIT FIELD CONDITIONS WHILE CONFORMING TO SPECIFICATIONS.~~

CONFORM TO CONDUIT INSTALLATION INSTRUCTIONS OF ANSI / TIA - 569D AND BICSI TDMM.

ROUTE CONDUIT, CABLE TRAYS, AND OTHER PATHWAYS PERPENDICULAR OR PARALLEL TO BUILDING LINES.

CONDUIT RUNS SHALL NOT EXCEED 180 DEGREES OR TWO 90-DEGREE BENDS WITHOUT AN APPROPRIATE PULL BOX (APPROPRIATE MEANS, FOR EXAMPLE, PRE-CAST FOR SITE/UNDERGROUND PATHWAYS OR NEMA-RATED FOR A SPECIFIC INSTALLATION ENVIRONMENT) AND OR INCREASE CONDUIT BY ONE TRADE SIZE FOR EACH ADDITIONAL BEND.

WHEN ROUTING CONDUIT IN CONCRETE, MAINTAIN A GRADUATED BEND RADIUS TO MAINTAIN CONDUIT CAPACITY. 90-DEGREE 'ELBOW' FITTINGS ARE EXPRESSLY PROHIBITED UNLESS PRIOR AUTHORIZATION IS RECEIVED FROM OWNER IN WRITING.

FIRE SEAL CONDUIT AND RACEWAY PENETRATIONS THROUGH FIRE-RATED WALLS AND FLOORS TO MAINTAIN THE FIRE SEPARATION RATING. FIRE SEALING ASSEMBLIES SHALL BE U.L. LISTED FOR THE APPLICATION. COORDINATE REQUIREMENTS WITH LOCAL FIRE MARSHALL PRIOR TO INSTALLATION.

PROVIDE PLASTIC BUSHINGS ON EXPOSED ENDS OF CONDUIT AND SLEEVES, WHETHER VISIBLE OR NOT.

PROVIDE A PULL STRING IN ALL DISTRIBUTION CONDUITS AND CONDUITS SERVING TELECOMMUNICATIONS DEVICES SUITABLE FOR A 200 LB PULL TENSION MINIMUM.

PROVIDE DEDICATED SUPPORTS (E.G., CLIPS & WIRES) FOR J-HOOKS, HANGERS (OR SIMILAR PATHWAY COMPONENTS) INTENDED FOR TELECOMMUNICATIONS CABLES. DO NOT SHARE SUPPORTS WITH OTHER TRADES/SYSTEMS.

TELEDATA GENERAL NOTES:

THE PURPOSE OF THIS SHEET IS TO ILLUSTRATE AND DEFINE TYPICAL GRAPHIC SYMBOLS AND SYSTEMS OF GRAPHIC SYMBOLS WHICH MAY OCCUR ON THE TELECOMMUNICATIONS DRAWINGS. THE ILLUSTRATION OF A SYMBOL OR SYSTEM OF SYMBOLS ON THIS SHEET DOES NOT NECESSARILY INDICATE THAT THE BUILDING ITEM OF SYSTEM DESCRIBED BY THE SYMBOL IS USED AS PART OF THIS PROJECT. REFER TO THE PLANS, ELEVATIONS, SCHEDULES, DETAILS, AND SPECIFICATIONS TO DETERMINE THE SCOPE OF WORK.

THE WORK - INCLUDING MATERIALS, METHODS, ASSEMBLIES, ETC., - MUST COMPLY WITH THE MINIMUM REQUIREMENTS OF THE GOVERNING LAWS, ORDINANCES, AND REGULATIONS OF ALL FEDERAL, STATE, DISTRICT, AND LOCAL AUTHORITIES HAVING JURISDICTION OVER THE PROJECT, AS WELL AS THOSE GREATER REQUIREMENTS INDICATED BY THE CONTRACT DOCUMENTS. NO PART OF THE CONTRACT DOCUMENTS MAY BE CONSTRUED TO REQUIRE OR PERMIT WORK CONTRARY TO A GOVERNING LAW, ORDINANCE, OR REGULATION.

MAINTAIN A COPY OF THE SPECIFICATIONS AND DRAWINGS AT THE JOB SITE. PRESENT THE SPECIFICATIONS AND DRAWINGS UPON REQUEST. MAINTAIN DAILY MARKUPS OF ACTUAL INSTALLATION AND PRESENT FOR REVIEW UPON REQUEST.

REFER TO WRITTEN SPECIFICATIONS FOR PROJECT SCOPE, GENERAL REQUIREMENTS, PRODUCT SPECIFICATIONS, AND INSTALLATION REQUIREMENTS.






PROVIDE NECESSARY EQUIPMENT AND ACCESSORIES FOR A FULLY FUNCTIONAL SYSTEM THAT MEETS INTENDED DESIGN WHETHER EXPRESSLY SPECIFIED OR NOT.

MATERIALS AND EQUIPMENT SHALL BE LISTED BY UNDERWRITERS LABORATORIES FOR THE PURPOSE USED AND SHALL BEAR THEIR LABEL.

IMMEDIATELY REPORT (NOTIFY IN WRITING) TO THE OWNER/ENGINEER OBSERVATIONS OR CONDITIONS THAT ARE DISCOVERED THAT WOULD PREVENT INSTALLATION ACCORDING TO DRAWINGS AND/OR SPECIFICATIONS PRIOR TO WORK BEING PERFORMED.

REMOVE ABANDONED CABLING AND LEFT OVER CONDUIT, WIRE, SCAPS, ETC. AND LEAVE PREMISES CLEAN AND FREE OF TRASH OR DEBRIS RESULTING FROM WORK. SET ASIDE EXISTING AND REMOVED RACKS AND CABINETS AT A LOCATION OF THE CUSTOMERS CHOOSING.

SHEET INDEX	
SHEET	DESCRIPTION
T000	SYMBOL LIST, NOTES, SHEET INDEX
T100	SITE PLAN - TELEDATA
T101	SITE PLAN - CABLE ROUTING
T201.1	ADMINISTRATION BUILDING - BUILDING 'A' - 1ST FLOOR - DEMOLITION TELEDATA
T201.2	ADMINISTRATION BUILDING - BUILDING 'A' - 2ND FLOOR - DEMOLITION TELEDATA
T201.3	ADMINISTRATION BUILDING - BUILDING 'A' - 3RD FLOOR - DEMOLITION TELEDATA
T202	MUSIC BUILDING - BUILDING 'M' - DEMOLITION TELEDATA
T203	LIBRARY BUILDING - BUILDING 'N' - DEMOLITION TELEDATA
T204	VIDEO / WORKSHOP BUILDING - BUILDING 'H' - DEMOLITION TELEDATA
T205	MATH BUILDING - BUILDING 'B' - DEMOLITION TELEDATA
T206	HOME ECONOMICS & CAFETERIA BUILDING - BUILDING 'C/D' - DEMOLITION TELEDATA
T207	TRIDENT BUILDING - BUILDING 'E' - DEMOLITION TELEDATA
T208	SCIENCE BUILDING - BUILDING 'F' - DEMOLITION TELEDATA
T209.1	LOCKER ROOM - BUILDING 'K' - 1ST FLOOR - DEMOLITION TELEDATA
T209.2	LOCKER ROOM - BUILDING 'K' - 2ND FLOOR - DEMOLITION TELEDATA
T210	AUTO SHOP - BUILDING 'G' - DEMOLITION TELEDATA
T211	ADULT EDUCATION BUILDING - DEMOLITION TELEDATA
T301.1	ADMINISTRATION BUILDING - BUILDING 'A' - 1ST FLOOR - NEW TELEDATA
T301.2	ADMINISTRATION BUILDING - BUILDING 'A' - 2ND FLOOR - NEW TELEDATA
T301.3	ADMINISTRATION BUILDING - BUILDING 'A' - 3RD FLOOR - NEW TELEDATA
T302	MUSIC BUILDING - BUILDING 'M' - NEW TELEDATA
T303	LIBRARY BUILDING - BUILDING 'N' - NEW TELEDATA
T304	VIDEO / WORKSHOP BUILDING - BUILDING 'H' - NEW TELEDATA
T305	MATH BUILDING - BUILDING 'B' - NEW TELEDATA
T306	HOME ECONOMICS & CAFETERIA BUILDING - BUILDING 'C/D' - NEW TELEDATA
T307	TRIDENT BUILDING - BUILDING 'E' - NEW TELEDATA
T308	SCIENCE BUILDING - BUILDING 'F' - NEW TELEDATA
T309.1	LOCKER ROOM - BUILDING 'K' - 1ST FLOOR - NEW TELEDATA
T309.2	LOCKER ROOM - BUILDING 'K' - 2ND FLOOR - NEW TELEDATA
T310	AUTO SHOP - BUILDING 'G' - NEW TELEDATA
T311	ADULT EDUCATION BUILDING - NEW TELEDATA
T400	ENLARGED IDF ROOMS
T401	ENLARGED IDF ROOMS
T402	ENLARGED IDF ROOMS
T500	FIBER BACKBONE DIAGRAM
T600	DETAILS
T601	DETAILS
T602	DETAILS
T603	DETAILS
T604	DETAILS
T605	DETAILS

STANDARD ELECTRICAL SYMBOLS	
SYMBOL	DESCRIPTION
	TELEPHONE/DATA OUTLET, PROVIDE DEEP SURFACE MOUNT BOX WITH FOUR PORT FACEPLATE MOUNTED 18" ABOVE FINISHED FLOOR TO CENTER OF BOX UON. ROUT LD-5 SURFACE MOUNT RACEWAY FROM BOX TO MAIN RACEWAY OR CEILING AS REQUIRED. PROVIDE QUANTITY OF CAT6 CABLES INDICATED BY SUBSCRIPT. ASSUME NO SUBSCRIPT TO INDICATE A SINGLE CAT6 CABLE.
	TELEPHONE OUTLET WITH WALL PHONE RECEPTACLE, PROVIDE SINGLE GANG DEEP BOX WITH WALL PHONE PLATE MOUNTED +44" ABOVE FINISHED FLOOR TO CENTER OF BOX. INSTALL LD-3 SURFACE RACEWAY FROM BOX TO ACCESSIBLE CEILING OR MAIN RACEWAY. INSTALL A SINGLE CAT6 CABLE.
	CLOCK/SPEAKER COMBINATION OUTLET. PROVIDE (1) CAT6 CABLE TO THIS LOCATION AND LEAVE 25 FEET EXCESS CABLE COILED ABOVE CEILING FOR CONNECTION. TERMINATE CABLE WITH AN RJ45 JACK.
	WALL MOUNTED SPEAKER, COORDINATE EXACT MOUNTING HEIGHT WITH THE SCHOOL DISTRICT. RUN ONE CAT6 CABLE TO FINAL SPEAKER LOCATION. LEAVE A 10' SERVICE LOOP AND COIL IN THE CEILING ABOVE THE DESIGNATED LOCATION. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.
	WIRELESS ACCESS POINT, SURFACE MOUNTED, PROVIDE TWO CAT6A CABLES. LEAVE 25 FOOT SERVICE LOOP ABOVE CEILING OR IN RACEWAY. TERMINATE BOTH CABLES WITH RJ45 JACKS. LABEL AND TEST.
WP	WEATHERPROOF, DAMP OR WET LOCATION AS REQUIRED.
AFF	ABOVE FINISHED FLOOR.
(E)	EXISTING.
(N)	NEW.
(D)	DEMOLISH.
(R)	RELOCATE.
(ER)	EXISTING RELOCATED IN LOCATION SHOWN.
(XX)	NUMBERED NOTE.




development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060


CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

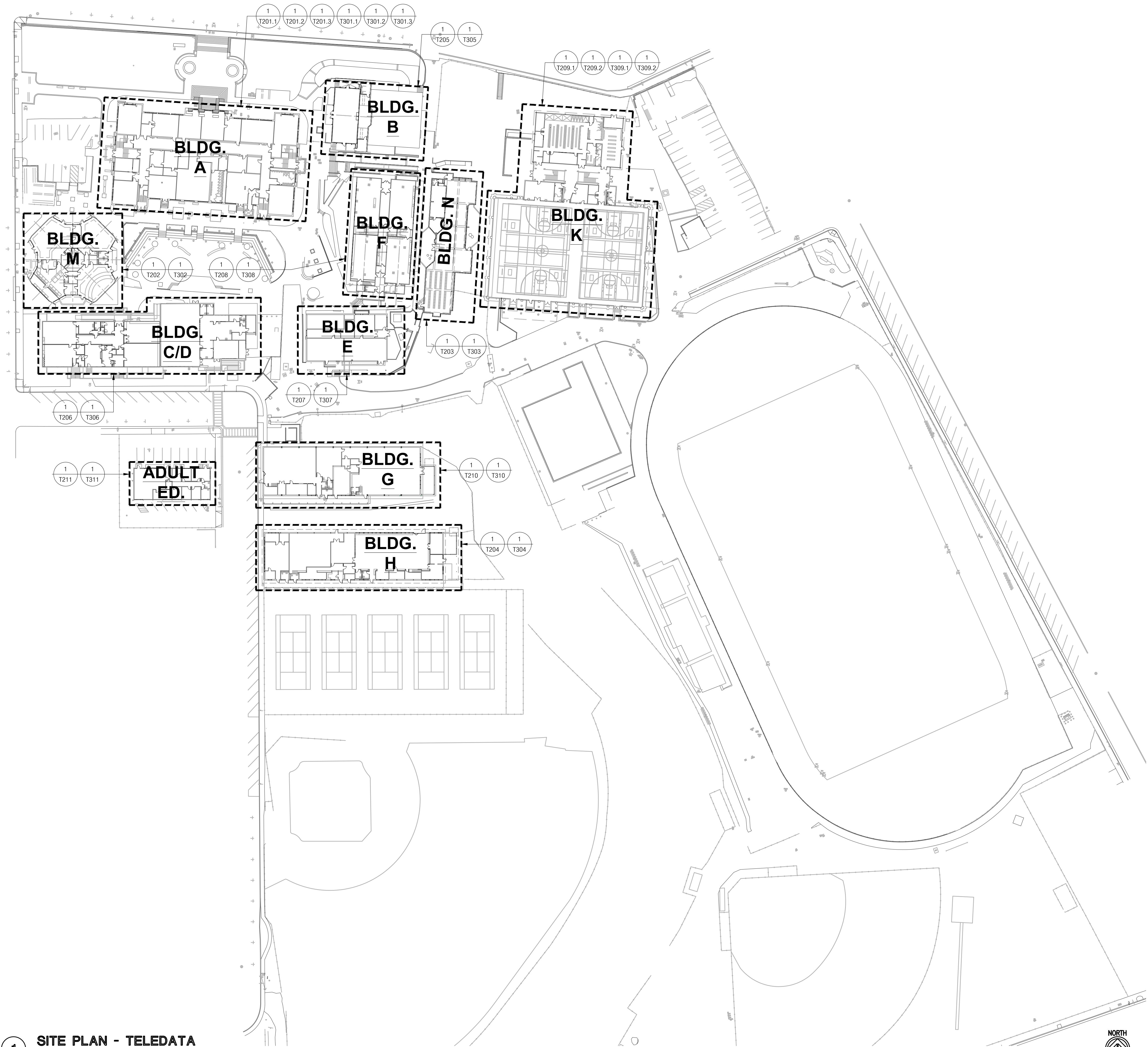
SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
	POST DROP WALK	10-7-19

IssueDate	6/20/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer

SYMBOLS LIST, NOTES SHEET INDEX

Sheet No. T000



1 SITE PLAN - TELEDATA
1" = 50'-0"

dgi
development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:
ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM
JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate **6/20/19**

Team	
PM :	Checker
AM :	Approver
DE :	Designer

Sheet Title

SITE PLAN - TELEDATA

Sheet No. **T100**



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

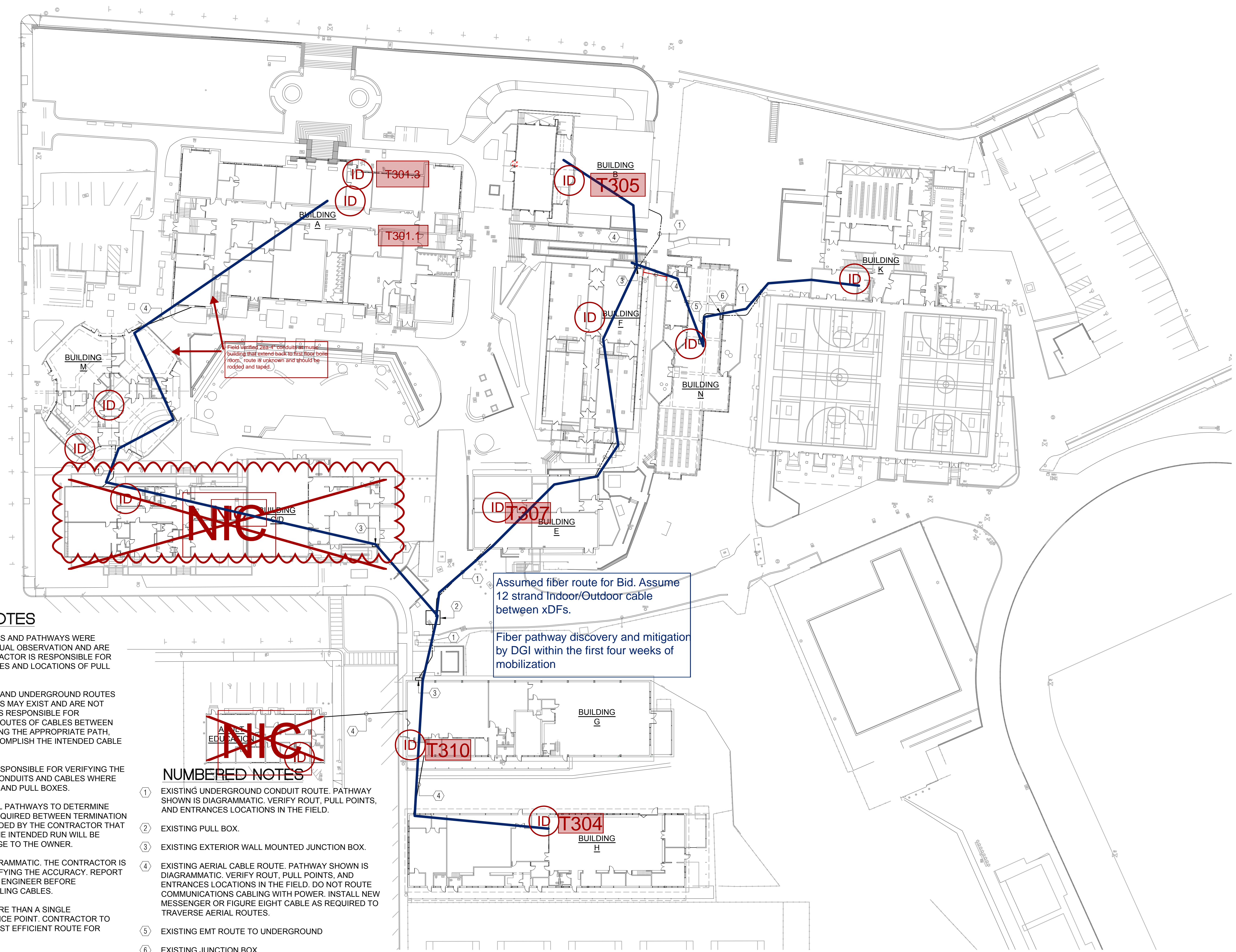
SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**



GENERAL NOTES

1. POSITION OF PULL BOXES AND PATHWAYS WERE DETERMINED FROM CASUAL OBSERVATION AND ARE NOT EXACT. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXACT ROUTES AND LOCATIONS OF PULL BOXES.
2. ADDITIONAL OVERHEAD AND UNDERGROUND ROUTES BETWEEN THE BUILDINGS MAY EXIST AND ARE NOT SHOWN. CONTRACTOR IS RESPONSIBLE FOR DETERMINING ACTUAL ROUTES OF CABLES BETWEEN BUILDINGS AND CHOOSING THE APPROPRIATE PATH, AND MATERIALS TO ACCOMPLISH THE INTENDED CABLE PULL.
3. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF CONDUITS AND CABLES WHERE THEY ENTER BUILDINGS AND PULL BOXES.
4. ROD AND TRUE TAPE ALL PATHWAYS TO DETERMINE LENGTHS OF CABLES REQUIRED BETWEEN TERMINATION POINTS. PUT-UPS PROVIDED BY THE CONTRACTOR THAT ARE TOO SHORT FOR THE INTENDED RUN WILL BE REPLACED AT NO CHARGE TO THE OWNER.
5. THESE PLANS ARE DIAGRAMMATIC. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE ACCURACY. REPORT DISCREPANCIES TO THE ENGINEER BEFORE PURCHASING OR INSTALLING CABLES.
6. BUILDING MAY HAVE MORE THAN A SINGLE UNDERGROUND ENTRANCE POINT. CONTRACTOR TO VERIFY IN FIELD THE MOST EFFICIENT ROUTE FOR CABLING.

NUMBERED NOTES

- ① EXISTING UNDERGROUND CONDUIT ROUTE. PATHWAY SHOWN IS DIAGRAMMATIC. VERIFY ROUT, PULL POINTS, AND ENTRANCES LOCATIONS IN THE FIELD.
- ② EXISTING PULL BOX.
- ③ EXISTING EXTERIOR WALL MOUNTED JUNCTION BOX.
- ④ EXISTING AERIAL CABLE ROUTE. PATHWAY SHOWN IS DIAGRAMMATIC. VERIFY ROUT, PULL POINTS, AND ENTRANCES LOCATIONS IN THE FIELD. DO NOT ROUTE COMMUNICATIONS CABLING WITH POWER. INSTALL NEW MESSENGER OR FIGURE EIGHT CABLE AS REQUIRED TO TRAVERSE AERIAL ROUTES.
- ⑤ EXISTING EMT ROUTE TO UNDERGROUND
- ⑥ EXISTING JUNCTION BOX



SANTA CRUZ HIGH NETWORK UPGRADE

Project No

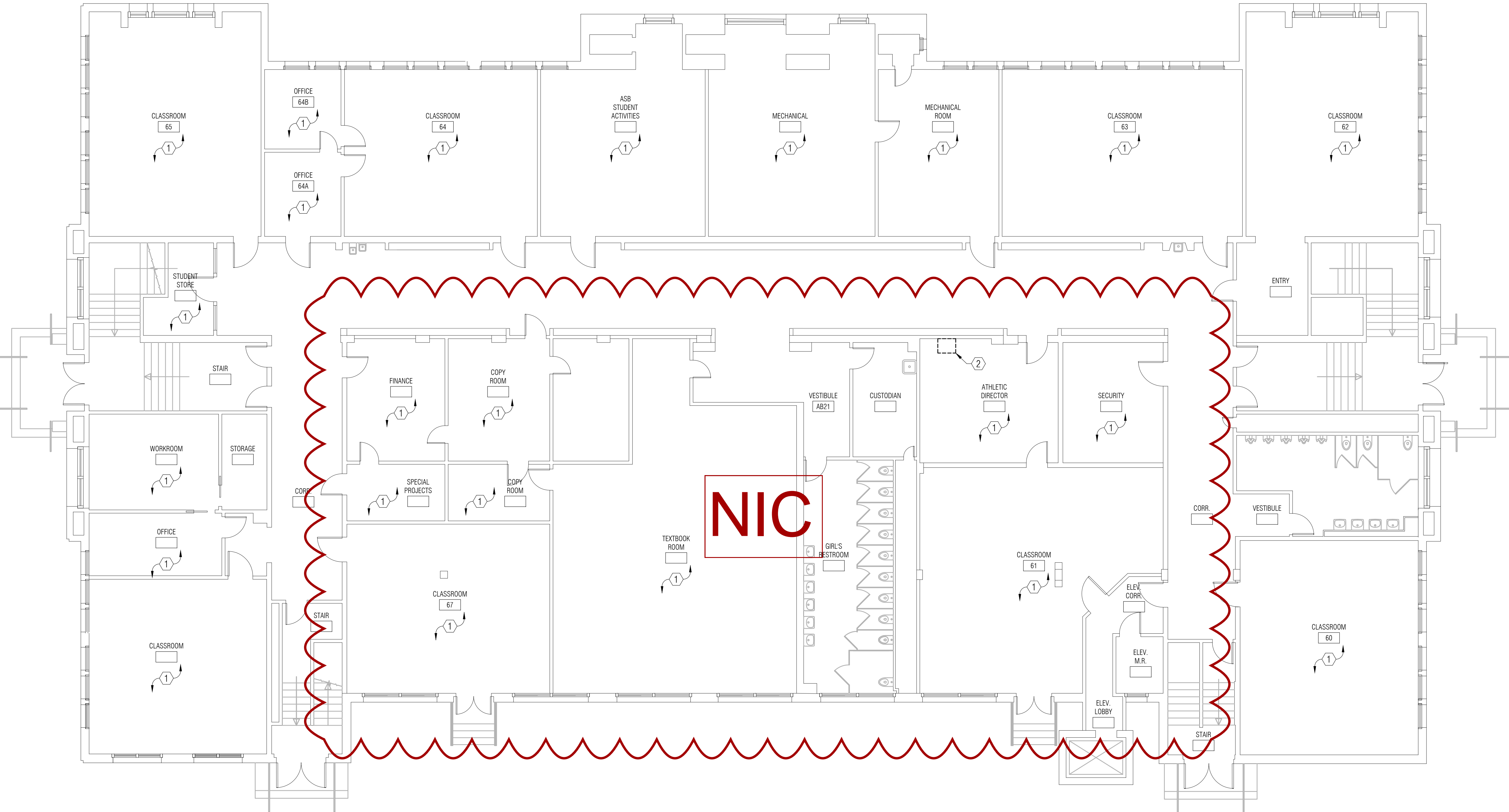
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

Issue Date 6/20/19

Team	
PM :	Checker
AM :	Approver
DE :	Designer

Sheet Title

SITE PLAN - CABLE ROUTING



1 ADMINISTRATION BUILDING - BUILDING 'A' - 1ST FLOOR - TELEDATA DEMOLITION
1/8" = 1'-0"



GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISITNG FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN RACK TO OWNER.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

ADMINISTRATION
BUILDING - BUILDING 'A' -
1ST FLR. - TELEDATA
DEMOLITION

Sheet No.

T201.1



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate	6/20/19	
Team		
PM :	Checker	
AM :	Approver	
DE :	Designer	
Sheet Title		

ADMINISTRATION
BUILDING - BUILDING 'A' -
2ND FLR. - DEMOLITION
TELEDATA

Sheet No.

T201.2

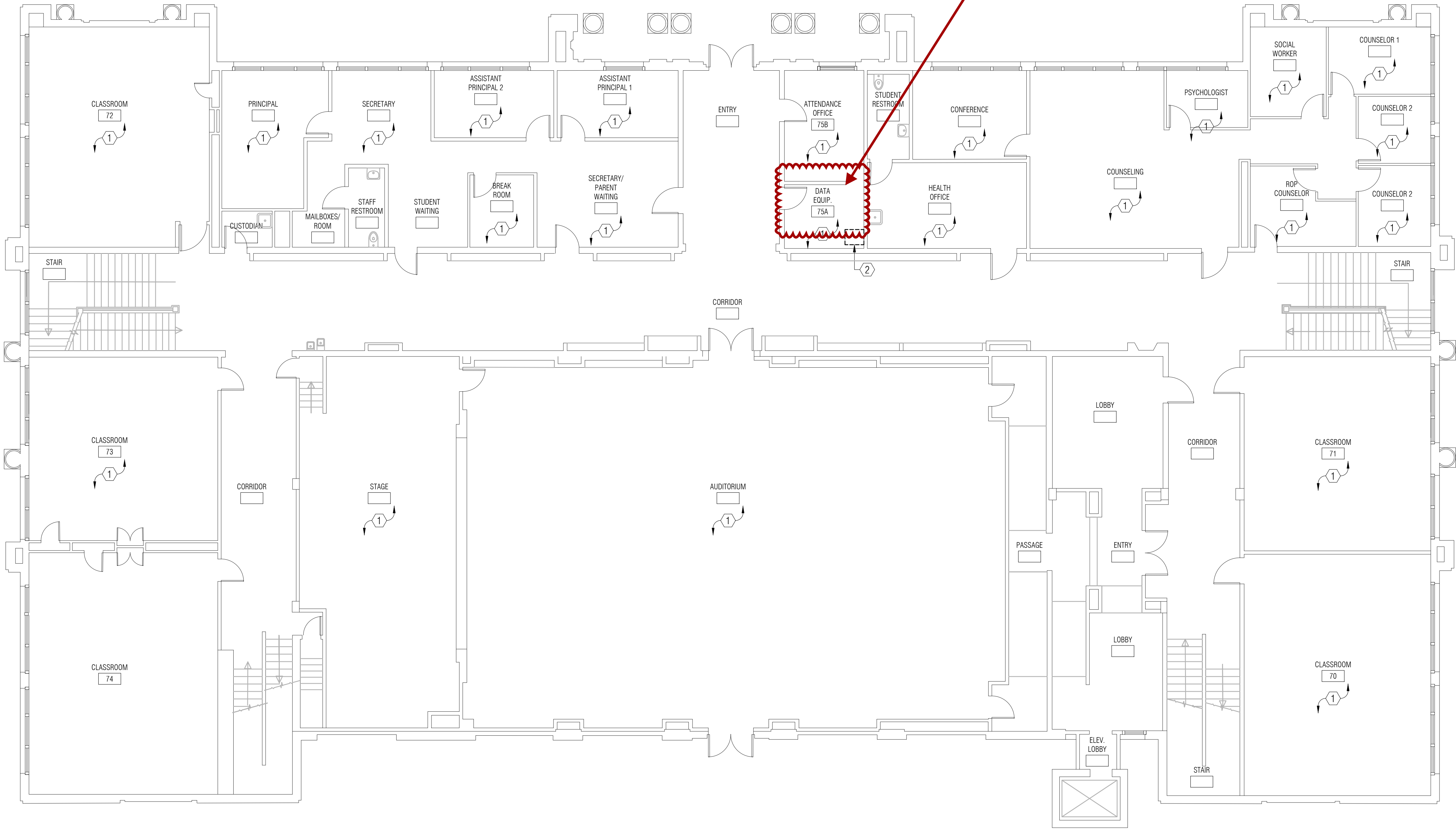
GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING MDF FOUR POST RACK. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN RACK TO OWNER.

MDF RELOCATED TO LEVEL 1
AFTER CUT-OVER REMOVE ALL RACKS AND
UNUSED CABLE



1

ADMINISTRATION BUILDING - BUILDING 'A' - 2ND FLOOR - DEMOLITION TELEDATA

1/8" = 1'-0"



GENERAL NOTES

1.
- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.

2.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.

3.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- 1
- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.

- 2
- EXISTING IDF CABINET. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN RACK TO OWNER.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

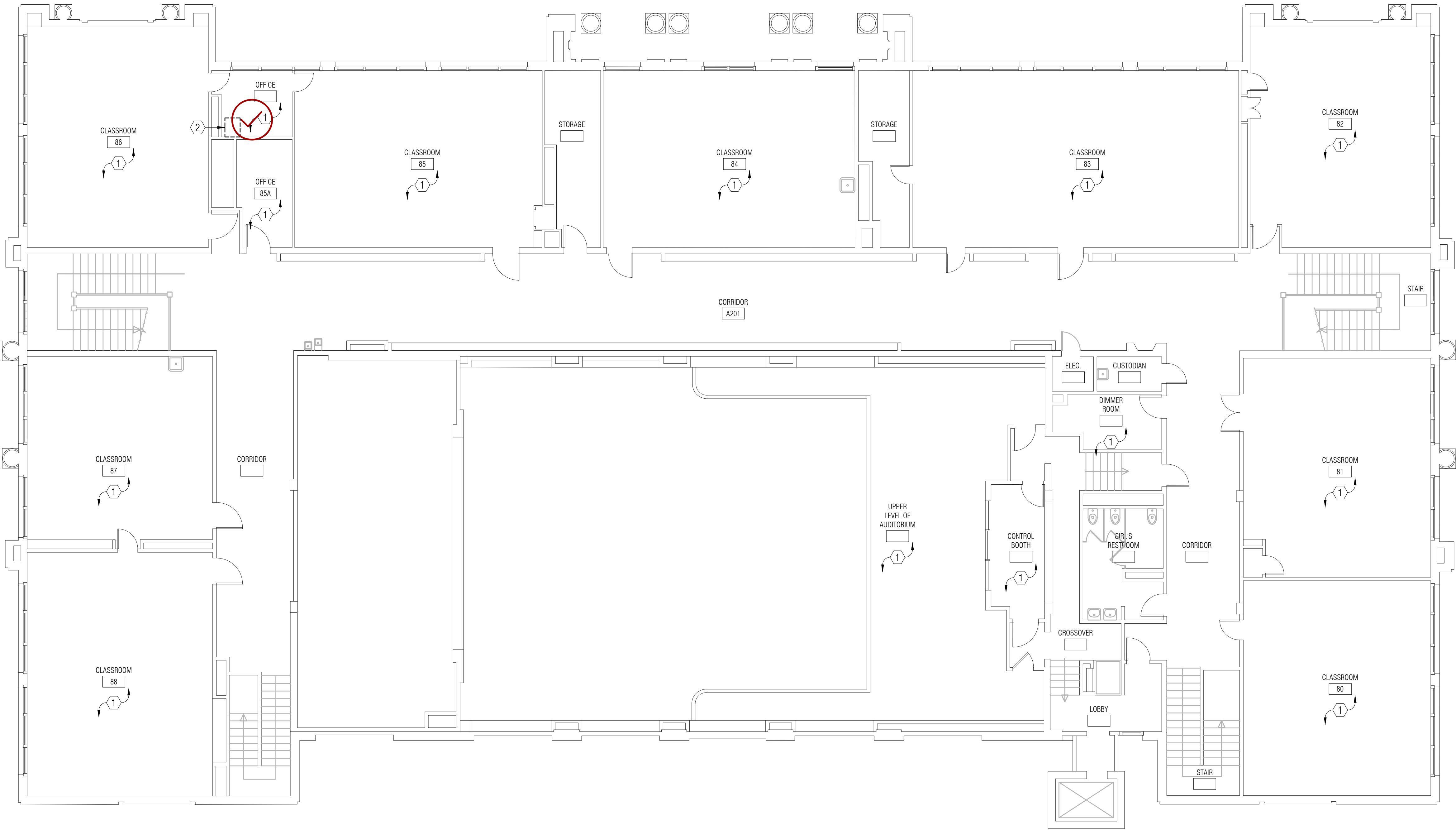
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

ADMINISTRATION BUILDING - BUILDING 'A' - 3RD FLR. - DEMOLITION TELEDATA

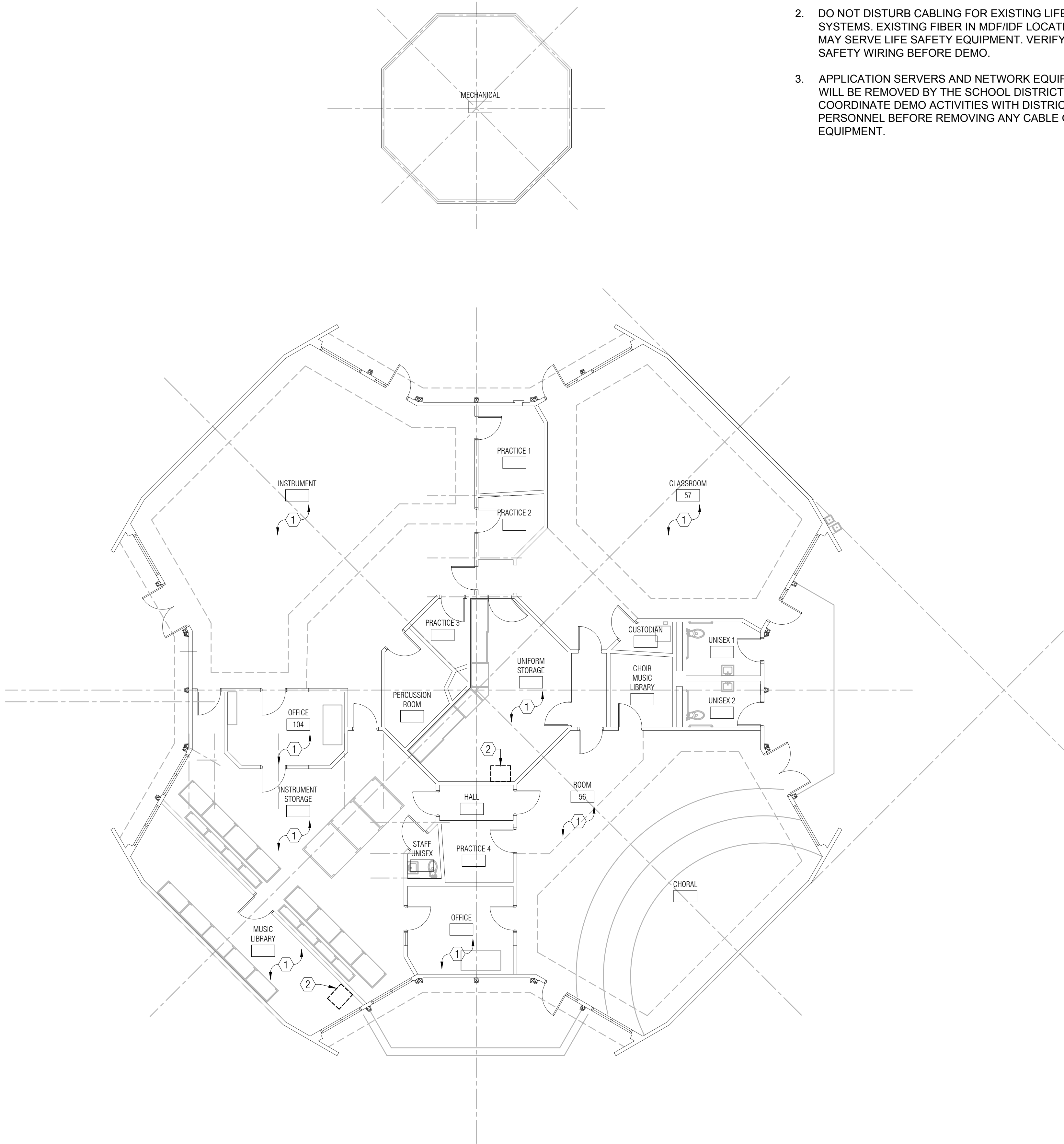
Sheet No. T201.3



1 ADMINISTRATION BUILDING - BUILDING 'A' - 3RD FLOOR - DEMOLITION TELEDATA

1/8" = 1'-0"





GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF CABINET. REMOVE PATCH PANELS AND WIRE MANAGERS. RETURN ENCLOSURE TO OWNER.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

MUSIC BUILDING -
BUILDING 'M' -
DEMOLITION TELEDATA

Sheet No.

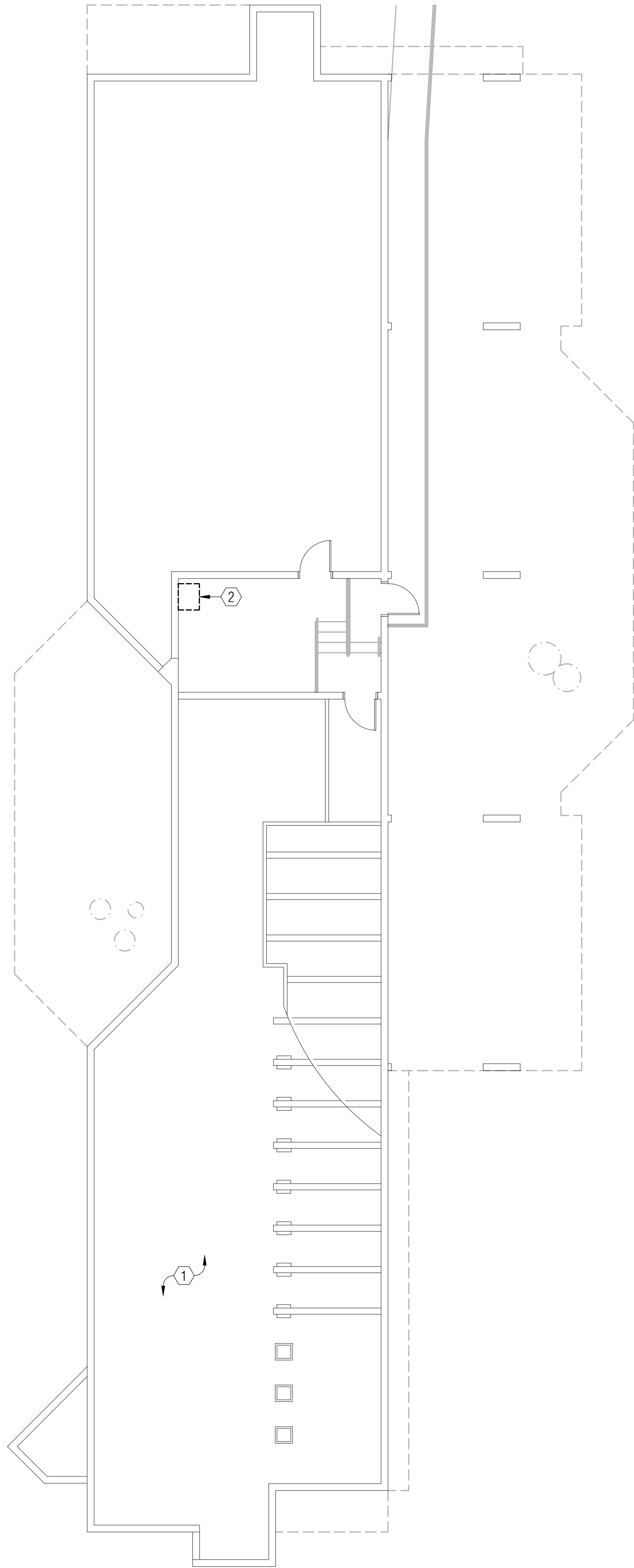
T202

1

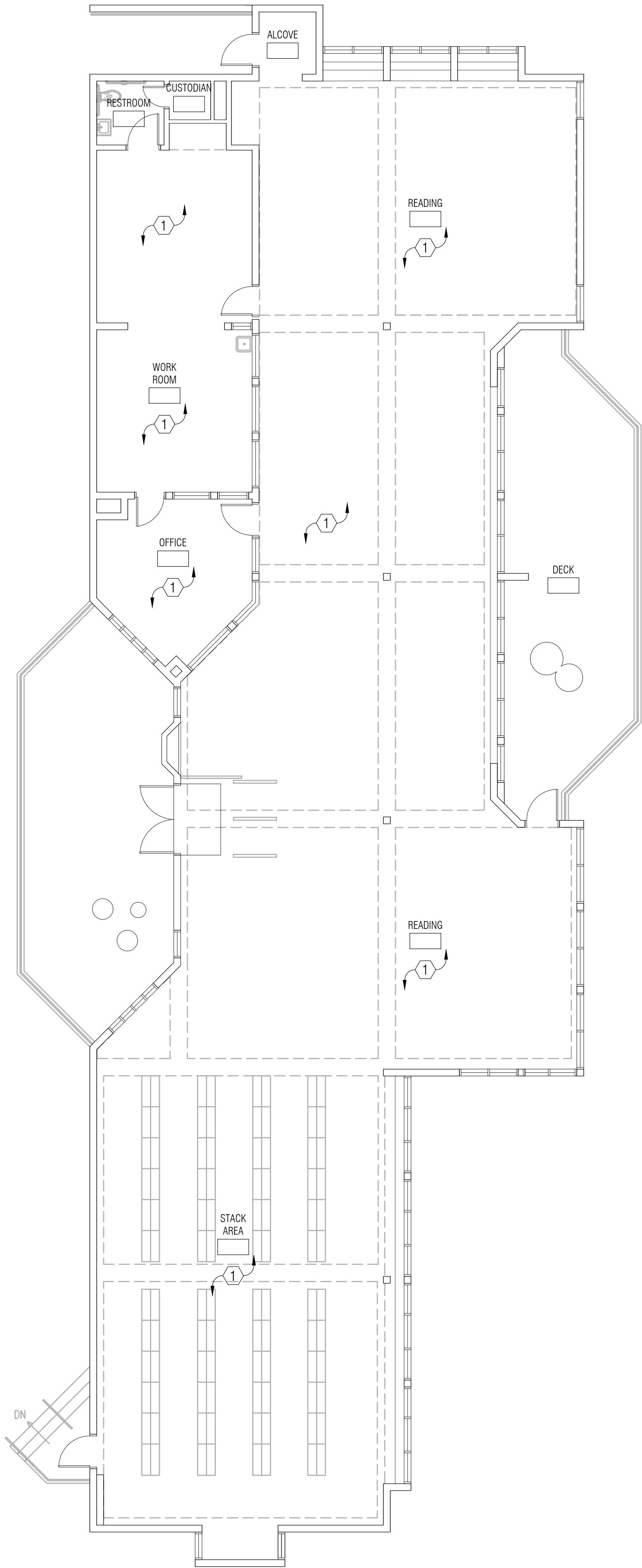
MUSIC BUILDING - BUILDING 'M' - TELEDATA DEMOLITION

1/8" = 1'-0"





1 LIBRARY BUILDING - BUILDING 'N' - 1ST FLOOR -
DEMOLITION TELEDATA
1/8" = 1'-0"



2 LIBRARY BUILDING - BUILDING 'N' - 2ND FLOOR -
DEMOLITION TELEDATA
1/8" = 1'-0"

GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF ENCLOSURE. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETAIN RACK FOR REUSE. SEE ENLARGED MDF DETAIL FOR LOCATION.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team

PM : Checker

AM : Approver

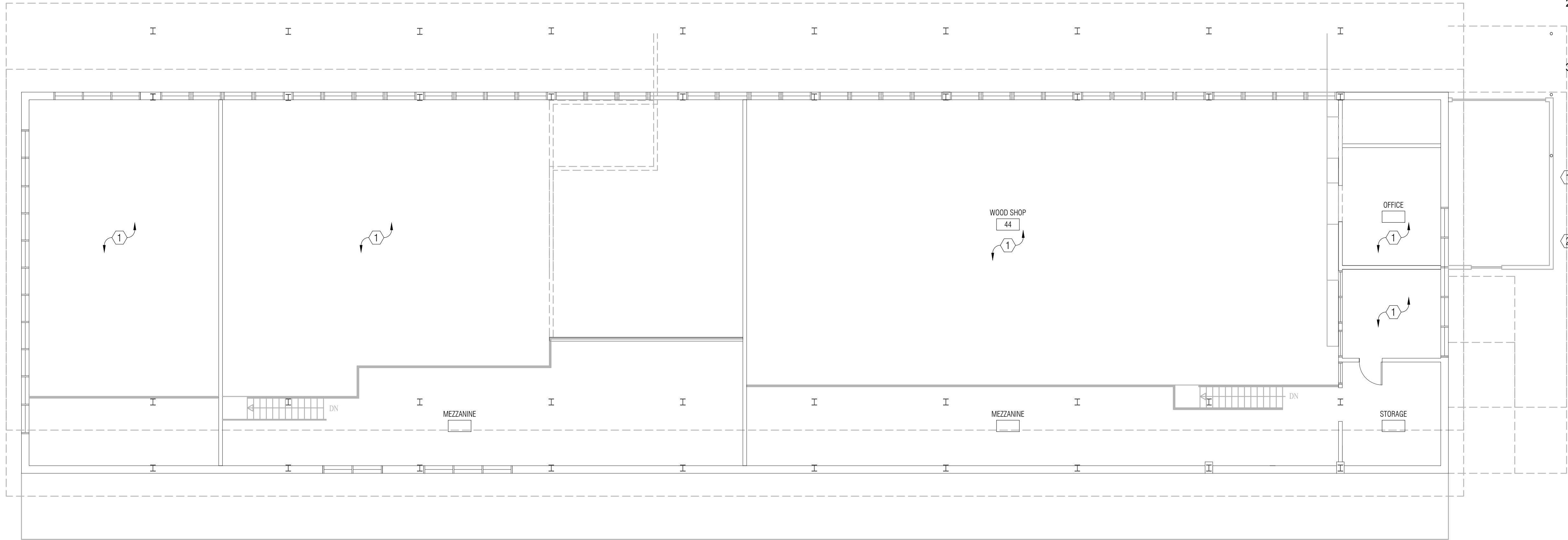
DE : Designer

Sheet Title

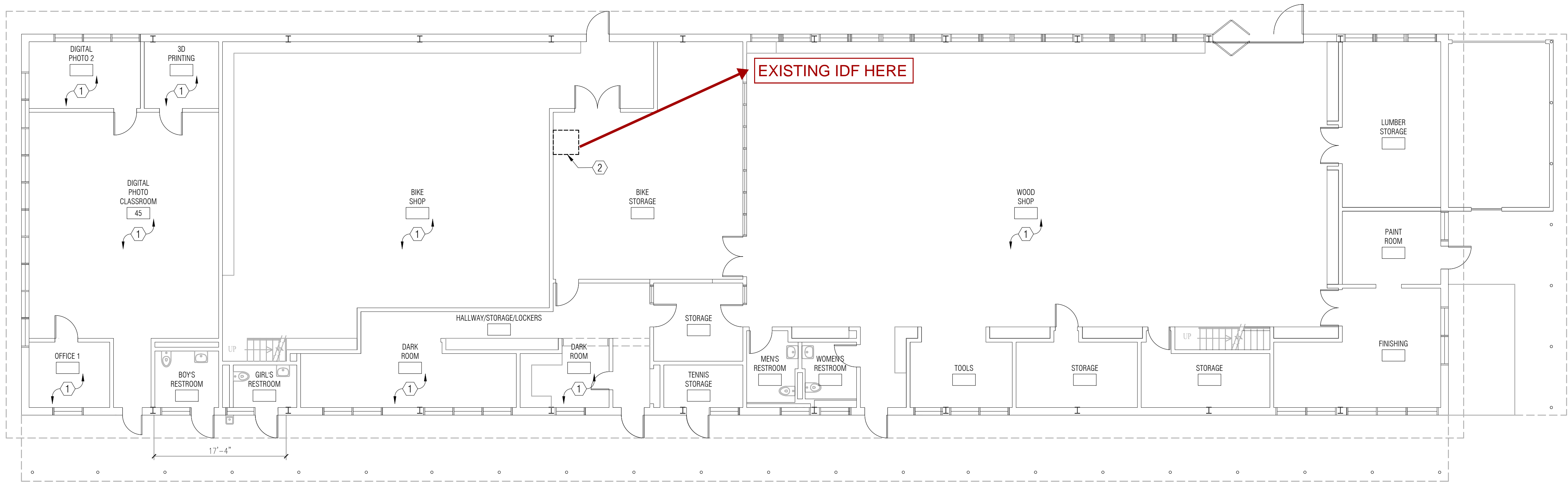
LIBRARY BUILDING -
BUILDING 'N' -
DEMOLITION TELEDATA

Sheet No.

T203



1 VIDEO / WORKSHOP BUILDING - BUILDING 'H' - 2ND FLOOR - TELEDATA DEMOLITION
1/8" = 1'-0"



2 VIDEO / WORKSHOP BUILDING - BUILDING 'H' - 1ST FLOOR - TELEDATA DEMOLITION
1/8" = 1'-0"



GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF SHELF. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

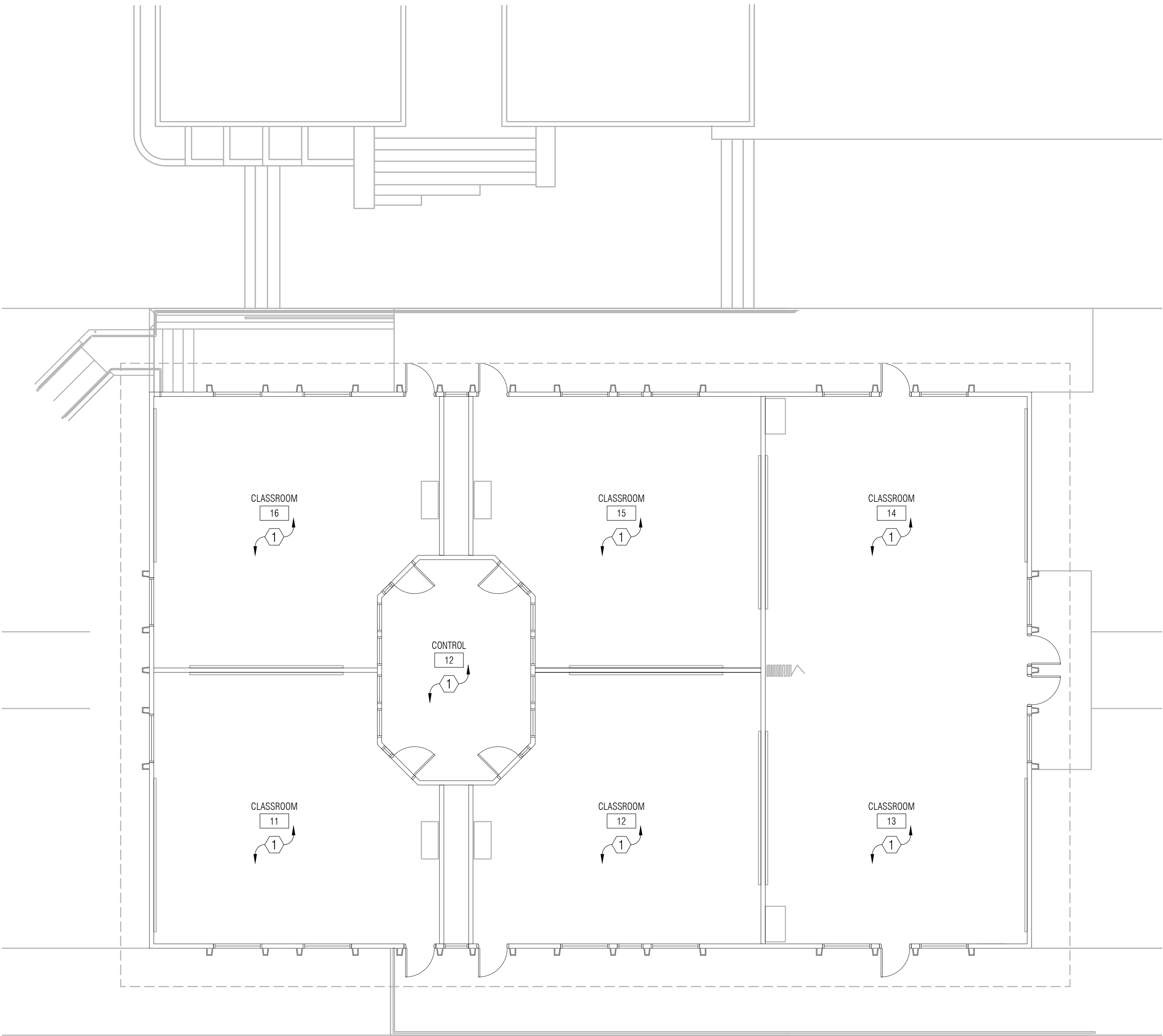
Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

VIDEO / WORKSHOP BUILDING - BUILDING 'H' - DEMOLITION TELEDATA

Sheet No.

T204



1 MATH BUILDING - BUILDING 'B' - 2ND FLOOR - DEMOLITION TELEDATA

1/8" = 1'-0"

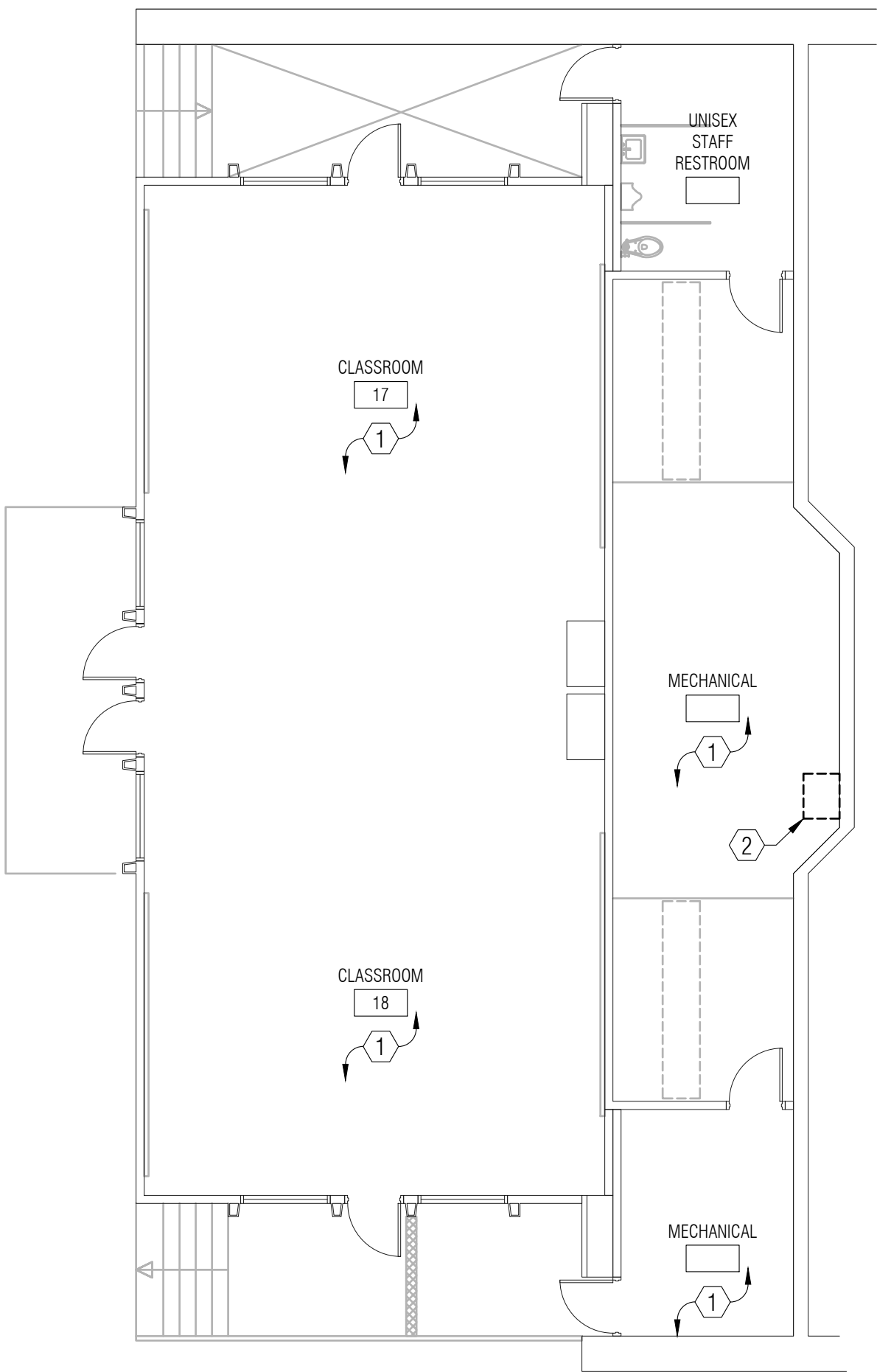
NORTH

GENERAL NOTES

1. DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
2. DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
3. APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- ① REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- ② EXISTING IDF ENCLOSURE. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN ENCLOSURE TO OWNER.



2 MATH BUILDING - BUILDING 'B' - 1ST FLOOR - DEMOLITION TELEDATA

1/8" = 1'-0"

NORTH



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team

PM : Checker

AM : Approver

DE : Designer

Sheet Title

MATH BUILDING - BUILDING 'B' - DEMOLITION TELEDATA

Sheet No.

T205

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH
NETWORK UPGRADE

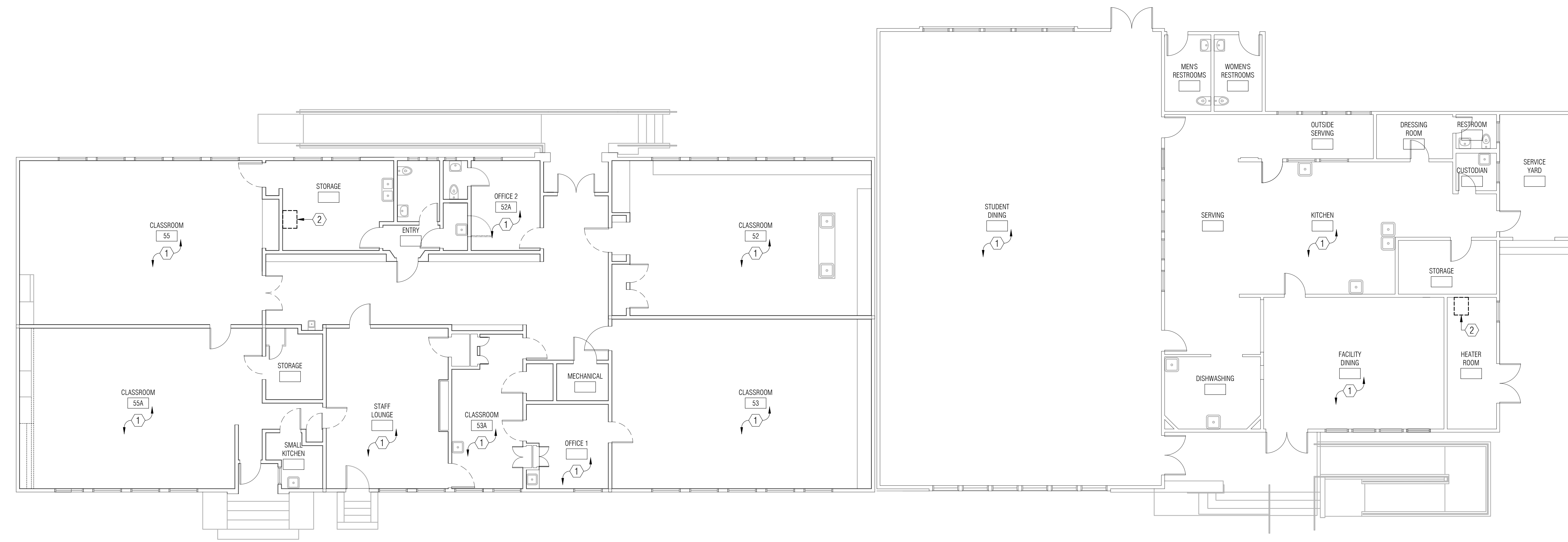
Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :		Checker
AM :		Approver
DE :		Designer

GENERAL NOTES

1. DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
2. DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
3. APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- 1 REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- 2 EXISTING IDF ENCLOSURE. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN ENCLOSURE TO OWNER.



- GENERAL NOTES

1.

DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.

2.

DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.

3.

APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.
- NUMBERED NOTES

①

REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.

②

EXISTING IDF ENCLOSURE. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN ENCLOSURE TO OWNER

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING

1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

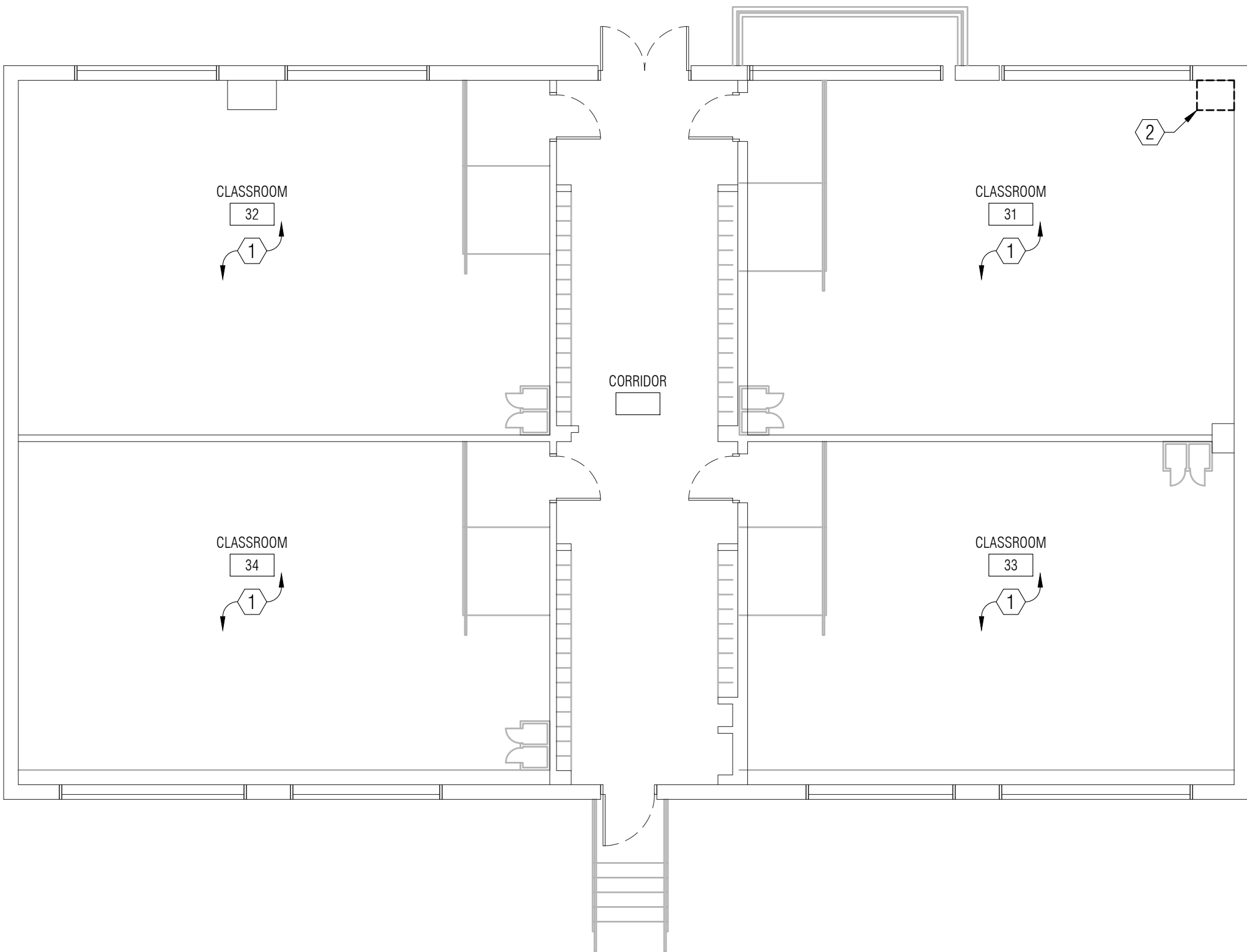
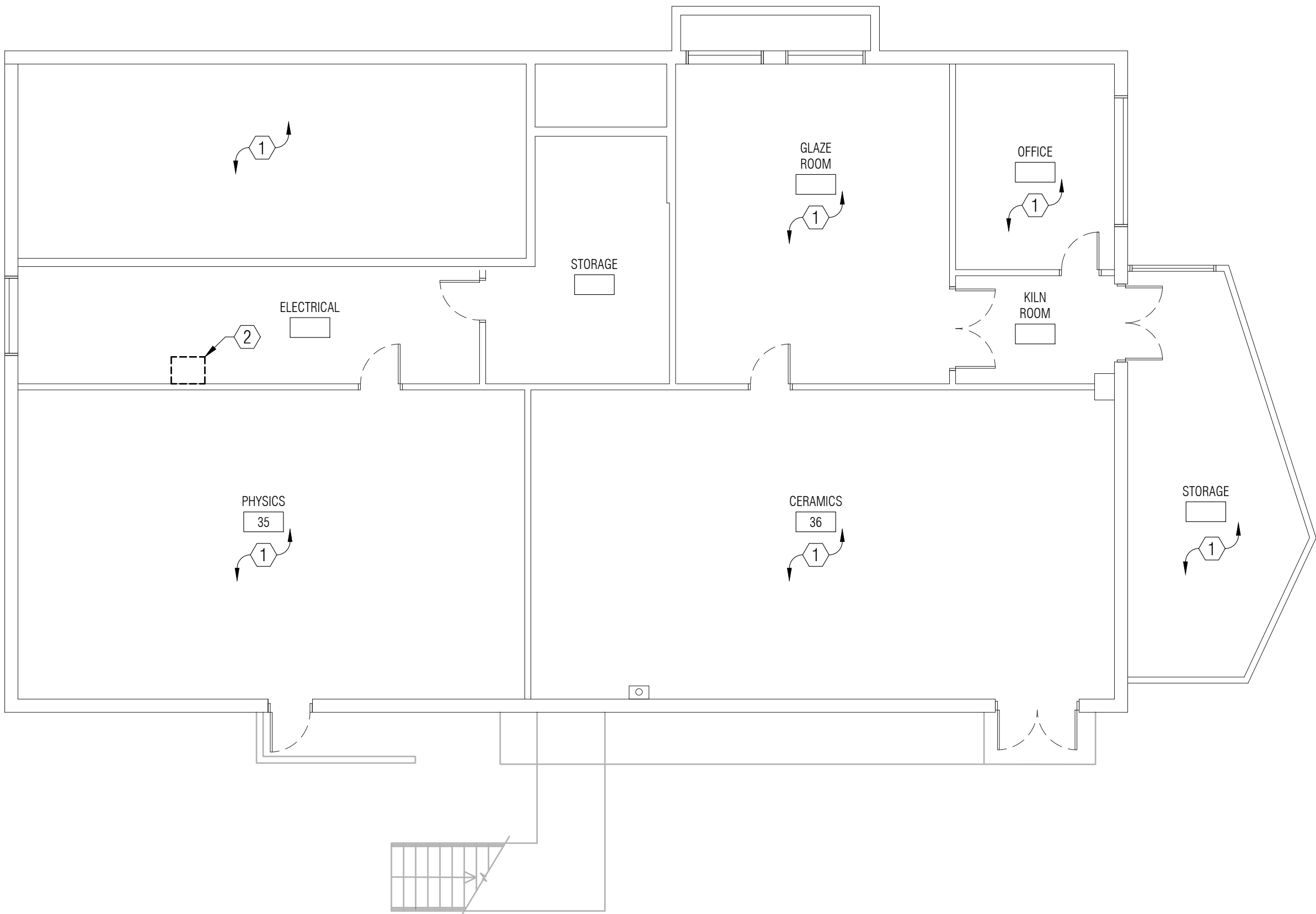
SANTA CRUZ HIGH
NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :	Checker	
AM :	Approver	
DE :	Designer	

TRIDENT BUILDING -
BUILDING 'E' -
DEMOLITION
TELEDATA

Sheet No.

T207



1 TRIDENT BUILDING - BUILDING 'E' - 1ST FLOOR - DEMOLITION TELEDATA

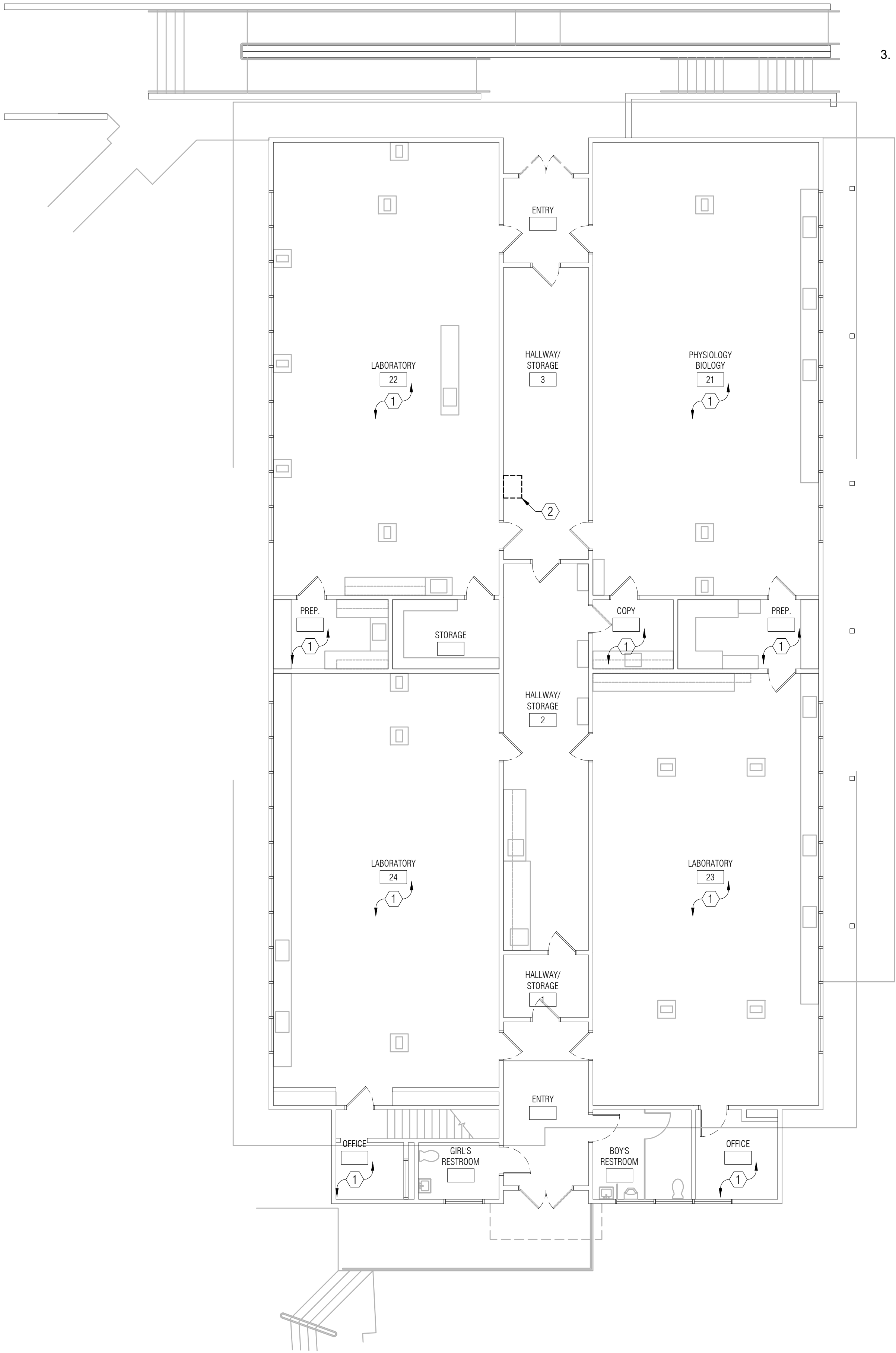
1/8" = 1'-0"

NORTH

2 TRIDENT BUILDING - BUILDING 'E' - 2ND FLOOR - DEMOLITION TELEDATA

1/8" = 1'-0"

NORTH



GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF TWO POST RACK. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETAIN RACK FOR REUSE. SEE ENLARGED IDF DETAIL FOR LOCATION.
- EXISTING CONDUITS TO CRAWL SPACE.
- EXISTING VERTICAL WIRE MANAGER AND CABLE RUNWAY TO BE REMOVED AND REPLACED.
- EXISTING IDF CABINET TO BE REMOVED. RETURN CABINET TO OWNER.
- EXISTING ELECTRICAL DISTRIBUTION PANELS. RACK TO BE REPOSITIONED TO ALLOW FOR CODE REQUIRED CLEARANCES.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team

PM : Checker

AM : Approver

DE : Designer

Sheet Title

SCIENCE BUILDING - BUILDING 'F' - DEMOLITION TELEDATA

Sheet No.

T208

1 SCIENCE BUILDING - BUILDING 'F' - DEMOLITION TELEDATA
1/8" = 1'-0"

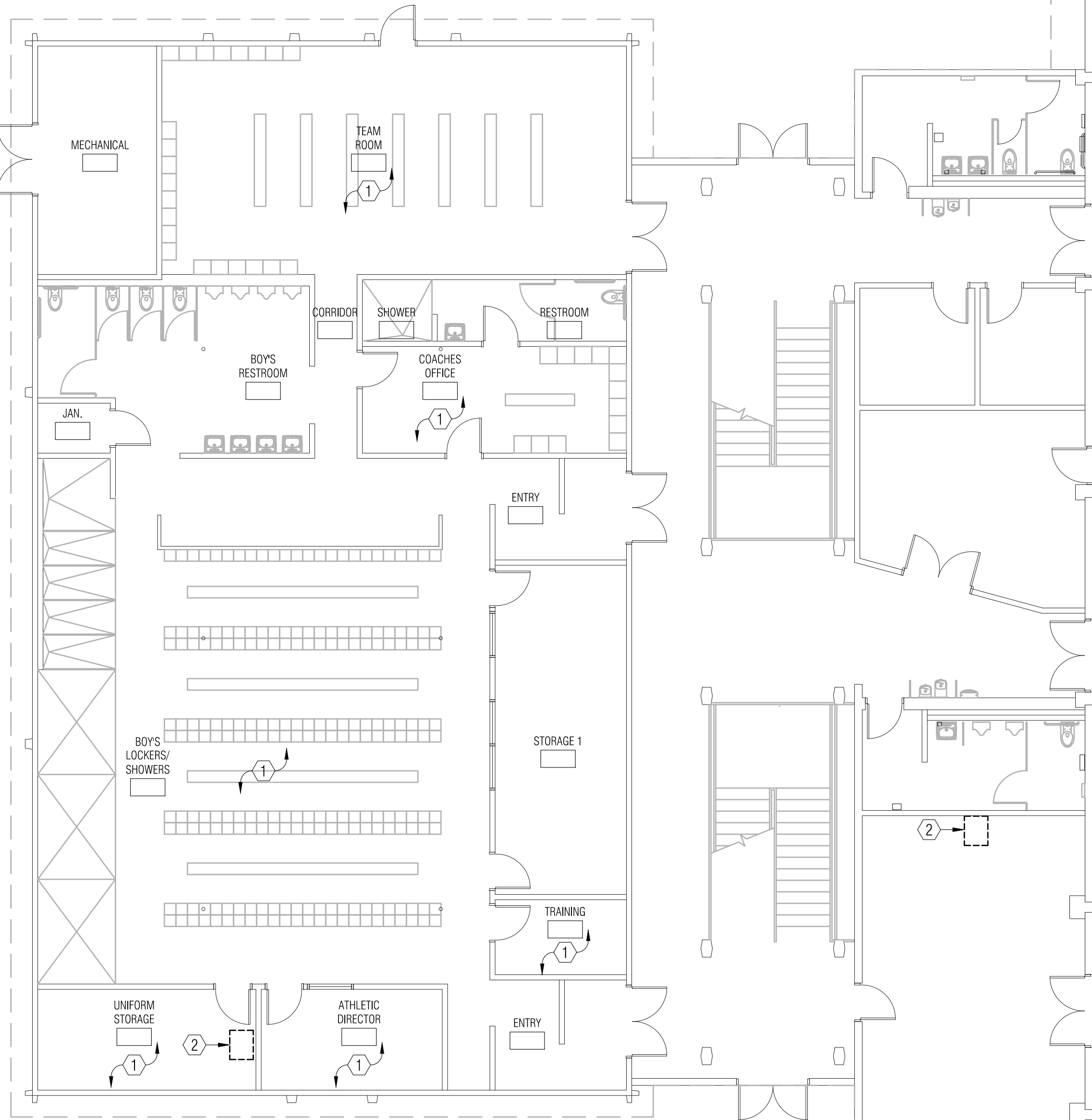


GENERAL NOTES

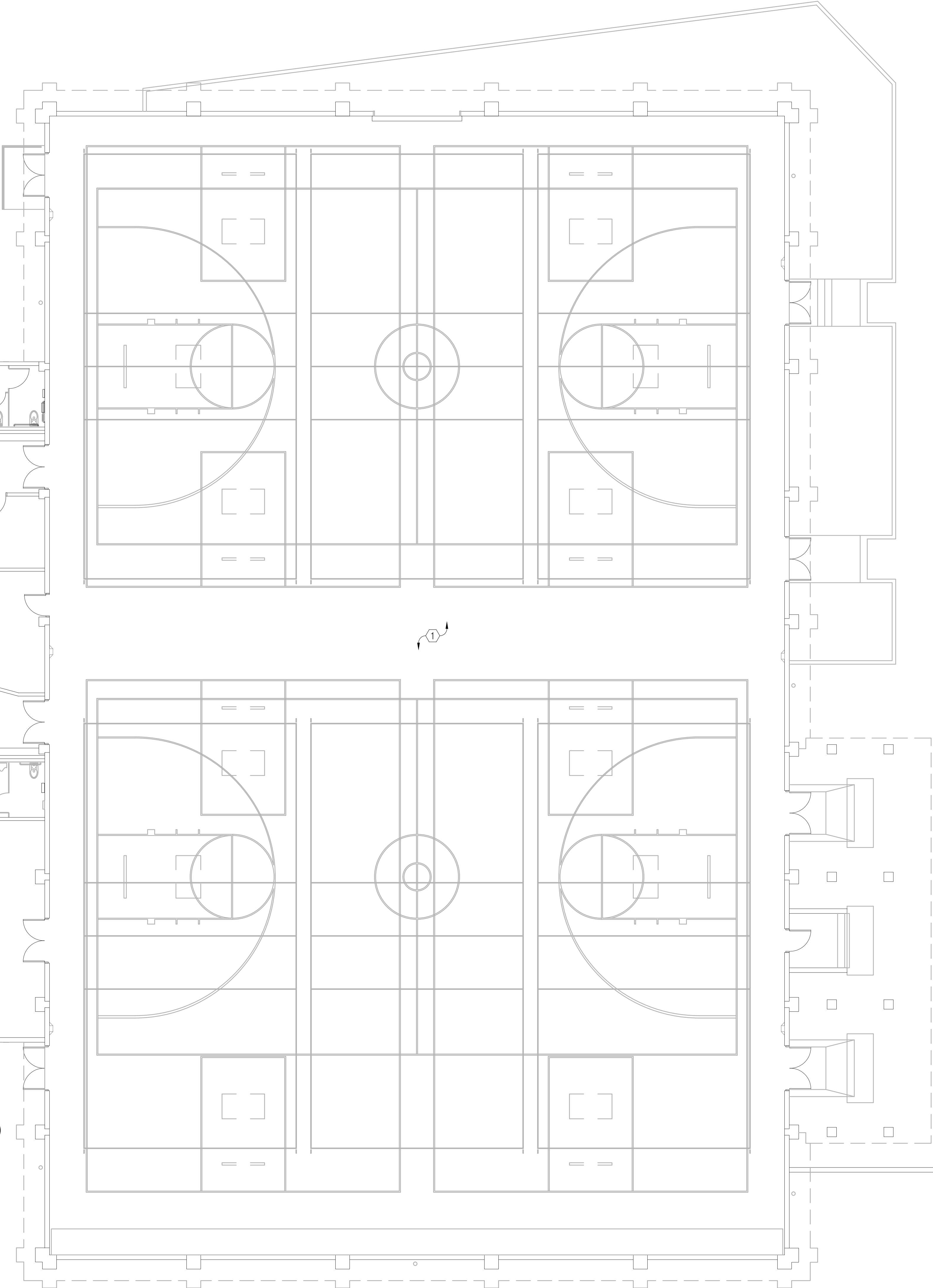
- 1. DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- 2. DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- 3. APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- 1 REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- 2 EXISTING IDF. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT. RETURN ENCLOSURE TO OWNER.



1 LOCKER ROOM - BUILDING 'K' - 1ST FLOOR -
DEMOLITION TELEDATA
1/8" = 1'-0"



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

Locker Room -
Building 'K' - 1st
Floor - Demolition
Teledata

Sheet No.

T209.1

GENERAL NOTES

- 1. DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- 2. DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- 3. APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- 1 REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

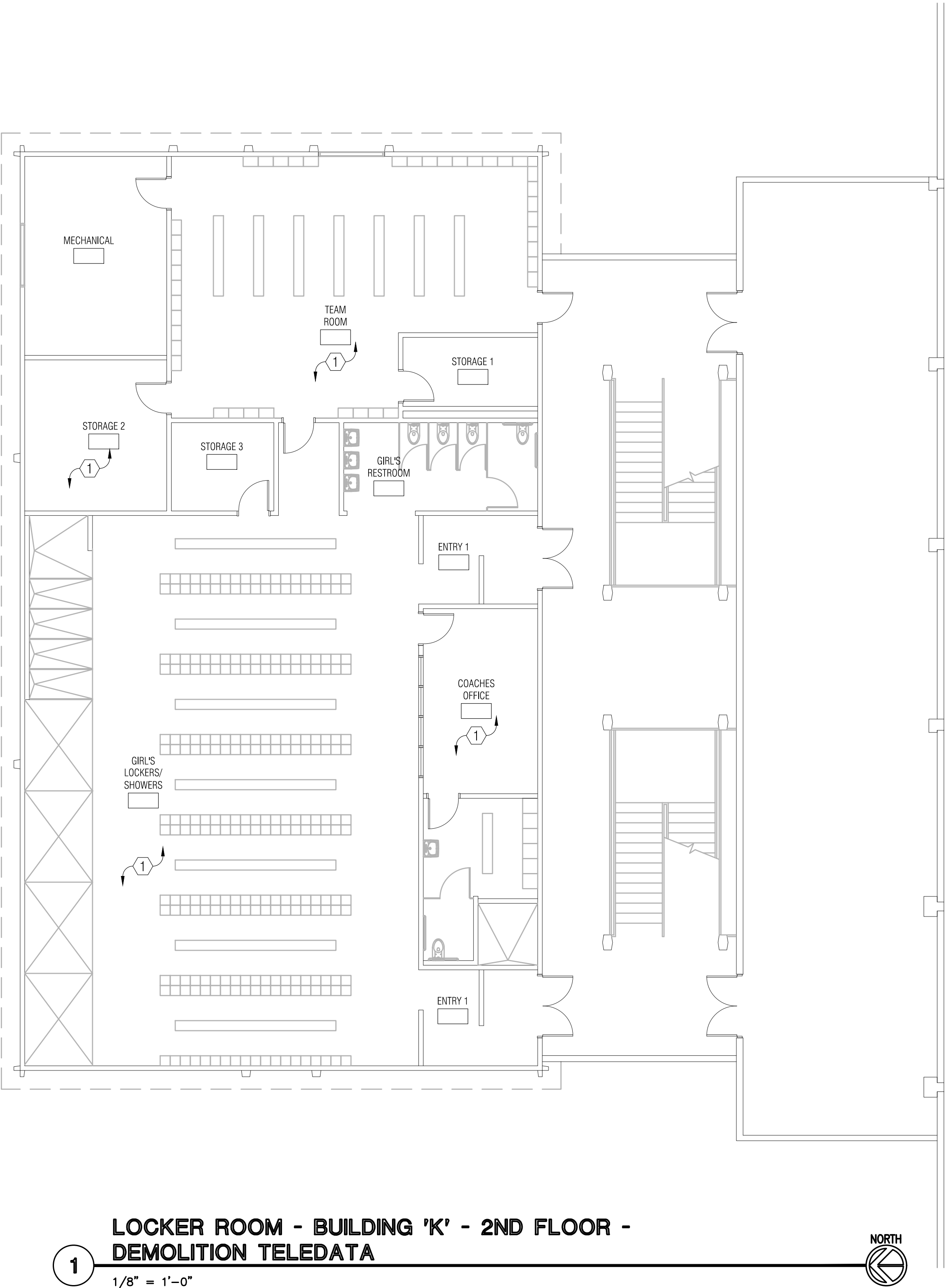
IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

LOCKER ROOM - BUILDING 'K' - 2ND FLOOR - DEMOLITION TELEDATA

Sheet No.

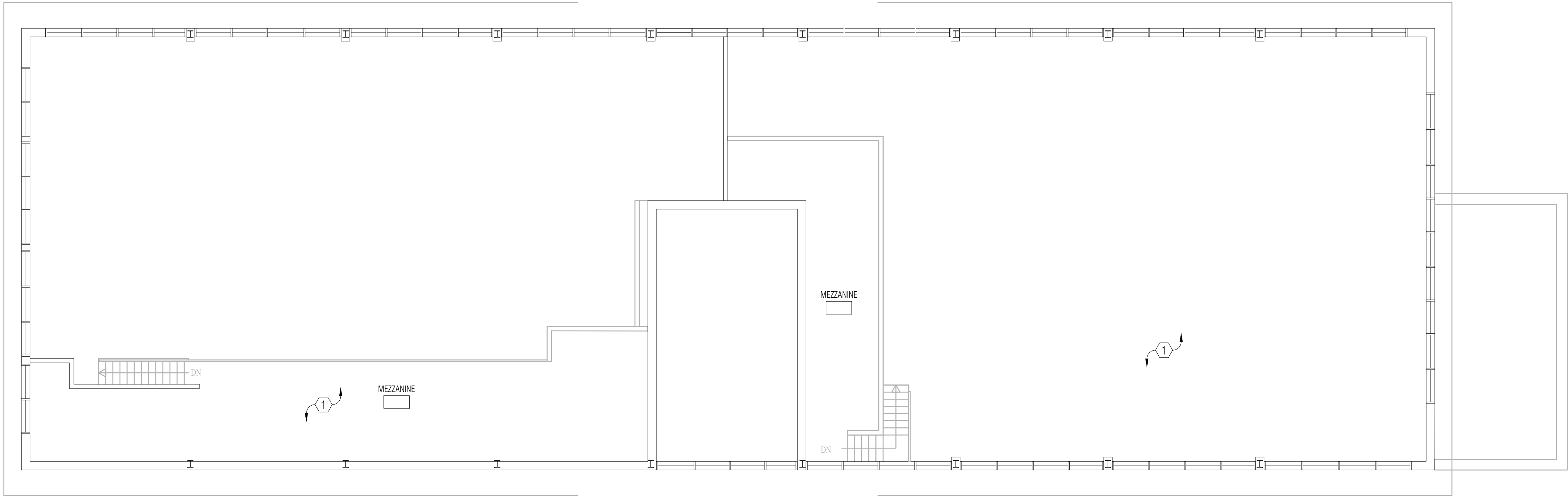
T209.2



LOCKER ROOM - BUILDING 'K' - 2ND FLOOR - DEMOLITION TELEDATA

1 1/8" = 1'-0"





1 AUTO SHOP - BUILDING 'G' - MEZZANINE - TELEDATA DEMOLITION
1/8" = 1'-0"



GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- EXISTING IDF SHELF. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT.
- EXISTING IDF SHELF APPROXIMATELY 18' AFF. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

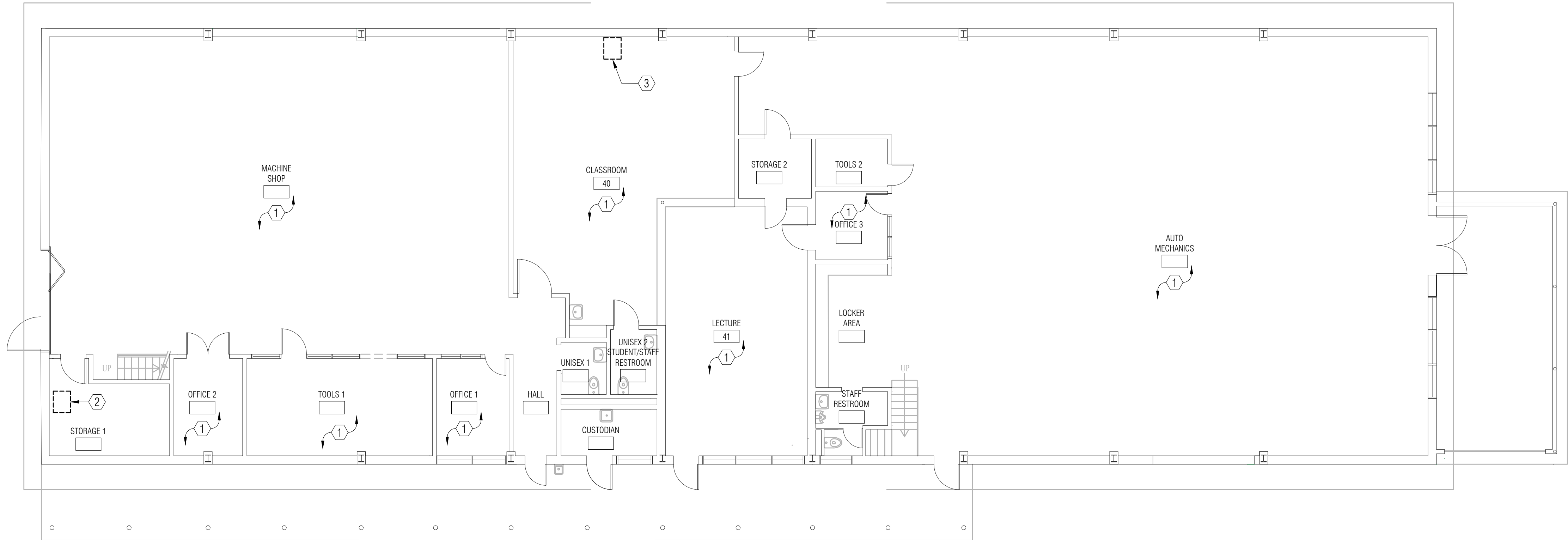
415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**



2 AUTO SHOP - BUILDING 'G' - 1ST FLOOR - TELEDATA DEMOLITION
1/8" = 1'-0"



SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

AUTO SHOP - BUILDING 'G' - DEMOLITION TELEDATA

Sheet No.

T210



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

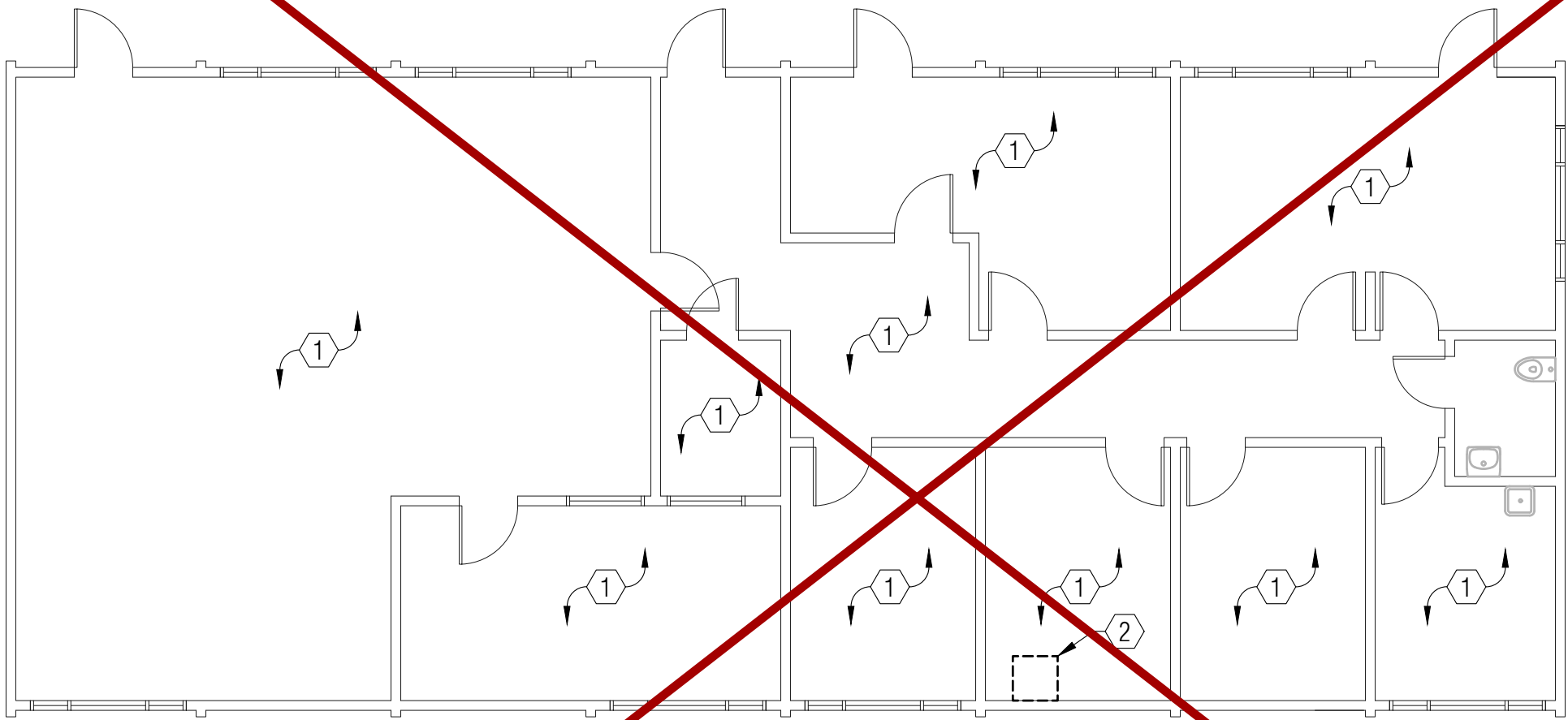
JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

GENERAL NOTES

- DO NOT DISTURB CABLING FOR EXISTING CLOCK CIRCUITS, ACCESS CONTROL, SECURITY, OR IP CAMERAS. THESE SYSTEMS TO REMAIN IN SERVICE.
- DO NOT DISTURB CABLING FOR EXISTING LIFE SAFETY SYSTEMS. EXISTING FIBER IN MDF/IDF LOCATIONS MAY SERVE LIFE SAFETY EQUIPMENT. VERIFY LIFE SAFETY WIRING BEFORE DEMO.
- APPLICATION SERVERS AND NETWORK EQUIPMENT WILL BE REMOVED BY THE SCHOOL DISTRICT. COORDINATE DEMO ACTIVITIES WITH DISTRICT PERSONNEL BEFORE REMOVING ANY CABLE OR EQUIPMENT.

NUMBERED NOTES

- 1 REMOVE ALL DATA CABLING ASSOCIATED WITH EXISTING PHONES, WIRELESS ACCESS POINTS, AND WORKSTATIONS. DEMO CABLES FROM DEVICE TO PATCH PANEL AND REMOVE FROM PATHWAYS.
- 2 EXISTING IDF. REMOVE PATCH PANELS AND WIRE MANAGERS. REMOVE FIBER SLEEVES AND ADAPTER PANELS IF PRESENT.



1 ADULT EDUCATION BUILDING - TELEDATA DEMOLITION
1/8" = 1'-0"



SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

ADULT EDUCATION BUILDING - DEMOLITION TELEDATA

Sheet No.

T211

GENERAL NOTES

- 1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- 2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- 3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.

GENERAL NOTES

- 4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ44 JACK. LABEL AND TEST.
Route cables to locations shown

NUMBERED NOTES

- 1 NEW IDF TWO POST RACK. SEE DETAILS FOR MOUNTING.
- 2 TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- 3 PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- 4 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING-CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
Route cables to locations shown



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

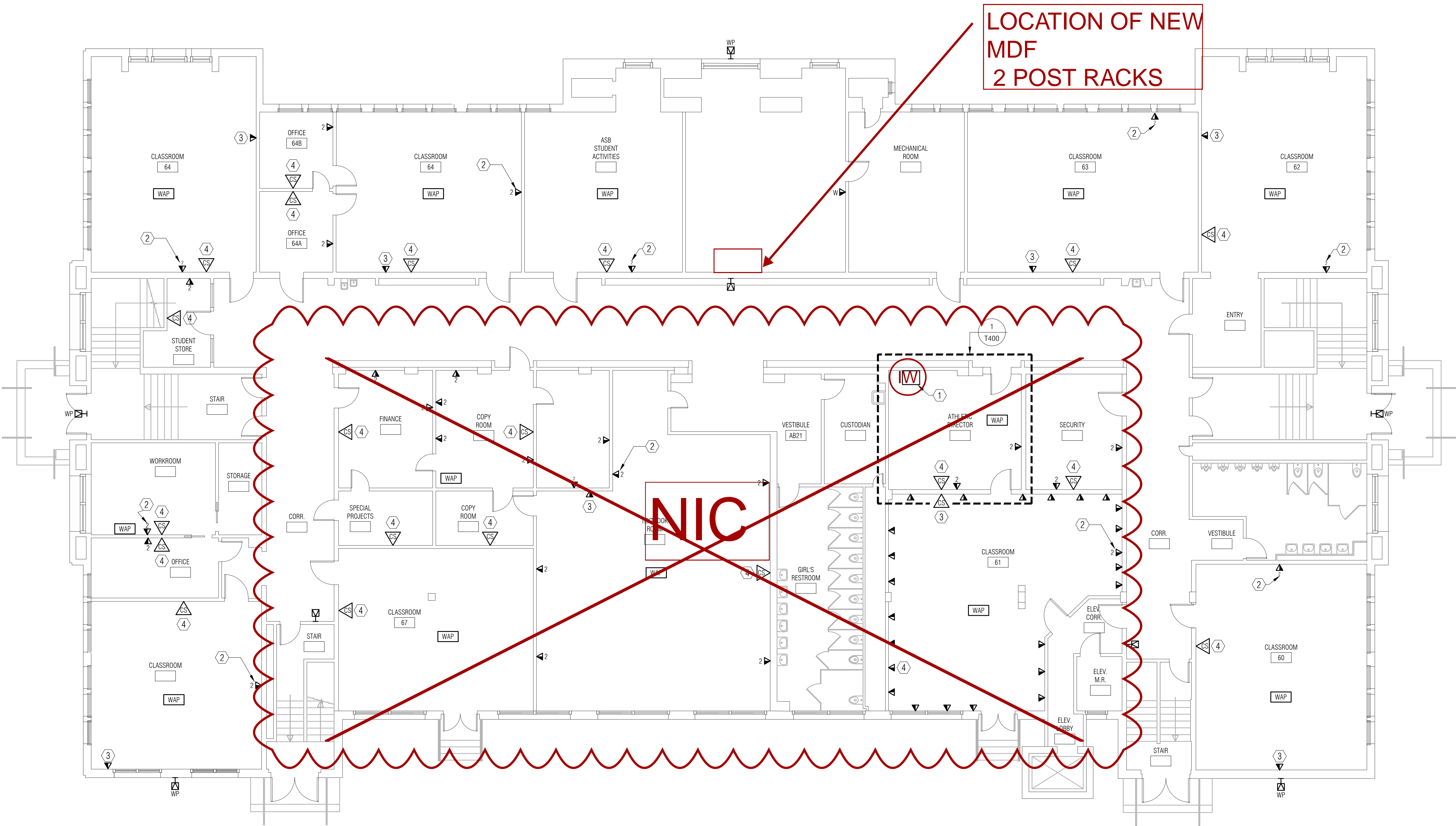
IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

ADMINISTRATION BUILDING - BUILDING 'A' - 1ST FLOOR - NEW TELEDATA

Sheet No.

T301.1



1 ADMINISTRATION BUILDING - BUILDING 'A' - 1ST FLOOR - NEW TELEDATA

1/8" = 1'-0"



GENERAL NOTES

- 1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- 2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- 3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.

GENERAL NOTES

- 4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.
Route cables to locations shown

NUMBERED NOTES

- 1 NEW MDF TWO POST RACKS AND VERTICAL WIRE MANAGERS SEE DETAILS FOR MOUNTING.
- 2 TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- 3 PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- 4 ROUTE ~~CABLES~~ FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
Route cables to locations shown
- 5 CLOCK SPEAKER LOCATED ON SECOND LEVEL OF AUDITORIUM.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

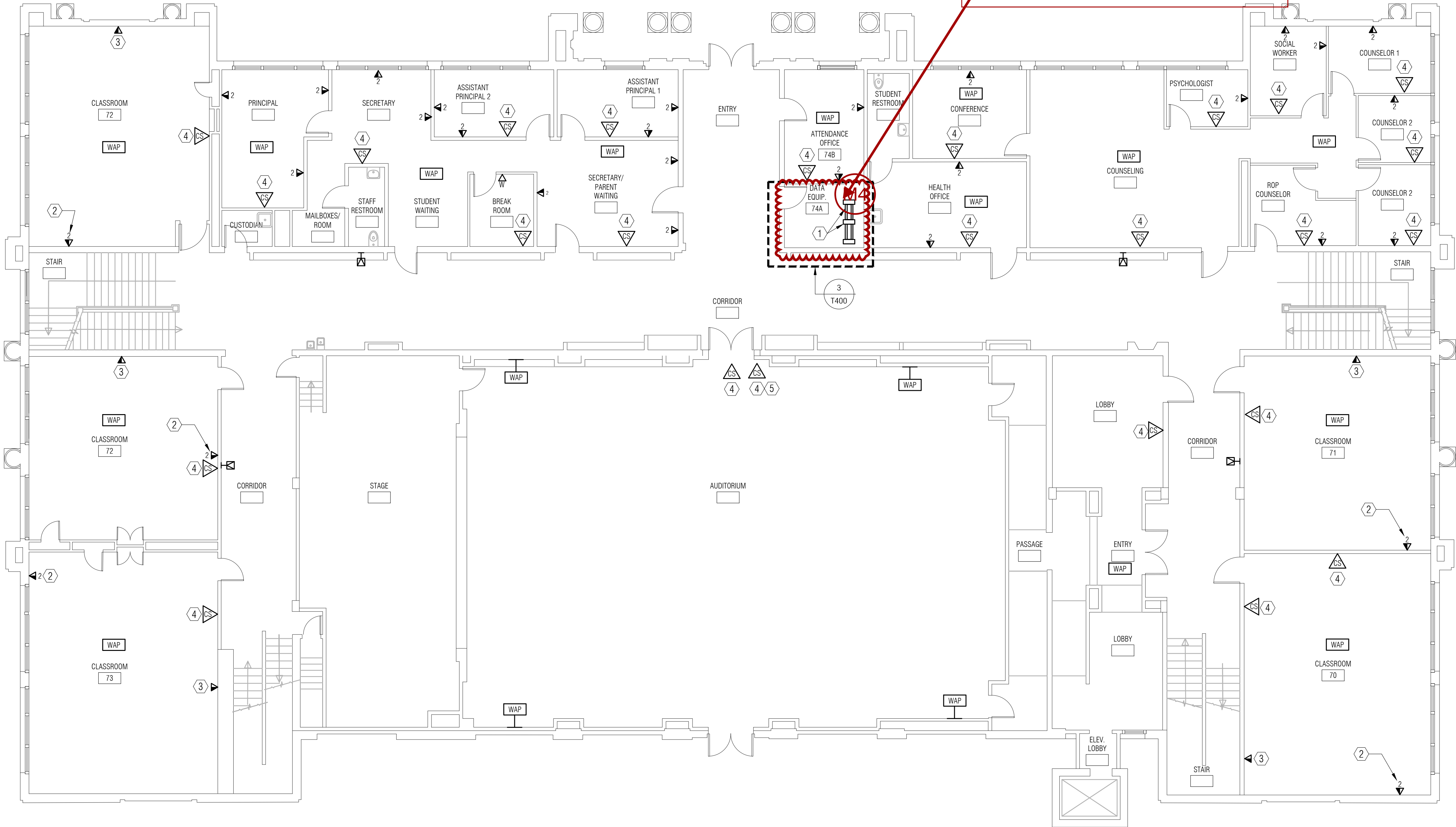
IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

ADMINISTRATION BUILDING - BUILDING 'A' - 2ND FLOOR - NEW TELEDATA

Sheet No.

T301.2



MDF RELOCATED TO LEVEL 1
AFTER CUT-OVER REMOVE ALL RACKS AND
UNUSED CABLE

1

ADMINISTRATION BUILDING - BUILDING 'A' - 2ND FLOOR - NEW TELEDATA

1/8" = 1'-0"



GENERAL NOTES

- 1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- 2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- 3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.

GENERAL NOTES

- 4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ44 JACK. LABEL AND TEST.
- Route cables to locations shown

NUMBERED NOTES

- 1 NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
 - 2 TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
 - 2 PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
 - 4 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF ~~EXISTING~~ CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
- Route cables to locations shown



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

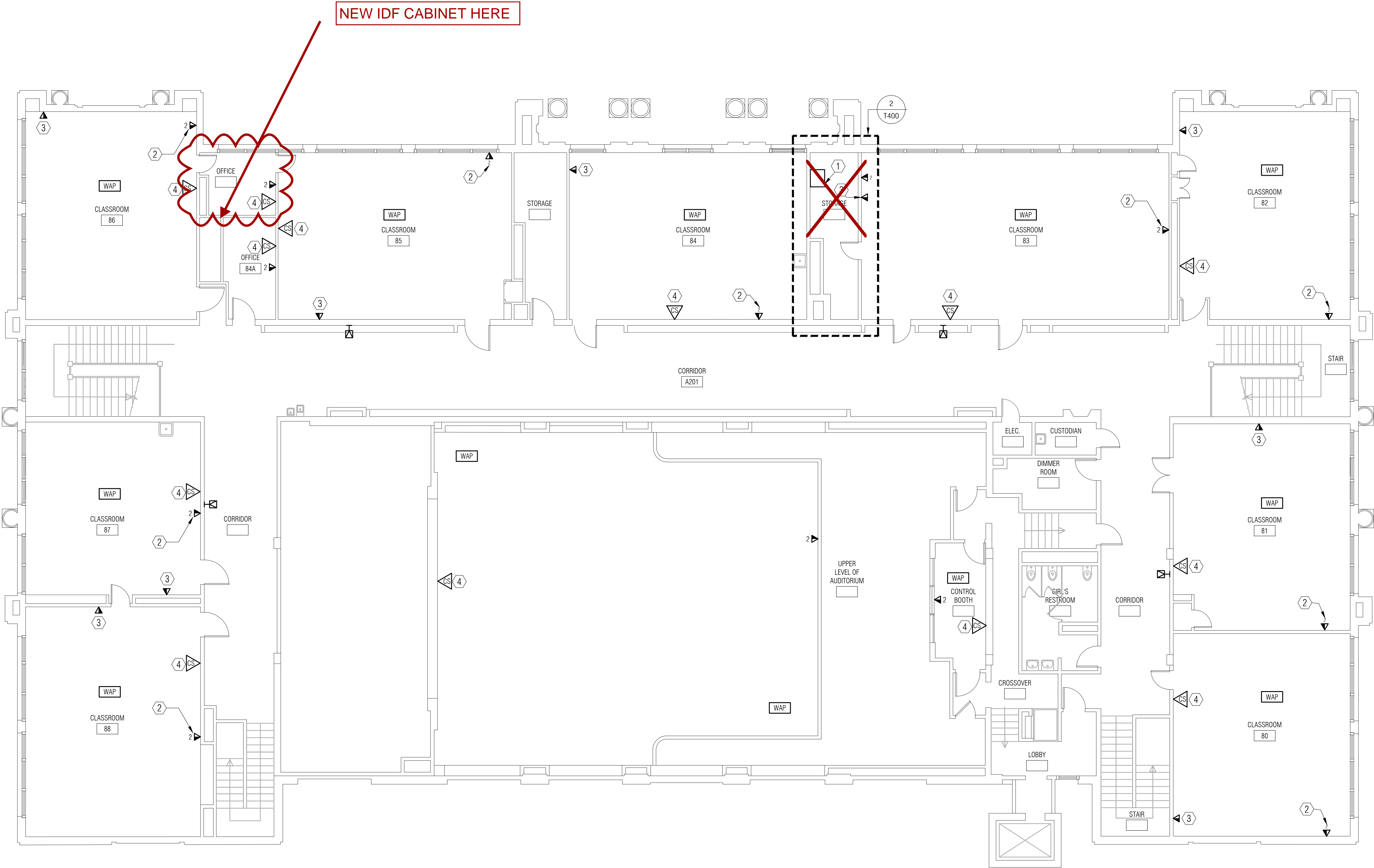
IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

ADMINISTRATION BUILDING - BUILDING 'A' - 3RD FLOOR - NEW TELEDATA

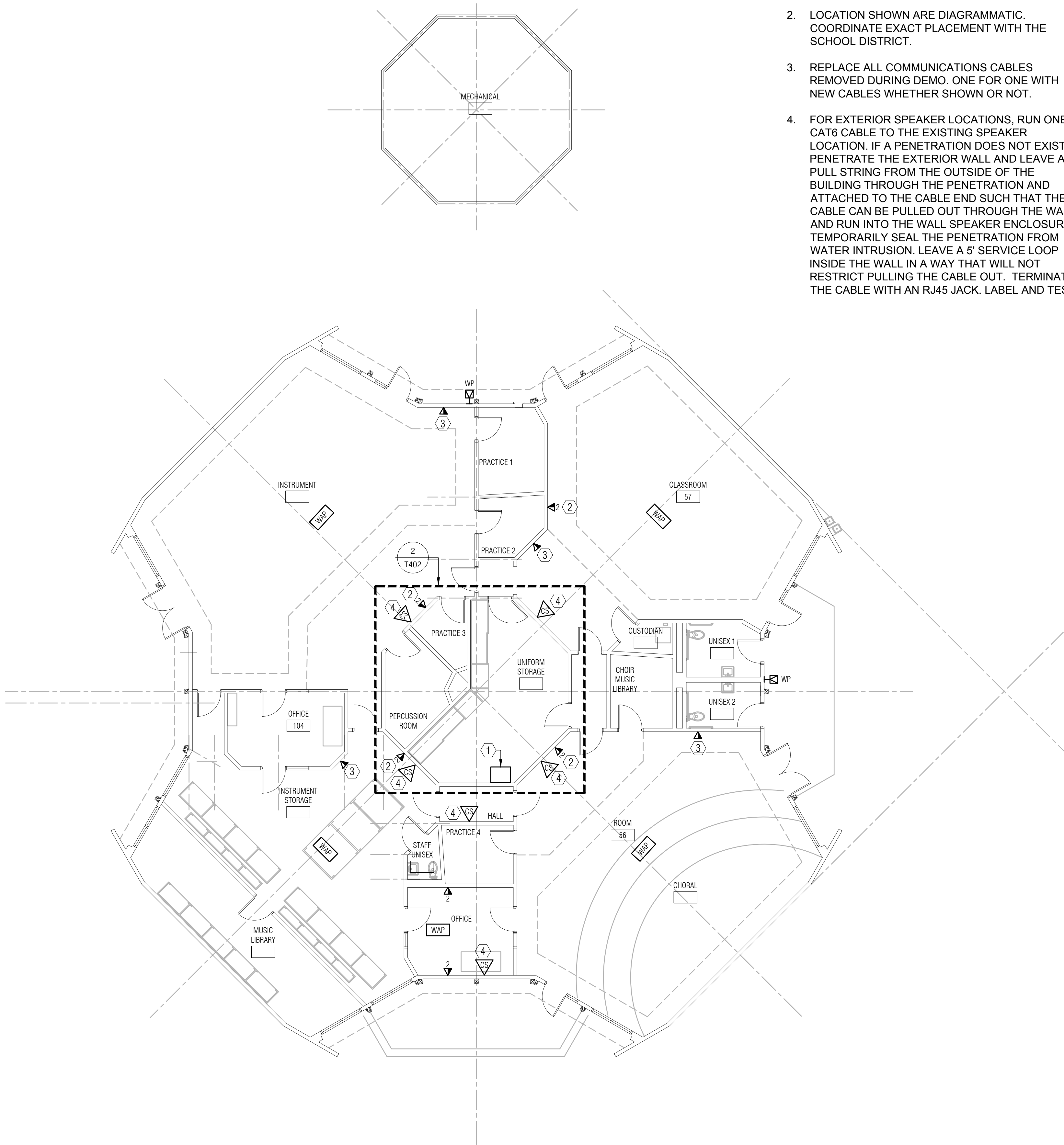
Sheet No.

T301.3



1 ADMINISTRATION BUILDING - BUILDING 'A' - 2RD FLOOR - NEW TELEDATA
1/8" = 1'-0"





GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.

NUMBERED NOTES

- ① NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- ② TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- ③ PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- ④ ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

MUSIC BUILDING -
BUILDING 'M' -
NEW TELEDATA

Sheet No.

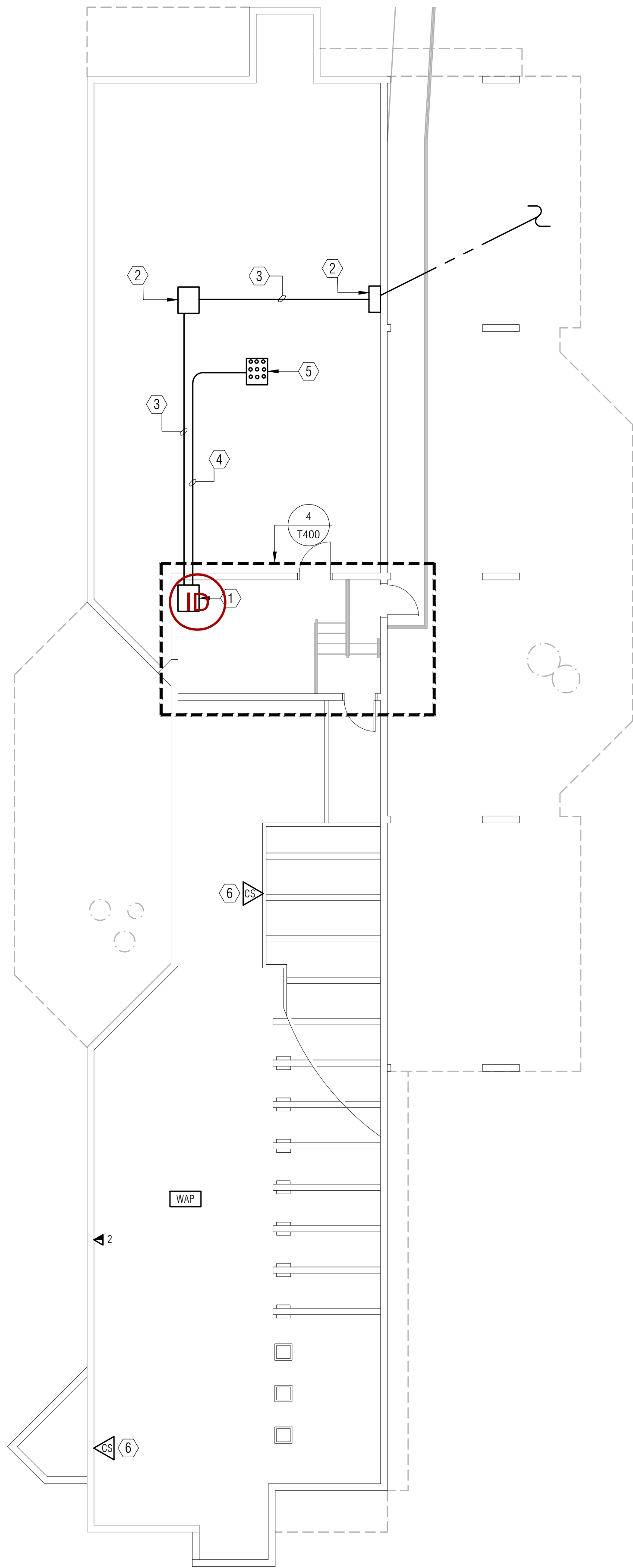
T302

1

MUSIC BUILDING - BUILDING 'M' - NEW TELEDATA

1/8" = 1'-0"

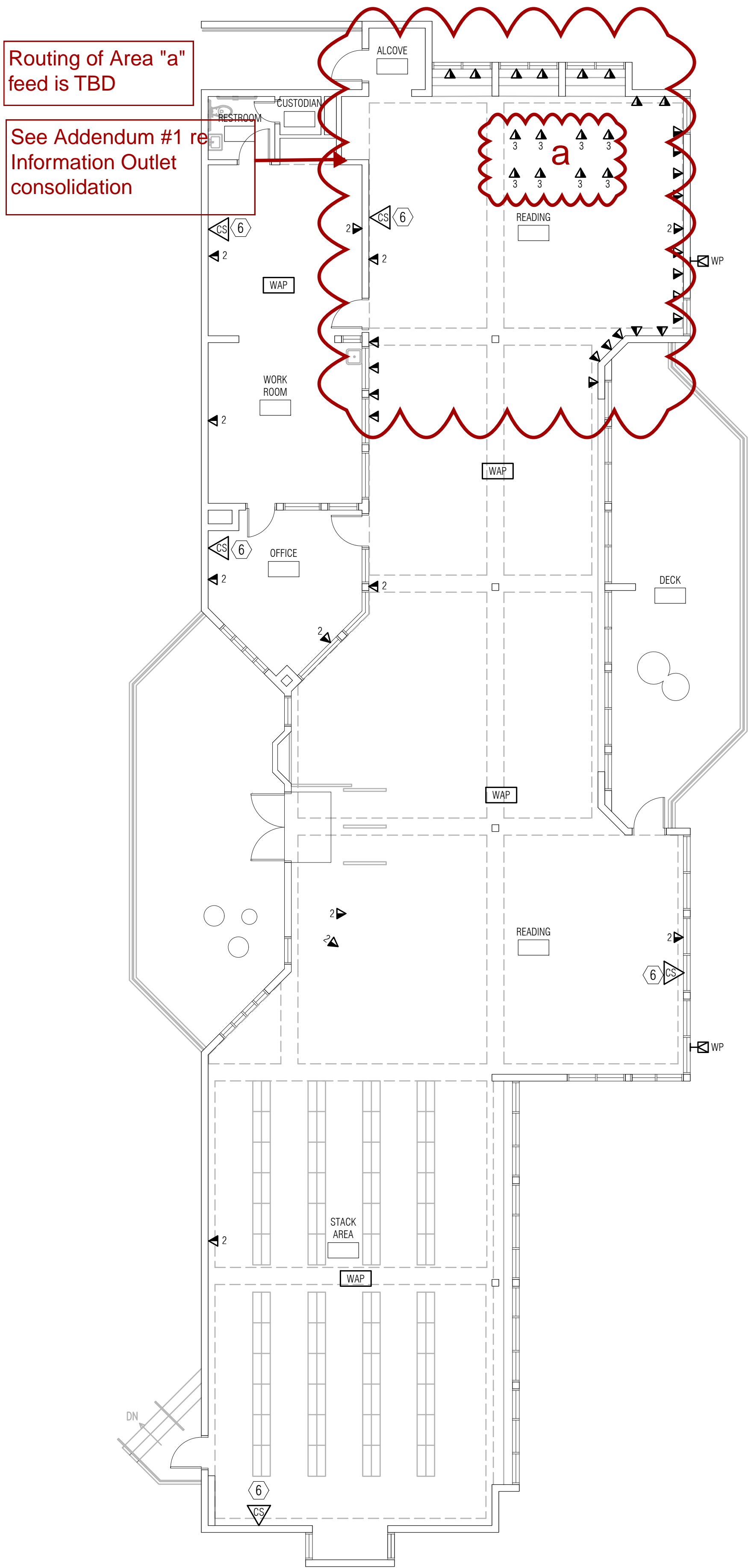




LIBRARY BUILDING - BUILDING 'N' - 1ST FLOOR -
NEW TELEDATA

1

1/6" = 1'-0"



LIBRARY BUILDING - BUILDING 'N' - 2ND FLOOR -
NEW TELEDATA

2

1/6" = 1'-0"



GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
Route cables to locations shown
- FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.

Route cables to locations shown

NUMBERED NOTES

- NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- EXISTING JUNCTION BOX.
- EXISTING EMT PATH TO UNDERGROUND PATHWAY. SEE SHEET T101 FOR CONTINUATION.
- EXISTING EMT PATH TO SECOND FLOOR.
- EXISTING JUNCTION BOX AND CONDUITS TO SECOND FLOOR.
- ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.

Route cables to locations shown



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

IssueDate 6/20/19

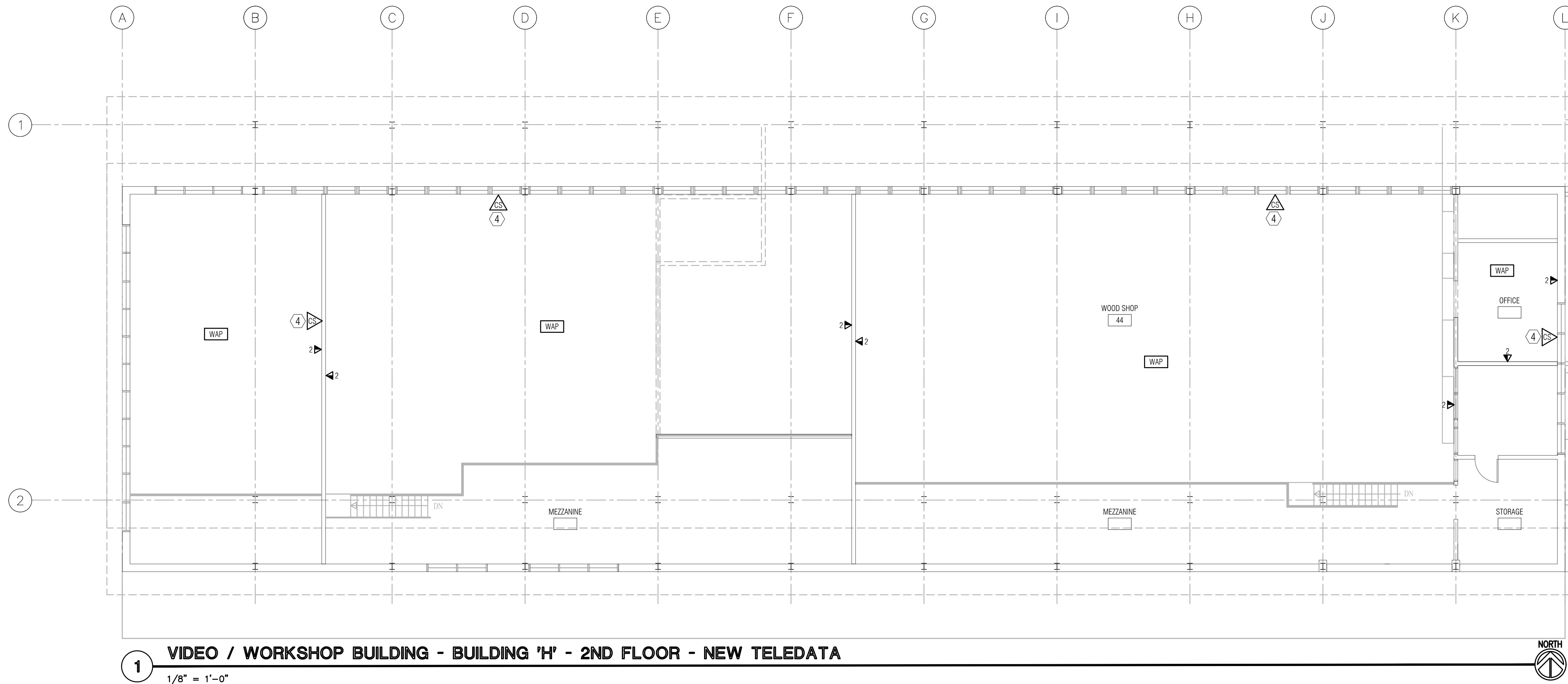
Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

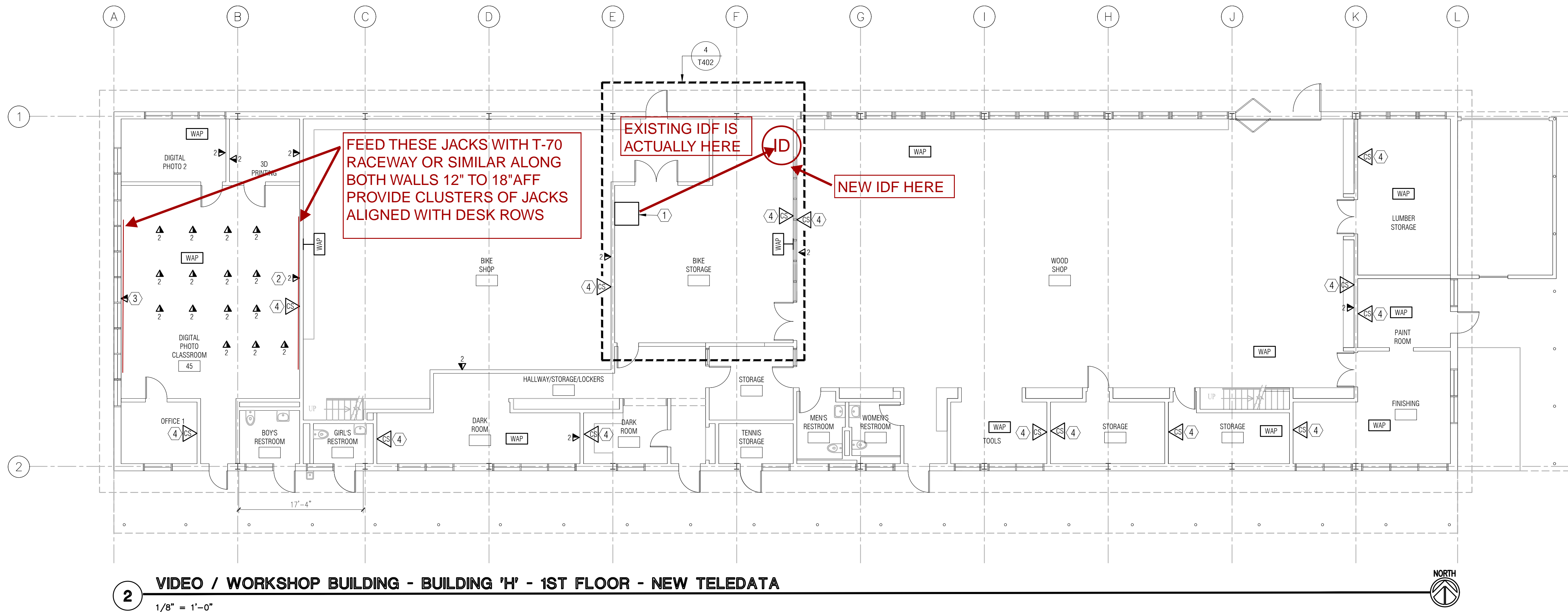
LIBRARY BUILDING -
BUILDING 'N' -
NEW TELEDATA

Sheet No.


T303



- GENERAL NOTES**
- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
 - LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
 - ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
 - Route cables to locations shown FOR EXTERIOR SPEAKER LOCATIONS. RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.
Route cables to locations shown
- NUMBERED NOTES**
- NEW IDF ENCLOSURE. SEE DETAILS FOR MOUNTING.
 - TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
 - PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
 - ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
Route cables to locations shown



- GENERAL NOTES**
- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
 - LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
 - ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
 - Route cables to locations shown FOR EXTERIOR SPEAKER LOCATIONS. RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.
Route cables to locations shown
- NUMBERED NOTES**
- NEW IDF ENCLOSURE. SEE DETAILS FOR MOUNTING.
 - TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
 - PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
 - ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
Route cables to locations shown




development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



ecom
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

Issue Date **6/20/19**

Team

PM : **Checker**

AM : **Approver**

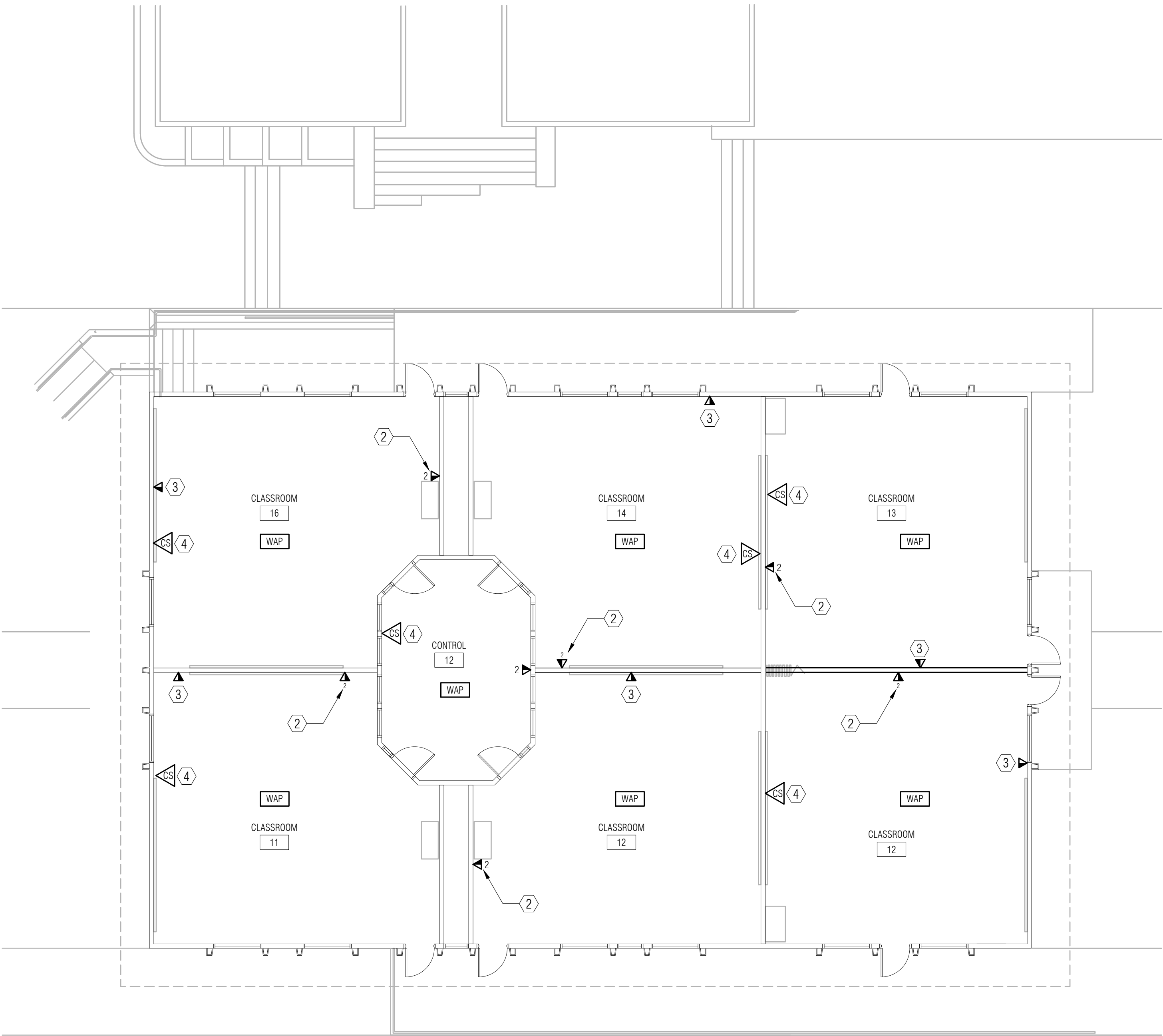
DE : **Designer**

Sheet Title

VIDEO / WORKSHOP BUILDING - BUILDING 'H' - NEW TELEDATA

Sheet No.

T304



1 MATH BUILDING - BUILDING 'B' - 2ND FLOOR - NEW TELEDATA
1/8" = 1'-0"

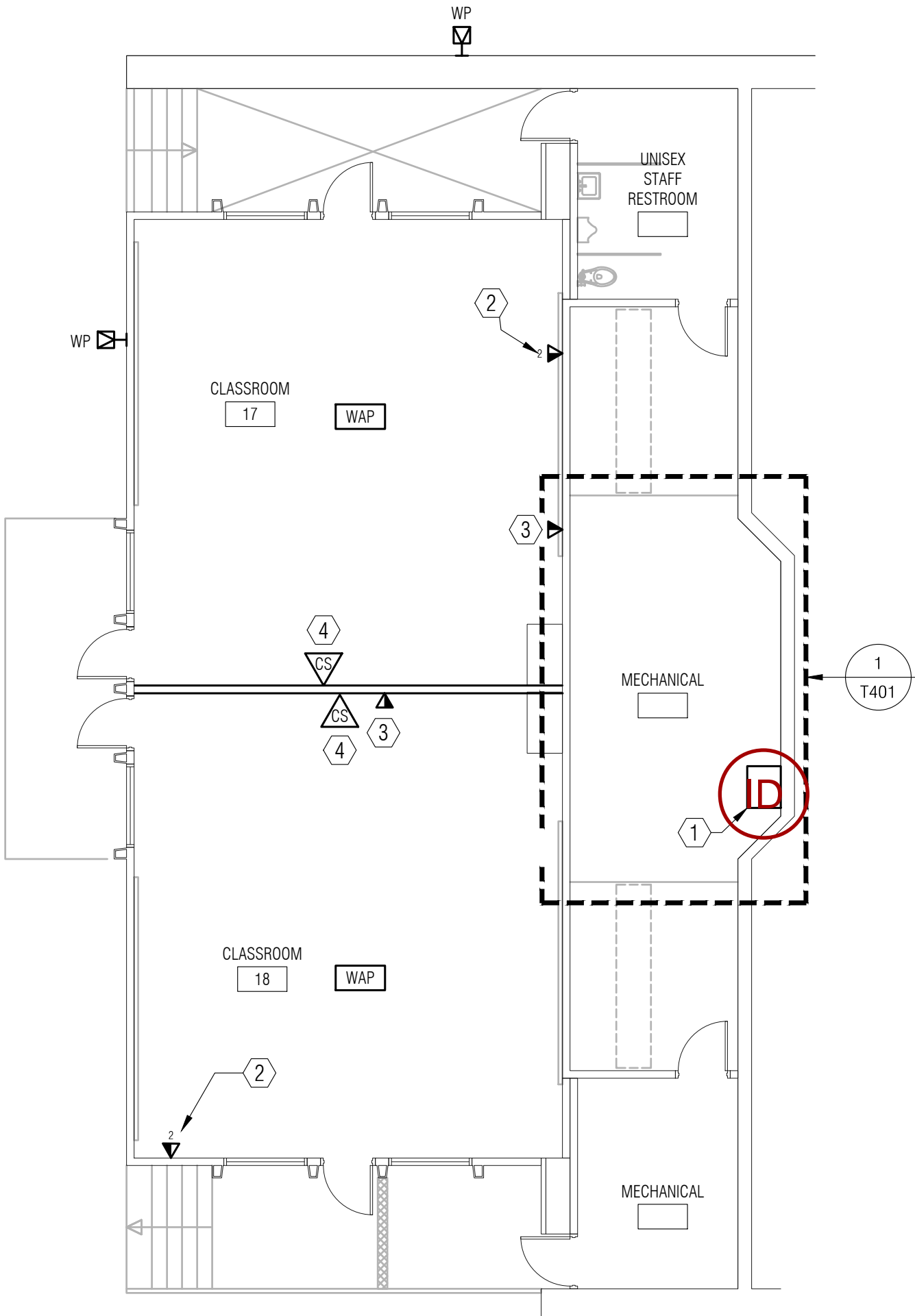
GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
Route cables to locations shown
- FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.

Route cables to locations shown

NUMBERED NOTES

- NEW IDF ENCLOSURE. SEE DETAILS FOR MOUNTING.
- TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF ~~EXISTING~~ CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
Route cables to locations shown



2 MATH BUILDING - BUILDING 'B' - 1ST FLOOR - NEW TELEDATA
1/8" = 1'-0"



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING

1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

MATH BUILDING - BUILDING 'B' - NEW TELEDATA

Sheet No.

T305

GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.

NUMBERED NOTES

- 1 NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- 2 EXISTING SURFACE MOUNT RACEWAY.
- 3 TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- 4 PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- 5 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
- 6 THIS AREA SERVED BY HEATER ROOM IDF.
- 7 THIS AREA SERVED BY STORAGE ROOM IDF.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

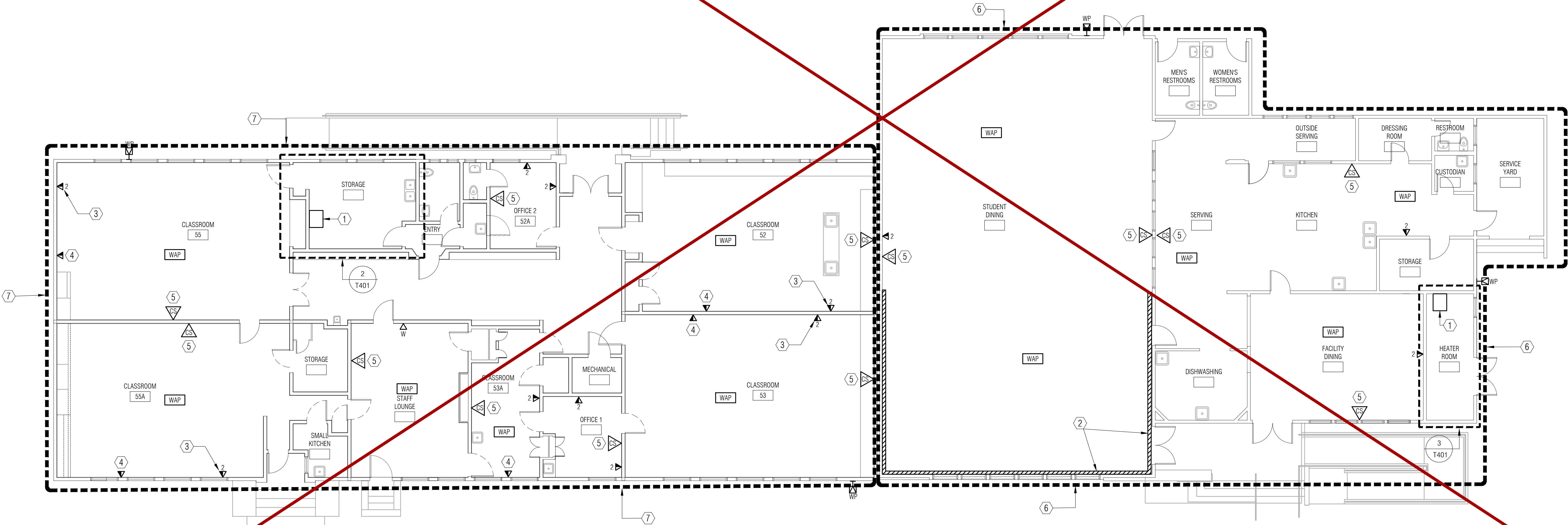
IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

HOME ECONOMICS & CAFETERIA BUILDING - BUILDING 'C/D' - NEW TELEDATA

Sheet No.

T306



HOME ECONOMICS AND CAFETERIA BUILDING - BUILDING 'C/D' - NEW TELEDATA

1/8" = 1'-0"



GENERAL NOTES

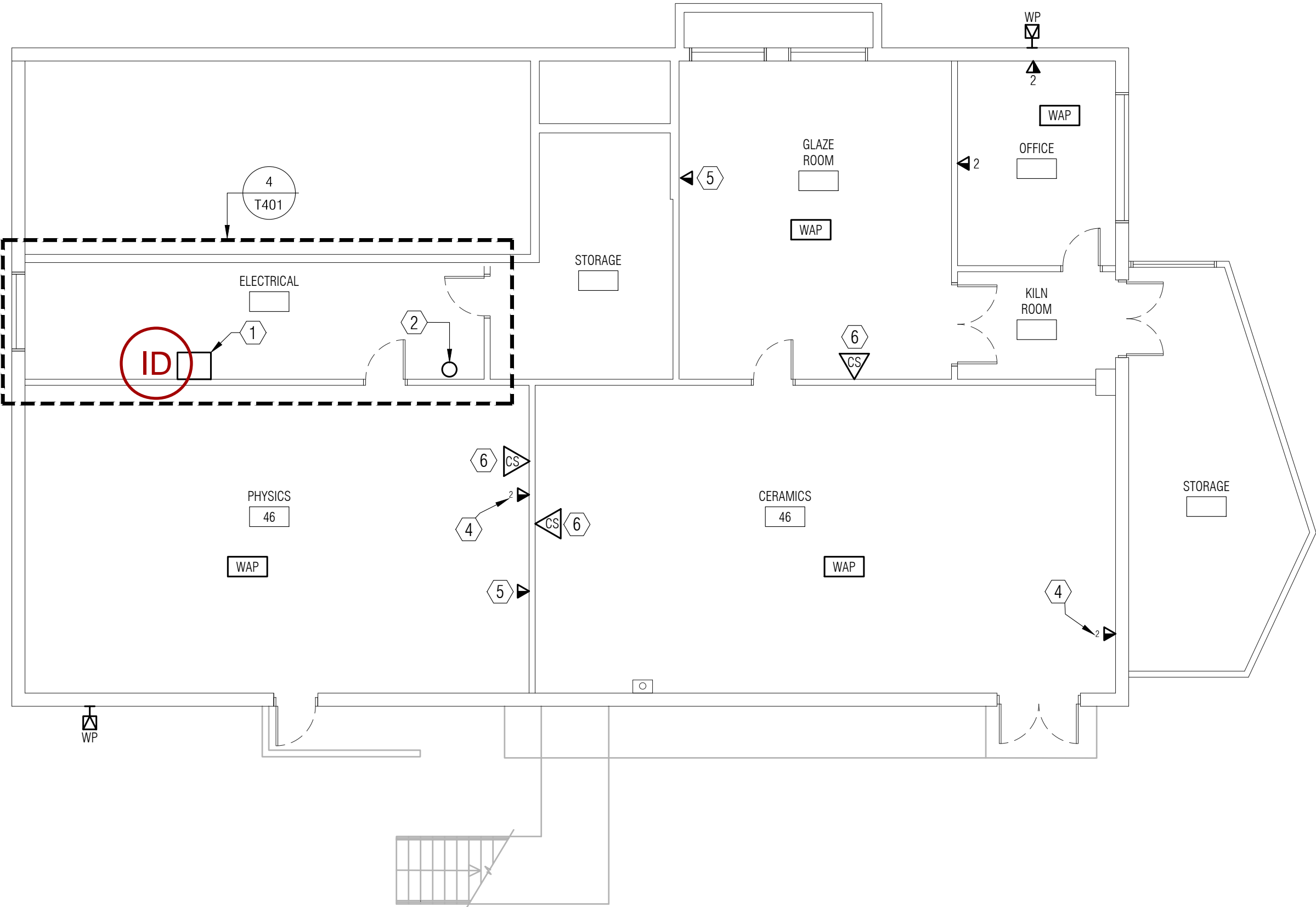
1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 6' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ56 JACK. LABEL AND TEST.

Route cables to locations shown

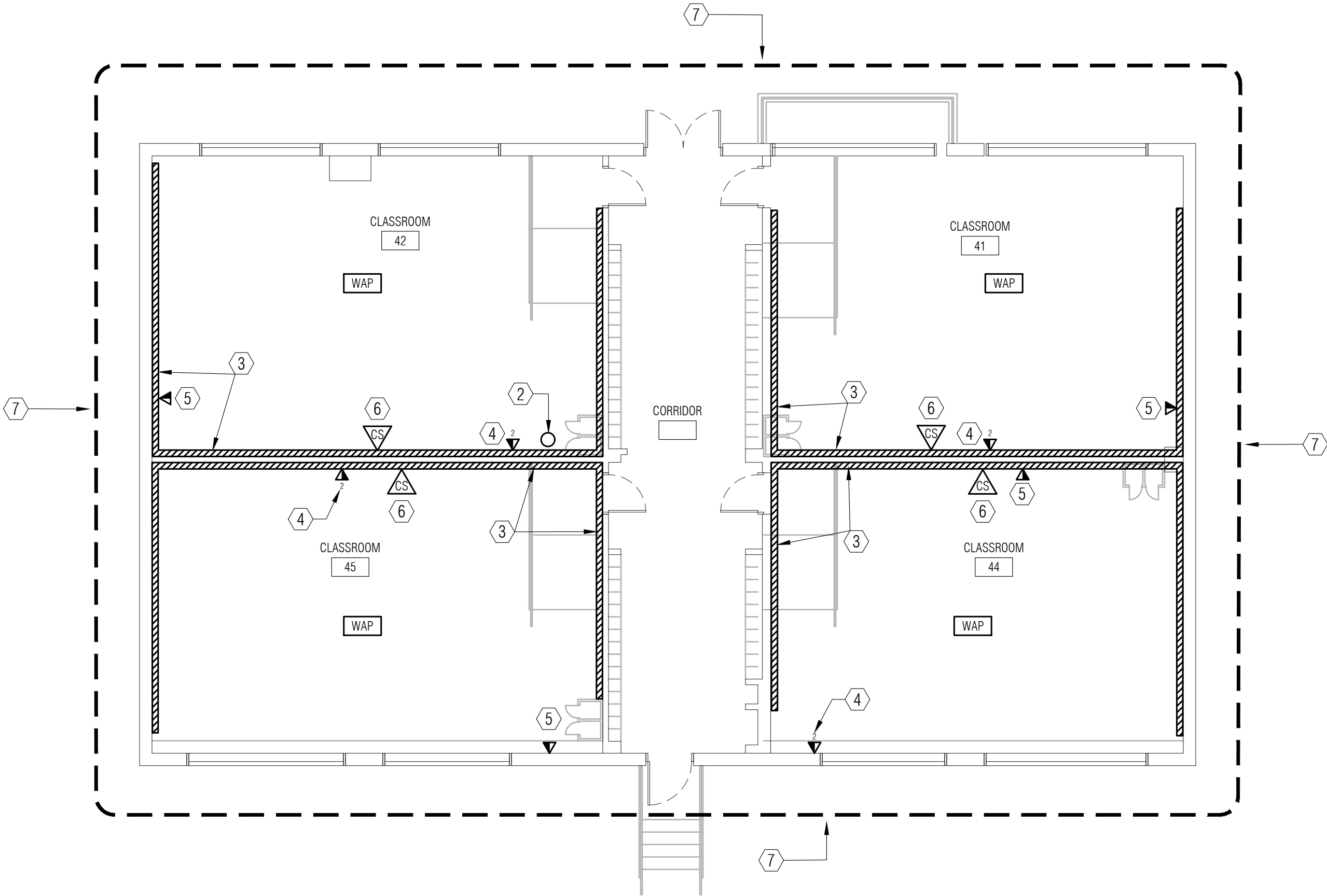
NUMBERED NOTES

1. NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
2. NEW 2 INCH CORE AND SLEEVE BETWEEN ELECTRICAL ROOM AND CLASSROOM 42. VERIFY LOCATION BEFORE CORING. ROUTE LARGER SURFACE RACEWAY FROM CORE TO NEW SURFACE RACEWAY ON ROOM PERIMETER.
3. NEW SURFACE RACEWAY, PANDUIT T70BEI10 WITH T70CEI10 COVERS AND APPROPRIATE FITTINGS FOR A COMPLETE INSTALLATION. USE EXISTING RACEWAY IF PRACTICAL. ROUTING IS DIAGRAMMATIC. CONTRACTOR TO INSTALL RACEWAY AS REQUIRED TO REACH ALL CABLE POINTS WITHIN THE ROOM. SEE DETAILS FOR MOUNTING.
4. TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
5. PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
6. ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.
7. THIS AREA SERVED FROM FIRST FLOOR ELECTRICAL ROOM IDF.

Route cables to locations shown



1 TRIDENT BUILDING - BUILDING 'E' - 1ST FLOOR - NEW TELEDATA
1/8" = 1'-0"



2 TRIDENT BUILDING - BUILDING 'E' - 2ND FLOOR - NEW TELEDATA
1/8" = 1'-0"



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

Issue Date 6/20/19

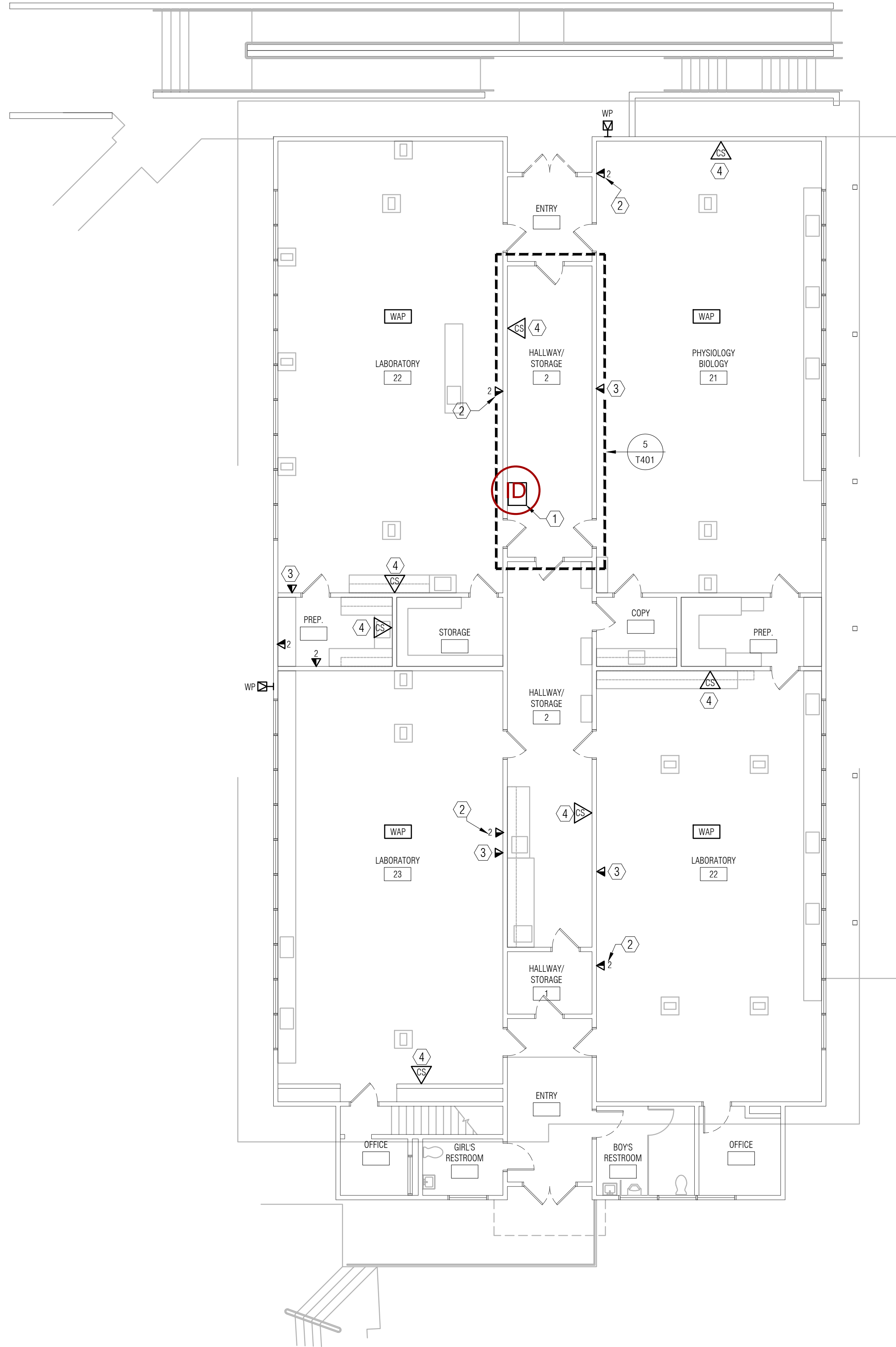
Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

TRIDENT BUILDING - BUILDING 'E' - NEW TELEDATA

Sheet No.

T307



1

SCIENCE BUILDING - BUILDING 'F' - NEW TELEDATA

1/8" = 1'-0"



GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. RUN ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
Route cables to locations shown
- ~~FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 4' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ34 JACK. LABEL AND TEST.~~
Route cables to locations shown

NUMBERED NOTES

- NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- ~~ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK / SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.~~
Route cables to locations shown



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

IssueDate 6/20/19

Team

PM : Checker

AM : Approver

DE : Designer

Sheet Title

SCIENCE BUILDING -
BUILDING 'F' -
NEW TELEDATA

Sheet No.

T308

GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING.
INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.

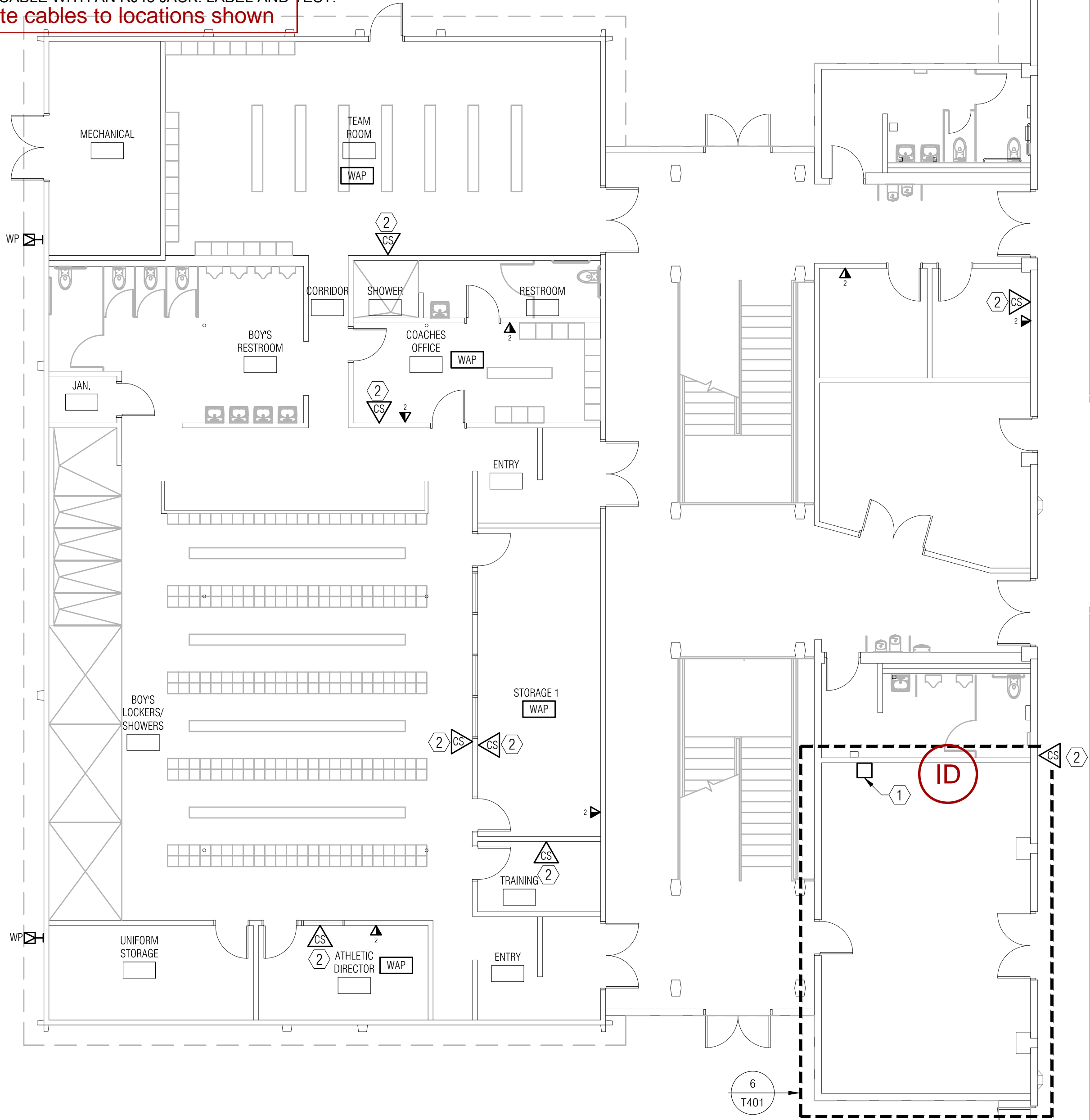
Route cables to locations shown
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK, LABEL AND TEST.

Route cables to locations shown

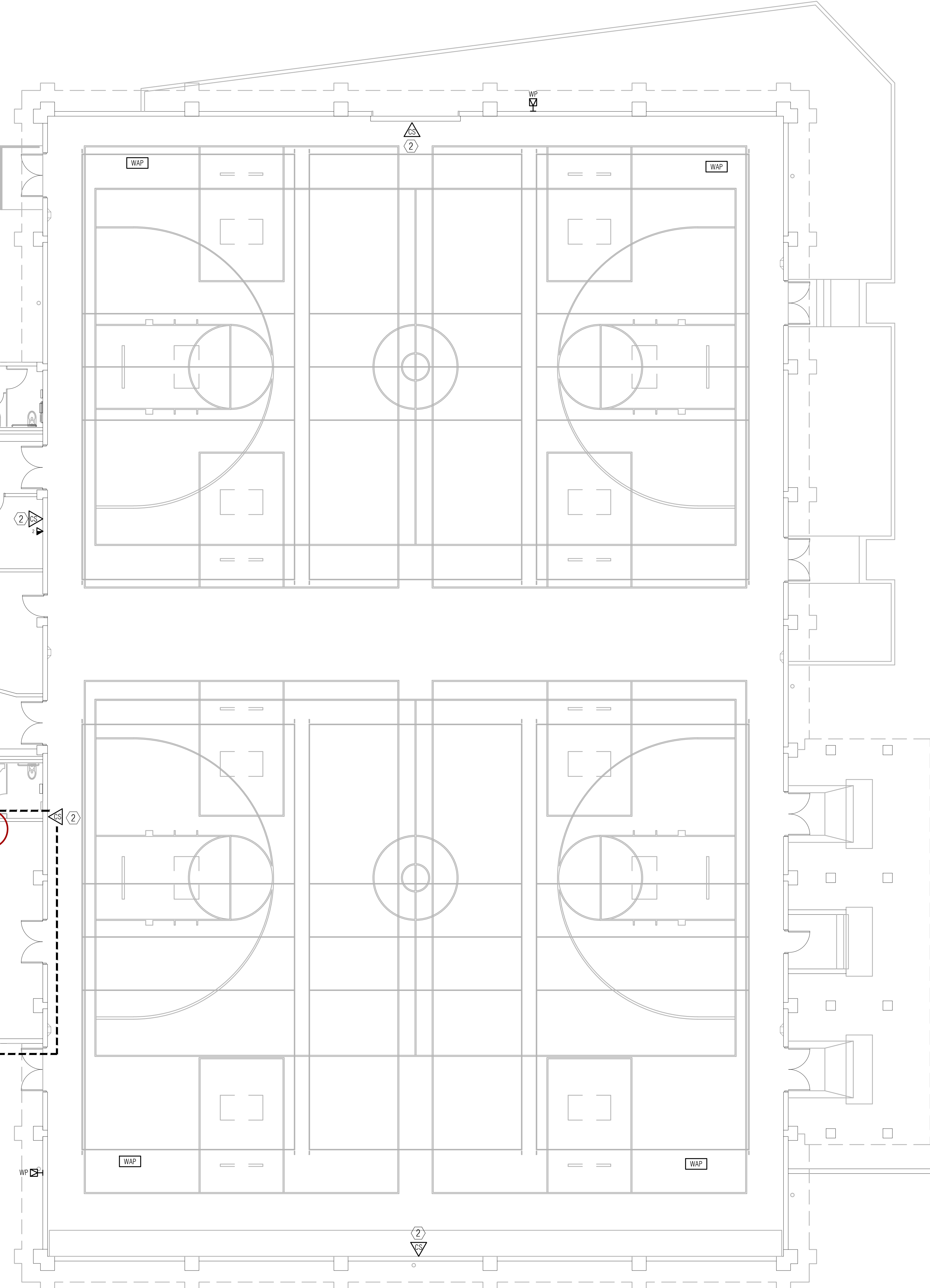
NUMBERED NOTES

- 1 NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- 2 ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.

Route cables to locations shown



1 LOCKER ROOM - BUILDING 'K' - 1ST FLOOR - NEW TELEDATA
1/8" = 1'-0"



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING

1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

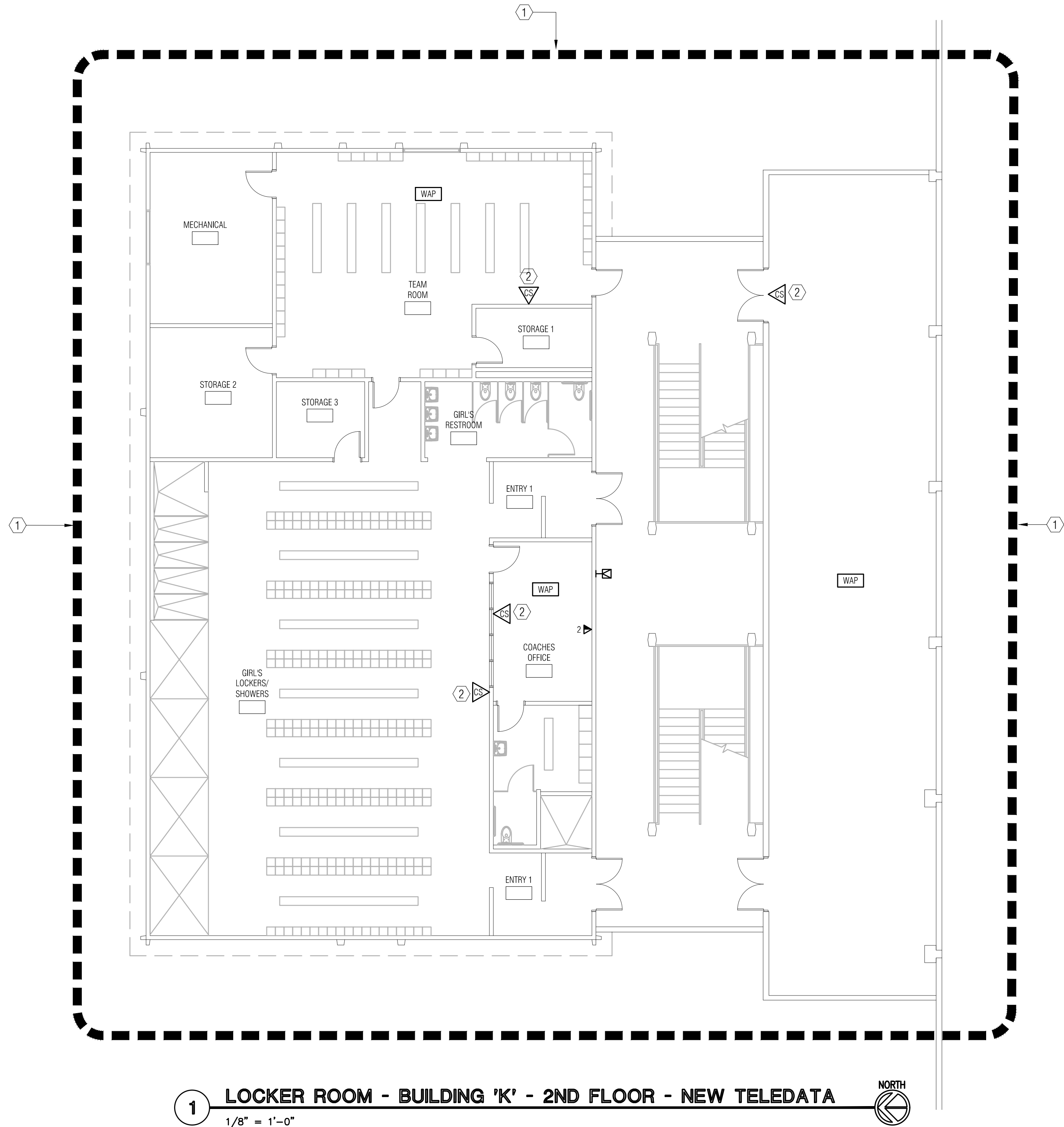
JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19
IssueDate		6/20/19
Team		
PM :		Checker
AM :		Approver
DE :		Designer
Sheet Title		

LOCKER ROOM -
BUILDING 'K' - 1ST
FLOOR - NEW
TELEDATA

Sheet No. T309.1



GENERAL NOTES

- USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
- LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
- ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING CONSTRUCTION FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
Route cables to locations shown
- ~~FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.~~
Route cables to locations shown

NUMBERED NOTES

- THIS AREA SERVED FROM GYM IDF ON FIRST FLOOR.
- ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK / SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.

Route cables to locations shown



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

LOCKER ROOM - BUILDING 'K' - 2ND FLOOR - NEW TELEDATA

Sheet No.

T309.2

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:


ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**

GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. ~~REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.~~
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE ~~EXISTING~~ SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.

Route cables to locations shown
NUMBERED NOTES

- ① NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- ② TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- ③ PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
4. ~~ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.~~

Route cables to locations shown

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

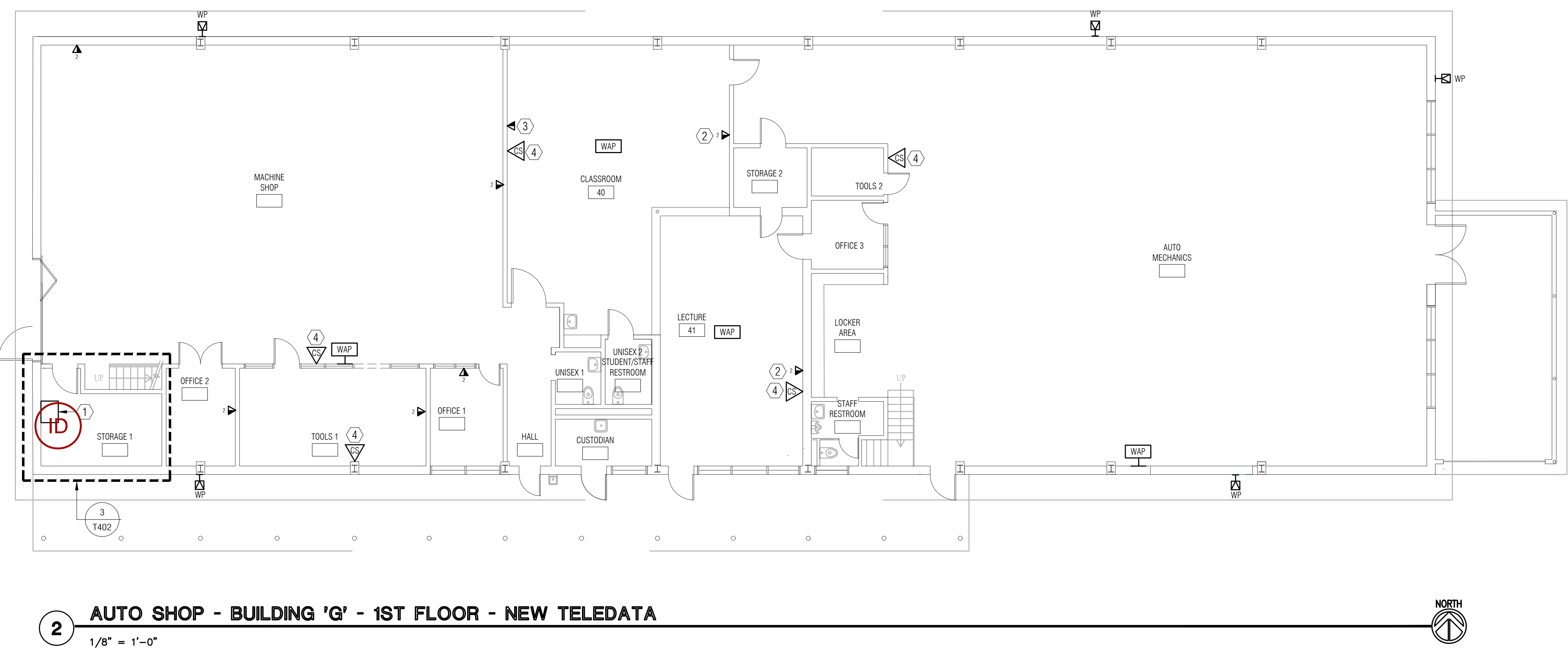
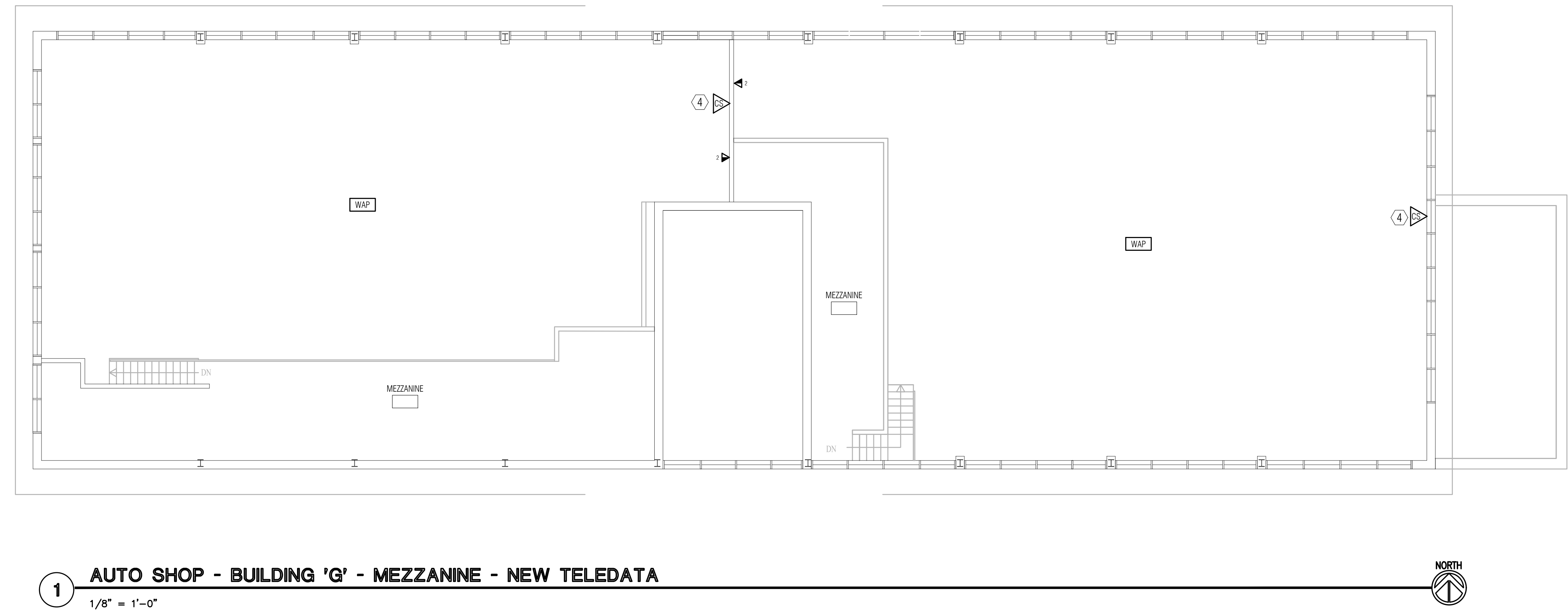
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
Δ	POST DROP WALK	10-7-19

IssueDate	6/20/19
Team	
PM :	Checker
AM :	Approver
DE :	Designer

Sheet Title

AUTO SHOP -
BUILDING 'G' -
NEW TELEDATA

Sheet No. **T310**

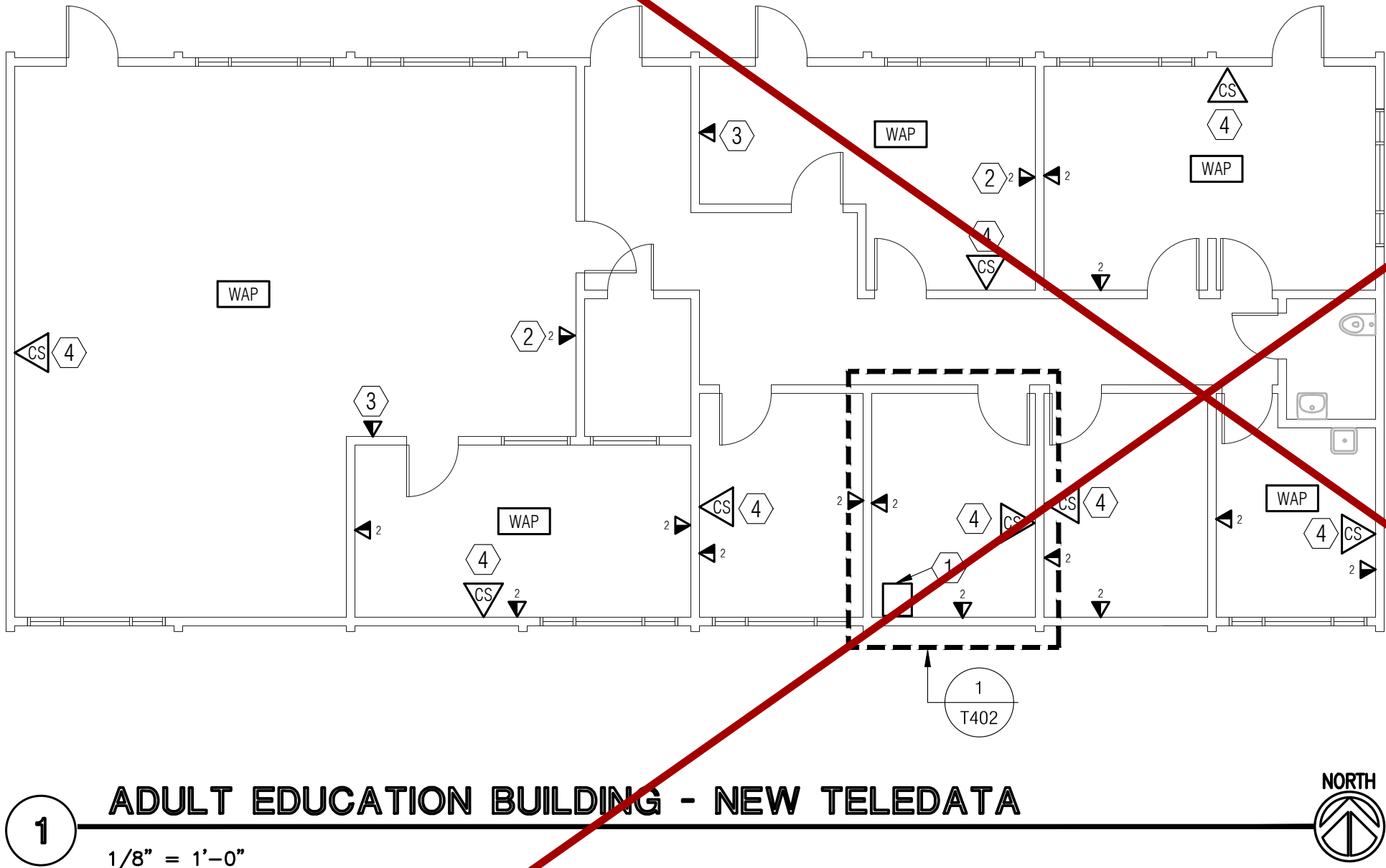


GENERAL NOTES

1. USE EXISTING PATHWAYS FOR NEW CABLING. INSTALL NEW SURFACE RACEWAY AS NEEDED TO PREVENT OVERFILL.
2. LOCATION SHOWN ARE DIAGRAMMATIC. COORDINATE EXACT PLACEMENT WITH THE SCHOOL DISTRICT.
3. REPLACE ALL COMMUNICATIONS CABLES REMOVED DURING DEMO. ONE FOR ONE WITH NEW CABLES WHETHER SHOWN OR NOT.
4. FOR EXTERIOR SPEAKER LOCATIONS, RUN ONE CAT6 CABLE TO THE EXISTING SPEAKER LOCATION. IF A PENETRATION DOES NOT EXIST, PENETRATE THE EXTERIOR WALL AND LEAVE A PULL STRING FROM THE OUTSIDE OF THE BUILDING THROUGH THE PENETRATION AND ATTACHED TO THE CABLE END SUCH THAT THE CABLE CAN BE PULLED OUT THROUGH THE WALL AND RUN INTO THE WALL SPEAKER ENCLOSURE. TEMPORARILY SEAL THE PENETRATION FROM WATER INTRUSION. LEAVE A 5' SERVICE LOOP INSIDE THE WALL IN A WAY THAT WILL NOT RESTRICT PULLING THE CABLE OUT. TERMINATE THE CABLE WITH AN RJ45 JACK. LABEL AND TEST.

NUMBERED NOTES

- ① NEW IDF CABINET. SEE DETAILS FOR MOUNTING.
- ② TEACHER'S STATION. PLACE OUTLETS BEHIND TEACHER'S DESK. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION OF DESK. COORDINATE EXACT LOCATION IN THE FIELD.
- ③ PRINTER STATION. EXACT LOCATION TO BE COORDINATED IN THE FIELD.
- ④ ROUTE CABLES FOR CLOCK / SPEAKER TO LOCATION OF EXISTING CLOCK SPEAKER. LOCATION SHOWN MAY NOT BE ACTUAL LOCATION. COORDINATE PLACEMENT OF CABLES AND SERVICE LOOP IN THE FIELD.



1 ADULT EDUCATION BUILDING - NEW TELEDATA
1/8" = 1'-0"



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

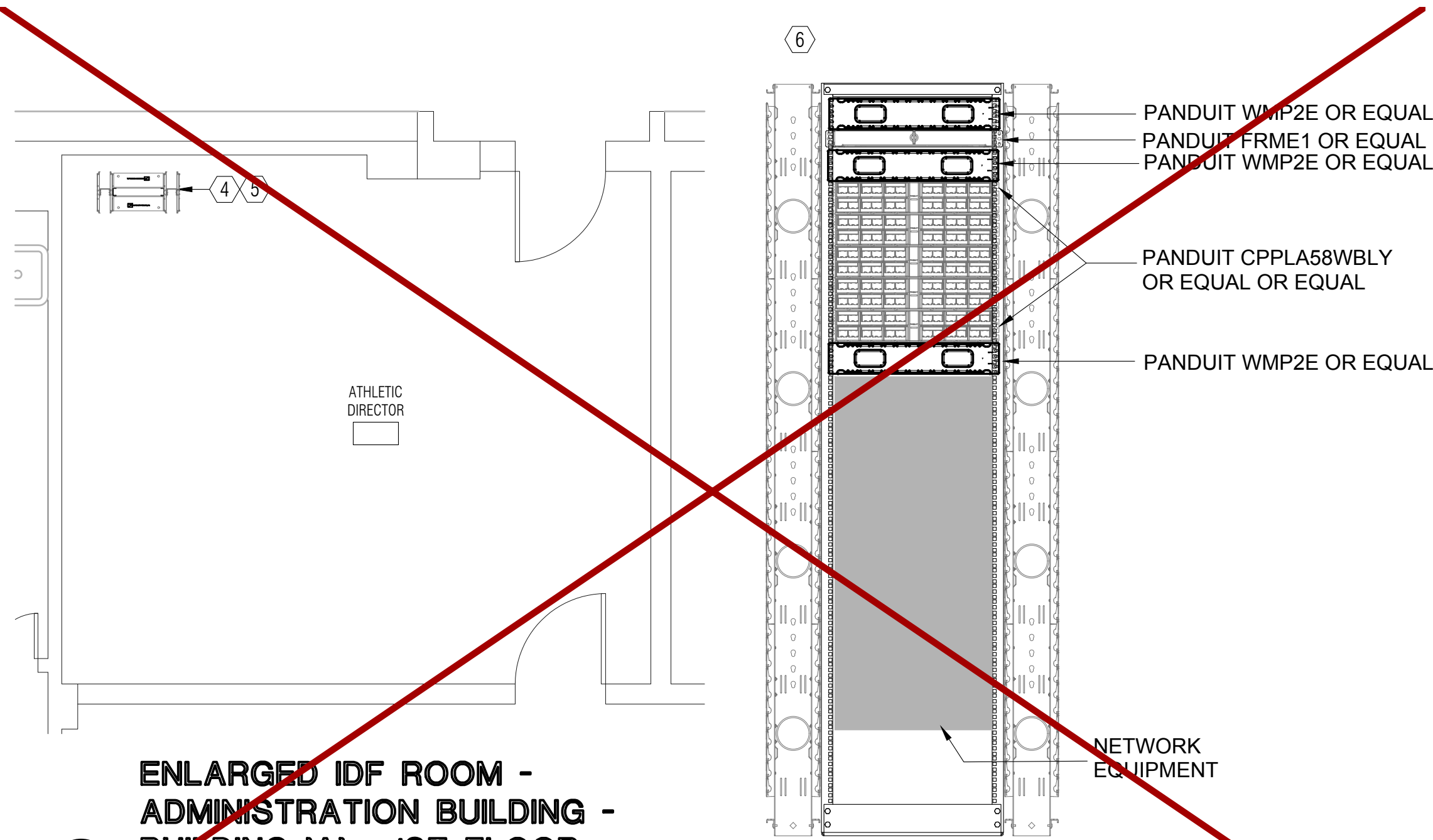
SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :	Checker	
AM :	Approver	
DE :	Designer	

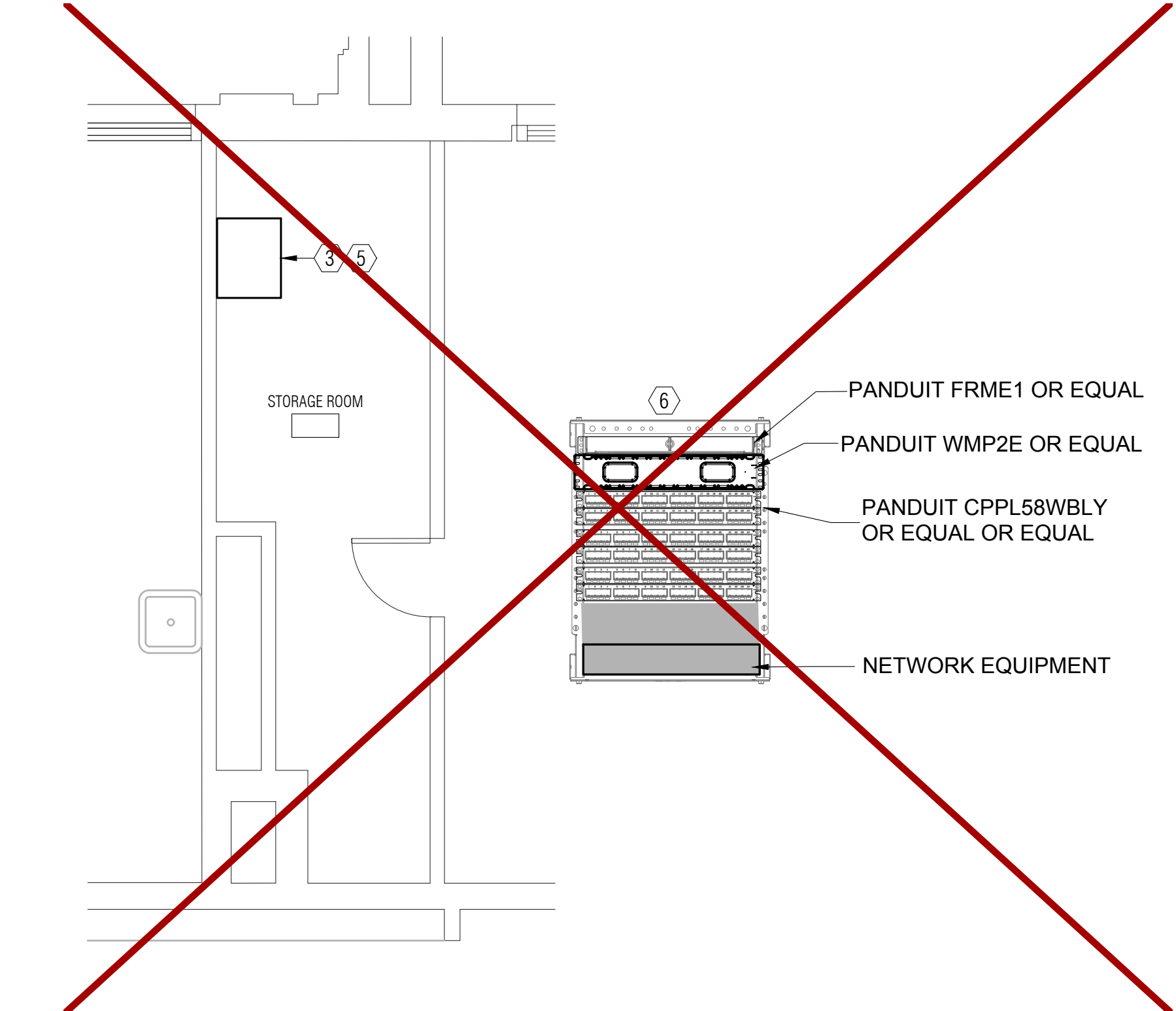
ADULT EDUCATION BUILDING - NEW TELEDATA

Sheet No.

T311

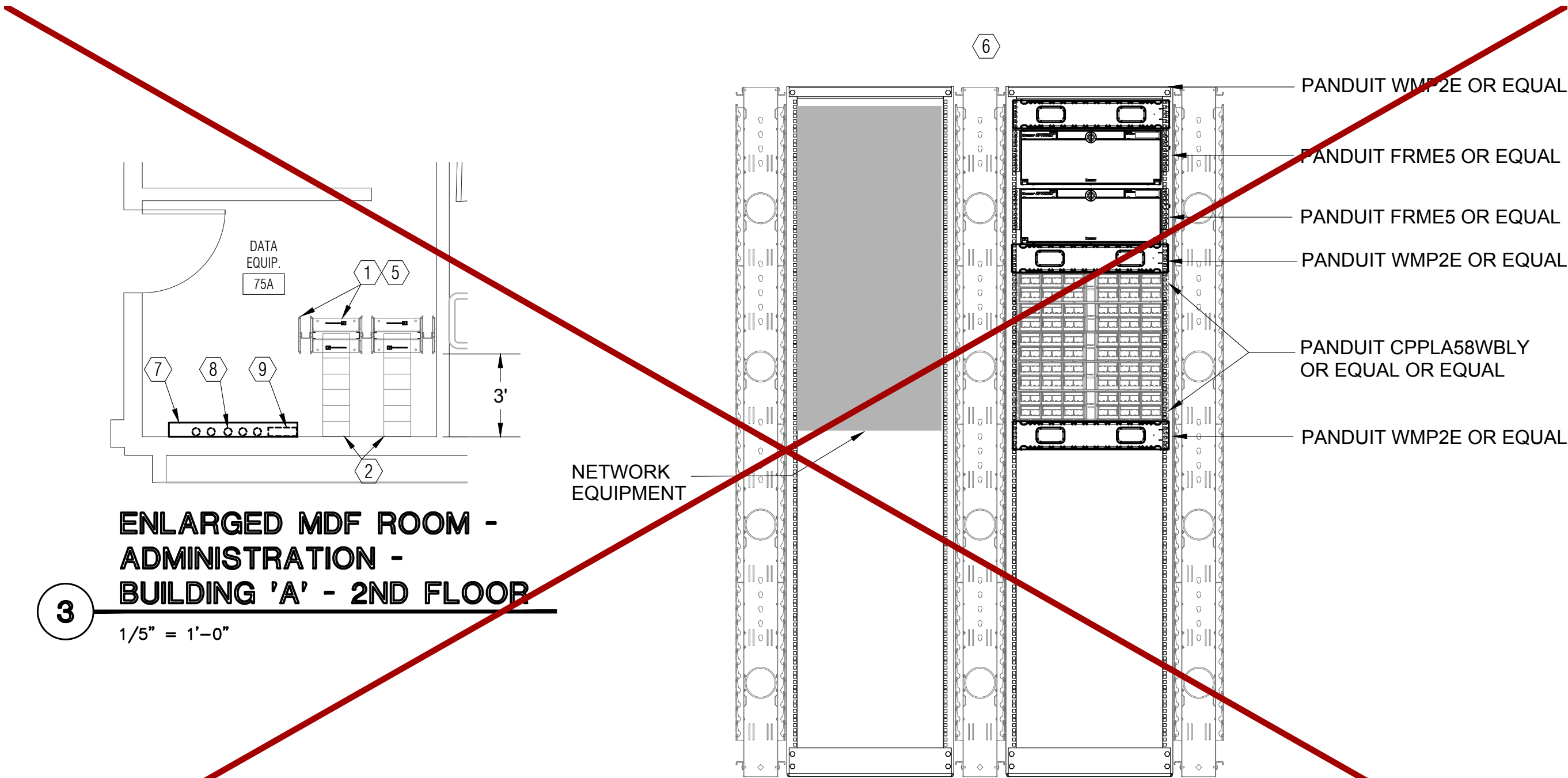


1
ENLARGED IDF ROOM -
ADMINISTRATION BUILDING -
BUILDING 'A' - 1ST FLOOR
1/5" = 1'-0"

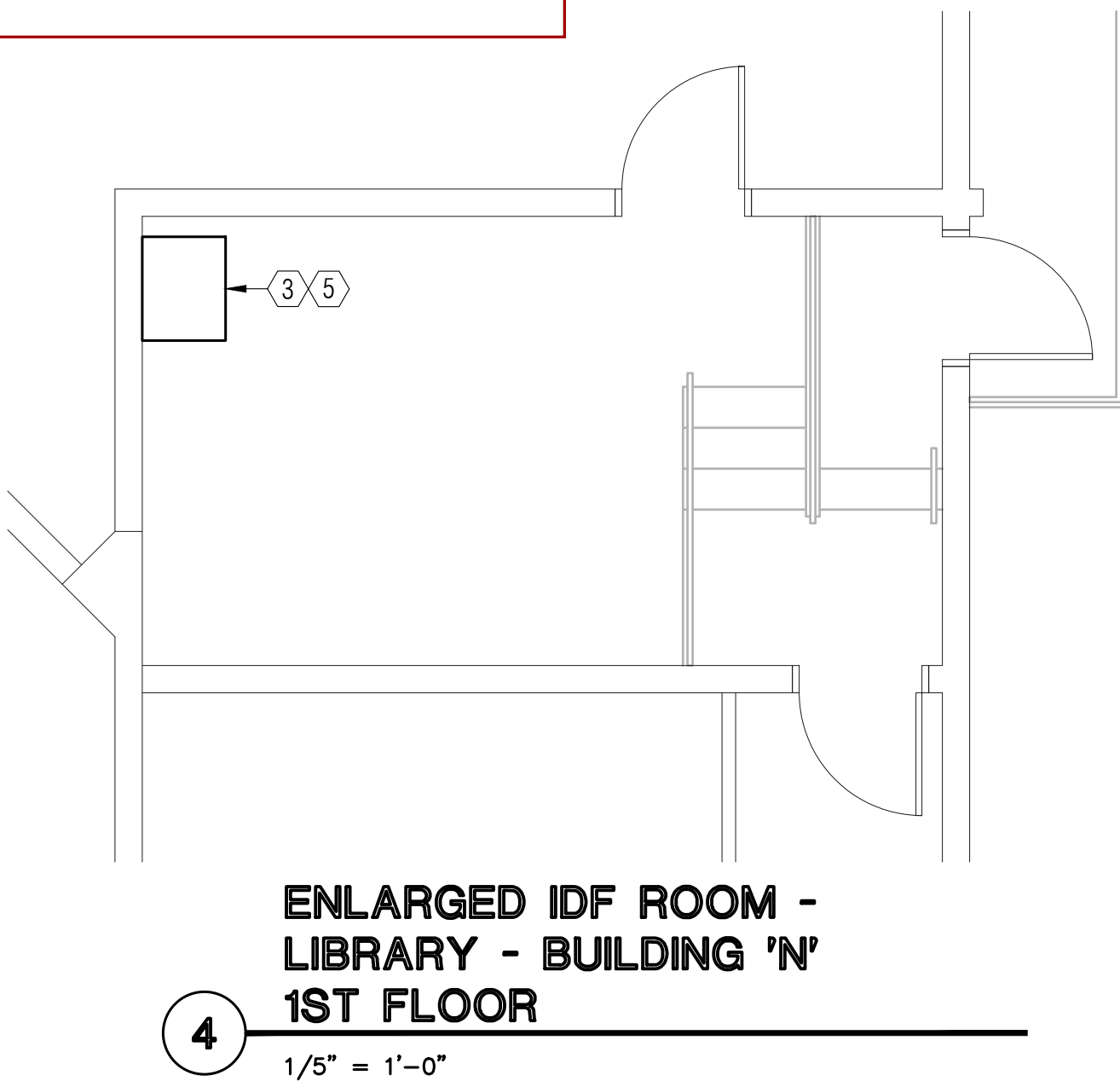


2
ENLARGED IDF ROOM -
ADMINISTRATION -
BUILDING 'A' - 3RD FLOOR
1/5" = 1'-0"

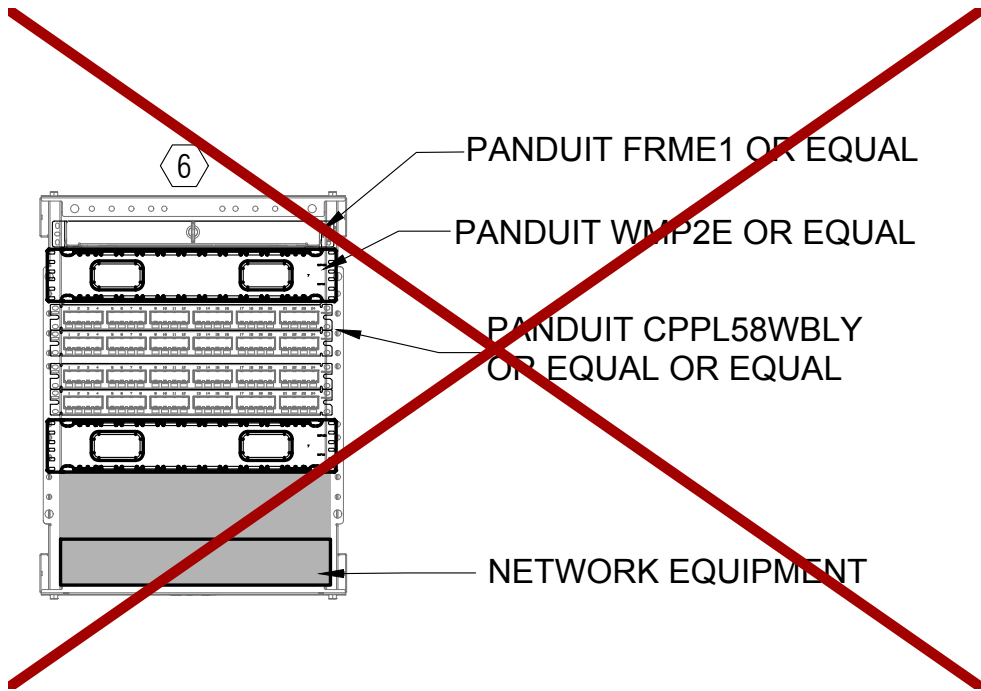
See Plan View and Exhibit, Cabinet and Instructions spreadsheet for details.
Sheet Notes refer to MDF and or IDF's as shown on Plan Views



3
ENLARGED MDF ROOM -
ADMINISTRATION -
BUILDING 'A' - 2ND FLOOR
1/5" = 1'-0"



4
ENLARGED IDF ROOM -
LIBRARY - BUILDING 'N'
1ST FLOOR
1/5" = 1'-0"



6
PANDUIT FRME1 OR EQUAL
PANDUIT WMP2E OR EQUAL
PANDUIT CPPL58WBLY
OR EQUAL OR EQUAL
NETWORK EQUIPMENT

SHEET NOTES

- NEW MDF TWO POST RACKS. INSTALL AS SHOWN. PROVIDE NEW PANDUIT 6" VERTICAL WIRE MANAGER AS SHOWN.
- NEW 12 INCH CABLE RUNWAY. PROVIDE CPI 11262-762 OR EQUAL. SEE DETAILS FOR MOUNTING INSTRUCTIONS.
- NEW IDF CABINET. PROVIDE TRIPP LITE SRQ24U. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT. CABINET SHALL HAVE WHEELS LOCKED AFTER FINAL PLACEMENT.
- NEW IDF TWO POST RACK. INSTALL IN EXISTING CLOSET IN PLACE OF (E) SEISMIC RACK. PROVIDE NEW PANDUIT 6" VERTICAL WIRE MANAGERS AS SHOWN.
- GROUND ALL CABINETS AND RACKS WITH #5 BRAIDED, INSULATED COPPER WIRE WITH GREEN JACKET. ROUTE WIRE FROM CABINET OR RACK GROUNDING LUG TO NEAREST ELECTRICAL PANEL BOARD AS THE GROUND SOURCE. THIS WORK TO BE PERFORMED BY THE ELECTRICIAN.
- RACK ELEVATIONS AND EQUIPMENT COMPLIMENTS ARE NOT TYPICAL. THE CONTRACTOR IS RESPONSIBLE FOR DOING TAKEOFFS AND PROVIDING REQUIRED QUANTITY OF PATCH PANELS AND WIRE MANAGEMENT. RACK UNITS DEPICTED ARE FOR REFERENCE ONLY AND MAY NOT REPRESENT ACTUAL SIZE OF RACK OR ENCLOSURE. SEE SPECIFICATIONS FOR REQUIREMENTS. COORDINATE PLACEMENT OF PANELS AND WIRE MANAGERS WITH DGI AND THE SCHOOL DISTRICT.
- EXISTING GUTTER FOR CEILING ACCESS.
- EXISTING PBX AND MPOE EQUIPMENT MOUNTED BELOW GUTTER.
- EXISTING CONDUITS AND SLEEVES TO FLOOR BELOW.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No	
REVISIONS	
No.	DESCRIPTION
	PROGRESS 05-30-19
	100% CD 6-20-19
IssueDate 6/20/19	
Team	
PM :	Checker
AM :	Approver
DE :	Designer
Sheet Title	

ENLARGED IDF ROOMS

Sheet No.

T400

SHEET NOTES

- 1
- NEW IDF CABINET. PROVIDE HOFFMAN EWMW362425. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT.
- 2
- NEW IDF CABINET. PROVIDE TRIPP LITE SRQ24U. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT. CABINET SHALL HAVE WHEELS LOCKED AFTER FINAL PLACEMENT.
- 3
- GROUND ALL CABINETS AND RACKS WITH #4 BRAIDED, INSULATED COPPER WIRE WITH GREEN JACKET. ROUTE WIRE FROM CABINET OR RACK GROUNDING LUG TO NEAREST ELECTRICAL PANEL BOARD AS THE GROUND SOURCE. THIS WORK TO BE PERFORMED BY THE ELECTRICIAN.
- 4
- RACK ELEVATIONS AND EQUIPMENT COMPLIMENTS ARE NOT TYPICAL. THE CONTRACTOR IS RESPONSIBLE FOR DOING TAKEOFFS AND PROVIDING REQUIRED QUANTITY OF PATCH PANELS AND WIRE MANAGEMENT. RACK UNITS DEPICTED ARE FOR REFERENCE ONLY AND MAY NOT REPRESENT ACTUAL SIZE OF RACK OR ENCLOSURE. SEE SPECIFICATIONS FOR REQUIREMENTS. COORDINATE PLACEMENT OF PANELS AND WIRE MANAGERS WITH DGI AND THE SCHOOL DISTRICT.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

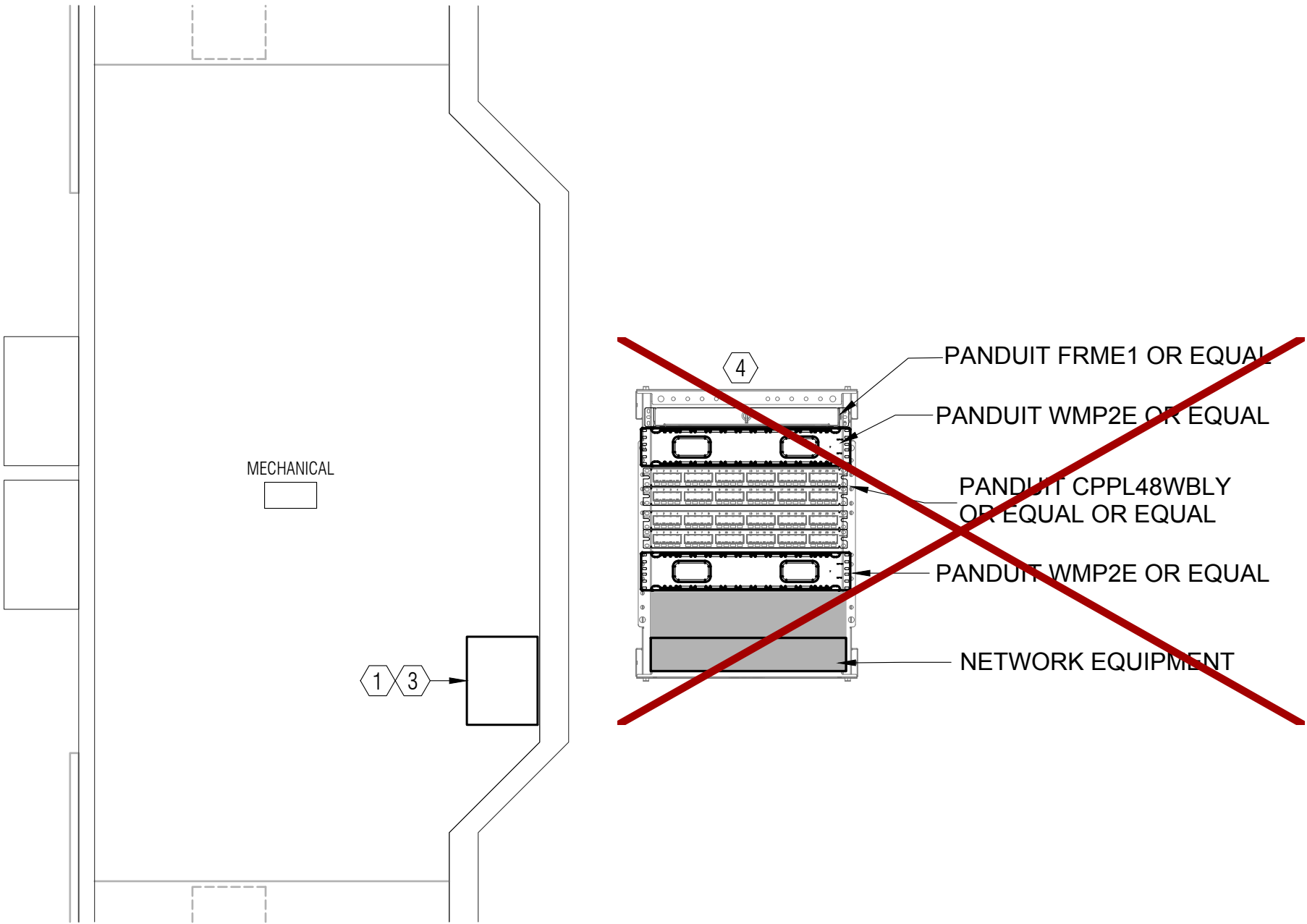
JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-1
	100% CD	6-20-1
IssueDate		6/20/
Team		
PM :	Checker	
AM :	Approver	
DE :	Designer	
Sheet Title		

ENLARGED IDF ROOMS

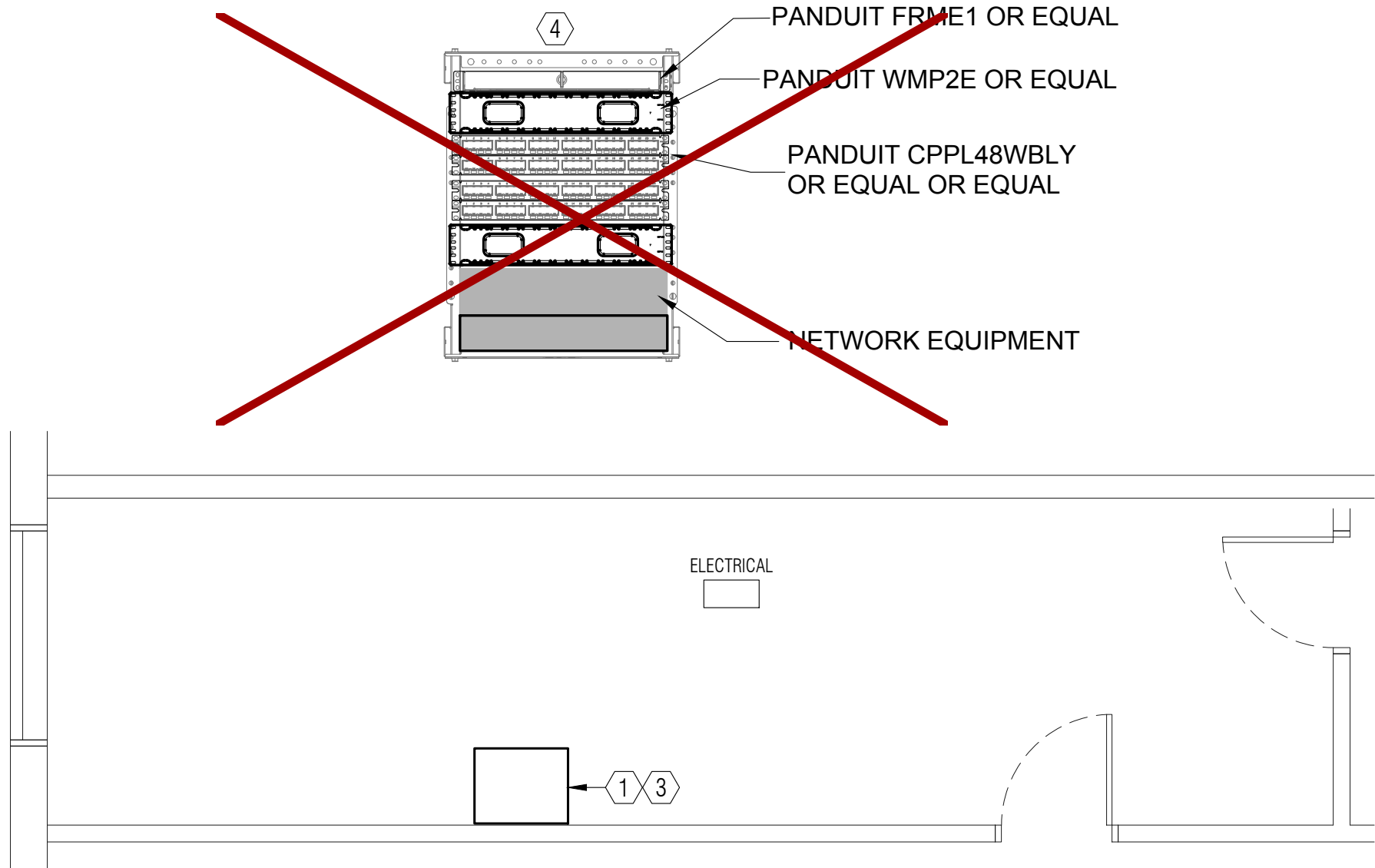
Sheet No. T401



ENLARGED IDF ROOM -
MATH BUILDING -
BUILDING 'B' - 1ST FLOOR

1

1/4" = 1'-0"

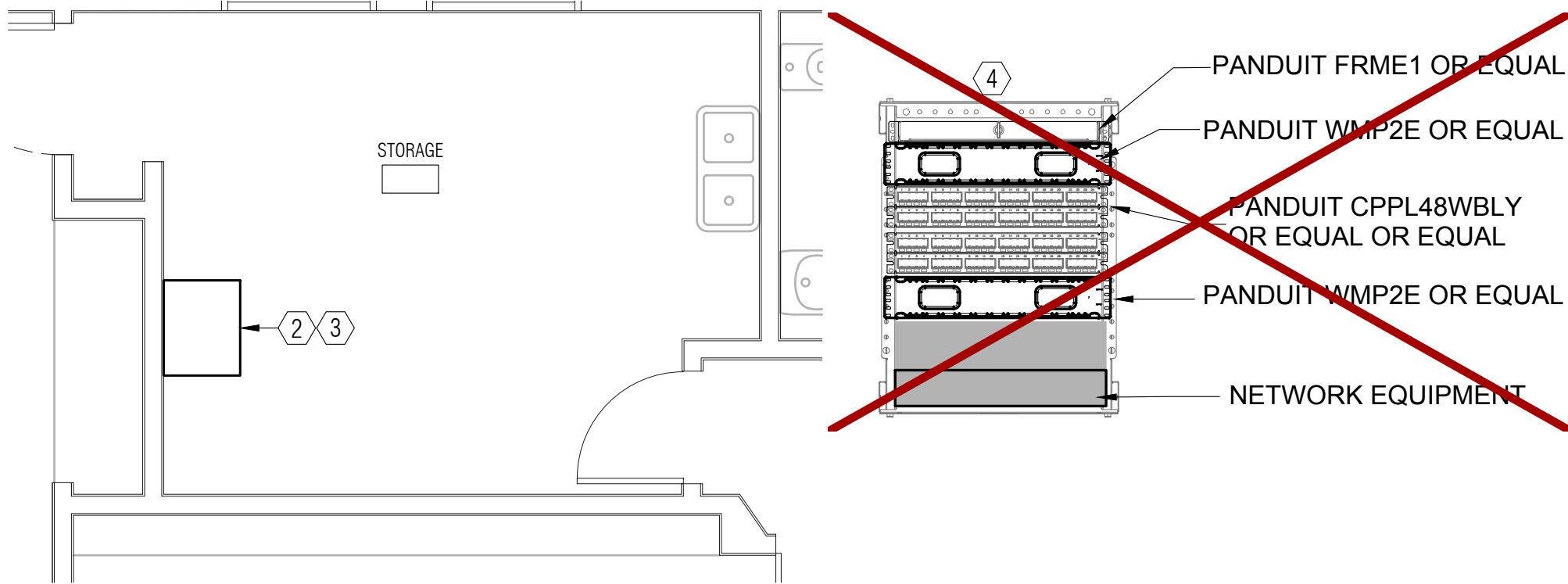


ENLARGED IDF ROOM - TRIDENT BUILDING -
BUILDING 'E' - 1ST FLOOR

4

1/4" = 1'-0"

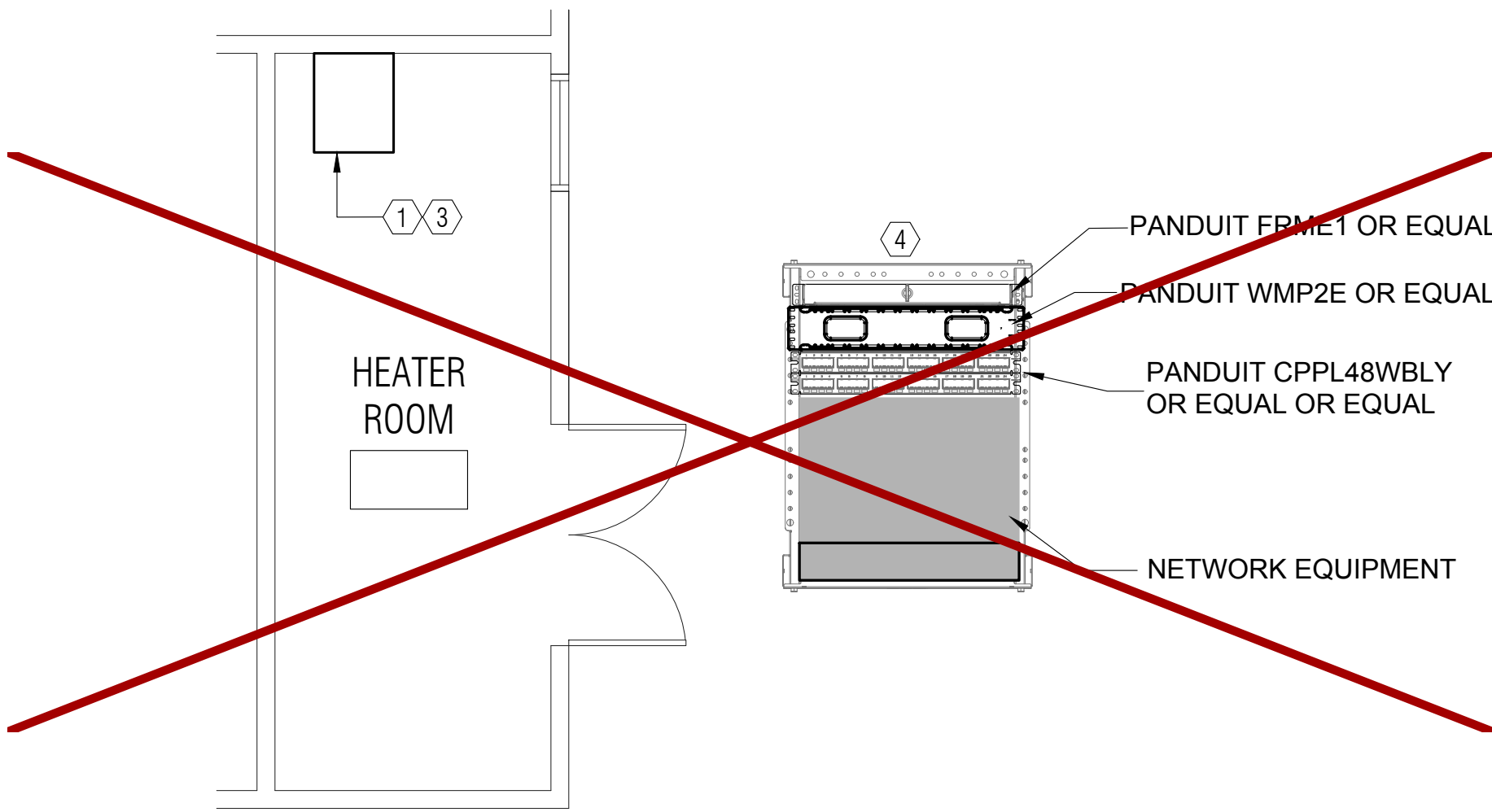
See Plan View and Exhibit, Cabinet and
Instructions spreadsheet for details.
Sheet Notes refer to MDF and or IDF's as shown
on Plan Views



ENLARGED IDF ROOM - HOME
ECONOMICS AND CAFETERIA
BUILDING - BUILDING 'C/D'

2

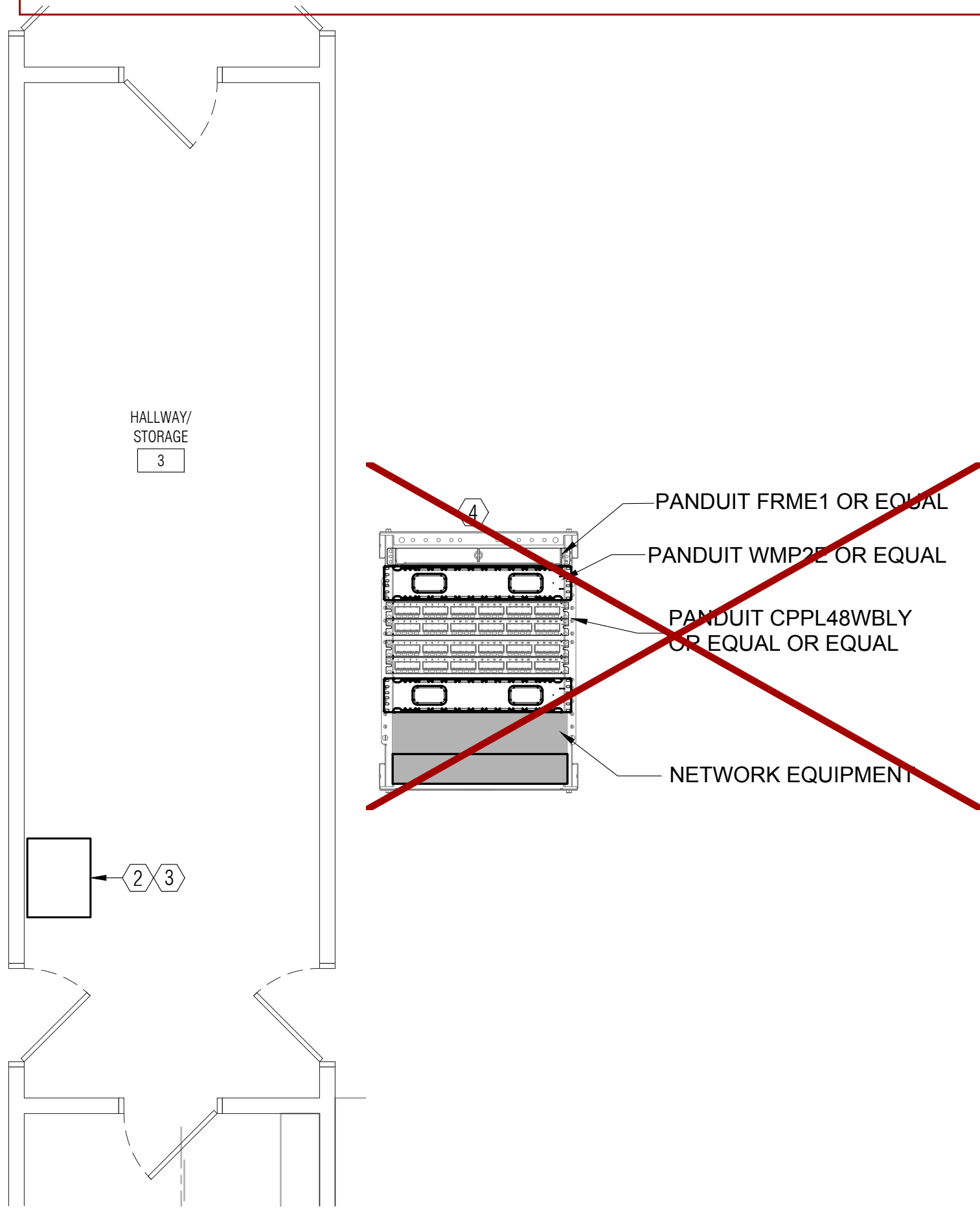
1/4" = 1'-0"



ENLARGED IDF ROOM - HOME
ECONOMICS AND CAFETERIA
BUILDING - BUILDING 'C/D'

3

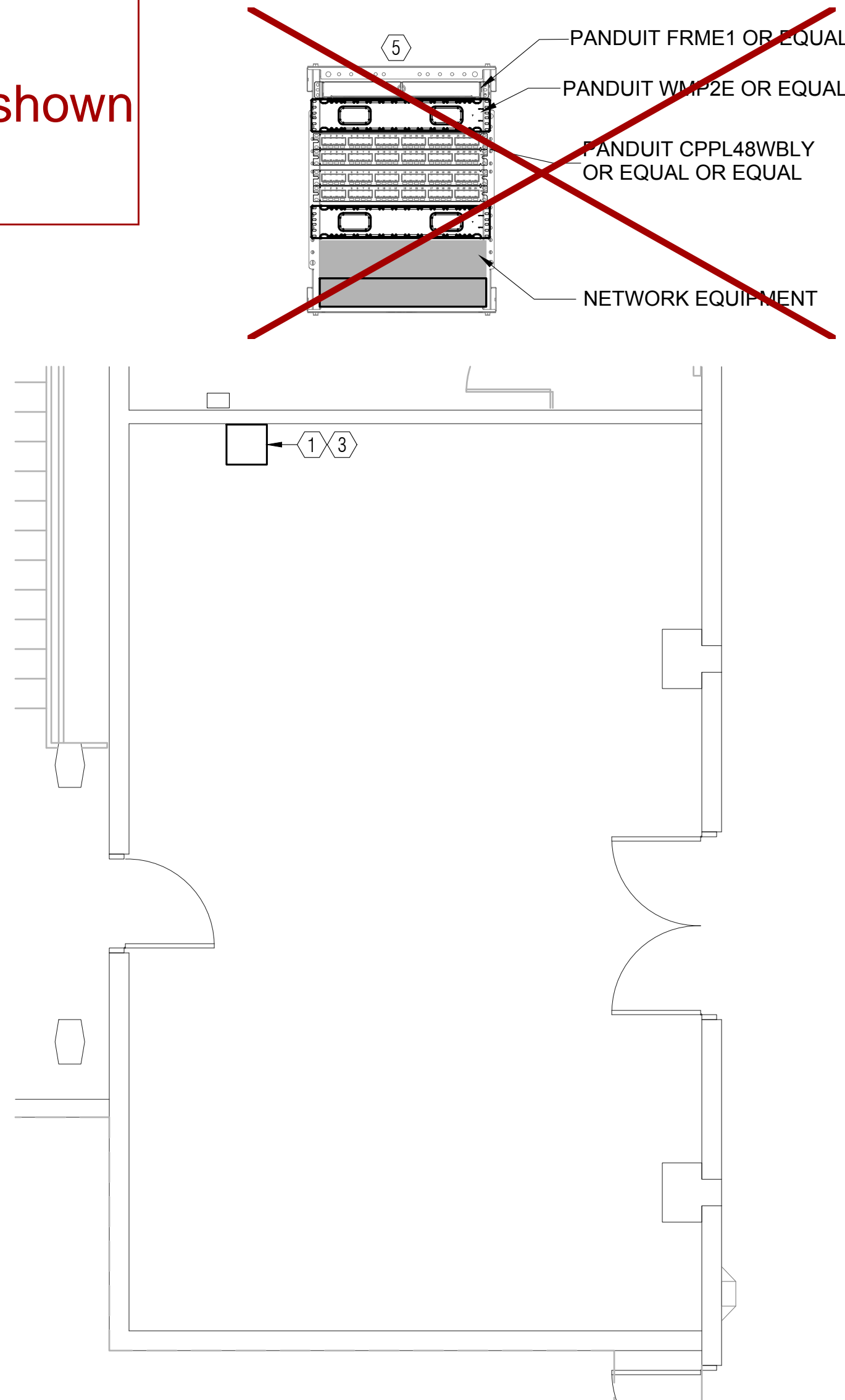
1/4" = 1'-0"



ENLARGED IDF ROOM - SCIENCE
BUILDING - BUILDING 'F'

5

1/4" = 1'-0"



ENLARGED IDF ROOM - LOCKER
BUILDING - BUILDING 'K' - 1ST FLOOR

6

1/4" = 1'-0"

SHEET NOTES

- ①
- NEW IDF CABINET. PROVIDE HOFFMAN EWMW362425. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT.
- ②
- NEW IDF CABINET. PROVIDE TRIPP LITE SRQ24U. COORDINATE PLACEMENT WITH THE SCHOOL DISTRICT. CABINET SHALL HAVE WHEELS LOCKED AFTER FINAL PLACEMENT.
- ③
- GROUND ALL CABINETS AND RACKS WITH #4 BRAIDED, INSULATED COPPER WIRE WITH GREEN JACKET. ROUTE WIRE FROM CABINET OR RACK GROUNDING LUG TO NEAREST ELECTRICAL PANEL BOARD AS THE GROUND SOURCE. THIS WORK TO BE PERFORMED BY THE ELECTRICIAN.
- ④
- RACK ELEVATIONS AND EQUIPMENT COMPLIMENTS ARE NOT TYPICAL. THE CONTRACTOR IS RESPONSIBLE FOR DOING TAKEOFFS AND PROVIDING REQUIRED QUANTITY OF PATCH PANELS AND WIRE MANAGEMENT. RACK UNITS DEPICTED ARE FOR REFERENCE ONLY AND MAY NOT REPRESENT ACTUAL SIZE OF RACK OR ENCLOSURE. SEE SPECIFICATIONS FOR REQUIREMENTS. COORDINATE PLACEMENT OF PANELS AND WIRE MANAGERS WITH DGI AND THE SCHOOL DISTRICT.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate 6/20/19		
Team		
PM :		Checker
AM :		Approver
DE :		Designer
Sheet Title		

ENLARGED IDF ROOMS

T402

ENLARGED IDF ROOM - ADULT EDUCATION BUILDING

1
1/4" = 1'-0"

ENLARGED IDF ROOM - AUTO SHOP - BUILDING 'G' - 1ST FLOOR

3
1/4" = 1'-0"

ENLARGED MUSIC IDF ROOM - BUILDING 'M'

2
1/4" = 1'-0"

ENLARGED VIDEO WORKSHOP IDF ROOM - BUILDING 'H'

4
1/4" = 1'-0"

NUMBERED NOTES

① TWELVE STRAND SINGLE MODE INDOOR/OUTDOOR FIBER FROM MDF TO EACH IDF. TERMINATE WITH LC CONNECTORS AT EACH END AND LABEL CLEARLY. COORDINATE LABELING CONVENTION WITH THE SCHOOL DISTRICT.



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

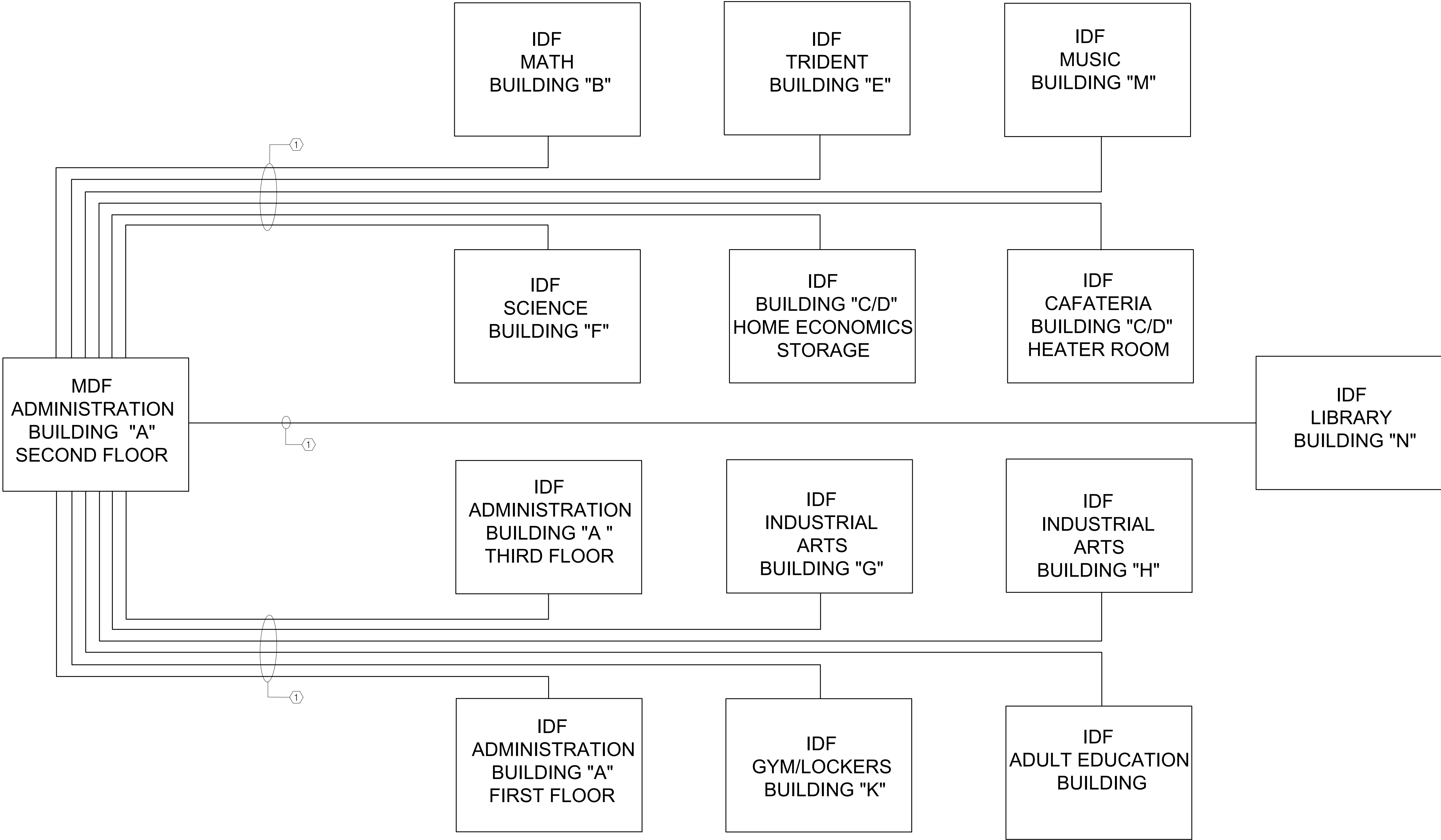
415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM



SANTA CRUZ HIGH NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team

PM : Checker

AM : Approver

DE : Designer

Sheet Title

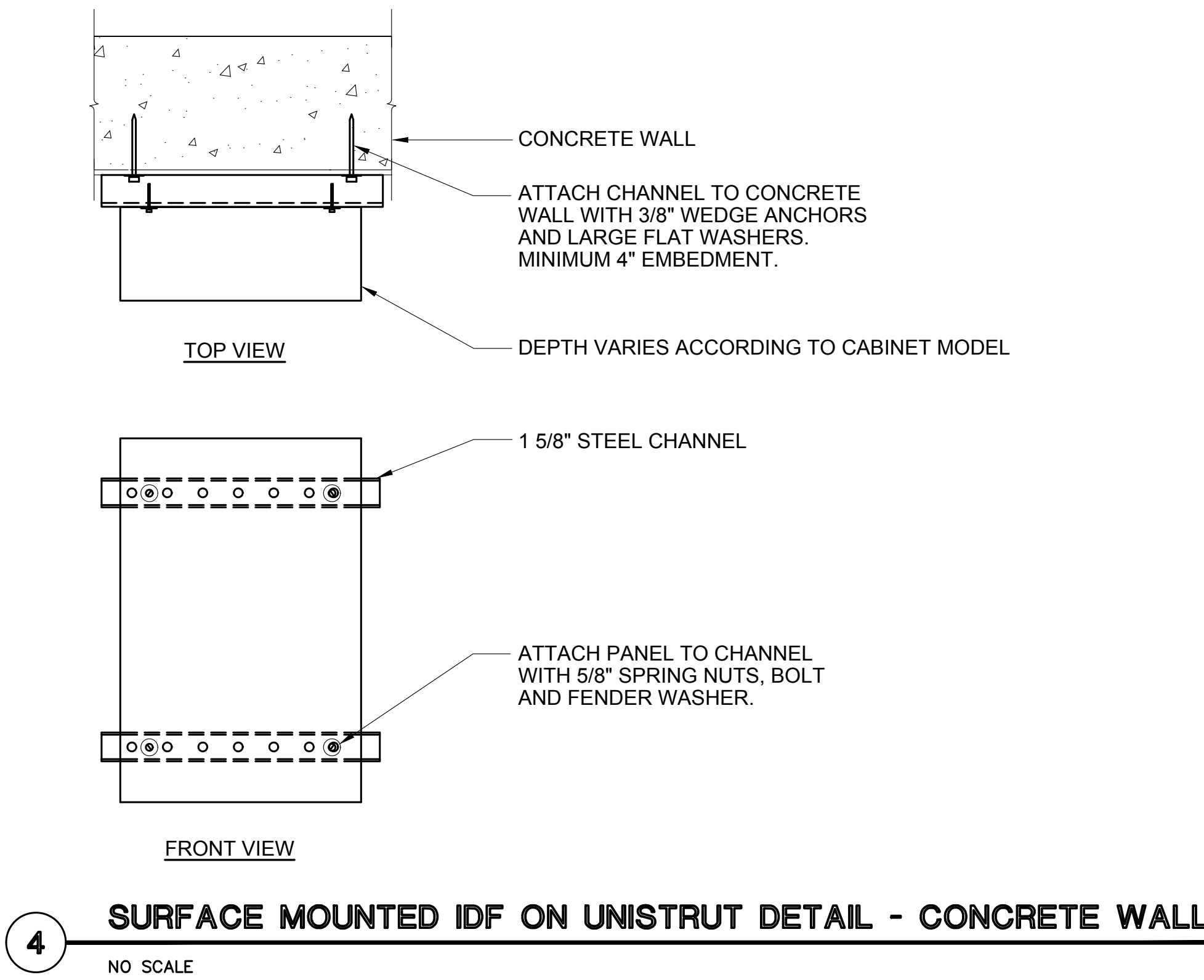
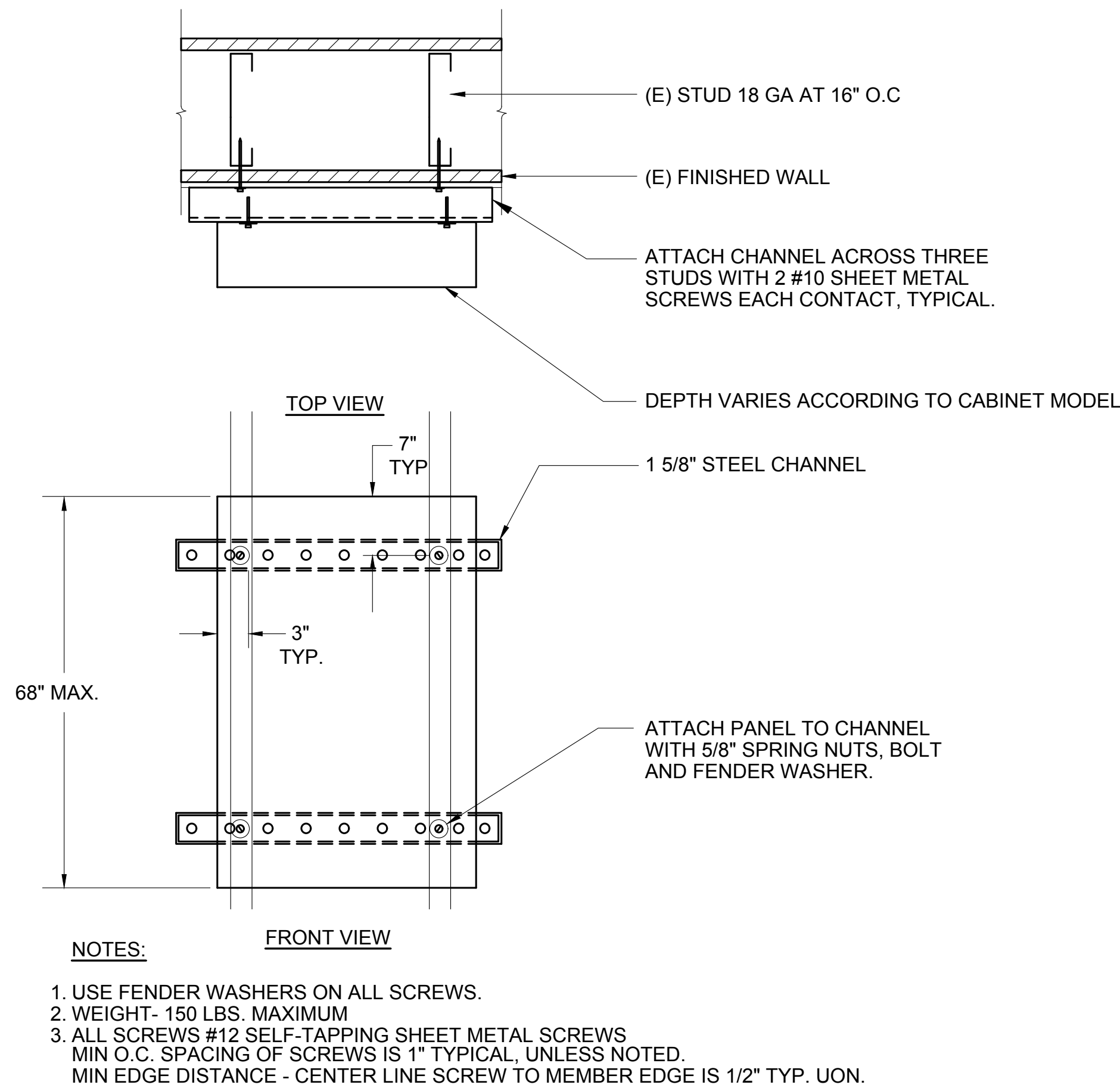
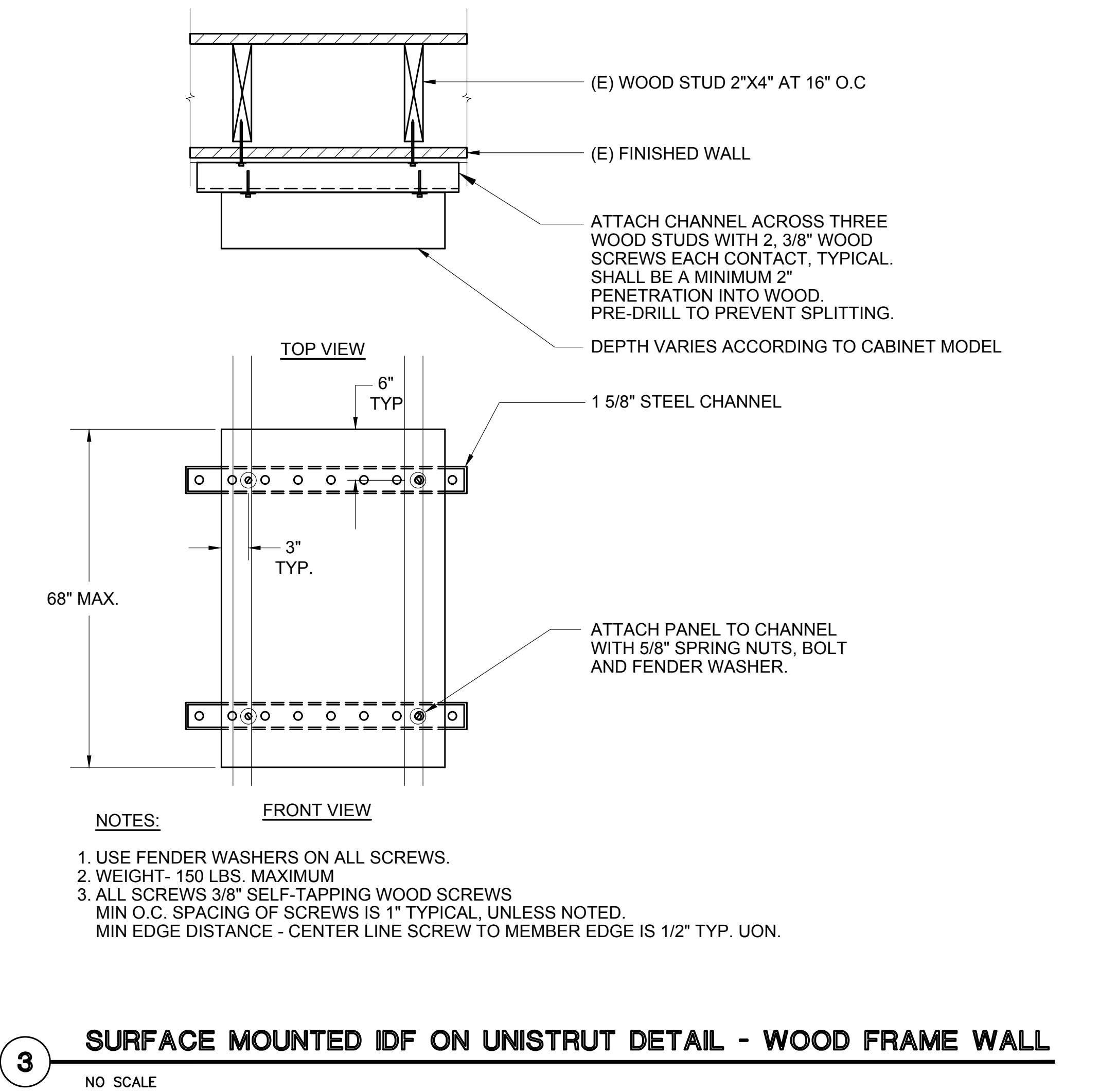
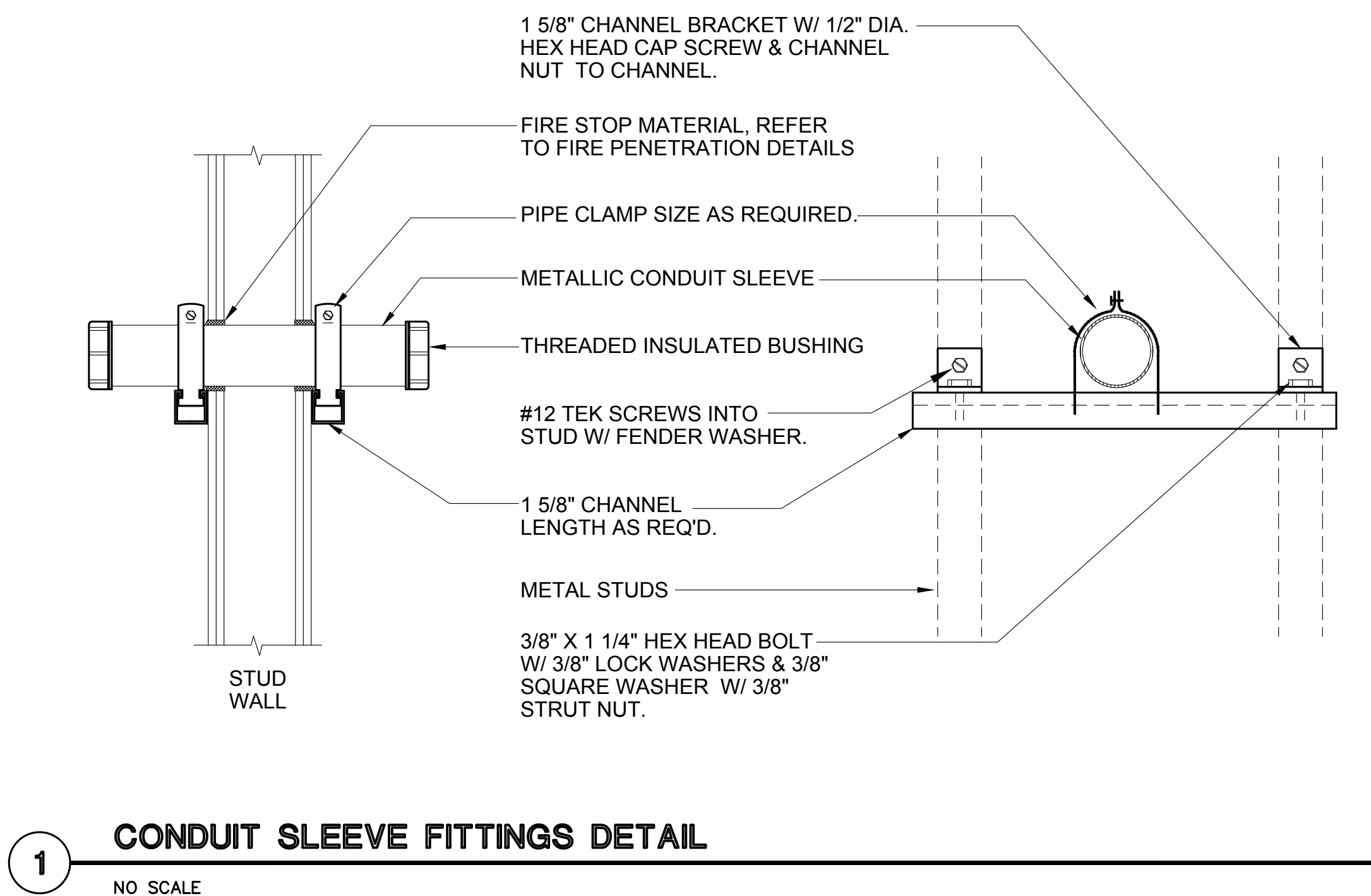
FIBER BACKBONE DIAGRAM

Sheet No.

T500

FIBER BACKBONE DIAGRAM


NO SCALE

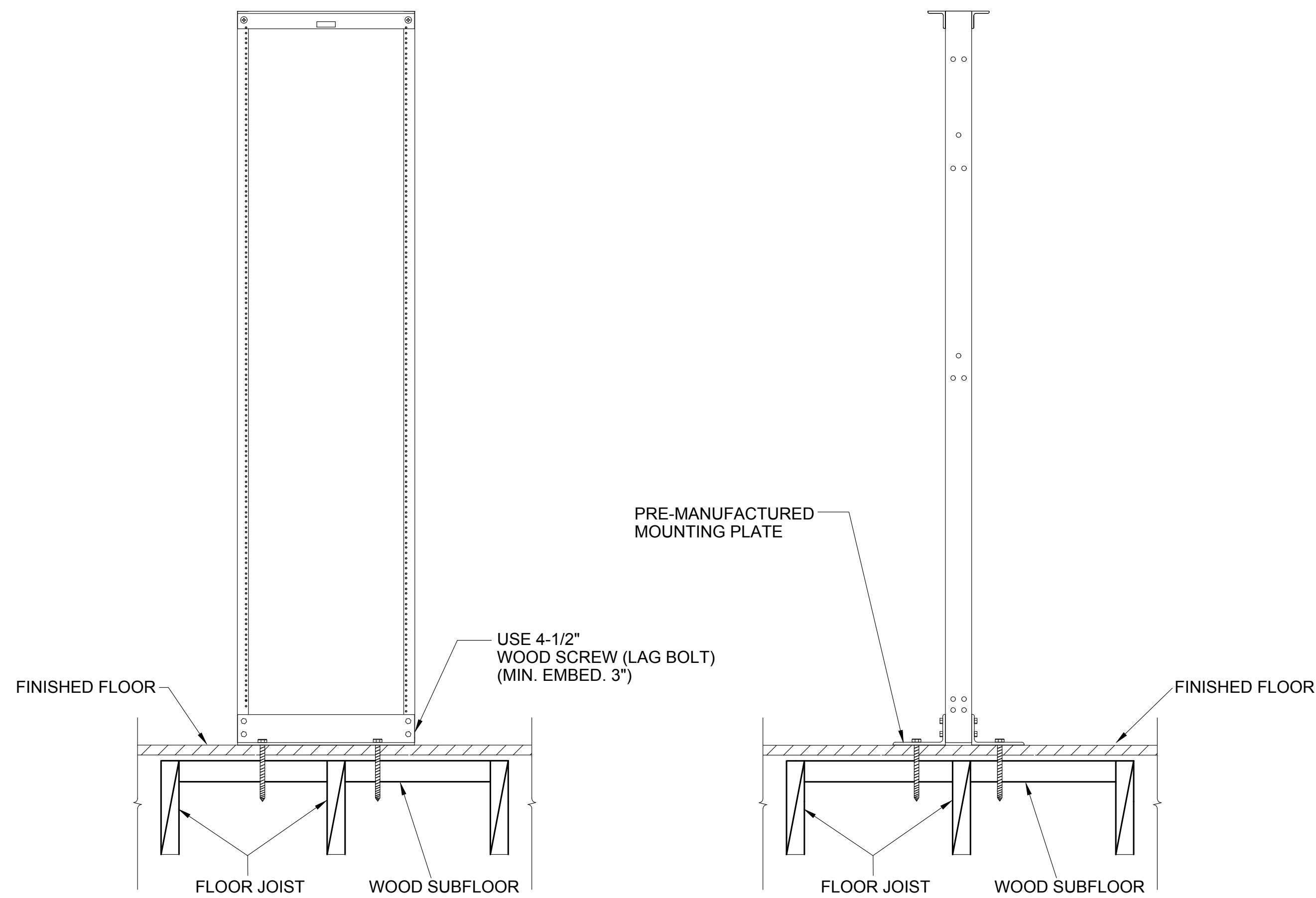


Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :		Checker
AM :		Approver
DE :		Designer
Sheet Title		

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

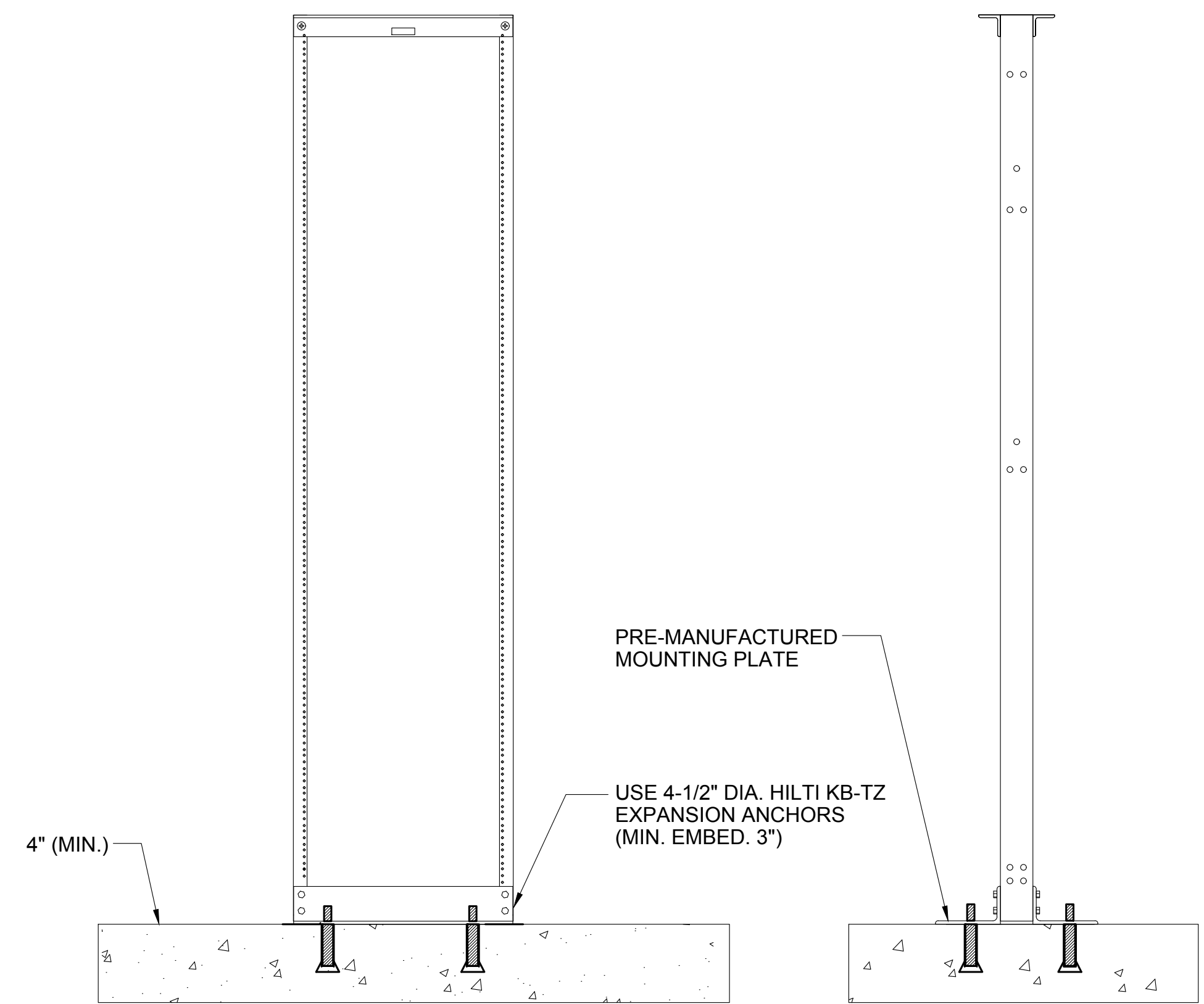
CONSULTANTS:

1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM
JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM



FRONT ELEVATION

SIDE ELEVATION

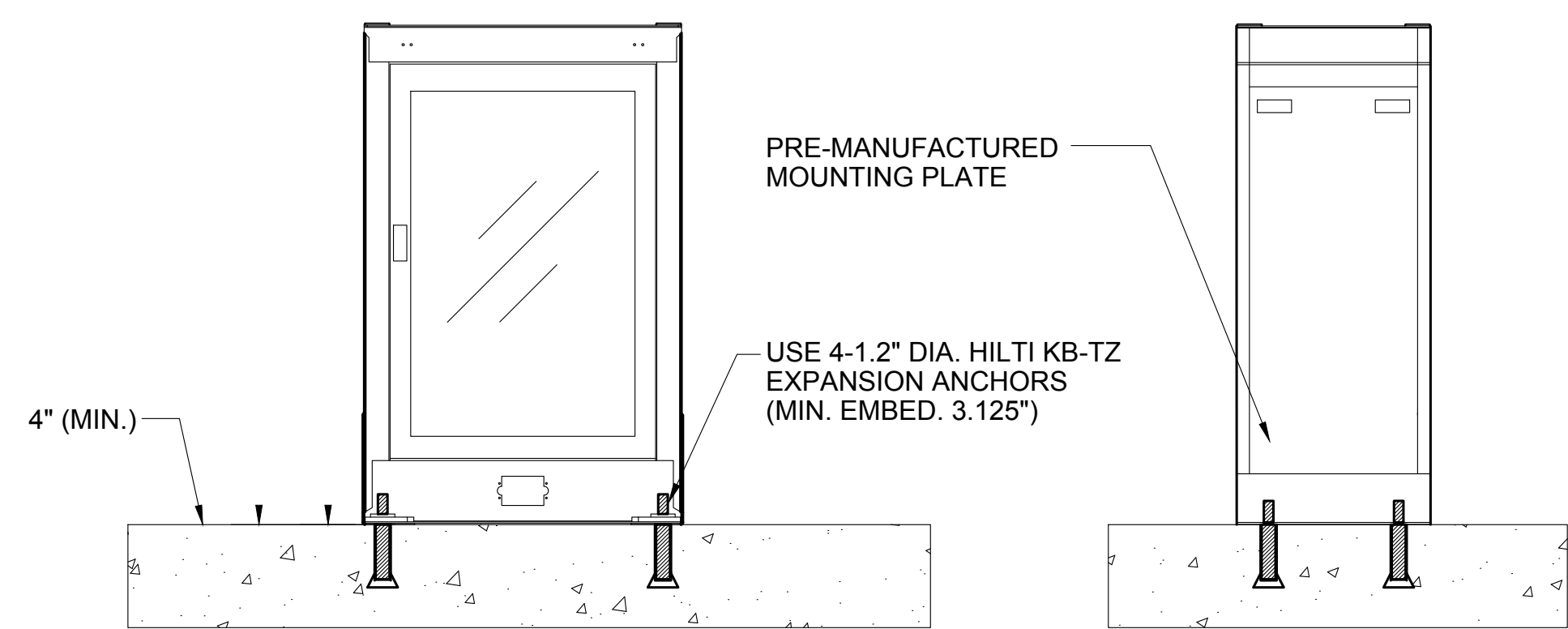
1 EQUIPMENT RACK ANCHORAGE - WOOD SUB FLOOR
NO SCALE



FRONT ELEVATION

SIDE ELEVATION

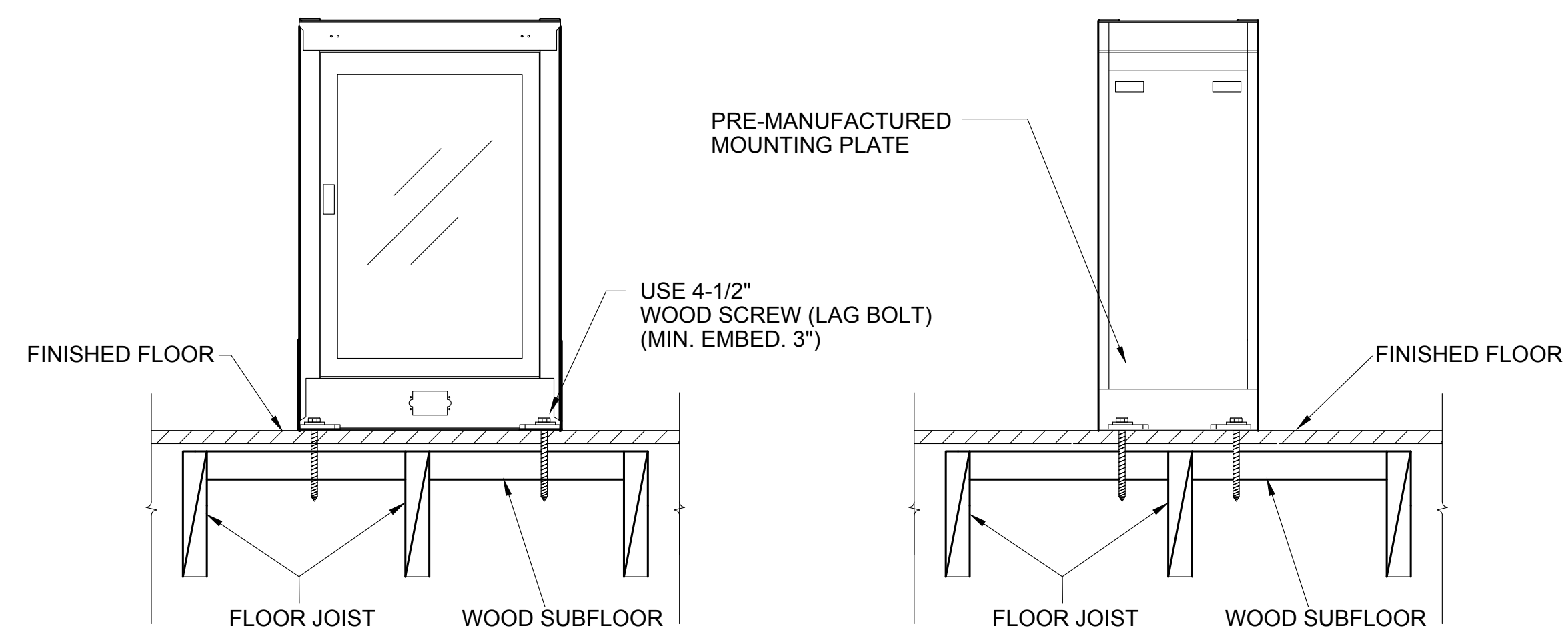
2 EQUIPMENT RACK ANCHORAGE - SLAB ON GRADE
NO SCALE



FRONT ELEVATION

SIDE ELEVATION

3 FLOOR MOUNT IDF CABINET ANCHORAGE - SLAB ON GRADE
NO SCALE



FRONT ELEVATION

SIDE ELEVATION

4 FLOOR MOUNT IDF CABINET ANCHORAGE - WOOD SUB FLOOR
NO SCALE

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team

PM : Checker

AM : Approver

DE : Designer

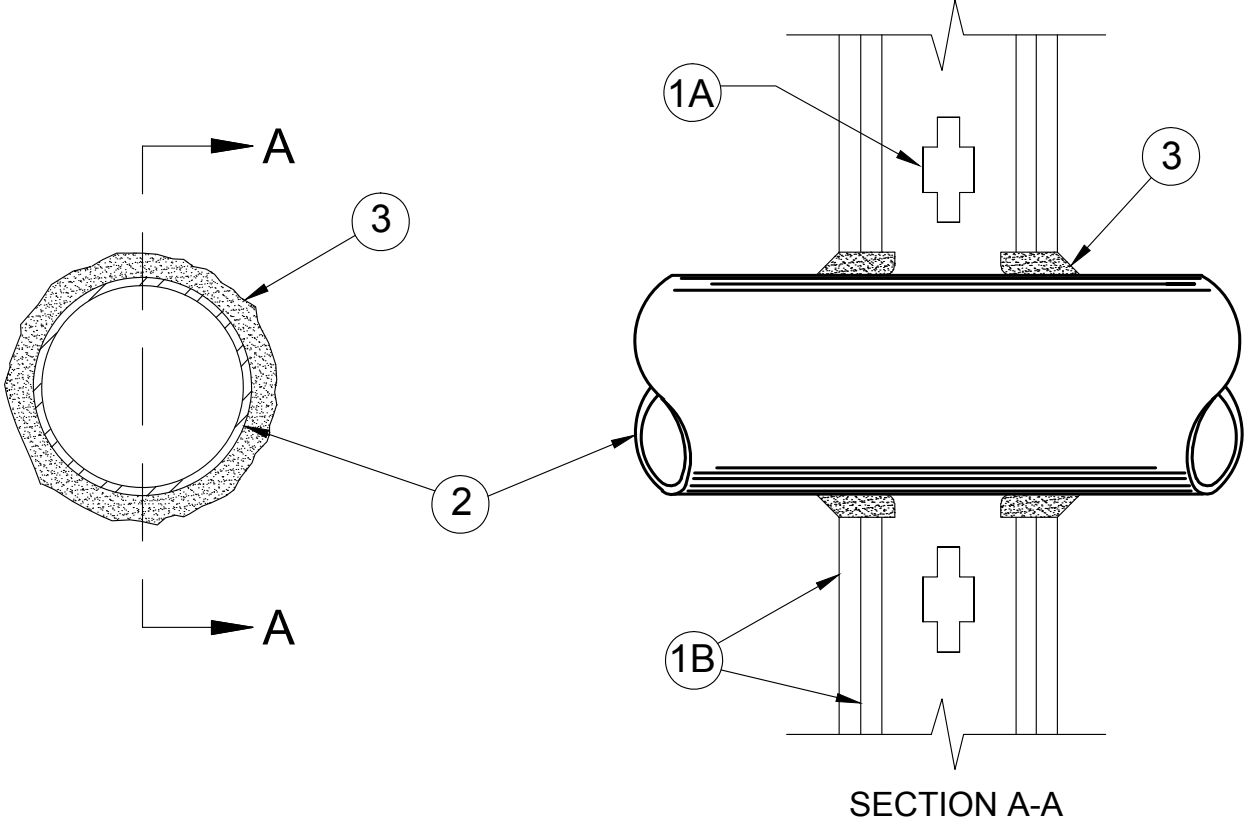
Sheet Title

DETAILS

Sheet No. T601

THROUGH-PENETRATION FIRESTOP SYSTEMS (GYPSUM)

SYSTEM NO. W-L-1001
JUNE 15, 2005
F RATINGS - 1, 2, 3 AND 4 HR (SEE ITEMS 2 AND 3)
T RATINGS - 0, 1, 2, 3 AND 4 HR (SEE ITEM 3)
L RATING AT AMBIENT - LESS THAN 1 CFM/SQ FT
L RATING AT 400 F - LESS THAN 1 CFM/SQ FT

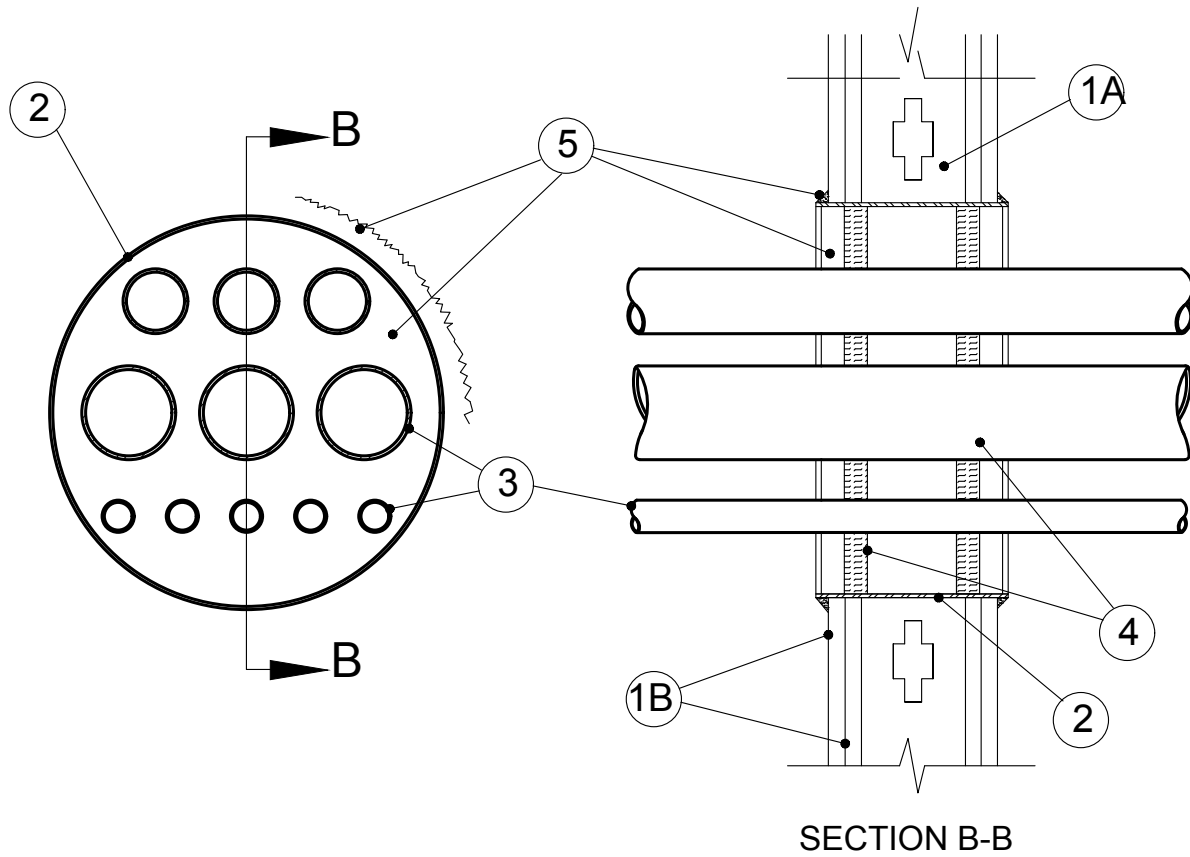


1. WALL ASSEMBLY- THE 1, 2, 3 OR 4 HR FIRE-RATED GYPSUM WALLBOARD/STUD WALL ASSEMBLY SHALL BE CONSTRUCTED OF THE MATERIALS AND IN THE MANNER DESCRIBED IN THE INDIVIDUAL U300 OR U400 SERIES WALL OR PARTITION DESIGNS IN THE UL FIRE RESISTANCE DIRECTORY AND SHALL INCLUDE THE FOLLOWING CONSTRUCTION FEATURES:
- A. STUDS - WALL FRAMING MAY CONSIST OF EITHER WOOD STUDS (MAX 2HR FIRE RATED ASSEMBLIES) OR STEEL CHANNEL STUDS. WOOD STUDS TO CONSIST OF NOM 2 BY 4 IN. LUMBER SPACED 16 IN. OC WITH NOM 2 BY 4 IN. LUMBER END PLATES AND CROSS BRACES. STEEL STUDS TO BE MIN. 3-5/8 IN. WIDE BY 1-3/8 IN. DEEP CHANNELS SPACED MAX. 24 IN. OC.
- B. GYPSUM BOARD*- NOM 1/2 OR 5/8 IN. THICK, 4 FT. WIDE WITH SQUARE OR TAPERED EDGES. THE GYPSUM WALLBOARD TYPE, THICKNESS, NUMBER OF LAYERS, FASTENER TYPE AND SHEET ORIENTATION SHALL BE AS SPECIFIED IN THE INDIVIDUAL U300 OR U400 SERIES DESIGN IN THE UL FIRE RESISTANCE DIRECTORY. MAX DIAM. OF OPENING IS 12 IN.
2. THROUGH PENETRANT - ONE METALLIC PIPE, CONDUIT OR TUBING INSTALLED EITHER CONCENTRICALLY OR ECCENTRICALLY WITHIN THE FIRE STOP SYSTEM. THE ANNULAR SPACE BETWEEN PIPE, CONDUIT OR TUBING AND PERIPHERY OF OPENING SHALL BE MIN. 0 IN. TO MAX. 2 IN. PIPE, CONDUIT OR TUBING TO BE RIGIDLY SUPPORTED ON BOTH SIDES OF WALL ASSEMBLY. THE FOLLOWING TYPES AND SIZES OF METALLIC PIPES, CONDUITS OR TUBING MAY BE USED:
- A. STEEL PIPE - NOM 24 IN. DIAM. (OR SMALLER) SCHEDULE 10 (OR HEAVIER) STEEL PIPE.
B. IRON PIPE - NOM 24 IN. DIAM. (OR SMALLER) SERVICE WEIGHT (OR HEAVIER) CAST IRON SOIL PIPE, NOM 12 IN. DIAM. (OR SMALLER) OR CLASS 50 (OR HEAVIER) DUCTILE IRON PRESSURE PIPE.
C. CONDUIT - NOM 6 IN. DIAM. (OR SMALLER) STEEL CONDUIT OR NOM 4 IN. DIAM. (OR SMALLER) STEEL ELECTRICAL METALLIC TUBING.
D. COPPER TUBING - NOM 6 IN. DIAM. (OR SMALLER) TYPE L (OR HEAVIER) COPPER TUBING.
E. COPPER PIPE - NOM 6 IN. DIAM. (OR SMALLER) REGULAR (OR HEAVIER) COPPER PIPE.
F. FILL PENETRATION PRODUCT* - FLEXIBLE METAL PIPING - THE FOLLOWING TYPES OF STEEL METAL GAS PIPING MAY BE USED:
1. NOM 2 IN. DIAM (OR SMALLER) STEEL FLEXIBLE METAL GAS PIPING. PLASTIC COVERING ON PIPING MAY OR MAY NOT BE REMOVED ON BOTH SIDES OF FLOOR OR WALL ASSEMBLY. OMEGA FLEX INC.
2. NOM 1 IN. DIAM (OR SMALLER) STEEL FLEXIBLE METAL GAS PIPING. PLASTIC COVERING ON PIPING MAY OR MAY NOT BE REMOVED ON BOTH SIDES OF FLOOR OR WALL ASSEMBLY. TITEFLEX CORP. A BUDDY CO.
3. NOM 1 IN. DIAM (OR SMALLER) STEEL FLEXIBLE METAL GAS PIPING. PLASTIC COVERING ON PIPING MAY OR MAY NOT BE REMOVED ON BOTH SIDES OF FLOOR OR WALL ASSEMBLY. WARD MFG INC.
3. FILL, VOID OR CAVITY MATERIAL* - CAULK OR SEALANT - MIN 5/8, 1-1/4, 1-7/8 AND 2-1/2 IN. THICKNESS OF CAULK FOR 1, 2, 3, 4 HR RATED ASSEMBLIES, RESPECTIVELY, APPLIED WITHIN ANNULUS, FLUSH WITH BOTH SURFACES OF WALL. MIN 1/4 IN. DIAM BEAD OF CAULK APPLIED TO GYPSUM BOARD/PENETRANT INTERFACE AT POINT CONTACT LOCATIONS ON BOTH SIDE OF WALL. THE HOURLY F RATING OF THE FIRE STOP SYSTEM IS DEPENDENT UPON THE HOURLY FIRE RATING OF THE WALL ASSEMBLY IN WHICH IT IS INSTALLED, AS SHOWN IN THE FOLLOWING TABLE. THE HOURLY T RATING OF THE FIRESTOP SYSTEM IS DEPENDENT UPON THE TYPE OR SIZE OF THE PIPE OR CONDUIT AND THE HOURLY FIRE RATING IF THE WALL ASSEMBLY IN WHICH IT IS INSTALLED, AS TABULATED BELOW.

MAX PIPE OR CONDUIT DIA. IN. (mm)	F RATING HR	T RATING HR
1 (25)	1 OR 2	0+, 1 OR 2
1 (25)	3 OR 4	3 OR 4
4 (102)	1 OR 2	0
6 (152)	3 OR 4	0
12 (305)	1 OR 2	0

+WHEN COPPER IS USED, T RATING IS 0 HR.
3M COMPANY - CP 25WB+ CAULK OR FB-3000WT SEALANT,
*BEARING THE UL CLASSIFICATION MARKING

SYSTEM NO. W-L-1016
(FORMERLY SYSTEM NO. 322)
F RATING-- 2 HR
T RATINGS--1, 1-1/2 AND 2 HR (SEE ITEM 3)
L RATING AT AMBIENT--2 CFM/sq ft
L RATING AT 400° F--LESS THAN 1 CFM/sq ft



1. WALL ASSEMBLY - THE FIRE-RATED GYPSUM WALLBOARD/STUD WALL ASSEMBLY SHALL BE CONSTRUCTED OF THE MATERIALS AND IN THE MANNER DESCRIBED IN THE INDIVIDUAL U300 OR U400 SERIES WALL OR PARTITION DESIGN IN THE UL FIRE RESISTANCE DIRECTORY AND SHALL INCLUDE THE FOLLOWING CONSTRUCTION FEATURES:
- A. STUDS - WALL FRAMING MAY CONSIST OF EITHER WOOD STUDS OR STEEL CHANNEL STUDS. WOOD STUDS TO CONSIST OF NOM 2 BY 4 IN. LUMBER SPACED 16 IN. OC WITH NOM 2 BY 4 IN. LUMBER END PLATES AND CROSS BRACES. STEEL STUDS TO BE MIN 3-5/8 IN. WIDE BY 1-3/8 IN DEEP CHANNELS SPACED MAX 24 IN. OC.
- B. GYPSUM BOARD* - TWO LAYERS OF NOM 5/8 IN. THICK GYPSUM WALLBOARD AS SPECIFIED IN THE INDIVIDUAL WALL OR PARTITION DESIGN. MAX DIAM OF THROUGH OPENINGS CUT IN WALLBOARD LAYERS IS 12 IN. MAX DIMENSIONS FOR RECTANGULAR OPENING IS 12 IN. BY 9 IN.
- C. FASTENERS - WHEN WOOD STUD FRAMING IS EMPLOYED, GYPSUM WALLBOARD ATTACHED TO STUDS WITH CEMENT COATED NAILS AS SPECIFIED IN THE INDIVIDUAL U300-SERIES DESIGN. WHEN STEEL CHANNEL STUD FRAMING IS EMPLOYED, GYPSUM WALLBOARD ATTACHED TO STUDS WITH TYPE S SELF-DRILLING, SELF-TAPPING BUGLE-HEAD STEEL SCREWS AS SPECIFIED IN THE INDIVIDUAL U400-SERIES DESIGN.
2. STEEL SLEEVE - NO. 28 GAUGE GALV SHEET STEEL FORMED INTO MAX 12 IN. DIAM OR MAX 12 IN. BY 9 IN. SLEEVE WITH NOM 2 IN. OVERLAP AT SEAM. LENGTH OF SLEEVE TO BE APPROX 1 IN. GREATER THAN OVERALL THICKNESS OF WALL ASSEMBLY, SUCH THAT, WHEN INSTALLED, THE ENDS OF THE SLEEVE WILL PROJECT APPROX 1/2 IN. BEYOND THE SURFACE OF THE WALL ON BOTH SIDES OF THE WALL ASSEMBLY. MAX DIAM OF CIRCULAR THROUGH OPENINGS IN GYPSUM WALLBOARD LAYERS ON EACH SIDE OF WALL ASSEMBLY TO BE 12 IN. MAX DIMENSIONS FOR RECTANGULAR OPENING IS 12 IN. BY 9 IN. SLEEVE INSTALLED BY COILING THE SHEET STEEL TO A DIAM SMALLER THAN THE THROUGH OPENING, INSERTING THE COIL THROUGH THE OPENINGS AND RELEASING THE COIL TO LET IT UNCOIL AGAINST THE CIRCULAR CUTOUTS IN THE GYPSUM WALLBOARD LAYERS.
3. STEEL PIPE OR CONDUIT - NOM 3 IN. DIAM (OR SMALLER) SCHEDULE 10 (OR HEAVIER) STEEL PIPE, STEEL CONDUIT OR STEEL ELECTRICAL METALLIC TUBING. MULTIPLE PIPES AND/OR CONDUIT PERMITTED IN SLEEVED OPENING PROVIDED A MIN SEPARATION OF 1/4 IN. IS MAINTAINED BETWEEN PIPES OR CONDUITS. PIPES AND/OR CONDUITS TO BE RIGIDLY SUPPORTED ON BOTH SIDES OF THE WALL ASSEMBLY. THE T RATING OF THE FIRESTOP SYSTEM IS DEPENDENT UPON THE MAX DIAM OF THE PIPES OR CONDUITS, AS TABULATED BELOW:
4. PACKING MATERIAL - MIN 1 IN. THICKNESS OF RIGID GLASS FIBER INSULATION OR MINERAL WOOL BATT INSULATION FIRMLY PACKED INTO STEEL SLEEVE ON BOTH SIDES OF WALL ASSEMBLY AS A PERMANENT FORM. PACKING MATERIAL TO BE RECESSED MIN 5/8 IN. FROM SURFACE OF WALL ON BOTH SIDES OF WALL ASSEMBLY.
5. FILL, VOID OR CAVITY MATERIALS* - CAULK - APPLIED TO FILL THE STEEL SLEEVE TO A MIN DEPTH OF 1 IN. ON BOTH SIDES OF WALL ASSEMBLY. A NOM 1/4 IN. DIAM CONTINUOUS BEAD OF CAULK SHALL BE APPLIED AROUND THE CIRCUMFERENCE OF THE STEEL SLEEVE AT ITS EGRESS FROM THE GYPSUM WALLBOARD LAYERS ON BOTH SIDES OF THE WALL ASSEMBLY.
MINNESOTA MINING & MFG CO - TYPE CP 25WB+.

*BEARING THE UL CLASSIFICATION MARKING

MAX PIPE OR CONDUIT DIA. IN.	T RATING HR
3	1
1	1 1/2
3/4	2



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY
SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH
NETWORK UPGRADE

Project No

REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19

IssueDate 6/20/19

Team
PM : Checker
AM : Approver
DE : Designer

Sheet Title

DETAILS

Sheet No.

T602



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

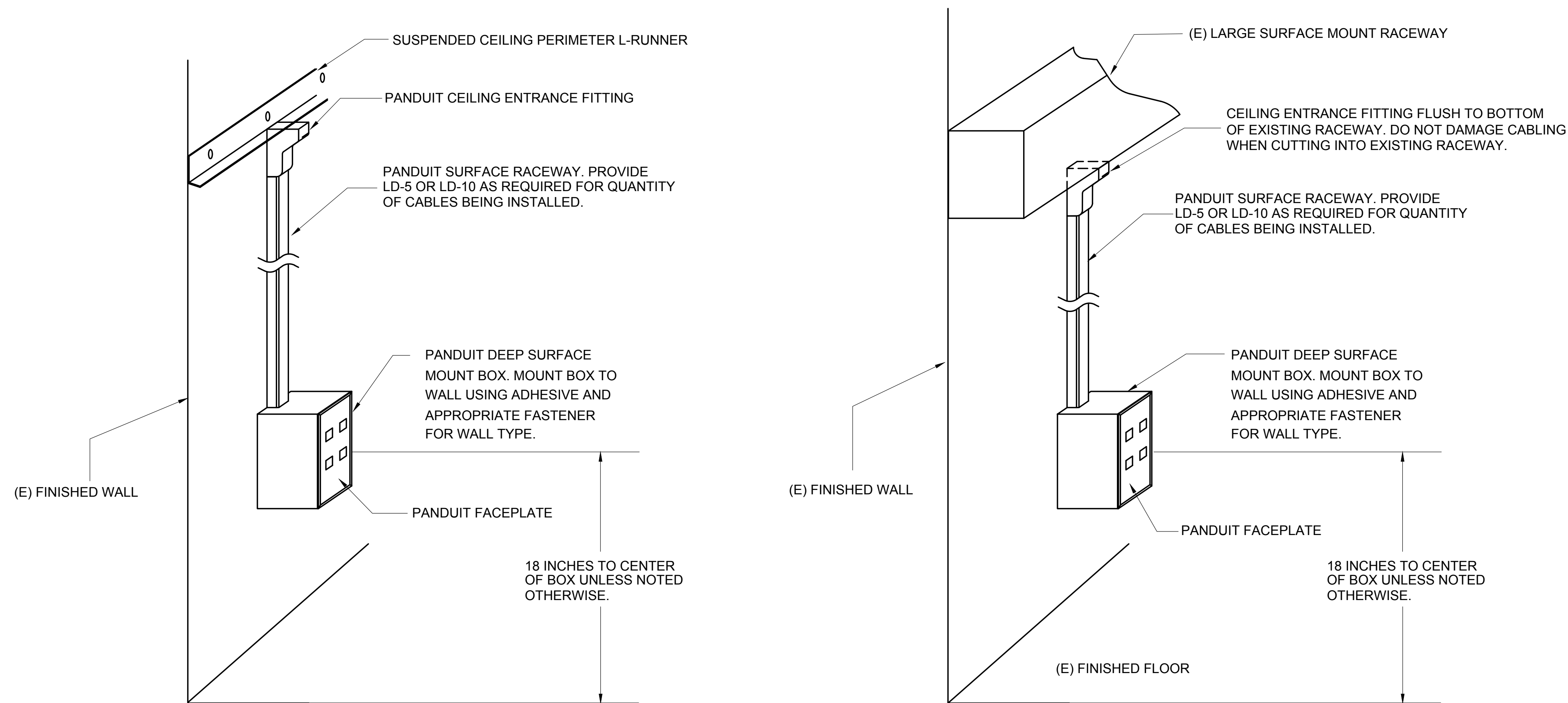
SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:

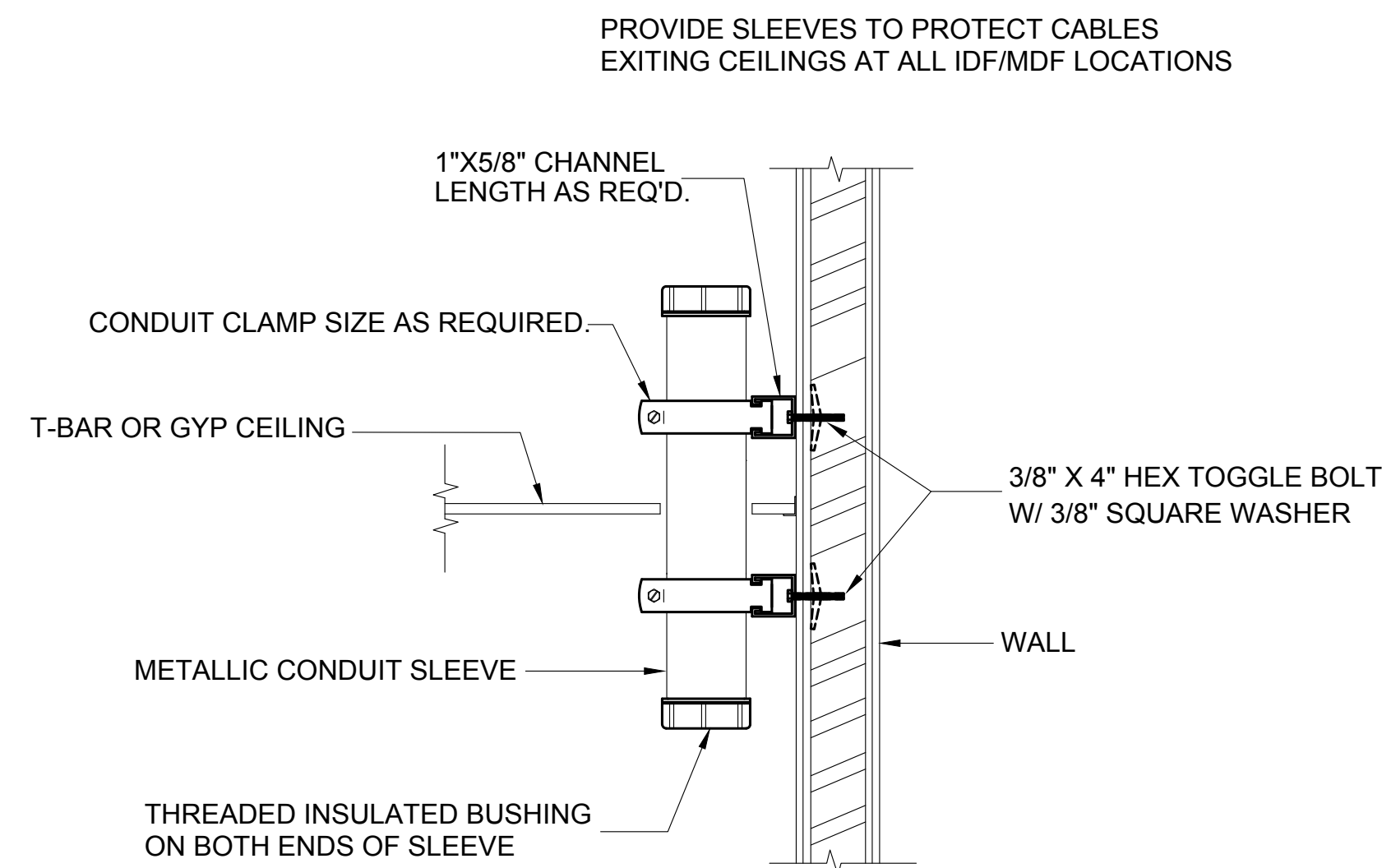
ECOM
ENGINEERING
1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. **19-N114.00** PM **TP**
DESIGNERS **TP** (SANTA CRUZ)
DRAWN BY **ECOM**



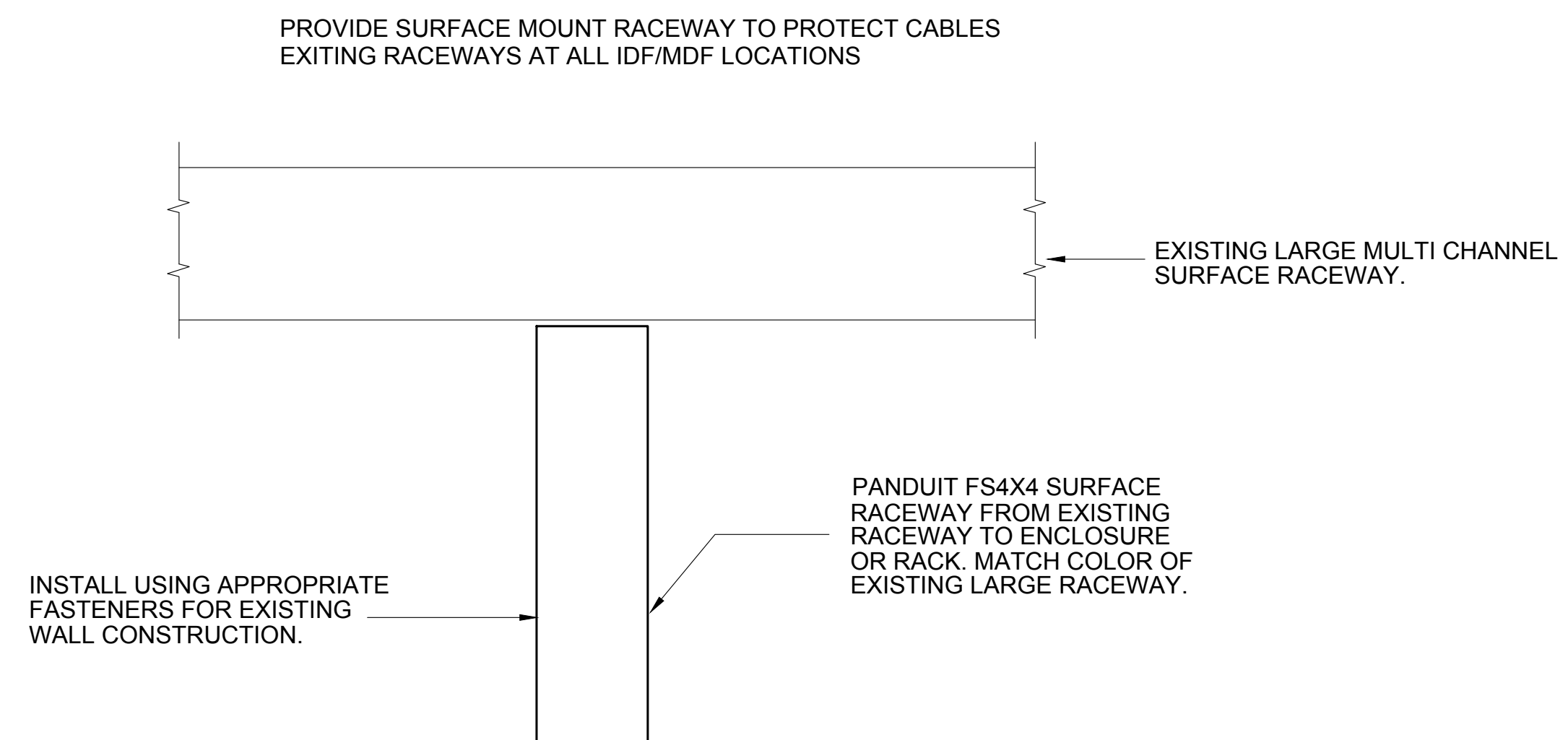
1 SURFACE MOUNT RACEWAY DETAIL

NO SCALE



2 CONDUIT SLEEVE FITTINGS DETAIL - 2' TO 4' EMT AS REQUIRED FOR 40% FILL

NO SCALE



3 TRANSITION AT EXISTING RACEWAY DETAIL

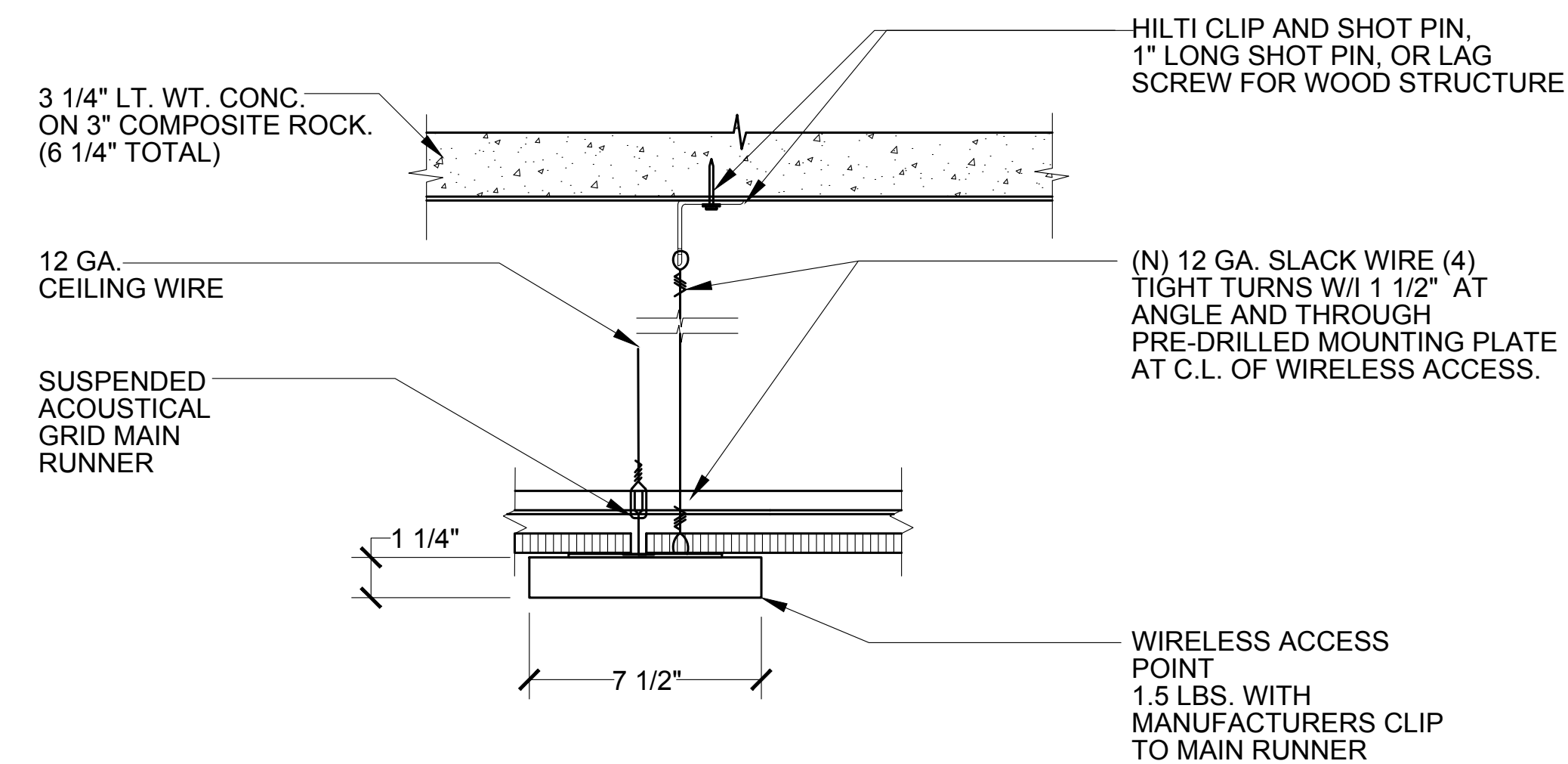
NO SCALE

SANTA CRUZ HIGH NETWORK UPGRADE

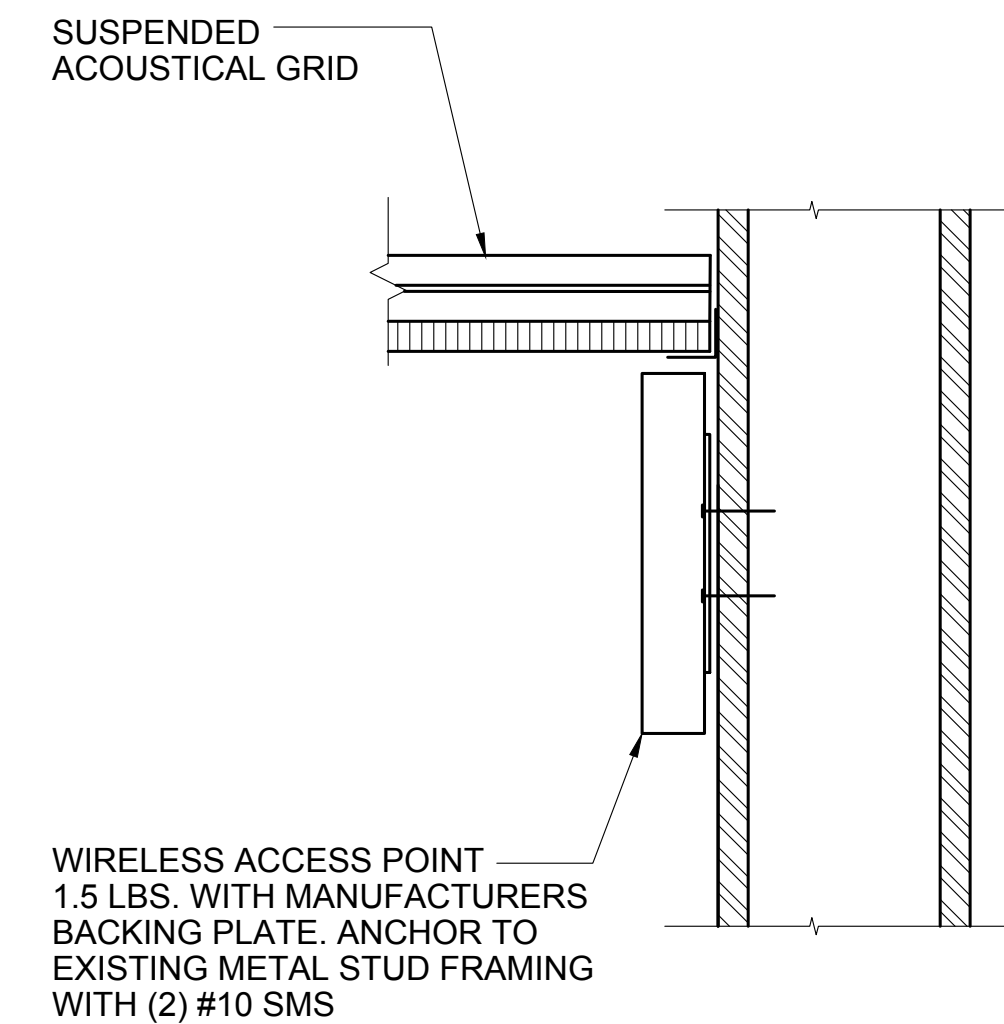
Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :	Checker	
AM :	Approver	
DE :	Designer	
Sheet Title		

DETAILS

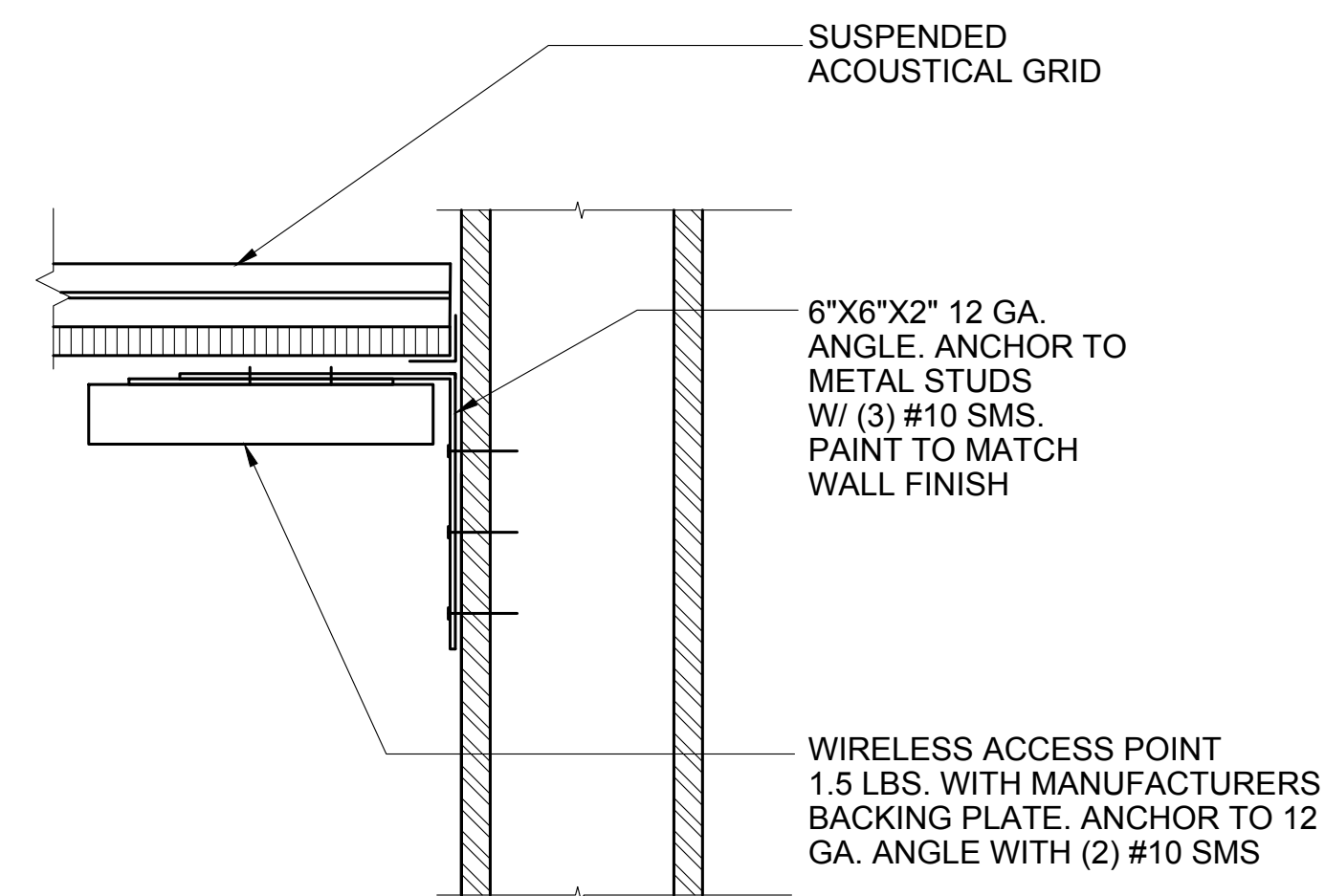
Sheet No. **T603**



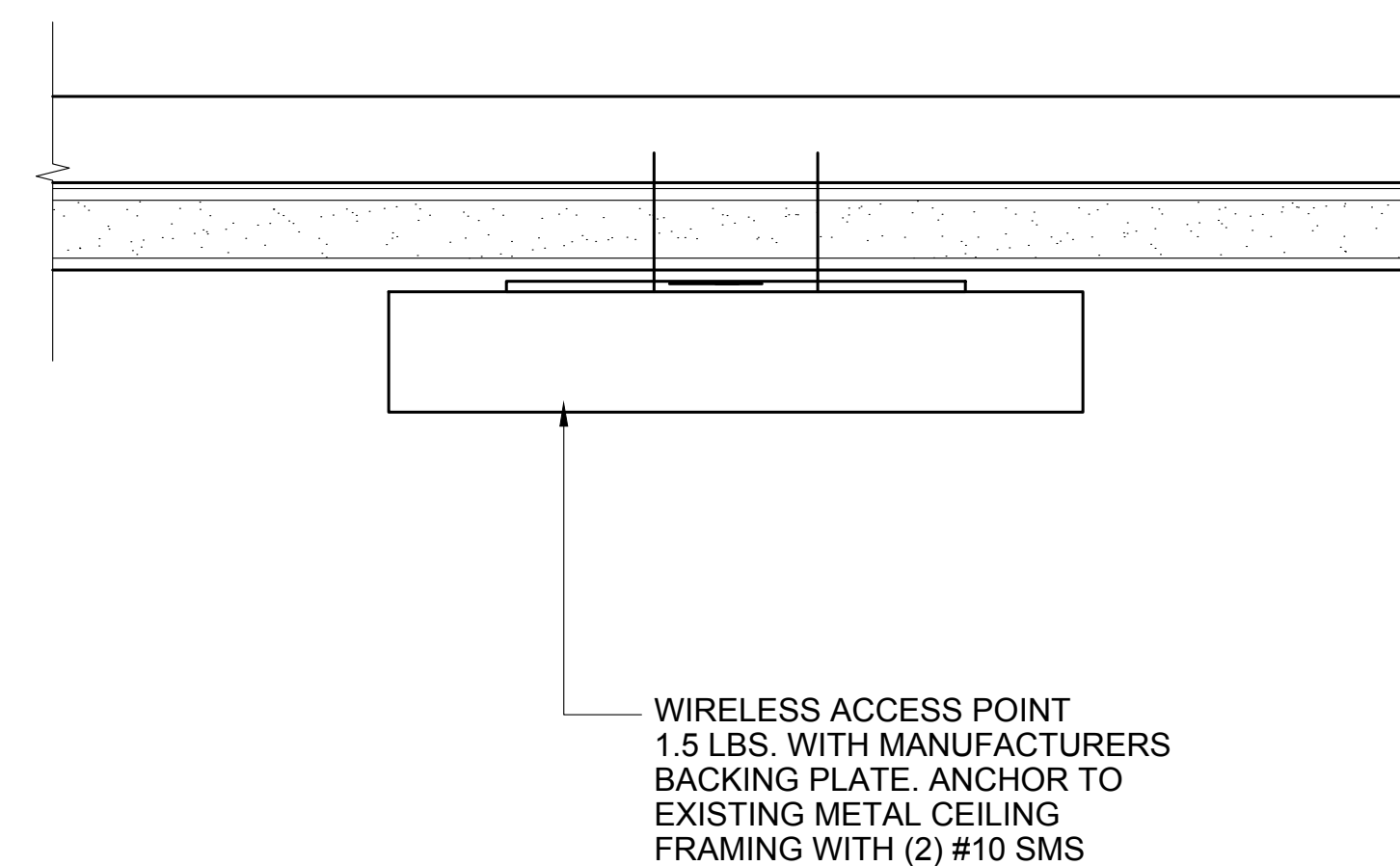
1 WAP SUSPENSION - TBAR CELING
NO SCALE



2 WAP SUSPENSION - VERTICAL WALL MOUNT
NO SCALE



3 WAP SUSPENSION - HORIZONTAL WALL MOUNT
NO SCALE



4 WAP SUSPENSION - GYP CEILING
NO SCALE



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

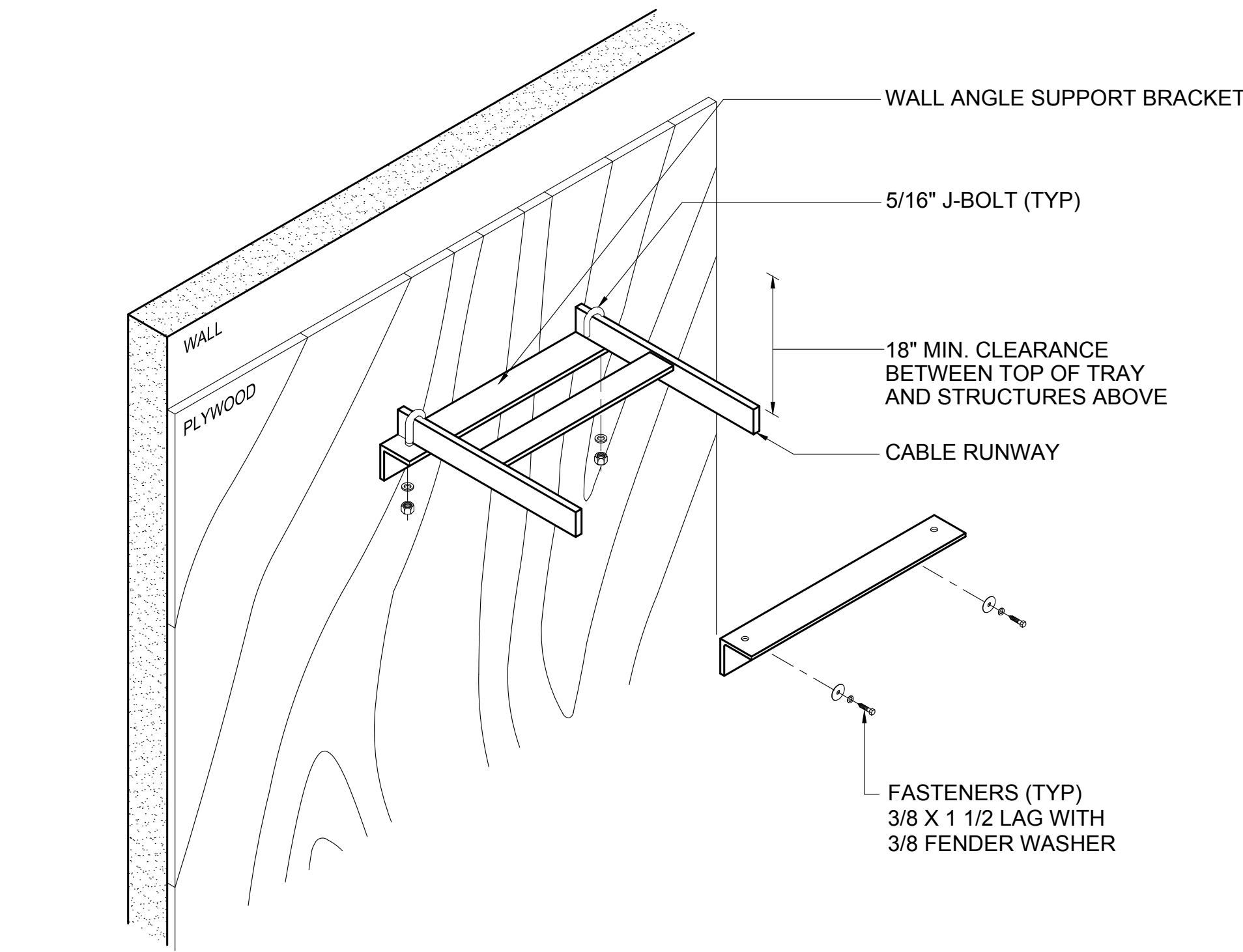
SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :		Checker
AM :		Approver
DE :		Designer
Sheet Title		

DETAILS

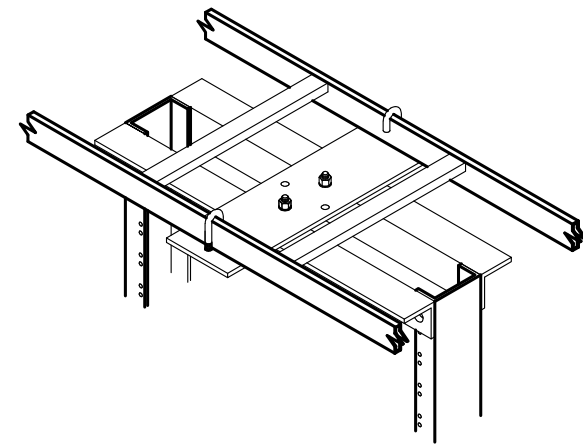
Sheet No.

T604

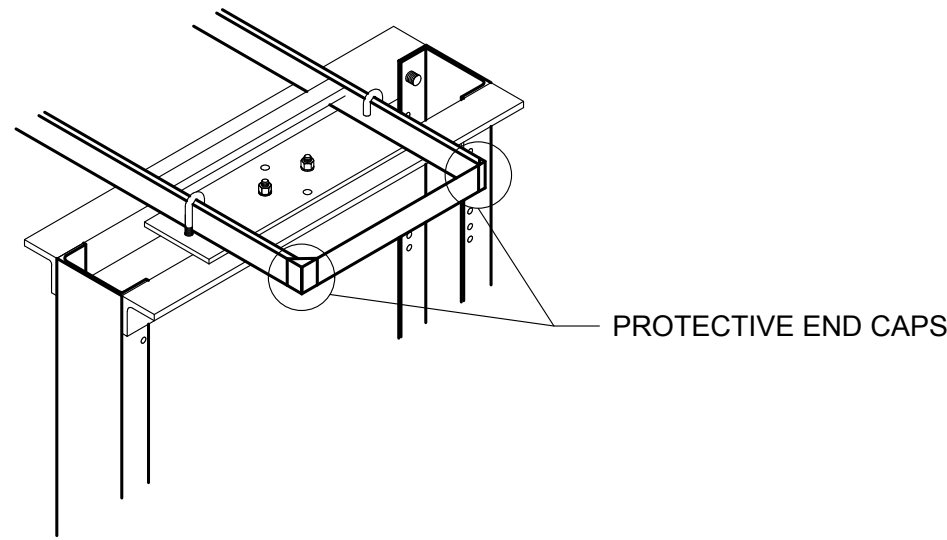


1 CABLE LADDER TO WALL BRACING - HORIZONTAL
NO SCALE

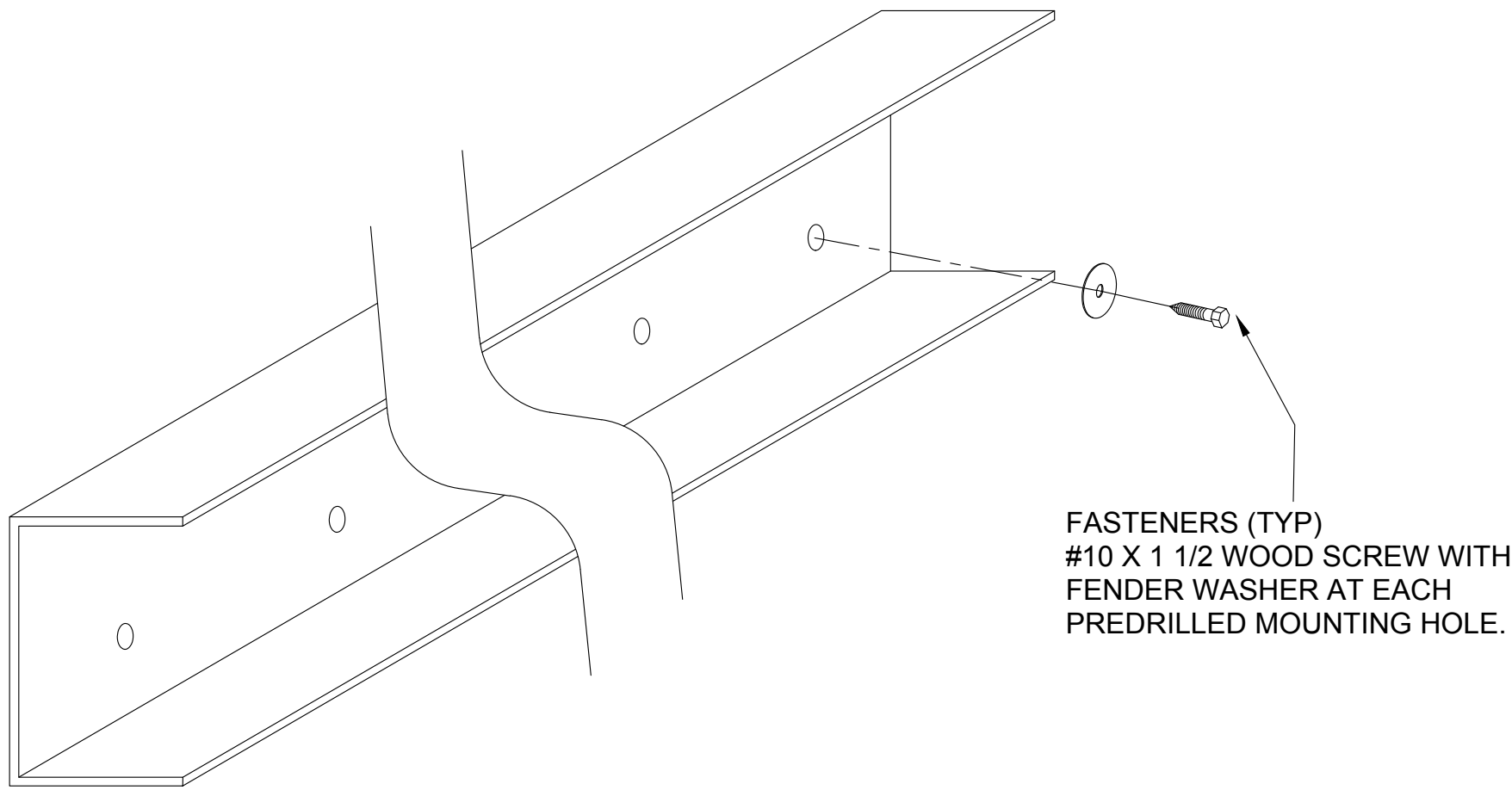
PARALLEL RACEWAY STRINGER



PERPENDICULAR RACEWAY STRINGER



2 EQUIPMENT RACK TO CALBE LADDER ATTACHMENT
NO SCALE



3 PANDUIT T70BE110 SURFACE MOUNT RACEWAY DETAIL
NO SCALE



development group, inc
6704 Lockheed Dr - Redding, CA 96002
Phone (530) 229-0071
www.development-group.net

SANTA CRUZ CITY SCHOOLS

415 WALNUT AVENUE
SANTA CRUZ, CA 95060

CONSULTANTS:



1796 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
916.641.5600
916.641.1640 FAX
WWW.ECOMENG.COM

JOB NO. 19-N114.00 PM TP
DESIGNERS TP (SANTA CRUZ)
DRAWN BY ECOM

SANTA CRUZ HIGH NETWORK UPGRADE

Project No		
REVISIONS		
No.	DESCRIPTION	
	PROGRESS	05-30-19
	100% CD	6-20-19
IssueDate		6/20/19
Team		
PM :		Checker
AM :		Approver
DE :		Designer
Sheet Title		

DETAILS

Sheet No.

T605

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Superintendent's Reopening Advisory Committee Update

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

BACKGROUND:

Due to the COVID-19 pandemic, on March 16th, 2020, all Santa Cruz County Schools stopped in person instruction. From March 16th to March 20th, staff took five days to train, prepare and create continuity of learning plans to serve our students online. Distance Learning began on March 23rd. After several weeks, it became clear that school would not be physically reopening this school year, and staff began planning for a continuum of scenarios for school reopening for the 2020-21 school year.

Our District's Extended Cabinet, composed of central and site leadership and joined by union leaders, began meeting to identify the components of a reopening plan. From there, a decision making flow chart was developed that included various means of garnering stakeholder input and a Superintendents' Advisory Committee to guide reopening recommendations. Members of the Advisory Committee include students, parents, certificated and classified staff, union members, site and central office administrators and trustees.

The committee is using the following guiding principles:

- Safeguard the health and safety of students and staff
- Comply with state and county health department directives and guidelines
- Consider feedback from multiple and diverse sources
- Provide consistent online experiences to address both new grade level content and academic gaps
- Ensure equitable access to teaching and learning; prioritize the needs of the most vulnerable students
- Leverage district and community resources to address achievement and opportunity gaps and other reopening needs
- Build flexibility into reopening plans with "in-school" and "at-home" learning strategies and options

The Advisory Committee is scheduled to convene on May 26, June 1, June 8, and June 15.

Staff will provide an update on the Advisory Committee and reopening planning process.

FISCAL IMPACT:

None

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.

Superintendent's Reopening Advisory Committee Board Presentation

June 10, 2020



Principles for Reopening Santa Cruz City Schools

- Safeguard the health and safety of students and staff; comply with the State and County Health Department directives and guidelines
- Consider feedback from diverse and multiple sources
- Provide consistent online experiences to address both new grade level content and academic gaps
- Ensure equitable access to teaching and learning
- Prioritize the needs of most vulnerable students
- Leverage district and community resources to address achievement/opportunity gaps and other reopening needs
- Build flexibility into reopening plans with “in-school” and “at-home” learning strategies and options

SCCS Reopening of School Timeline

Extended Cabinet:

Meeting Dates:

- April 23
- April 30
- May 12
- May 14
- May 19
- May 21
- May 26
- May 28
- June 1
- June 3
- June 11
- June 15

Stakeholder Input Opportunities

- Thought Exchange May 6th - 14th
- Families' Intent to Return Survey
May 15 - 20th
- English Language Advisory
Council Zoom Meeting May 19th
- Parent Leader Zoom Meeting May
19th
- Voluntary Staff Meetings on
Reopening May 26-29th

Superintendent's Reopening Advisory Committee

Meeting Dates:

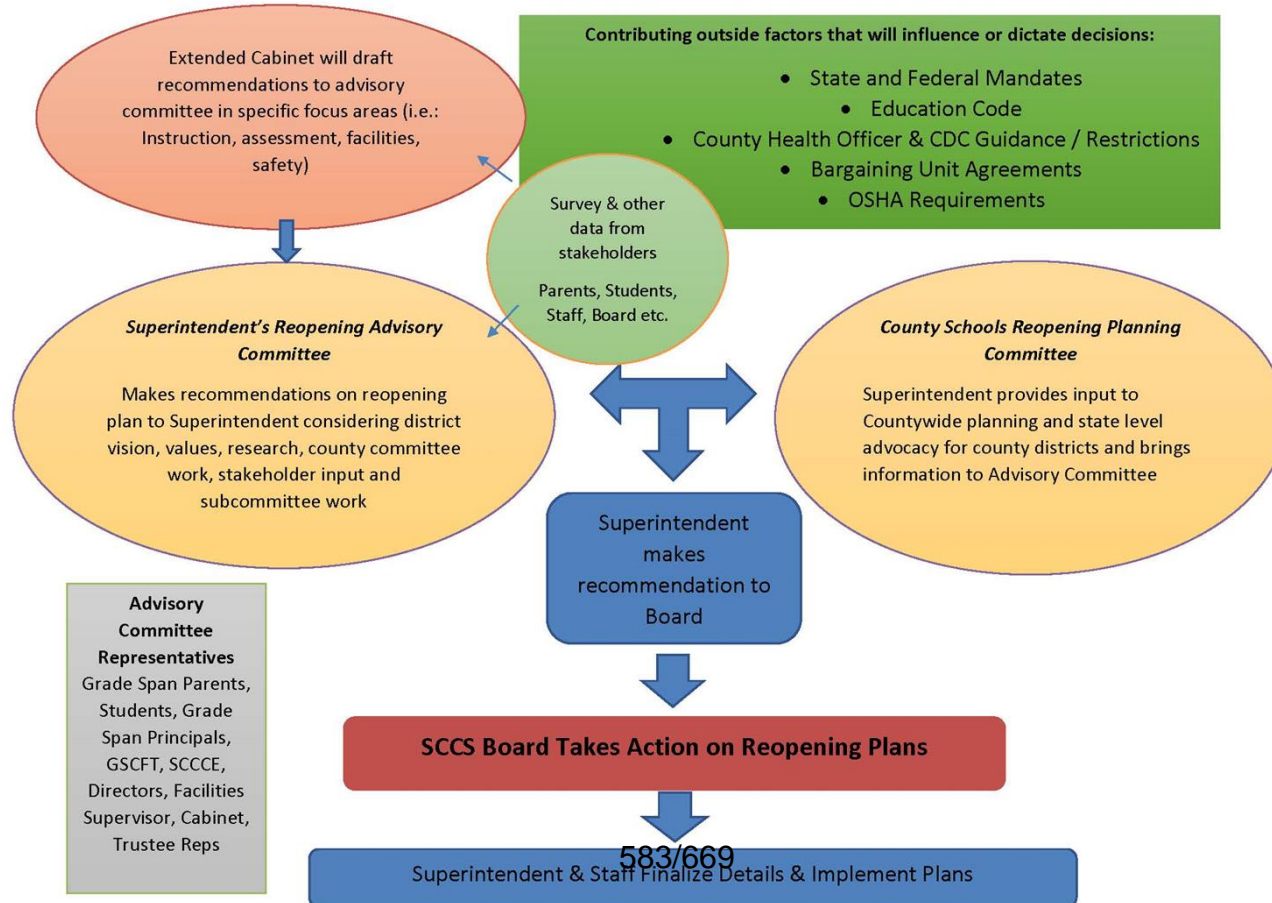
- May 26
- June 1
- June 8
- June 15

June 17 Board Meeting
Recommendation on Reopening Schools

Stakeholder Input & Background



REOPENING SCHOOL SCCS DECISION MAKING FLOW CHART



Thought Exchange

The District hosted a Thought Exchange among staff, students, and families from May 13 - 19, 2020.

We asked the following question when considering reopening schools:

What are your hopes as we reopen schools, and what are the challenges that we should consider as we prepare to reopen?



4,385
Participants



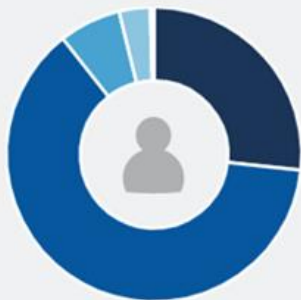
5,040
Thoughts



134,205
Ratings

Demographics by Role & Site

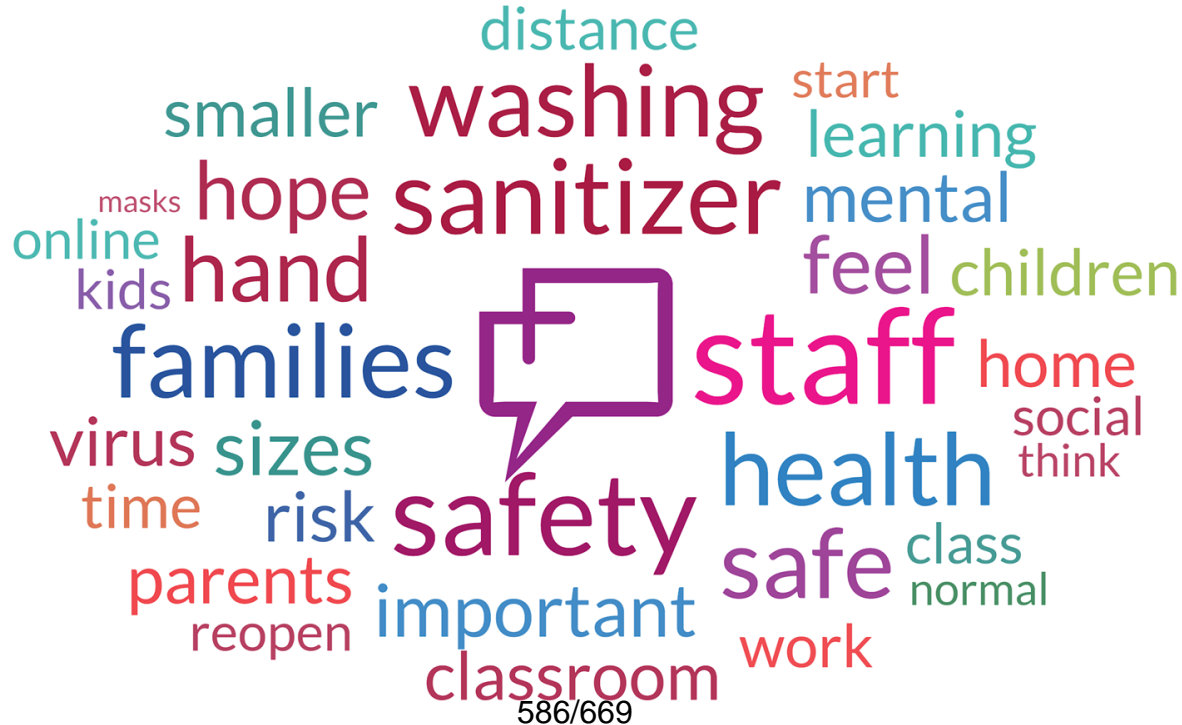
What is your role in the school district?



%		
27%	(1098)	Student
63%	(2579)	Parent / Guardian
7%	(279)	Certificated Staff
3%	(140)	Classified Staff
0%	(12)	Administrator
0%	(5)	Trustee

%		
6%	(255)	Bay View Elementary
8%	(322)	DeLaveaga Elementary
3%	(146)	Gault Elementary
2%	(88)	Monarch Elementary
9%	(372)	Westlake Elementary
6%	(246)	Branciforte Middle
11%	(434)	Mission Hill Middle
1%	(42)	Alternative Family Education
0%	(21)	Ark Independent Studies
1%	(24)	Costanoa High
15%	(597)	Harbor High
21%	(843)	Santa Cruz High
17%	(702)	Soquel High

Shared Themes and Ideas



Side A

Schools need to reopen School closing are exacerbating inequality issues, the rich white kids with educated parents will be fine, the others won't be. This has harmed them.

★ 4.7 ★ 1.2

I hope we can fully open.

★ 4.8 ★ 1.5

I feel students should return to school as usual. We know that their age group is low risk for Covid -19 symptoms In my opinion I feel herd immunity needs to take place, we are going about this all wrong. Only a

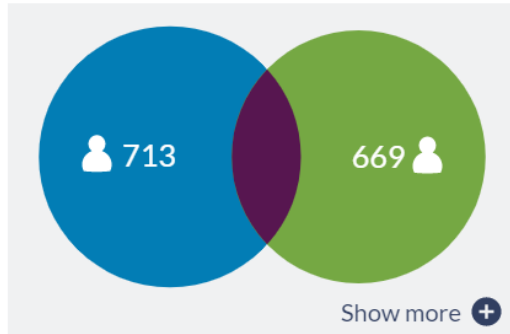
★ 4.7 ★ 1.1

I'm gonna be a senior next year and i want a real senior experience i've worked hard to be able to truly experience what my senior year of high school has to offer to its fullest

★ 4.8 ★ 1.5

Reopen as quickly as possible. Our students need to return to normalcy.

★ 4.7 ★ 1.4



Side A/B Common (high)

Better soap in bathrooms / hand sanitizers in all classrooms /time to wash hands

Bathrooms didn't always have soap, not all classrooms have hand sanitizer, break and lunch are too short for everyone to be able to wash their hands

★ 4.6 ★ 4.9

★ 5.0 ★ 4.6

I would hope that widespread testing for students and faculty would happen before schools were to reopen. There is no way to safely teach class indoors with the current level of students in a classroom.

★ 4.3 ★ 4.6

Side B

Please don't rush the reopening of schools It's a matter of life or death for our son w/ underlying conditions. The health and safety of children should be a priority and not worth risking.

★ 1.3 ★ 4.8

I am concerned about how you will enforce social distancing and mask wearing.

★ 1.6 ★ 4.8

Safety safety safety I could not bear the loss of my child, do not want to take the risk of someone else's child being harmed, or anyone's relatives being harmed.

★ 1.5 ★ 4.9

Safety needs to be the #1 priority. Everything else is secondary.

★ 1.6 ★ 4.8

I think we need to be cautious about introducing so many people into such a small place at one time If one person has or is a carrier of Covid-19 they could infect the entire school.

★ 1.4 ★ 4.6

Top Themes & Thoughts

- Student access to meals
- Better sanitation: classrooms, bathrooms, personal hygiene
- Alternative learning for at-risk students and families
- Normal summer
- Additional hand-washing stations on campus
- More custodial support
- Health and safety of students, families, and staff

Parent Input Regarding Reopening Schools

- May 19, 2020, the District invited parent groups and representatives from every grade span to participate in a Zoom conversation regarding reopening schools.
 - Site Council Presidents
 - PTA Presidents
 - Booster Club Presidents
 - District English Language Advisory Council

Summary of Parent Input/Health & Safety

- Testing and contact tracing
- Bathroom maintenance
- Extra hand-washing stations
- Need clear hand-washing protocols
- Update custodial protocols
- Outdoor/common space class configurations
- Avoiding places of gathering
- Open air ventilation
- Don't like the idea of students wearing masks all day/everyday
- Prioritize peer to peer relationships

Parent Input/Academic & Social Emotional Support

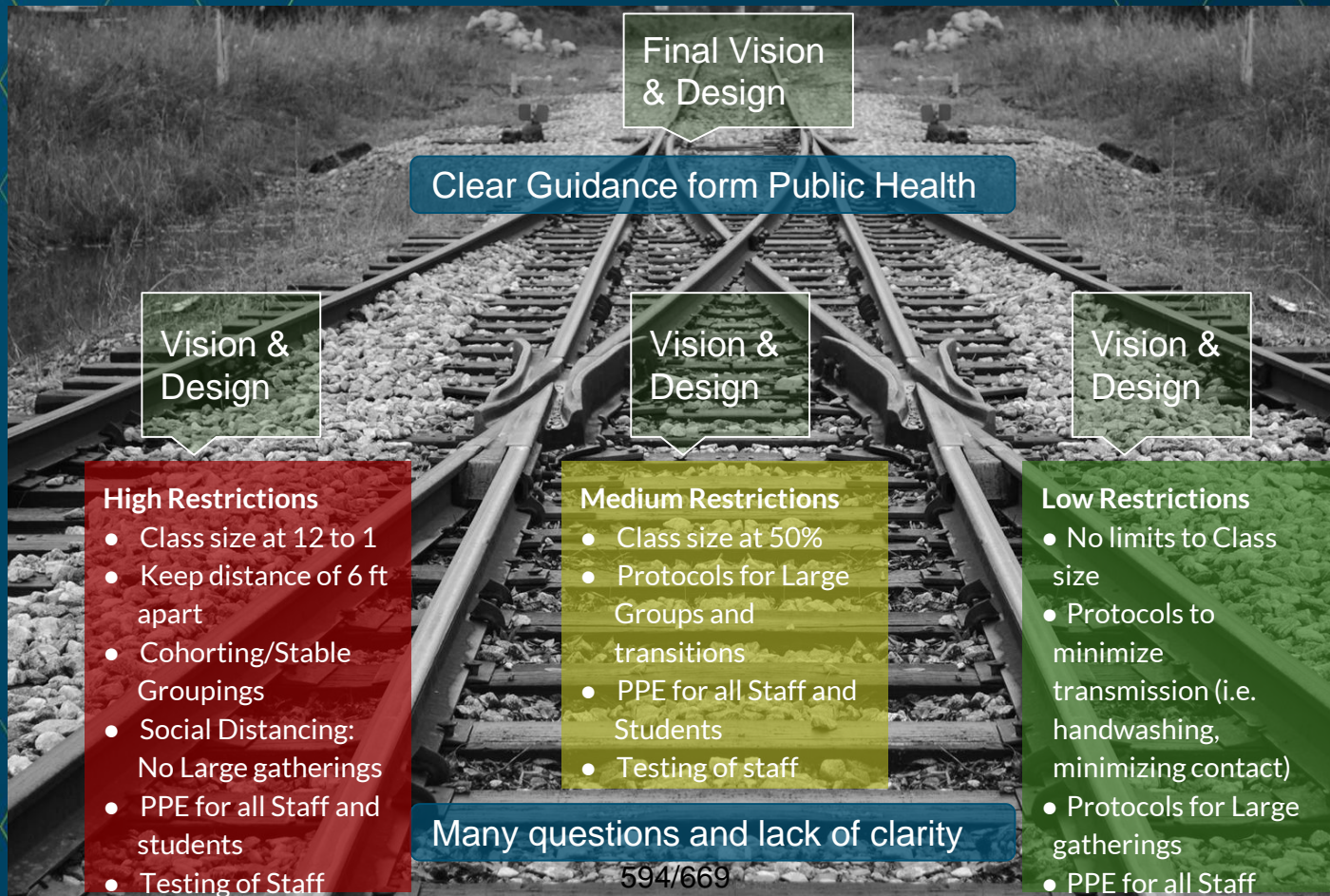
- More counseling services
- More student support/teacher's aides
- Clear process for reaching school/teacher
- Childcare for when students are not in school
- Music education
- Athletics
- Hybrid on campus/distance learning model
- Part time schedules

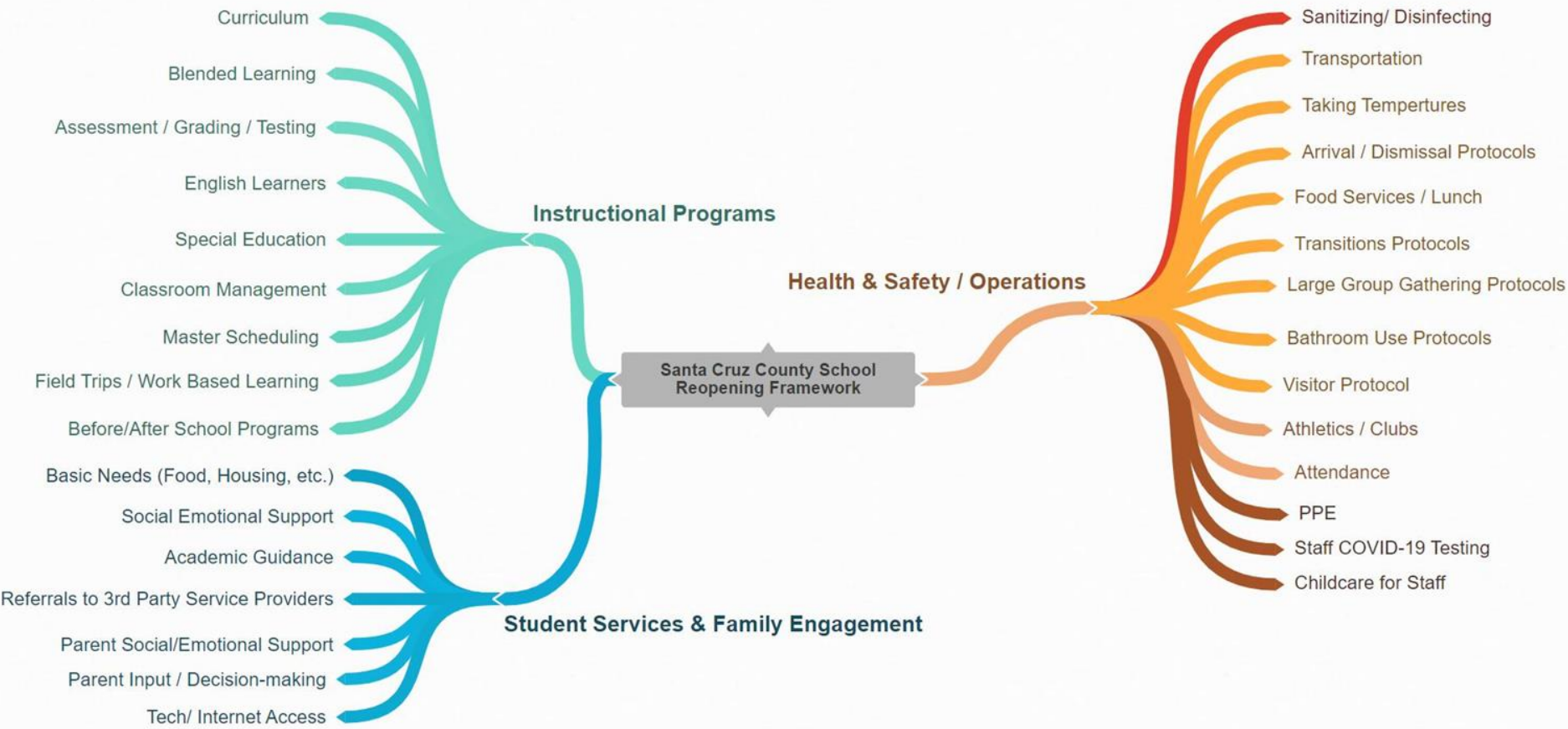
Summary of Parent Input/Family Support

- Parent programs to learn about student instruction from home
- Parent participation in online class meetings
- Resources for parents
- Teacher/staff PD opportunities during summer
- Need solution for families who cannot accommodate a part time school schedule
- Include home learning/community life in curriculum
- Provide timeline from County for direction
- Teacher/staff preparation time
- Review/use data from other countries reopening schools

Summary of Parent Input/Other Considerations

- Clarity around technology being used
- Provide community among peers
- Alternative programs for students with health issues
- Parent-teacher help in classroom
- Transportation for before/after school care





Continuum of Instructional Scenarios



Elementary High Restrictions: Instruction

- Online instruction for the majority of students
- Resource center on campus to support students who need support with the online learning - 12 to 1 ratio
- Special Education and RtI could be served in the resource center or online

Elementary Medium Restrictions:Instruction

- Full time distance learning option for families available by semester
- For students returning, classes split into two groups, one comes Monday/Tuesday, the other Thursday/Friday
- Wednesday is an early release day; teachers have time for prep and meetings; lessons pushed out by art, music, life lab, library teachers

Elementary Low Restrictions: Instruction

- Scenario is the closest to what “regular school” looks like
- Daily classroom activities at standard class size
- Protocols in place to prevent virus transmission

Site Feedback - Elementary School

- Need childcare for teachers with kids when there is a off schedule
- Supplies...more in classroom, separate sets for each kid, home and school kits?
- Substitutes--how can we have stable subs
- Workload for teachers--concerns around distance and in person learning
- Find way to get a 2nd day on campus for 4th and 5th grade in medium restrictions

Site Feedback - Elementary School

- Personal Protective Equipment (PPE)--masks, face shields, what are the rules?
- Agreements about what is being taught--essential standards, permission to not do it all
- Need a process for Special Education, Designated ELD, and Rtl

Advisory Committee Feedback - Elementary

High Restrictions: Online learning for all students, some students invited to visit the Resource Center in 12 to 1, static groupings to get extra support.

Medium Restrictions: Blended online and in person: All students attend school 2 days per week, either M/T or TH/F in groups that equal 50% of the class. The remaining days are spent completing projects/assignments based on the learning they received in class.

Low Restrictions: All on campus - Back to a “normal” type of bell schedule, Contractual limits to class size, all students back on campus

Secondary High Restrictions: Instruction

- All academics distance learning - possible learning center model in person for some students
- 12 students in classroom with 1 teacher
- static groupings
- No large gatherings
- No field trips
- No athletics

Secondary Medium Restrictions: Instruction

- Blended learning (some in person and some distance)
- 15 students in a classroom, 50% of students on campus at one time
- Social Distancing
- No large gatherings, no field trips, no athletics

Scenario 1- Medium Restrictions (B40MS/MHMS/HHS/SHS)

3X3 Schedule (3 Classes in Fall & 3 Classes in Spring)

	Monday	Tuesday	Wednesday	Thursday	Friday
1st Period - 8:30-9:30	Distance - All A1 Groups 1 & 2	A1 (Group 1)	A1 (Group 1)	A1 (Group 2)	A1 (Group 2)
Break - 9:30-9:45		Break			
2nd Period - 9:50-10:50	Distance - All A2 Groups 1 & 2	A2 (Group 1)	A2 (Group 1)	A2 (Group 2)	A2 (Group 2)
3rd Period - 10:55-11:55	Distance - All A3 Groups 1 & 2	A3 (Group 1)	A3 (Group 1)	A3 (Group 2)	A3 (Group 2)
12:00-12:30		Office Hours/ Student Brown Bag Lunch (students do not eat lunch on campus)			
12:30-1:00	Teacher Lunch Break				
1:00-3:00	Duty Free Teacher Prep built into this period along with collaboration time (details will be worked out at 605/669 each site)				

Scenario 2 - Medium Restrictions (B40MS/MHMS/HHS/SHS)

6 Period Schedule

Distance Learning Day	
Time	Monday
8:30 - 9:00	A1
9:30 - 10:00	A2
10:30 - 11:00	A3
11:30 - 12:00	B1
12:30 - 1:00	B2
1:30 - 2:00	B3
2:00 - 3:00	Prep

Time	Tuesday	Wednesday	Thursday	Friday
8:30-9:30	A1 (group 1)	A1 (group 2)	B1 (group 1)	B1 (group 2)
9:30-9:45	Break	Break	Break	Break
9:50-10:50	A2 (group 1)	A2 (group 2)	B2 (group 1)	B2 (group 2)
10:55-11:55	A3 (group 1)	A3 (group 2)	B3 (group 1)	B3 (group 2)
12:00-12:30	Office Hours/ Student Brown Bag Lunch (students do not eat lunch on campus)			
12:30-1:00	Teacher Lunch Break			
1:00-3:00	Duty Free Teacher Prep built into this period along with collaboration time (details will be worked out at each site) 606/669			

Secondary Low Restrictions: Instruction

- All on campus - Back to a “normal” type of bell schedule
- Contractual limits to class size, all students back on campus
- Protocols in place to prevent virus transmission

Site Feedback- Middle School

- 3X3 model makes the most sense
- 3X3 could allow a third day for Special Education students
- Other models would make it hard for families
- Staff needs more PD on distant learning
- Want students on campus, anytime is better than none.
- Flexibility in schedules
- Flipped classrooms
- Later start for students
- Balancing the needs for distant learning and being on site
- Electives? How do we teach in a distant learning model

Advisory Committee Feedback - Middle School

High Restrictions: Value in face-to-face office hours with student(s) if wearing masks and social distancing

Medium Restrictions:

- If restrictions lowered, value in keeping the Medium Restriction model for stability
- Prefer 3x3 model as see students 2x/week (rather than once/week in 6 period model)
- 3x3 model is preferable but 4:10 options will be too challenging for childcare
- 3x3 will help teachers focus on essential teaching and learnings
- Plan 3x3 model in content-paired manner (ie., if student has math in sem 1, then have Science in sem 2 - Science can incorporate math)

Low Restrictions: Planning/collaboration time at end of day = better parent childcare options

Site Feedback- High School

- What will happen to electives that need to be yearlong like band, Leadership, AVID, ELD, etc. in a 3X3 Schedule?
- How can we teach PE? Locker rooms?
- Childcare needed for employees
- With switching of classrooms, how will the rooms be cleaned?
- Will there be testing and required PPE for staff?
- Teachers did not like the 10 days out of school idea
- Not sure how easy it will be to teach in a mask and students to learn with mask

Site Feedback- High School

- Aligning schedules from elementary to high school both within our district and other districts
- How to teach both online and in person?
- How does grading and accountability look like in these designs?
- Flipped classroom? Sounds interesting but need professional development

Advisory Committee Feedback High School

High Restrictions:

- Consider having students needing most support on campus with static grouping to receive in person support from 1 teacher
- Inviting only some students to come to school for “advisory” is not a great idea, though well intended

Medium Restrictions:

- Having 3 classes in distance/blended learning is preferable to having 6, though there are many questions about a 3 X 3 schedule
- 4 days on and 10 days off scenarios should not be considered

Low Restrictions:

- Prefer 6 classes in low restrictions

Small Schools High Restrictions: Instruction

- Teacher caseload is no more than 24 (w/ one group of 12 being in person only)
- Students work with Advisory/Homeroom teacher on a rotating schedule to complete integrated, project-based learning progressions that are personalized for their credit earning needs (Costanoa) and thematic units (Monarch)
- Students meet with consultant teachers once per week via Zoom or Google Meet (Ark & AFE)

Small Schools Medium Restrictions

- Teacher caseload is no more than 24 (two groups of 12)
- Students stay with Advisory/Homeroom teacher for the day
- Ark and AFE teacher-led classes may be offered twice weekly in person instead of only once if class sizes are reduced to half or 12 only
- Ark and AFE operate as before distance learning began
- Social Distancing

Small Schools Low Restrictions: Instruction

- Programs resume as usual
- Protocols in place to prevent virus transmission

Site Feedback- Small Schools

- Prioritizing the social/emotional needs of students upon re-entry
- Need strategic grouping on med/high for groupings
- Survey students about online/in person instruction works for them best
- How do we ensure that teachers/staff have the technical skills to support online instruction?
- How do we ensure that teachers/staff have the content knowledge to co-design integrated/project-based instruction?
- If 6 foot distance is necessary, how might students/teachers move while inside the classroom?

Site Feedback- Small Schools

- If a hybrid schedule, can students have opportunity to work at own pace, not in sync with in person instruction?
- How will students with IEP/504 plans be served if hybrid or online only?
- How can we support kids with physical distancing while on campus?
Instruction, social/emotional support
- If more outdoor learning, we might need personnel and definitely protocols for moving tables/chairs, etc.
- If outdoor learning, lack of shade/shelter could be an issue

Advisory Committee Feedback Small Schools

High/Medium Restrictions:

- Full time distance learning option will be necessary
- Day programs: hybrid in class and online learning-project-based/integrated thematic learning progressions
- IS programs: no change to model; expand choices of curriculum/formats

Low Restrictions:

- Full time distance learning option will be necessary
- Day programs: 4 period day/needs-based Workshop model/Integrated thematic instruction/curriculum
- Independent Study: no change to model; expand choices of curriculum / formats

Next Steps

Advisory Committee continues meeting to provide feedback and ideas to extended cabinet draft plans

June 17 Board meeting to approve a continuum of plans for reopening schools



SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Board Policy Updates

MEETING DATE: June 10, 2020

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve the revised/deleted/new policies as submitted for first or final reading and adoption.

BACKGROUND:

Policies are submitted through the GAMUT online board policy book updating process, which uses CSBA recommendations for review and change approximately six times per year in participating districts. These recommendations reflect recent changes in education code and/or case law. The policies have been reviewed by staff to ensure that any required customization for Santa Cruz City Schools has been included.

The Policy Guidesheet provides a basic overview of the policy changes. Proposed revised policies precede current documents for your review. If a policy is submitted for deletion, there is no new policy for review. If the policy is new to our district, there is no current policy for review.

This work is in direct support of the following district goals and its corresponding metrics:

Goal #1: All SCCS students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gap the currently exists between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #5: SCCS will maintain a balanced budget and efficient and effective management.

Goal #6: SCCS will maintain strong communication and partnerships with its diverse community.

POLICY GUIDE SHEET

March 2020

Page 1 of 3

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

BP/AR 0420.4 - Charter School Authorization

(BP/AR revised)

Policy updated to reflect **NEW LAWS (AB 1505 and 1595)** which extend the timeline for holding a public hearing to determine the level of support for a charter petition, extend the timeline for making a final decision to grant or deny the petition, define receipt of the petition for the purpose of determining the beginning of this time period, and require publishing staff recommendations 15 days prior to the hearing at which the final decision will be made. As amended, criteria for reviewing the petition require consideration of the interests of the community in which the school is proposing to locate and prohibit the approval of a new charter school offering nonclassroom-based instruction until January 1, 2022. Regulation reflects **NEW LAWS (AB 1505 and AB 1595)** which revise the required components of a petition to delete a requirement to include annual goals that apply to the nature of the program operated, add a requirement that the petition describe the means by which the charter school will achieve a balance of special education students and English learners that is reflective of the general population within the district, and require that a petition for a charter school operated by or as a nonprofit public benefit corporation include the names and qualifications of the governing body. Regulation also reflects **NEW LAW (AB 982)** which requires the petition to include requirements for providing homework assignments, upon request, to students who have been suspended for two or more days. Regulation also reflects **NEW LAW (AB 1507)** which limits the ability of a charter school to establish a resource center, meeting space, or other satellite facility used for nonclassroom-based independent study outside district boundaries.

BP/E 0420.41 - Charter School Oversight

(BP/E revised)

Policy updated to reflect **NEW LAWS (AB 1505 and AB 1595)** which require a charter school to request a material revision to its charter whenever it proposes to expand operations at one or more grade levels, and AB 1505 which revises criteria for the provision of technical assistance to charter schools beginning with the 2020-21 school year. Exhibit updated to add new requirements for charter schools pursuant to **NEW LAWS**, including requirements to refrain from discouraging a student from enrolling for any reason (**SB 75**), hold a public hearing when adopting the local control and accountability plan (**SB 75**), provide assistive technology devices to a student at home or a student who transfers to another school (**AB 605**), pay a student's tuition and conduct on-site visits if the charter school has a master contract with a nonpublic, nonsectarian school (**AB 1172**), phase in a requirement for teachers to hold the certificate or permit required for their certificated assignment (**AB 1505**), provide parent/guardian notices in English and in the primary language when 15 percent or more of the students speak a language other than English (**SB 75**), provide students with a meal of their choice regardless of unpaid meal fees (**SB 265**), adopt policy on suicide prevention applicable to grades K-6 (**AB 1767**), print the national domestic abuse hotline number on student identification cards (**SB 316**), post specified information on bullying and harassment prevention (**AB 34**), include the charter school's sexual harassment policy in student orientations and notify students of the policy by posting a poster (**AB 543**), neither expel a student in grades K-12 nor suspend a student in grades K-8 for disrupting school activities or willfully defying the authority of school personnel (**SB 419**), provide a student who is suspended for two or more days with the homework assigned during the period of suspension (**AB 982**), and update and reissue a former student's records to include the student's updated name or gender (**AB 711**). Exhibit also reflects current law requiring charter schools to accept and provide full or partial credit for coursework completed by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or immigrant student participating in a newcomer program at another school.

POLICY GUIDE SHEET

March 2020

Page 2 of 3

BP 0420.42 - Charter School Renewal

(BP revised)

Policy updated to reflect **NEW LAW (AB 1505)** which revises the criteria for granting or denying charter renewals, provides that renewal of a high-performing school may be granted for up to seven years, and provides that a low-performing charter school shall not be granted a renewal unless it adopts a written plan with meaningful steps to address the underlying cause(s) of low performance and there is clear and convincing evidence of either measurable increases in academic achievement or strong postsecondary outcomes, as defined. Policy also reflects **NEW LAWS (AB 1505 and AB 1595)** which extend the timeline for holding a public hearing on the renewal, extend the timeline for making a final decision to grant or deny the renewal, define receipt of the petition for the purpose of determining the beginning of this time period, and require publishing staff recommendations 15 days prior to the hearing at which the final decision will be made. Section on "School Closure" added to clarify that if the charter school is not renewed and ceases operation, the closure procedures specified in the charter will be implemented.

BP 0420.43 - Charter School Revocation

(BP revised)

Policy updated to move up the material regarding immediate revocation of a charter school in the event of a severe and imminent threat to the health or safety of students and to reflect **NEW LAW (AB 1505)** which provides that increases in student achievement for all numerically significant student subgroups should be a factor, but not necessarily the most important factor, in determining whether to revoke a charter. Section on "School Closure" added to clarify that if the charter school is revoked and ceases operation, the closure procedures specified in the charter will be implemented.

BP 3471 - Parcel Taxes

(BP added)

New policy addresses the major requirements of levying, with voter approval, a parcel tax on real property which may be used by the district for any purpose specified in the ballot statement. Policy includes, but is not limited to, the requirement for the board to hold a public hearing; board approval of a resolution for the adoption of a parcel tax; the prohibition against using district funds, services, supplies, or equipment to support the parcel tax; and persons who may be exempted by the board from paying the parcel tax.

BP/AR 3551 - Food Service Operations/Cafeteria Fund

(BP/AR revised)

Policy updated to reflect **NEW LAW (SB 265)** which provides that students with unpaid meal fees must not be denied a reimbursable meal of their choice, eliminating the possibility that any student is required to receive an alternate meal. Policy also reflects a waiver granted by the U.S. Department of Agriculture extending the three-year Administrative Review cycle to a five-year cycle for school years 2017-18 through 2021-22. Regulation updated to reorganize the section on "Unpaid and Delinquent Meal Charges" to emphasize the prohibition against directing any action toward a student to collect unpaid school meal fees and reflect requirements, as amended by SB 265, to treat students with unpaid meal fees the same as other students.

BP 4112.2 - Certification

(BP revised)

Policy updated to clarify the hiring hierarchy if the district is unable to hire a person who possesses a clear or preliminary credential, including one who is approved for a limited assignment option. Policy reflects Commission on Teacher Credentialing (CTC) Coded Correspondence stating that, if the district needs to hire a person who has been granted a credential waiver by CTC, that person must qualify for a "variable term waiver." Policy also expands section on "National Board for Professional Teaching Standards Certification" to add examples of incentives that may encourage teacher participation.

POLICY GUIDE SHEET

March 2020

Page 3 of 3

E 4112.9/4212.9/4312.9 - Employee Notifications

(E revised)

Exhibit updated to reflect **NEW LAWS** adding requirements to notify employees regarding the district's policy on lactation accommodation (**SB 142**) and the deadline to withdraw funds from a flexible spending account before the end of the plan year (**AB 1554**). Exhibit also revises the policy reference for the March 15 reelection notice for certificated employees, now addressed in BP 4116, and adds the requirement to notify the superintendent at least 45 days before the expiration of the employment contract of any decision not to reemploy the superintendent, as specified in BP 2121.

BP/AR 5141.52 - Suicide Prevention

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW (AB 1767)** which mandates age-appropriate policy on suicide prevention, intervention, and postvention for students in grades K-6 beginning in the 2020-21 school year. Policy reflects requirements to consult with specified stakeholders on policy development, coordinate with the county mental health plan whenever a referral is made for mental health or related services for a student in grades K-6 who is a Medi-Cal beneficiary, and ensure that employees act within the authorization and scope of their credential or license. Policy also reflects **NEW LAW (AB 34)** which requires the district, beginning in the 2020-21 school year, to post its suicide prevention policy in a prominent location on its web site. Regulation updated to move material regarding the printing of the national suicide hotline number on student identification cards to a new section. Regulation also adds an optional postvention strategy to identify and monitor students significantly affected by suicide and those at risk of imitative behavior.

BP/AR 5144.1 - Suspension and Expulsion/Due Process

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW (SB 419)** which prohibits districts from suspending students in grades 4-8 for disrupting school activities or willfully defying the authority of school personnel. Policy also references **NEW LAW (AB 982)** which requires a district to provide a student who is suspended for two or more days with the homework assigned during the period of suspension. Regulation adds new section on "Additional Grounds for Suspension and Expulsion: Grades 9-12" reflecting the option to suspend, but not expel, a student in grades 9-12 for disruption or willful defiance.

BP/AR 6172.1 - Concurrent Enrollment in College Classes

(BP/AR revised)

Policy updated to include exceptions in determining the five percent enrollment cap on the number of students at each grade level who may be recommended for community college summer session and to reflect **NEW LAW (AB 1729)** which extends such exceptions through January 1, 2027. Policy reflects **NEW LAW (SB 554)** which authorizes an adult education student pursuing a high school diploma or high school equivalency certificate to attend community college as a special part-time student. Policy and regulation add new sections for districts that wish to establish a College and Career Access Pathways (CCAP) partnership program, in which the board enters into an agreement with the governing board of a community college district to offer or expand dual enrollment opportunities for students who may not already be college bound or are unrepresented in higher education. Regulation clarifies the board's responsibility, whenever a community college class will be offered on a high school campus, to determine the time that the campus is considered open to the general public and available for members of the public to attend such a class at the high school.

CSBA Sample

BP 0420.4(a)

CHARTER SCHOOL AUTHORIZATION

The Governing Board recognizes that charter schools may assist the district in offering diverse learning opportunities for students. In considering any petition to establish a charter school within the district, the Board shall give thoughtful consideration to the potential of the charter school to provide students with a high-quality education that enables them to achieve to their fullest potential.

One or more persons may submit a petition **to the Board** for a charter school to be established within the district or for the conversion of an existing district school to a charter school. (Education Code 47605)

Any petition for a charter school shall include all components, signatures, **and statements** required by law, **as specified in the accompanying administrative regulation**. The proposed charter shall be attached to the petition. **(Education Code 47605)**

The Superintendent or designee shall consult with legal counsel, as appropriate, regarding compliance of the charter petition with legal requirements.

The Superintendent or designee may work with charter school petitioners prior to the formal submission of the petition in order to ensure compliance of the petition with legal requirements. As needed, the Superintendent or designee may also meet with the petitioners to establish workable plans for contracted services which the district may provide to the proposed charter school.

The **Board** shall not require any district student to attend the charter school nor shall it require any district employee to work at the charter school. (Education Code 47605)

Timelines for Board Action

Within **60** days of receiving a charter petition, the Board shall hold a public hearing **on the charter provisions, at which time the Board shall consider** the level of support for the petition by teachers, other **district** employees, and parents/guardians. **A petition is deemed received on the day the petitioner submits a petition to the district office, along with a signed certification that the petitioner deems the petition to be complete.** (Education Code 47605)

The Board shall either grant or deny the petition at a public hearing held within 90 days of receiving the petition, or within 120 days with the consent of both the petitioner and the Board. (Education Code 47605)

At least 15 days before the public hearing at which the Board will grant or deny the charter, the district shall publish all staff recommendations regarding the petition, including any recommended findings and, if applicable, certification from the County Superintendent of Schools regarding the potential fiscal impact of the charter school on the district. During the public hearing, the petitioners shall have equal time and opportunity to present evidence and testimony in response to the staff recommendations and findings. (Education Code 47605)

The Superintendent or designee shall maintain accurate records, in relation to each charter petition, of documents submitted, the Board's proceedings, and the findings upon which the Board's decision is made.

Approval of Petition

A charter petition shall be granted only if the Board is satisfied that doing so is consistent with sound educational practice and the interests of the community in which the school is proposing to locate. In granting charters, the Board shall consider the academic needs of the students the charter school proposes to serve and shall give preference to petitions that demonstrate the capability to provide comprehensive learning experiences for students who are identified by the petitioner as academically low-achieving, based on standards established by California Department of Education (CDE). (Education Code 47605)

Prior to authorizing any charter, the Board shall verify that the charter includes adequate processes and measures for monitoring and holding the school accountable for fulfilling the terms of its charter and complying with all applicable laws, including Education Code 47604.1. Such processes and measures shall include, but are not limited to, fiscal accountability systems, multiple measures for evaluating the educational program, inspection and observations of any part of the charter school, and regular reports to the Board.

(cf. 0420.41 - Charter School Oversight)

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)

The Board may approve one or more memoranda of understanding to clarify the financial and operational agreements between the district and the charter school. Any such memorandum of understanding shall be annually reviewed by the Board and charter school governing body and amended as necessary.

The Board may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)

(cf. 0420.42 - Charter School Renewal)
(cf. 0420.43 - Charter School Revocation)

When a petition is approved by the Board, it shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the **CDE**, and the State Board of Education (SBE). (Education Code 47605)

Denial of Petition

The Board shall **summarily** deny any charter petition that **proposes to**:

1. **Operate** a charter school as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization (Education Code 47604)
2. **Convert** a private school to a charter school (Education Code 47602)
3. Proposes to sServe students in a grade level that is not served by the district, unless the petition proposes to serve students in all the grade levels served by the district (Education Code 47605)
4. **Offer nonclassroom-based instruction (Education Code 47612.7)**

Regarding all other charter petitions, ~~Any other charter petition shall be denied only if the~~ Board **shall deny a petition only if the Board** makes written factual findings specific to the petition that one or more of the following conditions exist: (Education Code 47605; **5 CCR 11967.5.1**)

1. The charter school presents an unsound educational program **that has a likelihood of physical, educational, or psychological harm to, or which is not likely to provide an educational benefit** for, the students to be enrolled in the charter school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain the number of signatures required.
4. The petition does not contain **a clear, unequivocal statement described in Education Code 47605(e), including that the charter school will be nonsectarian and that the school shall not charge tuition or discriminate against any student based on the characteristics specified in Education Code 220.**
5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(c).

6. The petition does not contain a declaration as to whether or not the charter school shall be deemed the exclusive public employer of the school's employees for purposes of collective bargaining pursuant to Government Code 3540-3549.3.
7. **The charter school is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate. Analysis of this finding shall include consideration of the fiscal impact of the proposed charter school. A written factual finding shall detail specific facts and circumstances regarding:**
 - a. **The extent to which the proposed charter school would substantially undermine existing services, academic offerings, or programmatic offerings**
 - b. **Whether the proposed charter school would duplicate a program currently offered within the district, when the existing program has sufficient capacity for the students proposed to be served within reasonable proximity to where the charter school intends to locate**
8. **The district is not positioned to absorb the fiscal impact of the proposed charter school. The district meets this criterion if it has a negative interim certification, or has a qualified interim certification and the County Superintendent certifies that approving the charter school would result in the district having a negative interim certification.**

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll students with disabilities who reside outside the special education local plan area in which the district participates. (Education Code 47605.7, 47647)

(cf. 0430 - Comprehensive Local Plan for Special Education)

Appeals

If the Board denies a petition, the petitioners may choose to submit the petition to the County Board of Education and, if then denied by the County Board, to SBE. (Education Code 47605)

At the request of the petitioner, the Board shall prepare the documentary record, including a transcript of the public hearing at which the Board denied the charter, no later than 10 business days after the petitioner makes the request. (Education Code 47605)

Within 30 days of receipt of an appeal submitted to SBE, the Board may submit a written opposition to SBE detailing, with specific citations to the documentary record,

how the Board did not abuse its discretion in denying the petition. (Education Code 47605)

If either the County Board or SBE remands the petition to the Board because the petition on appeal contains new or different material terms, the Board shall reconsider the petition and grant shall or deny the petition within 30 days. (Education Code 47605)

Legal Reference:

EDUCATION CODE

200 Equal rights and opportunities in state educational institutions

220 Nondiscrimination

1240 Duties of County Superintendent

17078.52-17078.66 Charter schools facility funding; state bond proceeds

17280-17317 Field Act

17365-17374 Field Act, fitness for occupancy

32282 Comprehensive safety plan

33126 School Accountability Report Card

41365 Charter school revolving loan fund

42131 Interim certification

42238.51-42238.2 Funding for charter districts

44237 Criminal record summary

44830.1 Certificated employees, conviction of a violent or serious felony

45122.1 Classified employees, conviction of a violent or serious felony

46201 Instructional minutes

47600-47616.7 Charter Schools Act of 1992

47640-47647 Special education funding for charter schools

47650-47652 Funding of charter schools

49011 Student fees

51745-51749.6 Independent study

52052 Accountability: numerically significant student subgroups

52060-52077 Local control and accountability plan

56026 Special education

56145-56146 Special education services in charter schools

CORPORATIONS CODE

5110-6910 Nonprofit public benefit corporations

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

3540-3549.3 Educational Employment Relations Act

6250-6270 California Public Records Act

54950-54963 Ralph M. Brown Act

81000-91014 Political Reform Act of 1974

CODE OF REGULATIONS, TITLE 5

11700.1-11705 Independent study

11960-11968.5.5 Charter schools

UNITED STATES CODE, TITLE 20

7223-7225 Charter schools

COURT DECISIONS

Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986

ATTORNEY GENERAL OPINIONS

Opinion No. 11-201 (2018)

89 *Ops.Cal.Atty.Gen.* 166 (2006)

80 *Ops.Cal.Atty.Gen.* 52 (1997)

78 *Ops.Cal.Atty.Gen.* 297 (1995)

Management Resources:

CSBA PUBLICATIONS

Uncharted Waters: Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools, September 2018

Charter Schools in Focus, Issue 1: Managing the Petition Review Process, Governance Brief, November 2016

Charter Schools and Board Member Responsibilities, Education Insights Legal Update Webcast, March 2016

Charter Schools: A Guide for Governance Teams, rev. February 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample Copy of a Memorandum of Understanding

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Dear Colleague Letter: Guidance Regarding the Oversight of Charter Schools Program and Regulatory Requirements, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, August 2016

Charter Schools Program: Title V, Part B of the ESEA, Nonregulatory Guidance, January 2014

Guidance on the Voluntary Use of Race to Achieve Diversity and Avoid Racial Isolation in Elementary and Secondary Schools, December 2011

WEB SITES

CSBA: <http://www.csba.org>

California Charter Schools Association: <http://www.ccsa.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.qualitycharters.org>

U.S. Department of Education: <http://www.ed.gov>

(12/17 5/19) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CSBA Sample

BP 0420.41(a)

CHARTER SCHOOL OVERSIGHT

The Governing Board recognizes its ongoing responsibility to oversee that any charter school authorized by the Board is successfully fulfilling the terms of its charter and is providing a high-quality educational program for students enrolled in the charter school.

(cf. 0420.4 - Charter School Authorization)

(cf. 0500 - Accountability)

The Superintendent or designee shall identify at least one staff member to serve as a contact person for each charter school authorized by the Board. (Education Code 47604.32)

The Superintendent or designee shall visit each charter school at least annually and may inspect or observe any part of a charter school at any time. (Education Code 47604.32, 47607)

The Superintendent or **designated charter school contact** shall attend meetings of the charter school governing body whenever possible and shall periodically meet with a representative of the charter school.

Waivers

If the charter school wishes to request a general waiver of any state law or regulation applicable to it, it shall request that the district submit a general waiver request to the State Board of Education (SBE) on its behalf. Upon approval of the Board, the Superintendent or designee shall submit such a waiver request to the SBE on behalf of the charter school.

(cf. 1431 - Waivers)

Provision of District Services

The charter school may purchase administrative or other services from the district or any other source. (Education Code 47613)

Whenever the district agrees to provide administrative or support services **to a charter school**, the district and **the** charter school shall develop a memorandum of understanding which clarifies the financial and operational agreements between **them**.

At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System or Public Employees' Retirement System on behalf of the charter school. The district may charge the charter school for the actual costs of the reporting services, but shall not require the charter school to purchase

payroll processing services from the district as a condition for creating and submitting these reports. (Education Code 47611.3)

Material Revisions to Charter

Material revisions to a charter may only be made with Board approval. Material revisions shall be governed by the same standards and criteria that apply to petitions **for the authorization of charter schools** as set forth in Education Code 47605 and shall include, but not be limited to, a reasonably comprehensive description of any new requirement for charter schools enacted into law after the charter was originally granted or last renewed. (Education Code 47607)

If an approved charter school proposes to establish or move operations to one or more additional sites **or grade levels**, the charter school shall request a material revision to its charter and shall notify the Board of those additional locations **or grade levels**. The Board shall consider approval of the additional locations **or grade levels** at an open meeting. (Education Code 47605)

The Board shall have the authority to determine whether a proposed change in charter school operations constitutes a material revision of the approved charter.

Monitoring Charter School Performance

The Superintendent or designee shall monitor **each** charter school **that is authorized by the district** to determine whether it complies with all legal requirements applicable to charter schools, including making all reports required of charter schools in accordance with Education Code 47604.32. Any violations of law shall be reported to the Board.

The Board shall monitor **each** charter school to determine whether it is achieving the measurable student outcomes set forth in the charter, both schoolwide and for each numerically significant student subgroup served by the school as defined in Education Code 52052. This determination shall be based on the measures specified in the approved charter and any applicable memorandum of understanding, and on the charter school's annual review and assessment of its progress toward the goals and actions identified in its local control and accountability plan (LCAP), as reported in the California School Dashboard.

The Board shall monitor the fiscal condition of the charter school based on any financial **report or** information obtained from the charter school, including, but not limited to, the charter school's preliminary budget, annual update of the charter school's LCAP, first and second interim financial reports, and final unaudited report for the full prior year. (Education Code 47604.32, 47604.33, 47606.5)

The district may charge up to one percent of a charter school's revenue for the actual costs of supervisory oversight of the school. However, if the **charter school** is able to **obtain** substantially rent-free facilities **from the district**, the district may charge up to three percent of the charter school's revenue for actual costs of supervisory oversight or, if the facility is

provided under Education Code 47614, the pro-rata share facilities costs calculated pursuant to 5 CCR 11969.7. If the district charges the pro-rata share, it may also charge one percent of the charter school's revenue in oversight fees. **If the district is given responsibility for supervisorial oversight of a charter school that was authorized by SBE on appeal, the district is not limited to these percentages and may charge for the actual costs of supervisorial oversight and for the administrative costs necessary to secure charter school funding.** (Education Code 47613)

(cf. 7160 - Charter School Facilities)

Technical Assistance/Intervention

Whenever a charter school is identified for technical assistance based on the performance of one or more numerically significant student subgroups on SBE-established criteria, the charter school shall receive technical assistance from the County Superintendent of Schools. Such technical assistance shall be focused on building the charter school's capacity to develop and implement actions and services responsive to student and community needs, including, but not limited to, any of the following: (Education Code 45607.3)

- 1. Assisting the charter school to identify its strengths and weaknesses in regard to the state priorities applicable to the charter school pursuant to Education Code 47605. This shall include working collaboratively with the charter school to review performance data on the state and local indicators included in the California School Dashboard and other relevant local data and to identify effective, evidence-based programs or practices that address any areas of weakness.**
- 2. Working collaboratively with the charter school to secure assistance from an academic, programmatic, or fiscal expert or team of experts to identify and implement effective programs and practices that are designed to improve performance in any areas of weakness identified by the charter school. Another service provider, including, but not limited to, a school district, county office of education, or charter school, may be solicited to act as a partner to the charter school in need of technical assistance.**
- 3. Obtaining from the charter school timely documentation demonstrating that it has completed the activities described in items #1 and 2 or substantially similar activities, or has selected another service provider to work with the charter school to complete the activities described in items #1 and 2 or substantially similar activities, and ongoing communication with the Board to assess the charter school's progress in improving student outcomes.**

In addition, if, in three out of four consecutive school years, a charter school fails to improve outcomes for three or more numerically significant student subgroups, or for all of

the student subgroups if the school has fewer than three subgroups, in regard to one or more state or school priorities identified in the charter, the district: (Education Code 47607.3)

1. Shall provide technical assistance to the charter school based on the California School Dashboard
2. May request that the Superintendent of Public Instruction (SPI), with SBE approval, assign the California Collaborative for Educational Excellence to provide advice and assistance to the charter school pursuant to Education Code 52074

In accordance with law, the Board may deny a charter school's renewal petition or may revoke a charter based on the charter school's poor performance, especially with regard to **inadequate** academic achievement of all numerically significant subgroups of students served by the charter school.

(cf. 0420.42 - Charter School Renewal)

(cf. 0420.43 - Charter School Revocation)

Complaints

Each charter school shall establish and maintain policies and procedures to enable any person to file a complaint, in accordance with the uniform complaint procedures as specified in 5 CCR 4600-4670, alleging the school's noncompliance with Education Code 47606.5 or 47607.3. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

A complainant who is not satisfied with the decision may appeal the decision to the SPI. (Education Code 52075)

If the charter school finds merit in the complaint or the SPI finds merit in an appeal, a remedy shall be provided to all affected students and parents/guardians. (Education Code 52075)

School Closure

In the event that the Board revokes or denies renewal of a charter or the charter school ceases operation for any reason, the Superintendent or designee shall, when applicable in accordance with the charter and/or a memorandum of understanding, provide assistance to facilitate the transfer of the charter school's former students and to finalize financial reporting and close-out.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, if renewal of the charter is denied, the charter is revoked, or the charter school will cease operation for any reason.

Such notification shall include, but not be limited to, a description of the circumstances of the closure, the effective date of the closure, and the location of student and personnel records. (Education Code 47604.32; 5 CCR 11962.1)

Legal Reference:

EDUCATION CODE

215 Suicide prevention policy
215.5 Student identification cards, **inclusion of safety hotlines**
220 Nondiscrimination
221.61 Posting of Title IX information on web site
221.9 Sex equity in competitive athletics
222 Lactation accommodations for students
222.5 Pregnant and parenting students, notification of rights
231.5-231.6 Sexual harassment policy
234.4 Mandated policy on bullying prevention
234.6 Bullying and harassment prevention information
234.7 Student protections relating to immigration and citizenship status
17070.10-17079.30 Leroy F. Greene School Facilities Act
17280-17317 Field Act
17365-17374 Field Act, fitness for occupancy
32282 Comprehensive safety plan
32283.5 Online training on bullying prevention
33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act
35179.4-35179.6 Interscholastic athletic programs, safety
35183.1 Graduation ceremonies; tribal regalia or recognized object of religious/cultural significance
35330 Field trips and excursions; student fees
38080-38086 School meals
39831.3 Transportation safety plan
39843 Disciplinary action against bus driver; report to Department of Motor Vehicles
41024 Report of expenditure of state facility funds
42100 Annual statement of receipts and expenditures
44030.5 Reporting change in employment status due to alleged misconduct
44237 Criminal record summary
44691 Information on detection of child abuse
44830.1 Certificated employees, conviction of a violent or serious felony
45122.1 Classified employees, conviction of a violent or serious felony
45125.1 Fingerprinting; employees of contracting entity
46015 Accommodations for pregnant and parenting students; parental leave
47600-47616.7 Charter Schools Act of 1992
47634.2 Nonclassroom-based instruction
47640-47647 Special education funding for charter schools
47651 Apportionment of funds, charter schools
48000 Minimum age of admission for kindergarten; transitional kindergarten
48010-48011 Minimum age of admission (first grade)
48206.3-48208 Students with temporary disabilities; individual instruction
48850-48859 Educational placement of foster youth and homeless students
48901.1 Suspension and expulsion, willful defiance
48907 Students' exercise of free expression; rules and regulations
48913.5 Suspended students, homework assignments
48950 Student speech and other communication
48985 Parental notification,
49005-49006.4 Seclusion and restraint
49011 Student fees
49014 Public School Fair Debt Collection Act

49061 Student records

49062.5 Student records, name or gender changes

49070 Challenging student records

49073.2 Privacy of student and parent/guardian personal information

49076.7 Student records; data privacy; Social Security numbers

49110 Authority to issue work permits

49381 Human trafficking prevention

49414 Epinephrine auto-injectors

49414.3 Administration of opioid antagonist

49428 Notification of mental health services

49430-49434 The Pupil Nutrition, Health, and Achievement Act of 2001, especially:

49431.9 Advertisement of non-nutritious foods

49475 Health and safety, concussions and head injuries

49557.5 Child Hunger Prevention and Fair Treatment Act of 2017

49564 Meals for needy students

51224.7 Mathematics placement policy

51225.1-51225.2 Exemption from local graduation requirements; acceptance of coursework

51225.6 Instruction in cardiopulmonary resuscitation

51513 Diploma of graduation, without passage of high school exit examination

51745-51749.6 Independent study

51930-51939 California Healthy Youth Act

52052 Accountability; numerically significant student subgroups

52060-52077 Local control and accountability plans

52075 Uniform complaint procedures

56026 Special education

56040.3 Availability of assistive technology devices

56145-56146 Special education services in charter schools

56365-56366.12 Nonpublic, nonsectarian schools

60600-60649 Assessment of academic achievement

64000 Categorical programs included in consolidated application

64001 School plan for student achievement, consolidated application programs

65000-65001 School site councils

69432.9-69432.92 Cal Grant program; notification of grade point average and high school graduation

CORPORATIONS CODE

5110-6910 Nonprofit public benefit corporations

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

3540-3549.3 Educational Employment Relations Act

6250-6270 California Public Records Act

54950-54963 Ralph M. Brown Act

81000-91014 Political Reform Act of 1974

HEALTH AND SAFETY CODE

104420 Tobacco Use Prevention Education grant program

104559 Tobacco-free schools

LABOR CODE

1198.5 Personnel records related to performance and grievance

PENAL CODE

667.5 Definition of violent felony

1192.7 Definition of serious felony

VEHICLE CODE

28160 Child safety alert system

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

Article 16, Section 8.5 Public finance; school accountability report card

CODE OF REGULATIONS, TITLE 5

4600-4670 *Uniform complaint procedures*
 11700.1-11705 *Independent study*
 11960-11969 *Charter schools*
CODE OF REGULATIONS, TITLE 24
 101 et seq. *California Building Standards Code*
UNITED STATES CODE, TITLE 20
 1681-1688 *Title IX of the Education Amendments of 1972; discrimination based on sex*
 6311 *State plan*
 7221-7221j *Charter schools*
UNITED STATES CODE, TITLE 42
 11431-11435 *McKinney-Vento Homeless Assistance Act*
CODE OF FEDERAL REGULATIONS, TITLE 34
 200.1-200.78 *Accountability*
COURT DECISIONS
Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986
ATTORNEY GENERAL OPINIONS
Opinion No. 11-201 (2018)
 89 *Ops.Cal.Atty.Gen.* 166 (2006)
 80 *Ops.Cal.Atty.Gen.* 52 (1997)
 78 *Ops.Cal.Atty.Gen.* 297 (1995)
CALIFORNIA OFFICE OF ADMINISTRATIVE HEARINGS DECISIONS
Student v. Horizon Instructional Systems Charter School, (2012) OAH Case No. 2011060763

Management Resources:

CSBA PUBLICATIONS
Uncharted Waters: Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools, September 2018
Charter Schools in Focus, Issue 2: Ensuring Effective Oversight, Governance Brief, October 2017
Charter Schools: A Guide for Governance Teams, rev. 2016
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
Sample Copy of a Memorandum of Understanding
Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 17-01, July 28, 2017
Special Education and Charter Schools: Questions and Answers, September 10, 2002
U.S. DEPARTMENT OF EDUCATION GUIDANCE
Charter Schools Program: Title V, Part B of the ESEA, January 2014
WEB SITES
 CSBA: <http://www.csba.org>
 California Charter Schools Association: <http://www.calcharters.org>
 California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>
 National Association of Charter School Authorizers: <http://www.qualitycharters.org>
 U.S. Department of Education: <http://www.ed.gov>

(10/16 3/19) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691
 All rights reserved.

CSBA Sample

BP 0420.42(a)

CHARTER SCHOOL RENEWAL

The Governing Board believes that the ongoing operation of a charter school should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition thoroughly and in a timely manner. The Board shall consider renewal petitions only of charters originally authorized by the Board itself or by the State Board of Education on appeal after initial denial by the Board.

(cf. 0420.4 - Charter School Authorization)

(cf. 0420.41 - Charter School Oversight)

(cf. 0420.43 - Charter School Revocation)

(cf. 0500 - Accountability)

The Board shall deny the renewal petition of any charter school operated as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)

When a charter school, concurrently with its renewal petition, proposes to expand operations to one or more additional sites or grade levels, the charter school shall request a material revision to its charter. The material revision may be made only with the approval of the Board and in accordance with the standards and criteria in Education Code 47605 for material revisions. (Education Code 47607)

The Board recommends that a charter school submit its petition for renewal to the Board sufficiently early before the expiration of the term of the charter to allow the Board's deliberations and decision on the renewal petition to be completed with minimal disruption to the charter school's educational program in the renewal year.

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed. (Education Code 47607; 5 CCR 11966.4)

Criteria for Granting or Denying Renewal

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. **However, a charter renewal shall not be denied based on the fiscal impact of the charter school on the district or a finding that the charter school is unlikely to serve the interests of the entire community in which the school is located, as described in Education Code 47605. (Education Code 47607)**

The signature requirement for **charter authorization** petitions is not applicable to petitions for renewal. (Education Code 47607)

In determining whether to grant a charter renewal, the Board shall review both schoolwide performance and the performance of numerically significant student subgroups on the state and local indicators included in the California School Dashboard, giving greater weight to performance on measurements of academic performance. If the Dashboard indicators are not yet available for the most recently completed academic year before renewal, the Board shall consider verifiable data provided by the charter school related to the Dashboard indicators, such as data from the California Assessment of Student Performance and Progress, or any successor system, for the most recent academic year. (Education Code 47607)

Following the Board's review, a renewal of the charter petition may be granted in accordance with a three-tiered system based on school performance, as follows:

1. Renewal of Five to Seven Years

A renewal shall be granted for a period of five to seven years to a charter school that is not eligible for technical assistance pursuant to Education Code 47607.3 and that, for two consecutive years immediately preceding the renewal, achieved either of the following: (Education Code 47607)

- a. Received the two highest performance levels schoolwide on all the state indicators included in the Dashboard for which the charter school receives performance levels**
- b. For all measurements of academic performance, received performance levels schoolwide that are the same or higher than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are higher than the state average**

2. Renewal of Five Years

a. A renewal shall be granted for five years if clear and convincing evidence, demonstrated by verified data, shows either of the following: (Education Code 47607.2)

- (1) Measurable increases in academic achievement, as defined by at least one year's progress for each year in school**
- (2) Strong postsecondary outcomes, as defined by college enrollment, persistence, and completion rates equal to similar peers**

- b. For any such charter school, the Board may deny the renewal petition upon making written factual findings that the charter school failed to meet or make sufficient progress toward meeting standards that provide a benefit to students at the school, that the closure of the charter school is in the best interest of students, and that the Board's decision provided greater weight to performance on measurements of academic performance. (Education Code 47607.2)

3. Denial with Option for Two-Year Renewal

- a. The Board shall generally not renew a charter if, for two consecutive years immediately preceding the renewal decision, either of the following applies: (Education Code 47607.2)
 - (1) The charter school has received the two lowest performance levels schoolwide on all the state indicators included in the Dashboard for which it receives performance levels.
 - (2) For all measurements of academic performance, the charter school has received performance levels schoolwide that are the same or lower than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are lower than the state average.
- b. However, the Board may grant a two-year renewal to any such charter school if the Board makes written factual findings, setting forth specific facts to support the findings, that:
 - (1) The charter school is taking meaningful steps to address the underlying cause(s) of low performance, and those steps are reflected, or will be reflected, in a written plan adopted by the governing body of the charter school.
 - (2) There is clear and convincing evidence, demonstrated by verified data, showing achievement of the criteria specified in item #2a above

In addition to all the grounds stated above for denial of a charter, the Board may deny renewal of a charter upon a finding that the school is demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors or a finding that the school is not serving all students who wish to attend. When denying a charter renewal for either of these reasons, the Board shall provide the charter school at least 30 days' notice of the alleged violation and a reasonable opportunity to cure the violation, including the submission of a proposed corrective action plan. The renewal shall be denied if the Board finds either that the

corrective action proposed by the charter school has been unsuccessful or that the violations are sufficiently severe and pervasive as to render a corrective action plan unviable. Any finding that a school is not serving all students who wish to attend shall specifically identify the evidence supporting the finding. (Education Code 47607)

A charter school that is eligible for the state's Dashboard Alternative School Status shall not be subject to any of the above criteria. Instead, in determining whether to grant a charter renewal for such a charter school, the Board shall consider, in addition to the charter school's performance on the state and local indicators included in the Dashboard, the charter school's performance on alternative metrics applicable to the charter school based on the student population served. The Board shall meet with the charter school during the first year of the charter school's term to mutually agree to discuss alternative metrics to be considered and shall notify the charter school of the alternative metrics to be used within 30 days of this meeting. The Board may deny a charter renewal only upon making written findings, setting forth specific facts to support the findings, that the closure of the charter school is in the best interest of students. (Education Code 47607)

Timelines for Board Action

Within 60 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school and obtain public input. A petition is deemed received on the day the petitioner submits a petition to the district office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605)

The Board shall either grant or deny the charter renewal within 90 days of receiving the petition, or within 120 days with the consent of both the petitioner and the Board. (Education Code 47605)

At least 15 days before the public hearing at which the Board will grant or deny the charter petition, the Board shall publish all staff recommendations and recommended findings regarding the petition. During the public hearing, petitioners shall have equal time and opportunity to present evidence and testimony to respond to the staff recommendations and findings. (Education Code 47605)

If the Board fails to make a written factual finding when required for denial of the petition pursuant to the section "Criteria for Granting or Denying Renewal" above within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition. (5 CCR 11966.4)

The Superintendent or designee shall provide notification to CDE, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied. (Education Code 47604.32; 5 CCR 11962.1)

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board within 30 days of the Board's written factual findings supporting the denial. (Education Code 47605, 47607.5)

School Closure

If a charter is not renewed and the charter school ceases operation, the Board and/or the charter school shall implement the school closure procedures specified in the charter in accordance with Education Code 47605 and 5 CCR 11962. (Education Code 47603.32)

Legal Reference:

EDUCATION CODE

47600-47616.7 Charter Schools Act of 1992

52052 Definition of numerically significant student subgroup

56145-56146 Special education services in charter schools

60600-60649 Assessment of academic achievement

CODE OF REGULATIONS, TITLE 5

11960-11969 Charter schools

UNITED STATES CODE, TITLE 20

7223-7225 Charter schools

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Guide for Governance Teams, rev. 2016

WEB SITES

CSBA: <http://www.csba.org>

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.charterauthorizers.org>

U.S. Department of Education: <http://www.ed.gov>

(11/12 10/18) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CSBA Sample

BP 0420.43(a)

CHARTER SCHOOL REVOCATION

The Governing Board expects any charter school it authorizes to provide a sound educational program that promotes student learning and to carry out its operations in a manner that complies with law and the terms of its charter. **The Board may revoke a charter in accordance with law.**

(cf. 0420.4 - Charter School Authorization)

(cf. 0420.41 - Charter School Oversight)

(cf. 0420.42 - Charter School Renewal)

(cf. 0500 - Accountability)

When the Board determines, in writing, that any violation under Education Code 47607 constitutes a severe and imminent threat to the health or safety of students, the Board may immediately revoke the school's charter. **When such a determination is made, the Board shall approve and deliver to the charter school's governing body, the County Board of Education, and the California Department of Education (CDE)** a Notice of Revocation by Determination of a Severe and Imminent Threat to Pupil Health or Safety. (Education Code 47607; 5 CCR 11968.5.3)

In all other circumstances, the Board may revoke a charter after providing due process and using the procedures described below. The Board may revoke a charter **if it** makes a written factual finding **specific to that charter school and** supported by substantial evidence that the charter school has done any of the following: (Education Code 47607)

1. Committed a material violation of any of the conditions, standards, or procedures set forth in the charter
2. Failed to meet or pursue any of the student outcomes identified in the charter
3. Failed to meet generally accepted accounting principles or engaged in fiscal mismanagement
4. Violated any law

The Board shall also consider **revoking the charter of any charter school for which** the California Collaborative for Educational Excellence (CCEE) **has provided** advice and assistance pursuant to Education Code 47607.3 **if CCEE has issued** either of the following findings: (Education Code 47607.3)

1. That the charter school has failed or is unable to implement the recommendations of the CCEE

2. That the inadequate performance of the charter school, as based on **the California School Dashboard**, is so persistent or acute as to require revocation of the charter

In determining whether to revoke a charter, the Board shall consider increases in student academic achievement for all numerically significant groups of students served by the charter school, as defined in Education Code 52052. (Education Code 47607, 47607.3)

Revocation Procedures

If the Board **is considering a revocation of a charter school, it shall take action to approve and** deliver a Notice of Violation to the charter school's governing body. The Notice of Violation shall identify: (Education Code 47607; 5 CCR 11965, 11968.5.2)

1. The charter school's alleged violation(s).
2. All evidence relied upon by the Board in determining that the charter school committed the alleged violation(s), including the date and duration of the alleged violation(s). The Notice shall show that each alleged violation is both material and uncured and that it occurred within a reasonable period of time before the Notice of Violation is issued.
3. The period of time that the Board has concluded is a reasonable period of time for the charter school to remedy or refute the identified violation(s). In identifying this time period, the Board shall consider the amount of time reasonably necessary to remedy each identified violation, which may include the charter school's estimation as to the anticipated remediation time.

At least 72 hours prior to any ~~Board~~ meeting at which the Board will consider issuing a Notice of Violation, the Board shall provide the charter school with notice and all relevant documents related to the proposed action. (5 CCR 11968.5.2)

(cf. 9320 - Meetings and Notices)

By the end of the remedy period identified in the Notice of Violation, the charter school's governing body may submit to the Board a detailed written response and supporting evidence addressing each identified violation, including, **as applicable, a** refutation, remedial action taken, or proposed remedial action. (5 CCR 11968.5.2)

At the conclusion of the remedy period **specified in the Notice of Violation**, the Board shall evaluate any response and supporting evidence provided by the charter school's governing body and shall take one of the following actions: (5 CCR 11968.5.2)

1. Discontinue revocation of the charter and provide timely written notice of such action to the charter school's governing body

2. Continue revocation of the charter, by issuing a Notice of Intent to Revoke to the charter school's governing body **within 60 calendar days of the conclusion of the remedy period**, if there is substantial evidence that the charter school has failed to remedy a violation identified in the Notice of Violation or to refute a violation to the Board's satisfaction. **All evidence relied upon by the Board for the decision shall be included in the Notice of Intent to Revoke.**

If the Board issues a Notice of Intent to Revoke, it shall hold a public hearing concerning the revocation on the date specified in the notice, which shall be no later than 30 days after providing the notice. Within 30 calendar days after the public hearing, or within 60 calendar days if extended by written mutual agreement of the Board and the charter school, the Board shall issue a final decision **on the revocation of the charter**. (Education Code 47607; 5 CCR 11968.5.2)

If the Board fails to meet the timelines specified above for issuing a Notice of Intent to Revoke or a final decision, the revocation process shall be deemed terminated. (5 CCR 11968.5.2)

Within 10 calendar days of the Board's final decision, the Superintendent or designee shall provide a copy of the final decision to CDE and the County Board. (Education Code 47604.32; 5 CCR 11968.5.2)

Appeals

If the Board revokes a charter, the charter school may, within 30 days of the Board's final decision, appeal the revocation to the County Board. **The County Board's decision may subsequently be appealed to the State Board of Education by either the charter school or the district**

However, a revocation based upon the findings of CCEE pursuant to Education Code 47607.3 may not be appealed. (Education Code 47607, 47607.3; 5 CCR 11968.5.3-11968.5.5)

School Closure

If a charter school ceases operation due to revocation, the Board and/or the charter school shall implement the school closure procedures specified in the charter in accordance with Education Code 47605 and 5 CCR 11962. (Education Code 47603.32)

Legal Reference:

EDUCATION CODE

47600-47616.7 Charter Schools Act of 1992, especially:

47607 Charter renewals and revocations

52052 Accountability: numerically significant student subgroups; definition

CODE OF REGULATIONS, TITLE 5

11960-11969 Charter schools, especially:

11968.5.1-11968.5.5 Charter revocations

COURT DECISIONS

Today's Fresh Start, Inc. v. Los Angeles County Office of Education (2013) 57 Cal.4th 197

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Guide for Governance Teams, rev. 2016

WEB SITES

CSBA: <http://www.csba.org>

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.qualitycharters.org>

U.S. Department of Education: <http://www.ed.gov>

(11/12 12/13) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CSBA Sample

Board Policy

Business and Noninstructional Operations

BP 3471(a)

PARCEL TAXES

The Governing Board recognizes its obligation to provide a high-quality educational program within safe facilities and secure campuses, and that additional funds are at times necessary to fulfill this responsibility. The Board may consider appropriate methods of financing and, when it is in the best interest of the district, may order the placement of a parcel tax on the ballot for approval by the voters.

(cf. 3100 - Budget)

(cf. 3470 - Debt Issuance and Management)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

(cf. 7214 - General Obligation Bonds)

The Board shall hold a noticed public hearing prior to approving a resolution for the adoption of a parcel tax. The resolution shall be approved by a two-thirds vote of the Board in order to be placed on the ballot. The resolution shall include the type and rate of the tax to be levied, the method of collection, and the date upon which an election shall be held to approve the levy of the tax. (Government Code 50077, 53724)

(cf. 9320 - Meetings and Notices)

(cf. 9323.2 - Actions by the Board)

The parcel tax shall apply uniformly to all taxpayers or all real property within the district, except that unimproved property may be taxed at a lower rate than improved property. (Government Code 50079)

The Board shall consult with legal counsel to ensure compliance with all requirements of law, including its determination of the appropriate amount of the proposed parcel tax and whether exemptions from the tax will be granted.

Any parcel tax to be proposed for voter approval shall provide for accountability measures, including, but not limited to, a statement indicating the specific purposes of the special tax and that the proceeds of the tax shall be used only for the specific purposes identified, creation of a separate account into which the proceeds shall be deposited, and annual reporting pursuant to Government Code 50075.3. (Government Code 50075.1)

No district funds, services, supplies, or equipment shall be used to support or defeat a parcel tax ballot measure. The Superintendent or designee may use district resources to provide students, parents/guardians, and community members with fair and impartial information related to a parcel tax ballot measure, including information about the impact of the parcel tax on the district. (Education Code 7054)

(cf. 1160 - Political Processes)

(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

Upon approval of the tax by two-thirds of the votes, the district may levy the tax or contract with the county to collect the tax on the district's behalf. (Government Code 50077)

Exemptions

The Board may grant an exemption from the parcel tax for any or all of the following: (Government Code 50079)

- 1. Persons who are 65 years of age or older**
- 2. Persons receiving Supplemental Security Income for a disability, regardless of age**
- 3. Persons receiving Social Security Disability Insurance benefits, regardless of age, whose yearly income does not exceed 250 percent of the 2012 federal poverty guideline issued by the U.S. Department of Health and Human Services**

Any exemption granted by the Board shall remain in effect until the taxpayer becomes ineligible. If the taxpayer becomes ineligible for the exemption for any reason, a new exemption may be granted in the same manner. (Government Code 50079)

If the district provides for an exemption from the parcel tax and contracts or enters into an agreement with the county to collect such tax, the district shall annually provide to the tax collector a phone number where requests for exemption information may be directed and the link, if available, to the location on the district's web site that contains exemption information and the application for exemption. (Government Code 50079)

Legal Reference:

EDUCATION CODE

7054 Prohibition against use of district property for campaigning; informational only

ELECTIONS CODE

324 General election, definition

328 Local election, definition

341 Primary election, definition

348 Regular election, definition

356 Special election, definition

357 Statewide election, definition

1302 Local election to select governing board members

15372 Elections official certificate statement of election results

GOVERNMENT CODE

50075-50077.5 Voter-approved special taxes

50079 Qualified special taxes of school district

53724 Board resolution for special tax

54952 Definition of legislative body, Brown Act

REVENUE AND TAXATION CODE

2611.6 County tax bill special tax information

CALIFORNIA CONSTITUTION

Article 13A Taxation

COURT DECISIONS

Borikas v. Alameda Unified School District (2013) 214 Cal.App.4th 135

Management Resources:

CSBA PUBLICATIONS

The Impact of Pension Cost Increases on California Schools, January 2018

Behind the Numbers: The Cold, Hard Facts of California Public School Funding, January 2018

California Education Funding: Students Deserve Better, Fact Sheet, August 2017

California's Challenge: Adequately Funding Education in the 21st Century, December 2015

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

WEB SITES

CSBA: <http://www.csba.org>

U.S. Department of Health and Human Services: <https://www.hhs.gov>

CSBA Sample

Board Policy

BP 3551(a)

FOOD SERVICE OPERATIONS/CAFETERIA FUND

The Governing Board intends that school food services shall be a self-supporting, nonprofit program. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district.

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3311 - Bids)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 5030 - Student Wellness)

The Superintendent or designee shall ensure that food service director(s) possess the qualifications required by 7 CFR 210.30 and California Department of Education (CDE) standards.

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by CDE. (42 USC 1776)

Meal Sales

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code 38082)

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture (USDA) foods.

Meal prices, as recommended by the Superintendent or designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760. Students who are enrolled in the free or reduced-price meal program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

(cf. 3553 - Free and Reduced Price Meals)

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments. Such procedures shall conform with

BP/AR 3553 - Free and Reduced Price Meals, 2 CFR 200.426, and any applicable CDE guidance. The Superintendent or designee shall clearly communicate these procedures to students and parents/guardians, and shall make this policy and the accompanying administrative regulation available to the public pursuant to Education Code 49557.5.

The Superintendent or designee shall ensure that a student whose parent/guardian has unpaid school meal fees or a student who is enrolled in the free or reduced-price meal program is not overtly identified by the use of special tokens, tickets, or other means and is not shamed, treated differently, or **denied a meal of the student's choice**. (Education Code 49557, 49557.5)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 0415 - Equity)

Cafeteria Fund

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

(cf. 3230 - Federal Grant Funds)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

Contracts with Outside Services

With Board approval, the district may enter into a contract for food service consulting services or management services in one or more district schools. (Education Code 45103.5; 42 USC 1758; 7 CFR 210.16)

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

Procurement of Foods, Equipment and Supplies

To the maximum extent practicable, foods purchased for use in school meals by the district or by any entity purchasing food on its behalf shall be domestic commodities or products. *Domestic commodity or product* means an agricultural commodity that is produced in the United States and a food product that is processed in the United States substantially using agricultural commodities that are produced in the United States. (42 USC 1760; 7 CFR 210.21)

A nondomestic food product may be purchased for use in the district's food service program only as a last resort when the product is not produced or manufactured in the United States in sufficient and reasonably **available** quantities of a satisfactory quality, or when competitive bids reveal the costs of a United States product are significantly higher than the nondomestic product. In such cases, the Superintendent or designee shall retain documentation justifying the use of the exception.

Furthermore, the district shall accept a bid or price for an agricultural product grown in California before accepting a bid or price for an agricultural product grown outside the state, if the quality of the California-grown product is comparable and the bid or price does not exceed the lowest bid or price of a product produced outside the state. (Food and Agriculture Code 58595)

Bid solicitations and awards for purchases of equipment, materials, or supplies in support of the district's child nutrition program, or for contracts awarded pursuant to Public Contract Code 2000, shall be consistent with the federal procurement standards in 2 CFR 200.318-200.326. Awards shall be let to the most responsive and responsible party. Price shall be the primary consideration, but not the only determining factor, in making such an award. (Public Contract Code 20111)

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by CDE to ensure compliance of the district's food service program with federal requirements.

(cf. 3555 - Nutrition Program Compliance)

Legal Reference:

EDUCATION CODE

38080-38086.1 Cafeteria, establishment and use

38090-38095 Cafeterias, funds and accounts

38100-38103 Cafeterias, allocation of charges

42646 Alternate payroll procedure

45103.5 Contracts for management consulting services; restrictions

49490-49493 School breakfast and lunch programs

49500-49505 School meals

49550-49564.5 Meals for needy students, especially:

49550.5 Universal breakfast

49554 Contract for services

49580-49581 Food recovery program

FOOD AND AGRICULTURE CODE

58595 Preference for California-grown agricultural products

HEALTH AND SAFETY CODE

113700-114437 California Retail Food Code

PUBLIC CONTRACT CODE

2000-2002 Responsive bidders

20111 Contracts

CODE OF REGULATIONS, TITLE 5

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch programs

1771-1793 Child nutrition, including:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 2

200.56 Indirect costs, definition

200.317-200.326 Procurement standards

200.400-200.475 Cost principles

200 Appendix VII Indirect cost proposals

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1 210.33 National School Lunch Program

220.1- 220.22 National School Breakfast Program

245.8 Nondiscrimination practices for students eligible for free and reduced price meals and free milk

250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Paid Lunch Equity Requirement and Calculation Tool-Updated Guidance for School Year 2019-20, NSD Management Bulletin, SNP-11-2019, May 2019

Professional Standards in the SNP and New Hiring Flexibility, NSD Management Bulletin, SNP-10-2019, April 2019

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS (continued)

Senate Bill 250: Child Hunger Prevention and Fair Treatment Act of 2017 and USDA Meal Charge Policy Requirements, NSD Management Bulletin, SNP-05-2018, January 2018

Storage and Inventory Management of U.S. Department of Agriculture Foods, NSD Management Bulletin, FDP-01-2018, January 2018

Unpaid Meal Charges: Local Meal Charge Policies, Clarification on Collection of Delinquent Meal Payments, and Excess Student Account Balances, NSD Management Bulletin, SNP-03-2017, April 2017

Procuring and Monitoring of Food Service Management Contracts, NSD Management Bulletin, SNP-13-2015, January 2015

Cafeteria Funds--Allowable Uses, NSD Management Bulletin, NSD-SNP-07-2013, May 2013

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, NSD Management Bulletin, 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

School Meals - FAQs

Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program, SP 38-2017, June 2017

Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools, SP 29-2017, May 2017

Unpaid Meal Charges: Guidance and Q&A, SP 23-2017, March 2017

Indirect Costs: Guidance for State Agencies and School Food Authorities SP 60-2016, September 2016

Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016

Discretionary Elimination of Reduced Price Charges in the School Meal Programs, SP 17-2014, January 2014

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California School Nutrition Association: <http://www.calsna.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

(3/18 7/19) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CSBA Sample

Board Policy

BP 4112.2(a)

CERTIFICATION

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.

(cf. 4111/4211/4311 - Recruitment and Selection)

(cf. 4112.21 - Interns)

(cf. 4112.22 - Staff Teaching English Learners)

(cf. 4112.23 - Special Education Staff)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

(cf. 4113 - Assignment)

(cf. 4121 - Temporary/Substitute Personnel)

(cf. 5148 - Child Care and Development)

(cf. 6178 - Career Technical Education)

(cf. 6200 - Adult Education)

The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.

(cf. 4131 - Staff Development)

(cf. 4131.1 - Teacher Support and Guidance)

Priorities for Hiring Based on Unavailability of Credentialed Teacher

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher **who is authorized in the subject or setting for each assignment or, when necessary, a fully prepared teacher serving on a local assignment option.** Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)

1. A candidate who enrolls in an approved intern program in the region of the district and possesses an intern credential

2. A candidate who is scheduled to complete preliminary credential requirements within six months and who **is granted** a provisional internship permit (PIP) or short-term staff permit issued by the CTC

The Board shall approve, as an action item at **an open** Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

3. An individual who **has been granted** a credential waiver by the CTC

Prior to requesting that the CTC issue an emergency permit or a limited assignment permit, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled **open** Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

National Board for Professional Teaching Standards Certification

The Superintendent or designee shall promote a career continuum that includes participation of district teachers in professional learning that supports their completion of advanced certification awarded by the National Board for Professional Teaching Standards (NBPTS). The Superintendent or designee may coordinate a cohort of teachers through school or district programs or other available networks.

With Board approval and funding, and consistent with the collective bargaining agreement and applicable law, the Superintendent may provide an incentive program for teacher participation in NBPTS certification, which may include:

1. **Defraying, subsidizing, or reimbursing the registration, certification, or maintenance fees for NBPTS certification**
2. **Providing bonuses, step increases, or differential pay for teachers who maintain their certification and continue to teach in the district, with priority given to teachers at Title I schools and schools serving a majority of low-income students**

3. **Providing substitute teachers to provide release time for participating teachers**
4. **Providing stipends for teacher participation that match other professional development stipends**
5. **Compensating mentor teachers who support other teachers' professional learning aligned to NBPTS standards**

(cf. 4161.3 - Professional Leaves)

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived
3. Is teaching in the field of discipline of **the teacher's** certification

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)

Legal Reference:

EDUCATION CODE

8360-8370 *Qualifications of child care personnel*

32340-32341 *Unlawful issuance of a credential*

35186 *Complaints regarding teacher vacancy or misassignment*

44066 *Limitations on certification requirements*

44200-44399.1 *Teacher credentialing, especially:*

44250-44277 *Credential types; minimum requirements*

44300-44302 *Emergency permit*

44325-44328 *District interns*

44330-44355 *Certificates and credentials*

44420-44440 *Revocation and suspension of credentials*

44450-44468 *University intern program*

44830-44929 *Employment of certificated persons; requirement of proficiency in basic skills*

56060-56063 *Substitute teachers in special education*

CODE OF REGULATIONS, TITLE 5

80001-80674.6 *Commission on Teacher Credentialing*

UNITED STATES CODE, TITLE 20

6312 *Title I local educational agency plans; notifications regarding teacher qualifications*

CODE OF FEDERAL REGULATIONS, TITLE 34

200.48 *Parent notification regarding teacher qualifications*

COURT DECISIONS

Association of Mexican-American Educators et al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-667 *Basic Skills Requirement*

CL-856 *Provisional Internship Permit*

CL 858 *Short-Term Staff Permit*

Credential Information Guide

Approved Addition and Amendments to Title 5 of the California Code of Regulations Pertaining to Teaching Permit for Statutory Leave (TPSL), Coded Correspondence 16-10, August 23, 2016

Waiver Requests Guidebook, 2015

Hiring Hierarchy in Education Code 44225.7, Coded Correspondence 13-01, January 30, 2013

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS PUBLICATIONS

Considerations for Using Federal Funds to Support National Board Certification, 2018

WEB SITES

CSBA: <http://www.csba.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

WEB SITES (continued)

Commission on Teacher Credentialing, *Credential Information Guide* (for employers' use only):

<http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

National Board Resource Center: nbcalistrong.net

U.S. Department of Education: <http://www.ed.gov>

(8/14 7/16) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Board Policy

BP 5141.52(a)

SUICIDE PREVENTION

The Governing Board recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. In an effort to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing **policy** and strategies for **suicide prevention and intervention**, the **Superintendent or designee shall consult with school and community stakeholders such as** administrators, other staff, parents/guardians, and students; **school-employed mental health professionals such as** school counselors, school psychologists, school social workers, **and school nurses**; suicide prevention experts; **such as** local health agencies, mental health professionals, and community organizations; **law enforcement**; and, **in developing policy for grades K-6, the county mental health plan. (Education Code 215)**

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Board shall ensure that measures and strategies for students in grades K-6 are age appropriate and delivered and discussed in a manner that is sensitive to the needs of young students. (Education Code 215)

Measures and strategies **for suicide prevention, intervention, and postvention** shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students, **as described in the accompanying administrative regulation**

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

2. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others

(cf. 6142.8 - Comprehensive Health Education)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the suicide problem among youth, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis
5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
6. Crisis intervention procedures for addressing suicide threats or attempts
7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

If a referral is made for mental health or related services for a student in grade K-6 who is a Medi-Cal beneficiary, the Superintendent or designee shall coordinate and consult with the county mental health plan. (Education Code 215)

(cf. 5141.6 - School Health Services)

District employees shall act only within the authorization and scope of their credential or license. Nothing in this policy shall be construed as authorizing or encouraging district employees to diagnose or treat mental illness unless they are specifically licensed and employed to do so. (Education Code 215)

The Board shall review, and update as necessary, this policy at least every five years. (Education Code 215)

The Superintendent or designee shall post this policy on the district's web site, in a prominent location and in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)

Legal Reference:

EDUCATION CODE

215 Student suicide prevention policies

215.5 Suicide prevention hotline contact information on student identification cards

216 Suicide prevention online training programs

659/669

234.6 Posting suicide prevention policy on web site

32280-32289.5 Comprehensive safety plan

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5886 Children's Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide: Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

Preventing Suicide: A Toolkit for High Schools, 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <https://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <https://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, **Mental Health Services**:

<http://www.dhcs.ca.gov/services/MH>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <https://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Suicide Prevention Resource Center: <https://www.sprc.org/about-suicide>

Suicide Prevention Lifeline: <https://suicidepreventionlifeline.org>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services

Administration: <http://www.samhsa.gov>

(3/17 12/18) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CSBA Sample

Board Policy

BP 5144.1(a)

SUSPENSION AND EXPULSION/DUE PROCESS

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when **the** behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus

(cf. 5112.5 - Open/Closed Campus)

4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying

administrative regulation, or when **the student's** presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student in grades K-8 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence

(cf. 5131.7 - Weapons and Dangerous Instruments)

2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation, the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in an open session of a Board meeting.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

No child enrolled in a preschool program shall be expelled except under limited circumstances as specified in AR 5148.3 - Preschool/Early Childhood Education.

(cf. 5148.3 - Preschool/Early Childhood Education)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required.

In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 - Local Control and Accountability Plan)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981-1981.5 Enrollment of students in community school

8239.1 Prohibition against expulsion of preschool student

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 Open board meetings

35146 Closed sessions (regarding suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48645.5 Readmission; contact with juvenile justice system

48660-48666 Community day schools

48853.5 Foster youth

48900-48927 Suspension and expulsion

48950 Speech and other communication

48980 Parental notifications

49073-49079 Privacy of student records

52052 Numerically significant student subgroups

52060-52077 Local control and accountability plan

64000-64001 Consolidated application

CIVIL CODE

47 *Privileged communication*
 48.8 *Defamation liability*
CODE OF CIVIL PROCEDURE
 1985-1997 *Subpoenas; means of production*
GOVERNMENT CODE
 11455.20 *Contempt*
 54950-54963 *Ralph M. Brown Act*
HEALTH AND SAFETY CODE
 11014.5 *Drug paraphernalia*
 11053-11058 *Standards and schedules*
LABOR CODE
 230.7 *Employee time off to appear in school on behalf of a child*
PENAL CODE
 31 *Principal of a crime, defined*
 240 *Assault defined*
 241.2 *Assault fines*
 242 *Battery defined*
 243.2 *Battery on school property*
 243.4 *Sexual battery*
 245 *Assault with deadly weapon*
 245.6 *Hazing*
 261 *Rape defined*
 266c *Unlawful sexual intercourse*
 286 *Sodomy defined*
 288 *Lewd or lascivious acts with child under age 14*
 288a *Oral copulation*
 289 *Penetration of genital or anal openings*
 417.27 *Laser pointers*
 422.55 *Hate crime defined*
 422.6 *Interference with exercise of civil rights*
 422.7 *Aggravating factors for punishment*
 422.75 *Enhanced penalties for hate crimes*
 626.2 *Entry upon campus after written notice of suspension or dismissal without permission*
 626.9 *Gun-Free School Zone Act of 1995*
 626.10 *Dirks, daggers, knives, razors, or stun guns*
 868.5 *Supporting person; attendance during testimony of witness*
WELFARE AND INSTITUTIONS CODE
 729.6 *Counseling*
UNITED STATES CODE, TITLE 18
 921 *Definitions, firearm*
UNITED STATES CODE, TITLE 20
 1415(K) *Placement in alternative educational setting*
 7961 *Gun-free schools*
UNITED STATES CODE, TITLE 42
 11432-11435 *Education of homeless children and youths*
COURT DECISIONS
T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267
Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421
Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321
Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 118
Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807
John A. v. San Bernardino School District (1982) 33 Cal. 3d 301
ATTORNEY GENERAL OPINIONS
 84 *Ops.Cal.Atty.Gen.* 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)
80 Ops.Cal.Atty.Gen. 91 (1997)
80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Healthy Students:

<http://www2.ed.gov/about/offices/list/oese/oshs>

(12/17 10/18) 3/20

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

CSBA Sample

Board Policy

BP 6172.1(a)

CONCURRENT ENROLLMENT IN COLLEGE CLASSES

The Governing Board desires to provide opportunities for eligible district students to enroll concurrently in courses offered at postsecondary institutions in order to foster individual student achievement, increase opportunities for students to complete college preparatory course requirements **and/or participate in** career technical education (CTE), and prepare students for a smooth transition into college by providing exposure to the collegiate environment.

(cf. 6143 - Courses of Study)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

When it is determined that the postsecondary course in which the student intends to enroll is substantially equivalent to a course provided by the district, the student may receive credit toward high school graduation requirements in addition to credit received from the college.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

Approval of Concurrent Enrollment

The Board may approve a limited number of students of any age or grade level to apply for part-time or full-time concurrent enrollment in a community college or four-year college when it is determined to be in the student's best interest and the student is adequately prepared for such coursework.

Upon recommendation of the principal and with parent/guardian consent, the Board may authorize a student to **attend** a community college during any session or term as a special part-time or full-time student and to undertake one or more courses of instruction offered at the community college level. (Education Code 48800)

Within the enrollment limits and exceptions allowed by law, the principal may recommend a student for community college summer session if that student demonstrates adequate preparation in the discipline to be studied and exhausts all opportunities to enroll in an equivalent course, if any, at **the** school of attendance. (Education Code 48800)

A student's parent/guardian, **regardless of the student's age or grade level**, may petition the Board to authorize **special** full-time attendance at a community college **on the ground that** the student would benefit from advanced scholastic or career technical work that would be available. **If the petition is denied, an appeal may be filed with the County Board of Education.** (Education Code 48800.5)

If the Board denies a request for special part-time or full-time enrollment at a community college for a student who is identified as highly gifted and talented, the Board shall issue its written recommendation and the reasons for the denial at its next regularly scheduled Board meeting that falls at least 30 days, but within 60 days, after the request has been submitted. (Education Code 48800, 48800.5)

The Board may authorize a student who is pursuing a high school diploma or a high school equivalency certificate through an adult education program, upon recommendation of the administrator of the student's adult school, to attend a community college during any session or term as a special part-time student. (Education Code 52620)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)
(cf. 6200 - Adult Education)

College and Career Access Pathways Partnerships

The Board may enter into a College and Career Access Pathways (CCAP) partnership agreement with the board of a community college district for the purpose of offering or expanding dual enrollment opportunities for students. The agreement shall be approved at an open public Board meeting, with an opportunity for public input provided prior to the Board taking action. If the CCAP agreement provides for CTE pathways, the Board shall consult with and consider input from appropriate local workforce board(s) to determine the extent to which the pathways are aligned with regional and statewide employment needs. (Education Code 76004)

Program Evaluation

The Superintendent or designee shall regularly report to the Board regarding the number **and demographics** of district students participating in the concurrent enrollment option, their success in completing **college preparatory courses ("a-g" courses) and** postsecondary courses, and any impact on their achievement in district courses **and graduation rates**.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)
(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

11300-11302 Early and middle college high schools

42238.02 Definition of unduplicated student

46141 Minimum day, high school

46145-46147 Minimum day, high school

48800-48802 Enrollment of gifted students in community college

51225.3 Alternative means of satisfying graduation requirements

52620 Adult education and attendance at community college

76000-~~76002~~ **76004 Enrollment in community college**

76140 No community college fee/tuition for special part-time students

87010 Definition of sex offense

87011 Definition of controlled substance offense

Management Resources:

WEB SITES

California Community Colleges: <http://www.cccco.edu>

California Department of Education: <http://www.cde.ca.gov>

California Postsecondary Education Commission: <http://www.cpec.ca.gov>

California State University: <http://www.calstate.edu>

Foundation for California Community Colleges [**https://foundationccc.org**](https://foundationccc.org)

University of California: <http://www.universityofcalifornia.edu>

7/08 (3/20)

Policy Reference UPDATE Service

Copyright 2020 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.