

GOVERNING BOARD MEETING AGENDA

Thursday, March 7, 2019

5:45 pm

Location:

26316 Hesperian Blvd
Hayward, CA 94545

Website:

www.edenrop.org

Phone Numbers:

(510) 293-2971
Fax (510) 293-8225



Governing Board Members

Peter Oshinski, President
Jo A.S. Loss, Member
Marilyn Stewart, Member
Dr. Robert Carlson, Member

San Leandro Unified School District
Castro Valley Unified School District
San Lorenzo Unified School District
Hayward Unified School District

Mission Statement

The mission of the Eden Area Regional Occupational Program is to prepare students for careers and further education as well as to instill workplace skills and ethics that enable them to compete successfully in the economy of today and the future.



Regular Meeting of the ROP Governing Board
Eden Area ROP Board Room
26316 Hesperian Blvd., Hayward, CA 94545

Date: Thursday, March 7, 2019
Time: 5:45 p.m.

AGENDA

Welcome to the Eden Area Regional Occupational Program Governing Board Meeting. The purpose of the meeting is to consider matters of policy and business necessary for the operation of the Regional Occupational Program.

Visitors wishing to address the Governing Board are asked to complete a "Request to Address ROP Governing Board" card, available at the entrance to the meeting room, and submit it to the Governing Board's Administrative Secretary. Any member of the audience may speak on any agenda item by following this process, or upon recognition by the Chairperson by identifying him/herself and his/her organization affiliation prior to any action taken by the Governing Board. Such presentations may be limited. If there is a desire to address the Governing Board on a matter relating to the Eden Area ROP that does not appear on the agenda, this may be done during the "Other Business" section.

State law prohibits the ROP Governing Board from taking any action on or discussing items that are not on the posted agenda except to A) briefly respond to statements made or questions posed by the public in attendance; B) ask questions for clarification; C) provide a reference to a staff member or other resource for factual information in response to the inquiry; or D) ask a staff member to report back on the matter at the next meeting and/or place it on a future agenda. (Government Code Section 54954.2 (a))

This meeting is being recorded. These recordings are maintained by the Eden Area ROP for 30 days and are available for review to the public upon request.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Mission Statement

V. Approval of Agenda

VI. Student of the Month

- A. Presentation of ROP Student of the Month Awards (page 4)

VII. Consent Calendar

Action by the ROP Governing Board of the Eden Area Regional Occupational Program means that all items listed under the Consent Calendar are adopted by one single motion, unless a member of the Governing Board, the Superintendent, or a member of the public requests that any such item be removed from the Consent Calendar and voted upon separately.

Page 2 – Agenda for the March 7, 2019 Regular Meeting of the ROP Governing Board

- A. Request the Governing Board to approve the Minutes of the Regular Governing Board Meeting of February 7, 2019 (pages 5-10)
- B. Request the Governing Board to approve the Bill Warrants (pages 11-16)
- C. Request the Governing Board to approve the Listed Donations-Sally Sanchez (page 17)
- D. Request the Governing Board to approve the Listed Donations-Well Made Tools (page 18)
- E. Request the Governing Board to approve the Statement of Facts Roster of Public Agencies Filing (pages 19-20)
- F. Request the Governing Board to approve the California ProStart Cup Overnight Field Trip for the 2018-2019 School Year (page 21)
- G. Request the Governing Board to approve the Lease Agreement with Pitney Bowes for Postal Meter Rental and Postal Services for the 2018-2023 School Years (pages 22-24)

VIII. Information Items

- A. ROP Pathway Review-Food Service and Hospitality (pages 25-26)
- B. DECA Northern California Conference (page 27)
- C. Adult Programs Update (page 28)
- D. New Grant Applications (pages 29)

IX. Action Items

- A. Request the Governing Board to approve the Bid with State Roofing Systems, Inc. and Garland Company, Inc for the Roofing Replacement for the 2018-2019 and 2019-2020 School Years (pages 30-46)
- B. Request the Governing Board to approve the 2018-2019 Second Interim Budget Report (page 47)
- C. Request the Governing Board to approve the adoption of Resolution 5-18/19: Signature Card-Board Members, Resolution 6-18/19: Signature Card-Authorized Agents: Payroll Warrants and Disbursements, Resolution 7-18/19: Signature Card-Authorized Agents: Official Documents and Reports (pages 48-54)

X. Superintendent's Report

XI. Recess to Closed Session

- A. Personnel (Government Code Section 54957) Public Employee Discipline/Dismissal/Release/Hiring

XII. Reconvene to Open Session and Report Action Taken in Closed Session

- A. Personnel (Government Code Section 54957) Public Employee Discipline/Dismissal/Release/Hiring

XIII. Other Business/ Governing Board Reports

- A. Public
- B. ROP Governing Board

XIV. Adjournment



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Bernie Phelan, Director of Educational Services
SUBJECT: Presentation of ROP Student of the Month Awards

BACKGROUND

The Eden Area ROP has developed a student recognition program to acknowledge outstanding efforts and achievements of our students.

CURRENT SITUATION

The student recognition program has proven to be a successful, motivational tool in the classroom, among the staff and the students of the Eden Area ROP.

The following students were selected as ROP students of the month for March:

Erin Alvarez	Mt. Eden High	Graphics
Jasmine Morfin	Castro Valley High	Business Economics
Juliann Kalama Bodmer	San Leandro High	Marketing Economics
Shawn Reyes	Tennyson High	Computer Applications
Benita Ng	Arroyo High	Business Economics

RECOMMENDATION

Information only

Consent Calendar





**Minutes of the Regular Meeting of the ROP Governing Board
February 7, 2019**

I. Call to Order

Board President, Peter Oshinski, called the meeting to order at 5:45 p.m. on Thursday, February 7, 2019 at the Eden Area Regional Occupational Program Board Room, 26316 Hesperian Blvd., Hayward, CA 94545.

II. Roll Call

Roll was called by Gabriela Juarez, Executive Assistant.

Eden Area ROP Governing Board Present:

Peter Oshinski, President	San Leandro USD
Marilyn Stewart, Member	San Lorenzo USD
Dr. Robert Carlson, Member	Hayward USD
Lavender Whitaker, Alternate	Castro Valley USD

Eden Area ROP Governing Board Absent:

Jo A.S. Loss, Member	Castro Valley USD
----------------------	-------------------

Superintendent: Linda Granger- present

ROP Administrators in Attendance:

Bernie Phelan	Director of Educational Services
Lauren Kelly	Assistant Director of Educational Services
Marites Fermin	Business Manager
Evan Goldberg	Grant Coordinator

ROP Staff in Attendance:

Erika Emery	Careers in Education Program Instructor
Barbara Juarez	Welding Program Instructor
Gabriela Juarez	Superintendent's Executive Assistant
Sarah Lawrence	Career Counselor
Deborah Maynard	Teacher on Special Assignment
Daniel Pareja	Auto Refinishing Program Instructor

Others Present:

Students of the Month and their families

III. Pledge of Allegiance

Caden McWilliams led the Pledge of Allegiance.

IV. Mission Statement

Derriona Martin read the Eden Area ROP mission statement.

V. Approval of Agenda

Trustee Lavender Whitaker moved to approve the agenda. Trustee Robert Carlson seconded the motion. By the following vote, the agenda was approved.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Loss)

VI. Student of the Month Awards

The following students were honored by their teachers, ROP Staff and the Governing Board as students of the month for February 2019:

Derriona Martin	Arroyo High	Careers in Education
Julianna Lugo	Mt. Eden High	Careers in Education
Nathaniel Moreno	Mt. Eden High	Welding Technology
Caden McWilliams	Hayward High	Automotive Refinishing
Juliana Song	San Leandro High	Entrepreneurship

Sarah Lawrence, Career Counselor, introduced the instructors, who presented their students to the Governing Board. A framed Certificate of Achievement was presented to each student by their district Governing Board representative. Each student was given an opportunity to introduce their family and say a few words. The families and students were welcomed to a short reception in the small conference room.

VII. Consent Calendar

Trustee Marilyn Stewart moved to approve the Consent Calendar items as written.

- A. Approve the Minutes of the Regular Governing Board Meeting of December 6, 2018
- B. Approve the Bill Warrants
- C. Approve the Personnel Action Items
- D. Approve the Listed Donations-Chabot College Dental Hygiene Program
- E. Approve the Quarterly Report on Williams Act Complaints and Resolutions
- F. Approve the Revised Agreement with Abraham Hill for Direct Support Professional Training for the 2018-2019 School Year
- G. Approve the Revised Agreement with Cindy Christovale for Direct Support Professional Training for the 2018-2019 School Year
- H. Approve the Agreement with Burnham Benefits Insurance Services for Employer Reporting Services for the 2018-2019 School Year
- I. Approve the Agreement with Envoy Plan Services, Inc (Envoy) as a Third Party Administrator (TPA) for Ongoing Tax Sheltered Annuities, Retirement Plan Compliance, Administration and Consulting Services
- J. Approve the Agreement with School Services of California and MetroED for a Career Technical Education Joint Power Authority Coalition from January 2019 through June 2020
- K. Approve the Agreement with School Site Solutions, Inc. (SSS) for Project Management and Construction Management Services for the Roofing and HVAC Replacement for the 2018-2019 School Year

- L. Approve the Revised MOU with Associated Builders and Contractors of Northern California (ABC NorCal) for Apprenticeship Training for the 2018-2019 School Year
- M. Approve the Eden Area ROP Section 125 Plan Revisions
- N. Approve the Advisory Committee Meeting Minutes

Trustee Lavender Whitaker seconded the motion.

AYES: 3 (Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0
ABSENT: 2 (Carlson, Loss)

VIII. Information Items

A. Midyear Review of the Superintendent’s Goals

Ms. Linda Granger, Superintendent, updated the Board on the progress of her goals that were jointly developed with the Board to be achieved over a 2 year period. She had six overarching goals and several items within each of those goals to help accomplish them. She noted that every month under the superintendent’s report she highlights what she has been doing towards those goals.

Goal one is to provide promotion and outreach regarding ROP features and benefits to all stakeholders.

Goal two is to ensure curriculum and instruction is responsive to current academic and industry needs.

Goal three is to develop new and strengthen existing partnerships.

Goal four is to implement systems that streamline and coordinate processes.

Goal five is to monitor current funding and identify opportunities to increase and diversify funding streams.

Goal six is to develop a system of effective communication among all staff, district partners, ROP governing board focused on the benefits Career Technical Education.

IX. Action Items

A. Request the Governing Board to approve the Governing Board Reorganization

Trustee Marilyn Stewart nominated Trustee Peter Oshinski for Board President. Trustee Peter Oshinski nominated Trustee Marilyn Stewart for Board Vice President. Both accepted. Upon review of and a motion by Trustee Marilyn Stewart and a second by Trustee Robert Carlson, the Governing Board approved the ROP Governing Board Reorganization.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0

ABSENT: 1 (Loss)

B. Request the Governing Board to approve the adoption of Resolution 4-18/19: Career Technical Education Month

Upon review of and a motion by Trustee Robert Carlson and a second by Trustee Lavender Whitaker, the Governing Board approved the adoption of Resolution 4-18/19: Career Technical Education Month.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Loss)

C. Request the Governing Board to approve the Budget Development Calendar for the 2019-2020 School Year

Upon review of and a motion by Trustee Lavender Whitaker and a second by Trustee Robert Carlson, the Governing Board approved the budget development calendar for the 2019-2020 school year.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Loss)

D. Request the Governing Board to approve the Agreement with Roxanne Ansolabehere for IT Systems Support Services from January 2019 through December 2019

Upon review of and a motion by Trustee Lavender Whitaker and a second by Trustee Marilyn Stewart, the Governing Board approved agreement with Roxanne Ansolabehere for IT systems support services from January 2019 through December 2019.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Loss)

E. Request the Governing Board to approve the MOU with JPA Members for an Ongoing Joint Powers Authority for Participation in the Career Technical Education Incentive Grant (CTEIG) Program

Upon review of and a motion by Trustee Marilyn Stewart and a second by Trustee Lavender Whitaker, the Governing Board approved the MOU with JPA Members for an ongoing Joint Powers Authority for participation in the Career Technical Education Incentive Grant (CTEIG) Program.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0

ABSENT: 1 (Loss)

F. Request the Governing Board to approve the MOU with Northern California Elevator Industry Joint Apprenticeship and Training Committee for Apprenticeship Training for the 2018-2019 School Year

Upon review of and a motion by Trustee Lavender Whitaker and a second by Trustee Robert Carlson, the Governing Board approved the MOU with Northern California Elevator Industry Joint Apprenticeship and Training Committee for apprenticeship training for the 2018-2019 school year.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)

NOES: 0

ABSTAIN: 0

ABSENT: 1 (Loss)

X. Superintendent’s Report

Superintendent Granger highlighted the nationwide network for promise neighborhoods and promise zones will be touring the Eden Area ROP for 2 days to learn what we are doing.

She also reported that she will be a guest speaker for the San Leandro Scholarship foundation dinner.

V. Communications

A. Letter from Alameda County Office of Education regarding the First Interim

A letter from ACOE was received acknowledging the positive certification of the First Interim.

VI. Other Business/Governing Board Reports

A. Public

None

B. Governing Board Reports

Peter Oshinski, San Leandro USD representative, shared that every other SLUSD Board meeting is dedicated to celebrating schools. Two Lincoln High students presented and shared how coming to ROP has turned their life around. They weren’t doing well and now have aspirations to go to college. Trustee Oshinski complimented and commended the ROP staff on a job well done and changing kids lives.

VII. Recess to Closed Session

The meeting was called into closed session at 6:38 pm.

A. Personnel (Government Code Section 54957) Public Employee Discipline/Dismissal/Release/Hiring

VIII. Reconvene to Open Session and Report any Action taken in Closed Session

The meeting resumed to open session at 6:46 p.m.

A. Personnel (Government Code Section 54957) Public Employee Discipline/Dismissal/Release/Hiring

No action was taken in closed session.

IX. Adjournment

Upon a motion by Trustee Robert Carlson and a second by Trustee Lavender Whitaker, the Governing Board adjourned the meeting at 6:49 p.m.

AYES: 4 (Carlson, Oshinski, Stewart, Whitaker)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Loss)

Approved by the Eden Area ROP Governing Board _____.

Linda Granger, Superintendent
Clerk to the ROP Governing Board



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Sabrina Ubhoff, Accounting Technician
SUBJECT: Request the Governing Board to approve the Bill Warrants

CURRENT SITUATION

The bill warrants submitted for approval are for the period of January 25, 2019 through February 19, 2019 and include test warrant numbers and voided warrants.

CONSENT CALENDAR



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Lauren Kelly, Assistant Director of Educational Services
SUBJECT: Request the Governing Board to approve the Listed Donations-Sally Sanchez

CURRENT SITUATION

Occasionally, gifts or monetary items are donated to the ROP.

On January 28, 2019, Sally Sanchez donated a 1995 Honda Accord (VIN#: HGCE6661SA019079) for use in the Automotive Technology program.

A letter of acceptance will be sent to the donor.

CONSENT CALENDAR



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Lauren Kelly, Assistant Director of Educational Services
SUBJECT: Request the Governing Board to approve the Listed Donations-Well Made Tools

CURRENT SITUATION

Occasionally, gifts or monetary items are donated to the ROP.

On December 12, 2018, Well Made Tools donated \$7000 of tools for use in the Automotive Refinishing program.

A letter of acceptance will be sent to the donor.

CONSENT CALENDAR



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
SUBJECT: Request the Governing Board to approve the Statement of Facts Roster of Public Agencies Filing

BACKGROUND

Government Code Sections 53050 and 53051 require a Statement of Facts Roster of Public Agencies to be filed whenever there is a change in the officers or members of a district's governing board (within 10 days after a change).

The Superintendent or designee shall verify that all information regarding the ROP and the Board is filed accurately with the Roster of Public Agencies in the office of the Secretary of State, the County Clerk and ACOE. The verified information includes the name of the ROP, the mailing address of the ROP, the names and addresses of the presiding Governing Board officer, the Governing Board Clerk or Secretary and other members of the Governing Board.

CURRENT SITUATION

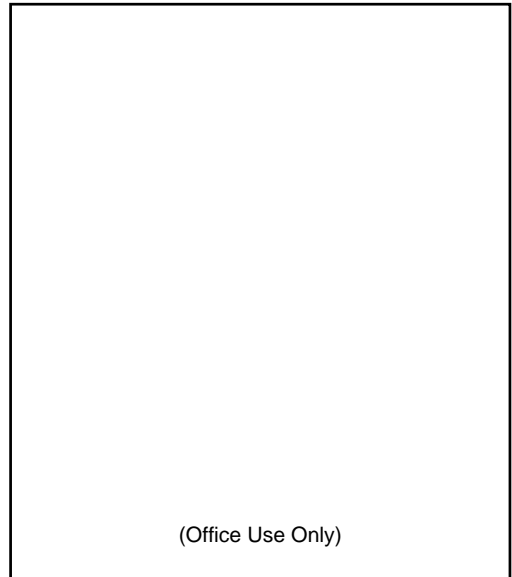
Now that the annual reorganization of the ROP Governing Board has been completed an updated Statement of Facts Roster of Public Agencies Filing will be submitted to the Secretary of State, the County Clerk and ACOE.

CONSENT CALENDAR



State of California Secretary of State

STATEMENT OF FACTS ROSTER OF PUBLIC AGENCIES FILING (Government Code section 53051)



(Office Use Only)

Instructions:

1. Complete and mail to: Secretary of State,
P.O. Box 942870, Sacramento, CA 94277-2870 (916) 653-3984
2. A street address must be given as the official mailing address or as the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8½" X 11" page, one sided and legible.

New Filing Update

Legal name of Public Agency: _____

Nature of Update: _____

County: _____

Official Mailing Address: _____

Name and Address of each member of the governing board:

Chairman, President or other Presiding Officer (Indicate Title): _____

Name: _____ Address: _____

Secretary or Clerk (Indicate Title): _____

Name: _____ Address: _____

Members:

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

RETURN ACKNOWLEDGMENT TO: (Type or Print)

NAME []

ADDRESS []

CITY/STATE/ZIP []

_____ Date

_____ Signature

_____ Typed Name and Title



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Bernie Phelan, Director of Educational Services
SUBJECT: Request the Governing Board to approve the California ProStart Cup Overnight Field Trip for the 2018-2019 School Year

BACKGROUND

The California Restaurant Association Foundation (CRAF) promotes the health and prosperity of the foodservice industry by investing in our youth and our workforce. CRAF supports the ProStart Program curriculum designed to prepare high school students for thriving careers in foodservice. Since 1981, CRAF has awarded more than \$1.7 million in scholarships and grants. Students from across the state can compete in three events: the Culinary Cup (3-course meal in 60 minutes), the Management Cup (pitch a new restaurant concept) and the Innovation Cup (new robot, app or software to improve restaurants). This competition serves over 250 students, and includes 40 industry experts serving as judges.

CURRENT SITUATION

Our Culinary Science program at the Eden Area ROP is establishing a leadership component that aligns with the 11 Elements of a high quality CTE program. This competition will serve as a stepping stone to strengthen our pathway, and provide students an opportunity to test their culinary skills at the state level. Below for your approval is an overnight field trip for the 2018-2019 school year.

Date	Activity	Location
March 14-16, 2019	California ProStart Cup	Pomona, CA

CONSENT CALENDAR



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Marites Fermin, Business Manager
SUBJECT: Request the Governing Board to approve Lease Agreement with Pitney Bowes for Postal Meter Rental and Postal Services for the 2018-2023 School Years

BACKGROUND

The Eden Area Regional Occupational Program leases with Pitney Bowes to provide postal meter rental and postal services for the Eden Area ROP.

CURRENT SITUATION

The attached lease agreement reflects the 63 month renewal with Pitney Bowes including an upgraded postal meter. We will replace the DM400 Digital Desktop Mailing System to the DM400 Green Digital Desktop Mailing system.

CONSENT CALENDAR

Lease Agreement

--	--	--	--	--	--	--	--	--	--	--	--

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee EDEN AREA REGIONAL OCCUPATIONAL PROGRAM	Tax ID # (FEIN/TIN)
-------------------------------------------------------------------------------------------	---------------------

Sold-To: Address
26316 HESPERIAN BLVD, HAYWARD, CA, 94545-2458, US

Sold-To: Contact Name MARITES FERMIN	Sold-To: Contact Phone # 5102932906	Sold-To: Account # 0010439529
------------------------------------------------	-----------------------------------------------	-----------------------------------------

Bill-To: Address
26316 HESPERIAN BLVD, HAYWARD, CA, 94545-2458, US

Bill-To: Contact Name MARITES FERMIN	Bill-To: Contact Phone # 5102932906	Bill-To: Account # 0010439529	Bill-To: Email mfermin@edenrop.org
------------------------------------------------	-----------------------------------------------	-----------------------------------------	----------------------------------------------

Ship-To: Address
26316 HESPERIAN BLVD, HAYWARD, CA, 94545-2458, US

Ship-To: Contact Name MARITES FERMIN	Ship-To: Contact Phone # 5102932906	Ship-To: Account # 0010439529
------------------------------------------------	-----------------------------------------------	-----------------------------------------

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	DM400CGREEN	Green DM400C Mailing System
1	1FAE	Basic Accounting -50 Accounts
1	1FY9	DM400 70 LPM
1	1GW5	5lb Integrated Weighing Feature
1	G900	Meter for DM300/DM400/475 Series
1	G9SS	USPS Tracking Services Activation
1	ME1B	Meter Equipment - DM400
1	MP9G	Integrated Weighing Platform
1	SJ40	SoftGuard for DM400
1	STDSLA	Standard SLA-Equipment Service Agreement (for Green DM400C Mailing System)
1	SVBB	Green DM400C Digital Mailing System
1	WIF4	DM Series WiFi Option - POINT OF SALE

If any green products: The equipment covered by this Agreement includes remanufactured products that have gone through our factory certification testing process.

Your Payment Plan

Initial Term: 63 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
63	\$ 206.01	\$ 618.03

*Does not include any applicable sales, use, or property taxes which will be billed separately.

- Tax Exempt Certificate Attached
- Tax Exempt Certificate Not Required
- Purchase Power® transaction fees included
- Purchase Power® transaction fees extra

Your Signature Below

By signing below, you agree to be bound by all the terms of this Agreement including the Pitney Bowes Terms (Version 1/19), which are available at <http://www.pb.com/termsconditions> and are incorporated by reference. You acknowledge that you may not cancel the lease for any reason and that all payment obligations are unconditional. The lease will be binding on us after we have completed our credit and documentation approval process and have signed below. The lease requires you either to provide proof of insurance or participate in the ValueMAX® equipment protection program (see Section 15 of the Pitney Bowes Terms) for an additional fee. If software is included in the Order, additional terms apply which are available by clicking on the hyperlink for that software located at <http://www.pitneybowes.com/us/license-terms-of-use/software-and-subscription-terms-and-conditions.html>. Those additional terms are incorporated by reference.

Not Applicable
State/Entity's Contract# _____

Lessee Signature

Print Name

Title

Date

Email Address

Pitney Bowes Signature

Print Name

Title

Date

Sales Information

Halil Hodzic	halil.hodzic@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

Information Items





DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Bernie Phelan, Director of Educational Services
SUBJECT: ROP Pathway Review-Food Services and Hospitality

BACKGROUND

The state of California has identified 15 industry sectors. Each sector contains multiple career pathways in which to develop programs of study. It is up to individual school districts and the region’s corresponding colleges and businesses to conduct research into the needs of the industry and determine which sectors and careers can best serve the students, industry and community. Pathways available vary by each district.

Formerly, the pathway reviews were presented to the Governing Board under the title “CDE Course Review.” Eden Area ROP has renamed the CDE Course Reviews to Pathway Reviews to more accurately reflect the information being shared with the Board and to align with the current terminology used by the state. Pathways reviews are presented to the Governing Board biennially.

CURRENT SITUATION

The Food Service and Hospitality pathway, under the Hospitality, Tourism and Recreation sector, focuses on the key aspects of the industry. Students pursuing this career pathway have in-depth, hands-on experiences that emphasize industry awareness, sanitation and safe food handling, food and beverage production, nutrition, food service management and customer service. The attached pathway review is for the following programs: Culinary Science (ROP Center), Food and Nutrition (Castro Valley HS) and Culinary Arts (Tennyson HS). The statistics provided are derived from the 2017-2018 C101 follow-up study completed June 2018.

RECOMMENDATION

Information only

EDEN AREA REGIONAL OCCUPATIONAL PROGRAM

Criteria for Course Approval and Expansion Annual Review For Class Offerings 2017-2018 School Year

SCHOOL DISTRICT:		EDEN AREA ROP		LOCATION:		ROP Center, Castro Valley	
SECTOR/PATHWAY		Hospitality, Tourism, and Recreation/ Food Service & Hospitality		INSTRUCTOR:		Penn (ROP), Gilmour (CV) Payne (TEN)	
Course Name		Enrollment as of 17/18 Year to Date		Enrollment as of 16/17 Year to Date		Enrollment as of 15/16 Year to Date	
Culinary Science (ROP)		55		54		50	
Food/Nutrition (CV)		109		N/A		N/A	
Culinary Arts (TEN)		101		145		195	
Comments: <ul style="list-style-type: none"> • Required enrollment: Class enrollment maintained to sustain agreed master schedule for onsite and staffing. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Retention rate (Active Enrollment divided by Year-to-date Enrollment): 							
Text Book: Foundations of Restaurant Managements & Culinary Arts Level 1/2 Author: Prentice Hall Edition: 1st							
NO.	YES	NO					
1.	<input checked="" type="checkbox"/>		ENROLLMENT – Course meets current or future labor market news.				
			CLASS SCHEDULE: AM/PM		SECTIONS PER YEAR:	MINS PER SECTION:	EXPECTED MINIMUM STUDENTS PER SECTION:
			2 (Center)		Varies for each site	90 min Offsite 3hrs Center	25+
2.	<input checked="" type="checkbox"/>		AVAILABILITY OF QUALIFIED INSTRUCTOR – Qualified/ Credentialed Instructor teaching course.				
3.	<input checked="" type="checkbox"/>		LEADERSHIP – Instructional leaders have sufficient time and resources to implement system improvements and work with their counterparts in other programs.				
4.	<input checked="" type="checkbox"/>		CURRICULUM and INSTRUCTION – Students are provided with a strong experience in and understanding of all aspects of industry.				
5.	<input checked="" type="checkbox"/>		SCHOOL-TO-CAREER AND CAREER PATHWAY DEVELOPMENT – Course is designed as part of a sequence of courses, career pathways, etc.				
6.	<input checked="" type="checkbox"/>		ADVISORY COMMITTEE – The course has been reviewed and recommended by a pre-established committee. <input checked="" type="checkbox"/> Yes, instructor was present at advisory meeting and minutes are on file at ROP <input type="checkbox"/> No, instructor was not present at advisory. Program was represented, at a joint industrial, by ROP personnel. Instructor MUST attend next advisory for program to meet compliance. Comments:				
7.	<input checked="" type="checkbox"/>		LABOR MARKET NEEDS – Course meets current or future labor market needs.				
8.	<input checked="" type="checkbox"/>		WORK BASED LEARNING – Course incorporates work based learning opportunities (i.e. guest speakers, field trips, mock interviews, or student organizations)				
9.		<input checked="" type="checkbox"/>	COMMUNITY CLASSROOM AND COOPERATIVE VOCATIONAL EDUCATION – Course incorporates community classroom and cooperative vocational education (i.e., job training, internships, or job shadowing)				
10.	<input checked="" type="checkbox"/>		JOB PLACEMENT/FURTHER EDUCATION OPTIONS – Course has potential for student job placement in entry-level positions or course prepares students for further training opportunities within the designed career pathway.				
11.	<input checked="" type="checkbox"/>		FACILITIES AND EQUIPMENT ACCOMMODATION <input checked="" type="checkbox"/> District will provide a facility which adequately accommodates the program. <input checked="" type="checkbox"/> EAROP will provide a facility which adequately accommodates the program. <input type="checkbox"/> District shares cost of equipment if program is cross utilized.				
OTHER CONSIDERATIONS:							
<input checked="" type="checkbox"/> A-G Credit for UC: G				<input type="checkbox"/> State and National Licensing or Certification			
<input checked="" type="checkbox"/> Community College Articulation: Mission				<input checked="" type="checkbox"/> Strong Business or Industry Partnership			
<input type="checkbox"/> Dual Enrollment				<input type="checkbox"/> Emerging Technologies -			
COMPLIANCE CATEGORIES							
<input checked="" type="checkbox"/> R – Retain Program: Program meets all criteria.		<input type="checkbox"/> W - Watch Program: All criteria not met. See areas that need to be complied with.		<input type="checkbox"/> P - Probation: Criteria is not being met. Program in danger of suspension.		<input type="checkbox"/> R – Reduce Program: Downsizing program.	
						<input type="checkbox"/> S/T - Suspend/ Terminate program.	



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Bernie Phelan, Director of Educational Services
SUBJECT: DECA Northern California Conference

BACKGROUND

In 1951, DECA was founded as “Distributive Education Clubs of America.” Distributive Education was the traditional name for marketing and entrepreneurship education when DECA was first founded. In the modern era “distributive education” is no longer used and has grown to be an international organization with thousands of members beyond the U.S. with a common mission statement: DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management. DECA is a Career and Technical Student Organization (CTSO) that integrates into Career and Technical Education (CTE) programs and courses across the country. CTSOs extend teaching and learning through innovative programs, business and community partnerships and leadership experiences at the school, state and national levels.

CURRENT SITUATION

The 2018-2019 DECA Northern California Career Development Conference was held January 18-20, 2019 at the San Ramon Marriott. There were 750 students in total who represented Northern California. There were 109 students who represented the Eden Area ROP through San Leandro, Castro Valley and Arroyo High Schools. Career areas represented were: Marketing, Business Administration Business Management & Admin, Entrepreneurship, Financial Literacy, Finance, Hospitality and Tourism.

RECOMMENDATION

Information only



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Craig Lang, Director of Adult Programs
SUBJECT: Adult Programs Update

BACKGROUND

The Adult Program started in the 2014-2015 school year. The focus of the new Adult Program was on providing short term quality trainings to assist adults with increasing their current skill-set and/or transitioning into new careers.

CURRENT SITUATION

The Director of Adult Programs, Craig Lang, will give an update on current adult program offerings and describe plans for expanding classes in the future.

RECOMMENDATION

Information only



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Evan Goldberg, Grant Coordinator
SUBJECT: New Grant Applications

BACKGROUND

The state of California eliminated direct funding for ROCPs with the implementation of the Local Control Funding Formula (LCFF). Since this time, the four partner districts have continued to support the implementation of Career Technical Education programs in partnership with the Eden Area ROP.

CURRENT SITUATION

For the past 4 years, the Eden Area ROP has actively sought out additional grants to support the work of the districts in implementing Career Technical Education programs. Currently, the state has two major funding initiatives that focus on career technical education: the CTE Incentive Grant Program and the Strong Workforce Program. Staff will provide a presentation outlining the requirements of these two grants as well as additional grant opportunities that align with our mission.

RECOMMENDATION

Information only

Action Items





DATE: March 07, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Marites Fermin, Business Manager
SUBJECT: Request the Governing Board to approve the Bid with State Roofing Systems, Inc, and Garland Company, Inc, for the Roofing Replacement for the 2018-2019 and 2019-2020 School Years

BACKGROUND

At the November 8, 2018 Governing Board meeting, the board approved the hiring of a construction management firm to facilitate the process required to replace the Roofing and HVAC for ROP center buildings. Bidding for this project was in February 19, 2019 and there was a good turnout of contractors.

CURRENT SITUATION

State Roofing Systems, Inc. had the lowest bid with complete documents submitted and, therefore being brought to the Governing Board for approval as outlined in the construction agreement (attached). In order to get the best price for the materials, the district will purchase the materials through California Multiple Award Systems (CMAS) as recommended by Hayward Unified School District (HUSD). The Garland Company, Inc., a HUSD vendor with CMAS contract #4-01-56-006A will provide the materials for the construction of the roof as outlined in the attached document.

Fiscal Impact:

Construction - \$916,367

Materials - \$647,938

RECOMMENDATION

It is recommended that the Governing Board approve the bid with State Roofing Systems, Inc, and Garland Company, Inc, for the roofing replacement for the 2018-2019 and 2019-2020 school years.

DOCUMENT 00 41 13

BID FORM

To: Governing Board of **Eden Area ROP** ("District" or "Owner")

From: State Roofing Systems, Inc.

(Proper Name of Bidder)

The undersigned declares that the Contract Documents including, without limitation, the Notice to Bidders, the Instructions to Bidders, and the Special Conditions 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 **Bid No. 18-01**.

PROJECT: Multi-Site Roof Replacement

("Project" or "Contract") and will accept in full payment for that Work the following total lump sum amount, all taxes included:

<i>Base Bid</i>	Dollars	<u>\$675,487.00</u>
Add/Alt 1 – Building C Roof Replacement	Dollars	<u>\$236,960.00</u>
Add/Alt 2 – Breeze Way Between F and H Building Roof Replacement	Dollars	<u>\$ 46,439.00</u>
Add/Alt 3 – Remove and Replace Ladder on Building G Roof Hatch	Dollars	<u>\$ 3,920.00</u>
Add/Alt 4 – square foot price for removal of mastic containing asbestos	Dollars	<u>\$ 20.00 per sq-ft</u>
Add/Alt 5 – square foot price for dry rot deck replacement	Dollars	<u>\$ 4.75 per sq-ft (min 32 sf)</u>

***Project will be awarded on the total Base Bid Amount**

1. **Contract Review.** 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.
2. **Requests for Clarification.** 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.
3. **Contract Time.** 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.
4. **Contractual Provisions.** The undersigned hereby acknowledges and agrees to be bound by following provisions and all provisions in the Contract Documents:

- The liquidated damages clause of the General Conditions and Agreement.
- The "Changes in the Work" provisions in the General Conditions that limit the permitted charges and mark-ups on change orders and on the amount of home office overhead that the successful bidder can receive from the District.
- The "Claims" provisions in the General Conditions that delineate the required process to submit and process disputes and claims.

5. **Bid Open for 90 Days.** 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.

6. **Attachments.** The following documents are attached hereto:

- The Bid Bond on the District's form or other security
- The Designated Subcontractors List
- The Site-Visit Certification, if a site visit was required.
- The Non-collusion Declaration
- Iran Contracting Act Certification

7. **Addenda Acknowledgement.** Receipt and acceptance of the following addenda is hereby acknowledged:

No. <u>1</u> , Dated <u>2/13/2019</u>	No. _____, Dated _____
No. _____, Dated _____	No. _____, Dated _____
No. _____, Dated _____	No. _____, Dated _____
No. _____, Dated _____	No. _____, Dated _____

Or check here if **no** addenda were issued.

8. **Bidder's 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.

- 9. **Labor Harmony.** 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.
- 10. **DIR Registration.** Bidder shall ensure that it and its Subcontractors comply with the registration and compliance monitoring provisions of Labor Code section 1771.4, including furnishing its CPRs to the Labor Commissioner, and are registered pursuant to Labor Code section 1725.5.
- 11. **General Acknowledgement.** 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.
- 12. **False Claims Act.** 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 19 day of February 2019

Name of Bidder State Roofing Systems, Inc.

Type of Organization Roofing Contractor

Signature [Signature]

Signed by Keith Symons

Title of Signer President

Address of Bidder 15444 Hesperian Blvd., San Leandro, CA 94578

Taxpayer's Identification No. of Bidder 94-2743961

Telephone Number 510-317-14700

Fax Number 510-317-1470

E-mail steve@stateroofingsystems.com Web page www.stateroofingsystems.com

Bidder's DIR Registration No.: No.: 1000001108 expires 6/30/19

Contractor's License No(s): No.: 417692 Class: C39 Expiration Date: 02/29/20

No.: _____ Class: _____ Expiration Date: _____

No.: _____ Class: _____ Expiration Date: _____

If Bidder is a corporation, provide the following:

Name of Corporation: State Roofing Systems, Inc.

President: Keith Symons

Secretary: _____

Treasurer: _____

Manager: _____

END OF DOCUMENT

DOCUMENT 00 45 01

SITE-VISIT CERTIFICATION

PROJECT: Eden ROP

Check whichever option applies:

X I certify that I visited the Site of the proposed Work and became fully acquainted with the conditions relating to construction and labor. I fully understand the facilities, difficulties, and restrictions attending the execution of the Work under contract.

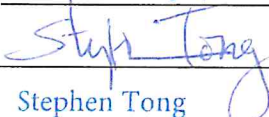
_____ I certify that _____ (Bidder's representative) visited the Site of the proposed Work and became fully acquainted with the conditions relating to construction and labor. The Bidder's representative fully understood the facilities, difficulties, and restrictions attending the execution of the Work under contract.

Bidder fully relieves and releases the **Eden ROP Hayward Unified School District**, its Architect, its Engineer, its Construction Manager, and all of their respective officers, agents, employees, and consultants from any liability for any monetary or other damage(s), related to conditions that could have been identified during my visit and/or the Bidder's representative's visit to the Site.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: February 19, 2019

Proper Name of Bidder: State Roofing Systems, Inc.

Signature: 

Print Name: Stephen Tong

Title: Project Manager

END OF DOCUMENT

DOCUMENT 00 45 19

NONCOLLUSION DECLARATION
Public Contract Code § 7106

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the Project Manager [PRINT YOUR TITLE]

of State Roofing Systems, Inc. [PRINT FIRM NAME],

the party making the foregoing bid.

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.

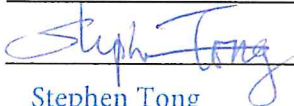
Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the 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: February 19, 2019

Proper Name of Bidder: State Roofing Systems, Inc.

City, State: San Leandro, CA

Signature: 

Print Name: Stephen Tong

Title: Project Manager

(ATTACH NOTARIAL ACKNOWLEDGMENT FOR THE ABOVE SIGNATURE)

END OF DOCUMENT

DOCUMENT 00 45 22

IRAN CONTRACTING ACT CERTIFICATION (Public Contract Code § 2204)

PROJECT/CONTRACT NO.: **18-01** between **Eden ROP Hayward Unified School District** (the "District" or the "Owner") and State Roofing Systems, Inc. (the "Contractor" or the "Bidder") (the "Contract" or the "Project").

Pursuant to Public Contract Code (PCC) section 2204, an Iran Contracting Act certification is required for solicitations of goods or services of one million dollars (\$1,000,000) or more.

Bidder shall complete **ONLY ONE** of the following two paragraphs.

1. Bidder's Total Base Bid is less than one million dollars (\$1,000,000).

OR

2. Bidder's Total Base Bid is one million dollars (\$1,000,000) or more, but Bidder is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code § 2203(b), and Bidder is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

OR

3. Bidder's Total Base Bid is one million dollars (\$1,000,000) or more, but the District has given prior written permission to Bidder to submit a proposal pursuant to PCC 2203(c) or (d). **A copy of the written permission from the District is included with Bid.**

I certify that I am duly authorized to legally bind the Bidder to this certification, that the contents of this certification are true, and that this certification is made under the laws of the State of California.

Date: February 19, 2019

Proper Name of Contractor: State Roofing Systems, Inc.

Signature: 

Print Name: Stephen Tong

Title: Project Manager

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, State Roofing Systems, Inc. as Superintendent
("Superintendent"),

and Merchants Bonding Company (Mutual) as Surety ("Surety"),

a corporation organized and existing under and by virtue of the laws of the State of Iowa

and authorized to do business as a surety in the State of California, are held and firmly bound unto the

Eden ROP Hayward Unified School District ("District")

of Alameda County, State of California as Obligee, in the sum of

Ten Percent of the Total Amount Bid***** (\$10% of total 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 Superintendent has submitted a bid to the District for all Work specifically described in the accompanying bid;

NOW, THEREFORE, if the Superintendent is awarded the Contract and, within the time and manner required under the Contract Documents, after the prescribed forms are presented to Superintendent 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 Superintendent and the Obligee becoming effective, or if the Superintendent shall fully reimburse and save harmless the Obligee from any damage sustained by the Obligee through failure of the Superintendent 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 Superintendent and the Obligee 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 Superintendent fails to execute the Contract within seven (7) days of the date of the District's Notice of Award to Superintendent.

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 Obligee and judgment is recovered, the Surety shall pay all costs incurred by the Obligee 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

**EDEN ROP HAYWARD UNIFIED SCHOOL
DISTRICT**

**BID BOND
DOCUMENT 00 43 13-1**

after the date of the bid opening.

IN WITNESS WHEREOF, this instrument has been duly executed by the Superintendent and Surety above named, on the

6th day of February, 2019.

State Roofing Systems, Inc.

Superintendent

By

KEITH SYMONS

Merchants Bonding Company (Mutual)

Surety

By *Kathleen Ann Beck*
Kathleen Ann Beck, Attorney-in-Fact

Edgewood Partners Insurance Center (EPIC)

Name of California Agent of Surety

1390 Willow Pass Road, #800, Concord, CA 94520

Address of California Agent of Surety

800-234-6363

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

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Jonathan Russell; Kathleen Ann Beck; Sandra R Black; Sharon J Rusconi; Sokha Evans

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 22nd day of June, 2017.

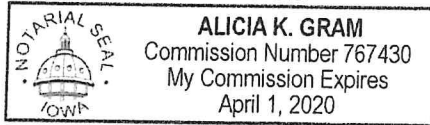


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 22nd day of June, 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 6th day of February, 2019.



William Warner Jr.
Secretary

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,

Merchants Bonding Company (Mutual)

of Iowa, organized under the laws of Iowa, 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, Liability, and Miscellaneous

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 1st day of October, 2015, I have hereunto set my hand and caused my official seal to be affixed this 1st day of October, 2015.



Dave Jones
Insurance Commissioner

Valerie Sarfaty
for Nettie Hoge
Chief Deputy

By

NOTICE:

Qualification with the Secretary of State must be accomplished as required by the California Corporations Code promptly after issuance of this Certificate of Authority. Failure to do so will be a violation of Insurance Code section 701 and will be grounds for revoking this Certificate of Authority pursuant to the covenants made in the application therefor and the conditions contained herein.

CALIFORNIA ALL-PURPOSE 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 Contra Costa }

On February 6, 2019 before me, Meghan R. O Bra, Notary Public,
Date Insert Name of Notary exactly as it appears on the official seal

personally appeared Kathleen Ann Beck

Name(s) of Signer(s)

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

Signature of Notary Public



Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: Bid Bond

Document Date: February 6, 2019

Number of Pages: 2

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Kathleen Ann Beck

- Individual
 Corporate Officer — Title(s): _____
 Partner Limited General
 Attorney in Fact
 Trustee
 Guardian or Conservator
 Other: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer is Representing:
Merchants Bonding Company
(Mutual)

Signer's Name: _____

- Individual
 Corporate Officer — Title(s): _____
 Partner Limited General
 Attorney in Fact
 Trustee
 Guardian or Conservator
 Other: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer is Representing: _____

DOCUMENT 00 43 36

DESIGNATED SUBCONTRACTORS LIST

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

PROJECT: Multi-Site Roof Replacement

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. ~~All listed first tier subcontractors with the following license classifications must also have been prequalified by the District: C 4, C 7, C 10, C 16, C 20, C 34, C 36, C 38, C 42, C 43, and/or C 46. 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. - **NOT APPLICABLE**~~
7. Bidder must provide the Contactor State License Board number ("CSLB No.") for all listed subcontractors.
8. Bidder must provide the Department of Industrial Relations registration number ("DIR No.") for all listed subcontractors.
9. **The District will permit each Bidder to submit each listed subcontractor's CSLB No. and the DIR No. no later than twenty-four (24) hours after bid opening.**
10. 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.

Subcontractor Name: Alliance Contracting Service Location: Hayward, CA

Scope of Work: Tear off Roof systems.

If DVBE, Percent of Work: _____ % CSLB No.: 948348 DIR No.: 1000002516

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

Subcontractor Name: _____ **Location:** _____

Scope of Work: _____

If DVBE, Percent of Work: _____ % CSLB No.: _____ DIR No.: _____

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: February 19, 2019

Proper Name of Bidder: State Roofing Systems, Inc.

Signature: 

Print Name: Stephen Tong

Title: Project Manager

END OF DOCUMENT

BID TALLY SHEET

BID No. 19-01

Roofing Project @ EDEN ROP

February 19, 2019 @ 2:00 p.m. at 26316 Hesperian Blvd. Hayward, CA.

BIDDER	BASE BID	Bid Form	Addenda	Bid Bond	Sub List	Site Visit	Non Collus
Best Cont. Servis	\$ 930,000.-	✓	342,000 + 18,000 + 3,000 + 18/sq ft	✓	✓	✓	✓
Water Roofing Asson	\$ 909,159.-	✓	316,858 + 73,000 + 13,000 + 13.0 sq ft + 57/sq ft	✓	✓	✓	✓
Roofing + Solar Conant	\$ 945,000.-	✓	240,000 + 320,000 + 6,000 + 10/sq ft	✓	✓	✓	✓
Arday's Roofing Co. Inc.	\$ 1,021,000	✓	318,300 + 45,500 + 3,750 + 23/sq ft + 7.50/sq ft	✓	✓	✓	✓
Stantz Roofing System	\$ 675,487	✓	236,962 + 46,439 + 2,920 + 20/sq ft + 4.75/sq ft	✓	✓	✓	✓
Stronger Bldg Servis	\$ 1,390,000	✓	519,000 + 57,000 + 18,000 + 17.0/sq ft + 18/sq ft	✓	✓	✓	✓



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
PREPARED BY: Marites Fermin, Business Manager
SUBJECT: Request the Governing Board to approve the 2018-2019
Second Interim Budget Report

CURRENT SITUATION

Second Interim Report reflects revenues and expenditures as of January 31, 2019. The report was prepared and reviewed in accordance with all federal and state adopted criteria and standards using Local Control Funding Formula (LCFF).

“The District Board of Education shall certify in writing whether or not Eden Area ROP is able to meet its financial obligations for the remainder of the 2018-2019 fiscal year and, based on current forecasts, for the next two subsequent fiscal years 2019-2020 and 2020-2021 respectively. The certifications shall be classified as either positive, qualified, or negative, pursuant to standards and criteria adopted by the State Board of Education (Education Code 33127)”. The Eden Area ROP is certifying a positive certification, and that staff prepared the report, along with assumptions using the School Services of California (SSC) Inc. Dartboard as well as Alameda County Office of Education (ACOE) guidelines. In certifying the 2018-2019 Second Interim Report as positive, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and the two subsequent fiscal years.

The report confirms the Eden Area ROP’s ability to meet all financial obligations for the current fiscal year 2018-2019 and two subsequent fiscal years 2019-2020 and 2020-2021. Finally, the Eden Area ROP continues to meet and exceed AB 1200 requirements.

The report is included under separate cover and is available for review by the public upon request.

RECOMMENDATION

It is recommended that the Governing Board approve the 2018-2019 Second Interim Budget Report.



DATE: March 7, 2019
TO: ROP Governing Board
FROM: Linda Granger, Superintendent
SUBJECT: Request the Governing Board to approve the adoption of
Resolution 5-18/19: Signature Card-Board Members
Resolution 6-18/19: Signature Card-Authorized Agents:
Payroll Warrants and Disbursements
Resolution 7-18/19: Signature Card-Authorized Agents:
Official Documents and Reports

CURRENT SITUATION

Pursuant to Education Code Section 42632 for K-12 and Section 85232 for community colleges, require that signatures of all Governing Board members and signatures of persons authorized by the Governing Board to sign orders must be filed with the County Superintendent of Schools.

RECOMMENDATION

It is recommended that the Governing Board approve the adoption of Resolution 5-18/19: Signature Card-Board Members; Resolution 6-18/19: Signature Card-Authorized Agents: Payroll Warrants and Disbursements; and Resolution 7-18/19: Signature Card-Authorized Agents: Official Documents and Reports.



Resolution No. 5 18/19
Fiscal Year 2018-2019

Signature Card-Board Members

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

WHEREAS, pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name; and

WHEREAS, the Governing Board of each school district shall be responsible for filing such signatures with the County Office of Education per Education Code Section 42633; and

WHEREAS, this resolution supersedes all previous resolutions representing signatures of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the following signatures are those of each member presently serving on the Governing Board:

- | | |
|------------------------------|--------------------------------------------------------|
| 1. _____
Signature | Peter Oshinski

Type Name |
| 2. _____
Signature | Marilyn Stewart

Type Name |
| 3. _____
Signature | Dr. Robert Carlson

Type Name |
| 4. _____
Signature | Jo A.S. Loss

Type Name |

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of March 2019 by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

By approval of this resolution, I hereby certify that the signature(s) appearing above are true and were affixed in my presence.

Date

Signature, President of the Governing Board

All board signers or authorized agents remain unchanged from the prior fiscal year. Please consider the resolution from FY_____ as our current list of signers.

Date

Signature, President of the Governing Board



Resolution No. 6 18/19
Fiscal Year 2018-2019

Signature Card - Authorized Agents
Payroll Warrants & Disbursements

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

WHEREAS, pursuant to Education Code Section 42632 for K-12 Education and Section 85232 for Community Colleges, each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name; and

WHEREAS, the Governing Board of each school district shall be responsible for filing such signatures with the County Office of Education per Education Code Section 42633; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on behalf of the Governing Board, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Eden Area Regional Occupational Program (ROP) authorizes and empowers the following person(s) to sign orders in its name effective as of the date of this resolution:

1. _____ Linda Granger
Signature Type Name

Superintendent
Title
2. _____ Craig Lang
Signature Type Name

Director of Adult Programs
Title
3. _____ Bernard Phelan
Signature Type Name

Director of Educational Services
Title
4. _____ Lauren Kelly
Signature Type Name

Assistant Director of Educational Services
Title

5. _____ Marites Fermin
Signature Type Name

Business Manager

Title

6. _____ Evan Goldberg
Signature Type Name

Grant Coordinator

Title

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of March 2019 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By approval of this resolution, I hereby certify that the signature(s) appearing above are true and were affixed in my presence.

Date

Signature, President of the Governing Board

All board signers or authorized agents remain unchanged from the prior fiscal year. Please consider the resolution from FY_____ as our current list of signers.

Date

Signature, President of the Governing Board



Resolution No. 7 18/19
Fiscal Year 2018-2019

Signature Card-Authorized Agents
Official Documents & Reports

TO THE ALAMEDA COUNTY SUPERINTENDENT OF SCHOOLS:

WHEREAS, the Eden Area Regional Occupational Program (ROP) occasionally must provide signature approval on certain official documents and reports, including local, State and Federal reports, such as Transportation, Attendance, and Class Size Reduction; and

WHEREAS, this resolution supersedes all previous resolutions authorizing such signature(s) on certain official documents and reports, and declares said prior resolutions null and void;

NOW, THEREFORE BE IT RESOLVED that the Governing Board hereby duly authorizes and empowers the following person(s) to sign all documents and reports pertinent to conducting the business of the Eden Area ROP, effective as of the date of this resolution:

1. _____
Signature
Linda Granger
Type Name
Superintendent

Title
2. _____
Signature
Craig Lang
Type Name
Director of Adult Programs

Title
3. _____
Signature
Bernard Phelan
Type Name
Director of Educational Services

Title
4. _____
Signature
Lauren Kelly
Type Name
Assistant Director of Educational Services

Title

5. _____ Marites Fermin
Signature Type Name

Business Manager

Title

6. _____ Evan Goldberg
Signature Type Name

Grant Coordinator

Title

PASSED AND ADOPTED by the Governing Board of the Eden Area ROP on this 7th day of March 2019 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By approval of this resolution, I hereby certify that the signature(s) appearing above are true and were affixed in my presence.

Date

Signature, President of the Governing Board

All board signers or authorized agents remain unchanged from the prior fiscal year. Please consider the resolution from FY _____ as our current list of signers.

Date

Signature, President of the Governing Board