

The meeting will be available for both regional consortium locations via Zoom and at the physical locations noted below:

<https://lompocschools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

Allan Hancock College, 800 S. College Drive, Building B, Santa Maria, CA 93455

Lompoc Unified School District, 320 N J Street, Lompoc, CA 93436

Allan Hancock and Lompoc Unified Adult Education Consortium

Board Members: Alicia Paniagu (AHC), Tom Lamica (AHC), Elaine Webber (LUSD), Brian Jaramillo (LUSD)

Meeting Chair: Elaine Webber

- 1. Call to Order**
- 2. Roll Call & Establishment of Quorum**
- 3. Approval of Agenda as Presented**
- 4. Public Comment and Entity Comment***

*Testimony of up to three minutes of any topic at Regular Meetings and on agenda items at Special Meetings will be welcome during consideration of the item by the Consortium Board. Speakers are encouraged to submit comments 48 hours in advance in writing, which shall be made available at the start of the meeting. Board members may or may not respond to public comment.

5. Approval of Minutes: A recommendation to approve the following minutes:

5.1 August 22, 2024 Minutes ([Attachment A](#))

6. Action Items: A recommendation to approve the following action items:

6.1 24/25 Member Program Year Budget and Work Plan ([Attachment B](#))

Certification of the 2024 2025 Member Budget and Work Plan as submitted by member agencies. Plans reflect the Consortium's approved Three-Year Plan and Annual Plan as well as legislative directed CAEP programs and goals.

6.2 Capital Outlay Project Lompoc Adult School and Career Center 2024-2025 ([Attachment C](#))

Approval for a \$53,697.00 Capital Outlay Project for 2024-2025 is being requested from Lompoc Adult School and Career Center Career Center (Renovations and Office Flooring Replacement Project) as follows: Renovations to LASCC are necessary to support Career Center expansion to remove congestion and wait times and to include space for a second technician, who will support the high demand for bilingual services. In accordance with CAEP requirements, member agency LASCC is simultaneously obtaining LUSD approval and Consortium approval and then submitting those approvals to the CAEP office for their records.

7. Consortium Other Business

A. Promotional Project for CAEP Narrative Arc and Stakeholder Narratives

Member agencies are continuing on a collaborative effort with consultant N&R Publications for a CAEP Leadership- and Legislative-aligned Narrative Arc and stakeholder narrative project that will illustrate the benefit of member agencies' CAEP Adult Education programs. This project will develop a unique regional portrait and narrative for the Consortium's region, addressing specific talking points that the Legislature and CAEP Leadership are interested in reviewing from Consortia.

B. Public Input for Consortium Planning

The Consortium is in the planning year for its Three-Year Planning process. Member agencies will discuss their respective efforts to inform the consortium on regional need and steps/recommendations for agencies for the planning year. In 2023-2024, the Consortium held open meetings for public input, and consortium members gathered local data.

C. CAEP Funds Carryover AB 1491 Review

Pursuant to AB 1491, CAEP member agencies and Consortia are tracking carryover of CAEP funds (CAEP funds spending threshold remains at 30 months). Agencies and Consortia carrying over 20% of funds will be flagged and

may prepare Corrective Action Plans. Technical Assistance may be provided by the CAEP TAP office. In cases where Consortia feel it is warranted, Consortia may reassign carryover from one member agency to another.

Member agencies of the AHLUEC have maintained carryover for various reasons, such as staffing shortages and internal processes, and strive to expend their funds in a timely manner. Other Consortia have experienced issues with member agencies and carryover, but AHLUEC has not.

Ongoing reporting of member and Consortium carryover is included with Consortium Fiscal Reporting.

8. Adjournment

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Elaine Webber at (805-742-3100). Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting. Meeting documents are available at member agencies.

*Public comment forms are available, and public comment of up to three minutes is offered to members of the general public at Regular meetings during Public Comment and upon discussion of Agenda items. Members of the public may comment at Special Meetings for up to three minutes on Agenda items. If you are unable to attend and wish to make public comment, contact Elaine Webber at (805-742-3100). The CAEP Consortium Public Meetings are scheduled quarterly.

Topic: Allan Hancock and Lompoc Unified Adult Education Consortium. Join Zoom Meeting

<https://lomposchools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

Meeting ID: 896 1232 8605 Passcode: 141103

One tap mobile +16699009128,,89612328605#,,,,*141103# US (San Jose) +16694449171,,89612328605#,,,,*141103# US

Meeting ID: 896 1232 8605 Passcode: 141103 Find your local number: <https://lomposchools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

CAEP Deliverables and Due Dates	Proposed Consortium Meeting Date
<p>September 2024</p> <ul style="list-style-type: none"> • Sep 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4) * • Sep 30: 24/25 Member Program Year Budget and Work Plan due in NOVA • Sep 30: End of Q1 • Three Year Planning & Update 	
<p>October 2024</p> <ul style="list-style-type: none"> • Oct 30: 24/25 Member Program Year Budget and Work Plan certified by Consortia in NOVA * • Oct 31: Student data due in TOPSPro (Q1) • Oct 31: Employment and Earnings Follow-up Survey • Three-Year Planning & Update 	<p>September 26, 2024</p>
<p>December 2024</p> <ul style="list-style-type: none"> • Dec 1: July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium * • Dec 1: 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1) • Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1) • Dec 31: End of Q2 • Three-Year Planning & Update 	<p>November 14, 2024</p>
<p>January 2025</p> <ul style="list-style-type: none"> • Jan 31: Student Data due in TOPSPro (Q2) • Jan 31: Employment and Earnings Follow-up Survey 	

<p>February 2025</p> <ul style="list-style-type: none"> • Feb 28: Preliminary allocations for 2025-26 and 2026-27 released by this date. • Three Year Planning & Update <p>March 2025</p> <ul style="list-style-type: none"> • Mar 1: 22/23 and 23/24 and 24/25 Member expense report is due in NOVA. (Q2)* • Mar 31: End of Q3 • Mar 31: 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2) * • Three-Year Planning & Update 	<p>February 27, 2025</p>
<p>April 2025</p> <ul style="list-style-type: none"> • Apr 30: Student Data due in TOPSPro (Q3) • Apr 30: Employment and Earnings Follow-up Survey • May 1: CFAD certified by Consortia in Nova (certify in March/April if CFAD is available) • Three-Year Planning & Update 	<p>March 27, 2025</p>
<p>June 2025</p> <ul style="list-style-type: none"> • Jun 20: CAEP Three-Year Plan Due 	<p>May 22, 2025</p>

ATTACHMENT A: AUGUST 22, 2024 MEETING MINUTES

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CALIFORNIA
ADULT EDUCATION
PROGRAM

.CAEP Special Meeting MINUTES

.Date: August 22, 2024

.Time: 3:30 p.m.

.Zoom Meeting ID: 896 1232 8605

.Passcode: 141103

The meeting will be available for both regional consortium locations via Zoom and at the following physical locations for each member agency:

<https://lompocschools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

Allan Hancock College, 800 S. College Drive, Santa Maria, CA 93455

Lompoc Unified School District 1301 North A Street, Lompoc, CA 93436

Allan Hancock and Lompoc Unified Adult Education Consortium

Board Members: Tom Lamica (AHC), Elaine Webber (LUSD), Brian Jaramillo (LUSD)

Meeting Chair: Elaine Webber

1. **Call to Order**
The meeting was called to order at 3:33 p.m.
 2. **Roll Call & Establishment of Quorum**
Roll called with the following members present: Jaramillo, Webber, Lamica: Quorum established.
 3. **Approval of Agenda**
On a motion by Lamica seconded by Jaramillo, the board approved the agenda.
Roll call vote: Ayes: Jaramillo, Lamica, Webber. Noes: None. Abstentions: None.
 4. **Public Comment and Entity Comment – None**
 5. **Approval of Minutes**
On a motion by Jaramillo seconded by Webber, the board approved the following minutes:
 - May 30, 2024Roll call vote: Ayes: Jaramillo, Lamica, Webber. Noes: None. Abstentions: None.
 6. **Action Items**
On a motion by Lamica, seconded by Jaramillo, the board discussed and approved the following.
Roll call vote: Ayes: Jaramillo, Lamica, Webber. Noes: None. Abstentions: None.
 - 6.1 **21/22 and 22/23 and 23/24 Member Expense Report Q4 Certified**
Certification of the 21/22, 22/23, & 23/24 (Q4) Member Expense Report. Financial reports have been prepared by fiscal departments of both member agencies.
 - 6.2 **CAEP Allocation Amendment**
Approval of the May Governor's Revised Budget and CAEP Allocation Amendment, which increases the Consortium's 2024-2025 funding by \$6,303.00. This increases the 2024-2025 Annual funding from \$2,047,404 to \$2,053,707. In accordance with CAEP requirements, the amount being allocated is divided proportionally between the two member agencies in alignment with the percentage of annual funding distributions: \$2,649 (42%) for AHC and \$3,664 (58%) for LUSD/LASCC.
 - 6.3 **6.3 Capital Outlay Project Allan Hancock College 2024 2025**
Approval for a \$43,559.80 Capital Outlay Project for 2024-2025 is being requested from Allan Hancock College as follows:
Purchase of 2016 Cascadian Freightliner automatic transmission truck (projected cost \$43,559.80). This acquisition aims to enhance the effectiveness of Class B license training. As the number of instructors and student enrollments in the program have grown, the demand for an additional automatic truck has increased. Purchasing a third automatic truck will help alleviate scheduling challenges and conflicts related to DMV test. In accordance with CAEP requirements, member agency AHC has advised CAEP of this planned Capital Expenditure.
7. **Consortium Other Business**

- A. **Member Direct Mail Magazine Project for North SB County Consortia**
Member agencies AHC and LASCC collaborated on another magazine promotion that was mailed to all North County residences in the summer 2024. The magazine was of a similar design to that of summer 2023, promoting the free programming of the consortium's member agencies.
 - B. **Promotional Project for CAEP Narrative Arc and Stakeholder Narratives**
Member agencies have begun a collaborative effort with consultant N&R Publications for a CAEP Leadership- and Legislative-aligned Narrative Arc and stakeholder narrative project that will illustrate the benefit of member agencies' CAEP Adult Education programs. This project will develop a unique regional portrait and narrative for the Consortium's region, addressing specific talking points that the Legislature and CAEP Leadership are interested in reviewing from Consortia.
 - C. **Public Input for Consortium Planning**
The Consortium is in the planning year for its Three-Year Planning process. Member agencies will discuss their respective efforts to inform the consortium on regional need and steps/recommendations for agencies for the planning year. In 2023-2024, the Consortium held open meetings for public input, and consortium members gathered local data.
 - D. **CAEP Funds Carryover AB 1491 Review**
Pursuant to AB 1491, CAEP member agencies and Consortia are tracking carryover of CAEP funds (CAEP funds spending threshold remains at 30 months). Agencies and Consortia carrying over 20% of funds will be flagged and may prepare Corrective Action Plans. Technical Assistance may be provided by the CAEP TAP office. In cases where Consortia feel it is warranted, Consortia may reassign carryover from one member agency to another. Member agencies of the AHLUEC have maintained carryover for various reasons, such as staffing shortages and internal processes, and strive to expend their funds in a timely manner. Other Consortia have experienced disagreements with member agencies and carryover, but AHLUEC has not. Ongoing reporting of member and Consortium carryover is included with Consortium Fiscal Reporting.
8. **Adjournment. The meeting was adjourned at 3:46 p.m.**

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ATTACHMENT B: 2024 2025 MEMBER BUDGET AND WORK PLAN

CAEP
Member Budget & Workplan

Produced: Sep 22, 2024, 05:46 PM UTC - By Elaine Webber

01 Allan Hancock and Lompoc Unified Adult Education Consortium (2024-25)

DRAFT

Allan Hancock Joint CCD

Member Information

Member Name:

Allan Hancock Joint CCD

Member Type:

District

Member Address:

800 S. College Drive | Santa Maria, CA | 93454

Member Website:

<https://www.hancockcollege.edu/caep/>

Member Allocations 2024-25:

\$857,199

Member Allocations 2023-24:

\$850,734


Member Allocations 2022-23:

\$798,715

Member Contacts

Responsibility	Name	Email	Title	Phone
Contact	Laura Becker	laura.becker@hancockcollege.edu	Director, Business Services	(805) 922-6966 ext: 3268
Member Representative	Thomas Lamica	thomas.lamica@hancockcollege.edu	Interim Dean	(616) 238-3990
Contact	Dana Avila	danaavila@hancockcollege.edu	Admin. Asst. III	(805) 922-6966 ext: 3242
Contact	Abraham Gonzalez	abraham.gonzalez@hancockcollege.edu	Grant Accountant	(805) 922-6966 ext: 3842

Objectives

Objective 1: Address Educational Needs 

Strategy Name

Student Gains Improve

Activity that Applies to this Strategy

Increase Number of Students Achieving Gain

Metrics that Apply to this Activity/Strategy

- Progress: Participants with Educational Functioning Levels Gains ESL (AE 400 - ESL)

Strategy Description

Member agency EL instructors will continue to meet in PLC with the goal of increasing the number of students achieving a level gain. For each semester, EL instructors will meet a minimum of four hours per month in PLC to review data and plans to improve student learning, creating collective teacher efficacy. Lead EL instructor and administration will conduct data skills sessions for 2 of the 4 monthly PLC hours to improve staff data skills. Increase number of EL students achieving a learning gain by 2% over baseline year 2023-2024.

✓ We plan to address this strategy

Program Area(s) of Focus

- ESL

Explain how this strategy will focus on the Program Area(s) selected *

This strategy will focus on improving student outcomes by June 2025, as measured by institution standards, advancement, etc., by a minimum of 2% over the baseline year of 2023-2024.

Objective 2: Improve Integration of Services & Transitions

Strategy Name

Quarterly Meetings for Transitions and Services

Activity that Applies to this Strategy

Quarterly Meetings to Improve Services, Transition

Metrics that Apply to this Activity/Strategy

- Progress: Participants with Educational Functioning Levels Gains ESL (AE 400 - ESL)

Strategy Description

Consortium will conduct quarterly sessions to discuss and explore effective options that improve integration of services and transitions. Increase transitions by 2% over baseline 2023-2024 transitions.

✓ We plan to address this strategy

Program Area(s) of Focus

- ASE

Explain how this strategy will focus on the Program Area(s) selected *

This strategy will focus on improving student transitions by June 2025, as measured by institution standards, to credit, to CTE, to certification programs, etc., by a minimum of 2% over the baseline year of 2023-2024.

Objective 3: Improve Effectiveness of Services

Strategy Name

Quarterly Student Meetings

Activity that Applies to this Strategy

Student One on One Meetings for Improved Retention

Metrics that Apply to this Activity/Strategy

- Student Barriers: English Language Learner (AE 305 - Overall)

Strategy Description

To improve students achieving a level to indicate learning gain status, instructors/counselors will conduct a one-on-one at semester intake and at benchmark testing events such as CASAS to establish and review student goals, testing outcomes, plans to improve performance, etc. Improve number of students persisting /retained and demonstrating gain of 2% over baseline year of 2023-2024.

✓ We plan to address this strategy

Program Area(s) of Focus

- ESL

Explain how this strategy will focus on the Program Area(s) selected *

This strategy will focus on improving student transitions by June 2025, as measured by institution standards, to credit, to CTE, to certification programs, etc., by a minimum of 2% over the baseline year of 2023 2024.

Budget Breakdown

Allan Hancock Joint CCD	1000 - Instructional Salaries	\$101,802
Allan Hancock Joint CCD	2000 - Non-Instructional Salaries	\$698,689
Allan Hancock Joint CCD	3000 - Employee Benefits	\$338,502
Allan Hancock Joint CCD	4000 - Supplies and Materials	\$183,314
Allan Hancock Joint CCD	5000 - Other Operating Expenses and Services	\$228,782
Allan Hancock Joint CCD	6000 - Capital Outlay	\$185,081
Allan Hancock Joint CCD	Indirect Costs	\$75,334

Budget Totals

	Total Available Funds:	\$1,811,504
Allan Hancock Joint CCD	1000 - Instructional Salaries	\$101,802
Allan Hancock Joint CCD	2000 - Non-Instructional Salaries	\$698,689
Allan Hancock Joint CCD	3000 - Employee Benefits	\$338,502
Allan Hancock Joint CCD	4000 - Supplies and Materials	\$183,314
Allan Hancock Joint CCD	5000 - Other Operating Expenses and Services	\$228,782
Allan Hancock Joint CCD	6000 - Capital Outlay	\$185,081
Allan Hancock Joint CCD	Indirect Costs	\$75,334
	Total Budget:	\$1,811,504
	Remaining Amount:	\$0
	Direct Costs Total:	\$1,736,170
	Indirect Costs Total:	\$75,334 (4.34% of Direct Costs Total)
	Consortium Fiscal/Admin Expenses:	\$0

Budget Forecast

2024-25 Amount

\$1,811,504

Cumulative Quarterly Expenditure Forecast

	Q1	Q2	Q3	Q4
Percentage	25%	25%	25%	25%
Dollars	\$452,876	\$452,876	\$452,876	\$452,876



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01 Allan Hancock and Lompoc Unified Adult Education Consortium (2024-25) DRAFT

Lompoc Unified

Member Information

Member Name:

Lompoc Unified

Member Type:

Unified School District

Member Address:

1301 North A Street | Lompoc, CA | 93436-3516

Member Website:

<http://www.lusd.org>

Member Allocations 2024-25:

\$1,190,205

Member Allocations 2023-24:

\$1,181,229

Member Allocations 2022-23:

\$1,078,906

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	Elaine Webber	webber.elaine@lusd.org	Principal	(805) 742-3100
Member Representative	Brian Jaramillo	jaramillo.brian@lusd.org	Director	(805) 742-3310
Member Representative	John Grelick	grelick4.john@lusd.org	Budget Analyst	(805) 742-3192

Objectives

Objective 1: Address Educational Needs

Strategy Name

Student Gains Improve

Activity that Applies to this Strategy

Increase Number of Students Achieving Gain

Metrics that Apply to this Activity/Strategy

- Progress: Participants with Educational Functioning Levels Gains ESL (AE 400 - ESL)

Strategy Description

Member agency EL instructors will continue to meet in PLC with the goal of increasing the number of students achieving a level gain. For each semester, EL instructors will meet a minimum of four hours per month in PLC to review data and plans to improve student learning, creating collective teacher efficacy. Lead EL instructor and administration will conduct data skills sessions for 2 of the 4 monthly PLC hours to improve staff data skills. Increase number of EL students achieving a learning gain by 2% over baseline year 2023-2024.

✓ We plan to address this strategy

Program Area(s) of Focus

- ESL

Explain how this strategy will focus on the Program Area(s) selected *

This strategy will focus on improving student outcomes by June 2025, as measured by institution standards such as CASAS, advancement, etc., by a minimum of 2% over the baseline year of 2023-2024.

Objective 2: Improve Integration of Services & Transitions

Strategy Name

Quarterly Meetings for Transitions and Services

Activity that Applies to this Strategy

Quarterly Meetings to Improve Services, Transition

Metrics that Apply to this Activity/Strategy

- Progress: Participants with Educational Functioning Levels Gains ESL (AE 400 - ESL)

Strategy Description

Consortium will conduct quarterly sessions to discuss and explore effective options that improve integration of services and transitions. Increase transitions by 2% over baseline 2023-2024 transitions.

✓ We plan to address this strategy

Program Area(s) of Focus

- ASE

Explain how this strategy will focus on the Program Area(s) selected *

This strategy will focus on improving student transitions by June 2025, as measured by institution standards, to credit, to CTE, to certification programs, etc., by a minimum of 2% over the baseline year of 2023-2024.

Objective 3: Improve Effectiveness of Services

Strategy Name

Quarterly Student Meetings

Activity that Applies to this Strategy

Student One on One Meetings for Improved Retention

Metrics that Apply to this Activity/Strategy

- Student Barriers: English Language Learner (AE 305 - Overall)

Strategy Description

To improve students achieving a level to indicate learning gain status, instructors/counselors will conduct a one-on-one at semester intake and at benchmark testing events such as CASAS to establish and review student goals, testing outcomes, plans to improve performance, etc. Improve number of students persisting /retained and demonstrating gain of 2% over baseline year of 2023-2024.

✓ We plan to address this strategy

Program Area(s) of Focus

- ESL

Explain how this strategy will focus on the Program Area(s) selected *

This strategy will focus on improving student transitions by June 2025, as measured by institution standards, to credit, to CTE, to certification programs, etc., by a minimum of 2% over the baseline year of 2023-2024.

Budget Breakdown

Lompoc Unified	1000 - Instructional Salaries	\$761,422
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Instructional salaries for assigned instructional staff assigned to the programs.

Lompoc Unified	2000 - Non-Instructional Salaries	\$260,000
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Salaries for instructors, support staff and other assigned staff to the school programs.

Lompoc Unified	3000 - Employee Benefits	\$390,000
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Agreed upon benefits pursuant to contracts for staff assigned to programming.

Lompoc Unified	4000 - Supplies and Materials	\$200,000
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Supplies and materials to include essential items used to achieve the program goals.

Lompoc Unified	5000 - Other Operating Expenses and Services	\$280,000
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Supplies and materials to include essential items used to achieve the program goals.

Lompoc Unified	6000 - Capital Outlay	\$60,000
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Capital expense to include approved program spending to acquire, upgrade, and/or maintain physical assets such as property, buildings, technology, or equipment.

Lompoc Unified	Indirect Costs	\$98,000
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Indirect costs for member agencies not to exceed the mandated legislated amount.

Budget Totals

	Total Available Funds:	\$2,049,422
Lompoc Unified	1000 - Instructional Salaries	\$761,422
Lompoc Unified	2000 - Non-Instructional Salaries	\$260,000
Lompoc Unified	3000 - Employee Benefits	\$390,000
Lompoc Unified	4000 - Supplies and Materials	\$200,000
Lompoc Unified	5000 - Other Operating Expenses and Services	\$280,000
Lompoc Unified	6000 - Capital Outlay	\$60,000
Lompoc Unified	Indirect Costs	\$98,000
	Total Budget:	\$2,049,422
	Remaining Amount:	\$0
	Direct Costs Total:	\$1,951,422
	Indirect Costs Total:	\$98,000 (5.02% of Direct Costs Total)
	Consortium Fiscal/Admin Expenses:	\$0

Budget Forecast

2024-25 Amount
\$2,049,422

Cumulative Quarterly Expenditure Forecast

	Q1	Q2	Q3	Q4
Percentage	25%	25%	25%	25%
Dollars	\$512,356	\$512,356	\$512,356	\$512,356



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Date 09/06/24

Revision: # 0

Lompoc USD- El Camino Adult School-Career Center Renovations & Office Flooring Replacement

Scope of Work:

Career Center Classroom

- Provide material, labor, and equipment for demolition of +/- 1,050 Sq Ft of existing carpet.
- Provide material, labor, and equipment for +/- 1,050 Sq Ft of standard floor preparation.
- Provide materials, labor, and equipment for the installation of +/- 1,050 Sq Ft of HVT.
- Provide materials, labor, and equipment for the installation of (2) walk off mats.
- Provide materials, labor, and equipment for the installation of +/- 150 LF of rubber topset base.
- Provide materials, labor, and equipment for the installation of +/- 1,300 Sq Ft of new tackboard. (Overlaid on existing wall finish)

Scope of Work:

Equipment Office

- Provide material, labor, and equipment for +/- 450 Sq Ft of standard floor preparation.
- Provide materials, labor, and equipment for the installation of 650 Sq Ft +/- of HVT.
- Provide materials, labor, and equipment for the installation of +/- 60 LF of rubber topset base.

Total Project Cost: \$53,697.00

The proposal includes the following:

- Bonds
- Material Sales Tax
- Freight

The proposal excludes the following:

- Engineering, surveying, inspections, or permit fees.
- Handling and/or disposal of any hazardous materials should they be discovered during the project.
- Repairs for any unforeseen existing conditions
- Nighttime, weekend or overtime hours.
- Any work not specifically listed above.
- Furniture mobilization.
- Removal of all wall coverings and electrical.
- Demolition of any existing cabinets.

The pricing above is an approximate monetary value based on the current scope of the project.