

**Bueno, Amy**

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**From:** Krause, Michael  
**Sent:** Friday, August 14, 2015 8:03 AM  
**To:** Fentanes, Donna  
**Cc:** Bueno, Amy  
**Subject:** Westborough Science CO

Hi Donna:

The Board approved all items last night related to Measure J. However, they are wanting as much backup as can be given related to the Westborough Science Change Order, specifically, the Extra Work for \$11,000. If you look on the cover page, you will see this line item. Please see if you can find out what this "extra work" was. Also, please make sure to let me know if you see anything so vague like this on any forthcoming paperwork from USS Cal.

Thank you,

Mr. Michael Krause  
Assistant Superintendent, Business Services  
South San Francisco USD  
398 B Street  
South San Francisco, CA 94080  
O: 650-877-8702  
C: 650-784-1720

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING  
Thursday, August 13, 2015**

South San Francisco Unified School District,  
Baden High School – Gymnasium  
825 Southwood Drive, South San Francisco, California

**A. CALL TO ORDER – 6:30 p.m.**

**CLOSED SESSION - 6:30 p.m.**

1. To consider the appointment of one (1) public employee to the position of Director of Fiscal Services.

**RECONVENE INTO OPEN SESSION – 7:00 p.m.**

**B. ROLL CALL**

**C. PLEDGE OF ALLEGIANCE**

**D. REPORTING OUT FROM CLOSED SESSION**

**E. REVIEW OF AGENDA**

**F. PTA COUNCIL REMARKS**

**G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS**

South San Francisco Federation of Adult Educators  
South San Francisco Classroom Teachers Association  
California School Employees Association Chapter 197

**H. PERSONNEL COMMISSION**

**I. ITEMS FROM THE BOARD**

- Announcements
- Board Calendar
- Board Committee Reports

**J. SUPERINTENDENT'S REPORT**

- a. Out of School Time (OST) Update
- b. 1<sup>st</sup> Day of School Report
- c. Administrative Retreat August 4 to 5, 2015

**K. COMMUNICATIONS**

Public comments are limited to three minutes per individual. Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law (Brown Act). The Board may request staff to respond orally at the meeting or in writing at a future time.

**L. PRESENTATIONS**

*(Individual presentations are limited to a maximum of 10 minutes.)*

**1. ADMINISTRATION**

- a. Summer School Report

Staff will present information to the Board on the 2015 summer school programs in the District.

**M. CONSENT AGENDA: The following items are submitted for Board approval. One motion will authorize action for those items so designated.**

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**1. ADMINISTRATION**

- a. Minutes to the Special Board Meeting, July 20, 2015. 1–9
- b. Minutes to the Regular Board Meeting, July 23, 2015. 10–36
- c. Minutes to the Special Board Meeting, July 27, 2015. 37–38

**2. EDUCATIONAL SERVICES**

- a. **Outdoor Education San Mateo County Outdoor Education, San Francisco YMCA at Jones Gulch in La Honda, California** 39–40

Staff recommends permission for South San Francisco Unified School District elementary fifth graders to attend San Mateo County Outdoor Education, San Francisco YMCA at Jones Gulch in La Honda, California, from January 19 – May 13, 2016, as presented to the Board.

**3. HUMAN RESOURCES**

- a. Certificated Personnel Assignment Order 41–42
- b. Classified Personnel Assignment Order 43–45

**4. BUSINESS SERVICES**

- a. Purchase Order Listing, July 1-31, 2015 46–59
- b. Warrant Register, July 1-31, 2015 60–88
- c. Cash Receipts, July 1-31, 2015 89–101
- d. Miscellaneous Cash Receipts, July 1-31, 2015 102–106
- e. Declaration of Surplus Property 107–109
- f. Gifts to the District 110–111
- g. Approval of 2015-16 Fundraising Events 112

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<b><u>ACTION</u></b> <i>(Resolutions)</i>	
<b>1. ADMINISTRATION</b>	
a. #15-57 Resolution for Trustee Acosta 7-23 Absence	113
b. #15-58 Resolution for Trustee Goodman 7-27 Absence	114
<b><u>INFORMATION/DISCUSSION</u></b>	
<b>1. ADMINISTRATION</b>	
a. Discussion of October 8 Community Forum Topic(s)	115
<p>The Board will discuss potential topics for the district's community forum meetings. Previous topics have included Nutritional Services, Affordable Care Act, Measure J Bond Program Update, Anti-bullying, texting, and sexting.</p>	
b. August 29 <sup>th</sup> Board Retreat	116
<p>The Board will have a special retreat to establish protocols for the Board and to review Board bylaws, and to engage in related discussion about public relations and confidentiality.</p>	
<b>2. BUSINESS SERVICES</b>	
a. Measure J / Bond Audit Report	117
<p>District staff will update the Board on the Measure J Program.</p>	
<b>3. EDUCATIONAL SERVICES</b>	
a. Mental Health Services – SELPA	118–124
<p>Staff will discuss SELPA support with Beacon Therapeutic to increase the mental health services available to eligible elementary and middle school students with disabilities.</p>	
b. LCAP Revisions	125–126
<p>The staff recommends that the South San Francisco Board of Trustees approve the slight revisions to the LCAP, as presented to the Board.</p>	

**ACTION** *(continued)*

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**1. ADMINISTRATION**

- a. Grand Jury Report on Mental Health Support Authorization of District Response** 127–160

Staff recommends that the SSFUSD Board of Trustees approve the Grand Jury Response, as presented to the Board.

- b. Approval of the Child Development Program Amended Contract-CSPP 4508 Amendment 03 for the 2014-2015 School Year and Resolution #15-62** 161–164

Staff recommends that the Board of Trustees approve the CSPP 4508 amended contract and adopt Resolution #15-62 authorizing designated District personnel to sign contract documents for the Fiscal Year 2014-2015, as presented to the Board.

- c. Approval of the Child Development Program Amended Contract-CSPP 4263 Amendment 03 for the 2014-2014 School Year and Resolution #15-63** 165–168

Staff recommends that the Board of Trustees approve the CSPP 4263 amended contract and adopt Resolution #15-63 authorizing designated District personnel to sign contract documents for the Fiscal Year 2014-2015, as presented to the Board.

- d. Approval for Two CSPP Quality Rating and Improvement System (QRIS) Block Grants from San Mateo County Superintendent of Schools** 169–186

Staff recommends that the Board of Trustees approve the QRIS Block Grant authorizing designated District personnel to sign contract documents, as presented to the Board.

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- e. **Approval of the Parent Involvement Project Grant for 2015-2016 School Year** 187–201

Staff recommends that the Board of Trustees approve the Parent Involvement Project grant and adopt Resolution #15-61 authorizing designated District personnel to sign grant documents for the Fiscal Year 2015-2016, as presented to the Board.

- f. **Approval of San Mateo County Superintendent of Schools’ CSPP – California State Preschool Program Contract for the 2015-2016 School Year** 202–209

Staff recommends that the Board of Trustees approve the CSPP – California State Preschool Program contract and adopt Resolution #15-60 authorizing designated District personnel to sign grant documents for the Fiscal Year 2015-2016, as presented to the Board.

**2. BUSINESS SERVICES**

- a. **Approval of Contract with All City Management Services** 210–212

The District respectfully recommends approval of the agreement with All City Management for crossing guard services, as presented to the Board.

- b. **Approval of Contract with John Horgan for Public Relations Services** 213–223

Staff recommends that the Board of Trustees approve the contract with John Horgan for public relations services, at the prescribed rate, as presented to the Board.

- c. **Approval of Agreement with Opterra for Prop 39 Work** 224–239  
The District respectfully recommends approval of the design agreement as presented to the Board.

- d. **Approval of SI&A Contract-Mandated Costs** 240–253  
The District respectfully recommends approval of the agreement with SI & A, as presented to the Board.

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- e. **Measure J / Approval of Amendment No. 7 for Suddath Relocation Systems of Northern California, Inc.** 254–258

Staff recommends that the South San Francisco Unified School District Board of Trustees approve Amendment No. 7 in the amount of \$13,360.00 to Suddath Relocation Systems of Northern California, Inc.'s Professional Services Agreement dated April 25, 2013, for additional moving services at Buri Buri Elementary School, as presented to the Board.

- f. **Measure J / Approval of Change Order No. 4 to USS Cal Builders, Inc.** 259–311

Staff recommends that the South San Francisco Unified School District Board of Trustees approve Change Order No. 4 in the amount of \$42,548.48 for additional work at the Westborough MS Science Classroom project, as presented to the Board.

- g. **Measure J / Approval of Amendment No. 7 to Consolidated Engineering's Professional Services Agreement** 312–321

Staff recommends that the South San Francisco Unified School District Board of Trustees approve Amendment No. 7 to Consolidated Engineering's Professional Services Agreement dated April 25, 2013, for materials testing and construction inspection services for the Phase 3 Modular Replacement project at Junipero Serra Elementary School, as presented to the Board.

**3. EDUCATIONAL SERVICES**

- a. **Spirit Leaders to Attend JAMZ Cheerleading Camp San Jose, CA, August 15 to 16, 2015** 322

Staff recommends that the South San Francisco Unified School District Board of Trustees grant permission for the South San Francisco High School Spirit Leaders and their coaches to participate in the JAMZ Cheerleading Camp, San Jose, CA from August 15 - 16, 2015, as presented to the Board.

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**4. HUMAN RESOURCES**

**a. Increase the Compensation for Personnel Commissioners 323**

Staff recommends the approval of a meeting stipend increase for Personnel Commissioners from \$25 to \$35 per meeting effective August 17, 2015, as presented to the Board.

**REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS**

**September 10, 2015 – Televised**

- 2nd reading/approval of District's new/updated Board Bylaws and Policies
- BP 3280 Sale of Lease of District-Owned Real Property
- CBOC 2014-2015 Annual Fiscal Report
- Review of Nutritional Services – Director job description and organizational chart
- Approval of Cafeteria Oves Regulation
- Teaching and learning presentation – Monte Verde Elementary School
- Resolution for Attendance Awareness Month
- Resolution Honoring Hispanic Heritage Month (English and Spanish versions)
- Commemorating Monte Verde 50 year anniversary

**September 24, 2015**

- Teaching and learning presentation – Los Cerritos Elementary School
- Resolution for confirmation of sufficient student textbooks/instructional materials
- Grand Jury report on head trauma– Authorization of District Response
- Approval of year end unaudited actuals
- Update on Infinite Campus
- Resolution honoring Filipino American History Month
- Resolution honoring National Disability Employment Awareness Month
- Approval for Superintendent to participate in ACSA Leadership summit
- GANN limit resolution
- USS Cal Builders Inc.

**October 8, 2015 – Community Forum**

- Topic(s) TBD

**October 22, 2015**

- Teaching and learning presentation – Buri Buri Elementary School
- Resolution honoring American Indian Heritage Month
- Williams report for 3rd quarter ending 9/30/15
- Resolution for Week of the School Administrator
- Reading Partners presentation
- Updated Safe School Plans

**November 5, 2015 – Alta Loma Middle School**

- Teaching and learning presentation – Alta Loma Middle School

**December 10, 2015 – Televised**

- Teaching and learning presentation – Westborough Middle School
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- First interim budget report “positive certification”
- Resolution for Computer Science Week
- Approval for Superintendent to participate in ACSA symposium
- CSBA Delegate Assembly nomination

**SUMMARY OF BOARD DIRECTIVES**

**GOOD AND WELFARE**

- Comments from Board Members and Superintendent

**ADJOURNMENT**

Copies of the agenda only are posted next to the front door of the District Office at 398 B Street, and at the following public libraries: South San Francisco libraries, West Orange and Grand Avenue, and the Daly City Library on Wembly Avenue, Daly City. It is also available for review at the District's website: [www.ssfusd.org](http://www.ssfusd.org) (Click on *Board Meeting Agendas and Minutes*).

1) A CD is made of the Open Session of each meeting; 2) Any writing or document that is a public record relating to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the District Office located at 398 B Street, South San Francisco, California 94080. If however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.; and 3) For special accommodation to participate in this meeting, please contact the Office of the Superintendent, a minimum of 48 hours prior to the meeting: Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: [castone@ssfusd.org](mailto:castone@ssfusd.org)

seeds, all different, but all with unique talents and skills.

- d. **Introduction of Interim Director of Educational Services**—Superintendent Moore introduced Cregg Ramich who expressed his appreciation to Dr. Moore and the Board and thanked them for the opportunity to have his amazing job for his 25<sup>th</sup> year in the school District and stated that trust and loyalty are at the heart of this work and the more we invest in our people, principals, and teachers, the more we can move forward in a trusting way.

President Bush stated that we have a lot to celebrate this year. We have a new school, new facilities, new Superintendent, new Cabinet, and new District Office and school site employees and she felt it appropriate to have a celebratory cake. “It’s just the beginning of moving this District forward,” she said. President Bush asked that the meeting break for 10 minutes.

**SESSION RECESS —7:28 p.m.**

**RECONVENE INTO OPEN SESSION—7:40 p.m.**

President Bush returned to the Review of Agenda and restated that Opterra was not present at the beginning of meeting and asked for Board agreement to move item 2c Business Services, Approval of Agreement with Opterra for Pop 39 Work up in the agenda to L. Presentations, item 2a, to be respectful of the students in the audience and so they can go home to do their homework. With Counsel clarification, President Bush stated that this item is still considered an action item.

**K. COMMUNICATIONS**

Laurie Dolly spoke regarding Hillside Big Lift. Ms. Dolly congratulated everyone that has moved up in the District. She stated that a plan was made to keep the three Big Lift classrooms together and Hillside’s four preschool classrooms together based on safety concerns for the students. They packed and moved out of rooms, and back into rooms, and were told that they would have to move a motor room, which was time consuming and frustrating. She is not clear on where the moving direction related to the Big Lift has come from and feels that administrators have not helped enough for Hillside Preschool. She stated that Big Lift has brought in over \$1 million to the District, of which they’ve been told the District has spent \$500,000 to bring the place up to code. She stated that she feels they are benefiting more now because a Gen Ed Program is coming in. She also stated that they like where the motor room is now. She then asked people to come up and visit the school and take a look at some of the new rooms and stated that she feels they will be pleasantly surprised.

Principal Victoria Dye spoke regarding the Buri Buri opening. Ms. Dye said she had the singular joy of watching students bound into their classrooms yesterday. Prior to that, she saw heroic efforts of people to make that happen. She stated

that there is much more work to do, but there is so much to celebrate. She acknowledged that the Facilities Department and Jeff Bonner, the Tech Department, contractors, and subcontractors were great! She talked about everyone joining in to roll up their sleeves to help and mentioned the Cabinet, the Board, Drs. Spaulding, Bhatia, and Moore; and Mr. Krause for all jumping in and said that parents and neighbors were also great. She said that the teachers and staff who worked so hard were all on site with big smiles to greet the children on opening day.

Julie McCarron of Hillside School said that since they left two weeks before the break there was a lot of work done; however, their large play structure was removed and they have no timeline on when they will get a new play structure. She discussed a new shed that they requested and acknowledged that a lot has been going on. She asked about fencing or another way to close off a construction area on the school site as it presents a safety concern and asked for a timeline for when they could expect a new play structure. Superintendent Moore stated that the play structure was removed because it was not safe and said that she is working with a team to get a timeline with regards to a new play structure, and that she will look into the fencing issue and will involve and update the Hillside staff.

## **L. PRESENTATIONS**

### **1. ADMINISTRATION**

#### **a. Summer School Report**

Superintendent Moore complimented the summer school staff on the wonderful job they did this summer. Jonathan Covacha thanked administrators Dr. Bhatia, Michael Coyne, and Juanita Flores for their support and gave presentation on the 2015 Summer School Program. He and his team reported on the Kindergarten program, Extended School Year (ESY) Program, Migrant Education, and Secondary Summer Program. Kick Off to Kindergarten is made possible through the District's collaboration with First 5 of San Mateo and Silicon Valley community, and the curriculum covered included orientation to the school routine, literacy development, and concerts of print, art, and music. They had a total of five classes and 94 students. Each class had an instructional aide. Parent education was conducted through meetings and handouts, including home strategies. In addition, teachers went to two math and science professional development events. At the end of the program each student received a backpack filled with supplies. Ms. Kennelyn Celeste, Principal of Los Cerritos reported that she was the Summer School Principal at Spruce and oversaw the Kinder, ESY, and Migrant Education Programs. ESY had 46 elementary, 16 middle school, and 16 high school students. She spoke about this and other programs that are available to

ensure that students maintained their Individual Education Plan goals. The Migrant Education Program focused on building skills in the areas language arts, math, science, and social studies. And they received vision and hearing screening. They also received back packs. Nina Mendez, Assistant Principal at Alta Loma talked about the High School Summer Program and reported that she split her responsibilities with Phillip Clarke, Interim Assistant Principal at South San Francisco High. They had 444 students, most were high school students, with three classes of middle school students, and 42 staff members from SSFUSD. The program ran smoothly. The graduation ceremony was really nice with 14 students participating and 18 total graduating. Most students will be going on to community college or the armed forces.

**2. ACTION** (moved from Action Item 2c Business Services for the benefit of students in attendance.)

**a. Approval of Agreement with Opterra for Prop 39 Work**

MOTION # (Goodman/Ochsenhirt) to approve the design agreement.

Mr. Jake Jacobson, El Camino High School Coach and Teacher spoke about the beautiful facilities that are available to the students now and how he would love to see the Friday Night Lights at El Camino, which will benefit our kids, the environment, and is for the future of our kids of tomorrow. He thanked Trustee Goodman and Mr. Michael Krause of SSFUSD, and Ms. Courtney Jenkins of Opterra for their support and communications.

Assistant Superintendent Krause introduced Opterra Energy, the firm that has worked with the District on all of the existing solar projects. He reported that the design program incorporates irrigation controls, retrofit energy efficient lighting, and renewable energy education for students.

Ms. Courtney Jenkins commented on the positive spirit in the room and said it was a testament to the people in the room and she congratulated Dr. Moore and the Board. She discussed a program that encompasses several key items: 1) To support the District's endeavors around STEM (Science, Technology, Engineering, and Math) at all levels, 2) To support and create lighting (should the Board choose) at the El Camino Field that will support safety and student achievement without tapping the reserves of the general fund, proposing a pathway to do it without additional capital, and 3) Proposition 39, a state program of which the District is the recipient of a select number of dollars over a five-year period designed to be used for energy efficiency, and she stated that they are proposing an opportunity to develop that with the District. She reviewed a PPT presentation and touched on work Opterra has done with the District and

highlighted statistics and projections of the energy efficiency program, and concluded with an overview of how they see this moving from a program economic standpoint. Dave of Opterra gave a summary of the previous energy program that they worked on with the District and spoke about the components of the program and said they have a long-term guarantee with the District for the solar electric production. Ms. Jenkins stated that she met with Dr. Moore to seek ideas on supporting the District. Said they would be developing a STEM program working closely with the District to engage students at all levels. Dave talked about putting a plan together to finalize the engineering development to prepare for competitive bidding on each of the measures, finalizing additional applications to tie up all five years of funding the for District, and providing onsite project / construction management. Ms. Jenkins proposed designing, procuring, and installing high efficiency LED lighting at the El Camino stadium, and said that given the timeline for implementation this cannot be accomplished this season. She proposed that Opterra would cover the cost of the rental lights for this season, while they engineer the lights for the next season. They would also plan a celebratory event for the groundbreaking, and that they would be seeking feedback from the community. Dave then covered funding that would not require the District to add funding beyond Prop 39, and discussed rebates and other potential areas to save money, and said that they would work with Mr. Krause on funding options and will share them at a later Board meeting. Ms. Jenkins said with Board support they would start engineering right away, would want to launch the STEM Program in January 2016, and be ready to break ground for the lighting at El Camino around April of 2016.

Vice President Lucy asked if we have already used some of the Prop 39 monies. Mr. Krause discussed allotments for Prop 39 monies and stated that a certain percentage could only be used for studies and that they hired an architectural firm, DCA, to do studies. The rest of the Prop 39 monies need to be used for projects and that's where Opterra would come in. Trustee Acosta asked for clarification about the three-month term of the agreement and asked if November would be anticipation completion of the design. That was confirmed. Motion Carried (unanimous)

**M. CONSENT AGENDA: The following items are submitted for Board approval.**

President Bush pulled the following items for questions and discussion: Item 1b Minutes to the Regular Board Meeting, July 23, 2015; item 1c Minutes to the Special Board Meeting, July 27, 2015; item 4a Purchase Order Listing, July 1-31, 2015; item 4b Warrant Register, July 1-31, 2015; item 4e Declaration of Surplus Property; and 4f Gifts to the District.

MOTION # (Lucy/Goodman) to approve all items on the Consent Agenda with the exception of 1b, 1c, 4a, 4b, 4e, and 4f, which were pulled for questions

and discussion. Items approved were item 2a Outdoor Education San Mateo County Outdoor Education, San Francisco YMCA at Jones Gulch in La Honda, California; 3a Certificated Personnel Assignment Order; item 3b Classified Personnel Assignment Order; item 4c Cash Receipts, July 1-31, 2015; item 4d Miscellaneous Cash Receipts, July 1-31, 2015; and 4g Approval of 2015-16 Fundraising Events. Motion Carried (unanimous)

MOTION # (Lucy/Goodman) to approve items that were pulled with corrections and/or clarification. President Bush discussed Item 1b, the Minutes to the Regular Board Meeting of July 23, 2015, and said that on page 10 of the Consent Agenda it shows that Trustee Rosa Acosta was absent, but she had been present for the Closed Session and was not feeling well so she was excused from the Open Session, so it should be shown as present. On item 1c Minutes to the Special Board Meeting, July 27, 2015, on page 37 of the Consent Agenda, the Pledge of Allegiance was led by Trustee Ochsenhirt and stated that Superintendent Anne Campbell was not present at that meeting. On item 4a Purchase Order Listing, July 1-31, 2015, she wanted to clarify for the record that this is the beginning of the fiscal year and some of the purchase orders listed have large dollar amounts and may be due to annual agreements whereas the purchase order is put on the July Purchase Order Listing for approval and each month is drawn from there. On item 4b, Warrant Register, July 1-31, 2015, there were some expenses that were prior to June 30<sup>th</sup> so she asked for clarification from Assistant Superintendent Krause. Even though they're showing on the July 1-31<sup>st</sup> report, they would be recorded as part of the expense of 2015 because they were a 2015 expense. Mr. Krause said we are still in the process of closing the books. Books close around mid-August/September 1. Even if the expenditures were made in July of the prior year they would be attached to prior year's closing of the books. Trustee Goodman discussed 4e Declaration of Surplus Property and said that the Board has made it clear about getting more information in all categories. He requested as much information as possible to help the Board make their decisions and vote. If information is not available he asked that that be stated "not available." Item 4f Gifts to the District, on page 111, an item has an estimated value of \$3,000 for back packs donated from the Office Depot Foundation. President Bush questioned where the backpacks went and how were they distributed to the students. Dr. Bhatia stated this is our first year of deciding where the distribution will be and stated that the KTK program will no longer be funded by the San Mateo County Silicon Valley Education Foundation, and the District wants to provide a similar KTK program so they have decided to hold the back packs for the Summer 2016 Programs. They have about 200 back packs and approximately 150 students served in the KTK program, plus the Migrant program. President Bush and Superintendent Moore stated that schools also have backpacks to give to students who are in need. Motion Carried (unanimous)

**INFORMATION/DISCUSSION****ADMINISTRATION****a. Discussion of October 8 Community Forum Topic(s)**

Superintendent Moore stated that the topics (Nutritional Services, Affordable Care Act, Measure J Bond Program Update, Anti-bullying, texting, and sexting) have presented to the Board to provide possibilities for the Community Forum. Trustee Ochsenhirt stated that LCAP should be included a topic so the community can provide feedback and receive updates. Vice President Lucy stated that the anti-bullying and texting, and sexting are great topics, and suggested we add a discipline, and restorative justice segment to show how we will deal with this topic. Trustee Goodman suggested the automation of parent information documents and requested a timeline for that process. Trustee Acosta stated she would like see public information and communication for parents added. President Bush wanted to add Health Services and have that team come to present. President Bush also added the Big Lift and said we need to have a conversation about that. 2016 is upon us and we need to begin thinking about Measure J and the 2016 projects and timeline. We might want to revisit the status of our Out of School Time Program at that time. In the past the Community Forums have lasted about two hours and she asked if we should we have a theme. Vice President Lucy said the forums should remain as open community forums. She said she would also like to have action items established during these meetings. She suggested increasing the timing of the meeting to address more items. Trustee Goodman stated that it's an informal meeting and suggested that the two hour time limit has been fine in the past and suggested we stick to that and extend it if necessary. Superintendent Moore clarified that all items are potential topics and that whoever is assigned to a topic should be prepared to discuss it. Trustee Goodman stated that at the end of the meetings they could have Community Directives, similar to the Board Directives. Trustee Acosta said it would be important that communication come from the school sites to the District Office so that we are unified and all know what the various schools are offering to the children.

**b. August 29<sup>th</sup> Board Retreat**

Superintendent Moore confirmed that the Board Retreat and facilitators have been confirmed for August 29<sup>th</sup>. She stated that the meeting is scheduled to be open from approximately 9 a.m. to 3 p.m., and the facilitators recommended a four hour, instead of five to six hour, and that they would want to first and foremost establish protocols for the Board and to review Board bylaws, and to engage in discussion. She stated that the

topic of confidentiality could fit nicely into a training on the Brown Act, and that public relations can be embedded into the work in the retreat. President Bush said they should start with the role of the Board and what the governance standards are, and then cover Board self-evaluation. Trustee Ochsenhirt discussed the understanding of a conflict of interest and the code of ethics. Trustee Acosta asked to cover public statements. Trustee Goodman stated that to provide the President with direction he would suggest grouping the list in a manageable fashion so that they would be easier to address. Vice President Lucy said to have the option of a three to four hour session, but to keep the option to go up to six if needed. President Bush recapped the areas that would be covered in the meeting. Superintendent Moore stated that she would provide the Board with the entire packet of Board Bylaws to prepare for the August 29<sup>th</sup> retreat.

## BUSINESS SERVICES

### a. Measure J / Bond Audit Report

Mr. Krause gave a brief update on where we're at with the Measure J projects where \$162 million was passed by the voters. Several projects have been completed at Ponderosa, Baden, etc., but there are several punch list items that we are still working on with contractors. With the current project, while there has been a lot of turnover and change, but there has been one consistent person, Salom Samad, who has been doing a great job in the field. Also, Jeff Bonner has been working with us on current bond projects at Parkway Heights Middle School, Buri Buri Elementary, Junipera Serra Elementary, and South San Francisco High School, which is the most completed at this time. One issue at SSF High is the elevators and the contractor is working with Otis Elevator. Mr. Krause stated that every Thursday they have a bond meeting and the principals were there with their punch list items. Junipera Serra is due to be completed around August 21<sup>st</sup>. The contractor is awaiting roofing materials. At Parkway three buildings opened up—The Band Room / Locker Room, the Dance Floor Studio, and Counseling Building. Parkway is awaiting work on the elevator. Mr. Krause reported that on opening day all students were in class and stated that the plan is to update the facilities master plan to identify needs greater than what Measure J has funded.

***Due to technical difficulties the electronic recording of this meeting failed at this point. The following minutes are streamlined intentionally to not misquote or misrepresent anyone's statements.***

Vice President Lucy commented that possibly a third person should be considered to help with Facilities. Mr. Krause replied that he will discuss

that with Superintendent Moore and the Cabinet. Trustee Acosta stated that she's noticed that new classrooms don't have air conditioning and said it could be appropriate for the next phase. Superintendent Moore asked the Board if she should look into a third position for Facilities and also the issue of air conditioning. Trustee Goodman stated that he'd like to know the implications. Trustee Ochsenhirt questioned the need for air conditioning and stated that it has not been a necessity for the last hundred years. Trustee Acosta pointed out that we need to be considerate of our teachers and students.

Karen Stanfill, Third Grade Teacher at Spruce talked about her concerns about not having air conditioning in the classrooms and stressed that it is really needed. She stated that her classroom was so hot that two children had bloody noses, and others had sweat dripping. She reiterated that they need air conditioning and circulation.

Laurie Dolly, a speech teacher also commented on Prop J Buildings and talked about not having PA systems and microphones for the teachers. She stated that these types of systems should be considered in the planning design phase.

Trustee Goodman stated that we need to do a feasibility study and bring it to the Board. Mr. Krause stated that he has had discussions with Facilities about having an option of fans in the classrooms to circulate the air.

Rory Nunsiale, Alta Loma Campus Security, stated that the rooms are hot even with shades in the rooms. She also talked about the 4 inch window openings and cited it as a hazard if ever there was a fire because the children would not be able to get out.

## **EDUCATIONAL SERVICES**

### **a. Mental Health Services – SELPA**

Mr. Jason Krienke, the Director of Special Education discussed SELPA support with Beacon Therapeutic to increase the mental health services available to eligible elementary and middle school students with disabilities. He stated that they are trying to develop a comprehensive set of individual and group counseling and that they are working to develop a process.

### **b. LCAP Revisions**

Dr. Leticia Bhatia, Interim Superintendent of Educational Services and Categorical Programs Services listed some LCAP revisions and recommended that the Board approve them.

**f. Approval of San Mateo County Superintendent of the 2015-2016 School Year Schools' CSPP – California State Preschool Program Contract for the 2015-2016 School Year**

MOTION # (Acosta/Goodman) to approve the CSPP – California State Preschool Program contract and adopt Resolution #15-60 authorizing designated District personnel to sign grant documents for the Fiscal Year 2015-2016, as presented to the Board. (AYES: Acosta, Bush, Goodman, Lucy, Ochsenhirt; NOES: None). Motion Carried (Unanimous)

**2. BUSINESS SERVICES**

**a. Approval of Contract with All City Management Services**

MOTION # (Goodman/Lucy) to approve the agreement with All City Management for crossing guard services. Motion Carried (Unanimous)

**b. Approval of Contract with John Horgan for Public Relations Services**

MOTION # (Goodman/Acosta) to approve the Staff recommends that the Board of Trustees approve the contract with John Horgan for public relations services, at the prescribed rate. Motion Carried (Unanimous)

**c. Approval of Agreement with Opterra for Prop 39 Work**

(moved up to Action Item to section L Presentations 2a—for the benefit of students in attendance.)

**d. Approval of SI&A Contract-Mandated Costs**

MOTION # (Acosta/Goodman) to approve the agreement with SI & A. This item was discussed for clarification. Mr. Krause stated that he examined some past agreements and stated that some claims might not have been properly filed. It was clarified that SI & A will work with the District to file future claims on the District's behalf. Motion Carried (Unanimous)

**e. Measure J / Approval of Amendment No. 7 for Suddath Relocation Systems of Northern California, Inc.**

MOTION # (Lucy/Ochsenhirt) to approve Amendment No. 7 in the amount of \$13,360.00 to Suddath Relocation Systems of Northern California, Inc.'s Professional Services Agreement dated April 25, 2013, for additional moving services at Buri Buri Elementary School. Motion Carried (Unanimous)

**f. Measure J / Approval of Change Order No. 4 to USS Cal Builders, Inc.**

MOTION # (Acosta/Bush) to approve Change Order No. 4 in the amount of \$42,548.48 for additional work at the Westborough MS Science Classroom project. President Bush asked for clarification about the change order and asked if it was factored into the audit report. Mr. Krause confirmed that it was included and that it was approved by previous staff, but had not been paid. Motion Carried (4 AYES: Acosta, Bush, Lucy, Ochsenhirt / 1 NOE: Goodman)

**g. Measure J / Approval of Amendment No. 7 to Consolidated Engineering's Professional Services Agreement**

MOTION # (Lucy/Ochsenhirt) to approve Amendment No. 7 to Consolidated Engineering's Professional Services Agreement dated April 25, 2013, for materials testing and construction inspection services for the Phase 3 Modular Replacement project at Junipero Serra Elementary School. Motion Carried (Unanimous)

**3. EDUCATIONAL SERVICES**

**a. Spirit Leaders to Attend JAMZ Cheerleading Camp San Jose, CA, August 15 to 16, 2015**

MOTION # (Lucy/Goodman) to grant permission for the South San Francisco High School Spirit Leaders and their coaches to participate in the JAMZ Cheerleading Camp, San Jose, CA from August 15 - 16, 2015, as presented to the Board. Motion Carried (Unanimous)

**4. HUMAN RESOURCES**

**a. Increase the Compensation for Personnel Commissioners**

MOTION # (Goodman/Bush) to approve a meeting stipend increase for Personnel Commissioners from \$25 to \$35 per meeting effective August 17, 2015, as presented to the Board. Motion Carried (Unanimous)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

**TO:** Board of Trustees  
**FROM:** Shawnterra Moore, Ed.D. Superintendent  
**DATE:** August 13, 2015  
**RE:** Community Forum Topic Discussion

---

**BACKGROUND:**

Every year the Board discusses potential topics for the district's community forum meetings. In previous years, the Board has discussed the following topics:

- Nutritional Services
- Affordable Care Act
- Measure J Bond Program Update
- Anti-bullying, texting, and sexting

**FISCAL IMPLICATIONS:**

NA

**RECOMMENDATION:**

For information and discussion only.

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

**MEMORANDUM**

TO: Board of Trustees

FROM: Dr. Shawnterra Moore  
Superintendent

THRU: Michael Krause  
Assistant Superintendent – Business Services

DATE: August 13, 2015

RE: Measure J Update

---

**BACKGROUND:**

District staff will update the Board on the Measure J program.

**FISCAL IMPLICATIONS:**

N/A

**RECOMMENDATION:**

Information/Discussion only.

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

**MEMORANDUM**

TO: Board of Trustees

FROM: Dr. Shawnterra Moore  
Superintendent

THRU: Michael Krause  
Assistant Superintendent – Business Services

DATE: August 13, 2015

RE: Opterra Agreement-Prop 39

---

**BACKGROUND:**

The District works with USS Cal on all Measure J construction projects. During the past two years, there have been many instances of work that was not included in the original scope of work due to lack of oversight. As such, materials and labor are having to be performed in order to complete projects that should have been in the original contract. Opterra Energy will also be available to answer any questions.

**FISCAL IMPLICATIONS:**

\$25,000, to be paid for with Prop 39 funds as approved by the state.

**RECOMMENDATION:**

The District respectfully recommends approval of the design agreement as presented.



**OPTERRA**  
ENERGY SERVICES



# South San Francisco USD: *Supporting the STEM Mission, Colts Field Lighting, and Energy Vision*

August 13, 2015  
South San Francisco, CA

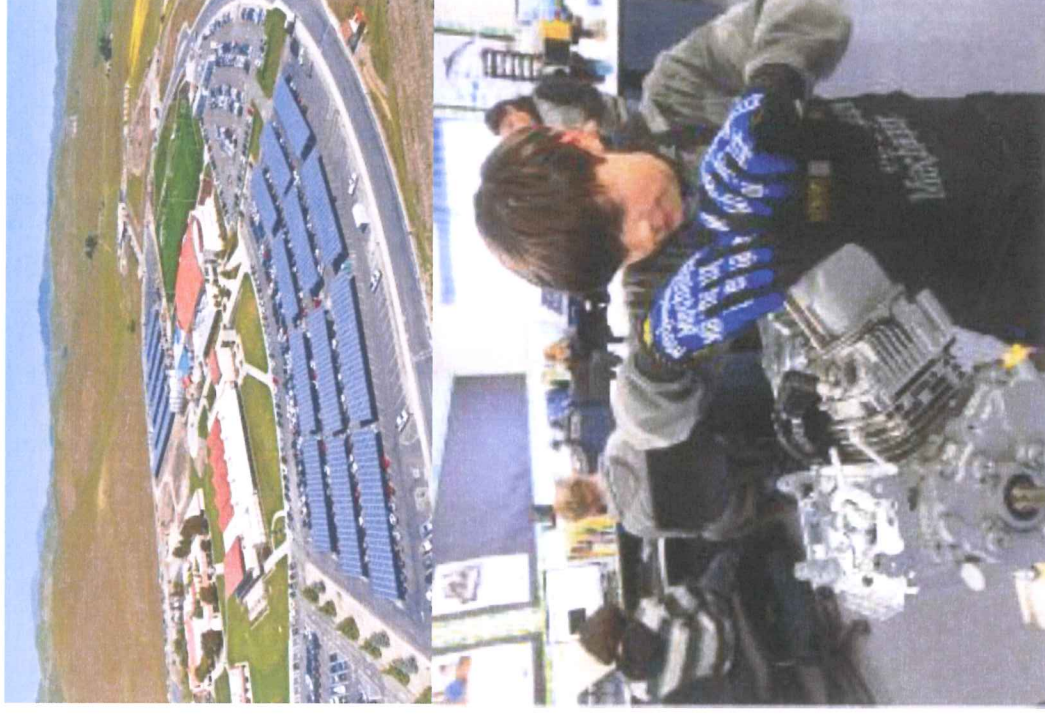
August 13, 2015

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# Tonight's Agenda



- Partnership History
- Program Vision and Elements
  - Updates on El Camino Lighting, Proposition 39, and STEM Mission Development Process
- Funding Plan and Preliminary Savings Model
- Roadmap and Next Steps



August 13, 2015

# Our Partnership History: Energy Conservation Leadership



Create **100-120 local jobs**

Generate over **\$23 million in general fund savings** – \$1 million in Year 1

Improve the student learning environment

Hands-on opportunity for math, science, and energy education to maximize **student achievement**

Community participation

**Reduce carbon emissions** by over 6 million lbs of CO2 (equal to planting 2,000,000 trees)

August 13, 2015

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## Program Elements: Energy Conservation and STEM Program



- High-efficiency lighting upgrades at 10 school sites
- HVAC and boilers upgrades at 2 sites (South City and Baden)
- Energy management control systems (smart buildings) at 10 school sites
- Irrigation control systems at all active school sites
- 1.7 MW of solar power at all active school sites
- STEM energy education and professional development for teachers

*The SSFUSD Energy Program is producing over 120% of projected savings! Construction was completed safely, on-time and on-budget*

## Program Vision



OPTERRA  
ENERGY SERVICES

- Expanded **STEAM Mission** and ‘living laboratory’ program:
  - STEAM Pathway would be aligned with NGSS and Common Core standards, and incorporate Professional Development, Hands-On Learning, Career Exposure, and ‘Real-Time’ Data
  - Explore potential to integrate **ELA and literacy standards** with STEM topics at the Elementary Levels
- Install high-efficiency **LED Stadium Lighting at El Camino HS** to support night games and overall athletic program
- Incorporate and leverage **Prop. 39 State Funds** to accomplish high-priority energy infrastructure projects at sites not fully covered by Measure J:
  - EMS systems, LED interior and exterior lighting, HVAC
  - Potential integration of EV Charging Systems for Community Use

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# Proposition 39 Scope of Work



- Finalize engineering development for procurement and implementation
- Finalize applications and submittals for Prop. 39 funding through the CEC
- Competitive bidding/procurement
- On-site project management and construction management of installation of the above Scope of Work (SOW)
- Post-construction maintenance, monitoring, and savings verification
- Scope components and elements
  - HVAC Controls
  - LED Lighting
  - EV Charging Station (TBD)
  - Additional Solar PV (TBD)



## Stadium Lighting for the El Camino Colts



- OpTerra will design, procure, and install new LED stadium lighting at El Camino HS' football stadium
- We can outline and show renderings of the field to the District, the Board, and the local leadership team in September-October
- Due to DSA review periods and general requirements, construction cannot start until Spring 2016
- Recognizing the need for 'Friday Night Lights,' OpTerra can cover the cost of field rental lights for the fall season in our design-development agreement
- OpTerra will brief run a celebratory event for the District upon groundbreaking, involving student-athletes, coaches, Principals, and District Leadership

# Supporting STEM Pathways



- Based on early exploratory conversations, the STEM components included in this program may include:
  - Supporting the District in creating a **K-12 STEM Pathway Pilot**
  - STEM Pathway would be aligned with NGSS and Common Core standards, and incorporate Professional Development, Hands-On Learning, Career Exposure, and 'Real-Time' Data
  - Transforming El Camino HS campus into a '**living laboratory**' for **CTE and Career Exposure** through integrating the upcoming lighting upgrades with classroom learning and career readiness experiences
  - Explore potential to integrate **ELA and literacy standards** with STEM topics at the Elementary



August 13, 2015

# Preliminary Funding Options: Accomplishing Infrastructural Goals Without Capital



- **Option A:** Proposition 39 only
- **Option B:** Leverage Proposition 39 project savings to help fund other critical energy infrastructure projects, saving the District from having to go into Reserves or utilize General Fund Dollars
- OpTerra's team will work with Michael Krause to analyze various savings options for the District, depending on the finalized scope and direction of the Board

*Preliminary models indicate that the District will create over \$90,000 of General Fund savings annually, totaling over \$4.2 MM over project lifetime with no capital investment*

# Roadmap and Next Steps



OPTERRA  
Energy Services

DESIGN-DEVELOPMENT		IMPLEMENTATION & CONSTRUCTION		Party Responsible
Duration	Milestone (Key Milestones = Decision points and Contract approval in RED)	Date	Achieved?	
	<b>DESIGN-DEVELOPMENT / COMPREHENSIVE ENERGY AUDIT</b>			
	Initial meeting with Michael Krause to understand District's priorities and objectives with regard to STEAM and energy programming	6/10	X	OES/SSSFUSD
	OES team conducts initial site visits at El Camino HS to assess football field lighting locations and begins LED lighting assessments	6/19	X	OES
	Proposition 39 programming assessment and initial discussions with Jeff Bonner to understand facilities priorities	6/30-7/3	X	OES/SSSFUSD
	Meeting with Michael Krause to review technical recommendations, roadmap for project development, funding options, and STEAM plan	7/8	X	OES/SSSFUSD
	Meeting with Shawnterra Moore to understand District's educational strategic vision and goals, and begin development of STEAM lab concept for Martin ES (and other campuses)	7/16	X	OES/SSSFUSD
	Approval of Design-Development Agreement to begin comprehensive engineering and STEAM development	8/13		Board Meeting
	OES teams conduct comprehensive engineering on all scopes of work	8/14 - 10/1		OES
August 13, 2015	STEAM Mission professional development and project-based learning	8/20 - 10/1		OES/SSSFUSD

**Demonstrating Progress to the Community:**

Prop. 39 Project Ground-Breaking in November

STEM Program Launch in January 2016

El Camino HS Stadium Lighting in April 2016

# Contact Information



**David Baldwin, P.E.**  
Director, Energy Management  
dbaldwin@opterraenergy.com  
(408) 703-6625

**Courtney Jenkins**  
Director, Project Development  
cjenkins@opterraenergy.com  
(510) 502-7314

**Steve Ramirez**  
Senior Project Manager  
sramirez@opterraenergy.com  
(415) 994-6942

**Caren Perlmutter**  
Education Manager  
cperlmutter@opterraenergy.com  
(415) 971-9369



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**OpTerra Energy Services Design Development Agreement  
For Solar Projects and Energy Management Systems at  
South San Francisco Unified School District**

**DESIGN DEVELOPMENT AGREEMENT**

THIS DESIGN DEVELOPMENT AGREEMENT (this "Agreement"), is made as of \_\_\_ August 2015 (the "Effective Date"), by and between South San Francisco Unified School District ("District") with offices at 398 B Street, South San Francisco, CA 94080, and OpTerra Energy Services, Inc. ("OpTerra ES"), with offices at 345 California Street, 19<sup>th</sup> Floor, San Francisco, CA 94104.

**WHEREAS**, District selected OpTerra ES to perform Energy Efficiency Audits and Solar Design on October 4, 2010, through a competitive process.

**WHEREAS**, District desires to engage OpTerra ES to perform certain services pursuant to the terms and conditions of this Agreement.

**NOW, THEREFORE**, the Parties agree as follows:

1. **SCOPE OF AGREEMENT**

Under this Agreement, OpTerra ES will provide the District comprehensive energy measure assessments for each of the school sites listed below. This assessment will include a detailed review of the electric usage, performing site energy efficiency audits, etc. Based on the gathered information, OpTerra ES will summarize cost-effective energy efficiency measures for each site, and deliver a comprehensive design and build proposal ("Proposal") for the District including cost estimates, projected timeline and all component specifications. It is expected that this Proposal will be submitted, pursuant to California Government Code §4217.10 et seq., to the District's Board of Trustees for final approval at a future Board meeting.

- |  |   |
|--|---|
| (A) Westborough Middle School (6-8)<br>2570 Westborough Boulevard<br>South San Francisco, CA 94080 | (D) Martin Elementary School (K-5)<br>35 School Street<br>South San Francisco, CA 94080     |
| (B) Alta Loma Middle School (6-8)<br>116 Romney Avenue<br>South San Francisco, CA 94080            | (E) South San Francisco High School (9-12)<br>400 B Street<br>South San Francisco, CA 94080 |
| (C) El Camino High School (9-12)<br>1320 Mission Road<br>South San Francisco, CA 94080             | (F) Hillside Elementary School<br>1400 Hillside Blvd<br>South San Francisco, CA 94080       |

The energy measures contemplated in this Agreement include the following:

- LED Interior and Exterior Lighting – Sites A, B, D and F
- HVAC Controls – Sites A, B, and D
- LED Stadium Lighting – Site C
- Temporary Stadium Lighting – Site C
- Solar PV – Sites E, F and District Office
- Electric Vehicle Charging – Sites C, E and District Office

The Temporary Stadium Lighting will be assessed for up to five (5) evening football games at El Camino High School during the fall of 2015.

2. **INSURANCE**

OpTerra ES shall maintain in force insurance coverage as necessary or appropriate to the Scope of Work, including Worker's Compensation, Employer's Liability, Comprehensive Liability, and Errors and Omissions, which at a minimum should include:

2.1 General Liability: \$1,000,000 per occurrence and \$1,000,000 aggregate; excess/umbrella: \$2,000,000

2.2. Automobile Liability: \$1,000,000

2.3. Worker's Compensation & Employer's Liability: \$1,000,000

2.4. Professional Liability: \$1,000,000

3. **FEE**

OpTerra ES will be paid a fixed fee of Twenty-Five Thousand Dollars (\$25,000) for the Scope of Work under this Agreement.

4. **PAYMENT TERMS**

OpTerra ES will invoice the District after completion and delivery of the comprehensive solar site assessments for all the school sites. Payment is due within sixty (60) days after the receipt of invoice by the District.

5. **INDEMNIFICATION AND LIMITATION OF LIABILITY**

OpTerra ES shall defend, indemnify and hold harmless the District, its officers, directors, employees and agents from and against any third party claims, demands, damages, losses, fees, expenses, liabilities and penalties (including, without limitations, reasonable attorneys' fees), arising from personal injury or property damage claims, caused by OpTerra ES or its performance or non-performance under this Agreement except for claims arising from the negligence or wilful misconduct of District. Notwithstanding the foregoing, OpTerra ES will not be liable in connection with this contract or any analysis, report, or other deliverables provided hereunder for special, indirect, incidental, consequential or punitive damages, however caused, under any theory of liability and regardless of either party's fault. Per Section 10 below, District is prohibited from utilizing OpTerra ES's Work Product for a period of five (5) years and may incur additional costs (as set forth in Section 10) for violating this prohibition. In addition, if District uses the information provided hereunder for implementation purposes without the participation of OpTerra ES, District agrees to waive and release, and indemnify and hold harmless, OpTerra ES, its subcontractors, and their directors, employees, subcontractors, and agents from any and all liability, claims, damages, losses and/or costs associated with or resulting from such use.

6. **ARBITRATION**

Any dispute between the parties relating to the Professional Services or Project will be resolved through binding arbitration administered by JAMS or such other mutually agreeable arbitration service and conducted before a single arbitrator. All arbitration costs will be divided equally between the parties. The prevailing party will be awarded its costs, including attorneys' fees, and the arbitration award may be entered in any court having jurisdiction. If either party refuses or fails to timely cooperate in any part of the arbitration process, then arbitration may proceed before an arbitrator named by the participating party, and the arbitrator shall decide the dispute based on the information presented and without the other party's participation. This duty to arbitrate will survive the completion or termination of this Agreement. By signing this Agreement, the parties acknowledge that they are giving up any rights they might otherwise possess litigate any such dispute in a court and jury trial.

7. **TERM**

The term of this Agreement shall commence on the Effective Date and continue for a period three (3) months. All deliverables as noted in Section 1 are due complete to the District no later than November 15, 2015. Either Party may terminate this Agreement without cause by delivering written notice of its intent

to do so with twenty (20) working days' notice. Upon termination of this Agreement by District, OpTerra ES shall be due payment for the work performed up until the date of termination.

8. **NOTICES**

All notices, requests and demands which either Party is required or may desire to give to the other Party under this Agreement must be in writing and delivered to such Party at the applicable address or fax number listed below. Either Party may designate by written notice to the other Party any other address, telephone number or fax number during the term of this Agreement. Each notice, request and demand sent under this Section shall be deemed delivered or made as follows: (a) if sent by hand delivery, upon delivery; (b) if sent by mail or delivery service, upon the earlier of the date of receipt or five (5) business days after deposit in the mail with first class postage prepaid; and (c) if sent by telecopy or facsimile, upon receipt.

If to OpTerra ES:

OpTerra Energy Services  
345 California Street, 19<sup>th</sup> Floor  
San Francisco, CA 94104

Attn: Steve Ramirez, Senior Project Manager

If to District:

Attn: Michael Krause  
Assistant Superintendent  
South San Francisco Unified School District  
398 B Street  
South San Francisco, CA 94080

9. **CHOICE OF LAW**

This Agreement shall be governed by, subject to, and construed in accordance with the laws of the State of California in the United States of America. Any claim, controversy or dispute arising under or related to this Agreement shall be governed by the laws of the State of California, and the Parties consent to personal and exclusive jurisdiction of, and venue in, the San Mateo County Superior Courts in San Mateo, California for purposes of enforcing any arbitral award.

10. **WORK PRODUCT**

District is prohibited from using the Proposal, any designs or any other work product prepared or produced by OpTerra ES ("Work Product") hereunder as a basis for facility construction or implementation of Proposal developed herein by any entity other than OpTerra ES for a period of five (5) years after delivery of the Proposal or the termination of this Agreement. If OpTerra ES determines that District has violated this prohibition, OpTerra ES may in its sole discretion, require that District pay any and all development costs incurred by OpTerra ES associated with preparing and providing said Work Product.

11. **CONFLICTS OF INTEREST**

Conflicts of interest relating to this Agreement are strictly prohibited. Except as otherwise expressly provided herein, no Party nor any director, employee or agent of any Party shall give to or receive from any director, employee or agent of any other Party any gift, entertainment or other favor of significant value, or any commission, fee or rebate in connection with this Agreement. Likewise, no Party nor any director, employee or agent of any Party, shall without prior notification thereof to all Parties enter into any business relationship with any director, employee or agent of another Party or of any Affiliate of another Party, unless such person is acting for and on behalf of the other Party or any such Affiliate. A Party shall promptly notify the other Parties of any violation of this section and any consideration received as a result of such violation shall be paid over or credited to the Party against whom it was charged. Any representative of any Party, authorized by that Party, may audit the records of the other Parties related to this Agreement, including the expense records of the Party's employees involved in this Agreement, upon reasonable notice

and during regular business hours, for the sole purpose of determining whether there has been compliance with this Section.

12. **CREDITWORTHINESS**

If, at any time, District's credit rating falls below investment grade as defined by Moody's Investors Services (or other nationally-recognized independent rating agency), District agrees to provide OpTerra ES with current information regarding its creditworthiness upon the request of OpTerra ES. At its sole option, OpTerra ES may then require District to provide security satisfactory to OpTerra ES, and the work may be withheld until such security is received. If District deposits the contract amount into a third-party escrow account with an escrow agent and agreement acceptable to OpTerra ES, then the terms of this paragraph are not applicable.

13. **AMERICAN RECOVERY AND REINVESTMENT ACT**

In the event District is using American Recovery and Reinvestment Act ("ARRA") funding, in whole or in part, to pay for the Scope of Work set forth in this Agreement, District acknowledges and agrees that the supplies and services hereunder are being procured and purchased under state or local procurement laws and OpTerra ES is a vendor hereunder. As such, District agrees that OpTerra ES is not a recipient, subrecipient, awardee, or subawardee of ARRA funds hereunder. In the event that after execution of this Agreement the awarding agency or a court of proper jurisdiction determines that OpTerra ES is a recipient, subrecipient, awardee, or subawardee under the ARRA funded grant rather than a vendor, OpTerra ES reserves the right to terminate this Agreement at its discretion pursuant to the termination for convenience provision set forth in the Agreement. District agrees to release, defend, indemnify, and hold OpTerra ES harmless from and against any claims, costs, or damages arising out of or related to such a determination notwithstanding any other provisions in the Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized representatives, and the Parties hereby agree to the above terms and conditions of this Agreement and intend to be legally bound thereby.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

OPTERRA ENERGY SERVICES, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

## Memorandum

TO: Board of Trustees

FROM: Dr. Shawnterra Moore  
Superintendent

THRU: Michael Krause  
Assistant Superintendent – Business Services

DATE: August 13, 2015

RE: Approval of Amendment No. 7 dated August 13, 2015 for Suddath Relocation Systems of Northern California, Inc. for additional moving services at Buri Buri Elementary School.

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### **BACKGROUND:**

On April 25, 2013, the Board of Trustees approved a professional services agreement to Suddath Relocation Systems of Northern California, Inc. for the Bond Program's Phase 1 Modular projects' professional moving services.

Moving services include packing classroom contents, moving contents to multi-purpose rooms, moving to new location when construction is complete and unpacking said contents.

Amendment No. 1 included moving services for five (5) additional classrooms at Alta Loma Middle School in the amount of \$4,385.38. Amendment No. 2 in the amount of \$6,520.00 includes moving services for the libraries at Skyline and Monte Verde Elementary Schools due to late DSA approval of the new library plans. Also, the principal at Alta Loma requested additional moving services for furniture to Foxridge storage.

Amendment No. 3 included moving services for Phase Two Modular projects at Ponderosa and Spruce Elementary Schools, Westborough Middle School and South San Francisco High School as well as moving services for the Measure J Bond project at El Camino High School.

Amendment No. 4 included moving services for all scopes of work on the Parkway Heights Middle School Campus Renovation project.

Amendment No. 5 included additional scope of work at Ponderosa and initial moving services at Buri Buri.

Amendment No. 6 included campus wide moving services for Buri Buri Elementary School and the moving services for the summer 2015 project: Junipero Serra Elementary School.

Amendment No. 7 will include final moving services needed at Buri Buri Elementary School.

**FISCAL IMPLICATIONS:**

<b>Suddath Relocation</b>	<b>Date</b>	<b>Total</b>
Original Agreement	April 25, 2013	\$ 47,731.44
Amendment No. 1	June 13, 2013	\$ 4,385.38
Amendment No. 2	December 12, 2013	\$ 6,520.00
Amendment No. 3	February 13, 2014	\$106,394.89
Amendment No. 4	March 13, 2014	\$137,223.00
Amendment No. 5	May 22, 2014	\$ 12,396.50
Amendment No. 6	May 7, 2015	\$ 87,650.90
Amendment No. 7	August 13, 2015	\$ 13,360.00
<b>ADJUSTED TOTAL:</b>		<b>\$415,662.11</b>

The cost of these services, \$13,360.00, is an appropriate expenditure of the Measure J Bond funds.

**RECOMMENDATION:**

It is recommended that the South San Francisco Unified School District Board of Trustees approve Amendment No. 7 in the amount of \$13,360.00 to Suddath Relocation Systems of Northern California, Inc.'s Professional Services Agreement dated April 25, 2013 for additional moving services at Buri Buri Elementary School.



**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
MEASURE J BOND PROGRAM**

**AMENDMENT NO. 7  
August 13, 2015**

**To the Professional Services Agreement between the  
SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT and Suddath Relocation Systems  
of Northern California, Inc.**

This Amendment 7 is attached to, and made a part of the Professional Services Agreement (**Agreement**) dated April 25, 2013 between the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT (District)** and **Suddath Relocation Systems of Northern California, Inc. (Consultant)**. The responsibilities, services and mutual covenants therein and previously agreed to shall be applicable in full force to this Amendment to that Agreement.

**I. SCOPE OF THE SERVICES**

The Services to be rendered ("Services") consist of:

Provide professional moving services for additional work at Buri Buri Elementary School

**II. COMPENSATION FOR SERVICES**

Consultant compensation for above listed services to be performed under this agreement shall be

**TOTAL AMENDMENT NO. 7:.....\$ 13,360.00**

**III. SCHEDULE OF PERFORMANCE**

**TBD**

IN WITNESS THEREOF, the parties hereto have executed this AMENDMENT 7 to the Professional Services Agreement dated April 25, 2013 between the SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT and Suddath Relocation Systems of Northern California, Inc.

**Suddath Relocation Systems of  
Northern California, Inc.**

**South San Francisco Unified School District**

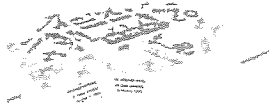
\_\_\_\_\_

\_\_\_\_\_  
Michael Krause  
Assistant Superintendent Business Services

Date \_\_\_\_\_

Date \_\_\_\_\_





SPACE



TECHNOLOGY



FURNITURE



PEOPLE

## Workplace Solutions

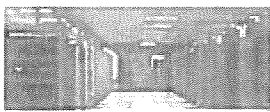


To:	Salom Samad	From:	Tom Rodriguez ext 2502
Company:	South SF Unified School District	Assistant:	Lilani Enciso ext 2500
Phone:	650 246-5974 / Cell 650 438-3266	Pages:	2 incl. cover
Fax:	650 616-3803	Date:	08/03/15 – REVISED
Re:	<b><i>Quote for Buri Buri Elementary School</i></b>		

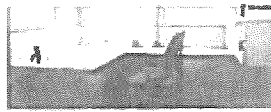
Sent via e-mail: [ssamad@ssfusd.org](mailto:ssamad@ssfusd.org)  
cc: [dfentanes@ssfusd.org](mailto:dfentanes@ssfusd.org)



**SPACE**



**TECHNOLOGY**



**FURNITURE**



**PEOPLE**

**BURI BURI ELEMENTARY SCHOOL -- 120 El Campo Drive, South San Francisco, CA 94080**

**From: Auditorium**


**To: On-Campus --- New Building**

**SCOPE OF WORK**

<b>AUG 11</b>	<b>TUESDAY @ _____AM</b>	
	<b>Move from Auditorium to New Space</b>	
	<b>CREW: 1 supervisor, 18 movers, 1 driver &amp; 1 bt-truck</b>	
	<b>@ \$830.00 per hour for 8 hours</b>	<b>\$6,640.00</b>
<b>AUG 12</b>	<b>WEDNESDAY @ _____AM</b>	
	<b>CREW: 1 supervisor, 18 movers, 1 driver &amp; 1 bt-truck</b>	
	<b>@ \$830.00 per hour for 8 hours</b>	<b>\$6,640.00</b>
	<b>Fuel surcharge</b>	<b>80.00</b>
<b><u>TOTAL RELOCATION COST</u></b>		<b><u>\$13,360.00</u></b>

**NOTES:**

- Monday – Saturday (4-hour min)
- Unforeseen access, elevator or traffic delays may cause the time and/or cost to increase.
- Quote includes ½ hour drive time, each way.
- Client is responsible for disconnecting and reconnecting all office machines.
- Computers will be moved on padded carts and shrink wrapped.
- Any hardware needed to install or secure wall boards, shelving, panels, racks, etc. will be charged to the client as an extra.

<b><u>SSFUSD – Buri Buri Elementary School</u></b>	<b><u>Suddath Relocation Systems of Northern California, Inc.</u></b>
By: _____	By: <u></u>
Name: _____	Name: <b><u>Tom Rodriguez</u></b>
Date: _____	Date: <b><u>08/03/15 – REVISED</u></b>
Title: _____	Title: <b><u>Vice President &amp; Assistant General Manager</u></b>

# SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

## Memorandum

TO: Board of Trustees

FROM: Dr. Shawnterra Moore  
Superintendent

THRU: Michael Krause  
Assistant Superintendent – Business Services

DATE: August 13, 2015

RE: Approval of Change Order No. 4 to USS Cal Builders, Inc.’s contract dated May 8, 2014 for additional work completed by the contractor at the Westborough MS Science Classroom project

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### **BACKGROUND:**

Last year, the Bond Office received four (4) bids for the Westborough MS Science Classroom Remodel project. At the May 8, 2014 Board of Trustees’ meeting, the Board unanimously approved a contract with the low bidder, USS Cal Builders, Inc., for this project. Change Order No. 1, in the amount of \$7,129.07, was approved by the Board in July. Change Order No. 2 was a non-compensatory time extension. USS CAL Builders requested the SSFUSD to extend the completion date of the aforementioned project from 9/30/2014 to 10/31/2014 at no expense to the District. This request was due to the period of time in approving the millwork work submittal/shop drawings and the fabrication time required after said approval. Change Order No. 3 is a non-compensatory time extension. USS CAL Builders is requesting the SSFUSD to extend the completion date from 10/31/14 to 11/30/14. The reasons for this time extension are the same as Change Order No. 2.

Change Order No. 4 is the compilation of various change orders issued by the contractor and accepted by the Bond Director.

USS Cal Builders	Date	Total	Reason
Contract Amount	May 8, 2014	\$1,547,377.00	
Change Order No. 1	July 24, 2014	\$ 7,129.07	roof warranty
Change Order No. 2	October 9, 2014	\$ 0.00	time extension
Change Order No. 3	December 17, 2014	\$ 0.00	time extension
Change Order No. 4	August 13, 2015	\$ 42,548.48	various changes
<b>ADJUSTED TOTAL:</b>		<b>\$1,597,054.55</b>	

**FISCAL IMPLICATIONS:**

The cost of these services, \$42,548.48, is an appropriate expenditure of the Measure J Bond funds.

**RECOMMENDATION:**

It is recommended that the South San Francisco Unified School District Board of Trustees approve Change Order No. 4 in the amount of \$42,548.48 for additional work at the Westborough MS Science Classroom project.



# CHANGE ORDER NO. 4

# 08/13/2015

TO: (Contractor)  
 RUDY SULTAN  
 USS CAL BUILDERS, INC  
 8051 MAIN STREET  
 STANTON, CA 9068

PROJECT: WEST SCIENCE REMODEL  
 SOUTH SAN FRANCISCO UNIFIED  
 SCHOOL DISTRICT  
 398 B STREET  
 SOUTH SAN FRANCISCO, CA 94080

CHANGE ORDER 4

CONTRACT DATE  
 MAY 8, 2014

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THIS CONTRACT PER THE CORRESPONDING COST PROPOSALS NOTED

Furnish & install the hardware to increase height of teaching wall.....	\$15,502.55
Fiber optic cabling revision.....	3,219.78
Furnish & install network and wi-fi equipment.....	7,103.83
Fuseseal piping.....	1,422.32
Core drilling soil.....	2,800.00
Move water main per RFI #21.....	1,500.00
Extra work.....	<u>11,000.00</u>
<b>TOTAL AMOUNT OF CHANGE ORDER NO. 4.....</b>	<b><u>\$42,548.48</u></b>

THIS CHANGE ORDER IS NOT VALID UNTIL SIGNED BY BOTH THE OWNER AND ARCHITECT. SIGNATURE OF THE CONTRACTOR INDICATES AGREEMENT HEREWITH, INCLUDING ANY ADJUSTMENT IN THE CONTRACT SUM OR CONTRACT TIME

Original Contract Sum	\$1,547,377 00
Net Change by Previously approved Change Orders	\$ 7,129 07
Contract Sum Prior to this Change Order was	\$1,554 506 07
Contract Sum will be INCREASED by this Change Order	\$ 42,548 48
Contract Sum, including this and all previously approved Change Orders will be	\$1 597,054 55
The Contract Time will be change unchanged	

REVIEWED  
FELIX HUNZIKER  
HKIT ARCHITECTS  
538 NINTH ST., STE 240  
OAKLAND, CA 94607

ACCEPTED  
RUDY SULTAN  
USS CAL BUILDERS INC  
8051 MAIN STREET  
STANTON, CA 90680

AUTHORIZED  
MICHAEL KRAUSE  
SOUTH SAN FRANCISCO UNIFIED  
SCHOOL DISTRICT  
398 B STREET  
SOUTH SAN FRANCISCO, CA 94080

BY \_\_\_\_\_

BY \_\_\_\_\_

BY \_\_\_\_\_

TITLE \_\_\_\_\_

TITLE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

20

USS CAL BUILDERS

15 21 7

DATE	7/11/2014	Job No .	259
TO	SSF USD		
ATTENTION	SSF USD		
REF:	Increase Teaching Wall		
South San Francisco Unified School District			
Modular Projects			

### Transmittal Form

WE ARE SENDING

ITEM	COPIES	DESCRIPTION
		Furnish and install the hardware to increase height of teaching wall at:
		Westborough MS \$15,502.55
		<b>Total Amount \$15,502.55</b>

THESE ARE TRANSMITTED as checked below

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> For Approval | <input type="checkbox"/> Make corrections noted        | <input type="checkbox"/> Resubmit _____ copies for approval   |
| <input type="checkbox"/> For Your Use            | <input type="checkbox"/> No Exceptions Taken           | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As Requested            | <input type="checkbox"/> Submit Specific Items         | <input type="checkbox"/> Return _____ corrected prints        |
| <input type="checkbox"/> For Review & Comment    | <input type="checkbox"/> Rejected/ Revise and Resubmit |   |

*Handwritten signature and date:*  
 2/12/15

Submitted by: Rudy Sultan - Senior Project Manager  
 USS Cal Builders's Representative  
7/11/2014  
 (Date)

Received by: \_\_\_\_\_  
 (Print Name)  
 \_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Date)

\*Please sign & fax to (714) 828-9498 to acknowledge receipt of above document(s) \*



CHANGE ORDER REQUEST
Westborough MS 003

DATE: July 11, 2014
REFERENCE: Evans Brothers Cabinets
PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel
PROJECT NO: 0550
TO: South San Francisco Unified School District
FROM: USS Cal Builders, Inc.
ESTIMATOR: Rudy Sullivan, Sr. PM

The following is an itemized quotation regarding proposed modification to the contract documents

Description of Work:

To furnish all materials and labor to increase height of teaching wall units by 10" of the white boards - steel stock by 10" at Westborough MS Classroom Remodel per attached COR # 2

Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Description, Amount. Sub-Tier (see attached pages) \$ - Subtotal A \$ -

Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Description, Amount. \$ 13,705.00 Subtotal B \$ 13,705.00

General Contractor's Cost

Table with 2 columns: Description, Amount. Material ( see attached supporting documentation) \$ - Subtotal C \$ -
Taxes at % of Material \$ - Subtotal D \$ 736.00
Labor (Includes Fringe Benefits, from Project Labor Agreement) \$ 736.00
Payroll Taxes and Insurance at % of Labor \$ - Subtotal E \$ -
Construction Equipment (See attached supporting documentation) \$ -

General Contractor's Overhead and Profit

Table with 2 columns: Description, Amount. Overhead & Profit 5% of Subtotals A & B \$ 685.25
Overhead & Profit 15% of Subtotals C & E \$ -
Overhead & Profit 20% of Subtotal D \$ 147.20 Subtotal F \$ 832.45

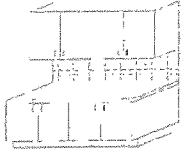
Table with 2 columns: Description, Amount. Bond and Builder's Risk Insurance at 1.50% of Subtotals A+B+C+D+E+F Subtotal G \$ 229.10

Table with 2 columns: Description, Amount. Grand Total (A+B+C+D+E+F+G) Total \$ 15,302.55

- The proposed change would increase the Final Completion Date by TBD calendar days.
[X] The proposed change does NOT affect the Final Completion Date required by the Contract
[X] This Change Order Request is effective for 30 calendar days

Note

"USS CAL BUILDERS Inc is preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code"



**EVANS  
BROTHERS  
CABINETS**

831 SWENY AVE., SUITE G  
REDWOOD CITY CA. 94063  
PHONE 650 400-1488 FAX 650 261 9925  
CA. LICENSE NO. 795834

REQUEST FOR CHANGE ORDER-002

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COMPANY: USS Cal Builders

JOB NAME: Westborough School

ATTN: Kirk Beckstead

DATE: 06/24/14

RFCO NUMBER: -002

REFERENCE NUMBER: Per customer request

The work described in this change order is in addition to the original contract and must have approval before work can be accomplished.

1. Added cost to increase height of teaching wall units by 10".
2. This will increase the cost of the white boards, sheet stock to 10' height as well as purchasing more heavy duty hardware to accommodate the increase weight of the white boards. As well as adding some costs to installation

**Total cost of change order \$13,705 (\$3,426.50 X 4 units)**

Please sign for approval

Approved by \_\_\_\_\_

Thank you  
Travis Evans



DATE	12/16/2014	Job No.	259
TO	SSF USD		
ATTENTION	SSF USD		
REF.	Fiber Optic Cabling revision		
South San Francisco Unified School District			
Modular Projects			

## Transmittal Form

WE ARE SENDING:

ITEM	COPIES	DESCRIPTION	
		Fiber Optic Cabling revision	
		Westborough MS	\$3,219.78
		Total Amount	\$3,219.78

THESE ARE TRANSMITTED as checked below.

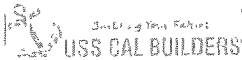
- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> For Approval | <input type="checkbox"/> Make corrections noted        | <input type="checkbox"/> Resubmit _____ copies for approval   |
| <input type="checkbox"/> For Your Use            | <input type="checkbox"/> No Exceptions Taken           | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As Requested            | <input type="checkbox"/> Submit Specific Items         | <input type="checkbox"/> Return _____ corrected prints        |
| <input type="checkbox"/> For Review & Comment    | <input type="checkbox"/> Rejected/ Revise and Resubmit |   |

*[Handwritten Signature]*  
2/1/2015

Submitted by: Rudy Sultan - Senior Project Manager  
 USS Cal Builders's Representative  
12/16/2014  
 (Date)

Received by: \_\_\_\_\_  
 (Print Name)  
 \_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Date)

\*Please sign & fax to (714) 828-9498 to acknowledge receipt of above document(s) \*



**CHANGE ORDER REQUEST**  
Westborough MS 005

DATE: December 16, 2014  
 REFERENCE: A.S.F. Electric, Inc.  
 PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel  
 PROJECT NO.: 0550  
 TO: South San Francisco Unified School District  
 FROM: USS Cal Builders, Inc.  
 ESTIMATOR: Rudy Sultan, Sr. PM

The following is an itemized quotation regarding proposed modification to the contract documents

Description of Work:

To furnish all materials and labor to work per revisions to Fiber Optic cabling at Westborough MS Classroom Remodel as requested

Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Sub-Tier (see attached pages)	\$ -		
		Subtotal A	\$ -

Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

	\$ 2,180.00		
		Subtotal B	\$ 2,180.00

General Contractor's Cost

Material ( see attached supporting documentat on)	\$ -	Subtotal C	\$ -
Taxes at _____ % of Material	\$ -		
Labor (Includes Fringe Benefits from Project Labor Agreement)	\$ 736.00	Subtotal D	\$ 736.00
Payroll Taxes and Insurance at _____ % of Labor	\$ -		
Construction Equipment (See attached supporting documentation)	\$ -	Subtotal E	\$ -

General Contractor's Overhead and Profit

Overhead & Profit 5% of Subtotals A & B	\$ 109.00		
Overhead & Profit 15% of Subtotals C & E	\$ -		
Overhead & Profit 20% of Subtotal D	\$ 147.20	Subtotal F	\$ 256.20

Bond and Builder's Risk Insurance at 1.50 % of Subtotals A-B-C D+E+F		Subtotal G	\$ 47.58
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Grand Total (A+B+C+D+E+F+G)		Total	\$ 3,219.78
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- The proposed change would increase the Final Completion Date by TBD calendar days.
- The proposed change does NOT affect the Final Completion Date required by the Contract.
- This Change Order Request is effective for 30 calendar days.

Note

"USS CAL BUILDERS, Inc. s preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code."



A.S.F. ELECTRIC, INC.  
 76 HILL STREET  
 DALY CITY CA 94014  
 650 755-9032

# Change Order

Order#: 3

Order Date 07/23/2014

License C10-720540

To: USS CAL Builders  
 8051 Main Street  
 Stanton CA 90680

Project: 10193  
 2570 Westborough MS 0550  
 2570 Westborough Blvd  
 South San Francisco CA 94080

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached

Ordered By: 40 Donald Woods

Customer Order:

Specifications Attached

Description of Work	Amount
Revision to Telcom-Fiber Rev	2,180.00

**Notes**

Revisions to Fiber Optic cabling per SSF USD IT Representative

Negative changes will lower the overall contract price requiring no additional payment by owner

Requested Amount of Change

2,180.00

The original Contract Sum was	196,877.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	196,877.00
The Contract Sum will be changed by this Change Order	2,180.00
The new Contract Sum including this Change Order will be	199,057.00
The Contract Time will be changed by	0 Days

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

August 13, 2015

Bill Name

10193 Westborough MS #0550

COR 003 Revisions to Telcom-Fiber Change per SSF USD IT re-cap

Material	Cost	Tax	Totals	
Material Cost		0.00	0	
<b>Labor</b>	<b>Hours</b>	<b>Rate</b>	<b>Total</b>	
Straight Time Hrs	0.50	97.20	49	
Overtime Hrs		163.57	0	
OT Differential		66.37	0	
Project Management	0.00	120.08	0	
<b>Total Labor</b>			<b>49</b>	
<b>Quoted Items</b>	<b>Quote</b>	<b>Sales Tax</b>	<b>Total</b>	
		0.00	0.00	
		0.00	0.00	
		0.00	0.00	
		0.00	0.00	
		0.00	0.00	
		0.00	0.00	
<b>Total Quoted</b>			<b>0</b>	
<b>Expenses</b>	<b>Sq Ft</b>	<b>Cost</b>	<b>Sales Tax</b>	<b>Total</b>
Communications Subcontractor		2,023	Not taxed	2,023.00
Equipment Rental			0.00	0.00
			Not Taxed	0.00
Misc Material			0.00	0.00
Labor Increase			0.00	0.00
<b>Total Expenses</b>				<b>2,023</b>
				<b>2,072</b>
Material mark-up			0	
Quoted items mark-up			0	
Labor mark-up			7	
Expences mark up			101	
Tool Expense			0	
Bond Fees			87.20	
<i>Schedule impact due to this change</i>		0		<i>Schedule days added</i>
Average crew size		2		
Hours worked per day		8		
<i>Additional Costs if Schedule is not Extended due to this change</i>				
Supervision		\$2		Additional supervisor at 65% non-working
Disruption to Work Flow		\$2		25% inefficiency
<b>Total To be Added</b>		<b>\$5</b>		

Exclusions



CUPERTINO  
ELECTRIC INC.

Cupertino Electric, Inc.  
1132 North 7<sup>th</sup> Street  
San Jose, CA 95112

Via e-mail

Date: 7-27-11

Attention: Don Woods

RE: Westborough Classroom Remodel Fiber Add Pricing 7-22-14  
South San Francisco, CA.

Subject: Telecom Pricing  
Proposal #: 14-1505

I am pleased to submit pricing for the above referenced project. This proposal is based upon a review of the following.

- > Drawings: 11 Drawings
- > Specification Sections: 270500
- > Job walk/Site visit: N/A
- > Addendums: None

**SCOPE of WORK**

1. Provide and install one 12 strand 50 micron and one 6 strand single-mode fiber from the MDF to building IDF-2. This will replace the one 6 strand 62.5 micron fiber that was part of the original bid. The fiber will be terminated with LC fiber connectors at both ends within a rack mounted fiber patch panel. The fiber will be tested with an OTDR and power meter with test results. The fiber will be terminated, labeled, and tested per standards

**COST**

The total cost Telecom including material, tax, and labor for the above Scope of Work is \$ 4,122.00  
Total deduct one 62.5 Fiber from MDF to building IDF-2 is \$ < 2,099.00 >  
 Total cost \$ 2,023.00

**CLARIFICATIONS**

1. All work is to be done during normal business hours.
2. Project is to be completed in normal sequence of construction.
3. Customer will provide access to all areas, including escorted ones
4. No work will be performed under asbestos containment conditions

Headquarters 1132 North Seventh Street San Jose, CA 95112-4427 (408) 808 8000 (408) 275 8575 Fax	San Francisco 1740 Cesar Chavez Street San Francisco, CA 94124-1134 (415) 970-3400 (415) 970-3434 Fax	Southern California 11929 Hamden Place Santa Fe Springs CA 90670-3215 (562) 641-2400 (562) 949-6459 Fax	Arizona 2020 West Guadalupe Road Suite 1 Gibert, AZ 85233-2801 (480) 503-2530 (480) 503-2529 Fax
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www.cei.com

5. Others will be responsible for providing and installing cable tray, wire basket tray, surface mounted raceway, conduit, sleeves, coring, back boxes/cans, and/or ring-n-strings.
6. CEI will install a J-hook pathway as needed through the drop tile ceiling.
7. Structural or seismic calculations are excluded.
8. Others will be responsible for providing and installing a grounding and bonding system. All grounding should have been completed from a previous install.
9. Telecom room plywood backboards are excluded.
10. Any and all work related to power receptacle requirements is excluded.
11. Uninterruptable power units (UPS) or power distribution units (PDU) are excluded.
12. Cutting, patching and painting of structural and/or finished architectural elements are excluded.
13. The costs for payment or performance bonds are not included in this proposal.
14. Cat 6 patch cords and fiber patch cords are included in this pricing.
15. All network, telephone, CATV, security equipment is excluded from this bid.
16. This bid is based on what was shown on plans and specifications 27 00 00 only.

**TERMS**

1. Payment is due (30) days from the date of invoice.
2. Project exceeding one calendar month will be progress billed for work completed during each month.
3. The above quotation will be honored for (30) days from the date shown above.

**STIPULATION**

This proposal is based solely on the usual direct cost elements such as labor, material and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, rescheduling, extended overhead, overtime, acceleration and/or other impact costs; and the right is expressly reserved to make claim and be paid for any and all of these related cost items prior to final settlement of this contract.

**WARRANTY**

All material installed in accordance with the specifications that prove to be defective in workmanship and/or material, within a period of one year from the date of customer acceptance or substantial project completion. Ordinary wear and tear, misuse, abuse and/or neglect are excluded.

In addition, CEI's Low Voltage Group will also provide a one year warranty of the cabling system work.

Please feel free to contact me at (408) 808-8221 if you have any questions

Regards,

*Paul Leirno*

Paul Leirno  
Project Manager

<b>Headquarters</b> 1132 North Seventh Street San Jose, CA 95112-4427 (408) 608-8000 (408) 275-8575 Fax	<b>San Francisco</b> 1740 Cesar Chavez Street San Francisco, CA 94124-1134 (415) 970-3400 (415) 970-3434 Fax	<b>Southern California</b> 11929 Hamden Place Santa Fe Springs, CA 90670-3215 (562) 641-2400 (562) 949-6459 Fax	<b>Arizona</b> 2020 West Guadalupe Road, Suite 1 Gilbert, AZ 85233-2804 (480) 503-2530 (480) 503-2529 Fax
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www.cei.com





CHANGE ORDER REQUEST  
Westborough MS 007

DATE: December 1<sup>st</sup> 2011  
 REFERENCE: Nichols Concrete Cutting  
 PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel  
 PROJECT NO.: 0550  
 TO: South San Francisco Unified School District  
 FROM: USS Cal Builders, Inc  
 ESTIMATOR: Rudy Sultan, Sr. PM

The following is an itemized quotation regarding proposed modification to the contract documents

Description of Work:

To furnish all materials and labor to provide core drilling soil behind footing and sidewalk hidden concrete ramp and base material demo and removal at Westborough MS Remodel as requested

Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Sub-Tier (see attached pages)	\$ -		
		Subtotal A	\$ -

Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

	\$ 6,949.65		
		Subtotal B	\$ 6,949.65

General Contractor's Cost

Material ( see attached supporting documentation)	\$ -	Subtotal C	\$ -
Taxes at _____ % of Material	\$ -		
Labor (Includes Fringe Benefits, from Project Labor Agreement)	\$ 1,472.00	Subtotal D	\$ 1,472.00
Payroll Taxes and Insurance at _____ % of Labor	\$ -		
Construction Equipment (See attached supporting documentation)	\$ -	Subtotal E	\$ -

General Contractor's Overhead and Profit

Overhead & Profit 5% of Subtotals A & B	\$ 347.48		
Overhead & Profit 15% of Subtotals C & E	\$ -		
Overhead & Profit 20% of Subtotal D	\$ 294.40	Subtotal F	\$ 641.88

Bond and Builder's Risk Insurance at 1.50 % of Subtotals A+B+C+D+E+F		Subtotal G	\$ 135.95
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Grand Total (A+B+C+D+E+F+G)		Total	\$ 9,199.49
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- The proposed change would increase the Final Completion Date by TBD calendar days.
- The proposed change does NOT affect the Final Completion Date required by the Contract.
- This Change Order Request is effective for 30 calendar days.

Notes:

"USS CAL BUILDERS, Inc. is preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code"

**Nichols Diamond Tool, Inc.**  
 dba Nichols Concrete Cutting  
 Redwood City, CA 94063  
 (677) 642-4857 Fax (650) 365-6234  
 (677) NICHOLS License# 397486

WORK ORDER  
 H.O. # 156471  
 SCHEDULED 06/16/14  
 TIME 07:00 AM  
 ASSIGNED TO  
 EMPLOYEE#  
 3002  
 114074  
 [Handwritten: Joe] [Handwritten: Finckelme]

CUSTOMER: USS2  
 USS CAL BUILDERS INC.  
 608 MAIN STREET  
 STANFORD, CA 94304  
 PHONE: (714) 928-4882

CUSTOMER REF:  
 PREVAILING WAGE: NO

CONTACT: ANTON GIAMBLE-PLUMBER  
 PHONE 1: (650) 438-5764  
 PHONE 2:  
 DIRECTIONS:

LOCATION: USS CAL WESTBOROUGH CHOO.  
 2570 WESTBOROUGH BLVD.  
 SUITE 100 FORTYSEVEN, CA 94024

WORK REQUESTED:  
 WORK WITH HOSE TO CORE DRILL FLUTING AND BRACK BLAT

SET UP TIME:	TRAVEL TIME TO:	TIME OF JOB:	ESTIMATED:	TRAVEL TIME FROM:
20 min	30 min	7:00 - 7:30 pm	X	45 min

WORK PERFORMED:  
 E2-c 9:30 12" p  
 Jose 7:00 3:15 p

1/D 1- 6"  $\phi$  x 19" in length  
 C/D 3-5'  $\phi$  x 14" in length

\*Extra\* work  
 C/D 6 1/2' of mud and dirt  
 E2-c 1:30 of dirt work  
 Jose 1:30 of dirt work  
 Jose 1:30 of dirt work  
 Jose 1:30 of dirt work

APPROVE HRS.  
 OF EXTRA WORK  
 - HOURS ONLY -  
 Jim Schultz  
 USS CALBUILDERS

CLIENT SIGNATURE \_\_\_\_\_ DATE 6/16/14  
 OPERATOR SIGNATURE \_\_\_\_\_

**Illinois Diamond Tool, Inc.**

888 Nichols Commerce Building  
 Redwood City, CA 94063  
 (877) 611-8897 Fax (650) 365-6234  
 (877) NICHOLS License 397406

CUSTOMER: USSJ  
 USS CAL - WESTBROOK HIL  
 8051 MAIN ST B21  
 STANTON, CA 95007  
 Phone: (714) 828-4582

WORK ORDER

W.O. # 156470 ASSIGNED TO ~~John P. Hines~~  
 SCHEDULED 06/13/14 EMPLOYEE ~~John P. Hines~~ Hector Gutierrez  
 TIME 07:00 AM

CUSTOMER REF#  
 PREVAILING WAGE: 00

CONTACT: AMBER DIAMITE-PLUMBER  
 PHONE: (650) 438-5764  
 PHONE:  
 DIRECTION:

CURATOR: USS CAL - WESTBROOK SCHOOL  
 2570 WESTBROOK BLVD  
 STANTON, CA 95007

WORK REQUIREMENTS


WORK: CORE DRILL THROUGH BRASS BEAMS AND PLUMBING AS DIRECTED

SET UP TIME:	TRAVEL TIME TO:	TIME ON JOB:	LABOR/WEAR:	TRAVEL TIME FROM:
20 min	30 min	7:00/3:00 AM/PM	1/1 hr each	45 min

WORK PROVIDED

200# brass, 1/2" dia, 1/2" thick  
 2 - 3/4" dia, 1/2" thick and  
 3/4" dia

CLIENT SIGNATURE

  
 OPERATOR SIGNATURE

6/16/14  
 DATE

**Nichols Diamond Tool, Inc.**  
 dba Nichols Concrete Fitting  
 Rosemead City, CA 91063  
 (677) 642-4657 Fax (677) 365-8234  
 (877) NICHOLS License# 307406

LOCAL ORDER 1st  
 U.O. # 156178 ASSIGNED TO: Eric A Castaneda  
 SCHEDULED 08/13/14 EMPLOYEE: 724  
 CLK 3008 114074

CUSTOMER USS1  
 USS CAL BUILDING INC  
 BUSI PARK STREET  
 STANFORD, CA 94304  
 PHONE (714) 828-4882

CUSTOMER REF:  
 PREPARED BY: NO

URNA 1: ANCH GIMMEL-PLUMBER  
 PHONE 1: (650) 438-5714  
 PHONE 2:  
 DIRECTION:

LOCATION: USS CAL WESTBOROUGH SCHOOL  
 2570 WESTBOROUGH BLVD  
 SAN FRANCISCO, CA 94104

PLAN REQUESTED

CORE EXISTING WORK OTHER REPAIR AND JOBS

SET UP TIME	TRAVEL TIME TO	TIME ON JOB	CLAYTON	TRAVEL TIME FROM
	50 min	9:30 - 12 AM	Ø	

WORK PERFORMED

1-5" CORE 6 1/2' INTO WALL (1/2" + MOD)

CLIENT SIGNATURE

DATE

*[Handwritten Signature]*  
 OPERATOR SIGNATURE

DATE

**Nichols Diamond Tool, Inc.**

1840 Nichols Concrete Equipment  
 Redwood City, CA 94063  
 (877) 2-1097 Fax (650) 303-0234  
 (877) NICHOLS License# 497106

**WORK ORDER**

D.O. # 15R092 ASSIGNED TO Alfredo Garduno  
 SCHEDULED: 08/03/14 EMPLOYEE 745  
 TIME: 07:00 AM JOB# 1140

CUSTOMER: USS1  
 USS CAL BUILDING INC  
 1401 MAIN STREET  
 STANTON, CA 90680  
 PHONE: (714) 820-4092

CUSTOMER REF:  
 PREVIOUS WORK: NO

CONTACT: JIM SHULTZ  
 PHONE 1: (925) 340-5412

LOCATION: USS CAL - WESTBOROUGH SCHOOL  
 2570 WESTBOROUGH BLVD.  
 SAN FRANCISCO, CA 94116

**DESCRIPTION:**

**WORK REQUESTED:**

CONCRETE WITH LEAD AND PETRYL RUBER WITH LEAD  
 REMOVE LEAD FROM PERIMETER OF CURBS, REPAIR FORMS

SUBJECT TO:

TRAVEL TIME TO:

EST. COST:

EST. HOURS:

EST. QUANTITY:

10

Time to 3/4

7

80

**WORK PERFORMED:**

removed lead and petryl from curb  
 removed lead and petryl from curb  
 removed lead and petryl from curb  
 removed lead and petryl from curb  
 removed lead and petryl from curb

*over work*

*Jim Robson L. Shaw  
 E. 100/100*



CLIENT SIGNATURE

OPERATOR SIGNATURE

08-30-14  
 DATE

**Minors Diamond Tool, Inc.**

1800 Nichols Concrete Division  
 1800 Nichols Dr., CA 94953  
 (877) 442-1057 Fax (507) 555-8234  
 (877) 442-1057 License# 0974106

CUSTOMER USS1  
 USS CAL BUILDERS INC  
 6051 RATH STREET  
 JARVIS, CA 94500  
 PHONE (714) 820-4

CUSTOMER REF#  
 INSTALLING PAGE 00

**WORK ORDER**

W.O. # 196591 ASSIGNED TO: Marvin O Sanchez  
 SCHEDULED 05/20/14 EMPLOYEE #01  
 TIME 07:00 - 1 JCR 1

LOCATION: JIM SHULTZ  
 PHASE 1 (325) JAB BLDG

LOCATION U CAL WESTBOROUGH SCHOOL  
 2570 WESTBOROUGH BLDG.  
 50 SAN CHARLES WJ. CA 94500

DESCRIPTION

**WORK PERFORMED**

CONDUCT TEST AND REPORT FOR THE OPER  
 PARTS FOR WPP, SNIP, AND FUSE TO SITE

SET UP TIME

TRAVEL TIME TO

TIME ON JOB

WARRANTY/REPAIR

TRAVEL TIME FROM

0

15

1:30

0

US

OPERATOR SIGNATURE

*Marvin Sanchez*

DATE

*Marvin Sanchez*  
 OPERATOR SIGNATURE

06-30-14  
 DATE

CUSTOMER SIGNATURE

DATE

August 13, 2015

**Nichols Diamond Tool, Inc.**

184 Nichols Concrete Drilling  
 Bedford City, VA 24022  
 (877) 542-4777 Fax (859) 365-8234  
 (877) NICHOLS Licenses# 397406

CUSTOMER USE  
 USS CAL BILLIARDS HALL  
 2570 WESTBOROUGH BLVD  
 WESTBOROUGH, LA 70080  
 Phone: (714) 821-4082

CUSTOMER REF:  
 PREVALUATION USE: NO

**WORK ORDER**

U.O. #: 154591 ASSIGNED TO Hector Gutierrez IIIro  
 SCHEDULED: 05/30/14 EMPLOYEE# 294  
 TIME: 07:00 AM JOB# 114

CONTACT: JIM SHULTZ  
 PHONE: (925) 348-5432

LOCATION: USS CAL - WESTBOROUGH SCHOOL  
 2570 WESTBOROUGH BLVD.  
 WESTBOROUGH, LA 70080

UNRECORDED

**WORK REQUEST**

DATE TIME: 05/30/14 07:00 AM

JOB NO: 114

CLASS: 114

TYPE OF JOB:

(MOVEMENT)

ESTIMATE TIME (HOUR)

114

700/3000  
 114/114

no loads

30min

**WORK PERFORMED**

114  
 114

oval of debris

osha, Murphy and Arturo

CLIENT SIGNATURE

OPERATOR SIGNATURE

*[Handwritten Signature]*

6/30/14  
 DATE

**Nichols Diamond Tool, Inc.**  
 11111 Nichols Concrete Cutting  
 Redwood City, CA 94063  
 (877) 542-6657 Fax (650) 363-8234  
 (877) NICHOLS License# 397405

WORK ORDER  
 W.O. # 156569 ASSIGNED TO: Joshua R. Finckham  
 SCHEDULED: 08/30/14 EMPLOYEE# 325  
 TIME 07:00 AM JOB# 114074

CUSTOMER: USS1  
 USS CAL EMBROIDERY BLDG  
 2570 WESTBOROUGH BLVD  
 STAMFORD, CA 94060  
 Phone (714) 823-4582

CUSTOMER REF:  
 PREVIOUS WORK NO

CONTACT: JIM SHULTZ  
 PHONE: (925) 240-5412

LOCATION: USS CAL - EMBROIDERY SCHOOL  
 2570 WESTBOROUGH BLVD.  
 STAMFORD, CA 94060

DESCRIPTION:

WORK REQUESTED:

REPLACE 1" DIA AND REMOVAL WITH 1/2" DIA, 1/2" DIA & ANTIPOP  
 HYDRAULIC UNIT, MUST

SET UP TIME	TRAVEL TIME TO	TIME TO JOB	LOAD/UNLOAD	TRAVEL TIME FROM
1hr	30m	7:00 - 3:30	30m	30m

COMMENTS:

Bring saw - 3' cuts x 18' x

tools done and remove cut

CLIENT SIGNATURE

OPERATOR SIGNATURE

**Brisbane Recycling**  
**P.O. Box 687**  
**Brisbane, Ca. 94005**

**Sales Receipt**

DATE	SALE NO.
6/30/2014	15635

<b>SOLD TO</b>
Nichols Diamond Tool, Inc 2625 Fair Oaks Avenue Redwood City, CA 94063-3504 Job: 5570 Westborough, SSF

JOB NO.	CHECK NO.	PAYMENT METH...
	3115	Check

DATE	ITEM	DESCRIPTION	QUANTI...	UNIT	RATE	AMOUNT
6/30/2014	Dumps	515261, 515292 Sales tax	2	loads	300.00 9.00%	600.00 0.00
<b>Total</b>						<b>\$600.00</b>

**Nichols Diamond Tool, Inc.**  
 1814 Nichols Concrete Cutting  
 Berkeley City, CA 94702  
 (415) 862-4057 Fax (415) 865-6234  
 (415) NICHOLS License# 397406

WORK ORDER

U O #	156613	ASSIGNED TO:	Armando Garduno
SCHEDULED	07/02/14	EMPLOYEE#	345
TIME	08:00 AM	JOB#	114074

CUSTOMER: USS1  
 USS CAL BUILDERS INC  
 6011 HATH STREET  
 SAN FRANCISCO, CA 94104  
 PHONE: (415) 829-9388

CUSTOMER REF:  
 PRIVATE BUS NAME: DM

CONTACT: JIM SHULTZ  
 PHONE 1: (925) 418-5412  
 STREET#1814

LOCATION: USS CAL WESTBOROUGH SCHOOL  
 2570 WESTBOROUGH BLVD.  
 SO. SAN FRANCISCO, CA 94020

WANT REQUESTED:

OUR TIME WITH PERMIT & WASTE FROM JOB SITE, PLEASE TO ASSIST WITH WORK

JOB #	TRAVEL TIME TO	TIME TO JOB	UNLIM/WORK	TIME TO COMPLETE
	10			

WORK PERFORMED:

CLIENT SIGNATURE

DATE

OPERATOR SIGNATURE

07-02-14  
 DATE

**Nichols Diamond Tool Inc.**

Box Nichols Concrete Cutting  
Rockwood City, CA 94053  
(477) 642-1877 Fax (477) 646-8271  
(477) NICHOLS License# 197406

**KODI Group**

CO : 156614 AS IGHED TO Abise P. Haldeman  
CITY/STATE: 07/03/14 STATE: CA ZIP: 940  
TYPE: 00.00 AM ACC: 1140

CUSTOMER: 1551  
USG CAL BUILDING INC.  
6051 MAIN STREET  
STANFORD, CA 94300  
PHONE: (714) 828-4202

CUSTOMER REF:  
TRAVELING PART: 10

CONTACT: JIM SHULTZ  
PHONE: (425) 318-5112

LOCATION: US CAL - VESTIBOUGH CHOL  
2570 VESTIBOUGH BLVD  
SUNSAN FRANCISCO CA 94080

DIRECTIONS:

**WORK REQUESTED:**

TO BE PAID WITH ANTICIPATED RECEIVAL OF DEBIT FROM BILL

SET BY: TBL

TRAVEL JOB: 10

TYPE OF JOB:

LUNCH/BREAK

TRAVEL TIME FROM

*[Handwritten marks and scribbles]*

**WORK PERFORMED:**

CLIENT SIGNATURE

DATE

*[Handwritten signature]*  
DATE

August 13, 2015

**Brisbane Recycling**  
**P.O. Box 687**  
**Brisbane, Ca. 94005**

**Sales Receipt**

DATE	SALE NO.
7/2/2014	15657

<b>SOLD TO</b>
Nichols Diamond Tool, Inc. 2625 Fair Oaks Avenue Redwood City, CA 94063-3504 Job: Westborough, SSF

JOB NO	CHECK NO.	PAYMENT METH...
	3115	Check

DATE	ITEM	DESCRIPTION	QUANTI...	UNIT	RATE	AMOUNT
7/2/2014	Dumps	515490		1 load	300.00	300.00
	Dumps	515470		1 load	200.00	200.00
		Sales tax			9.00%	0.00
<b>Total</b>						<b>\$500.00</b>

USS cal Builders

Extra Work  
Job J259-0550

core drilling soil behind footing											
16-Jun	156471	Josh	Core drilling				1.5	\$	115.00	\$	172.50
16-Jun	156470	Hector	Laborer				1.5	\$	85.00	\$	127.50
16-Jun	156478	Eric	Core drilling				1.5	\$	115.00	\$	172.50
										\$	472.50
Side work hidden concrete ramp and base material demo & removal											
30-Jun	156592	Arturo	Bobcat & D	6.33	15	0	8.67	\$	135.00	\$	1,170.45
30-Jun	156591	Marvin	Demo man	6.25	15	0	8.75	\$	95.00	\$	831.25
30-Jun	156590	Hector	Laborer	6.5	15	0	8.5	\$	85.00	\$	722.50
30-Jun	156589	Josh	Demo man	6.5	15.5	0.5	8.5	\$	95.00	\$	807.50
30-Jun	15635	Brisbane R	Dump fees				2	\$	345.00	\$	690.00
2-Jul	156613	Arturo	Bobcat & D	6.33	15	0	8.67	\$	135.00	\$	1,170.45
2-Jul	156614	Ahjae	Laborer	8	14	0	6	\$	85.00	\$	510.00
2-Jul	15657	Brisbane R	Dump fees				1	\$	345.00	\$	345.00
2-Jul	15657	Brisbane R	Dump fees				1	\$	230.00	\$	230.00
										\$	6,477.15

Total RCO \$ 6,949.65

USS CAL BUILDERS

DATE	12/16/2014	Job No. :	259
TO	SSF USD		
ATTENTION	SSF USD		
REF:	ASF COR114		
South San Francisco Unified School District			
Modular Projects			

## Transmittal Form

WE ARE SENDING:

ITEM	COPIES	DESCRIPTION	
		Furnish and install Network and Wi-Fi Equipment at	
		Westborough MS	\$7,103.83
		<b>Total Amount</b>	<b>\$7,103.83</b>

THESE ARE TRANSMITTED as checked below:

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> For Approval | <input type="checkbox"/> Make corrections noted        | <input type="checkbox"/> Resubmit _____ copies for approval   |
| <input type="checkbox"/> For Your Use            | <input type="checkbox"/> No Exceptions Taken           | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As Requested            | <input type="checkbox"/> Submit Specific Items         | <input type="checkbox"/> Return _____ corrected prints        |
| <input type="checkbox"/> For Review & Comment    | <input type="checkbox"/> Rejected/ Revise and Resubmit |   |

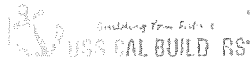
Submitted by: Rudy Sultan - Senior Project Manager  
USS Cal Builders's Representative

Received by: \_\_\_\_\_  
(Print Name)

12/16/2014  
(Date)

\_\_\_\_\_  
(Signature)  
\_\_\_\_\_  
(Date)

\*Please sign & fax to (714) 828-9498 to acknowledge receipt of above document(s) \*



CHANGE ORDER REQUEST
Westborough MS 008

DATE: December 16, 2014
REFERENCE: A.S.F. Electric, Inc.
PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel
PROJECT NO: 0550
TO: South San Francisco Unified School District
FROM: USS Cal Builders, Inc
ESTIMATOR: Rudy Sultan, Sr. PM

The following is an itemized quotation regarding proposed modification to the contract documents

Description of Work:

To furnish all materials and labor to install Network and Wi-Fi Equipment as requested by the District per attached COR # 4

Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Sub-Tier (see attached pages) and Amount. Subtotal A is \$0.

Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Subcontractor's Cost and Amount. Subtotal B is \$6,245.00.

General Contractor's Cost

Table with 2 columns: General Contractor's Cost items and Amount. Subtotals C, D, and E are \$0, \$368.00, and \$0 respectively.

General Contractor's Overhead and Profit

Table with 2 columns: Overhead & Profit items and Amount. Subtotal F is \$385.85.

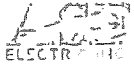
Bond and Builder's Risk Insurance at 1.50% of Subtotals A+B+C+D+E+F. Subtotal G is \$104.98.

Grand Total (A+B+C+D+E+F+G) Total \$7,103.83

- The proposed change would increase the Final Completion Date by TBD calendar days.
[X] The proposed change does NOT affect the Final Completion Date required by the Contract.
[X] This Change Order Request is effective for 30 calendar days.

Note

"USS CAL BUILDERS, Inc. is preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code."



A.S.F. ELECTRIC, INC.  
 76 HILL STREET  
 DALY CITY CA 94014  
 650 755 9032

## Change Order

Order# 41

Order Date: 08/01/2014

License C10-720540

To: USS CAL Builders  
 8051 Main Street  
 Stanton CA 90680

Project: 10193  
 2570 Westborough MS 0550  
 2570 Westborough Blvd  
 South San Francisco CA 94080

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By: 40 Donald Woods

Customer Order:

Specifications Attached

Description of Work	Amount
Wi-Fi & Network Equip	6,245.00

**Notes**

Furnish and install Network and Wi-Fi Equipment as requested by the District

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

6,245.00

The original Contract Sum was	196,877.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	196,877.00
The Contract Sum will be changed by this Change Order	6,245.00
The new Contract Sum including this Change Order will be	203,122.00
The Contract Time will be changed by	0 Days

Owner: \_\_\_\_\_ Date \_\_\_\_\_

Contractor: \_\_\_\_\_ Date \_\_\_\_\_

August 13, 2015

Job Name **10193 Westborough MS #0550**

COR 004 Provide Network and Wi-Fi Equipment re-cap

Material	Cost	Tax	Totals
Material Cost		0.00	0

Labor	Hours	Rate	Total
Straight Time Hrs	2.00	97.20	194
Overtime Hrs		163.57	0
OT Differential		66.37	0
Project Management	0.00	120.08	0
<b>Total Labor</b>			<b>194</b>

Quoted Items	Quote	Sales Tax	Total
		0.00	0.00
		0.00	0.00
		0.00	0.00
		0.00	0.00
		0.00	0.00
		0.00	0.00
<b>Total Quoted</b>			<b>0</b>

Expenses	Sq Ft	Cost	Sales Tax	Total
Communications Subcontractor		5,735	Not taxed	5,735.00
Equipment Rental			0.00	0.00
			Not Taxed	0.00
Misc Material			0.00	0.00
Labor Increase			0.00	0.00
<b>Total Expenses</b>				<b>5,735</b>

**5,929**

Material mark-up	0
Quoted items mark-up	0
Labor mark-up	29
Expences mark-up	287
Tool Expense	0
Bond Fees	249.81

*Schedule impact due to this change*      0      *Schedule days added*

Average crew size      2

Hours worked per day      8

*Additional Costs if Schedule is not Extended due to this change*

*Supervision*      \$9 *Additional supervisor at 65% non-working*

*Disruption to Work Flow*      \$10 *25% inefficiency*

**Total To be Added**      **\$19**

Exclusions

CUPERTINO  
ELECTRIC INC.

Cupertino Electric, Inc  
1132 North 7<sup>th</sup> Street  
San Jose, CA 95112

Via e-mail

Date 8-6-14

Attention: Don Woods

RE: Westborough Classroom Remodel WIFI Pricing 8-6-14 Rev. 1  
South San Francisco, CA.

Subject: Telecom Pricing  
Proposal #: 073114cv

I am pleased to submit pricing for the above referenced project. This proposal is based upon a review of the following

- Drawings: N/A
- Specification Sections: N/A
- Job walk/Site visit: N/A
- Addendums: None

**SCOPE of WORK**

1. Provide equipment for WIFI network.

**COST**

The total cost Telecom including material, tax, and labor for the above Scope of Work is \$ 5,735.00

**CLARIFICATIONS**

1. All work is to be done during normal business hours.
2. Project is to be completed in normal sequence of construction.
3. Customer will provide access to all areas, including escorted ones.
4. No work will be performed under asbestos containment conditions.
5. Others will be responsible for providing and installing cable tray, wire basket tray, surface mounted raceway, conduit, sleeves, coring, back boxes/cans, and/or ring-n-strings
6. CEI will install a J-hook pathway as needed through the drop tile ceiling.
7. Structural or seismic calculations are excluded.
8. Others will be responsible for providing and installing a grounding and bonding system. All grounding should have been completed from a previous install.

Headquarters 1132 North Seventh Street San Jose, CA 95112-4427 (408) 800-8000 (408) 275-8575 Fax	San Francisco 1740 Cesar Chavez Street San Francisco, CA 94124-1134 (415) 970-3400 (415) 970-3434 Fax	Southern California 11929 Hamden Place Santa Fe Springs, CA 90670-3215 (562) 641-2400 (562) 949-6459 Fax	Arizona 2020 West Guadalupe Road, Suite 1 Gilbert, AZ 85233-2804 (480) 503-2530 (480) 503-2529 Fax
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www.cei.com

9. Telecom room plywood backboards are excluded.
10. Any and all work related to power receptacle requirements is excluded.
11. Uninterruptable power units (UPS) or power distribution units (PDU) are excluded.
12. Cutting, patching and painting of structural and/or finished architectural elements are excluded.
13. The costs for payment or performance bonds are not included in this proposal.
14. Cat 6 patch cords and fiber patch cords are included in this pricing
15. All network, telephone, CATV, security equipment is excluded from this bid.
16. This bid is based on what was shown on plans and specifications 27 00 00 only.

**TERMS**

1. Payment is due (30) days from the date of invoice.
2. Project exceeding one calendar month will be progress billed for work completed during each month.
3. The above quotation will be honored for (30) days from the date shown above.

**STIPULATION**

This proposal is based solely on the usual direct cost elements such as labor, material and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, rescheduling, extended overhead, overtime, acceleration and/or other impact costs; and the right is expressly reserved to make claim and be paid for any and all of these related cost items prior to final settlement of this contract.

**WARRANTY**

All material installed in accordance with the specifications that prove to be defective in workmanship and/or material, within a period of one year from the date of customer acceptance or substantial project completion. Ordinary wear and tear, misuse, abuse and/or neglect are excluded.

In addition, CFI's Low Voltage Group will also provide a one year warranty of the cabling system work.

Please feel free to contact me at (408) 808-8221 if you have any questions.

Regards,

*Paul Leirno*

Paul Leirno  
Project Manager

Headquarters 1132 North Seventh Street San Jose, CA 95112-4427 (408) 808-8000 (408) 275-8575 Fax	San Francisco 1740 Cesar Chavez Street San Francisco, CA 94124-1134 (415) 970-3400 (415) 970-3434 Fax	Southern California 11929 Hamden Place Santa Fe Springs, CA 90670-3215 (562) 641-2400 (562) 949-6459 Fax	Arizona 2020 West Guadalupe Road, Suite 1 Gilbert, AZ 85233-2804 (480) 503-2530 (480) 503-2529 Fax
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[www.cel.com](http://www.cel.com)



USS CAL BUILDERS

DATE:	12/16/2014	Job No. :	289
TO:	SSF USD		
ATTENTION	SSF USD		
REF:	Fuseseal piping at Westborough		
South San Francisco Unified School District			
Modular Projects			

### Transmittal Form

WE ARE SENDING:

ITEM	COPIES	DESCRIPTION	
		Fuseseal piping at Westborough	
		Westborough MS	\$1,422.32
		<b>Total Amount</b>	<b>\$1,422.32</b>

THESE ARE TRANSMITTED as checked below:

- For Approval
- For Your Use
- As Requested
- For Review & Comment
- Make corrections noted
- No Exceptions Taken
- Submit Specific Items
- Rejected/ Revise and Resubmit
- Resubmit \_\_\_\_\_ copies for approval
- Submit \_\_\_\_\_ copies for distribution
- Return \_\_\_\_\_ corrected prints

Submitted by: Rudy Sultan - Senior Project Manager  
 USS Cal Builders's Representative

12/16/2014  
 (Date)

Received by: \_\_\_\_\_  
 (Print Name)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

\*Please sign & fax to (714) 828-9498 to acknowledge receipt of above document(s) \*



CHANGE ORDER REQUEST
Westborough MS 009

DATE: December 16, 2014
REFERENCE: Larratt Bros. Plumbing, Inc.
PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel
PROJECT NO.: 0350
TO: South San Francisco Unified School District
FROM: USS Cal Builders, Inc.
ESTIMATOR: Rudy Sultan, Sr. PM

The following is an Itemized quotation regarding proposed modification to the contract documents

Description of Work:

To furnish all materials and labor to reroute fuseseal piping at Westborough MS Renovation per ASI#4 as requested

Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Description, Amount. Row: Sub Tier (see attached pages) \$ - Subtotal A \$ -

Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Description, Amount. Row: Subcontractor's Cost \$ 914.00 Subtotal B \$ 914.00

General Contractor's Cost

Table with 2 columns: Description, Amount. Rows: Material ( see attached supporting documentation) \$ - Subtotal C \$ -; Taxes at % of Material \$ - Subtotal D \$ 368.00; Labor (Includes Fringe Benefits, from Project Labor Agreement) \$ 368.00; Payroll Taxes and Insurance at % of Labor \$ - Subtotal E \$ -; Construction Equipment (See attached supporting documentation) \$ -

General Contractor's Overhead and Profit

Table with 2 columns: Description, Amount. Rows: Overhead & Profit 5% of Subtotals A & B \$ 45.70; Overhead & Profit 15% of Subtotals C & E \$ -; Overhead & Profit 20% of Subtotal D \$ 73.60 Subtotal F \$ 119.30

Table with 2 columns: Description, Amount. Row: Bond and Builder's Risk Insurance at 1.50 % of Subtotals A+B+C+D+E+F Subtotal G \$ 21.02

Table with 2 columns: Description, Amount. Row: Grand Total (A+B+C+D+E+F+G) Total \$ 1,422.32

- The proposed change would increase the Final Completion Date by TBD calendar days
[X] The proposed change does NOT affect the Final Completion Date required by the Contract.
[X] This Change Order Request is effective for 30 calendar days.

Note:

"USS CAL BUILDERS, Inc. is preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code."



Larratt Bros.  
PLUMBING, INC

338 North Canal Street, Suite 21  
South San Francisco, CA 94080  
Phone: (650) 873-5794  
Fax: (650) 873-6415

7/17/2014

USS CAL BUILDERS Job #259  
Attn. Kirk Beckstead  
8051 Main St.  
Stanton CA, 90680

LBP Job# 5640  
Change Order #5  
Tel 714 828 4882  
Fax 714-828-9498

CHANGE ORDER #5/ ASI #4/ Reroute fuscesal piping

Re: Westborough MS, Renovation Projects. 0550  
1320 Mission Road  
So. San Francisco CA

Construction Change Directiv -  
PTN:69070-74  
DSA App No 01 113778  
FILE# 41-28

PRICE OF CHANGES: \$914

Should you have any questions or comments, please contact the undersigned.

Robert Larratt

Larratt Bros Plumbing, Inc



**Larratt Bros.**  
**PLUMBING, INC.**

338 North Canal Street, Suite 21  
South San Francisco, CA 94080  
Contractors License # 596026  
p. (650) 873-5794  
f. (650) 873-6415

**CHANGE ORDER CALCULATION SHEET**

1. Project	<u>Westborough MS/0550/259</u>		2. Change Order No	<u>5</u>
3. Change Order Requested by	<u>Kirk B/ ASI#4</u>		4. Date	<u>07/07/14</u>
5. Owner & Architect - Engineer	<u>Change Order Requested No</u>			
6. Material		<u>\$ 96.30</u>		
7. Equipment		<u>                    </u>		
8. Material / Equipment Subtotal				<u>\$ 96.30</u>
9. Tax @		<u>9.25%</u>		<u>\$ 8.91</u>
10. Tools Tools		<u>3.00%</u>		<u>\$ 3.16</u>
11. Material Profit		<u>15.00%</u>		<u>\$ 16.25</u>
12. Straight time FM	<u>3</u>	Hours @	<u>\$ 109.78</u>	per hour <u>\$ 329.34</u>
13. Journeymen	<u>3</u>	Hours @	<u>\$ 109.78</u>	per hour <u>\$ 329.34</u>
14. Premium time		Hours @	<u>                    </u>	per hour <u>\$ -</u>
15. Apprent		Hours @	<u>                    </u>	per hour <u>\$ -</u>
16.		Hours @	<u>                    </u>	per hour <u>\$ -</u>
17. Labor Subtotal				<u>\$ 658.68</u>
18. Overhead % of Labor Subtotal		<u>10.00%</u>		<u>\$ 65.87</u>
19. Labor Profit		<u>5.00%</u>		<u>\$ 36.23</u>
20. Equipment Rental				<u>\$ -</u>
21. Subcontracts:	<u>Air / Water Balance</u>			
22.	<u>Insulation</u>			
23.	<u>Temperature Controls</u>			
24.	<u>Rigging</u>			
25.	<u>Freight</u>			
26.				
27. Subcontracts Subtotal				<u>\$ -</u>
28. Overhead % of Subcontracts				<u>\$ -</u>
29. Subcontract Profit				<u>\$ -</u>
30. Permit and Fees				<u>\$ -</u>
31. Indirect Costs for this Change Order				<u>\$ -</u>
32. Change Order Subtotal (Items 6 - 31)				<u>\$ 885.39</u>
33. Bond Premium				<u>\$ 28.78</u>
34. Total Price of Change Order		<u>3.25%</u>		<u>\$ 914</u>
35. Time Extension Required.		<u>                    </u>	Days	
36. Submitted by:	<u>Robert Larratt</u>		Date	<u>                    </u>
	For Cost Breakdowns See Attached	<u>                    </u>	Sheets	



**Larratt Bros  
PLUMBING, INC**

Date 11/1/2014  
 LBP Job # 5640  
 Customer ID  
 JOB # 259 259  
 RFI# ASI# 4  
 Change Order #5

Bill to: Job  
 USS CAL BUILDERS/ SSFUSD Madatar I Westborough MS Renovation 0550  
 8051 Main st Stanton Ca 90680

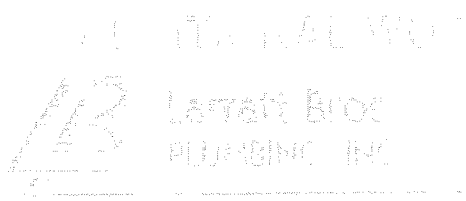
Qty	Description	Unit Price	Line Total
8.00	2" Fusesool 45ells	9.10	\$ 72.80
10.00	2" Fusesool pipe	2.35	23.50

Page 1 Total 96.30  
 Page 2 Total -  
 Material Total 96.30

Hours	Worker
3.00	Foreman
3.00	Journeyman

Labor Rate Labor Total

Labor total \$  
 Job Total \$ 96.30



332 No Canal Street Suite 21  
 So. San Francisco CA 94080-4604  
 Contractors License 598025  
 Telephone 650-873-5798  
 Fa 650-873-8415

No. 06 Date 08-2 INVOICE 7/1/14  
LAT. BROS  
 PROJECT NO. 13 CONTRACT NO. 13

You are invited to visit the following website for additional information:

LINE	TO	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
1	LABOR	PLUMBING	1	HR	35	35
2	MATERIAL	PIPING	2	FT	10	20
3	MATERIAL	VALVES	2	EA	10	20

Job # 06 Sub 1  
13 0 3

Job # 13 Sub 0  
1 2 9 2

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ \_\_\_\_\_  
 Payment to be made as follows: \_\_\_\_\_

All additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date \_\_\_\_\_ Authorizing Signature \_\_\_\_\_

We hereby agree to furnish labor and materials to complete in accordance with the above specifications at above stated price.

Authorized Signature [Signature] Date 11/1/14  
 CONTRACTOR SIGN HERE

IS GILBERT OFFERED

THIS CONTRACT BECOMES VOID IF NOT SIGNED BY BOTH PARTIES WITHIN 30 DAYS OF DATE OF SIGNATURE.



Handwritten signature and initials

**ARCHITECT'S SUPPLEMENTAL INSTRUCTION 04**

Date July 12, 2014

---

HKIT No 20261

---

Project SSFUSD - WESTBOROUGH MIDDLE SCHOOL CLASSROOM REMODEL

---

Contractor USS CAL BUILDERS

---

DSA Nos Appl. No.: 01-113778; File No.: 41-28

---

The following changes are being considered for the subject project. The Contractor shall quote by work units any changes in the Contract Price and corresponding changes in the Contract Time. This is a request for quotation only and none of the work is to be accomplished until so ordered in writing.

1 Subject CASEWORK REVISION

References A2 1, A9 2

Attachments A2 1 DATED 7/02/14 ASI #4

1. Eliminate 7' chase, provide credit Teaching wall cabinet will mount directly to wall. Chase had been designed for Project Frog utilities that do not apply to this project. Typical 3 locations
2. Per district request, grow cabinet by 8" so that TV can be mounted higher, provide cost. Typical 3 locations
3. See attached A2 1 DATED 7/02/14 ASI #4. ADA student station relocated adjacent to demonstration desk (due to plumbing conflict). The spacing of the two walls sinks and cabinet island has shifted to accommodate 4'-6" access

HKIT ARCHITECTS By Anella Granett

Project Team

USS CAL BUILDERS

OK

### Transmittal Form

DATE	12/16/2014	Job No.	259
TO:	SSF USD		
ATTENTION:	SSF USD		
REF:	Move water main per RFI #21		
South San Francisco Unified School District			
Modular Projects			

WE ARE SENDING:

ITEM	COPIES	DESCRIPTION	
		Move water main per RFI #21	
		Westborough MS	\$3,331.69
		<b>Total Amount</b>	<b>\$3,331.69</b>

THESE ARE TRANSMITTED as checked below

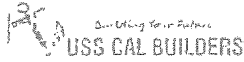
- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> For Approval | <input type="checkbox"/> Make corrections noted        | <input type="checkbox"/> Resubmit _____ copies for approval   |
| <input type="checkbox"/> For Your Use            | <input type="checkbox"/> No Exceptions Taken           | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As Requested            | <input type="checkbox"/> Submit Specific Items         | <input type="checkbox"/> Return _____ corrected prints        |
| <input type="checkbox"/> For Review & Comment    | <input type="checkbox"/> Rejected/ Revise and Resubmit |   |

*[Handwritten Signature]*  
2-1-15

Submitted by: Rudy Sultan - Senior Project Manager  
USS Cal Builders's Representative  
  
12/16/2014  
(Date)

Received by: \_\_\_\_\_  
(Print Name)  
\_\_\_\_\_  
(Signature)  
\_\_\_\_\_  
(Date)

\*Please sign & fax to (714) 828-9498 to acknowledge receipt of above document(s) \*



**CHANGE ORDER REQUEST**  
Westborough MS 010

DATE: December 16, 2014  
 REFERENCE: Larratt Bros. Plumbing, Inc.  
 PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel  
 PROJECT NO.: 0550  
 TO: South San Francisco Unified School District  
 FROM: USS Cal Builders, Inc.  
 ESTIMATOR: Rudy Sultan, Sr. PM

The following is an Itemized quotation regarding proposed modification to the contract documents

**Description of Work:**

To furnish all materials and labor to move water main to new location per RFI # 21 at Westborough MS Renovation as requested

**Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)**

Sub-Tier (see attached pages)

\$ -

Subtotal A \$ -

**Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)**

\$ 2,285.00

Subtotal B \$ 2,285.00

**General Contractor's Cost**

Material ( see attached supporting documentation)

\$ -

Subtotal C \$ -

Taxes at \_\_\_\_\_ % of Material

\$ -

Subtotal D \$ 736.00

Labor (Includes Fringe Benefits, from Project Labor Agreement)

\$ 736.00

Payroll Taxes and Insurance at \_\_\_\_\_ % of Labor

\$ -

Subtotal E \$ -

Construction Equipment (See attached supporting documentation)

\$ -

**General Contractor's Overhead and Profit**

Overhead & Profit 5% of Subtotals A & B

\$ 114.25

Overhead & Profit 15% of Subtotals C & E

\$ -

Overhead & Profit 20% of Subtotal D

\$ 147.20

Subtotal F \$ 261.45

Bond and Builder's Risk Insurance at 1.50 % of Subtotals A+B+C+D+E+F

Subtotal G \$ 49.24

Grand Total (A+B+C+D+E+F+G)

Total \$ 3,331.69

- The proposed change would increase the Final Completion Date by TBD calendar days
- The proposed change does NOT affect the Final Completion Date required by the Contract.
- This Change Order Request is effective for 30 calendar days.

**Note:**

"USS CAL BUILDERS, Inc. is preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code."



**Larratt Bros.  
PLUMBING, INC.**

338 North Canal Street, Suite 21  
South San Francisco, CA 94080  
Phone. (650) 873-5794  
Fax (650) 873-6415

7-29-2014

USS CAL BUILDERS Job #259  
Attn: Kirk Beekstead  
8051 Main St  
Stanton CA 90680

LBP Job# 5640  
Change Order # 6  
Tel 714-828-4882  
Fax 714-828-9498

CHANGE ORDER # 6

Re: Westborough MS, Renovation Projects. 0550  
1320 Mission Road  
So. San Francisco CA

Construction Change Directive

PTN:69070-74  
DSA App No. 01-113778  
FILE# 41-28

PRICE OF CHANGES: 2,285.00

Move water main to new location per RFI #21, ( Larratt Bros. RFI # 5)

Should you have any questions or comments, please contact the undersigned

Robert Larratt

Larratt Bros. Plumbing, Inc



**Larratt Bros.  
PLUMBING, INC.**

338 North Canal Street, Suite 21  
South San Francisco, CA 94080  
Contractors License # 596026  
p. (650) 873-5794  
f. (650) 873-6415

**CHANGE ORDER CALCULATION SHEET**

1. Project	<u>Westborough MS/0550/259</u>		2. Change Order No	<u>6</u>	
3. Change Order Requested by:	<u>Kirk B/ RFI#21 RerouteWaterMain</u>		4. Date	<u>07/29/14</u>	
5. Owner & Architect - Engineer Change Order Requested No	_____				
6. Material		<u>\$ 596.88</u>			
7. Equipment		_____			
8. Material / Equipment Subtotal					<u>\$ 596.88</u>
9. Tax @		<u>9.25%</u>			<u>\$ 55.21</u>
10. Tools		<u>3.00%</u>			<u>\$ 19.56</u>
11. Material Profit		<u>15.00%</u>			<u>\$ 100.75</u>
12. Straight time FM	_____	Hours @	<u>\$ 109.78</u>	per hour	<u>\$ -</u>
13. Over time Hrs	_____	Hours @	_____	per hour	<u>\$ -</u>
14. Premium time	_____	Hours @	_____	per hour	<u>\$ -</u>
15. Appent	<u>6</u>	Hours @	<u>\$ 79.81</u>	per hour	<u>\$ 478.86</u>
16. Journeyman	<u>7</u>	Hours @	<u>\$ 109.78</u>	per hour	<u>\$ 768.46</u>
17. Labor Subtotal					<u>\$ 1,247.32</u>
18. Overhead % of Labor Subtotal		<u>10.00%</u>			<u>\$ 124.73</u>
19. Labor Profit		<u>5.00%</u>			<u>\$ 68.60</u>
20. Equipment Rental					<u>\$ -</u>
21. Subcontracts:	Air / Water Balance				
22.	Insulation				
23.	Temperature Controls				
24.	Rigging				
25.	Freight				
26.					
27. Subcontracts Subtotal					<u>\$ -</u>
28. Overhead % of Subcontracts					<u>\$ -</u>
29. Subcontract Profit					<u>\$ -</u>
30. Permit and Fees					<u>\$ -</u>
31. Indirect Costs for this Change Order					<u>\$ -</u>
32. Change Order Subtotal (Items 6 - 31)					<u>\$ 2,213.06</u>
33. Bond Premium					<u>\$ 71.92</u>
34. Total Price of Change Order		<u>3.25%</u>			<u>\$ 2,285</u>
35. Time Extension Required:	_____	Days			
36. Submitted by:	<u>Robert Larratt</u>		Date	_____	
	For Cost Breakdowns Sec Attached	_____	Sheets		



**Larratt Bros  
PLUMBING, INC.**

Date 7/29/2014  
 L&P Job # 5640  
 Customer ID  
 JOA # 259  
 RFI# 21  
 Change Order # 67 Move water  
 main to new location per RFI #21

Bill to: Job  
 US\$ CAL BUILDERS/ SSPUSD Modular I Westborough MS Renovation 0550  
 8051 Main St, Storiton Ca 90680

Qty	Description	Unit Price	Line Total
20.00	Type K copper pipe	\$ 17.04	340.80
10.00	2" C x C 90 ells	21.60	216.00
2.00	2" C x C 45	20.04	40.08

Page 1 Total 596.88  
 Page 2 Total -  
 Material Total 596.88

Hours	Worker
6.00	Journeyman
6.00	Apprent

Labor Rate Labor Total

Labor total \$  
 Job Total \$ 596.88

# ADDITIONAL WORK AUTHORIZATION



**Larratt Bros.  
PLUMBING, INC**

338 No Canal Street, Suite 21  
So San Francisco, CA 94080-4604  
Contractors License 596026  
Telephone 650-873-5794  
Fax 650-873 6415

OWNER'S SITE <b>VSS Cal Builders Inc</b>	PHONE	DATE
PROJECT <b>2051 Main St</b>	JOB PRICE <b>Westborough MS/0550</b>	JOB #/NBR <b>J 259</b>
CITY <b>Stanton</b>	STATE <b>CA</b>	STREET <b>2570 Westborough Blvd</b>
EXISTING CONTRACT NUMBER	DATE OF EXISTING CONTRACT	CITY <b>So San Francisco</b>
		STATE <b>CA</b>

You are authorized to perform the following specifically described additional work:

Mr. T. L.                      Mr. T. L.  
 (LA)                      VSS Cal  
 2' - 10E  
 2' - 9E

Labor hours: Foreman:  
Journeyman:  
Apprent:

**ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ \_\_\_\_\_**

Payment will be made as follows: \_\_\_\_\_

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date \_\_\_\_\_ Authorizing Signature *[Signature]* \_\_\_\_\_  
(OWNER SIGNS HERE)

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_  
(CONTRACTOR SIGNS HERE)

**THIS IS CHANGE ORDER NO. \_\_\_\_\_**

NOTE: This Revision becomes part of and in conformance with the existing contract.

USS CAL BUILDERS

DATE:	12/16/2014	Job No.:	259
TO:	SSF USD		
ATTENTION:	SSF USD		
REF:	Added roofing scope		
South San Francisco Unified School District			
Modular Projects			

## Transmittal Form

WE ARE SENDING:

ITEM	COPIES	DESCRIPTION	
		Added roofing scope	
		Westborough MS	\$5,479.77
		<b>Total Amount</b>	<b>\$5,479.77</b>

THESE ARE TRANSMITTED as checked below:

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> For Approval | <input type="checkbox"/> Make corrections noted        | <input type="checkbox"/> Resubmit _____ copies for approval   |
| <input type="checkbox"/> For Your Use            | <input type="checkbox"/> No Exceptions Taken           | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As Requested            | <input type="checkbox"/> Submit Specific Items         | <input type="checkbox"/> Return _____ corrected prints        |
| <input type="checkbox"/> For Review & Comment    | <input type="checkbox"/> Rejected/ Revise and Resubmit |   |

Submitted by: Rudy Sultan - Senior Project Manager  
 USS Cal Builders's Representative

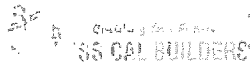
12/16/2014  
 (Date)

Received by: [Signature]  
 (Print Name)

[Signature]  
 (Signature)

2-12-15  
 (Date)

\*Please sign & fax to (714) 828-9498 to acknowledge receipt of above document(s) \*



CHANGE ORDER REQUEST
Westborough MS 013

DATE: December 16, 2014
REFERENCE: USS Cal Builders, Inc.
PROJECT: South San Francisco Unified School District Westborough Middle School Classroom Remodel
PROJECT NO.: 0550
TO: South San Francisco Unified School District
FROM: USS Cal Builders, Inc.
ESTIMATOR: Rudy Sultan, Sr. PM

The following is an itemized quotation regarding proposed modification to the contract documents

Description of Work:

To furnish all materials and labor to add penetrations on the roof and install crickets at Westborough MS Renovation project as requested

Subtier Contractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Description, Amount. Row: Sub-Tier (see attached pages), \$ -. Subtotal A \$ -

Subcontractor's Cost ( Includes Subtier Contractor Overhead 10% & Profit 5%)

Table with 2 columns: Description, Amount. Row: Subcontractor's Cost, \$ 4,628.41. Subtotal B \$ 4,628.41

General Contractor's Cost

Table with 2 columns: Description, Amount. Rows: Material (see attached supporting documentation) \$ -, Taxes at % of Material \$ -, Labor (Includes Fringe Benefits, from Project Labor Agreement) \$ 736.00, Payroll Taxes and Insurance at % of Labor \$ -, Construction Equipment (See attached supporting documentation) \$ -. Subtotal C \$ -, Subtotal D \$ 736.00, Subtotal E \$ -

General Contractor's Overhead and Profit

Table with 2 columns: Description, Amount. Rows: Overhead & Profit 5% of Subtotals A & B \$ 231.42, Overhead & Profit 15% of Subtotals C & E \$ -, Overhead & Profit 20% of Subtotal D \$ -. Subtotal F \$ 231.42

Table with 2 columns: Description, Amount. Row: Bond and Builder's Risk Insurance at 1.50 % of Subtotals A+B+C+D+E+F \$ 83.94. Credit \$ (200.00). Total \$ 5,479.77

Grand Total (A+B+C+D+E+F+G)

- The proposed change would increase the Final Completion Date by TBD calendar days.
[X] The proposed change does NOT affect the Final Completion Date required by the Contract.
[X] This Change Order Request is effective for 30 calendar days.

Note:

"USS CAL BUILDERS, Inc. is preserving any and all rights as to the recovery of damages pursuant to and under section 7102 of the public contract code."

Roofing Specialist

10/7, 2014

Kirk Beckstead  
USS Cal Builders  
8051 Marin St  
Stanton, CA 90680

415-505-5183

Subject: Westborough Middle School  
RE: PCO 03 - Added roofing scope

Kirk

There were some added penetrations on the roof, as well as the request for installation of crickets. Below is a summary of costs for the work. The freight cost was made proportional, and the material pricing includes taxes.

Description	Qty	Unit	Unit Price	Amount
Labor	36	M-Frs	\$ 90.00	\$ 2,880.00
Pipe Flashing 2"	9	EA	\$ 34.58	\$ 311.24
Pipe Flashing, 1 1/2"		E	\$ 73.60	\$ 134.42
Taper	1	EA	\$ 91.12	\$ 91.12
Primer	1	Can	\$ 15.00	\$ 15.00
Weatherking	1	5-Gal	\$ 121.80	\$ 121.80
Stripping ply	1	Roll	\$ 208.80	\$ 208.80
Cap sheet	1	Roll	\$ 218.59	\$ 218.59
Freight	1	EA	\$ 43.74	\$ 43.74

Direct Cost: \$ 4,024.70  
Mark-up, 15%: \$ 603.71  
Bond: \$ -  
Total: \$ 4,628.41

Michael Li  
Project Coordinator

1485 Armstrong Ave. San Francisco, CA 94124 Tel (415) 671-1070 Fax (415) 671-0448

August 13, 2015

An Equal Employment Opportunity Employer

Page 307  
Action

THE GARLAND COMPANY, INC  
 3800 EAST 91ST STREET  
 CLEVELAND, OH 44105  
 216-641 7500

11/10/11

INVOICE #	PG. #
CJ-GUSD101530	1
INVOICE DATE	
09/25/2011	

Make All Remittances To

The Garland Co Inc  
 25162 Network Place  
 Chicago, IL 60673 1257

Sold To PIONEER CONTRACTORS  
 1485 ARMSTRONG AVE  
 SAN FRANCISCO, CA 94124

Ship To PIONEER CONTRACTORS  
 1485 ARMSTRONG AVE  
 SAN FRANCISCO, CA 94124

Payment Due: 11/09/2014

Salesman: JAY MULLIGAN

Order No	Order Date	Cust #	Loc	Salesman	P.O. #	Job #	Ship Via	Col/PPD
SON115256	9/23/2014	381698	UPI	383088	1360-ML02	SALC0042044		
QTY ORDERED	QTY SHIPPED	QTY BO	REFERENCE NUMBER DESCRIPTION			UOM	UNIT PRICE	NET PRICE
2	2	0	4411-30 StressBase E 80			RL	\$192.00	\$384.00
3	3	0	4377 StressPly® Plus FR Mineral			RL	\$201.00	\$603.00
<small>TERMS: 1.5% DISCOUNT 10 DAYS, NET 45            A FINANCE CHARGE OF 2% PER MONTH WILL BE ADDED TO THE UNPAID BALANCE 60 DAYS AFTER INVOICE DATE (20% PER ANNUM) TAX EXEMPTION CERTIFICATE REQUIRED IF NON TAXABLE. WE HEREBY CERTIFY THAT THESE GOOD WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTION 6.7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 THERE OF. SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS</small>							<b>THANK YOU FOR YOUR BUSINESS</b>	
<small>SALES SUBTOTAL:</small>							987.00	
<small>JOB: WESTBOROUGH MIDDLE SCHOOL</small>							<small>MISC CHARGES:</small> 0.00	
<small>TERMS: 1.5% IN 10 DAYS</small>							<small>FREIGHT:</small> 109.34	
<small>DISC: 14.81</small>							<small>STATE SALES TAX:</small> 86.36	
<small>If Received By: 10/5/2014</small>							<small>TOTAL</small> 1,182.70	

REMITTO  
 P.O. BOX 24160  
 SAN FRANCISCO, CA 94124-0160

1492 EGBERT AVENUE PHONE: (415) 822-6150 • FAX (415) 822 6164 • E MAIL gowsco@pacbell.net

Cust No 903670	Job No	Purchase Order 1366	PO # 1366	Reference OPDR # 2551	Terms 2% 1/10, NET 25/11	Clerk MC	Date 9/19/14	Time 1:24
-------------------	--------	------------------------	-----------	--------------------------	-----------------------------	-------------	-----------------	--------------

Sold To:  
 PIONEER CONTRACTORS  
 1455 ARMSTRONG AVENUE  
 SAN FRANCISCO CA 94124

Ship To:

DUE DATE 10/5/14 DOC# 331771  
 DEL. DATE 9/19/14 TERM#551 \*\*\*\*\*  
 \* INVOICE \*  
 SLSR PHIL GARA \*\*\*\*\*  
 TAX 01 SAN FRANCISCO

ORDR 25516

LN#	SHIPPED	ORDERED	UN	QTY	DESCRIPTION	QTY	UNITS	PRICE/PER	EXTENSION
1	1		EA	31212	2 ALI LEAD FLASHING 12 HI	31.80	EA	31.80 /EA	31.80

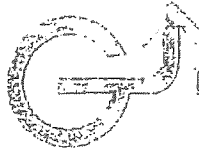
.64 \*\* AMOUNT CHARGED TO STORE ACCOUNT \*\* 34.58 TAXABLE 31.80  
 NON-TAXABLE 0.00  
 (MARJEL AVILA ) SUBTOTAL 31.80

Thank You

ALL RETURNS MUST BE MADE WITHIN 30 DAYS.  
 NO RETURNS OR REFUNDS WITHOUT ORIGINAL RECEIPT.  
 NO RETURNS ON SPECIAL ORDERS.  
 ALL RETURNS ARE SUBJECT TO A 15% RESTOCKING FEE.

Limitation Of Warranty: Gow Supply Company's liability for defective equipment shall be limited to any warranty provided by the manufacturer. THE EXPRESS WARRANTY CONTAINED HEREIN IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY. THIS IS FOR A PARTICULAR PURPOSE. By accepting this shipment, Buyer acknowledges that Gow Supply Company shall not be liable for any special or consequential damages.

Received By



GOW SUPPLY COMPANY

REMIT TO  
PO BOX 24160  
SAN FRANCISCO, CA 94124-0160

1492 EGBERT AVENUE • PHONE: (415) 822-6150 • FAX (415) 822-6164 • E-MAIL: gowsco@pacbell.net

Cust No	Job No	Purchase Order	Reference	Terms	Clerk	Date	Time
963670		1166	PO # 1166 ORDER # 2145	2% DTR, NET 30 D	WC	9/19/14	1:25

Sold To:  
 SICHERA CONTRACTORS  
 1485 ARMSTRONG AVENUE  
 SAN FRANCISCO CA 94124

Ship To:

DUE DATE: 10/25/14  
 DEF DATE: 9/19/14 TERM#551  
 TAX : 001 SAN FRANCISCO  
 DOC# 331773  
 \* INVOICE \*  
 ORDER 25454

LN#	QUANTITY	ORDERED	UOM	SKU	DESCRIPTION	STGS	UNITS	PRICE/PER	EXTENSION
1	3		EA	031212	2 ALL LEAD FLASHING 12 IN	53.00	9	31.80 /EA	286.20
2	3		EA	031211	1 1/2 ALL LEAD FLASHING 12 IN	51.50	3	30.90 /EA	92.70

7.58 \*\* AMOUNT CHARGED TO STORE ACCOUNT \*\* 412.05 TAXABLE 378.90  
 NON-TAXABLE 0.00  
 (MANUEL AVILA ) SUBTOTAL 378.90

Thank You

ALL RETURNS MUST BE MADE WITHIN 30 DAYS.  
 NO RETURNS OR REFUNDS WITHOUT ORIGINAL RECEIPT.  
 NO RETURNS ON SPECIAL ORDERS.  
 ALL RETURNS ARE SUBJECT TO A 15% RESTOCKING FEE.

Limitation Of Warranty: Gow Supply Company's liability for defective equipment shall be limited to any warranty provided by the manufacturer. THE EXPRESS WARRANTY CONTAINED HEREIN IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. By accepting this shipment, Buyer acknowledges that Gow Supply Company shall not be liable for any special or consequential damages.

X \_\_\_\_\_  
 Received By





# SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

## Memorandum

TO: Board of Trustees

FROM: Dr. Shawnterra Moore  
Superintendent

THRU: Michael Krause  
Assistant Superintendent – Business Services

DATE: August 13, 2015

RE: Approval of Amendment No. 7 to Consolidated Engineering's Professional Services Agreement dated April 25, 2013 for materials testing and construction inspection services for the Phase 3 Modular Replacement project at Junipero Serra Elementary School

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### **BACKGROUND:**

On April 25, 2013, the Board approved a Professional Services Agreement with Consolidated Engineering to provide materials testing and construction inspection services to Measure J's Phase One Modular projects. On June 27, 2013, the Board approved Amendment 1 of the Consolidated Engineering Laboratories PSA for interim materials testing inspections for El Camino's Athletic Field project. Amendment 2, approved July 25, 2013, covers the remainder of the interim materials testing inspections for the El Camino High School Athletic Field and Bleachers project.

Amendment 3 provided materials testing and construction inspection services for Measure J's Spruce ES Ramp Replacement project for \$19,467.00. Amendment 4 provides additional funds for materials testing and construction inspection services for the Spruce ES Ramp Replacement project and the El Camino Science Building project due to time extensions and weekend work.

Amendment 5 provided materials testing and construction inspection services for the Measure J Bond Phase Two modular projects at Ponderosa Elementary School, Westborough Middle School, Parkway Heights Middle School and South San Francisco High School. Amendment 6 provided additional funds for services due to time extensions.

Amendment 7 will provide funds for the materials testing and construction inspection services for the Phase 3 Modular Replacement project at Junipero Serra Elementary School.

<b>Consolidated Engineering</b>	<b>Date</b>	<b>Total</b>
Original Agreement	April 25, 2013	\$ 137,282.79
Amendment No. 1	June 27, 2013	\$ 5,172.56
Amendment No. 2	July 25, 2013	\$ 10,000.00
Amendment No. 3	November 7, 2013	\$ 19,467.00
Amendment No. 4	February 27, 2014	\$ 10,000.00
Amendment No. 5	February 27, 2014	\$ 248,079.30
Amendment No. 6	April 10, 2014	\$ 30,000.00
Amendment No. 7	August 13, 2015	\$ 27,867.00
<b>ADJUSTED TOTAL:</b>		<b>\$ 487,868.65</b>

**FISCAL IMPLICATIONS:**

The cost of these services, \$27,867.00, is an appropriate expenditure of the Measure J Bond funds.

**RECOMMENDATION:**

It is recommended that the South San Francisco Unified School District Board of Trustees approve Amendment No. 7 to Consolidated Engineering's Professional Services Agreement dated April 25, 2013 for materials testing and construction inspection services for the Phase 3 Modular Replacement project at Junipero Serra Elementary School.



**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
MEASURE J BOND PROGRAM**

**AMENDMENT No. 7  
August 13, 2015**

**To the Professional Services Agreement between the  
SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT and Consolidated Engineering  
Laboratories**

This Amendment 7 is attached to, and made a part of the Professional Services Agreement (**Agreement**) dated April 25, 2013 between the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT (District)** and **Consolidated Engineering Laboratories (Consultant)**. The responsibilities, services and mutual covenants therein and previously agreed to shall be applicable in full force to this Amendment to that Agreement.

**I. SCOPE OF THE SERVICES**

The Services to be rendered ("Services") consist of providing materials testing inspections for the Phase Three Modular Replacement project at Junipero Serra Elementary School.

**II. COMPENSATION FOR SERVICES**

Consultant compensation for above listed services to be performed under this agreement shall be a lump sum basis not to exceed \$27,867.00.

**III. SCHEDULE OF PERFORMANCE**

TBD

IN WITNESS THEREOF, the parties hereto have executed this AMENDMENT 7 to the Professional Services Agreement dated April 25, 2013 between the SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT and Consolidated Engineering Laboratories.

**Consolidated Engineering Laboratories**

**South San Francisco Unified School District**

\_\_\_\_\_  
Title \_\_\_\_\_

\_\_\_\_\_  
Michael Krause  
Assistant Supt. of Business Services

Date \_\_\_\_\_

Date \_\_\_\_\_





CONSOLIDATED ENGINEERING  
LABORATORIES

July 23, 2015

Mr. Salom Samad  
South San Francisco Unified School District  
398 "B" Street  
South San Francisco, California 94080

Via E-Mail: [ssamad@ssfusd.org](mailto:ssamad@ssfusd.org)

**Subject: *Junipero Serra ES Phase 3 Classroom Replacement  
151 Victoria Street, Daly City, California 94015  
CEL #10-30392PW; GEO #84-03523-PW  
DSA File #41-28; DSA Application #01-114437  
Materials Testing and Construction Inspection Services***

Dear Mr. Samad:

Consolidated Engineering Laboratories (CEL) is pleased to submit our cost proposal to provide materials testing and construction inspection services for the *Junipero Serra ES Phase 3 Classroom Replacement project, located at 151 Victoria Street in Daly City, California*. CEL would be proud to be part of your team, helping to ensure the construction quality and success of this project.

Following are our cost estimate and scope of services.

Thank you for giving CEL the opportunity to be a part of your project team. We are committed to providing our clients the very best service possible to fulfill their testing and inspection needs, and are eager to prove this commitment to you. Should you have any questions or require additional information, please do not hesitate to contact me.

Respectfully submitted,  
CONSOLIDATED ENGINEERING LABORATORIES

  
Joe Berriatua  
Senior Project Manager

JB/clr

This proposal, when signed by client at the space indicated below, shall constitute a legally enforceable contract on the precise, unaltered terms set forth in this proposal and the accompanying Contract Terms and Conditions

Client: South San Francisco Unified School District

\_\_\_\_\_  
Date

2001 Crow Canyon Road, Suite 100 | San Ramon, California 94583 | Tel (925) 314-7100 | Fax (925) 855-7140

August 13, 2015

www.celabs.com

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**JUNIPERO SERRA ELEMENTARY SCHOOL PHASE 3  
CLASSROOM REPLACEMENT - G, H, I, AND LIBRARY  
SOUTH SAN FRANCISCO, CALIFORNIA  
CEL #10-30392PW; GEO #84-03523-PW**

**PRICING**

Description	Quantity	Unit Rate	Subtotals	
<b>GEOTECHNICAL ENGINEER OF RECORD</b>				
Site reconnaissance, document review, project management, field consultation, and report preparation.				
Senior Engineer	6 Hours	\$ 170.00	\$ 1,020.00	
Staff Engineer	4 Hours	\$ 125.00	\$ 500.00	
Observation and testing during site clearing and grading.				
Senior Engineer	6 Hours	\$ 170.00	\$ 1,020.00	
Technician - Full Time	80 Hours	\$ 85.00	\$ 6,800.00	
Lab, Max Density/Opt Moisture	2 Each	\$ 300.00	\$ 600.00	
Foundation excavation observation.				
Staff Engineer	12 Hours	\$ 125.00	\$ 1,500.00	
Observation and testing during backfilling operations.				
Technician - Half Days	40 Hours	\$ 85.00	\$ 3,400.00	
Lab, Max Density/Opt Moisture	2 Each	\$ 300.00	\$ 600.00	
Observation and testing during subgrade preparation and baserock placement in paved areas.				
Technician - Half Days	8 Hours	\$ 85.00	\$ 680.00	
Lab, Max Density/Opt Moisture	1 Each	\$ 300.00	\$ 300.00	
<b>SUBTOTAL:</b>			<b>\$ 16,420.00</b>	
<b>REINFORCED CONCRETE</b>				
Mix Design Review	1 Each	\$ 200.00	\$ 200.00	
Sampling and Tagging Reinforcing Steel	8 Hours	\$ 85.00	\$ 680.00	
Rebar and Tensile Test	8 Each	\$ 85.00	\$ 680.00	
Sampling Inspections	32 Hours	\$ 85.00	\$ 2,720.00	
Batch Plant Inspection	32 Hours	\$ 85.00	\$ 2,720.00	
Concrete Compression Tests	40 Cylinders / 8 Sets	\$ 30.00	\$ 1,200.00	
Sample Pick-Ups	8 Trips	\$ 20.00	\$ 160.00	
<b>SUBTOTAL:</b>			<b>\$ 8,360.00</b>	
<b>POST-INSTALLED ANCHORS</b>				
Placement of Post-Installed Anchors	8 Hours	\$ 85.00	\$ 680.00	
Proofload or Torque Testing	8 Hours	\$ 85.00	\$ 680.00	
<b>SUBTOTAL:</b>			<b>\$ 1,360.00</b>	
<b>MISCELLANEOUS</b>				
Final Affidavit	1 Per Permit	\$ 400.00	\$ 400.00	
Project Engineering and Management 5%			\$ 1,327.00	
<b>SUBTOTAL:</b>			<b>\$ 1,727.00</b>	
<b>MAN-HOURS</b>		<b>244</b>	<b>GRAND TOTAL: \$ 27,867.00</b>	

*[Handwritten Signature]*  
7/28-15

August 13, 2015

CEL Client  
Initials *[Signature]*  
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**JUNIPERO SERRA ELEMENTARY SCHOOL PHASE 3  
 CLASSROOM REPLACEMENT - G, H, I, AND LIBRARY  
 SOUTH SAN FRANCISCO, CALIFORNIA  
 CEL #10-30392PW; GEO #84-03523-PW  
 PRICING**

**Basis of Charges:** The proposed unit rates will be in effect through June 30, 2016. Thereafter, the unit rates are subject to an annual increase of four percent (4%) per year to mitigate the annual operating cost increases:

Work over 8 Hours per day	Time and One-Half
Work over 12 Hours, Monday through Friday	Double Time
Work on Saturdays	Time and One-Half
Work over 8 Hours on Saturdays	Double Time
Work on Sundays/Holidays	Double Time
Swing or Graveyard Shift Premium	\$10.00 per Hour
Work from 0-4 Hours	4-Hour Minimum Billing
Work from 4-8 Hours	8-Hour Minimum Billing
Show-Up Time	2-Hour Minimum Billing
Sample Pick-Up	\$20.00/Trip
Laboratory Testing – Rush Fee	Add 50% to Testing Cost
Final Affidavit (per permit number) (request via working days advanced notice)	\$400.00
Extra Copies (over four per issue date) of Inspection Reports and Final Affidavit	\$20.00/each
Project Engineering and Management	5% of Fees
Reimbursables	Cost + 15%
QA/QC Plan Written Procedures	Quotation upon Request
Out of Area Services (beyond 40-mile radius)	As Listed Below
Travel Time	Basic Hourly Rate
Mileage	\$0.60/Mile
Per-Diem, including lodging	\$90.00/Day

## SCOPE OF SERVICES

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### SOILS - GEOTECHNICAL ENGINEER OF RECORD AND SOIL OBSERVATION AND TESTING

The geotechnical portions of this project will be performed under the direction of CEL's Geotechnical Engineer, which will be the Geotechnical Engineer of Record for the project. A technician with a nuclear gauge will perform density and moisture testing in the field during grading, utility trench backfilling, and pavement operations utilizing the American Society for Testing and Materials (ASTM) D6938, and ASTM D1556 methods. Laboratory maximum density and optimum moisture determination will be performed in accordance with ASTM D1557 or D698. Asphalt pavement placement and testing will be performed in accordance with Caltrans methods. CEL will provide:

- Perform a site reconnaissance, review the geotechnical engineer report prepared for this project, review the drawings, and prepare a transfer of geotechnical engineer of record responsibility letter;
- Project management, consultation during construction, preparation of daily field, foundation excavation observation, and final grading reports;
- Observation and testing during site clearing and mass grading;
- Observing the foundations excavations for structures;
- Observation and testing during backfilling of utility trenches,
- Observation and testing during subgrade preparation and baserock placement in asphalt paved areas.

Observation and testing will consist of visual observation of earthwork activities and taking field density and moisture tests for the purpose of ascertaining that the work is in substantial conformance with the contract documents. Such observation and testing shall not be relied upon by others as acceptance of the work nor shall it be construed to relieve the contractor in any way from his obligation and responsibilities under the construction contract. Specifically, but without limitations, observation and testing shall not require the technician and engineer to assume responsibilities for the means and methods of construction nor for safety on the job site.

### REINFORCED CONCRETE - SCHOOLS

#### **Mix Review**

We will review the proposed concrete mixes in our laboratory for conformance with specifications.

#### **Sample, Tag and Test Reinforcing Steel**

Prior to fabrication of the steel, we will make a visit to the reinforcing steel supplier and collect mill certificates and sample reinforcing steel from the unbroken bundles. Testing will be as per American Society for Testing and Materials (ASTM) A615. Once the steel is ready for shipment, we will make another trip to the supplier and inspect to determine the steel has identical heat numbers to that already tested, and tag the steel so that it may be shipped to the job site.

#### **Batch Plant Inspection**

Our inspector will periodically check for batch weights, moisture content of aggregates, proper use of admixtures, and batching procedures.

#### **Reinforcing Steel Placement**

Will be performed by the Inspector of Record (IOR).



**Concrete Placement**

Will be performed by the IOR.

**Concrete Sampling**

Our inspector will be on-site to perform casting of (4x8) concrete cylinders for compression testing at a frequency of five cylinders for every 50 cubic yards placed.

**Concrete Compression Testing**

We will transport all samples to our laboratory for compression testing in strict accordance with ASTM requirements. Compression test reports will be distributed to the appropriate parties.

**POST-INSTALLED ANCHORS**

As required, we will perform visual examination of anchor placement to determine if post-installed anchor holes are clean, of the proper depth and diameter, and installed as specified by the manufacturer. In addition, we will perform proofload/torque testing of the anchors at the percentage defined by the plans and specifications.

**NOTE:** These estimates assume that adequate access will be provided for performing the work at maximum production, i.e., scaffolding. Should any anchor fail, additional tests will be required per plans.

## CONTRACT TERMS AND CONDITIONS

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- I. **FEES:** The estimated contract price is based on the best information made available to CEL at the time the estimate was performed. If subcontractors perform more quickly than scheduled, Client will receive a cost savings for testing. If, however, subcontractors' schedules are extended or delayed, Client may receive a resulting increase in costs for testing. Client recognizes that the additional services rendered herein under this Proposal are schedule driven and are mandated by the scheduling and staffing of the contractor(s). Should items and quantities alter from estimates outlined herein, CEL shall be entitled to compensation for services rendered. In addition, Client recognizes that, on occasion, due to the schedule of the contractor or relevant subcontractors, occasional overtime may be required. CEL typically will have no notice of this until the day the said overtime occurs. Client agrees to compensate CEL for such overtime. Any estimated quantities contained herein are estimates only and Client agrees to payment for services rendered in excess of the estimated quantities and/or cost figures as described herein. Fees for CEL's services will be billed on a time and expenses basis at the unit rates quoted and CEL shall submit biweekly invoices for services rendered and for reimbursable expenses incurred. Invoices are due within 30 days from receipt. Past due invoices are subject to a finance charge of 1% per month or the maximum rate permitted by law.
- II. **FINAL AFFIDAVIT:** The first invoice from CEL shall include the estimated cost to prepare the Final Inspection Report. However, the Final Inspection Report will not be issued until the sixth working day following the request for the Final Inspection Report by Client's authorized representative. Additionally, as a condition precedent to release of the Final Inspection Report, Client shall have paid in full for all services performed by CEL pursuant to this Agreement.
- III. **INSPECTION:** Inspection shall consist of visual observation of materials, equipment, or construction work for the purpose of ascertaining that the work is in substantial conformance with the contract documents. Such inspection shall not be relied upon by others as acceptance of the work nor shall it be construed to relieve the contractor, subcontractors, or materialmen in any way from their obligations and responsibilities under the construction contracts. Specifically, but without limitation, inspection shall not require the inspector to assume responsibilities for the means and methods of construction nor for safety on the jobsite of any party other than CEL employees.
- IV. **STANDARD OF CARE:** In providing services under this agreement, CEL shall exercise that degree of skill and care ordinarily used by other reputable members of CEL's profession, practicing in the same or similar locality and under similar circumstances at the time these services are rendered. Nothing in this agreement shall be interpreted to require CEL to meet any higher standard and this paragraph shall control over any such contrary provision. CEL makes no warranty, either expressed or implied, as to its findings, recommendations, specifications or professional advice. CEL will provide only those services that, in the opinion of CEL, lie within the technical and professional areas of expertise of CEL as set forth herein and which CEL is adequately staffed and equipped to perform. Client shall request in writing if Client desires CEL to provide services outside of the scope of services described herein. CEL shall advise Client of any services that lie outside the technical and professional expertise of CEL.
- V. **LIABILITY:** In recognition of the relative risks of the Client and CEL on the Project, Client agrees, to the maximum extent permitted by law, that CEL's liability to Client and any third party, in any way arising out of this Agreement, shall be limited to 100% of the total fees and costs paid to CEL or \$25,000, whichever is greater. Client agrees to compensate CEL at its standard hourly rates in the event CEL is requested to perform services in connection with litigation, claims or disputes arising out of this project or in the event CEL, its agents or employees are subpoenaed or otherwise compelled to participate in litigation, claims or disputes arising out of this project. CEL shall not be responsible for acts and/or omissions of any party or parties involved in the design of the Project or the failure of any Contractor or Subcontractor to construct any aspect of the Project in accordance with the Agreement documents, or in accordance with recommendations contained in any correspondence or written recommendations issued to CEL.
- VI. **LITIGATION:** In case of any dispute, claim, question, or disagreement arising out of or relating to this Contract or the breach thereof, the parties hereto shall use all reasonable efforts to settle such disputes, claims, questions, or disagreement. To this effect, they shall consult and negotiate with each other, in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. Client and CEL agree to continue to perform their obligations under this Contract during the good faith resolution of such a dispute, claim, question, or disagreement. In the event that any litigation, arbitration, or other proceeding is commenced between the parties hereto or their personal representatives, successors or assigns concerning the enforcement or interpretation of any provision of this Contract or the rights and duties of any party in relation thereto, the party or parties prevailing in such litigation, arbitration or other proceeding shall be entitled, in addition such other relief as may be granted, to reasonable attorneys' fees and costs. For the purposes of this paragraph, the "prevailing party" shall be determined in accordance with the provisions of California Civil Code section 1717.

August 13, 2015

\_\_\_\_\_  
CEL  
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\_\_\_\_\_  
CLIENT  
Initials  
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*Contract Terms and Conditions (cont'd)*

- VII. **STATE PREVAILING WAGE:** It shall be Client's sole responsibility to notify CEL of any prevailing wage requirements before any services are performed for the Project. Should it be revealed subsequent to the execution of an agreement for services that this project is indeed a prevailing wage project and if CEL is thereafter mandated to comply with those requirements, there will be a 10% surcharge to the hourly rates quoted in our Proposal. In addition, in the event notification is not given to CEL, Client shall be fully responsible for payment of all fines, penalties, and/or damages imposed upon CEL for any failure to comply with the prevailing wage laws.
- VIII. **CLIENT'S RESPONSIBILITIES:** Client or Client's authorized representatives will promptly and timely provide CEL with all revised and updated plans, specifications, addenda, change orders, approved shop drawings and any other information for the proper performance of CEL pursuant to this Contract. Client agrees that CEL has been engaged to provide technical professional services only, and that CEL does not owe a fiduciary responsibility to Client. Client shall secure and maintain throughout the full period of this Contract, sufficient insurance to protect it adequately from claims under applicable Worker's Compensation Acts and from claims for bodily injury, death or property damage as may arise from the performance of services under this Contract. CEL shall not be responsible for any errors and/or omissions in the performance of CEL's work or services rendered resulting from Client's failure to provide CEL with revised and updated plans, specifications, addenda, change orders, approved shop drawings and other information for the proper performance of CEL. Client or Client's authorized representatives will give a minimum of 24 hours notification for all dispatch requests. Cancellations received on the day of inspection are subject to a 2-hour show-up charge.
- IX. **HAZARDOUS MATERIALS REQUIREMENT:** If hazardous materials are encountered by CEL's employees on Client's project site resulting in the need for specialized training or certifications as required by State and Federal agencies in order for CEL's inspection personnel to perform their duties, then all related costs for such specific training, including class time, will be billed to Client with a 15% markup. Personnel time for necessary training classes will be billed at the hourly rate quoted herein.
- X. **ADDITIONAL SERVICES:** Should additional services be requested that are not included in CEL's proposed scope of services, CEL will provide these services at the unit rates listed in our published 2015 Fee Schedule.
- XI. **ACCEPTANCE OF CONTRACT:** This Contract is subject to acceptance only of the terms and conditions stated herein. Any additional or different terms and conditions proposed by Client are hereby rejected, and shall be of no force or effect unless expressly assented to in writing by CEL. There shall be no contract except upon the terms and conditions provided herein. By directing CEL to commence performance, after your receipt of this Contract, you agree to comply with all the terms and conditions set forth herein. This Contract contains the entire and integrated agreement between Client and CEL and supersedes all prior negotiations, representations or agreements, either written or oral. This Contract cannot be amended or modified except by a written addendum, executed by each of the parties hereto. This Contract shall be interpreted and enforced in accordance with the laws of the State of California.
- XII. **BASIS OF CHARGES:** The proposed unit rates will be in effect through June 30, 2016. Thereafter, the unit rates are subject to an annual increase of four percent (4%) per year to mitigate the annual operating cost increases:

Work over 8 Hours per day	Time and One-Half
Work over 12 Hours, Monday through Friday	Double Time
Work on Saturdays	Time and One-Half
Work over 8 Hours on Saturdays	Double Time
Work on Sundays/Holidays	Double Time
Swing or Graveyard Shift Premium	\$10.00 per Hour
Work from 0-4 Hours	4-Hour Minimum Billing
Work from 4-8 Hours	8-Hour Minimum Billing
Show-Up Time	2-Hour Minimum Billing
Sample Pick-Up	\$20.00/Trip
Laboratory Testing – Rush Fee	Add 50% to Testing Cost
Final Affidavit (per permit number) (request six working days advanced notice)	\$400.00
Extra Copies (over four per Issue date) of Inspection Reports and Final Affidavit	\$20.00/each
Project Engineering and Management	5% of Fees
Reimbursables	Cost + 15%
QA/QC Plan Written Procedures	Quotation upon Request
Out of Area Services (beyond 40-mile radius)	As Listed Below:
Travel Time	Basic Hourly Rate
Mileage	\$0.60/Mile
Per-Diem, including lodging	\$90.00/Day

