



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 8.1a

Meeting Date: April 16, 2026

Subject: Approval/Ratification of Other Agreements
Approval of Bid Awards
Approval of Declared Surplus Materials and Equipment
Change Notices
Notices of Completion

- ☐ Information Item Only
- ☒ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☐ Action
- ☐ Public Hearing

Division: Business Services

Recommendation: Recommend approval of items submitted.

Background/Rationale:

Financial Considerations: See attached.

LCAP Goal(s): Goal 1 – Graduation Outcomes; Goal 2 – Academic Outcomes; Goal 3 – Welcoming and Safety Outcomes

Documents Attached:

1. Entitlements, and Other Income Agreements
2. Approval of Declared Surplus Materials and Equipment
3. Change Notices – Facilities Projects

Estimated Time of Presentation: N/A

Submitted by: Lisa Grant-Dawon, Interim Chief Business and
Operations Officer

Tina Alvarez Bevins, Contract Analyst

Approved by: Lisa Allen, Superintendent

ENTITLEMENTS AND OTHER INCOME AGREEMENTS – REVENUE

<u>Contractor</u>	<u>New Item</u>	<u>Amount</u>
<u>CURRICULUM AND INSTRUCTION DEPARTMENT</u>		
National University MOU0000005	☒ Yes ☐ No	\$0 No Match
Period: 8/1/25 – 8/1/29 Description: Unpaid student teaching and practicum agreement, including Psychology students		
<u>CURRICULUM AND INSTRUCTION DEPARTMENT</u>		
Pepperdine University MOU0000006	☒ Yes ☐ No	\$150 stipend per teacher No Match
Period: 10/1/25 – 9/30/30 Description: Directed Teaching Agreement: District placements will provide opportunities for candidates to receive teaching experience through directed teaching in schools and classes of SCUSD, not to exceed the number of directed teaching assignments.		
<u>CURRICULUM AND INSTRUCTION DEPARTMENT</u>		
CA State University, Chico MOU0000020	☒ Yes ☐ No	\$0 No Match
Period: 2/6/26 – 10/24/30 Description: Prepare high-quality Administrators, including interns who are enrolled in the preliminary Administrative Services credential program in the School of Education at California State University, Chico.		
<u>CURRICULUM AND INSTRUCTION DEPARTMENT</u>		
Emerson College MOU0000021	☒ Yes ☐ No	\$0 No Match
Period: 9/1/25 – 9/1/28 Description: Clinical Affiliation Agreement to provide supervised, practical learning experiences in connection with a clinical program to students of Emerson		
<u>CURRICULUM AND INSTRUCTION DEPARTMENT</u>		
CSUS East Bay MOU0000030	☒ Yes ☐ No	\$0 No Match
Period: 7/1/25 – 6/30/30 Description: Internship Program through which University students who hold an intern credential from the California Commission on Teacher Credentialing (CCTC) ("Paid Interns") will gain experience in the public school setting.		
<u>CURRICULUM AND INSTRUCTION DEPARTMENT</u>		
University of Phoenix MOU0000031	☒ Yes ☐ No	\$0 No Match
Period: 10/1/25 – 9/30/30 Description: Provide education experiences for selected University students, which will take place at the SCUSD school and in which the SCUSD school will participate.		

<u>FOSTER YOUTH DEPARTMENT</u>		
Department of Child, Family, and Adult Services MOU0000033	☒ Yes ☐ No	\$100,000 No Match
Period: 7/1/25 – 6/30/26 Description: Provide independent living program services to eligible foster youth ages 16-18 who reside within SCUSD attendance boundary.		

<u>FOSTER YOUTH DEPARTMENT</u>		
Innovation Bridge MOU0000034	☒ Yes ☐ No	\$20,200 No Match
Period: 10/1/25 – 6/30/26 Description: Provide technical assistance for Tobacco Use Prevention and Education (TUPE) Grant, which includes program project planning, project assessment and evaluation, data analysis and grant writing support.		

<u>STUDENT SUPPORT DEPARTMENT</u>		
City of Sacramento MOU0000046	☒ Yes ☐ No, received grant in 2018/19	\$747,949 No Match
Period: 7/1/25 – 6/30/28 Description: SAC Children's Fund Grant awarded to Homeless Education Services, which supports over 3,000 homeless students throughout SCUSD.		

<u>CHARLES A. JONES DEPARTMENT</u>		
County of Yolo MOU0000058	☒ Yes ☐ No	\$300,000 No Match
Period: 7/1/25 – 6/30/26 Description: Occupational Skills Training would allow the County of Yolo to send their WIOA I client to SCUSD Adult Education for occupational training. County of Yolo gives funds to their clients to attend school/training, much like granting them funds so they can pay.		

<u>FACILITIES SUPPORT SERVICES</u>		
Sacramento Regional Transit A24-00140-2	☐ Yes ☒ No	\$600/mnthly No Match
Period: 8/16/24 – Description: Sacramento Regional Transit is paying for usage of 41 parking spaces at SCUSD's 24 th & Florin site. Amendment No. 2 to move the agreement from August 2024 to month-to-month.		

APPROVAL OF DECLARED SURPLUS MATERIALS AND EQUIPMENT

SITE/DEPT	ITEM
*Nutrition Services Serna Center Transportation Services School of Engineering and Sciences Rosa Parks K-8 Nicholas E.S. Caroline Wenzel E.S. Camellia E.S.	<p>BACKGROUND: The Education Code regulates the procedures by which a school district can dispose of personal property. Education Code section 17546 provides that the governing board may, by unanimous vote, dispose of items valued at \$2,500 or less by private sale without advertising, by selling the items at public auction, or if the board finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump. The District has held previous auctions, but they have generally cost more than they have netted for the District.</p> <p>STATUS: The District has determined these items are not repairable nor usable.</p> <p>RECOMMENDATION: It is recommended that the Board of Education approve the salvage of the listed items per Education Code section 17546</p>
ITEMS	
*Hobart 1712 Slicer, (1 each) *Hobart H-600T Mixer (1 each) *MagiCater Grill, (1 each) *Metro Steel Racking (18 each) *Marketier Metal Shelving (7 each) Chromebooks (3 each) Laptops (2 each) Desktops (5 each) Printers (6 each) Projectors (4 each) Monitors (10 each) Misc. Items (151 each)	
TOTAL VALUE	
*\$140.00 Min. \$0.00	
DISPOSAL METHOD	
*Auction e-Waste	

CHANGE NOTICES – FACILITIES PROJECTS

The following change notice is submitted for approval.

Project: **Bowling Green Elementary School Campus**

Recommendation: Roebbelen Contracting, Inc. was awarded preconstruction services at the December 19, 2024 Board of Education Meeting to authorize staff to pursue a lease-leaseback contract with Roebbelen Contracting, Inc. This request for proposal (RFP) was publicly advertised on October 18, 2024 and October 21, 2024. Once plans are finalized, approved by Division of State Architect and the guaranteed maximum price (GMP) for the project is established, the construction contract will be submitted to the Board for approval.

Original Pre-Construction Amount: \$50,963; Measure H Funds

Amendment No. 1 Amount of \$3,681,707 to Roebbelen Contracting, Inc., funded with Measure H Funds. Amendment No. 1 is for the long lead items, including casework/countertops; doors, frames, hardware; kitchen equipment of the Bowling Green ES Campus project; was approved at the March 20, 2025, Board of Education meeting.

New Contract Amount: \$3,732,670; Measure H Funds

Amendment No. 2 Amount of \$33,046,848 to Roebbelen Contracting, Inc., funded with Measure H Funds. Amendment No. 2 is for additional weather days and move this project into construction of the Bowling Green ES Campus project; approved at the May 1, 2025 Board of Education Meeting.

New Contract Amount: \$36,779,518; Measure H Funds

Approve Amendment No. 3 Amount of \$0; Measure H Funds. Amendment No. 3 is for Lease Payments 12-16 have been added to extend the Facilities Lease through August 2026; Unused Preconstruction Contingency added from Amendment No. 1 and District Contingency and Allowance funds have been adjusted in equal value to Lease Payments 12-16.

New Contract Amount: \$36,779,518; Measure H Funds

Project:

Nicholas Elementary School New Construction and Modernization

Recommendation:

CORE West, Inc. was awarded preconstruction services at the January 19, 2023, Board of Education Meeting to authorize staff to pursue a lease-leaseback contract with CORE West, Inc. This request for proposal (RFP) was publicly advertised on October 10, 2022, and October 17, 2022. Once plans are finalized, approved by Division of State Architect, and the guaranteed maximum price (GMP) for the project is established, the construction contract will be submitted to the Board for approval.

Original Pre-Construction Amount: \$70,000; Measure H Funds

Amendment No. 1 Amount of \$1,844,337 to CORE West, Inc., funded with Measure H Funds. Amendment No. 1 is for the demolition of the current Nicholas site and setup of temporary utilities; Board approved June 22, 2023.

New Total Contract Amount: \$1,914,337; Measure H Funds

Amendment No. 2 Amount of \$14,889,593 to CORE West, Inc., funded with Measure H Funds. Amendment No. 2 is for the new construction of the Nicholas site; Board approved August 17, 2023.

New Total Contract Amount: \$16,803,930; Measure H Funds

Amendment No. 3 Amount of \$44,398,585; Measure H Funds. Approve Amendment No. 3 is for Increment 2 construction of the Nicholas site; Board approved March 21, 2024.

New Total Contract Amount: \$61,202,515; Measure H Funds

Amendment No. 4 Amount of \$0; Measure H Funds. Amendment No. 4 is for Performance Bond required for the off-site improvements by the County of Sacramento Frontage Agreement; Board approved April 3, 2025.

New Total Contract Amount: \$61,202,515; Measure H Funds

Amendment No. 5 Amount of \$1,900,000; Measure H Funds. Approve Amendment No. 5 for Increment 2 Owner Contingency; board approved August 7, 2025..

New Total Contract Amount: \$63,102,515; Measure H Funds

Approve Amendment No. 6 Amount of <\$12,162>; Measure H Funds. Approve Amendment No. 6 for Increment 2 Unused Owner Contingency..

New Total Contract Amount: \$63,090,353; Measure H Funds

Project: Ethel Phillips Elementary School Campus

Recommendation: XL Construction was awarded preconstruction services at the December 19, 2024 Board of Education Meeting to authorize staff to pursue a lease-leaseback contract with XL Construction. This request for proposal (RFP) was publicly advertised on September 18, 2024, and September 23, 2024. Once plans are finalized, approved by Division of State Architect and the guaranteed maximum price (GMP) for the project is established, the construction contract will be submitted to the Board for approval.

Original Pre-Construction Amount: \$50,000; Measure H Funds

Amendment No. 1 \$849,060; Measure H Funds for long-lead items for the Timberquest Classroom J1 and J2 materials; approved at the February 6, 2025, Board of Education Meeting.

New Total Contract Amount: \$959,068; Measure H Funds

Amendment No. 2 Amount of \$39,196,787 to XL Construction, funded with Measure H Funds. Amendment No. 2 is for the additional weather days and move this project into construction; approved at the May 1, 2025, Board of Education Meeting.

New Contract Amount: \$40,155,855; Measure H Funds

Approve Amendment No. 3 Amount of \$930,059 to XL Construction, funded with Measure H Funds. Amendment No. 3 is for unforeseen construction needs.

New Contract Amount: \$41,085,914; Measure H Funds

Project: Crocker Riverside ES Playground

Recommendation: Roebbelen Contracting, Inc. was awarded preconstruction services at the March 5, 2026 Board of Education Meeting to authorize staff to pursue a lease-leaseback contract with Roebbelen Contracting, Inc. This request for proposal (RFP) was publicly advertised on January 13, 2026 and January 20, 2026. Once plans are finalized, approved by Division of State Architect, and the guaranteed maximum price (GMP) for the project is established, the construction contract will be submitted to the Board for approval.

Original Pre-Construction Amount: \$56,240; Measure H Funds

Amendment No. 1 \$852,756; Measure H Funds for early materials procurement and associated equipment.

New Total Contract Amount: \$908,996; Measure H Funds

Project:

H.W. Harkness Telecenter

Recommendation:

Vanden Bos Electric Inc. was awarded construction services at the August 7, 2025, Board of Education Meeting; Measure H Funds. Project included to provide new intercom system, data network installation, and remove old or abandoned data network.

Original Construction Amount: \$260,500; Measure H Funds

Approve Change Order No. 1 \$<20,000>; Measure H Funds for Owners Unused Allowance.

New Total Contract Amount: \$240,500; Measure H Funds



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/7/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 500 N. Brand Boulevard Suite 100 Glendale CA 91203	CONTACT NAME: Stephanie Powell PHONE (A/C, No, Ext): 818-539-1366 E-MAIL ADDRESS: Stephanie.Powell@ajg.com FAX (A/C, No):
INSURED National University 9388 Lightwave Avenue San Diego, CA 92123-1426	License#: 0D69293 NATIUNI-07

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Philadelphia Indemnity Insurance Company	18058
INSURER B : Evanston Insurance Company	35378
INSURER C : Sentry Casualty Company	28460
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 933602637**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☐ PRO-JECT ☒ LOC OTHER:			PHPK2609159-016	9/29/2024	9/29/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Sexual Abuse/Mol \$ 1M Occ/\$2M Agg
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PHPK2609159-016	9/29/2024	9/29/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			PHUB883907-012	9/29/2024	9/29/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	90-20615-001 90-20615-002	7/1/2025 7/1/2025	7/1/2026 7/1/2026	☒ PER STATUTE ☐ OTH-ER \$250k deductible E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability Prof. Liab. Excess Claims Made			MKLV3PSM002625 MKLV3XHC000092	9/29/2024 9/29/2024	9/29/2025 9/29/2025	Occurrence/Agg. Excess Aggregate Deductible \$2M / \$4M \$2,000,000 \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

*30 Days Notice of Cancellation except 10 for Non-Payment of Premium.

General Liability and Auto Policy # PHPK2609159-016 is scheduled as underlying coverage to Umbrella Policy # PHUB883907-012

Professional Liability Policy # MKLV3PSM002625 is scheduled as an underlying coverage to Excess Policy # MKLV3XHC000092

CERTIFICATE HOLDER**CANCELLATION**

Sacramento City Unified School District
 5735 47th Ave
 Sacramento AZ 95824-4528

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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UNPAID STUDENT TEACHING AND PRACTICUM AGREEMENT

This Unpaid Student Teaching and Practicum Agreement (“Agreement”), effective as of the date of last signature, is made by and between National University, a California non-profit, public benefit corporation (“University”), located at 9388 Lightwave Ave., San Diego, CA 92123, and Sacramento City Unified School District (“Institution”), which is located at 5735 47th Ave., Sacramento, CA 95824-4528, USA , (individually, each a “Party,” and collectively, the “Parties”), who have partnered for the purpose of providing contractual services for students or a state-supported TK-12 educational service unit, with reference to the following facts:

1. RECITALS

1.1 Section 35160 of the California Education Code provides that the governing board of any Institution may initiate and carry on any program or activity or may otherwise act in any manner which is not in conflict with, or inconsistent with, or pre-empted by, any law and which is not in conflict with the purposes for which the Institution is established.

1.2 An agreement by Institution to provide student teaching or practicum to candidates enrolled in an education credential program offered by an institution of higher education approved by the California Commission on Teacher Credentialing (the “CTC”) is not inconsistent with the purposes for which the Institution is established.

1.3 University is accredited by WASC Senior College and University Commission (“WSCUC”). University has met all of the preconditions prescribed by the California Commission on Teacher Credentialing (“CTC”) to offer the following student teaching and practicum credential programs (“Programs”): Inspired Teaching and Learning, Teacher Education Internship Credential, Special Education Internship Credential, Preliminary Administrative Services Internship Credential, Pupil Personnel Services Internship Credential - School Counseling, and Pupil Personnel Services Internship Credential - School Psychology.

1.4 The University desires that the Institution provide student teaching and/or practicum to candidates enrolled in the University's Programs. The Institution agrees to provide such student teaching and/or practicum opportunities to candidates enrolled in University’s Programs under the terms and conditions specified in this Agreement.

2. DEFINITIONS

2.1 “Institution” shall be inclusive of any District, Charter, or School, as applicable, over which Institution has authority.

2.2 “Candidate” shall refer to a student enrolled in a program at the University which is approved by the CTC, and which leads to an education credential. Candidates actively participate in the duties and functions of a teacher, school administrator, school counselor, or school psychologist under the direct supervision and instruction of one (1) or more Site Support Provider(s).

2.3 “Site Support Provider” (“SSP”) shall refer to an employee of the Institution holding a valid, clear teaching credential issued by the CTC and of whom has three (3) or more years’ teaching experience. SSP will under no circumstances be recognized or treated as an employee of the University.

2.4 “University Support Provider” (“USP”) shall refer to an employee of the University holding a valid credential issued by the CTC, a Pupil Personnel Services credential, or equivalent certification and experience as a teacher, school administrator, school counselor, school psychologist, or other education specialist.

2.5 “Quarter Unit” shall refer to the amount of academic credit earned by a Candidate through the successful completion, as determined by the University, of approximately twenty-five (25) hours of Student Teaching or between twenty (20)-to-forty (40) hours of Practicum.

2.6 “Student Teaching” shall refer to the active participation by a Candidate in the duties and functions of classroom teaching under the direct supervision and instruction of one (1) or more SSP holding the same credential as is being sought by the Candidate they support.



2.7 “Student Teaching Assignment” shall refer to the total assigned full days of Student Teaching which shall be comprised of five (5) days of Student Teaching a week for twelve (12)-to-eighteen (18) weeks, dependent upon the Candidate’s program. Student Teaching Assignments shall satisfy all requirements established by the CTC.

2.8 “Practicum” shall refer to the participation by a Candidate in the duties and functions of a school counselor, school psychologist, school social worker, or school attendance worker under the direct supervision and instruction of one (1) or more SSP in order to develop the Candidate’s abilities in various aspects of their respective program.

2.9 “Practicum Assignment” shall consist of between ninety (90) and six hundred (600) hours of Practicum depending upon the Candidate’s specific program requirements.

2.10 “Field Experience” and “Fieldwork” shall refer to the participation by a Candidate in the duties and functions of a school administrator under the direct supervision and instruction of a credentialed SSP. Under the supervision of one (1) or more SSP, Candidates shall be provided with the opportunity to demonstrate the full range of skills acquired during Practicum, develop additional knowledge and skills, and provide direct and indirect services to pupils, parents, and Institution staff in all areas of training. Field Experience/Fieldwork hours, location of participation, and qualifications vary depending upon the specific program requirements.

2.11 “Internship” shall refer to the participation by a Candidate in the duties and functions of a teacher, school administrator, school counselor, or school psychologist under the direct supervision and instruction of a credentialed SSP in the area listed on their credential. An “Intern” is a Candidate who is an employee of Institution or, as applicable, the Institution’s district and is paid as per their salary schedule. Notwithstanding, Interns who are participating in a School Psychologist Internship may be unpaid, depending on the placement and as approved by University in writing prior to placement.

2.12 “School Psychology Internship” shall refer to the participation by an Intern in the duties and functions of a school psychologist under the direct supervision and instruction of a credentialed SSP with a minimum of three (3) years of experience. Under the supervision of one (1) or more SSP, School Psychology Internship Interns shall be provided with the opportunity to demonstrate the full range of skills acquired during practicum or early field experiences, develop additional knowledge and skills, and provide direct and indirect services to pupils, families, and school staff in all areas of training as specified by the CTC and the National Association of School Psychologists (“NASP”). The hours, location of participation, and qualifications applicable to a Candidate’s School Psychology Internship will vary depending upon the specific requirements of the Candidate’s program.

3. TERMS AND CONDITIONS

3.1 Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum. Institution shall provide University Candidates with Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum, as applicable, in schools and classes of the Institution under the direct supervision and instruction of a qualified SSP. University and Institution from time to time shall agree as to the number of Candidates assigned to the Institution for Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum.

3.2 Institution Determination. Institution at its sole discretion may refuse to accept, or may terminate, any Candidate assigned to the Institution for Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum based upon its good faith determination that the Candidate is not performing to the standards of the Institution. Upon written notification by Institution, University shall promptly terminate the Candidate’s assignment to Institution.

3.3 University Determination. University shall determine the number of units of Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum each Candidate shall receive. Candidates shall be able to be eligible, subject to University and Institution’s mutual determination, for more than one (1) Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum assignment at Institution.

3.4 Institution Honorarium. As set forth within Exhibit A, attached hereto and incorporated herein by this reference, University shall provide the Institution with an honorarium for supervision of Candidates in specific Student Teaching, Field Experience/Fieldwork, and/or Practicum assignments at the completion of each semester or quarter, based on the



number of units earned by the Candidate or by an otherwise predetermined amount set by University. Supervision of Candidates in Internship assignments is not eligible for honorarium. Institution shall submit an invoice based on the generated report received from the University Honorarium Specialist at the end of each semester or quarter, as applicable. Notwithstanding, in no event shall the total honorarium amount for supervision per Candidate exceed six hundred dollars (\$600.00). Institution acknowledges that honorariums issued are dependent upon the length of supervision provided for each Candidate, and incomplete assignments are assessed on a pro-rated basis to the nearest completed quarter or semester unit, as reflected in Exhibit A. University shall pay Institution within thirty (30) days from the date on which the Institution's invoice is received.

3.5 Insurance. Institution and University will each obtain and maintain a broad form commercial general liability insurance policy with coverage of at least one million dollars (\$1,000,000) for each occurrence and two million dollars (\$2,000,000) in the aggregate, with no exclusion for molestation or abuse. The Parties will provide proof of such insurance upon execution of this Agreement to each other. For purposes of this Agreement, each of the Parties will provide workers' compensation insurance coverage for their own employees, and Candidates are not employees of the Institution.

3.6 Representations. University represents that all Candidates assigned to Institution for Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum are validly enrolled in a University credential program approved by the CTC. University makes no other representation, express or implied, about, or assumes any responsibility for, the Candidate's fitness or qualification to participate in the Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum. Nothing in this Agreement shall be construed as a delegation by Institution to University of any of Institution's duties and responsibilities for operation or supervision of the schools or classes of Institution.

3.7 Certificate of Clearance. In accordance with California Education Code Section 44320, each credential Candidate prior to assignment to Institution must obtain at their sole expense a "Certificate of Clearance," which includes a complete Live Scan Service. University will ensure that Candidates receive a Certificate of Clearance prior to beginning their assignment at Institution or hold a valid document issued by the CTC accounting for fingerprint clearance.

3.8 Tuberculosis Clearance. In accordance with California Education Code Section 49406, each credential Candidate prior to assignment to Institution must obtain at the Candidate's sole expense an examination by a licensed physician or surgeon within the past sixty (60) days to determine that they are free of active tuberculosis.

3.9 Video Assessment. Institution and University agree that the use of video recording equipment on any Institution property, including but not limited to, Institution classrooms, is solely for the purpose of assessing Candidates as part of the credentialing process. As applicable to a particular program, University requires use of video recording for Candidate reflection and as required by the California Teaching Performance Assessment ("CalTPA"), the Educational Specialist California Teaching Performance Assessment ("EdSp CalTPA"), and/or the California Administrator Performance Association ("CalAPA") to reflect, to the extent possible, a Candidate's knowledge, skills, and abilities to instruct TK-12 students while meeting state-adopted academic standards for their program. Institution shall inform Candidates of video recording policies in place for the CalTPA, EdSp CalTPA, and CalAPA task video capture requirement. Institution shall also provide SSPs with any and all applicable rules, regulations, and instructions relating to the assessment of Candidates. University and Institution agree no video recording of any Candidate will occur without prior written notification of the name of the Candidate as well as date, time, and location of the video recording to the principal of the school where the video recording is to take place. The principal of the school within the Institution where video recording is desired to take place shall provide written approval of said video recording, subject to the receipt of all necessary authorizations from the parents and/or guardians of Institution students who may be recorded as a result of the same. University and Institution agree no video recording of any Institution student shall be permitted to occur without the express written approval and authorization from the student's parent and/or guardian or as is otherwise consistent with Institution's policy.

3.10 Control, Supervision, and Evaluation of Assessment. The control, supervision, evaluation, and/or direction of all Candidates and any other University personnel in connection with the assessment of the Candidate will be at the University's sole and exclusive discretion.

3.11 Confidentiality of Student Records. For purposes of this Agreement, and pursuant to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended ("FERPA"), University designates Institution as having a legitimate educational interest in the educational records of any Candidate who participates in the Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum experience at Institution to the extent that access to the



records is required by Institution to carry out the relevant educational experience. Institution agrees to maintain the confidentiality of each Candidate's educational record in accordance with the provisions of FERPA.

3.12 Confidentiality of Institution Pupil Records. No Candidate will have access to or have the right to receive any Institution pupil records, except to the extent necessary in the regular course of assisting in providing services to pupils as part of the Candidate's Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum. The discussion, transmission, or narration in any form by Candidates of any individually identifiable pupil information, educational, medical, or otherwise, which is obtained in the course of the Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum experience, is forbidden except as a necessary part of the practical experience. To the extent a Candidate is given access, they are subject to the privacy regulations outlined in FERPA. Otherwise, Candidates shall use de-identified information only (and not personally identifiable pupil information) in any discussions about the Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum experience with University, its employees, agents or others. University must comply with all federal, state, and local laws, rules, and regulations concerning the maintenance and disclosure of Confidential Information, including FERPA and California Education Code section 49076 and 49076.5. All records will be maintained/owned by the Institution.

3.13 Publicity. Neither University nor Institution shall cause to be published or disseminated any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to this Agreement, without the prior written consent of the other party. In addition, neither party may use the names, logos, or trademarks of the other party without its prior written consent.

3.14 Unpaid Student Teaching, Field Experience/Fieldwork, Internship, and Practicum Parameters. University and Institution agree and understand that Student Teaching, Field Experience/Fieldwork, Internship, and Practicum Candidates are not employees of University or Institution and are not entitled to benefits of any kind or nature normally provided employees of University or Institution and/or to which employees are normally entitled, including but not limited to, State Unemployment Compensation or Workers' Compensation. A Student Teaching, Field Experience/Fieldwork, Internship, and/or Practicum Candidate's primary coverage for Candidate injuries shall be Candidate's personal medical insurance. Institution further understands and agrees to the following pursuant to the Fair Labor and Standards Act ("FLSA"):

- a. The Student Teaching, Field Experience/Fieldwork, Internship, and Practicum Candidates and Institution understand that there is no expectation of compensation;
- b. The Student Teaching, Field Experience/Fieldwork, Internship, and Practicum experiences are similar to that which would be given in an educational environment;
- c. The Student Teaching, Field Experience/Fieldwork, Internship, and Practicum experiences are tied to a Candidate's formal education program by integrated coursework or the receipt of academic credit;
- d. The Student Teaching, Field Experience/Fieldwork, Internship, and Practicum experiences' timeframes with the Candidate and Institution correspond to the program in which the Candidate is enrolled;
- e. The duration of the Student Teaching, Field Experience/Fieldwork, Internship, or Practicum experience for each Candidate is limited to the duration of time required to either complete the Candidate's program's required hours or to complete the Candidate's course;
- f. The Candidate's Student Teaching, Field Experience/Fieldwork, Internship, or Practicum compliments, rather than displaces, the work of Institution's paid employees while providing significant educational benefits to the Candidate; and
- g. Institution understands that Candidate is participating in the Student Teaching, Field Experience/Fieldwork, Internship, or Practicum experience for experience and is not entitled to a job at the conclusion of the same.

3.15 Orientation. Each SSP must complete an orientation provided by University regarding the University program curriculum and assessments applicable to the program in which the Candidate the SSP is supervising is enrolled. For SSP supervision of Candidates enrolled in Teacher Education and Special Education Support programs, SSP orientation includes a minimum of ten (10) hours of initial orientation provided through University on the program curriculum, effective supervision approaches, including, but not limited to, cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices, and program curriculum and assessments, including, but not limited to, the Teaching Performance Expectations ("TPEs"), the California Teaching Performance Assessment ("CalTPA"), and the Educational Specialist California Teaching Performance Assessment ("EdSp CalTPA").

3.16 Institution Administrator. Any Institution with Candidates in Student Teaching, Field Experience/Fieldwork, Internship, or Practicum programs must have a fully qualified administrator holding an administrative services credential or



equivalent.

3.17 Infectious Diseases. Institution shall inform and advise Candidates and USP regarding the current status of infectious diseases at Institution prior to arriving on site. Institution shall also provide appropriate PPE to Candidates and USP while on site.

3.18 Term. The term of this Agreement shall commence as of the Effective Date above and shall continue until terminated in accordance with the terms and conditions in this Agreement, not to exceed five years as per Ca. Ed. Code. Either Party may terminate this Agreement upon thirty (30) days' prior written notice to the other Party. Provided, however, all Candidates completing Student Teaching, Field Experience/Field Work, Practicum, or Internship assignment(s) at Institution as of the date of such notice shall be permitted to complete their assignment(s) so long as said Candidate is not the cause of the termination of the Agreement.

3.19 Attorney's Fees. In the event any Party hereto commences litigation for the interpretation, specific performance, or damages for the breach of this Agreement, the prevailing Party shall be entitled to a judgment or award against the other Party in an amount equal to reasonable attorney's fees and expenses incurred, together with all other appropriate legal or equitable relief.

3.20 Notices. All notices, demands, or other communications given under this Agreement shall be in writing and shall be deemed to have been duly given as of the second business day after mailing by United States mail, postage pre-paid, addressed to the addresses set forth below, or to such other address or to such other person as any Party hereto shall designate to the other Party for such purposes in the manner hereinabove set forth. Personal delivery of such notice, demand, or communication may also be made to the above-described addressees and shall be deemed given as of the date of such delivery.

3.21 Entire Agreement. This Agreement contains the entire agreement between the Parties relating to the transactions contemplated hereby and supersedes any prior agreements between the Parties with respect to the subject matter hereof, whether written or oral, and any such prior agreements are cancelled as at the date of this Agreement but without prejudice to any rights which have already accrued to either of the Parties. No modification, waiver, amendment, discharge, or change to the Agreement shall be valid unless the same is in writing and signed by the Party against which the enforcement of such modification, waiver, amendment, discharge, or change is or may be sought.

3.22 Miscellaneous Provisions. This Agreement (i) shall be binding upon and inure to the benefit and be enforceable only by the Parties hereto and their respective legal representatives, successors, or assigns, (ii) may be executed in any number of counterparts, each of which may be deemed to be an original, but all of which together shall constitute one and the same instrument, (iii) shall be construed and enforced in accordance with the laws of the State of California.

3.23 Mutual Indemnification. University shall defend, indemnify and hold Institution, its Board, officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of University, its Board, officers, agents, or Candidates. Institution shall defend, indemnify and hold University, its Board, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Institution, its Board, officers, agents, employees or volunteers.

3.24 Dispute Resolution. In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the Parties hereto shall use their best efforts to settle the dispute, claim, question, 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. If they do not reach such solution within a period of sixty (60) days, then, upon notice by either party to the other, all disputes, claims, questions, or differences shall be communicated to the other Party in writing in advance of any filed litigation to provide the Parties a further opportunity to reach a resolution by means of formal mediation.



3.25 Limitation of Liability. Except for obligations to make payment under this Agreement, liability for indemnification, liability for breach of confidentiality, or liability for infringement or misappropriation of intellectual property rights, in no event shall either Party or any of its representatives be liable under this Agreement to the other party or any third party for consequential, indirect, incidental, special, exemplary, punitive, or enhanced damages, lost profits or revenues or diminution in value arising out of, or relating to, and/or in connection with any breach of this Agreement, regardless of whether such damages were foreseeable, whether or not it was advised of the possibility of such damages and the legal or equitable theory (contract, tort, or otherwise) upon which the claim is based.

3.26 Non-Discrimination and Commitment to Diversity, Equity, and Inclusion. The Parties agree not to discriminate against any individual under this Agreement because of race, color, religion, sex, gender, ancestry, age, national origin or disability (as defined in The Americans with Disabilities Act of 1990, 42 USC 12101, et seq. and any regulation promulgated thereunder) or any other unlawful basis. Institution agrees to recognize and support the University's commitment to diversity, equity, and inclusion.

3.27 Title IX. University strictly adheres to Title IX of the Education Amendments of 1972, the federal Campus Sexual Violence Elimination Act; United States Department of Education regulations and directives; and the University's sexual harassment policy and procedures (collectively, "Regulations"). Specifically, the Regulations apply to all students, employees, visitors, and other third parties on University-controlled or affiliated property, including institutions and entities with whom University places its employees or students. Further, such Regulations prohibit unequal treatment on the basis of sex/gender as well as sexual harassment, misconduct and violence. As a condition of employment, enrollment, doing business, or being permitted on University-controlled or affiliated property, the above-mentioned individuals, organizations, and entities must agree to: (1) Report any and all allegations of discrimination, harassment, (including sexual harassment, or violence) promptly to the Title IX Coordinator via the reporting form at the following link: <https://www.nu.edu/reportit/>, or by using one of the other methods of communication with the Title IX Coordinator found at the following link: <https://www.nu.edu/title-ix/erp/>; (2) Cooperate with University's investigation; and (3) Cooperate fully with all sanctions that University may impose against those who are found to have violated the Regulations. If the individual, organization, or entity fails to adhere to any of the aforementioned requirements, University reserves the right to take appropriate action, including but not limited to: immediate removal from University-controlled or affiliated property, discipline of employees and students (including termination of employment and/or enrollment); and/or termination of business or contractual relationships.

3.28 Board Ratification. In accordance with California Education Code section 17604, this Agreement is not a valid or enforceable obligation until approved or ratified by the SCUSD Board of Education duly passed and adopted. Any modification or amendment of this Agreement also shall not be valid or an enforceable obligation until approved or ratified by the SCUSD Board of Education.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective the date first written above.

National University

By: _____
John Cicero
Provost and Chief Academic Officer

Dated: _____

University Contact Information

Contract Coordinator
National University
9388 Lightwave Ave.
San Diego, CA 92123
(858) 642-8417
credcontracts@nu.edu

Sacramento City Unified School District

By: Mary Hardin Young
618444F325E34F2...

Name: Mary Hardin Young

Title: Deputy Superintendent

Dated: 03/13/2026

Telephone: (916) 643-9055

Address: 5735 47th Ave., Sacramento, CA
95824-4528, USA



EXHIBIT A

Honorariums

A maximum honorarium of \$300.00 per course per Candidate is awarded for supervision of Candidates enrolled in the following University programs: **Inspired Teaching and Learning Teacher Education Credential; Special Education Credential; and Preliminary Administrative Services Credential**. The below table sets forth the honorarium amounts to be awarded based on the duration of supervision provided:

Traditional Setting			Block Setting		
One Period	25%	\$300 x .25 = \$75	One Period	33%	\$300 x .33 = \$99 rounded to \$100
Two Periods	50%	\$300 x .50 = \$150	Two Periods	66%	\$300 x .66 = \$198 rounded to \$200
Three Periods	75%	\$300 x .75 = \$225	Three Periods	100%	3 periods = \$300
Four or More Periods	100%	4 periods or more = \$300	*****	*****	*****

A maximum honorarium of \$150.00 per course per Candidate is awarded for supervision of Candidates enrolled in the following University programs: **Pupil Personnel Services Credential: School of Counseling and Pupil Personnel Services Credential: School of Psychology**. The below table sets forth the honorarium amounts to be awarded based on the duration of supervision provided:

Traditional Setting			Block Setting		
One Period	25%	\$37.50	One period	33%	\$50.00
Two Periods	50%	\$75.00	Two Periods	66%	\$100.00
Three Periods	75%	\$112.50	Three Periods	100%	\$150.00
Four Periods	100%	\$150.00	*****	*****	*****



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 500 N. Brand Boulevard Suite 100 Glendale CA 91203	CONTACT NAME: Jeff Russell PHONE (A/C, No, Ext): 818-539-1223 E-MAIL ADDRESS: Jeff_Russell@ajg.com FAX (A/C, No): 818-539-2301														
INSURED Pepperdine University Attn: Jon Weber 24255 Pacific Coast Highway Malibu CA 90263	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : United Educators Ins, a Reciprocal Risk Retention</td> <td style="text-align: center;">10020</td> </tr> <tr> <td>INSURER B : Hartford Fire Insurance Company</td> <td style="text-align: center;">19682</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : United Educators Ins, a Reciprocal Risk Retention	10020	INSURER B : Hartford Fire Insurance Company	19682	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER: 920726117****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR Ded: \$ 200,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			R70-18E	8/1/2025	8/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included ABUSE/MOLESTATION \$ Included
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			72ABS28701	8/1/2025	8/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp: \$1,000 ded. \$ Coll: \$1,000 ded
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 1,000,000			R70-18E	8/1/2025	8/1/2026	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	72 WBR S28702	8/1/2025	8/1/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			R70-18E	8/1/2025	8/1/2026	Each Claim \$3,000,000 Aggregate \$6,000,000 Deductible Per Claim \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Subject to all policy terms, conditions and exclusions.

RE: Pepperdine Graduate School of Education and Psychology teaching agreement

Certificate Holder is included as an Additional Insured for General Liability coverage as required by virtue of a written contract or agreement and to the extent insurable as respects their interest in the operations of the Named Insured.

CERTIFICATE HOLDER**CANCELLATION**

Sacramento City Unified School District
 5735 47th Ave.
 Sacramento CA 95824

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Graduate School of Education and Psychology

DIRECTED TEACHING AGREEMENT

This Agreement is made between Pepperdine University ("Pepperdine") on behalf of Pepperdine Teacher Preparation Programs and the hereinafter mentioned school district ("District"). It is the parties' intent that this agreement is a cooperative agreement for the benefit of the public and that entering into this agreement does not trigger any compliance or reporting obligation on the part of Pepperdine. This agreement does not in any way enlarge the University's obligations under federal or state law regulation.

RECITALS

- A. Pepperdine has established an approved program (the "Program") of directed teaching for training education students of the University;
- B. Directed teaching experiences are a required and integral part of the Program;
- C. Pepperdine desires the cooperation of **Sacramento City Unified School District** in the training of students through the directed teaching experiences, which will provide a benefit to the public; and
- D. Pursuant to the provisions of Section 44320 of the California Education Code, the governing board of a District is authorized to enter into agreements with any university or college accredited by the State Board of Education as a teacher education institution, to provide teaching experience through directed teaching to students enrolled in teacher education curricula of such institution; and
- E. Any such agreement may provide for the payment in money or services for the services rendered by the District in an amount not to exceed the actual cost to the District of the services rendered by the District.

Now, therefore, it is mutually agreed between the parties hereto as follows:

SPECIAL PROVISIONS

DATE: **January 14, 2026**

PARTIES: Pepperdine University and **Sacramento City Unified School District**

TERM: **From August 1, 2026 to July 31, 2031**.

CONTRACT SERVICES: Not to exceed three Clinical Experiences per year, per mentor.

RATE AND AMOUNT: \$150 Master Teaching Stipend per student, per session of Clinical Observation of student by Master Teacher. \$150 Master Teaching Stipend per student teacher, per session of directed mentoring for Clinical Experience.

METHOD OF PAYMENT: Check one.

_____ Stipend is to be paid directly to the District.



Graduate School of Education and Psychology

XXXX Stipend is to be paid directly to the Master Teacher.

Directed Teaching Agreement – 2024

GENERAL TERMS

1. Directed Teaching

- A. The District shall provide teaching experience through directed teaching in schools and classes of the District, not to exceed the number of directed teaching assignments. Such directed teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and Pepperdine through their duly authorized representatives may agree upon.
- B. The District may, for good cause, refuse to accept for directed teaching any student of Pepperdine assigned to directed teaching in the District. In such event, Pepperdine shall terminate the assignment of such student to the directed teaching program in the District.
- C. The term “directed teaching” as used herein and elsewhere in this Agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District who hold valid clear teaching credentials issued by the California Commission on Teacher Credentialing authorizing them to serve as classroom teachers in the schools or classes in which the direct teaching is provided, and who have completed a minimum of three years successful teaching experience.
- D. Pepperdine student teachers without emergency or substitute credentials may not be asked by the school districts to serve and be paid for substitute teaching. Such students are not regarded as properly certified and require full-time supervision. Those holding substitute or emergency credentials may substitute only for their master teacher when s/he is out ill; when it is determined by the principal that such substitution is in the best interest of the student teacher and the students in the classroom; only after the first four weeks of that student’s first student teaching assignment; the student teacher is paid by the District; and the number of days is kept to a minimum.
- E. Pepperdine students working as student teachers within the District may not displace certificated District employees. Pepperdine acknowledges that the District must comply with bargaining unit contracts.
- F. Pepperdine will pay for the performance by the District of all services required to be performed by the District under this Agreement at the aforesaid rates for each session of part-time directed teaching or full-time directed teaching provided by the District pursuant to this Agreement.
- G. The term “session of directed teaching” as used herein and elsewhere in this Agreement is considered to be a full day of directed teaching for five (5) days a week for a minimum

Graduate School of Education and Psychology

of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidates receives four (4) semester units of practice teaching credit) and six (6) periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidates receive four (4) semester units of practice teaching credit). The credential candidate must complete two (2) sessions for a minimum total of sixteen (16) weeks.

- H. An assignment of a Pepperdine student to directed teaching in classes of schools of the District shall be for one (1), two (2), or three (3) sessions as mutually agreed between Pepperdine and the District.
- I. An assignment of a Pepperdine student to directed teaching in the District shall be deemed to be effective for the purposes of this Agreement as of the date the student presents to the proper authorities of the District the assignment papers or other documents provided by Pepperdine affecting such assignment, but no earlier than the date of such assignment as shown on such card or other documents.
- J. In the event the assignment of a Pepperdine student to directed teaching is terminated by Pepperdine for any reason after the student has been in directed teaching and has been at the assignment for a minimum of two weeks, the District shall receive payment for the assignment on account of such student as though there had been no termination of the assignment. Said payment not to exceed \$150 per student per session of terminated assignment.
- K. If applicable, within a reasonable time following the close of each session of Pepperdine, the District shall submit an invoice in triplicate, to Pepperdine for payment, at \$150 per student, per term, for all directed teaching provided by the District under and in accordance with this Agreement during said session. This process may be altered in writing according to individual district procedures as to how the invoicing will proceed.
- L. Notwithstanding any other provision of this Agreement, Pepperdine shall not be obligated by this Agreement to pay the District any amount in excess of the total sum.
- M. In accordance with California Education Code Section 44320(b), each credential candidate, prior to assignment to District, must obtain at his or her sole expense a "Certificate of Clearance", which includes a complete Live Scan Service. The University will ensure that students receive a Certificate prior to beginning their assignment in the district.
- N. In accordance with California Education Code Section 49406, each credential candidate prior to assignment to District must obtain at his or her sole expense an examination, by a licensed physician or surgeon within the past 60 days to determine that he or she is free of active tuberculosis, or provide a current certificate that shows s/he is free of communicable tuberculosis prior to beginning their assignment in the District.
- O. District placements should provide opportunities for candidates to practice comprehensive literacy instruction including appropriate foundational skills, language

Graduate School of Education and Psychology

skills, oral and written language, and screening and diagnostic techniques such that they can complete submissions for a Commission on Teacher Credentialing-approved Literacy Performance Assessment required for credentialing. District placements should, to the best of their ability, attempt to provide candidates with opportunities to work with students with dyslexia by observing and practicing concepts and strategies included in the California Dyslexia Guidelines.

1. Minimum Insurance Requirements

A. District. The District shall maintain insurance in full force and effect, at its sole expense, the following minimum insurance coverage or comparable program of self-insurance:

i. Commercial General Liability (Minimum Requirement):
\$1,000,000 Combined Single Limit

ii. Coverage:
Premises/Operations
Liability Medical Payments
Liability
Personal Injury Liability

iii. The District shall maintain in full force and effect, at its sole expense, Workers' Compensation and Employers Liability Insurance in a form and amount covering District's full liability under the Workers' Compensation Insurance and Safety Act of the State of California as amended from time to time. Coverage:

1. Statutory limits per State of California

2. Employers Liability
\$1,000,000 Each Accident
\$1,000,000 Each Employee

District shall provide University with 30 days written notice before cancellation, or any reduction or material change in coverage.

B. University shall maintain insurance in full force and effect, at its sole expense:

i. Commercial General Liability (Minimum Requirement):
\$2,000,000 General Aggregate
\$1,000,000 Combined Single Limits

ii. Coverage:
Premises/Operations Liability Medical
Payments Liability Contractual Liability
Personal Injury Liability
Independent Contractors

iii. The University will maintain in full force and effect, at its sole expense Workers'



Graduate School of Education and Psychology

Compensation and Employers Liability Insurance in a form and amount covering University's full liability under the Workers' Compensation Insurance and Safety Act of the State of California as amended from time to time. Coverage:

1. Statutory limits per State of California
2. Employers Liability
 - \$1,000,000 Each Accident
 - \$1,000,000 Each Employee

A certificate of general liability insurance with the District named as an additional insured shall be provided by Pepperdine University' Insurance and Risk Department to the District 30 days in advance of the commencement of this agreement.

The District will require 30 days written notice before cancellation, or any reduction or material change in coverage.

3. Indemnity

District shall defend, indemnify and hold Pepperdine, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the District, its officers, agents, or employees.

Pepperdine shall defend, indemnify and hold the District, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Pepperdine, its officers, agents or employees.

4. Miscellaneous

- A. Termination. Either party may terminate this Agreement with or without cause by providing written notice to the other party. Termination will be effective at the end of the school year during which the notice is issued. The notice required under this paragraph shall be sent by registered mail.
- B. Pepperdine student teachers shall be required to maintain the confidentiality of all information received in the course of participating under the terms of this Agreement. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Pepperdine and the District will both inform each



Graduate School of Education and Psychology

participating Pepperdine student teacher about the obligation to comply with the Family Educational Rights and Privacy Act of 1974 (FERPA) and other relevant law. Any breach of confidentiality by a Pepperdine student may be grounds for immediate termination of the assignment.

- C. Any notice required to be given pursuant to this Agreement shall be in writing and shall be served by personal service or first class mail. When served by first class mail, service shall be conclusively deemed effective three (3) days after deposit thereof in the United States mail, postage prepaid, addressed to the party to whom such notice is to be given as herein provided:

Notice to Pepperdine: Pepperdine University
 Graduate School of Education and Psychology
 6100 Center Drive, 5th Floor
 Los Angeles, CA 90045
 ATTN: Teacher Preparation Program Director

Notice to District: **Sacramento City Unified School District**
 5735 47th Avenue
 Sacramento, CA 95824

- D. District and Pepperdine agree that neither will unlawfully discriminate against any individual on the basis of age, sex, race, creed, color, religious belief, national origin, and disability, status as a disabled veteran, or veteran of the Vietnam era.
- E. Neither party shall use the other's name or any corporate or business name which is reasonably likely to suggest that the two are related without first obtaining the written consent of the other party.
- F. The Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and may be modified only by a writing signed by both parties.
- G. The parties hereto shall not have either the power or the right to assign this Agreement or any part thereof to any person or party for any reason, and any attempt to do so shall be void and of no legal effect.
- H. This Agreement shall be governed by and construed under the laws of the State of California, which shall be the forum for any lawsuit arising from or incident to this Agreement.
- I. Should either party reasonably retain an attorney to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs including fees and costs of corporate staff and counsel.



Graduate School of Education and Psychology

- J. In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
- K. This Agreement does not create an employment relationship of any kind. The District, Pepperdine, and all Pepperdine students are independent parties from each other; none of the employees of either Party will act as, or be deemed to be an agent or employee of, the other party for any purpose.
- L. In accordance with California Education Code section 17604, this Agreement is not a valid or enforceable obligation until approved or ratified by the District Board of Education duly passed and adopted. Any modification or amendment of this Agreement also shall not be valid or an enforceable obligation until approved or ratified by the District Board of Education.

In witness thereof, the parties hereto have caused this Agreement to be signed by its duly authorized representative.

Sacramento City Unified School District
Representative

Signed by:

03/13/2026
618444E325E34E2

Print Name	Signature	Date
Mary Hardin Young, Deputy Superintendent		

Dr. Reyna García Ramos,
Program Director

Print Name	Signature	Date

Memorandum of Understanding

From: Dr. Al Schademan, Director
School of Education, California State University, Chico

Subject: Memorandum of Understanding for Intern Support

This Memorandum of Understanding represents an agreement to fulfill the responsibilities listed for each party in order to provide experiences and instruction that will assist candidates working on Intern Credentials in meeting California credential requirements.

University: California State University, Chico

School District: Sacramento City Unified School District **County:** Sacramento

Section I: School of Education of University Responsibilities:

1. Assist the intern candidate in applying to the Commission on Teacher Credentialing for the appropriate Intern Credential.
2. Advise the intern candidate in developing an individual academic program plan for completion of the credential program within two years, as determined by the issuance date of the Intern Credential and meet the requirements for the preliminary credential being sought.
3. Assign a University Supervisor who will observe on-site visits at least three times during assigned supervision year, submit written conference notes, and write a final evaluation.
4. Inform intern candidates that the student interns shall be responsible for following the rules and regulations of the DISTRICT, including recognition of the confidential nature of information regarding pupils and their records.
5. Ensure that each intern candidate meets the requirements of the University's program, curriculum, and objectives to be achieved by students assigned to the District.
6. University shall not permit any students to participate in the program until the University has delivered the District a "Waiver, Release of Liability, and Agreement" in a form provided by the District (a current form of which is provided hereto as Exhibit A), which has been executed by the applicable student intern.
7. The University shall obtain each participating student intern's fingerprints and submit them to the Department of Justice, and/or the Federal Bureau of Investigation pursuant to California Education Code Section 45125.1 et seq., for a criminal background check, and ensure each participating student intern to execute and return the District's background check forms in order for the District to obtain the criminal background clearance for the applicable student intern from the appropriate agency.

Section II: Site Administrator/School District Responsibilities:

1. Assign the intern to a paid Admin position, half time or greater, that is authorized by the standard

credential.

2. Verify that the intern's Admin load will be reasonable for an administrator-in-training, and protected from extracurricular and case-overload demands.
3. Identify and recommend a qualified Local Support Admin Mentor. Criteria for selection include:
 - a. hold a valid clear or life California Admin credential
 - b. have at least three years of successful Administrative experience;
 - c. be an effective communicator and collaborator with other professionals
4. Provide release time and compensation for the intern and Local Support mentor as necessary, for required responsibilities and training.
5. Support the completion of the Intern Requirement Checklist, and, in consultation with the School of Education, develop and implement an appropriate Professional Development Plan for the intern, in compliance with CTC requirements, including:
 - a. provisions for an annual evaluation of the intern;
 - b. a description of the courses to be completed by the intern, if any, and a plan for the completion of training.
6. Hire the intern through an alternative authorization while the Intern Credential is being processed, if necessary.
7. Introduce the intern to members of the local school community and acquaint the intern with school regulations and procedures.
8. Have an administrator (or designee) evaluate the intern and communicate the evaluations to the intern and other members of the support team.
9. Per California Education Code section 44462, meet the minimum salary specifications for an intern and reduce the intern's salary by up to one-eighth to offset intern support.
10. Verify that the intern will not displace any certificated employees in the school district.
11. Notify the School of Education of any changes in employment during the internship.
12. The District shall retain the right, in its sole discretion, to request the removal of any individual from any area of the District premises. Student interns shall be instructed by the University to promptly and without protest leave an area whenever they are requested to do so by an authorized District representative.

Term Of The Agreement

This Agreement shall remain in effect for a term of 5 years beginning on the date that it is fully executed and approved by the governing board of the parties and ending October 24, 2030 , unless terminated sooner. Either party may terminate this Agreement with or without any reasons or no reason on 30 days' written notice to the other party.

Each of the University and the District (the "Indemnifying Party") shall indemnify, defend and hold harmless, at the request of the other party (the "Indemnified Party") from and against any and all claims, losses, liabilities, costs, and expenses including reasonable attorney's fees, established by judgment or alternative resolution award, arising from (a) any material breach of this Agreement by the Indemnifying Party or (b) the negligent acts or omissions in the performance of obligations hereunder by the Indemnifying Party.

Section III: Local Support Administrative Mentor Responsibilities:

1. Meet with the intern and University Supervisor at the beginning of the semester to make a cooperative plan for fulfilling each party's responsibilities.
2. Support the intern:
 - a. other training as needed,
 - b. conferences with intern (and with University Supervisor when requested).
3. Schedule additional time with the intern as needed. Be available to provide assistance and answer the intern's questions.
4. Write and submit at least two observation/conference reports of the intern's performance during each semester of the internship.
5. Understand the aims, structure, and procedures of the professional education program.
6. Demonstrate willingness to work with School of Education faculty via orientation sessions, three-way conferences, and ongoing communication.

Section V: Intern Responsibilities

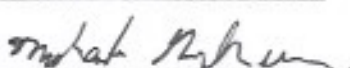
1. Work with the School of Education Program Coordinator to design an academic program plan for completion of the credential program, as determined by the issuance date of the Intern Credential.
2. Notify the School of Education of any changes in employment during the internship.
3. Maintain continuous enrollment in required credential coursework for the duration of the internship, and maintain good standing in the credential program and the University.
4. Meet all general credential obligations, as required of non-intern candidates.
5. Communicate with school site and district personnel to ensure compliance with all employment requirements and responsibilities.
6. Acknowledge that any relevant information regarding job performance and/or academic achievement may be shared between the employer and the School of Education.
7. Promptly complete all necessary paperwork for the internship, including that required by the Commission on Teacher Credentialing.
8. Student intern shall follow the District's rules and regulations and protocols for health and safety. Student intern shall comply with all relevant legal requirements.
9. Student intern shall sign and return to District the waiver form attached hereto as Exhibit A.
10. Student intern shall complete the background check and fingerprinting requirements requested by the District.

By signing below all parties of the requirements and obligations as outlined in this document and acknowledge that failure to meet these requirements and/or communicate necessary information between the intern, school district, and School of Education could result in termination of the internship at any time.

Each party should keep a copy of this document for their records.

Signed by:

 618444F325E34F2...



2/6/26

~~Janice Marking, Chief Business Officer~~

University Approved Signer

Date

Mary Hardin Young
 Deputy Superintendent

EMERSON COLLEGE
CLINICAL AFFILIATION AGREEMENT

This Clinical Affiliation Agreement (including all exhibits, attachments and appendices, the “Agreement”), **effective as of September 1, 2025, is by** and between Emerson College, a Massachusetts non-profit educational corporation and its agents, employees, affiliates, invitees, or representatives (collectively, “Emerson”) and Sacramento City Unified School District, a and its agents, employees, affiliates, invitees, or representatives (collectively, the “Affiliate”). Emerson and Affiliate referred herein individually as a “Party”; collectively, as the “Parties”.

RECITALS

WHEREAS, Emerson desires to engage Affiliate for the purpose of providing supervised, practical learning experiences in connection with a clinical program (the “Program”) to students of Emerson (each a “Student” and collectively, the “Students”); and

WHEREAS, Affiliate is willing to participate in the Program in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Purpose. Emerson hereby engages Affiliate, and Affiliate hereby accepts such engagement, to participate in the Program pursuant to the terms and conditions set forth herein. The objective of the Agreement is to help the Students learn about, and engage and exhibit as appropriate, the following:

- 1.1 Role and responsibilities of the Student within the practice setting.
- 1.2 Assessments (both formal and informal, direct and dynamic) specific to the populations in that practice setting.
- 1.3 Treatment approaches/techniques that are evidence-based and appropriate for the populations in that practice setting.
- 1.4 Patient/client/family centered education and counseling appropriate to and within that practice setting.
- 1.5 Related disciplines within the practice setting and working collaboratively with patients/families and other team members to ensure an optimal outcome for the client.
- 1.6 Clinical problem-solving across age span, disorder, and setting.
- 1.7 Professional and clinical oral and written communication skills appropriate to that practice setting.
- 1.8 Cultural competency when working with patients/clients/families in all practice settings.
- 1.9 Adherence to ASHA’s Code of Ethics and appropriate ethical behavior.

758288.2

2. Program Structure; Telehealth Program Contingency.

- 2.1. Emerson and Affiliate agree that in the normal course of business, the Program will be conducted on-site by the Student at the Affiliate location consistent with all ASHA guidelines.
- 2.2. In the event of (a) a declared emergency by the federal government or the state government in which either Emerson or Affiliate are located, (b) a continued emergency circumstance in the discretion of either Party, or (c) for the health and safety of the Student as determined by either Party (each, an “Emergency Circumstance”), Emerson or Affiliate may determine to restrict or prohibit on-site placement of the Student at Affiliate.
 - 2.2.1. If either Party decides to restrict or prohibit on-site placement of the Student in response to an Emergency Circumstance, Emerson may request that Affiliate permit the Student to engage in the Program remotely using telecommunication technologies (“Telehealth Program”).
 - 2.2.2. If Affiliate agrees to permit a Telehealth Program, the Telehealth Program will be subject to the following terms and conditions:
 - 2.2.2.1. The Telehealth Program will continue for the duration of the time that Emerson is prohibiting on-site placements or until Affiliate allows on-site placements, whichever is later;
 - 2.2.2.2. The Affiliate has or will establish telecommunication capabilities to facilitate telehealth services to its clients for which Students may engage in as part of the Telehealth Program;
 - 2.2.2.3. Any such Telehealth Program shall comply with state licensing and telehealth practice laws as well as ASHA rules (which include compliance with the Council on Academic Accreditation and Council for Clinical Certification), guidelines or recommendations for internship or clinical programs, as either may be modified from time to time in consideration of any Emergency Circumstance;
 - 2.2.2.4. Emerson shall instruct the Student to adhere to all Telehealth Program rules and procedures of the Affiliate made known to the Student, which are necessary for Affiliate to conduct telehealth services in accordance with any applicable laws or regulations; and
 - 2.2.2.5. Student will continue to be covered by Emerson’s professional liability insurance as set forth in this Agreement for the duration of such Telehealth Program.
- 2.3. If Affiliate permits a Telehealth Program in accordance with Section 2.2.2, the Parties will work cooperatively in close consultation to help facilitate the Telehealth Program for the Student. Accordingly, all references to “Program” in this Agreement will mean the “Telehealth Program” as herein defined and the terms of this Agreement will continue to apply in full force and effect to any such Telehealth Program as it would to the Program, provided such terms are not inconsistent with Section 2.2.
- 2.4. If Affiliate does not permit a Telehealth Program in accordance with Section 2.2.2 of this Agreement, either Party may terminate the Agreement immediately upon written notice to the other Party.
- 2.5. Affiliate recognizes that during the time of the COVID-19 pandemic or other Emergency Circumstance, there may be increased risk to a Student, employees of Affiliate, or individuals served by Affiliate as a result of or relating to the Student’s in-person placement. Nevertheless, if (i) the Parties do not restrict or prohibit on-site placement pursuant to Section 2.2.1, and (ii) Affiliate and Student agree to pursue the on-site placement, then Emerson and Student will execute appropriate waivers for the Student to participate in the on-site placement. Affiliate acknowledges that Emerson may restrict or prohibit such on-site placement and terminate the Agreement if the Student does not execute applicable waivers.

3. Responsibilities of Emerson.

- 3.1. Program. Emerson shall be responsible for all academic and accreditation aspects of the Program.

Emerson shall maintain custody and control of all educational records and reports relating to Students' clinical learning experience in the Program. Emerson may withdraw any Student from the Program and/or assignment with Affiliate in Emerson's sole discretion.

- 3.2. Policies, Rules & Regulations of Affiliate. Emerson shall instruct Students participating in the Program (and faculty members, if applicable) to abide by the applicable lawful policies, rules and regulations of Affiliate during the Program.
- 3.3. Insurance. Emerson shall ensure that it maintains the following insurance with an AM Best rating of A-VII or better: (a) professional liability insurance covering students, interns and professional staff members in the amount of two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate, and (b) general commercial liability insurance covering personal or bodily injury and property damages in the amount of one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate.
- 3.4. Vaccinations. If requested by Affiliate, Emerson shall advise Students of their obligation to provide at their own expense, evidence of vaccinations, as applicable.
- 3.5. Background Checks. If reasonably requested by Affiliate, or when required by Education Code section 45125.1, Emerson shall ensure that a background investigation of Students, including fingerprinting, is conducted prior to their assignment to Affiliate.
- 3.6. Health Insurance. If requested by Affiliate, Emerson shall ensure that each Student participating in the Program is covered by health insurance.

4. Responsibilities of Affiliate.

- 4.1. Program Opportunities and Activities. Affiliate shall appoint an individual to supervise each Student (the "Student Supervisor"). Affiliate shall provide to Students opportunities for suitable clinical learning experiences and supervision consistent with the Program's curriculum and objectives, and shall complete such records and reports necessary for the conduct and evaluation of Student's participation in the Program. Upon request by the Student, Affiliate shall provide the Student with documentation or other information as required for the Student's submission to applicable licensing bodies or agencies.
- 4.2. Emergency Care. Affiliate acknowledges Emerson's interest in ensuring its Students receive medical care during an emergency at Affiliate, and Affiliate shall make emergency medical care available to Students at Student's expense in case of accident or illness and shall promptly notify Emerson of such medical care.
- 4.3. Withdrawal. Affiliate reserves the right to withdraw any Student or, if applicable, a faculty member of Emerson, from the Program with Affiliate if (i) the achievement, progress, adjustment, or health of such person does not warrant continuation in the Program; or (ii) the behavior of such person fails to conform to the applicable policies, rules or regulations of Affiliate. Except in unusual circumstances, Affiliate shall make reasonable efforts to consult with Emerson before withdrawing any Student.
- 4.4. Insurance. Affiliate shall ensure that it maintains (i) comprehensive commercial general liability insurance for personal or bodily injury and property damages of not less than one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate and professional liability insurance in amounts, in each case, of not less than two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate; or (ii) a program of self-insurance reasonably satisfactory to Emerson, in both cases covering the employees, officers, directors, agents and representatives of Affiliate. Evidence of such insurance or self-insurance reasonably satisfactory to Emerson shall be provided to Emerson upon request. Such insurance shall not be canceled without thirty (30) days' prior written notice to Emerson.

- 4.5. **Indemnification.** The Parties agree to defend, indemnify and hold harmless the other (the “Indemnified Party”), its corporations, trustees, officers, employees, faculty, students, representatives and agents (collectively, the “Indemnitees”) from and against any and all claims, demands, suits, settlements, damages, losses, obligations, liabilities, costs and expenses, including, without limitation, reasonable attorneys’ fees and expenses (collectively, “Losses”) of any kind or nature paid or incurred by, imposed on, or asserted against the Indemnitees relating to, arising out of, directly or indirectly, or in connection with the Indemnifying Parties breach of this Agreement, negligence, or willful misconduct related in any way to this this Agreement or the Program; provided that the maximum aggregate liability under this provision shall not exceed the applicable insurance coverage or benefits set forth in this Agreement.

5. Term and Termination.

- 5.1. The term of this Agreement (“Term”) shall be one (1) year commencing on the Effective Date, and shall automatically renew for three successive one (1) year terms unless earlier terminated as set forth herein or unless additional renewal terms are agreed to in writing by both Parties.
- 5.2. This Agreement may be terminated at any time with or without cause by either Party upon sixty (60) days’ written notice; *provided, however*, that such notice shall not impair the activities of the Students then at the Affiliate and participating in the Program.
- 5.3. In the event of a material breach of this Agreement by either Party, the other Party may terminate this Agreement immediately upon written notice.
- 5.4. Notwithstanding the on-going nature of this Agreement, Emerson is not obligated to place a Student with Affiliate, and Affiliate is not obligated to accept a placement of a Student. Both placement and acceptance are at the complete discretion of the respective Party. Each Student placement will be memorialized by a Student-Supervisor Agreement signed by both the Student and the Affiliate’s Student Supervisor.

6. **Education Records.** If Affiliate obtains Student "education records" as defined by the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C § 1232g; 34 C.F.R. § 99.3), Affiliate acknowledges that Affiliate is receiving such education records as an agent of Emerson and agrees to comply with FERPA with respect to such records. If Emerson or its Students obtain “education records” as defined by FERPA, Emerson acknowledges that it and its Students must comply with FERPA with respect to such records. This section shall survive any cancellation or termination of this Agreement.

7. **Confidentiality.** The Parties agree to keep all non-public information shared between them, including but not limited to personal information about Students (including background checks, if any), District students, and FERPA “education records,” strictly confidential. This section shall survive any cancellation or termination of this Agreement.

8. **Status of the Parties.** Each Party to this Agreement shall be considered an independent contractor and this Agreement shall not create a relationship of a joint venture, employer and employee, principal and agent and the like. In no case shall Students in the Program replace or be deemed to be employees of Affiliate. All Students participating in the Program shall be, at all times, unpaid externs of Affiliate without expectation of or entitlement to compensation or employment benefits from Affiliate, including, without limitation, workman’s compensation insurance benefits.

9. **No Discrimination.** In connection with the Program, neither Party shall discriminate against any person on the basis of gender or sex (including pregnancy), gender identity or expression, race, color, religion or religious creed, sexual orientation, national origin, ancestry, disability or handicap, age, genetics, marital status, veteran status and any other category protected by federal or state law, including but not limited to Title IX of the Education Amendments Act of 1972.

10. **Compliance with Policies.** Affiliate understands that the Students in the Program are subject to and

protected by Emerson policies on academics and conduct. Affiliate agrees to cooperate with Emerson's actions taken or inquiries made pursuant to policies.

11. Use of Name; Public Disclosure. The Parties shall not use the name logo or mark or the other; disclose the terms of this Agreement externally; or communicate with members of the media or otherwise make any public announcement regarding the Program unless agreed to in writing. Notwithstanding the foregoing, the Parties may disclose the terms of this Agreement as required by law or to comply with a regulatory, accreditation, legal or financial reporting obligation. The Parties may disclose the terms of this Agreement to legal, tax, or financial advisors. Nothing in this paragraph prevents the Parties from stating that Students are enrolled in Emerson's program or from publicizing Students' placement if Students agree. The Parties acknowledge and agree that nothing in this section is intended to prohibit compliance with the California Public Records Act.

12. Notices. Any notices permitted or required by this Agreement shall be in writing and deemed made on the day such notices are sent via email, delivery receipt requested, to the other Party at the address set forth below or to such other persons and address as either Party may designate in writing:

If to the Affiliate:

**Sacramento City Unified School
District
5735 47th Avenue Sacramento, CA
95824
Attn: Tina Alvarez Bevens
Email: contracts@scusd.edu**

If to Emerson:

Emerson College
120 Boylston St. Boston, MA 02116
Attn: Melissa Spring
Email: melissa.spring@emerson.edu

With a copy to:

Emerson College's Office of the General Counsel:
Email: kenneth_danton@emerson.edu

13. Assignment. The Parties bind themselves and their successors, assigns, and legal representatives to the other Party to the Agreement and to the successors and assigns of such other Party with respect to all covenants of the Agreement. The Parties shall not assign or transfer any rights or obligations under this Agreement without the prior written consent of the other Party.

14. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California, without regard to its conflict of law principles. The Parties agree that disputes pertaining to this Agreement must be brought in state and federal courts in the State of California and will not contest venue or jurisdiction in those courts.

15. Entire Agreement; Amendment; Waiver. This Agreement and the exhibits attached hereto in this Agreement set forth the entire understanding between the Parties hereto regarding the subject matter hereof and may not be amended except by an instrument in writing signed by both Parties. Neither the failure nor delay by either Party to exercise any right, remedy, power or privilege under this Agreement

16. shall operate or be construed as a waiver thereof, nor shall any waiver with respect to any occurrence be construed as a waiver with respect to any other occurrence.

17. Board Ratification. In accordance with California Education Code section 17604, this Agreement is not a valid or enforceable obligation until approved or ratified by the Affiliate's Board of Education duly passed and adopted. Any modification or amendment of this Agreement shall not be valid or an enforceable obligation until approved or ratified by the Affiliate's Board of Education duly passed and adopted.

<signature page to follow>

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

EMERSON COLLEGE

By: _____
Title: _____
Name: _____

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Signed by:
By:  _____
Title: Deputy Superintendent
Name: Mary Hardin Young



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/24/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 115 Federal Street Boston MA 02110	CONTACT NAME: Ellen Gemba PHONE (A/C, No, Ext): 617-646-0376 FAX (A/C, No): E-MAIL ADDRESS: Ellen_Gemba@ajg.com														
INSURED Emerson College 120 Boylston Street Boston MA 02116-4624	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : United Educators Ins, a Reciprocal Risk Retention</td> <td>10020</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : United Educators Ins, a Reciprocal Risk Retention	10020	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:** 816247014**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ \$500,000 Self ☐ Insured Retention GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			X24-20D	6/1/2025	6/1/2026	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included Sexual Misconduct \$ Included
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 1,000,000			X24-20D	6/1/2025	6/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Internship and Professional Liability			X24-20D	6/1/2025	6/1/2026	Per Occurrence \$2,000,000 Annual Aggregate \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The liability policy provides \$500,000 per occurrence excess of a self-insured retention of \$500,000.

RE: Emerson College CSD Program.

Sacramento City Unified School District is additionally insured.

This certificate is evidence of coverage only and is subject to actual policy terms, limits conditions and exclusions.

CERTIFICATE HOLDER**CANCELLATION**

Sacramento City Unified School District
 5735 47th Ave
 Sacramento CA 95824

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, LLC. 445 SOUTH STREET MORRISTOWN, NJ 07960-6454 CN102511640--BAWUI-25-26	CONTACT NAME: PHONE (A/C, No. Ext): FAX (A/C, No): E-MAIL ADDRESS: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : United Educators</td> <td></td> </tr> <tr> <td>INSURER B : N/A</td> <td>N/A</td> </tr> <tr> <td>INSURER C : N/A</td> <td>N/A</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : United Educators		INSURER B : N/A	N/A	INSURER C : N/A	N/A	INSURER D :		INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															
INSURED Emerson College 120 Boylston Street Boston, MA 02116															

COVERAGES**CERTIFICATE NUMBER:**

NYC-012463902-02

REVISION NUMBER: 7

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Buffer Excess Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			X24-20D	06/01/2025	06/01/2026	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included Self-Insured Retention \$ 500,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 1,000,000			X24-20D	06/01/2025	06/01/2026	EACH OCCURRENCE \$ 30,000,000 AGGREGATE \$ 30,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N ☒ N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Internships and Professional Liability			X24-20D	06/01/2025	06/01/2026	Each Claim 2,000,000 Aggregate 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Emerson College CSD Program.
 Sacramento City Unified School District is additionally insured where required by written contract.
 This certificate is evidence of coverage only and is subject to actual policy terms, limits conditions and exclusions.
 Buffer Excess Liability includes Sexual Misconduct at \$500,000 per occurrence, and \$2,000,000 Aggregate.

CERTIFICATE HOLDER**CANCELLATION**

Sacramento City Unified School District 5735 47th Ave Sacramento, CA 95824	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: right;"><i>Marsh USA LLC</i></p>
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EMERSON COLLEGE
CLINICAL AFFILIATION AGREEMENT

This Clinical Affiliation Agreement (including all exhibits, attachments and appendices, the “Agreement”), effective as of September 1, 2025, is by and between Emerson College, a Massachusetts non-profit educational corporation and its agents, employees, affiliates, invitees, or representatives (collectively, “Emerson”) and Sacramento City Unified School District, a and its agents, employees, affiliates, invitees, or representatives (collectively, the “Affiliate”). Emerson and Affiliate referred herein individually as a “Party”; collectively, as the “Parties”.

RECITALS

WHEREAS, Emerson desires to engage Affiliate for the purpose of providing supervised, practical learning experiences in connection with a clinical program (the “Program”) to students of Emerson (each a “Student” and collectively, the “Students”); and

WHEREAS, Affiliate is willing to participate in the Program in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Purpose. Emerson hereby engages Affiliate, and Affiliate hereby accepts such engagement, to participate in the Program pursuant to the terms and conditions set forth herein. The objective of the Agreement is to help the Students learn about, and engage and exhibit as appropriate, the following:

- 1.1 Role and responsibilities of the Student within the practice setting.
- 1.2 Assessments (both formal and informal, direct and dynamic) specific to the populations in that practice setting.
- 1.3 Treatment approaches/techniques that are evidence-based and appropriate for the populations in that practice setting.
- 1.4 Patient/client/family centered education and counseling appropriate to and within that practice setting.
- 1.5 Related disciplines within the practice setting and working collaboratively with patients/families and other team members to ensure an optimal outcome for the client.
- 1.6 Clinical problem-solving across age span, disorder, and setting.
- 1.7 Professional and clinical oral and written communication skills appropriate to that practice setting.
- 1.8 Cultural competency when working with patients/clients/families in all practice settings.
- 1.9 Adherence to ASHA’s Code of Ethics and appropriate ethical behavior.

758288.2

2. Program Structure; Telehealth Program Contingency.

- 2.1. Emerson and Affiliate agree that in the normal course of business, the Program will be conducted on-site by the Student at the Affiliate location consistent with all ASHA guidelines.
- 2.2. In the event of (a) a declared emergency by the federal government or the state government in which either Emerson or Affiliate are located, (b) a continued emergency circumstance in the discretion of either Party, or (c) for the health and safety of the Student as determined by either Party (each, an “Emergency Circumstance”), Emerson or Affiliate may determine to restrict or prohibit on-site placement of the Student at Affiliate.
 - 2.2.1. If either Party decides to restrict or prohibit on-site placement of the Student in response to an Emergency Circumstance, Emerson may request that Affiliate permit the Student to engage in the Program remotely using telecommunication technologies (“Telehealth Program”).
 - 2.2.2. If Affiliate agrees to permit a Telehealth Program, the Telehealth Program will be subject to the following terms and conditions:
 - 2.2.2.1. The Telehealth Program will continue for the duration of the time that Emerson is prohibiting on-site placements or until Affiliate allows on-site placements, whichever is later;
 - 2.2.2.2. The Affiliate has or will establish telecommunication capabilities to facilitate telehealth services to its clients for which Students may engage in as part of the Telehealth Program;
 - 2.2.2.3. Any such Telehealth Program shall comply with state licensing and telehealth practice laws as well as ASHA rules (which include compliance with the Council on Academic Accreditation and Council for Clinical Certification), guidelines or recommendations for internship or clinical programs, as either may be modified from time to time in consideration of any Emergency Circumstance;
 - 2.2.2.4. Emerson shall instruct the Student to adhere to all Telehealth Program rules and procedures of the Affiliate made known to the Student, which are necessary for Affiliate to conduct telehealth services in accordance with any applicable laws or regulations; and
 - 2.2.2.5. Student will continue to be covered by Emerson’s professional liability insurance as set forth in this Agreement for the duration of such Telehealth Program.
- 2.3. If Affiliate permits a Telehealth Program in accordance with Section 2.2.2, the Parties will work cooperatively in close consultation to help facilitate the Telehealth Program for the Student. Accordingly, all references to “Program” in this Agreement will mean the “Telehealth Program” as herein defined and the terms of this Agreement will continue to apply in full force and effect to any such Telehealth Program as it would to the Program, provided such terms are not inconsistent with Section 2.2.
- 2.4. If Affiliate does not permit a Telehealth Program in accordance with Section 2.2.2 of this Agreement, either Party may terminate the Agreement immediately upon written notice to the other Party.
- 2.5. Affiliate recognizes that during the time of the COVID-19 pandemic or other Emergency Circumstance, there may be increased risk to a Student, employees of Affiliate, or individuals served by Affiliate as a result of or relating to the Student’s in-person placement. Nevertheless, if (i) the Parties do not restrict or prohibit on-site placement pursuant to Section 2.2.1, and (ii) Affiliate and Student agree to pursue the on-site placement, then Emerson and Student will execute appropriate waivers for the Student to participate in the on-site placement. Affiliate acknowledges that Emerson may restrict or prohibit such on-site placement and terminate the Agreement if the Student does not execute applicable waivers.

3. Responsibilities of Emerson.

- 3.1. Program. Emerson shall be responsible for all academic and accreditation aspects of the Program.

Emerson shall maintain custody and control of all educational records and reports relating to Students' clinical learning experience in the Program. Emerson may withdraw any Student from the Program and/or assignment with Affiliate in Emerson's sole discretion.

- 3.2. Policies, Rules & Regulations of Affiliate. Emerson shall instruct Students participating in the Program (and faculty members, if applicable) to abide by the applicable lawful policies, rules and regulations of Affiliate during the Program.
- 3.3. Insurance. Emerson shall ensure that it maintains the following insurance with an AM Best rating of A-VII or better: (a) professional liability insurance covering students, interns and professional staff members in the amount of two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate, and (b) general commercial liability insurance covering personal or bodily injury and property damages in the amount of one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate.
- 3.4. Vaccinations. If requested by Affiliate, Emerson shall advise Students of their obligation to provide at their own expense, evidence of vaccinations, as applicable.
- 3.5. Background Checks. If reasonably requested by Affiliate, or when required by Education Code section 45125.1, Emerson shall ensure that a background investigation of Students, including fingerprinting, is conducted prior to their assignment to Affiliate.
- 3.6. Health Insurance. If requested by Affiliate, Emerson shall ensure that each Student participating in the Program is covered by health insurance.

4. Responsibilities of Affiliate.

- 4.1. Program Opportunities and Activities. Affiliate shall appoint an individual to supervise each Student (the "Student Supervisor"). Affiliate shall provide to Students opportunities for suitable clinical learning experiences and supervision consistent with the Program's curriculum and objectives, and shall complete such records and reports necessary for the conduct and evaluation of Student's participation in the Program. Upon request by the Student, Affiliate shall provide the Student with documentation or other information as required for the Student's submission to applicable licensing bodies or agencies.
- 4.2. Emergency Care. Affiliate acknowledges Emerson's interest in ensuring its Students receive medical care during an emergency at Affiliate, and Affiliate shall make emergency medical care available to Students at Student's expense in case of accident or illness and shall promptly notify Emerson of such medical care.
- 4.3. Withdrawal. Affiliate reserves the right to withdraw any Student or, if applicable, a faculty member of Emerson, from the Program with Affiliate if (i) the achievement, progress, adjustment, or health of such person does not warrant continuation in the Program; or (ii) the behavior of such person fails to conform to the applicable policies, rules or regulations of Affiliate. Except in unusual circumstances, Affiliate shall make reasonable efforts to consult with Emerson before withdrawing any Student.
- 4.4. Insurance. Affiliate shall ensure that it maintains (i) comprehensive commercial general liability insurance for personal or bodily injury and property damages of not less than one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate and professional liability insurance in amounts, in each case, of not less than two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate; or (ii) a program of self-insurance reasonably satisfactory to Emerson, in both cases covering the employees, officers, directors, agents and representatives of Affiliate. Evidence of such insurance or self-insurance reasonably satisfactory to Emerson shall be provided to Emerson upon request. Such insurance shall not be canceled without thirty (30) days' prior written notice to Emerson.

- 4.5. **Indemnification.** The Parties agree to defend, indemnify and hold harmless the other (the “Indemnified Party”), its corporations, trustees, officers, employees, faculty, students, representatives and agents (collectively, the “Indemnitees”) from and against any and all claims, demands, suits, settlements, damages, losses, obligations, liabilities, costs and expenses, including, without limitation, reasonable attorneys’ fees and expenses (collectively, “Losses”) of any kind or nature paid or incurred by, imposed on, or asserted against the Indemnitees relating to, arising out of, directly or indirectly, or in connection with the Indemnifying Parties breach of this Agreement, negligence, or willful misconduct related in any way to this this Agreement or the Program; provided that the maximum aggregate liability under this provision shall not exceed the applicable insurance coverage or benefits set forth in this Agreement.

5. Term and Termination.

- 5.1. The term of this Agreement (“Term”) shall be one (1) year commencing on the Effective Date, and shall automatically renew for three successive one (1) year terms unless earlier terminated as set forth herein or unless additional renewal terms are agreed to in writing by both Parties.
- 5.2. This Agreement may be terminated at any time with or without cause by either Party upon sixty (60) days’ written notice; *provided, however*, that such notice shall not impair the activities of the Students then at the Affiliate and participating in the Program.
- 5.3. In the event of a material breach of this Agreement by either Party, the other Party may terminate this Agreement immediately upon written notice.
- 5.4. Notwithstanding the on-going nature of this Agreement, Emerson is not obligated to place a Student with Affiliate, and Affiliate is not obligated to accept a placement of a Student. Both placement and acceptance are at the complete discretion of the respective Party. Each Student placement will be memorialized by a Student-Supervisor Agreement signed by both the Student and the Affiliate’s Student Supervisor.

6. **Education Records.** If Affiliate obtains Student "education records" as defined by the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C § 1232g; 34 C.F.R. § 99.3), Affiliate acknowledges that Affiliate is receiving such education records as an agent of Emerson and agrees to comply with FERPA with respect to such records. If Emerson or its Students obtain “education records” as defined by FERPA, Emerson acknowledges that it and its Students must comply with FERPA with respect to such records. This section shall survive any cancellation or termination of this Agreement.

7. **Confidentiality.** The Parties agree to keep all non-public information shared between them, including but not limited to personal information about Students (including background checks, if any), District students, and FERPA “education records,” strictly confidential. This section shall survive any cancellation or termination of this Agreement.

8. **Status of the Parties.** Each Party to this Agreement shall be considered an independent contractor and this Agreement shall not create a relationship of a joint venture, employer and employee, principal and agent and the like. In no case shall Students in the Program replace or be deemed to be employees of Affiliate. All Students participating in the Program shall be, at all times, unpaid externs of Affiliate without expectation of or entitlement to compensation or employment benefits from Affiliate, including, without limitation, workman’s compensation insurance benefits.

9. **No Discrimination.** In connection with the Program, neither Party shall discriminate against any person on the basis of gender or sex (including pregnancy), gender identity or expression, race, color, religion or religious creed, sexual orientation, national origin, ancestry, disability or handicap, age, genetics, marital status, veteran status and any other category protected by federal or state law, including but not limited to Title IX of the Education Amendments Act of 1972.

10. **Compliance with Policies.** Affiliate understands that the Students in the Program are subject to and

protected by Emerson policies on academics and conduct. Affiliate agrees to cooperate with Emerson's actions taken or inquiries made pursuant to policies.

11. Use of Name; Public Disclosure. The Parties shall not use the name logo or mark or the other; disclose the terms of this Agreement externally; or communicate with members of the media or otherwise make any public announcement regarding the Program unless agreed to in writing. Notwithstanding the foregoing, the Parties may disclose the terms of this Agreement as required by law or to comply with a regulatory, accreditation, legal or financial reporting obligation. The Parties may disclose the terms of this Agreement to legal, tax, or financial advisors. Nothing in this paragraph prevents the Parties from stating that Students are enrolled in Emerson's program or from publicizing Students' placement if Students agree. The Parties acknowledge and agree that nothing in this section is intended to prohibit compliance with the California Public Records Act.

12. Notices. Any notices permitted or required by this Agreement shall be in writing and deemed made on the day such notices are sent via email, delivery receipt requested, to the other Party at the address set forth below or to such other persons and address as either Party may designate in writing:

If to the Affiliate:

**Sacramento City Unified School
District
5735 47th Avenue Sacramento, CA
95824
Attn: Robert Aldama
Email: robert-aldama@scusd.edu**

If to Emerson:

Emerson College
120 Boylston St. Boston, MA 02116
Attn: Melissa Spring
Email: melissa.spring@emerson.edu

With a copy to:

Emerson College's Office of the General Counsel:
Email: kenneth_danton@emerson.edu

13. Assignment. The Parties bind themselves and their successors, assigns, and legal representatives to the other Party to the Agreement and to the successors and assigns of such other Party with respect to all covenants of the Agreement. The Parties shall not assign or transfer any rights or obligations under this Agreement without the prior written consent of the other Party.

14. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California, without regard to its conflict of law principles. The Parties agree that disputes pertaining to this Agreement must be brought in state and federal courts in the State of California and will not contest venue or jurisdiction in those courts.

15. Entire Agreement; Amendment; Waiver. This Agreement and the exhibits attached hereto in this Agreement set forth the entire understanding between the Parties hereto regarding the subject matter hereof and may not be amended except by an instrument in writing signed by both Parties. Neither the failure nor delay by either Party to exercise any right, remedy, power or privilege under this Agreement

16. shall operate or be construed as a waiver thereof, nor shall any waiver with respect to any occurrence be construed as a waiver with respect to any other occurrence.

17. Board Ratification. In accordance with California Education Code section 17604, this Agreement is not a valid or enforceable obligation until approved or ratified by the Affiliate's Board of Education duly passed and adopted. Any modification or amendment of this Agreement shall not be valid or an enforceable obligation until approved or ratified by the Affiliate's Board of Education duly passed and adopted.

<signature page to follow>

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

EMERSON COLLEGE

By: Nydia Bou
Title: Chair, CSD Department
Name: Nydia Bou

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Signed by:
By: Mary Hardin Young
618444F325E34F2...
Title: Deputy Superintendent
Name: Mary Hardin Young



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
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CERTIFICATE HOLDER**CANCELLATION**

Sacramento City Unified School District 5735 47th Ave Sacramento, CA 95824	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: right;"><i>Marsh USA LLC</i></p>
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© 1988-2016 ACORD CORPORATION. All rights reserved.

CERTIFICATE OF COVERAGE		DATE (MM/DD/YYYY) 10/7/2025
PRODUCER Alliant Insurance Services, Inc. 560 Mission Street, 6th Floor San Francisco CA 94105	THIS CERTIFICATE IS ISSUED AS A MATTER OF EVIDENCE ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE MEMORANDUM(S) OF COVERAGE BELOW. THIS CERTIFICATE OF COVERAGE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING COVERAGE PROVIDER, AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: IF THE CERTIFICATE HOLDER IS AN ADDITIONAL COVERED PARTY, THE MEMORANDUM OF COVERAGE MUST BE ENDORSED. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S). IMPORTANT: IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE MEMORANDUM(S) OF COVERAGE AN ENDORSEMENT MAY BE REQUIRED. A STATEMENT ON THE CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).	
NAMED COVERED PARTY CSU, East Bay 25800 Carlos Bee Blvd Hayward CA 94542	PROGRAM AFFORDING COVERAGE A: CSURMA B: C:	

COVERAGES

THIS IS TO CERTIFY THAT THE COVERAGE IS AFFORDED TO THE ABOVE NAMED MEMBER, AS PROVIDED BY THE MEMORANDUM(S) OF COVERAGE, FOR THE PERIOD SHOWN BELOW, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE PROGRAM DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH MEMORANDUM(S) OF COVERAGE. THE FOLLOWING COVERAGE IS IN EFFECT.						
JPA LTR	TYPE OF COVERAGE	MEMORANDUM NUMBER	COVERAGE EFFECTIVE DATE (MM/DD/YY)	COVERAGE EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	CSURMA-LIAB-2526	7/1/2025	7/1/2026	EACH OCCURRENCE	\$ 2,000,000
	☒ COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 2,000,000
	☐ CLAIMS MADE ☒ OCCUR				MED EXPENSE (Any one person)	\$ Excluded
	☒ Contractual Liab				PERSONAL & ADV INJURY	\$ 2,000,000
	☒ SIR \$750,000				GENERAL AGGREGATE	\$ 4,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS-COMP/OP AGG	\$ 4,000,000
	☐ MEMOR-ANDUM ☐ PROJECT ☐ LOC				Sexual Abuse	\$5,000,000
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$
	☐ ANY AUTO					\$
	☐ ALL OWNED AUTOS					
☐ SCHEDULED AUTOS						
☐ HIRED AUTOS						
☐ NON-OWNED AUTOS						
A	WORKERS' COMPENSATION AND EMPLOYERS LIABILITY	CSURMA-WC-2526	7/1/2025	7/1/2026	☒ WC STATUTORY LIMITS ☐ OTHER	
	E.L. EACH ACCIDENT				\$ 1,000,000	
	E.L. DISEASE – EA EMPLOYEE				\$ 1,000,000	
	E.L. DISEASE – POLICY LIMIT				\$ 1,000,000	
	OTHER					
	OTHER					
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL/PROVISIONS Note: Workers' Compensation Coverage is provided as evidence only. Sacramento Unified School District is named as additional covered party as respects the Memorandum of Understanding and Agreement for the Employment of University Students Who Have an Intern Credential (SPED). Term of Agreement: July 1, 2025 - June 30, 2030.						

CERTIFICATE HOLDER Sacramento Unified School District, Attn: Cancy McArn, Chief Human Resources Officer and Lead Negotiator 650 San Benito St. Suite 230 Hollister CA 95023	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED MEMORANDUM(S) OF COVERAGE BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE MEMORANDUM(S) OF COVERAGE PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Endorsement No.: Per Blanket Additional Covered Party attached to Memorandum of Coverage of Coverage listed below

Effective: 07/01/2025

Forms a part of MOC No.: CSURMA-LIAB-2526

Issued to: Per Attached Certificate of Coverage

Issued by: California State University Risk Management Authority (CSURMA)

Issued on behalf of Member: CSURMA Member On File With Company

This Endorsement Changes The Memorandum of Coverage. Please Read It Carefully.

ADDITIONAL COVERED PARTY

Section VI. DEFINITIONS - The definition of **Additional Covered Party** is amended to include as a covered party the person or organization shown as the entity "Issued To" above, but only with respect to bodily injury and property damage liability arising out of the "Described Lease or Activity" above for that covered party by or for you.

The coverage provided does not apply to any **occurrence** taking place:

1. Prior to the commencement of the **Members'** operations or occupation of the premises; or
2. After the **Members'** operations have been completed or occupation of the premises has ceased.

The limits of coverage will be limited to the limits required within the terms of the written contract or the limits of liability of this Memorandum, whichever is less, and will apply in excess of the **Members' retained limit** shown in the Declarations. CSURMA will not be obligated for limits of coverage shown in the written contract that are greater than the limits of liability of this Memorandum.

Any other coverage carried by a certificate holder which may be applicable shall be deemed excess and the **Member's** coverage primary, and would not seek contribution from any other insurance available to the **Additional Covered Party** for the sole negligence of **Member**, notwithstanding any conflicting provisions in the **Member's** memorandum of coverage.

All other terms and conditions in the memorandum of coverage remain unchanged.
CSURMA0001 (07/25)

Signed: _____

A handwritten signature in blue ink that reads "Daniel J. Howell".

Date: 7/1/2025

A Public Entity Joint Powers Authority

c/o Alliant Insurance Services, Inc. • 560 Mission Street, 6th Floor, San Francisco, CA 94105 • Phone: 415-403-1400 Fax: 415-402-0773



College of Letters, Arts, and Social Sciences

**Multiple Subject Teaching Credential
Single Subject Teaching Credential
Education Specialist Credential, *Mild Moderate Support Needs*
Education Specialist Credential, *Extensive Support Needs***

**Memorandum of Understanding and Agreement
For the Employment of University Students Who Have an Intern Credential (SPED)**

This agreement is between the **Sacramento City Unified School District** ("District") and the **California State University, East Bay** ("University"), who may be referred to collectively as ("The Parties"). This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Internship Program through which University students who hold an intern credential from the California Commission on Teacher Credentialing ("Paid Interns") will gain experience in the public school setting. This agreement does not apply to unpaid service learning placements for uncredentialed University-enrolled students, or to student teacher placements that are part of a credentialing program.

RECITALS

University operates a program for the education and training of candidates pursuing a *California Preliminary Education Specialist Teaching Credential with authorization for teaching students with Mild Moderate Support Needs and Extensive Support Needs with authorizations for teaching students with Autism Spectrum Disorders and the English Learner Authorization* and Preliminary Multiple Subject Teaching Credential and/or Single Subject Teaching Credential with English Learner Authorization (ELA) and is accredited by the California Commission on Teacher Credentialing (CTC) with approval to offer intern options in these programs.

The District is authorized under Education Code 44320 et seq., to cooperate with institutions of higher education in providing training and experience to credential candidates who hold an intern credential ("Paid Intern").

One or more District employees who are credentialed, experienced faculty members at a District high school, middle school, or elementary school have agreed to be responsible for a class or classes assigned to a credential candidate, and may be referred to below as cooperating teachers.

University employs one or more experienced credentialed teachers, administrators, or doctoral candidates who have agreed to provide direct classroom supervision and support to credential candidates and cooperating teachers. Such individuals may be referred to below as university supervisors.

TERM OF THE AGREEMENT

This Agreement shall remain in effect for a term of 5 years beginning **July 1, 2025** and ending **June 30, 2030**, unless terminated sooner. Either party may terminate this Agreement on 30 days' written notice to the other party; provided, however, that credential candidates shall be allowed to conclude any ongoing assignments. Performance under this Agreement shall be reviewed annually, and the parties may agree to annual extensions after expiration of the initial term.

CTC REQUIREMENTS FOR SUPPORT AND SUPERVISION OF INTERN TEACHERS

In 2013, the California Commission on Teacher Credentialing (CTC) adopted policies that specify the number of hours of general support and supervision, as well as additional specific English learner support and

supervision, which must be provided to Paid Interns. The regulations (California Education Code §44321; 5 Cal. Code Reg. § 80033) were approved and made part of law effective 2014.

Under the newly approved regulations, the University and District must ensure:

- A minimum of 144 hours per year (**72 hours per semester**) of support/mentoring and supervision must be provided to each Paid Intern including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies. See Appendix A for more information.
- **A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.**
- The District must identify a mentor or other designated individual who meets the Commission's specified criteria prior to a Paid Intern assuming daily teaching responsibilities.
- An additional 45 hours per year (**23 hours per semester**) of support/mentoring and supervision specific to meeting the needs of English learners is required for a Paid Intern who enters the program without a valid English learner authorization listed on a previously issued Multiple Subject, Single Subject, or Education Specialist Teaching Credential or a valid English Learner Authorization or Crosscultural, Language and Academic Development (CLAD) Certificate. The additional hours of support can be provided by the credential program and/or the district employed mentor. The individual(s) providing this support must hold a valid California Teaching Credential with a valid English Learner Authorization or Crosscultural Language and Academic Development (CLAD) Certificate.
- No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person.
- Candidates in the internship program will assume the functions that are authorized by the regular standard credential and that the interns' services meet the instructional or service needs of the participating district(s).

DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES

1. Prior to the Paid Intern's first day as teacher of record, provide each Paid Intern with a certified, experienced district-employed mentor/liaison who will work collaboratively with the University Supervisor to support the Paid Intern in achieving competency in the Teaching Performance Expectations. District will provide documentation of appropriate credentialing of district-employed supervisor as needed.
2. Identify a District-employed supervisor who serves as an evaluator for the Paid Intern.
3. Provide new teacher orientation, on-going support and other clinical/professional experiences for Paid Interns teaching in the District's schools under the supervision of a district-employed mentor/liaison.
4. Provide release time for participation in district group/regional group meetings and professional development activities including time to observe other exemplar teachers teaching in their classrooms.
5. District will immediately notify University if the District has knowledge of or suspects any professional or ethical violations by a Paid Intern. University will cooperate with District in any investigation concerning the reported violation.
6. District will instruct intern in school policies regarding child abuse reporting, sexual harassment and professional conduct.

UNIVERSITY DUTIES

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the intern.
2. University will guarantee that Paid Interns have met California Commission for Teacher Credentialing (CTC) requirements for an intern credential (Certificate of Clearance, CBEST, subject matter competence, negative tuberculosis test, U.S. Constitution) and University requirements (satisfactory completion of course work that meets the CTC pre-service requirement, satisfactory completion of one standard student teaching placement, a copy of the district offer of employment) prior to recommending the candidate for an intern credential.

3. The University will notify interns that each intern credential will be valid for a period of two years, as long as candidates are enrolled in the program. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate support needs.
4. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or e-mail.
5. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by a Paid Intern in the school. District will cooperate with University in any investigation concerning the reported violation.
6. University will guarantee that the Paid Intern and university supervisors have appropriate TB and fingerprinting clearance.
7. University will instruct Paid Interns in state laws regarding child abuse reporting, sexual harassment and professional conduct.
8. University supervisors will conduct systematic and regular observations of Paid Interns' performances in the District's classrooms.
9. University supervisors will confer regularly with district-employed mentor/liaison and with the site administration through meetings, telephone calls, and/or e-mail.

UNIVERSITY SUPERVISOR AND DISTRICT-EMPLOYED MENTOR/LIAISON RESPONSIBILITIES

1. Collaborate to ensure that the Paid Intern receives a minimum of two hours of support/mentoring and supervision every five instructional days.
2. Collaborate to ensure that the Paid Intern receives specific support and supervision in addressing the needs of English Language Learners.
3. Use the list of activities that satisfy CTC support and supervision requirements to assist the Paid Intern in identifying and participating in a broad range of experiences to support his/her growth as a teacher.
4. Assist the Paid Intern in creating networks with faculty, staff, and administrators who can provide additional support.

PAID INTERN RESPONSIBILITIES

1. Document required hours weekly using the University *Intern Support and Supervision Record*.
2. Review the *Intern Support and Supervision Record* with both the University Supervisor and District-employed mentor/liaison to ensure that he/she is receiving the required support/mentoring and supervision.
3. Submit signed *Record* at the end of each month to the University.

DISTRICT DISCRETION

It is at the sole discretion of the District to hire a University candidate for a Paid Intern position and to terminate the assignment in accordance with District policies and procedures. The District will notify the University of any review that could result in termination. The University will notify the CTC to withdraw the intern credential of a Paid Intern who is terminated by the District.

LIABILITY INSURANCE & WORKERS' COMPENSATION

The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Paid Interns, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance with no exclusion for molestation or abuse at a minimum of Five Million Dollars (\$5,000,000) per occurrence and Twenty Million Dollars (\$20,000,000) in aggregate throughout the course of this Agreement.

Further, University shall provide written notice that should any of the above described policies be cancelled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on any individuals considered as employees of University and instructors working at District pursuant to this Agreement at all times during the course of this Agreement.

University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.

The University is permissibly self-insured through the State of California for automobile liability.

The District shall maintain automobile liability, general liability, workers' compensation and errors and omissions liability coverages for themselves and their respective employees. Errors or omissions liability coverage shall include coverage for negligence relating to alleged sexual misconduct and shall be on an occurrence basis. Automobile liability coverage must apply to owned, non-owned and hired automobiles. The required coverage may be provided by way of adequately documented individual or pooled self-insurance.

The District shall be named as an additional insured or covered party on the liability coverages maintained by the University, and such coverages shall be primary to any coverages maintained by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.

District shall maintain workers' compensation coverage applicable to its employees, including Paid Interns.

INDEMNIFICATION

University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

ADDITIONAL PROVISIONS

1. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
2. All parties agree that Interns shall maintain the confidentiality of all information received in the course of performing the Services, including personally identifiable information, records, plans, etc. (collectively "Confidential Information"). All parties shall comply with all federal, state, and local, laws, rules, and regulations concerning the maintenance and disclosure of Confidential Information, including FERPA and Ed Code §§ 49076 and 49076.5. All student records will remain the property of District.
3. The Parties agree not to discriminate against any individual under this Agreement because of race, color, religion, sex, gender, ancestry, age, national origin or disability (as defined in The Americans with

Disabilities Act of 1990, 42 USC 12101, et seq. and any regulation promulgated thereunder) or any other unlawful basis. COH agrees to recognize and support the District's commitment to diversity, equity, and inclusion.

4. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
5. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (attorney fees and costs) incurred in the lawsuit or legal action as allowed by law..
6. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
7. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.
8. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.
9. In accordance with California Education Code section 17604, this Agreement is not a valid or enforceable obligation until approved or ratified by the SCUSD Board of Education duly passed and adopted. Any modification or amendment of this Agreement also shall not be valid or an enforceable obligation until approved or ratified by the SCUSD Board of Education.
10. Notices required under this Agreement shall be sent to the parties by certified or registered mail, return receipt requested, postage prepaid, at the addresses set forth below:

District Contact:

Sacramento City Unified School District

5735 47th Avenue, Sacramento, CA 95824

Cancy McArn, Chief Human Resources Officer and Lead Negotiator

Cancy-McArn@scusd.edu | (916)643-7474

CSU East Bay: College of Education & Allied Studies

25800 Carlos Bee Blvd, Hayward, CA 94542

Program Issues:

Dr. **Greg Jennings**, Department Chair
(510)-885-2296

greg.jennings@csueastbay.edu

Contract Issues:

Dr. **Keri O'Neal**, Dean
510-885-2502

Keri.Oneal@csueastbay.edu

Please also reference Appendix B for department contacts.

11. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one and the same instrument.

Signed by DISTRICT:

Signed by:
By: Mary Hardin Young
618444E325E34F2
Name: Mary Hardin Young
Title: Deputy Superintendent
Date: 03/13/2026

By: _____
Name: _____
Title: _____
Date: _____

Signed by UNIVERSITY:

Keri O'Neal
By: Keri O'Neal (Feb 2, 2026 12:32:26 PST)
Name: Dr. Keri O'Neal
Title: Dean, College of Letters, Arts, and Social Sciences
Date: _____
Greg Jennings
By: Greg Jennings (Feb 2, 2026 11:31:57 PST)
Name: Dr. Greg Jennings
Title: Chair, Educational Psychology
Date: _____

Appendix A

"Intern" Support: A Shared Commitment to Excellence in Teaching 196 Hours of Support per School Year

CSU East Bay Support: University Supervisor (US), Intern Coordinator	District Support: Employer Provided Mentor (EPM)	Shared Responsibility
<p><u>Regular Ed/Special Ed: US Observations and Conferences</u></p> <ul style="list-style-type: none"> 8 observations of the "Intern" teaching and follow-up conferences (2 hours each) <p><u>EL: US Observations and Conferences</u></p> <ul style="list-style-type: none"> 4 observations of the "Intern" teaching EL and follow-up conferences (2 hours each) <p>Total 24 hours (1 hour per week)</p>	<p><u>Regular Ed/Special Ed: EPM Support, Mentoring and Supervision</u></p> <ul style="list-style-type: none"> 26 hours of support, mentoring, and supervision within the school day <p><u>EL: EPM Support and Supervision</u></p> <ul style="list-style-type: none"> 10 hours of support, mentoring, and supervision related to English Learners during the school day (May include observations of EL in other classrooms) <p>Total 36 hours (1 hour per week)</p>	<p><u>"Intern", US, EPM Meetings</u></p> <ul style="list-style-type: none"> The "intern", the US and the EPM shall meet in person at least three times per semester (6 meetings, 1 hour each) to discuss the "Intern's" progress. During the first meeting the "intern", the US and the EPM will develop an Individualized "Intern" Plan (IIP), describing the support, mentoring and supervision the "intern" will receive. The plan shall be approved by the CSU East Bay "Intern" Coordinator. <p>Total 6 hours</p>

<p><u>Seminars</u></p> <ul style="list-style-type: none"> • Candidates will attend online and face-to-face fieldwork or other seminars focusing on problem solving with students, curriculum, and instruction for regular education and EL students (minimum of two semester units) <p>Total 30 hours</p> <p><u>“Intern” Coordinator</u></p> <ul style="list-style-type: none"> • The “Intern” Coordinator will communicate with interns by email and/or phone and will monitor their completion of the “Intern” Support Record using the “app” “My Internship Journal” <p>Total 10 hours</p>	<p><u>District or School-Sponsored Professional Development, Meetings</u></p> <ul style="list-style-type: none"> • “Interns” will attend a minimum of 90 hours of district and school site-sponsored professional development and meetings including new teacher orientation, grade level, department meetings, faculty meetings, and professional development seminars. Candidate-initiated observations are also included. <p>Total 90 hours</p>	
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Appendix B

The District and CSU East Bay will exchange the following contact information required in the “Intern” Support, Mentoring and Supervision of the Memorandum of Understanding in the MOU.

I. **California State University, East Bay**

. Program Director Contact Information

Name:	Keri O’Neal
Title	Dean
Department:	College of Letters, Arts, and Social Sciences
Contact	Credential Students Service Student
Telephone Number:	
Email:	mseducation@csueastbay.edu
Mailing Address:	25800 Carlos Bee Blvd, AE-235, Hayward, CA 94542

B. Intern Program Coordinator:

Name:	Linda Smetana
Title	Education Specialists Internship Program Coordinator.
Department:	College of Education & Allied Studies
Telephone Number:	510-885-4489
Email:	linda.smetana@csueastbay.edu
Mailing Address:	25800 Carlos Bee Blvd, AE-213, Hayward, CA 94542

II. **Sacramento Unified School District**

. Contact Information:

Name:	Cancy McArn
Title	Chief Human Resources Officer and Lead Negotiator
Department:	Human Resources
Telephone Number:	(916) 643-7474
Email:	Cancy-McArn@scusd.edu
Mailing Address:	5735 47 th Avenue, Sacramento, CA 95824

B. Program Contact:

Name:	
Title	
Department:	
Telephone Number:	
Email:	
Mailing Address:	

SPED_InternMOU_SacramentoCitySD_2025 (1)

Final Audit Report

2026-02-02

Created:	2026-02-02 (Pacific Standard Time)
By:	Matthew Cabanting (matthew.cabanting@csueastbay.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAopTHWRCjwNH7kV6aEjXnHGCCTq7_e6uY

"SPED_InternMOU_SacramentoCitySD_2025 (1)" History

-  Document created by Matthew Cabanting (matthew.cabanting@csueastbay.edu)
2026-02-02 - 8:33:50 AM PST- IP address: 134.154.216.168
-  Document emailed to Greg Jennings (greg.jennings@csueastbay.edu) for signature
2026-02-02 - 8:35:57 AM PST
-  Email viewed by Greg Jennings (greg.jennings@csueastbay.edu)
2026-02-02 - 11:30:29 AM PST- IP address: 74.125.209.66
-  Document e-signed by Greg Jennings (greg.jennings@csueastbay.edu)
Signature Date: 2026-02-02 - 11:31:57 AM PST - Time Source: server- IP address: 134.154.76.34
-  Document emailed to Keri O'Neal (keri.oneal@csueastbay.edu) for signature
2026-02-02 - 11:31:59 AM PST
-  Email viewed by Keri O'Neal (keri.oneal@csueastbay.edu)
2026-02-02 - 11:32:05 AM PST- IP address: 74.125.209.69
-  Document e-signed by Keri O'Neal (keri.oneal@csueastbay.edu)
Signature Date: 2026-02-02 - 12:32:26 PM PST - Time Source: server- IP address: 134.154.217.188
-  Agreement completed.
2026-02-02 - 12:32:26 PM PST



**UNIVERSITY OF PHOENIX
SCHOOL AFFILIATION AGREEMENT
California**

This Affiliation Agreement made and entered into this 6th day of October 2025, by and between The University of Phoenix, Inc., an Arizona for-profit corporation, hereinafter referred to as the "UNIVERSITY" and Sacramento City Unified School District, an entity domiciled in the State of California, hereinafter referred to as the "SCHOOL."

I. PURPOSE

The purpose of this Agreement is to provide education experiences for selected UNIVERSITY students, hereinafter "STUDENTS", which take place at the SCHOOL and in which the SCHOOL will participate.

II. OBLIGATIONS OF THE UNIVERSITY

1. The UNIVERSITY will offer educational programs accredited by appropriate organizations; and will determine standards of education, hours of instruction, learning experiences, administration, matriculation, promotion, and graduation. The UNIVERSITY shall ensure that each STUDENT meets the requirements of the UNIVERSITY's program, curriculum, and objectives to be achieved by STUDENTS assigned to the SCHOOL.
2. The UNIVERSITY will keep all records and reports on STUDENT experiences in accordance with UNIVERSITY policy and regulatory requirements and applicable laws.
3. The UNIVERSITY will plan with the SCHOOL, in advance, its schedule of STUDENT assignments to the designated areas, including dates and numbers of STUDENTS.
4. The UNIVERSITY agrees to inform STUDENTS that STUDENTS shall be responsible for following the rules and regulations of the SCHOOL, including recognition of the confidential nature of information regarding pupils and their records.
5. The UNIVERSITY will provide to the SCHOOL a copy of course objectives for the learning experience. The SCHOOL, together with the UNIVERSITY, will make arrangements for evaluating the learning experience.
6. The UNIVERSITY will assign a faculty supervisor who will collaborate with the SCHOOL'S mentoring teacher. For purposes of this Agreement, the term "mentoring teacher" shall be defined as the district educator who has been assigned to supervise the STUDENT.
7. STUDENTS are not employees, agents, representatives or subcontractors of the UNIVERSITY.

8. To help defray costs associated with the placement of STUDENTS at the SCHOOL, the UNIVERSITY shall provide payment in accordance with Exhibit A, attached hereto and incorporated herein, upon completion of STUDENT'S assignment at the SCHOOL, or at such other time as the parties agree.

9. UNIVERSITY shall not permit any STUDENT to participate in the program until the UNIVERSITY has delivered the SCHOOL a "Waiver, Release of Liability and Agreement" in a form provided by the SCHOOL (a current form of which is provided hereto as Exhibit B), which has been executed by the applicable STUDENT.

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10. The UNIVERSITY shall obtain each participating STUDENT's fingerprints and submit them to the Department of Justice, and/or the Federal Bureau of Investigation pursuant to California Education Code Section 45125.1 et seq., for a criminal background check, and ensure each participating STUDENT to execute and return the SCHOOL's background check forms in order for the SCHOOL to obtain the criminal background clearance for the applicable STUDENT from the appropriate agency.

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III. OBLIGATIONS OF THE SCHOOL/OTHERS

1. As between the Parties, The SCHOOL shall maintain sole responsibility for the instruction, education and welfare of its pupils. SCHOOL shall be responsible for providing adequate staffing necessary to maintain the highest level of quality for the education for its pupils.

2. ~~The SCHOOL agrees that STUDENTS assigned to it for counseling, administration, teaching, and/or observation experiences are under the supervision, control, and responsibility of the SCHOOL.~~

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- 3.2. The SCHOOL shall retain the right, in its sole discretion, to request the removal of any individual from any area of the SCHOOL premises. STUDENTS shall be instructed by the UNIVERSITY to promptly and without protest leave an area whenever they are requested to do so by an authorized SCHOOL representative.

- 4.3. The SCHOOL shall provide a placement appropriate for STUDENTS to complete a Commission approved Teaching Performance Assessment and Literacy Performance Assessment (multiple subject candidates only).

- 5.4. The SCHOOL shall provide qualified mentoring teachers for STUDENTS. Mentoring teachers will be resource persons for STUDENTS and UNIVERSITY faculty while at the SCHOOL. Mentoring teachers selected by SCHOOL will: a) assist in orienting STUDENTS to the SCHOOL, the classroom, and the pupils; b) explain all SCHOOL and district policies, rules, and regulations to STUDENTS; c) provide prompt and substantive feedback to STUDENTS regarding all performance activities and interactions with SCHOOL personnel, pupils, and parents; d) provide opportunities for STUDENTS to observe and practice:

- i. teaching foundational skills;
- ii. a strong literature, language, comprehension component, with a balance of oral and written language, including meaning making, language development, and effective expression;
- iii. screening and diagnostic techniques that inform teaching and assessment and early intervention strategies;
- iv. concepts and strategies included in the California Dyslexia Guidelines with students with dyslexia.

e) complete evaluations of STUDENTS' progress and submit them to the University faculty supervisor, after reviewing them with the applicable STUDENT; f) immediately inform the University faculty supervisor of any concerns regarding a STUDENT; g)

establish a time to meet and discuss with STUDENTS their activities, impressions, reflections, and suggestions for goals and areas of improvement; h) (For student teaching) supervise STUDENTS on a daily basis - if the mentoring teacher is absent from the classroom for any reason, a certified substitute must be assigned to the classroom. Student teachers holding a 30 day sub permit are allowed to sub in their assigned classroom or other school site classrooms with the approval of university personnel.

- 6-5. The SCHOOL shall provide to UNIVERSITY and STUDENTS the policies and procedures and other relevant materials to allow STUDENTS to function appropriately within the SCHOOL.
- 7-6. STUDENTS assigned to the SCHOOL shall follow the SCHOOL'S rules and regulations and protocols for health and safety. The SCHOOL will provide necessary emergency medical services to STUDENTS.
- 8-7. The SCHOOL shall permit STUDENTS access to the library facilities/curriculum laboratories available to their personnel. STUDENTS may not remove materials from the SCHOOL without appropriate approval.
- 9-8. The SCHOOL shall keep confidential and shall not disclose to any person or entity (a) STUDENT applications; (b) STUDENT health records or reports; and/or (c) any STUDENT records as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, concerning any STUDENT participating in the education experiences provided by SCHOOL, unless such disclosure is authorized by the STUDENT or is ordered by a court of competent jurisdiction. SCHOOL shall adopt and enforce policies and procedures necessary to protect the confidentiality of STUDENT records as defined herein.
- 10-9. STUDENTS shall not be considered employees or agents of the SCHOOL ~~with the exception of STUDENTS who are current teachers of record and are approved by the UNIVERSITY and SCHOOL to complete their teaching internship (clinical practice) in their own classroom.~~

IV. INDEMNIFICATION

- 1. Each party (the "Indemnifying Party") shall indemnify, defend and hold harmless, at the request of the other party (the "Indemnified Party") from and against any and all claims, losses, liabilities, costs, and expenses including reasonable attorney's fees, established by judgment or alternative resolution award, arising from (a) any material breach of this Agreement by the Indemnifying Party or (b) the negligent acts or omissions in the performance of obligations hereunder by the Indemnifying Party or any employee, agent, or other representative of the Indemnifying Party.
- 2. UNIVERSITY and SCHOOL shall provide prompt notification to one another and, to the extent allowed by law, shall reasonably cooperate with one another in the defense of, any lawsuits, claims, or threatened claims that pertain to services provided pursuant to this Agreement.

V. INSURANCE

- 1. UNIVERSITY and SCHOOL each shall maintain, as a minimum, Commercial General Liability Insurance written on an occurrence basis with insurance companies acceptable to the other party for limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, as assurance of its accountability for any such losses, claims, liabilities, or expenses.

2. Upon written request, a party shall provide the other party with a certificate evidencing such insurance coverage.
3. Insurance required by UNIVERSITY to be maintained hereunder may be provided under: (a) an individual policy; (b) a blanket policy or policies which may include other liabilities, properties and locations of UNIVERSITY or its affiliates; (c) a plan of self-insurance, provided that UNIVERSITY or any guarantor of UNIVERSITY'S obligations under this Agreement maintains, during the period of such self-insurance, a net worth of at least Fifty Million Dollars (\$50,000,000); or (d) a combination of any of the foregoing insurance programs. Insurance required to be maintained by SCHOOL hereunder may be provided through SCHOOL's participation in a joint powers authority, a pooled risk-sharing program, or through SCHOOL's authorized program of self-insurance, to the extent permitted under California law. Any such coverage shall satisfy SCHOOL's insurance obligations under this Agreement to the same extent as commercially procured insurance.
4. As a condition of placement at the SCHOOL, the UNIVERSITY shall (1) obtain or (2) require each STUDENT to obtain and maintain, at the STUDENT's sole expense, professional liability insurance covering the Student Intern's acts and omissions while participating in the program at the SCHOOL, with minimum limits of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate. The UNIVERSITY shall ensure that proof of such coverage is provided to the SCHOOL prior to placement of any STUDENT.

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VI. TAXES

1. SCHOOL agrees to invoice UNIVERSITY within 90 days of the Invoice Date all applicable sales and use taxes for all invoices where the Services would require SCHOOL to collect and remit to any state, sales or use tax. UNIVERSITY agrees to pay and reimburse SCHOOL for all such lawfully imposed taxes as invoiced by SCHOOL within the 90-day period. SCHOOL may be relieved of its obligation to collect and remit sales and use taxes upon receipt of a valid exemption certificate. SCHOOL shall pay, satisfy and perform, and hold UNIVERSITY Indemnified Parties harmless from, any Claims, taxes and other governmentally imposed fees and charges including, but not limited to, all federal, state and local taxes, levies, fees and assessments, for Services provided by SCHOOL under this Agreement. Notwithstanding anything to the contrary herein, UNIVERSITY shall not be liable for any taxes based on SCHOOL's net income, gross receipts or equity.

VII. REPRESENTATIONS AND WARRANTIES

1. Each party to this Agreement represents and warrants that (i) it has the full power and authority to enter into this Agreement and to carry out the transactions contemplated hereby applicable to it; and (ii) it has taken all action necessary to authorize the execution, delivery and performance of this Agreement, and this Agreement has been duly executed and delivered to such party.

VIII. GENERAL PROVISIONS

1. Neither the SCHOOL nor the UNIVERSITY will discriminate against any person because of race, color, religion, sex, or national origin, nor discriminate against any STUDENT or student applicant with a disability pursuant to law as set forth in the Americans with Disabilities Act.
2. This Agreement is not intended and shall not be construed to create the relationship of

agent, servant, employee, partnership, joint venture or association between the UNIVERSITY and the SCHOOL and their employees, STUDENTS, or agents, but rather is an Agreement by and among two independent contractors. Each STUDENT is placed with the SCHOOL in order to receive educational experience as part of the academic curriculum; duties performed by a STUDENT are not performed as an employee or agent of the SCHOOL but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by SCHOOL personnel. Unless required by state law, the SCHOOL nor the UNIVERSITY is required to provide workers' compensation coverage for the STUDENTS participating in the educational experience. UNIVERSITY acknowledges that nothing in this Agreement shall be construed to confer any right upon the UNIVERSITY or UNIVERSITY personnel to participate in, control, or direct operations at the SCHOOL.

3. The SCHOOL shall timely notify the UNIVERSITY when any UNIVERSITY employee or STUDENT has been involved in a reported incident and the UNIVERSITY shall have the opportunity to participate in any on-going investigation and shall have access to any oral or written reports and any other documentation related to the reported incident.
4. This Agreement constitutes the entire agreement as to the rights and obligations of the parties hereto and supersedes all prior and contemporaneous agreements and undertaking of the parties pertaining to the referenced subject matter.
5. Amendments to this Agreement may be made at any time, provided, however, that any amendments, modifications or alterations shall be made only in writing and shall become effective only upon the written approval of both the UNIVERSITY and the SCHOOL. The parties may assign this Agreement and any of its rights and/or obligations hereunder without the consent of the other party.
6. No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.
7. In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
8. This Agreement is not intended to create any rights or interests for any other person or entity other than the SCHOOL or the UNIVERSITY.
9. This Agreement will be governed by the laws of the State of California and shall in all respects be interpreted, enforced, and governed by California laws.
10. The SCHOOL and the UNIVERSITY may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. This Agreement may be executed by facsimile or PDF. Said facsimile or PDF shall be deemed an original and fully enforceable and admissible in any legal proceeding. Delivery of an executed counterpart signature page by facsimile or PDF is as effective as executing and delivering this Agreement in the presence of the other party to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other party(ies). In proving this Agreement, the SCHOOL or the UNIVERSITY must produce or account only for the executed counterpart of the party to be charged.

Notwithstanding the foregoing, the SCHOOL and the UNIVERSITY may consent to electronic signatures for the purpose of executing this Agreement by email or other electronic means, subject to compliance with any applicable laws, rules or regulations. Any such documents that are delivered electronically and accepted are deemed to be "in

writing" to the same extent and with the same effect as if the Agreement had been signed manually. In no event will electronic execution expand such assent to include any terms other than those explicitly set for in this Agreement.

11. Criterion for the Selection of District-employed supervisors (DES)
The matching of student and District-employed supervisor (DES) must be a collaborative process between the SCHOOL AND UNIVERSITY.

The criterion for the selection of the DES is listed below:

1. DES holds a CLEAR Credential in the content area for which they are providing supervision
2. DES holds a minimum of five or more years of content area K-12 teaching experience.
3. DES must have demonstrated exemplary teaching practices, including excellence in: classroom management; student engagement; lesson planning, delivery, differentiation, and assessment; and mentorship of teachers and teacher candidates.
4. DES must be willing to model effective instructional practices and to guide, nurture, and provide daily feedback to our candidate
5. DES must allow the teacher candidate to complete state-mandated 4 weeks of solo teaching, and TPA assessment requirements, including video recording of students.

DES must complete the California Commission on Teacher Credentialing state required eight (8) hour training if they have not already met this requirement.

IX. DISPUTE RESOLUTION

1. In the event a controversy, claim or dispute ("Dispute") arising out of or relating to this Agreement arises between the Parties, either Party may request by notice to the other Party that the dispute be escalated to the Parties' respective senior management personnel. Upon request, each Party's respective senior management personnel will conference by telephone or in person with the other Party's senior management personnel within a reasonable period of time not to exceed fifteen (15) calendar days of such notice to determine if the dispute may be resolved. If such senior management personnel are unable to resolve the dispute within thirty (30) calendar days of such meeting, either Party may resort to alternate dispute resolution such as mediation or otherwise seek recourse from the courts. Either Party may seek injunctive or other urgent equitable relief at any time.

X. TERM AND NOTICE

1. This Agreement shall become effective on ~~October 6th, 2025~~the date that this Agreement is fully executed by the parties and approved by its respective governing board and shall not to exceed five (5) years from effective date. Either party may terminate this Agreement with or without cause by giving thirty (30) days prior written notice to the other party of its intention to terminate. Notwithstanding any such termination, all STUDENTS already enrolled in and participating in education experiences at SCHOOL at the time of the notice of termination shall be given a period of time not to exceed six (6) months from the date of the notice of termination during which to complete their education experiences at SCHOOL.
2. Any notice given under this Agreement may be given by personal delivery, overnight air express, ~~email~~, or certified United States mail. Notice shall be deemed to be given (a) upon actual receipt; or (b) upon delivery confirmation if by email; or (c) five (5) business days after mailing, if the notice is by United States mail, return receipt requested. Notice under this Agreement shall be given to the parties at the following addresses or to such

other persons or places as either party may from time to time designate by written notice to the other party.

If to the UNIVERSITY:

University of Phoenix
College of Education
4035 S. Riverpoint Parkway
Phoenix, AZ 85040

With a copy to:

University of Phoenix
University Legal Services
4035 S. Riverpoint Parkway
Phoenix, AZ 85040

If to the SCHOOL:

Sacramento City Unified School District
5735 47th Ave
Sacramento, CA 95824

XI. Counterparts and Electronic Signatures

1. The Agency and the University may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. This Agreement may be executed electronically. An electronic signature shall be deemed an original and fully enforceable and admissible in any legal proceeding. Delivery of an executed counterpart signature page is an effective as executing and delivering this Agreement in the presence of the other party to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other party(ies). In proving this Agreement, the Agency or the University must produce or account only for the executed counterpart of the party to be charged.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first subscribed above.

UNIVERSITY:

Signature

Name

Title

Phone

E-mail address

Date

SCHOOL

Signed by:

Mary Hardin Young

618444E325E34F2...

Signature

Mary Hardin Young

Name

Deputy Superintendent

Title

(916) 643-9055

Phone

Fax

mary-hardinyoung@scusd.edu

E-mail address

03/13/2026

Date

EXHIBIT A

In accordance with Section II, paragraph 8, UNIVERSITY shall provide the following payment to SCHOOL upon completion of the STUDENT's assignment:

\$30.00/per week per student teaching assignment

EXHIBIT B

WAIVER, RELEASE OF LIABILITY, AND AGREEMENT ("Release")

I, the undersigned participant ("I"; "my"; or "myself"), in consideration for my participation in a practicum-based services program, professional training program, and/or a field internship (collectively, "**Program**") at the Sacramento City Unified School District ("**District**"), on behalf of myself and my heirs, next of kin, assigns, and legal representatives ("**Releasing Parties**"), hereby agree to the following:

1) Assumption of Risk: I understand that participation in the Program involves potential risks, including but not limited to, physical injury, property damage, or other unforeseen harm. I understand that risks may arise from foreseeable or unforeseeable causes. On behalf of the Releasing Parties, I voluntarily assume all risks associated with my participation in the Program.

2) Waiver and Release of Liability: On behalf of the Releasing Parties, I hereby waive, release, and discharge the District, and the District's Governing Board, agents, officers, employees, volunteers, contractors and representatives ("**Released Parties**") from any and all claims, liabilities, damages, or causes of action ("**Claims**") arising out of or related to my participation in the Program, except for claims that are solely caused by the gross negligence or willful misconduct of the Released Parties.

3) Waiver of California Civil Code Section 1542: I acknowledge that I have read and understand California Civil Code Section 1542 ("Section 1542"), which states:

A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

On behalf of the Releasing Parties, I expressly waive any rights I may have under Section 1542 and acknowledge that this release is intended to include all Claims, known or unknown, arising out of my participation in the Program, except for Claims that are solely caused by the gross negligence or willful misconduct of the Released Parties.

4) Representations and Agreement:

a) Student: I represent that I am enrolled in a professional preparation program designed to prepare me to obtain a California Administrative Services Credential or a California Teaching Credential at University of Phoenix ("**University**"); and have satisfactorily completed any University prerequisites and requirements to participate in the Program.

b) Status: I agree that I intend to be an intern at the District and am participating in the Program solely to receive academic credit from the University. I agree that I am not entitled to receive any compensation or personnel benefits from the District for services performed during the Program, and I have no expectation of receiving any compensation, personnel benefits, or future employment from the District because of my participation.

c) Ownership: I agree that I retain no right or interest in any material that I suggest to the District or prepare for or on behalf of the District; all of which shall belong to the District.

d) Confidentiality: I understand that I may receive or have access to non-public information and personally identifiable information (collectively, "**Information**") during my participation in the Program, and I agree to maintain such Information in strict confidence during and after my participation in the Program.

e) No Teaching: I agree that the Program does not include any practical teaching experience in a classroom, and I shall not participate in any teaching in a classroom setting.

f) Driver's License and Insurance: If I will operate any motor vehicle in connection with my participation in the Program including in traveling to or from any District facility, I represent: (i) I am a validly licensed driver that is legally authorized to operate a motor vehicle in the State of California, and my license has not been suspended, restricted or revoked; and (ii) I will maintain liability insurance on any vehicles I use in connection with my participation in the Program with a combined single limit of not less than \$2,000,000.

g) Applicable Law and Policies: I agree to fully comply with (i) all applicable laws, regulations and orders and (ii) all District regulations and policies.

5) Indemnification: I agree to indemnify, defend, and hold harmless the Released Parties from any claims, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) arising out of (i) my participation in the Program, including but not limited to injury or damage caused to others or any property due to my actions or inactions; and (ii) any Releasing Party's (including, without limit, my own) breach of this Agreement.

6) Medical Authorization: In the event of an emergency, on behalf of the Releasing Parties, I authorize the District and its representatives to secure medical treatment for me. I understand that I am responsible for any costs associated with such medical care.

7) Binding Agreement: On behalf of the Releasing Parties, I acknowledge and agree that this waiver is legally binding and shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law. I further agree that if any portion of this document is found to be unenforceable, the remainder shall remain in full force and effect.

8) Conflicts: This Release shall be governed by and enforced in accordance with the laws of the State of California; and any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Sacramento County, California. If any portion of this Release is void, invalid or unenforceable; such portion shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof. The remaining portions shall continue in full force. The Released Parties shall be entitled to reasonable attorneys' fees in any legal action involving this Release in which any such Released Party is the substantially prevailing party.

IF PARTICIPANT NAMED BELOW IS UNDER 18 YEARS OF AGE, THE PARENT(S) (OR GUARDIAN(S)) MUST SIGN ON BEHALF OF THE PARTICIPANT TO ALLOW PARTICIPANT TO PARTICIPATE IN THE PROGRAM. ANY PARENT OR GUARDIAN SIGNING THIS RELEASE HAS READ THIS RELEASE AND AGREES TO THE PROVISIONS STATED HEREIN.

I HAVE READ THIS WAIVER AND RELEASE OF LIABILITY, FULLY UNDERSTAND ITS TERMS, AND SIGN IT VOLUNTARILY WITH FULL KNOWLEDGE OF ITS SIGNIFICANCE.

Participant Signature: _____ Date: _____

Participant Name: _____

Parent/Guardian Signature (if Participant is under 18): _____

Parent/Guardian Name (if Participant is under 18): _____

Address: _____

Phone Number: _____ **Email:** _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/9/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cobbs, Allen & Hall, Inc. 115 Office Park Drive Birmingham AL 35223	CONTACT NAME: Kelly McLamb PHONE (A/C, No, Ext): 205-874-1283 E-MAIL ADDRESS: kmclamb@cacgroup.com FAX (A/C, No): 205-414-8105														
INSURED Apollo Education Group, Inc. Apollo Group, Inc 4025 S. Riverpoint Pkwy Phoenix AZ 85040	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Everest Reinsurance Company</td> <td style="text-align: center;">26921</td> </tr> <tr> <td>INSURER B: Everest Indemnity Insurance Co</td> <td style="text-align: center;">10851</td> </tr> <tr> <td>INSURER C: Everest National Ins. Co.</td> <td style="text-align: center;">10120</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Everest Reinsurance Company	26921	INSURER B: Everest Indemnity Insurance Co	10851	INSURER C: Everest National Ins. Co.	10120	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

 License#: 79319
 APOLEDU-01
COVERAGES**CERTIFICATE NUMBER:** 1686580315**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Sexual Abuse & ☐ Molestation(SAM) GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			RM8GL00001251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 SAM LIMIT \$ 1,000,000
B	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			RM8CA00003251	9/1/2025	9/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$			is XW3EX00230251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$
C C C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A	RM8WC00004251 RM8WC00005251 RM8WC00047251	9/1/2025 9/1/2025 9/1/2025	9/1/2026 9/1/2026 9/1/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder shall be additional insured as respects General Liability and Auto Liability as required by written contract.

Waiver of Subrogation applies in favor of certificate holder as respects General Liability, Auto Liability and Workers Compensation as required by written contract. Subject to policy terms, conditions, and exclusions

CERTIFICATE HOLDER**CANCELLATION**
 Sacramento City Unified School District
 5735 47th Ave
 Sacramento CA 95824

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**UNIVERSITY OF PHOENIX
SCHOOL AFFILIATION AGREEMENT
California**

This Affiliation Agreement made and entered into on the date the agreement was fully executed, by and between The University of Phoenix, Inc., an Arizona for-profit corporation, hereinafter referred to as the "UNIVERSITY" and Sacramento City Unified School District, an entity domiciled in the State of California, hereinafter referred to as the "SCHOOL."

I. PURPOSE

The purpose of this Agreement is to provide education experiences for selected UNIVERSITY students, hereinafter "STUDENTS", which take place at the SCHOOL and in which the SCHOOL will participate.

II. OBLIGATIONS OF THE UNIVERSITY

1. The UNIVERSITY will offer educational programs accredited by appropriate organizations; and will determine standards of education, hours of instruction, learning experiences, administration, matriculation, promotion, and graduation. The UNIVERSITY shall ensure that each STUDENT meets the requirements of the UNIVERSITY's program, curriculum, and objectives to be achieved by STUDENT's assigned to the SCHOOL
2. The UNIVERSITY will keep all records and reports on STUDENT experiences in accordance with UNIVERSITY policy and regulatory requirements and applicable laws.
3. The UNIVERSITY will plan with the SCHOOL, in advance, its schedule of STUDENT assignments to the designated areas, including dates and numbers of STUDENTS.
4. The UNIVERSITY agrees to inform STUDENTS that STUDENTS shall be responsible for following the rules and regulations of the SCHOOL, including recognition of the confidential nature of information regarding pupils and their records.
5. The UNIVERSITY will provide to the SCHOOL a copy of course objectives for the learning experience. The SCHOOL, together with the UNIVERSITY, will make arrangements for evaluating the learning experience.
6. The UNIVERSITY will assign a faculty supervisor who will collaborate with the SCHOOL'S mentoring teacher. For purposes of this Agreement, the term "mentoring teacher" shall be defined as the district educator who has been assigned to supervise the STUDENT.
7. STUDENTS are not employees, agents, representatives or subcontractors of the UNIVERSITY.
8. To help defray costs associated with the placement of STUDENTS at the SCHOOL, the

UNIVERSITY shall provide payment in accordance with Exhibit A, attached hereto and incorporated herein, upon completion of STUDENT'S assignment at the SCHOOL, or at such other time as the parties agree.

9. UNIVERSITY shall not permit any STUDENT to participate in their placement setting until the UNIVERSITY has delivered the SCHOOL a "Waiver, Release of Liability, and Agreement" in a form provided by the SCHOOL (a current form of which is provided hereto as Exhibit B), which has been executed by the applicable STUDENT.
10. The UNIVERSITY shall advise each participating STUDENT to complete fingerprints and submit them to the Department of Justice, and/or the Federal Bureau of Investigation pursuant to California Education Code Section 45125.1 et seq., for a criminal background check, and ensure each participating STUDENT to execute and return the SCHOOL's background check forms in order for the SCHOOL to obtain the criminal background clearance for the applicable STUDENT from the appropriate agency.

III. OBLIGATIONS OF THE SCHOOL WITH OTHERS

1. As between the Parties, the SCHOOL shall maintain sole responsibility for the instruction, education and welfare of its pupils. SCHOOL shall be responsible for providing adequate staffing necessary for the education of its pupils.
2. The SCHOOL shall retain the right, in its sole discretion, to request the removal of any individual from any area of the SCHOOL premises. STUDENTS shall be instructed by the UNIVERSITY to promptly and without protest leave an area whenever they are requested to do so by an authorized SCHOOL representative.
3. The SCHOOL shall provide a placement appropriate for STUDENTS to complete a Commission approved Teaching Performance Assessment and Literacy Performance Assessment (multiple subject candidates only).
4. The SCHOOL shall provide qualified mentoring teachers for STUDENTS. Mentoring teachers will be resource persons for STUDENTS and UNIVERSITY faculty while at the SCHOOL. Mentoring teachers selected by SCHOOL will:
 - a) assist in orienting STUDENTS to the SCHOOL, the classroom, and the pupils;
 - b) explain all SCHOOL and district policies, rules, and regulations to STUDENTS;
 - c) provide prompt and substantive feedback to STUDENTS regarding all performance activities and interactions with SCHOOL personnel, pupils, and parents;
 - d) provide opportunities for STUDENTS to observe and practice:
 - i. teaching foundational skills;
 - ii. a strong literature, language, comprehension component, with a balance of oral and written language, including meaning making, language development, and effective expression;
 - iii. screening and diagnostic techniques that inform teaching and assessment and early intervention strategies;
 - iv. concepts and strategies included in the California Dyslexia Guidelines with students with dyslexia.
 - e) complete evaluations of STUDENTS' progress and submit them to the University faculty supervisor, after reviewing them with the applicable STUDENT;
 - f) immediately inform the University faculty supervisor of any concerns regarding a STUDENT;
 - g) establish a time to meet and discuss with STUDENTS their activities, impressions, reflections, and suggestions for goals and areas of improvement;
 - h) (For student teaching) supervise STUDENTS on a daily basis - if the mentoring teacher is absent from the classroom for any reason, a certified substitute must be assigned to the classroom. Student teachers holding a 30 day sub permit are allowed to sub in their assigned classroom or other school site classrooms with the approval of university personnel.

5. The SCHOOL shall provide to UNIVERSITY and STUDENTS the policies and procedures and other relevant materials to allow STUDENTS to function appropriately within the SCHOOL.
6. STUDENTS assigned to the SCHOOL shall follow the SCHOOL'S rules, regulations and protocols for health and safety. The SCHOOL will provide necessary emergency medical services to STUDENTS.
7. The SCHOOL shall permit STUDENTS access to the library facilities/curriculum laboratories available to their personnel. STUDENTS may not remove materials from the SCHOOL without appropriate approval.
8. The SCHOOL shall keep confidential and shall not disclose to any person or entity (a) STUDENT applications; (b) STUDENT health records or reports; and/or (c) any STUDENT records as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, concerning any STUDENT participating in the education experiences provided by SCHOOL, unless such disclosure is authorized by the STUDENT or is ordered by a court of competent jurisdiction. SCHOOL shall adopt and enforce policies and procedures necessary to protect the confidentiality of STUDENT records as defined herein.
9. STUDENTS shall not be considered employees or agents of the SCHOOL.

IV. INDEMNIFICATION

1. Each party (the "Indemnifying Party") shall indemnify, defend and hold harmless, at the request of the other party (the "Indemnified Party") from and against any and all claims, losses, liabilities, costs, and expenses including reasonable attorney's fees, established by judgment or alternative resolution award, arising from (a) any material breach of this Agreement by the Indemnifying Party or (b) the negligent acts or omissions in the performance of obligations hereunder by the Indemnifying Party or any employee, agent, or other representative of the Indemnifying Party.
2. UNIVERSITY and SCHOOL shall provide prompt notification to one another and, to the extent allowed by law, shall reasonably cooperate with one another in the defense of, any lawsuits, claims, or threatened claims that pertain to services provided pursuant to this Agreement.

V. INSURANCE

1. UNIVERSITY and SCHOOL each shall maintain, as a minimum, Commercial General Liability Insurance written on an occurrence basis with insurance companies acceptable to the other party for limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, as assurance of its accountability for any such losses, claims, liabilities, or expenses.
2. Upon written request, a party shall provide the other party with a certificate evidencing such insurance coverage.
3. Insurance required by UNIVERSITY to be maintained hereunder may be provided under: (a) an individual policy; (b) a blanket policy or policies which may include other liabilities, properties and locations of UNIVERSITY or its affiliates; (c) a plan of self-insurance, provided that UNIVERSITY or any guarantor of UNIVERSITY'S obligations under this Agreement maintains, during the period of such self-insurance, a net worth of at least Fifty

Million Dollars (\$50,000,000); or (d) a combination of any of the foregoing insurance programs. Insurance required to be maintained by SCHOOL hereunder may be provided through SCHOOL's participation in a joint powers authority, a pooled risk-sharing program, or through SCHOOL's authorized program of self-insurance, to the extent permitted under California law. Any such coverage shall satisfy SCHOOL's insurance obligations under this Agreement to the same extent as commercially procured insurance.

4. As a condition of placement at the SCHOOL, the UNIVERSITY shall (1) obtain or (2) require each STUDENT to obtain and maintain, at the STUDENT's sole expense, professional liability insurance covering the Student Intern's acts and omissions while participating in the program at the SCHOOL, with minimum limits of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate. The UNIVERSITY shall ensure that proof of such coverage is provided to the SCHOOL prior to placement of any STUDENT.

VI. TAXES

1. SCHOOL agrees to invoice UNIVERSITY within 90 days of the Invoice Date all applicable sales and use taxes for all invoices where the Services would require SCHOOL to collect and remit to any state, sales or use tax. UNIVERSITY agrees to pay and reimburse SCHOOL for all such lawfully imposed taxes as invoiced by SCHOOL within the 90-day period. SCHOOL may be relieved of its obligation to collect and remit sales and use taxes upon receipt of a valid exemption certificate. SCHOOL shall pay, satisfy and perform, and hold UNIVERSITY Indemnified Parties harmless from, any Claims, taxes and other governmentally imposed fees and charges including, but not limited to, all federal, state and local taxes, levies, fees and assessments, for Services provided by SCHOOL under this Agreement. Notwithstanding anything to the contrary herein, UNIVERSITY shall not be liable for any taxes based on SCHOOL's net income, gross receipts or equity.

VII. REPRESENTATIONS AND WARRANTIES

1. Each party to this Agreement represents and warrants that (i) it has the full power and authority to enter into this Agreement and to carry out the transactions contemplated hereby applicable to it; and (ii) it has taken all action necessary to authorize the execution, delivery and performance of this Agreement, and this Agreement has been duly executed and delivered to such party.

VIII. GENERAL PROVISIONS

1. Neither the SCHOOL nor the UNIVERSITY will discriminate against any person because of race, color, religion, sex, or national origin, nor discriminate against any STUDENT or student applicant with a disability pursuant to law as set forth in the Americans with Disabilities Act.
2. This Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between the UNIVERSITY and the SCHOOL and their employees, STUDENTS, or agents, but rather is an Agreement by and among two independent contractors. Each STUDENT is placed with the SCHOOL in order to receive educational experience as part of the academic curriculum; duties performed by a STUDENT are not performed as an employee or agent of the SCHOOL but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by SCHOOL personnel. Unless required by state law, the SCHOOL nor the UNIVERSITY is required to provide workers' compensation coverage for the STUDENTS participating in the educational experience.

UNIVERSITY acknowledges that nothing in this Agreement shall be construed to confer any right upon the UNIVERSITY or UNIVERSITY personnel to participate in, control, or direct operations at the SCHOOL.

3. The SCHOOL shall timely notify the UNIVERSITY when any UNIVERSITY employee or STUDENT has been involved in a reported incident and the UNIVERSITY shall have the opportunity to participate in any on-going investigation and shall have access to any oral or written reports and any other documentation related to the reported incident.
4. This Agreement constitutes the entire agreement as to the rights and obligations of the parties hereto and supersedes all prior and contemporaneous agreements and undertaking of the parties pertaining to the referenced subject matter.
5. Amendments to this Agreement may be made at any time, provided, however, that any amendments, modifications or alterations shall be made only in writing and shall become effective only upon the written approval of both the UNIVERSITY and the SCHOOL. The parties may assign this Agreement and any of its rights and/or obligations hereunder without the consent of the other party.
6. No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.
7. In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
8. This Agreement is not intended to create any rights or interests for any other person or entity other than the SCHOOL or the UNIVERSITY.
9. This Agreement will be governed by the laws of the State of California and shall in all respects be interpreted, enforced, and governed by California laws.
10. The SCHOOL and the UNIVERSITY may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. This Agreement may be executed by facsimile or PDF. Said facsimile or PDF shall be deemed an original and fully enforceable and admissible in any legal proceeding. Delivery of an executed counterpart signature page by facsimile or PDF is as effective as executing and delivering this Agreement in the presence of the other party to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other party(ies). In proving this Agreement, the SCHOOL or the UNIVERSITY must produce or account only for the executed counterpart of the party to be charged.
Notwithstanding the foregoing, the SCHOOL and the UNIVERSITY may consent to electronic signatures for the purpose of executing this Agreement by email or other electronic means, subject to compliance with any applicable laws, rules or regulations. Any such documents that are delivered electronically and accepted are deemed to be "in writing" to the same extent and with the same effect as if the Agreement had been signed manually. In no event will electronic execution expand such assent to include any terms other than those explicitly set for in this Agreement.
11. Criterion for the Selection of District-employed supervisors (DES)
The matching of student and District-employed supervisor (DES) must be a collaborative process between the SCHOOL AND UNIVERSITY.

The criterion for the selection of the DES is listed below:

1. DES holds a CLEAR Credential in the content area for which they are providing supervision
2. DES holds a minimum of five or more years of content area K-12 teaching experience.
3. DES must have demonstrated exemplary teaching practices, including excellence in: classroom management; student engagement; lesson planning, delivery, differentiation, and assessment; and mentorship of teachers and teacher candidates.
4. DES must be willing to model effective instructional practices and to guide, nurture, and provide daily feedback to our candidate
5. DES must allow the teacher candidate to complete state-mandated 4 weeks of solo teaching, and TPA assessment requirements, including video recording of students.

DES must complete the California Commission on Teacher Credentialing state required eight (8) hour training if they have not already met this requirement.

IX. DISPUTE RESOLUTION

1. In the event a controversy, claim or dispute ("Dispute") arising out of or relating to this Agreement arises between the Parties, either Party may request by notice to the other Party that the dispute be escalated to the Parties' respective senior management personnel. Upon request, each Party's respective senior management personnel will conference by telephone or in person with the other Party's senior management personnel within a reasonable period of time not to exceed fifteen (15) calendar days of such notice to determine if the dispute may be resolved. If such senior management personnel are unable to resolve the dispute within thirty (30) calendar days of such meeting, either Party may resort to alternate dispute resolution such as mediation or otherwise seek recourse from the courts. Either Party may seek injunctive or other urgent equitable relief at any time.

X. TERM AND NOTICE

1. This Agreement shall become effective on the date that this Agreement is fully executed by the parties and approved by its respective governing board and shall not exceed five (5) years from effective date. Either party may terminate this Agreement without cause by giving thirty (30) days prior written notice to the other party of its intention to terminate. Notwithstanding any such termination, all STUDENTS already enrolled in and participating in education experiences at SCHOOL at the time of the notice of termination shall be given a period of time not to exceed six (6) months from the date of the notice of termination during which to complete their education experiences at SCHOOL.
2. Any notice given under this Agreement may be given by personal delivery, overnight air express, email, or certified United States mail. Notice shall be deemed to be given (a) upon actual receipt; (b) upon delivery confirmation if by email; or (c) five (5) business days after mailing, if the notice is by United States mail, return receipt requested. Notice under this Agreement shall be given to the parties at the following addresses or to such other persons or places as either party may from time to time designate by written notice to the other party.

If to the UNIVERSITY: University of Phoenix
College of Education
4035 S. Riverpoint Parkway
Phoenix, AZ 85040

With a copy to: University of Phoenix
University Legal Services
4035 S. Riverpoint Parkway
Phoenix, AZ 85040

If to the SCHOOL: Sacramento City Unified School District
5735 47th Ave
Sacramento, CA 95824

XI. Counterparts and Electronic Signatures

1. The Agency and the University may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. This Agreement may be executed electronically. An electronic signature shall be deemed an original and fully enforceable and admissible in any legal proceeding. Delivery of an executed counterpart signature page is an effective as executing and delivering this Agreement in the presence of the other party to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other party(ies). In proving this Agreement, the Agency or the University must produce or account only for the executed counterpart of the party to be charged.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first subscribed above.

UNIVERSITY:

Pamela Roggeman
Signature
Pamela Roggeman

Name
Dean, College of Education

Title

Phone
Pamela.Roggeman@phoenix.edu

E-mail address
2/24/2026 | 10:18 AM MST

Date

SCHOOL:

Signature

Name

Title

Phone Fax

E-mail address

Date

EXHIBIT A

In accordance with Section II, paragraph 8, UNIVERSITY shall provide the following payment to SCHOOL upon completion of the STUDENT's assignment:

\$30.00/per week per student teaching assignment

EXHIBIT B

WAIVER, RELEASE OF LIABILITY, AND AGREEMENT (“Release”)

I, the undersigned participant (“I”; “my”; or “myself”), in consideration for my participation in a practicum-based services program, professional training program, and/or a field internship (collectively, “Program”) at the Sacramento City Unified School District (“District”), on behalf of myself and my heirs, next of kin, assigns, and legal representatives (“Releasing Parties”), hereby agree to the following:

1) **Assumption of Risk:** I understand that participation in the Program involves potential risks, including but not limited to, physical injury, property damage, or other unforeseen harm. I understand that risks may arise from foreseeable or unforeseeable causes. On behalf of the Releasing Parties, I voluntarily assume all risks associated with my participation in the Program.

2) **Waiver and Release of Liability:** On behalf of the Releasing Parties, I hereby waive, release, and discharge the District, and the District’s Governing Board, agents, officers, employees, volunteers, contractors and representatives (“Released Parties”) from any and all claims, liabilities, damages, or causes of action (“Claims”) arising out of or related to my participation in the Program, except for claims that are solely caused by the gross negligence or willful misconduct of the Released Parties.

3) **Waiver of California Civil Code Section 1542:** I acknowledge that I have read and understand California Civil Code Section 1542 (“Section 1542”), which states:

A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

On behalf of the Releasing Parties, I expressly waive any rights I may have under Section 1542 and acknowledge that this release is intended to include all Claims, known or unknown, arising out of my participation in the Program, except for Claims that are solely caused by the gross negligence or willful misconduct of the Released Parties.

4) **Representations and Agreement:**

a) Student: I represent that I am enrolled in a professional preparation program designed to prepare me to obtain a California Administrative Services Credential or a California Teaching Credential at University of Phoenix (“University”); and have satisfactorily completed any University prerequisites and requirements to participate in the Program.

b) Status: I agree that I am a student and am participating in the Program solely to receive academic credit from the University. I agree that I am not entitled to receive any compensation or personnel benefits from the District for services performed during the Program, and I have no expectation of receiving any compensation, personnel benefits, or future employment from the District because of my participation.

c) Ownership: I agree that I retain no right or interest in any material that I suggest to the District or prepare for or on behalf of the District; all of which shall belong to the District.

d) Confidentiality: I understand that I may receive or have access to non-public information and personally identifiable information (collectively, “Information”) during my participation in the Program, and I agree to maintain such Information in strict confidence during and after my participation in the Program.

e) Driver’s License and Insurance: If I will operate any motor vehicle in connection with my participation in the Program including in traveling to or from any District facility, I represent: (i) I am a validly licensed driver that is legally authorized to operate a motor vehicle in the State of California, and my license has not been suspended, restricted or revoked; and (ii) I will maintain liability insurance on any vehicles I use in connection with my participation in the Program with a combined single limit of not less than \$2,000,000.

f) **Applicable Law and Policies:** I agree to fully comply with (i) all applicable laws, regulations and orders and (ii) all District regulations and policies.

5) **Indemnification:** I agree to indemnify, defend, and hold harmless the Released Parties from any claims, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) arising out of (i) my participation in the Program, including but not limited to injury or damage caused to others or any property due to my actions or inactions; and (ii) any Releasing Party's (including, without limit, my own) breach of this Agreement.

6) **Medical Authorization:** In the event of an emergency, on behalf of the Releasing Parties, I authorize the District and its representatives to secure medical treatment for me. I understand that I am responsible for any costs associated with such medical care.

7) **Binding Agreement:** On behalf of the Releasing Parties, I acknowledge and agree that this waiver is legally binding and shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law. I further agree that if any portion of this document is found to be unenforceable, the remainder shall remain in full force and effect.

8) **Conflicts:** This Release shall be governed by and enforced in accordance with the laws of the State of California; and any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Sacramento County, California. If any portion of this Release is void, invalid or unenforceable; such portion shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof. The remaining portions shall continue in full force. The Released Parties shall be entitled to reasonable attorneys' fees in any legal action involving this Release in which any such Released Party is the substantially prevailing party.

IF PARTICIPANT NAMED BELOW IS UNDER 18 YEARS OF AGE, THE PARENT(S) (OR GUARDIAN(S)) MUST SIGN ON BEHALF OF THE PARTICIPANT TO ALLOW PARTICIPANT TO PARTICIPATE IN THE PROGRAM. ANY PARENT OR GUARDIAN SIGNING THIS RELEASE HAS READ THIS RELEASE AND AGREES TO THE PROVISIONS STATED HEREIN.

I HAVE READ THIS WAIVER AND RELEASE OF LIABILITY, FULLY UNDERSTAND ITS TERMS, AND SIGN IT VOLUNTARILY WITH FULL KNOWLEDGE OF ITS SIGNIFICANCE.

Participant Signature: _____ **Date:** _____

Participant Name: _____

Parent/Guardian Signature (if Participant is under 18): _____

Parent/Guardian Name (if Participant is under 18): _____

Address: _____

Phone Number: _____ **Email:** _____



Certificate Of Completion

Envelope Id: AFA05E58-44C0-4357-886D-64074F7F1959		Status: Completed
Subject: Please DocuSign: CA_Sacramento City Unified School District NS_COE		
Source Envelope:		
Document Pages: 11	Signatures: 1	Envelope Originator:
Certificate Pages: 1	Initials: 0	Brianna Stephens
AutoNav: Enabled		4025 S. Riverpoint Parkway
Envelopeld Stamping: Enabled		Phoenix, AZ 85040
Time Zone: (UTC-07:00) Arizona		Brianna.Stephens@phoenix.edu
		IP Address: 71.223.152.199

Record Tracking

Status: Original	Holder: Brianna Stephens	Location: DocuSign
2/24/2026 9:47:48 AM	Brianna.Stephens@phoenix.edu	

Signer Events	Signature	Timestamp
Pamela Roggeman		Sent: 2/24/2026 9:49:45 AM
Pamela.Roggeman@phoenix.edu		Viewed: 2/24/2026 10:18:14 AM
Dean, College of Education		Signed: 2/24/2026 10:18:19 AM
University of Phoenix		
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address:	
	2600:8800:17a0:f500:2d0a:ce61:5682:dfc9	

Electronic Record and Signature Disclosure:
Not Offered via Docusign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/24/2026 9:49:45 AM
Certified Delivered	Security Checked	2/24/2026 10:18:14 AM
Signing Complete	Security Checked	2/24/2026 10:18:19 AM
Completed	Security Checked	2/24/2026 10:18:19 AM
Payment Events	Status	Timestamps

**DEPARTMENT OF CHILD, FAMILY AND ADULT SERVICES
STAFF SUMMARY AND COORDINATION SHEET FY2025-2026**

June 27, 2025

SUBJECT: COST REIMBURSEMENT AGREEMENT

Division: Child Protective Services
 Contractor: Sacramento City Unified School District.
 Agreement Number: 7805000-26-012
 Maximum Payment: \$100,000
 Contract Term: July 1, 2025 through June 30, 2026
 Section 71-J Status: Not Subject to Section 71-J
 Resolution Number: 2025-0360
 Contract Authority: N/A
 ETB signed/on-file: On File

Attached for review and approval is an agreement to provide the Independent Living Program to foster care youth who are enrolled in the school district.

County Counsel previously reviewed and approved this agreement on September 5, 2024, no further review necessary pursuant to SCC 2.61.014(b).

SECTION 71-J

The provisions of Section 71-J do not apply to this contract, as County employees do not provide these types of services.

Tom Hannon
 Contract Analyst

COORDINATION: Please sign and return via DocuSign. Thank you.

NAME	ACTION	INITIALS	DATE
T. Hannon	Concurrence		7/1/2025
D. Sundquist-Alafrangi	Concurrence		7/1/2025
Z. Saeteurn	Concurrence		7/1/2025
S. Sandmeier	Concurrence		7/1/2025
S. Sellers	Concurrence		7/8/2025
M. Chavez	Concurrence		7/8/2025
M. Lloyd	Concurrence		7/8/2025
D. Morris	Concurrence		7/8/2025
S. Boston	Approval & Signature		

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT NO. 7805000-26-012**

CONTRACT ANALYST: _____ Thomas Hannon _____ 875-7131 _____

DCFAS AGREEMENT SUMMARY COVER SHEET

CONTRACTOR's NAME: _____ Sacramento City Unified School District _____

Subject of Agreement: _____ Provides Independent Living Program to foster youth in SCUSD _____

Contract Term: _____ July 1, 2025 _____ through _____ June 30, 2026 _____

Maximum Payment to Contractor through this Agreement: _____ \$100,000.00 _____

County Counsel Approval: _____ Date _____
or _____

County Counsel Approval Not Required: 2.61.014(b) _____ (Sacramento County Code Section)

Authorized by: 2025-0360 _____ (Sacramento County Resolution Number or County Code Section)

☐ **Tax Waiver Granted** _____☐ **Tax Waiver Denied** _____☒ **Standard Agreement** CA Agency Agr _____☒ **'Five or more employees' letter on file**☐ **Non-Standard Agreement** _____**Exhibit D** _____**Risk Management has approved the waiver of insurance requirements** ☐**Risk Management has approved indemnification modifications** ☐

This contract must be reviewed and approved by County Counsel under Sacramento County Code Section 2.61.014:

☐ 2.61.014 (a): Contract requires Board approval, including but not limited to Section 71-J☒ 2.61.014 (b): Contract approved in concept or otherwise authorized by Board, **except those reviewed from the prior fiscal year.**☐ 2.61.014 (c): Contract for services not previously provided by or to the department☐ 2.61.014 (d): Contract does not utilize the standard format developed by County Counsel☐ 2.61.014 (e): Contract with another governmental entity☐ 2.61.014 (f): Contract involving an acquisition or grant of an interest in real property☐ 2.61.014 (g): Contract requiring waiver of withholding☐ 2.61.014 (h): Retroactive contracts**FISCAL SUMMARY**

Fund Center: _____ 7805000 _____ G/L Account: _____ 30310500 _____ Order #: _____ C51840 _____

CONTRACTOR's Federal Tax Identification Number: _____ 94-6002491 _____

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

AGREEMENT

THIS AGREEMENT is made and entered into as of this 1st day of July, 2025, by and between the COUNTY OF SACRAMENTO, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and SACRAMENTO CITY UNIFIED SCHOOL DISTRICT, a political subdivision of the State of California, hereinafter referred to as "CONTRACTOR".

RECITALS

WHEREAS the goal of Sacramento County, Department of Child, Family and Adult Services, hereinafter referred to as "DCFAS," Child Protective Services, hereinafter referred to as "CPS," is to protect children from abuse and neglect, and to strengthen families and provide permanent homes; and

WHEREAS, the Sacramento County Board of Supervisors approved Resolution Number 2025-0360 on June 10, 2025, authorizing the Department of Child, Family and Adult Services, hereinafter referred to as "DCFAS", to enter into an agreement with CONTRACTOR to provide services to children in Sacramento County and authorized the use of additional amendment authority, as authorized in Sacramento County Code Section 2.61.440; and

WHEREAS, pursuant to the resolution cited as providing authority to execute this Agreement, the Department has contract amendment authority for non-monetary changes, monetary decreases, to assign or to terminate this agreement, to extend agreement term as needed and to monetarily increase the total amount of this agreement by no more than \$25,000 or 10 percent of the total value of this contract, whichever is greater, so long as existing budget appropriations are not exceeded; and

WHEREAS, CONTRACTOR has the expertise and facility required to provide Independent Living Skills education to children in Sacramento County; and

WHEREAS CONTRACTOR has the expertise and facility required to provide Independent Living Skills education to children in Sacramento County; and

WHEREAS COUNTY AND CONTRACTOR desire to enter into this Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. SCOPE OF SERVICES

CONTRACTOR shall provide services in the amount, type, and manner described in Exhibit A, which is attached hereto and incorporated herein.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

II. TERM

This Agreement shall be effective and commence as of the date first written above and shall end on June 30, 2026.

III. NOTICE

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

TO COUNTY

DIRECTOR
Department of Child, Family and
Adult Services
P.O. Box 269057
Sacramento, CA 95826

TO CONTRACTOR

Sacramento City Unified School
District
5735 47th Avenue
Sacramento, CA 95824

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

IV. COMPLIANCE WITH LAWS

CONTRACTOR shall observe and comply with all applicable federal, state, and county laws, regulations, and ordinances.

V. GOVERNING LAWS AND JURISDICTION

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in Sacramento County, California.

VI. LICENSES, PERMITS, AND CONTRACTUAL GOOD STANDING

A. CONTRACTOR shall possess and maintain all necessary licenses, permits, certificates, and credentials required by the laws of the United States, the State of California, County of Sacramento, and all other appropriate governmental agencies, including any certification and credentials required by COUNTY. Failure

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this Agreement and constitutes grounds for the termination of this Agreement by COUNTY.

- B. CONTRACTOR further certifies to COUNTY that it and its principals are not debarred, suspended, or otherwise excluded from or ineligible for participation in federal, state, or county government contracts. CONTRACTOR certifies that it shall not contract with a subcontractor that is so debarred or suspended.

VII. PERFORMANCE STANDARDS

CONTRACTOR shall perform its services under this Agreement in accordance with the industry and/or professional standards applicable to CONTRACTOR's services. COUNTY may evaluate CONTRACTOR's performance of the scope of services provided in Exhibit A in accordance with performance outcomes determined by COUNTY. CONTRACTOR shall maintain such records concerning performance outcomes as required by COUNTY and provide the records to COUNTY upon request.

VIII. OWNERSHIP OF WORK PRODUCT

All technical data, evaluations, plans, specifications, reports, documents, or other work products developed by CONTRACTOR hereunder shall be the exclusive property of COUNTY and shall be delivered to COUNTY upon completion of the services authorized hereunder. CONTRACTOR may retain copies thereof for its files and internal use. Publication of the information directly derived from work performed or data obtained in connection with services rendered under this Agreement must first be approved in writing by COUNTY. COUNTY recognizes that all technical data, evaluations, plans, specifications, reports, and other work products are instruments of CONTRACTOR's services and are not designed for use other than what is intended by this Agreement.

IX. STATUS OF CONTRACTOR

- A. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of this Agreement, and as an independent contractor, CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

- B. It is further understood and agreed by the parties hereto that CONTRACTOR in the performance of its obligation hereunder is subject to the control or direction of COUNTY as to the designation of tasks to be performed, the results to be accomplished by the services hereunder agreed to be rendered and performed, and not the means, methods, or sequence used by CONTRACTOR for accomplishing the results.
- C. If, in the performance of this Agreement, any third persons are employed by CONTRACTOR, such persons shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. All terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by CONTRACTOR, and COUNTY shall have no right or authority over such persons or the terms of such employment.
- D. It is further understood and agreed that as an independent contractor and not an employee of COUNTY, neither CONTRACTOR nor CONTRACTOR's assigned personnel shall have any entitlement as a COUNTY employee, right to act on behalf of COUNTY in any capacity whatsoever as agent, nor to bind COUNTY to any obligation whatsoever. CONTRACTOR shall not be covered by workers' compensation; nor shall CONTRACTOR be entitled to compensated sick leave, vacation leave, retirement entitlement, participation in group health, dental, life, and other insurance programs, or entitled to other fringe benefits payable by COUNTY to employees of COUNTY.
- E. It is further understood and agreed that CONTRACTOR must issue W-2 and 941 Forms for income and employment tax purposes for all of CONTRACTOR's assigned personnel under the terms and conditions of this Agreement.

X. CONTRACTOR IDENTIFICATION

CONTRACTOR shall provide COUNTY with the following information for the purpose of compliance with California Unemployment Insurance Code Section 1088.8 and Sacramento County Code Chapter 2.160: CONTRACTOR's name, address, telephone number, social security number or tax identification number, and whether dependent health insurance coverage is available to CONTRACTOR.

XI. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS

- A. CONTRACTOR's failure to comply with state and federal child, family, and spousal support reporting requirements regarding a CONTRACTOR's employees or failure to implement lawfully served wage and earnings assignment orders or notices of

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

assignment relating to child, family, and spousal support obligations shall constitute a default under this Agreement.

- B. CONTRACTOR's failure to cure such default within ninety (90) days of notice by COUNTY shall be grounds for termination of this Agreement.

XII. BENEFITS WAIVER

If CONTRACTOR is unincorporated, CONTRACTOR acknowledges and agrees that CONTRACTOR is not entitled to receive the following benefits and/or compensation from COUNTY: medical, dental, vision and retirement benefits, life and disability insurance, sick leave, bereavement leave, jury duty leave, parental leave, or any other similar benefits or compensation otherwise provided to permanent civil service employees pursuant to the County Charter, the County Code, the Civil Service Rule, the Sacramento County Employees' Retirement System and/or any and all memoranda of understanding between COUNTY and its employee organizations. Should CONTRACTOR or any employee or agent of CONTRACTOR seek to obtain such benefits from COUNTY, CONTRACTOR agrees to indemnify and hold harmless COUNTY from any and all claims that may be made against COUNTY for such benefits.

XIII. CONFLICT OF INTEREST

CONTRACTOR and CONTRACTOR's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income which could be financially affected by or otherwise conflict in any manner or degree with the performance of services required under this Agreement.

XIV. LOBBYING AND UNION ORGANIZATION ACTIVITIES

- A. CONTRACTOR shall comply with all certification and disclosure requirements prescribed by Section 319, Public Law 101-121 (31 U.S.C. § 1352) and any implementing regulations.
- B. If services under this Agreement are funded with state funds granted to COUNTY, CONTRACTOR shall not utilize any such funds to assist, promote, or deter union organization by employees performing work under this Agreement and shall comply with the provisions of Government Code Sections 16645 through 16649.
- C. If services under this Agreement are funded in whole or in part with Federal funds no funds may be used to support or defeat legislation pending before Congress or any state legislature. CONTRACTOR further agrees to comply with all requirements of the Hatch Act (Title 5 USC, Sections 1501-1508).

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012****XV. NONDISCRIMINATION IN EMPLOYMENT, SERVICES, BENEFITS, AND FACILITIES**

- A. CONTRACTOR (or in the case of SVS MOUs HOST SITE) agrees and assures COUNTY that CONTRACTOR/HOST SITE and any subcontractors shall comply with all applicable federal, state, and local anti-discrimination laws, regulations, and ordinances and not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, employee or agent of COUNTY, or recipient of services contemplated to be provided under this Agreement, because of race, ancestry, marital or parental status, or military status, color, religious creed, political belief, national origin, ethnic group identification, sex, sexual orientation, age (over 40), medical condition (including HIV and AIDS), or physical or mental disability. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment, the treatment of COUNTY employees and agents and recipients of services are free from such discrimination and harassment.
- B. CONTRACTOR represents that it is in compliance with and agrees that it will continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), the Fair Employment and Housing Act (Government Code § 12900 et seq.), and regulations and guidelines issued pursuant thereto.
- C. CONTRACTOR agrees to compile data, maintain records, post required notices, and submit reports to permit effective enforcement of all applicable anti-discrimination laws and this provision.
- D. CONTRACTOR shall include this nondiscrimination provision in all subcontracts related to this Agreement.

XVI. MUTUAL INDEMNIFICATION

- A. CONTRACTOR shall defend, indemnify, and hold harmless COUNTY, its Board of Supervisors, officers, directors, agents, employees, and volunteers from and against all demands, claims, actions, liabilities, losses, damages, and costs, including payment of reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or in part by the negligent or intentional acts or omissions of CONTRACTOR's officers, directors, agents, employees, or subcontractors.
- B. COUNTY shall defend, indemnify, and hold harmless, CONTRACTOR, its officers, directors, agents, employees, and subcontractors from and against all demands, claims, actions, liabilities, losses, damages, and costs, including payment of

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or in part by the negligent or intentional acts or omissions of COUNTY's Board of Supervisors, officers, directors, agents, employees, or volunteers.

- C. It is the intention of COUNTY and CONTRACTOR that the provisions of this paragraph be interpreted to impose on each party responsibility to the other for the acts and omissions of their respective officers, directors, agents, employees, volunteers, COUNTY's Board of Supervisors, and CONTRACTOR's subcontractors. It is also the intention of COUNTY and CONTRACTOR that, where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees, volunteers, COUNTY's Board of Supervisors, and CONTRACTOR's subcontractors.

XVII. INSURANCE

Without limiting CONTRACTOR's indemnification, CONTRACTOR shall maintain in force at all times during the term of this Agreement and any extensions or modifications thereto, insurance as specified in Exhibit B. It is the responsibility of CONTRACTOR to notify its insurance advisor or insurance carrier(s) regarding coverage, limits, forms, and other insurance requirements specified in Exhibit B. It is understood and agreed that COUNTY shall not pay any sum to CONTRACTOR under this Agreement unless and until COUNTY is satisfied that all insurance required by this Agreement is in force at the time services hereunder are rendered. Failure to maintain insurance as required in this Agreement may be grounds for material breach of contract.

XVIII. INFORMATION TECHNOLOGY ASSURANCES

CONTRACTOR shall take all reasonable precautions to ensure that any hardware, software, and/or embedded chip devices used by CONTRACTOR in the performance of services under this Agreement, other than those owned or provided by COUNTY, shall be free from viruses. Nothing in this provision shall be construed to limit any rights or remedies otherwise available to COUNTY under this Agreement.

XIX. WEB ACCESSIBILITY

CONTRACTOR shall ensure that all websites and web applications provided by CONTRACTOR pursuant to this Agreement shall comply with COUNTY's Web Accessibility Policy adopted by the Board of Supervisors on February 18, 2003, as well as any approved amendment thereto.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

XX. COMPENSATION AND PAYMENT OF INVOICE LIMITATIONS

- A. Compensation under this Agreement shall be limited to the Maximum Total Payment Amount set forth in Exhibit C or Exhibit C as modified by COUNTY in accordance with express provisions in this Agreement.
- B. CONTRACTOR shall submit an invoice on the forms and in accordance with the procedures prescribed by COUNTY on a monthly basis. Invoices shall be submitted to COUNTY no later than the fifteenth (15th) day of the month following the invoice period, and COUNTY shall pay CONTRACTOR within thirty (30) days after receipt of an appropriate and correct invoice.
- C. All claims, invoices, and monthly reports must be submitted by the fifteenth (15th) day of the month following the claim period. Estimated invoices for services provided through the month of June in the current fiscal year must be submitted no later than June 10th of the same fiscal year. Invoices submitted after July 10th for the prior year shall not be honored by the COUNTY unless CONTRACTOR has obtained prior written COUNTY approval.
- D. COUNTY operates on a July through June fiscal year. Invoices for services provided in any fiscal year must be submitted no later than July 10th, after the end of the fiscal year.
- E. CONTRACTOR shall maintain for four (4) years following termination of this Agreement full and complete documentation of all services and expenditures associated with performing the services covered under this Agreement. Expense documentation shall include time sheets or payroll records for each employee, receipts for supplies, applicable subcontract expenditures, applicable overhead, and indirect expenditures.
- F. In the event CONTRACTOR fails to comply with any provisions of this Agreement, COUNTY may withhold payment until such non-compliance has been corrected.

XXI. LEGAL TRAINING INFORMATION

If under this Agreement CONTRACTOR is to provide training of County personnel on legal issues, then CONTRACTOR shall submit all training and program material for prior review and written approval by County Counsel. Only those materials approved by County Counsel shall be utilized to provide such training.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

XXII. SUBCONTRACTS, ASSIGNMENT

- A. CONTRACTOR shall obtain prior written approval from COUNTY before subcontracting any of the services delivered under this Agreement. CONTRACTOR remains legally responsible for the performance of all contract terms, including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this Agreement. CONTRACTOR shall be held responsible by COUNTY for the performance of any subcontractor whether approved by COUNTY or not.
- B. This Agreement is not assignable by CONTRACTOR in whole or in part without the prior written consent of COUNTY.

XXIII. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach, or condition precedent shall not be construed as a waiver of any other default, breach, or condition precedent or any other right hereunder. No interpretation of any provision of this Agreement shall be binding upon COUNTY unless agreed in writing by DIRECTOR and counsel for COUNTY.

XXIV. SUCCESSORS

This Agreement shall bind the successors of COUNTY and CONTRACTOR in the same manner as if they were expressly named.

XXV. TIME

Time is of the essence for this Agreement.

XXVI. INTERPRETATION

This Agreement shall be deemed to have been prepared equally by both of the parties, and the Agreement and its individual provisions shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

XXVII. DIRECTOR

As used in this Agreement, "DIRECTOR" shall mean the Director of the Department of Child, Family and Adult Services, or his/her designee.

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012****XXVIII. DISPUTES**

In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. Pending resolution of any such dispute, CONTRACTOR shall continue without delay to carry out all its responsibilities under this Agreement unless the Agreement is otherwise terminated in accordance with the Termination provisions herein. COUNTY shall not be required to make payments for any services that are the subject of this dispute resolution process until such dispute has been mutually resolved by the parties. If the dispute cannot be resolved within 15 calendar days of initiating such negotiations or such other time period as may be mutually agreed to by the parties in writing, either party may pursue its available legal and equitable remedies pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state, and federal law.

XXIX. TERMINATION

- A. Either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party. Notice shall be deemed served on the date of mailing. If notice of termination for cause is given by COUNTY to CONTRACTOR, and it is later determined that CONTRACTOR was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to this paragraph (A).
- B. COUNTY may terminate this Agreement for cause immediately upon giving written notice to CONTRACTOR should CONTRACTOR materially fail to perform any of the covenants contained in this Agreement in the time and/or manner specified. In the event of such termination, COUNTY may proceed with the work in any manner deemed proper by COUNTY. If notice of termination for cause is given by COUNTY to CONTRACTOR, and it is later determined that CONTRACTOR was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph (A) above.
- C. COUNTY may terminate or amend this Agreement immediately upon giving written notice to CONTRACTOR, 1) if advised that funds are not available from external sources for this Agreement or any portion thereof, including if distribution of such funds to the COUNTY is suspended or delayed; 2) if funds for the services and/or programs provided pursuant to this Agreement are not appropriated by the State; 3) if funds in COUNTY's yearly proposed and/or final budget are not appropriated by COUNTY for this Agreement or any portion thereof; or 4) if funds that were previously appropriated for this Agreement are

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

reduced, eliminated, and/or re-allocated by County as a result of mid-year budget reductions.

- D. If this Agreement is terminated under paragraph A or C above, CONTRACTOR shall only be paid for any services completed and provided prior to notice of termination. In the event of termination under paragraph A or C above, CONTRACTOR shall be paid an amount which bears the same ratio to the total compensation authorized by the Agreement as the services actually performed bear to the total services of CONTRACTOR covered by this Agreement, less payments of compensation previously made. In no event, however, shall COUNTY pay CONTRACTOR an amount that exceeds a pro-rata portion of the Agreement total based on the portion of the Agreement term that has elapsed on the effective date of the termination.
- E. CONTRACTOR shall not incur any expenses under this Agreement after notice of termination and shall cancel any outstanding expense obligations to a third party that CONTRACTOR can legally cancel.

XXX. REPORTS

CONTRACTOR shall, without additional compensation, therefore, make fiscal, program evaluation, progress, and such other reports as may be reasonably required by DIRECTOR concerning CONTRACTOR's activities as they affect the contract duties and purposes herein. COUNTY shall explain procedures for reporting the required information.

XXXI. AUDITS AND RECORDS

Upon COUNTY's request, COUNTY or its designee shall have the right at reasonable times and intervals to audit, at CONTRACTOR's premises, CONTRACTOR's financial and program records as COUNTY deems necessary to determine CONTRACTOR's compliance with legal and contractual requirements and the correctness of claims submitted by CONTRACTOR. CONTRACTOR shall maintain such records for a period of four (4) years following termination of the Agreement and shall make them available for copying upon COUNTY's request at COUNTY's expense. COUNTY shall have the right to withhold any payment under this Agreement until CONTRACTOR has provided access to CONTRACTOR's financial and program records related to this Agreement.

XXXII. PRIOR AGREEMENTS

This Agreement constitutes the entire contract between COUNTY and CONTRACTOR regarding the subject matter of this Agreement. Any prior agreements, whether oral or written, between COUNTY and CONTRACTOR regarding the subject matter of this

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

Agreement are hereby terminated effective immediately upon full execution of this Agreement.

XXXIII. SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

XXXIV. FORCE MAJEURE

Neither CONTRACTOR nor COUNTY shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism, or other disasters, whether or not similar to the foregoing, and acts or omissions or failure to cooperate of the other party or third parties (except as otherwise specifically provided herein).

XXXV. SURVIVAL OF TERMS

All services performed and deliverables provided pursuant to this Agreement are subject to all the terms, conditions, price discounts, and rates set forth herein, notwithstanding the expiration of the initial term of this Agreement or any extension thereof. Further, the terms, conditions, and warranties contained in this Agreement that by their sense and context are intended to survive the completion of the performance, cancellation, or termination of this Agreement shall so survive.

XXXVI. DUPLICATE COUNTERPARTS

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

Signatures scanned and transmitted electronically shall be deemed original signatures for purposes of this Agreement, with such scanned signatures having the same legal effect as original signatures. This Agreement may be executed through the use of an electronic signature and will be binding on each party as if it were physically executed.

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012****XXXVII. AUTHORITY TO EXECUTE**

Each person executing this Agreement represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this Agreement for or on behalf of the parties to this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized.

XXXVIII. DRUG-FREE WORKPLACE

If the contract is funded in whole or in part with State funds the CONTRACTOR shall comply with Government Code Section 8355 and require that its Subcontractors comply. By executing this contract CONTRACTOR certifies that it will provide a drug-free workplace pursuant to Government Code Section 8355.

XXXIX. CLEAN AIR ACT AND WATER POLLUTION CONTROL ACT

CONTRACTOR shall comply with applicable standards of the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Subcontracts (Subgrants) of amounts in excess of \$150,000 must contain a provision that requires the non-Federal awardee to agree to comply with all applicable standards, orders or regulations issued pursuant to the two Acts cited in this section. Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

XL. CULTURAL AND LINGUISTIC PROFICIENCY

To ensure equal access to quality care by diverse populations, CONTRACTOR shall adopt the federal Office of Minority Health Culturally and Linguistically Appropriate Service (CLAS) national standards, which can be found at <http://minorityhealth.hhs.gov/omh/browse.aspx?lvl=2&lvlid=53>.

XLI. ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

The CONTRACTOR, subcontractor, successor, transferee, and/or assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

The CONTRACTOR, subcontractor, successor, transferee, and/or assignee shall comply with Division 21, which requires that persons or entities that contract to administer California Department of Social Services (CDSS) funded programs comply with nondiscrimination statutes because they act as agents of the California Welfare Department (CWD) in carrying out the programs or activities CDSS funds. (MPP § 21-103.4.) and herein incorporated by reference and made a part of this contract or agreement.

These contractors must certify compliance with all civil rights laws, rules, and regulations; CWDs are required to document this certification using an Assurance of Compliance Statement or its equivalent from each such contractor and maintain current originals signed by contractor administrators.

XLII. ADDITIONAL PROVISIONS

The additional provisions contained in Exhibits A, B, C, D, E, F, and G, attached hereto are part of this Agreement and are incorporated herein by reference.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the day and year first written above.

**COUNTY OF SACRAMENTO, a political
subdivision of the State of California**

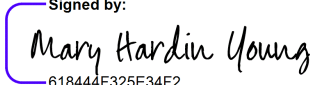
**SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT**

By _____

Shelby Boston, Director, Department of
Child, Family and Adult Services. Approval
delegated pursuant to Sacramento County
Code Section 2.61.012 (h)

Date: _____

By _____

Signed by:

618444F325E34F2...
Mary Hardin Young, Deputy
Superintendent

Date: 03/13/2026

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

CONTRACT AND CONTRACTOR TAX STATUS
REVIEWED AND APPROVED BY COUNTY COUNSEL

By: 2.61.014(b)_____ Date: _____

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT A to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

SERVICE REQUIREMENTS

I. SERVICE LOCATIONS

Facility Name: C.K. McClatchy High School
Street Address: 3066 Freeport Boulevard
City and Zip Code: Sacramento, CA 95818

Facility Name: Foster Youth Services
Sacramento City Unified School District
Street Address: 5735 47th Avenue
City and Zip Code: Sacramento, CA 95824

II. SERVICE PERFORMANCE MONITOR

Name and Title: Stephanie Sandmeier, Program Planner, DCFAS
Address: P.O. Box 269057, Sacramento, CA 95826-9057

III. DESCRIPTION OF SERVICES

CONTRACTOR shall:

- A. Provide a program to all the Independent Living Program Eligible youth that reside within the district boundaries and/or are attending a school within the district. The program shall provide support and services to assist the youth in making the transition from foster care to independent living. The program shall include an "Independent Life Skills" (ILS) class/workshop that provides instruction in basic life skills and assist the youth(s) in setting and obtaining realistic goals for their future. The program's curriculum shall focus on developing students' social skills, health awareness, finances, job/career development, and survival skills for independent living. Foster Youth students shall earn educational credit, if applicable, for the successful completion of the course. ILS class curriculum shall be provided to COUNTY (ILP Coordinator) and at least 75% of the curriculum shall consist of experiential (hands-on) activities.

- B. Include student role-play experiences that will enable students to function independently as productive citizens. This shall be accomplished through "life skills education", a learning process that assists individuals to develop the effective skills they need to be productive successful adults.
- C. Provide individual instruction, life skills assessment, and emancipation/AB 12 (extended foster care) planning services to ILP students. Services shall be provided by staff who hold a Pupil Personnel Services Credential; or a Teaching Credential; or a Bachelor's degree in social service, counseling, or psychology field. Staff holding any other combination of education and experience must have prior written approval from COUNTY.
- D. Districts will identify and prioritize eligible foster youth based on:
 - 1. Grade level - with seniors being highest priority
 - 2. Age - with oldest being highest priority
 - 3. Out-of-county youth
 - 4. Active participation in ILP services
- E. Districts will actively recruit a youth facilitator who is a former foster youth whose incentive will be paid for by ILP.
- F. Discuss permanency resources and services at the beginning and end of each school year. Ask each student to identify their permanent and supportive person at the beginning and end of each school year. Document this information in the COUNTY ILP Database at the beginning and end of the school year.
- G. Provide access to Independent Living Skills (ILS) classes or workshops to senior-year students enrolled in the Sacramento County, Department of Child, Family and Adult Services (DCFAS) Independent Living Program (ILP) that address all mandated service components pursuant to CDSS Division 31 Regulations, Section 525.8. A minimum of 21 hours of classes/workshops shall be made available during the contract period. Each class/workshop shall be taught by a Pupil Personnel Services (PPS) credentialed Social Worker, PPS Counselor, or other professional holding the PPS or teacher credential. CONTRACTOR shall submit qualifications to, and request prior written approval from COUNTY to use any other professional as an instructor in the ILS class. CONTRACTOR may partner with another district to provide classes/workshops. All flyers for ILS classes and workshops shall be provided to the COUNTY within 30 days of the first day of the semester.
- H. Provide the roster of attendance to COUNTY for all youth attending ILP classes and not enrolled in ILP within two weeks of their initial attendance in the class. CONTRACTOR shall refer students attending ILP classes but not enrolled in ILP to the COUNTY ILP social worker and/or case carrying social worker to verify enrollment and determine eligibility.

- I. Complete and submit to COUNTY incentive request forms for eligible ILP youth who attend the ILP class.

For any additional incentives purchased by the CONTRACTOR to include gift cards, they must be purchased and distributed to youth to help achieve the program objectives. When gift cards are purchased, the CONTRACTOR must keep a record of the number of gift cards purchased, dollar amount, and gift card number. How many gift cards remaining/on hand after distribution. For every gift card distributed the CONTRACTOR must document the youth's signature, the dollar amount, gift card number, and a description of the purpose for distribution, to be sent to the COUNTY upon request. Gift cards can be subject to audit by County as needed.

- J. Within 60 calendar days of case assignment, ensure that all youth receiving ILP services complete an initial Nationally recognized or Departmentally approved Life Skills assessment and a subsequent Nationally recognized or Departmentally approved Life Skills assessment prior to the end of the school year. Copies to be submitted to the COUNTY social worker and the COUNTY ILP program for case plan development. New cases will not be assigned to CONTRACTOR during the summer break (June – August).
- K. Transportation assistance may be obtained by requesting bus passes from the COUNTY Social Worker or COUNTY Probation Officer. County ILP vans will be available for district use upon request.
- L. Collaborate with the case carrying social worker or probation officer so that the Transitional Independent Living Plan (TILP) provides a comprehensive life skills inventory assessment and individual service plan preparing them to leave school with integrated work and living options and coordinated support systems shall be identified to maintain and enhance these options.
- M. Provide, for all ILP students, a workable plan for completing high school and assistance in identifying a vocational interest and a corresponding training plan.
- N. Provide each student a minimum of one individual school staffing or Emancipation Conference in which a graduation plan shall be developed for the student. Attend emancipation conferences for district identified youth. Contact the placement worker or probation officer immediately if a student does not have enough credits to obtain a high school degree. Assist the placement worker or probation officer in extending the placement or assist the youth in an alternate plan for obtaining a High School Diploma, General Education Diploma or Adult Education Diploma. Should a youth transition to a new ILP social worker at any time throughout the school year that plan shall be shared with the newly assigned worker. COUNTY will provide notification of scheduled

conferences to CONTRACTOR or CONTRACTOR shall schedule conference with participants.

- O. Contact youth face to face at least once every six months. Documentation of contacts made shall be entered in the COUNTY ILP database within fifteen working days of contact.
- P. Contact the placement social worker or probation officer via phone, email or face to face contact with updates on a youth's participation in the program at least once every six months. Documentation of contacts made shall be entered in the COUNTY ILP database within fifteen working days of contact.
- B. Provide services to all youth eligible for the Independent Living Program as defined by the COUNTY that reside within the district boundaries and/or are attending a school within the district. The youth will be referred to the DISTRICT by the COUNTY.
- Q. Review all cases for case management compliance and sign off on the transfer summary or case closure forms prior to returning the cases to the COUNTY. The CONTRACTOR'S Foster Youth Services Coordinator shall fulfill this requirement.
- R. Work in collaboration with other ILP-funded school districts to ensure continuity of services to ILP foster youth.
- C. Recruit and refer ILP eligible youth to ILP services in their respective school district by researching the school database. CONTRACTOR shall fill out and submit to COUNTY the ILP referral with as much information as possible for each newly identified child.
- S. Casey Life Skills Assessments and Service Plans shall be submitted to the COUNTY ILP program as completed. Assessments and Service Plans shall be used to develop TILP and track participation in ILP services.
- T. Complete a Delivered Service Logs that include a list of mandated services for each student based upon CDSS Division 31 Regulations, Section 525.8. Mandated services include but are not limited to:
 - 1. Education
 - 2. Career Development
 - 3. Health Promotion
 - 4. Mentor Referral
 - 5. Daily Living Skills
 - 6. Financial Resources
 - 7. Housing Information

- U. Work in collaboration with other ILP funded school districts and the COUNTY. CONTRACTOR shall attend ILP Advisory Meetings and other applicable training/meetings.

VI. REPORTING REQUIREMENTS

- A. CONTRACTOR shall provide the roster of attendance to COUNTY ILP Office within two weeks of the initial class to verify enrollment in COUNTY ILP services.
- B. CONTRACTOR shall complete and submit to the COUNTY ILP Office incentive request forms for eligible foster youth who attend ILP classes and/or who participate in or complete COUNTY ILP approved activities. Incentives are based on funding availability.
- C. CONTRACTOR shall collect and submit performance outcomes obtained from youth at ILP classes and/or during one-on-one ILP counseling at the end of each semester within two weeks of the last ILS class offered during each semester to the COUNTY ILP office.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT B to Agreement
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

INSURANCE REQUIREMENTS FOR CONTRACTORS

Each party, at its sole cost and expense, shall carry insurance –or self-insure- its activities in connection with this Agreement, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, for general liability (including sexual molestation and abuse coverage), workers compensation, property, professional liability (including sexual molestation and abuse coverage, unless included under general liability), and business automobile liability adequate to cover its potential liabilities hereunder. Each party agrees to provide the other thirty (30) days' advance written notice of any cancellation, termination, or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance as required in this Agreement is a material breach of contract and is grounds for termination of the Agreement.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT C to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

BUDGET REQUIREMENTS

I. MAXIMUM PAYMENT TO CONTRACTOR

The maximum total payment amount under this Agreement is: \$100,000.

II. COMPENSATION COMPONENTS

Compensation for services rendered under this Agreement shall be in accordance with the budget and invoice form outlined in the following page(s). Services rendered shall be billed at the usual customary rates for services actually rendered. Total compensation, including fees, expenses, and profits, for services rendered by CONTRACTOR shall not exceed the maximum total payment amount indicated above in Section I.

III. CONTRACT REIMBURSEMENTS

A. CONTRACTOR shall be reimbursed by COUNTY monthly. CONTRACTOR will be reimbursed for all service expenses in the fiscal year they were incurred.

B. Unspent funds from this contract may not be rolled over into future fiscal years.

IV. CLAIMS/INVOICING/BUDGET

Billing Methodology and Retention of Records

A. Upon return of this signed Agreement, CONTRACTOR shall provide COUNTY with a cost allocation plan/billing methodology. No invoice payments shall be made under this Agreement until CONTRACTOR's cost allocation plan/billing methodology is received by the COUNTY.

B. CONTRACTOR shall retain documentation to substantiate all charges for line items claimed on invoices. Documentation may include timesheets and paystubs for personnel used in this contract, receipts, invoices or bills for items claimed. Documentation shall be made available to DCFAS upon request, or provided to an auditor in case of an audit, within 5 business days of request.

Format and Deadlines for Submission of Invoices

- A. CONTRACTOR must submit all invoices and monthly reports by the fifteenth (15th) day of the month following the invoice period. All claims/invoices must include substantiating documentation. Substantiating documentation may include, but not limited to: detailed general ledger reports, invoice calculation worksheets, pooled costs worksheets, indirect/administration calculation worksheets, expense reports, payroll reports, paystubs, timesheets, invoices, contracts, policy and procedures. Only actual expenses may be claimed for reimbursement.
- B. Estimated invoices for services provided through the month of June in the current fiscal year shall be submitted no later than June 10th of the same fiscal year and will be paid at 50% of the estimated invoices. Final invoices shall be submitted by July 15th or earlier, to be paid the difference from the final invoices and estimated invoice(s). If final invoices are less than the estimated invoices, CONTRACTOR shall reimburse COUNTY the difference within 30 calendar days. Invoices submitted after July 15th for the prior fiscal year shall not be honored by COUNTY, unless CONTRACTOR has obtained prior written COUNTY approval.
- C. CONTRACTOR shall submit claims/invoices on a form approved by COUNTY, in an amount not to exceed actual expenditures incurred during the reporting period. Invoices must include the following statement and signed by the official authorized to legally bind CONTRACTOR, *"By signing this report, I certify to the best of my knowledge and belief that the report and information provided herein is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Contract Agreement with the County of Sacramento. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties/consequences for fraud, false statements, false claims or otherwise, including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729–3730 and 3801–3812."*
- D. CONTRACTOR shall submit invoices electronically to:

dcfas-contractinvs@saccounty.gov.

Invoices shall be submitted in 10-point font or larger, and be formatted and print ready.

- E. Each invoice submitted by CONTRACTOR shall include the applicable agreement number and identify the month in which the service was incurred.

V. BUDGET

This format is to be used by CONTRACTOR in claims for payment for services provided.

INVOICE FORM

Bill to: County of Sacramento, Department of Child, Family, and Adult Services (DCFAS)

Agreement No.: 7805000-26-012

Agency: Sacramento City Unified School District

Program: Independent Living Program

Budget Period: 7/1/2025 through 6/30/2026 **Allocation:** \$100,000

Invoice Period: **From:** _____ **To:** _____

Budget Items	Actual Expenses		Allocated Budget	Balance
	Current	Cumulative		
PERSONNEL EXPENSES				
Coordinator II & Ed Liaison			\$15,816	\$15,816
Foster Youth Services Program Associate			\$36,996	\$36,996
Taxes and Benefits			\$35,770	\$35,770
TOTAL PERSONNEL EXPENSES:			\$88,582	\$88,582
OPERATING EXPENSES				
Instructional/Noninstructional Materials/School Uniforms			\$2,989	\$2,989
Travel/Mileage Reimbursement			\$3,500	\$3,500
Conferences			\$0	\$0
Field Trips			\$1,000	\$1,000
TOTAL OPERATING EXPENSES:			\$7,489	\$7,489
SUBAWARD EXPENSES				
TOTAL SUBAWARD EXPENSES:			\$0	\$0
TOTAL PERSONNEL, OPERATING, AND SUBAWARD EXPENSES:			\$96,071	\$96,071
TOTAL INDIRECT EXPENSES (based on the CDE approved rate 4.09% FY25-26 for SCUSD 34- 67439)			\$3,929	\$3,929
GRAND TOTAL			\$100,000	\$100,000

(Personnel+ Operating + Subaward + Indirect)				
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By signing this report, I certify to the best of my knowledge and belief that the report and information provided herein is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Contract Agreement with the County of Sacramento. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties/consequences for fraud, false statements, false claims or otherwise, including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

Authorized Signature

Date

Prepared by

Phone

VI. BUDGET REVISION REQUESTS

A request for line item transfers within budget categories shall be made prior to any effected expenditure. Line item transfers may be approved, provided such transfers do not exceed the total Agreement amount or compromise the intent of the program/services. Budget revision requests shall be made on COUNTY's budget revision form which may be obtained from the Contractor Monitor listed in Exhibit A, attached herein. CONTRACTOR shall submit all budget revision requests to the Contractor Monitor. Budget revision request forms shall be submitted on or before the invoice due date.

Budget revisions are required when:

- A. An object level (Total Personnel Expenses, Total Operating Expenses, and Total Indirect Expenses) exceeds the amount budgeted by more than 10%;
- B. Each line item within Total Subaward Expenses exceeds the budgeted amount; or
- C. An expense does not fall under any existing line items within an object level or Total Subaward Expenses; or
- D. There is no object level, and line item expense exceed the budgeted amount; or
- E. Positions included in the budget change so significantly that the change results in a modification of the scope of work.

When any of the items listed in VI. A. – E. occur, the invoice shall be accompanied by a budget revision request form before consideration of payment. The COUNTY will not pay for any expenses that meet the criteria listed in VI. A. – E.

- A. Budget revision requests are subject to review and approval by COUNTY.
- B. Proposed budget revisions shall align with the scope of work outlined in the executed Agreement. Proposed changes not in alignment with the scope of work may be subject to a contract amendment.
- C. Proposed budget revisions shall be requested in advance of a change in planned expenditures.
- D. Budget revision requests shall not be used to acquire year-end program materials, supplies or equipment for use after the contract term expires.
- E. Indirect costs will be paid at the California Department of Education (CDE) approved indirect cost rate.

Budget revision approval process:

- A. CONTRACTOR shall submit a Budget Revision form. All budget revisions will require a written narrative that includes the reason for the change and details related to the impact of the specific line items. When costs exceed budget, the factor(s) causing the overage should be noted.
- B. COUNTY staff shall review budget revision requests and ask clarifying questions of CONTRACTOR as necessary.

VII. COMPLIANCE WITH FEDERAL AND STATE GUIDELINES AND REQUIREMENTS

- A. If this Agreement is funded by Federal funding, it is understood that all records of revenue or expenditures under this Agreement shall comply with 2 C.F.R Part 200, which establishes the uniform administrative requirements, cost principles, and audit requirements for Federal awards to non-Federal entities. (2 C.F.R. § 200 (2024).)
- B. If this Agreement is funded by State funding, it is understood that all records of revenue or expenditures under this Agreement shall be subject to compliance with the respective State funding requirements.
- C. If this Agreement is funded by County of Sacramento General/Local funding, it is understood that COUNTY shall require CONTRACTOR to subject all records

or expenditures under this Agreement to 2 C.F.R. § 200 compliance requirements, unless CONTRACTOR has obtained prior written approval from COUNTY to the contrary.

D. The following information shall be maintained by CONTRACTOR:

1. A cost allocation plan;
2. Log of funding sources;
3. Internal control procedures;
4. Functional time study where staff allocate a share of cost to this Agreement
 - i. Functional time studies must be conducted at least twice per fiscal year;
5. Procedures and documentation that evidence CONTRACTOR's supervision of subcontractors' performance and fiscal compliance.

Internal Use Only

☒ Exhibit C reviewed and approved by Fiscal Services

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT D to Agreement
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

ADDITIONAL PROVISIONS

I. LICENSING, CERTIFICATION, AND PERMITS

- A. CONTRACTOR agrees to furnish professional personnel in accordance with all federal, state, county, and local regulations, laws, and ordinances, including all amendments thereto, issued by the State of California or COUNTY. CONTRACTOR shall operate continuously throughout the term of this Agreement with at least the minimum of staff required by law for provision of services hereunder, and such personnel shall be qualified in accordance with all applicable laws and regulations.
- B. CONTRACTOR shall make available to COUNTY, on request of DIRECTOR, a list of the persons who will provide services under this Agreement. The list shall state the name, title, professional degree, licensure, certification, and work experience of such persons.

II. OPERATION AND ADMINISTRATION

- A. Unless expressly identified in the budget set forth in Exhibit "C," CONTRACTOR agrees to furnish at no additional expense to COUNTY all space, facilities, equipment, and supplies necessary for its proper operation and maintenance.
- B. CONTRACTOR, if incorporated, shall operate according to the provisions of its Articles of Incorporation and By-Laws. Said documents and any amendments thereto shall be maintained and retained by CONTRACTOR and made available for review or inspection by DIRECTOR at reasonable times during normal business hours.
- C. CONTRACTOR shall forward to DIRECTOR all copies of its notices of meetings, minutes, and public information, which are material to the performance of this Agreement.

III. CONFIDENTIALITY

- A. CONTRACTOR is subject to, and agrees to comply and require his or her employees to comply with the provisions of Sections 827, 5328, 10850, and 17006 of the Welfare and Institutions Code, Division 19-000 of the State of California Department of Social Services Manual of Policies and Procedures, Code

of Federal Regulations Title 45, Section 205.50, and all other applicable laws and regulations to assure that:

1. All applications and records concerning an individual made or kept by CONTRACTOR, COUNTY, or any public officer or agency in connection with the Welfare and Institutions Code relating to any form of public social services or health services provided under this Agreement shall be confidential and shall not be open to examination for any purpose not directly connected with the administration of such public social or health services.
2. No person will publish or disclose, or use or cause to be published, disclosed, or used, any confidential information pertaining to an applicant or recipient of services. Applicant and recipient records and information shall not be disclosed by CONTRACTOR to third parties without COUNTY's consent or the consent of the applicant/recipient.

B. CONTRACTOR agrees to inform all of his/her employees, agents, subcontractors, and partners of the above provision, and that knowing and intentional violation of the provisions of said State law is a misdemeanor.

IV. QUALITY ASSURANCE AND PROGRAM REVIEW

CONTRACTOR shall maintain adequate client records on each individual client, if applicable, which shall include face-to-face service plans, records of client interviews, case notes, and records of services provided by CONTRACTOR's various professional and paraprofessional personnel in sufficient detail to permit an evaluation of services for a minimum of four years. Such records must comply with all appropriate Federal, State, and COUNTY record maintenance requirements.

V. REPORTS

- A. CONTRACTOR shall, on a monthly basis, provide to COUNTY reports on the units of service performed.
- B. CONTRACTOR shall, without additional compensation, therefore, make further fiscal, program evaluation, and progress reports as may be reasonably required by DIRECTOR concerning CONTRACTOR's activities as they affect the contract duties and purposes herein. COUNTY shall explain procedures for reporting the required information.

VI. EQUIPMENT OWNERSHIP

COUNTY shall have and retain ownership and title to all equipment purchased by CONTRACTOR under this Agreement. CONTRACTOR shall furnish, and amend as necessary, a list of all equipment purchased under this Agreement, together with the bills of sale and any other documents as may be necessary to show clear title and reasonableness of the purchase price. The equipment list shall specify the quantity, name, description, purchase price, and date of purchase of all equipment.

CONTRACTOR shall make all equipment available to COUNTY during normal business hours for tagging or inventory. CONTRACTOR shall deliver all equipment to COUNTY upon termination of this Agreement.

VII. AUDIT/REVIEW REQUIREMENTS

A. All contracts funded by COUNTY, regardless of dollar amount or funding source (Federal and non-federal), shall be subject to all of the following audit/review requirements:

B. Federal OMB Audit Requirements (also known as Omni Circular or Super Circular) for Other Than For-Profit Contractors

2 C.F.R. Part 200.501 requires that sub-recipients that expend \$ 1,000,000 or more (from all Federal sources) in a year in Federal Awards shall have an annual single or program-specific Audit in accordance with the OMB requirements. 2 C.F.R. Part 200.512 sets forth the requirements for filing the Audit with the Federal Audit Clearinghouse (FAC). When filing with the FAC, CONTRACTOR must also simultaneously submit one copy of the required Audit and forms to the COUNTY as described in paragraph E of this section. The Assistance Listing Number (ALN) and related required information shall be included in the Audit. The ALN and the required related information for the funds contained in this contract are provided in Exhibit E. Audits shall be supplied by the due dates discussed in paragraph F of this section.

C. COUNTY Requirements for Non-Profit, For-Profit, Governmental, and School District Contractors

In addition to the OMB requirements of paragraph A of this section, COUNTY requires CONTRACTOR to provide an annual audited or reviewed financial statement as follows:

1. Annual Audited financial statements and accompanying Auditor's report and notes are required from CONTRACTOR when DCFAS has awarded contracts totaling \$250,000 or more for any twelve-month period. The Audited financial statement shall be prepared in accordance with Generally Accepted Accounting Principles (GAAP), and the Audit shall be performed by an independent Certified Public Accountant in accordance with Generally Accepted Auditing Standards (GAAS).
2. Annual reviewed financial statements are required from CONTRACTOR when DCFAS has awarded contracts totaling less than \$250,000, but more than \$100,000 for any twelve-month period. The reviewed financial statement shall be prepared by an independent Certified Public Accountant in accordance with Statements on Standards for Accounting and Review Services issued by the AICPA. Audited financial statements may be substituted for reviewed financial statements.

3. Should any deficiencies be noted in the Audit or Review, CONTRACTOR must submit an Action Plan with the Audit or review detailing how the deficiencies will be addressed.
4. If management letters are issued by a Certified Public Accountant separate from the audit, CONTRACTOR is required to provide copies to COUNTY and submit corrective action plans to address findings or recommendations noted in the management letters.

D. Term of the Audit or Review

The Audit(s) or Review(s) shall cover the entire term of the contract(s). If CONTRACTOR'S fiscal year is different than the contract term, multiple Audits or Reviews shall be required, in order to cover the entire term of the contract.

E. Termination

If the Agreement is terminated for any reason during the contract period, the Audit or Review shall cover the entire period of the Agreement for which services were provided.

F. Submittal and Due Dates for Audits or Reviews

CONTRACTOR shall provide to COUNTY one copy of the Audit or Review, as required in this section, due six months following the end of CONTRACTOR'S fiscal year. Single audits are due the earlier of 30 calendar days after receipt of the auditor's report or 9 months after the end of the audit period. Audit or Review shall be sent electronically to: dcfas-contractinvs@saccounty.gov

G. Request for Extension of Due Date

CONTRACTOR may request an extension of the due date for the Audit or Review in writing. Such request shall include the reason for the delay and a specific date for the extension and be sent electronically to: dcfas-contractinvs@saccounty.gov

H. Past Due Audit/Review

COUNTY may withhold payments due to CONTRACTOR from all past, current, and future DCFAS contracts when past, current, or future audits/reviews are not provided to COUNTY by due date or approved extended due date.

I. Overpayments

Should any overpayment of funds be noted in the Audit or Review, CONTRACTOR shall reimburse COUNTY the amount of the overpayment within 30 days of the date of the completion of the Audit or Review.

VIII. AMENDMENTS

A. DIRECTOR may execute an amendment to this Agreement provided that:

1. An increase in the maximum contract amount resulting from the amendment does not exceed DIRECTOR's delegated authority under Sacramento County

Code Section 2.61.100 (c) or any amount specified by Board of Supervisor's resolution for amending this Agreement, whichever is greater; and

2. Funding for the increased contract obligation is available within the Department's allocated budget for the fiscal year.
- B. The budget attached to this Agreement as Exhibit C is subject to revision by COUNTY upon written notice by COUNTY to CONTRACTOR as provided in this Agreement. Upon notice, CONTRACTOR shall adjust services accordingly and shall, within thirty (30) days, submit to DIRECTOR a revised budget. Said budget revision shall be in the form and manner prescribed by DIRECTOR and, when approved in writing, shall constitute an amendment to this Agreement.
- C. The budget attached to this Agreement as Exhibit C may be modified by CONTRACTOR, making written request to DIRECTOR and written approval of such request by DIRECTOR. Approval of modifications requested by CONTRACTOR is discretionary with DIRECTOR. Said budget modification shall be in the form and manner prescribed by DIRECTOR and, when approved, shall constitute an amendment to this Agreement.

IX. MONITORING

- A. COUNTY shall monitor the Program and the adequacy of CONTRACTOR's performance in the manner that COUNTY deems most effective. CONTRACTOR shall cooperate with COUNTY in such monitoring.
- B. CONTRACTOR shall prepare and submit to COUNTY reports in the form and manner prescribed by COUNTY. Such reports may be subject to audit by COUNTY or COUNTY's designated auditors as required by federal regulations or departmental requirements.
- C. CONTRACTOR shall comply with all Federal OMB requirements for Single Audit, in addition to COUNTY audit requirements, for the purposes of contract monitoring as stated in this Agreement, regardless of funding sources

X. RUSSIAN ECONOMIC SANCTIONS

- A. Pursuant to California State Executive Order N-6-22 (Order) imposing economic sanctions against Russia and declaring support of Ukraine, COUNTY shall terminate any contract with any individual or entity that is in violation of the Order or that is subject to economic sanctions therein and shall not enter a contract with any such individual or entity while the Order is in effect.
- B. If the total amount of this Agreement is \$5,000,000,000 or more, CONTRACTOR shall provide a written report to COUNTY within 60 days of the effective date of the contract or 60 days upon request regarding compliance with economic sanctions and steps taken in response to Russia's action in Ukraine, including but not limited to, desisting from making new investments in, or engaging in financial

transactions with Russia or Russian entities, and directly providing support to Ukraine, while the Order is in effect. The COUNTY shall keep the report on file as evidence of compliance with the Order.

COUNTY OF SACRAMENTO**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT E to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

SCHEDULE OF FEDERAL FUNDS

- I.** ☐ If box is checked, there are **no** Federal funds in this contract.
- II.** ☐ If box is checked, there are Federal funds in this contract. CONTRACTOR is NOT a subrecipient.
- III.** ☒ If box is checked, there are Federal funds in this contract. CONTRACTOR IS a subrecipient.

Federal funding details for this contract are as follows:

A.	Assistance Listing Number(ALN):	93.674
	ALN Title:	Chafee Foster Care Independence Program
	Award Name and Federal Award Identification Number (FAIN):	N/A (via CDSS County Fiscal Letter Only)
	Award Year:	FY 2025-2026
	Were funds awarded for research and development activities?	No
	Name of the Federal awarding agency:	Federal HHS
	Name of the Pass Thru entity:	DCFAS
	Amount in this contract:	\$100,000.00

- IV.** Total Federal Funds in this contract: \$100,000.00
- V.** CONTRACTOR'S DUNS Number is: 060697109
- VI.** CONTRACTOR shall comply with all Federal requirements including OMB requirements for Single Audits, in addition to COUNTY audit requirements for the purposes of contract monitoring as stated in this agreement, as applicable.
- VII.** At the sole discretion of COUNTY, the dollar amount payable under each Federal funding source in paragraph II of this Exhibit may be changed upon written notice from the COUNTY to CONTRACTOR so long as payments do not exceed the maximum total payment amount in accordance with this agreement.

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT F to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

CONTRACTOR agrees to comply with 5 U.S.C. 1501-1508, 31 U.S.C. §1352 and 45 CFR Part 76.100 (Code of Federal Regulations), which provides that federal funds may not be used for any contracted services, if CONTRACTOR is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

I (We) certify to the best of my (our) knowledge and belief, that CONTRACTOR named below and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
2. Have not within a three (3)-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three (3)-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
5. Shall notify COUNTY within ten (10) days of receipt of notification that CONTRACTOR is subject to any proposed or pending debarment, suspension, indictments or termination of a public transaction.

6. Shall obtain a certification regarding debarment and suspension from all its subcontractors that will be funded through this Agreement.
7. Hereby agree to terminate immediately, any subcontractor's services that will be/are funded through this Agreement, upon discovery that the subcontractor is ineligible or voluntarily excluded from covered transactions by any federal department or agency.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

BY: _____ DATE: _____

COUNTY OF SACRAMENTO

**COST REIMBURSEMENT AGREEMENT
NO. 7805000-26-012**

**EXHIBIT G to AGREEMENT
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY", and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"**

**VENDOR ASSURANCE OF COMPLIANCE WITH
SACRAMENTO COUNTY IN NONDISCRIMINATION IN STATE
AND FEDERALLY ASSISTED PROGRAMS**

I. ASSURANCE OF COMPLIANCE

A. Contractor agrees to comply with:

1. Title VI and VII of the Civil Rights Act of 1964 as amended;
2. Section 504 of the Rehabilitation Act of 1973 as amended;
3. The Age Discrimination Act of 1975 as amended;
4. The Food Stamp Act of 1977, as amended and in particular Section 272.6;
Title II of the Americans with Disabilities Act of 1990;
5. California Civil Code Section 51, et seq., as amended;
6. California Government Code Section 11135-11139.8, as amended;
7. California Government Code Section 12940;
8. California Government Code Section 4450;
9. Title 22, California Code of Regulations Section 98000 – 98413;
10. Title 24 of the California Code of Regulations, Section 3105A(e);
11. The Dymally-Alatorre Bilingual Services Act (California Government Code
Section 7290-7299.8);
12. Section 1808 of the Removal of Barriers to Interethnic Adoption Act of
1996;
13. and other applicable federal and state laws, as well as their implementing
regulations [including 45 Code of Federal Regulations (CFR) Parts 80, 84,
and 91, 7 CFR Part 15, and 28 CFR Part 42]

II. EMPLOYMENT PRACTICES AND ADMINISTRATION

- A. By ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of ethnic group identification, age, sex, sexual orientation, gender identity, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed, political belief, or other applicable protected basis be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and

- B. HEREBY GIVE ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement. THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance;
- C. And THE VENDOR/RECIPIENT HEREBY GIVES ASSURANCE THAT administrative methods/procedures that have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Division 21 will be prohibited.
- D. BY ACCEPTING THIS ASSURANCE, the vendor/recipient agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of the aforementioned laws, rules, and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance.
- E. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code Section 10605, Government Code Section 11135-11139.8, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

THIS ASSURANCE is binding on the vendor/recipient directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

Vendor/Recipient Authorized Representative's Signature

Date

Sacramento City Unified School District

Name of Vendor/Recipient

5735 47th Avenue Sacramento, CA 95824

Address of Vendor/Recipient



Certificate Of Completion

Envelope Id: 1F3067C9-C631-46BB-BF5A-3924BA8140E8		Status: Sent
Subject: Complete with Docusign: 26 012 Sacramento City Unified School District.		
Source Envelope:		
Document Pages: 40	Signatures: 0	Envelope Originator:
Certificate Pages: 6	Initials: 8	DCFAS Contracts Unit
AutoNav: Enabled		799 G Street
Envelopeld Stamping: Enabled		Sacramento, CA 95814
Time Zone: (UTC-08:00) Pacific Time (US & Canada)		DCFAS-DocuSign@saccounty.net
		IP Address: 208.79.244.64

Record Tracking

Status: Original	Holder: DCFAS Contracts Unit	Location: DocuSign
6/30/2025 9:46:54 AM	DCFAS-DocuSign@saccounty.net	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Sacramento County	Location: Docusign

Signer Events

Signer Events	Signature	Timestamp
Tom Hannon hannonth@saccounty.gov Security Level: Email, Account Authentication (None)	<div><div>Initial</div><div></div></div> <div>Signature Adoption: Pre-selected Style Using IP Address: 208.79.244.64</div>	Sent: 6/30/2025 9:52:56 AM Resent: 7/1/2025 8:43:34 AM Resent: 7/1/2025 8:55:24 AM Viewed: 7/1/2025 3:26:38 PM Signed: 7/1/2025 3:27:49 PM

Electronic Record and Signature Disclosure:
Accepted: 7/1/2025 3:26:38 PM
ID: cb477c16-5c5c-45f5-823f-c6513e9cda23

Deanne Sundquist-Alafranji sundquistd@saccounty.gov Sacramento County Security Level: Email, Account Authentication (None)	<div><div>DS</div><div></div></div> <div>Signature Adoption: Pre-selected Style Using IP Address: 136.226.6.180</div>	Sent: 7/1/2025 3:27:50 PM Viewed: 7/1/2025 4:03:59 PM Signed: 7/1/2025 4:06:38 PM
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Electronic Record and Signature Disclosure:
Not Offered via Docusign

Zai Saeteurn SaeteurnZ@saccounty.gov Security Level: Email, Account Authentication (None)	<div><div>Initial</div><div></div></div> <div>Signature Adoption: Pre-selected Style Using IP Address: 136.226.6.177</div>	Sent: 7/1/2025 4:06:40 PM Viewed: 7/1/2025 4:09:27 PM Signed: 7/1/2025 4:14:32 PM
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Electronic Record and Signature Disclosure:
Accepted: 7/1/2025 4:09:27 PM
ID: 53949035-d557-4d8c-a8b7-cd76c48fb1a1

Stephanie Sandmeier sandms@saccounty.gov Program Planner Security Level: Email, Account Authentication (None)	<div><div>Initial</div><div></div></div> <div>Signature Adoption: Pre-selected Style Using IP Address: 136.226.6.177</div>	Sent: 7/1/2025 4:14:33 PM Viewed: 7/1/2025 4:15:57 PM Signed: 7/1/2025 4:16:14 PM
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Electronic Record and Signature Disclosure:
Accepted: 7/1/2025 4:15:57 PM
ID: 39e49ae6-5d4e-443a-82d9-cba81330ce59

Signer Events	Signature	Timestamp
<div>Stephanie Sellers</div> <div>selles@saccounty.gov</div> <div>Security Level: Email, Account Authentication (None)</div>	<div><div><div>Initial</div><div>SS</div></div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 208.79.244.64</div>	<div>Sent: 7/1/2025 4:16:16 PM</div> <div>Resent: 7/7/2025 3:22:08 PM</div> <div>Viewed: 7/8/2025 8:44:44 AM</div> <div>Signed: 7/8/2025 8:44:59 AM</div>
<div>Electronic Record and Signature Disclosure:</div> <div>Accepted: 7/8/2025 8:44:44 AM</div> <div>ID: 381a6a45-4d88-45bc-a5f6-c10758ac80c4</div>		
<div>Melissa Chavez</div> <div>chavezm@saccounty.gov</div> <div>Chief of Administration</div> <div>Child, Family and Adult Services</div> <div>Security Level: Email, Account Authentication (None)</div>	<div><div><div>DS</div><div>ML</div></div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 136.226.6.177</div>	<div>Sent: 7/8/2025 8:45:01 AM</div> <div>Viewed: 7/8/2025 11:13:37 AM</div> <div>Signed: 7/8/2025 11:13:48 AM</div>
<div>Electronic Record and Signature Disclosure:</div> <div>Not Offered via Docusign</div>		
<div>Melissa Lloyd</div> <div>LloydM@saccounty.gov</div> <div>Security Level: Email, Account Authentication (None)</div>	<div><div><div>Initial</div><div>ML</div></div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 136.226.6.68</div>	<div>Sent: 7/8/2025 11:13:53 AM</div> <div>Viewed: 7/8/2025 3:31:27 PM</div> <div>Signed: 7/8/2025 3:31:43 PM</div>
<div>Electronic Record and Signature Disclosure:</div> <div>Accepted: 7/8/2025 3:31:27 PM</div> <div>ID: 11201968-6787-47d0-a193-2ba26cc06727</div>		
<div>Danny Morris</div> <div>morrisda@saccounty.gov</div> <div>Security Level: Email, Account Authentication (None)</div>	<div><div><div>DS</div><div>DM</div></div></div> <div>Signature Adoption: Drawn on Device</div> <div>Using IP Address: 136.226.6.195</div>	<div>Sent: 7/8/2025 3:31:45 PM</div> <div>Viewed: 7/8/2025 4:10:09 PM</div> <div>Signed: 7/8/2025 4:10:20 PM</div>
<div>Electronic Record and Signature Disclosure:</div> <div>Not Offered via Docusign</div>		
<div>Janea Marking</div> <div>Janea-Marking@scusd.edu</div> <div>Security Level: Email, Account Authentication (None)</div>		<div>Sent: 7/31/2025 12:47:39 PM</div> <div>Resent: 7/31/2025 12:48:55 PM</div> <div>Resent: 8/4/2025 9:30:22 AM</div> <div>Resent: 8/5/2025 9:25:39 AM</div> <div>Resent: 8/11/2025 1:38:32 PM</div> <div>Resent: 8/21/2025 8:26:16 AM</div> <div>Resent: 8/25/2025 8:43:59 AM</div> <div>Resent: 9/8/2025 8:35:31 AM</div> <div>Resent: 9/16/2025 9:36:21 AM</div> <div>Resent: 9/22/2025 10:18:16 AM</div> <div>Resent: 9/26/2025 11:52:53 AM</div> <div>Resent: 9/29/2025 8:53:26 AM</div> <div>Resent: 9/29/2025 12:16:19 PM</div> <div>Viewed: 9/29/2025 4:58:45 PM</div>
<div>Electronic Record and Signature Disclosure:</div> <div>Accepted: 9/15/2025 11:16:32 AM</div> <div>ID: dde17a4b-9bf1-4d5d-9612-2404e5d45970</div>		

Signer Events	Signature	Timestamp
Shelby Boston BostonS@Saccounty.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 9/26/2025 9:34:31 AM ID: 66810cdb-dcc0-4224-8d52-df826b7c79a2		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Aliya Holmes Aliya-Holmes@scusd.edu Security Level: Email, Account Authentication (None)	<div>VIEWED</div> Using IP Address: 207.166.39.10	Sent: 7/8/2025 4:10:22 PM Viewed: 7/8/2025 4:11:00 PM
Electronic Record and Signature Disclosure: Accepted: 7/8/2025 4:11:00 PM ID: b5b3eeb8-9a35-4d1f-a3bb-d746ab96557e		
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/30/2025 9:52:56 AM
Envelope Updated	Security Checked	7/31/2025 12:47:38 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Sacramento County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Sacramento County:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: dtech-webteam@saccounty.net

To advise Sacramento County of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at dtech-webteam@saccounty.net and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Sacramento County

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to dtech-webteam@saccounty.net and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Sacramento County

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to dtech-webteam@saccounty.net and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies
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** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Sacramento County as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Sacramento County during the course of my relationship with you.

AGREEMENT FOR SERVICES

Between

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Foster Youth Services Department (FYS)

And
INNOVATION BRIDGE (IB)

The Sacramento City Unified School District (“District”) and **INNOVATION BRIDGE (IB)** (Provider) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on **October 1, 2025** (“Effective Date”) with respect to the following recitals:

RECITALS

WHEREAS, the District desires to engage **INNOVATION BRIDGE** in providing technical assistance in development, training, implementation and reporting of the Tobacco Use Prevention Education (TUPE) grant and related services to students district wide, with emphasis on grades 6-12; and

WHEREAS, the District desires to engage **INNOVATION BRIDGE** to provide technical assistance support towards the SCUSD FYS Tobacco Use Prevention Education (TUPE) efforts, including: 1) provide technical assistance to inform successful; TUPE project implementation, district-wide integration, and on-going program enhancement toward targeted outcome goals; 2) develop evaluation and quality assessment tools and oversee administration of assessment and evaluation measures based on the new program implementation model; 3) develop and maintain infrastructure to execute contracted scope of work:

WHEREAS, Innovation Bridge will additionally develop and prepare evidence-based TA materials, resources and tools for TUPE staff and TUPE supplemental providers;

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

- i. **INNOVATION BRIDGE**, Inc. shall create a scope of work outlined in Attachment A in accordance with the TUPE program
- ii. District shall provide grant management, administrative oversight, and coordination of activities and logistics. District shall provide and coordinate space and location of all trainings, events and program. District shall coordinate the convening of all supplemental contractors to facilitate program planning and modifications, District shall cooperate with **INNOVATION BRIDGE** on the evaluation process and facilitate the evaluation team.

B. Payment. For providing the obligations pursuant to this Agreement, **INNOVATION BRIDGE** shall invoice the District in installments not to exceed the total amount of **\$20,200.00**. The final installment shall not be invoiced until completion of all obligations pursuant to this Agreement. **INNOVATION BRIDGE** is required to provide a minimum of a **15% in-kind match** to contracted funds (soft match is acceptable)

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, **INNOVATION BRIDGE** and each of its employees, is an independent contractor and not an officer, employee, agent, partner, or joint venturer of the District.

Insurance Requirements.

- Professional Liability Insurance

a. Contractor shall maintain professional liability insurance that insures against professional errors and omissions that may be made in performing the Services to be rendered in connection with this Agreement, in the minimum amount of two million dollars (\$2,000,000) per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement, and Contractor agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

D. Fingerprinting Requirements. The Provider agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. Pursuant to Education Code Section 45125.1, The Provider shall certify in writing to the District that neither the employer nor any of its employees who are required to have their fingerprints submitted to the Department of Justice and who may come in contact with pupils have been convicted of a felony as defined in Section 45122.1. **INNOVATION BRIDGE** will provide a complete list to the District of all employees cleared by the DOJ who will provide services under this Agreement. The Provider shall obtain subsequent arrest service from DOJ for on-going notification regarding an individual whose fingerprints were submitted pursuant to Section 45125.1. Upon receipt of such a subsequent arrest notification from DOJ, The Provider shall within 24 hours notify District of such a subsequent arrest notification. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

E. Period of Agreement. The term of this Agreement shall be from October 1, 2025 - June 30, 2026. The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged a bankrupt; Contractor makes a general assigned for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another **INNOVATION BRIDGE**. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the **INNOVATION BRIDGE**. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

F. Indemnity. The Provider agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful

misconduct, negligence, injury or other causes of action or liability proximately caused by the Provider and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. The Provider has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

G. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

H. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

I. Assignment. This Agreement is made by and between the Provider and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

J. Entire Agreement. This Agreement constitutes the entire agreement between the Provider and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

K. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.

L. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

M. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.

N. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate.

DISTRICT: Signed by: Mary Hardin Young 03/13/2026
618444E325E34F2
By: _____
Mary Hardin Young
Deputy Superintendent
Sacramento City Unified School District
Date

Provider: INNOVATION BRIDGE

By: Adabel Reyes Sep 25, 2025

Bel Reyes
Executive Director
Innovation Bridge
Date



**Sacramento City Unified School District, Student Support and Health Services
Proposed Scope of Work Prepared by Innovation Bridge
August 2025 – June 2026**

OBJECTIVE: To provide technical assistance to Sacramento City Unified School District (SCUSD) Student Support and Health Services, in the effective and impactful implementation, evaluation and assessment of Year 3 of their Tobacco Use Prevention Education (TUPE) grant, and the submission of a competitive application for a new TUPE funding cycle.

TARGETED STRATEGIES	TECHNICAL ASSISTANCE AND ACTIVITIES	TIMELINE	KEY DELIVERABLES
1. Technical Assistance support for TUPE project planning, coordination, and impactful implementation.	Provide ongoing technical assistance support in the planning and coordination of TUPE prevention and intervention strategies. <ul style="list-style-type: none"> Design and facilitation of SCUSD-TUPE annual project reflection and planning retreat Develop digital 2024-2025 TUPE Implementation Timeline to support planning/coordination Coaching support through bi-monthly collaborative planning meetings -up to five (5) Identification and/or development of resources, materials, tools, etc. to support project coordination and impactful implementation as needed Brokering collaboration opportunities with community partners, educational institutions, etc. to advance SCUSD TUPE goals and enhance services for students and families Establish and maintain an internal shared TA resources hub 	October 2025- June 2026	Facilitation of Annual Planning Retreat Digital 2025-2026 Implementation Timeline Bi-monthly (5) planning-focused coaching
2. Project Evaluation and Assessment support through effective data collection, ongoing progress monitoring and timely reporting	Project evaluation support toward ongoing progress monitoring and impact assessment <ul style="list-style-type: none"> Development of data collection tools (surveys, focus group protocol, etc.) as needed for reporting purposes and to inform future TUPE-related efforts Compile and analyze quarterly project data aligned to TUPE grant activities Design and facilitate four (4) quarterly team data review for ongoing progress monitoring Prepare charts, infographics, presentation slides, etc. to support internal/external communication of impact data Provide assistance in the timely completion of grant-related reporting for CDE 	Ongoing Progress monitoring review sessions: Q1: (July-Sept.) Oct. 2025 Q2: (Oct.-Dec) Jan. 2026 Q3: (Jan- Mar) April 2026 Q4: (April-June) July 2026	Development of data collection instruments Facilitation of four (4) team data review sessions Impact data graphics/materials
3. Support project sustainability through coordination and co-development of a competitive CDE grant application submittal	Coordination and successful submittal for the 2026-2029 CDE TUPE grant cycle <ul style="list-style-type: none"> Establish and coordinate grant submittal activities timeline Co-facilitate grant planning meetings (3) Research, compile and analyze existing district and regional ATOD-related data to inform needs assessment and project outcomes, including <ul style="list-style-type: none"> Facilitation of student and/or community partner focus groups (up to 2) Assist in collaborative grant development/writing Develop and coordinate internal application review process 	Timeframe dependent on anticipated CDE Request for Applications (RFA) release date for new TUPE Tier II Grant Cohort	Development of a Grant activities timeline Focus groups (up to 2) Application review process and tool Successful submittal
Project Administration	<ul style="list-style-type: none"> Participate in conference calls, email communication, etc. as needed. Participate in regional meetings, district meetings, and related trainings as needed. Fully execute contract and invoicing 	Ongoing	
		TOTAL	\$20,200.00

SCUSD Contact:

Aliya Holmes, M.S., PPS, Coordinator II, FYS/Targeted Intervention and Prevention
5735 47th Avenue, Box 767 Sacramento, CA 95824
TEL (916) 643-7991
Aliya-Holmes@scusd.edu

Innovation Bridge Contact:

Brit Brown, Deputy Director, Innovation Bridge
2318 K Street Suite B Sacramento, CA 95816
TEL (916) 382-9900
Brit@innovationbridgeinc.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/25/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Inszone Insurance Services, LLC 2721 Citrus Road, Suite A Rancho Cordova, CA 95742	CONTACT NAME: Certificate Team PHONE (A/C, No, Ext): 877-308-9663 E-MAIL ADDRESS: certs@inszoneins.com FAX (A/C, No): 916-400-2625														
INSURED Innovation Bridge, Inc. 2318 K Street, Suite B Sacramento, CA 95816	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers Casualty Insurance Co. of America</td> <td style="text-align: center;">19046</td> </tr> <tr> <td>INSURER B: Ohio Security Insurance Company</td> <td style="text-align: center;">24082</td> </tr> <tr> <td>INSURER C: United States Liability Ins Co</td> <td style="text-align: center;">25895</td> </tr> <tr> <td>INSURER D: Underwriters at Lloyd's London</td> <td style="text-align: center;">15792</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Casualty Insurance Co. of America	19046	INSURER B: Ohio Security Insurance Company	24082	INSURER C: United States Liability Ins Co	25895	INSURER D: Underwriters at Lloyd's London	15792	INSURER E:		INSURER F:	
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INSURER D: Underwriters at Lloyd's London	15792														
INSURER E:															
INSURER F:															

 License#: 0F82764
 INNOBRI-01

COVERAGES
CERTIFICATE NUMBER: 1632599682
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY <div style="display: flex; justify-content: space-between;"> <div> ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER: </div> <div> ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY </div> </div>	Y	Y	680-7X550080-25-42	2/10/2025	2/10/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			680-7X550080-25-42	2/10/2025	2/10/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB <div style="display: flex; justify-content: space-between;"> <div> ☐ OCCUR ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$ </div> <div> ☐ </div> </div>						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	XWS56536454	7/21/2025	7/21/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Professional Liability			SP 1578060C	9/1/2025	9/1/2026	Aggregate \$2,000,000
C	Professional Liability			SP 1578060C	9/1/2025	9/1/2026	Each Claim \$1,000,000
D	Sexual Abuse & Molestation			B0621PINNO018524	11/9/2024	11/9/2025	Aggregate/Each Claim \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured on the General Liability. Primary and Non-Contributory on the General Liability. Waiver of Subrogation on the General Liability and Workers Compensation.

The aforementioned coverage is provided to the extent in the attached forms for: Sacramento Unified School District.

CERTIFICATE HOLDER
CANCELLATION

 Sacramento Unified School District
 5735 47th Avenue
 Sacramento, CA 95824

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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POLICY NUMBER: 680-7X550080-25-42

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COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the company providing this insurance.

The word "insured" means any person or organization qualifying as such under Section II – Who Is An Insured.

Other words and phrases that appear in quotation marks have special meaning. Refer to Section V – Definitions.

SECTION I – COVERAGES

COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY

1. Insuring Agreement

- a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "bodily injury" or "property damage" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "bodily injury" or "property damage" to which this insurance does not apply. We may, at our discretion, investigate any "occurrence" and settle any claim or "suit" that may result. But:

- (1) The amount we will pay for damages is limited as described in Section III – Limits Of Insurance; and

- (2) Our right and duty to defend end when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages A or B or medical expenses under Coverage C.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments.

- b. This insurance applies to "bodily injury" and "property damage" only if:

- (1) The "bodily injury" or "property damage" is caused by an "occurrence" that takes place in the "coverage territory";
- (2) The "bodily injury" or "property damage" occurs during the policy period; and
- (3) Prior to the policy period, no insured listed under Paragraph 1. of Section II – Who Is An Insured and no "employee" authorized by you to give or receive notice of an "occurrence" or claim knew that the "bodily injury" or "property damage" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "bodily injury" or "property damage" occurred, then any continuation, change or resumption of such "bodily injury" or "property damage" during or after the policy period will be deemed to have been known prior to the policy period.

- c. "Bodily injury" or "property damage" which occurs during the policy period and was not, prior to the policy period, known to have occurred by any insured listed under Paragraph 1. of Section II – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim, includes any continuation, change or resumption of that "bodily injury" or "property damage" after the end of the policy period.

- d. "Bodily injury" or "property damage" will be deemed to have been known to have occurred at the earliest time when any insured listed under Paragraph 1. of Section II – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim:

- (1) Reports all, or any part, of the "bodily injury" or "property damage" to us or any other insurer;
- (2) Receives a written or verbal demand or claim for damages because of the "bodily injury" or "property damage"; or
- (3) Becomes aware by any other means that "bodily injury" or "property damage" has occurred or has begun to occur.

COMMERCIAL GENERAL LIABILITY

- e. Damages because of "bodily injury" include damages claimed by any person or organization for care, loss of services or death resulting at any time from the "bodily injury".

2. Exclusions

This insurance does not apply to:

a. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

b. Contractual Liability

"Bodily injury" or "property damage" for which the insured is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages:

- (1) That the insured would have in the absence of the contract or agreement; or
- (2) Assumed in a contract or agreement that is an "insured contract", provided that the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed in an "insured contract", reasonable attorneys' fees and necessary litigation expenses incurred by or for a party other than an insured will be deemed to be damages because of "bodily injury" or "property damage", provided that:
 - (a) Liability to such party for, or for the cost of, that party's defense has also been assumed in the same "insured contract"; and
 - (b) Such attorneys' fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

c. Liquor Liability

"Bodily injury" or "property damage" for which any insured may be held liable by reason of:

- (1) Causing or contributing to the intoxication of any person;
- (2) The furnishing of alcoholic beverages to a person under the legal drinking age or under the influence of alcohol; or

- (3) Any statute, ordinance or regulation relating to the sale, gift, distribution or use of alcoholic beverages.

This exclusion applies only if you are in the business of manufacturing, distributing, selling, serving or furnishing alcoholic beverages. For the purposes of this exclusion, permitting a person to bring alcoholic beverages on your premises, for consumption on your premises, whether or not a fee is charged or a license is required for such activity, is not by itself considered the business of selling, serving or furnishing alcoholic beverages.

d. Workers' Compensation And Similar Laws

Any obligation of the insured under a workers' compensation, disability benefits or unemployment compensation law or any similar law.

e. Employer's Liability

"Bodily injury" to:

- (1) An "employee" of the insured arising out of and in the course of:
 - (a) Employment by the insured; or
 - (b) Performing duties related to the conduct of the insured's business; or
- (2) The spouse, child, parent, brother or sister of that "employee" as a consequence of Paragraph (1) above.

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the injury.

This exclusion does not apply to liability assumed by the insured under an "insured contract".

f. Pollution

- (1) "Bodily injury" or "property damage" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants":
 - (a) At or from any premises, site or location which is or was at any time owned or occupied by, or rented or loaned to, any insured. However, this subparagraph does not apply to:
 - (i) "Bodily injury" if sustained within a building and caused by smoke, fumes, vapor or soot produced by or originating from equipment that

COMMERCIAL GENERAL LIABILITY

is used to heat, cool or dehumidify the building, or produced by or originating from equipment that is used to heat water for personal use by the building's occupants or their guests;

- (ii) "Bodily injury" or "property damage" for which you may be held liable, if you are a contractor and the owner or lessee of such premises, site or location has been added to your policy as an additional insured with respect to your ongoing operations performed for that additional insured at that premises, site or location and such premises, site or location is not and never was owned or occupied by, or rented or loaned to, any insured, other than that additional insured; or
- (iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire";
- (b) At or from any premises, site or location which is or was at any time used by or for any insured or others for the handling, storage, disposal, processing or treatment of waste;
- (c) If such "pollutants" are or were at any time transported, handled, stored, treated, disposed of, or processed as waste by or for:
 - (i) Any insured; or
 - (ii) Any person or organization for whom you may be legally responsible;
- (d) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the "pollutants" are brought on or to the premises, site or location in connection with such operations by such insured, contractor or subcontractor. However, this subparagraph does not apply to:
 - (i) "Bodily injury" or "property damage" arising out of the escape of fuels, lubricants or other operating fluids which are needed

to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of "mobile equipment" or its parts, if such fuels, lubricants or other operating fluids escape from a vehicle part designed to hold, store or receive them. This exception does not apply if the "bodily injury" or "property damage" arises out of the intentional discharge, dispersal or release of the fuels, lubricants or other operating fluids, or if such fuels, lubricants or other operating fluids are brought on or to the premises, site or location with the intent that they be discharged, dispersed or released as part of the operations being performed by such insured, contractor or subcontractor;

- (ii) "Bodily injury" or "property damage" sustained within a building and caused by the release of gases, fumes or vapors from materials brought into that building in connection with operations being performed by you or on your behalf by a contractor or subcontractor; or
- (iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire"; or
- (e) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are or were at any time performing operations to test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants".
- (2) Any loss, cost or expense arising out of any:
 - (a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

COMMERCIAL GENERAL LIABILITY

- (b) Claim or suit by or on behalf of any governmental authority or any other person or organization because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

g. Aircraft, Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This exclusion does not apply to:

- (1) A watercraft while ashore on premises you own or rent;
- (2) A watercraft you do not own that is:
 - (a) 50 feet long or less; and
 - (b) Not being used to carry any person or property for a charge;
- (3) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;
- (4) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft;
- (5) "Bodily injury" or "property damage" arising out of:
 - (a) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify as "mobile equipment" under the definition of "mobile equipment" if such land vehicle were not subject to a compulsory or financial responsibility law, or other motor vehicle insurance law, where it is licensed or principally garaged; or

- (b) The operation of any of the machinery or equipment listed in Paragraph **f.(2)** or **f.(3)** of the definition of "mobile equipment"; or

(6) An aircraft that is:

- (a) Chartered with a pilot to any insured;
- (b) Not owned by any insured; and
- (c) Not being used to carry any person or property for a charge.

h. Mobile Equipment

"Bodily injury" or "property damage" arising out of:

- (1) The transportation of "mobile equipment" by an "auto" owned or operated by or rented or loaned to any insured; or
- (2) The use of "mobile equipment" in, or while in practice for, or while being prepared for, any prearranged racing, speed, demolition, or stunting activity

i. War

"Bodily injury" or "property damage" arising out of:

- (1) War, including undeclared or civil war;
- (2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or
- (3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

j. Damage To Property

"Property damage" to:

- (1) Property you own, rent, or occupy, including any costs or expenses incurred by you, or any other person, organization or entity, for repair, replacement, enhancement, restoration or maintenance of such property for any reason, including prevention of injury to a person or damage to another's property;
- (2) Premises you sell, give away or abandon, if the "property damage" arises out of any part of those premises;
- (3) Property loaned to you;
- (4) Personal property in the care, custody or control of the insured;

COMMERCIAL GENERAL LIABILITY

(5) That particular part of real property on which you or any contractors or subcontractors working directly or indirectly on your behalf are performing operations, if the "property damage" arises out of those operations; or

(6) That particular part of any property that must be restored, repaired or replaced because "your work" was incorrectly performed on it.

Paragraphs (1), (3) and (4) of this exclusion do not apply to "premises damage". A separate limit of insurance applies to "premises damage" as described in Paragraph 6. of Section III – Limits Of Insurance.

Paragraph (2) of this exclusion does not apply if the premises are "your work" and were never occupied, rented or held for rental by you.

Paragraphs (3), (4), (5) and (6) of this exclusion do not apply to liability assumed under a sidetrack agreement.

Paragraph (6) of this exclusion does not apply to "property damage" included in the "products-completed operations hazard".

k. Damage To Your Product

"Property damage" to "your product" arising out of it or any part of it.

l. Damage To Your Work

"Property damage" to "your work" arising out of it or any part of it and included in the "products-completed operations hazard".

This exclusion does not apply if the damaged work or the work out of which the damage arises was performed on your behalf by a subcontractor.

m. Damage To Impaired Property Or Property Not Physically Injured

"Property damage" to "impaired property" or property that has not been physically injured, arising out of:

- (1) A defect, deficiency, inadequacy or dangerous condition in "your product" or "your work"; or
- (2) A delay or failure by you or anyone acting on your behalf to perform a contract or agreement in accordance with its terms.

This exclusion does not apply to the loss of use of other property arising out of sudden and

accidental physical injury to "your product" or "your work" after it has been put to its intended use.

n. Recall Of Products, Work Or Impaired Property

Damages claimed for any loss, cost or expense incurred by you or others for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of:

- (1) "Your product";
- (2) "Your work"; or
- (3) "Impaired property";

if such product, work, or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

o. Personal And Advertising Injury

"Bodily injury" arising out of "personal and advertising injury".

p. Electronic Data

Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data".

However, this exclusion does not apply to liability for damages because of "bodily injury".

q. Unsolicited Communication

"Bodily injury" or "property damage" arising out of any actual or alleged violation of any law that restricts or prohibits the sending, transmitting or distributing of "unsolicited communication".

r. Access Or Disclosure Of Confidential Or Personal Information

"Bodily injury" or "property damage" arising out of any access to or disclosure of any person's or organization's confidential or personal information.

s. Asbestos

- (1) "Bodily injury" or "property damage" arising out of the actual or alleged presence or actual, alleged or threatened dispersal of asbestos, asbestos fibers or products containing asbestos, provided that the "bodily injury" or "property damage" is caused or contributed to by the hazardous properties of asbestos.

COMMERCIAL GENERAL LIABILITY

- (2) "Bodily injury" or "property damage" arising out of the actual or alleged presence or actual, alleged or threatened dispersal of any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapors, soot, fumes, acids, alkalis, chemicals and waste, and that are part of any claim or "suit" which also alleges any "bodily injury" or "property damage" described in Paragraph (1) above.

- (3) Any loss, cost or expense arising out of any:

- (a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, asbestos, asbestos fibers or products containing asbestos; or

- (b) Claim or suit by or on behalf of any governmental authority or any other person or organization because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, asbestos, asbestos fibers or products containing asbestos.

t. Employment-Related Practices

"Bodily injury" to:

- (1) A person arising out of any:

- (a) Refusal to employ that person;
- (b) Termination of that person's employment; or
- (c) Employment-related practice, policy, act or omission, such as coercion, demotion, evaluation, reassignment, discipline, failure to promote or advance, harassment, humiliation, discrimination, libel, slander, violation of the person's right of privacy, malicious prosecution or false arrest, detention or imprisonment applied to or directed at that person, regardless of whether such practice, policy, act or omission occurs, is applied or is committed before, during or after the time of that person's employment; or

- (2) The spouse, child, parent, brother or sister of that person as a consequence of "bodily injury" to that person at whom any of the

employment-related practices described in Paragraph (a), (b), or (c) above is directed.

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the "bodily injury".

Exclusions c. through n. do not apply to "premises damage". A separate limit of insurance applies to "premises damage" as described in Paragraph 6. of Section III – Limits Of Insurance.

COVERAGE B – PERSONAL AND ADVERTISING INJURY LIABILITY

1. Insuring Agreement

- a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "personal and advertising injury" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "personal and advertising injury" to which this insurance does not apply. We may, at our discretion, investigate any offense and settle any claim or "suit" that may result. But:

- (1) The amount we will pay for damages is limited as described in Section III – Limits Of Insurance; and

- (2) Our right and duty to defend end when we have used up the applicable limit of insurance in the payment of judgments or settlements under Coverages A or B or medical expenses under Coverage C.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments.

- b. This insurance applies to "personal and advertising injury" caused by an offense arising out of your business but only if the offense was committed in the "coverage territory" during the policy period.

2. Exclusions

This insurance does not apply to:

a. Knowing Violation Of Rights Of Another

"Personal and advertising injury" caused by or at the direction of the insured with the knowledge that the act would violate the rights of another and would inflict "personal and advertising injury".

COMMERCIAL GENERAL LIABILITY

This exclusion does not apply to "personal injury" caused by malicious prosecution.

b. Material Published With Knowledge Of Falsity

"Personal and advertising injury" arising out of oral or written publication, including publication by electronic means, of material, if done by or at the direction of the insured with knowledge of its falsity.

c. Material Published Or Used Prior To Policy Period

(1) "Personal and advertising injury" arising out of oral or written publication, including publication by electronic means, of material whose first publication took place before the beginning of the policy period; or

(2) "Advertising injury" arising out of infringement of copyright, "title" or "slogan" in your "advertisement" whose first infringement in your "advertisement" was committed before the beginning of the policy period.

d. Criminal Acts

"Personal and advertising injury" arising out of a criminal act committed by or at the direction of the insured.

e. Contractual Liability

"Personal and advertising injury" for which the insured has assumed liability in a contract or agreement. This exclusion does not apply to liability for damages:

(1) That the insured would have in the absence of the contract or agreement; or

(2) Because of "personal injury" assumed by you in a contract or agreement that is an "insured contract", provided that the "personal injury" is caused by an offense committed subsequent to the execution of the contract or agreement. Solely for the purposes of liability assumed by you in an "insured contract", reasonable attorneys' fees and necessary litigation expenses incurred by or for a party other than an insured will be deemed to be damages because of "personal injury", provided that:

(a) Liability to such party for, or for the cost of, that party's defense has also been assumed by you in the same "insured contract"; and

(b) Such attorneys' fees and litigation expenses are for defense of that party

against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

f. Breach Of Contract

"Advertising injury" arising out of a breach of contract.

g. Quality Or Performance Of Goods - Failure To Conform To Statements

"Advertising injury" arising out of the failure of goods, products or services to conform with any statement of quality or performance made in your "advertisement".

h. Wrong Description Of Prices

"Advertising injury" arising out of the wrong description of the price of goods, products or services stated in your "advertisement".

i. Intellectual Property

"Personal and advertising injury" arising out of any actual or alleged infringement or violation of any of the following rights or laws, or any other "personal and advertising injury" alleged in any claim or "suit" that also alleges any such infringement or violation:

(1) Copyright;

(2) Patent;

(3) Trade dress;

(4) Trade name;

(5) Trademark;

(6) Trade secret; or

(7) Other intellectual property rights or laws.

This exclusion does not apply to:

(1) "Advertising injury" arising out of any actual or alleged infringement or violation of another's copyright, "title" or "slogan" in your "advertisement"; or

(2) Any other "personal and advertising injury" alleged in any claim or "suit" that also alleges any such infringement or violation of another's copyright, "title" or "slogan" in your "advertisement".

j. Insureds In Media And Internet Type Businesses

"Personal and advertising injury" caused by an offense committed by an insured whose business is:

(1) Advertising, "broadcasting" or publishing;

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(2) Designing or determining content of websites for others; or

(3) An Internet search, access, content or service provider.

However, this exclusion does not apply to Paragraphs a.(1), (2) and (3) of the definition of "personal injury".

For the purposes of this exclusion:

(1) Creating and producing correspondence written in the conduct of your business, bulletins, financial or annual reports, or newsletters about your goods, products or services will not be considered the business of publishing; and

(2) The placing of frames, borders or links, or advertising, for you or others anywhere on the Internet will not, by itself, be considered the business of advertising, "broadcasting" or publishing.

k. Electronic Chatrooms Or Bulletin Boards

"Personal and advertising injury" arising out of an electronic chatroom or bulletin board the insured hosts or owns, or over which the insured exercises control.

l. Unauthorized Use Of Another's Name Or Product

"Personal and advertising injury" arising out of the unauthorized use of another's name or product in your e-mail address, domain name or metatag, or any other similar tactics to mislead another's potential customers.

m. Pollution

"Personal and advertising injury" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants" at any time.

n. Pollution-Related

Any loss, cost or expense arising out of any:

(1) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(2) Claim or suit by or on behalf of any governmental authority or any other person or organization because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or

neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

o. War

"Personal and advertising injury" arising out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

p. Unsolicited Communication

"Personal and advertising injury" arising out of any actual or alleged violation of any law that restricts or prohibits the sending, transmitting or distributing of "unsolicited communication".

q. Access Or Disclosure Of Confidential Or Personal Information

"Personal and advertising injury" arising out of any access to or disclosure of any person's or organization's confidential or personal information.

r. Asbestos

(1) "Personal and advertising injury" arising out of the actual or alleged presence or actual, alleged or threatened dispersal of asbestos, asbestos fibers or products containing asbestos, provided that the "personal and advertising injury" is caused or contributed to by the hazardous properties of asbestos.

(2) "Personal and advertising injury" arising out of the actual or alleged presence or actual, alleged or threatened dispersal of any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapors, soot, fumes, acids, alkalis, chemicals and waste, and that are part of any claim or "suit" which also alleges any "personal and advertising injury" described in Paragraph (1) above.

(3) Any loss, cost or expense arising out of any:

(a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or

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assess the effects of, asbestos, asbestos fibers or products containing asbestos; or

- (b) Claim or suit by or on behalf of any governmental authority or any other person or organization because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, asbestos, asbestos fibers or products containing asbestos.

s. Employment-Related Practices

"Personal injury" to:

- (1) A person arising out of any:

- (a) Refusal to employ that person;
- (b) Termination of that person's employment; or
- (c) Employment-related practice, policy, act or omission, such as coercion, demotion, evaluation, reassignment, discipline, failure to promote or advance, harassment, humiliation, discrimination, libel, slander, violation of the person's right of privacy, malicious prosecution or false arrest, detention or imprisonment applied to or directed at that person, regardless of whether such practice, policy, act or omission occurs, is applied or is committed before, during or after the time of that person's employment; or

- (2) The spouse, child, parent, brother or sister of that person as a consequence of "personal injury" to that person at whom any of the employment-related practices described in Paragraph (a), (b), or (c) above is directed.

This exclusion applies whether the insured may be liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the "personal injury".

COVERAGE C – MEDICAL PAYMENTS

1. Insuring Agreement

- a. We will pay medical expenses as described below for "bodily injury" caused by an accident:
 - (1) On premises you own or rent;
 - (2) On ways next to premises you own or rent; or

- (3) Because of your operations; provided that:

- (a) The accident takes place in the "coverage territory" and during the policy period;
- (b) The expenses are incurred and reported to us within one year of the date of the accident; and
- (c) The injured person submits to examination, at our expense, by physicians of our choice as often as we reasonably require.

- b. We will make these payments regardless of fault. These payments will not exceed the applicable limit of insurance. We will pay reasonable expenses for:

- (1) First aid administered at the time of an accident;
- (2) Necessary medical, surgical, X-ray and dental services, including prosthetic devices; and
- (3) Necessary ambulance, hospital, professional nursing and funeral services.

2. Exclusions

We will not pay expenses for "bodily injury":

a. Any Insured

To any insured, except "volunteer workers".

b. Hired Person

To a person hired to do work for or on behalf of any insured or a tenant of any insured.

c. Injury On Normally Occupied Premises

To a person injured on that part of premises you own or rent that the person normally occupies.

d. Workers' Compensation And Similar Laws

To a person, whether or not an "employee" of any insured, if benefits for the "bodily injury" are payable or must be provided under a workers' compensation or disability benefits law or a similar law.

e. Athletics Activities

To a person injured while practicing, instructing or participating in any physical exercises or games, sports, or athletic contests.

f. Products-Completed Operations Hazard

Included within the "products-completed operations hazard".

g. Coverage A Exclusions

Excluded under Coverage A.

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SUPPLEMENTARY PAYMENTS

1. We will pay, with respect to any claim we investigate or settle, or any "suit" against an insured we defend:
 - a. All expenses we incur.
 - b. Up to \$2,500 for the cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.
 - c. The cost of bonds to release attachments, but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.
 - d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$500 a day because of time off from work.
 - e. All court costs taxed against the insured in the "suit". However, these payments do not include attorneys' fees or attorneys' expenses taxed against the insured.
 - f. Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.
 - g. All interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

These payments will not reduce the limits of insurance.

2. If we defend an insured against a "suit" and an indemnitee of the insured is also named as a party to the "suit", we will defend that indemnitee if all of the following conditions are met:
 - a. The "suit" against the indemnitee seeks damages for which the insured has assumed the liability of the indemnitee in a contract or agreement that is an "insured contract";
 - b. This insurance applies to such liability assumed by the insured;
 - c. The obligation to defend, or the cost of the defense of, that indemnitee, has also been

assumed by the insured in the same "insured contract";

- d. The allegations in the "suit" and the information we know about the "occurrence" or offense are such that no conflict appears to exist between the interests of the insured and the interests of the indemnitee;
- e. The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such "suit" and agree that we can assign the same counsel to defend the insured and the indemnitee; and
- f. The indemnitee:
 - (1) Agrees in writing to:
 - (a) Cooperate with us in the investigation, settlement or defense of the "suit";
 - (b) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the "suit";
 - (c) Notify any other insurer whose coverage is available to the indemnitee; and
 - (d) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and
 - (2) Provides us with written authorization to:
 - (a) Obtain records and other information related to the "suit"; and
 - (b) Conduct and control the defense of the indemnitee in such "suit".

So long as the above conditions are met, attorneys' fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us and necessary litigation expenses incurred by the indemnitee at our request will be paid as Supplementary Payments. Notwithstanding the provisions of Paragraph **2.b.(2)** of Section **I – Coverages – Coverage A – Bodily Injury And Property Damage Liability** or Paragraph **2.e.** of Section **I – Coverages – Coverage B – Personal And Advertising Injury Liability**, such payments will not be deemed to be damages for "bodily injury", "property damage" or "personal injury", and will not reduce the limits of insurance.

Our obligation to defend an insured's indemnitee and to pay for attorneys' fees and necessary litigation expenses as Supplementary Payments ends when:

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- a. We have used up the applicable limit of insurance in the payment of judgments, settlements or medical expenses; or
- b. The conditions set forth above, or the terms of the agreement described in Paragraph **f.** above, are no longer met.

SECTION II – WHO IS AN INSURED**1. If you are designated in the Declarations as:**

- a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.
- b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.
- c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.
- d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.
- e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

2. Each of the following is also an insured:

- a. Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" or "volunteer workers" are insureds for:

(1) "Bodily injury" or "personal injury":

- (a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer

workers" while performing duties related to the conduct of your business;

- (b) To the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of Paragraph **(1)(a)** above;

- (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph **(1)(a)** or **(b)** above; or

- (d) Arising out of his or her providing or failing to provide professional health care services.

Unless you are in the business or occupation of providing professional health care services, Paragraphs **(1)(a)**, **(b)**, **(c)** and **(d)** above do not apply to "bodily injury" arising out of providing or failing to provide first aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

(2) "Property damage" to property:

- (a) Owned, occupied or used by;

- (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

- b. Any person (other than your "employee" or "volunteer worker"), or any organization, while acting as your real estate manager.

- c. Any person or organization having proper temporary custody of your property if you die, but only:

- (1) With respect to liability arising out of the maintenance or use of that property; and

- (2) Until your legal representative has been appointed.

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- d. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.
- e. Any person or organization that, with your express or implied consent, either uses or is responsible for the use of a watercraft that you do not own that is:
 - (1) 50 feet long or less; and
 - (2) Not being used to carry any person or property for a charge.
- 3. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:
 - a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;
 - b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
 - c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph 1. of Section II – Who Is An Insured, each such organization will be deemed to be designated in the Declarations as:

- a. An organization, other than a partnership, joint venture or limited liability company; or
 - b. A trust;
- as indicated in its name or the documents that govern its structure.
- 4. Any person or organization that is a premises owner, manager or lessor and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that:
 - a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement; and

- b. Arises out of the ownership, maintenance or use of that part of any premises leased to you.

The insurance provided to such premises owner, manager or lessor is subject to the following provisions:

- a. The limits of insurance provided to such premises owner, manager or lessor will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such premises owner, manager or lessor does not apply to:
 - (1) Any "bodily injury" or "property damage" that occurs, or "personal and advertising injury" caused by an offense that is committed, after you cease to be a tenant in that premises; or
 - (2) Structural alterations, new construction or demolition operations performed by or on behalf of such premises owner, manager or lessor.
- 5. Any person or organization that is an equipment lessor and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage", or "personal and advertising injury" that:
 - a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement; and
 - b. Is caused, in whole or in part, by your acts or omissions in the maintenance, operation or use of equipment leased to you by such equipment lessor.

The insurance provided to such equipment lessor is subject to the following provisions:

- a. The limits of insurance provided to such equipment lessor will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such equipment lessor does not apply to any "bodily injury" or "property damage" that occurs, or "personal and advertising injury" caused by an offense that is committed, after the equipment lease expires.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint

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venture or limited liability company that is not shown as a Named Insured in the Declarations. This paragraph does not apply to any such partnership, joint venture or limited liability company that otherwise qualifies as an insured under Section II – Who Is An Insured.

SECTION III – LIMITS OF INSURANCE

1. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

- a. Insureds;
- b. Claims made or "suits" brought; or
- c. Persons or organizations making claims or bringing "suits".

2. The General Aggregate Limit is the most we will pay for the sum of:

- a. Medical expenses under Coverage C;
- b. Damages under Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard"; and
- c. Damages under Coverage B.

3. The Products-Completed Operations Aggregate Limit is the most we will pay under Coverage A for damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard".

4. Subject to Paragraph 2. above, the Personal And Advertising Injury Limit is the most we will pay under Coverage B for the sum of all damages because of all "personal injury" and "advertising injury" sustained by any one person or organization.

5. Subject to Paragraph 2. or 3. above, whichever applies, the Each Occurrence Limit is the most we will pay for the sum of:

- a. Damages under Coverage A; and
- b. Medical expenses under Coverage C; because of all "bodily injury" and "property damage" arising out of any one "occurrence".

For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

6. Subject to Paragraph 5. above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage A for damages because of "premises damage" to any one premises. The Damage To Premises Rented To You Limit will be:

- a. The amount shown for the Damage To Premises Rented To You Limit in the Declarations of this Coverage Part; or
- b. \$300,000 if no amount is shown for the Damage To Premises Rented To You Limit in the Declarations of this Coverage Part.

7. Subject to Paragraph 5. above, the Medical Expense Limit is the most we will pay under Coverage C for all medical expenses because of "bodily injury" sustained by any one person.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**1. Bankruptcy**

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

2. Duties In The Event Of Occurrence, Offense, Claim Or Suit

a. You must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

- (1) How, when and where the "occurrence" or offense took place;
- (2) The names and addresses of any injured persons and witnesses; and
- (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

b. If a claim is made or "suit" is brought against any insured, you must:

- (1) Immediately record the specifics of the claim or "suit" and the date received; and
- (2) Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

c. You and any other involved insured must:

- (1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";

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- (2) Authorize us to obtain records and other information;
 - (3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and
 - (4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.
- d. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.
- e. The following provisions apply to Paragraph a. above, but only for purposes of the insurance provided under this Coverage Part to you or any insured listed in Paragraph 1. or 2. of Section II – Who Is An Insured:
- (1) Notice to us of such "occurrence" or offense must be given as soon as practicable only after the "occurrence" or offense is known to you (if you are an individual), any of your partners or members who is an individual (if you are a partnership or joint venture), any of your managers who is an individual (if you are a limited liability company), any of your "executive officers" or directors (if you are an organization other than a partnership, joint venture, or limited liability company), any of your trustees who is an individual (if you are a trust) or any "employee" authorized by you to give notice of an "occurrence" or offense.
 - (2) If you are a partnership, joint venture, limited liability company or trust, and none of your partners, joint venture members, managers or trustees are individuals, notice to us of such "occurrence" or offense must be given as soon as practicable only after the "occurrence" or offense is known by:
 - (a) Any individual who is:
 - (i) A partner or member of any partnership or joint venture;
 - (ii) A manager of any limited liability company;
 - (iii) An executive officer or director of any other organization; or
 - (iv) A trustee of any trust;
 that is your partner, joint venture member, manager or trustee; or
 - (b) Any employee authorized by such partnership, joint venture, limited liability company, trust or other organization to give notice of an "occurrence" or offense.
- (3) Notice to us of such "occurrence" or offense will be deemed to be given as soon as practicable if it is given in good faith as soon as practicable to your workers' compensation insurer. This applies only if you subsequently give notice to us of the "occurrence" or offense as soon as practicable after any of the persons described in Paragraph e.(1) or (2) above discovers that the "occurrence" or offense may result in sums to which the insurance provided under this Coverage Part may apply.
- However, if this policy includes an endorsement that provides limited coverage for "bodily injury" or "property damage" or pollution costs arising out of a discharge, release or escape of "pollutants" which contains a requirement that the discharge, release or escape of "pollutants" must be reported to us within a specific number of days after its abrupt commencement, this Paragraph e. does not affect that requirement.
- 3. Legal Action Against Us**
- No person or organization has a right under this Coverage Part:
- a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or
 - b. To sue us on this Coverage Part unless all of its terms have been fully complied with.
- A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this Coverage Part or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured, and the claimant or the claimant's legal representative.

4. Other Insurance

If valid and collectible other insurance is available to the insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as described in Paragraphs **a.** and **b.** below.

As used anywhere in this Coverage Part, other insurance means insurance, or the funding of losses, that is provided by, through or on behalf of:

- (i) Another insurance company;
- (ii) Us or any of our affiliated insurance companies, except when the Non cumulation of Each Occurrence Limit provision of Paragraph **5.** of Section **III** – Limits Of Insurance or the Non cumulation of Personal and Advertising Injury Limit provision of Paragraph **4.** of Section **III** – Limits of Insurance applies because the Amendment – Non Cumulation Of Each Occurrence Limit Of Liability And Non Cumulation Of Personal And Advertising Injury Limit endorsement is included in this policy;
- (iii) Any risk retention group; or
- (iv) Any self-insurance method or program, in which case the insured will be deemed to be the provider of other insurance.

Other insurance does not include umbrella insurance, or excess insurance, that was bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

As used anywhere in this Coverage Part, other insurer means a provider of other insurance. As used in Paragraph **c.** below, insurer means a provider of insurance.

a. Primary Insurance

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below, except when Paragraph **d.** below applies.

b. Excess Insurance

(1) This insurance is excess over:

- (a) Any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (i) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(ii) That is insurance for "premises damage";

(iii) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to any exclusion in this Coverage Part that applies to aircraft, "autos" or watercraft;

(iv) That is insurance available to a premises owner, manager or lessor that qualifies as an insured under Paragraph **4.** of Section **II** – Who Is An Insured, except when Paragraph **d.** below applies; or

(v) That is insurance available to an equipment lessor that qualifies as an insured under Paragraph **5.** of Section **II** – Who Is An Insured, except when Paragraph **d.** below applies.

(b) Any of the other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured, or is any other insured that does not qualify as a named insured, under such other insurance.

(2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self-insured amounts under all that other insurance.

(4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

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c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

d. Primary And Non-Contributory Insurance If Required By Written Contract

If you specifically agree in a written contract or agreement that the insurance afforded to an insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such insured which covers such insured as a named insured, and we will not share with that other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal and advertising injury" for which coverage is sought is caused by an offense that is committed;

subsequent to the signing of that contract or agreement by you.

5. Premium Audit

- a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.
- b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.
- c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

6. Representations

By accepting this policy, you agree:

- a. The statements in the Declarations are accurate and complete;
- b. Those statements are based upon representations you made to us; and
- c. We have issued this policy in reliance upon your representations.

The unintentional omission of, or unintentional error in, any information provided by you which we relied upon in issuing this policy will not prejudice your rights under this insurance. However, this provision does not affect our right to collect additional premium or to exercise our rights of cancellation or nonrenewal in accordance with applicable insurance laws or regulations.

7. Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
- b. Separately to each insured against whom claim is made or "suit" is brought.

8. Transfer Of Rights Of Recovery Against Others To Us

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

9. When We Do Not Renew

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the nonrenewal not less than 30 days before the expiration date.

If notice is mailed, proof of mailing will be sufficient proof of notice.

SECTION V – DEFINITIONS

1. "Advertisement" means a notice that is broadcast or published to the general public or specific market segments about your goods, products or services for the purpose of attracting customers or supporters. For the purposes of this definition:
 - a. Notices that are published include material placed on the Internet or on similar electronic means of communication; and
 - b. Regarding websites, only that part of a website that is about your goods, products or services for the purposes of attracting customers or supporters is considered an advertisement.

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2. "Advertising injury":
 - a. Means injury caused by one or more of the following offenses:
 - (1) Oral or written publication, including publication by electronic means, of material in your "advertisement" that slanders or libels a person or organization or disparages a person's or organization's goods, products or services, provided that the claim is made or the "suit" is brought by a person or organization that claims to have been slandered or libeled, or that claims to have had its goods, products or services disparaged;
 - (2) Oral or written publication, including publication by electronic means, of material in your "advertisement" that:
 - (a) Appropriates a person's name, voice, photograph or likeness; or
 - (b) Unreasonably places a person in a false light; or
 - (3) Infringement of copyright, "title" or "slogan" in your "advertisement", provided that the claim is made or the "suit" is brought by a person or organization that claims ownership of such copyright, "title" or "slogan".
 - b. Includes "bodily injury" caused by one or more of the offenses described in Paragraph a. above.
3. "Auto" means:
 - a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or
 - b. Any other land vehicle that is subject to a compulsory or financial responsibility law, or other motor vehicle insurance law, where it is licensed or principally garaged.However, "auto" does not include "mobile equipment".
4. "Bodily injury" means:
 - a. Physical harm, including sickness or disease, sustained by a person; or
 - b. Mental anguish, injury or illness, or emotional distress, resulting at any time from such physical harm, sickness or disease.
5. "Broadcasting" means transmitting any audio or visual material for any purpose:
 - a. By radio or television; or
 - b. In, by or with any other electronic means of communication, such as the Internet, if that material is part of:
 - (1) Radio or television programming being transmitted;
 - (2) Other entertainment, educational, instructional, music or news programming being transmitted; or
 - (3) Advertising transmitted with any of such programming.
6. "Coverage territory" means:
 - a. The United States of America (including its territories and possessions), Puerto Rico and Canada;
 - b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in Paragraph a. above; or
 - c. All other parts of the world if the injury or damage arises out of:
 - (1) Goods or products made or sold by you in the territory described in Paragraph a. above;
 - (2) The activities of a person whose home is in the territory described in Paragraph a. above, but is away for a short time on your business; or
 - (3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication;provided the insured's responsibility to pay damages is determined in a "suit" on the merits in the territory described in Paragraph a. above, or in a settlement we agree to.
7. "Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software (including systems and applications software), hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.
8. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".
9. "Executive officer" means a person holding any of the officer positions created by your charter, constitution, bylaws or any other similar governing document.

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10. "Good Samaritan services" means any emergency medical services for which no compensation is demanded or received.

11. "Hostile fire" means a fire which becomes uncontrollable or breaks out from where it was intended to be.

12. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:

- a.** It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or
- b.** You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work" or your fulfilling the terms of the contract or agreement.

13. "Insured contract" means:

- a.** A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for "premises damage" is not an "insured contract";
- b.** A sidetrack agreement;
- c.** Any easement or license agreement, except in connection with construction or demolition operations on or within 50 feet of a railroad;
- d.** An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;
- e.** An elevator maintenance agreement;
- f.** That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury", "property damage" or "personal injury" to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph **f.** does not include that part of any contract or agreement:

- (1)** That indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle,

tracks, roadbeds, tunnel, underpass or crossing;

(2) That indemnifies an architect, engineer or surveyor for injury or damage arising out of:

- (a)** Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- (b)** Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or

(3) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in Paragraph **(2)** above and supervisory, inspection, architectural or engineering activities.

14. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

15. "Loading or unloading" means the handling of property:

- a.** After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";
- b.** While it is in or on an aircraft, watercraft or "auto"; or
- c.** While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;

but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".

16. "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:

- a.** Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;
- b.** Vehicles maintained for use solely on or next to premises you own or rent;
- c.** Vehicles that travel on crawler treads;

COMMERCIAL GENERAL LIABILITY

d. Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:

- (1) Power cranes, shovels, loaders, diggers or drills; or
- (2) Road construction or resurfacing equipment such as graders, scrapers or rollers;

e. Vehicles not described in Paragraph **a.**, **b.**, **c.** or **d.** above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:

- (1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or
- (2) Cherry pickers and similar devices used to raise or lower workers;

f. Vehicles not described in Paragraph **a.**, **b.**, **c.** or **d.** above maintained primarily for purposes other than the transportation of persons or cargo.

However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

- (1) Equipment designed primarily for:
 - (a) Snow removal;
 - (b) Road maintenance, but not construction or resurfacing; or
 - (c) Street cleaning;
- (2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and
- (3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, "mobile equipment" does not include any land vehicle that is subject to a compulsory or financial responsibility law, or other motor vehicle insurance law, where it is licensed or principally garaged. Such land vehicles are considered "autos".

17. "Occurrence" means:

- a.** An accident, including continuous or repeated exposure to substantially the same general harmful conditions; or

b. An act or omission committed in providing or failing to provide first aid or "Good Samaritan services" to a person, unless you are in the business or occupation of providing professional health care services.

18. "Personal and advertising injury" means "personal injury" or "advertising injury".

19. "Personal injury":

a. Means injury, other than "advertising injury", caused by one or more of the following offenses:

- (1) False arrest, detention or imprisonment;
- (2) Malicious prosecution;
- (3) The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies, provided that the wrongful eviction, wrongful entry or invasion of the right of private occupancy is committed by or on behalf of the owner, landlord or lessor of that room, dwelling or premises;
- (4) Oral or written publication, including publication by electronic means, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services, provided that the claim is made or the "suit" is brought by a person or organization that claims to have been slandered or libeled, or that claims to have had its goods, products or services disparaged; or
- (5) Oral or written publication, including publication by electronic means, of material that:
 - (a) Appropriates a person's name, voice, photograph or likeness; or
 - (b) Unreasonably places a person in a false light.

b. Includes "bodily injury" caused by one or more of the offenses described in Paragraph **a.** above.

20. "Pollutants" mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

COMMERCIAL GENERAL LIABILITY

21. "Premises damage" means:

- a. With respect to the first paragraph of the exceptions in Exclusion **j.** of Section **I – Coverage A – Bodily Injury And Property Damage Liability**, "property damage" to any premises while rented to you for a period of seven or fewer consecutive days, including the contents of such premises; or

- b. With respect to the exception to Exclusions **c.** through **n.** in the last paragraph of Paragraph **2.** of Section **I – Coverage A – Bodily Injury And Property Damage Liability**, "property damage" to any premises while rented to you for a period of more than seven consecutive days, or while temporarily occupied by you with permission of the owner, caused by:

- (1) Fire;
- (2) Explosion;
- (3) Lightning;
- (4) Smoke resulting from fire, explosion or lightning; or
- (5) Water.

But "premises damage" under this Paragraph **b.** does not include "property damage" to any premises caused by:

- (1) Rupture, bursting, or operation of pressure relief devices;
- (2) Rupture or bursting due to expansion or swelling of the contents of any building or structure caused by or resulting from water; or
- (3) Explosion of steam boilers, steam pipes, steam engines or steam turbines.

22. "Products-completed operations hazard":

- a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:

- (1) Products that are still in your physical possession; or
- (2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:
 - (a) When all of the work called for in your contract has been completed.
 - (b) When all of the work to be done at the job site has been completed if your

contract calls for work at more than one job site.

- (c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

- b. Does not include "bodily injury" or "property damage" arising out of:

- (1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured;
- (2) The existence of tools, uninstalled equipment or abandoned or unused materials; or
- (3) Products or operations for which the classification, listed in the Declarations or in a policy Schedule, states that products-completed operations are subject to the General Aggregate Limit.

23. "Property damage" means:

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use will be deemed to occur at the time of the physical injury that caused it; or
- b. Loss of use of tangible property that is not physically injured. All such loss of use will be deemed to occur at the time of the "occurrence" that caused it.

For the purposes of this insurance, "electronic data" is not tangible property.

24. "Slogan":

- a. Means a phrase that others use for the purpose of attracting attention in their advertising.
- b. Does not include a phrase used as, or in, the name of:
- (1) Any person or organization, other than you; or
 - (2) Any business, or any of the premises, goods, products, services or work, of any person or organization, other than you.

COMMERCIAL GENERAL LIABILITY

- 25.** "Suit" means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:
- a.** An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or
 - b.** Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.
- 26.** "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.
- 27.** "Title" means a name of a literary or artistic work.
- 28.** "Unsolicited communication" means any communication, in any form, that the recipient of such communication did not specifically request to receive.
- 29.** "Volunteer worker" means a person who is not your "employee", and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.
- 30.** "Your product":
- a.** Means:
 - (1)** Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:
 - (a)** You;
 - (b)** Others trading under your name; or
 - (c)** A person or organization whose business or assets you have acquired; and
 - (2)** Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.
 - b.** Includes:
 - (1)** Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and
 - (2)** The providing of or failure to provide warnings or instructions.
 - c.** Does not include vending machines or other property rented to or located for the use of others but not sold.
- 31.** "Your work":
- a.** Means:
 - (1)** Work or operations performed by you or on your behalf; and
 - (2)** Materials, parts or equipment furnished in connection with such work or operations.
 - b.** Includes:
 - (1)** Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work"; and
 - (2)** The providing of or failure to provide warnings or instructions.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT
- CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

Schedule

Person or Organization

Where required by contract or written agreement prior to loss and allowed by law.

Job Description

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Issued by Ohio Security Insurance Company

19291

For attachment to Policy No. XWS (26) 56 53 64 54

Effective Date

Premium \$

Issued to INNOVATION BRIDGE, INC.

Endorsement No.



CONTRACT ROUTING SHEET

Contract Cover/Routing Form: Must Accompany ALL Contracts; however, it is NOT part of the contract.

General Information (Required)

Original Contract # (supplements only): _____ Supplement/Addendum #: _____
 Assessor's Parcel Number(s): _____
 Contract Effective Date: 07/01/2025 Contract Expiration Date (if applicable): 12/31/2026
 \$ Amount (Not to Exceed): \$ 747,949.00 Adjusted \$ Amount (+/-): _____
 Other Party: Sacramento City Unified School District
 Project Title: Sacramento Children's Fund 2025-2028 Grant Agreement
 Project #: I80000102 Bid/RFQ/RFP #: _____
 City Council Approval: NO if YES, Council File ID#: 2025-01053

Contract Processing Contacts

Department: Youth, Parks and Community Enrichment Project Manager: Julie Garen
 Contract Coordinator: Tamara Richardson Email: trichardson@cityofsacramento.org

Department Review and Routing

Accounting:

 (Signature) (Date)

Supervisor:

 (Signature) (Date)

Division Manager:

 (Signature) (Date)

Other:

 (Signature) (Date)

Special Instruction/Comments (i.e. recording requested, other agency signatures required, etc.)

☐

Recording Requested

☒

Other Party Signature Required

-----FOR CLERK & IT DEPARTMENTS ONLY – DO NOT WRITE BELOW THIS LINE-----

SACRAMENTO CHILDRENS FUND 2025 -2028 GRANT AGREEMENT

This Grant Agreement (“Agreement”), dated July 1, 2025 (the “Execution Date”), is between the City of Sacramento, a municipal corporation (“**City**”), and Sacramento Unified School District, a 501(c)(3) non-profit corporation Sacramento Unified School District (“**Grantee**”).

Background

- A. In December 2017, the Sacramento City Council adopted a Citywide Youth Development Campaign Plan that was intended to guide the City in the design, operations, and evaluation of its children and youth programs. The Plan lays out a set of goals that the City will strive to achieve through its own programs and through strategic partnerships.
- B. In November 2022, after years of youth-led community organizing and advocacy, voters in the City of Sacramento approved the Sacramento Children and Youth Health and Safety Act. Also known as “Measure L,” this Act established the Sacramento Children’s Fund (“SCF” or “the Fund”) as a dedicated stream of sustained funding to support positive youth development and youth violence prevention programs for Sacramento children and youth less than 25 years of age.
- C. Measure L identified five fund goals that provide overarching direction for investing available funds in the Sacramento Community:
 - a. Goal 1: Support the mental health and emotional wellness of youth
 - b. Goal 2: Prevent and reduce youth homelessness
 - c. Goal 3: Prevent and reduce youth substance abuse
 - d. Goal 4: Prevent and reduce youth violence
 - e. Goal 5: Support the healthy development of children ages 0-5
- D. In September 2024, the City Council adopted a Five-Year Strategic Investment Plan (2023/24-2028/29) (“SIP”), as required by Measure L. The SIP is attached hereto as **Exhibit A**.
- E. Subsequently, the City issued a Request for Proposals seeking non-profit community-based organizations and public agencies to provide services to children and youth in Sacramento, California. The RFP is attached hereto as **Exhibit B**. Grantees submitted proposals which included a portfolio of programs and projects targeting children and youth (aged birth – 24 years) most impacted by poverty, trauma, and violence.
- F. Based on this Request for Proposal process, in June 2025. the City Council selected grantees to receive funding for programs taking place between January 1, 2025 - June 30, 2028.

- G. City and Grantee enter into this Agreement for the purpose of establishing each party's rights and obligations with regard to the disbursement and expenditure of the Funds.

With these background facts in mind, the City and Grantee agree as follows:

1. Term. Due to the nature of the funding stream, this Agreement will have three terms.

- (a) **Initial Term:** The initial term of this Agreement will begin July 1, 2025 (the "Effective Date") through December 31, 2026.
- (b) **Subsequent Terms:** The City may extend the term of this Agreement for up to two additional one-year terms, for a maximum 3.5 year term ending December 31, 2028. Extensions for Subsequent Terms are conditioned upon the Grantee remaining in good standing with the City, compliance with the terms of this Agreement, demonstrative effectiveness of Grantee's program, and funding availability.
- (c) The City shall notify the Grantee no less than 30 days before the expiration of the then current term if it does not intend to renew this Agreement for a Subsequent Term.
- (d) The City reserves the right to terminate this Agreement prior to the expiration of the Initial Term or a Subsequent Term, pursuant to Section 9 or 10 of this Agreement.

2. Grant Funds – Services and Budget.

- (a) The City shall disburse to the Grantee a total sum not to exceed \$747,949.00 (the "City Funds") solely to carry out the activities listed in **Attachment 1 ("Scope of Work")** in accordance with the budget listed in **Attachment 2 ("Budget")**. In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, costs incurred in excess of the amount allocated for the current budget year, or for costs incurred after the expiration or termination of this Agreement.
- (b) Grantee may seek reimbursement only for costs incurred that are necessary to carry out the activities consistent with the Scope of Work and the Budget for the current budget year. For the purposes of this Agreement, the Grantee has "incurred" a cost if the Grantee has: (i) paid an expense for the Scope of Work in accordance with the Budget, or (ii) is obligated to pay an expense for the Scope of Work in accordance with the Budget, but has not yet made the payment.
- (c) Grantee will provide a cash match of \$747,949.00 and certifies that these funds are available to complete the Scope of Work. The Grantee must submit documentation corroborating match contribution as part of its required invoices, accounting, and reporting.
- (d) Indirect costs cannot total more than 10% of the total direct costs.

- (e) Grantee shall perform all services authorized under this Agreement in the manner and according to the standards currently observed by a competent practitioner of Grantee's profession in California. Grantee shall assign only competent personnel to perform services under this Agreement. Grantee shall notify City in writing of any changes in Grantee's staff assigned to perform the services under this Agreement prior to any such performance.
- (f) Grantee shall not assign any rights or duties under this Agreement to a third party without the express prior written consent of City. Grantee agrees that the City shall have the right to approve any and all subcontractors to be used by Grantee in the performance of the Scope of Work this Agreement before Grantee contracts with or otherwise engages any such subcontractors unless they are identified in **Attachment 1**. Notwithstanding the foregoing, to the extent set forth and described in the Scope of Work, Grantee may work with collaborative service partners, which may include any entity that will share resources that impact the delivery of the services (such as school sites and other non-profit community service organizations), provided that Grantee shall ensure that it obtains all necessary permits to conduct the Scope of Work at such sites.

3. City Funds Disbursement.

- (a) The City will disburse up to 25% of the City Funds for the Initial Term within 30-90 days of the Execution Date. The City will disburse the remaining funds in arrears on a quarterly reimbursement basis. Grantee must provide the City with a written report on the progress made on the Scope of Work (see Reporting Requirements, section __, below), and a detailed and properly documented request for reimbursement which will include a detailed accounting of costs already incurred in sufficient detail for the City, in its opinion, to substantiate the costs (see Invoice Requirements, section __, below). Prior to requesting additional reimbursement, Grantee must demonstrate that it has appropriately expended any funds previously advanced.
- (b) The same disbursement procedure will be utilized in the Subsequent Terms (if applicable). If the Grantee has demonstrated satisfactory performance in the previous term, the City will release up to 25% of grant funds for the subsequent year within 30-90 days of the start of the Subsequent Term.
- (c) The Grantee will be notified within fifteen business days following receipt of a request for reimbursement of any circumstances or data identified by the City that would cause withholding of approval and subsequent payment, including non-compliance under the terms of any grant agreement with the City. The City reserves the right to request any additional documentation it determines is needed to substantiate any request for reimbursement and/or to withhold payment of unauthorized or unsubstantiated amounts.
- (d) If the Grantee receives a refund or credit for any cost for which it received a payment of City Funds, Grantee shall return City Funds in an amount equal to the refund or credit by check payable to the City and delivered to the City no later than 10 days following receipt of such refund or credit, unless otherwise agreed to, in writing, by the City.

4. Use of City Funds. Grantee may expend the City Funds only for the Scope of Work, subject to the following limitations:

- (a) Grantee may not use the City Funds for: (i) its overhead, general organization, or administrative expenses which are not directly related to performing the Scope of Work, except to the extent listed in the Authorized Budget for indirect costs; (ii) acquisition, lease or maintenance of any capital item or real property that is not for primary and direct use by youth; (iii) fundraising or lobbying activities; (iv) expenses associated with the preparation of the Proposal, negotiating the terms of this Agreement, or costs incurred prior to the Execution Date unless included in the Budget; or (vi) expenses not listed in the Authorized Budget.
- (b) Grantee may adjust the line items in the Budget with prior written approval by the City of the City Representative listed in Section 10, except that the total amount of such adjustments may not exceed 20% of the direct costs in the Budget. Grantee shall submit requests for line item adjustments in accordance with the notice procedures in Section 10. Any line item adjustment in excess of 10% is void unless authorized in advance through an amendment to this Agreement.
- (c) Grantee may not use the City Funds to supplant (displacing or replacing) funds provided by other entities or held by Grantee prior to the Execution Date to provide other youth services already being funded by those entities or donations received by Grantee for such other youth services. Grantee shall not use the City Funds awarded pursuant to this Agreement to pay for direct or indirect costs already covered by other grants (from the City or other entity) or funds already designated by the Grantee for the same costs.
- (d) If the City (including the Accounting Manager or City Auditor) determines that the City Funds were expended by Grantee for uses not listed in the Budget or in violation of the restrictions listed in this Agreement, , Grantee shall reimburse City for the amount of the unauthorized expenditures. Reimbursement shall be made by check payable to the City and delivered to the City Representative at the address set forth in Section 10 within 30 days from the date of the demand for repayment, unless the City approves in writing an alternative repayment plan.
- (e) This Section 4 will survive the expiration or termination of this Agreement.

5. Accounting and Reporting.

- (a) Grantee shall keep all City Funds received under this Agreement separate from all other funds under its control. Grantee shall track monetary expenditures as a separate project to prevent the commingling of other organization expenses not related to the Scope of Work.

Throughout the term of this Agreement, Grantees will be required to collect information including but not limited to, participant information, activities data, administer a participant

survey and submit reports that demonstrate the implementation of grant activities and progress/completion of program goals.

- (b) During the term of this Agreement and for five years after its termination or expiration, the Grantee shall maintain records of all matters related to this Agreement in accordance with generally accepted accounting practices, including, but not limited to, the following: ledgers, budget records, books, financial records, supporting documents, statistical records, personnel and payroll records, property records, and all other pertinent records sufficient to reflect properly all direct and indirect costs of whatever nature claimed to have been incurred and anticipated to be incurred in performance of this Agreement and all other matters covered by this Agreement. The records shall document all financial transactions, including but not limited to contracts, invoices, timecards, cash receipts, vouchers, canceled checks, bank statements and/or other official documentation evidencing in proper detail the nature and propriety of all charges paid with the City Funds. Grantee shall submit to the City, at such times and in such forms as the City may require, such records pertaining to matters covered by this Agreement.
- (c) Grantee shall make its records and employees related to the services provided under this Agreement available for inspection and audit by City and any external auditor contracted by the City for the express purpose of auditing the Sacramento Children's Fund. At City's election, the City Accounting Manager or City Auditor, at all reasonable times, may audit Grantee's books, records, and accounts to determine whether the Grantee has complied with the terms of this Agreement. City shall have the right for any reason whatsoever to perform, or cause to be performed an independent audit. Such audits may cover programmatic as well as fiscal matters. The Grantee will be afforded an opportunity to respond to any audit findings, and have the responses included in the final audit report. Costs of such independent audits shall be borne by the City. This Section 5(c) will survive the expiration or termination of this Agreement.

6. Invoice Requirements

- (a) Grantee shall provide City with a progress reports which lists the number of youth participating in the program and other matters regarding the program as listed in **Attachment 1 (Scope of Work)**, as outlined in **Exhibits A and B**.
 - (i) Participant Surveys (see Section 7, below)
 - (ii) Expenditure reports. Expenditure reporting must align with the Budget and must include documentation corroborating all expenses including time sheets and receipts with written justification as to the purpose of the expenditure. Invoices must be accompanied by the following reports:
 - Quarter 1 Report (expenditures, participants, activity)
 - Quarterly Reports (expenditures, participant data, activity data, progress towards objectives, survey status, program highlights and challenges)
- (b) Close-out Report. Within 60 calendar days after either completion of the Scope of Work or the Expiration Date, whichever occurs first, Grantee shall provide City with a final report that

lists the program accomplishments and expenditure of the City Funds. Grantee's failure to provide the final report or Grantee's unauthorized use of City Funds may result in the Grantee being barred from being eligible for City grant funding in future years.

- (c) The City shall also review the information provided by Grantee under Section 5 Accounting and Reporting as part of the performance review process. Grantees unable to demonstrate sufficient progress toward program objectives or unable to demonstrate spending in accordance with the Authorized Budget, could be subject to the withholding of future funds and/or early termination or non-renewal of this Agreement.

- 7. Inspection, Monitoring, Evaluation and Program Changes.** At any time during normal business hours, and as often as may be deemed necessary, Grantee agrees that the City, and/or any of its authorized representatives shall have access to and the right to examine its offices and facilities engaged in performance of services under this Agreement. No prior notice to Grantee of such inspection by City shall be required.

Grantee shall furnish all data, statements, records, information, and reports necessary for the City to monitor, review and evaluate the performance of the Scope of Work. Grantee shall cooperate with the City in the conduct of any evaluation of Grantee's youth development program and services, including any performance data requested by the City, including feedback from program participants, caretakers, and the community. Grantee shall further cooperate to incorporate minor modifications to the program that may be discovered as necessary and appropriate as a result of feedback from the monitoring and evaluation process. City shall have the right to request the services of an outside agent to assist in any such evaluation, which services shall be paid for by the City.

Grantee recognizes and agrees that an evaluation of the Scope of Work may be completed after the expiration of the first year or the Term. In the event funding for a second year is included in this Agreement, Grantee acknowledges and agrees that such additional funding may be determined based on the results of the evaluation process and City may request changes to the Scope of Work and Budget for the second year or services.

- 8. Non-Discrimination.** Grantee shall not discriminate against any program participant on the grounds of sex which includes gender identity and gender expression, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, citizenship, primary language or immigration status. The foregoing is based on Section 51 of the CA Civil Code, which is incorporated herein by reference as if set forth herein in full, and includes any other applicable federal, state, or local law prohibiting discrimination.

If Grantee is a religious organization, Grantee may not require program participants to engage in any activity or ceremony associated with education or advocacy of that organization's religious beliefs or creed. However, the program offered by Grantee under this Agreement may be held within a church building or a building that may include religious statutes or displays associated with that organization's beliefs or creed.

9. Fingerprinting/Criminal Background/Tuberculosis Checks. The Grantee shall not employ a person, whether as an employee, contractor, or volunteer ("Personnel"), in a position with supervisory or disciplinary authority over a minor in connection with this agreement if the person has been convicted of an offense identified in Public Resources Code section 5164, subdivision (a)(2).

- (a) Grantee shall require all of its Personnel interacting with minors or individuals with developmental disabilities during the term of this Agreement to submit to being fingerprinted and background checked by the California Department of Justice, prior to receiving City Funds or providing services. A background check includes a valid criminal history summary. A conviction for a violation or attempted violation of an offense committed outside the State of California shall be included in this review if the offense would have been a crime if committed in California.
- (b) If at any time, Grantee or any of its Personnel are arrested for, or convicted of a felony or misdemeanor involving a sex offense, violent offense or offense involving moral turpitude, Grantee shall immediately notify the City Representative identified in Section 15 this Agreement.
- (c) Grantee shall likewise be responsible for ensuring that its Personnel are tested for Tuberculosis prior to providing services under this Agreement.
- (d) Results of the background check and TB testing will be provided to the City prior to initiation of any Scope of Work activities under this Agreement. City may require Grantee to submit evidence of Grantee's compliance with these requirements at any time.
- (e) Grantee agrees to that all subcontracts and/or subawards shall contains the provisions of this Section.

10. Suspension and Termination.

- (a) City shall have the right, at any time, to temporarily suspend Grantee's performance hereunder, in whole or in part, by giving a written notice of suspension to Grantee. If City gives such notice of suspension, Grantee shall immediately suspend its activities under this Agreement, as specified in such notice.
- (b) The City shall have the right to terminate this agreement at any time by giving a written notice of termination to Grantee. Upon receipt of such notice, Grantee shall immediately cease performance under this agreement as specified in the notice. If the City terminates this agreement, the City shall reimburse the Grantee for costs incurred and services performed prior to the date of the termination notice; provided, however, City shall not in any manner be liable for special, incidental, indirect, punitive, or consequential damages. Grantee shall furnish to the City any financial information requested by the City to determine the costs incurred

and/or reasonable value of any services provided by Grantee. The foregoing does not affect any right or remedy that City may have in law or equity.

- 11. Representatives and Notices.** Grantee shall assign a single program coordinator who shall have overall responsibility for the performance of this Agreement by Grantee. Should circumstances or conditions require a substitute Grantee coordinator, Grantee shall notify the City Representative identified below.

Any notice under this Agreement must be in writing and will be considered properly given and effective only when mailed or delivered in the manner provided by this Section 10 to the persons identified below or their successors. If mailed, the notice will be effective on the second calendar day from the date it is deposited in the United States Mail addressed as set forth below with postage prepaid. A notice sent in any other manner (e.g., e-mailed or hand-delivered) will be effective or will be considered properly given when actually delivered.

If to Grantee: Ashley Powers Clark
Homeless Education Services Coordinator
5735 47th Avenue
Sacramento, CA 95824
Ashley-clark@scusd.edu

If to City: Rene Kausin
Youth Development Program Manager
City of Sacramento
915 I Street, 3rd floor
Sacramento CA 95814

Any party may change its address for these purposes by giving written notice of the change to the other parties in the manner provided in this Section 10.

- 12. Indemnity.** Grantee shall defend, hold harmless, and indemnify City, its officers, employees, and agents from and against any and all actions, damages, costs, liabilities, claims, demands, losses, judgments, penalties, costs and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by the City's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (collectively, "Liabilities"), including Liabilities arising from personal injury or death, damage to personal, real or intellectual property or the environment, contractual or other economic damages, or regulatory penalties, arising out of or in any way related to Grantee's acts or omissions under this Agreement, whether or not (i) such Liabilities are caused in part by a party indemnified hereunder or (ii) such Liabilities are litigated, settled or reduced to judgment, except that the foregoing indemnity does not apply to liability for any damage or expense for death or bodily injury to persons or damage to property to the extent arising from the sole negligence or willful misconduct of the City, its officers, employees, agents, or independent contractors who are directly responsible to City. The provisions of this Section 11 will survive the expiration or termination of this Agreement.

13. Insurance. During the term of this Agreement, Grantee) shall maintain at its sole expense insurance coverage as follows:

- (a) Commercial General Liability Insurance providing coverage at least as broad as ISO CGL Form 00 01 on an occurrence basis for bodily injury, including death, of one or more persons, property damage, and personal injury, arising out of activities performed by or on behalf of Grantee, products and completed operations of Grantee, and premises owned, leased, or used by Grantee, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy must provide contractual liability and products and completed operations coverage for the term of the policy. **The policy must not exclude coverage for sexual abuse, physical abuse, or molestation.**
- (b) Automobile Liability Insurance is required if Grantee provides transportation for program participants providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of Grantee.

No automobile liability insurance is required if Grantee certifies as follows:

“Grantee certifies that a motor vehicle will not be used in the performance of any work or services under this Agreement. If, however, Grantee requires any employees of Grantee to use a vehicle to perform services under this Agreement, Grantee understands that it must maintain and provide evidence of Automobile Liability Insurance providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the Grantee.”

MAH (Grantee initials)

- (c) Workers' Compensation Insurance with statutory limits, and Employers' Liability Insurance with limits of not less than one million dollars (\$1,000,000). No Workers' Compensation insurance shall be required if Grantee completes the following certification:

“I certify that my business has no employees, and that I do not employ anyone. I am exempt from the legal requirements to provide Workers' Compensation insurance.”

MAH (Grantee initials)

- (d) The Commercial General Liability and Automobile Liability policies must contain, or be endorsed to contain, the following provisions:

- (1) The City, its officials, employees, and agents must be covered by policy terms or endorsement as additional insureds.
 - (2) Grantee's insurance coverage is primary insurance as respects the City, its officials, employees, and agents. Any insurance or self-insurance maintained by the City, its officials, employees, or agents is in excess of Grantee's insurance and does not contribute with it.
 - (3) The City must be provided with 30 days' written notice of cancellation or material change in the policy language or terms.
 - (4) Any failure to comply with reporting provisions of the policies does not affect coverage provided to the City, its officials, employees, or volunteers.
 - (5) Coverage must state that Grantee's insurance applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- (e) Insurance must be placed with insurers with a Bests' rating of not less than A:VI. Self-insured retentions, policy terms, or other variations that do not comply with the requirements of this Section 12 must be declared to and approved by City in writing prior to execution of this Agreement.
- (f) Grantee shall furnish City with certificates and required endorsements evidencing the insurance required. The certificates and endorsements must be forwarded to the City Representative named in Section 10. Copies of policies must be delivered to City on demand. Certificates of insurance must be signed by an authorized representative of the insurance carrier.
- (g) For all insurance policy renewals during the term of this Agreement, Grantee shall send insurance certificates reflecting the policy renewals directly to:
- City of Sacramento
c/o Exigis LLC
PO Box 947
Murrieta, CA 92564
- Insurance certificates also may be faxed to (888) 355-3599, or e-mailed to:
certificates-sacramento@riskworks.com
- (h) The City may withhold payments to Grantee or terminate the Agreement if the insurance is canceled or is not renewed as required by this Section 12.

- (h) Grantee's liability to the City is not in any way be limited to or affected by the amount of insurance coverage required or carried by Grantee in connection with this Agreement.
 - (i) Any available insurance proceeds in excess of the specified minimum limits and coverages must be made available to the City.
- 14. Labor Peace Agreement.** Grantee shall not engage in conduct that would disrupt or interfere with a labor organization's activities or otherwise prohibit or discourage employee unionization.
- 15. Conflicts of Interest.** The Grantee, its officers, directors, employees, and agents shall not have or acquire any interest, directly or indirectly, that creates an actual or apparent conflict with the interests of City or that in any way hinders Grantee's performance under this Agreement.
- 16. Miscellaneous.**
- (a) *Compliance with Applicable Laws.* Grantee shall conduct its affairs and carry on its operations in compliance with all applicable federal, state, and local laws. Grantee must be registered and in good standing with the Registry of Charitable Trusts maintained by the California Attorney General and the corporation must be registered, active, and in good standing with the Secretary of State corporation filings.
 - (b) *Assignment.* Grantee may not assign or otherwise transfer this Agreement or any interest in it without City's written consent, which the City may grant or deny in its sole discretion. An assignment or other transfer made contrary to this Section 14(b) is void.
 - (c) *Independent Contractors.* Grantee may assign employees and volunteers or contract with third parties to perform the Scope of Work at its exclusive discretion and the services of such assigned employees, volunteers and third parties shall be at the sole expense of Grantee and they shall not be entitled to any benefits payable to employees of City.
 - (d) *Third Parties.* This Agreement is for the sole benefit of Grantee and City and no other person or entity shall be entitled to rely upon, enforce, or receive any direct benefit from this Agreement.
 - (e) *No Joint Venture.* It is understood and agreed that each party is an independent person, entity or government agency and that this Agreement shall not create a relationship between City and Grantee of employer-employee, joint venture, partnership, or any other relationship of association. Except as expressly provided in this Agreement or as the parties may specify in writing, neither party shall have authority, express or implied, to act on behalf of the other party in any capacity whatsoever as an agent.
 - (f) *Interpretation and Exhibits.* This Agreement is to be interpreted and applied in accordance with California law. **Attachments 1 and 2**, and **Exhibit D** if applicable, are part of this Agreement.

- (g) *Waiver of Breach.* A party's failure to insist on strict performance of this Agreement or to exercise any right or remedy upon the other party's breach of this Agreement will not constitute a waiver of the performance, right, or remedy. A party's waiver of the other party's breach of any term or provision in this Agreement is not a continuing waiver or a waiver of any subsequent breach of the same or any other term or provision. A waiver is binding only if set forth in writing and signed by the waiving party.
- (h) *Severability.* If a court with jurisdiction rules that any nonmaterial part of this Agreement is invalid, unenforceable, or contrary to law or public policy, then the rest of this Agreement remains valid and fully enforceable.
- (i) *Counterparts.* The parties may sign this Agreement in counterparts, each of which is considered an original, but all of which constitute the same Agreement. Facsimiles, pdfs, and photocopies of signature pages of the Agreement have the same binding effect as originals.
- (j) *Time of Essence.* Time is of the essence in performing this Agreement.
- (k) *Integration and Modification.* This Agreement sets forth the parties' entire understanding regarding the matters set forth above and is intended to be their final, complete, and exclusive expression of those matters. It supersedes all prior or contemporaneous agreements, representations, and negotiations—written, oral, express, or implied—and may be modified only by another written agreement signed by both parties.
- (l) *Authority.* Each of the signatories to this Agreement represents that he/she is authorized to sign the Agreement on behalf of such party and that all approvals, resolutions and consents which must be obtained to bind such party have been obtained that no further approvals, acts or consents are required to bind such party to this Agreement.
- (m) *Tax Implications and Consequences.* The City makes no representations as to the tax consequences associated with the disbursement of ARPA funds related to this agreement, and any determination related to this issue is the sole responsibility of the Grantee. Grantee acknowledges consulting with its own tax advisors or tax attorneys regarding this transaction or having had an opportunity to do so prior to signing this agreement. Grantee acknowledges the City cannot provide advice regarding the tax consequences or implications of the ARPA funds disbursed to Grantee under the terms of this agreement.

[signature page follows]

IN WITNESS WHEREOF, this Agreement has been entered into as of the day and year first stated above.

City of Sacramento

By: _____
Ryan Moore
Assistant City Manager
For: City Manager

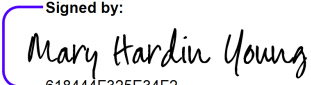
Approved as to Form:

By: _____
Jennifer Gore
Senior Deputy City Attorney

Attest:

By: _____
Wendy Klock-Johnson
Assistant City Clerk

Sacramento City Unified School District

By:  _____
Signed by:
618444E325E34F2
Name: Mary Hardin Young
Title: Deputy Superintendent

ATTACHMENT I

SCOPE OF WORK

Agency Name: Sacramento City Unified School District

Primary Fund Goal: Youth Homelessness

Program Name: Sacramento City Unified School District Homeless Education Services Program

Program Summary: SCUSD’s Homeless Education Services Program (HESP) supports over 3,000 students experiencing homelessness (ages 0–18) with trauma-informed services that address education, mental health, and housing stability. Operating at high schools, community sites, and through a Mobile Resource Center, HESP provides academic support, mentorship, counseling, and basic needs assistance in partnership with organizations like Alchemist CDC, Youth Forward, and the Sacramento Kindness Campaign.

Total unduplicated youth served in the 3.5 year grant period: 390

Year I

July 1, 2025 – December 31, 2026

Number of unduplicated youth served	230 unduplicated youth ages 0-18
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Activity Table - Provide an estimate on the overall activities in this section that correspond to the detailed activities you will provide throughout the programmatic period.

Activities with Description	Category Group or Individual	Session (Number)	Session (hours)	Total No. of Program Hours	Timeline
Mentoring - Staff provide mentoring using Healing-Centered Engagement principles, fostering trust, addressing trauma, and supporting progress toward goals.	Individual	400	1	400	July 2025- Dec 2026
Motivate Youth - utilizes near-peer mentors to deliver mental health support in safe, welcoming spaces on school	Group	20	1	20	July 2025- Dec 2026

campuses, reducing stigma and barriers to access.					
Leadership Teams - Will monitor core metrics, including graduation and identification rates, ensuring data-driven decision-making. Campaign that reframes the narrative around homelessness.	Group	40	1	20	July 2025-Dec 2026
Summer Academy - Combines academic support, near-peer mentorship, workforce development, and field trips, all designed by youth participants	Group	4	25	100	July – Aug 2025 Jul – Aug 2026
Case Management – Provided by Sacramento Kindness Campaign to provide crisis support, unrestricted funds, and case management to fill gaps not covered by public funding	Individual	40	3	120	July 2025-Dec 2026
Field Trips - Promoting social-emotional learning, career exploration, and exposure to new opportunities.	Group	4	6	24	July 2025-Dec 2026
Community Presentations- Presentations to community stakeholders engaged in project including the Black Parallel School Board, conference presentations such as the yearly Education of Children and Youth Conference, Alchemist, SCUSD School Board, City Council, UC Berkeley convenings and other groups as requested.	Group	4	2	8	July 2025-Dec 2026
One on One Outreach - Build trust and engagement with Near-peer mentors, who share lived experiences with	Individual	250	.5	125	July 2025-Dec 2026

homelessness and substance use challenges					
Recruitment - Achieved through street-based outreach and data-driven identification using SCUSD's student information system.	Group	5	3	15	July 2025- Dec 2026
Pop Up Events - Engages high school-aged SEH and their families, particularly those not enrolled in school	Group	8	4	24	August 2025- June 2026 August 2026- December 2026

Projected participants reside or attend school in the following opportunity neighborhoods

(Refer to Seed/COI Tool/neighborhoods with Sacramento Equity Index and list all that apply):

Neighborhood	Zip
Oak Park, Central Oak Park, Lawrence Park, South Oak Park, Fruitridge Manor, Southeast Village, Glen Elder, Parkway, Avondale,	95820
Parkway, Parkway Estates, Woodbine, Meadowview	95823

Year 2

January 1, 2027 – December 31, 2027

<u>Number of unduplicated youth served</u>	230 unduplicated youth ages 0-18
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Activity Table - Provide an estimate on the overall activities in this section that correspond to the detailed activities you will provide throughout the programmatic period.

Activities with Description	Category Group or Individual	Session (Number)	Session (hours)	Total No. of Program Hours	Timeline
Mentoring - Staff provide mentoring using Healing-Centered Engagement principles, fostering trust, addressing trauma, and supporting progress toward goals.	Individual	400	1	400	Jan- Dec 2027
Motivate Youth - utilizes near-peer mentors to deliver mental health support in safe, welcoming spaces on school campuses, reducing stigma and barriers to access.	Group	20	1	20	Jan- Dec 2027
Leadership Teams - Will monitor core metrics, including graduation and identification rates, ensuring data-driven decision-making. Campaign that reframes the narrative around homelessness.	Group	40	1	20	Jan- Dec 2027
Summer Academy - Combines academic support, near-peer mentorship, workforce development, and field trips, all designed by youth participants	Group	4	25	100	June – Aug 2027
Case Management – Provided by Sacramento Kindness Campaign to provide crisis support, unrestricted funds, and case management to fill gaps not covered by public funding	Individual	40	3	120	Jan- Dec 2027
Field Trips - Promoting social-emotional learning, career exploration, and exposure to new opportunities.	Group	4	6	24	Jan- Dec 2027

Community Presentations- Presentations to community stakeholders engaged in project including the Black Parallel School Board, conference presentations such as the yearly Education of Children and Youth Conference, Alchemist, SCUSD School Board, City Council, UC Berkeley convenings and other groups as requested.	Group	4	2	8	Jan- Dec 2027
One on One Outreach - Build trust and engagement with Near-peer mentors, who share lived experiences with homelessness and substance use challenges	Individual	250	.5	125	Jan- Dec 2027
Recruitment - Achieved through street-based outreach and data-driven identification using SCUSD's student information system.	Group	5	3	15	Jan- Dec 2027
Pop Up Events - Engages high school-aged SEH and their families, particularly those not enrolled in school	Group	8	4	24	Jan- Dec 2027

Projected participants reside or attend school in the following opportunity neighborhoods

(Refer to Seed/COI Tool/neighborhoods with Sacramento Equity Index and list all that apply):

Neighborhood	Zip
Oak Park, Central Oak Park, Lawrence Park, South Oak Park, Fruitridge Manor, Southeast Village, Glen Elder, Parkway, Avondale,	95820
Parkway, Parkway Estates, Woodbine, Meadowview	95823

Year 3**January 1 2028 – December 31, 2028**

Number of unduplicated youth served	230 unduplicated youth ages 0-18
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Activity Table - Provide an estimate on the overall activities in this section that correspond to the detailed activities you will provide throughout the programmatic period.

Activities with Description	Category Group or Individual	Session (Number)	Session (hours)	Total No. of Program Hours	Timeline
Mentoring - Staff provide mentoring using Healing-Centered Engagement principles, fostering trust, addressing trauma, and supporting progress toward goals.	Individual	400	1	400	Jan- Dec 2028
Motivate Youth - utilizes near-peer mentors to deliver mental health support in safe, welcoming spaces on school campuses, reducing stigma and barriers to access.	Group	20	1	20	Jan- Dec 2028
Leadership Teams - Will monitor core metrics, including graduation and identification rates, ensuring data-driven decision-making. Campaign that reframes the narrative around homelessness.	Group	40	1	20	Jan- Dec 2028
Summer Academy - Combines academic support, near-peer mentorship, workforce development, and field trips, all designed by youth participants	Group	4	25	100	Jun– Aug 2028
Case Management – Provided by Sacramento Kindness Campaign to provide crisis support,	Individual	40	3	120	Jan- Dec 2028

unrestricted funds, and case management to fill gaps not covered by public funding					
Field Trips - Promoting social-emotional learning, career exploration, and exposure to new opportunities.	Group	4	6	24	Jan- Dec 2028
Community Presentations- Presentations to community stakeholders engaged in project including the Black Parallel School Board, conference presentations such as the yearly Education of Children and Youth Conference, Alchemist, SCUSD School Board, City Council, UC Berkeley convenings and other groups as requested.	Group	4	2	8	Jan- Dec 2028
One on One Outreach - Build trust and engagement with Near-peer mentors, who share lived experiences with homelessness and substance use challenges	Individual	250	.5	125	Jan- Dec 2028
Recruitment - Achieved through street-based outreach and data-driven identification using SCUSD's student information system.	Group	5	3	15	Jan- Dec 2028
Pop Up Events - Engages high school-aged SEH and their families, particularly those not enrolled in school	Group	8	4	24	Jan -- Dec 2028

Projected participants reside or attend school in the following opportunity neighborhoods
(Refer to Seed/COI Tool/neighborhoods with Sacramento Equity Index and list all that apply):

Neighborhood	Zip
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Oak Park, Central Oak Park, Lawrence Park, South Oak Park, Fruitridge Manor, Southeast Village, Glen Elder, Parkway, Avondale,	95820
Parkway, Parkway Estates, Woodbine, Meadowview	95823

Program Planned Indicators for total 3.5 year grant period:

SACRAMENTO CHILDREN'S FUND MEASURES	CUMULATIVE OUTCOME ACHIEVED
Youth report development of 21st century skills	75%
Youth show improvement in school success- academic performance and/or attendance	75%
Families report feeling empowered to engage in their children's healthy development	
Youth increase activity and engagement in community	
Children are ready to learn and prepared for school	
Youth and families report feeling supported	
Youth report a reduction in substance abuse	

BUDGET**YEAR I**

Applicant Agency:	Sacramento City Unified School District			
Program Name:	Homeless Education Service Program			
Year 1.5 FY:	07/01/2025-12/31/2026			
Programmatic Period:	07/01/2025-12/31/2026			
Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
I. DIRECT COSTS-PERSONNEL				
Total Direct Service Staff Salaries	\$775,514.85	\$168,043.50	\$223,852.79	\$0.00
1.0 FTE Youth Services Specialist Salary		\$168,043.50		
.2 FTE Special populations coordinator			\$42,332.70	
.1 FTE HES Coordinator			\$20,272.49	
.25 MFMHA			\$24,469.40	
.25 Social Worker			\$53,283.03	
.05 Community Engagement manager			\$10,583.18	
4 per diem teachers @ 1 hour a day. (82.73/hour)			\$72,912.00	
2 per diem teachers @ 4 hours a day for 5 weeks			\$24,819.00	\$0.00
2 per diem social workers @ 4 hours a day for 5 weeks			\$27,096.00	
Total Direct Service Staff Fringe and Benefits	\$634,512.15	\$59,041.50	\$48,471.08	
1.0 FTE Youth Services Specialist Salary		\$59,041.50		
.2 FTE Special populations coordinator			\$11,006.50	
.1 FTE HES Coordinator			\$7,122.77	
.25 MFMHA			\$8,597.36	
.25 Social Worker			\$2,835.80	
.05 Community Engagement manager			\$2,751.63	
4 per diem teachers @ 1 hour a day. (82.73/hour)				
2 per diem teachers @ 4 hours a day for 5 weeks				
2 per diem social workers @ 4 hours a day for 5 weeks				
II. DIRECT COSTS-OTHER				
Total Equipment/Furniture	\$0.00	\$0.00	\$0.00	\$0.00
Total Facility Rental	\$0.00	\$0.00	\$0.00	\$0.00
Total Food	\$0.00	\$3,000.00	\$0.00	\$0.00
Total General Office Supplies	\$1,500.00	\$1,000.00	\$1,000.00	\$0.00
Total Participant Incentives	\$7,500.00	\$0.00	\$0.00	\$0.00
Total Program Supplies	\$118,500.00	\$3,000.00	\$1,000.00	\$0.00
Total Staff Training	\$0.00	\$0.00	\$0.00	\$0.00
Total Travel/Transportation	\$0.00	\$0.00	\$3,000.00	\$0.00
Cost of mobile resource center	\$0.00	\$0.00	\$75,500.00	
Internet/Phone	\$0.00	\$0.00	\$0.00	\$1,500.00
III. YOUTH WAGES AND STIPENDS				
Total Youth Wages	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Wages Fringe	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Stipends	\$0.00	\$0.00	\$0.00	\$0.00
IV. ADMINISTRATIVE/INDIRECT COSTS				
Total Admin/Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
V. SUBCONTRACTORS				
Alchemist Community Development Corporation	\$20,000	\$30,000.00		
Sacramento Kindness Campaign	\$5,000	\$30,000.00		
Youth Forward				
VI. PROGRAM EVALUATION				
Total Program Evaluation	\$0.00	\$0.00	\$0.00	\$0.00
VII. OTHER				
Field Trips	\$0.00	\$0.00	\$8,000.00	\$0.00
Click or tap here to enter text.	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$1,562,527.00	\$294,085.00	\$396,581.84	\$1,500.00

YEAR 2

Applicant Agency:	Sacramento City Unified School District			
Program Name:	Homeless Education Service Program			
Year 2 FY:	01/01/2027 - 12/31/2027			
Programmatic Period:	01/01/2027 - 12/31/2027			
Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
I. DIRECT COSTS-PERSONNEL				
Total Direct Service Staff Salaries	\$517,009.90	\$117,630.45	\$149,235.19	\$0.00
1.0 FTE Youth Services Specialist Salary		\$117,630.45		
.2 FTE Special populations coordinator			\$28,221.80	
.1 FTE HES Coordinator			\$13,514.99	
.25 MFMHA			\$16,312.93	
.25 Social Worker			\$35,522.02	
.05 Community Engagement manager			\$7,055.45	
4 per diem teachers @ 1 hour a day. (82.73/hour)			\$48,608.00	
2 per diem teachers @ 4 hours a day for 5 weeks			\$16,546.00	\$0.00
2 per diem social workers @ 4 hours a day for 5 weeks			\$18,064.00	
Total Direct Service Staff Fringe and Benefits	\$423,008.10	\$39,361.00	\$30,995.38	
1.0 FTE Youth Services Specialist Salary		\$39,361.00		
.2 FTE Special populations coordinator			\$7,337.67	
.1 FTE HES Coordinator			\$4,748.51	
.25 MFMHA			\$5,731.57	
.25 Social Worker			\$11,343.22	
.05 Community Engagement manager			\$1,834.42	
4 per diem teachers @ 1 hour a day. (82.73/hour)				
2 per diem teachers @ 4 hours a day for 5 weeks				
2 per diem social workers @ 4 hours a day for 5 weeks				
II. DIRECT COSTS-OTHER				
Total Equipment/Furniture	\$0.00	\$0.00	\$0.00	\$0.00
Total Facility Rental	\$0.00	\$0.00	\$0.00	\$0.00
Total Food	\$0.00	\$3,000.00	\$0.00	\$0.00
Total General Office Supplies	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Total Participant Incentives	\$5,000.00	\$0.00	\$0.00	\$0.00
Total Program Supplies	\$79,000.00	\$3,000.00	\$1,000.00	\$0.00
Total Staff Training	\$0.00	\$0.00	\$0.00	\$0.00
Total Travel/Transportation	\$0.00	\$0.00	\$3,000.00	\$0.00
Cost of mobile resource center	\$0.00	\$0.00	\$75,500.00	
Internet/Phone	\$0.00	\$0.00	\$0.00	\$1,500.00
III. YOUTH WAGES AND STIPENDS				
Total Youth Wages	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Wages Fringe	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Stipends	\$0.00	\$0.00	\$0.00	\$0.00
IV. ADMINISTRATIVE/INDIRECT COSTS				
Total Admin/Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
V. SUBCONTRACTORS				
Alchemist Community Development Corporation	\$10,000	\$30,000.00		
Sacramento Kindness Campaign	\$5,000	\$30,000.00		
Youth Forward				
VI. PROGRAM EVALUATION				
Total Program Evaluation	\$0.00	\$0.00	\$0.00	\$0.00
VII. OTHER				
Field Trips	\$0.00	\$0.00	\$8,000.00	\$0.00
Click or tap here to enter text.	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$1,040,018.00	\$223,991.45	\$303,340.57	\$1,500.00

YEAR 3

Applicant Agency:	Sacramento City Unified School District			
Program Name:	Homeless Education Service Program			
Year 3 FY:	01/01/2028 - 12/31/2028			
Programmatic Period:	01/01/2028 - 12/31/2028			
Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
I. DIRECT COSTS-PERSONNEL				
Total Direct Service Staff Salaries	\$517,009.90	\$123,511.97	\$149,235.19	\$0.00
1.0 FTE Youth Services Specialist Salary		\$123,511.97		
.2 FTE Special populations coordinator			\$28,221.80	
.1 FTE HES Coordinator			\$13,514.99	
.25 MFMHA			\$16,312.93	
.25 Social Worker			\$35,522.02	
.05 Community Engagement manager			\$7,055.45	
4 per diem teachers @ 1 hour a day. (82.73/hour)			\$48,608.00	
2 per diem teachers @ 4 hours a day for 5 weeks			\$16,546.00	\$0.00
2 per diem social workers @ 4 hours a day for 5 weeks			\$18,064.00	
Total Direct Service Staff Fringe and Benefits	\$423,008.10	\$39,361.00	\$30,995.38	
1.0 FTE Youth Services Specialist Salary		\$39,361.00		
.2 FTE Special populations coordinator			\$7,337.67	
.1 FTE HES Coordinator			\$4,748.51	
.25 MFMHA			\$5,731.57	
.25 Social Worker			\$11,343.22	
.05 Community Engagement manager			\$1,834.42	
4 per diem teachers @ 1 hour a day. (82.73/hour)				
2 per diem teachers @ 4 hours a day for 5 weeks				
2 per diem social workers @ 4 hours a day for 5 weeks				
II. DIRECT COSTS-OTHER				
Total Equipment/Furniture	\$0.00	\$0.00	\$0.00	\$0.00
Total Facility Rental	\$0.00	\$0.00	\$0.00	\$0.00
Total Food	\$0.00	\$3,000.00	\$0.00	\$0.00
Total General Office Supplies	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Total Participant Incentives	\$5,000.00	\$0.00	\$0.00	\$0.00
Total Program Supplies	\$79,000.00	\$3,000.00	\$1,000.00	\$0.00
Total Staff Training	\$0.00	\$0.00	\$0.00	\$0.00
Total Travel/Transportation	\$0.00	\$0.00	\$3,000.00	\$0.00
Cost of mobile resource center	\$0.00	\$0.00	\$75,500.00	
Internet/Phone	\$0.00	\$0.00	\$0.00	\$1,500.00
III. YOUTH WAGES AND STIPENDS				
Total Youth Wages	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Wages Fringe	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Stipends	\$0.00	\$0.00	\$0.00	\$0.00
IV. ADMINISTRATIVE/INDIRECT COSTS				
Total Admin/Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
V. SUBCONTRACTORS				
Alchemist Community Development Corporation	\$10,000	\$30,000.00		
Sacramento Kindness Campaign	\$5,000	\$30,000.00		
Youth Forward				
VI. PROGRAM EVALUATION				
Total Program Evaluation	\$0.00	\$0.00	\$0.00	\$0.00
VII. OTHER				
Field Trips	\$0.00	\$0.00	\$8,000.00	\$0.00
Click or tap here to enter text.	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$1,040,018.00	\$229,872.97	\$303,340.57	\$1,500.00

ATTACHMENT 2A**INVOICE**

		DATE:		
"ENTER COMPANY NAME"		INVOICE #		
Contact Person Name		Request #	I	
Address		Project ID #		
City, State, Zip Code		Contract #		
Phone Number				
Email:				
BILL TO: City of Sacramento - Youth Parks, and Community Enrichment (YPCE)				
Attn: Julie Garen, Program Specialist				
915 I Street, 3rd Floor				
Sacramento, CA 95814				
Budget Category	Total Budget	Balance	Invoice Amount	Purchase Description
I. DIRECT COSTS-PERSONNEL		\$ -	\$ -	
Total Direct Service Staff Salaries			\$ -	
Total Direct Service Staff Fringe & Benefits			\$ -	
II. DIRECT COSTS-OTHER		\$ -	\$ -	
Total Equipment/Furniture				
Total Facility Rental				
Total Food				
Total General Office Supplies				
Total Participant Incentives				
Total Program Supplies				
Total Staff Training				
Total Travel/Transportation				
III. YOUTH WAGES AND STIPENDS				
Total Youth Wages				
Total Youth Wages Fringe				
Total Youth Stipends				
IV. ADMINISTRATIVE/INDIRECT COSTS				
Total Admin/Indirect Costs				
V. SUBCONTRACTORS				
Total Subcontractors				
VI. PROGRAM EVALUATION			\$ -	
Total Program Evaluation			\$ -	
VII. OTHER			\$ -	
Total Other			\$ -	
			\$ -	
Total	\$ -	\$ -	\$ -	

ATTACHMENT 3

GRANTEE NONCOMPLIANCE PROCEDURES

This Attachment 3 is incorporated into and made part of the Grant Agreement between the CITY and the GRANTEE. The terms and conditions set forth herein establish the standards, procedures, and consequences that govern GRANTEE noncompliance with the Grant Agreement and applicable CITY policies.

1. Purpose. This Exhibit defines the CITY's rights and the GRANTEE's obligations in the event of noncompliance with the Grant Agreement. The purpose is to ensure accountability, safeguard public funds, and preserve the integrity of CITY-funded programs.

2. Definition of Noncompliance. GRANTEE noncompliance shall include, but is not limited to, the following:

- A. Reporting or Documentation Noncompliance: Late or missing reports, poor documentation practices, or minor invoicing errors.
- B. Financial Mismanagement: Misuse or abuse of funds, weak internal controls, unauthorized spending, unsupported costs, budget deviations without approval, or bankruptcy.
- C. Performance Failures: Failure to meet grant terms, deliverables, timelines, or performance outcomes, failure to address participant eligibility, or program quality issues.
- D. Repeated or Unresolved Audit Findings: Pattern of adverse findings, failure to implement corrective actions, or disregard for prior audit or monitoring recommendations.
- E. Legal or Regulatory Violations: Violations of grant-related laws or requirements (e.g., OMB Uniform Guidance, civil rights, environmental laws, drug-free workplace rules, etc.).
- F. Fraud and Criminal Conduct: Submitting false information, willful misrepresentation, forgery, bribery, falsification of records, procurement fraud, embezzlement, or criminal convictions related to public funds.
- G. Ethics Violations or Conflicts of Interest: Kickbacks, having an interest that conflicts with the interests of the City or that may impair the grantee's ability to perform obligations under the grant agreement, or violations of public trust.
- H. Suspension, Debarment, or Bankruptcy: Active debarment/suspension by any government entity, or bankruptcy affecting the ability to perform grant obligations.

3. Classification of Noncompliance Severity. The CITY shall classify noncompliance into four (4) severity levels:

- A. Level 1 – Minor: Isolated administrative errors with limited impact, including:
 - (1) Reporting or Documentation Noncompliance.
- B. Level 2 – Moderate: Repeated issues or risks to performance or compliance, including:

- (1) Reporting or Documentation Noncompliance;
- (2) Financial Mismanagement;
- (3) Performance Failures;
- (4) Repeated or Unresolved Audit Findings; or
- (5) Legal or Regulatory Violation.

C. Level 3 – Major: Serious misconduct or operational breakdowns, including:

- (1) Financial Mismanagement;
- (2) Performance Failures;
- (3) Repeated or Unresolved Audit Findings;
- (4) Legal or Regulatory Violations;
- (5) Ethics Violations or Conflicts of Interest; or
- (6) Suspension, Debarment, or Bankruptcy.

D. Level 4 – Severe: Fraud, criminal conduct, or violations of public trust, including:

- (1) Legal or Regulatory Violations;
- (2) Fraud and Criminal Conduct;
- (3) Ethics Violations or Conflicts of Interest; or
- (4) Suspension, Debarment, or Bankruptcy.

4. Letter of Noncompliance. Upon identifying noncompliance, the CITY may issue a Letter of Noncompliance, which shall include:

- A. A description of the violation(s);
- B. The specific corrective actions required;
- C. A deadline for submission of a written Corrective Action Response Plan (not to exceed thirty (30) calendar days); and,
- D. A notice that failure to respond may result in suspension or termination of funding.

For Level 3 and 4 violations, the CITY may, in its sole discretion, initiate immediate suspension without offering an opportunity to cure.

5. Corrective Action Process.

- A. Upon receipt of a Letter of Noncompliance, the GRANTEE shall respond in writing with a Corrective Action Response Plan within thirty (30) calendar days that includes:
 - (1) Specific actions taken or proposed to achieve compliance;
 - (2) A timeline for implementation; and,
 - (3) A designated point of contact for follow-up.
- B. The CITY shall review the GRANTEE's response within fifteen (15) business days and, in its sole discretion, may:
 - (1) Approve the plan;
 - (2) Request revisions; or

(3) Reject the plan and impose additional sanctions.

C. The CITY shall not disburse any new payments to GRANTEE until it approves the Corrective Action Response Plan.

6. Sanctions and Suspension. If the GRANTEE fails to cure the violation, or if the violation is sufficiently serious, the CITY may impose any of the following sanctions, proportionate to the severity level:

- A. Level 1 – Minor: Enhanced oversight or monitoring, CITY-provided technical assistance.
- B. Level 2 – Moderate: Enhanced oversight or monitoring, CITY-provided technical assistance and repayment of any grant funds used for unauthorized expenditures.
- C. Level 3 – Major: GRANTEE-provided technical assistance, suspension of all active grant agreements with CITY, repayment of any grant funds used for unauthorized expenditures, audit by a third-party at Grantee's expense, two-year suspension from future CITY grant eligibility.
- D. Level 4 – Severe: Immediate termination of grant agreement, repayment of all grant funds disbursed by CITY, audit by a third-party at Grantee's expense, and five-year suspension from future CITY grant eligibility.

7. Suspension Notice and Consequences.

A. The CITY shall issue a written Suspension Notice to the GRANTEE when, in the City's sole discretion:

- (1) The GRANTEE has failed to respond to a Letter of Noncompliance within the required timeframe;
- (2) The GRANTEE has submitted a Corrective Action Response Plan that is determined to be incomplete or insufficient, or Grantee fails to implement a Corrective Action Response Plan in a timely manner;
- (3) The GRANTEE has engaged in conduct classified as a Level 3 (Major) or Level 4 (Severe) violation;
- (4) The violation cannot be reasonably remedied through corrective action (e.g., repeated or willful misuse of funds, fraudulent reporting, or failure to deliver core services); or
- (5) The GRANTEE's continued participation in City-funded programs would pose a significant risk to public funds or program integrity.

B. The Suspension Notice shall include:

- (1) The nature and severity level of the violation.
- (2) The duration of the suspension.
- (3) Any conditions required for reinstatement.
- (4) The GRANTEE's right to appeal within fifteen (15) business days.

C. During the suspension period, the GRANTEE:

- (1) Shall not be eligible to apply for or receive CITY grant funds.
- (2) Shall have any pending or in-progress grant applications withdrawn.
- (3) Shall be listed as ineligible in the CITY's Grants Management System.

8. Appeals and Reinstatement

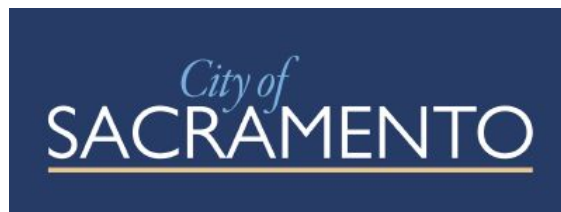
- A. A GRANTEE may appeal a suspension or request for reinstatement after the suspension period or upon satisfying reinstatement conditions.
- B. Appeals shall be in writing and directed to the City Manager, and must include:
 - (1) A written statement of appeal grounds;
 - (2) Supporting documentation; and
 - (3) Any evidence of corrective measures taken.
- D. The CITY shall review appeals within thirty (30) calendar days. All determinations are final and not subject to further administrative review.

9. Incorporation by Reference. The GRANTEE acknowledges that compliance with this Attachment is a material term of the Grant Agreement. Failure to comply may result in termination of the Grant Agreement and recovery of funds.

EXHIBIT A

Sacramento Children's Fund Strategic Investment Plan

July 1, 2024 - June 30, 2029



**Prepared by Sacramento Children's Fund Planning and Oversight
Commission, with support from Third Plateau**

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Welcome

Land Acknowledgement

The Sacramento Children's Fund Planning and Oversight Commission acknowledges that we benefit from living and working on the ancestral and unceded lands of Sacramento's Indigenous Peoples^[i, ii]. We recognize and honor the Nisenan people, the Southern Maidu, Valley and Plains Miwok, Patwin Wintun peoples, and the people of the Wilton Rancheria, Sacramento's only Federally recognized Tribe. This acknowledgement demonstrates an intention to working together to build a more just and inclusive future where we dismantle the systems that enact exclusions and erasures of Indigenous voices, contributions, and history, and affirm the many Indigenous Peoples past, present, and future who resist, live, and uphold their sacred relations across these lands.

City of Sacramento Racial Equity Statement

The City of Sacramento affirms racial equity as a core value in which race does not affect life outcomes. We acknowledge historical racial inequities and are committed to transparent, deliberate, and actionable solutions that will remedy those inequities and serve all our diverse communities.

Executive Summary:

Sacramento Children's Fund Strategic Investment Plan

The Sacramento Children's Fund (Measure L)

In November 2022, voters in the City of Sacramento resoundingly approved the Sacramento Children and Youth Health and Safety Act. Also known as Measure L, this Act established the Sacramento Children's Fund (SCF or "the Fund") as a dedicated stream of funding for child and youth services.

The SCF is supported by general fund revenue, as determined by the City's existing cannabis business operations tax, which supplies an estimated \$8-10 million annually to fund programs and services for children and youth less than 25 years of age through an open, transparent, and competitive grant process. Five fund goals provide overarching direction for investing available funds. These goals include supporting the mental health and emotional wellness of youth and the healthy development of children ages 0 to 5, as well as preventing and reducing youth homelessness, substance abuse, and violence.

A nine-member Sacramento Children's Fund Planning and Oversight Commission (SCF Commission) was also created to work in partnership with the Sacramento Youth Commission to develop this five-year Strategic Investment Plan, review annual service performance reports and periodic evaluation reports, and make recommendations to the City Council regarding investments in the programs and services that children and youth need and deserve to fully participate, prosper, and achieve their optimal potential.

The Strategic Investment Plan

The current five-year (July 1, 2024 – June 30, 2029) Strategic Investment Plan overviews the goals of the SCF and the opportunities and challenges that Sacramento is facing in relation to these goals. Strategies for programming, funding allocations, fund management, and public accountability recommended by the SCF Commission are also discussed. This plan will be presented to the City Council for approval and the fund will be implemented by the City's Youth, Parks, and Community Enrichment Department (YPCE). *Key components of the plan are outlined below.*

Community Input | This plan was informed by a landscape scan, frameworks for youth development, and community voice, including through a community survey and a series of community listening sessions. During the listening sessions, youth, parents, community and system leaders, and other community careholders shared their experiences, insights, needs, and desires for SCF-funded programming. Between January and August 2024, the SCF Commission, Sacramento Youth Commission, and YPCE staff met regularly to review the community findings and identify recommendations for directing SCF investments.

Focus on Equity | With equity at the core of Measure L, this five-year Strategic Investment Plan prioritizes children and youth who are the farthest from services and resources to ensure they receive maximum access to and benefit from SCF-funded programs. The SCF Commission recommends that funding be directed to agencies serving the neighborhoods, schools, and communities where youth experience the greatest impacts of poverty, trauma, and violence.

Recommended Strategies | This plan outlines a series of program strategies that were identified based on community input and documented effectiveness (see table below). These strategies align with the mission, vision, and goals of the SCF. Programs and services that use one or more of these strategies may be eligible for SCF grant funding. Additionally, the SCF Commission recommends utilizing part of the Fund's budget to support a Guaranteed Basic Income Program for youth who are transitioning out of foster care.

Executive Summary:

Sacramento Children's Fund Strategic Investment Plan

Strategies to Achieve Fund Goals

1. Support the mental health and emotional wellness of youth

- Increase mental health literacy
- Develop healthy cultural identities
- Enhance social, emotional, & behavioral learning
- Provide cognitive behavioral interventions
- Reduce access to lethal means

2. Prevent and reduce youth homelessness

- Direct, unrestricted cash assistance
- Prioritize family support and reunification
- Expand housing programs
- Improve supportive crisis responses
- Provide street outreach

3. Prevent and reduce youth substance abuse

- Substance abuse screening, brief intervention, and referral to treatment
- Integrate harm reduction
- Develop positive coping skills
- Build youth power to address socially-based stressors

4. Prevent and reduce youth violence

- Community-based violence intervention
- School-based safety programming
- Workforce development and employment
- Youth leadership and empowerment

5. Support the healthy development of children ages 0 to 5

- Promote early learning and school readiness
- Support responsive relationships
- Champion positive parenting skills and peer-support
- Provide economic supports to reduce sources of life stress
- Expand child care access

Guaranteed basic income for foster youth

- Unconditional cash transfers for current or former foster youth ages 18-24
- Optional wrap-around services, such as financial literacy courses and housing or job search assistance
- Public benefits counseling to ensure informed youth participation

Fund Management | This plan recommends two multi-year competitive funding cycles to award program grants. Grantees are encouraged to leverage existing community, public, and private resources and initiatives, and funded programs should be aligned with the Citywide Youth Development Plan and Framework for Children and Youth Programs. Other key recommendations made by the SCF Commission include receiving ongoing updates on the SCF granting process, robust community engagement, capacity building among SCF-funded grantees, and a youth-focused external evaluator.

This five-year Strategic Investment Plan draws on community wisdom, puts youth at the center, and stresses accountability to the public for making a sustained, positive impact on the lives of Sacramento's children and youth most impacted by poverty, trauma, and violence. The recommendations are rooted in a shared commitment to learning, expanding, and innovating on what works for ensuring that all children and youth have equitable access to the power, conditions, opportunities, and experiences that enable them to fully participate, prosper, and achieve their optimal potential.

Letter from the Chairs

Dear Sacramento Community,

As two young adults born and raised in the City of Sacramento, we had the unique experience of helping lead the campaign that established the voter-approved Sacramento Children's Fund in 2022. Now, as chairs of the Children's Fund Planning and Oversight Commission and the Sacramento Youth Commission respectively, we are actively involved in planning the implementation of the fund.

We want to begin by thanking the youth, adult allies, city staff, and local representatives who supported this initiative through its various iterations. Establishing a Children's Fund in Sacramento took years of dedicated effort, driven by the youth and adult leaders of the Sac Kids First Coalition. Through the years, we held the belief that investing in our most underserved youth, children, and their families is crucial for the City's prosperity and that the fund itself has the potential to positively impact youth, children, and families for generations to come.

In this letter, we offer recommendations to present and future commissioners, city staff, and consultants as we continue to collaborate on the implementation of the Sacramento Children's Fund. To maximize the positive impact of the Children's Fund we believe every part of the process from planning to implementation must include the following components:

1) Center youth and community voices

We challenge future commissioners, consultants, and city staff to not just "consult" with the Sacramento Youth Commission (SYC) but to collaborate intentionally with the SYC to ensure the voices of Sacramento youth are honored throughout this process. To achieve this, we encourage both commissions to routinely hold joint meetings and collaborate with the City and community-based organizations to implement targeted approaches to engaging youth, especially those from communities most impacted by poverty, violence, and trauma.

This can be achieved by 1) engaging youth where it is convenient for them, in their schools and communities, and via trusted community-based organizations; 2) offering a variety of methods for youth to engage in the process, virtually or in-person while compensating them for their time and engagement; and 3) doing targeted, intentional outreach to youth and adult allies so that they are aware of the services and opportunities available to them.

2) Be transparent and accountable

As a part of the implementation process, it is also important to build trust within the broader community and ensure that the community can see the tangible benefits of the fund. This process involves 1) transparency at the onset of every new fiscal year by publicizing the amount of funding available online and where it can be accessed by the public; 2) collecting comprehensive data from funded projects so that progress can be measured; and 3) engaging with youth and community members at every stage of the process to learn about their experience as funded entities or recipients of services.

Letter from the Chairs

The evaluation process should be specific, thorough, and transparent, allowing us to measure impact accurately and make data-driven decisions. If our goal is to create lasting positive change in the lives of Sacramento's children, we need to be transparent about the process we are engaging in to get there.

3) Emphasize equity

Both commissions must commit to integrating an equity lens in the strategic investment plan at the onset. To achieve this, we should expect to collaborate with the Sacramento Racial Equity Alliance, the Office of Diversity and Equity, and the Sacramento Racial Equity Committee. The City must also commit to using an equity-centered approach in its RFP and contracting process that aligns with the recommendations in the strategic investment plan (i.e. priority neighborhoods and populations). Most importantly, our efforts must continuously uplift the voices of Sacramento youth who often are left out of the process. Therefore, commissioners and city staff must ensure youth from the most underrepresented and impacted communities are included in the community engagement process.

In closing, we would like to express our appreciation to the active members of the Sacramento Youth Commission and the Children's Fund Planning and Oversight Commission who offered their expertise and experience to make this plan happen. Everyone from current and future appointed commissioners, city staff, local representatives, and community-based organizations has a role to play in the success of this fund, and this responsibility must be held with care. Together, we can ensure that the Sacramento Children's Fund remains a powerful force for equity and opportunity, empowering future generations of children, youth, and their families to thrive.

Sincerely,

Leo Hsu
Chair, Sacramento Youth Commission

Monica Ruelas Mares
Chair, Sacramento Children's Fund Planning
and Oversight Commission

I. Introduction

In November 2022, after years of youth-led community organizing and advocacy, voters in the City of Sacramento resoundingly approved the Sacramento Children and Youth Health and Safety Act. Also known as **Measure L**, this Act established the Sacramento Children’s Fund (SCF or “the Fund”) as a dedicated stream of sustained funding to support positive youth development and youth violence prevention programs for Sacramento children and youth less than 25 years of age.

“In five years, with thriving youths, Sacramento could be a vibrant and dynamic city. We might see more community involvement, innovative ideas, and a strong sense of youth empowerment, more youth-led initiatives, and a positive impact on the city. There would be a good change.”
- Youth focus group participant

The money for the SCF comes from local cannabis business operations tax (CBOT) revenue. Specifically, the SCF receives 40% of the annual revenue generated from the CBOT. This amounts to an estimated \$8-10 million annually in resources dedicated toward child and youth services, in addition to the City’s existing budget allocations.

Measure L identified five fund goals that provide overarching direction for investing available funds in the Sacramento community:

- Goal 1: Support the mental health and emotional wellness of youth
- Goal 2: Prevent and reduce youth homelessness
- Goal 3: Prevent and reduce youth substance abuse
- Goal 4: Prevent and reduce youth violence
- Goal 5: Support the healthy development of children ages 0 to 5

Planning and Oversight Commission

Measure L also created a nine-member Sacramento Children’s Fund Planning and Oversight Commission (SCF Commission) consisting of one member appointed by the Mayor and one member appointed by each of the City Council Members representing the eight council districts in the City.

In partnership with the Sacramento Youth Commission, the SCF Commission is tasked with developing and refining a five-year strategic investment plan to guide the distribution of available funds, reviewing funded program performance and evaluation reports, and making recommendations to the City Council regarding investments in child and youth services.

Strategic Investment Plan

The following five-year (July 1, 2024 – June 30, 2029) Strategic Investment Plan (SIP) is organized around the five fund goals, each with a statement on the envisioned outcome, followed by a brief narrative that underscores the challenges to be addressed and opportunities to be advanced for that goal area. Options for strategies to achieve desired outcomes for each of the fund goals follow, with an emphasis on approaches that support the specific needs and experiences of children and youth most impacted by poverty, trauma, and violence. Recommendations for funding allocations, fund management, and public accountability to evaluate progress toward achieving the fund goals are also

I. Introduction

provided. Taken together, the components of this plan provide an articulation of values, intent, and accountability founded on the following statement of mission, vision, and guiding principles.

Mission, Vision, and Guiding Principles

Mission Statement:

The SCF provides a dedicated stream of sustained funding to support positive youth development and youth violence prevention programs for Sacramento's children and youth from birth to age 24.

Vision Statement:

All children and youth in Sacramento, especially those most impacted by poverty, trauma, and violence, will have equitable access to the power, conditions, opportunities, and experiences that enable them to fully participate, prosper, and achieve their optimal potential.

Guiding Principles:

As with all City of Sacramento-supported programs for children and youth, the SCF is committed to adhering to and deliberately taking action that aligns with the values, social justice principles, and research-based supports and opportunities outlined in the [Citywide Youth Development Plan & Framework for Children and Youth Programs](#).

Value Statements:

- **Youth Voice:** Honor the youth mantra, "Nothing about us without us."
- **Elimination of Systemic Barriers:** Actively seek ways to break systemic barriers so that youth have access and ability to fully utilize resources and supports.
- **Cultural Humility:** Acknowledge individual and institutional biases, accepting that there are gaps in our knowledge and being open to new ideas.
- **Mutual Respect:** Build relationships through developing a culture of mutual respect and inclusivity.
- **Integrity:** Conduct our work in an honest, moral, ethical, and accountable manner.
- **Innovation:** Recognize that the status quo is unacceptable if it is not improving the lives of Sacramento's children and youth, and thus, we call for thinking outside of the box to better support our youngest residents.
- **Courage:** Have the audacity to take risks, stand up for what is right, and address the most challenging situations is unquestionable.

Social Justice Principles:

- Analyze power in social relationships
- Promote systemic social change
- Make identity central
- Encourage collective action
- Embrace youth culture

Supports and Opportunities:

- **Safety**
 - Emotional
 - Physical
 - Cultural
- **Relationship-Building**
 - With adults
 - With peers
- **Skill-Building**
 - Challenging
 - Interesting
 - Leading to growth and mastery
- **Youth Participation**
 - Input and decision-making
 - Opportunities for leadership
 - Sense of belonging
- **Community Involvement**
 - Ability to impact community

I. Introduction

Local Data & Community Input Informing the Strategic Investment Plan

This Strategic Investment Plan was informed by a multipronged approach to gathering local data and community input that began in early 2024 with a landscape analysis of child and youth needs and services. A series of community listening sessions and interviews were also conducted to gather feedback from youth, families, and service providers.

A common theme emerged: neighborhoods across Sacramento differ significantly in their access to the social, economic, and environmental resources and conditions that allow children, youth, and their families to thrive. These disparities include varying availability of quality schools and afterschool activities, safe housing, healthy food, parks, clean air, transportation access, and economic opportunities. Such differences in neighborhood opportunity fundamentally shape young people's experiences and outcomes related to the fund goals. Historic and present-day laws, policies, and practices rooted in racial discrimination and economic exclusion have contributed to these inequities, including restrictive zoning, racial covenants, redlining, displacement through urban renewal, and segregated public housing. As a result, not all young people in Sacramento have equal access to the local resources and conditions that enrich their development and maximize their potential. For more detailed information, see the [SCF Research Findings](#) and the [SCF Community Engagement Findings](#).

“I've had 20 years of being in North Sacramento. There has been a historic disinvestment of infrastructure, facilities, and programming for residents. The economic impact alone for the community is really an underlying factor for all five [fund goal] areas.”
- CBO focus group participant

The SCF Commission sought a data-informed way to measure important differences in the landscape of opportunity for children and youth across neighborhoods. Two complementary methods for identifying neighborhood inequity are the [Child Opportunity Index \(COI\)](#)^[iii] and the [Sacramento Equity Explore Design \(SEED\) tool](#).^[iv] The COI and the SEED Equity Index tool each aim to identify the quality of resources and conditions that influence the healthy development and life chances of children and youth in the City's 152 census tracts (or neighborhoods, see Appendix Table 1).

These composite indices use more than 40 indicators across multiple domains to provide comparable measures of inequity across neighborhoods. Data encompassed across these indices include: the availability and quality of neighborhood institutions, such as quality schools and nonprofits; peer and adult influences that help shape children's norms and expectations, such as the high school graduation rate and high-skill employment rate for adults; neighborhood social structure and economic resources, such as the poverty rate, broadband access, and mobility-enhancing friendship networks; environmental quality, such as air pollution; and resources for healthy living, such as green space, access to healthy foods, and walkability.

I. Introduction

Figure 1 visualizes the distribution of neighborhood opportunity with an overlay of COI scores and SEED tool scores within the City of Sacramento. These scores are used to categorize neighborhoods into levels, ranging from very low- to very high-opportunity (COI) and from the lowest to highest equity quintile (SEED tool), respectively, relative to other neighborhoods in the area.

The SCF recognizes the benefits of channeling funds to support young people and families in meeting their basic needs in neighborhoods with the most limited conditions and fewest resources for positive development and future success. This approach is not about benefiting one group or one neighborhood at the expense of another. Rather, when strategies are tailored to the needs of communities farthest from resources, opportunities improve for all. The SCF Commission recommends prioritizing the unique needs and experiences of children and youth in very low-opportunity neighborhoods (red squares in Figure 1) or neighborhoods within the lowest equity quintile (blue shading in Figure 1). While these areas may receive priority consideration in funding decisions, all entities proposing to serve children and youth, particularly youth most impacted by poverty, trauma, and violence, are equally encouraged to apply and contribute to the mission of the SCF.

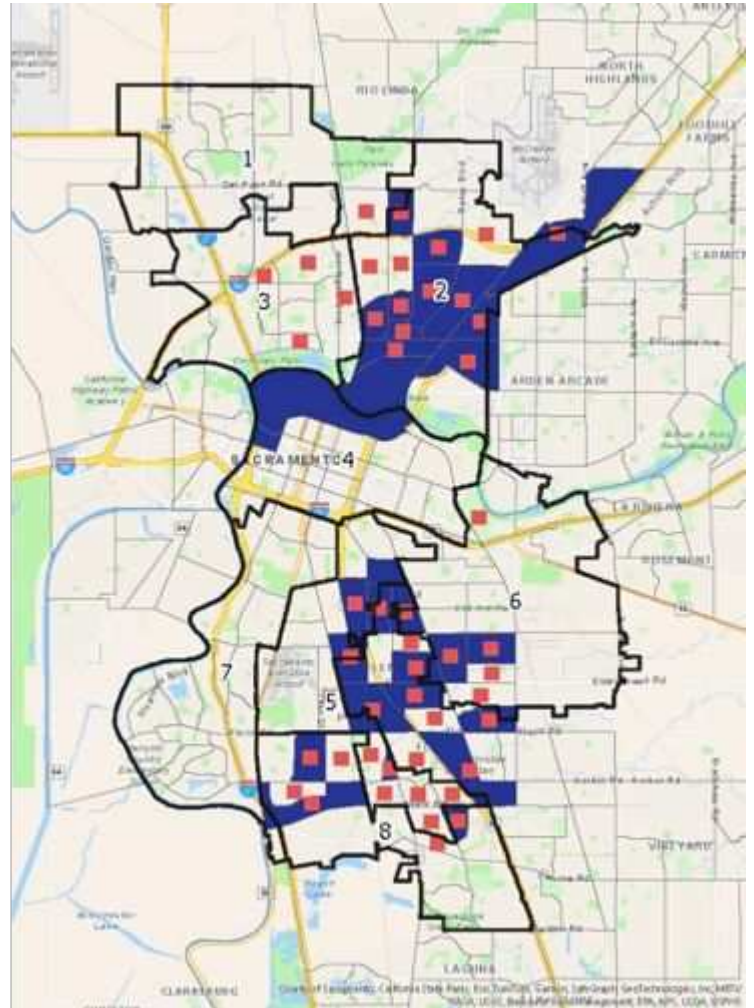


Figure 1. Distribution of neighborhood opportunity in the City of Sacramento, by City Council District

I. Introduction

Children and Youth Most Impacted by Poverty, Trauma, and Violence

The City of Sacramento has a rich history of diverse communities and cultures, as well as vibrant neighborhood histories; however, many of our children and youth continue to struggle with poverty, trauma, and violence. Measure L prioritizes those children and youth with the greatest need for resources and supports. The profile below provides a snapshot of current conditions disproportionately impacting a subset of Sacramento children and youth.

Profile of Children and Youth Living in Sacramento:

The City of Sacramento includes almost 165,000 children and youth (ages 0-24 years) residents.

- 1 in 5 children and youth live in a household with income below the poverty line.^[v]
- There are a total of 1,110 children and youth (0-21 years) in foster care; 242 of these youth were 18-21.^[vi]

Mental Health and Emotional Wellness

- 41% of 11 Grade students report experiencing chronic sadness/hopelessness in the past 12 months.^[vii]
- 3,034 children and youth were admitted to an Emergency Department for injuries related to self-harm. Seventy children and youth died by suicide (2020-23).^[viii]

Homelessness and Foster Youth

- The 2024 Point-in-Time (PIT) Homeless Count estimated that 10% of the unhoused in Sacramento were children under 18, and 7% were youth between 18 and 24.^[ix]
- Those youth in, or transitioning out, of foster care are at a heightened risk for homelessness. One out of every four (25%) of all unhoused individuals surveyed in the 2024 Sacramento PIT shared that they had once been in foster care or lived in a group home before they were an adult.^[x]

Substance Abuse

- Fourteen percent of 11th graders in Sacramento self-reported using drugs or alcohol one more days in the past 30 days.^[xi]
- In Sacramento, fentanyl deaths for youth under 25 nearly tripled from 2019 to 2023 (14 to 38 deaths).^[xii]

Violence

- Between 2020-2022, there were 86 child and youth homicides in the city, including 26 homicides among children ages 0-17, an increase from zero between 2018-2019. Black youth (15-24) are almost nine times more likely to die from homicide than White youth.^[xiii]
- Only half of Sacramento County students (grade 7-11) feel safe in school. LGBTQ+ students report the lowest percentages of feeling safe in school.^[xiv]

Early Childhood Development

- Less than half of the children (45%) served by First 5 Sacramento were read to at least five days a week.^[xv]
- Child care spaces are available in Sacramento for only 28% of the children who need them.^[xvi]

II. Strategies For Investment By Fund Goal

This section discusses the status of Sacramento's children and youth in relation to each of the five fund goals and are accompanied by opportunity statements that envision future outcomes over the next five years. Recommended strategies to achieve each of these visions are discussed below. Strategies were identified through community input and demonstrated effectiveness, as well as alignment with the mission, vision, and goals of the SCF. Additional data can be found in Third Plateau's [SCF Research Findings Report](#).

Goal 1. Support the mental health and emotional wellness of youth

Opportunity Statement: All children and youth in Sacramento have fair and just opportunity to reach their highest level of mental health and emotional well-being.

The mental health and emotional wellness of children and youth is a critical aspect of development and foundational to lifelong health and overall well-being. Positive mental health enables young people to navigate the complexities of day-to-day life, build meaningful relationships, adapt to change, utilize relevant coping mechanisms, have their needs met, and realize their purpose and optimal potential. Yet rates of youth depression and anxiety, as well as youth suicide ideation, attempts, and deaths, even among younger youth, have been on the rise for years and remain unacceptably high.

"I work in a psychiatric facility and I see so many adolescents that do not have coping skills, healthy habits, access to mental health education and mental health care...Mental health is so important. Mentally unwell adolescents don't disappear. They become adults that feel helpless, experience homelessness."

- Youth focus group participant

In California, American Indian and Alaska Native youth ages 10-24 experienced the highest suicide death rate from 2018-2022; Black youth experienced the greatest increase in rate; and Latinx youth experienced the largest absolute number of deaths due to suicide.^[xvii] A statewide survey in 2021 additionally found that 44% of lesbian, gay, bisexual, transgender, queer and/or questioning (LGBTQ) youth ages 13-24 had seriously considered suicide and 14% had attempted suicide in the past year.^[xviii] Sacramento's youth are disproportionately impacted: from 2018-2022, the suicide death rate among Sacramento area youth was 8% higher than the state overall; and, in a 2022-23 survey, more than 1 in 3 Sacramento City middle and high school students said they had experienced chronic sadness or hopelessness in the past 12 months.^[xix]

The COVID-19 pandemic exacerbated existing mental health risk factors, while also increasing exposure to new stressors, especially for children and youth with minoritized and marginalized identities who face unique challenges due to inequities in insurance status, fear and distrust of health care providers, institutional and interpersonal racism, implicit bias, and difficulty accessing culturally relevant providers. Mental health problems and emotional distress can interfere with children's functioning, learning, and behavior; older youth may use substances or act in ways that elevate their risk for unhealthy outcomes; and research suggests that unmet mental health needs contribute to youth homelessness and increased involvement with the foster care and juvenile justice systems.

II. Strategies For Investment By Fund Goal

Options for Strategies to Achieve Goal 1

The SCF supports youth-driven, culturally-affirming, and trauma-responsive strategies that are coordinated, equitable, appropriate, timely, sustainable, and accessible, so that all children and youth have fair and just opportunity to develop and maintain positive mental health, as well as access to affordable and effective early intervention, treatment, and recovery care when, where, and in the ways they need it most. These include^[xx]:

- **Increasing mental health literacy:** Increase knowledge and understanding of how to develop and maintain positive mental health, especially peer modeling programs, as well as skills that support how to effectively engage in help-seeking while also removing systemic barriers to access.
- **Developing healthy cultural identities:** Focus on promotion of strength-based, culturally grounded protective factors over reduction of risk to help build a sense of belonging while countering stigmatization of impacted populations and communities.
- **Enhancing social, emotional, and behavioral learning:** Promote social skills and emotional development by focusing on self-management, responsible decision-making, relationship skills, and social and self-awareness while enhancing connectedness to peers, adults, and community.
- **Providing cognitive behavioral interventions:** Teach skills for emotional regulation, anxiety management, and problem solving to address disruptive thoughts and behaviors in ways that are culturally adaptive or tailored to meet the unique needs of young people and families.
- **Reducing access to lethal means:** Promote safety by removing or securing access to dangerous items such as guns, medications, or other household items that could be used to cause harm to oneself or others in a “moment of crisis.”

II. Strategies For Investment By Fund Goal

Goal 2. Prevent and reduce youth homelessness, especially among youth transitioning out of foster care^[xxi]

Opportunity Statement: All children and youth in Sacramento have a safe and stable place to live and the resources needed to sustainably meet their basic needs.

Housing has a profound impact on the lives of children and youth. Stable housing roots young people in communities, helping to meet basic human needs for safety, support, and belonging and enabling them to access opportunities that are necessary for healthy development and to achieve their optimal potential. Stable housing is linked to increased educational achievement for children and youth; greater family stability; improved job security and access to other family resources, including receipt of public benefits; better health and mental health outcomes throughout life; and stronger communities, as young people can establish durable ties to neighbors and the places they live.^[xxii]

By contrast, children and youth experiencing inadequate housing, frequent housing transitions, and homelessness, especially youth experiencing homelessness without a parent or guardian, are more likely to endure threats to their health, safety, and well-being, including: missing school, resulting in higher rates of problem behavior and dropping out, experiencing poverty, and becoming involved in the juvenile justice system; mental health problems, including suicidal ideation and attempts; substance misuse; violence exposure and injury, including physical and sexual assault and sex and labor trafficking; and unhealthy survival strategies, including stealing, selling drugs, or exchanging sex for basic needs.

“In my situation, I experienced homelessness because I didn't have the ability to afford an apartment when the pandemic happened. No one checked in on me, and my foster family was collecting AB20 money. I had no job. So, making sure youth have these funds up until they're 21 and have housing stability to reduce youth homelessness [is important].”

- Youth focus group participant

Differing definitions of homelessness and varied research methodologies mean that no single data source provides a complete picture of youth homelessness. In California, depending on the source, annual numbers of children and youth experiencing homelessness can range from 26,000 to 226,000.^[xxiii] In Sacramento County, an estimated 340 unaccompanied children and youth were found to be homeless and unsheltered during the 2022 point-in-time count, with an additional 213 young people staying in emergency shelters, transitional housing programs, or safe havens; transition age (TA) youth ages 18-24 accounted for the overwhelming majority (94%) of this population.^[xxiv] Youth who identify as LGBTQ; pregnant and parenting youth; youth with special needs or disabilities; and minoritized youth, particularly Black and American Indian and Alaska Native youth; as well as youth with a history of involvement with the foster care and juvenile justice systems, particularly TA youth exiting foster care, have elevated risk of experiencing homelessness.^[xxv]

II. Strategies For Investment By Fund Goal

Options for Strategies to Achieve Goal 2

The SCF supports additional and coordinated investments in cross-system strategies that focus on root causes, advance equity, and are informed by the strengths and perspectives of youth, so that all young people have a safe and stable place to live, as well as access to the resources needed to exit homelessness and meet their basic needs as they prepare for and enter adulthood. These include ^[xxvi]:

- **Direct, unrestricted cash transfers:** increase access to cash assistance, including one-time payments to help avert a potential crisis, as well as longer-term income payments to make housing and other basic necessities more affordable
- **Prioritizing family support and reunification:** intervene early to avoid a young person separating from their family in the first place, and support youth experiencing homelessness to return home to family when safe and appropriate
- **Expanding housing programs:** when family reunification is not possible, offer coordinated short- and long-term housing options, including both rapid re-housing assistance and permanent supportive housing tailored for youth with a demonstrated need for the most intensive services
- **Improving supportive crisis responses:** increase local crisis housing capacity so that no young person remains unsheltered, including flexible shelter responses, host homes, and other safe, low-barrier crisis housing options
- **Street outreach:** build relationships with youth experiencing homelessness to provide street-based services such as survival aid and resources to move youth into stable housing and prepare them for independence

II. Strategies For Investment By Fund Goal

Goal 3. Prevent and reduce youth substance abuse

Opportunity Statement ^[xxvii, xxviii]: All children and youth in Sacramento have access to the supports and services they deserve to address unhealthy patterns of substance use.

Addressing early exposure to and frequent use of substances among youth is important for healthy brain development and can prevent both short-term harm and lifelong chronic substance use disorders. Unhealthy patterns of using substances—such as nicotine, alcohol, cannabis, illicit drugs, and prescription drugs—often co-occur with mental health and wellness problems and can lead to negative impacts on educational success, including repeated absences, suspension, and expulsion; physical and mental health dangers, including driving while impaired; stressed or fractured family and peer relationships; and increased involvement with the juvenile justice system; and can also develop into substance use dependence, other chronic diseases, and contribute to social and financial insecurities in adulthood.

The youth substance use landscape has shifted over the years. With few exceptions, use of substances continued an overall downward trend from 2020 to 2021 and largely held steady in 2022 and 2023^[xxix]; however, substance use, including misuse of prescription opioids, remains a salient public health challenge.^[xxx] Sacramento, like many regions across the country, continues to confront a concerning epidemic of opioid overdose deaths, including and increasingly among youth. While the opioid overdose death rate in Sacramento County is nearly equivalent to the state rate among older youth ages 20-24, the rate among youth ages 15-19 is nearly 40% higher in Sacramento County than the state overall.^[xxxi] Deaths involving illicitly manufactured fentanyl, an especially potent synthetic opioid, are particularly concerning given the social media proliferation and marketing to youth of counterfeit pills that may contain fentanyl or other illicit drugs that increase overdose risk. Increases in cannabis potency, alcohol by volume, vapor products that ease access to nicotine and cannabis, and multiple substance use also mean that for youth who use, the risks of harm are higher than ever before.

“[It’s] unnerving to be walking through the hallway and smelling weed, or in classrooms. [It’s] hard to get into the bathroom because girls are smoking and vaping...It’s socially acceptable to post pics of them vaping - but why is it so accessible? School is not doing anything about it.”
- Youth focus group participant

Biological and personality factors interact with multiple sources of life stress to place youth at unequal risk of substance use problems. Exposure to these socially based stressors, such as poverty, hunger and food insecurity, community violence and trauma, family instability, homelessness, and discrimination, is more common among youth with disadvantaged social status and those with minoritized and marginalized identities, who may be more vulnerable to unhealthy coping responses owing to the chronicity of adverse stress exposures and overwhelmed psychosocial coping resources. Individual-level interventions, medical care, and treatment can address consequences of these socially based stressors, while upstream interventions, such as those that seek to improve the conditions in which young people live via changes in policies, housing, neighborhood conditions, and increased socioeconomic status, can reduce exposure to the social drivers of substance use vulnerability.^[xxxii]

II. Strategies For Investment By Fund Goal

Options for Strategies to Achieve Goal 3

The SCF supports holistic, equitable, culturally appropriate, and youth-friendly prevention, early intervention, and treatment strategies that empower youth to make their own decisions around substance use and take ownership, so that all children and youth in Sacramento have access to the supports and services they need and deserve to make healthy choices and thrive even in the face of challenges. These include:

- **Screening, brief intervention, and referral to treatment:** Focus on wellness-based responses, rather than disciplinary ones, that offer screening to assess the severity of use, brief interventions focused on motivational interviews to promote awareness and behavior change, and referral to treatment for unhealthy substance use and specialty care.
- **Integrating harm reduction:** Help youth improve their knowledge and decision-making around substance use to reduce stigmatization of use and minimize negative health, social, and legal harms, including lifesaving practices like carrying naloxone and testing substances before trying them.
- **Developing positive coping skills:** Empower young people with healthy coping mechanisms such as mindfulness, relaxation techniques, exercise, creative expression, and problem-solving skills, leveraging peers themselves as resources and support.
- **Build youth power to address socially based stressors:** Empower young people to mobilize and dismantle oppressive systems in their communities such as poverty, trauma, or lack of access to mental health services that play a role in creating vulnerability to unhealthy substance use.

II. Strategies For Investment By Fund Goal

Goal 4. Prevent and reduce youth violence

Opportunity Statement: All children and youth in Sacramento grow up with safety and without the fear, threat, or reality of community violence harming them or their loved ones.

In too many communities—especially communities of color and low-wealth communities that have long suffered from disinvestment, lack of critical services, high levels of poverty, and racial and economic segregation—gun and community violence tragically and unjustly curtail opportunities for children and youth to participate, prosper, and realize their full potential. Research shows that youth exposure to and engagement in violence can have profound negative impacts on a broad range of physical and mental health outcomes, experiencing additional or other forms of violence, and myriad challenges across the lifespan, including barriers to education, employment, and housing. These consequences contribute to the cyclical nature of violence by increasing risk factors in the environments that surround youth and removing protective factors that could promote safe, healthy, and hopeful relationships, families, and communities.

“One of the issues is that for our young people, there's not a lot of options and opportunities for things to do...especially once they hit the 10–14 age range. You're not just going to go to the park or if you were at the park, it isn't safe in a lot of different places. Even though now they can ride the bus for free, there's not a lot for them to do on a regular basis. Once in a while, there's an event or activity, but... during the school year, there doesn't seem to be a lot of space for that group to just be. Without that, they'll go into spaces where they can't and that'll lead to some issues.”
– Caregiver focus group participant

The COVID-19 pandemic contributed to record increases in gun and community violence in cities across the country.^[xxxiii] Between 2020–2022, there were 26 homicides among children ages 0–17 within the city limits compared to zero homicides from 2018–2019.^[xxxiv] The health and safety burden of this violence is grossly uneven, reflecting the concentration of violence in specific neighborhoods and within small networks of young people who are at the center of risk for causing harm. Compared with the state overall, children and youth in Sacramento have a more than three-fold higher rate of homicide. Older youth ages 15–24 account for the largest share of these deaths, with a homicide death rate in 2022 that is nearly double the overall rate among children and youth in the city. Two in three homicides involving Sacramento's children and youth in 2022 were among young people identified as Black or Latinx, with Black youth experiencing a homicide death rate nearly three times higher than the overall rate for children and youth in the city.^[xxxv]

Despite mounting recognition of violence as a preventable public health problem, the tendency to rely on reactive and punitive responses to youth violence and problem behaviors remains common. In non-violence situations where there is no public safety risk, such as classroom disruption, use of profanity, misbehavior on public transit, fighting or truancy, harsh discipline policies and law enforcement-involvement can be counterproductive. Actions like school suspension or expulsion and ticketing or arrest, often push vulnerable youth away from school and employment, potentially into the juvenile justice system. This effect, particularly impacting youth with minoritized and marginalized identities, foster youth, and those with disabilities, contributes to the identified “school-to-prison pipeline.”

II. Strategies For Investment By Fund Goal

Options for Strategies to Achieve Goal 4

The SCF supports community-directed strategies that address three key elements of violence prevention and response. First, strategies should target the unhealthy conditions that cause unequal vulnerability to violence. Second, programs should focus on those youth that are at the highest risk of violence. Finally, individual and community healing and transformation in the aftermath of violence should be centered as an important part of prevention. These strategies are intended to ensure all young people can grow up with safety and without the fear, threat, or reality of violence harming them or their loved ones. These include:

- **Community-based violence intervention:** Establish strong relationships and intervene with young people at the center of risk for violence, leveraging people and organizations with influence and credibility to provide:
 - Intensive life coaching and supportive services for active offenders
 - Street outreach to interrupt and mediate imminent violent conflicts
 - Crisis response and direct support for victims of violence
- **School-based safety programming:** Create school environments that are socially predictable, consistent, safe, and positive by supporting children and youth with conflict mediation skills and restorative justice practices rather than punitive measures.
- **Workforce development and employment:** Invest in improving employment outcomes, including civilian job corps, paid internships and summer jobs for youth, soft skills training, and job placement.
- **Youth leadership and empowerment:** Strengthen and expand civic engagement training for youth to activate their lived experiences and hone their leadership and advocacy skills.

II. Strategies For Investment By Fund Goal

Goal 5. Support the healthy development of children ages 0 to 5

Opportunity Statement: | All young children in Sacramento have the care, relationships, and resources needed to thrive and to begin school safe, healthy, and empowered to succeed.

There is a strong body of evidence affirming the importance of early childhood for every person's future development, health, and well-being. Early childhood is marked by rapid brain development, which supports cognitive skills and is linked to physical and emotional development, including heart and lung function, digestion, immune response, and emotion regulation. This is also the time when the brain is most "plastic" or flexible, allowing young children to adapt to a wide range of exposures. The ways in which development proceeds are fundamentally shaped by a child's early environment, interactions, and experiences, especially their relationships with parents and caregivers. Stable and strong early foundations provide opportunities to affect lifelong learning, behavior, and physical and mental health.

““[There] already wasn't enough places for high-quality learning, then pandemic happened and all supports went online. [We] lost childcare centers and places where kids could go and have a half day of a good learning experience. [They are] still getting built back up; some never came back.”
- City staff focus group participant

Research identifies three key factors for building stronger early foundations in children: 1) constant, responsive relationships between children and adults; 2) healthy core skills of executive function and self-regulation; and 3) low stress, especially the absence of toxic stress and adverse childhood experiences.^[xxxvi] Providing resources and supports to families of young children aimed at reducing stress, developing positive parenting skills, and securing basic needs further builds the foundation for healthy development. For example, affordable, quality childcare is a critical component in achieving these goals but is in short supply in Sacramento. The median annual cost of care in Sacramento County ranges from \$10,806 (for a family childcare home) to \$17,073 (for a childcare center), leaving many families with young children to live in a constant, stressful scramble to find quality care and early learning and school readiness opportunities.^[xxxvii]

A child's readiness to learn and read when they enter kindergarten is critical to lifelong learning, and can be strengthened through parent involvement, exposure to books, and quality preschool. Young children who do not have the opportunity to develop school readiness skills before entering Kindergarten continue to show gaps in learning throughout their education. Disparities that start in early school readiness are reflected in third grade learning; only 16% of Black children and 26% of Latinx children meet or exceeded the standard of English Language Arts, compared to 57% of White children and 51% of Filipino children.^[xxxviii]

II. Strategies For Investment By Fund Goal

Options for Strategies to Achieve Goal 5

The SCF supports strategies that promote young children’s healthy development by reinforcing the capabilities and resources of parents and caregivers, so that all children ages 0-5 in Sacramento have the care, relationships, and resources they need to thrive and to begin school safe, healthy, and empowered to succeed. These include:

- **Promoting early learning and school readiness:** Support early childhood literacy and learning to prepare young children for early school success, such as summer school programs for children entering kindergarten and programs that provide books free of charge.
- **Supporting responsive relationships:** Build caregivers’ capabilities and resources to engage in supportive interaction and “sensitive caregiving,” characterized by prompt and adequate response to a child’s signals and needs.
- **Championing positive parenting skills and peer support:** Support caregivers to build positive parenting skills to successfully manage the stressors of parenting young children, including home visitation programs and parent-to-parent programs.
- **Providing economic supports to reduce sources of life stress:** Create the conditions in which families are able and enabled to meet basic needs and build financial assets to withstand unexpected losses or emergencies, such as cash assistance and family support navigators.
- **Expanding childcare access:** Provide resources and opportunities, such as tuition vouchers and navigation and enrollment support, for families to access high-quality childcare for their young children.

II. Strategies For Investment By Fund Goal

Cross-Cutting Considerations and Approaches

The SCF recognizes the interconnections among the five goal areas and their relationships to common barriers and enablers to positive child and youth development. Integrated strategies that can address underlying causes and provide foundational supports are therefore strongly recommended.

Regardless of the individual fund goal, successful strategies include coordination and intentional cross-system collaborations in communities and across levels of government. The SCF Commission recommends programming that includes one or more of the following cross-cutting considerations related to service provision, delivery, and access:

Service Providers | In considering who provides services, effective strategies typically are led by:

- **Peers, centering youth voice:** Programs engage youth in authentic partnership, centering young people as the experts and leveraging peer-to-peer models where youth can support one another.
- **Caring, trusted adults:** In addition to peer-to-peer approaches, programs staff caring, responsive adults who create safe spaces and are held accountable.
- **People with shared experiences and identities:** Programs engage trusted messengers in mentorship roles who have shared backgrounds and lived experiences as the youth and communities they serve.

Service Delivery | In considering how services are delivered, effective strategies typically are:

- **Tailored to youth needs:** Programs center around unique youth needs, especially those identified by youth themselves, and allow youth to find support when, where, and in the way they need it.
- **Strengths-based:** Programs take an assets-driven approach and view the voices and critical insights of youth, especially impacted youth, as a necessary strength.
- **Culturally responsive and linguistically fluent:** Programs are culturally affirmative and linguistically accessible. This includes valuing and recognizing identity while building belonging.
- **Trauma-informed and healing-focused:** Programs center around healing and consider the impacts of trauma and traumatic stress. Offerings are restorative and non-punitive.
- **Holistic with wrap-around supports:** Programs prioritize wrap-around services to help young people in meeting complex needs through comprehensive and coordinated resources and supports.

Service Accessibility | In considering how young people and families utilize services, effective strategies typically are:

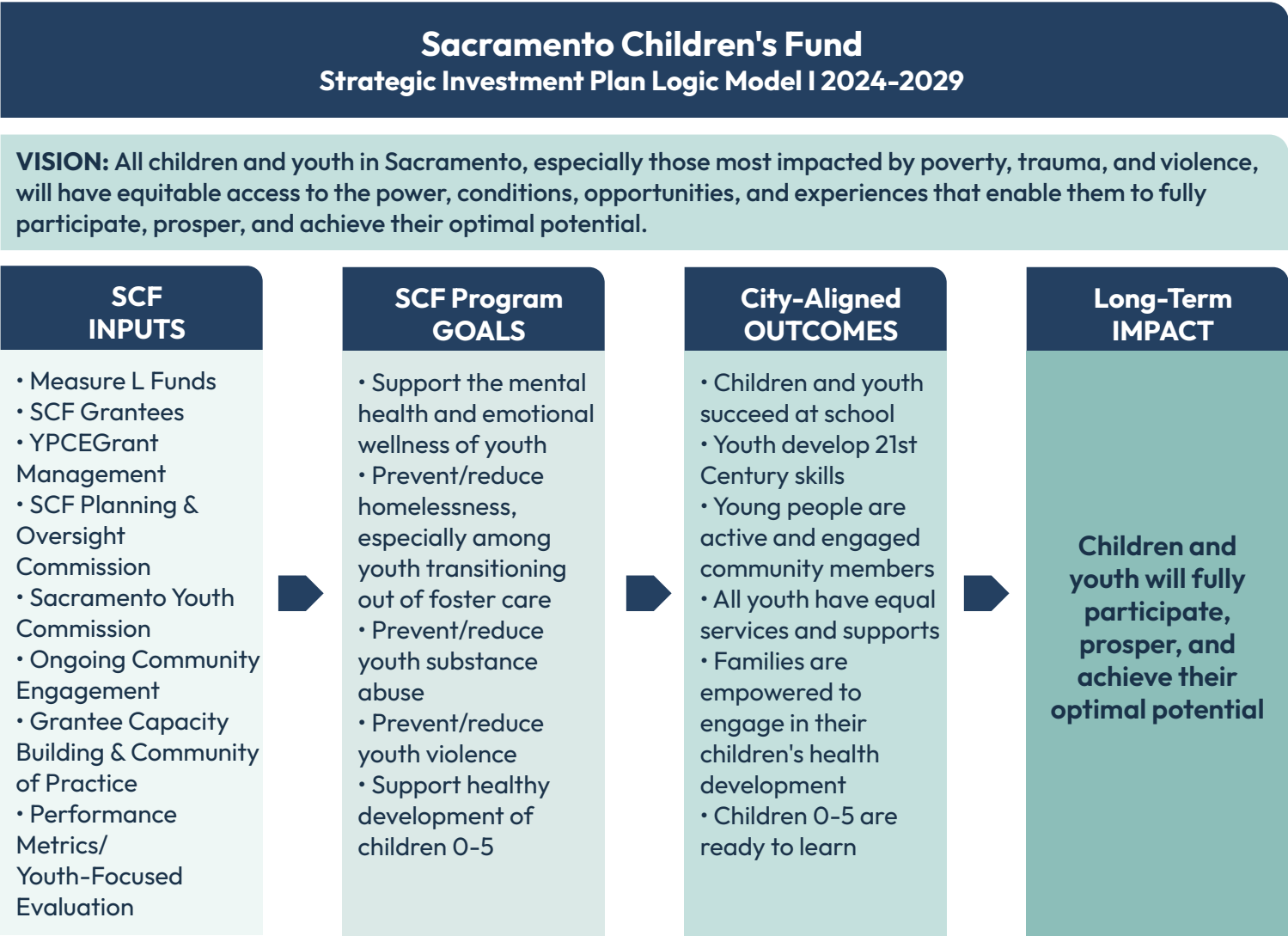
- **Accessible:** Programs are accessible to all youth, including youth with disabilities.
- **Place-based:** Programs are located or deeply rooted in the communities they serve and mindful of transportation access and barriers.
- **Free, low-cost:** Programs are offered for free or at a low-cost. When possible, programs offer stipends, compensation, or training credits for participation.
- **Located in safe, trusted, neutral spaces:** Programs leverage existing trusted and neutral community spaces.

II. Strategies For Investment By Fund Goal

2024-2029 Strategic Investment Plan Logic Model

This Strategic Investment Plan aims to make an impact in Sacramento over the next five years by supporting children and youth to fully participate, prosper, and achieve their optimal potential. The SCF Strategic Investment Plan Logic Model in **Figure 2** provides a high-level illustration of the key components of SCF implementation. It identifies the "inputs" as outlined in Measure L and this plan, as well as the five fund goals under which the SCF will finance program strategies for families, children, and youth. The model shows how these programs are expected to produce positive outcomes aligned with the Citywide Youth Development Plan, and how those outcomes contribute to long-term impacts for Sacramento's children and youth. Throughout the next five years, the implementation and management of the Strategic Investment Plan should adhere to the values, social justice principles, and support and opportunity frameworks identified in the Citywide Youth Development Plan.

Figure 2. SCF Strategic Investment Plan Logic Model



III. Investment Recommendations

The following recommendations^[1] were developed by the SCF Commission with input from the Sacramento Youth Commission. These recommendations aim to establish an equitable, sustainable, and transparent process for using the SCF dollars to support the City of Sacramento's children and youth. This Strategic Investment Plan assumes SCF supported programs and services will build on YPCE's existing programs and infrastructure and align, leverage, and coordinate with other public and private resources. This plan prioritizes children and youth who are most impacted by poverty, trauma, and violence, and it will be critical for YPCE and future grantees to coordinate with schools and County systems (e.g., MediCal, Child Protective Services, Probation, Sacramento County Office of Education, and First 5) to ensure SCF investments have maximum impact.

These recommendations follow the values outlined in the [Citywide Youth Development Plan & Framework for Children and Youth Programs](#) and underscore the importance of youth voice and the meaningful engagement of the residents of Sacramento in the planning, implementation, and evaluation of the SCF, i.e., "Nothing about us, without us." Taking the learnings from this first strategic planning process, it is recommended that the City support ongoing community and youth engagement throughout the next five years of the SCF implementation.

Grants for Children and Youth Programs

The primary investment strategy is funding programs and direct services for children, youth, and their families that align with at least one of the fund goals. Given the complex needs of children and youth who are experiencing any of the five challenges outlined above, the SCF Commission encourages programs to be comprehensive, evidence-based, and innovative, addressing multiple goals as appropriate. This plan addresses the funding allocations for the next five fiscal years (FY24/25 through FY28/29) and includes the distribution of SCF funds accrued since FY23/24.

Grant Funding Structure

The SCF Commission recommends that funding available for grant making during the next five fiscal years should be structured in the following ways.

Multi-year grant cycles

The distribution of funds should be structured so that grants will be awarded through two separate competitive funding cycles.

The first grant cycle will be for 3 years, whereby grantees will apply to a competitive RFP for up to three years of funding. Funding will be dispersed annually, contingent upon grantee performance and fund availability. Grantees in the first funding cycle will be eligible to reapply for the second round of funding, in an open bid process.

The second grant cycle will be for 2 years, whereby grantees will apply to a competitive RFP for up to two years of funding. Funding will be dispersed annually, contingent upon grantee performance and fund availability.

^[1]YPCE staff will make good faith efforts to implement the recommendations made by the SCF Commission, upon approval by the City Council, recognizing operational constraints and resource needs may necessitate reasonable adaptations and flexibility in implementation.

III. Investment Recommendations

Funded Grants

The primary investment strategy for the SCF is funding programs and direct services for children, youth, and their families that align with **at least one of the SCF goals**. Given the complex needs of the most disadvantaged children and youth, we encourage programs to be comprehensive, evidence-based, and innovative, addressing multiple goals as appropriate.

Guaranteed income grants

The SCF Commission recommends multi-year grant funds be dedicated to support one or more grantees to provide guaranteed cash transfer programming for current or former foster youth ages 18-24. To optimize beneficial outcomes and improve economic security, funded programs should follow best practice by offering all participants optional wrap-around services, such as financial literacy courses, assistance in housing or job searches, or guidance in accessing other social safety net benefit programs. Given that guaranteed cash transfer payments are meant to supplement, rather than replace, the public benefits that young people may be eligible for or already receiving, public benefits counseling should be provided to all participants, before and during program enrollment, so that young people can make informed decisions regarding their initial and ongoing participation. The SCF Commission recommends that 20% of each grant cycle be dedicated to providing guaranteed cash transfer programming; however, it is understood that multiple factors will impact exact percentage allocations and other grantmaking decisions, including the number and type of grant proposals eligible for funding and annual fluctuations in the CBOT and the City's General Fund.

Open grants

The SCF Commission recommends the remaining grant cycle funding be awarded to a mix of proposals providing program strategies that address the five fund goal areas. This means that each grant cycle should fund a range of programmatic strategies that complement each other and have the potential to make the greatest impact for children, youth, and their families in Sacramento. The SCF Commission recommends that these individual grants be funded at a minimum of \$25,000 annually and a maximum of \$500,000 annually.

Grant Criteria

SCF grant proposals should be assessed through the City's competitive RFP and proposal selection process to ensure they are consistent with Section 120 of the Sacramento City Charter and meet the following criteria.

The following criteria are required for any SCF supported programs.

1) Goal Alignment | Align with at least one of the five fund goals. Programs that demonstrate capabilities to advance multiple fund goals may be given priority ^[2].

^[2] Being given "priority" is not a guarantee that an application advancing multiple program goals will be awarded funding, nor does it guarantee that an applicant who receives such priority will receive funding instead of other applicants who only advance one program goal. The advancement of multiple program goals will be included in the grant application scoring matrices, along with other scoring criteria.

III. Investment Recommendations

2) Most Impacted Populations | Reach children, youth, and families in the City of Sacramento who are most impacted by poverty, trauma, and violence, such as:

- Children, youth, and families who are low-income
- Children, youth, and families who are Black, Indigenous, Latino/e, Southeast Asian
- Youth or families who are unhoused
- Children and youth who identify as LGBTQ+
- Youth in or transitioning out of foster care
- Youth who are not in school or working
- Children and youth who have been involved in the juvenile or criminal legal systems
- Children and youth who are first generation immigrants or refugees
- Children and youth with disabilities

3) Underserved Populations | Demonstrate the ability to reach and serve those children, youth, and families that are not otherwise connected to programs or services.

4) Organizational Status | Be a public agency (including the City through its offices and departments) or nonprofit organization with a 501(c)(3) tax exemption status.

The following criteria are preferred^[3] for any SCF supported programs.

5) Priority Neighborhoods | Primarily serve youth in neighborhoods with the lowest levels of equity and/or the lowest levels of opportunity for children, as identified using the following tools:

- The [Child Opportunity Index](#) (COI) will be used to prioritize programs serving youth in neighborhoods with "very low" child opportunity.^[4]
- The [Sacramento Equity Explore Design \(SEED\) tool](#) will be used to prioritize programs serving youth in neighborhoods in the lowest quintile on the Sacramento Equity Index, indicating the lowest levels of equity.^{[5],[6]}
- Welfare Tax Exemption for Low Income Affordable Housing within the City of Sacramento.*

6) Citywide Youth Development Plan & Framework Alignment | Align with, and are informed by, the [Citywide Youth Development Plan & Framework for Children and Youth Programs](#), including its values, social justice principles, and research-based supports and opportunities.^[7] Specifically, the grant award criteria should include:

- Promote equity, justice, and accountability with a concerted application of resources toward those youth in greatest need.

^[3] Meeting the preferred criteria does not guarantee an applicant will be awarded funding, nor does it guarantee that an applicant who satisfies the "preferred criteria" will receive funding instead of applicants who do meet the preferred criteria. The preferred criteria will be included in grant application scoring matrices, along with other scoring criteria.

^[4] The COI measures and maps the quality of resources and conditions that matter for children's healthy development in the neighborhoods where they live. The COI is a composite index comprised of 44 indicators in three domains (education, health and environment, and social and economic) and 14 subdomains.

^[5] The [Sacramento Equity Explore Design \(SEED\) Geographic Information System \(GIS\) Tool](#) applies a Sacramento Equity Index by rank percentile, using the following data: People of Color, linguistic isolation, income, employment, housing cost burden, educational attainment, disability status, policing and incarceration, technology access, health insurance, neighborhood redlining information, and pollution burden.

^[6] "Sacramento Equity Explore Design," The City of Sacramento, Office of Diversity and Equity and Information Technology-Geographic Information System, May 24 2024, <https://experience.arcgis.com/experience/ed1c486357884c06877c31f1fe4ee5c1>

^[7] "Youth Development Guide," 2001.

* The Welfare Tax Exemption for Low Income Affordable Housing was added by the Sacramento City Council.

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- Implement the Youth Development Framework practices in all program design, operations, and evaluation.
- Align, leverage, and/or coordinate with other public and private resources.^[8]
- Partner with existing programs, especially small, local community-based organizations (including those who are BIPOC-led/serving and/or have an annual budget under \$250,000).

7) Local | Be located in Sacramento County, including the City of Sacramento.

Allocations by Grantee Type | It is recommended that community-based organizations receive approximately 50% of programmatic grant funding*. Community-based organizations are well positioned to leverage and complement public programs, while expanding programmatic reach to children and youth most impacted by poverty, trauma, and violence, and who have not historically been served by existing programming.

Grant Selection Process

The selection of SCF grants must be based on an open, transparent, and competitive process and should align with YPCE's current granting process. In addition, the SCF Commission makes the following recommendations to ensure a transparent and fair process, YPCE and the selection committee should:

- **Conduct a robust outreach effort** to inform grassroots organizations within the communities of focus about the RFP processes, especially those organizations that have not been previously funded by the City.
- **Maximize competition** by reducing administrative burden and promoting a diverse group of grant applicants.
- **Provide technical assistance to CBOs** as needed in the application process.
- Include two members from the SCF Commission in the review of applications.
- **Implement transparent processes.** Post the outcomes of the selection process on the Measure L web page within 90 days of the finalization of the RFP process.

Grant Administration with an Equity Lens

SCF grants will be managed by the City of Sacramento following existing grants management policies. The City should review administrative processes to ensure all organizations that meet the SCF criteria outlined above can successfully apply for and meet the requirements associated with the City's grant administration process, and specifically, that smaller community-based organizations will not be excluded by administrative requirements. In addition, the SCF Commission recommends that the City intentionally implement best practices for managing SCF grants for ensuring equitable and impactful grant-making, including:^[9]

- Reduce administrative burden of grant management. Reduce administrative burden to minimize the need to use SCF for program services (e.g., streamlining proposal and reporting asks).

^[8] Scoring criteria will take into account the level of matching funds or in-kind services proposed. All public agencies (other than the City) are already required to provide matching funds, so this preference will not apply to them.

^[9] Best Practices for grant-making and supporting CBO capacity building with an equity lens include: <https://www.trustbasedphilanthropy.org/practices>; https://www.changelabsolutions.org/sites/default/files/2021-9/CA_CBOs_Covid_Report_FINAL_20190908_0.pdf; <https://www.geofunders.org/resources/reimagining-capacity-building-navigating-culture-systems-power-1340>

*This recommendation was modified by the Sacramento City Council. The original SCF commission recommendation was that CBOs receive approximately 65% of programmatic grant funding.

III. Investment Recommendations

- **Provide advanced payment for funding.** Provide a payment of up to 50% annual grant award upon execution of the contract to ensure programs have the resources necessary to plan, staff, and execute program services in a timely manner.
- **Balance trust-based practices with accountability measures,** ensuring the City receives agreed upon output/outcomes data and can monitor and terminate grants, as needed.
- **Be responsive to emerging needs and events.** Keep a pulse on local community needs and revisit investment strategies, as needed, to adapt to the changing environment.
- **Gather and take action on grantee feedback.** Solicit feedback to support continued program improvement, year over year. Share findings with SCF Commissioners to support adjustments and improvements to the Strategic Investment Plan.
- **Encourage, facilitate, and leverage collaboration, as possible.** Support collaborative efforts across organizations and convene partners to creatively address shared challenges.
- Prioritize efforts that demonstrate they are **successfully expanding access** for those youth in greatest need and the hardest-to-reach communities, including those who have not previously been engaged in services.

Management of the Sacramento Children's Fund

Sacramento Children's Fund management should follow the intent of Measure L and maximize its collective impact in supporting children and youth in Sacramento. Recommendations for critical aspects of the SCF management are detailed below, including: ongoing community engagement; grantee capacity building; grant and performance measurement; and an external evaluation of the Strategic Investment Plan that centers the voices of the youth and families.

Ongoing Engagement & Capacity Building

The SCF Commission recommends robust communication and engagement strategies be integrated into the management of the SCF. This engagement should take place on multiple levels within Sacramento and its communities.

Community Engagement | Culturally appropriate and accessible materials should be developed to inform and promote SCF programming within Sacramento's priority neighborhoods and populations. SCF community engagement should build public recognition of the Fund programming, its goals, and accomplishments, and serve to increase access to programming among those children, youth, and families, especially those that may not have been previously connected to City youth services. This ongoing community engagement should facilitate contact points and outlets for which to seamlessly gather input for the next strategic investment planning process. Special attention should be given to conducting communication and engagement through the methods and media that are most effective at reaching youth and their families.

Social, Educational, and Youth Services Engagement | The SCF Commission recommends that the SCF staff have ongoing engagement with the social service, educational, and youth-focused organizations and institutions that make up the local infrastructure for serving Sacramento's families, children, and youth. The focus of the SCF is to serve the children and youth most impacted by poverty, trauma, and violence, and it is expected these participants of SCF programming will have complex needs and may require multiple layers of support. YPCE staff should actively engage with relevant entities, agencies,

III. Investment Recommendations

and task forces that are working towards supporting children, youth, and their families in Sacramento. This includes school districts, libraries, and County social support agencies in order to leverage the established infrastructures, planning, and coordination of services.

Grantee Capacity Building | The SCF Commission recommends that the SCF support ongoing engagement with grantees as valued partners in serving the children, youth, and families of Sacramento. Ongoing grantee engagement should facilitate coordination, alignment, leveraging, and collaboration across SCF-funded programs focused on shared challenges and opportunities through mutually reinforcing activities, continuous communication, and a backbone system of support. Grantees should be provided with resources to build and sustain their administrative and programmatic capacity with the intention of maximizing their individual and collective effectiveness in supporting children, youth, and their families in Sacramento. The SCF Commission recommends coordinating an ongoing grantee community of practice to include trainings, strategic organizational support, networking, and sharing of best practice around the fund goal areas, as well as holding a grantee convening at least annually. This ongoing engagement with grantees is critical in identifying ongoing and emergent issues impacting children and youth in Sacramento and increasing the effectiveness of grantees to develop creative and collaborative solutions for addressing them in concert.

SCF Measurement and Evaluation

Monitoring and measuring the work and impacts of the SCF will be integral to providing data for continuous improvement and grantee learning regarding how to best serve the families, children, and youth of Sacramento. In addition to measuring the work of the individual grantees' programs, it will be important to learn from this inaugural Strategic Investment Plan and the overall impact of the SCF for Sacramento.

Grantee Performance and Outcome Measurement

The SCF Commission recommends that SCF grantee requirements align with YPCE's grantee performance measurement process and their Citywide Youth Development Plan and Framework to reduce the need for a parallel measurement system and to ensure transparency in achieving citywide outcomes. The YPCE grant team will routinely review key performance indicators such as the selection of CBOs, recruitment and enrollment of intended youth, services provided, progress on program benchmarks, and feedback from participants, CBOs, caretakers and parents, and the community. Performance measurement results should inform any technical assistance required to support the success and sustainability of funded programs. YPCE will work with grantees to identify strategy-specific indicators that contribute to the city-aligned outcomes, ensuring that these indicators are feasible to collect and can measure change over the course of the grant period.

In addition to grant-level outcome measures, initiative-wide indicators should also be measured and reported to track how SCF are advancing the Citywide Youth Development Plan and Framework. When available, these indicators should be disaggregated to highlight the status of those most impacted by poverty, trauma, and violence.

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Youth-Focused External Evaluator

In addition to YPCE's grantee performance measurement process, the SCF Commission recommends that the City use available administrative resources to hire an external evaluation contractor to evaluate the implementation and outcomes of this five year Strategic Investment Plan as a whole. This approach is crucial for understanding the collective impact of SCF programming and informing the next plan. This contractor should have demonstrated experience conducting evaluations in a manner that is culturally competent, trauma informed, and centers the experience of children, youth, and their families in its assessment of initiatives.

The Sacramento Citywide Youth Plan explicitly centers youth voice and provides opportunities for input, decision-making, and leadership. As a requirement, the evaluator should have experience integrating youth voice into evaluation processes (e.g., using a youth evaluation advisory board, implementing Youth Participatory Evaluation, conducting Photovoice, etc.) and experience working with Sacramento communities. The evaluation design should utilize creative and effective approaches to measure the overall implementation of the SCF Strategic Investment Plan, including alignment to the vision, values and strategies recommended, such as the quality and level of community and youth engagement, and success in reaching and serving those youth that have the greatest needs, reducing disparities in access and outcomes, and applying a racial equity lens to the implementation.

Estimated Funds Available

The amount of budget available for the SCF is expected to vary annually, with cannabis sales and revenue generated from the City's resulting Cannabis Business Operation Tax (CBOT). The annual budgets available for this Strategic Investment Plan are estimated below in Table 1. These estimates are based upon the SCF allocation from the 23/24 CBOT revenue and do not account for annual accrued interest or potential roll-over of unspent funds.

Total Estimated Fund | This Strategic Investment Plan covers the fiscal years 24/25 to 28/29, with the allocation from fiscal year 23/24 also being available for the SCF. The SCF will have an estimated total budget of approximately \$44 million dollars.

Administrative Expenses | Measure L takes into account the expenses needed to administer the SCF, including "strategic planning, grant making, grants management, data collection and evaluation, technical assistance, organizational capacity-building, communications, community engagement, and service performance and impact evaluation." Measure L limits the amount of funds available to the City to cover these administrative costs associated with managing the SCF. More resources are allocated to administrative costs in the first two years of the SCF in order to establish staffing, administrative processes, and facilitate the strategic investment planning process. The mandated cap on using the SCF for administrative purposes per year includes the following: (2023-24) maximum of 20%; (2024-25) maximum of 15%; and (2025-26 and beyond) maximum of 10%. The SCF will have an estimated total budget of about \$5.7 million dollars to cover administrative expenses over the course of this Strategic Investment Plan.

III. Investment Recommendations

During this investment period, the SCF will support three full-time staff that will be housed in YPCE and include one Program Specialist and two Administrative Analysts. In order to ensure that this plan is fully implemented—including providing ongoing community engagement, grantee capacity building, and a youth-focused evaluation—administrative expenses should be used to cover the cost of external consultants as needed.

Table 1 | Recommended SCF Allocation by Expenses and Available Budget

Fiscal Year	Total Estimated Fund	Administrative Expenses (% of Total)	Multi-Year Grants		
			Total Funding	Guaranteed Income Grants (20%)	Open Grants (80%)
23/24	\$8,786,500	\$1,757,300 (20%)	\$7,029,200	\$1,405,840	\$5,623,360
24/25	\$8,786,500	\$1,317,975 (15%)	\$7,468,525	\$1,493,705	\$5,974,820
25/26	\$8,786,500	\$878,650 (10%)	\$7,907,850	\$1,581,570	\$6,326,280
26/27	\$8,786,500	\$878,650 (10%)	\$7,907,850	\$1,581,570	\$6,326,280
27/28	\$8,786,500	\$878,650 (10%)	\$7,907,850	\$1,581,570	\$6,326,280
TOTAL	\$43,932,500	\$5,711,225 (13%)	\$38,221,275	\$7,644,255	\$36,903,300

**Note: estimated annual totals from General Fund/CBOT are for illustration purposes only.*

Multi-Year Grants | The majority of the SCF funding is budgeted to fund competitive grants that provide services to families, children and youth. Over the course of this investment period, it is estimated that \$38 million dollars will go directly to multi-year grants (or 87% of the total fund). The SCF Commission recommends that approximately 20% of these annual grant funds be reserved for funding guaranteed basic income grants for foster youth. It is estimated that the SCF will provide approximately \$7.6 million dollars over the next five years for guaranteed basic income programs. The remaining funds are recommended to go to open grants for programming that address the five SCF fund goals. This will amount to an estimated \$37 million dollars for child and youth programs and services.

IV. Commission Oversight & Public Accountability

As an important component of this Strategic Investment Plan implementation, the SCF Commission recommends the City provides timely and ongoing updates to both the SCF Commission and the Sacramento Youth Commission. These updates should include but not be limited to:

- The status of SCF grant management process;
- Changes in the forecasted or actual contributions of the fund resulting from the CBOT;
- Planned and implemented engagement with grantees and community members; and
- Emerging issues impacting the health and wellbeing of children and youth in Sacramento.

Specific data and reporting requirements are outlined below. All updates and reports should be presented in accessible and digestible formats in order to provide maximum transparency to the Commissions, the public, and especially non-technical audiences.

Annual Service Performance Reporting

Measure L stipulates that the City will develop an annual report evaluating all services funded by the Sacramento Children's Fund, assessing those services' performance and progress toward youth outcome metrics established in this Strategic Investment Plan. These annual reports should include the following content.

Summary of Funding Cycle | At the conclusion of each funding cycle, YPCE will update the Commission with a summary of funding that includes a list of all organizations/agencies receiving grants, including: a) Name of organization, b) SCF outcomes proposal is intended to address, c) Neighborhood and population of focus of proposal, d) Amount of funding requested, and e) If awarded, amount and period of funding.

Financial Reporting | On an annual basis, YPCE staff will provide a financial update to the SCF Planning and Oversight Commission. Updates should include:

- Status of expenditures (i.e., administration, grant spending, allocation of grant spending)
- Status of grantee and contractor contracts/budgets
- Estimated amount of total funding for new fiscal year from CBOT
- Estimated amount of administrative budget
- Estimated amount available for multi-year and guaranteed basic income allocations
- Estimated amount of interest/roll over from previous year balance

Summary of Grantee Performance Metrics | YPCE will provide an annual summary of performance metrics from SCF's multi-year grantees. At a minimum, this summary should include: a) total number of youth, children, and families served, c) types of services and programming received, d) how the program participants have been identified as those that are most impacted by poverty, violence, or trauma; and e) resident neighborhoods of those being served.

Summary of Fund Implementation, Engagement & Evaluation Activities | YPCE staff, in collaboration with the engagement and evaluation contractors, will provide at a minimum, annual updates that will include: a) summary of SCF engagement and youth-focused evaluation activities, including the number of participants/grantees and communities represented; b) summary of evaluation activity, including profiles of programs, demonstrating the impact that they are having on Sacramento's children and youth.

IV. Commission Oversight & Public Accountability

Youth Impact Evaluation Reporting

In addition to annual reports, Measure L mandates that the City produce evaluation reports at the three and five year mark of the investment period. In addition to assessing progress in program performance and youth outcome metrics, the SCF Commission recommends that the City work with an external evaluator to assess the implementation of the SCF Strategic Investment Plan, including how well the City's grant management practices and the community engagement aligns with the objectives of Measure L and the recommendations in this plan.

3-Year Evaluation Report | This report will include an evaluation summary of the implementation and outcomes of the 5-year Strategic Investment Plan at Year 3. This report should include an assessment of grantee progress in providing programming and their measured outcomes for the children and youth most impacted by poverty, violence, and trauma. In addition, the evaluation should assess how well the implementation of the SCF is aligned with the recommendations within this Strategic Investment Plan through an equity lens. The purpose of the 3-year report will be to update the Commissions on the status of the SCF, provide actionable feedback to the grantees and City that support improvements to processes and programming, provide recommendations for modifying the SCF funding in the remaining two-years, if needed, and provide data to inform the next cycle of strategic planning for the SCF.

5-Year Youth Impact Evaluation Report | This report will document the achievements and impacts across the 5-year Strategic Investment Plan funding period to assess the impact of the SCF for the City and Sacramento, and those children and youth most impacted by poverty, violence, and trauma. This report should include an assessment of the community engagement activities and how well the implementation of the Strategic Investment Plan reflects the objectives of Measure L. The purpose of this report is to inform the public on the progress of the SCF and highlight the impact on the children, youth, and families that benefited from SCF supported programs and services.

Commission Review

The SCF Commission, in consultation with the Sacramento Youth Commission, will provide ongoing oversight to the implementation of the fund. The Commissions should hold at least one joint meeting per year specifically to review and accept the Annual Service Performance Reports as well as the Youth Impact Evaluation Reports. The Commissions will make recommendations to the City Council as a result of its review of reports. It is recommended that the SCF Commission start the process of creating the next Strategic Investment Plan in January 2028, after the review of the Year 3 Evaluation Report findings. For the purposes of planning the next Strategic Investment Plan, the SCF Commission should hold monthly meetings and hold multiple joint meetings with the Youth Commission to ensure they are actively engaged in the planning process.

APPENDIX, Table 1

Census Tracts, Districts, Zip Codes, and Neighborhoods with Sacramento Equity Index of 0-20 and/or COI “Very Low”						
SEED Rank	SEED Rank Percentile	COI “Very Low”	Census Tract	District	Zip Code	Neighborhood
1	0.66	Yes	Census Tract 37	5	95820	South Oak Park, North City Farms, Central Oak Park
2	1.32	Yes	Census Tract 65.01	2	95838	Del Paso Heights
3	1.97	Yes	Census Tract 69.02	2	95815	Old North Sacramento, Noralto
4	2.63	No	Census Tract 28	5	95817, 95820	Central Oak Park
5	3.29	Yes	Census Tract 44.01	6	95820	Lawrence Park
6	3.95	Yes	Census Tract 68.01	2	95815	Richardson Village, Noralto
7	4.61	Yes	Census Tract 66	2	95815, 95838	Hagginwood, South Hagginwood, Old North Sacramento
8	5.26	Yes	Census Tract 44.02	5	95820	South Oak Park
9	5.92	Yes	Census Tract 47.02	6	95823	N/A
10	6.58	Yes	Census Tract 63	2	95815, 95838	Cannon Industrial Park, Hagginwood, South Hagginwood
11	7.24	Yes	Census Tract 50.02	5	95823, 95828	Parkway
12	7.89	Yes	Census Tract 67.04	2	95838	Robla
13	8.55	Yes	Census Tract 96.40	8a	95823	Valley Hi / North Laguna
14	9.21	Yes	Census Tract 49.07	5	95823	Parkway
15	9.87	Yes	Census Tract 43.02	8, 7	95832	Meadowview
16	10.53	No	Census Tract 69.01	2	95815	Woodlake, Johnson Business Park, American River Parkway, Erikson Industrial Park
17	11.18	No	Census Tract 53.01	4	95811, 95814, 95816	Southern Pacific / Richards, Dos Rios Triangle, East Sacramento
18	11.84	Yes	Census Tract 46.04	6	95824	N/A
19	12.50	Yes	Census Tract 68.02	2	95815	Noralto, Old North Sacramento, South Hagginwood
20	13.16	No	Census Tract 7	4	95814	Downtown, Old Sacramento
21	13.82	Yes	Census Tract 74.13	2	95821, 95660	Del Paso Park
22	14.47	Yes	Census Tract 48.02	6	95828	Glen Elder
23	15.13	Yes	Census Tract 45.02	5	95823	Parkway
24	15.79	Yes	Census Tract 62.02	2	95815, 95821	Ben Ali, Swanston Estates
25	16.45	Yes	Census Tract 32.04	6	95824	Avondale, Fruitridge Manor
26	17.11	Yes	Census Tract 32.02	6	95824	Fruitridge Manor
27	17.76	Yes	Census Tract 42.02	8	95822, 95832	Meadowview
28	18.42	Yes	Census Tract 45.01	5	95824	South City Farms
29	19.08	Yes	Census Tract 68.03	2	95815	Willis Acres, Noralto
30	19.74	Yes	Census Tract 55.02	2	95815, 95825	Swanston Estates, Ben Ali, Arden Fair, Erikson Industrial Park

APPENDIX, Table 1 cont.

31	20.39	Yes	Census Tract 48.01	6	95828	Southeast Village, Glen Elder
32	21.05	Yes	Census Tract 49.06	5	95823	Parkway
33	21.71	Yes	Census Tract 64	2	95838	East Del Paso Heights, Village Green, Parker Homes, Raley Industrial Park
34	22.37	Yes	Census Tract 47.01	6	95823	N/A
35	23.03	Yes	Census Tract 41	5	95822	Woodbine, Brentwood
36	23.68	Yes	Census Tract 32.03	6	95824	Southeast Village, Glen Elder
37	24.34	Yes	Census Tract 67.05	2	95838	Norwood Tech, Oak Knoll, Johnston Heights, Strawberry Manor
39	25.66	Yes	Census Tract 49.09	5	95823	Parkway
40	26.32	Yes	Census Tract 46.03	6	95824	Fruitridge Manor
42	27.63	Yes	Census Tract 70.01	3, 2, 1	95833, 95384	Gardenland, South Natomas, American River Parkway
43	28.29	Yes	Census Tract 70.22	3	95834	South Natomas
46	30.26	Yes	Census Tract 42.03	8	95822, 95832	Meadowview
47	30.92	Yes	Census Tract 96.34	5	95823	Valley Hi / North Laguna
51	33.55	Yes	Census Tract 49.08	5	95823	Parkway
53	34.87	Yes	Census Tract 52.01	6	95819, 95826	CSUS, College Town
55	36.18	Yes	Census Tract 67.03	1	95838	Glenwood Meadows, Pell/Main Industrial Park
57	37.50	Yes	Census Tract 49.10	5	95823	Parkway
61	40.13	Yes	Census Tract 43.01	8	95832	Meadowview
62	40.79	Yes	Census Tract 70.21	3	95834	South Natomas
67	44.08	Yes	Census Tract 49.04	5	95823	Parkway
68	44.74	Yes	Census Tract 96.33	8	95823	Valley Hi / North Laguna
96	63.16	Yes	Census Tract 70.24	3	95833	South Natomas, River Gardens
77	50.66	Yes	Census Tract 67.06	2	95838	West Del Paso Heights, Norwood I-80

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EXHIBIT B



SACRAMENTO CHILDREN'S FUND (SCF)
REQUEST FOR PROPOSALS (RFP)

GRANT PERIOD: January 1, 2025 through June 30, 2028

RFP RELEASED ON: November 6, 2024

RFP CLOSING ON: December 6, 2024 at 5 p.m. PDT

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OVERVIEW

The Sacramento Children's Fund (SCF) is seeking program proposals from non-profit organizations and public agencies to provide services to children and youth in Sacramento, California. The City will allocate funding as outlined in the SCF [Strategic Investment Plan \(SIP\)](#) to support programming taking place between January 1, 2025 - June 30, 2028. The City intends to award SCF funds to a portfolio of programs and projects most likely to target the children and youth (aged birth – 24 years) most impacted by poverty, trauma, and violence.

All applicants are strongly encouraged to read the Strategic Investment Plan in addition to this RFP before starting the application process.

Grants awarded through this Request for Proposals (RFP) will be for up to 3.5 years with an initial one- and a half year funding period from January 1, 2025 - June 30, 2026, and up to two additional one-year funding periods available from July 1, 2026 - June 30, 2027, and July 1, 2027 – June 30, 2028. Renewals will be based upon performance review and fund availability.

Successful applicants will offer programs and services that advance the goals outlined in the SIP. Therefore, all applicants are strongly encouraged to read the SIP in addition to this RFP before starting the application process. The Sacramento Children's Fund will release a separate RFP for Guaranteed Basic Income (GBI) in Spring 2025. Applicants proposing GBI programming should wait to apply in the Spring.

The SCF is funded via the City's General Fund, calculated by an annual allocation of 40% of Local Cannabis Business Tax (CBOT) revenue. Estimated annual allocations will total \$8-10 million and will fund programs and services through an open, transparent, and competitive grant process. Funding will be available to non-profit and government agencies only – no funding will be provided to for-profit entities.

All final awards are subject to City Council Approval.

As a result of this RFP, the City anticipates distributing approximately \$17.9 million to Community-Based Organizations (CBOs) and public entities.

GRANT INFORMATION

SUBMISSION INSTRUCTIONS

Prospective applicants should review this RFP in full, which includes all information necessary to prepare the application before beginning the proposal submission process.

Proposal Submittal Deadline Date and Time: Applicants must submit proposals electronically via the City’s online portal, [Grant Management System](#) by **5 p.m. PDT on December 6, 2024**.

Proposals that are mailed, e-mailed, or faxed will not be accepted. Proposals not received by the Proposal Submittal Deadline are late and will not be considered.

We strongly encourage you to submit your proposal well in advance of the deadline to avoid submitting late due to unforeseen technical issues.

Deadline for Questions: Applicants may submit questions online through the GMS portal. Please click on the "Questions" tab of the GMS portal homepage to submit a question or review questions and answers for this RFP. To ensure open and equitable access to grant information, all questions must be posted there. The City will make its best effort to answer questions within 24-72 hours. The City will accept questions until **5 p.m. PDT on November 22, 2024**. Thereafter, staff will publish answers to all questions received by **5 p.m. PDT on November 29, 2024**.

Optional Bidder’s Conference: Interested applicants are strongly encouraged to use the Q&A function on GMS (outlined above) to ask questions up until the deadline. However, the City of Sacramento will host one optional Bidder’s Conference on **November 14, 2024, at 11 a.m. PDT** to provide an overview about the RFP process and answer questions. No preference will be given to applicants who attend. You may register [here](#).

Staff Contact: For **technical support** or help using the GMS, send an email to City staff at grants@cityofsacramento.gov.

BACKGROUND

The Sacramento Children’s Fund (Measure L)

In November 2022, after years of youth-led community organizing and advocacy, voters in the City of Sacramento approved the Sacramento Children and Youth Health and Safety Act. Also known as Measure L, this Act established the Sacramento Children’s Fund (SCF or “the Fund”) as a dedicated stream of sustained funding to support positive youth development and youth violence prevention programs for Sacramento children and youth less than 25 years of age.

Measure L identified five fund goals that provide overarching direction for investing available funds in the Sacramento community:

- Goal 1: Support the mental health and emotional wellness of youth
- Goal 2: Prevent and reduce youth homelessness
- Goal 3: Prevent and reduce youth substance abuse
- Goal 4: Prevent and reduce youth violence
- Goal 5: Support the healthy development of children ages 0 to 5

Strategic Investment Plan

The Sacramento Children’s Fund’s current Strategic Investment Plan is structured around the five fund goals and outlines various strategies to achieve the desired outcomes for each goal, prioritizing methods that address the specific needs and experiences of children and youth most affected by poverty, trauma, and violence. The strongest applications will align with and reference the [Strategic Investment Plan](#).

Mission, Vision, and Guiding Principles

Mission Statement:

The SCF provides a dedicated stream of sustained funding to support positive youth development and youth violence prevention programs for Sacramento’s children and youth from birth to age 24.

Vision Statement:

All children and youth in Sacramento, especially those most impacted by poverty, trauma, and violence, will have equitable access to the power, conditions, opportunities, and experiences that enable them to fully participate, prosper, and achieve their optimal potential.

Guiding Principles:

As with all City of Sacramento-supported programs for children and youth, the SCF is committed to adhering to and deliberately taking action that aligns with the values, social justice principles, and research-based supports and opportunities outlined in the [Citywide Youth Development Plan & Framework for Children and Youth Programs](#).

City of Sacramento Racial Equity Statement

The City of Sacramento affirms racial equity as a core value in which race does not affect life outcomes. We acknowledge historical racial inequities and are committed to transparent, deliberate, and actionable solutions that will remedy those inequities and serve all our diverse communities.

FUNDING ALLOCATIONS

The following table provides a summary of projected funding allocations by grantee type, based on an estimated total of \$8.7 million annually. The table reflects estimated funding post administrative costs and a 20% allocation to Guaranteed Basic Income. Please refer to Sacramento Children's Fund Strategic Investment Plan for more information, which can be found on the City's Measure L website.

Please note: the City will conduct a separate procurement process for Guaranteed Basic Income (GBI) funds in the Spring of 2025.

The total estimated funding for this RFP is \$17.9 million dollars, with approximately 50% allocated to CBOs and 50% allocated to the City and non-City public entities.

Fiscal Year	Estimated Funding *Post Admin/GBI	%	CBO's	%	City & Non-City Public Entities
23/24	\$5,623,360	50%	\$2,811,680	50%	\$2,811,680
24/25	\$5,974,820	50%	\$2,987,410	50%	\$2,987,410
25/26	\$6,326,280	50%	\$3,163,140	50%	\$3,163,140
TOTAL	\$17,924,460		\$8,962,230		\$8,962,230

GRANT PERIOD

Applicants can apply for up to three and a half years of funding to support programs and services that advance the goals of the SCF. Grant funded programs may begin as early as January 2025. After an initial 1.5-year funding period (January 1, 2025 - June 30, 2026), funding will be renewed annually, contingent upon grantee performance, contract compliance, and fund availability (see Reporting Requirements pg.14).

Grantees will not receive their first disbursement of funds until the contract is fully executed; meaning all required information and documents, including insurance requirements, must be satisfied before the program can commence. Fund disbursement is not immediate or automatic; the process includes several steps and takes time. Grantees should be prepared to wait up to 8 weeks after agreement execution before any funds are disbursed and plan accordingly.

ELIGIBLE APPLICANTS

All eligible applicants shall:

- ☐ Have an organizational budget at or above \$50,000 in the current or most recent fiscal year;

- ☐ Have at least one year of experience providing direct services to children or youth (birth through 24 years) in the last five years; and
- ☐ Must be either a public agency or a community-based organization (CBO). CBOs must submit an exemption letter from the Internal Revenue Service (IRS) certifying the organization's status as a 501(c)(3) non-profit corporation. To obtain this letter, call the IRS at 1-877-829-5500. **(Note: in some cases, it can take over two weeks to obtain this letter).**
- ☐ Provide proof of the required liability insurance, if funded.
- ☐ Demonstrate the operational capacity and ability to fulfill all program and administrative requirements and deadlines outlined in this RFP.
- ☐ If a previous or current City grantee, must be in good standing with the City. See Past Performance, below.
- ☐ Align their program with at least one of the five fund goals.
- ☐ Reach children, youth, and families in the City of Sacramento who are most impacted by poverty, trauma, and violence.
- ☐ Demonstrate the ability to reach and serve those children, youth, and families that are not otherwise connected to programs or services.

PAST PERFORMANCE

For applicants that have received grant funds from the City within the past five years, the applicant must also be in good standing with the City. This means the grantee provided all requested data and fulfilled the scope of work requirements under any prior grant agreements and has not experienced any past performance or compliance issues on those agreements. **This good standing requirement also applies to any subgrantees of the applicant.**

NUMBER OF APPLICATIONS

An applicant can submit more than one proposal requesting funding, as long as the proposals are requesting funding for substantially different programs or projects. Substantially different programming is defined as a proposal for a distinct program or project that primarily implements a different strategy and has a distinct program design, staffing, program location, and/or target population receiving services.

Applicants may submit separate proposals for their own program or project and be part of a collaborative proposal as long as the proposals are substantially different. Applicants may not receive funds as a stand-alone organization and as part of a collaborative for the same program.

Applicants may not submit the same proposal more than one time under different funding strategies.

FUND GOAL ALIGNMENT

Proposals that are selected to receive funding through this RFP process must advance the goals of the Sacramento Children's Fund. The SIP recognizes the interconnections among the five goal areas and

their relationships to common barriers and enablers to positive child and youth development, therefore cross cutting strategies and applications that address multiple fund goals are highly encouraged.

GRASSROOTS OR EMERGING 501(C)(3) APPLICANT

The grassroots or emerging applicant designation assists grassroot organizations in building their capacity. Apply as a grassroots or emerging applicant if:

- ☐ Organizational budget is at or above \$50,000 and under \$200,000 in the prior fiscal year.

Grassroots or Emerging Applicant Grant Funding Parameters

- ☐ Grant request amount must be between \$25,000 and \$500,00 each year for up to three and a half years.
- ☐ To ensure applicant builds sufficient organizational capacity to implement and manage the proposed program, as well as meet all contractual and reporting requirements, up to 15% of the total grant request may be allocated to indirect costs (e.g., management, accounting, and general office expenses).
- ☐ Most recent Profit & Loss and Balances Sheet from prior fiscal year.

COMMUNITY BASED ORGANIZATION (CBO) 501(C)(3) APPLICANT

Apply as a Community Based Organization applicant if:

- ☐ Organizational budget is at or above \$200,000 in the current or most recent fiscal year.
- ☐ Organization has the fiscal and management capacity to support subcontractors (if applicable, such as instructors that are independent contractors) by issuing payments in a timely and professional manner.

CBO Applicant Grant Funding Parameters

- ☐ Grant request amount must be between \$25,000 and \$500,000 for each year up to three and a half years.
- ☐ Up to 10% of the total grant request may be allocated to indirect costs.
- ☐ One audited financial statement from the past 3 fiscal years.

NON-CITY PUBLIC ENTITY APPLICANT

Apply as a non-City Public Entity if:

- ☐ Applicant is a state or local government agency other than the City of Sacramento. Examples include public libraries, school districts, and county government entities.
- ☐ Applicant has the fiscal and management capacity to support subcontractors (if applicable, such as instructors that are independent contractors) by issuing payments in a timely and professional manner.

Non-city Public Entities Grant Funding Parameters

- ☐ Grant request amount must be between \$25,000 and \$500,000 per year for up to three and a half years.
- ☐ Non-city public entity applicants must demonstrate a cash match for each dollar requested from the SCF.
- ☐ Up to 10% may be allocated to indirect costs, calculated as a percentage of the total grant request.
- ☐ One audited financial statement from the past 3 fiscal years.

CITY APPLICANT

Apply as City Entity if:

- ☐ Applicant is the City of Sacramento.
- ☐ Applicant has the fiscal and management capacity to support subcontractors (if applicable, such as instructors that are independent contractors) by issuing payments in a timely and professional manner.

City Entities Grant Funding Parameters

- ☐ Grant request amount must be between \$25,000 and \$500,000 per year for up to three and a half years.
- ☐ Up to 10% may be allocated to indirect costs, calculated as a percentage of the total grant request.
- ☐ One audited financial statement from the past 3 fiscal years.

COLLABORATIVE APPLICANT

The City of Sacramento strongly encourages collaboration between non-profits and/or public entities to create and sustain partnerships that maximize the cost-effectiveness and quality of service delivery. The collaborative should examine how the involvement of other partners will be best coordinated within the model. Collaborative applicants will be required to provide a Letter of Intent signed by all collaborative partners during the proposal submission process; the City will require a formal MOU signed by all collaborative partners prior to grant award.

Note: When applying as a collaborative applicant with a non-city public entity, the 100% cash match is still required per Measure L.

Apply as a collaborative applicant if:

- ☐ The partnership consists of two or more organizations/agencies, each contributing *substantial participation* toward a mutual goal.
 - *Substantial participation* includes providing direct services, planning, and coordinating services, and having equal partnership in decision making around program design and implementation.
- ☐ The lead agency of a collaborative will be the agency that contracts with the City and is paid the grant proceeds.

- Collaboratives must choose a lead agency that has the fiscal and management capacity to support the other partners or subcontractors by issuing payments to them in a timely and professional manner.
- ☐ The City will not consider applications in which the lead agency simply acts as a fiscal pass-through.

Collaborative Grant Funding Parameters

- ☐ Grant request amount must be between \$25,000 and \$500,000 per year for up to three and a half years.
- ☐ Up to 15% may be allocated to indirect costs, calculated as a percentage of the total grant request.
- ☐ 100% Cash match required for collaborative applications only when the partnership includes a non-city public entity.

	Grassroots or Emerging Applicant	Community Based Organization 501(c)(3)	Non-city Public Entity Applicant	City Applicant	Collaborative Applicant
Minimum Grant Request*	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
CASH MATCH	None	None	100%	None	**Dependent on status of partners
Maximum Indirect Rate	15%	10%	10%	10%	15%
Financial Statements	Profit/Loss & Balance Sheet	Audited Financial Statement	Audited Financial Statement	Audited Financial Statement	Audited Financial Statement for Lead Agency
* Each year for up to three and half years.					
**Collaborative applicants that include a non-city public entity will require a 100% cash match for their portion					

SUMMARY TABLE OF FUNDING PARAMETERS BY APPLICANT TYPE

USE OF FUNDS

Ineligible Uses of Funds

- Any service that only incidentally benefits children and youth
- Fundraising or lobbying activities
- Grant application preparation expenses

- Expenses incurred or obligated outside of the specified grant period
- Acquisition, lease, or maintenance of any capital item or real property that is not for primary and direct use by youth
- Services for which a fixed or minimum level of expenditure is mandated by state or federal law, to the extent of that fixed or minimum level of expenditure

MATCH REQUIREMENT

The City of Sacramento will administer grants with following requirements:

- 501(c)(3) - no match requirement
- City - no match requirement
- Non-City public entities - 100% cash match requirement
- *Before receiving money from the Sacramento Children's Fund, any non-city public agency must demonstrate a cash match for each dollar it receives from the fund.*

AUDITED FINANCIAL STATEMENTS

Applicants are required to provide a copy of their agency's audited financial statements as part of their application. The audit is required for only the lead agency of a Collaborative. Audited financial statements must be from within the past three years (July 1, 2020 to present). If an Applicant is a public agency, other than the City of Sacramento, the applicant must submit proof of the existence of an independent single audit.

If your agency is in the process of obtaining your audited financial statements, but the audit and financial statements will not be complete before the grant deadline, you will be able to submit proof of a contract with a Certified Public Accountant as part of your application submission. In lieu of the audited financial statements, provide a copy of your contract or engagement letter with a CPA as proof that an audit of your agency will be conducted, and include the expected date of completion as part of proof. All agencies selected for funding must provide audited financial statements to SCF before entering into contract for services. Small & Emerging Applicants are not required to submit audited financial statements to apply for funding. Small & Emerging applicants may submit their most recent fiscal year Profit & Loss statement and Balance Sheet. If the program is recommended for funding, SCF may require that the agency complete and submit a certified public accountant Review of Financial Statements for their agency prior to the start of new programming.

Audited Financial Statements require that:

- The cover letter explains what information must be returned to the CPA office before the audit report (and other letters) can be finalized.
- The opinion letter, otherwise known as the independent auditor's report, states whether the financial statements are presented in accordance with accounting principles accepted in the United States.

- The management letter, also known as the internal control letter, communicates deficiencies and weaknesses in a company's organizational structure.

PAYMENT METHOD

SCF grant programs can extend for up to three and a half years. However, the City reserves the right to terminate grant agreements at any time for non-compliance, including unsatisfactory reporting and performance history. Therefore, if the applicant is awarded a three-and-a-half-year contract, release of funds for year two and three will be contingent upon timely and satisfactory reporting and year one performance.

- *First year and half of agreement:* The City will advance up to 25% of grant funds upon initial grant agreement execution. The City will disburse the remaining funds on a quarterly reimbursement basis upon satisfactory submission of reporting requirements (see Reporting Requirements, pg. 14), including a mid-year progress report and financial documentation demonstrating that the grantee appropriately expended all funds previously advanced.
- *Second year and third year of agreement (if applicable) contingent upon performance and fund availability:* As long as the grantee has demonstrated satisfactory performance in the previous year, the City will release up to 25% of grant funds for each subsequent year. The remaining funds will be dispersed on a quarterly reimbursement basis upon satisfactory submission of all reporting requirements including a mid-year progress report, final report for the previous year, and financial documentation demonstrating that the grantee appropriately expended all funds previously advanced.

GRANT REQUIREMENTS

GRANT AGREEMENT

The City requires selected non-City applicants to enter into a grant agreement (see Appendix A: Grant Agreement Sample, pg. 55-67). The City will not modify or waive agreement provisions. While the agreement contains myriad provisions, applicants should take special note of the insurance requirements which are as follows:

- 1) General commercial liability insurance with limits of not less than \$1 million per occurrence
- 2) If the program requires use of a motor vehicle, automobile liability insurance with limits of not less than \$1 million
- 3) Workers' compensation insurance with limits of not less than \$1 million

- 4) If the program qualifies as a professional service for which the provider needs a state license such as a mental health counselor, professional liability insurance with limits of not less than \$1 million
- 5) Name the City as an additional insured for the general commercial liability and automobile policy per the terms of the policy if required by the grant agreement or by submitting an Additional Insured Endorsement certificate

501(c)(3) applicants recommended for funding will be expected to comply with Labor Peace Agreement requirements that prohibit the discouragement of employee unionization per City Council direction.

Please note: the actual award of grant funding is dependent upon final City Council approval and successful negotiation of the scope of services and budget attachments to the grant agreement, which will be based on the proposal and amount of grant funding available. If the scope and budget attachments cannot be completed within a reasonable period as determined by the City, the City may terminate negotiations and not award the grant.

REPORTING REQUIREMENTS

Quarterly, mid-year, and end-of-year reports, as well as participant surveys and expenditure reports, serve as critical elements in the City's grant monitoring and oversight process. Grantees unable to demonstrate sufficient progress towards program objectives or grantees unable to demonstrate spending in accordance with the agreement's budget could be subject to the withholding of future funds and/or the early termination of the agreement.

Grantees will be required to collect information specified by the City, including but not limited to, participant information, administer a participant survey and submit reports that demonstrate the implementation of grant activities and progress/completion of program goals, for each year of the contract period, as follows (reporting templates will be provided):

- **Quarter 1 Report** (expenditures, participants, activity status)
- **Mid-Year Progress Report** (expenditures, participant data, activity status, progress towards objectives, survey status, program highlights)
- **Quarter 3 Report** (expenditures, participant data, activity status)
- **End-of-Year Report** (expenditures, participant data, activity status, assessment of objectives, survey status, program highlights and challenges)

Expenditure reporting must align with the agreement budget and must include documentation corroborating all expenses including time sheets and receipts with written justification as to the purpose of the expenditure. Should the City find the documentation submitted to be insufficient or the grantee

used City funds for ineligible costs, the City reserves the right to terminate the agreement, withhold future payments, and/or seek reimbursement.

Grantees shall track grant monetary expenditures as a standalone project, activity code, or assigned project to prevent the commingling of other organization expenses not related to the grant-funded program.

To ensure successful management of the proposed program, applicants (especially grassroots, emerging or small applicant types) are encouraged to propose a reasonable amount in their budget allocations to administer the program, which includes staff time and data collection tools/technology required to meet grant agreement reporting requirements.

RFP PROCESS OVERVIEW

CONFIRMATION OF RECEIPT OF PROPOSAL

The City will only accept proposals submitted on, [Grant Management System](#) by 5 p.m. PDT on or before the proposal submission **due date** indicated in this RFP (**December 6, 2024**). The Grants Management System does NOT send a confirmation email upon submission of an application. After clicking the **Submit Application** button, a successfully submitted application will change from **Draft** to **Pending Staff Review** in the **Application Status** field. At any point prior to the application deadline, you may click the **Recall Submission** button to resume editing and the **Application Status** will revert to **Draft** status. If you recall your application to make additional edits, you must click the **Submit Application** button again *prior to the deadline* to re-submit your application. If your application has a status of **Draft**, then your application was not submitted. Please note that the Grants Management System does not currently allow users to download a full copy of their completed application. Instead, you must click on the **View this Item** button to view each item in the Application Checklist.

DISQUALIFICATION

Any of the following will result in an automatic disqualification:

- Failure to submit an application via the Grant Management System by **5 p.m. PDT on December 6, 2024**.
- Not qualifying as a public agency or a 501(c)(3) non-profit corporation in good standing with the Secretary of State and the Attorney General Registry of Charitable Trusts.
- Not otherwise meeting the eligibility requirements set forth above (see Eligible Applicants, pg. 7).
- Failing to propose a use of funding that meets one of the five fund goals.

PROPOSAL RATING PROCESS

Proposals that meet the minimum qualifications will advance to the Proposal Rating Process. To oversee the Proposal Rating Process, the City will convene a Grant Advisory Team comprised of diverse and non-conflicted careholders. Members will read and rate proposals in accordance with the prescribed rating factors (see Scoring Process Overview, pg.15-16).

Members of the Grant Advisory Team will base their scores on how well an applicant addresses the items listed under each rating factor within the proposal (including the proposed budget). Following the Proposal Rating Process, the City will organize Final Rater Review Meetings if necessary, where the Grant Advisory Team will develop funding recommendations for the City’s consideration.

At the conclusion of this process, the City will notify applicants whether their proposal will be recommended for funding. City staff will bring proposals recommended for funding to City Council for final approval. Staff anticipates the City will act on the City Council’s final funding recommendations in early 2025 and then proceed to prepare the grant agreements. Throughout this process, applicants are not to contact members of the City Council, members of the Grant Advisory Team or City staff to discuss their proposals. The City reserves the right to interview one or more applicants, and interviews with all applicants may not be required.

SUMMARY OF KEY DATES

The following table depicts a timeline of key dates related to the SCF RFP process.

Activity	Date
RFP Release Date	November 6, 2024
RFP Q&A*	Nov. 6, 2024 – Nov 22, 2024
Pre-Proposal Meeting (Bidders’ Conference)	Nov 14, 2024, 11a.m. - 12:30p.m.
RFP Q&A Ends	November 22, 2024 by 5p.m.
Application Deadline: Proposals Due	December 6, 2024 by 5p.m.
Proposal Review	December 2024
Programs Recommended for Funding Announced	January 2025
Recommendations brought to City Council for approval	January/February 2025

Contracting and Negotiations Begins	February 2025
Program Year/ Contract Begins**	January 1, 2025
<p><i>*GMS technical support is ongoing. Programmatic Q&A is limited to the above referenced dates.</i></p> <p><i>**Contract negotiation may extend into the new year however the City will accept eligible expenses starting January 1, 2025</i></p>	

FUNDING INFORMATION

PRIORITY POPULATIONS

The following sections are taken directly from the Sacramento Children's Fund Strategic Investment Plan.

Priority will be given to proposals that serve children, youth, and families in the City of Sacramento who are most impacted by poverty, trauma, and violence, such as:

- Children, youth, and families who are low-income
- Children, youth, and families who are Black, Indigenous, Latino/e, Southeast Asian
- Youth or families who are unhoused
- Children and youth who identify as LGBTQ+
- Youth in or transitioning out of foster care
- Youth who are not in school or working
- Children and youth who have been involved in the juvenile or criminal legal systems
- Children and youth who are first generation immigrants or refugees
- Children and youth with disabilities
- Children or youth exposed to violence

FUNDING STRATEGIES BY FUND GOAL

Proposed uses of SCF must address the fund goals set forth in the Sacramento Children's Fund Strategic Investment Plan. Recommended strategies to achieve each of the fund goals are discussed below.

GOAL AREA 1: SUPPORT THE MENTAL HEALTH AND EMOTIONAL WELLNESS OF YOUTH

The SCF supports youth-driven, culturally affirming, and trauma-responsive strategies that are coordinated, equitable, appropriate, timely, sustainable, and accessible, so that all children and youth have fair and just opportunity to develop and maintain positive mental health, as well as access to affordable and effective early intervention, treatment, and recovery care when, where, and in the ways they need it most. These include:

- 1) *Increasing mental health literacy:* Increase knowledge and understanding of how to develop and maintain positive mental health, especially peer modeling programs, as well as skills that support how to effectively engage in help-seeking while also removing systemic barriers to access.

- 2) *Developing healthy cultural identities:* Focus on promotion of strength-based, culturally grounded protective factors over reduction of risk to help build a sense of belonging while countering stigmatization of impacted populations and communities.
- 3) *Enhancing social, emotional, and behavioral learning:* Promote social skills and emotional development by focusing on self-management, responsible decision-making, relationship skills, and social and self-awareness while enhancing connectedness to peers, adults, and community.
- 4) *Providing cognitive behavioral interventions:* Teach skills for emotional regulation, anxiety management, and problem solving to address disruptive thoughts and behaviors in ways that are culturally adaptive or tailored to meet the unique needs of young people and families.
- 5) *Reducing access to lethal means:* Promote safety by removing or securing access to dangerous items such as guns, medications, or other household items that could be used to cause harm to oneself or others in a “moment of crisis”.

GOAL AREA 2: PREVENT AND REDUCE YOUTH HOMELESSNESS

The SCF supports additional and coordinated investments in cross-system strategies that focus on root causes, advance equity, and are informed by the strengths and perspectives of youth, so that all young people have a safe and stable place to live, as well as access to the resources needed to exit homelessness and meet their basic needs as they prepare for and enter adulthood. These include [xxvi]:

- 1) *Direct, unrestricted cash transfers:* increase access to cash assistance, including one-time payments to help avert a potential crisis, as well as longer-term income payments to make housing and other basic necessities more affordable.
- 2) *Prioritizing family support and reunification:* intervene early to avoid a young person separating from their family in the first place, and support youth experiencing homelessness to return home to family when safe and appropriate.
- 3) *Expanding housing programs:* when family reunification is not possible, offer coordinated short and long-term housing options, including both rapid re-housing assistance and permanent supportive housing tailored for youth with a demonstrated need for the most intensive services.
- 4) *Improving supportive crisis responses:* increase local crisis housing capacity so that no young person remains unsheltered, including flexible shelter responses, host homes, and other safe, low-barrier crisis housing options.
- 5) *Street outreach:* build relationships with youth experiencing homelessness to provide street-based services such as survival aid and resources to move youth into stable housing and prepare them for independence.

GOAL AREA 3: PREVENT AND REDUCE YOUTH SUBSTANCE ABUSE

The SCF supports holistic, equitable, culturally appropriate, and youth-friendly prevention, early intervention, and treatment strategies that empower youth to make their own decisions around substance use and take ownership, so that all children and youth in Sacramento have access to the

supports and services they need and deserve to make healthy choices and thrive even in the face of challenges. These include:

- 1) *Screening, brief intervention, and referral to treatment:* Focus on wellness-based responses, rather than disciplinary ones, that offer screening to assess the severity of use, brief interventions focused on motivational interviews to promote awareness and behavior change, and referral to treatment for unhealthy substance use and specialty care.
- 2) *Integrating harm reduction:* Help youth improve their knowledge and decision-making around substance use to reduce stigmatization of use and minimize negative health, social, and legal harms, including lifesaving practices like carrying naloxone and testing substances before trying them.
- 3) *Developing positive coping skills:* Empower young people with healthy coping mechanisms such as mindfulness, relaxation techniques, exercise, creative expression, and problem-solving skills, leveraging peers themselves as resources and support.
- 4) *Build youth power to address socially based stressors:* Empower young people to mobilize and dismantle oppressive systems in their communities such as poverty, trauma, or lack of access to mental health services that play a role in creating vulnerability to unhealthy substance use.

GOAL AREA 4: PREVENT AND REDUCE YOUTH VIOLENCE

The SCF supports community-directed strategies that address three key elements of violence prevention and response. First, strategies should target the unhealthy conditions that cause unequal vulnerability to violence. Second, programs should focus on those youth that are at the highest risk of violence. Finally, individual and community healing and transformation in the aftermath of violence should be centered as an important part of prevention. These strategies are intended to ensure all young people can grow up with safety and without the fear, threat, or reality of violence harming them or their loved ones. These include:

- 1) *Community-based violence intervention:* Establish strong relationships and intervene with young people at the center of risk for violence, leveraging people and organizations with influence and credibility to provide:
 - Intensive life coaching and supportive services for active offenders
 - Street outreach to interrupt and mediate imminent violent conflicts
 - Crisis response and direct support for victims of violence
- 2) *School-based safety programming:* Create school environments that are socially predictable, consistent, safe, and positive by supporting children and youth with conflict mediation skills and restorative justice practices rather than punitive measures.
- 3) *Workforce development and employment:* Invest in improving employment outcomes, including civilian job corps, paid internships and summer jobs for youth, soft skills training, and job placement.
- 4) *Youth leadership and empowerment:* Strengthen and expand civic engagement training for youth to activate their lived experiences and hone their leadership and advocacy skills.

GOAL AREA 5: SUPPORT THE HEALTHY DEVELOPMENT OF CHILDREN AGES 0 TO 5

The SCF supports strategies that promote young children’s healthy development by reinforcing the capabilities and resources of parents and caregivers, so that all children ages 0-5 in Sacramento have the care, relationships, and resources they need to thrive and to begin school safe, healthy, and empowered to succeed. These include:

- 1) *Promoting early learning and school readiness:* Support early childhood literacy and learning to prepare young children for early school success, such as summer school programs for children entering kindergarten and programs that provide books free of charge.
- 2) *Supporting responsive relationships:* Build caregivers’ capabilities and resources to engage in supportive interaction and “sensitive caregiving,” characterized by prompt and adequate response to a child’s signals and needs.
- 3) *Championing positive parenting skills and peer support:* Support caregivers to build positive parenting skills to successfully manage the stressors of parenting young children, including home visitation programs and parent-to-parent programs.
- 4) *Providing economic supports to reduce sources of life stress:* Create the conditions in which families are able and enabled to meet basic needs and build financial assets to withstand unexpected losses or emergencies, such as cash assistance and family support navigators.
- 5) *Expanding childcare access:* Provide resources and opportunities, such as tuition vouchers and navigation and enrollment support, for families to access high-quality childcare for their young children.

SCORING PROCESS OVERVIEW

RATING FACTORS AND MAXIMUM POINTS

Members of the Grant Advisory Team will use the rating factors listed below and the maximum point values below to score each application. Applications that receive an average score of 70 points or less will not be recommended for funding.

Rating Factor	Maximum Points
1) Program Summary	Not Scored
2) Organization History, Capacity & Staffing Qualifications	15
3) Program or Project Design	50
4) Outcomes and Impact	15
5) Budget and Budget Narrative	20
Maximum Points	100
Preference Points	Potential Preference Points
SEED/COI Opportunity Neighborhoods or Welfare Tax Exemption	10
Maximum Score with Preference Points	110

PREFERENCE POINTS

Preference points will not be partially awarded. The onus is on the applicant to sufficiently prove their eligibility for preference points. **Applicants applying for preference points must fill out Attachment 6- Preference Points.**

An applicant can earn ten (10) preference points by qualifying for one of the following categories. Note: qualifying for both of these categories will not result in the award of additional preference points.

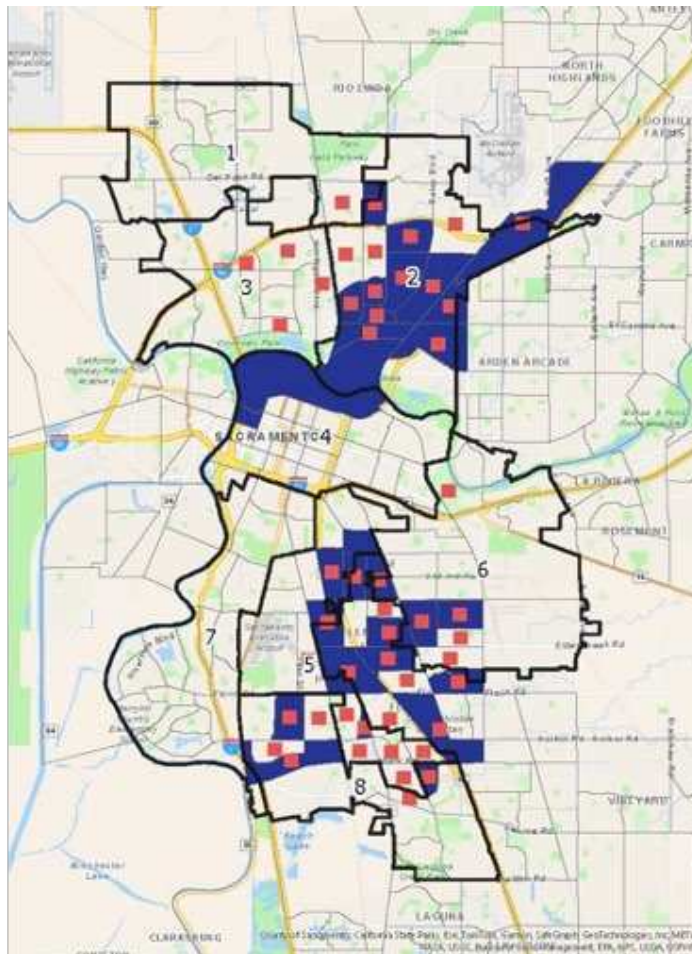
- 1) If applicant's proposed program or project delivers services in one of the opportunity neighborhoods identified by the SEED/COI tools (See Exhibit A – SEED/COI Opportunity Neighborhoods).**

QUALIFYING AS PROGRAM OR PROJECT THAT SERVES SEED/COI IDENTIFIED OPPORTUNITY NEIGHBORHOODS

- Fill out *Attachment 1 Narrative – Preference Point Section*. Complete the *SEED/COI Areas Served Table* to identify the opportunity neighborhoods your program or project will serve.
- Describe how the program or project serves participants who live or go to school in one of the SEED/COI opportunity neighborhoods and list the neighborhood. Include the location of services (i.e. schools, community centers, libraries, parks etc.), frequency of services and target population. Provide evidence of your organization’s presence in the identified neighborhood.

Examples of evidence include but are not limited to:

- Existing MOUs, contracts or agreements with schools, community centers or facilities located in the identified opportunity neighborhoods
- Proof of address for existing project or program location where services are rendered
- Past performance data indicating at least 50% of program participants live or go to school in one or more of the identified opportunity neighborhoods



Programs or projects located in or serving participants in the identified opportunity neighborhoods will receive an additional 10 preference points. **For a list of qualifying neighborhoods, see Exhibit A**

Figure 1. Distribution of neighborhood opportunity in the City of Sacramento, by City Council District

Figure 1. Distribution of neighborhood opportunity in the City of Sacramento, by City Council District

- 2) **If applicant is a 501(c)(3) organization that meets the eligibility requirements of SCF and serves residents of a low-income affordable housing development in the City of Sacramento that received a California Welfare Tax Exemption for low-income affordable housing in the last tax year (Revenue and Taxation Code section 214).**

QUALIFYING AS A CALIFORNIA WELFARE TAX EXEMPT LOW INCOME AFFORDABLE HOUSING APPLICANT

- Identify the low-income affordable housing development where your program or project intends to provide services. Describe how the program or project serves residents of the identified low-income affordable housing development. Include the location of services (i.e. schools, community centers, libraries, parks etc.), frequency of services and target population. Provide evidence of your organization’s presence in the identified neighborhood.
- Applicant is a registered 501(c)(3) organization that provides services to residents of a low-income affordable housing development in the City of Sacramento and received the California Welfare Tax Exemption in the last tax year. Examples of evidence include:
 - Copy of the 2023 Tax Roll from the Sacramento County Assessor listing the identified low-income affordable housing development as tax exempt under the California Welfare Tax Exemption for low-income affordable housing per the IRS Revenue and Taxation Code Section 214
 - Other substantial proof of California Welfare Tax Exemption status for identified housing development
 - MOU or agreement with housing development that outlines services and location
 - Past performance data indicating program participants are residents of identified housing development. Other evidence of applicant’s presence and service delivery at identified housing development

SCORING RUBRIC

The scoring general rubric is below.

No Evidence 0	Poor up to 25%	Fair 25% to 50%	Good 50% to 75%	Very Good 75% to 100%
The response does not address the rating criteria.	The response is vague or incomplete and only partially	The response addresses some, but not all of the rating criteria or	The response is reasonably comprehensive and clearly addresses	The response is detailed, comprehensive, and addresses all of the rating criteria listed

	addresses the rating criteria.	is non-specific and lacking focus.	many of the rating criteria listed above.	above in a way that demonstrates a thorough understanding of the intent of the program.
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EVALUATION OF PROPOSAL

The following specific criteria and the points for each criterion, for a total of 100 points, will be used in evaluating and rating the proposals:

1) **ORGANIZATION HISTORY, CAPACITY & STAFFING..... 15 POINTS**

- Past experience administering similar programs or projects and demonstrated understanding of the intent of the proposed program and capacity needed for program delivery.
- Demonstrated experience working with diverse communities including the identified priority populations and youth most impacted by poverty, trauma and violence.
- Organization has achieved success, and accomplishments demonstrate capacity for effective delivery of proposed services.
- Professional background and qualifications of team members proposed to deliver direct services.
- Cultural humility and or lived experience of staff reflect communities proposed to be served.

2) **PROGRAM OR PROJECT DESIGN 50 POINTS**

- A clear and specific outline of the proposed services, including: the primary fund goal and any secondary fund goals addressed; frequency of programming; average number of clients to be served daily and over the course of the year; location of services in Sacramento County; and extent of proposed services to be delivered.
- Clearly demonstrates how the program or project addresses the fund goals and utilizes evidence informed strategies specific to those goals.
- Demonstrated outreach and engagement strategies that are effective and culturally relevant. Evidence of past performance or competency with the community and target population served including recruitment and retention strategies
- Demonstrated alignment with Citywide Youth Development Plan.
- Clearly demonstrates with evidence how the program or project will serve the identified priority populations and Sacramento youth most impacted by poverty, trauma and violence.
- Top scoring applications will effectively address multiple fund goals and/or utilize cross-cutting strategies. (Reference SIP pg.23)

3) **OUTCOMES AND IMPACT..... 15 POINTS**

- Applicant describes how program will serve Sacramento most impacted by poverty, trauma and violence.

- Applicant demonstrates how the program will promote equity, justice, and accountability through the application of resources toward those youth in greatest need.
- Applicant clearly describes the intended participants that the program is designed to address and their needs, providing accurate, current, and specific data where possible to demonstrate need.
- Applicant identifies outcomes that have been achieved through the proposed services before and is able to link projected outcomes to intended impacts identified in the core needs/funding strategies.
- Applicant demonstrates the ability to reasonably account for/track outcomes.

4) **BUDGET TABLE AND BUDGET NARRATIVE..... 20 POINTS**

- Program provides a clear budget that describes staffing and associated direct costs required for successful program implementation.
- Expenses are reasonable and commensurate with the scale of services proposed.
- Additional resources are identified to support the program, with reasonable plan for securing matching funds.
- Program aligns, leverages, and/or coordinates with other public and private resources.
- Total program budget of RFCY funding and additional matching funding is realistic and reasonable for proposed level of services.
- The ratio between the organization's total grant requests and their organization's overall current year budget is appropriate based on program design and other factors.

PROPOSAL INSTRUCTIONS

PROPOSAL SUBMISSION PROCESS AND TIPS

The City of Sacramento is exclusively using [Grant Management System](#) (GMS) to accept responses to this RFP. To access the submission portal and register for an account, please visit the grant program page. Applicant agencies must identify one primary contact responsible for submitting your materials and serving as your main point of contact, although you are welcome to share the login information with key collaborators at your organization.

Grant Management System:

This user guide is designed to help potential grant applicants who are interested in applying for City of Sacramento grant opportunities at [Grant Management System](#).

If you have questions or need tech support using the Grants Management System, please send an email to grants@cityofsacramento.gov and you will receive a response within one business day.

Proposal Submission and Acknowledgements:

Verify that the information is complete, all forms have been submitted and submit the online proposal.

You may enter your application over multiple sessions. Remember to save often and log out when you have finished a session. Please review the elements of your application including all uploads before submitting. It is recommended that you wait until the entire application is complete before submitting. Once you submit, you will not be able to edit any of your work. More information is provided on each of these steps on the following pages. Be sure to read these instructions carefully.

APPLICATION CHECKLIST

Supporting Documents

- 1) Copy of IRS Letter Certifying Tax Exempt Status (501(c)(3) non-profits only)
- 2) City BOT Exemption Certificate: Letter from the City's Revenue Division confirming an exemption from the business operations tax
- 3) Proof of Good Standing with the California Attorney General Registry of Charitable Trusts
- 4) Proof of Good Standing with the California Secretary of State
- 5) Financial Statements
 - ☐ If applying as a grassroots or emerging applicant, upload a Profit/Loss & Balance Sheet. All other applicant types must upload an Audited Financial Statement. The audit is required for only the lead agency of a Collaborative. Audited financial statements must be from within the past three years (July 1, 2020, to present). If an Applicant is a public agency than the City of Sacramento, the applicant must submit proof of the existence of an independent single, other audit.
- 6) Organizational Budget
 - ☐ Please upload a copy of your applicant agency's most recent fiscal year organizational budget
- 7) Board Roster
 - ☐ Please upload a copy of your current active board of directors roster indicating officers and professional affiliations.
- 8) Letter of Intent (Only applicable to Collaborative Applicants)
 - ☐ Please upload a copy of the letter of intent signed by all collaborative partners supporting the proposal.
 - ☐ If this does not apply to your proposal, please click the Not Applicable checkbox below the file upload area and Mark Complete
- 9) Non-Binding Letter(s) of Intent of MOU (optional)
 - ☐ Applicable if proposing to subcontract or partner with agencies for service provision such as a school. If selected, all partners may be required to be a party to the contract. Applicable as evidence to support preference points for Welfare Tax Exemption for Low Income Affordable Housing and SEED/COI tool.
 - ☐ If this does not apply to your proposal, please click the Not Applicable checkbox below the file upload area and Mark Complete.
- 10) Proof of Insurance (optional)
 - ☐ The insurances and endorsement certificates are not required for proposal submission. However, if awarded, the following insurance requirements are required. You may upload now, which could help speed grant agreement processing:

Proposal Required Documents

Please upload the following:

Attachment 1 – Organization and Proposal Cover Page

Attachment 2 – Narrative

Attachment 3 – Activity Projections Table

Attachment 4 – Budget Table

Attachment 5 – Budget Narrative

Attachment 6 – Preference Points – Optional

ORGANIZATION AND PROPOSAL COVER PAGE

The Organization and Proposal Cover Page details the Organization, program, award request and fund goal(s) the applicant is applying under. See *Attachment 1- Organization and Proposal Cover Page*.

NARRATIVE

The proposal narrative must include the following elements presented in the order listed below. See *Attachment 2- Narrative*.

All applicants must answer the universal narrative questions in addition to the fund goal or project specific narrative questions.

UNIVERSAL NARRATIVE QUESTIONS

PROGRAM OR PROJECT SUMMARY

Provide a clear and concise summary of the program or project.

ORGANIZATION BACKGROUND

Describe the organization's history, capacity and staffing qualifications including experience providing the services proposed in your application. Describe the staffing plan for the proposed program or project. Provide information on how many people will be directly working on the project and their qualifications to work effectively with the target population.

PROGRAM/PROJECT DESIGN

Program Structure

State the Primary Fund Goals and any additional fund goals and respective strategy(ies) that the proposed program or project addresses. Describe the program or project design, type of services, average length of participation, location of services, and how services will be delivered. If the program design reflects evidence-informed/based practices, addresses multiple fund goals or utilizes cross cutting strategies (pg. 23) please describe.

Program Participants

Identify the target population and how the program or project will serve Sacramento children and/or youth from birth through 24 years old most impacted by poverty, trauma and violence (pg. 12). Include evidence of applicant's experience providing services to the target population. Describe the plan to recruit, engage, and retain children and youth in services to reach the program or project's goals.

Program Partners

List the other partners that will support the program. If the program or project includes subcontractors or consultants, specify their roles, responsibilities, and qualifications. If services delivered at a public facility (e.g., schools, community centers, libraries), describe history of relationship with public institution.

ACTIVITY PROJECTIONS TABLE

All applicants must complete the Activity Projections Table as part of the application. See *Attachment 3 - Activity Projections Table*.

FUND GOAL SPECIFIC NARRATIVE QUESTIONS

All applicants must complete the fund goal specific narrative questions for the proposal's primary fund goal. If the proposal addresses multiple fund goals, be sure to answer the fund goal specific narrative questions for the primary fund goal AND any additional fund goals the proposal addresses. See *Attachment 2 – Narrative*.

PROJECT SPECIFIC NARRATIVE QUESTIONS (IF APPLICABLE)

In addition to the universal narrative questions and fund goal specific narrative questions, be sure to answer the project specific narrative questions. See *Attachment 2 – Narrative* (if applicable).

OUTCOMES AND IMPACT

All applicants must complete the Outcomes and Impact section as part of the application. See *Attachment 2- Narrative*.

BUDGET TABLE AND BUDGET NARRATIVE

The program budget is an important component of the proposal that should be clearly linked to support the proposed program, with reasonable and justifiable expenses for staffing and program costs. The budget proposed should be an appropriate and accurate projection of the program expenses for each program year for which funds are requested.

BUDGET TABLE

All applicants must complete the Budget Table (see *Attachment 4: Budget Table*) as part of the application. The Budget Table asks applicants to provide budget information for full program budget, funding request budget, and any matching funding (if applicable). Please only complete a budget table for Program Year 2 and Program Year 3 if the budget differs from the previous program year.

IMPORTANT: The initial funding period for this grant is 1.5 years from January 1, 2025 – June 30, 2026. Applicants should fill out a Program Year 1 budget that reflects the initial 1.5 years period. Applicants should fill out an additional Program Year 2 budget table (July 1, 2026 – June 30, 2027) and Program Year 3 budget table (July 1, 2027 – June 30, 2028) ONLY if the budget differs from the previous program year.

While some applicants may use different line items as a part of their own budget processes, the line items in the Budget Table are the line items that applicants must use. Applicant should note the following:

- List total cost for each line item. Detailed expenses will be provided in the budget narrative.
- Report amounts in whole dollars only.
- The City does not require applicants to request funds for every line item. If you are not requesting funds for a certain line item, simply list \$0.

BUDGET NARRATIVE

All applicants must complete the Budget Narrative. See *Attachment 5 - Budget Narrative*. The purpose of the Budget Narrative is to provide support and explanation for the amounts requested in the Budget Table.

PREFERENCE POINTS (OPTIONAL)

Only applicants applying for preference points need to fill out the Preference Points section of the application. See *Attachment 6 Preference Points and Exhibit A: SEED/COI Opportunity Neighborhoods*.

ATTACHMENT 1: ORGANIZATION AND PROPOSAL COVER PAGE

The Organization and Proposal Cover Page must include the following information:

Organization Information (Applicant):

Primary Contact for Grant

Organizational Type: Choose an item.	
Name of Organization: Click here to enter text.	Title: Click here to enter text.
Organization Address: Click here to enter text.	Name Click here to enter text.
	Phone Number: Click here to enter text.
	Email Address: Click here to enter text.

Collaborative Partner Organization

Organizational Type: Choose an item.	
Name of Organization: Click here to enter text.	Title: Click here to enter text.
Organization Address: Click here to enter text.	Name Click here to enter text.
	Phone Number: Click here to enter text.
	Email Address: Click here to enter text.

Program Budget:

Program Budget: \$ Click here to enter text.	Total Amount of Grant Funds Requested: \$ Click here to enter text.
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SCF Fund Goals:

Choose **one (1)** primary fund goal for which the proposal is being submitted for funding consideration and enter that information below:

- ☐ Goal 1: Support the Mental Health and Emotional Wellness of Youth
- ☐ Goal 2: Prevent and Reduce Youth Homelessness
- ☐ Goal 3: Prevent and Reduce Substance Abuse
- ☐ Goal 4: Prevent and Reduce Youth Violence
- ☐ Goal 5: Support the Healthy Development of Children Ages 0-5

What other fund goals are addressed by your program? (Check all that apply)

- ☐ Goal 1: Support the Mental Health and Emotional Wellness of Youth
- ☐ Goal 2: Prevent and Reduce Youth Homelessness
- ☐ Goal 3: Prevent and Reduce Substance Abuse
- ☐ Goal 4: Prevent and Reduce Youth Violence
- ☐ Goal 5: Support the Healthy Development of Children Ages 0-5

Note: If the program addresses multiple fund goals, be sure to answer the fund goal specific narrative questions for the primary fund goal AND any additional fund goals the program or project addresses in *Attachment 2- Narrative*.

ATTACHMENT 2: PROPOSAL NARRATIVE

PROGRAM SUMMARY (NOT SCORED)

- 1) Provide a clear and concise summary of the program or project. The summary should describe the program or project in terms of who will be served, numbers to be served, types of services, location and frequency of services, and the purpose of the program and outcomes to be achieved. This Program or Project Summary will be used to describe the proposed program or project throughout the review process and will not be scored (150-word limit).

[Click here to enter text.](#)

ORGANIZATION HISTORY, CAPACITY & STAFFING QUALIFICATIONS (15 POINTS)

- 2) Describe the Organization's experience providing the services proposed in your application. Include information on years of service in the community being served and any partnerships or collaboration with other organizations or systems of care (200 words).

[Click here to enter text.](#)

- 3) Describe the staffing plan for your proposed program or project. Identify (300 words):
 - a. The person who will have primary responsibility for managing the program or project and discussing their experience managing similar projects.
 - b. Describe the plan for recruiting and training the staff who will deliver the program.
 - c. Provide information on how many people will be directly working on the project and their qualifications to work effectively with the target population.

[Click here to enter text.](#)

PROGRAM OR PROJECT DESIGN (50 POINTS)

- 4) State the Primary Fund Goals and any additional fund goals and respective strategy(ies) that the proposed program or project addresses. Describe the program or project design, type of services, average length of participation, location of services, and how services will be delivered; include the role of each partner within a Collaborative Applicant proposal. If the program design reflects evidence-informed/based practices, or cross cutting strategies (page 15 of the RFP) please describe. In describing the program design, include (1,000 words):
 - a. How the program aligns with the Citywide Youth Development Plan ("Plan") by outlining at least, two (2) program practices that correspond with one or more youth development supports and opportunities.
 - b. How social justice principles are integrated into those program practices ([Find examples here](#))

As part of the Program/Project Design Narrative, fill out **Attachment 2 - Narrative** and **Attachment 3 - Activity Projections Table**

[Click here to enter text..](#)

- 5) Identify the target population and how the program or project will serve Sacramento youth aged 0-24 most impacted by poverty, trauma and violence (page 12 of the RFP). Include evidence of applicant’s experience providing services to the target population including data from past program performance. Describe (500 words):
- a. The plan to recruit, engage, and retain children and youth in services to reach the program or project’s goals.
 - b. Any existing referral systems with entities primarily serving the target population (page 12 of the RFP). Specify how the program activities or project design are age- and/or developmentally appropriate for target population

[Click here to enter text.](#)

- 6) List the other partners that will support the program. If the program or project includes subcontractors or consultants, specify their roles, responsibilities, and qualifications. Identify the other partners not included in the program budget that are critical to the success of the program and present how these partners support the proposed program or project. If services delivered at a public facility (e.g., schools, community centers, libraries), describe the history of relationships with public institutions (1,000 words).

[Click here to enter text.](#)

Program Name	Roles and Responsibilities
Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.

- a. For Collaborative Applicants, describe the approach to shared leadership and planning, the collaborative structure, and the kinds and frequency of communication among the collaborative’s members. Specify if staff time will be dedicated to supporting the collaborative’s operations including the number of FTE and the responsibilities of staff person(s) (500 words).

[Click here to enter text.](#)

FUND GOAL SPECIFIC PROGRAM DESIGN NARRATIVE QUESTIONS (REQUIRED)

- 1) In addition to the universal narrative questions above, the following specific prompts/questions apply to specific Fund Goals. If the proposal addresses multiple Fund Goals, be sure to answer the

Fund Goal Specific narrative questions for the primary Fund Goal AND any additional Fund Goals the program or project addresses.

a. **FOR PROGRAMS THAT SERVE GOAL AREA 1: SUPPORT THE MENTAL HEALTH AND EMOTIONAL WELLNESS OF YOUTH (500 words).**

- i. Describe how the program incorporates culturally-affirming, and trauma-responsive strategies.
- ii. Explain how the program incorporates fund goal specific evidence informed strategies listed under Funding Information pg. 17-20.
- iii. Describe how the services are equitable and accessible so that all young people may participate

[Click here to enter text.](#)

b. **FOR PROGRAMS THAT SERVE GOAL AREA 2: PREVENT AND REDUCE YOUTH HOMELESSNESS (500 words).**

- i. Describe how the program provides youth experiencing homelessness with access to resources needed to exit homelessness and meet basic needs.
- ii. Explain how the program incorporates fund goal specific evidence informed strategies listed under Funding Information pg. 17-20.
- iii. Describe how the program will provide street-based outreach and build relationships with youth experiencing homelessness.

[Click here to enter text.](#)

c. **FOR PROGRAMS THAT SERVE GOAL AREA 3: PREVENT AND REDUCE YOUTH SUBSTANCE ABUSE (500 words).**

- i. Describe how your program incorporates holistic, equitable, culturally appropriate, and youth-friendly prevention, early intervention, and treatment strategies that empower youth to make their own decisions around substance use.
- ii. how the program incorporates fund goal specific evidence informed strategies listed under Funding Information pg. 17-20.
- iii. Describe how you plan to recruit, engage, and retain children and youth in your services to reach your program's goals? How do you keep youth engaged in programming?

[Click here to enter text.](#)

d. **FOR PROGRAMS THAT SERVE GOAL AREA 4: PREVENT AND REDUCE YOUTH VIOLENCE (500 words).**

- i. Describe how your program incorporates community-directed strategies that target the unhealthy conditions that cause unequal vulnerability to violence, focus on those youth that are at the highest risk of violence and address individual and community healing and transformation in the aftermath of violence.
- ii. Explain how the program incorporates fund goal specific evidence informed strategies listed under Funding Information pg. 17-20.

- iii. Describe how you plan to recruit, engage, and retain children and youth in your services to reach your program's goals?

[Click here to enter text.](#)

e. **FOR PROGRAMS THAT SERVE GOAL AREA 5: SUPPORT THE HEALTHY DEVELOPMENT OF CHILDREN AGES 0 TO 5 (500 words).**

- i. Describe how your program supports strategies that reinforce the capabilities and resources of parents and caregivers, so that all children ages 0-5 in Sacramento have the resources they need to thrive and begin school safe, healthy, and empowered to succeed.
- ii. Explain how the program incorporates fund goal specific evidence informed strategies listed under Funding Information pg. 17-20.
- iii. Describe the elements of the program that ensure a high-quality learning environment for participants including high-quality adult-child engagement and high-quality developmental activities. If not already addressed, describe how parents/caregivers are engaged in the program.

[Click here to enter text.](#)

PROJECT SPECIFIC DESIGN NARRATIVE QUESTIONS (IF APPLICABLE)

- 2) In addition to the universal narrative questions above, the following specific prompts/questions apply to Capital Improvement Project proposals.

a. **FOR CAPITAL IMPROVEMENT PROJECTS (500 words).**

- i. Describe how the project will directly impact Sacramento children, youth and their families most impacted by poverty, trauma and violence.
- ii. Which specific community needs, problems, or issues does the project seek to address related to the five Fund Goals? Identify the specific community, and the resources the project will contribute to that community.
- iii. Project Deliverables: Describe the specific and/or measurable accomplishments this project will achieve when completed, demonstrating effective use of SCF funds.
- iv. Project Timeline: Provide a general project timeline. Do not list specific dates or months due to uncertainty about when projects may begin.

[Click here to enter text.](#)

- 3) For Collaborative Applicants, describe the approach to shared leadership and planning, the collaborative structure, and the kinds and frequency of communication among the collaborative's members. Specify if staff time will be dedicated to supporting the collaborative's operations including the number of FTE and the responsibilities of staff person(s) *(500 words)*

[Click here to enter text.](#)

Collaborating Organization	Roles and Responsibilities
Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.

OUTCOMES AND IMPACT (15 POINTS)

- 4) State how the SCF target population your program serves directly benefit from the proposed services? (200 words)

Click here to enter text.

- 5) How will your organization document participant enrollment, participation, and other indicators that are relevant to your program such as number of participants, participation over time, number of referrals provided, etc.? How will your program gather and assess participant outcomes throughout the grant period? (300 words)

Click here to enter text.

- 6) List your program’s projected outcomes. Describe annual outcomes and performances for the past one to three years. Explain any fluctuations in outcome and performance year-to-year. (300 words)

Click here to enter text.

ATTACHMENT 3: ACTIVITY PROJECTIONS TABLE

Provide an estimate on the overall activities in this section that correspond to the detailed activities you will provide throughout the year and a half. Do not provide a detailed list of each and every expected activity that would constitute a completed Scope of Work.

ACTIVITY PROJECTIONS TABLE

The activity types that are available are dependent upon the SCF fund need selected. There are two activity types that are available:

- **Individual Activities**
- **Group Activities**

For **Individual** and **Group Activities**, you will be required to provide the following information:

- **Activity Name**
- **Activity Category:** Select the most appropriate activity category from the drop-down list.
- **Average # of Sessions:** Project the estimated number of sessions that will be offered for this activity during the first year and a half of the program. For projects, project the estimated number of sessions/hours of service to be offered or available for use by children, youth or families.
- **Average # of Hours per Session:** Project the estimated number of hours per session this activity will be offered. For projects, projects the estimated length of session (hour of use) is used by children, youth or families during one program year once project is complete.
- **Total # of Program Hours:** Provide the total number of hours that a participant is expected to complete for this activity. For the Supportive Services category, provide an average estimate per participant. For projects, provide the average estimate a service will be utilized by 1 participant.

SERVICE LOCATION (IF APPLICABLE)

To complete the Activities Projections, provide information on the service site location. If your program is operating at multiple locations, provide information for each program site location. Do not include service site locations where only brief activities will take place.

LOCATIONS OF PROGRAM ACTIVITIES

For each service location, provide the following information:

- **Location Name:** Provide a clear name for the site (do not use acronyms).
- **Address:** Including Street Address, City, and ZIP code.
 - Note: SCF uses this information to inform the Planning and Oversight Commission and Sacramento City Council of potential program locations and to determine locations of services throughout the city of Sacramento. Please be sure to include accurate information in this section to be able to map potential service locations.
 - To find the Sacramento City Council District of your site location, visit: [District Mapping](#)
- **Location Type:** Provide a description of service location

ACTIVITY PROJECTIONS:

Name of Program Activities	Category (select from menu below)	Average No. of Sessions	Average No. of per Session (hours)	Total No. of Program Hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours
	Choose an item.		hours	hours

SERVICE LOCATION(S) OF PROGRAM ACTIVITIES (IF APPLICABLE):

Location Name	Address	Location Type

ATTACHMENT 4: BUDGET TABLE

Applicant Agency:	(Insert Name of Agency/Organization)
Year 1.5 FY:	(Dates: 01/01/2025 - 06/30/2026)
Programmatic Period:	(Insert Program Period of Year 1, i.e. mm/dd/yyyy - mm/dd/yyyy)

Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
I. DIRECT COSTS-PERSONNEL				
Total Direct Service Staff Salaries	\$0.00	\$0.00	\$0.00	\$0.00
Total Direct Service Staff Fringe & Benefits	\$0.00	\$0.00	\$0.00	\$0.00
II. DIRECT COSTS-OTHER				
Total Equipment/Furniture	\$0.00	\$0.00	\$0.00	\$0.00
Total Facility Rental	\$0.00	\$0.00	\$0.00	\$0.00
Total Food	\$0.00	\$0.00	\$0.00	\$0.00
Total General Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Total Participant Incentives	\$0.00	\$0.00	\$0.00	\$0.00
Total Program Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Total Staff Training	\$0.00	\$0.00	\$0.00	\$0.00
Total Travel/Transportation	\$0.00	\$0.00	\$0.00	\$0.00
III. YOUTH WAGES AND STIPENDS				
Total Youth Wages	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Wages Fringe	\$0.00	\$0.00	\$0.00	\$0.00
Total Youth Stipends	\$0.00	\$0.00	\$0.00	\$0.00
IV. ADMINISTRATIVE/INDIRECT COSTS				
Total Admin/Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00
V. SUBCONTRACTORS				
Total Subcontractors	\$0.00	\$0.00	\$0.00	\$0.00
VI. PROGRAM EVALUATION				
Total Program Evaluation	\$0.00	\$0.00	\$0.00	\$0.00
VII. OTHER				
Total Other	\$0.00	\$0.00	\$0.00	\$0.00

TOTAL EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00
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DIRECT COSTS – PERSONNEL

Total Direct Service Staff Salaries: List all direct service staff for the project including line staff, supervisory staff that supervises line staff, and support/clerical staff that work directly on the proposed program.

- Create a separate line item for EACH individual staff working directly on the program including Title, Total Annual Salary/Wages, FTE dedicated to program, and percentage included in the funding request.

Examples: Workforce Development Trainer, \$40,000/year, 0.5 FTE (100%) / Afterschool Program Manager, \$50,000/year, 0.5 FTE (50%)

Total Direct Service Staff Fringe & Benefits: This line item represents benefits (health, dental, retirement, etc.) as well as mandatory employment costs such as FICA (includes Social Security at 6.2% and Medicare at 1.45%), SDI, and unemployment taxes. Show calculations for each expense included the Fringe and Benefits and the percentage included in the funding request.

Examples: FICA: \$100,000 (personnel) $\times$ 7.65% = \$7,650 (60%) / Health benefits: \$3,600/year $\times$ 4 employees = \$14,400 (45%)

DIRECT COSTS - OTHER

All items listed must directly benefit and support the operation of the proposed program. Applicant should use best judgement to determine if an explanation of why the specific item is needed should be included. Show the percentage included in funding request.

Direct costs that support the program include:

- *Equipment/Furniture:* Durable goods such as computers and furniture.
 - Example Laptops for program participants: \$500/laptop $\times$ 25 participants = \$12,500 (100%)
- *Facility Rental:* Pro-rated costs of space rental, utilities, building maintenance and other occupancy costs for delivery of program
 - Example Recording Studio: \$25/hour $\times$ 200 hours = \$5,000 (25%)
- *Food:* Meals, snacks and food for regular programming and special events. All expense except special events can be shown as a cost per participant for the duration of the program. List special event food separately.
 - Example Snacks: \$300/participant $\times$ 50 participants = \$15,000 (50%)
- *General Office Supplies:* Paper, pens, toner, and other reasonable office supply expenses. Cost per month is acceptable without itemizing each item.
 - Example Office Supplies: \$50/month $\times$ 10 months, \$500 (10%)
- *Participant Incentives:* Monies or other non-cash incentives, such as gift certificates, provided to a program participant as a reward for completing a program or achieving a programmatic milestone. Detail how many participants are projected to receive incentives and amount of incentive.
 - Example Gift Cards for: \$25/card $\times$ 100 cards = \$2,500 (75%)

- *Program Supplies:* Art supplies, workbooks, sports equipment, and other reasonable program supply expenses that are required for the proposed program. Use general categories (e.g., art supplies, sports equipment, science materials, writing supplies). Cost per participant for the duration of the program is acceptable, but not required.
 - Example Art Supplies: \$200/participant x 50 participants = \$10,000 (50%)
- *Staff Training:* Training of direct service staff including costs of trainers and training materials.
 - Example Trauma-Informed Practices Training: \$1,000/training x 1 training (10%). Costs include trainer's time and training materials.
- *Telephone/Internet/Communications:* Mobile phone, telephone, internet and postage.
 - Example Wi-Fi: \$65/month x 9 months = \$585 (10%)
- *Travel/Transportation:* Expenses for field trips and access to programs. The basis for the calculation as well as the purpose for all travel should be provided. Travel expenses for staff are allowed when directly benefiting children and youth. Funds cannot be used for travel to trainings or professional development conferences. Local travel estimates should be based on organization's current policies for mileage. Note that any transportation of participants will require the grantee (or the subcontractor company) to carry \$1 million in automobile insurance.
 - Example Field Trips: \$15/participant x 40 participants x 3 field trips = \$1,800 (50%). Field trips will be to local museums where the art ties into program's art classes.

YOUTH WAGES AND STIPENDS

Youth Wages: This line item is for programs that offer youth an hourly wage or stipend for internships or employment experiences. Enter a separate line item for each unique hourly wage. Do not enter a range for wages. As with other direct costs, applicant should use best judgement to determine if an explanation of any paid position for youth is necessary.

Example: Peer Tutors: \$14/hour x 4 hours x 40 weeks x 10 tutors = \$22,400 (100%). Cost includes direct tutoring and monthly trainings.

Youth Stipends: Stipends are used to support youth participants enrolled in the program in limited duration work experiences and internships. Please enter a separate line item for each unique stipend profile and stipend amount. Do not enter a stipend range. Do not include incentives for program participation in this line item. These should be included in the line-item Participant Incentives under Other Direct Costs.

Example: Peer Tutor Training Stipends: \$50/participant x 25 participants x 3 trainings = \$3,750 (100%)

ADMINISTRATIVE/INDIRECT COSTS

Administrative/Indirect costs by applicant designation are:

- Collaborative Applicants: Up to 20% of total grant request
- Up to 20% of total grant request
- Up to 25% of total grant request

- Grassroots or Emerging: Up to 35% of total grant request

Administrative/indirect costs cannot exceed the limits stated above, including the administrative/indirect costs charged by subcontractors.

Examples of allowable expenses in the administrative/indirect line item include audit, bookkeeping, payroll/finance, facilities maintenance, insurance, rent, storage, utilities, and allocated personnel costs (Executive Director's time or any other staff who works minimally on the funded program). Individual expenses that comprise the total administrative/indirect costs do not need to be itemized; however, if requested, applicant should be able to clearly demonstrate the individual expenses that were included in this line item.

Important Note: An audit conducted by an external party is required when an agency's annual operating budget is \$250,000 or higher.

SUBCONTRACTORS

Subcontractors are described as organizations or individuals/sole proprietors that provide specialized services to target populations to help enhance the program. For proposal awarded through this RFP, each subcontractor must operate under a signed contract, MOU, or Letter of Agreement (LOA) with the grantee.

Any potential changes in subcontractors, scopes of work and budgets should be brought to the City's attention before implementation. Subcontractors should meet the same contracting requirements of the City of Sacramento that are required of the grantee. It is the legal obligation of the grantee to monitor the subcontractor's progress and to ensure accountability. However, City staff has the right to conduct file reviews of subcontractor agencies and program observations of the subcontractor.

List the organization or individual name of each subcontractor/potential subcontractor and provide a brief description (1-2 sentences) of the scope of work. For each and every subcontractor, show a line-item budget using the same format as the applicant budget. Subcontractor is only required to complete Column B (Funding Request) and may leave Column A (Program Budget) and Column C (In-Kind) blank.

If subcontractor is an individual, show hourly rate, number of hours in subcontract, and total subcontract amount. Include a brief description of the scope of work.

PROGRAM EVALUATION

This line item should reflect the staff time dedicated to the implementation of the program evaluation and the cost of any additional technology needed to successfully implement the program evaluation. Include the following information for the staff member who is taking primary responsibility for the program evaluation implementation: title, total annual salary/wages, FTE dedicated to program evaluation, and percentage included in the funding request.

Example: Afterschool Program Manager, \$50,000/year, 0.05 FTE (50%)

OTHER

This category is for any other expense that does not fall within any of the previous line items. Provide as much information as needed to demonstrate how the expense supports the program. Include the calculation of how total cost of item(s) were done and the percentage included in the funding request. Additional lines may be added to budget table for applicable categories.

MATCHING FUNDS (IF APPLICABLE)

Only fill out the matching funds column if you are applying as a non-city public entity. This line item should reflect a dollar-for-dollar cash match to requested SCF funding. Name and describe the matching fund source and the longevity and security of the funds in the Budget Narrative.

PROGRAM YEAR 2 AND PROGRAM YEAR 3 BUDGET TABLES (AS NEEDED)

Provide an explanation for any line item in the Program Year 2 budget for the program that varies more than 20% from the same line item in the Year 1 budget for the program. Follow the same guidelines required for narrative justifications of the Year 3 program budget above. Please fill additional Budget Tables as needed.

ATTACHMENT 5: BUDGET NARRATIVE

What fund goals are addressed by your program? (Check all that apply)

- ☐ Goal 1: Support the Mental Health and Emotional Wellness of Youth
- ☐ Goal 2: Prevent and Reduce Youth Homelessness
- ☐ Goal 3: Prevent and Reduce Substance Abuse
- ☐ Goal 4: Prevent and Reduce Youth Violence
- ☐ Goal 5: Support the Healthy Development of Children Ages 0-5

The Budget Narrative is to provide support and explanation for the amounts displayed in the Budget Table spreadsheet. Please follow guidelines and examples listed in *Attachment 6- Budget Table* (Cannot exceed 1500 words).

For the Year 1 program budget, present a narrative for each line item in the total program budget. In general, each budget narrative and calculation statement should describe, in as much detail as required for clarity, what the specific item is and how the amount shown in the budget was calculated. In the case of non-personnel line items, applicant should use best judgment to determine if explanation of why the specific item is important to the program should be included.

NOTE: Year 1 Budget should reflect the initial 1.5-year period of January 1, 2025 – June 30, 2026.

“Programmatic Period” refers to the dates of the proposed program, and for each funding year period, the date range must fall within the dates of the City’s fiscal year, with the exception of the first 6 months of programming from January 1, 2025 – June 30, 2025. The Programmatic Period should reflect the dates when the program is working with children and youth directly. Expenditures resulting from preparations for program delivery, capacity building or for post-program work (e.g., data analysis, staff reflection meetings, clean-up) can be included in the budget. However, grant funds cannot be used for activities that occur before January 1, 2025. Please type in box below:

[Click or tap here to enter text.](#)

ATTACHMENT 6: PREFERENCE POINTS (OPTIONAL)

An applicant can earn ten (10) preference points by qualifying for one of the following categories. Note qualifying for both will not result in additional preference points.

If applicant’s proposed program or project delivers services in one of the opportunity neighborhoods identified by the SEED/COI (see Exhibit A):

QUALIFYING AS PROGRAM OR PROJECT THAT SERVES SEED/COI IDENTIFIED OPPORTUNITY NEIGHBORHOODS

- 1) Fill out the Table below to identify the SEED/COI neighborhoods your program or project intends to services. Reference *Exhibit A* for a list of qualifying zip codes and neighborhoods.
- 2) Describe how the program or Project serves participants who live or go to school in one of the SEED/COI opportunity neighborhoods and list the neighborhood. Include the location of services (i.e. schools, community centers, libraries, parks etc.), frequency and target population. (500 words)
- 3) Provide one piece of the following documentation as proof:
 - a) Existing MOUs, contracts or agreements with schools, community centers or facilities located in the identified opportunity neighborhoods
 - b) Proof of address for existing project or program location where services are rendered.
 - c) Past performance data indicates that at least 50% of program participants live or go to school in one or more of the identified opportunity neighborhoods.
 - d) Other evidence of applicant’s presence and service delivery in identified neighborhoods.

[Click here to enter text.](#)

AREAS SERVED		
Name of Program	Zip Code	Neighborhood
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.

If applicant is a 501(c)(3) organization that meets the eligibility requirements of SCF and serves residents of a low-income affordable housing development in the City of Sacramento that received a California Welfare Tax Exemption for low-income affordable housing in the last tax year (Revenue and Taxation Code section 214):

QUALIFYING AS A CALIFORNIA WELFARE TAX EXEMPT LOW INCOME AFFORDABLE HOUSING APPLICANT

- 1) Identify the low-income affordable housing development where your program or project intends to provide services. Describe how the program or project serves residents of the identified low-income affordable housing development. (300 words)

[Click here to enter text.](#)

- 2) Applicant is a registered 501(c)(3) organization that provides service to residents of a low-income affordable housing development in the City of Sacramento and received the California Welfare Tax Exemption in the last tax year. Provide one piece of the following documentation as proof:
 - a) Copy of the 2023 Tax Roll from the Sacramento County Assessor listing the identified low-income affordable housing development as tax exempt under the California Welfare Tax Exemption for low-income affordable housing per the IRS Revenue and Taxation Code Section 214
 - b) Other substantial proof of California Welfare Tax Exemption status for identified housing development
 - c) MOU or agreement with housing development that outlines services and location
 - d) Other evidence of applicant's presence and service delivery at identified housing development

[Click here to enter text.](#)

EXHIBIT A: SEED/COI TOOL OPPORTUNITY NEIGHBORHOODS

Census Tracts, Districts, Zip Codes, and Neighborhoods with Sacramento Equity Index of 0-20 and/or COI "Very Low"						
SEED Rank	SEED Rank Percentile	COI "Very Low"	Census Tract	District	Zip Code	Neighborhood
1	0.66	Yes	Census Tract 37	5	95820	South Oak Park, North City Farms, Central Oak Park
2	1.32	Yes	Census Tract 65.01	2	95838	Del Paso Heights
3	1.97	Yes	Census Tract 69.02	2	95815	Old North Sacramento, Noralto
4	2.63	No	Census Tract 28	5	95817, 95820	Central Oak Park
5	3.29	Yes	Census Tract 44.01	6	95820	Lawrence Park
6	3.95	Yes	Census Tract 68.01	2	95815	Richardson Village, Noralto
7	4.61	Yes	Census Tract 66	2	95815, 95838	Hagginwood, South Hagginwood, Old North Sacramento
8	5.26	Yes	Census Tract 44.02	5	95820	South Oak Park
9	5.92	Yes	Census Tract 47.02	6	95823	N/A
10	6.58	Yes	Census Tract 63	2	95815, 95838	Cannon Industrial Park, Hagginwood, South Hagginwood
11	7.24	Yes	Census Tract 50.02	5	95823, 95828	Parkway
12	7.89	Yes	Census Tract 67.04	2	95838	Robla
13	8.55	Yes	Census Tract 96.40	8a	95823	Valley Hi / North Laguna
14	9.21	Yes	Census Tract 49.07	5	95823	Parkway
15	9.87	Yes	Census Tract 43.02	8, 7	95832	Meadowview
16	10.53	No	Census Tract 69.01	2	95815	Woodlake, Johnson Business Park, American River Parkway, Erikson Industrial Park
17	11.18	No	Census Tract 53.01	4	95811, 95814, 95816	Southern Pacific / Richards, Dos Rios Triangle, East Sacramento
18	11.84	Yes	Census Tract 46.04	6	95824	N/A
19	12.50	Yes	Census Tract 68.02	2	95815	Noralto, Old North Sacramento, South Hagginwood
20	13.16	No	Census Tract 7	4	95814	Downtown, Old Sacramento

21	13.82	Yes	Census Tract 74.13	2	95821, 95660	Del Paso Park
22	14.47	Yes	Census Tract 48.02	6	95828	Glen Elder
23	15.13	Yes	Census Tract 45.02	5	95823	Parkway
24	15.79	Yes	Census Tract 62.02	2	95815, 95821	Ben Ali, Swanston Estates
25	16.45	Yes	Census Tract 32.04	6	95824	Avondale, Fruitridge Manor
26	17.11	Yes	Census Tract 32.02	6	95824	Fruitridge Manor
27	17.76	Yes	Census Tract 42.02	8	95822, 95832	Meadowview
28	18.42	Yes	Census Tract 45.01	5	95824	South City Farms
29	19.08	Yes	Census Tract 68.03	2	95815	Willis Acres, Noralto
30	19.74	Yes	Census Tract 55.02	2	95815, 95825	Swanston Estates, Ben Ali, Arden Fair, Erikson Industrial Park
31	20.39	Yes	Census Tract 48.01	6	95828	Southeast Village, Glen Elder
32	21.05	Yes	Census Tract 49.06	5	95823	Parkway
33	21.71	Yes	Census Tract 64	2	95838	East Del Paso Heights, Village Green, Parker Homes, Raley Industrial Park
34	22.37	Yes	Census Tract 47.01	6	95823	N/A
35	23.03	Yes	Census Tract 41	5	95822	Woodbine, Brentwood
36	23.68	Yes	Census Tract 32.03	6	95824	Southeast Village, Glen Elder
37	24.34	Yes	Census Tract 67.05	2	95838	Norwood Tech, Oak Knoll, Johnston Heights, Strawberry Manor
39	25.66	Yes	Census Tract 49.09	5	95823	Parkway
40	26.32	Yes	Census Tract 46.03	6	95824	Fruitridge Manor
42	27.63	Yes	Census Tract 70.01	3, 2, 1	95833, 95384	Gardenland, South Natomas, American River Parkway
43	28.29	Yes	Census Tract 70.22	3	95834	South Natomas
46	30.26	Yes	Census Tract 42.03	8	95822, 95832	Meadowview
47	30.92	Yes	Census Tract 96.34	5	95823	Valley Hi / North Laguna

51	33.55	Yes	Census Tract 49.08	5	95823	Parkway
53	34.87	Yes	Census Tract 52.01	6	95819, 95826	CSUS, College Town
55	36.18	Yes	Census Tract 67.03	1	95838	Glenwood Meadows, Pell/Main Industrial Park
57	37.50	Yes	Census Tract 49.10	5	95823	Parkway
61	40.13	Yes	Census Tract 43.01	8	95832	Meadowview
62	40.79	Yes	Census Tract 70.21	3	95834	South Natomas
67	44.08	Yes	Census Tract 49.04	5	95823	Parkway
68	44.74	Yes	Census Tract 96.33	8	95823	Valley Hi / North Laguna
96	63.16	Yes	Census Tract 70.24	3	95833	South Natomas, River Gardens
77	50.66	Yes	Census Tract 67.06	2	95838	West Del Paso Heights, Norwood I-80

OTHER CITY RIGHTS AND DISCLOSURES

GENERAL SERVICE REQUIREMENTS

If awarded a SCF grant, the grantee shall:

1. Appoint one representative to serve as the primary point of contact.
2. Obtain and maintain insurance as required by the City throughout the term of the agreement.
3. Limit service delivery within City of Sacramento boundaries and to City of Sacramento residents, unless otherwise requested.
4. Comply with all reporting requirements and allow the City and its contracted evaluator to conduct at least one on-site monitoring visit per year.
5. Attend SCF grantee convenings to maximize collaboration and the coordination of Sacramento children and youth services.
6. If the provision of services occurs on school campuses:
 - a. Obtain the written consent of the campus(es) to perform services on the campus prior to application submission
 - b. Enter into a written agreement with the campus(es), no later than thirty (30) days following the commencement of services and promptly provide a fully executed copy of the agreement(s) to the City
 - c. Notify the City if any party terminates, amends or suspends the agreement

A grantee's failure to maintain a proper agreement shall, in addition to all other remedies available to the City, constitute grounds for the City to withhold payment or terminate the agreement.

7. If the grantee uses subcontractors:
 - a. Enter into a written agreement with the subcontractor(s), no later than thirty (30) days following the commencement of services and promptly provide a fully executed copy of the agreement(s) to the City
 - b. Notify the City if any party terminates, amends or suspends the agreement
8. To the extent required by law, practice non-discrimination in providing services, hiring personnel, and recruiting volunteers, and at the sole discretion of the City, provide a Personnel Practices Plan acceptable to the City in a timely manner.
9. Establish and enforce standards of conduct for applicant employees and volunteers that reflect public conventions and morals.
10. Prior to hiring staff, volunteers, or subcontractors, conduct a criminal background check requiring fingerprinting and the Department of Justice conducting a criminal record review for each person if he or she would hold a supervisory position or have disciplinary power over any minor. Grantee shall demonstrate to the satisfaction of City that it has acceptable protocols in place for the screening of employees, volunteers and subcontractors.

11. Comply with church/state restrictions, including:

- a. Protecting against the discrimination of any employee or applicant for employment based on religion and shall not limit employment or give preference in employment to persons based on religion.
- b. Protecting against the discrimination of any person applying for public services based on religion and shall not limit such services or give preference to persons based on religion.

12. Follow all other local laws, ordinances, codes, regulations, and decrees.

CONFLICT OF INTEREST

Conflicts of interest may occur, whether directly or indirectly, when an employee, officer, board member, or volunteer of the Applicant is related to, married to, involved in an intimate relationship with, or are living with an employee or elected official of the City of Sacramento or if any of these individuals have an ownership or financial interest in the organization applying for funding. While a conflict of interest may not disqualify the applicant from receiving a SCF grant, any potential conflict of interest must be disclosed to the City Manager, or authorized designee, when the application is submitted and before grant funds will be awarded to a qualified Applicant.

Applicant acknowledges the following:

1. A conflict of interest may arise if an employee, officer, board member, or volunteer of the Applicant, is also an elected official or is employed by the City of Sacramento or is the spouse, partner, dependent child, member of the household, or has an intimate relationship, with an elected official or employee of the City of Sacramento.
2. A conflict of interest may arise if an employee, officer, board member, or volunteer of the Applicant has a financial or ownership interest in the Applicant's organization, and that person is also an elected official or is employed by the City of Sacramento or is the spouse, partner, dependent child, member of the household, or has an intimate relationship, with an elected official or employee of the City of Sacramento.
3. Applicant shall disclose the names of any employees, officers, board members, or volunteers, who may give rise to a conflict of interest in the proposal when submitting the application.
4. Failure to disclose a conflict of interest, or potential conflict of interest, will be deemed a material misrepresentation by the Applicant.

TERMS AND CONDITIONS OF AGREEMENT

The City reserves the right to negotiate all terms of a Funding Agreement including length, scope of services, and grant award. A Funding Agreement with the successful candidate shall not be binding until it is signed by the authorized representatives of both City and the service provider. Selection as a service provider does not guarantee that City will award a grant to any eligible provider.

ACCEPTANCE OR REJECTION OF RFP PROPOSALS

The City reserves the right to reject any items or groups of items offered in response to this RFP. Failure to furnish all information requested or to follow the format requested herein may disqualify the

proposer. Any false, incomplete, misleading, or unresponsive statements in a proposal may also be sufficient cause for a proposal's rejection. The City reserves the right to waive any minor informality or irregularity in any response. The City may, for any reason, decide not to award grants as the result of this RFP.

CONFIDENTIALITY

Responses to this RFP become the property of the City of Sacramento. All responses become a matter of public record and shall be regarded as such. Each applicant should be aware that, although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, the City of Sacramento might not be able to establish that the information that an applicant submits is a trade secret. If the request is made for information marked "Confidential", the City will give notice to allow the applicant to seek protection from disclosure by a court of competent jurisdiction.

Any response which contains language purported to render all or significant portions of the response as "Confidential", "Trade Secret", or "Proprietary" shall be regarded as non-responsive.

RESERVATIONS AND RIGHTS BY THE CITY OF SACRAMENTO

1. The attached grant agreement is subject to changes by the City.
2. Applicants submitting a proposal agree that by submitting a response to this RFP, they authorize the City to verify all information given.
3. The award of a grant by the City to an organization which proposed to use sub-applicants for the performance of work under the grant agreement resulting from this RFP should not be interpreted to limit the City's right to approve subcontractors.
4. The City reserves the right, after grant award, to amend the resulting agreement, including updates to the scope of work and evaluation components, as needed through the term of the contract to best meet the needs of all parties,
5. If any provisions of the RFP shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.
6. The City reserves the right to revise or amend any part of this RFP up to the due date and time for accepting proposals. Such revisions and amendments, if any, shall be announced by addendum to this RFP. Copies of such addendums shall be furnished to all applicants who have obtained Qualification documents after the RFP advertisement. If the revisions and addendums require changes, the due date set for RFP proposals may be postponed by such number of days as in the opinion of the City shall enable applicants to revise their proposals. In any case, the due date shall be at least five working days after the last addendum, and the addendum shall include an announcement of the new due date, if applicable.
7. The City reserves the right to select the proposals which in its sole judgment best meets the needs of the City.

8. The City reserves the right to consider an applicant's financial standing as a basis for denying eligibility, including, in City's estimation, the financial ability or lack of financial ability of any applicant to carry out and successfully complete the proposed services.

APPENDIX A: GRANT AGREEMENT SAMPLE

This Grant Agreement (“Agreement”), dated _____ 2025 (the “Execution Date”), is between the City of Sacramento, a municipal corporation (“**City**”), and _____, an unincorporated association doing business as _____ (“**Grantee**”).

Background

- A. In December 2017, the Sacramento City Council adopted a Citywide Youth Development Campaign Plan that is intended to guide the City in the design, operations, and evaluation of its children and youth programs. The Plan lays out a set of goals that the City will strive to achieve through its own programs and through strategic partnerships.
- B. The Sacramento City Council allocated funding for a grant program to support youth engagement and summer programming during the fiscal year 2021 and 2022 for specified non-profit community-based service providers which offer youth programs within or serving disadvantaged neighborhoods.
- C. The City issued a Request for Proposals seeking non-profit community-based organizations willing to offer youth development programs for fiscal year 2021-22 and 2022-23. Grantee submitted a proposal which included proposed services and costs. City and Grantee have reviewed the proposal and may have negotiated changes to the scope of services and costs. Grantee has been selected to receive a grant to fund a youth development program as specified under the provisions of this Agreement.

Agreement

City and Grantee enter into this Agreement for the purpose of establishing each party’s rights and obligations with regard to the disbursement and expenditure of the City Funds (defined below) for the Authorized Activities (defined below) as follows:

1. **Term.** This Agreement takes effect as of _____ (the “Effective Date”) and expires on _____, 2026[or 2027] (the “Expiration Date”).
 - (a) This Agreement may be extended by mutual agreement of the parties if Grantee is unable to fully implement the program due to COVID-19 restrictions on in-person gatherings and the parties desire to continue the program with the grant funding, or if Grantee has not spent all of the grant funding by the planned Expiration Date. Grantee may request a time extension so that the term of this Agreement expires no later than _____. The request must be in writing and explain the reason for the extension. The City will decide, in its sole discretion, whether to grant the extension and will notify Grantee of that decision.

- (b) Either party may terminate this Agreement early by giving the other party notice in accordance with Section 10 at least 30 calendar days before the termination date set forth in the notice. In addition, this Agreement is subject to early termination with a shorter notice period under Section 9.

2. **Grant Funds – Services and Budget.** Grantee has been awarded a grant in the amount of not to exceed \$ _____ (the “City Funds”) solely to carry out the activities listed in Attachment 1 (“**Authorized Activities**”) in accordance with the budget listed in Attachment 2 (“**Approved Budget**”). The Authorized Activities and the Approved Budget are based on compliance with the terms of City’s Request for Proposals for Youth Development Plan Funding (RFP) and Grantee’s Proposal, which are incorporated as part of this Agreement by this reference. In the event of any conflict between Attachments 1 and 2 and City’s RFP and Grantee’s Proposal, the terms of the Attachments and this Agreement shall control and prevail.

Grantee shall perform all services performed under this Agreement in the manner and according to the standards currently observed by a competent practitioner of Grantee’s profession in California. Grantee shall assign only competent personnel to perform services under this Agreement. Grantee shall notify City in writing of any changes in Grantee’s staff assigned to perform the services under this Agreement prior to any such performance.

Grantee shall not assign any rights or duties under this Agreement to a third party without the express prior written consent of City. Grantee agrees that the City shall have the right to approve any and all subcontractors to be used by Grantee in the performance of the Authorized Activities this Agreement before Grantee contracts with or otherwise engages any such subcontractors unless they are identified in Attachment 1. Notwithstanding the foregoing, to the extent set forth and described in the Authorized Activities, Grantee may work with collaborative service partners, which may include any entity that will share resources that impact the delivery of the services (such as school sites and other non-profit community service organizations), provided that Grantee shall ensure that it obtains all necessary permits to conduct the Authorized Services at such sites.

3. **City Funds Disbursement.** The City will disburse 25% of the City Funds for the first year of the term within 30-90 days of the Execution Date. The City will disburse the remaining funds on a quarterly reimbursement basis upon satisfactory submission of reporting requirements (see Reporting Requirements, pg. 14), including a mid-year progress report and financial documentation demonstrating that the grantee appropriately expended all funds previously advanced. The same fund allocation applies to the second year and third year (if applicable) contingent upon performance and fund availability: As long as the grantee has demonstrated satisfactory performance in the previous year, the City will release 25% of grant funds for the subsequent year.

4. **Restrictions on Use of City Funds.** Grantee may expend the City Funds only for Authorized Activities based on its Proposal that are provided during the Term of this Agreement, subject to the following limitations:

- (a) Grantee may not use the City Funds for: (i) its overhead, general organization, and administrative expenses which are not directly related to performing the Authorized

Activities; (ii) building maintenance, utilities, and similar operating costs of a facility unless it is used primarily by the grant program participants; (iii) fundraising and lobbying activities; (iv) expenses associated with the preparation of the Proposal, negotiating the terms of this Agreement, and costs incurred prior to the Execution Date unless included in the Approved Budget; or (vi) expenses not listed in the Authorized Budget.

- (b) Grantee shall not adjust any line item expenditure in the Approved Budget by more than 10% without the prior written approval of the City Representative listed in Section 10. Grantee shall submit requests for line item adjustments in accordance with the notice procedures in Section 10.
- (c) Grantee may not use the City Funds to supplant (displacing or replacing) funds provided by other entities or held by Grantee prior to the Execution Date to provide other youth services already being funded by those entities or donations received by Grantee for such other youth services.
- (d) This Section 4 will survive the expiration or termination of this Agreement.

5. Accounting and Reporting.

- (a) Grantee shall keep all City Funds received under this Agreement separate from all other funds under its control.
- (b) Grantee shall maintain records of all matters related to this Agreement including, but not limited to, books, financial records, supporting documents, statistical records, personnel records, property records, and all other pertinent records sufficient to reflect properly: All direct and indirect costs of whatever nature claimed to have been incurred and anticipated to be incurred in performance of this Agreement and all other matters covered by this Agreement. The records shall document all financial transactions, including but not limited to contracts, invoices, time cards, cash receipts, vouchers, canceled checks, bank statements and/or other official documentation evidencing in proper detail the nature and propriety of all charges paid with the City Funds. Grantee shall submit to the City, at such times and in such forms as the City may require, such records pertaining to matters covered by this Agreement.
- (c) Grantee shall allow its records related to the services provided under this Agreement for inspection and audit by City. At City's election, the City Accounting Manager or City Auditor, at all reasonable times, may audit Grantee's books, records, and accounts to determine whether the Grantee has complied with the terms of this Agreement. City shall have the right for any reason whatsoever to perform, or cause to be performed an independent audit. Such audits may cover programmatic as well as fiscal matters. Grantee will be afforded an opportunity to respond to any audit findings, and have the responses included in the final audit report. Costs of such independent audits shall be borne by the City. This Section 5(c) will survive the expiration or termination of this Agreement.

- (d) Within the time period specified in Attachment 1, Grantee shall provide City with a progress reports which lists the number of youth participating in the program and other matters regarding the program as listed in the Authorized Services.
- (e) Within 60 calendar days after either completion of the Authorized Services or the Expiration Date, whichever occurs first, Grantee shall provide City with a final report that lists the program accomplishments and expenditure of the City Funds. Grantee's failure to provide the final report or Grantee's unauthorized use of City Funds may result in the Grantee being barred from being eligible for City grant funding in future years.
- (f) If the City Accounting Manager or City Auditor determines that the City Funds were expended by Grantee for uses not listed in the Authorized Budget or in violation of the restrictions listed in Section 4, upon receipt of the written demand issued by City which details the unauthorized expenditures, Grantee shall reimburse City for the amount of the unauthorized expenditures. Reimbursement shall be made by check payable to the City and delivered to the City Representative at the address set forth in Section 10 within 30 days from the date of the demand for repayment. This Section 5(f) will survive the expiration or termination of this Agreement.

6. Inspection, Monitoring, Evaluation and Program Changes. At any time during normal business hours, and as often as may be deemed necessary, Grantee agrees that the City, and/or any of its authorized representatives shall have access to and the right to examine its offices and facilities engaged in performance of services under this Agreement. No prior notice to Grantee of such inspection by City shall be required.

Grantee shall furnish all data, statements, records, information, and reports necessary for the City to monitor, review and evaluate the performance of the Authorized Services. Grantee shall cooperate with the City in the conduct of any evaluation of Grantee's youth development program and services. Grantee shall further cooperate to incorporate minor modifications to the program that may be discovered as necessary and appropriate as a result of feedback from the monitoring and evaluation process. City shall have the right to request the services of an outside agent to assist in any such evaluation, which services shall be paid for by the City.

Grantee recognizes and agrees that an evaluation of the Authorized Services may be completed after the expiration of the first year or the Term. In the event funding for a second year is included in this Agreement, Grantee acknowledges and agrees that such additional funding may be determined based on the results of the evaluation process and City may request changes to the Authorized Services and Approved Budget for the second year or services.

7. Non-Discrimination. Grantee shall not discriminate against any program participant on the grounds of sex which includes gender identity and gender expression, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, citizenship, primary language or immigration status. The foregoing is based on Section

51 of the CA Civil Code, which is incorporated herein by reference as if set forth herein in full, and includes any other applicable federal, state, or local law prohibiting discrimination.

If Grantee is a religious organization, Grantee may not require program participants to engage in any activity or ceremony associated with education or advocacy of that organization's religious beliefs or creed. However, the program offered by Grantee under this Agreement may be held within a church building or a building that may include religious statutes or displays associated with that organization's beliefs or creed.

- 8. Criminal Background Check.** Grantee and all of its employees, volunteers and subcontractors which will have supervisory or disciplinary authority over minors or will have direct contact with minors providing services under this Agreement are required to be fingerprinted and checked for certain types of criminal convictions before providing services per California Public Resources Code Section 5164 and California Education Code Section 10911.5. Grantee shall require its employees, volunteers and subcontractors providing services under this Agreement to minors to submit to being fingerprinted for the criminal conviction review by the State Department of Justice. City may require Grantee to submit evidence of Grantee's compliance with this requirement at any time during the Term of this Agreement.

If any at time after the criminal conviction review process has been completed, Grantee or any of its employees, volunteers or subcontractors is arrested for a felony or misdemeanor involving moral turpitude, Grantee shall immediately notify the City Representative listed in Section 10. City may suspend the right of such person(s) to continue to provide services under this Agreement until the charges are dismissed or there is a settlement or conviction, and City may terminate this Agreement in lieu of suspension at its sole discretion.

- 9. Suspension and Termination.** City shall have the right, at any time, to temporarily suspend Grantee's performance hereunder, in whole or in part, by giving a written notice of suspension to Grantee. If City gives such notice of suspension, Grantee shall immediately suspend its activities under this Agreement, as specified in such notice.

This Agreement may be terminated prior to the Expiration Date by either party by giving thirty (30) days' notice to the other in writing of its intent to terminate the Agreement for its convenience. Upon such notice, Grantee shall cease any further work related to this Agreement. Nothing in this Agreement shall be deemed to be a waiver of the City's right to recover from Grantee any portion of the City Funds that have not been spent in accordance with this Agreement or that have not been spent as of the date of notice.

City may terminate this Agreement for breach prior to the Expiration Date if the City Manager or the City Manager's designee determines that any of the following circumstances has occurred:

- (a) Grantee has failed submit records when requested or improperly used the City Funds(see Sections 4 and 5);

- (b) Grantee has made any material misrepresentation of any nature with respect to any information or statements furnished to City in connection with this Agreement;
- (c) There is pending litigation with respect to the performance by Grantee of any of its duties or obligations under this Agreement that may materially jeopardize or adversely affect Grantee's ability to implement the Authorized Services;
- (d) Grantee has violated the non-discrimination provisions or the religious restrictions in Section 7;
- (e) Grantee has failed to conduct criminal background checks as provided in Section 8;
- (f) Grantee or has failed to perform or has performed unsatisfactorily any term of this Agreement, including failure to submit the required reports and documents after the first year of the term; or
- (g) Grantee has completed the Authorized Services and submitted the required reports in accordance with Sections 5 and 6, so there are no further obligations by any party under this Agreement.

10. Representatives and Notices. Grantee shall assign a single program coordinator who shall have overall responsibility for the performance of this Agreement by Grantee. Should circumstances or conditions require a substitute Grantee coordinator, Grantee shall notify the City Representative identified below.

Any notice under this Agreement must be in writing and will be considered properly given and effective only when mailed or delivered in the manner provided by this Section 10 to the persons identified below or their successors. If mailed, the notice will be effective on the second calendar day from the date it is deposited in the United States Mail addressed as set forth below with postage prepaid. A notice sent in any other manner (e.g., e-mailed or hand-delivered) will be effective or will be considered properly given when actually delivered.

If to Grantee:

If to City:

Youth Development Policy Manager

City of Sacramento
915 I Street, 3rd floor
Sacramento CA 95814

Any party may change its address for these purposes by giving written notice of the change to the other parties in the manner provided in this Section 10.

- 11. Indemnity.** Grantee shall defend, hold harmless, and indemnify City, its officers, employees, and agents from and against any and all actions, damages, costs, liabilities, claims, demands, losses, judgments, penalties, costs and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by the City's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (collectively, "Liabilities"), including Liabilities arising from personal injury or death, damage to personal, real or intellectual property or the environment, contractual or other economic damages, or regulatory penalties, arising out of or in any way related to Grantee's acts or omissions under this Agreement, whether or not (i) such Liabilities are caused in part by a party indemnified hereunder or (ii) such Liabilities are litigated, settled or reduced to judgment, except that the foregoing indemnity does not apply to liability for any damage or expense for death or bodily injury to persons or damage to property to the extent arising from the sole negligence or willful misconduct of the City, its officers, employees, agents, or independent contractors who are directly responsible to City. The provisions of this Section 11 will survive the expiration or termination of this Agreement.
- 12. Insurance.** During the term of this Agreement, Grantee) shall maintain at its sole expense insurance coverage as follows:
- (a) Commercial General Liability Insurance providing coverage at least as broad as ISO CGL Form 00 01 on an occurrence basis for bodily injury, including death, of one or more persons, property damage, and personal injury, arising out of activities performed by or on behalf of Grantee, products and completed operations of Grantee, and premises owned, leased, or used by Grantee, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy must provide contractual liability and products and completed operations coverage for the term of the policy. The policy must not include an exclusion for sexual abuse, physical abuse, or molestation.
 - (b) Automobile Liability Insurance is required if Grantee provides transportation for program participants providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of Grantee.

No automobile liability insurance is required if Grantee certifies as follows:

“Grantee certifies that a motor vehicle will not be used in the performance of any work or services under this Agreement. If, however, Grantee requires any employees of Grantee to use a vehicle to perform services under this Agreement, Grantee understands that it must maintain and provide evidence of Automobile Liability Insurance providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the Grantee.”

_____ (Grantee initials)

- (c) Workers’ Compensation Insurance with statutory limits, and Employers’ Liability Insurance with limits of not less than one million dollars (\$1,000,000). No Workers’ Compensation insurance shall be required if Grantee completes the following certification:

“I certify that my business has no employees, and that I do not employ anyone. I am exempt from the legal requirements to provide Workers' Compensation insurance.”

_____ (Grantee initials)

- (d) The Commercial General Liability and Automobile Liability policies must contain, or be endorsed to contain, the following provisions:
- (1) The City, its officials, employees, and agents must be covered by policy terms or endorsement as additional insureds.
 - (2) Grantee’s insurance coverage is primary insurance as respects the City, its officials, employees, and agents. Any insurance or self-insurance maintained by the City, its officials, employees, or agents is in excess of Grantee’s insurance and does not contribute with it.
 - (3) The City must be provided with 30 days’ written notice of cancellation or material change in the policy language or terms.
- (e) Insurance must be placed with insurers with a Bests’ rating of not less than A:VI. Self-insured retentions, policy terms, or other variations that do not comply with the requirements of this Section 12 must be declared to and approved by City in writing prior to execution of this Agreement.
- (f) Grantee shall furnish City with certificates and required endorsements evidencing the insurance required. The certificates and endorsements must be forwarded to the City Representative named in Section 10. Copies of policies must be delivered to City on demand. Certificates of insurance must be signed by an authorized representative of the insurance carrier.

- (g) For all insurance policy renewals during the term of this Agreement, Grantee shall send insurance certificates reflecting the policy renewals directly to:

City of Sacramento
c/o Exigis LLC
PO Box 947
Murrieta, CA
92564

Insurance certificates also may be faxed to (888) 355-3599, or e-mailed to:
certificates-sacramento@riskworks.com

- (h) The City may withhold payments to Grantee or terminate the Agreement if the insurance is canceled or is not renewed as required by this Section 12.
- (i) Grantee's liability to the City is not in any way be limited to or affected by the amount of insurance coverage required or carried by Grantee in connection with this Agreement.

13. Conflicts of Interest. During the Term of this Agreement, Grantee, its officers, directors, employees, and agents shall not have or acquire any interest, directly or indirectly, that creates an actual or apparent conflict with the interests of City or that in any way hinders Grantee's performance under this Agreement.

14. Miscellaneous.

- (a) *Compliance with Applicable Laws.* Grantee shall conduct its affairs and carry on its operations in compliance with all applicable federal, state, and local laws. Grantee must be registered and in good standing with the Registry of Charitable Trusts maintained by the California Attorney General and the corporation must be registered, active, and in good standing with the Secretary of State corporation filings.
- (b) *Assignment.* Grantee may not assign or otherwise transfer this Agreement or any interest in it without City's written consent, which the City may grant or deny in its sole discretion. An assignment or other transfer made contrary to this Section 14(b) is void.
- (c) *Successors and Assigns.* This Agreement binds and inures to the benefit of the successors and assigns of the parties. This Section 14(c) does not constitute the City's consent to any assignment of this Agreement or any interest in this Agreement.
- (d) *Independent Contractors.* Grantee may assign employees and volunteers or contract with third parties to perform the Authorized Services at its exclusive discretion and the services of such assigned employees, volunteers and third parties shall be at the sole expense of Grantee and they shall not be entitled to any benefits payable to employees of City.

- (e) *Third Parties.* This Agreement is for the sole benefit of Grantee and City and no other person or entity shall be entitled to rely upon, enforce, or receive any direct benefit from this Agreement.
- (f) *No Joint Venture.* It is understood and agreed that each party is an independent person, entity or government agency and that this Agreement shall not create a relationship between City and Grantee of employer-employee, joint venture, partnership, or any other relationship of association. Except as expressly provided in this Agreement or as the parties may specify in writing, neither party shall have authority, express or implied, to act on behalf of the other party in any capacity whatsoever as an agent.
- (g) *Interpretation and Exhibits.* This Agreement is to be interpreted and applied in accordance with California law. Attachments 1 and 2, and Exhibit A if applicable, are part of this Agreement.
- (h) *Waiver of Breach.* A party's failure to insist on strict performance of this Agreement or to exercise any right or remedy upon the other party's breach of this Agreement will not constitute a waiver of the performance, right, or remedy. A party's waiver of the other party's breach of any term or provision in this Agreement is not a continuing waiver or a waiver of any subsequent breach of the same or any other term or provision. A waiver is binding only if set forth in writing and signed by the waiving party.
- (i) *Severability.* If a court with jurisdiction rules that any nonmaterial part of this Agreement is invalid, unenforceable, or contrary to law or public policy, then the rest of this Agreement remains valid and fully enforceable.
- (j) *Counterparts.* The parties may sign this Agreement in counterparts, each of which is considered an original, but all of which constitute the same Agreement. Facsimiles, pdfs, and photocopies of signature pages of the Agreement have the same binding effect as originals.
- (k) *Time of Essence.* Time is of the essence in performing this Agreement.
- (l) *Integration and Modification.* This Agreement sets forth the parties' entire understanding regarding the matters set forth above and is intended to be their final, complete, and exclusive expression of those matters. It supersedes all prior or contemporaneous agreements, representations, and negotiations—written, oral, express, or implied—and may be modified only by another written agreement signed by both parties.
- (m) *Authority.* Each of the signatories to this Agreement represents that he/she is authorized to sign the Agreement on behalf of such party and that all approvals, resolutions and consents which must be obtained to bind such party have been obtained that no further approvals, acts or consents are required to bind such party to this Agreement.

[signature page follows]

IN WITNESS WHEREOF, this Agreement has been entered into as of the day and year first stated above.

City of Sacramento

By: _____
Assistant City Manager
For: City Manager

Approved as to Form:

By: _____
Senior Deputy City Attorney

Attest:

By: _____
Assistant City Clerk

[Grantee Name]

By: _____
Name:
Title:

EXHIBIT C

GRANTEE'S INSURANCE

1. Insurance Requirements. During the entire term of this Agreement, Grantee shall maintain the insurance coverage described in the Insurance Terms below. Full compensation for all premiums that Grantee is required to pay for the insurance coverage described herein shall be included in the compensation specified under this Agreement. No additional compensation will be provided for Grantee's insurance premiums. Any available insurance proceeds in excess of the specified minimum limits and coverages shall be available to the City. Grantee's liability to the City is not in any way limited to or affected by the amount of insurance coverage required or carried by the Grantee in connection with this Agreement.

The City, its officials, employees and staff shall be covered by policy terms or endorsement as additional insureds as respects general liability arising out of: activities performed by or on behalf of Grantee and Grantee's Personnel; products and completed operations of Grantee and Grantee's Personnel; and premises owned, leased, or used by Grantee and Grantee's Personnel.

2. General Liability Minimum Scope and Limits of Insurance Coverage. Commercial General Liability Insurance is required providing coverage at least as broad as ISO CGL Form 00 01 on an occurrence basis for bodily injury, including death, of one or more persons, property damage, and personal injury, arising out of activities performed by or on behalf of the Grantee and subcontractors or subgrantees, products and completed operations of Grantee and subcontractors or subgrantees, and premises owned, leased, or used by Grantee and subcontractors or subgrantees, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide contractual liability and products and completed operations coverage for the term of the policy.
3. Sexual Abuse and Molestation Insurance. Sexual Abuse and Molestation insurance is required with limits not less than \$2,000,000 per occurrence. This insurance shall cover potential claims of sexual abuse or molestation. This coverage must either be included under a General Liability policy or obtained in a separate policy. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement, and each party agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.
4. Automobile Liability Minimum Scope and Limits of Insurance Coverage. (*Check the applicable provision.*)

____ Automobile Liability Insurance is required providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the Grantee.

The City, its officials, employees and volunteers shall be covered by policy terms or endorsement as additional insureds as respects auto liability.

____ No automobile liability insurance is required, and by signing this Agreement, Grantee certifies as follows:

“Grantee certifies that a motor vehicle will not be used in the performance of any work or services under this agreement. If, however, Grantee does transport items under this Agreement, or this Agreement is amended to require any employees of Grantee to use a vehicle to perform services under the Agreement, Grantee understands that it must maintain and provide evidence of Automobile Liability Insurance providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the Grantee.”

5. Excess Insurance. The minimum limits of insurance required above may be satisfied by a combination of primary and umbrella or excess insurance coverage, provided that any umbrella or excess insurance contains, or is endorsed to contain, a provision that it will apply on a primary basis for the benefit of the City, and any insurance or self-insurance maintained by City, its officials, employees, or volunteers will be in excess of Grantee's umbrella or excess coverage and will not contribute to it.

6. Workers' Compensation Minimum Scope and Limits of Insurance Coverage.
(*Check the applicable provision.*)

____ Workers' Compensation Insurance is required with statutory limits and Employers' Liability Insurance with limits of not less than one million dollars (\$1,000,000). The Workers' Compensation policy shall include a waiver of subrogation in favor of the City.

____ No work or services will be performed on or at CITY facilities or CITY Property, therefore a Workers' Compensation waiver of subrogation in favor of the CITY is not required.

____ No Workers' Compensation insurance is required, and by signing this Agreement, Grantee certifies as follows:

“Grantee certifies that its business has no employees, and that it does not employ anyone, and is therefore exempt from the legal requirements to provide Workers' Compensation insurance. If, however, Grantee hires any employee during the term of this Agreement, Grantee understands that Workers' Compensation with statutory limits and Employer's Liability Insurance with a limit of not less than one million dollars (\$1,000,000) is required. The Workers' Compensation policy will include a waiver of subrogation in favor of the City.”

7. Other Insurance Provisions. The policies must contain, or be endorsed to contain, the following provisions:

- A. Grantee's insurance coverage, including excess insurance, shall be primary insurance as respects the City, its officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officials, employees or volunteers will be in excess of Grantee's insurance and will not contribute with it.
- B. Any failure to comply with reporting provisions of the policies will not affect coverage provided to the City, its officials, employees or volunteers.
- C. Coverage shall state that Grantee's insurance applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- D. Grantee shall provide the City with 30 days written notice of cancellation or material change in the policy language or terms.

8. Acceptability of Insurance. Insurance must be placed with insurers with a Bests' rating of not less than A:VI. Self-insured retentions, policy terms or other variations that do not comply with the requirements of this Exhibit C must be declared to and approved by the City in writing before execution of this Agreement.

9. Verification of Coverage.

- A. Grantee shall furnish City with certificates and required endorsements evidencing the insurance required. Certificates of insurance must be signed by an authorized representative of the insurance carrier. Copies of policies shall be delivered to the City Representative on demand.
- B. Grantee shall send all insurance certificates and endorsements, including

policy renewals, during the term of this Agreement directly to:

City of Sacramento
c/o Exigis LLC
PO Box 947
Murrieta, CA 92564

C. Certificate Holder must be listed as:

City of Sacramento
c/o Exigis LLC
PO Box 947
Murrieta, CA 92564

D. The City may withdraw its offer of Agreement or cancel this Agreement if the certificates of insurance and endorsements required have not been provided before execution of this Agreement. The City may withhold payments to Grantee and/or cancel the Agreement if the insurance is canceled or Grantee otherwise ceases to be insured as required herein.

10. Subcontractor/Subgrantee Insurance Coverage. Grantee shall require and verify that all subcontractors or subgrantees maintain insurance coverage that meets the minimum scope and limits of insurance coverage specified in this Exhibit C.

EXHIBIT D

MARKETING AND REPORTING REQUIREMENTS

Grantee shall comply with the following requirements in administration of the Youth Development program financed with the City Funds:

1. **Marketing Requirements**

Grantee shall support the efforts and promotion of the Sacramento Children's Fund. This requirement includes the following tasks:

- a. All collateral (brochures, posters, social media posts, giveaways) developed using the City Funds must include the following statement and Sacramento Children's Fund Logo. "This program is funded by City of Sacramento, Paid for by Measure L: Sacramento Children's Fund"
- b. Support the dissemination of information about the Sacramento Children's Fund to communities and youth that the Grantee works with as requested by the City.
- c. Participate in trainings related to Citywide outreach efforts or programs deemed important by City Program Managers.

2. **Site Visits**

The City reserves the right to conduct monitoring visits, with reasonable notice, at any time during the grant agreement period. These on-site or virtual visits will enable the Grantee to show City staff day-to-day program operations.

3. **Reporting Requirements**

Grantee is required to provide quarterly, mid-year, and end-of-year reports, as well as participant surveys and expenditure reports, which serve as critical elements in the City's grant monitoring and oversight process. If Grantee is unable to demonstrate sufficient progress towards program objectives or Grantee is unable to demonstrate spending in accordance with the Agreement's budget (Attachment 2), City could withhold funding and terminate the Agreement and/or disqualify Grantee from award of future City youth development grants.

As part of the reporting requirements, the Grantee is required to work with City staff and the contracted evaluation firm to develop results based reporting metrics specific to your organization's fund goal and program or project and participate in capacity building activities to enhance and align data collection and program evaluation efforts. Grantee is required to provide qualitative and quantitative data, collect basic activity and participant data including demographic information, administer a participant survey, and submit reports that demonstrate the implementation of grant activities and progress/completion of program goals, for each year of the Agreement period, as follows (reporting templates will be provided):

- a. Quarter 1 Report (expenditures, participants, activity status) - [Date]
- b. Quarter 2 Mid-Year Progress Report (expenditures, participants, activity status,

progress towards objectives, survey status, program highlights) - [Date]

- c. Quarter 3 Report (expenditures, participants, activity status) - [Date]
- d. Quarter 4 End-of-Year Report (expenditures, participants, activity status, assessment of objectives, survey status, program highlights and challenges) - [Date]

4. Grant Expenditure Accounting and Reporting

Grantee shall track the City Fund expenditures as a standalone project, activity code, or assigned project to prevent the commingling of other organization expenses not related to the grant-funded program.

Grantee's expenditure reporting must align with the Budget (Attachment 2) and must include documentation corroborating all expenses including time sheets and receipts with written justification as to the purpose of the expenditure. Grantee must use the Invoice Template (Attachment 3) to submit expenditures for reimbursement. Reimbursements are contingent upon submission and approval of quarterly reporting. Grantees should receive payment within 6 weeks of approval of quarterly reporting. Should the City find the documentation submitted to be insufficient or the Grantee used City Funds for ineligible costs, the City reserves the right to terminate the Agreement, withhold future payments, and/or seek reimbursement.

5. Grant Administration Costs

To ensure successful management of the proposed program, Grantee (especially grassroots, emerging or small applicant types) were encouraged to propose a reasonable amount in their budget to administer the program, which includes staff time and data collection tools/technology required to meet grant agreement reporting requirements. As a result, City does not intend to increase the amount of the City Funds if Grantee did not allocate a sufficient amount for program administration costs in its Budget (Attachment 2).

EXHIBIT E**SEED/COI TOOL OPPORTUNITY NEIGHBORHOODS**

Census Tracts, Districts, Zip Codes, and Neighborhoods with Sacramento Equity Index of 0-20 and/or COI “Very Low”						
SEED Rank	SEED Rank Percentile	COI “Very Low”	Census Tract	District	Zip Code	Neighborhood
1	0.66	Yes	Census Tract 37	5	95820	South Oak Park, North City Farms, Central Oak Park
2	1.32	Yes	Census Tract 65.01	2	95838	Del Paso Heights
3	1.97	Yes	Census Tract 69.02	2	95815	Old North Sacramento, Noralto
4	2.63	No	Census Tract 28	5	95817, 95820	Central Oak Park
5	3.29	Yes	Census Tract 44.01	6	95820	Lawrence Park
6	3.95	Yes	Census Tract 68.01	2	95815	Richardson Village, Noralto
7	4.61	Yes	Census Tract 66	2	95815, 95838	Hagginwood, South Hagginwood, Old North Sacramento
8	5.26	Yes	Census Tract 44.02	5	95820	South Oak Park
9	5.92	Yes	Census Tract 47.02	6	95823	N/A
10	6.58	Yes	Census Tract 63	2	95815, 95838	Cannon Industrial Park, Hagginwood, South Hagginwood
11	7.24	Yes	Census Tract 50.02	5	95823, 95828	Parkway
12	7.89	Yes	Census Tract 67.04	2	95838	Robla
13	8.55	Yes	Census Tract 96.40	8a	95823	Valley Hi / North Laguna
14	9.21	Yes	Census Tract 49.07	5	95823	Parkway
15	9.87	Yes	Census Tract 43.02	8, 7	95832	Meadowview

16	10.53	No	Census Tract 69.01	2	95815	Woodlake, Johnson Business Park, American River Parkway, Erikson Industrial Park
17	11.18	No	Census Tract 53.01	4	95811, 95814, 95816	Southern Pacific / Richards, Dos Rios Triangle, East Sacramento
18	11.84	Yes	Census Tract 46.04	6	95824	N/A
19	12.50	Yes	Census Tract 68.02	2	95815	Norlto, Old North Sacramento, South Hagginwood
20	13.16	No	Census Tract 7	4	95814	Downtown, Old Sacramento
21	13.82	Yes	Census Tract 74.13	2	95821, 95660	Del Paso Park
22	14.47	Yes	Census Tract 48.02	6	95828	Glen Elder
23	15.13	Yes	Census Tract 45.02	5	95823	Parkway
24	15.79	Yes	Census Tract 62.02	2	95815, 95821	Ben Ali, Swanston Estates
25	16.45	Yes	Census Tract 32.04	6	95824	Avondale, Fruitridge Manor
26	17.11	Yes	Census Tract 32.02	6	95824	Fruitridge Manor
27	17.76	Yes	Census Tract 42.02	8	95822, 95832	Meadowview
28	18.42	Yes	Census Tract 45.01	5	95824	South City Farms
29	19.08	Yes	Census Tract 68.03	2	95815	Willis Acres, Norlto
30	19.74	Yes	Census Tract 55.02	2	95815, 95825	Swanston Estates, Ben Ali, Arden Fair, Erikson Industrial Park
31	20.39	Yes	Census Tract 48.01	6	95828	Southeast Village, Glen Elder
32	21.05	Yes	Census Tract 49.06	5	95823	Parkway
33	21.71	Yes	Census Tract 64	2	95838	East Del Paso Heights, Village Green, Parker Homes, Raley Industrial Park
34	22.37	Yes	Census Tract 47.01	6	95823	N/A
35	23.03	Yes	Census Tract 41	5	95822	Woodbine, Brentwood
36	23.68	Yes	Census Tract 32.03	6	95824	Southeast Village, Glen Elder
37	24.34	Yes	Census Tract 67.05	2	95838	Norwood Tech, Oak Knoll, Johnston Heights, Strawberry Manor

39	25.66	Yes	Census Tract 49.09	5	95823	Parkway
40	26.32	Yes	Census Tract 46.03	6	95824	Fruitridge Manor
42	27.63	Yes	Census Tract 70.01	3, 2, 1	95833, 95384	Gardenland, South Natomas, American River Parkway
43	28.29	Yes	Census Tract 70.22	3	95834	South Natomas
46	30.26	Yes	Census Tract 42.03	8	95822, 95832	Meadowview
47	30.92	Yes	Census Tract 96.34	5	95823	Valley Hi / North Laguna
51	33.55	Yes	Census Tract 49.08	5	95823	Parkway
53	34.87	Yes	Census Tract 52.01	6	95819, 95826	CSUS, College Town
55	36.18	Yes	Census Tract 67.03	1	95838	Glenwood Meadows, Pell/Main Industrial Park
57	37.50	Yes	Census Tract 49.10	5	95823	Parkway
61	40.13	Yes	Census Tract 43.01	8	95832	Meadowview
62	40.79	Yes	Census Tract 70.21	3	95834	South Natomas
67	44.08	Yes	Census Tract 49.04	5	95823	Parkway
68	44.74	Yes	Census Tract 96.33	8	95823	Valley Hi / North Laguna
96	63.16	Yes	Census Tract 70.24	3	95833	South Natomas, River Gardens
77	50.66	Yes	Census Tract 67.06	2	95838	West Del Paso Heights, Norwood I-80

Docusign Envelope ID: 3997D02A-23BC-87A5-8083-34

RE: Sacramento Children's Fund Grant Agreement and Next Steps

○ Sacramento Children's Fund <scf...

Tuesday, December 2, 2025 at 7:39 AM

To: Ashley Clark; Cc: Julie Garen; Tamaura Richardson

This message originates from OUTSIDE the District's email system. Please verify the sender and contents before opening attachments or clicking any links. Contact the Technology Services Help Desk at 916-643-9445 with any questions.

Hi Ashely,

Thank you for your patience!

We agree to all the changes except the indemnity provision.

Please let us know if you would like to move forward without the indemnity change.

Regards,

Tamaura Richardson
Administrative Analyst

MOU Tracking Form

Reference Number: MOU0000048

Date Filled Out: 12/08/2025

A Memorandum of Understanding (MOU) is used when a site or department is working with an outside organization, but no financial obligation from the district is required.

MOU Details	
School Site/Department: 0708 - STUDENT SUPPORT & HEALTH SRVCS	MOU With: UNIVERSITY OF PHOENIX
Period of Agreement Start Date: 11/14/2025 Period of Agreement End Date: 11/14/2029	TERM OF AGREEMENT MUST NOT EXCEED FIVE YEAR Board Approval Date: 02/05/2026
Provide a brief description of the MOU: Agreement is to provide Educational Experiences at the Agency under the supervision of an Agency Supervisor provided by the Agency for Students enrolled in the University's Counseling Programs. Not to exceed five (5) years from the effective date.	
This MOU consists of the following documents: 1  MOU Agreement 1  Certificate of Insurance	
Cancellation Terms: MAY BE TERMINATED AT ANY TIME WITH WRITTEN NOTICE	
Have you reviewed insurance requirements with Risk Management?	No
Has the scope been reviewed by Labor Relations?	No
Has the scope been reviewed by Legal Counsel?	No
Has the other party signed the MOU Agreement?	No
Are these services being utilized at a school?	Yes
Does this MOU require access to student and/or staff data?	Yes
Will the District receive any revenue as part of this MOU?	No
Budget Code:	Revenue Amount:

Leadership Approval and Signatures			
I have read and agree with the terms of this agreement:			
Approver:	Name:	Signature:	Date:
Dept. Manager/Principal	Elizabeth Sterba	<i>Elizabeth Sterba</i>	12/08/2025
IAS or Chief Name	Mary Hardin Young	<i>Mary Hardin Young</i>	12/08/2025
Labor Relations	Dan Schallock	<i>Dan Schallock</i>	12/08/2025
Legal Services	Nia Franklin	<i>Nia Franklin</i>	01/12/2026
Risk Management	Keyshun Marshall	<i>Keyshun Marshall</i>	01/21/2026
Purchasing/Contracts Manager	Robert Aldama	<i>Robert Aldama</i>	01/21/2026
Delegated Authorized Signer	Mary Hardin Young	<i>Mary Hardin Young</i>	01/21/2026



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/14/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cobbs, Allen & Hall, Inc. 115 Office Park Drive Birmingham AL 35223		CONTACT NAME: Kelly McLamb PHONE (A/C, No, Ext): 205-874-1283 E-MAIL ADDRESS: kmclamb@cacgroup.com		FAX (A/C, No): 205-414-8105
License#: 79319 APOLEDU-01		INSURER(S) AFFORDING COVERAGE		
INSURED University of Phoenix, Inc Apollo Education Group, Inc 4035 S. Riverpoint Pkwy Phoenix AZ 85040		INSURER A: Everest Reinsurance Company		NAIC # 26921
		INSURER B: Everest Indemnity Insurance Co		10851
		INSURER C: Everest National Ins. Co.		10120
		INSURER D: Lexington Insurance Co.		19437
		INSURER E:		
INSURER F:				

COVERAGES

CERTIFICATE NUMBER: 1267341962

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Sexual Abuse & ☐ Molestation(SAM) GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			RM8GL00001251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 SAM LIMIT \$ 1,000,000
B	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			RM8CA00003251	9/1/2025	9/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$			XW3EX00230251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$
C C C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A	RM8WC00004251 RM8WC00005251 RM8WC00047251	9/1/2025 9/1/2025 9/1/2025	9/1/2026 9/1/2026 9/1/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D D	Healthcare Prof. Liab. Excess Healthcare Prof. Liab.			6798371 6798372	9/1/2025 9/1/2025	9/1/2026 9/1/2026	Per Claim/Aggregate \$ 1,000,000 Per Claim/Aggregate \$ 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Students and Interns are included in the Health Care Professional Liability Policy.

Certificate holder shall be additional insured as respects General Liability and Auto Liability as required by written contract.

Waiver of Subrogation applies in favor of certificate holder as respects General Liability, Auto Liability and Workers Compensation as required by written contract. Subject to policy terms, conditions, and exclusions

CERTIFICATE HOLDER**CANCELLATION**

Sacramento City Unified School District
5735 47th Avenue
& all administrative and school sites
Sacramento CA 95824
USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2014/01)

The ACORD name and logo are registered marks of ACORD

THIS CERTIFICATE SUPERSEDES PREVIOUSLY ISSUED CERTIFICATE



PURCHASING SUPPORT SERVICES

Contracts Office

5735 47th Avenue • Sacramento, CA 95824

Lisa Grant-Dawson, Interim Chief Business and Operations Officer

Robert Aldama, Purchasing Manager II

AMENDMENT NO. 2 TO AGREEMENT FOR PARKING SERVICES

This Amendment to the Agreement for Parking Services ("Amendment") is entered into between the Sacramento City Unified School District ("District") and Sacramento Regional Transit District ("Vendor") (collectively the "Parties"):

Section I. Amendment to Agreement for Independent Consultant Agreement for Parking Services originally entered to on August 16, 2024.

1. Approval of this Amendment: This Amendment shall be subject to the approval of the District's Board of Education ("Board"). Upon approval by the Board, the effective date of this Amendment shall be April 16, 2026;
2. Extension of Term of the Agreement: This Amendment shall extend the current Parking services on the Project from August 2024 to month to month;
3. Fee and Method of Payment: The Vendor shall continue to pay District for the current services and will now pay for the added services from and after June 1, 2026, on a fee basis up to a maximum of \$600/monthly, as reflected below, unless this Amendment is further extended or modified.

Description of Scope Change: basis for change order

Forty-one (41) parking spaces Sacramento Regional Transit District can use at the District's 24th and Florin site

Section II. All Other Provisions Reaffirmed.

All other provisions of the Agreement for Parking Services shall remain in full force and effect and are hereby reaffirmed. If there is any conflict between this Amendment No. 2 and any provision of the Agreement for Parking Services, the provisions of this Amendment No. 2 shall control.

IN WITNESS WHEREOF, the Parties have caused this Amendment No. 2 to the Agreement for Parking Services to be executed by their respective officers who are duly authorized, as of the Effective Date.

ACCEPTED AND AGREED on the date indicated below:

DATE: April 16, 2026

**Sacramento City Unified School
District**

**Sacramento Regional Transit
District**

Mary Hardin Young
Deputy Superintendent

Henry Li
General Manager/CEO



Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818

Lease Amendment # 03

Bowling Green Elementary School Campus Renewal Project

DSA App. # 02-122796/Facilities Lease Agreement# 479

SCUSD Project #479

Effective **Thursday, April 16, 2026**, the Facilities Lease Agreement dated **Thursday, December 19, 2024**, between the Sacramento City Unified School District and **Roebbelen Contracting, Inc.** for the **Bowling Green Elementary School Campus Renewal Project** is amended as follows:

EXHIBIT C – Replace in its Entirety. See Attached Exhibit C Documents.

- **Lease Payments 12 – 16 have been added to extend the Facilities Lease through August of 2026 while performing the added scopes of work attached herein.**
- **Unused Preconstruction Contingency funds added in Amendment 01 have been moved to District Contingency.**
- **District Contingency and Allowance funds have been adjusted in equal value to Lease Payments 12 – 16.**

4.4.2.4 The Total Base Rent includes:

4.4.2.4.2 Specific Allowances –

Allowance 01 – Building G Undefined Scope – One Million One Hundred Nine Thousand Eight Hundred Fifty-Seven Dollars and No Cents (\$1,109,857.00)

4.4.2.4.3 District Contingency in the amount of **Nine Hundred Seventeen Thousand One Hundred Sixty-Seven Dollars and No Cents (\$917,167.00)**, which shall cover additional or extra costs to the project that entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease. The Entity shall have no right to draw against this contingency without written approval of the District prior to its use.

Original Total Base Rent Sum	\$ 36,779,520.00
Net Change by Amendment # <u>03</u>	\$ 0.00
Total Base Rent including this Amendment	\$ 36,779,520.00

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

Sacramento City Unified School District,
A school district organized and existing under the
laws of the State of California

Roebbelen Contracting, Inc.,
A California Corporation

By: _____
Mary Hardin Young
Title: Deputy Superintendent

By: _____
Robert McLean
Title: Executive Vice President

Federal Tax Identification Number: 911787938

SCUSD Bowling Green Elementary School Campus Renewal

Sacramento, CA

Total Base Rent Summary

Prepared on: 03/18/2026

Item	Description	AMOUNT (\$)
Division 1	General	\$733,300
Division 2	Existing Conditions	\$1,375,152
Division 3	Concrete	\$3,492,830
Division 4	Masonry	\$61,092
Division 5	Metals	\$266,800
Division 6	Wood, Plastics & Composites	\$596,111
Division 7	Thermal & Moisture Protection	\$784,989
Division 8	Openings	\$714,835
Division 9	Finishes	\$2,312,684
Division 10	Specialties	\$231,959
Division 11	Equipment	\$429,021
Division 12	Furnishings	\$342,040
Division 22	Plumbing	\$930,979
Division 23	Heating Ventilating, & Air Conditioning	\$1,533,650
Division 26	Electrical	\$2,378,581
Division 31	Earthwork	\$3,916,241
Division 32	Exterior Improvements	\$3,629,327
Division 33	Utilities	\$3,068,294
DCC Subtotal		\$26,797,885
Lump Sum	GENERAL CONDITIONS	AMOUNT
\$76,032	General Conditions per Month (\$)	\$836,352
11	Months in Construction Schedule (#)	
DCC + GCs Subtotal		\$27,634,237
RATE	LLB Entity Overhead & Profit Fee	AMOUNT
3.33%	LLB Entity O&P Fee (%) (DCC + GCs) x %	\$920,220
RATE	Contingencies	AMOUNT
2.50%	Construction Contingency (%) (DCC) x %	\$669,947
2.50%	Owner Contingency (%) (DCC) x %	\$917,167
Contingencies Subtotal		\$1,587,114
LS	General Requirements	AMOUNT
\$519,100	General Requirements (\$) GR LS + (GR LS x LLB O&P Fee)	\$536,386
LS	Allowance(s)	AMOUNT
\$1,455,000	Allowance 1 (\$) Allowance LS + (Allowance LS x LLB O&P Fee %)	\$1,109,857

SCUSD Bowling Green Elementary School Campus Renewal

Sacramento, CA

Total Base Rent Summary

Prepared on: 03/18/2026

\$30,500	Allowance 2 (\$) Allowance LS + (Allowance LS x LLB O&P Fee %)	\$31,516
Allowance(s) Subtotal		\$1,141,373
DCC + GCs + Fee + Contingencies + GRs + Allowance(s) Subtotal		\$31,819,330
RATE	Finance Cost	AMOUNT
3.95%	Finance Cost (%) ((DCC + GCs + LLB O&P Fee + Contingencies + GRs + Allowances) x 4%) x LLB Entity Finance %	\$50,506
TBR Subtotal with Finance		\$31,869,836
	Preconstruction Costs	Amount
LS	Preconstruction Services (\$)	\$2,795,255
RATE	BONDS & INSURANCE	Amount
2.117%	Gen Liability & Builders Risk Insurance (%) (DCC + GC + LLB O&P Fee + Contingencies + GR + Allowances + Precon) x %	\$755,735
0.86%	Payment and Performance Bond (%) (DCC + GC + LLB O&P Fee + Contingencies + GR + Allowances) x %	\$274,905
Bonds & Insurance Subtotal		\$1,030,640
	Summer 2026 Added Scope	Amount
PCO 15	Bard Unit Upgrades and Electrical Infrastructure	\$295,597
PCO 30	Clock Speaker Upgrades	\$364,386
PCO 73	MTU Storefront Upgrades	\$29,209
PCO 74	Staff Parking Lot Repaving	\$195,285
PCO 75	Roebbelen Summer 2026 General Conditions and General Requirement:	\$162,136
PCO 83	California-American Water Mainline Abandonement	\$37,176
Summer 2026 Added Scope Subtotal		\$1,083,789
Total Facilities Lease Amount including Pre-Construction		\$36,779,520

SCUSD Bowling Green Elementary School Campus Renewal

Lease Payment Breakdown

Direct Construction Costs	\$	26,797,885		
General Conditions	\$	836,352		
LLB Entity O&P Fee (DCC + GC) x %	\$	920,220		
			% of DCC/GC/O&P Fee for Lease Payments	
Total (DCC/GC/Fee)	\$	28,554,457	96%	\$ 27,412,279

Payment Calculations

			<u>Post Lease Period (mos)</u>	
Post Lease Payments [0.04 of Total from Above]	\$	1,142,178	12	\$ 95,182
Finance Cost ((DCC + GCs + Fee + Contingencies + GRs + Allowance(s)) x 7%) x LLB Entity Finance %	\$	50,506	12	\$ 4,209
Total Post Lease Payment + Finance Cost	\$	1,192,684		\$ 99,390
			<u>Lease Duration (mos)</u>	
Lease Payments [0.96 of DCC/GC/Fee]	\$	27,412,279	11	\$ 2,492,025

Bonds & Insurance

Bonds	\$	274,905
Insurance	\$	755,735

Monthly Payments

Payment #1 - 11 (Lease Payments)	\$	2,492,025
Payment #12 - 23 (Post Lease Payments)	\$	99,390

SCUSD Bowling Green Elementary School Campus Renewal

EXHIBIT C LEASE PAYMENT SCHEDULE

Item No	Monthly Payments	Amount
PC	Preconstruction Services	\$ 2,795,255
1	Lease Payment	\$ 3,250,000
2	Lease Payment	\$ 3,250,000
3	Lease Payment	\$ 3,250,000
4	Lease Payment	\$ 3,250,000
5	Lease Payment	\$ 3,250,000
6	Lease Payment	\$ 3,250,000
7	Lease Payment	\$ 1,582,456
8	Lease Payment	\$ 1,582,456
9	Lease Payment	\$ 1,582,456
10	Lease Payment	\$ 1,582,456
11	Lease Payment	\$ 1,582,455
12	Lease Payment	\$ 216,758
13	Lease Payment	\$ 216,758
14	Lease Payment	\$ 216,758
15	Lease Payment	\$ 216,758
16	Lease Payment	\$ 216,757
1	Post Lease Payment	\$ 99,390
2	Post Lease Payment	\$ 99,390
3	Post Lease Payment	\$ 99,390
4	Post Lease Payment	\$ 99,390
5	Post Lease Payment	\$ 99,390
6	Post Lease Payment	\$ 99,390
7	Post Lease Payment	\$ 99,390
8	Post Lease Payment	\$ 99,390
9	Post Lease Payment	\$ 99,390
10	Post Lease Payment	\$ 99,390
11	Post Lease Payment	\$ 99,390
12	Post Lease Payment	\$ 99,390
Total Preconstruction, Lease Payments, & Post Lease Payments		\$ 32,484,007

SCUSD Bowling Green Elementary School Campus Renewal

EXHIBIT C LEASE PAYMENT SCHEDULE

Total Preconstruction, Lease Payments, & Post Lease Payments	\$	32,484,007
Contractor Contingency	\$	669,947
District Contingency	\$	917,167
General Requirements	\$	536,386
Allowances	\$	1,141,373
Bonds & Insurance	\$	1,030,640
Total Contingencies, General Requirements, Allowances, Bonds & Ins.	\$	4,295,513
Total Facilities Lease Amount including Pre-Construction	\$	36,779,520

Potential Change Orders	Description	Preconstruction	Owner Contingency	Allowances
15	Bard Units		\$ 295,596.83	
30	Clock/Speaker Upgrades			\$ 364,385.79
73	MTU Space Storefront Upgrade			\$ 29,209.12
74	Parking Lot 1 Repaving		\$ 195,285.25	
75	Summer 26 GC/GR		\$ 162,136.34	
81	Unused Precon Contingency Transfer	\$ 937,415.00	\$ (937,415.00)	
83	Cal Am Water Mainline Abandonement		\$ 37,175.76	

PCO Totals	\$ 937,415.00	\$ (247,220.82)	\$ 393,594.91
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Funds from Amendment 02 (TBR)	\$ 3,732,670.00	\$ 669,947.13	\$ 1,534,967.15
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Adjusted Funds for Amendment 03	\$ 2,795,255.00	\$ 917,167.95	\$ 1,141,372.24
--	------------------------	----------------------	------------------------

PCO Total Added Cost	\$ 1,083,789.00
Lease Payment 12 (April)	\$ 216,758.00
Lease Payment 13 (May)	\$ 216,758.00
Lease Payment 14 (June)	\$ 216,758.00
Lease Payment 15 (July)	\$ 216,758.00
Lease Payment 16 (August)	\$ 216,757.00

PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 015

ARCHITECT: HMC Architects

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

Entity proposes to change the Contract as follows:

[See following pages for reference.](#)

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$295,596.83
2. The proposed schedule change is _____ days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 3/10/26

Roebbelen Contracting, Inc.

ENTITY (Typed Name)

Killian O'Brien

(Signature)

Killian O'Brien

(Print Name)

APPROVED

Date: 3/17/2026

HMC Architects

ARCHITECT (Typed Name)

(Signature)

Jeffrey Gilchrist

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # 34-53

DSA Application # 02-122796

DSA date approved 02/25/2025



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #015: CCD #003/CCD #012 - Bard Unit Equipment Clarification

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	015 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Killian O'Brien (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	3/10/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: CCD #003/CCD #012 - Bard Unit Equipment Clarification

CHANGE REASON: Change of Scope

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #042 - CCD #003/CCD #012 - Bard Unit Equipment Clarification
Costs associated with CCD #003 and CCD #012 changes.

CCD #003:

All labor, material and equipment to furnish and install new CO2 sensors and integrate controls, previously non-existent, at 22 units at BGES Chacon and 14 at BGES McCoy per Intech Mechanical CO 1 dated 7/30/25 per CCD 003 requirements.

All labor, material and equipment to open soffit behind Chacon Administration building to allow for installation of Bard units per Roebbelen quote, and as required by CCD 003.

CCD #012:

All labor, material and equipment costs to furnish and install an upgraded electrical system to support new Bard units including but not limited to: cutting and intercepting existing feeders, installing new transformers, new switchboard, circuit breaker replacement, terminations to sub panels, and all excavations and new raceway where required for a complete installation per Bockmon & Woody COR #070 dated 3/10/26 and per CCD #012 requirements.

All labor, material and equipment costs to sawcut and demo concrete and asphalt as necessary to install new underground raceway for electrical infrastructure upgrade per DSGI COR 014 dated 2/20/26 and per CCD 012.

All labor, material and equipment costs to furnish and install new concrete pads for (2) pad mounted electrical transformers, (1) pad mounted switchboard, and trench patching per Roebbelen CE 007 dated 2/18/26 and per CCD 012 requirements.

All labor, material and equipment costs to safe-off, re-route irrigation and repair landscaping and mulch around new transformer installation per Decker Landscaping COR #014 dated 2/26/26 and per CCD #012 requirements.

All labor, material, and equipment cost to patch abandoned holes from unit replacement and removed rails per RCON quote, and as required by CCD #012.

All labor, material, and equipment cost to install cane detection rails at (n) units and marquee sign per RCON quote, and as required by CCD #012.

All labor, material, and equipment cost to install 4x blocking at (3) new HVAC units per RCON quote, and as required by CCD #012.

All labor, material, and equipment cost to touch up paint around (n) HVAC units at exterior siding per Applied Finishes COR #016 dated 2/24/26 and per CCD #012 requirements.

All material cost to furnish cane detection railings and associated hardware for bard units and marquee sign at the Chacon campus per ACM COR #007R1 dated 3/4/26 and per CCD #012/RFI #147 requirements.

ATTACHMENTS:

[CCD #012 Bard Unit Markup.pdf](#) [_PCO-70-CCD-12-Bard-Units-Power REV 04.pdf](#) [_Copy of BGES - CCD 012 Bard Unit Replacement.pdf](#) [_PCO#7 R1.pdf](#) [_147-0-Cane Detectable Railing at Bard Units_HMC.pdf](#) [_COR-14 Bowling Green CCD-12.pdf](#) [_COR14.pdf](#) [_COR 16 siding touch at 34 Units HVAC portables REV1.pdf](#) [_Intech - DDC Co2.pdf](#) [_CE 007 - CCD 12 House Keeping Pads and Flatwork.pdf](#)

#	Budget Code	Description	Amount
1		CCD 012- Bard Electrical Upgrades	\$185,623.26
2		CCD 003 - CO2 Sensors	\$37,819.00
3		CCD 012 - Concrete Pads	\$10,950.00
4		CCD 012 - Sawcut and Demo	\$7,537.28
5		CCD 012 - Irrigation & Landscaping	\$5,432.00
6		CCD 012 - Painting	\$6,670.00
7		CCD 003 - Soffit Demo, Frame, Close	\$3,838.70
8		CCD 012 - Protection Railing	\$11,520.00
9		CCD 012 - Railing Installation	\$4,259.60
10		CCD 012 - Patching and Sealants	\$1,122.40
11		CCD 012 Blocking	\$3,436.20
12		Fee at 3.33%	\$8,842.87
13		Bond at 0.86%	\$2,468.64
14		Insurance at 2.117%	\$6,076.88
15		Owner Contingency	\$(295,596.83)
Grand Total:			\$0.00

Sacramento City Unified School District
5735 47th Avenue
Sacramento California 95824

Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills California 95762

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

Roebbelen Contracting

Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
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RCON Self Perform w/ Markup						\$	12,656.90
Subcontractors						\$	265,551.54
						\$	-
						\$	-
						\$	-
						\$	278,208.44
Sub-Total						\$	278,208.44
Subcontractor Markup at 3.33%						\$	8,842.87
Marked up Total						\$	287,051.31
Bond at 0.86%						\$	2,468.64
Insurance at 2.117%						\$	6,076.88
Contingency						\$	295,596.82



Bowling Green Elementary School Renewal
Roebbelen Contracting

3/5/2026

Labor Rate \$112

CCD 003/ 012 - Bard Unit Replacement

	Hrs	Labor	Materials	Equipment	Subtotal	Markup at 15%	Total
Patching and Sealants	8	\$ 896.00	\$ 80.00	\$ -	\$ 976.00	\$ 146.40	\$ 1,122.40
Railing Installation	32	\$ 3,584.00	\$ 120.00	\$ -	\$ 3,704.00	\$ 555.60	\$ 4,259.60
Soffit Demo, Frame, Close	24	\$ 2,688.00	\$ 650.00	\$ -	\$ 3,338.00	\$ 500.70	\$ 3,838.70
(N) 4x Blocking at (3) Units	24	\$ 2,688.00	\$ 300.00		\$ 2,988.00	\$ 448.20	\$ 3,436.20
Subtotal	88	\$ 9,856.00	\$ 1,150.00	\$ -	\$ 11,006.00	\$ 1,650.90	\$ 12,656.90



CHANGE ORDER REQUEST # : 1

Intech Mechanical
Company, LLC
7501 Galilee Road,
Roseville, CA 95678

DATE : 7/30/2025

JOB NAME : Bowling Green ES
Campus
Renovation

JOB # : 25.27

CODE #

TO : Roebbelen Contracting

1241 Hawks Flight Court

El Dorado Hills, CA 95762

ATTN : Carlos Paredes

To Whom it May Concern : We hereby submit an itemized quotation, on this form, for a change in contract price incurred by the modification to plans and/ or specifications listed below. One signed copy must be returned to this office no later than so as not to cause additional expense and/ or delay.

LABOR AND MATERIAL TO: Install CO2 Sensors in

MATERIAL

QUAN.	UNIT	DESCRIPTION	LOT			TOTAL PRICE

EQUIPMENT

QUAN.	UNIT	DESCRIPTION	LIST		UNIT PRICE	TOTAL PRICE
	EA.	TRUCK FEE	\$55.00		\$55.00	
	EA.	SHOP EQUIPMENT				

SUBCONTRACTOR

QUAN.	UNIT	DESCRIPTION	LIST		UNIT PRICE	TOTAL PRICE
14		McCoy Portable CO2 Sensors				\$13,664.00
22		Chacon Portable CO2 sensors				\$22,354.00

MISC. LABOR

QUAN.	UNIT	DESCRIPTION			ADJ. RATE	TOTAL PRICE
	HR(S)	SM SHOP FABRICATION	\$141.87		\$141.87	
	HR(S)	DELIVERY	\$85.00		\$85.00	

FIELD LABOR

QUAN.	UNIT	DESCRIPTION	BASE RATE		ADJ. RATE	TOTAL PRICE
	HR(S)	SM Gen FORMAN ST	\$126.47		\$126.47	
	HR(S)	SM FOREMANS ST. TIME	\$121.11		\$121.11	
	HR(S)	SM JOURNEYMAN ST. TIME	\$114.41		\$114.41	
	HR(S)	SM APPRENTICE ST. TIME	\$104.35		\$104.35	
	HR(S)	COORDINATION & SUPERVISION	\$126.47		\$126.47	
	HR(S)					

TIME EXTENSION REQUIRED :

- ☐ WORK WILL PROCEED PER CONTRACT DOCUMENTS UNTIL DIRECTED OTHERWISE IN WRITING.
- ☐ WORK HAS COMMENCED PER _____ DIRECTION.
- ☐ WORK IN THIS AREA HAS CEASED PER _____ DIRECTION, AND MAY BE CAUSE FOR ADDITIONAL TIME DELAYS AND/ OR COMPENSATION

ACCEPTED: The above prices and specifications of this Change Order Request are hereby accepted. All work is to be performed under the same terms and conditions as specified in original contract unless otherwise stipulated.

MATERIAL SUB TOTAL

EQUIPMENT SUB TOTAL

TAX

TOTAL MATERIAL & EQUIP. COST

EXPENDABLES/SMALL TOOLS

10% O.H. & FEE MATERIAL

TOTAL MATERIAL & EQUIP. COST

MISC LABOR

FIELD LABOR

10% O.H. & FEE LABOR

TOTAL LABOR

SUBCONTRACTOR \$36,018.00

5% SUB FEE \$1,800.90

SUBTOTAL \$37,819

BOND FEE NA

TOTAL \$37,819

X

DATE

Please forward this signed and dated form to Intech's office. Work described above will proceed upon date of receipt.

EST. BY : _____



CHANGE ORDER REQUEST # : 001

Intech Mechanical
Company, LLC
7501 Galilee Road,
Roseville, CA 95678

DATE : 5/28/2025
JOB NAME : Bowling Green -
McCoy
JOB # : 25.725
CODE # CO.01

TO : Intech Mech

ATTN : Gary Myers

GENTLEMAN : We hereby submit an itemized quotation, on this form, for a change in contract price incurred by the modification to plans and/ or specifications listed below. One signed copy must be returned to this office no later than **30 days** so as not to cause additional expense and/ or delay.

LABOR AND MATERIALS TO:

(14 Units Total) Install new Johnson Controls CO2 sensor in space. Tie new Johnson Controls CO2 sensor new to existing unit JCI controller. Program existing JCI controller with new CO2 sensor. Add demand control ventilation logic with CO2 setpoint, adjustable at customer front end. Update existing graphics with new CO2 sensors

MATERIAL

QUAN.	UNIT	DESCRIPTION	EA			TOTAL PRICE
14	EA	JCI CO2 Sensor NSB8BNC041-0	\$658.10		\$658.10	\$9,213.40

FIELD LABOR

21	HR(S)	JOURNEYMAN ST. TIME	\$114.41		\$114.41	\$2,402.61

TIME EXTENSION REQUIRED :



WORK WILL PROCEED PER CONTRACT DOCUMENTS UNTIL DIRECTED OTHERWISE IN WRITING.



WORK HAS COMMENCED PER DIRECTION.



WORK IN THIS AREA HAS CEASED PER DIRECTION, AND MAY BE CAUSE FOR ADDITIONAL TIME DELAYS AND/ OR COMPENSATION

MATERIAL SUB TOTAL **\$9,213.40**

EQUIPMENT SUB TOTAL

TAX **\$806.17**

TOTAL MATERIAL & EQUIP. COST **\$10,019.57**

EXPENDABLES/SMALL TOOLS

10% O.H. & FEE MATERIAL **\$1,001.96**

TOTAL MATERIAL & EQUIP. COST **\$11,021.53**

MISC LABOR

FIELD LABOR **\$2,402.61**

10% O.H. & FEE LABOR **\$240.26**

TOTAL LABOR **\$2,642.87**

SUBCONTRACTOR

10% SUB FEE

SUBTOTAL **\$13,664**

BOND FEE

TOTAL **\$13,664**

ACCEPTED: The above prices and specifications of this Change Order Request are hereby accepted.
All work is to be performed under the same terms and conditions as specified in original contract unless otherwise stipulated.

X _____ DATE _____

Please forward this signed and dated form to Intech's office. Work described above will proceed upon date of receipt.

EST. BY : Dan Hellen



CHANGE ORDER REQUEST # : 002

Intech Mechanical
Company, LLC
7501 Galilee Road,
Roseville, CA 95678

DATE : 5/28/2025
JOB NAME : Bowling Green -
Chacon
JOB # : 25.725
CODE # CO.02

TO : Intech Mech

ATTN : Gary Myers

GENTLEMAN : We hereby submit an itemized quotation, on this form, for a change in contract price incurred by the modification to plans and/ or specifications listed below. One signed copy must be returned to this office no later than 30 days so as not to cause additional expense and/ or delay.

LABOR AND MATERIALS TO:

(20 Units Total) Install new Johnson Controls CO2 sensor in space. Tie new Johnson Controls CO2 sensor new to existing unit JCI controller. Program existing JCI controller with new CO2 sensor. Add demand control ventilation logic with CO2 setpoint, adjustable at customer front end. Update existing graphics with new CO2 sensors

MATERIAL

QUAN.	UNIT	DESCRIPTION	EA			TOTAL PRICE
20	EA	JCI CO2 Sensor NSB8BNC041-0	\$658.10		\$658.10	\$13,162.00

FIELD LABOR

30	HR(S)	JOURNEYMAN ST. TIME	\$114.41		\$114.41	\$3,432.30

TIME EXTENSION REQUIRED :



WORK WILL PROCEED PER CONTRACT DOCUMENTS UNTIL DIRECTED OTHERWISE IN WRITING.



WORK HAS COMMENCED PER DIRECTION.



WORK IN THIS AREA HAS CEASED PER DIRECTION, AND MAY BE CAUSE FOR ADDITIONAL TIME DELAYS AND/ OR COMPENSATION

MATERIAL SUB TOTAL \$13,162.00

EQUIPMENT SUB TOTAL

TAX \$1,151.68

TOTAL MATERIAL & EQUIP. COST \$14,313.68

EXPENDABLES/SMALL TOOLS

10% O.H. & FEE MATERIAL \$1,431.37

TOTAL MATERIAL & EQUIP. COST \$15,745.04

MISC LABOR

FIELD LABOR \$3,432.30

10% O.H.& FEE LABOR \$343.23

TOTAL LABOR \$3,775.53

SUBCONTRACTOR

10% SUB FEE

SUBTOTAL \$19,521

BOND FEE

TOTAL \$19,521

ACCEPTED: The above prices and specifications of this Change Order Request are hereby accepted.
All work is to be performed under the same terms and conditions as specified in original contract unless otherwise stipulated.

X _____ DATE _____

Please forward this signed and dated form to Intech's office. Work described above will proceed upon date of receipt.

EST. BY : Dan Hellen _____



McCoy

QUOTE

RSD - Total Control

640 Commerce Dr. Suite #200, Roseville, CA 95678
(916) 780-5929 FAX (916) 780-5373

CUST.#: 22003

BILL TO: INTECH MECHANICAL CO INC
7501 GALILEE RD
ROSEVILLE, CA 95678-6905

PAGE	1
ORDER NO	81064192-00
ORDER DATE	07/30/25
PO NUMBER	NEED
INVOICE DATE	

SHIP TO: INTECH MECHANICAL CO INC
7501 GALILEE RD
ROSEVILLE, CA 95678-6905

INSTRUCTIONS			
SHIP POINT	SHIP VIA	SHIPPED	TERMS
TOTAL CONTROL - ROSEVILLE	WILL CALL		NET 30

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	UNIT PRICE	AMOUNT (NET)	
1	JC NSB8BNC041-0 NS C02 WHITE NON-STOCK / SPECIAL ORDER ITEM ALL NON-STOCK / SPECIAL ORDER ITEMS ARE SUBJECT TO THE MANUFACTURER'S TERMS, RESTOCKING FEE AND FREIGHT UPON CANCELLATION OR RETURN. SIGNATURE: _____ ALL NON STOCK ORDERS WILL BE INVOICED AT THE TIME THE GOODS ARE RECEIVED OR WHEN THE ORDER IS COMPLETE	14		14	658.10	9213.40	T
1	LINES TOTAL	QTY SHIPPED TOTAL		14	TOTAL TAXES	9213.40 714.04	

						INVOICE TOTAL	9927.44

ANTHONY



Chacon

QUOTE

RSD - Total Control

640 Commerce Dr. Suite #200, Roseville, CA 95678
(916) 780-5929 FAX (916) 780-5373

CUST.#: 22003

BILL TO: INTECH MECHANICAL CO INC
7501 GALILEE RD
ROSEVILLE, CA 95678-6905

PAGE	1
ORDER NO	81064194-00
ORDER DATE	07/30/25
PO NUMBER	NEED
INVOICE DATE	

SHIP TO: INTECH MECHANICAL CO INC
7501 GALILEE RD
ROSEVILLE, CA 95678-6905

INSTRUCTIONS			
SHIP POINT	SHIP VIA	SHIPPED	TERMS
TOTAL CONTROL - ROSEVILLE	WILL CALL		NET 30

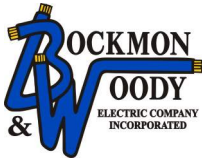
LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	UNIT PRICE	AMOUNT (NET)	
1	JC NSB8BNC041-0 NS C02 WHITE NON-STOCK / SPECIAL ORDER ITEM ALL NON-STOCK / SPECIAL ORDER ITEMS ARE SUBJECT TO THE MANUFACTURER'S TERMS, RESTOCKING FEE AND FREIGHT UPON CANCELLATION OR RETURN. SIGNATURE: _____ ALL NON STOCK ORDERS WILL BE INVOICED AT THE TIME THE GOODS ARE RECEIVED OR WHEN THE ORDER IS COMPLETE	20		20	658.10	13162.00	T
1	LINES TOTAL	QTY SHIPPED TOTAL		20	TOTAL TAXES	13162.00 1020.06	

						INVOICE TOTAL	14182.06
ANTHONY							

SCUSD - Bowling Green ES Modernization — 2025-210J

4211 Turnbridge Drive, Sacramento, CA 95823

Change orders report generated by Gerald Soria (Bockmon & Woody)



Change Order BW-0067 - PCO 70 CCD 12 Bard Units Power

Creator	Gerald Soria (Bockmon & Woody)	Total cost	185,623.26 USD
Assignee	Gerald Soria (Bockmon & Woody)	Reason	—
Status	Pending approval	Reference number	—
Due date	—	Schedule impact?	—
Responsible company	Bockmon & Woody	Company address	—

Description	<p>To: Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills, CA 95762</p> <p>Attention: Carlos Paredes</p> <p>Description: Per CCD-12, provide labor and material to install (2) transformers to step voltage up and down to serve a new 208V, 3-phase distribution system. Work includes demolition of (2) existing 400A breakers at the MSB and installation of a new 800A breaker in their place. Reuse existing conduits and conductors where indicated per the one-line diagram. Furnish and install a new 800A distribution board, demolish the interior of existing DPB, splice and refeed all existing branch circuits to the new equipment, and refeed DPA from the new distribution board. Provide new conduits at the portable buildings from the step-down transformer to serve revised distribution as required. Demolition and refeeding of the portable building BARD units were included in the base bid.</p> <p>Scope</p> <ul style="list-style-type: none">• Trench from PB at MSB-A to step up 300kVA transformer• Pull new wire from MSB- A to step up transformer• Land Existing feeder (2 sets of 500 MCM) wire to step up transformer• Reuse (2) sets of existing 500 MCM wire in existing conduit to feed a 300kVA step down transformer• At existing PB near portable P1<ul style="list-style-type: none">o Intercept feeders, trench and set new step down transformer.• Trench from existing PB to building P2• Set new 800 amp switch gear DB-MC at portable P2• Trench from DB-MC to (e) DPA and refeed.• Gut existing pane DPB<ul style="list-style-type: none">o Splice and Refeed circuits form DB-MC• Transformer and switch gear housekeeping pads.• All breakers and electrical conductors per CCD-12 <p>Exclusions</p> <ul style="list-style-type: none">• Saw cutting and patch back• Digging through lime treated Soils• All low voltage systems such as data, intercom, security and fire alarm.
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Response (rev.4)

Responded by	—	Responded on	—
Notes	—		
Attachments	—		

Cost (rev.4)

Submitted by	Gerald Soria (Bockmon & Woody)	Submitted on	03/10/2026
Notes	—		
Backup documents	S6655611-0001_958063.pdf , PCO 70 EBM.pdf , S6673368-0001_955745.pdf , BOWLING GREEN CCD-12_Q-6713426-PD-001_BOM & Drawings_Total Price.pdf		

Cost summary (USD)	
Original contract	
Previously approved changes	
Current contract	
This change order	185,623.26
New contract with this change order	

Submitter signature

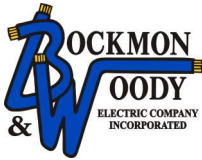
Date

Approver signature

Date

SCUSD - Bowling Green ES Modernization — 2025-210J

4211 Turnbridge Drive, Sacramento, CA 95823



Cost breakdown (rev.4)

Materials

#	ITEM NAME	QUANTITY	UNIT TYPE	UNIT COST (USD)	ITEM COST (USD)
1	Database Material	1.0	Lump sum	45,116.00	45,116.00
2	Edges Quote (Power)	1.0	Lump sum	51,500.00	51,500.00
3	480v Transformers	1.0	Lump sum	-30,293.45	-30,293.45
4	600v Transformers	1.0	Lump sum	33,456.69	33,456.69
MATERIALS					99,779.24

Labor

#	ITEM NAME	QUANTITY	UNIT TYPE	UNIT COST (USD)	ITEM COST (USD)
1	Journeyman Labor Charge ST	422.0	Hours	128.87	54,383.14
LABOR					54,383.14

Equipment

#	ITEM NAME	QUANTITY	UNIT TYPE	UNIT COST (USD)	ITEM COST (USD)
1	Back Hoe	5.0	Days	375.00	1,875.00
2	Delivery and Pickup	1.0	Lump sum	450.00	450.00
EQUIPMENT					2,325.00

SUBTOTAL					156,487.38
----------	--	--	--	--	------------

Markups

#	ITEM NAME	APPLIED TO (USD)	PERCENTAGE	ITEM COST (USD)
1	LABOR MARKUP	Labor: 54,383.14 USD	10.00%	5,438.31
2	MATERIAL MARKUP	Materials: 99,779.24 USD	15.00%	14,966.89
3	SALES TAX	Materials: 99,779.24 USD	8.75%	8,730.68
MARKUPS				29,135.88
SUBTOTAL + MARKUPS				185,623.26

THIS CHANGE ORDER	185,623.26
-------------------	------------

SCUSD Bowling Green ES MOD : PCO 70 CCD 12 Bard units Upgrade

Job Number: 1500012334

Bid Summary: Default

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr	Lab Factor[%]	Mat Factor[%]
--- 18 Phase #18 ---								
T0001	500 MCM, THHN/THWN-2, Stranded Copper, 600V	300	21.53 E	6,459.00	OPEN	0.00	0.00	0.00
T0002	300 MCM, THHN/THWN-2 Stranded Copper	1,200	12.79 E	15,348.00	OPEN	0.00	0.00	0.00
T0003	2/0 AWG, THHN/THWN-2, Stranded Copper, 600V	300	5.84 E	1,752.00	OPEN	0.00	0.00	0.00
T0004	3 AWG, THHN/THWN-2, Stranded Copper, 600V	300	2.70 E	810.00	OPEN	0.00	0.00	0.00
T0006	3/0 AWG, THHN/THWN-2, Stranded Copper, 600V	800	7.38 E	5,904.00	OPEN	0.00	0.00	0.00
T0007	3 Inch PVC Conduit	300	3.00 E	900.00	OPEN	0.00	0.00	0.00
T0008	3 Inch PVC 90 Degree Elbow	10	62.88 E	628.80	OPEN	0.00	0.00	0.00
T0009	2-1/2 Inch PVC Conduit	200	2.46 E	492.00	OPEN	0.00	0.00	0.00
T0010	2-1/2 Inch PVC 90 Degree Elbow	4	45.38 E	181.52	OPEN	0.00	0.00	0.00
T0011	IT-1/0C NSI Polaris Vision Tap	36	43.86 E	1,578.96	OPEN	0.00	0.00	0.00
T0012	2 AWG, THHN/THWN-2, Stranded Coppe	400	3.38 E	1,352.00	OPEN	0.00	0.00	0.00
T0013	Lugs and Hardware	1	345.00 E	345.00	OPEN	0.00	0.00	0.00
T0014	Transformer and Gear House Keeping Pads	1	5,175.00 E	5,175.00	OPEN	0.00	0.00	0.00
T0015	1/2 in. x 2.5 in. Kwik Bolt TZ2 Carbon Steel Zinc Plate	1	165.60 E	165.60	OPEN	0.00	0.00	0.00
T0016	General Electric SKLA36AT0800 3 Pole Circuit Breake	1	4,025.00 E	4,025.00	OPEN	0.00	0.00	0.00
--- 18 Phase #18 Total ---				45,116.88		0.00		
Job Total				45,116.88		0.00		



Edges Electrical Group

480volt Transformers

Quotation

2452 BOEING WAY, STE 200
STOCKTON, CA 95206
209-983-3787 Fax 209-983-3789

QUOTE DATE	QUOTE NUMBER
02/12/26	S6655611
ORDER TO: EDGES ELECTRICAL GRP-STOCKTON 2452 BOEING WAY, STE 200 STOCKTON, CA 95206 209-983-3787 Fax 209-983-3789	PAGE NO. 1

QUOTE TO:
BOCKMON & WOODY ELECT
P.O. BOX 1018
STOCKTON, CA 95201

SHIP TO:
BOCKMON & WOODY -25-210J SCUSD
BOWLING GREEN ES MOD
4211 TURNBRIDGE DR
SACRAMENTO*, CA 95823

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON		
70327		2025-210J Transformers		MIKE FAITH (STK)		
WRITER		SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED	
MIKE FAITH (STK)			NET EOM	02/12/26	No	
ORDER QTY	PART NO	DESCRIPTION		UNIT PRICE	UOM	EXTENDED PRICE
1ea	80342312302	HPS SG3A0300BK 300KVA TFM		16525.78/E		16525.78
		SPECIAL ORDER-SUBJ TO VENDOR RETURN				
1ea	80342312376	HPS SG3A0300KB 300KVA TFM		13767.67/E		13767.67
		SPECIAL ORDER-SUBJ TO VENDOR RETURN				
This is marked as a credit						

* This is a quotation *

Listed products are subject to Edges Electrical Group LLC's (*EEG*) Terms and Conditions of Sale (*Terms*), which are available at store locations, at <https://www.edgesgroup.com/termsandsale>, and by phone at 408-293-5818. The Terms are fully incorporated by reference into this document as if fully set forth herein and are an integral part hereof. Any additional or contradicting terms are rejected. Varying terms may only be accepted in writing by EEG's officers or counsel.

Subtotal	30293.45
S&H Chgs	0.00
Amount Due	30293.45



Electrical Group

600volt Transformers

Quotation

2452 BOEING WAY, STE 200
STOCKTON, CA 95206
209-983-3787 Fax 209-983-3789

QUOTE DATE	QUOTE NUMBER
03/09/26	S6673368
ORDER TO: EDGES ELECTRICAL GRP-STOCKTON 2452 BOEING WAY, STE 200 STOCKTON, CA 95206 209-983-3787 Fax 209-983-3789	PAGE NO. 1

QUOTE TO:
BOCKMON & WOODY ELECT
P.O. BOX 1018
STOCKTON, CA 95201

SHIP TO:
BOCKMON & WOODY -25-210J SCUSD
BOWLING GREEN ES MOD
4211 TURNBRIDGE DR
SACRAMENTO*, CA 95823

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON		
70327			MIKE FAITH (STK)		
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED	
MIKE FAITH (STK)		NET EOM	03/09/26	No	
ORDER QTY	PART NO	DESCRIPTION	UNIT PRICE	UOM	EXTENDED PRICE
1ea		HPS SG3A0300BP: 3ph 300kVA 208V-600Y/346V 60Hz AL SPECIAL ORDER-SUBJ TO VENDOR RETURN	19002.36/E		19002.36
1ea	80342312553	HPS SG3A0300PB D16 SNTL-G 3PH 300KVA 600D-208Y/120V AL 60HZ 150C 3R SPECIAL ORDER-SUBJ TO VENDOR RETURN	14454.33/E		14454.33
This is the new cost					

* This is a quotation *

Listed products are subject to Edges Electrical Group LLC's (*EEG*) Terms and Conditions of Sale (*Terms*), which are available at store locations, at <https://www.edgesgroup.com/termsandsale>, and by phone at 408-293-5818. The Terms are fully incorporated by reference into this document as if fully set forth herein and are an integral part hereof. Any additional or contradicting terms are rejected. Varying terms may only be accepted in writing by EEG's officers or counsel.

Subtotal	33456.69
S&H Chgs	0.00
Amount Due	33456.69

Prepared By:

Kameron Faith
2452 Boeing Way Suite 200
Stockton, 95206
kfaith@edgesgroup.com
D: 209-983-3789

Proposal Name: BOWLING GREEN CCD-12

Quote Name: BOWLING GREEN CCD-12

Proposal Number: P-260212-5844012

Quote Number: Q-6713426

Quote Date: 02/12/2026

Through Addenda Number: 0

Sales Representative: Jake Saro

Conditions of Sale

This Quotation is subject to Coordinated Project Terms. See <https://www.se.com/us/en/download/document/0100PL0043/>

Quoted price in currencies other than U.S. Dollars is per the annual Schneider Electric exchange guidance.
Quote is valid for 30 days. Quoted lead times are approximate and subject to change.

Schneider Electric reserves the right to amend, withdraw or otherwise alter this submission without penalty or charge as a result of any event beyond its control arising from or due to the current Covid-19 epidemic or events subsequent to this epidemic / pandemic including changes in laws, regulations, by laws or direction from a competent authority.

Clarifications and Exceptions

- ◆ The bill of material is based on our best interpretation of the information provided with the request for quotation. The quotation supplied for this project may not meet the local code/ordinance requirement unless specifically identified in the customer documentation supplied for review. The bill of material should be reviewed to ensure that the equipment quoted meets the project requirements. The following clarifications are provided to emphasize issues not specifically stated in the bill of material.
- ◆ The take-off for miscellaneous items (low voltage transformers, safety switches, and control stations) was created from the one-line diagrams so there is a potential for additional units. Please review and confirm all quantities.
- ◆ All equipment provided with dimensions as shown on Square D generated drawings and Bill-of-Materials. (Quotation drawings are Not for Construction)
- ◆ Seismic Calculations are not included unless shown as a separate item. Weights and bolt down information can be provided if requested. Seismic qualification of nonstructural components by Schneider Electric is just one link in the total chain of responsibility required to maximize the probability that the equipment will be intact and functional after a seismic event. During a seismic event the equipment must be able to transfer the loads that are created through the mounting pad and anchorage to the load-bearing path of the building structural system. Anchorage of equipment to the primary building structure is required to validate this seismic certification. The structural engineer or design engineer of record is responsible for detailing the equipment anchorage requirements for the given installation. The installer and manufacturers of the anchorage system are responsible for



assuring that the mounting requirements are met. Schneider Electric is not responsible for the specification and performance of anchorage systems.

- ◆ Selective Coordination: Compliance to 2005 NEC Article 701.18 currently adopted version of NEC Articles 700 and 701 - Selective Coordination may require significant changes to the system design, which may affect structural and architectural systems, and are subject to Schneider Electric standard terms & conditions of sale. A short circuit study must be provided and is available for an additional charge.
 - ◆ Our proposal does NOT address any Buy America requirements. If this project is subject to Buy America requirements, we will need more information and/or time to evaluate.
 - ◆ Standard nameplates that indicate equipment designation will be provided for switchboards, panelboards and motor control centers. Designation nameplates for dry type transformers, disconnects, enclosed breakers, starters and other common merchandise products are not included and are to be supplied by others. Special color nameplates and nameplates that contain additional data will be provided by others.
 - ◆ All equipment will be supplied in NEMA 1 enclosures and Square D Company standard paint unless indicated otherwise.
 - ◆ Spare parts (fuses, pilot lights, overloads, etc) are not included unless shown with equipment on bill of material.
 - ◆ This proposal is based on standard lugs for copper conductors unless noted otherwise. Lugs for oversized aluminum conductors may affect the quoted price.
 - ◆ Square D Standard lug termination and ground bars will be supplied on all switchboards and panelboards unless otherwise indicated.
 - ◆ Low voltage dry type transformers are quoted with standard Schneider Electric impedance ratings unless specifically indicated otherwise and do not include lugs and external vibration pads.
 - ◆ Special services such as factory witness tests, field tests, programming, software installations, short circuit or coordination studies are not included unless shown as a separate line item.
 - ◆ All equipment is quoted as F.O.B. point of shipment and standard lead time unless otherwise noted.
 - ◆ Taxes and tariffs are specifically excluded from this quotation.
- 1) TERMS" AVAILABLE AT [HTTPS://WWW.EDGESGROUP.COM/TERMSOFSALE](https://www.edgesgroup.com/termsOfSale). TERMS ARE INCORPORATED INTO THIS DOCUMENT AND ARE AN INTEGRAL PART HEREOF. ADDITIONAL OR CONTRADICTIONING TERMS ARE REJECTED UNLESS ACCEPTED IN WRITING BY EDGES ELECTRICAL GROUP OFFICER.
 - 2) ◆ The bill of material is based on our best interpretation of the information provided with the request for quotation. The quotation supplied for this project may not meet the local code/ordinance requirement unless specifically identified in the customer documentation supplied for review. The bill of material should be reviewed to ensure that the equipment quoted meets the project requirements. The following clarifications are provided to emphasize issues not specifically stated in the bill of material.
 - ◆ The take-off for miscellaneous items (low voltage transformers, safety switches, and control stations) was created from the one-line diagrams so there is a potential for additional units. Please review and confirm all quantities.
 - ◆ All equipment will be supplied in NEMA 1 enclosures and Square D Company standard paint unless indicated otherwise.
 - ◆ Spare parts (fuses, pilot lights, overloads, etc) are not included unless shown with equipment on bill of material.
 - ◆ This proposal is based on standard lugs for copper conductors unless noted otherwise. Lugs for oversized aluminum conductors may affect the quoted price.
 - ◆ Square D Standard lug termination and ground bars will be supplied on all switchboards and panelboards unless otherwise indicated.
 - ◆ Special services such as factory witness tests, field tests, programming, software installations, short circuit or coordination studies are not included unless shown as a separate line item.
 - ◆ All equipment is quoted as F.O.B. point of shipment and standard lead time unless otherwise noted.
 - ◆ Taxes and tariffs are specifically excluded from this quotation.



Pricing

Total price w/ Transformers US Dollars

\$ 51,500.00

480 volt transformers is in this price (\$30,293.45)
This was credited on the material breakdown portion.

Seq #	Qty	Product Description
1	1	<p>Designation :</p> <p>Product Details :</p> <p>1 - Square D Standard Swbd Series 2-QED-2 Switchboard</p> <p>-----</p> <p>Square D Standard Swbd Series 2 Designed and Tested in accordance with: UL 891/NATIONAL ELECTRIC CODE/NEMA PB-2 System Voltage - 208Y/120V 3Ph 4W 60Hz System Ampacity - 800A Source Description - Single Main Bussing - Aluminum Plated w/Tin and Copper Plated w/Silver Neutral Bus - 100% Max Available Fault Current (RMS) - 65kA Enclosure - Type 3R Non-Walk-in Accessibility: Front Only Rodent Barrier Exterior Paint Color - ANSI 49 Strip Heaters: Declined Ground Lug provided for each device SIS Control Wire Aluminum Ground Bus Seismic Qualified</p> <p>Dimensions</p> <p>-----</p> <p>1 - 30" Wide Section(s) 1 - 36" Wide Section(s) 1 - Dimensions: 66.00" W X 35.5" D X 91.5"H 2 - 35.5" Deep Enclosure(s) Approximate Weight: 1593.00 lbs / 722.58 kgs</p> <p>Incoming Requirements</p> <p>-----</p> <p>Suitable for Use As Service Entrance Entry Point: Left of Lineup, Through the Bottom Connection Type: Cable</p> <p>Mains</p> <p>-----</p> <p>1 - 800AS/800AT 208V 80% Rated 65 kA 3 Pole UL, Fixed Mounted Electronic Trip Circuit Breaker: Type MG</p> <p>Feeders</p> <p>-----</p> <p>8 - 100AT 208V 80% Rated 100 kA 3 Pole UL, Group Mounted Thermal Magnetic Circuit Breaker: Type BJ 1 - 400AT 208V 80% Rated 65 kA 3 Pole UL, Group Mounted Thermal Magnetic Circuit Breaker: Type LH 1 - 150AT 208V 80% Rated 65 kA 3 Pole UL, Group Mounted Thermal Magnetic Circuit Breaker: Type QG</p>

REV	DESCRIPTION	BY	DATE	-	----	--	--/--/--	-	----	--	--/--/--
-	----	--	--/--/--	-	----	--	--/--/--	-	----	--	--/--/--

SWITCHBOARD GENERAL NOTES – SERIES 2
PRODUCT DESCRIPTION & RATINGS

Power System Data

208Y/120V 3Ph 4W 60Hz / 3 Phase Wye
Solidly Grounded
System Short Circuit Current Rating: 65kA RMS
Incoming Section 1 Cable Through the Bottom Left of Lineup

Bus System Data

800A Tin/Aluminum & Silver/Copper Main Bus
(2) .25x2.00 IN/6x51 mm Al Bus Bar Per Phase
(1) .25x4.50 IN/6x114 mm Al Bus Bar Per Neutral
(1) .25x1.50 IN/6x38 mm Al Ground Bus

Enclosure Data

Type 3R Free Standing
Exterior Paint Color: ANSI 49
Front Accessibility Only Required
Handling: Rollers
Rodent barriers
1.5H Corrosion Resist Base Channels

Estimated Shipping Weight

Shipping Split 1 701.00 lbs / 317.97 kgs
Shipping Split 2 892.00 lbs / 404.61 kgs
Complete Lineup 1593.00 lbs / 722.58 kgs
NOTE: Refer to the shipping documents for actual weights of the equipment.

Code Standards

U.L. Deadfront and suitable for use as Service Entrance
when not more than six (6) disconnecting means are provided.

Rating Nameplates

ST1– Service Entrance – Section Bus 800A
ST2– Deadfront – Section Bus 800A

PRODUCT INFORMATION

Wiring

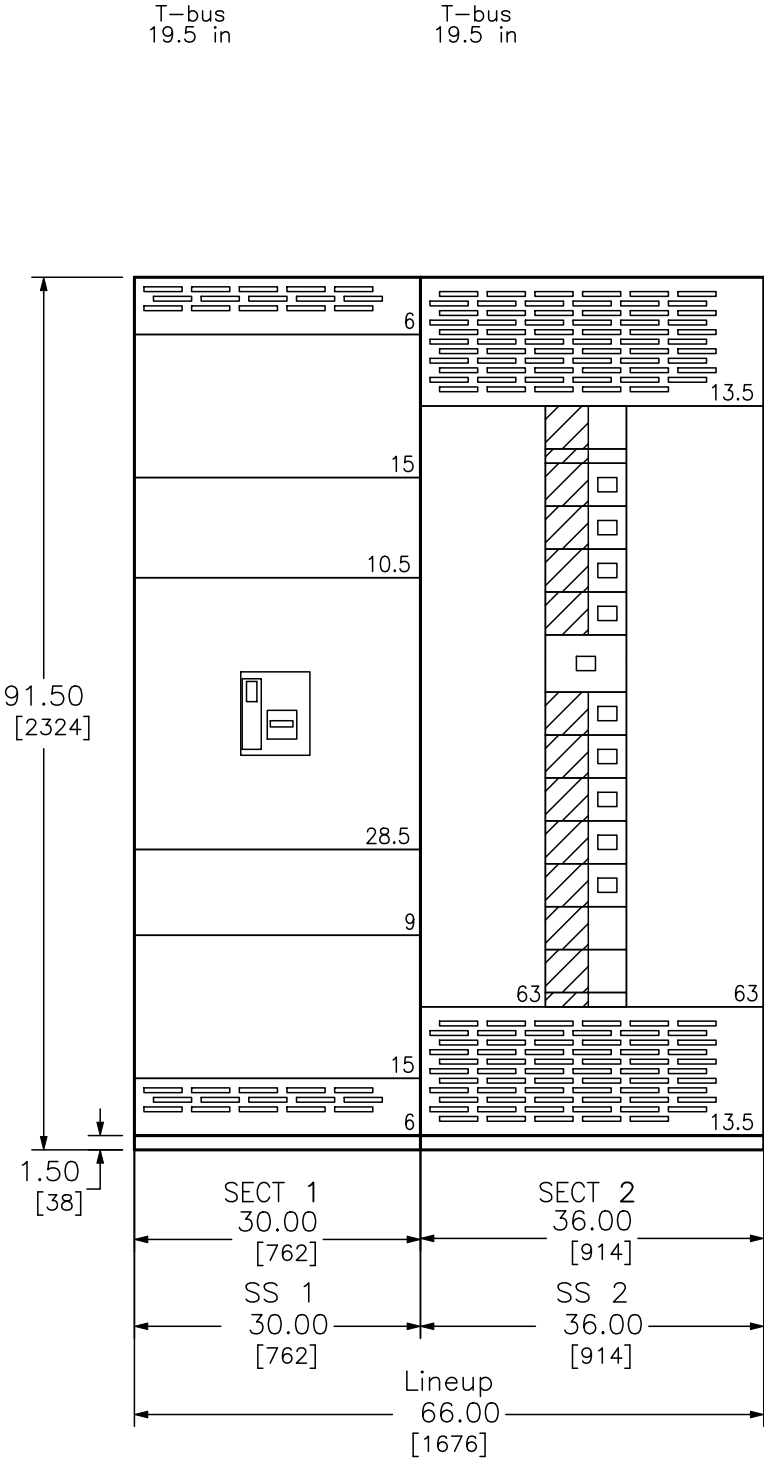
All wiring to be SIS Wire type

Instruction Bulletins

Reference 80043–055 For Handling, Installation,
Anchoring, Inspection And Maintenance Information

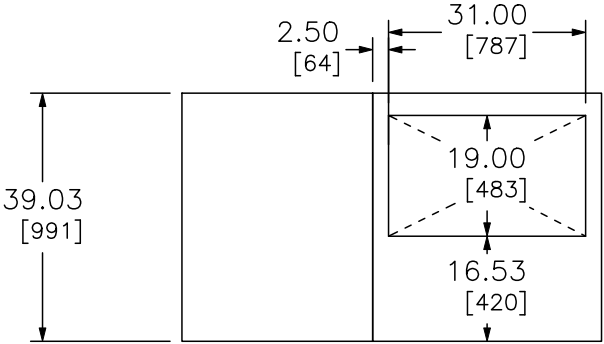
Product Accessories/Options

Seismic Qualified

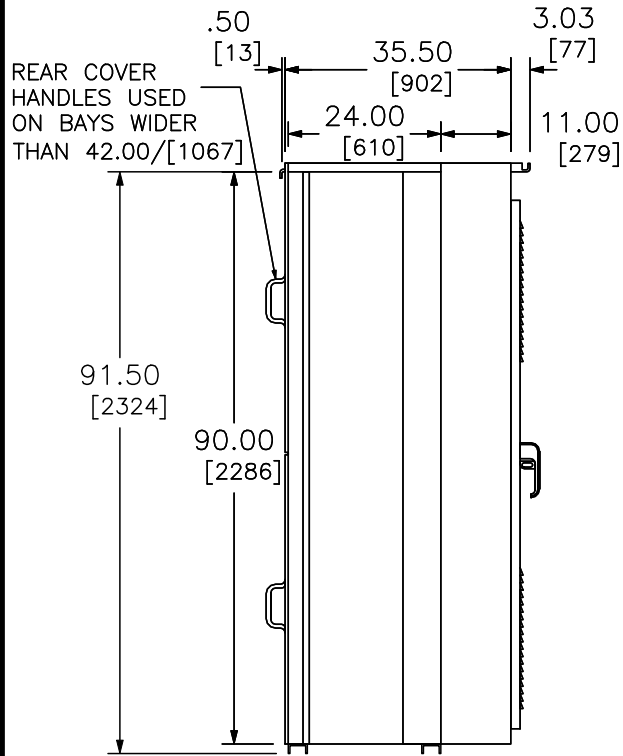


JOB NAME:	BOWLING GREEN CCD-12	EQUIPMENT DESIGNATION:	
JOB LOCATION:		EQUIPMENT TYPE:	QED-2 Switchboard
DRAWN BY:	CAD	DRAWING TYPE:	GENERAL NOTES
ENGR:		 by Schneider Electric	
DATE:	February 12 2026		
DRAWING STATUS:	QUOTE	DWG# FQ-6713426-207893423-01	PG 1 OF 2 REV -

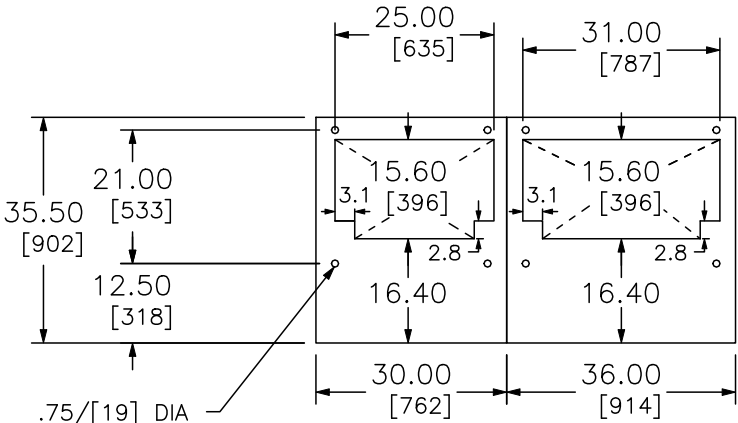
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—	----	—	—/—/—	—	----	—	—	—	—	—	—	—	—



TOP VIEW – FRONT



LEFT SIDE VIEW



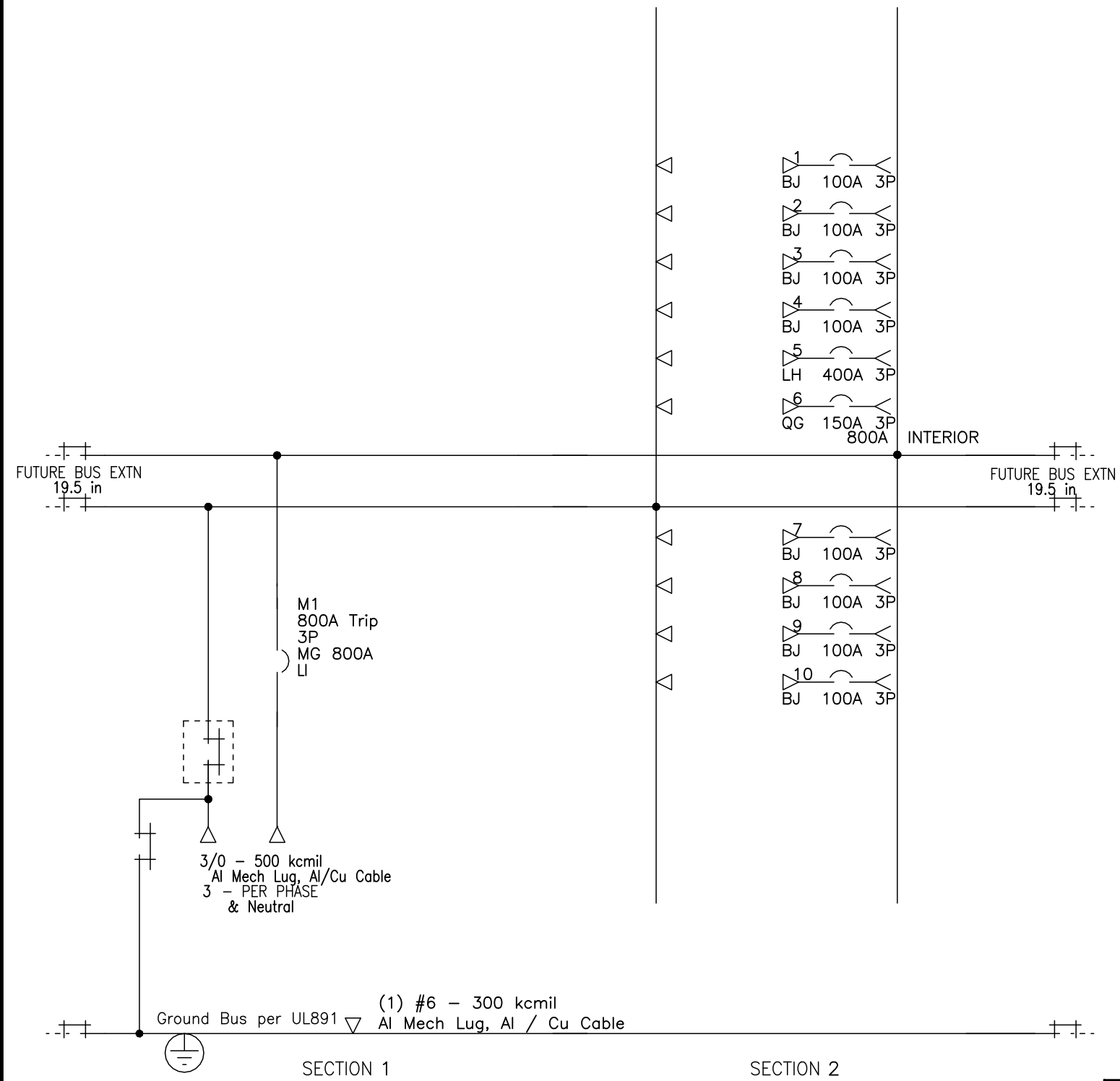
FLOOR PLAN – FRONT

NOTE: ALL DEVICES REQUIRING DRILLING OR INSERTION IN MOUNTING PAD SUCH AS CONDUIT, ANCHORING STUDS, SLEEVE INSERTS, ETC. SHOULD BE INSTALLED BEFORE SETTING EQUIPMENT IN PLACE.

NOTE:
A MINIMUM OF 2.00/[51]
CLEARANCE BEHIND THE
SWITCHBOARD IS REQUIRED
FOR TOP COVER OVERHANG.

JOB NAME:	BOWLING GREEN CCD-12	EQUIPMENT DESIGNATION:	
JOB LOCATION:		EQUIPMENT TYPE:	QED-2 Switchboard
DRAWN BY:	CAD	DRAWING TYPE:	SIDE, TOP VIEW & FLOOR PLAN
ENGR:			
DATE:	February 12 2026		
DRAWING STATUS:	QUOTE	DWG# FQ-6713426-207893423-01	PG 2 OF 2 REV —

REV	DESCRIPTION	BY	DATE	--	----	--	--/--/--	--	----	--	--/--/--
-	-----	--	--/--/--	-	-----	--	--/--/--	-	-----	--	--/--/--



JOB NAME:	BOWLING GREEN CCD-12	EQUIPMENT DESIGNATION:	
JOB LOCATION:		EQUIPMENT TYPE:	QED-2 Switchboard
DRAWN BY:	CAD	DRAWING TYPE:	ONE LINE
ENGR:		SQUARE D by Schneider Electric	
DATE:	February 12 2026		
DRAWING STATUS:	QUOTE	DWG#	OQ-6713426-207893423-01
		PG 1	OF 2
		REV	-

REV	DESCRIPTION	BY	DATE	-	----	--	--/--/--	-	----	--	--/--/--
-	----	--	--/--/--	-	----	--	--/--/--	-	----	--	--/--/--

POWER STYLE QED-2 SWITCHBOARD SERIES 2

LEGEND

Value

SECT NO	CKT NO	IMD /GMD CONFIG	DEVICE/FRAME RATING	TRIP AMP	FUSE/ TRIP	#P	DESIGNATION	N/P	LUG/WIRE INFORMATION				ACCESSORIES / NOTES
									QTY	PHASE WIRE RANGE	QTY	NEUT WIRE RANGE	
1	M1	FIX	MG 800A	800A	S-LI	3P		No	3	3/0 - 500 kcmil	3	3/0 - 500 kcmil	
2	1	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	2	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	3	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	4	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	5	6 in	LH	400A	-	3P		No	2	3/0 - 250 kcmil	2	3/0 - 250 kcmil	
2	6	4.5 in	QG	150A	-	3P		No	1	#4 - 300 kcmil	1	#4 - 300 kcmil	
2	7	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	8	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	9	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	10	4.5 in	BJ	100A	-	3P		No	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	

JOB NAME:	BOWLING GREEN CCD-12	EQUIPMENT DESIGNATION:	
JOB LOCATION:		EQUIPMENT TYPE:	QED-2 Switchboard
DRAWN BY:	CAD	DRAWING TYPE:	SCHEDULE
ENGR:		<div>SQUARE D</div> <div>by Schneider Electric</div>	
DATE:	February 12 2026		
DRAWING STATUS:	QUOTE	DWG#	OQ-6713426-207893423-01
		PG 2	OF 2
		REV	-

Submittal Package

Original for Approval

2025-210J TRANSFORMER ADD

S6673368

Submittal Date

3/10/2026

Prepared For

BOCKMON & WOODY
GERALD SORIA
1528 EL PINAL DRIVE
STOCKTON , CA 95205



Project: 2025-210J TRANSFORMER ADD

3/10/2026

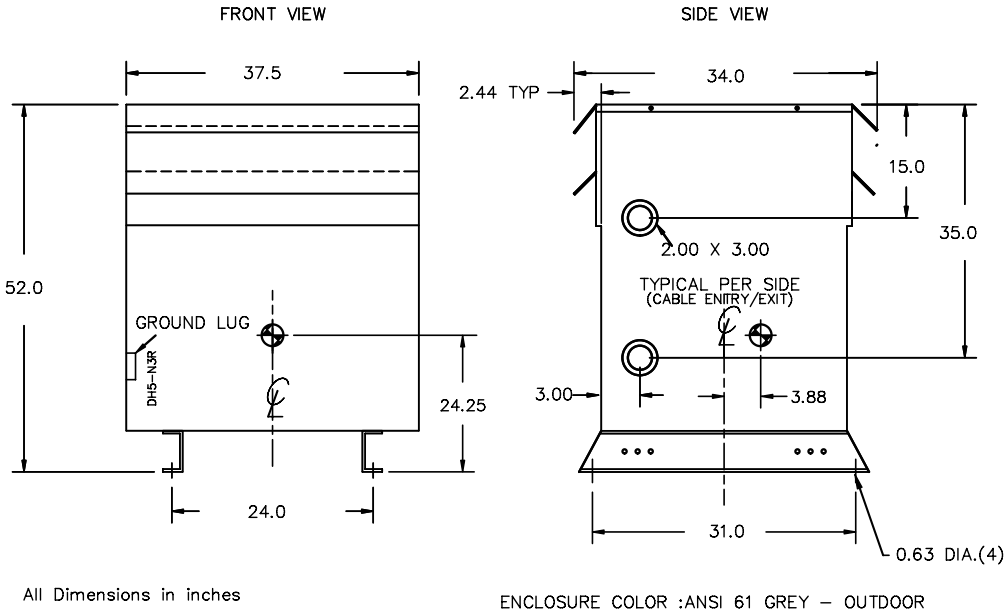
To: BOCKMON & WOODY
GERALD SORIA
1528 EL PINAL DRIVE
STOCKTON , CA 95205

Bill of Materials

Click line item to go to spec sheet.

#	Type	Mfg	Description
1		HAMMOND POWER SOLUTIONS	SG3A0300BP 300KVA 208-600V
2		HAMMOND POWER SOLUTIONS	SG3A0300PB 300KVA 600V - 208/120

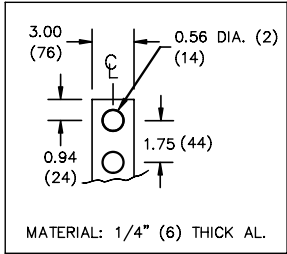
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HV TERMINAL DETAIL

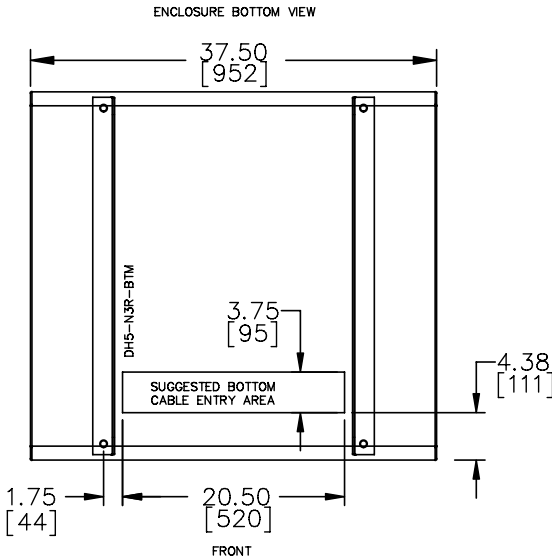
LV TERMINAL DETAIL

MECHANICAL TYPE LUGS INCLUDED
SUITABLE FOR 350MCM-6 CU/AL
CONDUCTORS
2 CONDUCTORS PER PHASE



- CUSTOMER NOTES:**
- HV TERMINATED AT BOTTOM FRONT
 - LV TERMINATED AT TOP FRONT

THIS DRAWING CONTAINS STRICTLY CONFIDENTIAL INFORMATION BELONGING TO HAMMOND POWER SOLUTIONS AND MUST NOT BE DISTRIBUTED OUTSIDE AUTHORIZED PARTIES.



NOTE:
WHEN BOTTOM CABLE ENTRY IS OPTED, THE SPACE USED FOR CONDUITS IN THE FRONT OF THE TRANSFORMER SHOULD NOT OBSTRUCT MORE THAN 50% OF THE FRONT AIR INTAKE AREA DEFINED BETWEEN THE BOTTOM PLATE AND THE SUPPORTING LEGS.
SEE MANUAL FOR ADDITIONAL INFORMATION

THIS DRAWING CONTAINS STRICTLY CONFIDENTIAL INFORMATION BELONGING TO HAMMOND POWER SOLUTIONS AND MUST NOT BE DISTRIBUTED OUTSIDE AUTHORIZED PARTIES.

hammond POWER SOLUTIONS HPS Sentinel™ G
Energy Efficient Distribution Transformer
Transformateur de Distribution à Bon Rendement Énergétique

Hyderabad, IN Guelph, ON Baraboo, WI Monterrey, MX
Compton, CA

Serial No. HV/HT 3 K 600V 289A
Type BIL 10 kV
Cooling Term H1 H2 H3
Refrédissement ANN
kVA 300 LV/BT 208Y/120V 833A
Temp. Rise 150 °C
Echauffement 220 °C
Temp Class 220 °C
Classe Temp
Winding AL Energy Regulations
Enroulement 60 Reglements de
Frequency 60 Hz
Fréquence
Impedance % 4.8
Impédance
Encl Type 3R
Type de Coffrage
Weight lbs/kg 2010/912
Poids

DOE 10 CFR PART 431:2016
CEE ACT SOR/2018-201
Energy Regulations
Reglements de
Energetique

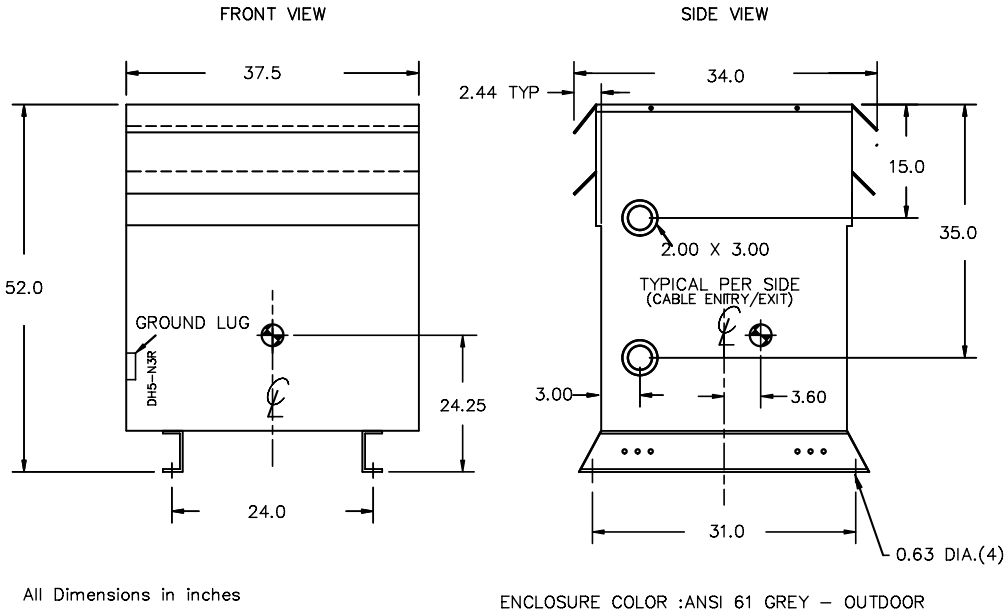
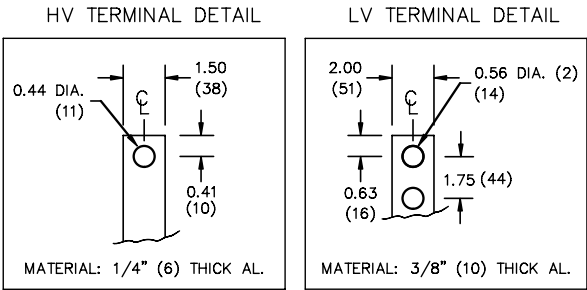
SEISMIC QUALIFICATIONS:
AS FLOOR MOUNTED ONLY
IBC 2018/ASCE 7-16
SDS<=2.0g Z/h=0 Ip=1.5

SPACINGS BETWEEN ANY VENTILATED ENCLOSURE PANEL AND
ANY ADJACENT WALL SHALL BE A MINIMUM OF 5 INCHES

LISTED
ETL
UL
E112313
8 03423 12553 0
TRANSFORMER
77105
ALSO VERIFIED IN ACCORDANCE
TO ENERGY STANDARD C802.2-18
BY UNDERFIS LABORATORIES INC. 03/16

LR 3902
8 03423 12553 0
TRANSFORMER
77105
ALSO VERIFIED IN ACCORDANCE
TO ENERGY STANDARD C802.2-18
BY UNDERFIS LABORATORIES INC. 03/16

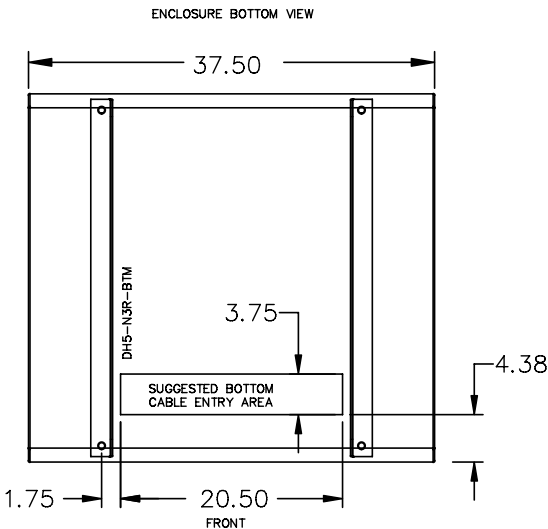
CONNECTION DIAGRAM:
X0 X1 X2 X3
H1 H2 H3



CUSTOMER NOTES:

- HV TERMINATED AT TOP FRONT
- LV TERMINATED AT BOTTOM FRONT

TITLE: 3PH DISTRIBUTION TRANSFORMER				
3	21/07/16	PP	EDB UPDATE	DES: JWEN
2	20/03/17	PP	SEISMIC UPDATE	DATE: 15/11/09
NO.	DATE	BY	REVISION	SCALE: NTS



NOTE:
WHEN BOTTOM CABLE ENTRY IS OPTED, THE SPACE USED FOR CONDUITS IN THE FRONT OF THE TRANSFORMER SHOULD NOT OBSTRUCT MORE THAN 50% OF THE FRONT AIR INTAKE AREA DEFINED BETWEEN THE BOTTOM PLATE AND THE SUPPORTING LEGS.
SEE MANUAL FOR ADDITIONAL INFORMATION

THIS DRAWING CONTAINS STRICTLY CONFIDENTIAL INFORMATION BELONGING TO HAMMOND POWER SOLUTIONS AND MUST NOT BE DISTRIBUTED OUTSIDE AUTHORIZED PARTIES.

Demolition Services & Grading Inc

CSL #1015534 – A, B, C12 & C21

SBE #2003220

DIR #1000039367

Dsgi.co

February 20, 2026

Roebbelen Contracting, Inc.
1241 Hawks Flight Ct
El Dorado Hills, CA 95762

**RE: Bowling Green ES
 4211 Turnbridge Dr
 Sacramento CA 95823**

**RE: Change Order #14
 - Sawcut and removal of concrete flatwork Per CCD012**

COR #14 Total:

Change order total.....\$7,537.28

1 Foreman 2 Days @\$113.00	\$1,808.00
1 Laborer 2 Days @\$80.88	\$1,294.08
Mini Excavator 2 Days	\$ 750.00
Sawcutting .5 Days	\$ 700.00
Mobilization	\$1,500.00
Disposal Trucking 2 Loads 4 Hours	\$ 800.00
Markup 10%	\$ 685.20

Sincerely,

Sarah Meyer
smeyer@dsgi.co
209.456.9741



**DECKER LANDSCAPING, INC.**

12740 Earhart Ave
Auburn CA 95602-9027
916-652-1780

License: 810854

Change Order

Order#: 14

Order Date: 02/26/2026

To: Roebbelen Construction
1241 Hawks Flight Ct
El Dorado Hills CA 95762

Project: 202508
Bowling Green Elementary School
4211 Turnbridge Drive
Sacramento CA 95823

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

Plans Attached ☐

Ordered By: 691 Chris Mitchell

Customer Order:

Specifications Attached ☐

Description of Work	Amount
CCD-12 Refurbish Planter Area	5,432.00

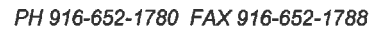
Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

5,432.00

Owner: _____ Date: _____

Contractor: _____ Date: _____



Description:	CCD-12 Refurbish Planting area
---------------------	--------------------------------

This Section Not Used

Signature - Decker Landscaping

Please issue a contract change in the amount of the Estimate Total

Estimate Total	\$5,431.77
-----------------------	-------------------

Project Name: **Bowling Green ES**

Reference/ Ticket#

Revision# 1

To: Roebbelen

Revision Reference:

Attn: Killian O'Brien

GENTLEMEN, We hereby submit an itemized quotation, on this form, for a change in contract price incurred by modification to plans and or specifications listed below. One signed copy must be returned to this office no later than EOD so as not to cause additional expense and or delay.

DESCRIPTION

paint touch up at 34 Units at exterior siding portables HVAV locations

MATERIAL

QUAN.	Per GAL	DESCRIPTION			TOTAL PRICE
	\$30.00	Int Primer Vinylastic			\$0.00
	\$32.00	Spartawall Eggshell			\$0.00
15	\$30.00	EZ Prime			\$450.00
15	\$40.00	Evershield Flat			\$600.00

SUBCONTRACTOR

QUAN.	UNIT	DESCRIPTION	LIST		TOTAL PRICE
					\$0.00
					\$0.00

EQUIPMENT/ MISC

QUAN.	UNIT	DESCRIPTION	BASE RATE	UNIT PRICE	TOTAL PRICE
	EA.	SUNDRIES			\$0.00
	EA.	TRUCK FEE			\$0.00
	EA.	PARKING			\$0.00
	EA.	LIFT RENTAL			\$0.00

FIELD LABOR

QUAN.	UNIT.	DESCRIPTION	BASE RATE	PREMIUM RATE	TOTAL PRICE
34	HR(S)	Apprentice	\$67.40		\$2,291.60
34	HR(S)	Journeyman	\$84.26		\$2,864.84
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00
	HR(S)		\$0.00		\$0.00

TIME EXTENSION REQUIRED:

◇ WORK WILL PROCEED PER CONTRACT DOCUMENTS UNTIL OTHERWISE IN WRITING

◇ WORK HAS COMMENCED PER DIRECTION

◇ WORK IN THIS AREA HAS CEASED PER

DIRECTION, AND MAY BE CAUSE FOR ADDITIONAL TIME DELAYS AND OR COMPENSATION

MATERIAL SUB TOTAL \$600.00

EQUIPMENT SUB TOTAL \$0.00

TAX \$43.50

TOTAL MATERIAL & EQUIP. COST \$643.50

ACCEPTED: The above prices and specifications of this Change Request are hereby accepted. All work is to be performed under the same terms and conditions as specified in original contract unless otherwise stipulated.

TOTAL LABOR \$5,156.44

TOTAL \$5,799.94

15% O.H. & FEE LABOR \$869.99

COR SUBTOTAL \$6,670.00

X

Please forward this signed and dated form to Applied Finishes' office. Work described above will proceed upon date of receipt.



Date: **2-18-2026**

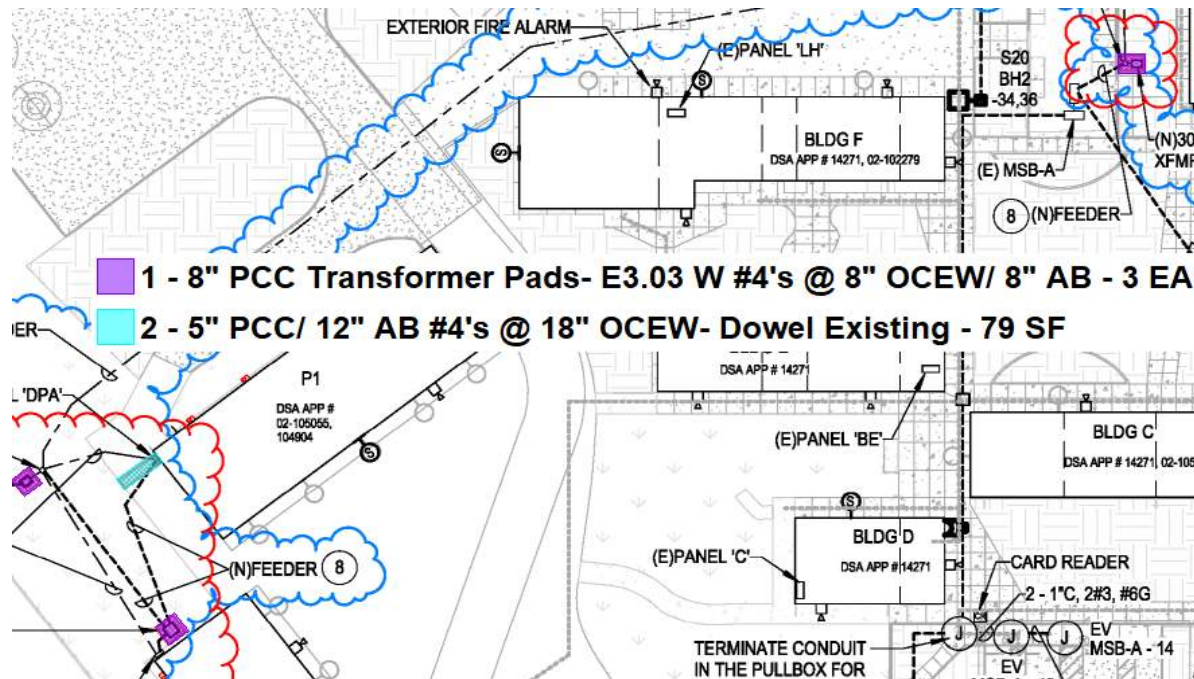
ATTENTION: Carlos

PROJECT: Bowling Green ES Campus Modernization

CCD 012 Cost:

\$10,950.00.00

Site Concrete Inclusions



EXCLUSIONS

1. All Items not specifically included above.
2. After hours work, unless specifically noted otherwise.
3. Upgrading any existing conditions to code and/or ADA compliance unless expressly identified within the construction documents.
4. Saw cutting, demolition and or removing existing materials.
5. Locating and marking existing utilities.
6. Restoration of landscape areas.

Should you have any questions regarding this proposal, please contact:

Rich Kollenberg, Estimator

Phone: 916-417-9668 | richk@roebbelen.com

Roebbelen Construction Management, Inc.

Roebbelen Contracting, Inc. AZ#ROC323318 CA #734124 NV #0056512 OR #124156 WA #ROEBBCI967KQ

Roebbelen Construction Management Services, Inc. CA #808764

Disabled Veteran Business Enterprise #1012610

1241 Hawks Flight Court
El Dorado Hills, CA 95762

p 916.939.4000

f 916.939.4028

www.roebbelen.com



2/20/2026

Sacramento City Unified School District

4211 Turnbridge Drive
Sacramento, CA 95823

Re: Bowling Green ES

RCON Job #

20-25-845

CE#

7

Labor, material and equipment to place (3) 8" PCC transformer pads per E3.03
and approximately 79 SF of 5" PCC over 12" of AB. Furnish and install of AB

DESC: and rebar are included.

Dear: Carlos Paredes

Enclosed is Roebbelen's quotation in the amount of
to incorporate the following changes to the contract documents:

\$10,950

CCD:	12
RFI:	

The following applies to this quotation:

- 1) This quotation includes only those costs shown on the attached breakdown sheets.
- 2) This quotation is good for 10 days from the date of this proposal.

Should you have any questions, please contact this office.

Sincerely,
Roebbelen Contracting, Inc.

Eric Brickler

Eric Brickler
Project Manager

1241 Hawks Flight Court
El Dorado Hills, CA 95762
(916) 939-4000
Contractors Lic #734124



JOB:# 20-25-845

CE: # 7

JOB NAME: Bowling Green ES

DESCRIPTION: Labor, material and equipment to place (3)
8" PCC transformer pads per E3.03 and

ASI:#

GENERAL CONTRACTOR'S WORK						
COST CODE	DESCRIPTION	RATE	HOURS	MATERIAL	LABOR	EQUIPMENT
					0	
					0	
					0	
RESEARCH & INTEGRATION - forman					0	
RCON JOBSITE OVERHEAD				0	0	0
RCON GENERAL WORK - see detail sheet				3,320	6,055	114
SUBTOTALS = >				3320	6055	114

SUBCONTRACTOR'S WORK			
COST CODE	SUBCONTRACTOR	DESCRIPTION	AMOUNT
SUBTOTALS = >			0

G.C. MARKUP				
		MARKUPS USED		
O.H. & P. RATES PER SPECS	10.0%	15.0%	15.0%	15.0%
	SUB	MATERIAL	LABOR	EQUIPMENT
COST BEFORE MARKUP	0	3,320	6,055	114
EQUIP, GAS,OIL,LUBE & MAINT. - 33 1/3 %				38
OVERHEAD & PROFIT	0	498	908	17
COST WITH P&O	0	3,818	6,963	169

SUBTOTALS = > 10,950

DIRECT COST OF BONDS		RATE	AMOUNT
SPECS	BONDS & INSURANCE	0.00%	0

TOTAL COST OF THIS CHANGE = > 10,950

Roebbelen Contracting, Inc.

General Work Pricing for Roebbelen

CE:#	7
ASI:#	
RFL:#	

DESCRIPTION

Labor, material and equipment to place (3) 8" PCC transformer pads per E3.03 and approximately 79 SF of 5" PCC over 12" of AB. Furnish and install of AB and rebar are included.

DESCRIPTION	COST CODE	QTY	UNITS	UNIT PRICE	MATERIAL AMOUNT	UNIT MDYS	TOTAL MDYS	LABOR RATE	LABOR AMOUNT	UNIT PRICE	EQUIP AMOUNT	TOTALS
5" PCC/ 12" AB #4's @ 18" OCEW- Dowel Existing		79	SF		1160		2	865	1730		24	2,914
8" PCC Transformer Pads- E3.03 W #4's @ 8" OCEW		3	EA		1921		5	865	4325		90	6,336
Subtotals					3081.00							
sales tax @ 7.75%					239							
Totals					3,320		7	865	6,055		114	9,489



Accelerated Construction and Metal
2548 Paulson Rd.
STE. A
Turlock, CA 95380
Phone: 209-846-7998

Date : 3/4/2026
Page 1 of 1
CO #: 7R1
Job #: 25-039

Bowling Green

Job Location: Sacramento, CA

Change Order Request

To: Killian O'Brien
RCON
1241 Hawkins Flight Ct
El Dorado Hills, CA 95762
Phone: 916-765-6108

PCO#7 R1 Top Set Rails Combined

Change Requested By: Gavin

Sent Via: E-mail

Description of Change:

We will provide FOB 1 Top Set Rail (Rail Type 1; See attached) and 6 Top Set Rail (Rail Type 2; See attached) per provided sketch galvanized. Wedge anchors included.

Type 2 rails to have 6"x6"x3/16" with (2) Holes for 1/8" x 2 1/2" lags per RFI#147 response to attach to walls. Plates will be fillet welded to the rail in shop. Caulking excluded. Field paint excluded. Field welding excluded.

2-3 week fabrication lead time Type 1 Rail.

4-5 week fabrication lead time Type 2 Rail.

The change has added 20 Calendar Days to the project schedule and will cause an increase of \$11,520.00 to the contract amount.

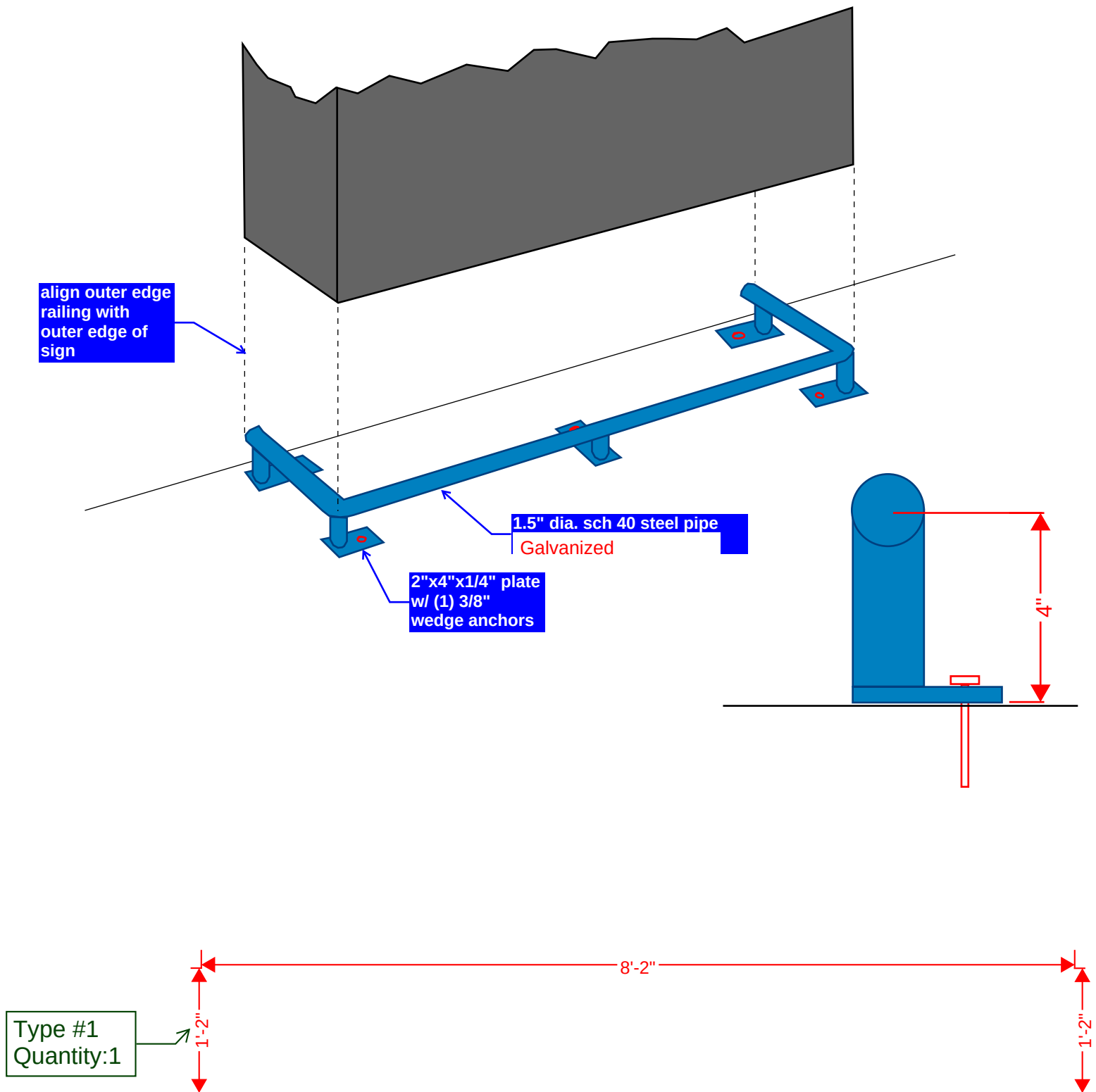
A signature below indicates acceptance of all changes shown herein. Any work associated with this change will begin upon receipt of a signed copy of this C.O. in our office.

Accepted By

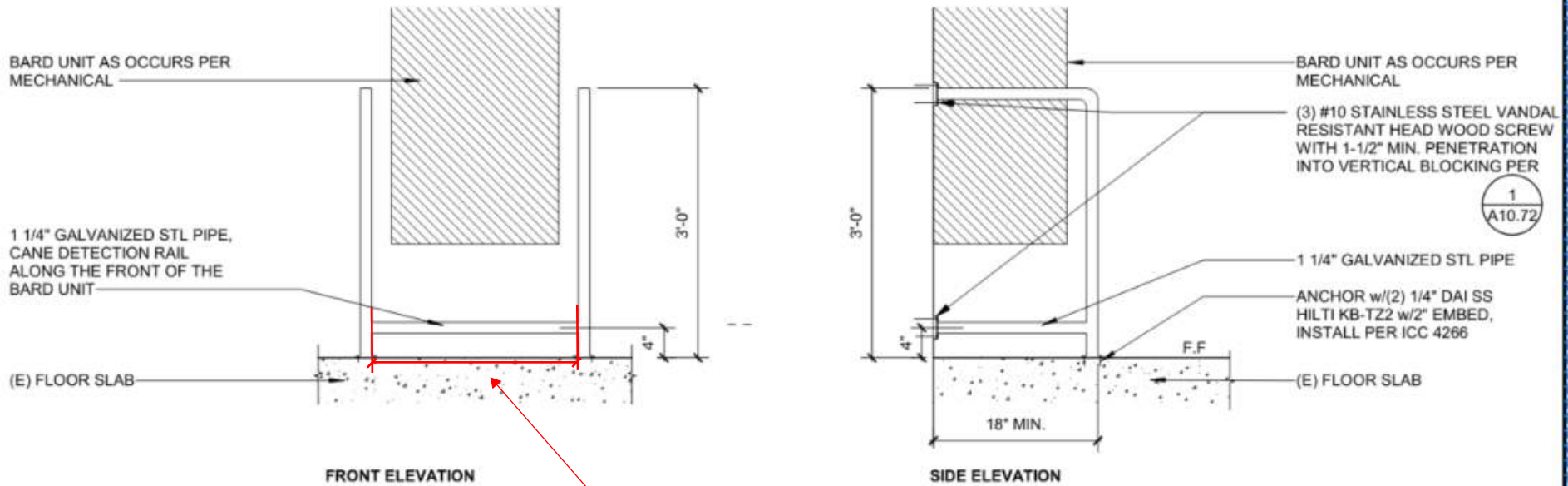
Accelerated Construction and Metal

TYPE #1 DESIGN & DIMENSIONS

Because a curb would block drainage, we not recommend a curb, but propose a top set railing for cane detection only. SMN, WCE 7-3-2025.



TYPE #2 DESIGN & DIMENSIONS



NOTES:

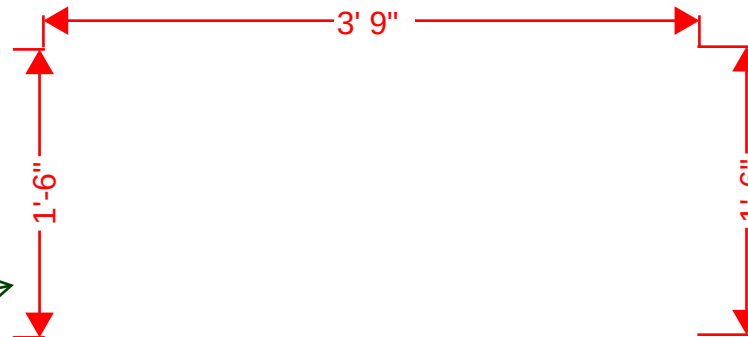
1. ALL DIMENSIONS FOR ACCESS COMPLIANCE ARE TO FACE OF FINISH, U.N.O.
2. GUARDRAIL MUST PROJECT BEYOND FRONT EDGE OF THE BARD UNIT

05.52.12.03

CANE DETECTABLE RAILING AT BARD UNIT **15**

3/4" = 1'-0"

Type #2
Quantity: 6



PCO#7R1 Breakdown

Material:

Pipe and Plate: \$628.00

Elbows: \$132.24

Hardware:

- ¼" Hilti KBTZ 2 SS304 (1 Box) \$786.26
- 3/8" Hilti KBTZ 2 SS304 (1 Box) \$671.00
- SS Wood Screws (2 packs) \$31.06

Sub-Total: \$2,248.56

w/ 7.875% Tax: **\$2,425.63**

Galvanizing:

- Includes 1 delivery to the galvanizer (Type 1 Rail) \$800.00
- Includes 1 delivery to the galvanizer (Type 2 Rail) \$800.00
- Approximately 550lbs at \$.90/lb. \$495.00

Total: **\$2,095.00**

Labor: 60-man hrs. @ \$65/hr. **\$3,900.00**

Delivery:

- 1 delivery to jobsite Type 1 Rail \$800.00
- 1 delivery to jobsite Type 2 Rail \$800.00

Total: **\$1,600.00**

Sub-Total: **\$10,020.63**

W/15% Markup: **\$11,523.72**



#4315 - STEEL 1 1/2" TUBE 90° ELBOW 2" C.L.R.

Discounted Price: \$9.42 Quantity 2 = \$18.84

ADD TO CART





#425 - STEEL 1 1/4" PIPE 90° ELBOW 2.5" C.L.R.

Discounted Price: \$9.45 Quantity 12 = \$113.40

ADD TO CART



[Home](#) / [Products](#) / [Fasteners](#) / [Mechanical anchors](#)

KWIK BOLT TZ2 WEDGE ANCHOR SS304 STUD ANCHOR KB-TZ2 1/4x3 1/4 SS304 #2210179

[Configurator](#)[Technical Data](#)[Documents](#)[Features & Applications](#)[Related Products](#)

2 IMAGES

Ultimate-performance wedge anchor for cracked concrete and seismic (304 stainless steel)

- Material, corrosion: Stainless Steel, 304, Stainless steel, A2
- Head configuration: Externally threaded
- Approvals / Test reports: ICC-ES report (concrete), ICC-ES report (masonry), LABC, Nuclear (NQA-1)

MORE INFORMATION

Customers also searched for **wedge anchors**, **concrete wedge anchors**, **304 stainless steel wedge anchors**, **KB-TZ2** or **KBTZ2**.

Choose options

START OVER

Anchor size - D

- 1/4 in
- 3/8 in
- 1/2 in
- 5/8 in
- 3/4 in
- 1 in

Anchor length - L

- 2-1/8 in
- 2-1/2 in
- 3 in
- 3-1/4 in
- 3-1/2 in
- 3-3/4 in
- 4-1/4 in
- 4-1/2 in
- 4-3/4 in
- 5 in
- 5-1/2 in
- 6 in
- 6-1/4 in
- 6-1/2 in
- 7 in
- 8 in
- 8-1/2 in
- 9 in
- 10 in
- 12 in

Pack size

- 1 pc
- 5 pc
- 10 pc
- 15 pc
- 20 pc
- 50 pc
- 100 pc

Product options

STUD ANCHOR KB-TZ2 1/4x3 1/4 SS304
#2210179

- 1x KB-TZ2 SS304 1/4"x3 1/4" Stud anchor assy

Quantity

1

Box

Total pieces

100

You cannot see your company prices
[Please Log in or register](#) to see your company prices. Prices vary for Hawaii, Alaska and US Territories.

Discounted net

\$786.26
\$786.26 / 1 Box

ADD TO CART

Save up to 70% On select Overstock items. [Shop now](#)

Home / Products / Fasteners / Mechanical anchors

KWIK BOLT TZ2 WEDGE ANCHOR SS304

STUD ANCHOR KB-TZ2 3/8x3 1/2 SS304 #2210243

[Configurator](#)
[Technical Data](#)
[Documents](#)
[Features & Applications](#)
[Related Products](#)



2 IMAGES

Ultimate-performance wedge anchor for cracked concrete and seismic (304 stainless steel)

- Material, corrosion: Stainless Steel, 304, Stainless steel, A2
- Head configuration: Externally threaded
- Approvals / Test reports: ICC-ES report (concrete), ICC-ES report (masonry), LABC, Nuclear (NQA-1)

MORE INFORMATION [➤](#)

Customers also searched for **wedge anchors**, **concrete wedge anchors**, **304 stainless steel wedge anchors**, **KB-TZ2** or **KBTZ2**.

Choose options

[START OVER](#)

Anchor size - D

- [1/4 in](#)
[3/8 in](#)
[1/2 in](#)
[5/8 in](#)
[3/4 in](#)
[1 in](#)

Anchor length - L

- [2-1/8 in](#)
[2-1/2 in](#)
[3 in](#)
[3-1/4 in](#)
[3-1/2 in](#)
[3-3/4 in](#)
[4-1/4 in](#)
[4-1/2 in](#)
[4-3/4 in](#)
- [5 in](#)
[5-1/2 in](#)
[6 in](#)
[6-1/4 in](#)
[6-1/2 in](#)
[7 in](#)
[8 in](#)
[8-1/2 in](#)
[9 in](#)
[10 in](#)
[12 in](#)

Pack size

- [1 pc](#)
[5 pc](#)
[10 pc](#)
[15 pc](#)
[20 pc](#)
[50 pc](#)
[100 pc](#)
- Best price**
\$671.00
 / 1 Box

Product options

STUD ANCHOR KB-TZ2 3/8x3 1/2 SS304
 #2210243
 • 1x KB-TZ2 SS304 3/8"x3 1/2" Stud anchor

Quantity

Box

Total pieces

50

You cannot see your company prices
 Please [Log in](#) or [register](#) to see your company prices. Prices vary for Hawaii, Alaska and US Territories.

\$671.00

[ADD TO CART](#)

Screws for Softwood and Plastic-Wood Composites

18-8 Stainless Steel, Square-Drive, Number 10 Size, 2-1/2" Long



90000A255

\$15.53 per pack of 25

Quantity

1

Pack of 25

Delivers tomorrow

Quantity 2 = \$31.06

ADD TO ORDER

 3-D Solidworks (2022)

Download

Solidworks 2022 and Parasolid files now available

Streamline your design process with our [Solidworks Add-In](#)

Available for Solidworks 2017 or newer.

Download Add-In

Tip Type	Pointed, Drilling
Drive Style	Square
Fastener Head Type	Flat
For Use In	Wood, Composite Wood
Material	18-8 Stainless Steel
Screw Size	No. 10
Length	2 1/2"
Head	
Diameter	0.344"
Height	0.189"
Drill Bit Size	3/32"
Flat Head Profile	Standard
Approximate Threads per Inch	8
Threading	Partially Threaded
Tapping Method	Thread Cutting
Tapping Screw Type	17
Drill Bit Decimal Size Equivalent	0.094"
Drive Size	No. 2
Minimum Thread Length	1.65"
Performance	Corrosion Resistant

Compatible Products for This Wood Screw

Prepare hole

 Drill Bits

8 products

Connect

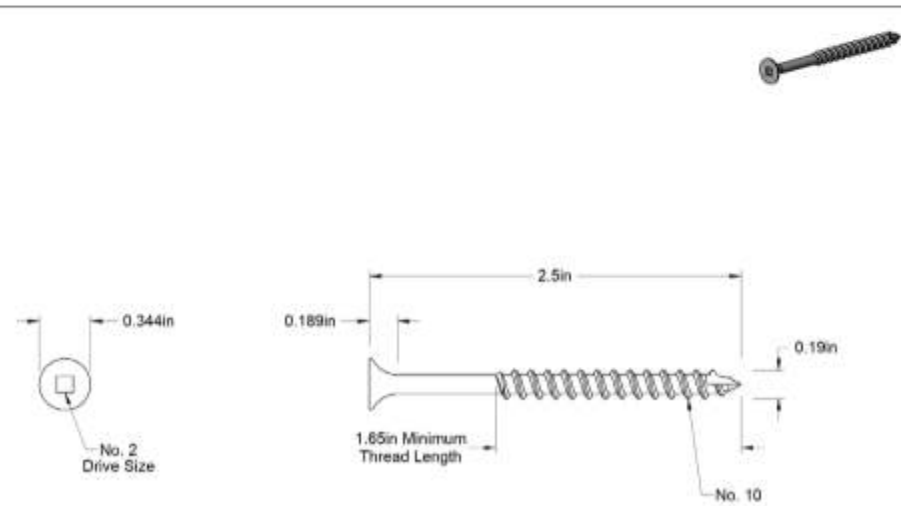
 Hinges

2 products

Install

 Screwdriver Bits

11 products



PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 030

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

ARCHITECT: HMC Architects

Entity proposes to change the Contract as follows:

All labor materials and equipment to furnish and install a new turnkey Telecenter U IP Clock/Speaker system at Bowling Green - McCoy campus, Chacon Campus, and new portable buildings including adjustments of existing CAT cabling to allow for proper mounting of new devices per B&W PCO 05 Revision 4 dated 11/18/25 and per CCD 005.

All labor materials and equipment to remove existing clock speakers and abandon in wall, safe off with blank plates.

All labor materials and equipment to patch finish surfaces where devices previously removed including plywood/drywall plugging, patching, and acoustical tile repairs for a finished condition per Roebbelen quote dated 11/24/25 and per CCD 005.

Please note, this work is slated to take place summer 2026. Extended GC's are not included in this PCO, a separate PCO will be submitted containing extended GC's for all work that is to be completed after the original contract time for this project.

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$364,385.79
2. The proposed schedule change is 0 days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 11/24/25

ENTITY (Typed Name)

Roebbelen Contracting, Inc.

(Signature)

(Print Name)

Killian O'Brien

APPROVED

Date: 1/20/2026

HMC Architects

ARCHITECT (Typed Name)

(Signature)

Jeffrey Gilchrist

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # 34-53

DSA Application # 02-122796

DSA date approved 02/25/2025



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #030: CCD #005 - Clock/Speaker Intercom Upgrade

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	030 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Killian O'Brien (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	11/24/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: CCD #005 - Clock/Speaker Intercom Upgrade

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #044 - CCD #005 - Clock/Speaker Intercom Upgrade

All labor materials and equipment to furnish and install a new turnkey Telecenter U IP Clock/Speaker system at Bowling Green - McCoy campus, Chacon Campus, and new portable buildings including adjustments of existing CAT cabling to allow for proper mounting of new devices per B&W PCO 05 Revision 4 dated 11/18/25 and per CCD 005.

All labor materials and equipment to remove existing clock speakers and abandon in wall, safe off with blank plates.

All labor materials and equipment to patch finish surfaces where devices previously removed including plywood/drywall plugging, patching, and acoustical tile repairs for a finished condition per Roebbelen quote dated 11/24/25 and per CCD 005.

ATTACHMENTS:

[PCO_05_REV 04.pdf](#) [BGES - CCD 005 IP Clock Speaker Upgrades.pdf](#) [02-122796_CCD_005_A.pdf](#)

#	Budget Code	Description	Amount
1	16-001.S Electrical.Subcontractor	Intercom System Upgrade	\$301,775.75
2	09-901.IC Painting.Indirect Costs	Patch and Paint	\$5,840.85
3	09-511.IC Acoustical Ceiling.Indirect Costs	Ceiling/Wall Tile Repairs	\$8,174.20
4	84-003.L Building Demo.Labor	Selective Demo	\$7,599.20
5	84-002.L Wall Patching.Labor	Wall Patching	\$9,533.50
6	16-001.IC Electrical.Indirect Costs	(E) Master Clock Safeoff & Reroute	\$10,879.00
7	90-001.Z Fee.Fee	Markup at 3.33%	\$10,049.13
8	01-090.IC Bond.Indirect Costs	Bond at 0.86%	\$3,043.12
9	01-094.IC Liability Insurance.Indirect Costs	Insurance at 2.117%	\$7,491.04
10	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$(364,385.79)



SIGNATURE		DATE		SIGNATURE		DATE		SIGNATURE		DATE	
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Printed On: 11/24/2025 09:06 AM

Bowling Green Elementary School Renewal

Roebbelen Contracting

Markup Bond Insurance
3.33% 0.86% 2.117%

	Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
RCON Self Perform w/ Markup							\$ 42,026.75
Subcontractors							\$ 301,775.75
							\$ -
							\$ -
							\$ -
							\$ 343,802.50
Sub-Total							\$ 343,802.50
Subcontractor Markup at 3.33%							\$ 10,049.13
Marked up Total							\$ 353,851.63
Bond at 0.86%							\$ 3,043.12
Insurance at 2.117%							\$ 7,491.04
Contingency							\$ 364,385.80



Bowling Green Elementary School Renewal
Roebbelen Contracting

11/24/2025

Labor Rate \$112

CCD 005 - New IP Clock-Speakers

	Hrs	Labor	Materials	Equipment	Subtotal	Markup at 15%	Total
Selective Demolition	59	\$ 6,608.00	\$ -	\$ -	\$ 6,608.00	\$ 991.20	\$ 7,599.20
Wall Patching	70	\$ 7,840.00	\$ 450.00		\$ 8,290.00	\$ 1,243.50	\$ 9,533.50
Acoustical Tile Patching	59	\$ 6,608.00	\$ 500.00	\$ -	\$ 7,108.00	\$ 1,066.20	\$ 8,174.20
Touch-Up Painting	42	\$ 4,704.00	\$ 375.00	\$ -	\$ 5,079.00	\$ 761.85	\$ 5,840.85
Building B Headend Safeoff - Intrusion Reroute	80	\$ 8,960.00	\$ 500.00	\$ -	\$ 9,460.00	\$ 1,419.00	\$ 10,879.00
Subtotal	310	\$ 34,720.00	\$ 1,825.00	\$ -	\$ 36,545.00	\$ 5,481.75	\$ 42,026.75

Bockmon & Woody

ELECTRIC CO., INC.

1528 El Pinal Drive • P.O. Box 1018 • Stockton, CA 95201-1018
PHONE: (209) 464-4878 • FAX: (209) 464-2615
CA Lic. No. C10-588908 • DIR No. 1000002789

Proposed Change Order

TO: Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills, CA 95762

FAX: TEL: 916-765-6108

ATTN.: Carlos Paredes

PROJECT: SCUSD - Bowling Green ES Modernization

DATE: 01/13/26
ELEC PCO #: 5
ELEC JOB #: 2025-210J
GC PCO #
GC ASI #
GC RFI #

SCOPE OF WORK:

Per CCD-05, furnish and install a complete IP-based clock/speaker system for the school. Scope includes providing and installing all required devices and modify existing network infrastructure. Work shall deliver a fully functional system integrated with the existing infrastructure, in accordance with project specifications and manufacturer requirements.

QS shall furnish the system equipment and provide labor to install and commission the clock/speaker system. Bockmon & Woody's scope is limited to providing CAT-6 pathways and terminations as required to support the system, including Building G and all exterior speaker locations.

MATERIAL COSTS W/MARKUP	\$	14,445.58
LABOR COSTS	\$	40,390.88
EQUIPMENT COSTS HOUR	\$	-
EQUIPMENT COSTS DAY	\$	-
EQUIPMENT COSTS WEEK	\$	-

SUBTOTAL	\$	54,836.45
-----------------	-----------	------------------

PERMITS	FLAT RATE	\$	-
WARRANTY	0.00%	\$	-
JOBSITE TRAILER - STORAGE	0.00%	\$	-
PLANS - BLUEPRINTS - ASBUILTS	0.00%	\$	-

SUBTOTAL	\$	-
-----------------	-----------	----------

MATERIAL TAX	8.75%	\$	1,263.99
EQUIP\DIRECT JOB EXPENSE MU	15.00%	\$	-

SUBTOTAL	\$	1,263.99
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SUBCON COSTS (INCLUDES MU)	\$	245,675.31
----------------------------	----	------------

TOTAL	\$	301,775.75
--------------	-----------	-------------------

BOND	0.00%	\$	-
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TOTAL PROPOSED CO	\$	301,775.75
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NUMBER OF ADDITIONAL WORKING DAYS	
TIME EXTENSION REQUEST	0
WORK TO START	

APPROVED BY GC:

SIGNED: _____

DATE: _____

Name
Company

This proposal is valid for 30 days.

Total pages of proposal

FORCE MAJEURE: Bockmon & Woody Electric Co., Inc. shall not be liable for failure or delay to perform obligations under this agreement, which have become practicably impossible because of circumstances beyond the reasonable control of Bockmon & Woody Electric Co., Inc. (herein "Force Majeure Event"). A Force Majeure Event shall include, without limitation: natural disasters or acts of God; acts of terrorism; labor disputes or stoppages; war; government acts or orders; epidemics, pandemics or outbreak of communicable disease; public health emergency; quarantines; national or regional emergencies; or any other cause, whether similar in kind to the foregoing or otherwise, beyond Bockmon & Woody Electric Co., Inc.'s reasonable control. Bockmon & Woody Electric Co., Inc. shall provide prompt notice to Contractor of any failure or delay in performance due to a Force Majeure Event. In the event of a Force Majeure Event, Bockmon & Woody Electric Co., Inc. shall be entitled to an equitable adjustment in the time of completion or contract requirements, and contract price, paid on actual costs basis.

ESCALATION CLAUSE: In the event of a significant delay or price increase of materials, equipment, or labor during the performance of the contract, through no fault of Bockmon & Woody Electric Co., Inc., Bockmon & Woody Electric Co., Inc. shall be entitled to an equitable adjustment in the time of completion, contract requirements, and the contract price, in an amount reasonably necessary to cover any such significant price increases. Where the delivery of materials or equipment is delayed, through no fault of Bockmon & Woody Electric Co., Inc., as a result of material shortage or unavailability, Bockmon & Woody Electric Co., Inc. shall not be liable for any additional costs or damages associated with such delay(s).

Bockmon & Woody

ELECTRIC CO., INC.

1528 El Pinal Drive • P.O. Box 1018 • Stockton, CA 95201-1018
PHONE: (209) 464-4878 • FAX: (209) 464-2615
CA Lic. No. C10-588308 • DIR No. 1000002789

PROJECT: SCUSD - Bowling Green ES Modernization

B&W PCO: 5

LABOR COST SUMMARY

LABOR	TOTAL		
	HOURS	RATE	COST
General Foreman labor Charge ST	0.00	\$ 149.35	\$ -
Foreman Labor Charge ST	40.00	\$ 137.06	\$ 5,482.40
Journeyman Labor Charge ST	230.00	\$ 128.87	\$ 29,640.10
General Foreman labor Charge TH	0.00	\$ 200.56	\$ -
Foreman Labor Charge TH	0.00	\$ 182.13	\$ -
Journeyman Labor Charge TH	0.00	\$ 169.84	\$ -
General Foreman labor Charge DT	0.00	\$ 251.77	\$ -
Foreman Labor Charge DT	0.00	\$ 227.19	\$ -
Journeyman Labor Charge DT	0.00	\$ 210.80	\$ -
SUBTOTAL			270.00 \$ 35,122.50

LABOR FACTORS		
LABOR MARKUP	15.00%	\$ 5,268.38
CLEANUP	0.00%	\$ -
SAFETY	0.00%	\$ -
BUILDING COMPLEXITY	0.00%	\$ -
PROJECT COORDINATOR	0.00%	\$ -
RECORD DWG/ENGINEERING/BIM	0.00%	\$ -
COMMISSIONING/TESTING/TRAINING	0.00%	\$ -
STATE REQ BREAK TIME	0.00%	\$ -
TITLE 8 SECTION 3395 HEAT ILLNESS PREVENTION	0.00%	\$ -

SUBSISTENCE	# OF DAYS	Unit Cost	
HOTEL PER DAY	1	\$ -	\$ -
FOOD PER DAY	1	\$ -	\$ -
MARKUP	15%		\$ -

TOTAL COST OF LABOR \$ 40,390.88

Bockmon & Woody

ELECTRIC CO., INC.

1528 El Pinal Drive • P.O. Box 1018 • Stockton, CA 95201-1018
PHONE: (209) 464-4878 • FAX: (209) 464-2615
CA Lic. No. C10-588308 • DIR No. 1000002789

PROJECT: SCUSD - Bowling Green ES Modernization

B&W PCO:

5

MATERIAL COST SUMMARY

<u>MATERIALS</u>	<u>NO. OF UNITS</u>	<u>UNIT COST</u>	<u>COST</u>
Data Base Materials	1 Lot	\$12,561.37	\$12,561.37
SUPPLIERS QUOTES	1 Lot	\$0.00	\$0.00
PRINTING COSTS	1 Lot	\$0.00	\$0.00
SUB TOTAL			\$12,561.37

MATERIAL FACTORS

CONSUMABLES (MISC MATERIALS)	0.00%	\$0.00
MATERIAL MARKUP	15.00%	\$1,884.21
SUBTOTAL		\$14,445.58

FREIGHT

FREIGHT	FLAT RATE	\$0.00
SPECIAL EXPEDITING	FLAT RATE	\$0.00
MARKUP	15.00%	\$0.00

SALES TAX	8.75%	\$1,263.99
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TOTAL MATERIAL COSTS INCL TAX \$15,709.56

1528 El Pinal Drive • P.O. Box 1018 • Stockton, CA 95201-1018
PHONE: (209) 464-4878 • FAX: (209) 464-2615
CA Lic. No. C10-588308 • DIR No. 1000002789

B&W PCO: 5

SUBCONTRACTOR		COST
Quality Sound		\$233,976.49
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL COST OF SUBCON		\$233,976.49
MARK-UP	5.00%	\$11,698.82
TOTAL COST INCL MU		\$245,675.31



Quality Sound
2010 E. Fremont St.
Stockton, CA 95205

QUOTE
18932

CA 496881 C-7, C-10
DIR 1000000115

BILL TO	JOB LOCATION	
Company: Bockmon & Woody Electric Address: 1528 El Pinal Drive P.O. Box 1018 Stockton, CA 95205 Contact: Phone: 2094644878	Company: Bowling Green Elementary School Address: 4211 Turnbridge Dr Sacramento, CA 95823 Contact: Phone: (916) 433-5426	Date: 2025-11-17 Sales Rep: Matthew Cooper Phone: (209) 948 2104 Email: mcooper@qualitysound.net

TITLE
CCO - Chacon Portable Classroom Addition; CCD-005; District Requested Additions for Chacon (updated)

SCOPE OF WORK

This CCO adds the intercom/clock system as new scope to this project.

Chacon Portable Classroom Addition:

Two (2) New Speaker/Clock combination units as depicted on sheet T1.2, DSA approval date 3/26/2025.

CCD-005:

Forty-five (45) New Speaker/Clock combination units and ten (10) Exterior Speakers as depicted on the CCD-005 sheets, DSA approval date 7/18/2025.

District Requested Additions for Chacon:

Twenty (20) New Speaker/Clock combination units and seven (7) Exterior Speakers, requested via email, no drawings.

Quality Sound's Scope of Work:

Provide all equipment per plans and specifications for systems quoted within CCO.

Provide specialty wire and cable for systems quoted only.

Provide specialty back boxes only for systems quoted only.

Make connections at terminal cans for systems quoted.

Final connect at the control panels for the systems quoted.

All tests are called for in plans and specifications.

Tax and normal freight are included in the price.

Submittal booklets are included.

Submittal drawings are included.

Installation of devices **is included**.

NO installation of wire or cable is included.

Labor cost is included until the scheduled completion date, no extensions included.

Material will be purchased and invoiced as soon as submittals are approved.

2-year Quality Sound Installation Warranty and 5-year Rauland Manufacture's Warranty.

Work to be done by others: (Exclusions from Quality Sound's scope of work):

Provide and install all conduit, non-specialty back boxes, and terminal cans per approved prints.

Provide and install all cable ladders, j-hooks, d-rings, and all other forms of raceway.

Provide and install all access doors, firestop sleeves, and fire caulking.

Provide and install all cable trays, wire baskets, and backboards.

Provide and install Network Switches, UPS's and Intrusion alarm connections.

Provide and install non-specialty wire and cabling **(All Category cabling to be pulled, terminated, and tested by data contractor)**.

Install all specialty wire, cabling, and back boxes.

All demos of existing devices and wiring.

All fire watch patrols for any duration.

All permits and associated fees.

All tariffs and surcharge fees.

MANUFACTURER	DESCRIPTION	QTY
Chacon Portable Classroom Addition		
Rauland	Telecenter Campus IP Module 3	2.00
Rauland	Tcu Small Message Board	2.00



Quality Sound
2010 E. Fremont St.
Stockton, CA 95205

CA 496881 C-7, C-10
DIR 1000000115

QUOTE
18932

MANUFACTURER	DESCRIPTION	QTY
Chacon Portable Classroom Addition		
Rauland	Message Board Speaker Baffle	2.00
Rauland	Acc3011S Surface Mount Back Bx	2.00
Covid	Cat 6a, RJ45 to RJ45, White Jacket, 1ft	2.00
	TARRIFFs	1.00
Quality Sound	Freight (non-taxable)	1.00
Quality Sound	Sales Tax Included in this Lump Sum Quote	1.00
Quality Sound	Miscellaneous Hardware	1.00
	Professional Services	
Chacon Portable Classroom Addition Total:		\$12,629.45

CCD-005		
	EQUIPMENT SCHEDULE EXTERIOR SURFACE SPEAKER	0.00
Rauland	Telecenter Campus IP Module 3	10.00
Rauland	Classroom Breakout Mod 10 Pack	1.00
Lowell	8in Cone Speaker	10.00
Rauland	Square Security Baffle	10.00
Rauland	Vandal Proof Surf Bbox Acc1012	10.00
FSR	4 Gang Surface Mount Gang Box - White	10.00
Covid	Cat 6a, RJ45 to RJ45, White Jacket, 1ft	10.00
Rauland	Telecenter Campus IP Module 3	45.00
Rauland	Tcu Small Message Board	45.00
Rauland	Message Board Speaker Baffle	45.00
Rauland	Acc3011S Surface Mount Back Bx	45.00
Covid	Cat 6a, RJ45 to RJ45, White Jacket, 1ft	45.00
	TARRIFFs	1.00
Quality Sound	Freight (non-taxable)	1.00
Quality Sound	Sales Tax Included in this Lump Sum Quote	1.00
Quality Sound	Miscellaneous Hardware	1.00
	Professional Services	
CCD-005 Total:		\$142,006.71

District Requested Additions for Chacon		
	EQUIPMENT SCHEDULE EXTERIOR SURFACE SPEAKER	0.00
Rauland	Telecenter Campus IP Module 3	7.00
Rauland	Classroom Breakout Mod 10 Pack	1.00
Lowell	8in Cone Speaker	7.00
Rauland	Square Security Baffle	7.00
Rauland	Vandal Proof Surf Bbox Acc1012	7.00
FSR	4 Gang Surface Mount Gang Box - White	7.00
Covid	Cat 6a, RJ45 to RJ45, White Jacket, 1ft	7.00
Rauland	Telecenter Campus IP Module 3	20.00
Rauland	Tcu Small Message Board	20.00
Rauland	Message Board Speaker Baffle	20.00



Quality Sound
2010 E. Fremont St.
Stockton, CA 95205

QUOTE
18932

CA 496881 C-7, C-10
DIR 1000000115

MANUFACTURER	DESCRIPTION	QTY
District Requested Additions for Chacon		
Rauland	Acc3011S Surface Mount Back Bx	20.00
Covid	Cat 6a, RJ45 to RJ45, White Jacket, 1ft	20.00
	TARRIFFs	1.00
Quality Sound	Freight (non-taxable)	1.00
Quality Sound	Sales Tax Included in this Lump Sum Quote	1.00
Quality Sound	Miscellaneous Hardware	1.00
	Professional Services	

District Requested Additions for Chacon Total: \$79,340.33

Subtotal: \$233,976.49

Tax: \$0.00

Total: \$233,976.49

TERMS AND CONDITIONS:

Pricing is only good for forty-five days. A signed quote, contract, or P.O. shall be delivered to Quality Sound before any work is started or materials ordered. Quality Sound is not responsible for delays caused by product availability. Quality Sound's on-site staff will require the work area to be free of obstructions prior to the commencement of any work. In addition, our staff will need unrestricted access to and from the work area and access to the nearest loading area. During service, the work areas should be considered a construction zone. In the interest of public safety, our staff must have priority use of the work areas until the services are complete. Our staff is scheduled to perform only the work included in this quote. If anyone with authority wishes to change or modify the scope of work, please get in touch with our office. If scheduling problems arise, Quality Sound will try to work around those needs. Quality Sound provides a one-year warranty against materials and workmanship defects on the newly installed equipment; manufacturer's component warranties vary, but many extend past this point. All invoices shall be paid within forty-five days; after forty-five days, interest will be charged at 1.5% per month. Payments are accepted via check, electronic transfer, or cash. A service fee of 3.5% will be charged when paying with a credit card. **Thank you again for choosing Quality Sound.**

IF YOU WISH TO ACCEPT THIS PROPOSAL AND RELATED STATEMENT OF WORK, PLEASE SIGN AND RETURN

BUYER: _____ (Print Name) SIGNATURE: _____ DATE: _____

No. 6513RR
Date 05/29/2025

Rauland Report

Information for Distributors

TO: All Rauland Distributors

SUBJECT: Updated Tariff Impact and Component Supply Surcharge

Following up on our announcement on January 20, we have subsequently seen multiple tariffs implemented by the new administration. These tariffs impact Rauland's supply chain, including key components and raw material associated with the components.

As mentioned, a component supply surcharge increase of 3.0% will be implemented.

- a. Effective Date 7/01/2025
- b. Orders shipped on or after 7/01/2025 will be subject to the surcharge.
- c. Surcharge increase will be applied to finished goods only – no increase for software, SMAs, etc.
- d. Orders must be released for shipment no later than 6/30/2025 to avoid the surcharge regardless of the date the order was entered.

You may reach out to your Regional Manager with any additional questions.

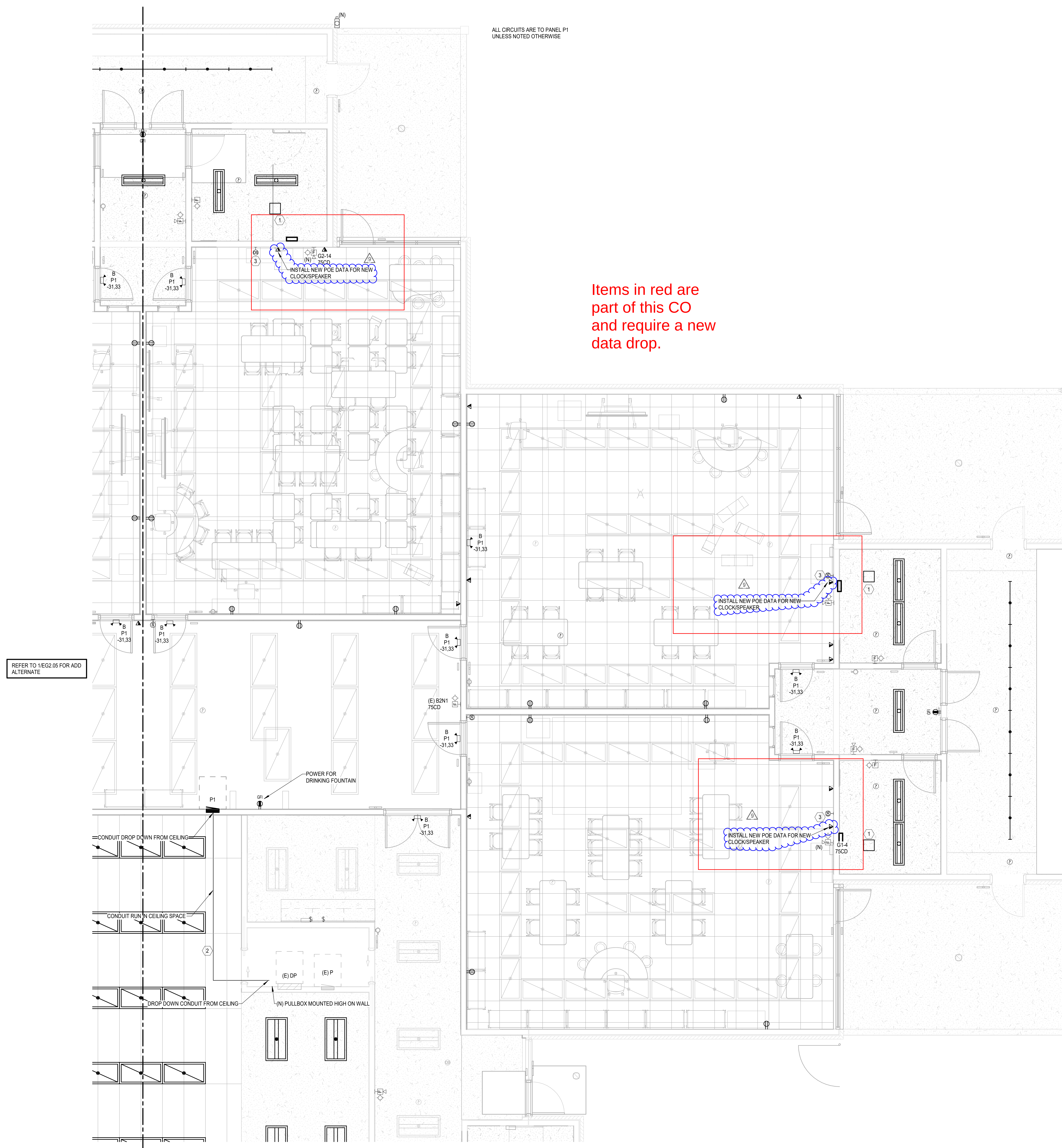
SCUSD Bowling Green ES MOD : PCO 05 CCD 5 Clock Speaker Upgrade

Job Number: 1500012063

Bid Summary: Default

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr	Lab Factor[%]	Mat Factor[%]
--- 18 Phase #18 ---								
T0001	SUPERIOR C 6B-272-4B	3,000	1.55 E	4,650.00	OPEN	0.00	0.00	0.00
T0002	Weatherproof Box, 1 Gang, (3) 1/2" Outlets, 2" Depth,	10	13.80 E	138.00	OPEN	0.00	0.00	0.00
T0003	Wiremold Assemblies	17	77.41 E	1,315.97	OPEN	0.00	0.00	0.00
T0004	Wiremold Straights	1,500	3.80 E	5,700.00	OPEN	0.00	0.00	0.00
T0005	Wiremold Couplings	300	1.55 E	465.00	OPEN	0.00	0.00	0.00
T0006	Weatherproof Box, 1 Gang, (3) 1/2" Outlets, 2" Depth,	20	14.62 E	292.40	OPEN	0.00	0.00	0.00
--- 18 Phase #18 Total ---				12,561.37		0.00		
Job Total				12,561.37		0.00		



ALL CIRCUITS ARE TO PANEL P1
UNLESS NOTED OTHERWISE

Items in red are part of this CO and require a new data drop.

REFER TO 1/EG2.05 FOR ADD
ALTERNATE

1 BUILDING G RENOVATION FLOOR PLAN - LEVEL 1 EAST
EG2.04 SCALE: 1/4" = 1'-0"



HMC Architects

3186-072-000

2101 CAPITOL AVENUE, SUITE 100,
SACRAMENTO, CA, 95816
916 368 7990 / www.hmcarchitects.com

ISSUE

Δ	DESCRIPTION	DATE
6	ASI 1	2025.06.25
9	CCD 5	2025.07.15

KEYNOTES

RENOVATION KEYNOTES:

- ① NEW EXHAUST FAN. RECONNECT PRESERVED CIRCUIT. PROVIDE NEW ROUGH-IN, CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION PLAN.

FOR THE RESTROOM WHERE THE EXHAUST FAN IS REPLACED, PROVIDE NEW WALL MOUNTED OCCUPANCY SENSOR WITH 2 RELAYS (1 FOR LIGHTING AND 1 FOR POWER OF EXHAUST FAN).
- ② INTERCEPT AND EXTEND EXISTING BRANCH CIRCUIT RATING AND WIRING TO NEW PANEL. P1 AS SHOWN. PROVIDE NEW 100A, 3P CIRCUIT BREAKER. MATCH ALL CHARACTERISTICS AND KICQ RATING. PROVIDE NEW FEEDER TO NEW PANEL. P1 AS REQUIRED. USE 1/120" - 4#2, #6S.
- ③ INSTALL NEW OCCUPANCY SENSOR. REUSE PRESERVED WIRING. FUNCTIONALITY OF EXISTING OCCUPANCY SENSOR SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.

NOTES

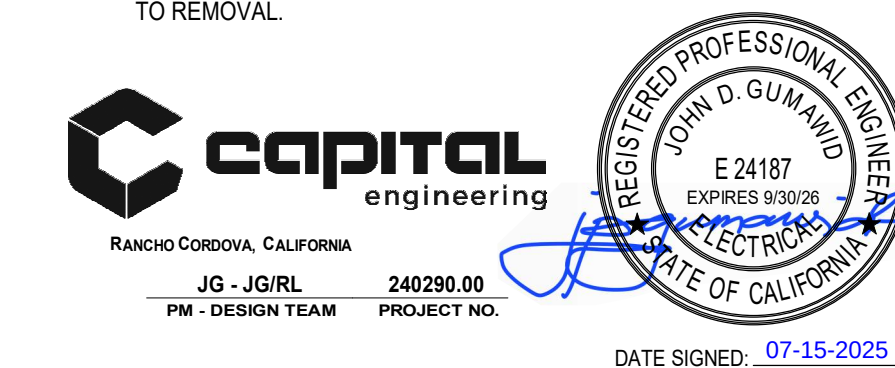
RENOVATION SHEETNOTES:

1. REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
2. INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO DEMOLITION OF WALLS.
3. INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

**BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823**

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

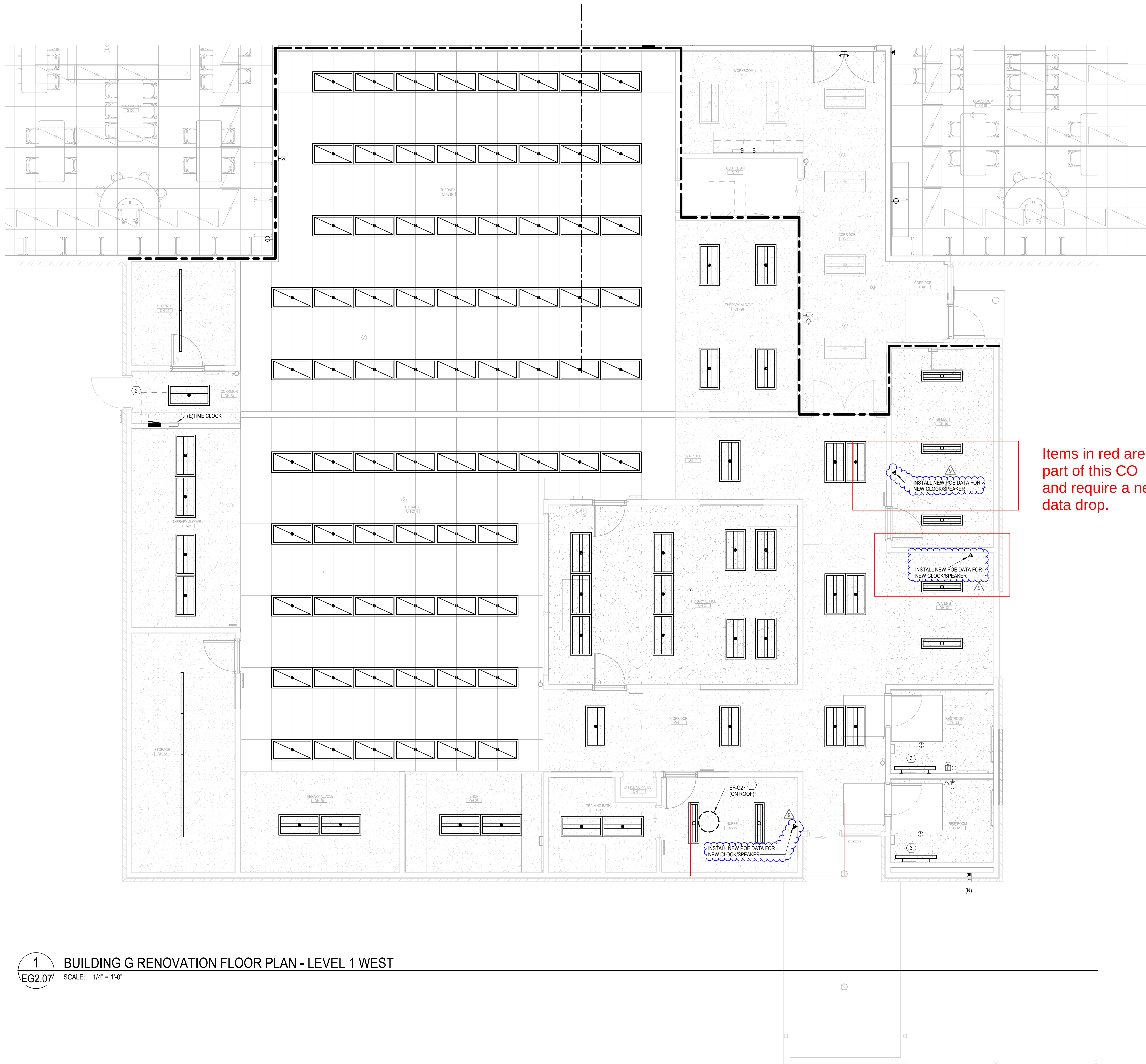
SHEET NAME:
**BUILDING G RENOVATION FLOOR PLAN - LEVEL 1
EAST**

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14	CLIENT PROJ NO:
SHEET:	

EG2.04
CCD5.11

Autodesk Docs:0316072000 SCUSD BOWLING GREEN ES MODERNIZATION:40290_Bowling Green ES Mod MEP22_Central.rvt
7/15/2025 1:44:33 PM



1 BUILDING G RENOVATION FLOOR PLAN - LEVEL 1 WEST
EG2.07 SCALE: 1/4" = 1'-0"

AGENCY
APPROVAL:

APPROVED
BY: OF THE STATE ARCHITECT
APP: 03.122796 INC.
REVIEWED FOR
SSD FLSO ACSO
DATE: 07/15/2025



HMC Architects

3186-072-000

2101 CAPITOL AVENUE, SUITE 100,
SACRAMENTO, CA 95816
916 368 7990 / www.hmcarchitects.com

ISSUE

Δ	DESCRIPTION	DATE
2	CCD2	2025.06.02
9	CCD 5	2025.07.15

KEYNOTES

RENOVATION SHEETNOTES:

- REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
- INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO DEMOLITION OF WALLS.
- INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

RENOVATION KEYNOTES:

- NEW EXHAUST FAN ON ROOF. RECONNECT PRESERVED CIRCUIT. EXTEND CONDUIT AND WIRING AS REQUIRED. SEE DEMOLITION PLAN.
- NEW LOCATION OF PANEL "L". EXTEND ALL (N) FEEDERS, BRANCH CIRCUITS AND CONDUITS AS REQUIRED. RECONNECT ALL CIRCUITS AND FEEDER. PATCH AND PAINT WALL TO MATCH (E). REFER TO DETAIL 51E3.01 FOR MOUNTING DETAIL.
- REUSE EXISTING MOUNTING HARDWARE.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING G RENOVATION FLOOR PLAN -
OCCUPATIONAL THERAPY

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14

CLIENT PROJ NO:

SHEET:

EG2.07
CCD5.12

PLEASE RECYCLE



HMC Architects

3186-072-00C

2101 CAPITOL AVENUE, SUITE 100,
SACRAMENTO, CA, 95816
916 368 7990 / www.hmcarchitects.com

ISSUE

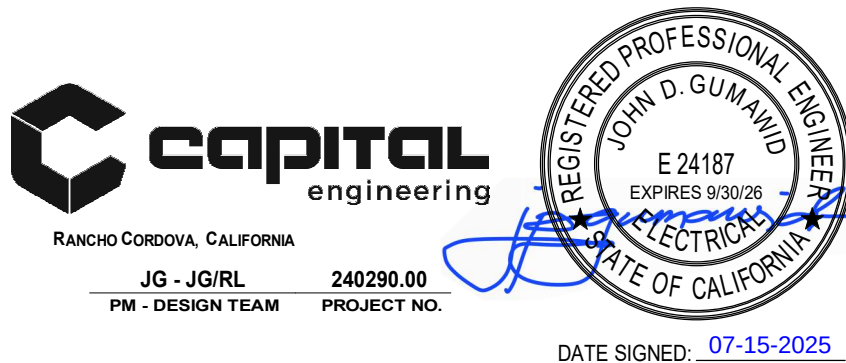
Δ	DESCRIPTION	DATE
5	CCD1	2025.04.28
9	CCD 5	2025.07.15

KEYNOTES

- 1 PROVIDE 2 CAT 6A CABLE HOMERUN TO THE NEAREST MDF/IDF
- 2 PROVIDE 1'C HOMERUN TO THE ACCESS CONTROL PANEL.
- 3 PROVIDE 2"C FOR TECHNOLOGY UPGRADE.

NOTES

1. CONTRACTOR SHALL NOT EXCEED CAT6A LIMIT OF 328 FEET



FACILITY

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT: **BOWLING GREEN ES CAMPUS MODERNIZATION**

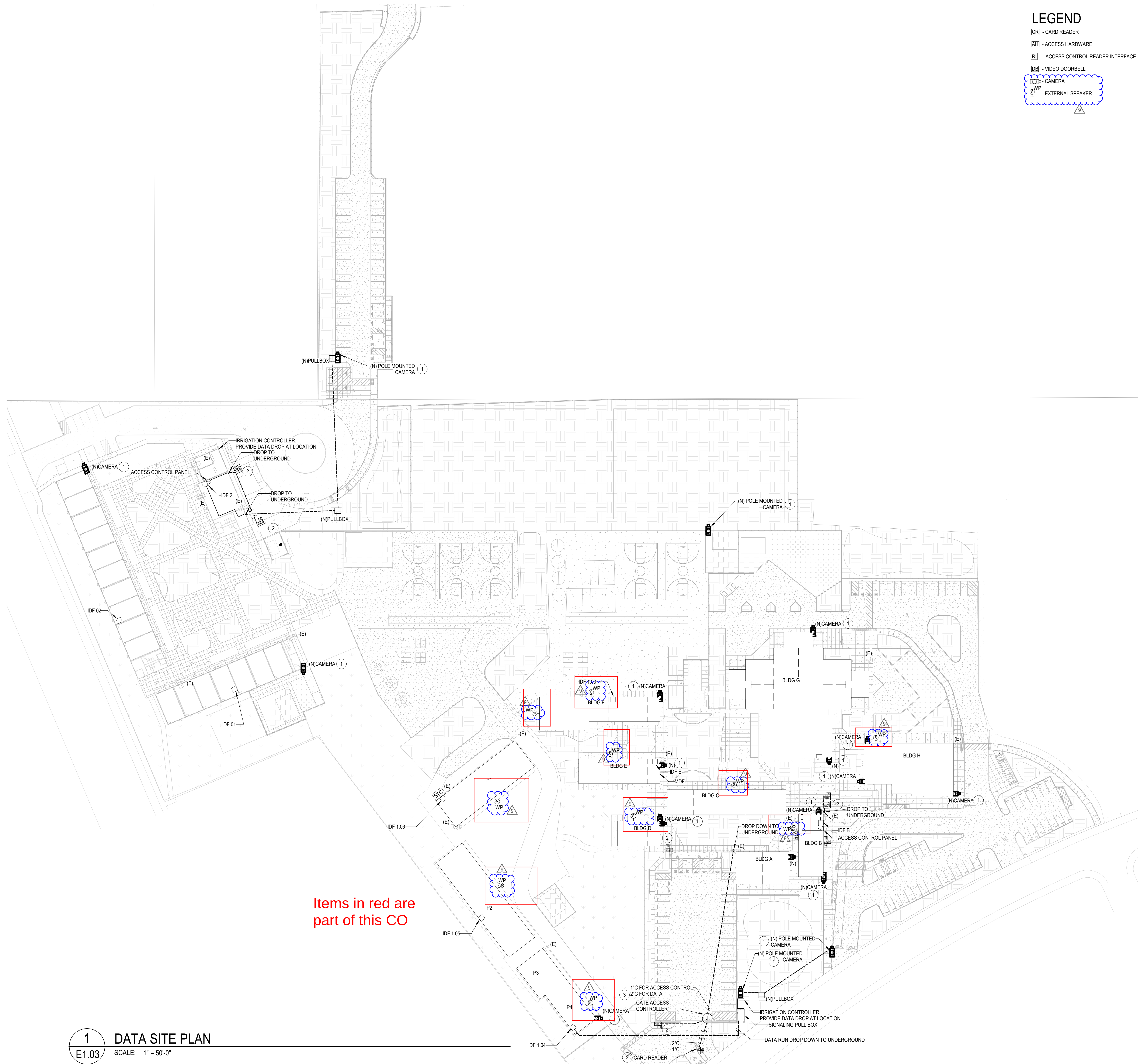
SHEET NAME:
DATA SITE PLAN

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14	CLIENT PROJ NO:
SHEET:	

E1.03

CCD5.01



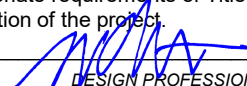
Items in red are part of this CO

1 DATA SITE PLAN
E1.03 SCALE: 1" = 50'-0"

APPLICATION FOR SUBMITTAL OF POST-APPROVAL DOCUMENT

This application is for submittal of documents, after the initial approval of the project (post-approval documents), that require Division of the State Architect (DSA) review and approval. This form shall be completed by the Design Professional in General Responsible Charge of the project, in accordance with California Code of Regulations, Title 24, Part 1, Sections 4-317, 4-323 and 4-338 and in compliance with DSA IR A-6: Construction Change Document Submittal and Approval Process.

DSA documents referenced within this form are available on the [DSA Forms](#) or [DSA Publications](#) webpages.

1. SUBMITTAL TYPE: (Is this a resubmittal? Yes ☐ No ☒)			
Deferred Submittal ☐	Addendum Number:	Revision Number:	CCD Number: 005 Category A ☐ or B ☒
2. PROJECT INFORMATION:			
School District/Owner: Sacramento City Unified School District		DSA File Number: 34 53	
Project Name/School: Bowling Green Elementary School - Modernization		DSA Application Number 02 122796	
3. APPLICANT INFORMATION:			
Date Submitted: 07/16/25		Attached Pages? No ☐ Yes ☒ Number of pages? 18	
Firm Name: HMC Architects		Contact Name: Ben White	
Work Email: benjamin.white@hmcarchitects.com		Work Phone: (916) 340-7060	
Firm Address: 2101 Capitol Avenue, Suite 100		City: Sacramento	State: CA Zip Code: 95816
4. REASON FOR SUBMITTAL: (Check applicable boxes)			
☐ For revision or addendum prior to construction.		☒ For a project currently under construction.	
☐ For a project that has a form DSA 301-N: Notification of Requirement for Certification, DSA 301-P: Posted Notification of Requirement for Certification or a 90-Day Letter issued.			
☐ To obtain DSA approval of an existing uncertified building or buildings.			
☒ For Category B CCD this is: ☒ a voluntary submittal, ☐ a DSA required submittal (attach DSA notice requiring submission).			
5. DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE:			
Name of the Design Professional In General Responsible Charge: Michael C. Rath			
Professional License Number: C-25193		Discipline: Architect of Record	
Design Professional in General Responsible Charge Statement: The attached post-approval documents have been examined by me for design intent and appear to meet the appropriate requirements of Title 24, California Code of Regulations and the project specifications. They are acceptable for incorporation into the construction of the project.			
Signature:  _____ DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE			
6. CONFIRMATION, DESCRIPTION AND LISTING OF DOCUMENTS:			
For addenda, revisions, or CCDs: CHECK THIS BOX ☒ to confirm that <i>all</i> post-approval documents have been stamped and signed by the Responsible Design Professional listed on form DSA 1: Application for Approval of Plans and Specifications for this project. (For Deferred Submittals, refer to IR A-18: Use of Construction Documents Prepared by Other Professionals, and IR A-19: Design Professional's Signature and Seal (Stamp) on Construction Documents, when applicable, for signature and seal requirements.)			
Provide a brief description of construction scope for this post-approval document (attach additional sheets if needed): Changes to the Clock and Speakers in existing classrooms			
List of DSA-approved drawings affected by this post-approval document: See the narrative for details			

DSA USE ONLY		
SSS <u>RBH</u> Date <u>07/18/25</u> ☒ Approved ☐ Disapproved ☐ Not Required Comments: _____ FLS _____ Date _____ ☐ Approved ☐ Disapproved ☒ Not Required Comments: _____ ACS _____ Date _____ ☐ Approved ☐ Disapproved ☒ Not Required Comments: _____	<div style="border: 1px solid black; padding: 5px;"> Returned Date: _____ By: _____ </div>	<div style="border: 1px solid black; padding: 10px; text-align: center;"> DSA STAMP APPROVED DIV. OF THE STATE ARCHITECT APP: 02-122796 INC: REVIEWED FOR SS ☒ FLS ☐ ACS ☐ DATE: <u>07/18/2025</u> </div>

PROJECT: Bowling Green Elementary – Modernization
4211 Turnbridge Drive
Sacramento, CA 95823

CCD # 005

DATE: 07/15/2025

OWNER: Sacramento City Unified School District
5734 47th Avenue
Sacramento, CA 95824

HMC # 3186072-000
DSA A # 02-122796
FILE # 34-53

To Contractor: Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills, CA 95762

DESCRIPTION OF WORK TO BE PERFORMED:

Specifications:

Section 27 51 23 Education and 27 53 13 Clock Systems added

Drawings:

Updates to the Clock and Speakers in all Classrooms

Drawing Sheets included:

E1.03 (CCD5.01), EA2.01(CCD5.02), EB2.01(CCD5.03), EC2.01(CCD5.04),
ED2.01(CCD5.05), EE2.01(CCD5.06), EF2.01(CCD5.07), EG2.01(CCD5.08),
EG2.02(CCD5.09), EG2.03(CCD5.10), EG2.04(CCD5.11), EG2.07(CCD5.12),
EH2.01(CCD5.13), EH2.02(CCD5.14), EP2.02(CCD5.15), EP2.03(CCD5.16),

JUSTIFICATION: Updates to clocks and speakers per request from the School District

REQUESTED BY: Architect

ACTION:

ACT 1. _____ Make the described change in the work at no change in the Contract Sum and no change in the Contract Time of Completion.

ACT 2. X _____ Make the described change in the work, with credit or cost for which will be determined in accordance with the General and Supplementary Conditions of the Contract.

ACT 3. _____ Promptly advise the Architect as to credit or cost proposed for the described change. This is not an authorization to proceed with the change.

ISSUED BY:

Ben White, Senior Project Architect

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SECTION 27 51 23.50 - EDUCATIONAL INTERCOM SYSTEMS

PART I - GENERAL

1.01 SUMMARY

- A. This section specifies equipment, accessories, materials, wire, installation, configuration, and testing requirements for a complete and operable Intercom/Public Address/Bell system. This system shall provide the ability to bi-directionally communicate with an individual room, broadcast to defined speaker zone(s) and ring bell tones on a predefined schedule.

1.02 SCOPE

- A. The work will include but not be limited to the following objectives:
 - 1. Labor and Materials: The Contractor shall provide and pay for all labor, supervision, materials, accessories, components, equipment, tools, transportation, and other facilities and services necessary for the proper installation of a turn-key Assistive Listening system to the District.
 - 2. The contractor will coordinate with the District in writing for any needed information (i.e. IP addresses, etc.) 10 business days prior to the date the information is needed.
- B. The District has standardized on Rauland Telecenter U equipment and the installing Contractor shall be Rauland Telecenter authorized.
- C. For existing construction – provide and install all components and accessories to modify the existing system while maintaining code compliance and to seamlessly integrate the new components into the existing campus' system. Prior to beginning any work, the Contractor is responsible for identifying any existing system errors or faults and bring these issues to the attention of the District Project Manager.
- D. The Contractor shall be responsible for programming the Rauland Telecenter Intercom System.
- E. The Contractor shall coordinate with site staff for Bell schedule programming requirements.
- F. The Contractor shall review the proposed final system programming, functionality and expectations with the project manager, Architect/Engineer/Designer and District prior to final programming.
- G. After completion of the installation and pretest of the system a satisfactory final test of the entire system shall be made in the presence of the inspector of record (IOR) and District or the District's representative.

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- H. The Contractor shall adjust any speaker levels to the appropriate level as determined in system testing.
- I. Existing systems shall remain operable until the new system is accepted and approved by the District or the District's representative.
- J. The Contractor is responsible for user/operator training (maximum 2 hours).
- K. The Contractor shall complete all required project closeout documentation in a timely fashion.

1.03 RELATED REQUIREMENTS

- A. The General Conditions, Supplementary Conditions and Division 1 are fully applicable to this Section, as if repeated herein.

B. Section 27 00 00 - Communications

C. Section 27 05 00 – Common Work Results for Communication Systems.

E. Section 27 10 00 – Structured Cabling

1.04 REFERENCES

- A. See section 27 00 00 for requirements.

1.05 DEFINITIONS

- A. See section 27 00 00 for requirements.

1.06 SYSTEM REQUIREMENTS

- A. Any new installations or existing system modifications shall seamlessly integrate into the site's existing intercom system when applicable.

1.07 SUBMITTALS

- A. See section 27 00 00 for requirements.

1.08 CONTRACTOR "SHOP DRAWINGS" DESIGN REQUIREMENTS

- A. See section 27 00 00 for requirements.

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B. Shop drawings are required for this section.

1.09 QUALIFICATIONS

B. Contractor shall be located within 50 miles or less from the project site to support 2-hour response time.

B. Five (5) years' experience installing Rauland Telecenter equipment.

C. The contractor shall possess a California a C7 or C10 license.

D. The Contractor or Subcontractor shall be Rauland Telecenter authorized to provide and install equipment with 5 years documented experience.

1.10 CERTIFICATIONS

A. Installers shall be manufacturer certified..

1.11 WORKMANSHIP

A. Quality workmanship is a high priority for the District and the Contractor shall be held to a high-level of professional workmanship.

B. The District's Project or Construction Manager will have the authority to reject Work which does not conform to the Drawings and Specifications.

C. Comply with highest industry standards, except when specified requirements indicate more rigid standards or more precise workmanship.

D. Perform Work with persons experienced and qualified to produce workmanship specified.

E. Maintain quality control over suppliers and Subcontractors.

F. Contractor shall be responsible for scheduling Subcontractors in a timely fashion.

1.12 WARRANTY

A. Refer to Division 01 Warranty section.

B. See section 27 00 00 for additional requirements.

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1.13 CLOSEOUT DOCUMENTS

- A. See section 27 00 00 for requirements.

PART 2 – PRODUCTS

2.01 GENERAL

- A. The approved manufacturers for the project are:
1. Control unit and related accessories: Rauland Telecenter U
 2. Speakers: See Appendix A for different installation types
 3. Wire, cable, and accessories: See Appendix A.
- B. All products shall be new, unused and without blemishes and shall be of manufacturer's current and standard production.
- C. Drawings and Specifications indicate major system components, and may not show every component, connector, module, or accessory that may be required to support the operation specified. The Contractor shall provide all components needed for complete and satisfactory installation and operation.
- D. Product Availability
1. The Contractor, prior to submitting a proposal, shall determine product availability and delivery time, and shall include such considerations into his proposed Contract Time.
 2. Subject to compliance with these specifications, products and systems included in this section are to be installed as specified by the manufacturer of the system or engineer approved equal.

2.02 EQUIPMENT

- A. See Appendix A at the end of this document for pre-approved materials.
- B. Substitutions require proof of equivalence and prior approval by District and/or its representative before ordering.
- C. Main system components:
1. Rauland Telecenter U IP Campus Controller and software
 2. Rauland Telecenter U Auxilliary Input/Output Module
 3. Rauland Telecenter U 24-port Gateway

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4. Rauland Telecenter U IP Classroom Module
5. Rauland Telecenter U Administrative Console
6. Rauland Telecenter U Program Line Input Module

PART 3 - EXECUTION

3.01 ACCEPTABLE INSTALLERS

- A. The equipment shall only be installed by Contractors who are qualified and certified by the manufacturer to install and maintain the system.
- B. The Contractor (or subcontractor listed at time of bid) must have at least five (5) years' experience installing educational intercom equipment before the Bid Opening Date.

3.02 EXAMINATION

- A. The Contractor shall be required to visit the installation site(s) prior to bidding the job. The Contractor acknowledges that the failure to visit the site(s) will not relieve the Contractor of the responsibility for observing and considering those conditions which a Contractor would have observed and considered during a site visit, estimating properly the difficulty and cost of successfully performing the Work or proceeding to perform the Work without additional cost to District.
- B. The Contractor shall report any discrepancies between the Specifications, Drawings, and Site Examination prior to the Bid Opening Date.

3.03 PREPARATION

- A. The Contractor shall verify materials are readily available prior to submitting product submittals and notify the District's Project Manager of long lead time items.
- B. The Contractor shall order all required parts and equipment only after receipt of approved product submittals from the District's Project Manager.
- C. Submit and receive approval shop drawings prior to work commencement.

3.04 PATHWAY INSTALLATION

- A. See Division 26 and Section 27 05 00 for requirements and more information.
- B. Existing Construction:

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1. Refer to design documents.
2. Surface raceway and components shall be Wiremold 2300.

3.05 EQUIPMENT INSTALLATION

- A. Equipment to be wired and installed per manufacturer's instructions.
- B. The Contractor shall coordinate with the District's IT Department if connecting to their network. The Contractor shall provide a spreadsheet of all device MAC addresses indexed by device location to the District IT department to facilitate programming of reserved IP addresses for each device.
- C. Installation shall be in accordance with applicable codes (i.e. NEC, NFPA 72) local and state codes, as shown on the drawings, and as recommended by the major equipment manufacturer.
- D. Perform all Work as indicated in the Drawings and Specifications.
- E. All low voltage cables shall be kept away from power circuits.
- F. Contractor shall provide programming and configuration of the Educational Intercom system for full functionality.
- G. Contractor shall maintain a complete, up-to-date backup of the system configuration. Backup shall be maintained throughout programming period until final Acceptance by District. Submit back-ups to District upon Final Acceptance.

3.06 LABELING/SCHEDULES

- A. All labels are to be machine generated black letters on white adhesive label stock that is appropriate for the installation environment (interior/exterior).
- B. Label all standard speaker cables with port ID.
- C. Label all speakers with speaker ID.
- D. Label all IP speakers with MDF/IDF, patch panel and jack numbers.

3.09 CONFIGURATION

- A. All equipment to be fully configured and tested for functionality prior to testing.

3.10 FIELD QUALITY CONTROL AND TESTING

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- A. Upon reaching substantial completion, perform a complete test and inspection of the system. If found to be installed and operating properly, notify District of your readiness to perform the formal Test & Inspection of the complete system.
- B. Submit the Record Drawings (as-builts) to District for review prior to inspection.
- C. During the formal Test & Inspection (Commissioning) of the system, have personnel available with tools and equipment to inspect wiring, devices, and system operation.
- D. If corrections are needed, the Contractor will be provided with a Punch-List of all discrepancies. Perform the needed corrections in a timely fashion.
- E. Notify the District when ready to perform a re-inspection of the installation.
- F. District or its representative to provide final sign-off for acceptance.

3.11 AS-BUILT DRAWINGS

- A. See section 27 00 00 for requirements.
- B. As-built riser diagram showing all access control components for site.

3.12 TRAINING

- A. For new systems provide 8-hrs end-user training.
- B. For existing system upgrades provide 2-hrs end-user training.

APPENDIX A – Pre-Approved Materials

DESCRIPTION	MFG	PART NUMBER
IP Campus Controller and software/licenses	Rauland Telecenter U	TCC2000
Administrative Console	Rauland Telecenter U	TCC2045
Auxiliary Input/Output Module	Rauland Telecenter U	TCC2033
Universal Rack Mounting Kit	Rauland Telecenter U	TCC2099
Program Line Input Module	Rauland Telecenter U	TCC2055
24-port Gateway	Rauland Telecenter U	TCC2024
Zone page amplifier (25V, 14W/35W)	Rauland Telecenter U	Amplifier: TCC3022 Power Supply (over 14W): TCC3022PS

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IP Classroom Module	Rauland Telecenter U	TCC2011A
Zone Page Module (used with external audio amplifier)	Rauland Telecenter U	TCC2022
Audio Power Amplifier (25V, 2x160W)	Powersoft	MEZZO 322A
8-Ohm 2'x2' Lay-in Ceiling Speaker, RJ-45	Rauland	BAFKIT2X2L8RJ Add: IP Classroom module
8-Ohm 8" Speaker assembly (Interior)	Rauland	<ul style="list-style-type: none"> - Speaker ACC1480 (USO880 w/ RJ-45) - Backbox ACC1112 - Baffle ACC1003 - Add: IP Classroom module
Clock/Speaker surface combo (for use with message boards)	Rauland	<ul style="list-style-type: none"> - Speaker ACC1480 (USO880 w/ RJ-45) - Backbox ACC3011SBB - Blackbox ACC3011FBB - Baffle ACC3011S - Message Board TCC3011S - Add: IP Classroom module
Clock/Speaker surface combo (for use with 12" Round clocks)	Rauland	Speaker: ACC1480 (USO880 w/ RJ-45) Add: IP Classroom module
	Lowell Lowell	Surface backbox: PC712 Baffle: AP-700
Exterior Speaker Enclosure (for use with all exterior speakers and paging horns)	Rauland	Backbox: ACC1113 Baffle: ACC1012
Speaker, Exterior (8-ohm)	Lowell Rauland	Speaker: 8C10MRB
	Rauland	<ul style="list-style-type: none"> - Add: IP Classroom Module (single speaker up to 2W) - Add: Wire breakout 603101 (when IP module used)
Speaker, Exterior (25V)	Lowell	Speaker: 8C10MRB-T72
Paging Horn, Exterior (25V) with Vandal Resistant Grille	Lowell	Speaker/Grille: VRG-LUH15TX Surface Backbox: CB86-SGVPO - Add: TCC3022 Zone Page Amplifier
Wire and Cable	West Penn	

END OF APPENDIX
END OF SECTION

BOWLING GREEN ELEMENTARY SCHOOL CAMPUS MODERNIZATION
SACRAMENTO, CALIFORNIA
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SECTION 27 53 13 - CLOCK SYSTEMS

PART I - GENERAL

1.01 SUMMARY

- A. This section specifies equipment, accessories, materials, wire, installation, configuration, and testing requirements for a complete and operable Clock system.

1.02 SCOPE

- A. The work will include but not be limited to the following objectives:
1. Labor and Materials: The Contractor shall provide and pay for all labor, supervision, materials, accessories, components, equipment, tools, transportation, and other facilities and services necessary for the proper installation of a turn-key Clock system to the District.
 2. The contractor will coordinate with the District in writing for any needed information (i.e. IP addresses, etc.) 10 business days prior to date the information is needed.
 3. Clock system equipment: Includes, but is not limited to:
 - a. Clocks
 - b. Master Clock or NTP server access
 - c. Wire
 4. Typical existing installation includes central master clock with interconnected clocks.
 5. New construction shall utilize IP based sweep/digital clocks that are powered by a PoE data switch in the nearest MDF/IDF. Clocks shall synchronize to a network time protocol (NTP) server as determined by the District.
 6. IP clocks are to use District standard network cabling, see Section 27 10 00.

1.03 RELATED REQUIREMENTS

- A. The General Conditions, Supplementary Conditions and Division 1 are fully applicable to this Section, as if repeated herein.
- B. Section 27 00 00 - Communications

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C. Section 27 05 00 – Common Work Results for Communication Systems.

D. Section 27 10 00 – Structured Cabling

1.04 REFERENCES

A. See section 27 00 00 for requirements.

1.05 DEFINITIONS

A. See section 27 00 00 for requirements.

1.06 SYSTEM REQUIREMENTS

A. Any new installations or existing system modifications shall seamlessly integrate into the site's existing Clock system where applicable.

1.07 SUBMITTALS

A. See section 27 00 00 for requirements.

1.08 CONTRACTOR "SHOP DRAWINGS" DESIGN REQUIREMENTS

A. See section 27 00 00 for requirements.

1.09 QUALIFICATIONS

A. Contractor shall be located within 50 miles or less from the project site to support 2-hour response time.

B. Five (5) years' experience installing communications equipment systems.

1.10 CERTIFICATIONS

A. See section 27 00 00 for requirements.

1.11 WORKMANSHIP

A. Quality workmanship is a high priority for the District and the Contractor shall be held to a high-level of professional workmanship.

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- B. The District's Project or Construction Manager will have the authority to reject Work which does not conform to the Drawings and Specifications.
- C. Comply with highest industry standards, except when specified requirements indicate more rigid standards or more precise workmanship.
- D. Perform Work with persons experienced and qualified to produce workmanship specified.
- E. Maintain quality control over suppliers and Subcontractors.
- F. Contractor shall be responsible for scheduling Subcontractors in a timely fashion.

1.12 WARRANTY

- A. Refer to Division 01 Warranty section.
- B. See section 27 00 00 for additional requirements.

1.13 CLOSEOUT DOCUMENTS

- A. See section 27 00 00 for requirements.

PART 2 - PRODUCTS

2.01 GENERAL

- A. Manufacturers - See Appendix A at the end of this document for pre-approved materials.
- B. All products shall be new, unused and without blemishes and shall be of manufacturer's current and standard production.
- C. Drawings and Specifications indicate major system components, and may not show every component, connector, module, or accessory that may be required to support the operation specified. The Contractor shall provide all components needed for complete and satisfactory installation and operation.
- D. Product Availability
 - 1. The Contractor, prior to submitting a proposal, shall determine product availability and delivery time, and shall include such considerations into his proposed Contract Time.

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2. Subject to compliance with these specifications, products and systems included in this section are to be installed as specified by the manufacturer of the system or engineer approved equal.

2.02 EQUIPMENT

- A. See Appendix A at the end of this document for pre-approved materials.
- B. Substitutions require proof of equivalence and prior approval by District and/or its representative before ordering.

PART 3 - EXECUTION

3.01 ACCEPTABLE INSTALLERS

- A. The equipment shall only be installed by Contractors who are qualified to install and maintain the system.
- B. The Contractor (or subcontractor listed at time of bid) must have at least five (5) years' experience installing electronic clock equipment before the Bid Opening Date.

3.02 EXAMINATION

- A. The Contractor shall be required to visit the installation site(s) prior to bidding the job. The Contractor acknowledges that the failure to visit the site(s) will not relieve the Contractor of the responsibility for observing and considering those conditions which a Contractor would have observed and considered during a site visit, estimating properly the difficulty and cost of successfully performing the Work or proceeding to perform the Work without additional cost to District.
- B. The Contractor shall report any discrepancies between the Specifications, Drawings, and Site Examination prior to the Bid Opening Date.

3.03 PREPARATION

- A. The Contractor shall verify materials are readily available prior to submitting product submittals and notify the District's Project Manager of long lead time items.
- B. The Contractor shall order all required parts and equipment only after receipt of approved product submittals from the District's Project Manager.
- C. Submit and receive approval for shop drawings prior to work commencement.

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3.04 PATHWAY INSTALLATION

- A. See Division 26 and Section 27 05 00 for requirements and more information.
- B. Existing Construction:
 - 1. Refer to design documents.

3.05 EQUIPMENT INSTALLATION

- A. Equipment to be wired and installed per manufacturer's instructions.
- B. Data drops to be installed inside flush single-gang back box at clock location.
- C. Clocks to be installed over wiring connection outlet.
- D. Clocks to be installed flush against the mounting surface with no overhang.

3.06 LABELING/SCHEDULES

- A. All labels are to be machine generated black letters on white adhesive label stock that is appropriate for the installation environment (interior/exterior).
- B. IP Clock label – MAC address on rear of the Clock.
- C. Network Cable Termination label - MDF/IDF-port number.

3.09 CONFIGURATION

- A. Program all network clock equipment with network IP address information obtained from District's Technology Services (including VLAN and NTP server information).
- B. The Contractor shall submit a spreadsheet of all Clock MAC addresses indexed by device location to facilitate the programming of reserved IP addresses.
- C. All equipment to be fully configured and tested for functionality prior to testing.

3.10 FIELD QUALITY CONTROL AND TESTING

- A. Upon reaching substantial completion, perform a complete test and inspection of the system. If found to be installed and operating properly, notify District of your readiness to perform the formal Test & Inspection of the complete system.

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- B. Submit the Record Drawings (as-builts) to District for review prior to inspection.
- C. During the formal Test & Inspection (Commissioning) of the system, the Contractor shall have personnel available with tools and equipment to inspect wiring, devices, and system operation.
- D. If corrections are needed, the Contractor will be provided with a Punch-List of all discrepancies. Perform the needed corrections in a timely fashion.
- E. Notify the District when ready to perform a re-inspection of the installation.
- F. District or its representative to provide final sign-off for acceptance.

3.11 AS-BUILT DRAWINGS

- A. See section 27 00 00 for requirements.

APPENDIX A – Pre-Approved Materials

DESCRIPTION	MFG	PART NUMBER
Clock (IP Sweep)	Sapling	SAP-1BS-xxR-0 (xx=09/9", 12/12", 16/16")
Clock (IP Digital)	Sapling	SBP-31S-254-0W
Protective Cage	National Time or STI	
Flush Mount Blackbox	Rauland Telecenter U	ACC3011FBB
Digital Messaging Board, Small	Rauland Telecenter U	TCC3011S
Message Board/Speaker Baffle Assembly	Rauland Telecenter U	ACC3011S, TCC3011S
Telecenter U IP Classroom Module	Rauland Telecenter U	TCC2011A, Network cable not included
Digital Messaging Board, Large	Rauland	TCC3012L

END OF APPENDIX

BOWLING GREEN ELEMENTARY SCHOOL CAMPUS MODERNIZATION
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END OF SECTION

Autodesk Docs: 0316072000 SCUSD BOWLING GREEN ES MODERNIZATION/40290_Bowling Green ES Mod_MEP22_Central.rvt
7/15/2025 1:44:15 PM

THE LINE SHOWN ABOVE THE
DRAWING IS NOT TO SCALE
SHEET: 0316072000



LEGEND

- (CR) - CARD READER
- (AH) - ACCESS HARDWARE
- (RI) - ACCESS CONTROL READER INTERFACE
- (VD) - VIDEO DOORBELL
- (C) - CAMERA
- (S) WP - EXTERNAL SPEAKER

AGENCY
APPROVAL:

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BY: OF THE STATE ARCHITECT
APP: 03.122706 INC.
REVIEWED FOR
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DATE: 07/15/2025



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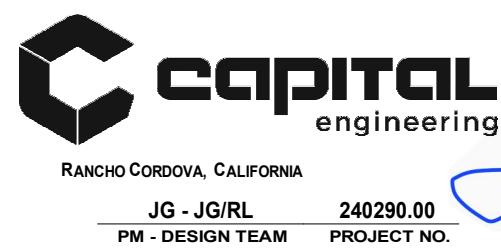
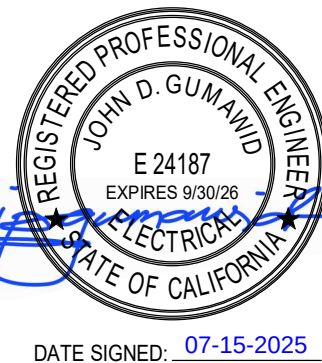
Δ	DESCRIPTION	DATE
5	CCD1	2025.04.28
9	CCD 5	2025.07.15

KEYNOTES

1. PROVIDE 2 CAT 6A CABLE HOMERUN TO THE NEAREST MDF/IDF.
2. PROVIDE 1" C HOMERUN TO THE ACCESS CONTROL PANEL.
3. PROVIDE 2" C FOR TECHNOLOGY UPGRADE.

NOTES

1. CONTRACTOR SHALL NOT EXCEED CAT6A LIMIT OF 328 FEET.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
DATA SITE PLAN

CONSTRUCTION DOCUMENTS

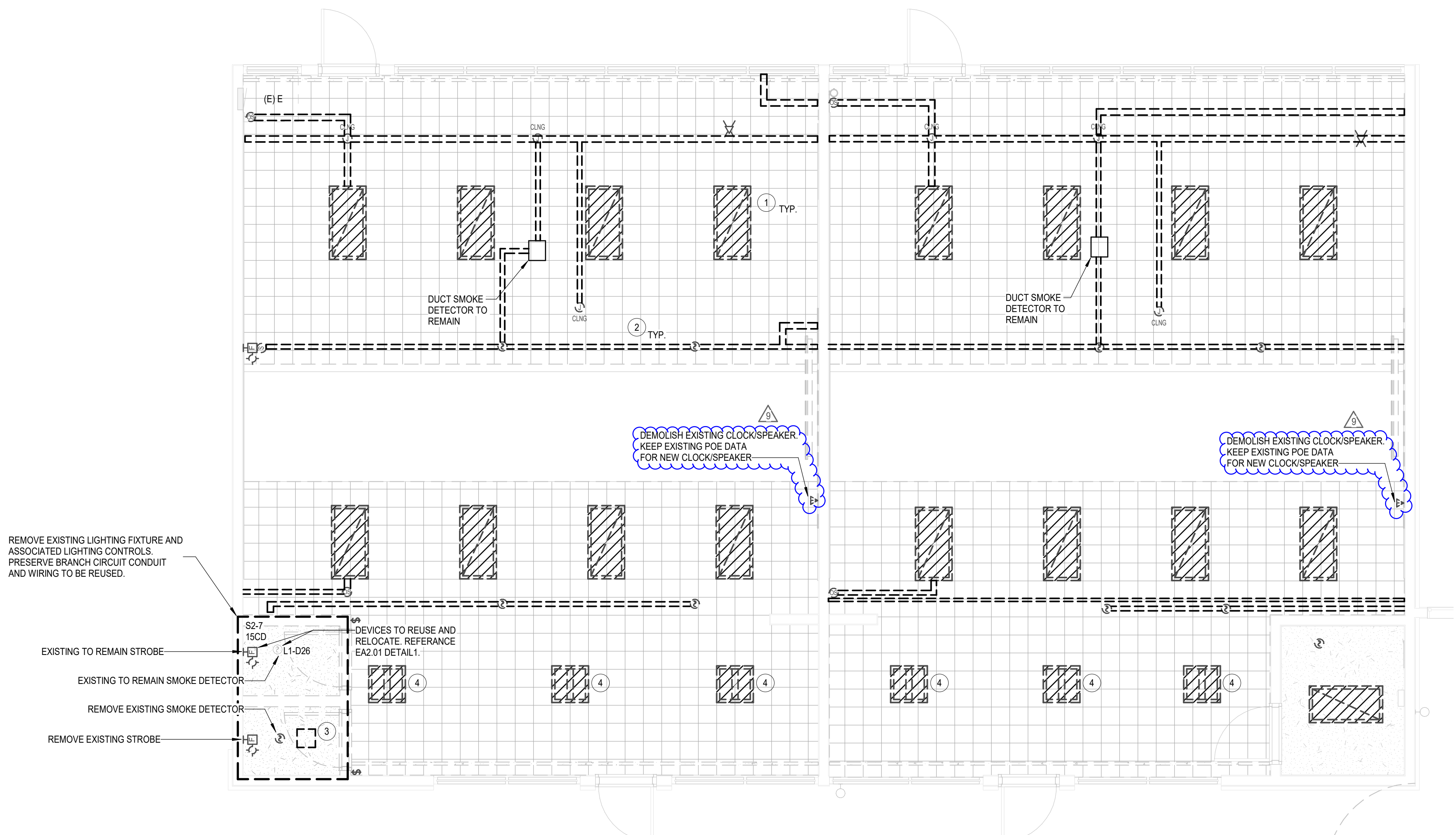
DATE: 2025.02.14	CLIENT PROJ NO:
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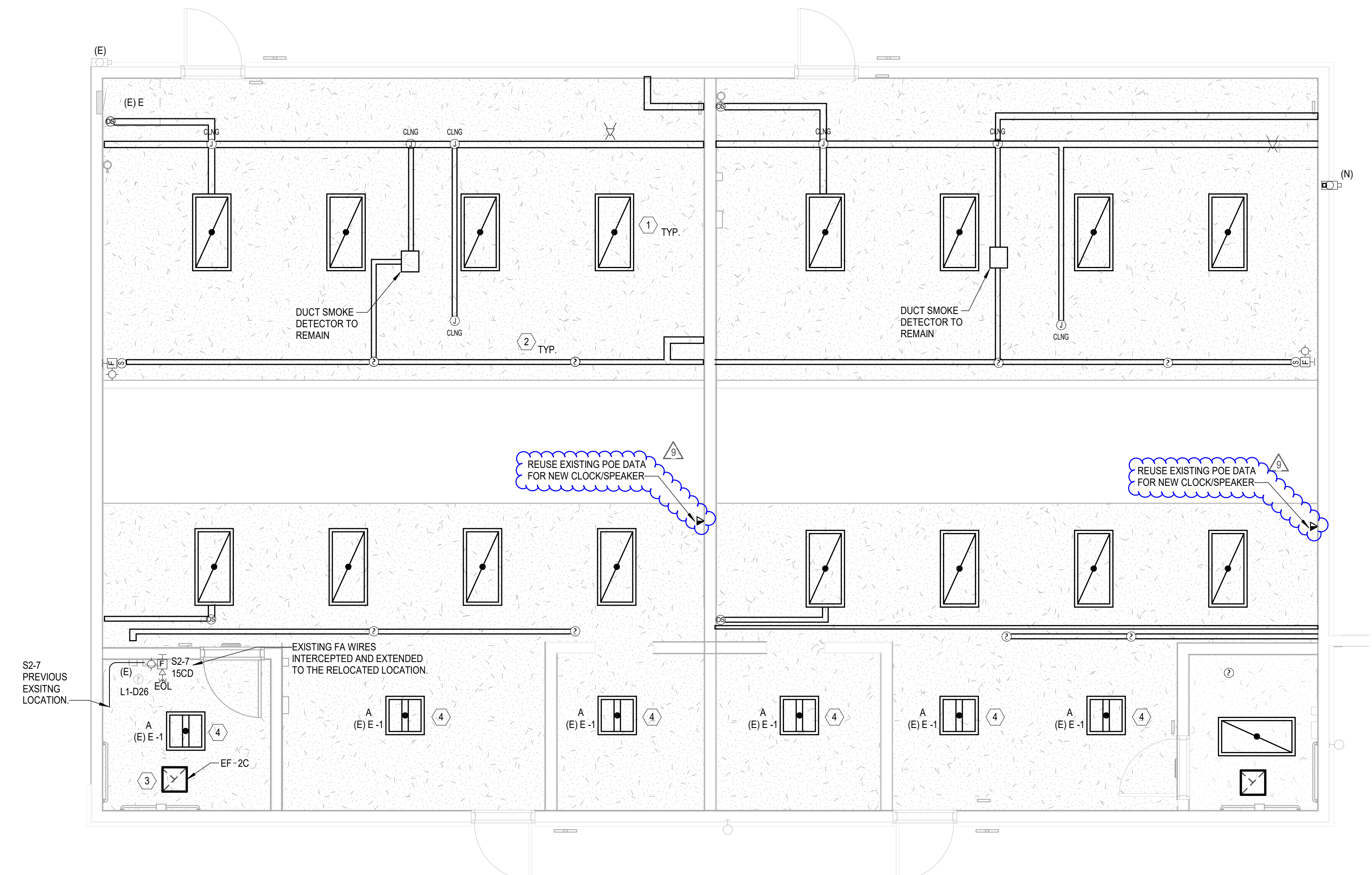
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AutoCAD Docs:0318072000 SCUSD BOWLING GREEN ES MODERNIZATION\40290_Bowling Green ES Mod_MEP22_Central.rvt
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THE LINE SHOWN ABOVE THE EXISTING DEMOLITION PLAN SHEET ORIGIN PAGE SIZE



2 BUILDING A - LEVEL 1 DEMOLITION PLAN
EA2.01 SCALE: 1/4" = 1'-0"



1 BUILDING A - LEVEL 1 RENOVATION PLAN
EA2.01 SCALE: 1/4" = 1'-0"

AGENCY
APPROVAL:

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APP: 03-122706 INC.
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DATE: 07/15/2025



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9 CCD 5	2025.07.15

KEYNOTES

DEMOLITION KEYNOTES:

- 1 LIGHTING FIXTURES IN THIS SPACE TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED.
- 2 SURFACE RACEWAY ON THE WALL/CEILING TO BE REMOVED.
- 3 DISCONNECT AND REMOVE EXISTING EXHAUST FAN TO BE DEMOLISHED AND ASSOCIATED CONTROLS. PRESERVE EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO BE REUSED FOR NEW EXHAUST FAN. SEE RENOVATION PLAN FOR MORE INFORMATION.
- 4 DEMOLISH EXISTING LIGHTING FIXTURES. PRESERVE AND PROTECT IN PLACE CIRCUIT WIRING AND CONDUIT TO BE REUSED.

RENOVATION KEYNOTES:

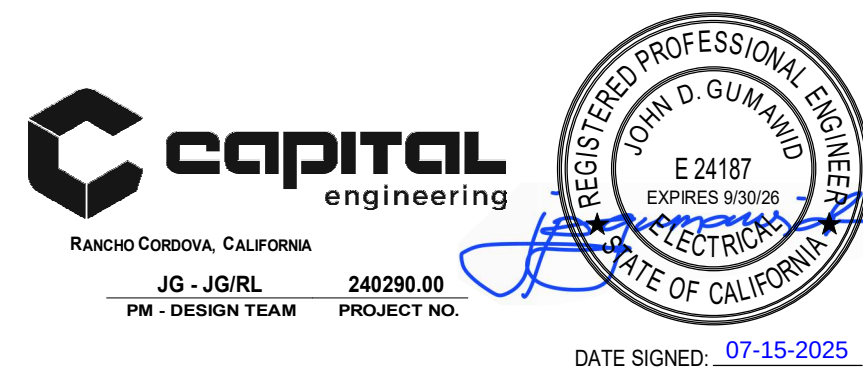
- 1 REINSTALL PRESERVED LIGHTING FIXTURE. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS.
- 2 PROVIDE NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACOUSTICAL TILES. SEE DEMOLITION PLAN FOR MORE INFORMATION.
- 3 NEW EXHAUST FAN. RECONNECT PRESERVED CIRCUIT. PROVIDE NEW ROUGH-IN, CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION PLAN.

FOR THE RESTROOM WHERE THE EXHAUST FAN IS REPLACED, PROVIDE NEW WALL MOUNTED OCCUPANCY SENSOR WITH 2 RELAYS (1 FOR LIGHTING AND 1 FOR POWER OF EXHAUST FAN).
- 4 NEW LIGHTING FIXTURE. RECONNECT PRESERVED CIRCUIT. PROVIDE NEW ROUGH-IN, CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION PLAN.

NOTES

GENERAL SHEETNOTES:

- FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.
- FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING A FLOOR PLAN - LEVEL 1

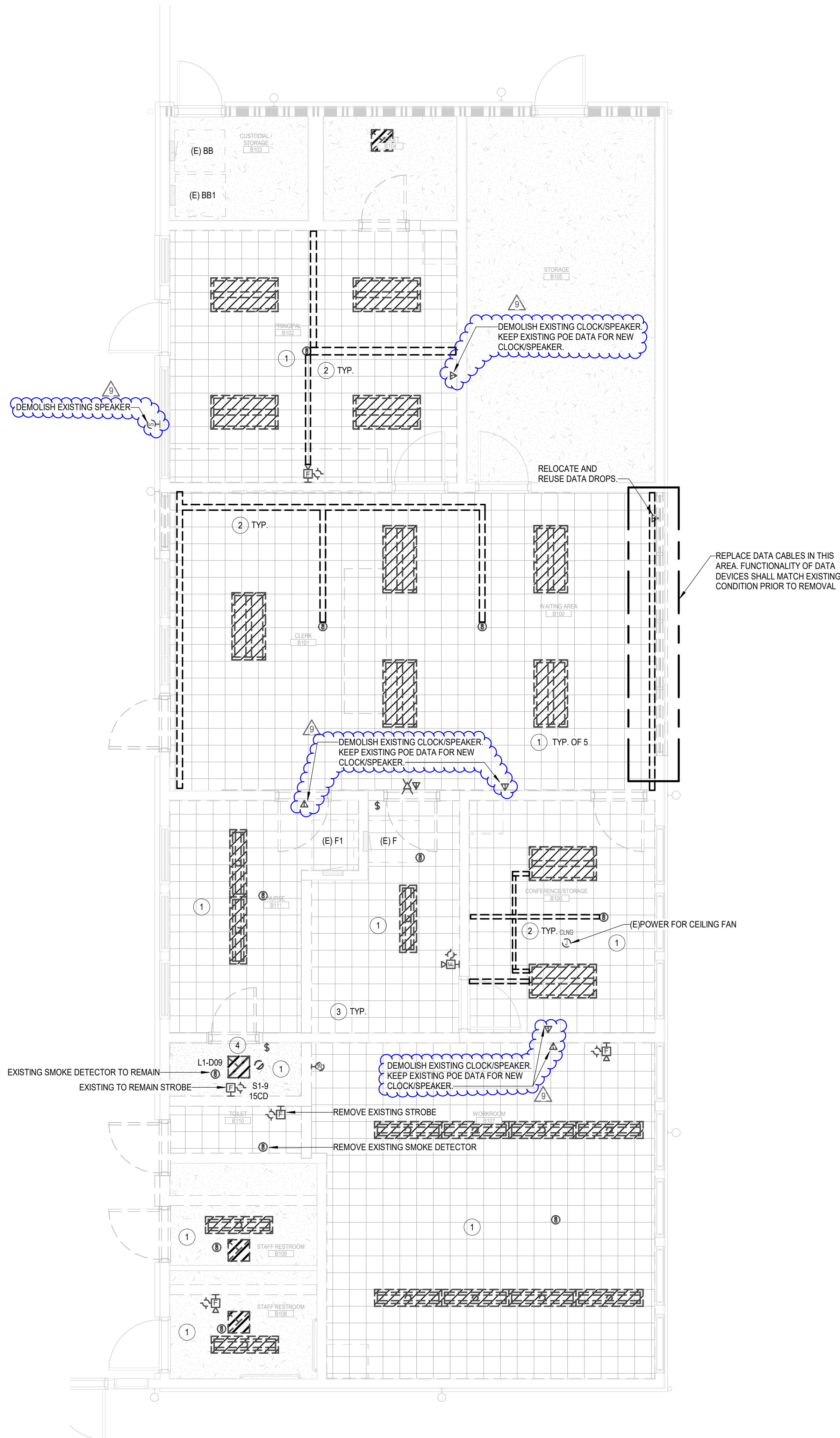
CONSTRUCTION DOCUMENTS

DATE: 2025.02.14
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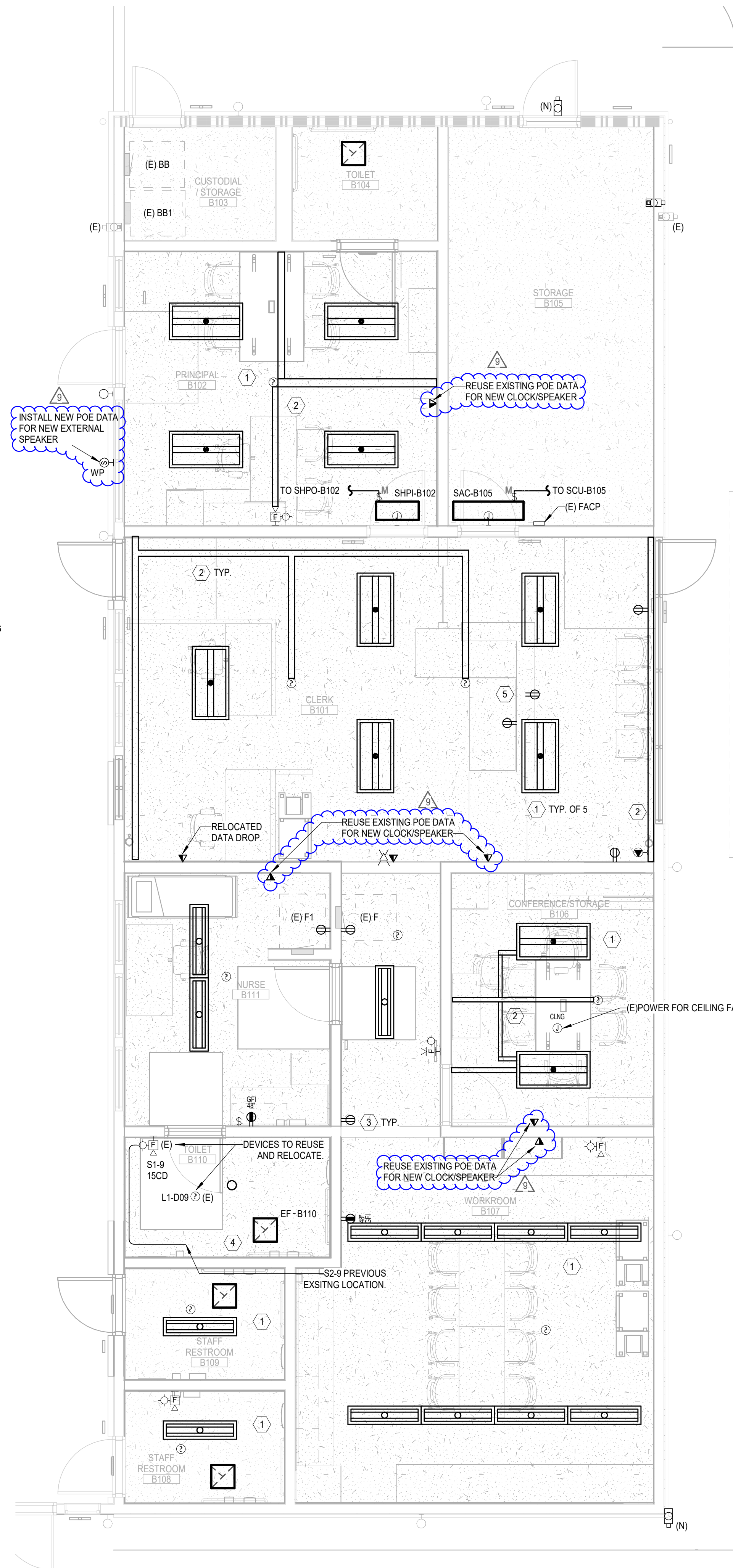
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EA2.01
CCD5.02

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2 BUILDING B - LEVEL 1 DEMOLITION PLAN
EB2.01 SCALE: 1/4" = 1'-0"



1 BUILDING B - LEVEL 1 RENOVATION PLAN
EB2.01 SCALE: 1/4" = 1'-0"

AGENCY
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Δ	DESCRIPTION	DATE
1	ADDENDUM 1	2025.03.06
4	ADDENDUM 3	2025.03.28
9	CCD 5	2025.07.15

KEYNOTES

DEMOLITION KEYNOTES:

- 1 LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES IN THIS SPACE TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED. PROTECT- IN-PLACE EXISTING CIRCUIT WIRING AND CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES DEVICES BEING SERVED BY THE WIRING AND THE CABLES.
- 2 SURFACE RACEWAY ON THE WALL/CEILING TO BE DEMOLISHED.
- 3 REMOVE (E) RECEPTACLE. PRESERVE AND PROTECT IN PLACE. EXISTING CONDUIT AND WIRING TO BE REUSED IN RENOVATION PLAN.
- 4 DISCONNECT AND REMOVE EXISTING EXHAUST FAN TO BE DEMOLISHED AND ASSOCIATED CONTROLS. PRESERVE EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO BE REUSED FOR NEW EXHAUST FAN. SEE RENOVATION PLAN FOR MORE INFORMATION.

RENOVATION KEYNOTES:

- 1 REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
- 2 INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACoustICAL TILES.
- 3 INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.
- 4 NEW EXHAUST FAN. RECONNECT PRESERVED CIRCUIT. PROVIDE NEW ROUGH-IN, CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION PLAN. FOR THE RESTROOM WHERE THE EXHAUST FAN IS REPLACED, PROVIDE NEW WALL MOUNTED OCCUPANCY SENSOR WITH 2 RELAYS (1 FOR LIGHTING AND 1 FOR POWER OF EXHAUST FAN).
- 5 COORDINATE WITH CASE WORK INSTALLER FOR MOUNTING THE ELECTRICAL DEVICES AND CONDUIT.
- 6 INSTALL NEW LIGHTING FIXTURE AS SHOWN. TAP TO NEAREST CIRCUIT. PROVIDE NEW CIRCUIT CONDUIT AND WIRING AS REQUIRED. USE 1/2" C-2#12, #125. USE QNY LED ALO SWW2 UVOLT PE PIR D08 M2 LITHONIA LIGHTING FIXTURE.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER RENOVATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING B FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14

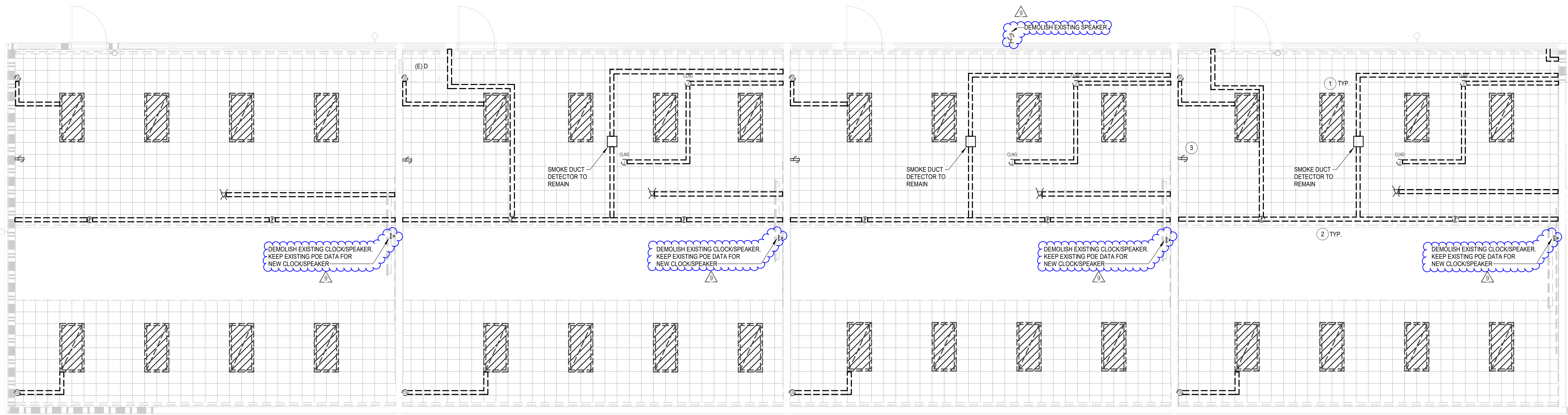
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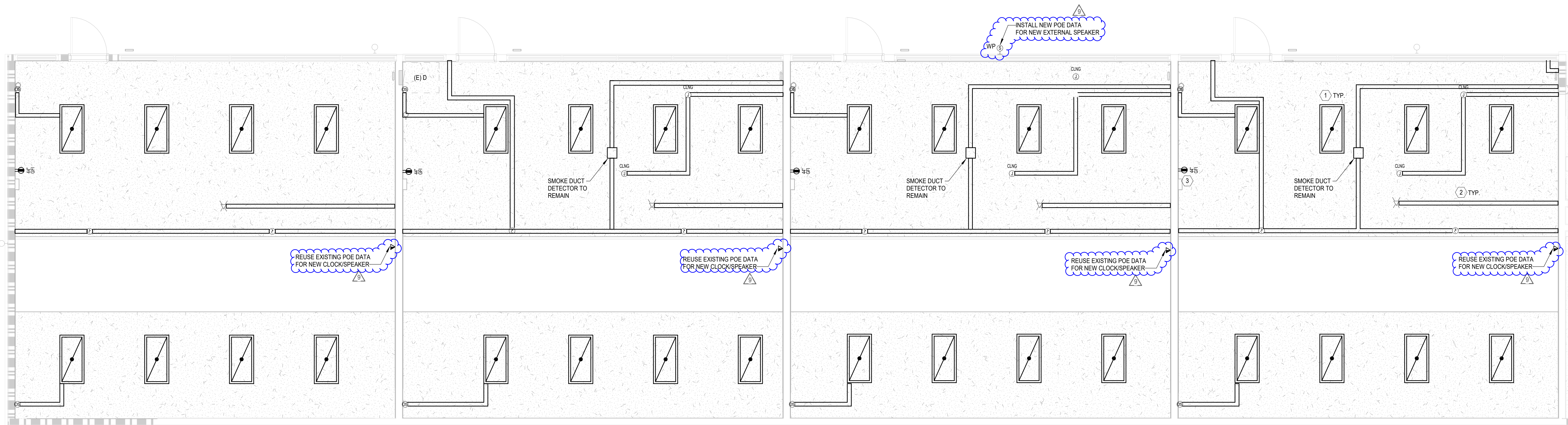
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THE LINE SHOWN ABOVE THIS
SHEET IS THE ORIGINAL SHEET SIZE



2 BUILDING C - LEVEL 1 DEMOLITION PLAN
EC2.01 SCALE: 1/4" = 1'-0"



1 BUILDING C - LEVEL 1 RENOVATION PLAN
EC2.01 SCALE: 1/4" = 1'-0"

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Δ	DESCRIPTION	DATE
9	CCD 5	2025.07.15

KEYNOTES

DEMOLITION KEYNOTES:

- LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES IN THIS SPACE TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED. PROTECT- IN-PLACE EXISTING CIRCUIT WIRING AND CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES BEING SERVED BY THE WIRING AND THE CABLES.
- SURFACE RACEWAY ON THE WALL/CEILING TO BE DEMOLISHED.
- REMOVE (E) RECEPTACLE. PRESERVE AND PROTECT IN PLACE. EXISTING CONDUIT AND WIRING TO BE REUSED IN RENOVATION PLAN.

RENOVATION KEYNOTES:

- REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
- INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACOUSTICAL TILES.
- INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

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FACILITY:

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4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING C FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14
CLIENT PROJ NO:

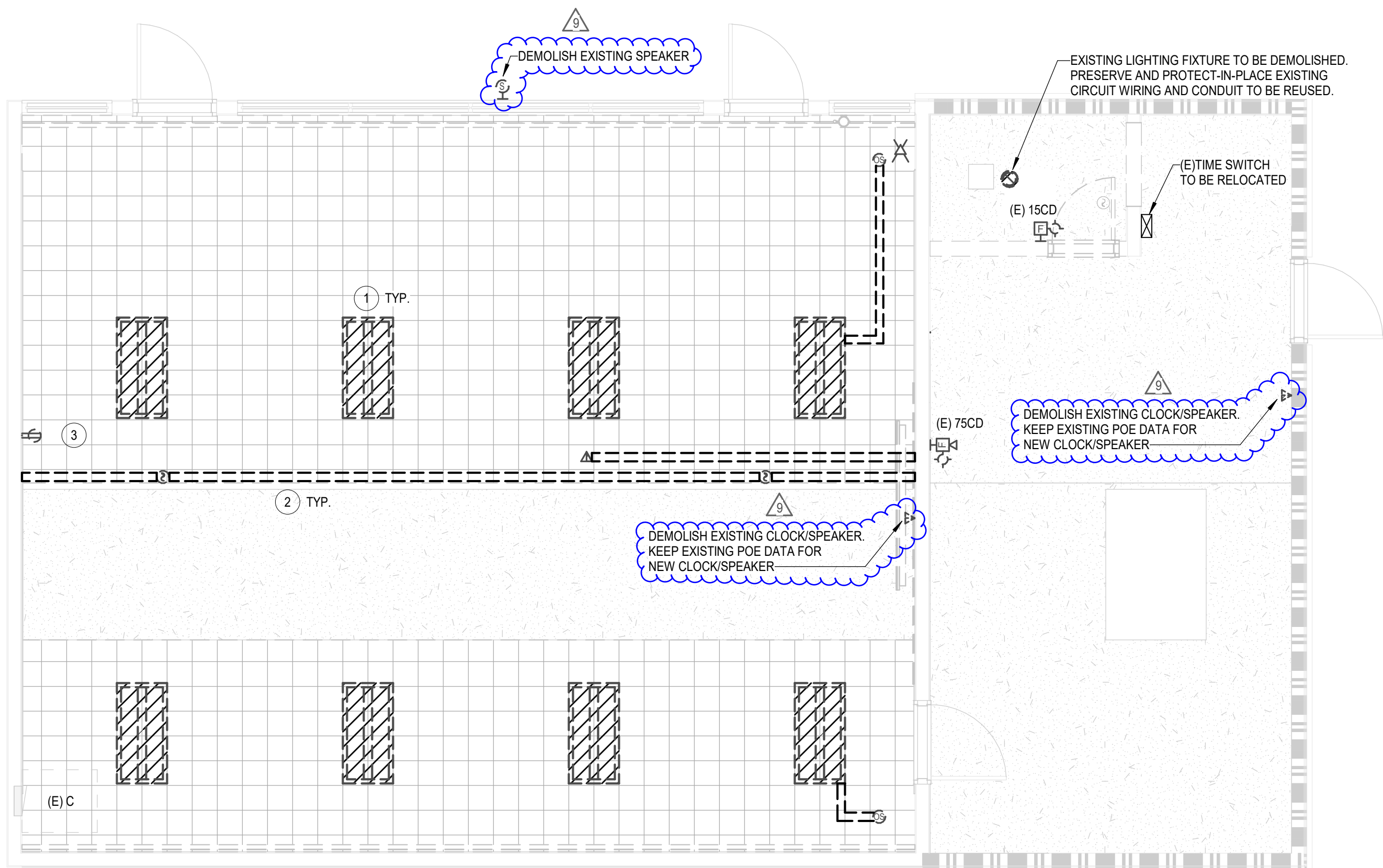
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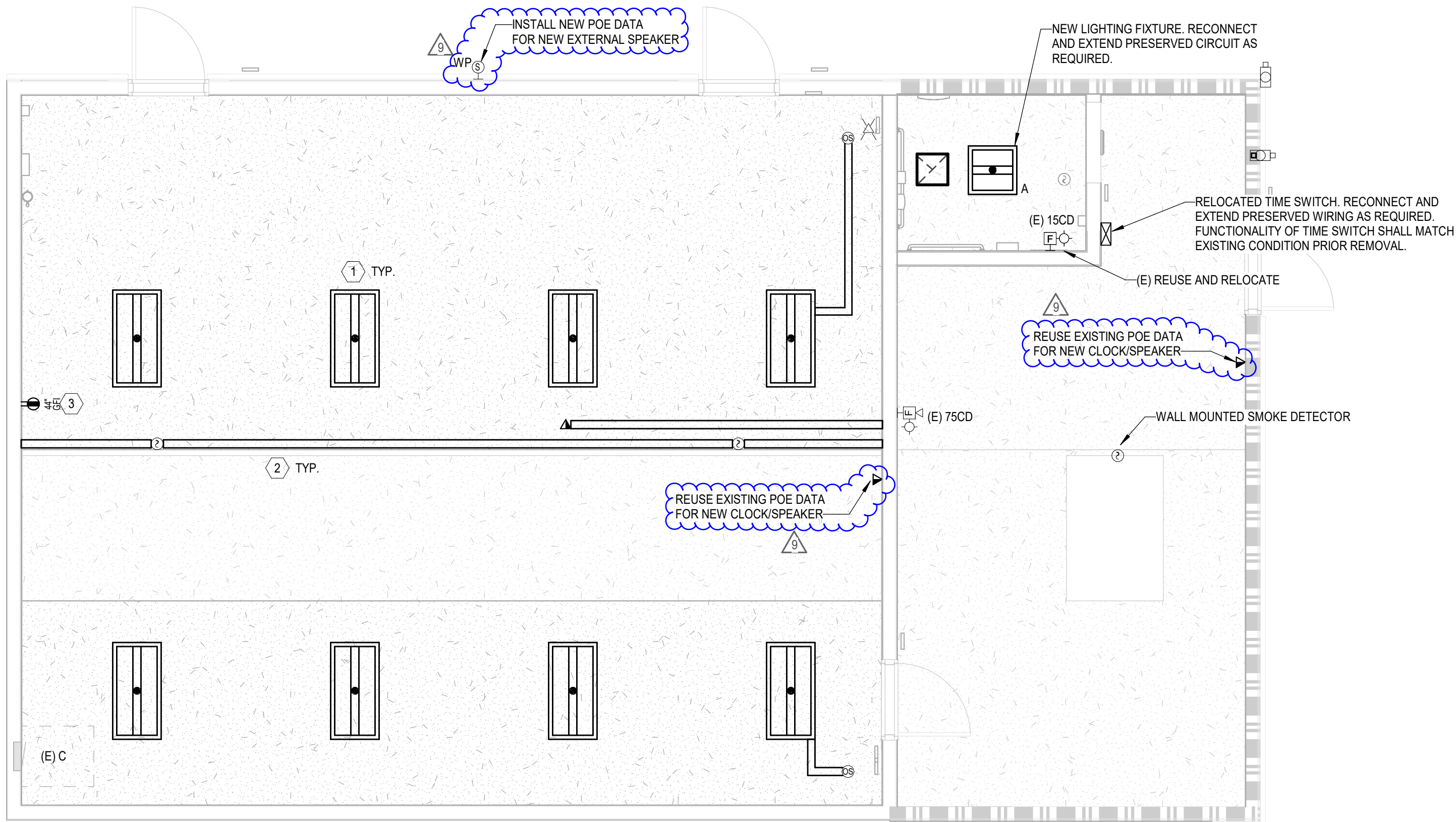
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THE LINE SHOWN ABOVE THE EXISTING DEMOLITION LINE SIZE SHEETS ORIGINALLY PAGE SIZE



2 BUILDING D - LEVEL 1 DEMOLITION PLAN
ED2.01 SCALE: 1/4" = 1'-0"



1 BUILDING D - LEVEL 1 RENOVATION PLAN
ED2.01 SCALE: 1/4" = 1'-0"

AGENCY
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9 CCD 5	2025.07.15

KEYNOTES

DEMOLITION KEYNOTES:

- 1 LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES IN THIS SPACE TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED. PROTECT-IN-PLACE EXISTING CIRCUIT WIRING AND CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES DEVICES BEING SERVED BY THE WIRING AND THE CABLES.
- 2 SURFACE RACEWAY ON THE WALL/CEILING TO BE DEMOLISHED.
- 3 REMOVE (E) RECEPTACLE. PRESERVE AND PROTECT IN PLACE. EXISTING CONDUIT AND WIRING TO BE REUSED IN RENOVATION PLAN.

RENOVATION KEYNOTES:

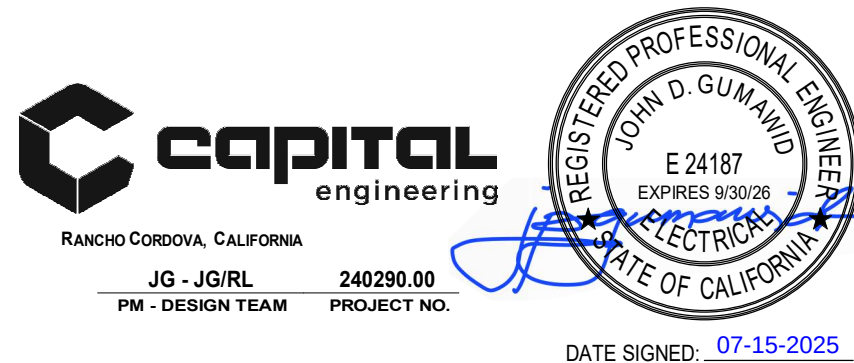
- 1 REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
- 2 INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACOUSTICAL TILES.
- 3 INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

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FACILITY:

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PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

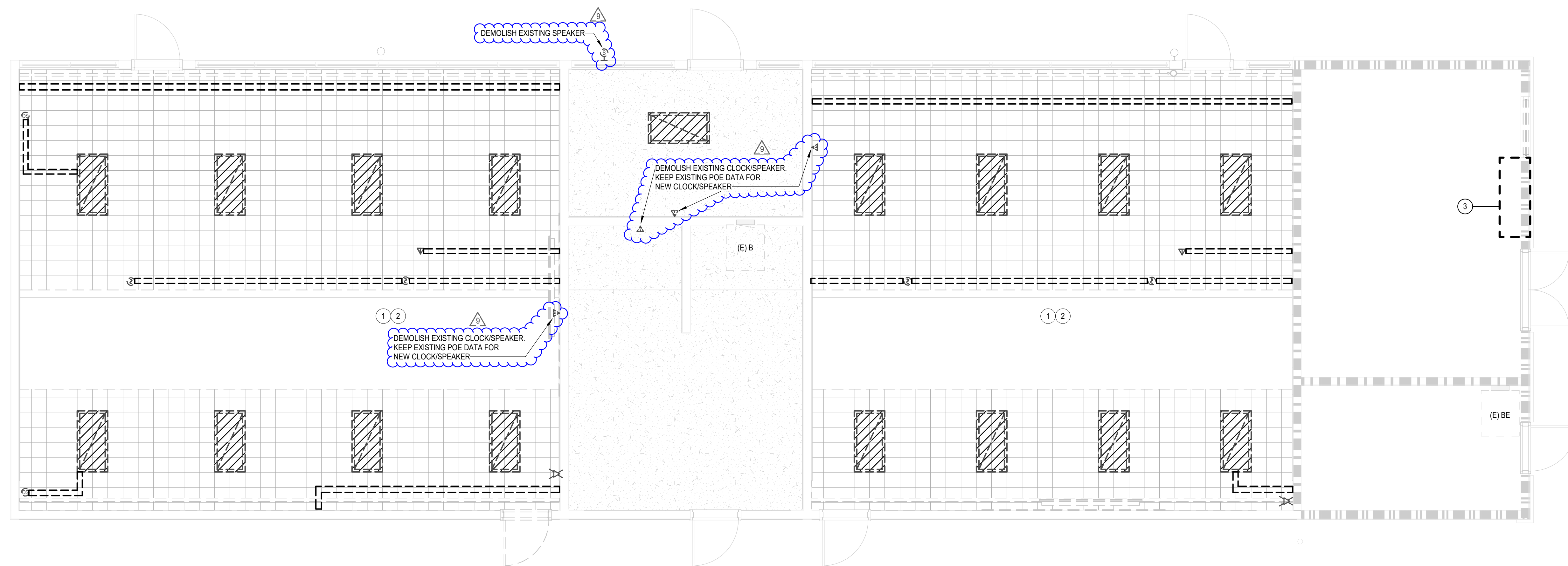
SHEET NAME:
BUILDING D FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

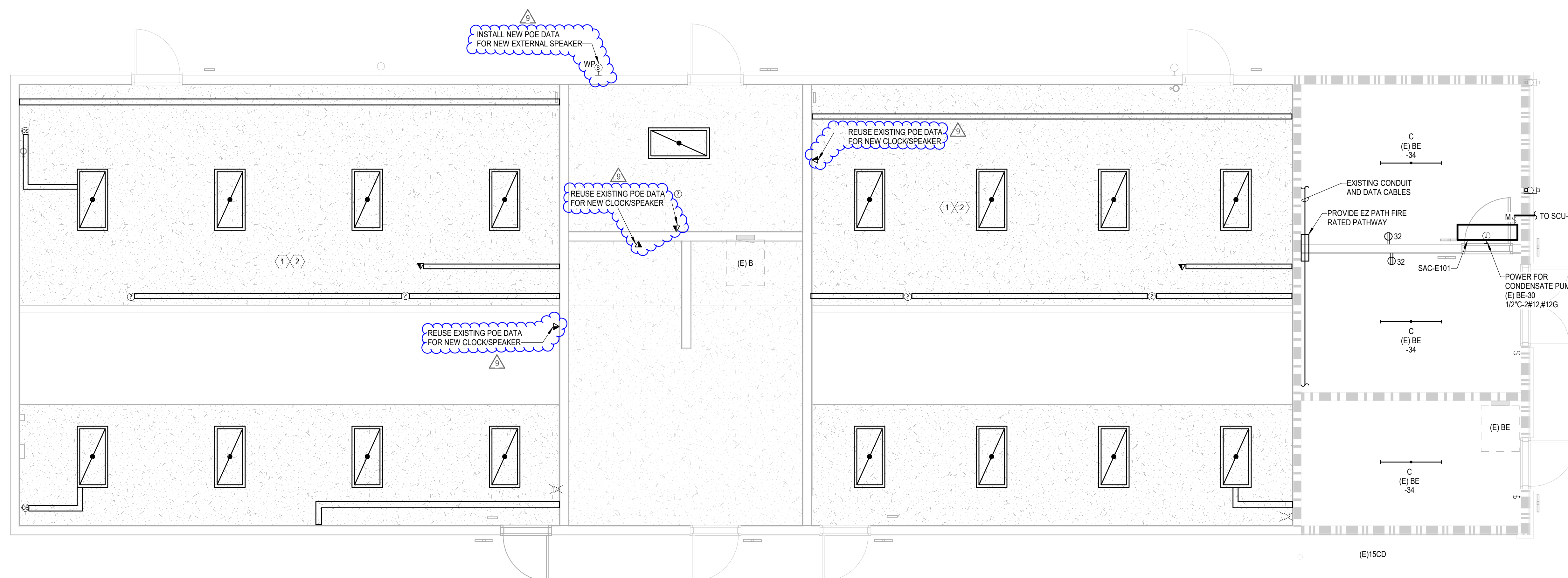
DATE: 2025.02.14 CLIENT PROJ NO:
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BUILDING E - LEVEL 1 DEMOLITION PLAN
SCALE: 1/4" = 1'-0"



1 BUILDING E - LEVEL 1 RENOVATION PLAN
EE2.01 SCALE: 1/4" = 1'-0"



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9	CCD 5	2025.07.15

KEYNOTES

DEMOLITION KEYNOTES:

- 1 LIGHTING FIXTURES IN THIS SPACE TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED.
- 2 SURFACE RACEWAY ON THE WALL/CEILING TO BE REMOVED.
- 3 DISCONNECT AND REMOVE EXISTING DISCONNECT SWITCH, WIRE GUTTER, SWITCHES, RELAYS, AND ASSOCIATED CONDUIT AND WIRING BACK TO SOURCE.

RENOVATION KEYNOTES:

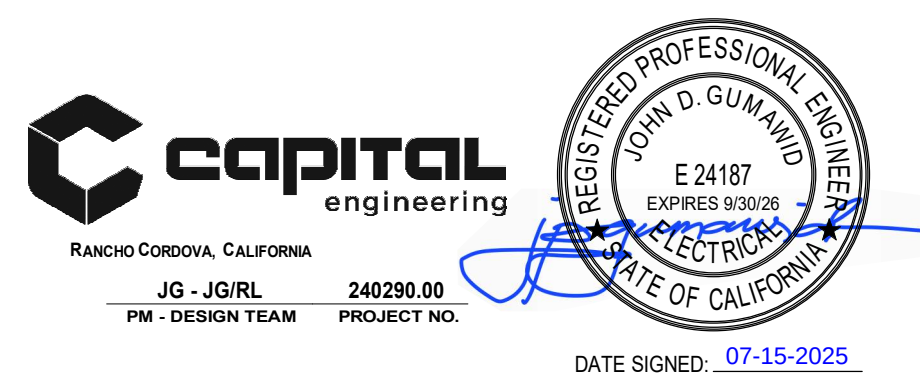
- 1 REINSTALL PRESERVED LIGHTING FIXTURE. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS.
- 2 PROVIDE NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACOUSTICAL TILES. SEE DEMOLITION PLAN FOR MORE INFORMATION.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

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PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING E FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14

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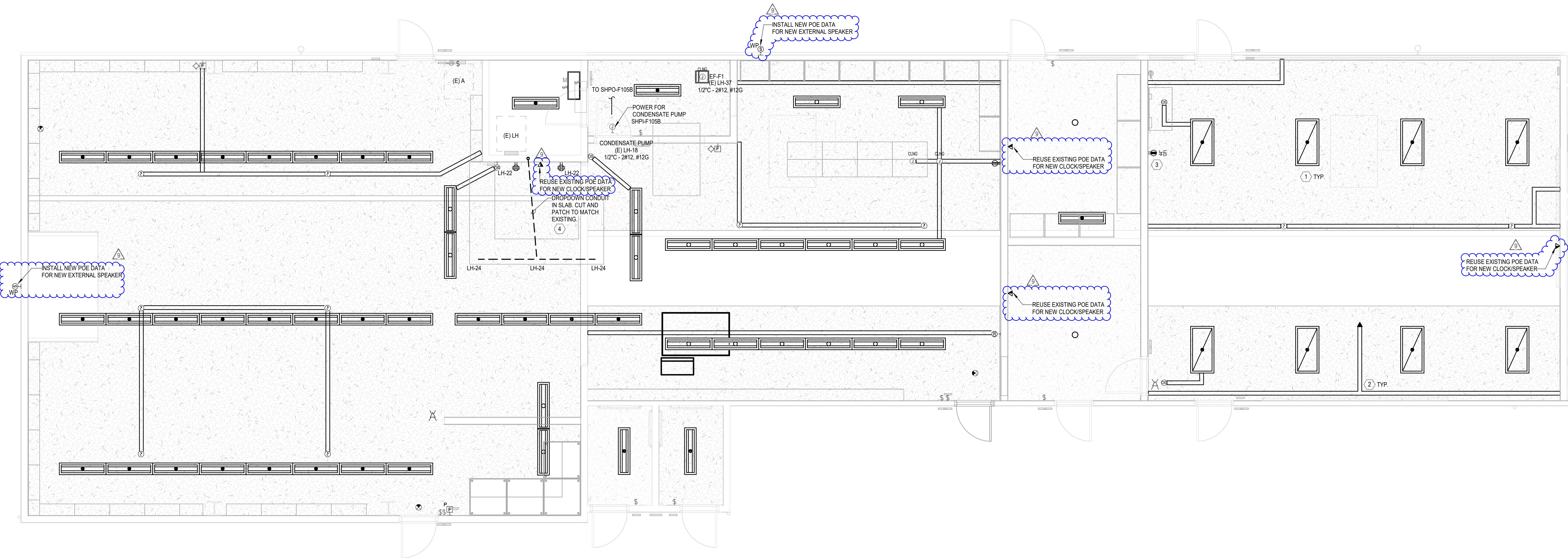
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2 BUILDING F - LEVEL 1 DEMOLITION PLAN
EF2.01 SCALE: 1/4" = 1'-0"



1 BUILDING F - LEVEL 1 RENOVATION PLAN
EF2.01 SCALE: 1/4" = 1'-0"

AGENCY
APPROVAL:

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REVIEWED FOR
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DATE: 07/15/2025



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4	ADDENDUM 3	2025 03 28
5	CCD1	2025 04 28
9	CCD 5	2025 07 15

KEYNOTES

DEMOLITION KEYNOTES:

- 1 LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES IN THIS SPACE TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED. PROTECT- IN-PLACE EXISTING CIRCUIT WIRING AND CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES BEING SERVED BY THE WIRING AND THE CABLES.
- 2 SURFACE RACEWAY ON THE WALL/CEILING TO BE DEMOLISHED.
- 3 REMOVE (E) RECEPTACLE. PRESERVE AND PROTECT IN PLACE. EXISTING CONDUIT AND WIRING TO BE REUSED IN RENOVATION PLAN.
- 4 DISCONNECT AND REMOVE EXISTING EXHAUST FAN TO BE DEMOLISHED AND ASSOCIATED CONTROLS. PRESERVE EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO BE REUSED FOR NEW EXHAUST FAN. SEE RENOVATION PLAN FOR MORE INFORMATION.
- 5 DEMO EXISTING FLOOR RECEPTACLE INCLUDING OUTLET BOX. ABANDON UNUSED CONDUIT AND WIRES. FIELD VERIFY DOWNSTREAM LOAD AND PROVIDE NEW CONDUIT AND WIRES AS REQUIRED. PATCH FLOOR TO MATCH EXISTING.

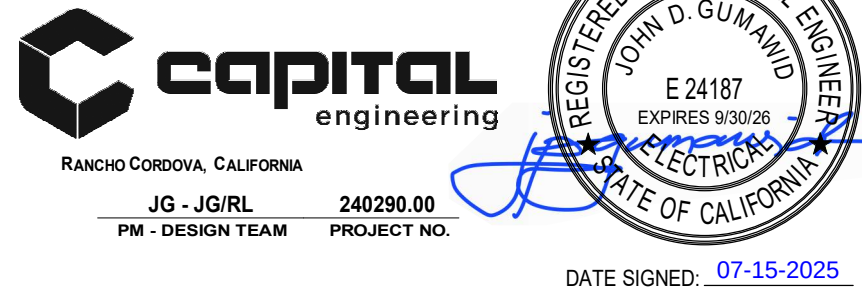
RENOVATION KEYNOTES:

- 1 REINSTALL, PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
- 2 INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACOUSTICAL TILES.
- 3 INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.
- 4 PROVIDE NEW CONDUIT AND WIRES AS REQUIRED. CUT AND PATCH FLOOR TO MATCH EXISTING. REFER TO SHEET 10/50.02 FOR SLAB PATCHING DETAILS.

NOTES

GENERAL SHEETNOTES:

- FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.
- FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

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SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING F FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

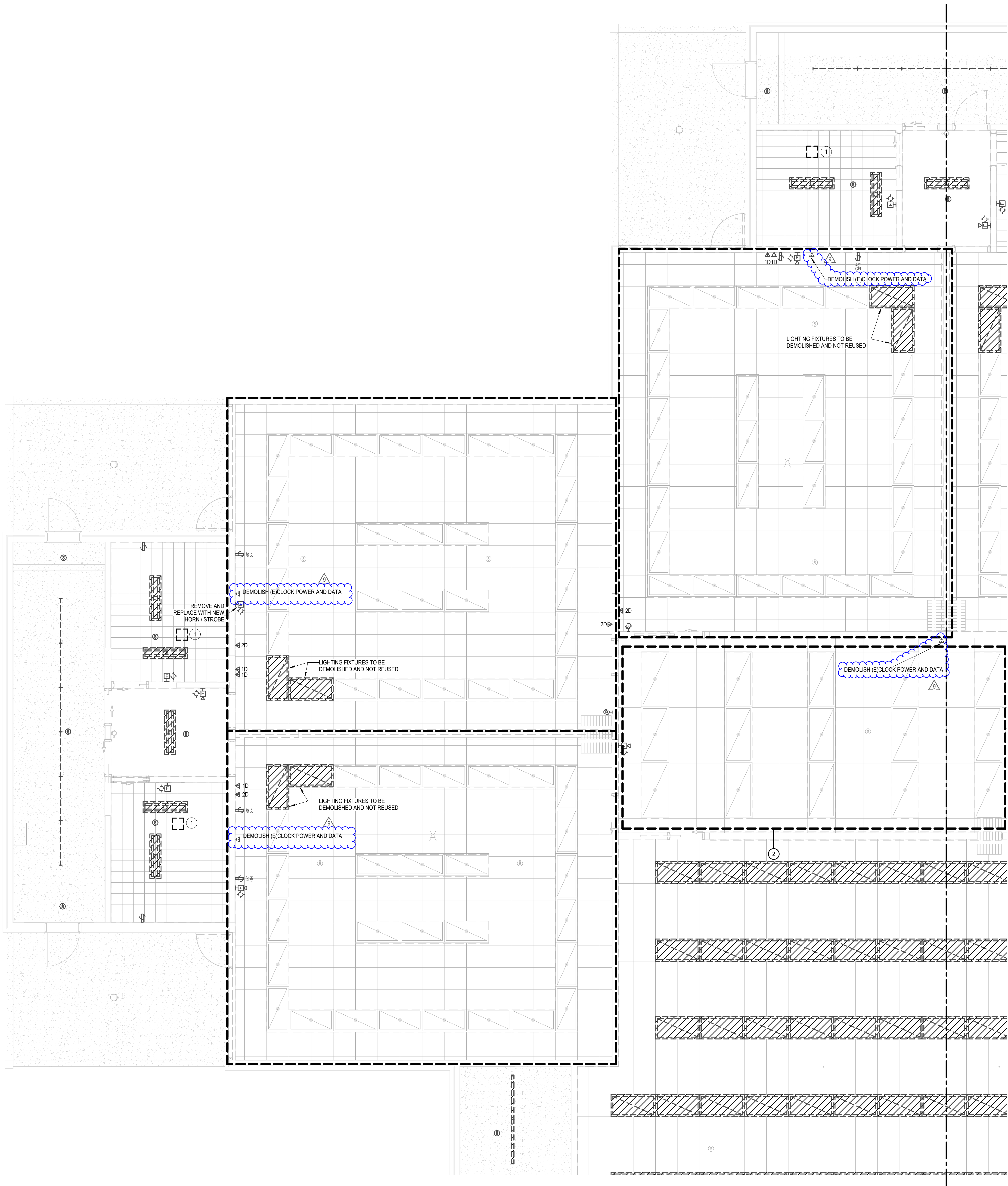
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DRAWING IS NOT TO SCALE
SHEET OR DRAWING PAGE SIZE



1 BUILDING G DEMO FLOOR PLAN - LEVEL 1 WEST
EG2.01 SCALE: 1/4" = 1'-0"

AGENCY
APPROVAL:

APPROVED
DIV. OF THE STATE ARCHITECT
APP: 03-122796 INC.
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DATE: 07/15/2025



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Δ	DESCRIPTION	DATE
6	ASI 1	2025.06.25
9	CCD 5	2025.07.15

KEYNOTES

DEMOLITION SHEETNOTES:

1. LIGHTING FIXTURES AND SMOKE DETECTORS SHOWN DASHED TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURES AND SMOKE DETECTORS TO BE REUSED. PROTECT-IN-PLACE EXISTING CIRCUIT WIRING AND CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES AND SMOKE DETECTORS BEING SERVED BY THE WIRING AND THE CABLES. UNLESS OTHERWISE NOTED ALL REMOVED LIGHTING FIXTURES TO BE REUSED.
2. SURFACE RACEWAY ON THE WALLS TO BE DEMOLISHED.
3. REMOVE (E) RECEPTACLE, DATA, LIGHTING, AND FIRE ALARM DEVICES. PRESERVE AND PROTECT IN PLACE EXISTING CONDUIT AND WIRING TO BE REUSED IN RENOVATION PLAN.

DEMOLITION KEYNOTES:

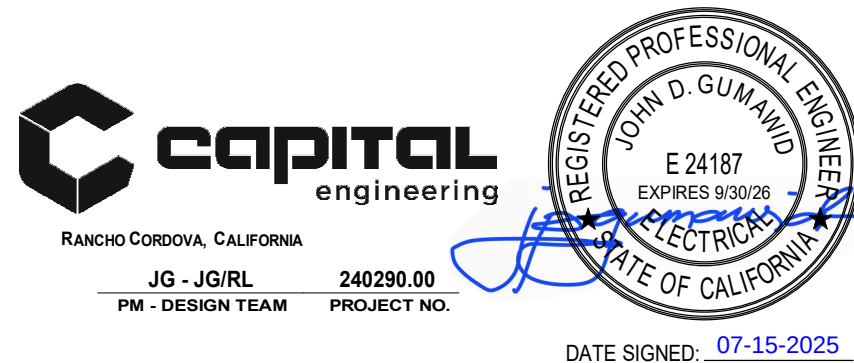
1. DISCONNECT AND REMOVE EXISTING EXHAUST FAN TO BE DEMOLISHED AND ASSOCIATED CONTROLS. PRESERVE EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO BE REUSED FOR NEW EXHAUST FAN. SEE RENOVATION PLAN FOR MORE INFORMATION.
2. DEMO EXISTING LIGHTING FIXTURES IN THIS AREA. PRESERVE AND PROTECT IN PLACE EXISTING CONDUIT AND WIRING TO BE REUSED.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING G DEMO FLOOR PLAN - LEVEL 1 WEST

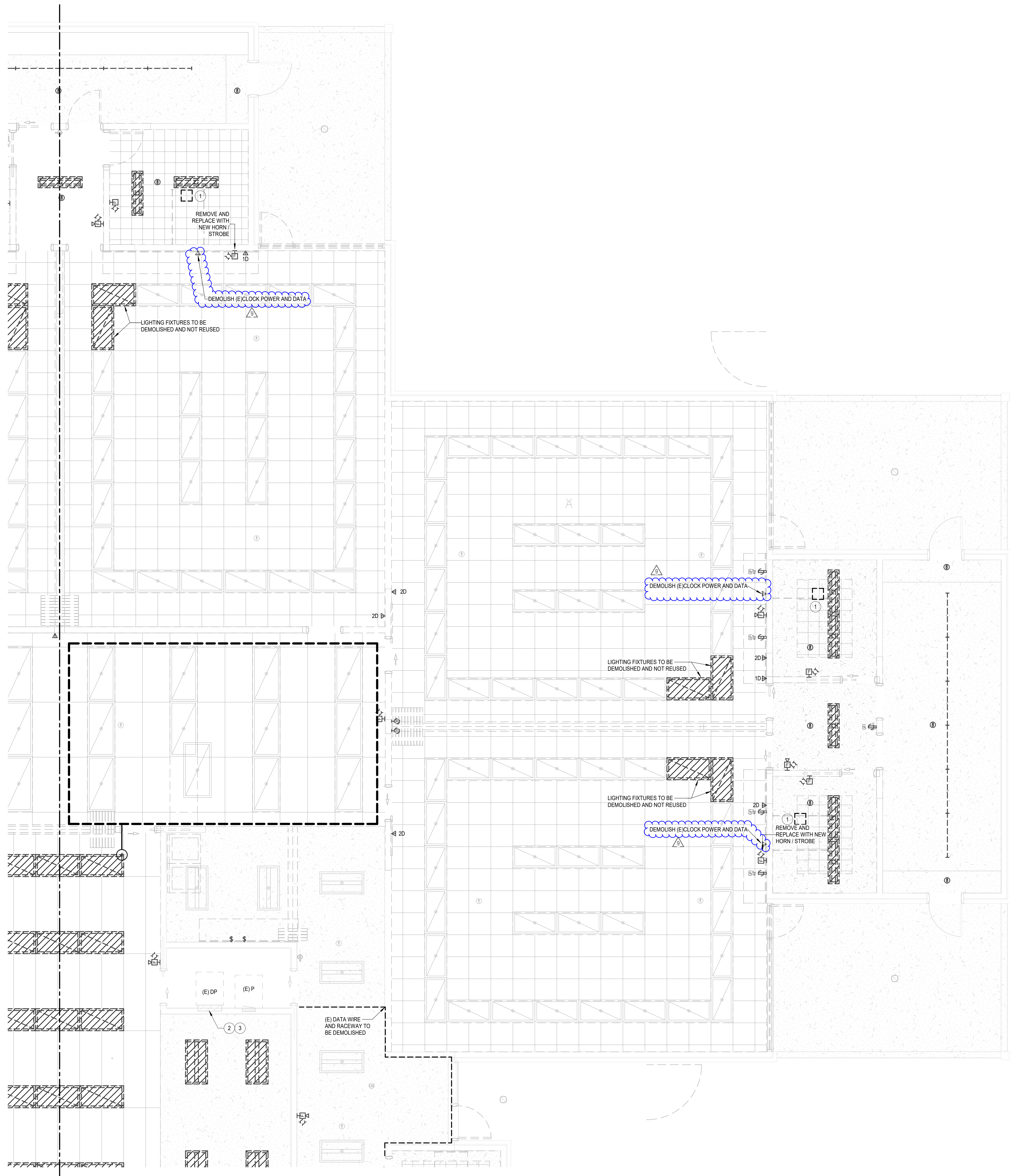
CONSTRUCTION DOCUMENTS

DATE: 2025.02.14 CLIENT PROJ NO:
SHEET:

EG2.01
CCD5.08

PLEASE RECYCLE

Autodesk Docs:1316072000 SCUSD BOWLING GREEN ES MODERNIZATION/40290_Bowling Green ES Mod_MEP22_Central.rvt
7/15/2025 1:44:25 PM



1 BUILDING G DEMO FLOOR PLAN - LEVEL 1 EAST
EG2.02 SCALE: 1/4" = 1'-0"

AGENCY
APPROVAL:

APPROVED
DIV. OF THE STATE ARCHITECT
APP: 03.122706 INC.
REVIEWED FOR
SS 12 FLS 12 ACS 12
DATE: 07/15/2025



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SACRAMENTO, CA 95816
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ISSUE

Δ	DESCRIPTION	DATE
6	ASI 1	2025.06.25
9	CCD 5	2025.07.15

KEYNOTES

DEMOLITION SHEETNOTES:

1. LIGHTING FIXTURES AND SMOKE DETECTORS SHOWN DASHED TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURES AND SMOKE DETECTORS TO BE REUSED. PROTECT-IN-PLACE EXISTING CIRCUIT WIRING AND CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES AND SMOKE DETECTORS BEING SERVED BY THE WIRING AND THE CABLES. UNLESS OTHERWISE NOTED ALL REMOVED LIGHTING FIXTURES TO BE REUSED.
2. SURFACE RACEWAY ON THE WALLS TO BE DEMOLISHED.
3. REMOVE (E) RECEPTACLE, DATA, LIGHTING, AND FIRE ALARM DEVICES. PRESERVE AND PROTECT IN PLACE EXISTING CONDUIT AND WIRING TO BE REUSED IN RENOVATION PLAN.

DEMOLITION KEYNOTES:

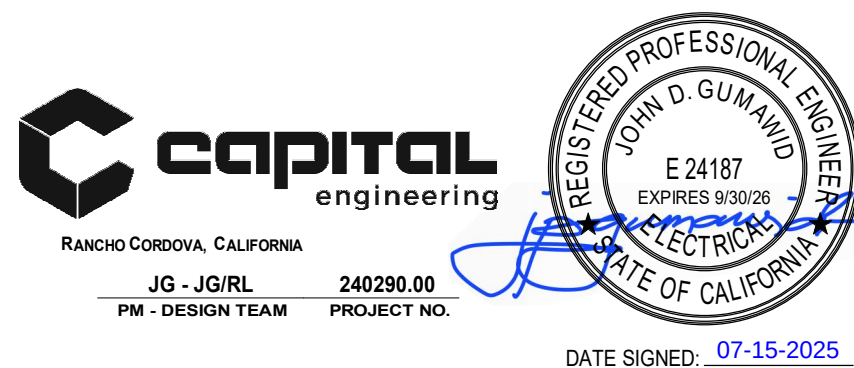
1. DISCONNECT AND REMOVE EXISTING EXHAUST FAN TO BE DEMOLISHED AND ASSOCIATED CONTROLS. PRESERVE EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO BE REUSED FOR NEW EXHAUST FAN. SEE RENOVATION PLAN FOR MORE INFORMATION.
2. DISCONNECT AC-5 CIRCUIT. PRESERVE AND PROTECT EXISTING BRANCH CIRCUIT CONDUIT AND WIRING.
3. DEMO AC-5 CIRCUIT BREAKER TO BE REPLACED. SEE RENOVATION PLAN FOR MORE INFORMATION.
4. DEMO EXISTING LIGHTING FIXTURES IN THIS AREA. PRESERVE AND PROTECT IN PLACE EXISTING CONDUIT AND WIRING TO BE REUSED.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING G DEMO FLOOR PLAN - LEVEL 1 EAST

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14 CLIENT PROJ NO:
SHEET:

EG2.02
CCD5.09

APPROVED
DIV. OF THE STATE ARCHITECT
APP: 02-122796 INC:
REVIEWED FOR
SS ☒ FLS ☐ ACS ☐
DATE: 07/18/2025



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6	ASI 1	2025.06.25
9	CCD 5	2025.07.15

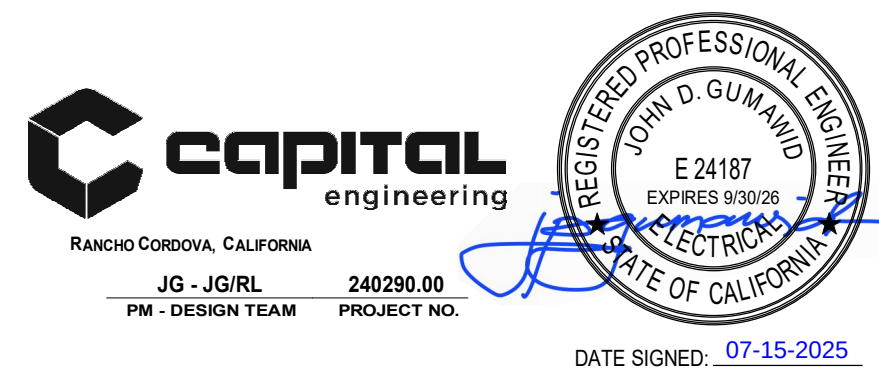
1. REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
2. INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO DEMOLITION OF WALLS.
3. INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

- 1 NEW EXHAUST FAN. RECONNECT PRESERVED CIRCUIT. PROVIDE NEW ROUGH-IN, CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION PLAN.

FOR THE RESTROOM WHERE THE EXHAUST FAN IS REPLACED, PROVIDE NEW WALL MOUNTED OCCUPANCY SENSOR WITH 2 RELAYS (1 FOR LIGHTING AND 1 FOR POWER OF EXHAUST FAN).
- 2 INSTALL NEW OCCUPANCY SENSOR. REUSE PRESERVED WIRING. FUNCTIONALITY OF EXISTING OCCUPANCY SENSOR SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



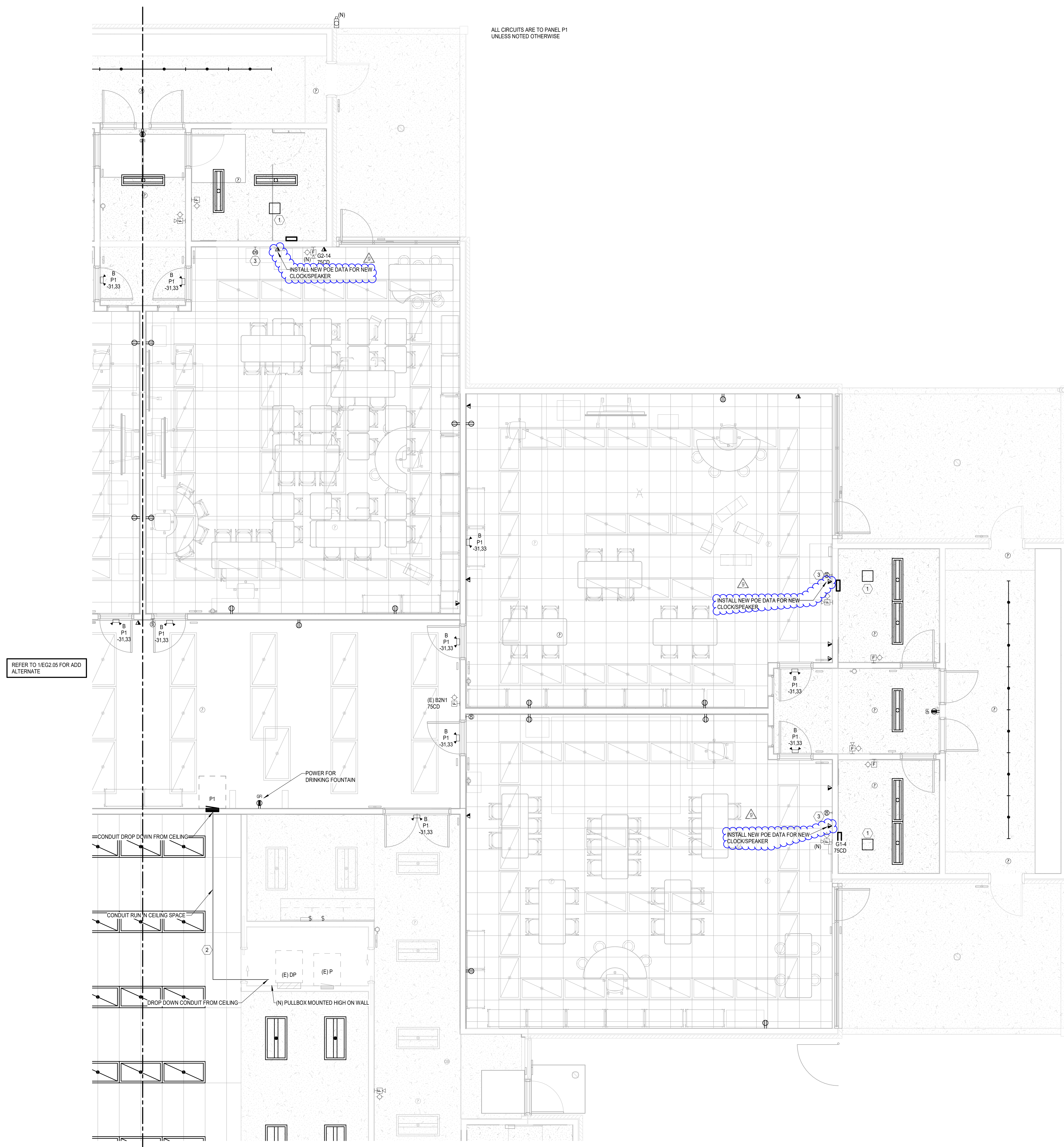
CONSTRUCTION DOCUMENTS

1 BUILDING G RENOVATION FLOOR PLAN - LEVEL 1 WEST
EG2.03 SCALE: 1/4" = 1'-0"

PLEASE RECYCLE 

EG2.03

CCD5.10



1 BUILDING G RENOVATION FLOOR PLAN - LEVEL 1 EAST
EG2.04 SCALE: 1/4" = 1'-0"



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Δ	DESCRIPTION	DATE
6	ASI 1	2025.06.2
9	CCD 5	2025.07.1

KEYNOTES

RENOVATION KEYNOTES

- ① NEW EXHAUST FAN, RECONNECT PRESERVED CIRCUIT. PROVIDE NEW ROUGH-IN, CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION FOR REMOVAL OF EXISTING FAN.
- ② FOR THE RESTROOM WHERE THE EXHAUST FAN IS REPLACED, PROVIDE NEW WALL MOUNTED OCCUPANCY SENSOR WITH 2 RELAYS (1 FOR LIGHTING AND 1 FOR POWER OF EXHAUST FAN).
- ③ INTERCEPT AND EXTEND EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO NEW PANEL P1 AS SHOWN. PROVIDE NEW 100A 3P CIRCUIT BREAKER, MATCH EXISTING OCCUPANCY AND K&C RATING. PROVIDE NEW FEEDER TO NEW PANEL P1 AS REQUIRED. USE 1-1/2" - 4K2 - #8G.
- ④ INSTALL NEW OCCUPANCY SENSOR. REUSE PRESERVED WIRING. FUNCTIONALITY OF EXISTING OCCUPANCY SENSOR SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.

NOTES

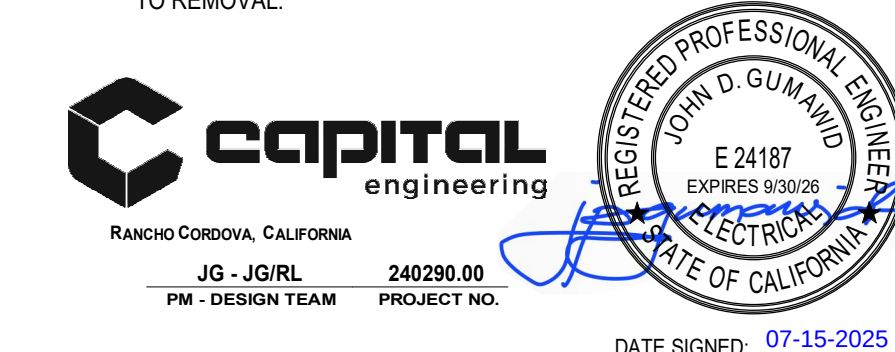
RENOVATION SHEETNOTES

1. REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE CIRCUITING AND CONTROLS, AND CABLES.
2. INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO DEMOLITION OF WALLS.
3. INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

GENERAL SHEETNOTES

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL



FACILITY

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

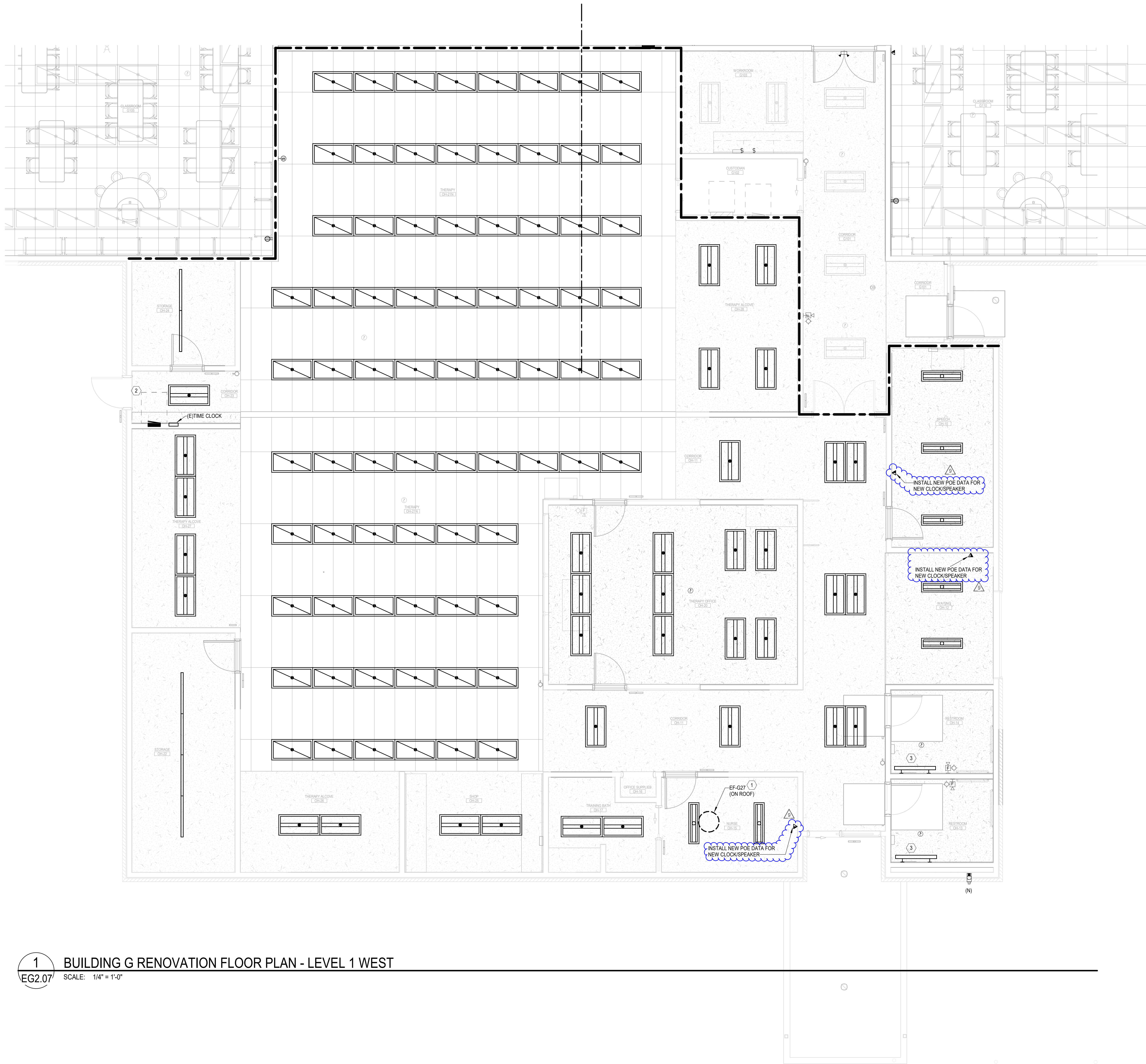
SHEET NAME:
**BUILDING G RENOVATION FLOOR PLAN - LEVEL 1
EAST**

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14	CLIENT PROJ NO
SHEET:	

EG2.04
CCD5.11

Autodesk Docs:0316072000 SCUSD BOWLING GREEN ES MODERNIZATION:40290_Bowling Green ES Mod MEP22_Central.rvt
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1 BUILDING G RENOVATION FLOOR PLAN - LEVEL 1 WEST
EG2.07 SCALE: 1/4" = 1'-0"

AGENCY
APPROVAL:

APPROVED
BY: OF THE STATE ARCHITECT
APP: 03-122796 INC.
REVIEWED FOR
SSD FLSO ACSO
DATE: 07/15/2025



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ISSUE

Δ	DESCRIPTION	DATE
2	CCD2	2025.06.02
9	CCD 5	2025.07.15

KEYNOTES

RENOVATION SHEETNOTES:

- REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING AND CONTROLS, AND CABLES.
- INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO DEMOLITION OF WALLS.
- INSTALL NEW DUPLEX RECEPTACLE MOUNTED ON WALL. REUSE AND EXTEND PRESERVED ROUGH-IN AND BRANCH CIRCUIT WIRING AS REQUIRED.

RENOVATION KEYNOTES:

- NEW EXHAUST FAN ON ROOF. RECONNECT PRESERVED CIRCUIT. EXTEND CONDUIT AND WIRING AS REQUIRED. SEE DEMOLITION PLAN.
- NEW LOCATION OF PANEL "L". EXTEND ALL (N) FEEDERS, BRANCH CIRCUITS AND CONDUITS AS REQUIRED. RECONNECT ALL CIRCUITS AND FEEDER. PATCH AND PAINT WALL TO MATCH (E). REFER TO DETAIL 5E3.01 FOR MOUNTING DETAIL.
- REUSE EXISTING MOUNTING HARDWARE.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING G RENOVATION FLOOR PLAN -
OCCUPATIONAL THERAPY

CONSTRUCTION DOCUMENTS

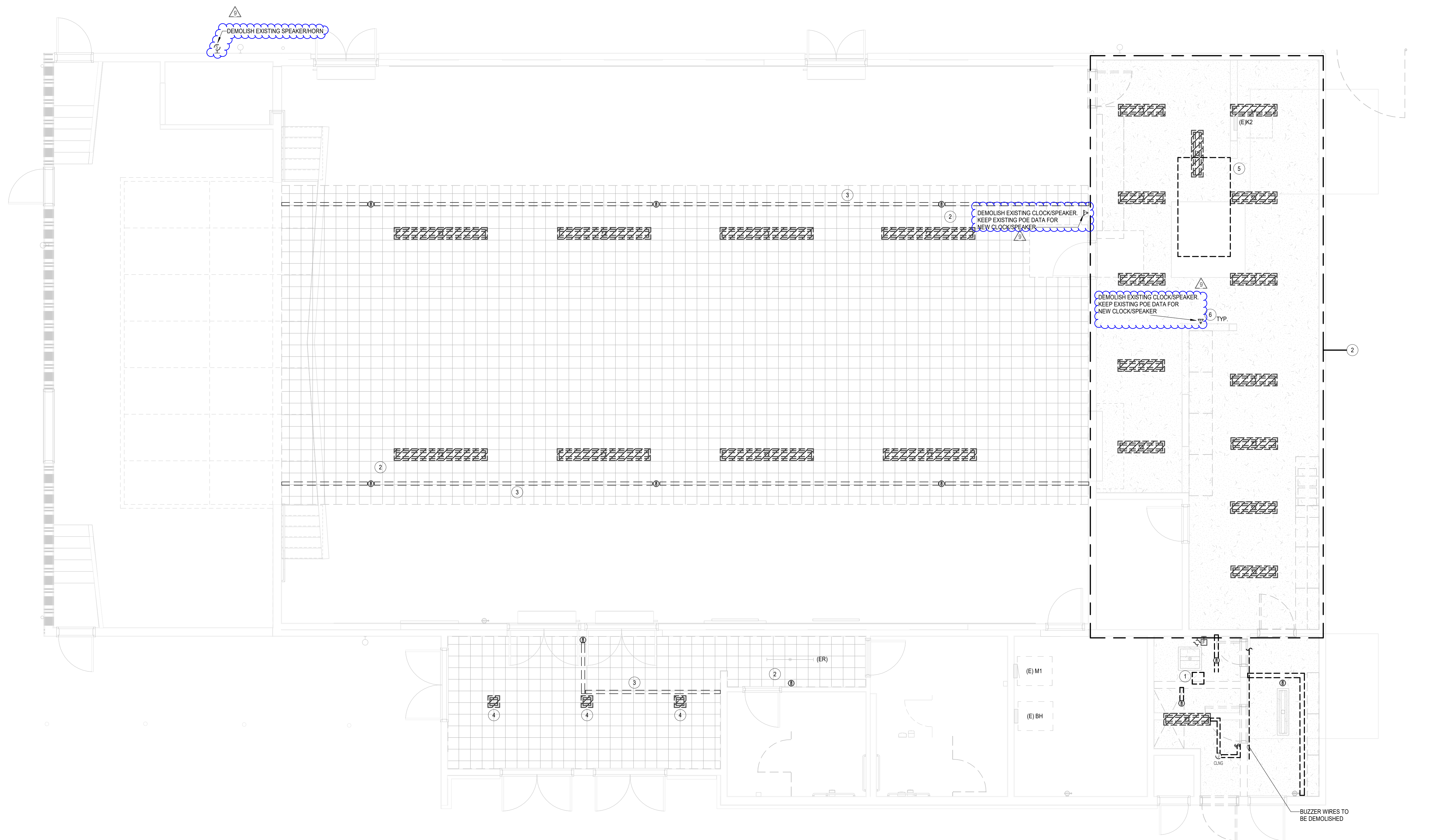
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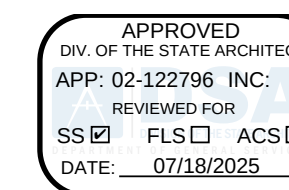
EG2.07
CCD5.12

PLEASE RECYCLE



1 BUILDING H - LEVEL 1 DEMOLITION PLAN
EH2.01 SCALE: 1/4" = 1'-0"

**AGENCY
APPROVAL:**



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Δ	DESCRIPTION	DATE
3	ADDENDUM 2	2025.03.
5	CCD1	2025.04.
9	CCD 5	2025.07.

KEYNOTES

DEMOLITION KEYNOTES

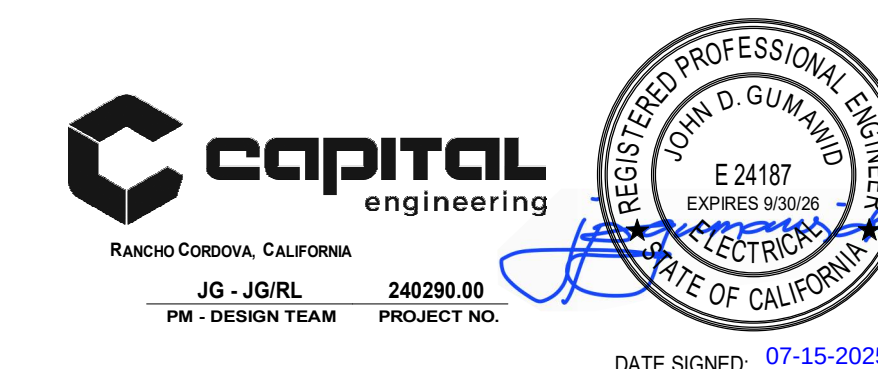
- 1 DISCONNECT AND REMOVE EXISTING EXHAUST FAN TO BE DEMOLISHED AND ASSOCIATED CONTROLS. PRESERVE EXISTING BRANCH CIRCUIT CONDUIT AND WIRING TO BE REUSED FOR NEW EXHAUST FAN. SEE RENOVATION PLAN FOR MORE INFORMATION.
- 2 LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES IN THESE SPACES TO BE DISCONNECTED AND REMOVED. CLEAN AND PRESERVE LIGHTING FIXTURE TO BE REUSED. PROTECT PLACED EXISTING CIRCUITRY. EXISTING CONDUIT TO BE REUSED. MAINTAIN EXISTING FUNCTIONALITY OF THE LIGHTING FIXTURES.
- 3 LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES TO BE REMOVED. PRESERVE EXISTING BRANCH CIRCUITRY DEVICES BE SERVED BY THE WIRING AND THE CABLES.
- 4 SURFACE RACEWAY ON THE WALL/CILING TO BE DEMOLISHED.
- 5 DEMO EXISTING LIGHTING FIXTURES. PRESERVE AND PROTECT IN PLACE EXISTING CONDUIT AND WIRING TO BE REUSED.
- 6 EXISTING KITCHEN HOOD TO BE REMOVED.
- 7 DEMO EXISTING RECEPTACLES. PRESERVE AND PROTECT EXISTING CIRCUITRY. EXISTING CONDUIT AND WIRING TO BE REPLACED WITH GFI RECEPTACLES.

NOTES

GENERAL SHEETNOTES:

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL.

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING H DEMO FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

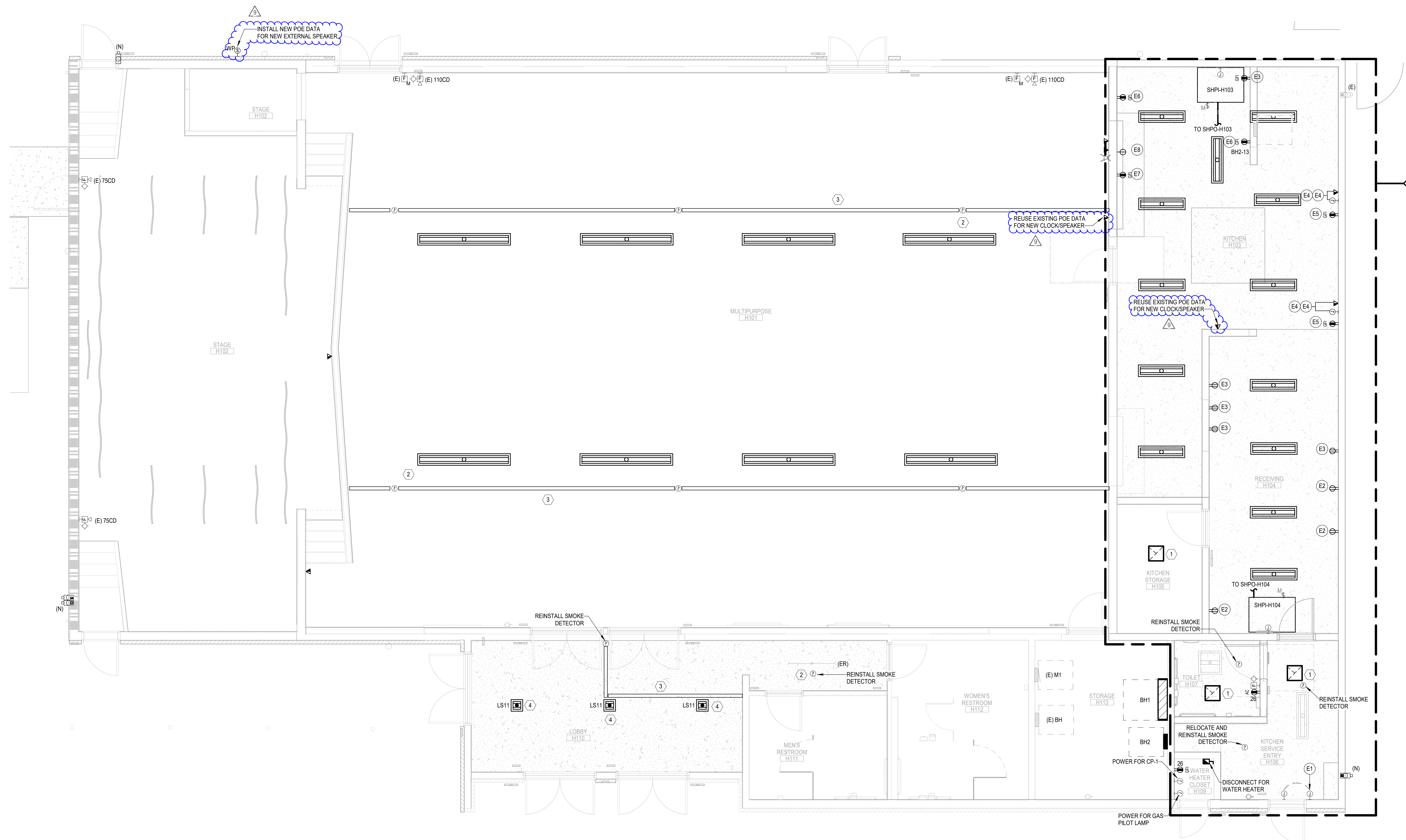
DATE: 2025.02.14

CLIENT PROJ NO:

SHEET

Discussion

EH2.01
CCD5.13



1 BUILDING H - LEVEL 1 RENOVATION PLAN
EH2.02 SCALE: 1/4" = 1'-0"

ELEC NO.	DESCRIPTION	AMPS	WATTS	VOLTS	PHASE	DIRECT / PLUG	NEMA PLUG TYPE	BREAKER AMP / POLE	PANEL / CIRCUIT NO.	CONDUIT - WIRE	MOUNTING HEIGHT	NOTE
E1	UNHEATED AIR CURTAIN	3.4	408	120	1	DIRECT	--	20A/1P	SEE EH2.02 POWER PLAN AND ED-2 PANEL SCHEDULES	3/4" C - 2#12, #12G	SEE FS3.1 AND FS3.2	
E2	REACH-IN FREEZER	9.6	1152	120	1	PLUG	5-15P	20A/1P		3/4" C - 2#12, #12G		
E3	REACH-IN REFRIGERATOR	5.4	648	120	1	PLUG	5-15P	20A/1P		3/4" C - 2#12, #12G		
E4	COMBI OVEN POWER AND DATA	61.1	22000	208	3	DIRECT	--	100A/3P		1-1/4"C - 3#2, #8G		
E5	COMBI OVEN RECIRCULATING HOOD	1.6	192	120	1	PLUG	5-15P	20A/1P		3/4" C - 2#12, #12G		
E6	MOBILE WARMING CABINET(OFCl)	5.4	648	120	1	PLUG	5-15P	20A/1P		3/4" C - 2#12, #12G		
E7	SERVING LINE SNEEZE GUARD LIGHTS	1.5	180	120	1	PLUG	5-15P	20A/1P		3/4" C - 2#12, #12G		
E8	SERVING LINE DROP-IN HOT WELLS	23.2	4825.6	208	1	PLUG	6-30P	30A/2P		3/4"C - 2#10, #10G		



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5	CCD1	2025.04.2
9	CCD 5	2025.07.1

KEYNOTES

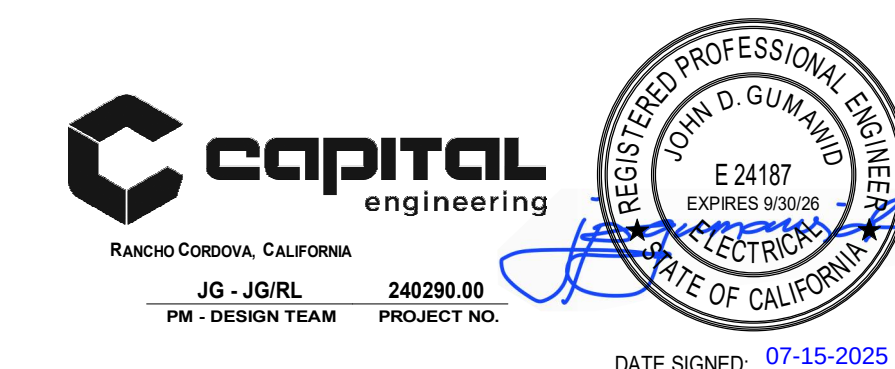
- 1 REFER TO FS3.1 FOR FOOD SERVICE EQUIPMENT PLAN
RENOVATION KEYNOTES:
 - 1 NEW EXHAUST FAN. RECONNECT PRESERVED CIRCUIT. PROVIDE NEW RIGID-ROUN CONDUIT, AND WIRING AS REQUIRED. SEE DEMOLITION PLAN FOR THE RESTROOM WHERE THE EXHAUST FAN IS REPLACED. PROVIDE NEW WALL MOUNTED OCCUPANCY SENSOR WITH 2 RELAYS (1 FOR LIGHTING AND 1 FOR POWER OF EXHAUST FAN).
 - 2 REINSTALL PRESERVED LIGHTING FIXTURES, LIGHTING DEVICES, FIRE ALARM DEVICES, AND DATA DEVICES. REUSE EXISTING MOUNTING HARDWARE, CIRCUITING, AND CONDUITS, AND CABLES.
 - 3 INSTALL NEW SURFACE RACEWAY TO MATCH THE EXISTING CONDITION PRIOR TO REMOVAL OF ACoustICAL TILES.
 - 4 INSTALL NEW LIGHTING FIXTURES AS SHOWN, REUSE PRESERVED CIRCUIT WIRING, CONDUIT, AND LIGHTING CONTROLS.

NOTES

GENERAL SHEETNOTES

FIRE ALARM DEVICES AND DATA DEVICES NEEDS TO BE TESTED PRIOR TO REMOVAL

FIRE ALARM AND DATA DEVICES SHALL BE TESTED AFTER REINSTALLATION. FUNCTIONALITY OF THE FIRE ALARM DEVICES AND DATA DEVICES SHALL MATCH EXISTING CONDITION PRIOR TO REMOVAL.



FACILITY

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
BUILDING H FLOOR PLAN - LEVEL 1

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14

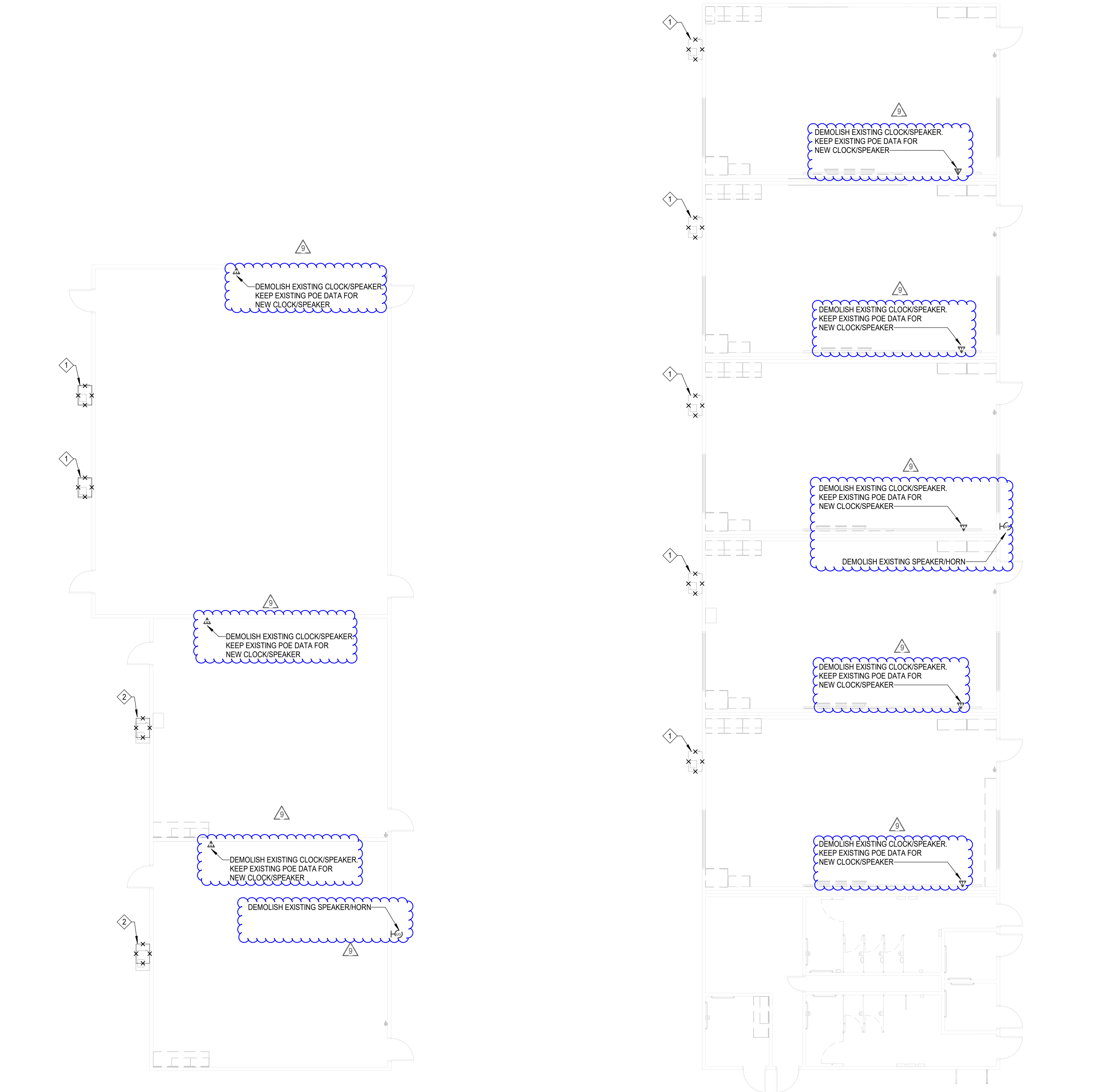
CLIENT PROJ NO:

SHEET

EH2.02
CCD5.14

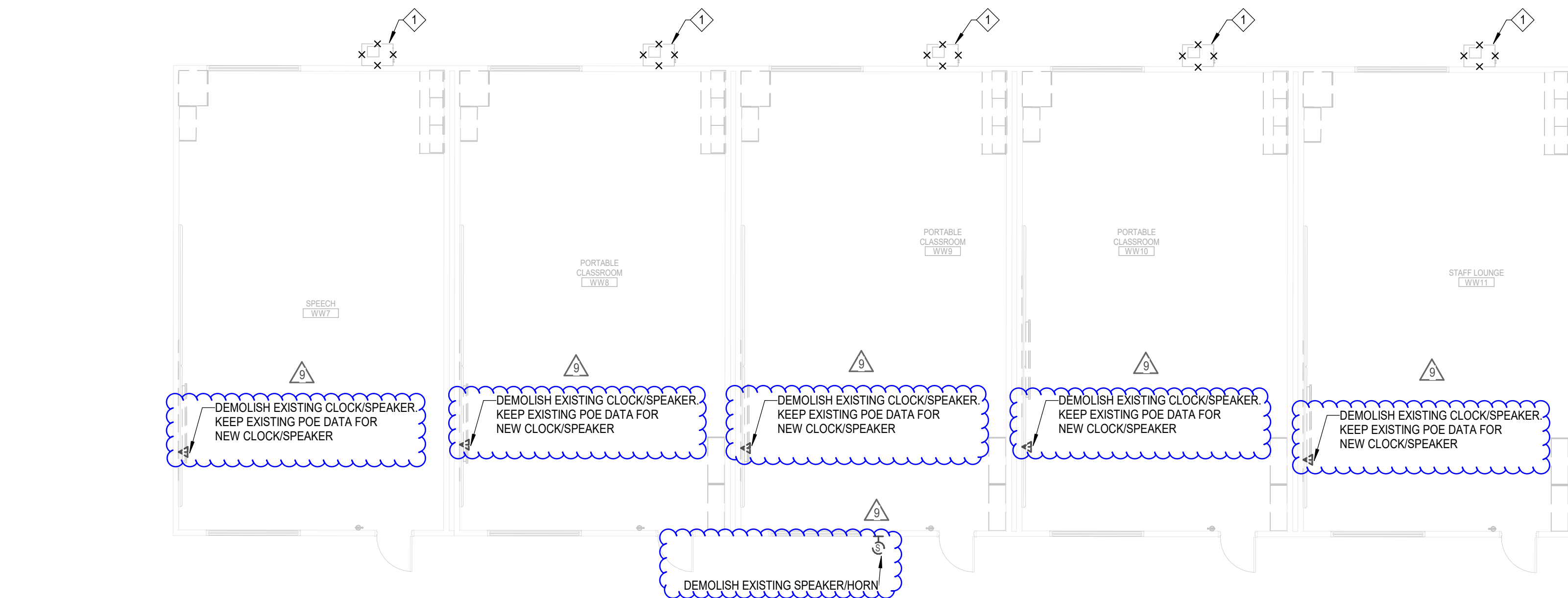
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DO NOT SCALE TO THE
SHEET OR DRAWING PAGE SIZE



3 POWER - PORTABLES PART C - DEMOLITION PLAN
EP2.02 SCALE: 1/8" = 1'-0"

2 POWER - PORTABLES PART B - DEMOLITION PLAN
EP2.02 SCALE: 1/8" = 1'-0"



1 POWER - PORTABLES PART A - DEMOLITION PLAN
EP2.02 SCALE: 1/8" = 1'-0"

SHEET NOTES:

1. THE ELECTRICAL DRAWING SET IS PREPARED BASE OF LIMITED FIELD OBSERVATION ONLY. ACTUAL CONDITIONS MAY VARY IN FIELD. ELECTRICAL CONTRACTOR IS RESPONSIBLE TO FIELD VERIFY EXISTING CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ELECTRICAL ENGINEER OF RECORD PRIOR TO BID.
2. SEE ARCHITECTURAL DEMOLITION AND IMPROVEMENT DRAWINGS AND SPECIFICATIONS FOR PHASES OF DEMOLITION AND CONSTRUCTION. COORDINATE WITH GENERAL CONSTRUCTION.
3. FURNISH AND INSTALL CONDUIT AND WIRE AS NECESSARY FOR CONTINUITY OF ANY FEEDERS OR BRANCH CIRCUIT ORIGINATING OUTSIDE THE DEMOLITION AREA THAT SERVES ANY ELECTRICAL EQUIPMENT OR DEVICES TO REMAIN AFTER DEMOLITION. MODIFY OR REPLACE AS REQUIRED.
4. FURNISH AND INSTALL CONDUIT AND/OR COMMUNICATIONS/DATA WIRING AS NECESSARY FOR CONTINUITY OF ANY WIRING ORIGINATING OUTSIDE THE DEMOLITION AREA THAT SERVES ANY COMMUNICATION/DATA EQUIPMENT OR DEVICES TO REMAIN AFTER DEMOLITION. MODIFY OR REPLACE AS REQUIRED.
5. DISCONNECT AND REMOVE ANY EXISTING ELECTRICAL DEVICES AND BACK BOXES AS NECESSARY WHERE NEW WALL CONSTRUCTION WILL INTERSECT AN EXISTING WALL. FURNISH AND INSTALL CONDUIT AND WIRE AS REQUIRED FOR CONTINUITY OF CIRCUIT(S).
6. PATCH AND REPAIR ANY LOCATION WHERE CEILING MOUNTED EQUIPMENT HAVE BEEN REMOVED AND RELOCATED.
7. FURNISH AND INSTALL BLANK COVER PLATES OVER ALL EXISTING UNUSED OPENINGS.

DEMOLITION KEY NOTES:

1. REMOVE EXISTING, GAS FIRED, WALL MOUNTED "BARD" AIR CONDITIONING UNIT. DISCONNECT AND REMOVE EXISTING DISCONNECT SWITCH, FLEXIBLE CONDUIT, AND WIRING. PRESERVE AND PROTECT IN-PLACE EXISTING CONDUIT AN BRANCH CIRCUIT AND WIRING.
2. REMOVE EXISTING, HEAT PUMP, WALL MOUNTED "BARD" AIR CONDITIONING UNIT. DISCONNECT AND REMOVE EXISTING DISCONNECT SWITCH, FLEXIBLE CONDUIT, AND WIRING. PRESERVE AND PROTECT IN-PLACE EXISTING CONDUIT AN BRANCH CIRCUIT AND WIRING.

AGENCY APPROVAL:



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3186-072-000

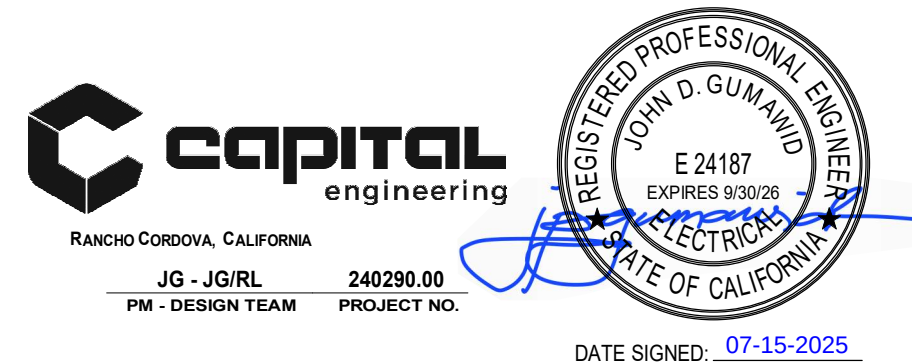
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Δ	DESCRIPTION	DATE
7	CCD3	2025.07.02
9	CCD 5	2025.07.15

KEYNOTES

NOTES



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
POWER - McCOY - DEMOLITION PLAN

CONSTRUCTION DOCUMENTS

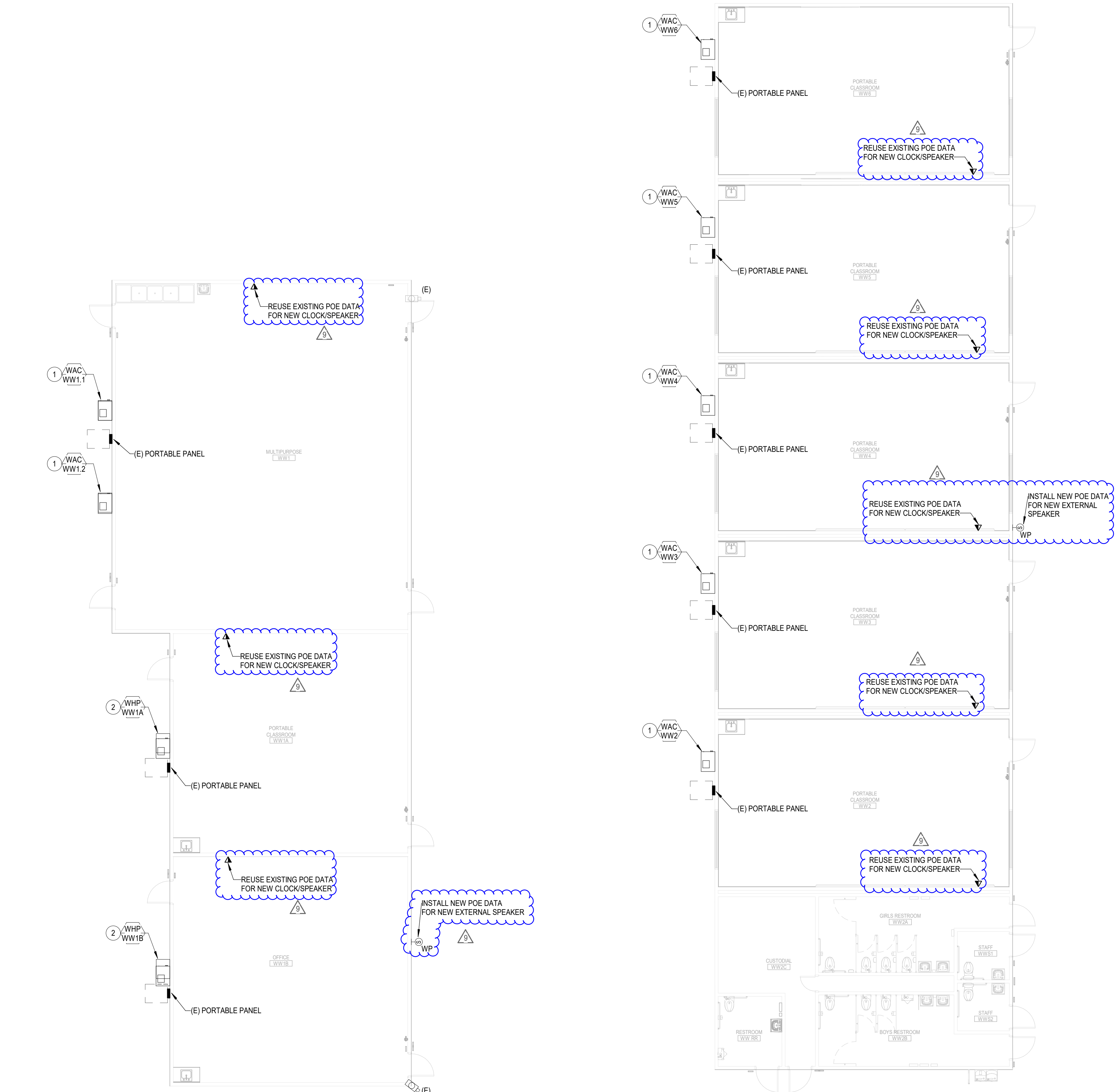
DATE: 07/01/25 CLIENT PROJ NO:
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EP2.02
CCD5.15

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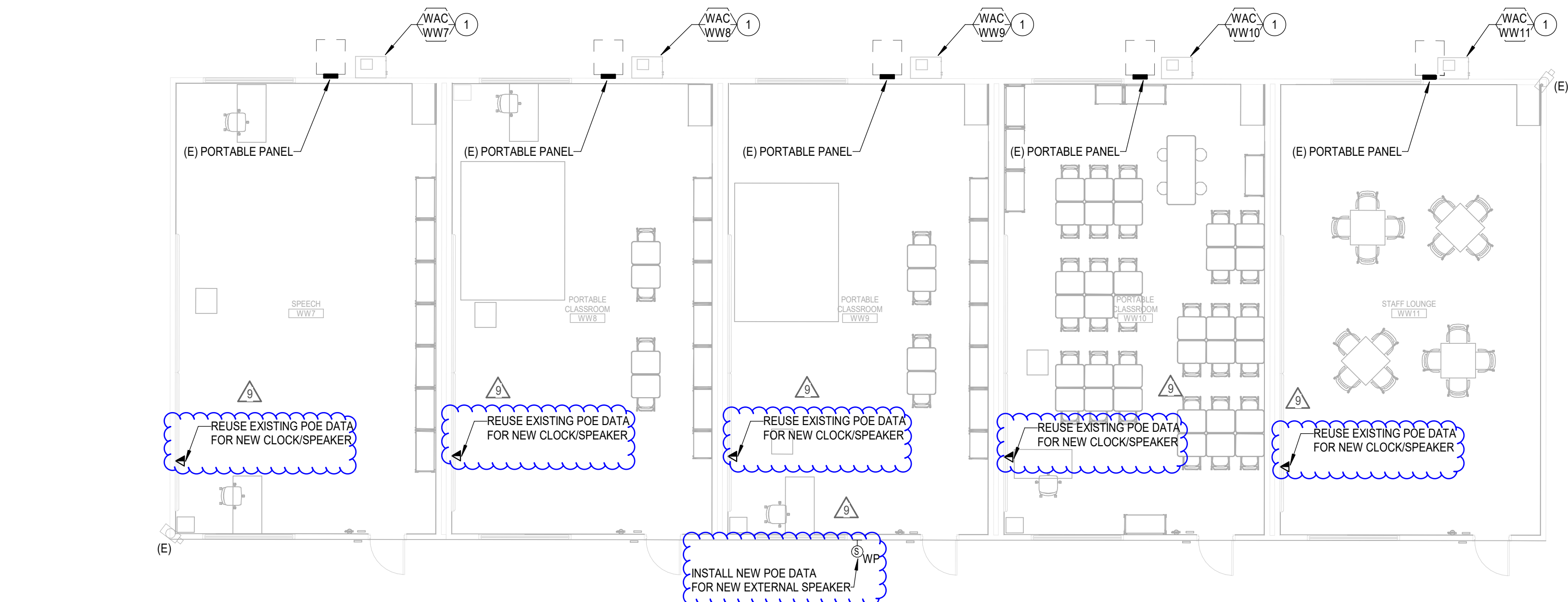
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THE LINE SHOWN ABOVE IS THE EXACT SHEET DRIVING PAGE SIZE



3 POWER - PORTABLES PART C - IMPROVEMENT PLAN
EP2.03 SCALE: 1/8" = 1'-0"

2 POWER - PORTABLES PART B - IMPROVEMENT PLAN
EP2.03 SCALE: 1/8" = 1'-0"



1 POWER - PORTABLES PART A - IMPROVEMENT PLAN
EP2.03 SCALE: 1/8" = 1'-0"

SHEET NOTES:

1. THE ELECTRICAL DRAWING SET IS PREPARED BASE OF LIMITED FIELD OBSERVATION ONLY. ACTUAL CONDITIONS MAY VARY IN FIELD. ELECTRICAL CONTRACTOR IS RESPONSIBLE TO FIELD VERIFY EXISTING CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ELECTRICAL ENGINEER OF RECORD PRIOR TO BID.
2. SEE ARCHITECTURAL DEMOLITION AND IMPROVEMENT DRAWINGS AND SPECIFICATIONS FOR PHASES OF DEMOLITION AND CONSTRUCTION. COORDINATE WITH GENERAL CONSTRUCTION.
3. FURNISH AND INSTALL CONDUIT AND WIRE AS NECESSARY FOR CONTINUITY OF ANY FEEDERS OR BRANCH CIRCUIT ORIGINATING OUTSIDE THE DEMOLITION AREA THAT SERVES ANY ELECTRICAL EQUIPMENT OR DEVICES TO REMAIN AFTER DEMOLITION. MODIFY OR REPLACE AS REQUIRED.
4. FURNISH AND INSTALL CONDUIT AND/OR COMMUNICATIONS/DATA WIRING AS NECESSARY FOR CONTINUITY OF ANY WIRING ORIGINATING OUTSIDE THE DEMOLITION AREA THAT SERVES ANY COMMUNICATION/DATA EQUIPMENT OR DEVICES TO REMAIN AFTER DEMOLITION. MODIFY OR REPLACE AS REQUIRED.
5. DISCONNECT AND REMOVE ANY EXISTING ELECTRICAL DEVICES AND BACK BOXES AS NECESSARY WHERE NEW WALL CONSTRUCTION WILL INTERSECT AN EXISTING WALL. FURNISH AND INSTALL CONDUIT AND WIRE AS REQUIRED FOR CONTINUITY OF CIRCUIT(S).
6. PATCH AND REPAIR ANY LOCATION WHERE CEILING MOUNTED EQUIPMENT HAVE BEEN REMOVED AND RELOCATED.
7. FURNISH AND INSTALL BLANK COVER PLATES OVER ALL EXISTING UNUSED OPENINGS.

IMPROVEMENT KEY NOTES:

- 1 NEW WALL MOUNTED GAS FIRED AC UNIT. INTERCEPT AND EXTEND EXISTING BRANCH CIRCUIT AND WIRING. PROVIDE NEW CONDUIT AND WIRING AS REQUIRED. PROVIDE NEW DISCONNECT SWITCH SIZED AND FUSED PER MANUFACTURER'S RECOMMENDATION.
- 2 NEW WALL MOUNTED HEAT PUMP. INTERCEPT AND EXTEND EXISTING BRANCH CIRCUIT AND WIRING. PROVIDE NEW CONDUIT AND WIRING AS REQUIRED. PROVIDE NEW DISCONNECT SWITCH SIZED AND FUSED PER MANUFACTURER'S RECOMMENDATION.

AGENCY APPROVAL:



HMC Architects

3186-072-000

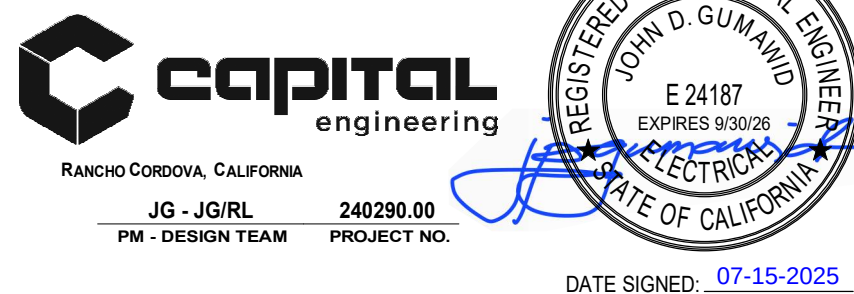
2101 CAPITOL AVENUE, SUITE 100,
SACRAMENTO, CA 95816
916 368 7990 / www.hmcarchitects.com

ISSUE

Δ	DESCRIPTION	DATE
7	CCD3	2025.07.02
9	CCD 5	2025.07.15

KEYNOTES

NOTES



FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
POWER - McCOY - IMPROVEMENT PLAN

CONSTRUCTION DOCUMENTS

DATE: 07/01/25 CLIENT PROJ NO:
SHEET:

EP2.03
CCD5.16

PLEASE RECYCLE ♻️

PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 073

ARCHITECT: HMC Architects

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

Entity proposes to change the Contract as follows:

All labor, material, and equipment cost to change the swing of door OH-23-A and provide new hardware group #03A components in the building G county space per RT Western COR #015 dated 1/12/26 and per CCD #011 requirements.

All labor, material, and equipment cost to furnish and install a new storefront system on the east side of the Building G County Space per R&S Glazing COR dated 1/20/26 and per CCD #011 requirements.

All labor, material, and equipment cost to demolish (e) sliding glass assembly and associated finishes above, and install new plywood sheathing with T-111 Hardie panel above new storefront per RCON COR dated 1/21/26 and per CCD #011 requirements.

All labor, material, and equipment cost to furnish and install GSM flashing at the new storefront header per Intech Mechanical COR #015 dated 1/27/26 and per CCD #011 requirements.

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$29,209.12
2. The proposed schedule change is 0 days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 1/28/26

Roebbelen Contracting Inc.

ENTITY (Typed Name)

Killian O'Brien

(Signature)

Killian O'Brien

(Print Name)

APPROVED

Date: 2/13/2026

HMC Architects

ARCHITECT (Typed Name)

(Signature)

Jeffrey Gilchrist

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # 34-53

DSA Application # 02-122796

DSA date approved 02/25/2025



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #073: CCD #011 - Building G County Space Door and Storefront Updates

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	073 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Killian O'Brien (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	1/28/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: CCD #011 - Building G County Space Door and Storefront Updates

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #205 - CCD #011 - Building G County Space Door and Storefront Updates

All labor, material, and equipment cost to change the swing of door OH-23-A and provide new hardware group #03A components in the building G county space per RT Western COR #015 dated 1/12/26 and per CCD #011 requirements.

All labor, material, and equipment cost to furnish and install a new storefront system on the east side of the Building G County Space per R&S Glazing COR dated 1/20/26 and per CCD #011 requirements.

All labor, material, and equipment cost to demolish (e) sliding glass assembly and associated finishes above, and install new plywood sheathing with T-111 Hardie panel above new storefront per RCON COR dated 1/21/26 and per CCD #011 requirements.

All labor, material, and equipment cost to furnish and install GSM flashing at the new storefront header per Intech Mechanical COR #015 dated 1/27/26 and per CCD #011 requirements.

ATTACHMENTS:

[CCD #011 Markup.pdf](#) [_CO.015 BLDG G Flashing \(002\).pdf](#) [_BGES - CCD #011 Added Storefront Demo.pdf](#) [_CCD 011 - BGES Storefront Window Add.pdf](#) [_25-653 CO15\(01122026\).pdf](#)

#	Budget Code	Description	Amount
1	08-801.S Glass & Glazing.Subcontractor	New Storefront Window	\$15,113.00
2	08-111.S Hollow Metal.Subcontractor	Change door swing and hardware for door OH-23-A	\$7,235.13
3	001.06-201.L Rough & Finish Carpentry.Finish Carpentry.Labor	Demo of (e) Slider, Plywood Sheathing and Hardie Board Install	\$3,281.21
4	15-601.S HVAC.Subcontractor	GSM Flashing at Storefront	\$1,927.00
5	90-001.Z Fee.Fee	Fee at 3.33%	\$808.36
6	01-090.IC Bond.Indirect Costs	Bond at 0.86%	\$243.94
7	01-094.IC Liability Insurance.Indirect Costs	Insurance at 2.117%	\$600.48



#	Budget Code	Description	Amount
8	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$(29,209.12)
Grand Total:			\$0.00

Sacramento City Unified School District
5735 47th Avenue
Sacramento California 95824

Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills California 95762

SIGNATURE	DATE
------------------	-------------

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

Bowling Green Elementary School Renewal
Roebbelen Contracting

Markup
Bond
Insurance
3.33%
0.86%
2.117%

	Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
RCON Self Perform w/ Markup							\$ 3,281.21
Subcontractors							\$ 24,275.13
							\$ -
							\$ -
							\$ -
							\$ 27,556.34
Sub-Total							\$ 27,556.34
Subcontractor Markup at 3.33%							\$ 808.36
Marked up Total							\$ 28,364.70
Bond at 0.86%							\$ 243.94
Insurance at 2.117%							\$ 600.48
Contingency							\$ 29,209.12



Bowling Green Elementary School Renewal
Roebbelen Contracting

1/21/2026

Labor Rate \$112							
Storefront and Wall Demolition Building G	Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
Demolish existing storefront opening	16	\$ 1,792.00	\$ -		\$ -	\$ 268.80	\$ 2,060.80
T-111 and Plywood Install	8	\$ 896.00	\$ 165.23			\$ 159.18	\$ 1,220.41
						\$ -	\$ -
Subtotal	24	\$ 2,688.00	\$ 165.23	\$ -	\$ -	\$ 427.98	\$ 3,281.21
Total							\$ 3,281.21



Hover Image to Zoom



Top Rated



James Hardie

Hardie Panel HZ10 48 in. x 96 in. Primed Sierra 8 Fiber Cement Panel Siding

★★★★★ (243) Questions & Answers (240)

BULK PRICE ELIGIBLE **\$65⁹⁸** x 2 = \$131.96 X 8.75% (tax) = \$143.51

Buy 35 or more **\$59.38**

Pay **\$40.98** after **\$25 OFF** your total qualifying purchase upon opening a new card. ⓘ

[Apply for a Home Depot Consumer Card](#)

- Primed fiber cement panel siding ready for exterior acrylic paint
- Durable vertical house siding panel has linear detail and texture
- Vertical house siding made to withstand hot, humid climate
- [View More Details](#)

Folsom Store

✓ 52 in stock Aisle 24, Bay 002

Pickup at [Folsom](#)

Delivering to [95683](#)

Pickup

Today

52 in stock

FREE

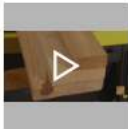
Delivery

Tomorrow

69 available



Hover Image to Zoom



3/8 in. x 4 ft. x 8 ft Sheathing Plywood (Actual: 0.344 in. x 48 in. x 96 in.)

★★★★★ (1600)  Questions & Answers (306)

BULK PRICE ELIGIBLE **\$19⁹⁸** X 8.75% (tax) = \$21.73

Buy 80 or more \$17.98

- Manufactured for strength and performance rather than aesthetics
- Lighter weight than other types of sheathing products
- Can be cut, drilled and routed with ordinary tools
- [View More Details](#)

Folsom Store

✓ 154 in stock Aisle 24, Bay 001

Nominal Product Thickness (in.): 19/32

3/8

15/32

19/32

Pickup at [Folsom](#)

Delivering to [95683](#)

Pickup 

Today

154 in stock

FREE

Delivery

Tomorrow

175 available

RT WESTERN, INC.**PROPOSED
CHANGE ORDER**

RTW PCO# 15

Date: Monday, January 12, 2026

Change Order To: Carlos Parades (Roebbelen)

Job Name: Bowling Green ES Mod.LLB

RTW Job Number: 25-653

Address: 160 Mendell Street

City/State: San Francisco, CA

Description: CCD -011 : OH-23-A supply and install new hardware set 03A, Door & frame rework for swing change

RTW Construction is requesting a change order for the work listed above and detailed in the breakdown attached in the amount of: \$7,235.13 dated: Monday, January 12, 2026

Ataullah 1/12/2026

Project Manager Date

General Contractor

Date

RT Western Construction
Change Order Request Form

Date:	Monday, January 12, 2026	RTW Project Number:	25-653
Contractor Name:	RT Western Inc.	Project Name:	Bowling Green ES Mod..LLB
Address:	160 Mendell Street	Project Address:	4211 TURNBRIDGE DRIVE
City & State:	San Francisco, CA	City & State:	SACRAMENTO, CA 95823
Phone Number:	(415) 677-9202	Tax Rate	8.75%
Fax Number:	(415) 677-9149	Labor Rate (J)	\$ 125.71 \$ 125.71
RTW PCO#	15	Labor Rate (F)	\$ 134.33 \$ 134.33
C/O Description:	CCD -011 : OH-23-A supply and install new hardware set 03A, Door & frame rework for swing change		

Description of Work				
Equipment	Quantity	Unit Cost	Equipment Cost	
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-
Subtotal			\$	-
Material			Subtotal	\$ 5,170.73
Labor Installation	Total Hours	12.00	Subtotal	\$ 1,611.96
				Subtotal Costs
Equipment Subtotal	\$ -	Tax	\$ -	Equipment Total \$ -
Material Subtotal	\$ 5,170.73	Tax	\$ 452.44	Material Total \$ 5,623.17
				Labor Subtotal \$ 1,611.96
				Change Order Total
				\$ 7,235.13

Date Received:		All pricing is calculated with				Subtotal Cost:	\$ 6,782.69	Freight:	
Date Reviewed:						Mark-up:	\$ -	Grand Total:	\$ 7,235.13
Date Sent to PM:		Credit of original material				Sales Tax:	\$ 452.44		
PM Review Date:						Engineering & Field Layout:			
<u>Sheet Number</u>	<u>Opening#</u>	<u>Change From</u>	<u>Change To</u>	<u>Notes/Comments</u>	<u>Bulletin#</u>	<u>Door Cost</u>	<u>Frame Cost</u>	<u>Hardware Cost</u>	<u>Labor Cost</u>
	OH-23-A		Reword the door and frame for swing change & New hardware group 03A	Reword the door and frame for swing change. Supply and install new hardware	CCD-011			\$ 3,836.03	\$ 1,611.96
	Factory Freight							\$ 250.00	\$ -
	RTW Freight /Mobilisation							\$ 200.00	\$ -
	Markup (15%)			\$5897.99(15%)				\$ 884.70	\$ -

TOTAL: 12.00 \$ 1,611.96 \$ 1,611.96

<u>Opening#</u>	<u>Labor Description</u>	<u>Class</u>	<u>Hours</u>	<u>Labor Cost</u>	<u>Labor Price</u>
OH-23-A	Fill latch prep, Fill ASA prep Prep, Fill closer holes, Installation of new hardware	F	12	\$ 1,611.96	\$ 1,611.96
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -

Hardware Pricing Report

Filtered By Mark(s)

IVE

Based on Price Book Dated: Ives Price Book 15, Eff. February 28, 2025

Qty	Description	Catalog Number	Finish	Unit List	Unit Cost	Unit Sell	Ext Cost	Ext Sell
3	EA HINGE, 4 1/2, STD WT	5BB1 X 4.5 X 4.5 X NRP	630	72.10	72.10	72.10	216.30	216.30

(3) OH-23-A() Hdg: 03A

1	EA KICK PLATE	8400 10 H X 34 W X B-CS	US32D	102.68	102.68	102.68	102.68	102.68
---	---------------	-------------------------	-------	--------	--------	--------	--------	--------

(1) OH-23-A() Hdg: 03A

1	EA FLOOR STOP	FS18S	STEEL/RU	17.90	17.90	17.90	17.90	17.90
---	---------------	-------	----------	-------	-------	-------	-------	-------

(1) OH-23-A() Hdg: 03A

Total: \$336.88 \$336.88

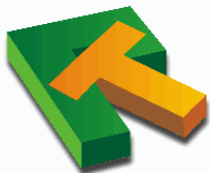
LCN

Based on Price Book Dated: Price Book 15: Effective February 28, 2025

Qty	Description	Catalog Number	Finish	Unit List	Unit Cost	Unit Sell	Ext Cost	Ext Sell
1	EA CLOSER	4040XP.EDA.689	689	765.00	765.00	765.00	765.00	765.00

(1) OH-23-A() Hdg: 03A

Total: \$765.00 \$765.00



BOWLING GREEN ES MODERNIZATION LLB

Tel:

Fax:

Control No.0518

25-640-RET

Submitted By: ATAULLAH

Hardware Pricing Report

Filtered By Mark(s)

PEM

Based on Price Book Dated: 2025 Price List - Eff. March 1, 2025 (Rev: April 8, 2025)

Qty	Description	Catalog Number	Finish	Unit List	Unit Cost	Unit Sell	Ext Cost	Ext Sell
1	EA DOOR SWEEP	315CN X 36 W	C	19.80	19.80	19.80	19.80	19.80

(1) OH-23-A() Hdg: 03A

1	EA GASKETING	PK33BL17	BL	24.65	24.65	24.65	24.65	24.65
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(1) OH-23-A() Hdg: 03A

Total: \$44.45 \$44.45

PEM

Based on Price Book Dated: 2025 Price List - Eff. March 1, 2025 (Rev: October 7, 2025)

Qty	Description	Catalog Number	Finish	Unit List	Unit Cost	Unit Sell	Ext Cost	Ext Sell
1	EA THRESHOLD	2727A X 36 W	A	73.68	73.68	73.68	73.68	73.68

(1) OH-23-A() Hdg: 03A

Total: \$73.68 \$73.68

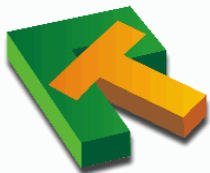
SAN

Based on Price Book Dated: Price Book 15 Eff. February 28, 2025

Qty	Description	Catalog Number	Finish	Unit List	Unit Cost	Unit Sell	Ext Cost	Ext Sell
2	EA RIM CYLINDER	20-057.626	626	208.00	208.00	208.00	416.00	416.00

(2) OH-23-A() Hdg: 03A

Total: \$416.00 \$416.00



BOWLING GREEN ES MODERNIZATION LLB

Control No.0518

25-640-RET

Submitted By: ATAULLAH

Tel:

Fax:

Hardware Pricing Report

Filtered By Mark(s)

VON

Based on Price Book Dated: Price Book 15, Effective February 28, 2025

Qty	Description	Catalog Number	Finish	Unit List	Unit Cost	Unit Sell	Ext Cost	Ext Sell
1	EA RIM EXIT DEVICE	LD-PA-AX-99L-2SI X 996L(#06) X 299 X 3-0	US26D	3906.00	2,200.02	2200.02	2,200.02	2,200.02

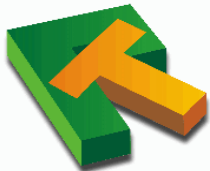
(1) OH-23-A() Hdg: 03A

Total: \$2,200.02 \$2,200.02

Manufacturer Summary:

Manufacturer	List Total	Cost Total
IVE	\$336.88	\$336.88
LCN	\$765.00	\$765.00
PEM	\$118.13	\$118.13
SAN	\$416.00	\$416.00
VON	\$3,906.00	\$2,200.02
Totals:	<u>\$5,542.01</u>	<u>\$3,836.03</u>

Total number of units: 12



Tel:

Fax:

BOWLING GREEN ES MODERNIZATION LLB

Control No.0518

25-640-RET

Submitted By: ATAULLAH

DATE: 1/20/2026

Proposal submitted to: Estimating	Job Name: BGES - storefront window add
Fixed aluminum storefront and glazing	
Materials	\$6,076.00
Tax	\$471.00
Labor	\$6,594.00
Mark-Up	\$1,972.00
Scope details and pricing breakdown provided on page 2	
Total Cost:	\$15,113.00

R&S POLICY & EXCLUSIONS

- Protection & cleaning
 - Field testing
 - Engineering
 - Bonding costs if required,
 - Permits, fees, paint and paint related work, carpentry, any flooring.
 - R&S is not responsible for meeting energy performance requirements.
 - **GLASS CLEANING IS NOT INCLUDED IN THIS PROPOSAL**
- We are not responsible for window/door/glass products/sizes we do not install.
 - Work outside normal hours Mon – Fri 7am-4pm
 - **Add 2.5% for credit card purchases.**
 - Storage of materials
 - Work performed on existing windows for repair or improvement is best effort only and there is no warranty against remaining or future leaks.
 - **All furnish only material orders are C.O.D.**

GLASS CLEANING IS NOT INCLUDED IN THIS PROPOSAL See page 2 for project specific details and pages 3 & 4 for additional TERMS, CONDITIONS, AND WARRANTY information. ANY CONTRACT FORM OTHER THAN THIS PROPOSAL IS SUBJECT TO MUTUALLY AGREEABLE CHANGES AND CLARIFICATIONS.

\$ 15113.00

Payment to be made as follows: PER CONTRACT

We Propose hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of: Fifteen thousand one hundred thirteen dollars & 00/100 cents

Authorized Signature

$P_{\text{H}} \sim P_{\text{H}}$

Printed Name

X Ryan Payne

Acceptance of proposal – The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature

.....
Date of Acceptance:

Printed Name **Ryan Payne- Estimator/PM - rpayne@rsglazing.com - 707-327-4349**

R&S GLAZING SPECIALTIES, INC. PROPOSAL

FURNISH AND INSTALL

Fixed aluminum storefront and glazing:
Storefront framing to be Oldcastle 2" x 4-1/2" thermally broken framing for 1" center set glazing in bright silver color painted finish.
Glazing to be 1" OA IGU - 1/4" Solarban 70, 1/2" black airspace, 1/4" satin etch - all tempered.
Frame sized and configured per sheet A9.21, dated 2025-10-09.
Includes 1) G7-SF
Install includes aluminum brake shapes per details 1 & 21 on sheet A10.21 dated 10/09/2025
Scope includes installation into a plumb, level and square opening that is to be prepared by others.
Includes one interior and one exterior perimeter sealant bead.
Any other work or materials are excluded.

Materials: \$6,076.00
Storefront from quote: \$3,025.00
Glazing: approximately 60 square feet @ \$35.83: \$2,150.00
Aluminum brake metal: \$365.00
Fasteners, sealant & backer rod: \$536.00

Tax: \$471.00

Labor: \$6,594.00
52 hours @ \$126.80

Mark-Up: \$1,972.00

Total Quote: \$15,113.00

A 50% material deposit will be required prior to commencing submittals, with balance due prior to shipment.
Any other work or materials are excluded unless specifically mentioned as included.
Price is for work during normal working hours only.
Additionally please review R&S Glazing Policy/Exclusions below.

R&S GLAZING SPECIALTIES, INC. PROPOSAL

Terms and Conditions

Acceptance of this proposal by Buyer shall be acceptance of all terms and conditions recited herein which shall supersede any conflicting terms in any other contract or bid document. Any of the Buyer's terms and conditions in addition to or different from this proposal are subject to review and acceptance by Seller. Buyer's agreement herewith shall be evidenced by Buyer's signature or by permitting Seller to commence work on the project.



1. SCOPE: This proposal is based on conditions stipulated on page one and state and federal safety glazing requirements. Seller assumes no responsibility for the application and/or acquisition of building permits, approvals from any government agencies, or compliance with any local building codes not specifically detailed in plans, specifications or bid documents. All such costs shall be borne by the Buyer.

2. PAYMENTS: The Buyer shall pay the Seller monthly progress payments on or before the 15th day of each month for the value of the work completed and the value of material suitably stored on or off site during the proceeding month. Payments due the Seller shall not be contingent upon receipt of funds from the Owner. Retention shall neither exceed ten (5%) percent nor be a higher percentage than actually withheld by the owner with respect to Seller's work. Final payment shall be due 30 days after the work described on the reverse side is substantially complete. If the Seller does not receive progress payments within seven (7) days after the date such payment is due, as defined above, then the Seller, upon giving an additional twenty-four (24) hours written notice to Buyer, and without prejudice to and in addition to any of his legal remedies, may stop work until payment of full amount owed to the Seller has been received. Unpaid payments shall bear interest, at the rate of 1-1/2% per month, from the date payment is due, whether or not interest has been paid to the Buyer for the Seller's work. Final payment shall not waive Seller's claim rights identified in writing as unsatisfied at the time of payments labeled as final.

3. TIME: Seller will require to weeks after Seller has received approved shop drawings and/or is able to take rough opening measurements, to complete installation. If the progress of the Seller's work is substantially delayed without the fault or responsibility of the Seller, then the time for the Seller's work shall be extended accordingly. The Seller shall also be entitled to an equitable adjustment for demonstrated costs and damages resulting from such delays.

4. CHANGES/ADDITIONS: Seller is not responsible for errors and/or omissions in any plans and specifications provided by others. Any dispute concerning interpretation of plans and specifications, or any changes, additions, deletions or other revisions will be agreed upon between the Buyer and Seller prior to the commencement of such work and the Contract sum and time adjusted accordingly. The validity of any claim for extras or damages shall not be dependent upon acceptance of such claim by the Owner or receipt of funds there for. **No force account work will be allowed.**

5. BACKCHARGES: No back charge or claim of the Buyer for services shall be valid except by an agreement in writing by the Seller before the work is executed, except in the case of Seller's failure to meet any requirement of this proposal. In such event, the Buyer shall notify the Seller of such default, in writing, and allow the Seller reasonable time to correct any deficiency before incurring any cost chargeable to the Seller.

6. PROTECTION & CLEANING: The Seller shall not be responsible for protection and/or cleaning of its work once in place and substantially complete. Theft of or damage to material furnished or installed under this proposal after delivery or installation, even if before acceptance of the work, is the responsibility of the Buyer.

7. ROOF DAMAGE: The Seller shall not be responsible for damage to roofing materials during installation of skylights or solariums. It shall be the responsibility of the Buyer to protect the roof to facilitate installation of Seller's materials.

8. DRAWINGS & SPECIFICATIONS: If drawings & specifications are to be included as part of this proposal or any subcontract agreement, the Seller shall be supplied one complete set at no cost to the Seller.

9. LIQUIDATED DAMAGES: The Buyer shall make no demand for liquidated damages in any sum in excess of such amount as may be specifically stated in this Proposal, and liquidated damages shall be assessed against the Seller only for his negligent acts and his failure to act in accordance with the terms of this agreement, and in no case for delays or causes arising outside the scope of this Proposal or for which other persons are responsible. No liquidated damages may be assessed against Seller for more than the amount paid buy Buyer for unexcused delay to the extent caused by Seller. Seller assumes no liability for delays due to or caused by others, acts of God, labor strikes, submittal approvals, material availability, and other circumstances beyond his control.

10. LABOR RELATIONS: Seller is signatory to an agreement with the Glaziers & Glass Workers Union and shall not be required to violate any provision of said agreement.

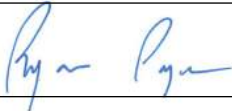
11. INDEMNITY: All issues of indemnity shall be determined in accordance with the laws of the State of California. This agreement expressly precludes indemnification of the Buyer, owner, architect, their agents or servants, or other third parties for their own passive or active negligence. Seller's liability is limited to the direct cost resulting from personal injury and property damage to the extent caused by Seller, its employees or agents during performance of its work.

12. ARBITRATION: All disputes between Buyer and Seller shall be resolved by binding arbitration conducted by the American Arbitration Association in San Francisco, California. The prevailing party in any such proceedings shall recover all costs of proceedings, including reasonable attorney's fees.

13. WARRANTY: Seller shall furnish Buyer with a written warranty certifying that all work performed under this agreement was furnished and/or installed in complete accordance with this agreement. Seller's warranty shall certify that the installation will be free of defects in design, material and construction, including leakage, for a period of One Year from the date of installation. Glass is warranted against defective materials, delamination, seal failure and defects in manufacture per the glass manufacturer's standard warranty only. Glass breakage of any kind, including thermal stress breakage, is specifically excluded from all product warranties. Seller's warranty shall not exceed the purchase price of the original product to be found defective. In no event shall the Seller be responsible for consequential damages of any kind or for the cost of removal and/or replacement of adjacent material associated with the repair or replacement of any defective material covered by this warranty. The warranty stated is in place of all other warranties, express or implied. Seller expressly disclaims any other warranties, including warranties of merchantability and fitness for a particular purpose. Although Seller may have suggested the product or developed the product at the Buyer's request, it is the Buyer's responsibility to test and determine the suitability of the product for the Buyer's intended use and purpose and the Buyer assumes all risk and liability whatsoever regarding such suitability. Any material or labor not paid for in full is excluded from all warranties.

14. VARIATIONS, STANDARD AND TOLERANCES: Except in the particulars specified by Buyer and expressly agreed to in writing by the Seller, all goods shall be produced in accordance with the Seller's standard practices. All goods, including goods produced to meet exact specifications, shall be subject to tolerances and variations consistent with usage of the trade and regular factory practices concerning dimensions, weight, straightness, section, composition, mechanical properties, clarity, imperfections and quality.

15. FACILITIES: The buyer shall furnish all temporary site facilities including suitable storage space, temporary electrical, water and restroom facilities at not cost to Seller.

Signed by: 		Date: 1/20/2026
Representing - R & S Glazing Specialties Inc.		Ryan Payne – Estimator/PM rpayne@rsglazing.com
Signed by:		Date:
Printed Name:		

R&S GLAZING SPECIALTIES, INC. PROPOSAL



The Following are Exclusions and Additions to
R & S Glazing Specialties Inc. Bid Proposal:

- 1) R & S Glazing Specialties Inc. does not accept charges or back charges *of* any kind unless agreed to in writing prior to work beginning.
- 2) R & S Glazing Specialties Inc. is not expected to do any "extra" or "change order" type *of* work without written authorization prior to work beginning.
- 3) Protection and "final cleaning" *of* materials is not by R & S Glazing Specialties Inc.
- 4) Replacement *of* any broken or damaged material is not by R & S Glazing Specialties Inc. unless damage was caused by glazing contractor's personnel.
- 5) R & S Glazing Specialties Inc. will not be required to install any materials under unfavorable or unsafe weather conditions.
- 6) R & S Glazing Specialties Inc. invoice will be paid in full (less any retention as agreed per contract terms) within 30 days. If COD Terms are noted on proposal, then a Check, Cash, or Credit Card will be required upon completion of work or delivery that day.
- 7) Materials will be furnished in accordance with published tolerances for color variation, thickness, sizes, finish texture and performance standards.
- 8) R & S Glazing Specialties Inc. is not responsible for: marking, taping *or* masking *of* glass *or* metal after installation.
- 9) To insure proper installation, all framing (masonry or otherwise) pertinent to R&S Glazing Specialties Inc., work must be erect plumb, square and straight.
- 10) R & S Glazing Specialties Inc. will not be required to begin work until sufficient areas are available to insure an efficient, continual work schedule. Likewise, the project will not be worked in an "out of sequence" manner by R & S Glazing Specialties Inc. unless done so *of* its own free will.
- 11) The architect and general contractor will review and approve shop drawings and submittals in a timely manner.
- 12) R & S Glazing Specialties Inc. will be fully compensated for any cutting, fitting or patching *of* work if required due to errors by others.
- 13) R & S Glazing Specialties Inc. does not participate in any liquidated damages or penalty agreements.
- 14) R & S Glazing Specialties Inc. will not accept any charges for his use of telephone, electric, watchman, sanitary, temporary structures, office expenses, permits, fees or prorated charges of any description.
- 15) If the cost for materials and/or labor is increased due to any delay caused by the contractor, owner or architect, the amount of such increases shall be added to the sum due for the work.
- 16) R & S Glazing Specialties Inc. retains its right to file a lien or claim *op.* its behalf.
- 17) Under this contract the R & S Glazing Specialties Inc. will not indemnify contractor, owner or architect with respect to any occurrence or accident caused by the sole negligence or willful misconduct *of* Contractor, Owner or Architect.
- 18) Any fees (attorney or otherwise) or interest accrued due to the lack *of* timely payments for any or all *of* the work completed are payable by the client.

Signed by: 		Date: 1/20/2026
Representing - R & S Glazing Specialties Inc.	Ryan Payne – Estimator /PM – rpayne@rsglazing.com	
Signed by:		Date:

Printed Name:

NOTICE

STATE LAW REQUIRES ANYONE WHO CONTRACTS TO DO CONSTRUCTION WORK TO BE LICENSED BY THE CONTRACTORS' STATE LICENSE BOARD IN THE LICENSE CATEGORY IN WHICH THE CONTRACTOR IS GOING TO BE WORKING IF THE TOTAL PRICE OF THE JOB IS \$300.00 OR MORE (INCLUDING LABOR AND MATERIALS). LICENSED CONTRACTORS ARE REGULATED BY LAWS DESIGNED TO PROTECT THE PUBLIC. IF YOU CONTRACT WITH SOMEONE WHO DOES NOT HAVE A LICENSE, THE CONTRACTORS' STATE LICENSE BOARD MAY BE UNABLE TO ASSIST YOU WITH A COMPLAINT. YOUR ONLY REMEDY AGAINST ANY UNLICENSED CONTRACTOR MAY BE IN CIVIL COURT, AND YOU MAY BE LIABLE FOR DAMAGES ARISING OUT OF ANY INJURIES TO THE CONTRACTOR OR HIS OR HER EMPLOYEES. YOU MAY CONTACT THE CONTRACTORS' STATE LICENSE BOARD TO FIND OUT IF THIS CONTRACTOR HAS A VALID LICEINSE. THE BOARD HAS COMPLETE INFORMATION ON THE HISTORY OF LICENSED CONTRACTORS INCLUDING ANY POSSIBLE SUSPENSIONS, REVOCATIONS, JUDGMENTS, AND CITATIONS THE BOARD HAS OFFICES THROUGHOUT CALIFORNIA. PLEASE CHECK THE GOVERNMENT PAGES OF THE WHITE PAGES FOR THE OFFICE NEAREST TO YOU OR CALL 1-800-321-CSLB FOR INFORMATION.

VistaVision Version 10 Estimate Report
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R&S Glazing Specialties, Inc.
5353 Napa-Vallejo Hwy.

American Canyon, CA 94503
707-257-7111
FAX 707-647-7111

Quotation Number : 029
Job Name : Bowling Green Window Add

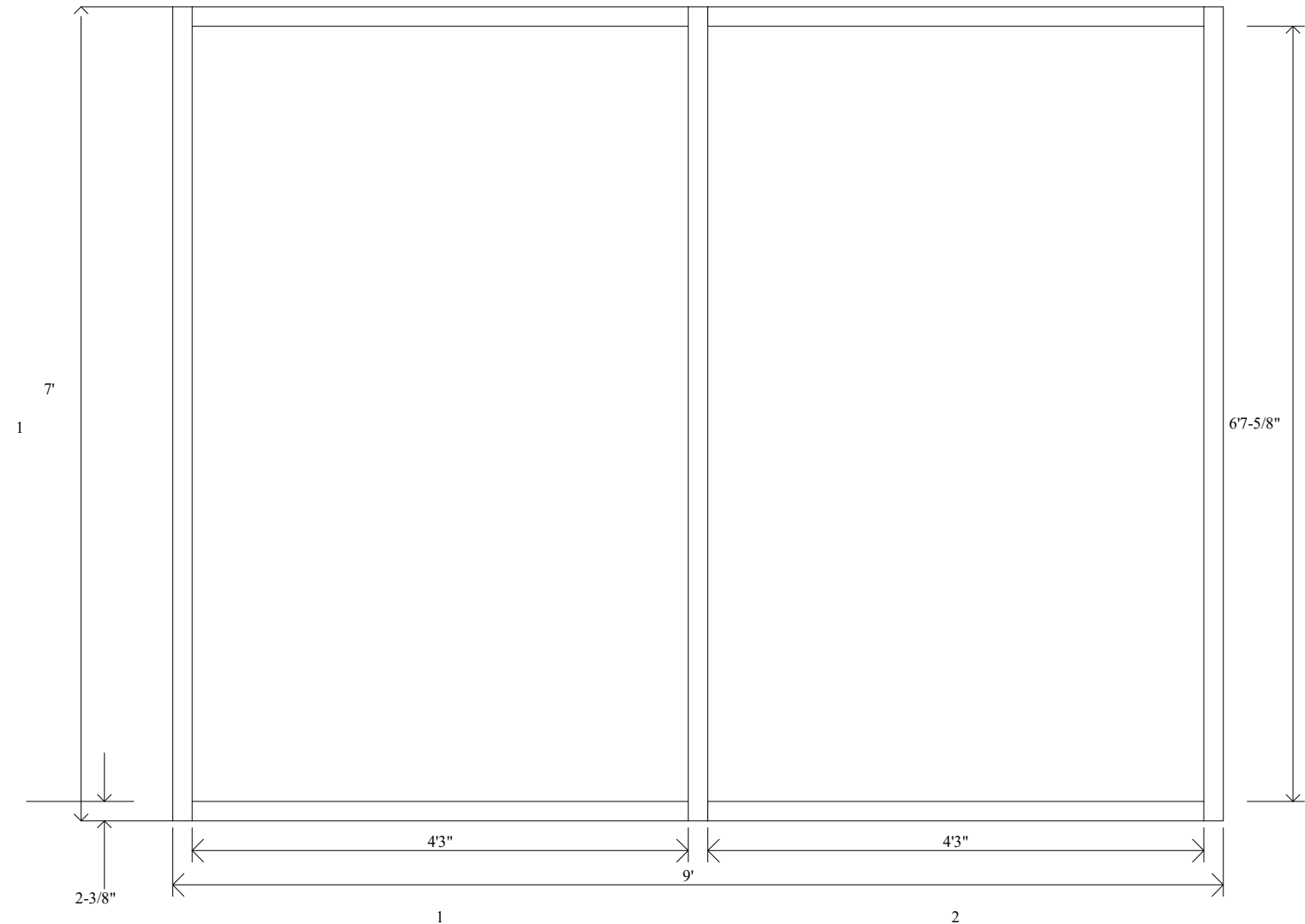
Customer Information :

,
Contact : Ryan Payne
Phone
Fax

Unique Elevations : 1

Date of Report : 11-24-2025

Elevation Description : G7-SF
 Copies of Elevation : 1
 Manufacturer : Oldcastle BuildingEnvelope®
 System Type : MULTIPLANE OUTSIDE GLZ Fluoropolym
 Assembly Parameters : Vert Penetrate Top/Bottom



Col	Row	Width	Height	Contents
1	1	4'3"	6'7-5/8"	Glazing : Tempered Clear 1"
2	1	4'3"	6'7-5/8"	Glazing : Tempered Clear 1"

METAL SUMMARY

>>> MANUFACTURER : Oldcastle BuildingEnvelope®

>>> METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym >>> MULTIPLIER: 0.878

Quan	Part Number	Group	Description	Units	Unit Price	Pricing Method	Extended Price
1	FG3280F	Fluoropolym	FG-3280 OB JAMB/SILL	24'3"	\$232.67	Stock Length	\$232.67
1	FG3283F	Fluoropolym	FG-3283 OB MULLION	24'3"	\$241.45	Stock Length	\$241.45
1	FG3284F	Fluoropolym	FG-3284 OB FILLER	24'3"	\$58.83	Stock Length	\$58.83
1	FG3296F	Fluoropolym	FG-3296 O/S GLZ HEAD	24'3"	\$205.45	Stock Length	\$205.45
1	FG3295F	Fluoropolym	FG-3295 FACE STOP O/S HD & HZ	24'3"	\$38.63	Stock Length	\$38.63
1	FG2122F	Fluoropolym	FG2122 OB FLAT FILLER	24'2"	\$68.48	Stock Length	\$68.48
1	FG3223F	Fluoropolym	FG-3223 SUB-SILL	24'3"	\$158.04	Stock Length	\$158.04

HARDWARE/VINYL SUMMARY

>>> MANUFACTURER : Oldcastle BuildingEnvelope®

>>> METAL SYSTEM : ACCESSORIES

Quan	Part Number	Description	Package Size	Unit Price	Extended Price
1	841	FG-3278 STG BLK	100	\$103.60	\$103.60
1	829	FG-3000-FP-27 SILL ANCHOR 20/B	20	\$34.24	\$34.24
1	10219	FS-6 SCREW 200/BOX	200	\$10.54	\$10.54
1	10223	FS-8 SCREW 100/BOX	100	\$15.80	\$15.80
1	35856	FG-3000-FP-78	20	\$22.83	\$22.83
1	12891	FS-320 100/BOX	100	\$43.90	\$43.90
1	14083	FG1133 GASKET 500'RL	500'	\$160.67	\$160.67
1	4666	SM5601 JOINT TAPE 1/8" X 1/2"	30'	\$10.54	\$10.54
1	7981	FG-2188 VINYL FLR CLK STP (10 PCS)	120'10"	\$112.38	\$112.38

>>> MANUFACTURER : Oldcastle BuildingEnvelope®

>>> METAL SYSTEM : FREIGHT

Quan	Part Number	Description	Package Size	Unit Price	Extended Price
1	4903	Freight Add	1	\$0.00	\$0.00

Quan	Part Number	Description	Unit Price	Extended Price
------	-------------	-------------	------------	----------------

===== GLAZING REQUIREMENTS =====

GLAZING TYPE : Tempered Clear 1"					(Total 59.22 SQFT)
Quan	Square Foot	Cut Width	Cut Height	Unit Price	Extended Price
2	29.61 SQFT	51-7/8"	80-1/2"	\$0.00	\$0.00

QUOTE NUMBER : 029
MANUFACTURER :

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG3280F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

2 @83-5/8"

2 @51"

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG3283F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

1 @83-5/8"

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG3284F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

1 @83-5/8"

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG3296F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

2 @51"

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG3295F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

2 @51"

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG2122F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

1 @108"

2 @83-5/8"

METAL SYSTEM : MULTIPLANE OUTSIDE GLZ Fluoropolym
PART : FG3223F Fluoropolym

NO OF DUPLICATES

1 Stock Length

CUTTING FOR EACH S/L

1 @108"

===== ESTIMATE TOTALS REPORT =====

R&S Glazing Specialties, Inc.
5353 Napa-Vallejo Hwy.

MATERIALS TOTALS

Metal Cost	\$1,003.55
Hardware/Vinyl Cost	\$514.50
Door/Object Cost	\$0.00

Parts Total	\$1,518.05
Glazing Cost	\$0.00
Caulking Cost	\$0.00
Special Paint Adder - Fluoropolym.....	\$1,200.00

Glazing/Finish Total	\$1,200.00

ESTIMATE TOTALS

Parts Total	\$1,518.05
Glazing/Caulking Total	\$1,200.00
Markup Material	\$0.00

Tax	\$0.00

Estimate Total	\$2,718.05
Enhanced Labor	\$0.00
Markup Labor	\$0.00
Estimate Total	\$2,718.05
Shipping	\$303.61

GRAND TOTAL	\$3,021.66

ESTIMATE CALCULATION VARIABLES

Tax Percentage	: 0.00 %
Material Markup Percentage	: 0.00 %
Labor Markup Percentage	: 0.00 %
Shipping Multiplier	: 20.00
Caulking Multiplier	: 0.00

OPTIMIZATION TOTALS

Metal Optimization Scrap Percentage	=> 50 %
Total Number of Doors from all elevations	=> 0
Total Number of Frames from all elevations	=> 0
Total Number of Joints from all elevations	=> 8
Total Number of Lites from all elevations	=> 2
Total Weight of all items in elevations	=> 126.8576 lbs.
Total Perimeter Footage from all elevations	=> 31'11-1/4"
Total Square Footage from all elevations	=> 62'8-5/8" square feet
Total Shop Hours	=> 0.00 hours
Total Field Hours	=> 0.00 hours
Total Glazing Hours	=> 0.00 hours
Cost/SQ FT	=> 48.18 \$/SQFT



3950 Brickway Blvd, Santa Rosa CA 95403
 Telephone (707) 579-9534
 (800) 400-4786
 Facsimile (707) 579-9939

QUOTE

QUOTE NUMBER
238857

SOLD TO

R&S Glazing Specialties
 5353 Napa Vallejo Hwy
 Napa, CA 94503
 USA

SHIP TO

NOTES:

DATE	ACCOUNT NUMBER	P.O. NUMBER	SALESMAN	ORDERED BY	PAGE NUMBER	TIME
11-25-25	435	BGES	Teresa K		1	02:17:49 PM
C.O.D.	CHARGE	WILL CALL	DEL/PICK UP DATE	BUSINESS PHONE	FAX PHONE	
	X		11/25/2025	707-257-7111	1-707-647-7111	

ORDER	QTY	SIZE - DESCRIPTION	O/A	SQFT	SQFT PRICE	UNIT PRICE	TOTAL
	2	54" X 80" 1/4 PPG SolarBan70 VT Temp/ 1/4 SATIN ETCH TEMP IG 1/4 PPG SolarBan 70 VT Tempered 1/2 Black Spacer 1/4 Satin Etch Tempered	1"	30.00	32.49	974.70	1,949.40
	1	10.0% Surcharge	0"	0.00	10.00	194.94	194.94

SPECIAL INSTRUCTIONS	TOT SQ FT	SUB TOTAL	
	60.00	SALES TAX	0.00
		TOTAL	2,144.34
		BALANCE DUE	2,144.34

CONDITIONS OF CREDIT: TERMS - A finance charge is computed on a periodic rate of 1 1/2% per month which is an annual percentage rate of 18% on any previous balance not paid within 30 days. If legal action is required to collect this account, court cost, attorney fees, and other reasonable costs of collection may be added to the amount due on your account.
 This quote is valid for 30 days



CHANGE ORDER REQUEST # : 15

Intech Mechanical
Company, LLC
7501 Galilee Road,
Roseville, CA 95678

DATE : 1/27/2026

Bowling Green ES
Campus
Renovation

JOB NAME :

JOB # : 25.27

CODE #

TO : Roebbelen Contracting

1241 Hawks Flight Court

El Dorado Hills, CA 95762

ATTN : Carlos Paredes

To Whom it May Concern : We hereby submit an itemized quotation, on this form, for a change in contract price incurred by the modification to plans and/ or specifications listed below. One signed copy must be returned to this office no later than so as not to cause additional expense and/ or delay.

LABOR AND MATERIAL TO: Flashing for Bldg. G

MATERIAL

QUAN.	UNIT	DESCRIPTION	LOT			TOTAL PRICE
1	Lot	Material				\$185.00

EQUIPMENT

QUAN.	UNIT	DESCRIPTION	LIST		UNIT PRICE	TOTAL PRICE
	EA.	TRUCK FEE	\$55.00		\$55.00	
	EA.	SHOP EQUIPMENT				

SUBCONTRACTOR

QUAN.	UNIT	DESCRIPTION	LIST		UNIT PRICE	TOTAL PRICE

MISC. LABOR

QUAN.	UNIT	DESCRIPTION			ADJ. RATE	TOTAL PRICE
	HR(S)	SM SHOP FABRICATION	\$141.87		\$141.87	
	HR(S)	DELIVERY	\$85.00		\$85.00	

FIELD LABOR

QUAN.	UNIT	DESCRIPTION	BASE RATE		ADJ. RATE	TOTAL PRICE
4.00	HR(S)	SM Gen FORMAN ST	\$126.47		\$126.47	\$505.88
8.00	HR(S)	SM FOREMANS ST. TIME	\$121.11		\$121.11	\$968.88
	HR(S)	SM JOURNEYMAN ST. TIME	\$114.41		\$114.41	
	HR(S)	SM APPRENTICE ST. TIME	\$104.35		\$104.35	
	HR(S)	COORDINATION & SUPERVISION	\$126.47		\$126.47	
	HR(S)					

TIME EXTENSION REQUIRED :

- ☐ WORK WILL PROCEED PER CONTRACT DOCUMENTS UNTIL DIRECTED OTHERWISE IN WRITING.
- ☐ WORK HAS COMMENCED PER _____ DIRECTION.
- ☐ WORK IN THIS AREA HAS CEASED PER _____ DIRECTION, AND MAY BE CAUSE FOR ADDITIONAL TIME DELAYS AND/ OR COMPENSATION

MATERIAL SUB TOTAL \$185.00

EQUIPMENT SUB TOTAL

TAX \$16.19

TOTAL MATERIAL & EQUIP. COST \$201.19

15% O.H. & FEE MATERIAL \$30.18

TOTAL MATERIAL & EQUIP. COST \$231.37

MISC LABOR

FIELD LABOR \$1,474.76

15% O.H. & FEE LABOR \$221.21

TOTAL LABOR \$1,695.97

SUBCONTRACTOR

5% SUB FEE

SUBTOTAL \$1,927

BOND FEE NA

TOTAL \$1,927

X

DATE

Please forward this signed and dated form to Intech's office. Work described above will proceed upon date of receipt.

EST. BY : _____

PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 074

ARCHITECT: HMC Architects

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

Entity proposes to change the Contract as follows:

All labor, material, and equipment cost to demo existing asphalt and base down to subgrade, lime treat subgrade, place AB and AC paving (Paving Type #3 per paving plan) at parking lot #1 per OC Jones COR #047 dated 1/29/26 and per SCUSD request.

All labor, material, and equipment cost to power-wash sidewalks and general clean up after AC replacement work in parking lot #1 per RCON COR dated 2/2/26 and per SCUSD request.

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$195,285.25
2. The proposed schedule change is 0 days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 2/2/26

Roebbelen Contracting Inc.

ENTITY (Typed Name)

Killian O'Brien

(Signature)

Killian O'Brien

(Print Name)

APPROVED

Date: _____

ARCHITECT (Typed Name)

(Signature)

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # _____

DSA Application # _____

DSA date approved ____/____/____



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #074: Parking Lot #1 AC Replacement

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	074 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Killian O'Brien (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/2/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: Parking Lot #1 AC Replacement

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #214 - Parking Lot #1 AC Replacement

All labor, material, and equipment cost to demo existing asphalt and base down to subgrade, lime treat subgrade, place AB and AC paving (Paving Type #3 per paving plan) at parking lot #1 per OC Jones COR #047 dated 1/29/26 and per SCUSD request.

All labor, material, and equipment cost to power-wash sidewalks and general clean up after AC replacement work in parking lot #1 per RCON COR dated 2/2/26 and per SCUSD request.

ATTACHMENTS:

[Parking Lot #1 AC replacement markup.pdf](#) [_BGES - Parking Lot #1 AC Replacement.pdf](#) [_PCO 47- Parking Lot #1 Demo Excavate To Subgrade Lime Cement Treatment HMA Paving.pdf](#)

#	Budget Code	Description	Amount
1	02-311.S Earthwork.Subcontractor	Parking Lot #1 AC Replacement	\$182,531.00
2	01-742.L Continuous Cleanup.Labor	Power-Wash Sidewalks and General Cleanup	\$1,030.40
3	90-001.Z Fee.Fee	Fee at 3.33%	\$6,078.28
4	01-090.IC Bond.Indirect Costs	Bond at 0.86%	\$1,630.90
5	01-094.IC Liability Insurance.Indirect Costs	Insurance at 2.117%	\$4,014.67
6	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$(195,285.25)
Grand Total:			\$0.00

Sacramento City Unified School District
5735 47th Avenue
Sacramento California 95824

Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills California 95762

SIGNATURE **DATE**

SIGNATURE **DATE**

SIGNATURE **DATE**

Bowling Green Elementary School Renewal

Roebbelen Contracting

Markup Bond Insurance
3.33% 0.86% 2.117%

	Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
RCON Self Perform w/ Markup							\$ 1,030.40
Subcontractors							\$ 182,531.00
							\$ -
							\$ -
							\$ -
							\$ 183,561.40
Sub-Total							\$ 183,561.40
Subcontractor Markup at 3.33%							\$ 6,078.28
Marked up Total							\$ 189,639.68
Bond at 0.86%							\$ 1,630.90
Insurance at 2.117%							\$ 4,014.67
Contingency							\$ 195,285.26



Bowling Green Elementary School Renewal
Roebbelen Contracting

2/2/2026

Labor Rate \$112							
Parking Lot #1 AC Replacement	Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
Power Washing and Clean up	8	\$ 896.00	\$ -		\$ -	\$ 134.40	\$ 1,030.40
						\$ -	\$ -
Subtotal	8	\$ 896.00	\$ -	\$ -	\$ -	\$ 134.40	\$ 1,030.40
							\$ -
Total							\$ 1,030.40



O.C. Jones & Sons, Inc.
General Engineering Contractor

TRANSMITTAL

Date: 1/29/26

To: Roebbelen
4211 Turnbridge Dr,
Sacramento, CA 95823

Re: PCO 47 – Demo, Excavate To Subgrade
Lime/Cement Treatment, Aggregate Base & HMA Paving
Lot #1

Attn: Carlos Paredes

Fax:

Project: Bowling Green Elem School
OC Jones #225514

From: Brandon Mink

We are transmitting herewith the following:

<u>Item</u>	<u>Description</u>	<u>UNIT</u>	<u>Amount</u>
1	Demo & Excavate To Subgrade	LS	\$39,988.65
2	Lime/Cement Treatment & Aggregate Base	LS	\$88,904.90
3	HMA Paving	LS	\$53,637.57
TOTAL			\$ 182,531

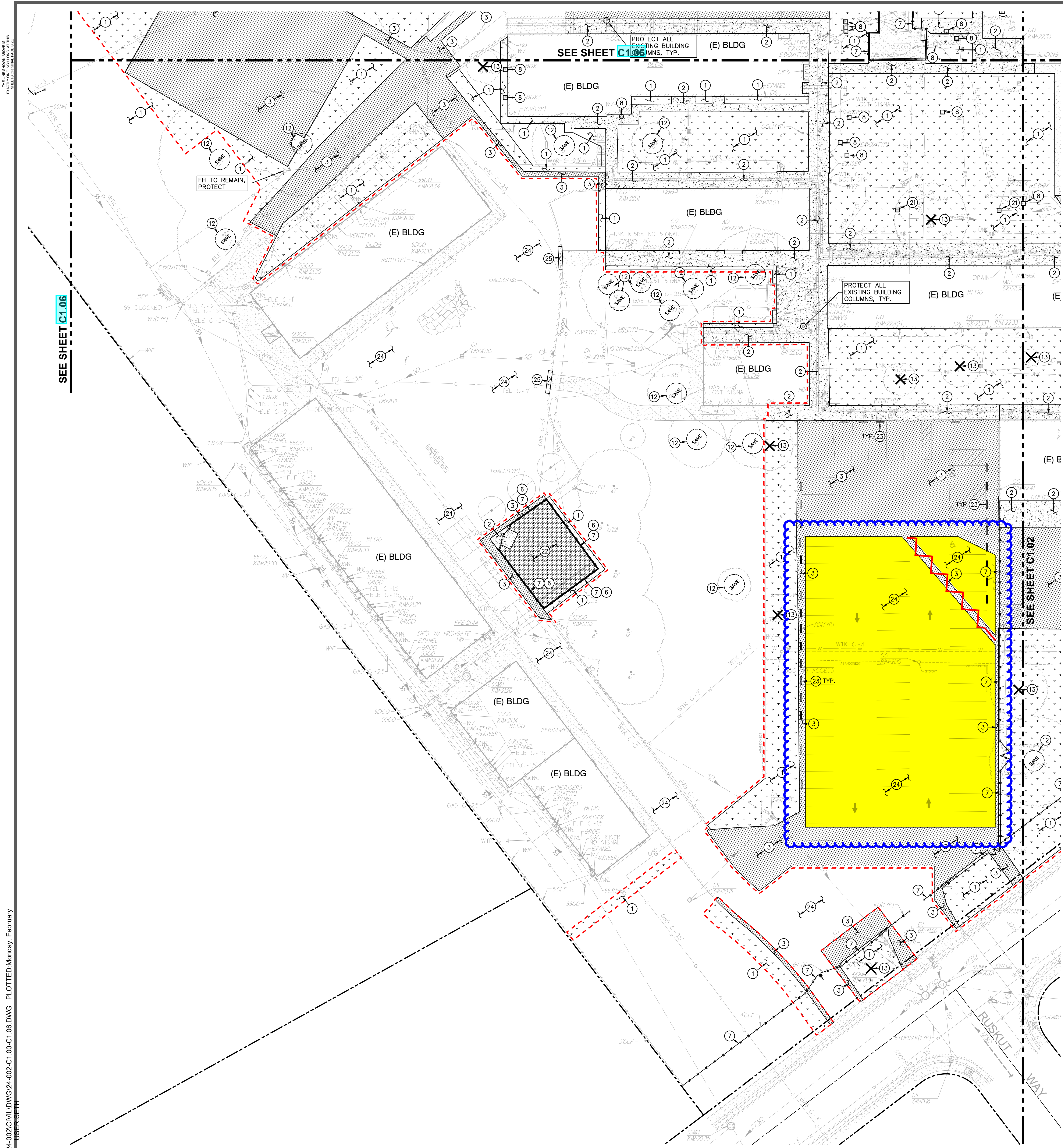
Remarks:

Please find attached pricing for parking lot #1 demo, excavate to subgrade, lime/cement treatment & HMA Paving per paving structural section #3 (3.0" AC/5.0" CL2 Aggregate Base on 12" Lime Treated Subgrade).

Aggregate & Asphalt Prices Valid until 4/1/26, after that date aggregate & asphalt add \$1/ton

Contact me at (510) 684-0157 if you have any questions.

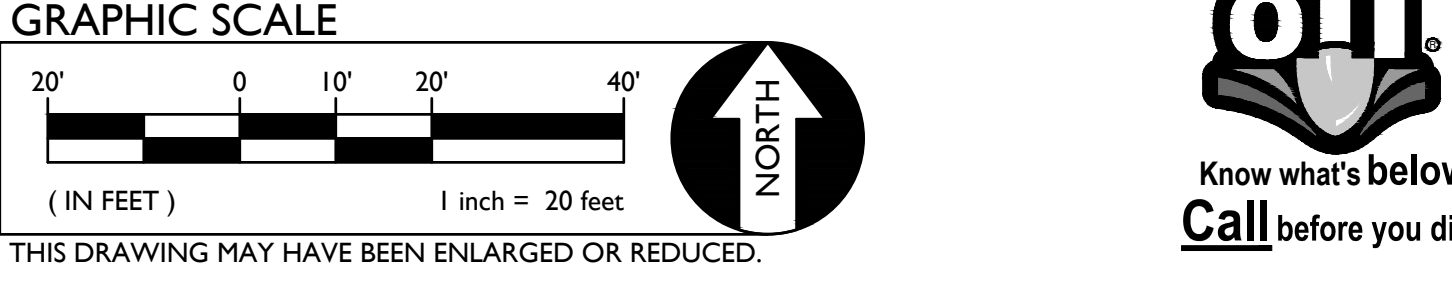
FILE: I:\24-002\CIVIL\DWG\24-002-C1.00-C1.06.DWG PLOTTED: Monday, February 26, 2024 10:05 AM USER: SETH



- SEE DEMOLITION GENERAL NOTES ON SHEET **C1.00**
- DEMOLITION NOTES**
- LEGEND AND/OR
- REMOVE ALL PLANTS, SHRUBS, EXISTING VEGETATION, AND IRRIGATION SYSTEMS. AS NEEDED TO COMPLETE NEW WORK. LANDSCAPE MAY REMAIN IN AREAS TO BE LEFT UNDISTURBED PER THE PAVING AND GRADING PLANS, HOWEVER, IF GRADED, LANDSCAPING TO BE REMOVED PRIOR. REFER TO EARTHWORK SPECIFICATIONS FOR ADDITIONAL SITE CLEARING REQUIREMENTS. SEE GENERAL IRRIGATION NOTE, THIS SHEET.
 - REMOVE EXISTING CONCRETE PAVING AND BASE AGGREGATES (IF EXIST), WHERE SAWCUTS ARE NECESSARY, THEY SHALL BE A NEAT STRAIGHT LINE. CUT SHALL BE MADE AT NEAREST EXISTING JOINT TO LOCATION SHOWN.
 - SAWCUT AND REMOVE EXISTING ASPHALT PAVING AND BASE AGGREGATE TO PROVIDE FOR NEW CONSTRUCTION. SAWCUTS SHALL BE NEAT AND STRAIGHT. MAINTAIN CLEAN STRAIGHT CUT EDGE UNTIL NEW PAVING PLACED, OR NEW CUTS WILL BE REQUIRED.
 - REMOVE EXISTING SHED/CONTAINER.
 - REMOVE EXISTING FLAGPOLE TO INCLUDE EXISTING FOOTING. BACKFILL WITH CLASS II AB IN 6" LIFTS, EACH COMPACTED TO 95%.
 - REMOVE EXISTING CONCRETE CURB/CURB GUTTER.
 - REMOVE EXISTING FENCING AND OR GATES AS SHOWN. REMOVAL TO INCLUDE ALL POSTS AND CONCRETE BASES. BACKFILL WITH CLASS II AB IN 6" LIFTS, EACH COMPACTED TO 95%. FENCE TYPES MAY VARY.
 - CAREFULLY REMOVE EXISTING UTILITY. PROVIDE NEW TRAFFIC RATED UTILITY BOX SIZED TO MATCH EXISTING OR TO FIT UTILITY, JENSEN "HT" SERIES OR APPROVED EQUAL.
 - EXISTING UTILITY BOX, MANHOLE OR VAULT TO REMAIN. PROTECT FROM DAMAGE. SEE UTILITY DEMOLITION PLAN FOR ADDITIONAL INFO.
 - CAREFULLY REMOVE EXISTING CONCRETE RAMP SYSTEM WITH ALL CURBS FLATWORK, SHORT WALLS AND RAILINGS. PROTECT EXISTING BUILDING.
 - EXISTING PUBLIC HYDRANT TO BE REMOVED VIA. ENCROACHMENT PERMIT. SEE ENCROACHMENT PERMIT DRAWINGS AT END OF CIVIL PLANS.
 - EXISTING TREE TO REMAIN AND BE PROTECTED FROM DAMAGE. PROVIDE PROTECTIVE FENCING IF NEEDED. WHEN IMMEDIATELY ADJACENT TO EQUIPMENT TRAFFIC, STRAP 2x4'S VERTICALLY AT 8" O.C. AROUND TRUNK, FROM 12" ABOVE GRADE TO 6' FEET ABOVE GRADE TO PROTECT TREE BARK FROM EQUIPMENT DAMAGE.
 - REMOVE EXISTING TREE AND ROOTS. IF SMALL ROOTS OR ROOT FRAGMENTS REMAIN (>1/2" IN DIA.), CONTRACTOR TO REMOVE BY HAND IF NECESSARY. BACKFILL VOID PER GRADING SPECIFICATIONS. IT IS HIGHLY RECOMMENDED WET AND DRY UTILITIES BE READY TO SHUTOFF SHOULD A ROOT DAMAGE A LINE DURING TREE REMOVAL.
 - NOT USED
 - REMOVE EXISTING PIPE BOLLARD AND FOOTING, OR POST HOLE FOOTING TO INCLUDE CONCRETE BASE.
 - REMOVE EXISTING BENCH.
 - REMOVE EXISTING SIGN, TO INCLUDE POST AND CONCRETE BASE.
 - CAREFULLY REMOVE EXISTING BASKETBALL GOALPOST OR OTHER GAME POST TO INCLUDE POST AND CONCRETE BASE SO AS NOT TO DAMAGE. RETURN HOOP AND BACKBOARD TO DISTRICT.
 - REMOVE EXISTING TETHERBALL POST AND FOOTING.
 - REMOVE EXISTING DRAIN INLET, MANHOLE OR OTHER CONCRETE STRUCTURE. SEE UTILITY DEMOLITION PLAN FOR ADDITIONAL INFO.
 - REMOVE EXISTING PLAY SURFACING AND ANY PLAY STRUCTURES DOWN TO NATIVE SOIL. REMOVE ANY CONCRETE FOOTINGS COMPLETE.
 - REMOVE EXISTING PARKING BLOCK. DISPOSE OF.
 - PAINT EXISTING STRIPING BLACK WITH MIN. 2 COATS COMMERCIAL GRADE BLACK TRAFFIC PAINT.
 - SLURRY DEPRESSED PATCHED ASPHALT AREA WITH 1/4" MAX AGGREGATE AC "TOPEKA" MIX, OR AT CONTRACTORS OPTION, GRIND 1.5" DEEPAND OVERLAY WITH ASPHALT PAVING PER SPECIFICATION.

EROSION NOTE:
REFER TO C7.01-C7.02 FOR APPLICABLE EROSION PROTECTIVE MEASURES DURING DEMOLITION. PROVIDE APPROVED BMPs AT ALL LOCATIONS NECESSARY TO PREVENT SEDIMENT LADEN WATER FROM LEAVING THE SITE. REFER TO SWPPP FOR ADDITIONAL INFO.

CAL-GREEN
REFER TO C1.00 FOR APPLICABLE CAL-GREEN DEMOLITION REQUIREMENTS



AGENCY APPROVAL:

IDENTIFICATION STAMP
DIV. OF THE STATE ARCHITECT
APP: 02-122796 INC:
REVIEWED FOR:
SS ☐ FLS ☐ ACS ☐
DATE: 02/25/2025

Sacramento City Unified School District

HMC Architects
3186-072-000

2101 CAPITOL AVENUE, SUITE 100
SACRAMENTO, CA 95816
916 368 7990 / www.hmcarchitects.com

ISSUE

DESCRIPTION	DATE

NOTES

Consultant:

WCE
WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, SUITE 110
EL DORADO HILLS, CA 95672

ANTHONY J. TASSANO
REGISTERED PROFESSIONAL ENGINEER
NO. C74696
OF CALIF. ORIGIN
2/17/2025

JOB No. 24-002

KEY PLAN:

C1.06
C1.05 **C1.04** **C1.03**
C1.02 **C1.01**

FACILITY:
BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:
BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:
SURFACE DEMOLITION PLAN

CONSTRUCTION DOCUMENTS

DATE: 02/25/2024

CLIENT PROJ NO:

SHEET:

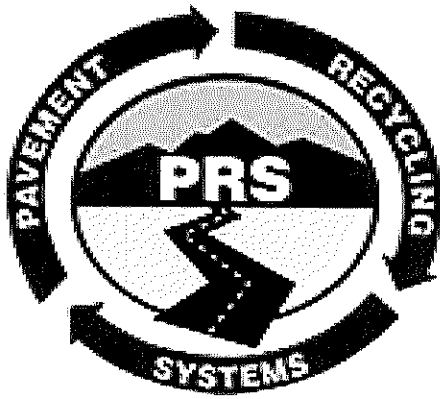
C1.02

PLEASE RECYCLE

Roebbelen Chargings, Inc. Contractor Job: 225514 - Bowling Green Elementary School Work Performed By: O.C. Jones & Sons, Inc. Description of Work: Demo Existing AC At Parking Lot #1 & Excavate to Lime Subgrade. Pothole New/Existing Utilities										Contract: 1925126023 Report No.			Change Order 999 Billing Number 176.1 Report Date 1/27/2026 Perform Date 1/15/2026											
Labor Charges																								
Craft/Level	Employee Name			RT Hrs	OT/DT Hrs	Subs Units	RT Rate	OT/DT Rate	Subs Rate	Extended														
L01 OE JF9	H Robert			16.00	2.00		121.320	159.870		2,260.860														
L02 OE J4	RE Thornton			16.00	2.00		110.430	143.530		2,053.940														
L03 OEAP APPR	RR Johns			16.00	2.00		76.570	93.450		1,412.020														
L04 LBR L3	JM Zarate			16.00	4.00		79.120	98.830		1,661.240														
L05 LBR L3	GA Chitala			16.00	2.00		79.120	98.830		1,463.580														
L06 OE JSG	JE Gomez			8.00	2.00		117.220	153.730		1,245.220														
Equipment Charges																								
Equipment ID	Class	Make	Model	A1	A2	RT Hrs	OT Hrs	RT Rate	OT Rate	Delay Factor	Extended													
E01 4208	HCECL	CAT	325FT			16.00	2.00	152.310	129.464		2,695.888													
E02 4806	HAMMR	NPK	GH10			8.00	2.00	25.190	20.404		242.328													
E03 5022	LDRRT	DEER	210LJB			16.00	2.00	68.510	61.659		1,219.478													
E04 7117	ROVIB	CAT	7020			8.00	2.00	130.890	112.565		1,272.250													
E05 9704	TRUON	TRUN	2AXL			8.00	2.00	71.200	59.808		689.216													
E06 4123	LDRRT	DEER	2508K		C2	8.00	2.00	98.440	88.596		964.712													
Material/Specialist Work/Lump Sum or Unit Price Payment																								
Number	Date	Vendor Name and Description					Units	Unit Price	Extended															
M01 176.1	1/15/2026	O.C. Jones & Sons, Inc. / Equipment Moves					4.000 EA	750.00000	3,000.00															
M02 176.1	1/15/2026	Tri Counties Trucking / Offhaul Broken AC					32.000 HR	173.25000	5,544.00															
M03 176.1	1/15/2026	Szeremi Sweeping Service / Sweeping					16.000 HR	219.00000	3,504.00															
M04 176.1	1/15/2026	Tri Counties Trucking / Offhaul Dirt					32.000 HR	173.25000	5,544.00															
<div> <div> <div> ☐ New Bill ☐ Approved for Payment </div> <div> ☐ Resubmittal ☐ Returned for Correction </div> </div> <div> For Owner/Resident Engineer's Use Only Date of Action: Date Received: </div> </div>													Accepted: Customer: _____ Date: _____ Contractor: _____ Date: _____		Bill Subtotal 39,988.65 Bill Total + 39,988.65									

DAILY EXTRA WORK REPORT

Roebbelen Contracting, Inc. Contractor Job: 225514 - Bowling Green Elementary School Work Performed By: O.C. Jones & Sons, Inc. Description of Work: Lime Treat Of Subgrade & Support, Finishing Of Subgrade/AB Placement										Contract: 1925126023 Report No.		Change Order 028 Billing Number 178.0 Report Date 1/27/2026 Perform Date 1/26/2026	
Labor Charges												Labor Charges	
Craft ID	Employee Name	RT Hrs	OT/DT Hrs	Subs Units	RT Rate	OT/DT Rate	Subs Rate	Extended			RT Labor	12,613.12	
L01 OE JF9	H Robert	32.00	3.00		121.320	159.870		4,361.850			OT/DT Labor	2,263.14	
L02 LBR L3	JE Dowling	32.00	3.00		79.120	98.830		2,828.330			Subtotal Labor	14,876.26	
L03 OE JF9	CJ Adamson	16.00	3.00		121.320	159.870		2,420.730			Subsistence	0.00	
L04 OEAP APPR	RR Johns	16.00	3.00		76.570	93.450		1,505.470			Other Expenses	0.00	
L05 LBR L3	AA Ruiz	16.00	3.00		79.120	98.830		1,562.410			MU 15.00%	2,231.44	
L06 OE J4	RE Thornton	16.00	3.00		110.430	143.530		2,197.470			Labor Total	17,107.70	
Equipment Charges												Equipment Charges	
Equipment ID	Class	Make	Model	A1	A2	RT Hrs	OT Hrs	RT Rate	OT Rate	Delay Factor	Extended		
E01 6110	GRADR	CAT	140M			16.00	2.00	143.960	129.564		2,562.488	Subtotal	
E02 7117	ROVIB	CAT	7020			16.00	2.00	130.890	112.565		2,319.370	MU 15.00%	
E03 9823	TRUCK	T&TT	20-28	TP		16.00	2.00	63.350	56.382		1,126.364	Equipment Total	
E04 5010	LDRRT	DEER	2495	C2		16.00	2.00	64.750	58.275		1,152.550		
E05 RENTAL	ENGSV	TRMB	SPS930			16.00		14.540			232.640		
E06 RENTAL	ENGSV	TRMB	ROVER26			16.00		15.370			245.920		
E07 4123	LDRRT	DEER	2508K	C2		16.00		98.440			1,575.040		
Material/Specialist Work/Lump Sum or Unit Price Payment												Material Charges	
Number	Date	Vendor Name and Description				Units	Unit Price	Extended			Subtotal	18,507.71	
M01		Teichert Aggregates, Inc. / Aggregate Base				460.000 TN	16.04060	7,378.68			MU 15.00%	2,776.16	
M02		Teichert Aggregates, Inc. / Environmental Fee				26.000 LD	11.96270	311.03			Material Total	21,283.87	
M03		Tri Counties Trucking / Haul Aggregate Base				48.000 HR	173.25000	8,316.00			Subcontract Charges		
M04		Szeremi Sweeping Service / Sweeping				8.000 HR	219.00000	1,752.00			Subtotal	36,288.00	
M05		O.C. Jones & Sons, Inc. / Move In 140M Blade				1.000 LS	750.00000	750.00			MU 10.00%	3,628.80	
Subcontract/Specialist Work												Subcontract Total	
Number	Date	Vendor Name and Description				Units	Unit Price	Extended			Subcontract Total	39,916.80	
S01 178	1/26/2026	Pavement Recycling Systems / Soil Stabilization				1.000 LS	36,288.00	36,288.00			Activity Total	88,904.90	
												Work Total	
												88,904.90	
												Bill Subtotal	
												88,904.90	
For Owner/Resident Engineer's Use Only						Accepted:							
☐ New Bill		☐ Approved for Payment		Date of Action:		Customer:				Date:			
☐ Resubmittal		☐ Returned for Correction		Date Received:		Contractor:				Date:			
										Bill Total +			
										88,904.90			



Proposal and Contract

Pavement Recycling Systems, Inc.

CA License # 569352
OR License # 185556

DIR # 1000003363
UT License # 6982390-5501
ID License # 015231-AA-2

NV License # 0036228
AZ License # 183900
WA License # 602-840-640

10240 San Sevaine Way, Jurupa Valley, CA 91752

Phone: (951) 682-1091 Fax: (951) 682-1094

From: Jack Gregerman

Email: JGregerman@pavementrecycling.com

To: Kyle Chavez
O.C. Jones & Sons, Inc.
1520 Fourth St
Berkeley, CA 94710
Kchavez@ocjones.com

Quote No: 26-00954
Phone: (510) 526-3424
Fax: (510) 525-0990
Bid Date: 1/26/2026

Sacramento - Bowling Green ES Parking Lot

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1 - Unit Pricing					
30	Parking Lot Soil Stabilization - Lime (2.7 LBS/SF) & Cement (2.7 LBS/SF) @ 12" Depth	12,600.00	SF	\$2.88	\$36,288.00

Terms and Conditions

- PRS DOORS Certificate No. 1633; Expires 2/28/2026

- **Stabilization Includes:**

- 1 Mobilization of Crew to/from Project
- Furnish High Calcium Quicklime at a rate up to **2.7 LBS/SF.**
- Furnish Portland Cement at a rate up to **2.7 LBS/SF.**
- Spread, initial mix, remix and initial compaction up to **12"** depth.
- Water trucks (for stabilization work only)
- Material quantity based on **soil weight up to 120 P.C.F.** (rate of application for estimating purposes only)
- Underground alert notification
- **Prevailing Wages & Certified Payroll**
- Lime spread & mix to be completed within **1** shift.
- Cement spread, mix, & compact to be completed within **1** shift.

- **Stabilization Excludes:**

- Mix Designs, Engineering, Inspections & Testing (unless added with optional items)
- Location of utilities, potholing and utility relocations
- Construction Water (customer to provide source within 1,000 ft of work area @ 4,000 gallons/20 minutes)
- Pre-pulverizing of existing pavement & materials
- Layout and/or survey
- Processing of materials with rocks, solids and/or debris over 3". (Repairs to PRS equipment to be paid for by customer on a T&M basis).
- Inaccessible areas (customer to pull edges, corners and other areas around objects and place back and compact treated material)
- Earthwork, Grading, Export and Import
- Final Compaction and Microcracking
- Curing and maintenance of treated surface
- Dust Control, Street Sweeping & Roadway cleanup
- S.W.P.P.P. measures and devices

DAILY EXTRA WORK REPORT

Roebbelen Contracting, Inc. Contractor Job: 225514 - Bowling Green Elementary School Work Performed By: O.C. Jones & Sons, Inc. Description of Work: Pave Parking Lot #1										Contract: 1925126023 Report No.			Change Order 999 Billing Number 177.0 Report Date 1/16/2026 Perform Date 1/15/2026	
Labor Charges										Labor Charges				
Craft/Level	Employee Name	RT Hrs	OT/DT Hrs	Subs Units	RT Rate	OT/DT Rate	Subs Rate	Extended	RT Labor		6,155.04			
L01 OE JF9	AC Sandoval	8.00	2.00		121.320	159.870		1,290.300	OT/DT Labor		2,170.08			
L02 OE J4	E Pena	8.00	2.00		110.430	143.530		1,170.500	Subtotal Labor		8,325.12			
L03 LBR L3	JM Zarate	8.00	4.00		79.120	98.830		1,028.280	Subsistence		0.00			
L04 LBR L1	VB Gonzalez	8.00	2.00		79.410	99.260		833.800	Other Expenses		0.00			
L05 LBR L3	G Dominguez Perez	8.00	2.00		79.120	98.830		830.620	MU 15.00%		1,248.77			
L06 LBR L3	D Blanco Garcia	8.00	2.00		79.120	98.830		830.620	Labor Total		9,573.89			
L07 OE J4	F Apisai	8.00	2.00		110.430	143.530		1,170.500						
L08 OE J4	GM Martin	8.00	2.00		110.430	143.530		1,170.500						
Equipment Charges										Equipment Charges				
Equipment ID	Class	Make	Model	A1	A2	RT Hrs	OT Hrs	RT Rate	OT Rate	Delay Factor	Extended			
E01 8214	ASPAV	CAT	AP655F			8.00	2.00	341.850	297.410		3,329.620			
E02 7905	ROVIB	CAT	CB34			8.00	2.00	62.750	53.965		609.930			
E03 7324	ROVIB	CAT	CB24B			8.00	2.00	50.810	43.697		493.874			
E04 9710	TRUCK	T&TT	12-20			8.00	4.00	52.440	46.672		606.208			
E05 5027	LDRRT	DEER	210LJB			8.00	2.00	68.510	61.659		671.398			
E06 1582	BITDT	TLMD	0-300			8.00		9.530			76.240			
										Subtotal		5,787.27		
										MU 15.00%		868.09		
										Equipment Total		6,655.36		
Material/Specialist Work/Lump Sum or Unit Price Payment										Material Charges				
Number	Date	Vendor Name and Description					Units	Unit Price	Extended					
M01 177	1/15/2026	O.C. Jones & Sons, Inc. / Paving Equipment Move In					3.000 EA	750.00000	2,250.00					
M02 177	1/15/2026	Teichert Aggregates, Inc. / 1/2" HMA					288.000 TN	74.49380	21,454.21					
M03 177	1/15/2026	Teichert Aggregates, Inc. / Enviromental Fee					18.000 LD	11.96280	215.33					
M04 177	1/15/2026	Teichert Aggregates, Inc. / Oil Escalation					288.000 EA	2.61000	751.68					
M05 177	1/15/2026	Tri Counties Trucking / Haul HMA					32.000 HR	173.25000	5,544.00					
M06 177	1/15/2026	Szeremi Sweeping Service / Sweeper					10.000 HR	219.00000	2,190.00					
M07 177	1/15/2026	O.C. Jones & Sons, Inc. / Tack Oil					25.000 GAL	4.95000	123.75					
										Subtotal		32,528.97		
										MU 15.00%		4,879.35		
										Material Total		37,408.32		
										Activity Total		53,637.57		
										Work Total		53,637.57		
										Bill Subtotal		53,637.57		
For Owner/Resident Engineer's Use Only										Accepted:				
☐ New Bill ☐ Approved for Payment Date of Action:					Customer: _____ Date: _____									
☐ Resubmittal ☐ Returned for Correction Date Received:					Contractor: _____ Date: _____									
										Bill Total + 53,637.57				

PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 075

ARCHITECT: HMC Architects

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

Entity proposes to change the Contract as follows:

All General Conditions/General Requirement Costs to cover additional scope to be performed during Summer Break 2026:

- CCD 06: Clock-Speaker/Intercom Upgrade
- CCD: New Design for Electrified Bard Units
- CCD 10: Bldg. G Kitchenette
- CCD 11: Bldg. G Storefront Replacement

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$162,136.34
2. The proposed schedule change is 153 days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 2/2/26

Roebbelen Contracting Inc.

ENTITY (Typed Name)

(Signature)

Carlos Paredes

(Print Name)

APPROVED

Date: _____

ARCHITECT (Typed Name)

(Signature)

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # _____

DSA Application # _____

DSA date approved ____/____/____

**PCO #075**

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #075: Summer 2026 General Conditions & General Requirements

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	075 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Carlos Paredes (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/2/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: Summer 2027 General Conditions & General Requirements

CHANGE REASON: Allowance

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #215 - Summer 2027 General Conditions & General Requirements

All General Conditions & General Requirements Costs to cover additional scope to be performed during Summer Break 2026:

- CCD 06: Clock-Speaker/Intercom Upgrade
- CCD: New Design for Electrified Bard Units
- CCD 10: Bldg. G Kitchenette
- CCD 11: Bldg. G Storefront Replacement

ATTACHMENTS:

[BGES_Summer 2027 Extended GC's.pdf](#)

#	Budget Code	Description	Amount
1	01-002.L Project Manager.Labor	Project Manager	\$25,175.00
2	01-004.L Project Engineer.Labor	Project Engineer	\$31,000.00
3	01-001.L Superintendent.Labor	Superintendent	\$50,500.00
4	01-513.IC Job Internet.Indirect Costs	Internet	\$1,000.00
5	01-510.IC Storage Container.Indirect Costs	Storage Container	\$500.00
6	01-517.IC Temporary Toilets.Indirect Costs	Temporary Toilets	\$2,500.00
7	01-531.IC Temporary Fence.Indirect Costs	Temporary Fence	\$8,000.00
8	01-523.IC Bottled Water.Indirect Costs	Bottled Water	\$400.00
9	01-541.IC Specialty Safety Equipment.Indirect Costs	Safety & Fire Equipment	\$1,300.00
10	01-547.E Equipment Rental.Equipment	Equipment Rental	\$7,500.00
11	01-743.IC Dump Fees.Indirect Costs	Dump Fees	\$12,000.00
12	01-742.L Continuous Cleanup.Labor	Periodical Cleaning	\$7,500.00

#	Budget Code	Description	Amount
13	01-741.IC Final Cleanup.Indirect Costs	Final Cleaning	\$5,000.00
14	90-001.Z Fee.Fee	Fee at 3.33%	\$5,074.09
15	01-090.IC Bond.Indirect Costs	Bond at 0.86%	\$1,354.06
16	01-094.IC Liability Insurance.Indirect Costs	Insurance at 2.117%	\$3,333.19
17	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$(162,136.34)
Grand Total:			\$0.00

Sacramento City Unified School District
 5735 47th Avenue
 Sacramento California 95824

Roebbelen Contracting, Inc.
 1241 Hawks Flight Court
 El Dorado Hills California 95762

 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE

Bowling Green ES

Extended General Conditions & General Requirements, Summer 2026

Item	Spec	Description	Qty.	Unit	Unit Cost	Unit	Total
1		Project Manager	1	EA	\$ 25,175.00	/EA	\$ 25,175
2		Project Engineer	2	EA	\$ 15,500.00	/EA	\$ 31,000
3		Project Superintendent	2	EA	\$ 25,250.00	/EA	\$ 50,500
4		Internet	2	EA	\$ 500.00	/EA	\$ 1,000
5		Storage Container	2	EA	\$ 250.00	/EA	\$ 500
6		Temporary Toilets	2	EA	\$ 1,250.00	/EA	\$ 2,500
7		Temporary Fencing	1	LS	\$ 8,000.00	/LS	\$ 8,000
8		Drinking Water	2	EA	\$ 200.00	/LF	\$ 400
9		Safety Supplies	2	EA	\$ 500.00	/LF	\$ 1,000
10		Fire Fighting Equipment	2	EA	\$ 150.00	/LF	\$ 300
11		Equipment Rental	2	EA	\$ 3,750.00	/LF	\$ 7,500
12		Dump Fees	2	EA	\$ 6,000.00	/EA	\$ 12,000
13		Clean-Up Periodical	2	EA	\$ 3,750.00	/EA	\$ 7,500
14		Clean-Up Final	1	LS	\$ 5,000.00	/LS	\$ 5,000
15							
16							\$ -
17		Total				-	\$ 152,375
TOTAL - CONSTRUCTION COSTS							\$ 152,375

PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 081

ARCHITECT: HMC Architects

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

Entity proposes to change the Contract as follows:

Transfer unused Allowance and Contingency funds included in Amendment #01 for Early Procurement services to Owner Contingency as follows:

Owner Contingency: \$191,174

Construction Contingency: \$68,276

Allowance: Material Escalation/Tariffs: \$677,965

Total to Owner Contingency: \$937,415

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$0.00
2. The proposed schedule change is _____ days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 2/24/26

Roebbelen Contracting, Inc.

ENTITY (Typed Name)

(Signature)

Carlos Paredes

(Print Name)

APPROVED

Date: _____

ARCHITECT (Typed Name)

(Signature)

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # _____

DSA Application # _____

DSA date approved ____/____/____



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #081: Unused Pre-Construction Allowance & Contingency Transfer

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	081 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Carlos Paredes (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/24/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	#001 - Unused Pre-Construction Allowance & Contingency Transfer
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$937,415.00

POTENTIAL CHANGE ORDER TITLE: Unused Pre-Construction Allowance & Contingency Transfer

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #221 - Unused Pre-Construction Allowance & Contingency Transfer

Transfer unused Allowance and Contingency funds included in Amendment #01 for Early Procurement services to Owner Contingency as follows:

Owner Contingency: \$191,174
Construction Contingency: \$68,276
Allowance: Material Escalation/Tariffs: \$677,965

Total to Owner Contingency: \$937,415

ATTACHMENTS:

#	Budget Code	Description	Amount
1	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$937,415.00
Grand Total:			\$937,415.00

Sacramento City Unified School District
5735 47th Avenue
Sacramento California 95824

Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills California 95762

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-24-941 - Bowling Green ES Precon
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #002: Transfer Unused Contingency & Allowance Funds

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	002 / 0	CONTRACT:	Prime - Bowling Green ES Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Carlos Paredes (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/24/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	(\$937,415.00)

POTENTIAL CHANGE ORDER TITLE: Transfer Unused Contingency & Allowance Funds

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #004 - Transfer Unused Contingency & Allowance Funds

Transfer unused Allowance and Contingency funds included in Amendment #01 for Early Procurement services to Owner Contingency as follows:

Owner Contingency: \$191,174
Construction Contingency: \$68,276
Allowance: Material Escalation/Tariffs: \$677,965

Total to Owner Contingency: \$937,415

ATTACHMENTS:

[Pages from Bowling Green ES Early Procurement.pdf](#)

#	Budget Code	Description	Amount
1	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$(191,174.00)
2	70-003.IC Corporation Contingency.Indirect Costs	Corporation Contingency	\$(68,276.00)
3	01-050.AL Allowances.Allowance	Allowance: Material Escalation/Tariffs	\$(677,965.00)
Grand Total:			\$(937,415.00)

Sacramento City Unified School District
5735 47th Avenue
Sacramento California 95824

Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills California 95762

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



6. Playground Apparatus

- Playground Apparatus (6 ea)
- Subtotal (Playground Apparatus): \$535,763

7. Shade Structures

- Shade Structures – USA Shade (SS-4 thru SS-10)
- Shade Structures – ICON (SS-1 & SS-3)
- Shade Structures – Valley Carport (SS-11)
- Shade Structures – Beacon (SS-2)
- Subtotal (Shade Structures): \$486,787

8. Mechanical

- Packaged Heat Pump Unit (PHP-F1)
- Air Conditioning Units AC-B1, AC-C1, AD-D1)
- Curbs for AC and PHP Units
- Split System Units (SHPI-B1/SHPO-B1, SHPI-F1/SHPO-F1, SHPI-H1/SHPO-H1, SHPI-H2/SHPO-H2)
- Ductless Split System Air Conditioning Units SAC-B1/SCU-B1, SAC-E1/SCU-E1
- Exhaust Fans (EFAS, EFA2, EFB1, EFB2, EFB3, EFB4, EFD1, EFG1, EFG2, EFG3, EFG4, EFG5, EFH1, EFH, EFH3, EFH4)
- Subtotal (Mechanical): \$129,100

9. Electrical

- New Circuit Breaker in the existing 2500 Amp Main Switchboard – MSB-A
- New Circuit Breaker in the existing 1200 Amp Main Switchboard – MSB-B
- New Breakers in Panel DP (Labeled as Panel P1 on E Sheets)
- New Panel P1, KL, BH1 & BH2
- Subtotal (Electrical): \$ 97,000

10. Precast Site Drainage/Sewer

- Precast Grease Interceptor
- Precast Catch Basins, Curb Inlets, Bio-Retention Inlets
- Precast Storm Drain Manholes
- Precast Sanitary Sewer Manholes
- Subtotal (Precast): \$274,000

Subtotal: ITEMS 1 THRU 10 \$2,542,609

Staff Administration: \$18,000

Payment Bond & Insurance: \$84,491

Fee: \$99,191

Contingencies: (Owner 7% & Contractor 2.5%) \$259,450

Allowance: Material Escalation/Tariffs: \$677,965

Grand Total: \$3,681,707

PROPOSED CHANGE ORDER

Sacramento City Unified School District

425 1st Ave., Sacramento, CA 95818



Exhibit C

NAME & ADDRESS OF PROJECT:

Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

SCUSD PROJECT NUMBER:

PCO NUMBER: 083

ARCHITECT: HMC Architects

NAME & ADDRESS OF ENTITY:

Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000
Fax: 916 939-4027

Entity proposes to change the Contract as follows:

All labor, material, and equipment cost to cut and cap (e) water main at (5) locations, remove (e) RP assembly, dispose of transite pipe, and patch back asphalt surface as necessary per Mozingo COR #030 dated 2/26/26 and per SCUSD direction.

All labor, material, and equipment cost to patchback disturbed landscape areas and power wash/scrape asphalt following trenching activities per RCON COR dated 2/26/26 and per SCUSD direction.

(If used in response to a Request For Proposal, identify RFP # _____)

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum is: \$37,175.76
2. The proposed schedule change is 0 days

Signature by the Entity indicates the Entity's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Proposed Change Order as full and complete satisfaction of any direct or indirect additional cost incurred by Entity in connection with performance of the proposed change work.

ACCEPTED

DATE: 2/27/26

Roebbelen Contracting, Inc.

ENTITY (Typed Name)

Killian O'Brien

(Signature)

Killian O'Brien

(Print Name)

APPROVED

Date: 3/2/2026

HMC Architects

ARCHITECT (Typed Name)

(Signature)

Jeffrey Gilchrist

(Print Name)

ACCEPTED

Date: _____

Sacramento City Unified School District

OWNER (Typed Name)

(Signature)

(Print Name)

A/E USE ONLY

DSA file # 34-53

DSA Application # 02-122796

DSA date approved 02/25/2025



Roebbelen Contracting Inc.
1241 Hawks Flight Court
El Dorado Hills, California 95762
Phone: (916) 939-4000

Project: 19-25-126 - Bowling Green ES Campus Renewal
4211 Turnbridge Drive
Sacramento, California 95823

Prime Contract Potential Change Order #083: Cal-Am Water Easement Removal

TO:	Sacramento City Unified School District 5735 47th Avenue Sacramento California, 95824	FROM:	Roebbelen Contracting, Inc. 1241 Hawks Flight Court El Dorado Hills California, 95762
PCO NUMBER/REVISION:	083 / 0	CONTRACT:	Prime - Bowling Green ES Campus Renewal Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Killian O'Brien (Roebbelen Contracting, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/27/2026
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: Cal-Am Water Easement Removal

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #222 - Cal-Am Water Easement Removal

All labor, material, and equipment cost to cut and cap (e) water main at (5) locations, remove (e) RP assembly, dispose of transite pipe, and patch back asphalt surface as necessary per Mazingo COR #030 dated 2/26/26 and per SCUSD direction.

All labor, material, and equipment cost to patchback disturbed landscape areas and power wash/scrape asphalt following trenching activities per RCON COR dated 2/26/26 and per SCUSD direction.

ATTACHMENTS:

[P030 Water Line Abandonment and Removal of 8 in RP Assy.pdf](#) [_Cal-Am Water Easement Removal Landscape Patch Back Markup.pdf](#) [_Cal-Am Water Easement Removal Landscape Patch Back.pdf](#)

#	Budget Code	Description	Amount
1	02-501.S Site Utilities.Subcontractor	Cut and cap of water main, patch back, RP removal	\$33,317.17
2	01-741.IC Final Cleanup.Indirect Costs	Landscape Patch back and asphalt cleaning	\$1,674.40
3	90-001.Z Fee.Fee	Fee at 3.33%	\$1,109.46
4	01-090.IC Bond.Indirect Costs	Bond at 0.86%	\$310.47
5	01-094.IC Liability Insurance.Indirect Costs	Insurance at 2.117%	\$764.26
6	70-005.IC Owner Contingency.Indirect Costs	Owner Contingency	\$(37,175.76)
Grand Total:			\$0.00

Sacramento City Unified School District
5735 47th Avenue
Sacramento California 95824

Roebbelen Contracting, Inc.
1241 Hawks Flight Court
El Dorado Hills California 95762

SIGNATURE **DATE**

SIGNATURE **DATE**

SIGNATURE **DATE**

Roebbelen Contracting

Markup	Bond	Insurance
3.33%	0.86%	2.117%

Hrs	Labor	Materials	Equipment	Subcontractor	15% Mark-Up	Total
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RCON Self Perform w/ Markup							\$ 1,674.40
Subcontractors							\$ 33,317.17
							\$ -
							\$ -
							\$ -
							\$ 34,991.57
Sub-Total							\$ 34,991.57

Subcontractor Markup at 3.33%	\$	1,109.46
Marked up Total	\$	36,101.03
Bond at 0.86%	\$	310.47
Insurance at 2.117%	\$	764.26
Contingency	\$	37,175.76



Bowling Green Elementary School Renewal
Roebbelen Contracting

2/26/2026

Labor Rate \$112

Water Line Easement Removal Landscape Patching Hrs Labor Materials Equipment Subcontractor 15% Mark-Up **Total**

Power Wash Asphalt	5	\$ 560.00	\$ -		\$ -	\$ 84.00	\$ 644.00
Landscape Patchback	8	\$ 896.00				\$ 134.40	\$ 1,030.40
						\$ -	\$ -
Subtotal	13	\$ 1,456.00	\$ -	\$ -	\$ -	\$ 218.40	\$ 1,674.40
Total							\$ 1,674.40

**751 Wakefield Court
Oakdale, CA 95361
Phone: (209) 848-0160 • Fax (209) 848-0161**

DATE: 02/26/26

TO: Carlos Paredes/Killian O'Brien
Roebbelen

0

PROJECT: BOWLING GREEN ES MODERNIZATION

JOB NO.: 25016

RE: Waterline Abandonment & Removal of 8" RP	MCI COR # P030
	CONTRACT COR #

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT
1	Cut and Cap Exisitng Water Main (5 locations)	1	LS	\$ 33,317.17	\$ 33,317.17
	Remove existing 8" RP assembly				
	Dispose of exisitng transite pipe removed for abandonment				
TOTAL CHANGE ORDER REQUEST \$					33,317.17

CONTRACT TIME EXTENSION REQUEST

(WORKING DAYS)

CONDITIONS/SCOPE:

See attached detail estimate for cost breakdown.

SIGNED: _____

MOZINGO CONSTRUCTION, INC.

DATE: 02/26/26

SIGNED: _____

OWNER / CONTRACTOR

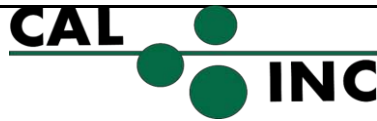
DATE:

Job Name: BOWLING GREEN ES
PCO # 030
PCO Description: Water Line Abandonment & Removal of 8" RP

Description	Qty	UM	MATERIAL			LABOR		EQUIPMENT		SUBCONTRACTOR		15%	15%	15%	5%	Unit Cost	Total
			Mat. Price	Tax	Total Price	Labor/Unit	Total Labor	Equip/Unit	Total Equip	Sub/Unit	Total Sub	Mat. Markup	Labor Mark Up	Equip Mark Up	Sub Mark Up		
1. ADD - CUT AND CAP EXISTING																	
CUT AND CAP EXISITNG	1	LS	\$735.75	\$64.38	\$800.13	\$10,488.51	\$10,488.51	\$3,448.20	\$3,448.20	\$0.00	\$0.00	\$120.02	\$1,573.28	\$517.23	\$0.00	\$16,947.36	\$16,947.36
DISPOSAL OF TRANSITE PIPE	1	LS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,786.00	\$2,786.00	\$0.00	\$0.00	\$0.00	\$417.90	\$3,203.90	\$3,203.90
SAWCUTTING & PATCHBACK	1	LS	\$436.00	\$38.15	\$474.15	\$1,248.14	\$1,248.14	\$500.41	\$500.41	\$1,260.00	\$1,260.00	\$71.12	\$187.22	\$75.06	\$189.00	\$4,005.11	\$4,005.11
2. ADD - REMOVE 8" RP ASSY																	
REMOVE 8" RP ASSY	1	LS	\$0.00	\$0.00	\$0.00	\$4,416.50	\$4,416.50	\$2,245.07	\$2,245.07	\$0.00	\$0.00	\$0.00	\$662.48	\$336.76	\$0.00	\$7,660.81	\$7,660.81
DUMP FEES	1	LS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
3. MOBILIZATION																	
MOBILIZATION	1	EA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00

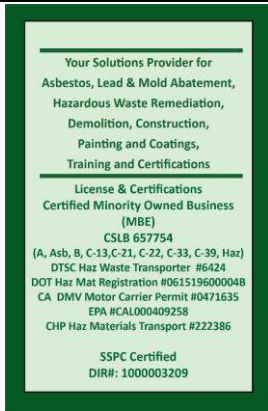
- Notes:**
1. Based on abandonment of existing 8" transite pipe, through means of filling end of pipe with 18" of concrete. (5 EA Locations) per Cal-Am Standard 02 90 00, 3.01 B.
 2. Work to be completed by 6/30/2026. Any work completed after, will be subject to labor escalation.
 3. Disposal of transite pipe removed from cutting and capping operation is included. (approximately 10-15lf)
 4. Removal / Restoration of any items in conflict is excluded (i.e fencing , asphalt, concrete, landscape).
 5. Inclusive of up to 25 SF of AC removal and patchback.

TOTAL COST: \$33,317.17



2040 Peabody Rd Vacaville, CA 95687 | (707) 446-7996 phone | (707) 446-4906 fax

PROPOSAL FOR CONTRACTING SERVICES



Client : Mozingo Construction
Client Address: 11344 Colomba Rd Ste.445
City, State & Zip: Gold River CA 95670
Client Contact : Ryan Engle
Client Phone: (209) 380-2134
Client Email or Fax: rengle@mozingoconstruction.com

Project Ref Name : Teichert Construction - Asbestos Pipes Removal
Site Address: Turner Pkwy & Admiral Callaghan Ln.
City, State, Zip: Vallejo, CA
County: Solano
Bid Type: Lump sum
Mobilization: 10%
Client Provided: 0
Permits:

Job #: 35559
Job Type: 01 Asbestos PW
Payment Terms: NET 30 for all public works projects. Due upon completion for all others.
Certified/SAD 140/ Davis Bacon: Certified - Prevailing
BID Expiration: 3/6/2026
Wage Type : 0
Bid Position: Subcontractor
CAL INC PM: Rene Vargas
CAL INC PM PH#: Rene Vargas 707-689-7563
CAL INC PM Email: rvargas@cal-inc.com
CAL INC Estimator: Rene Vargas
CAL INC Estimator PH#: Rene Vargas 707-689-7563
CAL INC Estimator Email: rvargas@cal-inc.com
CAL INC Permits Required: NONE REQUIRED

BID Expiration: 30 days from submittal date. Extension may be granted upon request

Attention: Mozingo Construction

Date: 2/4/2026

We are pleased to submit our proposal for the above referenced project to furnish Supervision, Labor, Material, Tools and Equipment to Abate or Construct in accordance with the general terms and conditions shown hereinafter.

Pricing is based entirely upon the scope of work described below. Any changes to the scope or terms and conditions may result in price modifications.

GENERAL SCOPE OF WORK

Project Overview: CAL INC, a licensed and certified asbestos and demolition contractor, proposes to provide all necessary labor, materials, equipment, and supervision required to perform the removal and proper disposal of designated items as described in the Scope of Work. All work will be conducted in strict accordance with applicable local, state, and federal regulations, including Cal/OSHA, EPA, and DTSC requirements where applicable.

CAL INC will address existing 10LF of 8" asbestos pipe.

CAL INC understands that the pipe will be wrapped and ready to transport

CAL INC crew will manifest, transport and dispose of asbestos pipe per regulations.

Handling and Disposal: Waste will be transported to an approved facility. CAL INC will maintain full documentation of waste manifests and disposal certificates for submission to the client upon project completion.

Work will be scheduled during normal business hours unless otherwise arranged with the client.

Client Responsibilities: Ensure clear access to the work area. Notify building occupants of scheduled work and any temporary access restrictions. Address any non-asbestos-related building issues that may affect project safety or timeline. Sign Non-Hazardous manifest prior to waste leaving the site

Line item for bin transport: includes cost per visit. No disposal cost included.

Line item for bin rental: includes cost on a daily rate basis.

GENERAL DETAIL FOR SCOPE OF WORK

*Disposal (if applicable): Disposal cost provided is per drum/bin price or per estimated amount of drums/bins needed to complete scope. If additional bins/drums are required; additional fees will apply.

CAL INC is also a licensed hazardous waste hauler.

*If transport and disposal is included in CAL INC's proposal, CAL INC will transport and dispose/recycle materials per regulations. All materials costs and values associated with all debris and recycled materials are the responsibility of CAL INC and included in the proposal.

*No other work on any other plan sheet or documents are included in this bid.

*No patch, repair, relocation or new work included in bid.

*Bid does not include shoring, or engineering services.

*Bid based on M-F normal business hours.

*Bid does not recognize any PLA or specific non asbestos union agreements. CAL -INC will not be held to agreements with others unless specifically signed for by CAL INC by job

Special Notes

* If change order is requested, CAL INC requires a signed change order before work commences. If CAL INC does not receive an official change order, we will stop work until one is issued by a signed authorized representative of the company.

*CAL INC will be pre-bill for insurances, notifications and permits at the time of filing. For purposes of this Bid the Term "BASE" refers to 2040 Peabody Rd Vacaville CA 95687

A 10% Mobilization fee will be charged on all work over \$10,000.00 This is a non-negotiable charge

Price Detail on page 2

TBD

Permitting Required

Air Quality permits Required

NONE REQUIRED

Other permits Required

0

PROPOSAL PRICING

Project Exclusions and Inclusions

*This Scope and proposal are to be included, and made part of the contract documents or Purchase Order issued to CAL INC.

*Includes: Labor, materials, equipment, and disposal costs.

*Includes the Following Insurance: Insurance will only be held for the duration of CAL INC's scope of work.

>General Liability = \$6M occurrence/\$7M aggregate

>Auto = \$1M

>WC = \$6M

>Professional liability = \$6M occurrence/\$7M aggregate

>Pollution liability = \$6M occurrence/\$7M aggregate

*If additional insurance coverage is needed outside our normal limits a change order may apply.

*Includes CAL/OSHA Notification. Does not include 10 day AQMD notification unless specified in scope of work/pricing. If the project gets cancelled and a AQMD notification (10 day) has already been filed by us, CAL INC will be charged a cancellation fee, which will then be passed along to the client or general contractor.

*Assumes Water and power are available or provided on site.

*Excludes anything not called out in scope of work.

*Excludes Perimeter Monitoring and/or Clearance Sampling.

*Excludes moving of any items prior to commencement of work.

*Excludes Patch, repair, or any new work.

*Excludes Bonds & Builders Risk Insurance.

*Excludes Permits, Excludes Shoring

*Excludes anything not called out in scope of work.

*Excludes PLA or any other union agreement outside our local 67 union agreement.

*Work must complete within 6 months to maintain these rates if over, change order for revised union rates may apply.

*Due to extreme weather conditions, CAL INC may start at an earlier or later time in the day. If this happens during the project, CAL INC is not liable for the delay as the delay is due to safety measures taken during these extreme conditions.

*This Proposal is based on one mobilization. If additional mobilization is needed a change order may apply.

*Parking must be available for workers onsite. Parking will be charged at cost plus 5% if not provided

*Payment is due at NET 30 for all public works projects. Payment is due upon completion for all others.

*Retention / Holdbacks: CAL INC shall not be subjected to any retention or holdback from our payment, unless expressly required by law. If required: Retention shall be paid at NET 30 from CAL INC's completion of work. Furthermore, will not exceed a year from work performed.

*Once job commences, CAL INC will bill for the mobilization & permit fees and will provide weekly progress billings

*Verbal discussions regarding start date might be discussed prior to contract or proposal being signed; However, CAL INC cannot guarantee schedule until after contract or proposal is signed.

If any of the assumptions below are related to or mentioned in a line item or scope in our proposal the following assumptions applies:

> For Paint work: CAL IINC is not responsible for the transportation/ disposal of paint cans with paint remaining. Paint cans with left over paint will be left on site

> Cont. Paint Work: It is the Owners/GC responsibility to notify all persons of the activity of work being performed. CAL INC will not be responsible for any overspray within 900 feet of the working area.

> Cont. Paint work: CAL IINC is not responsible for the transportation/ disposal of paint cans with paint remaining.Paint cans with left over paint will be left on site

> Cont. Paint Work-: CAL INC is an SSPC member. CAL INC holds the PCI Level 1 and QCS certification. No other SSPC certifications are included.

>For Concrete Slabs -Foundation slab work is based on industry standard thicknesses no greater than 6 inches. Foundation slabs are to remain. Anchor bolts to be removed at slab level. If slabs are removed. Rough grade only. No pad prep. If the concrete exceeds these standards, a change order may apply.

>For Concrete Footings-Concrete Footings to be snapped up to 2 ½ feet down. This is based on industry standard thicknesses. If the concrete exceeds these standards, a change order may apply.

> For Mold Work: Due to Mold being a living organism, any water intrusion will cause the mold to return. CAL INC is not responsible for recurring mold after remediation has been completed by CAL INC.

> Ladder/Equipment:Assumes ramps, scaffolding, elevator, etc is available for safe moving of equipment, waste, or material onto or removal of from work site, unless provided for in bid as a line item

>Lead-Paint Stabilization/Removal Work: Work proposed is for remediation purposes, not renovation unless otherwise stated above. No sanding will be performed unless stated specifically in the scope of work. There will be small hairline surfaces where the loose and flaky is removed from the remaining stabilized paint. Depending on the thickness of the paint layers, there may be some peeling of wall paint. CAL INC will do everything possible to avoid, but will not be held responsible for repairs if layers do come off the wall. LBC encapsulation will be applied to the top to stabilize the paint edges. Priming and painting of the remediated areas are not included unless specified in the scope of work specifically.

ITEMIZED BREAK DOWN

Description	Amount	
Asbestos Pipe Disposal Only: 1- 10LF 8" Asbestos Transite Pipe 1 Time Pick Up	\$	1,367
Bin Transport: 1 Way	\$	698
Bin Rental: Per Day	\$	23
TOTAL ESTIMATED PROJECT COST		TBD

Terms and Conditions of Agreement

- Scope and Price of Contract: Customer agrees to pay for any and all of the following goods and/or services under the terms and conditions set forth herein: Rental and Purchase of Equipment, Labor, Management, and Field Technical Support. The Contract includes these Terms and Conditions and the attached proposal and documents incorporated into the attached proposal. CAL INC will provide the specific materials, equipment and/or services to Customer at the price set out in the attached proposal and these Terms and Conditions.
- Contract Effectiveness: Any price quotation as set out in the attached proposal is valid for ninety (90) days from the date of the proposal. The Contract is conditional upon CAL INC's credit approval of Customer.
- Temporary Facilities and Other Support Items. Customer shall provide and pay for: flagmen, temporary barriers, signs, traffic control devices, safety nets, permits, lights, and any other similar items that may be required by law; electrical power, lighting, and other utilities; washrooms, dumpsters, lunch areas, toilets, parking; security for the jobsite.
- Substitution of Materials or Equipment: In the event the materials or equipment set forth in CAL INC's proposal are unavailable in time to support the Customer's schedule for the work, CAL INC reserves the right to substitute materials or equipment which can perform the same function.
- Retention / Holdbacks: CAL INC shall not be subjected to any retention or holdback from our payment, unless expressly required by law.
- Price: The price for materials, equipment or services shall be inclusive of all taxes and any costs of freight or transportation to the jobsite. The price for any materials, equipment or services shall be increased as a result of:
 - any increase in any wage rates including, but not limited to, any collective bargaining agreement to which CAL INC is a party as well as any governmental assessment affecting wages or increases in insurance costs and rental rates;
 - any equipment damaged or lost pursuant to Paragraph 7 of these Terms and Conditions;
 - any additional materials, equipment or services provided pursuant to Paragraph 8 of these Terms and Conditions;
 - any other charges for which Customer may be responsible under these Terms and Conditions.
- Loss or Damage to Materials or Equipment: The Customer is responsible for all loss or damage to all materials and equipment in its possession or control. The materials and equipment shall be deemed to be in the possession of the
- Extra or Additional Materials, Equipment or Services: CAL INC's price is based upon the drawings, documents and information set forth in the attached proposal. Any additional services, equipment or materials required or requested by the Customer will be billed as an extra or additional cost at the rates set out in the attached proposal or as otherwise agreed in writing by the parties.
- Payment: Payment for technical, materials or equipment rented or purchased on public works projects shall be due CAL INC 30 days after the date of invoice. Payment is due upon completion for all others. These terms are valid unless otherwise agreed to by CAL INC in writing. All late payments shall bear interest calculated at the rate of 18% per annum or the highest legal rate, whichever is less. Notwithstanding any other provision in the contract documents, CAL INC's payment for work shall not be conditional in any way upon receipt of payment from the Owner.

- 10 Default and Termination:** Should the Customer fail to make any payment as provided herein or become insolvent or bankrupt or breach any provision of these Terms and Conditions, the Customer shall be in default. [...] Upon default, CAL INC may, without notice and without prejudice to any other remedy it may have, immediately terminate the Rental/Sale Contract, take possession of the equipment and materials without notice and without becoming liable for trespass, and recover all monies due and owing to CAL INC, including any expenses incurred in recovering the equipment and materials and any rentals, services and other charges incurred after termination. The Customer will pay on demand all such costs, charges, and expenses, including any and all reasonable legal costs and attorney fees paid by CAL INC retaking possession of the materials or equipment and/or in the collection of any monies which may be due and owing to CAL INC by the Customer.
- 11 Entire Agreement:** This Contract contains the full and entire agreement between the parties. There are no agreements, conditions, representations, warranties, or otherwise, except as are contained herein. No course of prior dealings between the parties and no usage of trade shall be relevant or admissible to supplement, explain, or vary any provisions hereof. Moreover, no general contract, specification, drawing or other item shall be incorporated into or made a part of the Contract or binding on CAL INC unless it is agreed to in writing by CAL INC. Commencement of performance shall be deemed the acceptance by Customer of this Contract
- 12 Waiver of Consequential Damages, Liquidated Damages:** Neither CAL INC nor Customer shall be responsible to each other for lost profits, indirect, incidental or consequential damages arising out of or relating to this contract. Notwithstanding any other provision in the contract documents, in no event shall CAL INC be responsible or liable for liquidated damages.
- 13 Notice:** Any notice or other communication required to be given hereunder must be sent by (1) first class mail to addresses of the parties listed or any other address communicated in writing by one party to the other, or (2) by facsimile, or (3) electronic mail.
- 14 Waiver of Subrogation:** To the extent that any loss or damage occurs at the project involving or related to CAL INC's services, equipment or materials, the Customer agrees to look solely to its insurance for any loss, damage or injury incurred, whether or not the insurance is sufficient fully to reimburse the Customer. Customer waives any right of subrogation against CAL INC to recover for any loss, damage or injury.
- 15 Claims:** All claims for losses, damages, back charges or offsets by Customer shall be submitted to CAL INC in writing within 15 days of the first discovery of the potential for a claim. If Customer fails to provide such written and timely notice, CAL INC will be prejudiced in its ability to inspect and correct any problems. Accordingly, claims not made in accordance with this paragraph are waived.
- 16 Emergencies:** In the event of an accident or situation involving death, bodily injury or product failure involving or related to CAL INC's materials, equipment or services, Customer agrees to immediately notify CAL INC. CAL INC shall be afforded opportunity to immediately visit the site and perform any reasonable tests, analyses or investigation.
- 17 Technical Information:** Where CAL INC has provided to Customer technical data, drawings, information or specifications for use of CAL INC materials or equipment, the following conditions will apply:
- a) Customer agrees to defend, indemnify and hold CAL INC harmless against and from liability or claim for damage or injury sustained by reason of deviation in whole or part from such technical information.
 - b) All technical information shall remain the property of CAL INC and may not be used on any other project of any kind and nature without the express written consent of CAL INC.
 - c) Assembly drawings will be charged out at \$55.00 per hour.
 - d) All notes, note sheets, specifications, and other information provided with CAL INC's drawings shall become part of this Contract.
- 18 Damage Limitation.** Notwithstanding any other provisions of this contract, CAL INC is not liable for any loss, damages or injuries arising from or in connection with this contract to any persons or property except to the extent caused by the negligence of CAL INC. Without limiting the foregoing, it is specifically agreed that CAL INC is not liable for any loss or damage arising out of any one or more of the following:
- a) Unauthorized alteration or modification of material or equipment by Customer or any third party.
 - b) Overloading or inappropriate use of material or equipment by Customer or any third party.
 - c) Damage to material or equipment by third parties.
 - d) Acts of God, including, but not limited to, severe weather, fire, flood, earthquake, sinkhole, terrorism, war, riot or unrest, strikes, labor disputes or any other cause beyond CAL INC's control.
 - e) Use of CAL INC material or equipment under design or Technical Information provided by Customer or any third party.
- 19 Indemnity:** To the extent permitted by law, Customer shall defend, indemnify and hold harmless CAL INC against any and all claims, actions, expenses, damages, losses and liabilities, including attorneys fees and expenses, for personal injuries (including death) and/or property damage arising from or in connection with this contract and/or CAL INC's equipment and services, but only to the extent such claims, actions, expenses, damages, losses and liabilities are caused by the acts or omissions of Customer or anyone directly or indirectly employed by them or anyone for whose acts they may be liable.
- 20 Compliance with Laws:** Customer agrees to observe and conform to all applicable governmental laws, rules and regulations and Customer shall defend and indemnify CAL INC for the Customer's failure to comply with such laws, rules and regulations. All parties agree that they will abide by provisions and regulations.
- 21 Law of Contract:** The terms and provisions of the Contract shall be construed and enforced in accordance with the laws of the Province or State in which the Project is located.
- 22 Title to Equipment:** Title to the materials and equipment, shall at all times and at all places, remain with CAL INC. The materials and equipment shall not, without prior written consent of CAL INC, be removed from the site designated by the Customer at the time of shipment and shall not be intermingled, connected or used with any equipment of others. CAL INC shall have the right, at any time, to file or register its ownership, interest and/or title in or to the materials and equipment, and this Agreement as may be permitted by law.
- 23 Standard of Performance:** CAL INC shall provide services with the care and skill ordinarily used by similar persons operating under similar circumstances. CAL INC makes no representations, warranties, express or implied, in conjunction with these services. CAL INC shall not be responsible whatsoever for any claim or demand in respect to any Technical information, opinion, data, drawings or specifications which are not marked or stamped by a Professional Engineer engaged by CAL INC.
- 24 Information Supplied by Others:** CAL INC shall be entitled to rely upon information supplied by or through Customer in performing its services. Customer warrants that the information supplied to CAL INC shall be accurate, complete, and appropriate for the Project and CAL INC's scope of work. Customer agrees to defend, indemnify and hold CAL INC harmless from, any and all costs, expenses, damages, liabilities, claims, and causes of action, including reasonable attorney's fees, arising out of or related to any error or inaccuracy or defect in the information supplied by Customer or on Customer's behalf to CAL INC.
- 25 Scope of Services:** CAL INC shall provide services as outlined in the attached proposal. In the performance of these services, CAL INC shall supervise the work of its own employees and agents, only. CAL INC shall not supervise, direct, or control the work of others or have a right to control the means, methods, techniques, or sequences of engineering, design or construction by others.
- 26 Access to the Work Site:** Customer shall obtain the necessary permits or permission for CAL INC to have access to the site, or to erect from adjoining property, if required. CAL INC shall have complete access to perform its work as outlined in the attached proposal and Customer agrees to provide the following:
- 27 Miscellaneous:** Customer is precluded from assigning the Contract in any manner whatsoever. Time shall be of the essence of this Contract. In the event any term, provision or condition of this Contract is held to be invalid, illegal, or unenforceable, it shall not affect the validity, illegality or enforceability of the remainder of the Contract. This Agreement shall inure to the benefit of and shall be binding upon the parties and their successors. Each party agrees to execute such further papers and documents that may be necessary to carry out the intent and purpose of this Rental/Sales contract and its provisions.
- 28 ARBITRATION CLAUSE:** CAL INC and the Customer agree to conduct their relations under this contract on the basis of friendship, fair dealing and mutual respect. In the event, however, that any dispute or claim should arise out of or in connection with any matter, including the interpretation, enforcement, jurisdiction, performance or non-performance of this contract, CAL INC and the Customer agree to resolve such dispute or ambiguity expeditiously through discussion and consultation and, if necessary, through consultations at their highest management levels. In the event that a dispute or claim cannot be resolved through discussion and consultation, it shall be referred to binding arbitration in accordance with the commercial industry rules of the American Arbitration Association. The award of the arbitrators shall be final and binding, and shall be enforced in any court of competent jurisdiction.
- 29 Service Of Notice Of Arbitration:** The parties agree that service of any notices in reference to such arbitration at their addresses as given in this Contract (or as subsequently varied in writing by them) shall be valid and sufficient.
- 30 Damage for Delays:** Notwithstanding any other provisions to the contrary, CAL INC may recover delay damages when the delays are caused by persons other than CAL INC or events beyond CAL INC's control.

Extra Work: CAL INC will not perform any extra work outside the work scope defined herein unless requested in writing by CUSTOMER. CUSTOMER agrees to reimburse CAL INC for all authorized extra work at the following rates; straight time at \$88.81, overtime at \$101.50, and double time at \$150.76 per hour, per man, plus rental for additional equipment and extra materials at cost plus 15%. Until a Change Order is in place, replacing these rates

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTER OF THE BOARD, WHOSE ADDRESS IS:
Contractors State License Board, PO Box 26000, Sacramento, California 95826

Again we appreciate the opportunity to provide our quotation for this project and sincerely hope that our prices, terms and conditions merit your full consideration in the award of this contract.

Respectfully Submitted,

Rene Vargas

Estimator Print Name



Estimator Signature
CAL INC

Project Manager PH : Rene Vargas 707-689-7563
Project Manager Email: rvargas@cal-inc.com
Office: 707-446-7996
Fax: 707-446-4906
Estimator Phone: Rene Vargas 707-689-7563
Estimator Email: rvargas@cal-inc.com

Rene Vargas

Project Manager

Project Manager Signature

35559

Job #

Accepted By Authorized Representative of Above Client/Company

Print Name

(Signature)

Address

Contractors License #:

Date of signature

PO# if applicable

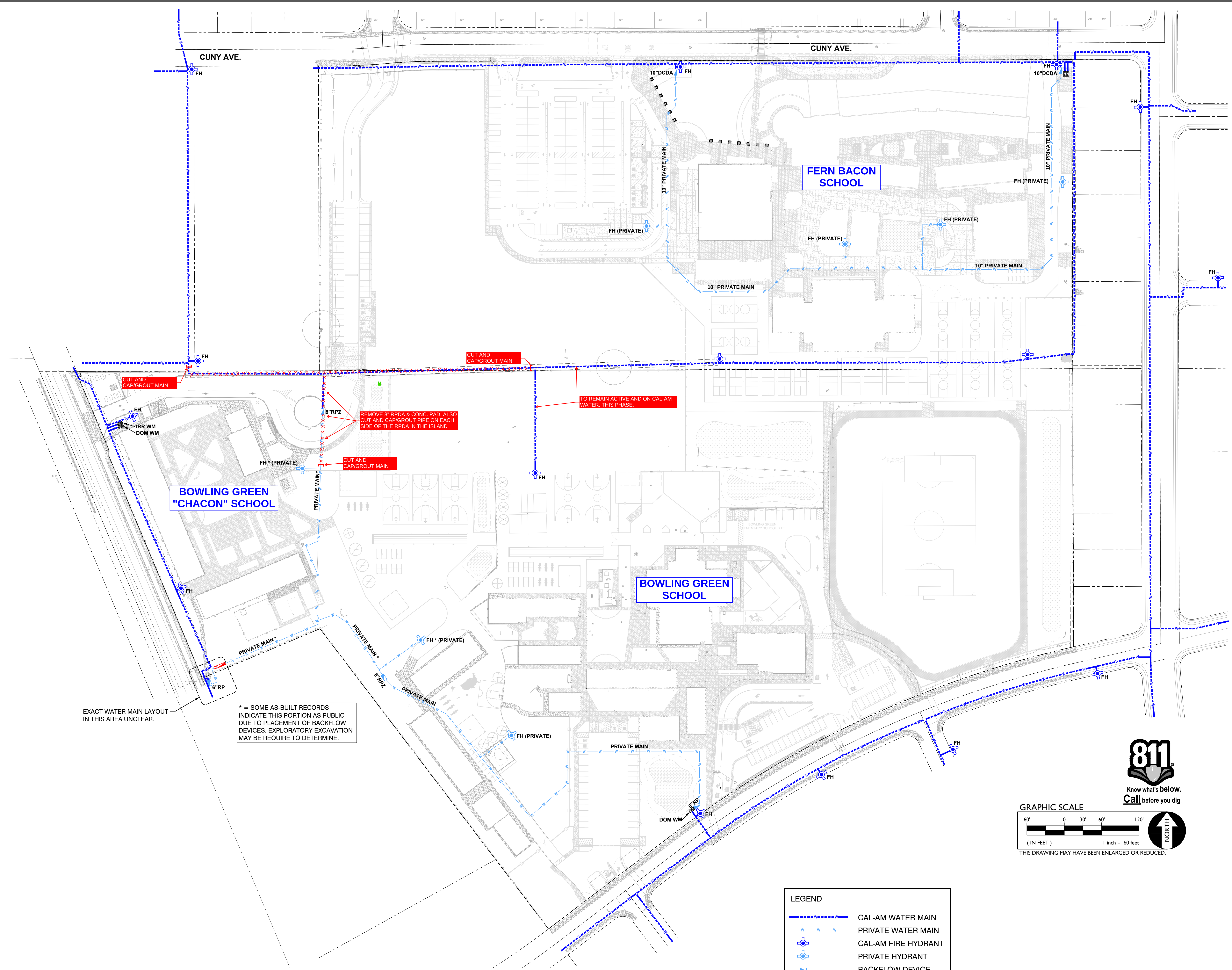
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DIR WAGE Determination for all Prevailing wage work

TBD

Contract Value

FILE: I:\24-002\CIVIL\DWG\24-002-EX8.DWG PLOTTED: Wednesday, October 15, 2025 10:58 AM
PLOTTER: HP DesignJet T1100e
PLOT SCALE: 1" = 60'-0"



LEGEND	
	CAL-AM WATER MAIN
	PRIVATE WATER MAIN
	CAL-AM FIRE HYDRANT
	PRIVATE HYDRANT
	BACKFLOW DEVICE
	WATER METER

Proposed Water System Upgrades - Phase 1

AGENCY APPROVAL:

HMC Architects

3186-072-000

2101 CAPITOL AVENUE, SUITE 100
SACRAMENTO, CA 95816
916 368 7990 / www.hmcarchitects.com

ISSUE

DESCRIPTION	DATE
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NOTES

Consultant:

WARREN CONSULTING ENGINEERS, INC.
1117 WINDFIELD WAY, SUITE 110
EL DORADO HILLS, CA 95672

JOB No. 24-002

KEY PLAN:

FACILITY:

BOWLING GREEN ELEMENTARY SCHOOL
4211 TURNBRIDGE DRIVE
SACRAMENTO, CA 95823

PROJECT:

BOWLING GREEN ES CAMPUS MODERNIZATION

SHEET NAME:

WATER MAIN MODIFICATIONS EXHIBIT

CONSTRUCTION DOCUMENTS

DATE: 2025.02.14	CLIENT PROJ NO:
SHEET:	

SCALE 1" = 60'-0"

PLEASE RECYCLE

C4.21

**AMENDMENT NO. 6 TO FACILITIES LEASE
BY AND BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT AND
CORE WEST, INC.**

This Amendment No. 6 to the Facilities Lease ("Sixth Amendment") is made and entered into this 16th day of April 2026 ("Effective Date") by and between the Sacramento City Unified School District ("District") and Core West, Inc. ("Developer") (collectively, the "Parties") as follows:

RECITALS

WHEREAS, the Parties entered into a Facilities Lease, dated January 19, 2023, pertaining to the Nicholas Elementary School New Construction & Modernization ("Project") at Nicholas Elementary School, located at 6601 Steiner Drive Sacramento, CA 95823, ("Project Site"); and

NOW, THEREFORE, the Parties agree as follows:

Section I. Sixth Amendment of Facilities Lease.

1. Exhibit C Section 2.1.9 Owner Contingency and Developer Contingency is revised to indicate a reduction of (\$12,161.59) in Owner Contingency funds, and is amended to read as follows:

2.1.9.1 The Guaranteed Maximum Price includes Bid Package 1, Owner Contingency of \$35,006.00 and Bid Package 1 Developer Contingency of \$0.00 plus Increment 1 Owner Contingency of \$417,668.00 and Increment 1 Developer Contingency of \$385,638.00, plus Increment 2 Owner Contingency of \$2,918,326.41, and Increment 2 Developer Contingency of \$994,211.00 of the Cost of the Work as described in Section 2.1.1, 2.1.2, and 2.1.3. Intended Uses of Owner Contingency and Developer Contingency.

4. Exhibit C – Attachment 2, Guaranteed Maximum Price Summary Cover Sheet is replaced in its entirety by Amendment 6, **Attachment "1"**.

The Parties expressly acknowledge and agree that this amendment is intended to and does change payment provisions for the Project under the Facilities Lease, including, but not limited to, the amount of Tenant Improvement Payments and amount of Lease Payments.

Section II. All Other Provisions Reaffirmed.

All other provisions of the Facilities Lease shall remain in full force and effect and are hereby reaffirmed. If there is any conflict between this Fifth Amendment and any provision of the Facilities Lease or any prior amendment thereto, the provisions of this Fifth Amendment shall control.

IN WITNESS WHEREOF, the Parties have caused this Amendment No. 6 to the Facilities Lease to be executed by their respective officers who are duly authorized, as of the Effective Date.

ACCEPTED AND AGREED on the date indicated below:

Dated: _____, 2026

Dated: March 25, 2026

SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT

CORE WEST, INC.

By: _____

By: Seth Maurer

Name: Mary Hardin Young

Name: Seth Maurer

Title: Deputy Superintendent

Title: President

Nicholas Amendment 6 – Attachment 1

EXHIBIT C

ATTACHMENT 2

GUARANTEED MAXIMUM PRICE

Pre-Construction Fee Subtotal: ----- \$70,000.00

Guaranteed Maximum Price

Amendment 1 Bid Package 1 GMP: ----- \$1,844,337.00

Amendment 2 Increment 01 GMP: ----- \$14,889,593.00

Amendment 3 Increment 02 GMP: ----- \$44,397,500.00

Amendment 3 Lease Payment Interest: ----- \$1,085.00

Amendment 4 Bond Language: ----- \$0.00

Amendment 5 Increment 02 GMP: ----- \$1,900,000.00

Amendment 6 Increment 02 GMP: ----- (\$12,161.59)

Adjusted Guaranteed Maximum Price Subtotal: ----- \$63,020,353.41

Contract Amount Total: ----- \$63,090,353.41

See the following pages for Increment 2 GMP supporting documents.



Sacramento City Unified School District
 425 1st Ave., Sacramento, CA 95818

Lease Amendment # 03
Ethel Phillips Elementary School Campus Renewal Project
DSA App. # 02-122808/Facilities Lease Agreement# 0110-468
SCUSD Project #0110-468

Effective **Thursday, April 16, 2026**, the Facilities Lease Agreement dated **Thursday, December 19, 2024**, between the Sacramento City Unified School District and **XL Construction Corporation** for the **Ethel Phillips Elementary School Campus Renewal Project** is amended as follows:

4.4.2 Total Base Rent. The TBR shall be the total sum paid by the District for the Project, excluding Preconstruction Services, in the form of Lease Payments under the terms of this Facilities Lease. The TBR for the Project shall not be exceeded except as specified under the provisions of this Article 4 and/or Exhibit D. The TBR for the lease of the Project is **Forty One Million Eighty-Five Thousand Nine Hundred Fourteen Dollars and no cents (\$41,085,914.00)** subject to the provisions of any Contingency Funds set forth in this Article 4.

4.4.2.4 The Total Base Rent includes:

4.4.2.4.3 District Contingency in the amount of **One Million Six Hundred Seventy-Seven Thousand Six Hundred Sixty-Eight Dollars and no cents (\$1,677,668.00)**, which shall cover additional or extra costs to the project that entitle Entity to a change order in accordance with Exhibit D, Article 15.01 of the Facilities Lease. The Entity shall have no right to draw against this contingency without written approval of the District prior to its use.

EXHIBIT C – Replace in its Entirety. See Attached Exhibit C Documents.

Original Total Base Rent Sum	\$ 40,155,855.00
Net Change by Amendment # <u>03</u>	\$ 930,059.00
Total Base Rent including this Amendment	\$ 41,085,914.00

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

Sacramento City Unified School District,
A school district organized and existing under the
laws of the State of California

XL Construction Corporation,
A California Corporation

By: _____
Mary Hardin Young
Title: Deputy Superintendent

By:  _____
Nick Cardin
Title: Project Executive

Federal Tax Identification Number: 77-0307724

SCUSD Ethel Phillips Elementary School Campus Renewal

Sacramento, CA

Total Base Rent Summary

Prepared on: 03/18/2026

Item	Description	AMOUNT (\$)
Bid Package 1	Sitework, Utilities, Site/Structural Concrete	\$9,845,536
Bid Package 2	Demolition and Abatement	\$983,761
Bid Package 3	Structural Concrete (Included in Package 1)	\$ -
Bid Package 4	Masonry	\$101,508
Bid Package 5	Steel and Misc Metals	\$415,040
Bid Package 6	Rough Carpentry	\$404,129
Bid Package 7	Casework	\$353,554
Bid Package 8	Wall Protection	\$113,489
Bid Package 9	Roofing & Plaster	\$1,069,829
Bid Package 10	Doors, Frames, Hardware	\$247,119
Bid Package 11	Glass and Aluminum	\$888,952
Bid Package 12	Paint	\$484,689
Bid Package 13	Drywall	\$663,143
Bid Package 14	Acoustics	\$165,430
Bid Package 15	Flooring	\$417,294
Bid Package 16	Signage	\$118,004
Bid Package 17	Specialties	\$246,451
Bid Package 18	Food Service	\$219,215
Bid Package 19	Stage Curtains	\$35,171
Bid Package 20	Plumbing	\$683,026
Bid Package 21	HVAC, Controls	\$1,707,968
Bid Package 22	Electrical, Telecomm, Fire Alarm & Intrusion	\$3,548,682
Bid Package 23	Fire Alarm and Intrusion (Included in Bid Package 22)	\$ -
Bid Package 24	Play Surfaces	\$337,888
Bid Package 25	Fencing	\$684,878
Bid Package 26	Landscaping	\$1,404,255
Bid Package 27	SWPPP	\$38,435
Bid Package 28	Survey and Staking	\$75,900
Bid Package 29	Final Cleaning	\$46,000
Bid Package 30	PC Shade & Play Structures	\$871,972
Bid Package 31	PC Structures (Included in Bid Package 30)	\$ -
Bid Package 32	PV Structure (Included in Bid Package 22)	\$ -
Bid Package 33A	TimberQuest	\$5,347,798
Bid Package 33B	TimberQuest Deposit (Previously Issued)	(\$796,417)
Bid Package 34	Subcontractor Default Insurance	\$384,034
DCC Subtotal		\$31,106,733
Lump Sum	GENERAL CONDITIONS	AMOUNT
\$122,128	General Conditions per Month (\$)	\$2,076,182
17	Months in Construction Schedule (#)	

SCUSD Ethel Phillips Elementary School Campus Renewal

Sacramento, CA

Total Base Rent Summary

Prepared on: 03/18/2026

DCC + GCs Subtotal		\$33,182,915
RATE	LLB Entity Overhead & Profit Fee	AMOUNT
2.80%	LLB Entity O&P Fee (%) (DCC + GCs) x %	\$929,122
RATE	Contingencies	AMOUNT
2.50%	Construction Contingency (%) (DCC) x %	\$777,668
2.50%	Owner Contingency (%) (DCC) x %	\$1,677,668
Contingencies Subtotal		\$2,455,336
LS	General Requirements	AMOUNT
\$1,847,765	General Requirements (\$) GR LS + (GR LS x LLB O&P Fee)	\$1,899,502
LS	Allowance(s)	AMOUNT
\$250,000	Allowance 1 (\$) Allowance LS + (Allowance LS x LLB O&P Fee %)	\$257,000
Allowance(s) Subtotal		\$257,000
DCC + GCs + Fee + Contingencies + GRs + Allowance(s) Subtotal		\$38,723,875
RATE	Finance Cost	AMOUNT
0.25%	Finance Cost (%) ((DCC + GCs + LLB O&P Fee + Contingencies + GRs + Allowances) x 4%) x LLB Entity Finance %	\$3,872
TBR Subtotal with Finance		\$38,727,748
	Preconstruction Costs	Amount
LS	Preconstruction Services (\$)	\$1,042,190
RATE	BONDS & INSURANCE	Amount
2.54%	Gen Liability & Builders Risk Insurance (%) (DCC + GC + LLB O&P Fee + Contingencies + GR + Allowances + Precon) x %	\$1,010,058
0.79%	Payment and Performance Bond (%) (DCC + GC + LLB O&P Fee + Contingencies + GR + Allowances) x %	\$305,919
Bonds & Insurance Subtotal		\$1,315,977
Total Facilities Lease Amount including Pre-Construction		\$41,085,914

SCUSD Ethel Phillips Elementary School Campus Renewal

Lease Payment Breakdown

Direct Construction Costs	\$	31,106,733		
General Conditions	\$	2,076,182		
LLB Entity O&P Fee (DCC + GC) x %	\$	929,122		
			% of DCC/GC/O&P Fee for Lease Payments	
Total (DCC/GC/Fee)	\$	34,112,037	96%	\$ 32,747,555

Payment Calculations

			<u>Post Lease Period (mos)</u>	
Post Lease Payments [0.04 of Total from Above]	\$	1,364,481	12	\$ 113,707
Finance Cost ((DCC + GCs + Fee + Contingencies + GRs + Allowance(s)) x 7%) x LLB Entity Finance %	\$	3,872	12	\$ 323
Total Post Lease Payment + Finance Cost	\$	1,368,354		\$ 114,029
			<u>Lease Duration (mos)</u>	
Lease Payments [0.96 of DCC/GC/Fee]	\$	32,747,555	17	\$ 1,926,327

Bonds & Insurance

Bonds	\$	305,919
Insurance	\$	1,010,058

Monthly Payments

Payment #1 - 17 (Lease Payments)	\$	1,926,327
Payment #18 - 29 (Post Lease Payments)	\$	114,029

SCUSD Ethel Phillips Elementary School Campus Renewal

EXHIBIT C LEASE PAYMENT SCHEDULE

Item No	Monthly Payments	Amount
PC	Preconstruction Services	\$ 1,042,190
1	Lease Payment	\$ 4,250,000
2	Lease Payment	\$ 4,250,000
3	Lease Payment	\$ 4,250,000
4	Lease Payment	\$ 4,250,000
5	Lease Payment	\$ 4,250,000
6	Lease Payment	\$ 4,250,000
7	Lease Payment	\$ 4,250,000
8	Lease Payment	\$ 299,756
9	Lease Payment	\$ 299,756
10	Lease Payment	\$ 299,756
11	Lease Payment	\$ 299,756
12	Lease Payment	\$ 299,756
13	Lease Payment	\$ 299,755
14	Lease Payment	\$ 299,755
15	Lease Payment	\$ 299,755
16	Lease Payment	\$ 299,755
17	Lease Payment	\$ 299,755
1	Post Lease Payment	\$ 114,030
2	Post Lease Payment	\$ 114,030
3	Post Lease Payment	\$ 114,030
4	Post Lease Payment	\$ 114,030
5	Post Lease Payment	\$ 114,030
6	Post Lease Payment	\$ 114,030
7	Post Lease Payment	\$ 114,029
8	Post Lease Payment	\$ 114,029
9	Post Lease Payment	\$ 114,029
10	Post Lease Payment	\$ 114,029
11	Post Lease Payment	\$ 114,029
12	Post Lease Payment	\$ 114,029
Total Preconstruction, Lease Payments, & Post Lease Payments		\$ 35,158,099

SCUSD Ethel Phillips Elementary School Campus Renewal

EXHIBIT C LEASE PAYMENT SCHEDULE

Total Preconstruction, Lease Payments, & Post Lease Payments	\$	35,158,099
Contractor Contingency	\$	777,668
District Contingency	\$	1,677,668
General Requirements	\$	1,899,502
Allowances	\$	257,000
Bonds & Insurance	\$	1,315,977
Total Contingencies, General Requirements, Allowances, Bonds & Ins.	\$	5,927,815
Total Facilities Lease Amount including Pre-Construction	\$	41,085,914



Sacramento City Unified School District
 425 1st Ave., Sacramento, CA 95818

Lease Amendment # 01
Crocker Riverside Elementary School Playground and Site Improvements Project
DSA App. 02-124079/Facilities Lease Agreement# 0300-488
SCUSD Project #0300-488

Effective **Thursday, April 16, 2026**, the Facilities Lease Agreement dated **Thursday, March 5, 2026**, between the Sacramento City Unified School District and **Roebbelen Contracting, Inc.** for the **Crocker Riverside Elementary School Playground and Site Improvements Project** is amended as follows:

In accordance with Facilities Lease, Exhibit H – Pre-Construction Services, Section B, Item 8, this Amendment is for early materials procurement to Roebbelen Contracting, Inc. and the associated companies.

1. Playground Apparatus Structures (2 ea)
2. ICON Gable Shelter (1 ea)
3. Custom Canopies Shade Structures (2 ea)
4. Jensen Pump Station (1 ea)
5. Barnes Pumps (2 ea)
6. Fieldturf Synthetic Turf and Pad (27,801 SF)

These items have been identified as long lead. In an effort to improve the overall project schedule an Allowance will be added for payment of the noted deposit.

Original Total Base Rent Sum	\$56,240.00
Net Change by Amendment # <u>01</u>	\$852,756.00
Total Base Rent including this Amendment	\$908,996.00

In all other respects, the terms and conditions of said Facilities Lease, including the exhibits thereto, remain in full force and effect.

Sacramento City Unified School District,
 A school district organized and existing under the
 laws of the State of California

Roebbelen Contracting, Inc.
 A California Corporation

By: _____
Mary Hardin Young
 Title: Deputy Superintendent

By: _____
Robert McLean
 Title: Executive Vice President

Federal Tax Identification Number: **91-1787938**



March 25, 2026

ATTENTION:

Mr. Chris Ralston, Assistant Superintendent – Facilities Support Services
Facilities & Planning Department
Sacramento City Unified School District
5735 47th Ave
Sacramento, CA 95824

PROJECT: Crocker Riverside Modernization

Roebbelen Contracting, Inc proposes to furnish and deliver the following long lead equipment:

1. Playground Apparatus Structures (2 ea)	
• Subtotal	\$159,928
2. ICON Gable Shelter (1 ea)	
• Subtotal	\$154,674
3. Custom Canopies Shade Structures (2 ea)	
• Subtotal	\$86,904
4. Jensen Pump Station (1 ea)	
• Subtotal	\$100,000
5. Barnes Pumps (2 ea)	
• Subtotal	\$4,477
6. Fieldturf Synthetic Turf and Pad (27,801 SF)	
• Subtotal	\$346,773

Subtotal: ITEMS 1 – 6 **\$852,756**

Staff Administration:	\$6,200
Payment Bond & Insurance:	\$24,654
Fee:	\$29,729
Contingencies (Owner 2.5% & Contractor 2.5%):	\$45,703
Material Escalation/DSA Allowance	\$45,703

Grand Total: **\$1,004,745**

Clarifications / Qualifications

Proposal is based on the following Documents:

- Drawings & Specs – Crocker Riverside ES Modernization – Increment 1 – DSA Submittal dated 3/20/2026.

Lead-times are currently estimated as follows:

- Playground apparatus: 4-6 weeks
- ICON Gable Shelter: 8-10 weeks
- Custom Canopies Shade Structures: 8-10 weeks
- Jensen Pump Station: 8-10 weeks
- Barnes Pumps: 1-2 weeks
- Fieldturf Synthetic Turf & Brock Pad: 4-5 weeks

1. Labor and equipment for on-site receipt of equipment is not included.
2. Per the attached email, Jensen cannot officially propose on the pump until the design is complete. Lead time may vary as well. We are currently estimating \$100,000, final cost subject to change.
3. The attached Barnes Pump only included 1 unit. The Jensen station requires 2 and our price above reflects 2 units. The revised quote has been requested by the supplier.
4. The synthetic turf costs exclude the base rock, field edging/perimeter board, permeability testing, survey, etc., per attached quote.

This proposal is based on market conditions as of the due date 3/25/2026. Material and Equipment listed in this approval may be subject to increased costs due to tariffs, duties, or significant market escalations beyond our control. Any such cost increases will be documented and presented for review and approval by SCUSD. Applicable costs to be funded by the Material Escalation/Tariff Allowance.

Please feel free to contact our office should you have any questions.

Sincerely,

Roebbelen Contracting, Inc.

Doug Nelson

Project Executive

Roebbelen Contracting, Inc.

License #734124 | DIR #1000001469

1241 Hawks Flight Court

El Dorado Hills, CA 95762



TOTAL: \$1,013,887

Bid Date: 3/25/2026

Duration:

4.5 MOS

Liquidated

\$2,500/CD

Revised:

Location Sacramento, CA

Bid Time: 2:00 PM

Sec.	Description	QTY.	UM	Labor	Material	Eqipt.	Sub	Total	Contractor Name
NO SPEC	PLAYGROUND APPARATUS STRUCTURES	2	EA	0	0	0	159,928	159,928	ROSS RECREATION
NO SPEC	CANOPIES & SHADE STRUCTURES			0	0	0	0	0	
NO SPEC	ICON GABLE SHELTER	1	EA	0	0	0	154,674	154,674	PARK PLANET
NO SPEC	CUSTOM CANOPIES SHADE STRUCTURES	2	EA	0	0	0	86,904	86,904	PARK PLANET
32 18 14	SYNTHETIC TURF BASE	27,801	SF	0	0	0	346,773	346,773	FIELDTURF
32 18 13	SYNTHETIC GRASS SURFACING	27,801	SF	0	0	0	0	0	INC ABV
33 40 00	SITE DRAINAGE			0	0	0	0	0	
	BARNES SE1094I PUMP	2	EA	0	4,477	0	0	4,477	MUNIQUIP LLC
	JENSEN 248-D SERIES STANDARD PUMP STATION	1	EA	0	100,000	0	0	100,000	JENSEN
DIV. 01	STAFF ADMINISTRATION			0	0	0	6,200	6,200	

8.75%

Sales Tax (Material Only)

0	104,477	0	754,479	858,956
	9,142			9,142
0	113,619	0	754,479	868,098
			Bond	8,768
			Risk	8,681
			Liability	7,205
			Subtotal	892,752
			FEE:	29,729

Total Construction Costs	\$922,480
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[illegible]

TOTALTBR

\$1,013,887

100 Brush Creek Rd #206, Santa Rosa, CA 95404
Jon Bawden
707.538.3800 | (707) 736-6890
jonb@rossrec.com

Contract #: 2026-38943
Quote #: 00050213
Quote Name: LSI equipment
Quote Total: \$159,927.94

Billing Address:
Contractors Bidding
TBD
, California

Shipping Address:
Crocker/Riverside Elementary
2970 Riverside Boulevard
Sacramento, California 95818-3763

Quote Date: 3/24/26
Expiration Date: 4/24/26

Opportunity Name	Lead Time	Payment terms
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Crocker Riverside ES	5-7 weeks	100% On Order
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QTY	PRODUCT	DESCRIPTION	UNIT PRICE	SUBTOTAL
1.00	PlayBooster, 2-5	Landscape Structures PlayBooster Design #1204630-01-03 for ages 2-5.	\$40,745.00	\$40,745.00
1.00	PlayBooster, 5-12	Landscape Structures PlayBooster, ages 5-12. Design #1204630-01-03	\$93,940.00	\$93,940.00

Totals

County/ City Tax	(Sacramento County/ Sacramento 8.7500 %)	Materials	\$134,685.00
		Sales Tax	\$11,784.94
		Labor/ Fees	\$0.00
		Freight	\$13,458.00
		Total	\$159,927.94

Notes to Customer

100 Brush Creek Rd #206, Santa Rosa, CA 95404
Jon Bawden
707.538.3800 | (707) 736-6890
jonb@rossrec.com

Contract #: 2026-38943
Quote #: 00050213
Quote Name: LSI equipment
Quote Total: \$159,927.94

Crocker Riverside ES

Ross Recreation Equipment Contract Document

PREPARED FOR:

Contractors Bidding
TBD
, California

GENERAL TERMS:

Thank you for choosing Ross Recreation Equipment for your project. This document outlines the arrangements for your selected products, labor and services. It will serve as a Contract Agreement ("Contract") between Contractors Bidding ("Customer") and Ross Recreation Equipment ("Ross Recreation"). All arrangements described in this Contract will be confirmed by returning your signed Contract Agreement no later than **4/24/26**.

PLEASE NOTE: This contract does not include installation, offload, payment and performance bonds, engineering calculations, security, storage, permits, inspections or any other materials or labor unless specifically noted and outlined on this contract. Unless noted, freight costs are based on semi-truck access and do not include a lift-gate. The freight carrier and driver will not offload the shipment. You will need a forklift or similar equipment to offload equipment.

Your purchase is subject to the terms and conditions of this contract. Approval of this contract agrees to those terms.

This Contract contains the entire agreement between Ross Recreation and the Customer and takes precedence over all previous quotations, estimates and agreements. No changes, amendments or modifications of this Contract shall be valid unless made in writing and signed and agreed to by both parties.

Ross Recreation coordinates the ordering, production and shipment of materials. Customer and site readiness is a critical component of shipping coordination. If project and/or site readiness changes after materials are already produced, neither the manufacturer nor Ross Recreation, can hold and store such materials. Once materials ship, the materials will be invoiced based on customer's terms. Payment for materials is required regardless of installation status.

Deposits may be required before an order can be placed depending on customer credit terms. Credit terms are established by Ross Recreation and for this order are as follows: **100% On Order**. Pay when paid by the Owner is not accepted as alternative payment terms.

- First Deposit Due with Signed Contract: **\$159,927.94**

If ordering materials after **4/24/26**, please contact your sales representative for current pricing. Ross Recreation cannot hold pricing past the stated Expiration Date on this quote. To secure current pricing, Ross Recreation will require the following:

- Purchase Order (PO), signed quote or executed contract with approval for the order.
- Deposit, if required by credit terms.
- Color selections and/or approved submittals.
- Acceptance of delivery when materials or equipment are ready to ship from the respective manufacturer/s. Products cannot be held nor stored by Ross Recreation nor the manufacturer/s.

If this quote is for a bid, it is the responsibility of the General Contractor to adjust and increase their bid pricing to accommodate the project timeline if materials are needed after the expiration date on the provided quote and/or Ross Recreation's scope of work is expected to be completed after the expiration date on the provided quote.

Sales tax rates will be charged and determined by the Department of Tax and Fee Administration at the time of shipping, not the order date. Any changes to the City/County tax rate and/or a change to the ship to address may affect the final total due on this contract. Customers will be required to pay for any changes to sales taxes. For this order, the sales tax rate was calculated using: **(Sacramento County/ Sacramento 8.7500 %)**.

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Jon Bawden
707.538.3800 | (707) 736-6890
jonb@rossrec.com

Contract #: 2026-38943
Quote #: 00050213
Quote Name: LSI equipment
Quote Total: \$159,927.94

1. PRE-DELIVERY INSTRUCTIONS:

The contractor must notify Ross Recreation of any requested delivery changes at least two (2) weeks prior to shipment. If the delivery address on the contract is not correct, please contact our office immediately as a re-consignment fee may be added if materials ship and the delivery address is changed. If Ross Recreation is not installing your equipment, you are responsible for offloading and having equipment for offloading the shipment (i.e. - forklift or similar); the truck driver is not obligated to offload your shipment. If Ross Recreation is installing your equipment, the installers will offload the equipment. It is your responsibility to mark all underground utilities before installation (call USA North, 1-800-227-2600).

2. DELIVERY INSTRUCTIONS:

Make sure the materials and quantities match the freight bill/Bill of Lading (BOL) you are signing to ensure you are receiving a complete and intact shipment. Make sure all pieces you are receiving are correctly addressed to the project and site, as trucks carry multiple shipments. Any shortages or visible damage must be noted on both copies of the freight bill/Bill of Lading (BOL), and both copies signed. Jointly inspect each delivered piece for signs of damage (i.e. torn packaging, punctures, etc.) with the driver. Notations on the freight bill/Bill of Lading (BOL) should be as detailed as possible to avoid controversy at a later date if a claim is necessary. Taking photos of any damaged packaging is highly recommended for documentation.

2. POST-DELIVERY INSTRUCTIONS:

After receipt of order, inventory your shipment. All shortages must be reported within thirty (30) days of receiving your order. When inspecting the equipment, please minimize the amount of tearing of the packaging and do not dispose of packaging. If concealed damage is found, a Carrier inspection must take place within fifteen (15) days from the time of delivery to protect your rights as the Consignee. Store your equipment in a safe and secure location before installation. Returns are subject to a restocking fee. Credit on returns is contingent upon credit issued from the manufacturer. Materials must be packaged well and received at the manufacturer in new and resalable condition.

3. DELAY:

Ross Recreation shall be excused for any delay in completion of the contract caused by acts of God, acts of the Owner or Contractor or the Owner's or Contractor's agent, employee or independent contractor, weather, labor trouble, acts of public utilities, public bodies or inspectors, extra work, failure of the Owner or Contractor to make progress payments promptly, or other contingencies unforeseeable by or beyond the reasonable control of Ross Recreation.

4. CONTRACT, PLANS AND SPECIFICATIONS:

The contract, plans and specifications are intended to supplement each other. In case of conflict, the specifications shall control the plans, and the provisions of this contract shall control both. The Project will be constructed according to the plans and specifications and any addenda, which have been signed by the parties hereto.

5. CHANGE ORDERS:

Should the Contractor, Owner, inspector or other person direct any modification or addition to the work covered by this contract, the contract price shall be adjusted accordingly. Modifications or additions to the work shall be executed only when a contract Change Order has been signed by both the Contractor and/or Owner and Ross Recreation. The change in the contract price caused by such contract Change Order shall be as agreed and approved in writing. If the parties are not in agreement as to the change in Contract Price, then Ross Recreation's actual cost for all labor, materials, subcontracts and costs associated with the change in scope, plus Ross Recreation's fee of twenty-five percent (25%) shall be the change in the final contract price and final amount due. Ross Recreation shall promptly notify the Contractor or Owner of (1) a site differing materially from those indicated in this contract, (b) unknown physical conditions differing materially from those originally encountered and generally recognized as inherent in the work of the character provided for in this contract, or (c) any additional materials needed to complete the agreed upon scope of work. Any expenses incurred due to such conditions shall be paid for by Contractor or Owner as added work as outlined above.

100 Brush Creek Rd #206, Santa Rosa, CA 95404
Jon Bawden
707.538.3800 | (707) 736-6890
jonb@rossrec.com

Contract #: 2026-38943
Quote #: 00050213
Quote Name: LSI equipment
Quote Total: \$159,927.94

6. RIGHT TO STOP WORK:

Ross Recreation shall have the right to stop work if any payment is not made under this Agreement and set credit terms. Ross Recreation may keep the job idle until all payments due are received. In the alternative, Ross Recreation may, at its option, terminate the contract and recover from the Contractor or Owner payment for all work executed to the date of such termination.

7. ARBITRATION:

Any controversy arising out of this contract, construction of the project referred to in this contract or regarding the interpretation of this contract, or any subcontract or sub-subcontract is subject to arbitration. Arbitration shall be had in accordance with the applicable rules of the American Arbitration Association which are in effect at the time the Demand for Arbitration is filed.

8. ATTORNEY FEES:

In the event, the parties hereto become involved in litigation arising out of this contract, or the performance or breach thereof, the court or arbitrator, in such litigation, or in separate suit, shall award reasonable costs, expenses, and attorney's fees to the prevailing party. The court or arbitrator shall not be bound by any court fee schedule and shall award the full amount of costs, expenses, and attorney's fees incurred in good faith.

9. ASSIGNMENT:

Neither party may assign this contract without the written consent of the other party.

10. SPECIAL PROVISIONS

(insert any special provisions here)

SIGNATURES: In witness whereof, both of the Parties have executed this Contract, both Parties by its representative, as of the day and year set forth below. The signature assumes acceptance of stated payment terms. 2% per month late fees will be charged on delinquent payments.

Customer Signature

Customer Print Name

Date



Park Planet
a Division of Park Associates, Inc.
415 Elm Street
Red Bluff CA 96080

Quote# Q26-1938

Crocker Riverside ES

Bill To:

Roebbelen Construction, Inc.
370 W. ARBOR AVE
Tracy, CA 95304

Quote Date: 03/24/2026

Quote Expires: 04/23/2026

Terms: 50% Ppd - Rem 30dys / Shipment

Quote Total: \$154,674.04

Contact Name	Contact Phone	Contact Email	Sales Rep	Sales Rep Email
Chris Siembab	+19162919445	chriss@roebbelen.com	Kyle Knox	kyle@parkplanet.com

Description	Vendor	Qty	Rate	Amount
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CROCKER RIVERSIDE ES

ICON DSA 30' x 64' x 8' Rectangular Gable Shelter Model #: DSARG30X64-8S-P4 16" Field Cut 24ga Med-Lok Standing Seam Roof 4:12 Roof Slope 8' Eave Height Gutters & (4) sch40 Downspouts Posts - 8" DSA Buried Foundation Ecoat/Powdercoat Frame Standard Roof & Frame colors (Upcharge for Custom Colors) Anchor Bolts & Templates Included Rebar Cages NOT included *Shelters are designed to be installed on level grade, with no elevation/slope.		1		\$130,229.00
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Note: Specific experience and knowledge is needed to properly install an ICON shade structure or walkway cover. For example, field modifications may be required by the installer, depending upon the site conditions, type of roofing material, grade issues etc. If customer hires their own installer, said installer needs to be extremely familiar with possible field labor requirements and nuances of installing an ICON shelter that may or may not be shown on the DSA PC Plans or standard plans. Installation experience of at least 10+ ICON shelters or walkway covers, or combination thereof, is recommended. Park Planet will not be responsible for additional field work required to erect/assemble/install or locate the shelters when Park Planet is not hired to perform the installation.

ICON Freight ICON Freight	ICON Shelter Systems Inc. (V)	1	\$13,050.00	\$13,050.00
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EXCLUSIONS



Park Planet
a Division of Park Associates, Inc.
415 Elm Street
Red Bluff CA 96080

Quote# Q26-1938
Crocker Riverside ES

Description	Vendor	Qty	Rate	Amount
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Site Drawings, Welding Inspection, Special Field Inspection
Fees & Submission To DSA By Others

For Custom DSA projects, the stamped plans and engineering
will first have to be generated prior to DSA submittal. This could
take 8-10 weeks depending on the manufacturer. Please include
this lead time in the overall lead time for the project.

Fabrication cannot begin until customer has provided supplier
with proof of DSA approval.

Equipment only. Installation to be supplied by others.

Offloading & storage of equipment is the customer's
responsibility. For most products a forklift rated for 5000lbs or
more is recommended.

Subtotal	\$143,279.00
Tax Total (%)	\$11,395.04
Total	\$154,674.04

A PURCHASE ORDER OR SIGNED CHANGE ORDER MUST BE RECEIVED BEFORE ADDITIONAL EQUIPMENT,
INSTALLATION, OR SERVICES CAN PROCEED. IF PAYING BY CREDIT CARD, A SURCHARGE WILL BE ASSESSED
ON PAYMENT AMOUNT FOR 3.5% VISA/MC OR 5% AMEX.

Printed Name: _____ Title: _____

Authorized Signature: _____ Date: _____

**Purchasing agent who is authorized to enter into binding agreement for quoted entity.
**By signing this quote, I have read and agree to the quote Terms & Conditions listed below, on the following page.



Park Planet
a Division of Park Associates, Inc.
415 Elm Street
Red Bluff CA 96080

Quote# Q26-1938

Crocker Riverside ES

TERMS & CONDITIONS

1. General Notes Assembly, Installation and Offloading NOT included unless otherwise noted.

Payment and Performance bonds, Builder's Risk and special insurance NOT included unless stated and quoted.

Customer responsible for quantities and model numbers. Revised quote needed if quantities revised.

2. Payment / Ordering Credit terms specific to each customer. See terms in upper right corner of Park Planet quotes.

Purchase orders or purchase contracts are needed to order. If none available, a signed Park Planet quote may be used in lieu of a formal PO.

All past due accounts subject to 1 ½ % monthly finance charge. In the event legal action is required to effect collection, venue shall be Red Bluff, CA.

3. Shipping / Unloading Shipped by Common Carrier – Customer will need 2 to 4 people to unload. Liftgate NOT included unless quoted. Items will be boxed and / or stretch wrapped to pallets and customer is responsible for offloading. Delivery Drivers do NOT unload.

IMPORTANT: Customer is responsible for receiving and checking quantities and condition at time of delivery Please note any shortages or damages on delivery copy.

Notwithstanding anything to the contrary in any Contract Documents, Customer understands that estimated shipment times for materials are an estimate only.

We have no control over shipment dates. We thus make no guarantee to Owner or Customer regarding the projected shipment dates for materials and shall not be liable for any loss caused by the timing of shipments.

4. Engineered Wood Fiber

Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53' trailer.

Compaction of the Engineered Wood Fiber is NOT included in the installation cost, if desired, please request an updated proposal.

5. General Notes for Purchased Installation

Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted in the proposal.

Demo of existing equipment or safety surfacing is NOT included unless otherwise stated in the proposal.

ROCK CLAUSE: Pricing is based on normal soil conditions which would allow an auger on a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation, additional fees may apply.

ACCESS CLAUSE: Installation based on clear access to area. Crane service is NOT included. Customer to provide access for bobcat to work area, bobcat will be provided by the installer. Minimum access shall be 7' wide and 7' high. If adequate access is not provided additional charges may apply and repairs to landscape and irrigation may be required. Customer is responsible for any repairs to landscape if proper access is not provided.

UTILITY CLAUSE: Unless stated in writing in the quote proposal, installation does not include marking of utilities by Dig Alert or other similar entities. Customer can, however, call Dig Alert directly. Dig Alert CANNOT locate any private lines, PVC or plastic water lines. Installation does NOT include repair or relocating any underground utilities, such as drainage, irrigation, live water lines, main low voltage lines, gas, electrical, communication, or sewer etc.

Customers responsibility to provide locations of any utilities prior to commencement of work.

Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving caused by materials truck and/or 2ton bobcat needed to complete project.

6. Temporary Fencing

Security guards and/or temporary fencing to prevent injuries, vandalism and/or accidental damage to install area or to the rubberized surface while it sets is NOT included unless noted on quote. If desired, the installers can put up caution tape, but Temporary Fencing is recommended. Although the fencing, if provided, is intended to provide this security, the overall security of the property is ultimately the responsibility of customer. We are not responsible for any vandalism or injuries even with the provision of the fencing.

7. ADA Access

Play Equipment MUST be installed over an impact absorbing surface such as ADA compliant Engineered Wood Fiber or Rubber Surfacing. If not quoted, please call for details.

This area is NOT ADA compliant without the installation of compliant surfacing and an accessible route up to and into the playground area. Please call for details.

8. Poured in Place Rubber Surfacing

Rubber Surfacing cannot be installed during extreme weather conditions and may not be installed if rain or frost is forecasted during 48-72 hr. cure time. 24

Hour Manned Security is NOT included in Park Planet quotes.

9. Shade Shelters (non DSA)

Shade Shelter installation price EXCLUDES – unless otherwise stated in this quote engineering, drawings, calculations, permits, permit submittal, site plans, special inspections, soil reports, impact fees, special assessment fees. Customer is responsible for any and all of these items if required by the City/County.

PLEASE NOTE: Shade Orders are NOT released into production until permit is issued!

Shade Shelter installation price EXCLUDES concrete pad, footings, masonry columns, electrical wiring and lights unless otherwise noted.

10. Shade Shelters (DSA)

Fabrication cannot begin until AFTER DSA approval by your architect

DSA in-plant Welding Inspector to be hired by the School District. Welding Inspector fee has NOT been quoted.

School District / Architect responsible for submission of plans to DSA for DSA approval

Pricing does NOT include footings, steel cages, anchor bolts, or erecting of shade shelter unless otherwise noted.

11. Prevailing Wages – assumed and quoted unless specifically excluded due to private works.

Park Planet does not meet the Skilled & Trained Workforce Requirements and will not participate in same. Park Planet will not sign any PLA's for Union Work and is not signatory to any unions.



Park Planet
a Division of Park Associates, Inc.
415 Elm Street
Red Bluff CA 96080

Quote# Q26-1939

Crocker Riverside ES

Bill To:

Roebbelen Construction, Inc.
370 W. ARBOR AVE
Tracy, CA 95304

Quote Date: 03/24/2026

Quote Expires: 04/23/2026

Terms: 50% Ppd - Rem 30dys / Shipment

Quote Total: \$86,904.44

Contact Name	Contact Phone	Contact Email	Sales Rep	Sales Rep Email
Chris Siembab	+19162919445	chriss@roebbelen.com	Kyle Knox	kyle@parkplanet.com

Description	Vendor	Qty	Rate	Amount
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CROCKER RIVERSIDE ES

Custom-Custom Canopies 40'X17'X10' DSA Hip Canopy (4) In-Ground Posts 40x30 PC Footings, Approx. 10'D x 30"dia	Custom Canopies Intl.	1	\$23,571.00	\$23,571.00
Custom-Custom Canopies 40'x55'x10 Joined DSA Hip Canopy (6) In-Ground Posts 40x30 PC Footings, Approx. 10'D x 30"dia	Custom Canopies Intl.	1	\$53,714.00	\$53,714.00
Custom Canopies Freight Custom Canopies Freight	Custom Canopies Intl.	1	\$2,857.00	\$2,857.00

EXCLUSIONS

Site Drawings, Welding Inspection, Special Field
Inspection Fees & Submission To DSA By Others

For Custom DSA projects, the stamped plans and
engineering will first have to be generated prior to DSA
submittal. This could take 8-10 weeks depending on the
manufacturer. Please include this lead time in the overall
lead time for the project.

Fabrication cannot begin until customer has provided
supplier with proof of DSA approval.

Equipment only. Installation to be supplied by others.

Offloading & storage of equipment is the customer's
responsibility. For most products a forklift rated for
5000lbs or more is recommended.

Subtotal	\$80,142.00
Tax Total (%)	\$6,762.44



Park Planet
a Division of Park Associates, Inc.
415 Elm Street
Red Bluff CA 96080

Quote# Q26-1939

Crocker Riverside ES

Total	\$86,904.44
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A PURCHASE ORDER OR SIGNED CHANGE ORDER MUST BE RECEIVED BEFORE ADDITIONAL EQUIPMENT, INSTALLATION, OR SERVICES CAN PROCEED. IF PAYING BY CREDIT CARD, A SURCHARGE WILL BE ASSESSED ON PAYMENT AMOUNT FOR 3.5% VISA/MC OR 5% AMEX.

Printed Name: _____ Title: _____

Authorized Signature: _____ Date: _____

**Purchasing agent who is authorized to enter into binding agreement for quoted entity.

**By signing this quote, I have read and agree to the quote Terms & Conditions listed below, on the following page.



Park Planet
a Division of Park Associates, Inc.
415 Elm Street
Red Bluff CA 96080

Quote# Q26-1939

Crocker Riverside ES

TERMS & CONDITIONS

1. General Notes Assembly, Installation and Offloading NOT included unless otherwise noted.
Payment and Performance bonds, Builder's Risk and special insurance NOT included unless stated and quoted.
Customer responsible for quantities and model numbers. Revised quote needed if quantities revised.
2. Payment / Ordering Credit terms specific to each customer. See terms in upper right corner of Park Planet quotes..
Purchase orders or purchase contracts are needed to order. If none available, a signed Park Planet quote may be used in lieu of a formal PO.
All past due accounts subject to 1 ½ % monthly finance charge. In the event legal action is required to effect collection, venue shall be Red Bluff, CA.
3. Shipping / Unloading Shipped by Common Carrier – Customer will need 2 to 4 people to unload. Liftgate NOT included unless quoted. Items will be boxed and / or stretch wrapped to pallets and customer is responsible for offloading. Delivery Drivers do NOT unload.
IMPORTANT: Customer is responsible for receiving and checking quantities and condition at time of delivery Please note any shortages or damages on delivery copy.
Notwithstanding anything to the contrary in any Contract Documents, Customer understands that estimated shipment times for materials are an estimate only. We have no control over shipment dates. We thus make no guarantee to Owner or Customer regarding the projected shipment dates for materials and shall not be liable for any loss caused by the timing of shipments.
4. Engineered Wood Fiber
Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53' trailer.
Compaction of the Engineered Wood Fiber is NOT included in the installation cost, if desired, please request an updated proposal.
5. General Notes for Purchased Installation
Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted in the proposal.
Demo of existing equipment or safety surfacing is NOT included unless otherwise stated in the proposal.
ROCK CLAUSE: Pricing is based on normal soil conditions which would allow an auger on a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation, additional fees may apply.
ACCESS CLAUSE: Installation based on clear access to area. Crane service is NOT included. Customer to provide access for bobcat to work area, bobcat will be provided by the installer. Minimum access shall be 7' wide and 7' high. If adequate access is not provided additional charges may apply and repairs to landscape and irrigation may be required. Customer is responsible for any repairs to landscape if proper access is not provided.
UTILITY CLAUSE: Unless stated in writing in the quote proposal, installation does not include marking of utilities by Dig Alert or other similar entities. Customer can, however, call Dig Alert directly. Dig Alert CANNOT locate any private lines, PVC or plastic water lines. Installation does NOT include repair or relocating any underground utilities, such as drainage, irrigation, live water lines, main low voltage lines, gas, electrical, communication, or sewer etc.
Customers responsibility to provide locations of any utilities prior to commencement of work.
Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving caused by materials truck and/or 2ton bobcat needed to complete project.
6. Temporary Fencing
Security guards and/or temporary fencing to prevent injuries, vandalism and/or accidental damage to install area or to the rubberized surface while it sets is NOT included unless noted on quote. If desired, the installers can put up caution tape, but Temporary Fencing is recommended. Although the fencing, if provided, is intended to provide this security, the overall security of the property is ultimately the responsibility of customer. We are not responsible for any vandalism or injuries even with the provision of the fencing.
7. ADA Access
Play Equipment MUST be installed over an impact absorbing surface such as ADA compliant Engineered Wood Fiber or Rubber Surfacing. If not quoted, please call for details.
This area is NOT ADA compliant without the installation of compliant surfacing and an accessible route up to and into the playground area. Please call for details.
8. Poured in Place Rubber Surfacing
Rubber Surfacing cannot be installed during extreme weather conditions and may not be installed if rain or frost is forecasted during 48-72 hr. cure time. 24 Hour Manned Security is NOT included in Park Planet quotes.
9. Shade Shelters (non DSA)
Shade Shelter installation price EXCLUDES – unless otherwise stated in this quote engineering, drawings, calculations, permits, permit submittal, site plans, special inspections, soil reports, impact fees, special assessment fees. Customer is responsible for any and all of these items if required by the City/County.
PLEASE NOTE: Shade Orders are NOT released into production until permit is issued!
Shade Shelter installation price EXCLUDES concrete pad, footings, masonry columns, electrical wiring and lights unless otherwise noted.
10. Shade Shelters (DSA)
Fabrication cannot begin until AFTER DSA approval by your architect
DSA in-plant Welding Inspector to be hired by the School District. Welding Inspector fee has NOT been quoted.
School District / Architect responsible for submission of plans to DSA for DSA approval
Pricing does NOT include footings, steel cages, anchor bolts, or erecting of shade shelter unless otherwise noted.
11. Prevailing Wages – assumed and quoted unless specifically excluded due to private works.
Park Planet does not meet the Skilled & Trained Workforce Requirements and will not participate in same. Park Planet will not sign any PLA's for Union Work and is not signatory to any unions.

Re: Material Quote Request - Crocker Riverside Modernization

From Chris Siembab <ChrisS@roebbelen.com>

Date Tue 3/24/2026 3:00 PM

To Christopher Purdie <cpurdie@jensenprecast.com>; Jensen Info <info@jensenprecast.com>

Understood, thank you Christopher.

From: Christopher Purdie <cpurdie@jensenprecast.com>

Sent: Tuesday, March 24, 2026 2:59 PM

To: Chris Siembab <ChrisS@roebbelen.com>; Jensen Info <info@jensenprecast.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

[EXTERNAL EMAIL]

Hi Chris,

Following up on my email below - I will keep pushing our designer to complete the detailed drawing, so that my estimator can do the comprehensive quote. I'll see if we can have it to you by the end of the week.

Thank you,

Christopher Purdie

Technical Sales Representative, Jensen Infrastructure

T: (775) 352-6361

8525 Berg Street, Granite Bay, CA 95746

JensenInfrastructure.com



From: Christopher Purdie <cpurdie@jensenprecast.com>

Sent: Tuesday, March 24, 2026 2:47 PM

To: Chris Siembab <ChrisS@roebbelen.com>; Jensen Info <info@jensenprecast.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

Hi Chris,

Without having all the requirements needed for the pump station, we're not able to provide a formal quote or lead time on this system yet. When we've done this in the past its created confusion and put us in a tough spot when the requirements eventually change. Thanks your understanding here!

Thank you,

Christopher Purdie

Technical Sales Representative, Jensen Infrastructure

T: (775) 352-6361

8525 Berg Street, Granite Bay, CA 95746

JensenInfrastructure.com



From: Chris Siembab <ChrisS@roebbelen.com>

Sent: Tuesday, March 24, 2026 1:53 PM

To: Christopher Purdie <cpurdie@jensenprecast.com>; Jensen Info <info@jensenprecast.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

Christopher,

Could you please provide us with a written material quote with lead time listed for this pump station? We have an early procurement package that will be presented at a meeting tomorrow, and this will assist greatly. Understood that the price can change until design and approvals are complete.

Thank you

Chris Siembab

Estimator

M 916-291-9445



Roebbelen Contracting, Inc. AZ#ROC323318 CA#734124 NV#0056512 OR#124156 WA#ROEBBCI967KQ

Roebbelen Construction Management Services, Inc. CA#808764

Disabled Veteran Business Enterprise #1012610

Connect with us: www.roebbelen.com | [Facebook](#) | [LinkedIn](#) | [Instagram](#)

From: Christopher Purdie <cpurdie@jensenprecast.com>

Sent: Friday, March 20, 2026 2:17 PM

To: Chris Siembab <ChrisS@roebbelen.com>; Jensen Info <info@jensenprecast.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

[EXTERNAL EMAIL]

You don't often get email from cpurdie@jensenprecast.com. [Learn why this is important](#)

Hi Chris,

Good call on that - these systems do typically have a longer lead time since they contain non-stock bought out or custom parts. Once we receive an order, provide the full submittal package, and that is approved, production lead time is usually around **8-10 weeks.**

Thank you,

Christopher Purdie

Technical Sales Representative, Jensen Infrastructure

T: (775) 352-6361

8525 Berg Street, Granite Bay, CA 95746

JensenInfrastructure.com



From: Chris Siembab <ChrisS@roebbelen.com>

Sent: Friday, March 20, 2026 2:03 PM

To: Christopher Purdie <cpurdie@jensenprecast.com>; Jensen Info <info@jensenprecast.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

I appreciate the response Christopher. Is there an idea on lead time for procurement once the design and requirements are finalized? I'm seeking to identify any items our field team will need to get ahead of for procurement.

Chris Siembab

Estimator

M 916-291-9445



Roebbelen Contracting, Inc. AZ#ROC323318 CA#734124 NV#0056512 OR#124156 WA#ROEBBCI967KQ

Roebbelen Construction Management Services, Inc. CA#808764

Disabled Veteran Business Enterprise #1012610

Connect with us: www.roebbelen.com | [Facebook](#) | [LinkedIn](#) | [Instagram](#)

From: Christopher Purdie <cpurdie@jensenprecast.com>

Sent: Friday, March 20, 2026 1:43 PM

To: Jensen Info <info@jensenprecast.com>; Chris Siembab <ChrisS@roebbelen.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

[EXTERNAL EMAIL]

You don't often get email from cpurdie@jensenprecast.com. [Learn why this is important](#)

Hi Chris,

Happy to help with this! Our team has this project in our queue, and we are currently working with Warren Consulting Engineers to finalize the design & requirements. Once that is complete, and the engineer signs off on the design, we can provide the full quote.

Based on the requirements for this system, I would expect the material cost for this station to be around \$65,000. This includes all material shown on our drawing, along with delivery. It does not include install or labor costs.

Thank you,

Christopher Purdie

Technical Sales Representative, Jensen Infrastructure

T: (775) 352-6361

8525 Berg Street, Granite Bay, CA 95746

JensenInfrastructure.com



From: Jensen Info <info@jensenprecast.com>

Sent: Friday, March 20, 2026 1:39 PM

To: Chris Siembab <ChrisS@roebbelen.com>; Christopher Purdie <cpurdie@jensenprecast.com>

Subject: Re: Material Quote Request - Crocker Riverside Modernization

Good Afternoon,

Thank you for reaching out to Jensen. Your request is in receipt and has been sent to our sales team in Northern California. A representative will be in contact with you soon.

Team, Please review the detailed email below to further assist our customer.

Jaden Grande

Receptionist/Administrative Assistant, Jensen Infrastructure

T: (775) 352-6367

9895 Double R Blvd, Reno, NV 89521

JensenInfrastructure.com



From: Chris Siembab <ChrisS@roebbelen.com>

Sent: Friday, March 20, 2026 10:17 AM

To: Jensen Info <info@jensenprecast.com>

Subject: Material Quote Request - Crocker Riverside Modernization

Good morning,

We are looking to obtain material quotes and lead times as soon as possible for the following pump station: 248D-D Series Standard (see attached). The jobsite location is at zipcode 95818. Clarify all materials included in the quote. Does the control panel or other items need to be purchased separately?

Thank you

Chris Siembab

Estimator

M 916-291-9445



Roebbelen Contracting, Inc. AZ#ROC323318 CA#734124 NV#0056512 OR#124156 WA#ROEBBCI967KQ

Roebbelen Construction Management Services, Inc. CA#808764

Disabled Veteran Business Enterprise #1012610

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MUNIQUIP, LLC

Your Source For Water & Wastewater Equipment



DATE: 3/24/2026

QUOTE #28166

TO: Roebbelen
RE: Crocker Riverside

Dear Chris,

We're pleased to offer you pricing for the below Barnes pump option. Without the full spec, this pump is quoted with a 6" impeller trim rated for 130GPM at 20' TDH.

ITEM 1

Barnes SE1094L Sewage Ejector Pump - In cast iron construction, 2" suction 2" NPT discharge, open 2-vane cast iron impeller, single seal oil filled, non-explosion proof 3x230V 60Hz 1750rpm 1HP motor, 20' cable, as manufactured by **Crane Pumps and Systems**.

Item 1 for the price of.....**\$2,238.46**

NOTES:

Lead time – TBD (Typically in-stock)

Sales tax is not included in the above pricing.

Start up and commissioning services are not included in the above pricing.

Shipping is included in the above pricing.

Prices exclude anchor bolts, controls, VFDs and other components not specifically included above

Quotation is valid for 30 days.

This proposal is subject to the attached MuniQuip Terms & Conditions and/or the Terms and Conditions of the individual companies MuniQuip has quoted.

Initial _____

Best Wishes,

Joshua Wyatt

Sales Engineer

2017 Opportunity Drive, Suite 4

Roseville, CA 95678

916-759-3292 cell

916-787-5641 office

916-787-5642 fax

2017 Opportunity Drive # 4, Roseville, CA 95678, (916) 787-5641 office, (916) 787-5642 fax

www.muniquipllc.com

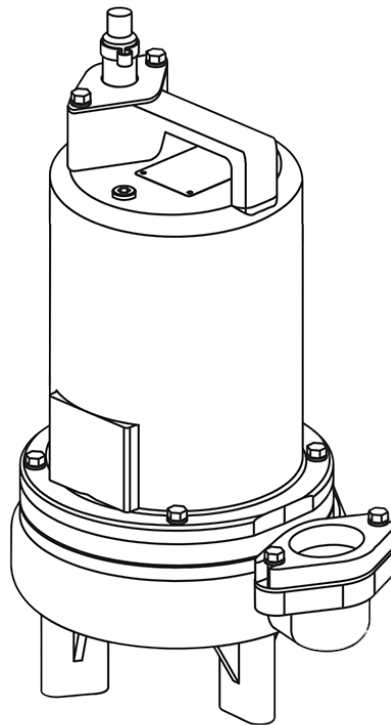
CRANE

PUMPS & SYSTEMS

BARNES®

SE-L – 1 HP

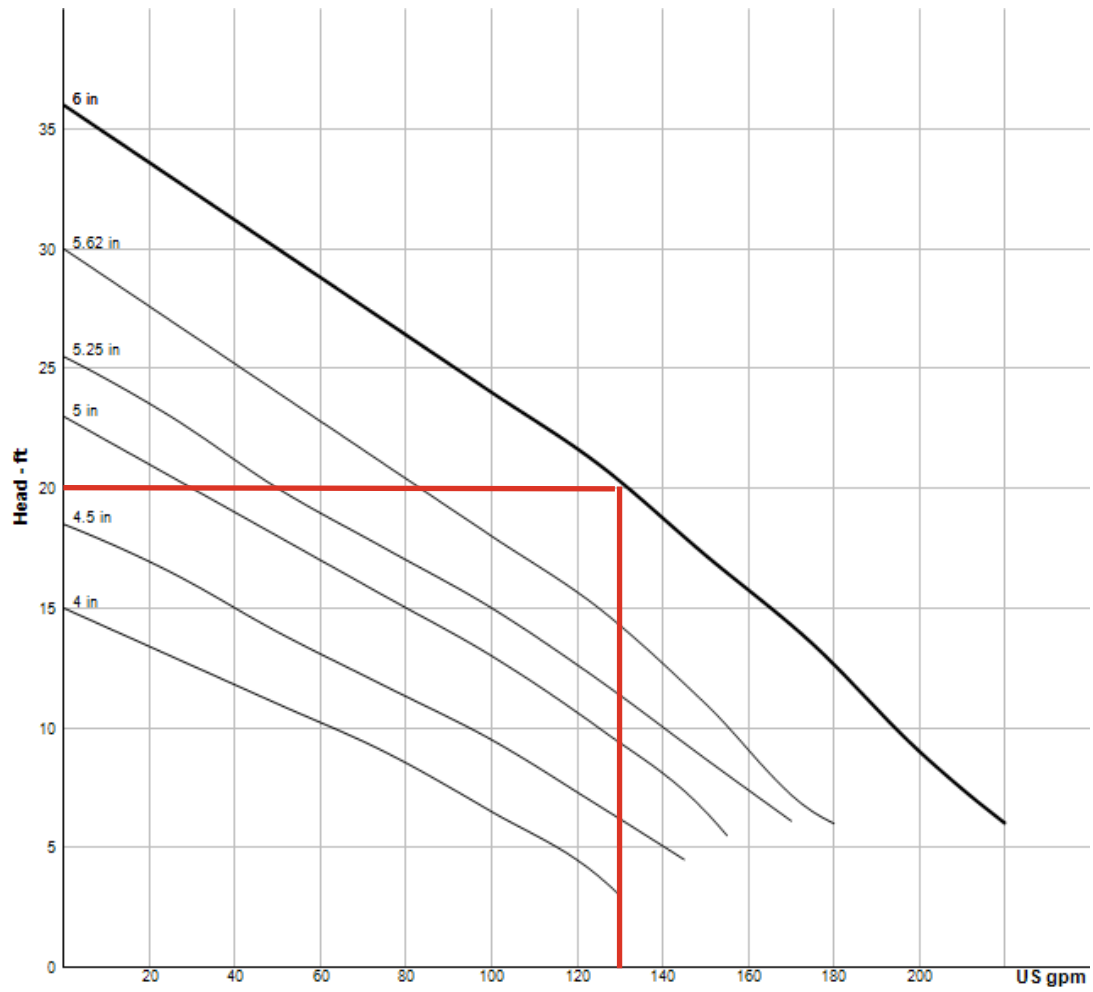
2" Spherical Solids Handling - Manual & Automatic



Specifications

DISCHARGE:	2" NPT, Female, vertical
SPEED:	1750 RPM (Nominal)
LIQUID TEMPERATURE:	104°F (40°C) Continuous
MOTOR HOUSING:	Cast iron ASTM A-48, class 30
IMPELLER:	<ul style="list-style-type: none"> • Design: 2 Vane, open, with pump out vanes on back side. Dynamically balanced, ISO G6.3 • Material: Cast iron ASTM A-48, class 30
CORD ENTRY:	15 ft. (5m) Quick disconnect cord with plug On 115 volt, pressure grommet for sealing and strain relief
SINGLE PHASE:	Permanent split capacitor (PSC) includes overload protection in motor
THREE PHASE:	200-240/480 is Tri-Voltage motor 600V. Requires overload Protection to be included in control panel
MOTOR:	<ul style="list-style-type: none"> • Design:NEMA L -single phase, NEMA B -three phase torque curve, oil filled, squirrel cage induction • Insulation:Class B
UPPER BEARING:	<ul style="list-style-type: none"> • Design: Single row, ball • Lubrication: Oil • Load: Radial
LOWER BEARING:	<ul style="list-style-type: none"> • Design: Single row, ball • Lubrication: Oil • Load: Radial & thrust
VOLUTE:	Cast iron ASTM A-48, class 30
SHAFT:	416 Stainless steel
SQUARE RINGS:	Buna-N
HARDWARE:	300 Series stainless steel
PAINT:	Air dry enamel
SEAL PLATE	Cast iron ASTM A-48, class 30
SEAL KIT P/N:	130180
SERVICE KIT P/N:	130207
LEVEL CONTROL:	<ul style="list-style-type: none"> • "A" - Wide angle, PVC, mechanical, 15 ft (5m) cord with piggy-back plug, N/O • "AU"- Wide angle, polypropylene, mechanical, N/O, integral to pump. ON and OFF points are adjustable

Curves



Pump HP	Impeller Dia mm (in.)
0.5	133 (5.25)
0.75	143 (5.62)
1.00	152 (6.00)

Model Information

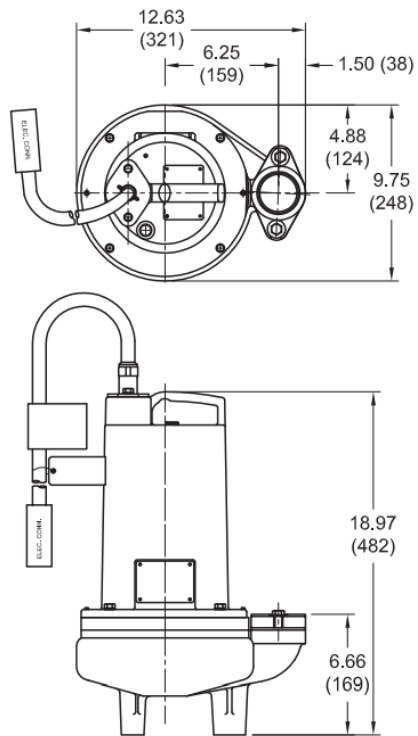
PUMP MODEL NUMBER	SE1074L	SE1094L	SE1044L	SE1054L
PART NUMBER	104888	104889	104890	104891
HP	1	1	1	1
VOLTAGE/PHASE	200-240/1	200-240/3	480/3	600/3
HZ	60	60	60	60
RPM	1750	1750	1750	1750
NEMA START CODE	D/G	E/H	H	J
INSULATION CLASS	F	B	B	B
FULL LOAD AMPS	8.8/8.3	5.1/4.9	2.4	1.9
LOCKED ROTOR AMSPS	21.5/25.8	13.7/15.4	7.7	7.2
CORD SIZE	14/3	14/4	14/4	14/4
CORD TYPE	SOW	SOW	SOW	SOW
CORD O.D INCH (MM)	0.530 (13.5)	0.570 (14.5)	0.570 (14.5)	0.570 (14.5)
WEIGHT (LBS)	90	90	90	90



- 1.) PUMP MAY BE OPERATED "DRY" FOR EXTENDED PERIODS WITHOUT DAMAGE TO MOTOR AND/OR SEALS.
- 2.) INSTALLATIONS SUCH AS DECORATIVE FOUNTAINS OR WATER FEATURES PROVIDED FOR VISUAL ENJOYMENT MUST BE INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRIC CODE ANSI/NFPA 70 AND/OR THE AUTHORITY HAVING JURISDICTION. THIS PUMP IS NOT INTENDED FOR USE IN SWIMMING POOLS, RECREATIONAL WATER PARKS, OR INSTALLATIONS IN WHICH HUMAN CONTACT WITH PUMPED MEDIA IS A COMMON OCCURRENCE.

Drawings

SE51, SE52, SE-L



All dimensions are in inches (mm)



TERMS AND CONDITIONS

1. Acceptance of this Order is final only upon written approval by MuniQuip, L.L.C. ("MQ").
2. The total sale price, as set forth on the first page hereof, including all tax, is payable by Purchaser as follows: One-Hundred percent (100%) within 30 days of notice of availability for shipment by the manufacturer. Any amount not paid when due shall bear interest at the rate of 18% *per annum*. Purchaser agrees to pay reasonable attorney's fees and all collection costs incurred by MQ if payment is not timely received. All payments by Purchaser shall be made without offset or deduction.
3. All prices are FOB source shipping point. MQ is not responsible for any loss during transit. Breakage or shortage claims arising from shipments shall be made by the Purchaser directly against the carrier. Purchaser will accept shipment within five (5) days of notice of availability from MQ.
4. Purchaser understands and acknowledges that the Equipment is not manufactured by MQ, and that MQ offers no representations or warranties of any kind or nature with respect to the Equipment. **SPECIFICALLY, MQ DOES NOT OFFER ANY EXPRESS OR IMPLIED WARRANTY OF DESCRIPTION, TITLE, OR CONDITION OF LIEN OR SECURITY INTERESTS, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.** The only warranties with respect to the Equipment shall be those offered by the manufacturer, if any. The sole obligation of MQ shall be to assist Purchaser in connection with the presentation of any warranty claim to the Manufacturer. If applicable, MQ will assign all manufacturers' warranties to Purchaser or end user. Purchaser shall be responsible for all costs and labor for installation and start-up assistance of the Equipment.
5. MQ shall not be responsible for any loss, claim or damages resulting from any force majeure, including but not limited to strikes, accidents, unavailability of labor or materials, acts of God, weather conditions, inability of carrier to deliver, legislative, administrative, or executive law, order or requisition of any governmental entity, or any event not under the direct control of MQ. Any delay in delivery from the Manufacturer caused by a force majeure or action or inaction of the Manufacturer or carrier shall not be the responsibility of MQ.
6. In no event shall MQ be responsible for any liquidated, consequential or special damages arising from breach of this Agreement, any delay of delivery or any other cause.
7. Purchaser shall pay any sales, excise, or other government charge payable by MQ to federal, state or local authorities. Any such taxes now or hereafter imposed upon sales or shipments will be added to the purchase price. Purchaser agrees to reimburse MQ for any such tax or to provide MQ acceptable tax exemption certificates.
8. Purchaser may not cancel this Order without the prior written consent of MQ, and in any event Purchaser shall be responsible for all costs, charges and fees caused by such cancellation, including labor expended, material procured, and reasonable overhead expenses applicable thereto.

Initial _____



9. Any failure of MQ to insist upon the performance of any term or condition of this Agreement or any prior quotations, agreements, orders, and acceptances or orders related thereto shall not be deemed to be a waiver of such term, condition, or any other right in the future.
10. The provisions hereof shall apply to all addendums or changes hereto although not specifically set forth therein, all of these terms and conditions being considered to be additional terms and conditions to any such addendum or change.
11. Purchaser agrees to inspect the Equipment immediately upon delivery. Any claim for shortages must be made to MQ within ten (10) days after shipment or shall be deemed waived. Any other claim by Purchaser, other than warranty claims against the manufacturer, shall be made within thirty (30) days after receipt of shipment, and if not made, shall be waived.
12. Purchaser agrees to provide and maintain adequate insurance against loss of or damage to the Equipment until the purchase price to MQ has been fully paid. Any loss or damage to the Equipment after transfer of possession shall not relieve the Purchaser from obligations under this Agreement.
13. This Agreement represents the final and complete understanding of the parties with respect to all terms and conditions of the sale of Equipment as contemplated hereby, and there are no other representations, promises or agreements, whether written or oral, made in connection herewith. Purchaser specifically understands and acknowledges that no agent, employee or representative of MQ has the authority to or has made any other representation, promise or agreement except as specifically set forth in this Agreement. No amendment to this Agreement shall be effective unless it is in writing and executed by both parties.
14. This Agreement shall be construed under the laws of the State of California, and any action arising hereunder shall be commenced in that state.

Customer Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Date: _____

Purchase Order #: _____

PRICING PROPOSAL

CA LICENSE # 849044, DIR LICENSE #1000004625



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

March 25, 2026

FieldTurf is pleased to offer to supply and install the following high performance artificial infilled turf system:

FIELD NAME	Crocker Riverside Elementary School
TURF SYSTEM	2" Vertex Prime PureSelect
FIELD SQUARE FOOTAGE	27,801 SF
FIELD MARKINGS	Soccer, Flag Football, Kickball, Logos
<u>PRICING BREAKDOWN</u>	
• BROCK PBYSR WITH MIRAFL 140N	\$ 80,623
• SYNTHETIC TURF SYSTEM	\$ 226,132
• SPORTS MARKINGS	INCLUDED
• SIDELINE LOGOS	\$ 16,000
• GMAX TESTING	\$ 1,500
• MAINTENANCE EQUIPMENT	\$ 9,840
• TAXES	\$ 12,678
• WARRANTY	INCLUDED
• TOTAL PRICE	\$ 346,773

PRICING PROPOSAL



CA LICENSE # 849044, DIR LICENSE #1000004625

PRODUCT DETAILS

FieldTurf, the worldwide leader in artificial turf, is pleased to offer Vertex Prime with the following product characteristics:

- ▶ **Pile Height:** 2 inches
- ▶ **Infill Weight:** 5.5 lbs silica sand & 2.1 lbs PureSelect Olive per sq.ft.
- ▶ **Pile Weight:** 39 oz/yd²
- ▶ **Total System Weight:** 1154 oz/yd²

PRICE INCLUDES:

- a) The supply and installation of Brock Powerbase YSR shock pad with Mirafi 140N liner upon a suitable base.
- a) The supply and installation of the artificial in-filled grass surface upon a suitable base.
- b) Inlaid soccer markings.
- c) Inlaid flag football markings.
- d) Inlaid kickball markings.
- e) Inlaid multi-sport markings in smaller tufted area per plans.
- f) Two inlaid sideline logos "CROCKER RIVERSIDE", 6 ft. high (3 standard FieldTurf colors).
- g) Maintenance equipment (GroomRight and FieldSweep).
- h) GMAX testing at substantial completion
- i) Taxes.
- j) An 8-year 3rd party pre-paid insured warranty on the FieldTurf artificial grass surface

PRICE DOES NOT INCLUDE:

- b) The base upon which the FieldTurf artificial turf surface will be placed. FieldTurf shall not be responsible for the planarity, stability, porosity, nor the approval of the base upon which the FieldTurf surface will be installed, the drainage system, nor any construction or modification of existing installations around the fields.
- c) Any costs associated with necessary changes relating to delineation of the field.
- d) The supply or installation of the field edging and perimeter nailer board.
- e) The supply of or adjustment to manholes or clean-outs, grates and supply of the manhole covers.
- f) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- g) Site security.
- h) A vehicle to tow maintenance equipment.
- i) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.

PRICING PROPOSAL



CA LICENSE # 849044, DIR LICENSE #1000004625

- j) Site restoration, sodding, landscaping or grow-in.
- k) Permit fees, Inspection fees.
- l) Performance and Payment Bond fees.
- m) Athletic equipment.
- n) Survey
- o) Permeability testing.
- p) Newly imposed tariffs.
- q) Anything not explicitly noted in the inclusions.

The pricing set forth in this proposal is based on applicable tariffs, duties, and taxes in effect as of the proposal date. Any new or increased tariffs, duties, taxes, or similar charges imposed by the United States Government, whether at the federal or state level, on products included in this proposal after the proposal date shall be the sole responsibility of the Customer and will result in an adjustment to the proposed price accordingly. FieldTurf USA, Inc. reserves the right to modify pricing to reflect such additional costs, and the Customer agrees to bear any such increases.

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The parties recognize that the effects of global economic instability are currently unpredictable and could lead to limitations in labor availability and delays in the supply and delivery of materials, equipment or products. In addition, as these contingencies have not been factored into this proposal; materials, equipment and/or products to be used in performing the work may become subject to a price increase. Accordingly, it is acknowledged that the seller/FieldTurf shall (a) not be subject to any damages for any delay due to events beyond its control and, (b) be allowed an equitable adjustment of the time and/or of the price of this proposal or any contractual document resulting therefrom. FieldTurf shall endeavor to notify you as soon as possible of any such events and/or contingencies. Please note that the seller/FieldTurf shall use its best efforts to ensure that it fulfills its commitments and will strive to minimize any negative impacts as they may arise. Thank you for your kind understanding.

Please feel free to reach out to any member of our project team with questions about our offer:

Sara Marinelli

Project Manager

+ 1 (514) 799-8864

Sara.marinelli@fieldturf.com

Andrew Rowley

Regional Vice President

(707) 529-8459

andrew@fieldturfncal.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

Per:



Darren Gill, Executive Vice President
FieldTurf USA, Inc. / Tarkett Sports Canada, Inc.

PRICING PROPOSAL

CA LICENSE # 849044, DIR LICENSE #1000004625



CONDITIONS

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*.
- b) FieldTurf's preferred payment terms are as follows: (i) 50% of the Price upon Customer's execution of contract; (ii) 40% of the Price upon shipment of materials from FieldTurf's manufacturing facility; and (iii) Remaining balance of ten percent (10%) upon substantial completion of the field, which shall be achieved when Customer is able to use the field for its intended purpose, even if punchlist items remain and the Certificate of Completion has not been executed by Customer.
- c) Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 10% per annum.
- d) FieldTurf requires a minimum of 21 days after receiving a fully executed contract or purchase order and final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under typical field size and scenario, FieldTurf further requires a minimum of 28 days per field to install the Product subject to weather and *force majeure*.
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100 ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. FieldTurf shall not be liable for any damages to the staging area or its surface unless such damages are caused by FieldTurf's intentional misconduct or negligence.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) Upon substantial completion of FieldTurf's obligations, the Customer shall sign FieldTurf's Certificate of Completion in the form currently in force; to accomplish this purpose, the Customer will ensure that an authorized representative is present at the walk-through to determine substantial completion and acceptance of the field, which may include a list of punch list items.
- h) FieldTurf shall not be a party to any penalty clauses and/or liquidated damages provisions.
- i) FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- j) All colors are to be chosen from FieldTurf's standard colors.

THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING



DOCUMENT 00 63 63

CHANGE ORDER FORM

Sacramento City Unified School District
5735 47th Avenue
Sacramento, CA 95824

CHANGE ORDER NO.:

01

CHANGE ORDER

Project: HW Harkness Telecenter
Bid No.: 0139-411

Date: 01/29/2026
DSA File No.: N/A
DSA Appl. No.: N/A

The following parties agree to the terms of this Change Order:

**Owner: Sacramento City Unified
School District**
5735 47th Ave.
Sacramento, CA 95824

Contractor: Vanden Bos Electric Inc.

502 Guiseppe Ct.
Roseville, CA 95678

Reference	Description	Cost	Days Ext.
CO #01 Requested by: Performed by: Reason:	Close out of unused Owner Allowance Sacramento City Unified School District Vanden Bos Electric Inc. Reconciliation of contract	\$ (20,000.00)	0
Contract time will be adjusted as follows:		Original Contract Amount:	\$ 260,500.00
Previous Completion Date: <u>10/24/2025</u>		Amount of Previously Approved Change Order(s):	\$0.00
<u>0</u> Calendar Days Extension (zero unless otherwise indicated)		Amount of this Change Order:	\$(20,000.00)
Current Completion Date: <u>10/24/2025</u>		Contract Amount:	\$240,500.00

The undersigned Contractor approves the foregoing as to the changes, if any, to the Contract Price specified for each item, and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein. Submission of sums which have no basis in fact or which Contractor knows are false are at the sole risk of Contractor and may be a violation of the False Claims Act set forth under Government Code section 12650 et seq.

This change order is subject to approval by the governing board of this District and must be signed by the District. Until such time as this change order is approved by the District's governing board and executed by a duly authorized District representative, this change order is not effective and not binding.

**SACRAMENTO CITY UNIFIED
SCHOOL DISTRICT**

**CHANGE ORDER FORM
DOCUMENT 00 63 63-1**

CHANGE ORDER FORM
DOCUMENT 00 63 63-2