Simi Valley Schools

SIMI VALLEY UNIFIED SCHOOL DISTRICT

BOARD APPROVED ITEMS FROM THE 5.19.26 BOE MEETING

APPROVED FOR PROCESSING
BY SUPERINTENDENT'S OFFICE
5/19/26
Date Signature

TITLE: APPROVAL OF AGREEMENT NO. R26-04610 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND RACHLIN PARTNERS DBA HUCKABEE & ASSOCIATES, FOR ARCHITECTURAL SERVICES FOR THE FIRE ALARM UPGRADE AT SIMI VALLEY HIGH SCHOOL

Business & Facilities
Consent #12

May 19, 2026

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On March 15, 2022, the Board of Education approved the list of selected architectural and landscaping firms for the on-call architectural and landscape services for projects throughout the district. The firm of Rachlin Partners, Inc. is on the approved list and can provide these services.

The fire alarm system at Simi Valley HS is old and many of the devices are no longer supported by the state, cannot be repaired when broken, and do not communicate with the new main voice activation panel that was required per the current code for the new Kitchen and MPR project.

The district requested a proposal for the Fire Alarm Upgrade from Huckabee & Associates.

Rachlin Partners, Inc. has been acquired by Huckabee & Associates and is now called:

Rachlin Partners, Inc. Dba Huckabee & Associates

This agreement will utilize the Master Agreement 034419-374-F.

Fiscal Analysis

$172,500.00	Base Fee
$ 1,725.00	Reimbursable (1%)
$174,225.00	Total Contract, funded by Measure X.

Recommendation

It is recommended that the Board of Education approve Agreement R26-04610 for architectural services for the fire alarm upgrade at Simi Valley High School with Rachlin Partners, Inc. Dba Huckabee & Associates.

On motion # 165 by Trustee Jubran, seconded by Trustee James and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved Agreement R26-04610 for architectural services for the Fire Alarm Upgrade at Simi Valley High School with Rachlin Partners, Inc. Dba Huckabee & Associates.

James
Ayes: Resnick Noes: 0 Absent: 0 Abstained: 0
Pietrzak
Jubran
Swalwell

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

PROJECT ASSIGNMENT AMENDMENT (PAA)
AGREEMENT R26-04610

SIMI VALLEY HIGH SCHOOL FIRE ALARM UPGRADE

This Project Assignment Amendment ("PAA") is entered by and between Simi Valley Unified School District and Rachlin Partners, Inc. Dba Huckabee & Associates ("Architect") as of May 19, 2026.

Whereas, the District entered into a written Agreement entitled Agreement for On-Going Architectural Services, Agreement 034419-374-F ("Agreement") generally establishing terms and conditions for the Architect's design professional services for Projects assigned by the District to the Architect.

Whereas, this PAA sets forth the specific terms and conditions applicable to the district assignment of the Assigned Project to the Architect for completion of design professional services.

NOW THEREFORE, the District and Architect agree as follows:

1. **Assigned Project Description**. The Assigned Project is described as follows: **Design Services for the FIRE ALARM UPGRADE at SIMI VALLEY HIGH School.**

2. **Assigned Project Construction Budget**. The Construction Budget for the Assigned Project is One Million, Five Hundred Thousand Dollars ($1,500,000.00).

3. **Assigned Project Basic Services**. The Basic Services Phases for the Assigned Project are:

Basic Services Phases
Pre-Design / Architectural Program Development Phase
Schematic Design
Design Development
Construction Documents / DSA Approval
Bidding Phase
Construction Administration
Closeout and DSA Final Certification

4. **Assigned Project Design Disciplines and Design Consultants**. The Design Disciplines included within the scope of the Assigned Project include the following: the Architect shall complete all services for the Design Disciplines noted below with its own employees or by Design Consultants to the Architect. An Acoustic Consultant has not been included, and if needed, will be as additional services.

Structural Engineering, if required
Technology and Security Systems Pathways Engineering
Electrical & Fire Alarm / Sprinkler Systems Engineering, as required
Cost Estimating
Other:

5. **Assigned Project Schedule**. The Architect's Completion of Basic Services for the Assigned Project shall be in accordance with the following phases:

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

Basic Services Phases	Completion Date
Phase 1: Schematic Design	Friday, July 03, 2026
Phase 2: Design Development	Friday, August 28, 2026
Phase 3: Construction Documents (50% submittal)	Friday, October 02, 2026
Phase 4: Construction Documents (100% submittal)	Friday, November 06, 2026
Phase 5: DSA Approval	Friday, February 26, 2027
Phase 6: Bidding	Tuesday, April 06, 2027
Phase 6: Award of Construction	Tuesday, April 20, 2027
Phase 7: Construction Administration	Friday, August 06, 2027
Phase 8: Closeout and DSA Final Certification	Friday, September 17, 2027

6. **Assigned Project Contract Price**. The Contract Price for the Assigned Project will be based on the state of California's sliding fee schedule and will be reconciled to the construction contract bid award amount. The preliminary fee of **One-Hundred Seventy-Two Thousand Five-Hundred Dollars ($172,500.00)** is based on a Construction Budget of $1,500,000.00 as described on the attached Proposal from Architect dated April 23, 2026 (Exhibit A). The Contract Price is allocated to the Basic Services Phases per the master agreement:

Basic Services Phases	Estimated Contract Price	Percentage of Construction Budget
Pre-Design/Architectural Program Development Phase	$ 4,312.50	2.5%
Schematic Design Phase	$17,250.00	10%
Design Development Phase	$25,875.00	15%
Construction Documents Phase-Submittal to DSA	$43,125.00	25%
Approval by DSA	$8,625.00	5%
Bidding Phase	$8,625.00	5%
Construction Administration Phase	$47,437.50	27.5%
Close Out Phase	$17,250.00	10%
Generate Punch List 2% ($3,450.00)		
Sign Off On Punch List 2% ($3,450.00)		
Receive and Review All M & O Documents 2% ($3,450.00)		
Filing All DSA Required Close Out Documents 2% ($3,450.00)		
Receiving DSA Close Out, including DSA approval of the final set of Record Drawings 2% ($3,450.00)		
Total Estimated Fee:	**$172,500.00**	100%

7. **Estimated Reimbursable Expenses**. In addition to the Contract Price, an amount of $1,725.00 has been identified for "Reimbursable Expenses" in Attachment 1. Reimbursable Expenses shall be in accordance with Agreement 034419-374-F for Ongoing Architectural Services.

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

8. **Agreement Terms**. All terms of Agreement 034419-374-F for Ongoing Architectural Services are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA. In the event of a conflict between the sliding fee identified in this Agreement, and the California State Sliding fee for design of public-school facilities, the California State Sliding fee shall govern.

IN WITNESS HEREOF, the District and the Architect have executed this Project Assignment Amendment as of the date set forth above.

District **Simi Valley Unified School District**	**Architect** **Rachlin Partners, Inc. Dba Huckabee & Associates**
By: _____	By: DocuSigned by: Richard Ingrassia 4A19374FF512484...
Ron Todo Associate Superintendent, Business & Facilities	Richard Ingrassia Senior Principal

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

Huckabee

a MOREgroup brand

EXHIBIT A - FEE PROPOSAL

Date April 23, 2026

Name: Pedro Avila
Title: Director of Facilities and Planning
Client: Simi Valley Unified School District
Address: 101 West Cochran St
Simi Valley CA 93065

Project No. TBD
PO No. TBD

Project Name: **Simi Valley High School Fire Alarm Upgrade**

Fee Computation - New Construction	9.0% of First	$	-	= $	-
	8.5% of Next	$	-	= $	-
	8.0% of Next	$	-	= $	-
	7.0% of Next	$	-	= $	-
	6.0% of Next	$	-	= $	-
	5.0% of Next	$	-	= $	-
	Subtotal	$	-	$	-
Fee Computation - Modernization Project	12.0% of First	$	500,000.00	= $	60,000.00
	11.5% of Next	$	500,000.00	= $	57,500.00
	11.0% of Next	$	500,000.00	= $	55,000.00
	10.0% of Next	$	-	= $	-
	9.0% of Next	$	-	= $	-
	8.0% of Next	$	-	= $	-
	Subtotal	$	1,500,000.00	$	172,500.00

New Est. Construction Cost	$ -	Estimated Fee	$ -
Mod Est. Construction Cost	$ 1,500,000.00	Estimated Fee	$ 172,500.00
Total Est. Construction Cost	**$ 1,500,000.00**	**Fee Subtotal**	**$ 172,500.00**
			$ 172,500.00

Description of Work		**Total Contract Value**
	% of Fee	$ 172,500.00
Professional Services		
1. Pre-Design Phase	2.5%	$ 4,312.50
2. Schematic Design Phase	10%	$ 17,250.00
3. Design Development Phase	15%	$ 25,875.00
4. Construction Documents (100%) / DSA Submittal	25%	$ 43,125.00
5. DSA Stamped Approval	5%	$ 8,625.00
6. Bidding Phase	5%	$ 8,625.00
7. Construction Administration Phase	27.5%	$ 47,437.50
8. Close Out Phase - Generate Punchlist	2%	$ 3,450.00
9. Close Out Phase - Sign Off on Punchlist	2%	$ 3,450.00
10. Close Out Phase - Review all M&O Documents	2%	$ 3,450.00
11. Close Out Phase - File DSA Required Closeout Docs	2%	$ 3,450.00
12. Close Out Phase - DSA Closeout- Final	2%	$ 3,450.00
Sub-Total for Basic Services	**100%**	$ 172,500.00
Reimbursable Expenses		
1. Expense Budget (1% of fee, rounded to nearest dollar)		$ 1,725.00
Sub-Total for Reimbursable Expenses		$ 1,725.00
Total Contract Amount with Expenses		$ 174,225.00

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

NON-COLLUSION DECLARATION

PROJECT: Fire Alarm Upgrade at Simi Valley High School

STATE OF CALIFORNIA

COUNTY OF Ventura

I, Richard Ingrassia, being first duly sworn, deposes and says that I am
(Typed or Printed Name) [SimiPCC7106]

the Sr. Principal of Richard Ingrassia, the party submitting
(Title) (Bidder Name)

the foregoing Bid Proposal ("the Bidder"). In connection with the foregoing Bid Proposal, the undersigned declares, states and certifies that:

1. The Bid Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
2. The Bid Proposal is genuine and not collusive or sham.
3. The Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other bidder or anyone else to put in sham bid, or to refrain from bidding.
4. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price, or that of any other bidder, or to fix any overhead, profit or cost element of the bid price or that of any other bidder, or to secure any advantage against the public body awarding the contract or of anyone interested in the proposed contract.
5. All statements contained in the Bid Proposal and related documents are true.
6. The Bidder has not, directly or indirectly, submitted the bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Executed this 5/13/2026 day of _____, 20__ at Culver City, Los Angeles, California.
(City, County and State)

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

DocuSigned by:
Richard Ingrassia
481087AF7512431...
(Signature)

Richard Ingrassia
(Name Printed or Typed)

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

DRUG-FREE WORKPLACE CERTIFICATION

I, Richard Ingrassia (Print Name) [SimiGOV8350], am the Sr. Principal (Title) of

Richard Ingrassia (Contractor Name)

I declare, state and certify to all of the following:

1. I am aware of the provisions and requirements of California Government Code §§8350 et seq., the Drug Free Workplace Act of 1990.
2. I am authorized to certify, and do certify, on behalf of Contractor that a drug free workplace will be provided by Contractor by doing all of the following:
   A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in Contractor's workplace and specifying actions which will be taken against employees for violation of the prohibition;
   B. Establishing a drug-free awareness program to inform employees about all of the following:
      i. The dangers of drug abuse in the workplace;
      ii. Contractor's policy of maintaining a drug-free workplace;
      iii. The availability of drug counseling, rehabilitation and employee-assistance programs; and
      iv. The penalties that may be imposed upon employees for drug abuse violations;
   C. Requiring that each employee engaged in the performance of the Contract be given a copy of the statement required by subdivision (A), above, and that as a condition of employment by Contractor in connection with the Work of the Contract, the employee agrees to abide by the terms of the statement.
   D. Contractor agrees to fulfill and discharge all of Contractor's obligations under the terms and requirements of California Government Code §8355 by, inter alia, publishing a statement notifying employees concerning: (i) the prohibition of any controlled substance in the workplace, (ii) establishing a drug-free awareness program, and (iii) requiring that each employee engaged in the performance of the Work of the Contract be given a copy of the statement required by California Government Code §8355(a) and requiring that the employee agree to abide by the terms of that statement.
3. Contractor and I understand that if the District determines that Contractor has either: (i) made a false certification herein, or (ii) violated this certification by failing to carry out and to implement the requirements of California Government Code §§8355, the Contract awarded herein is subject to termination, suspension of payments, or both. Contractor and I further understand that, should Contractor violate the terms of the Drug-Free Workplace Act of 1990, Contractor may be subject to debarment in accordance with the provisions of California Government Code §§8350, et seq.
4. Contractor and I acknowledge that Contractor and I are aware of the provisions of California Government Code §§8350, et seq. and hereby certify that Contractor and I will adhere to, fulfill, satisfy and discharge all provisions of and obligations under the Drug-Free Workplace Act of 1990.

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

Executed at Culver City, California (City and State) this ____day of _____, 20____. 5/13/2026

DocuSigned by:
Richard Ingrassia
(Signature)
...

Richard Ingrassia
(Printed or Typed Name)

Project: **Fire Alarm Upgrade at Simi Valley High School**

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

TOBACCO-FREE ENVIRONMENT CERTIFICATION

PROJECT: **Fire Alarm Upgrade at Simi Valley High School**

This Tobacco-Free Environment Certification form is required from the successful Bidder.

The contract between **Simi Valley Unified School District** ("District") and

Richard Ingrassia
_____ ("Contractor" or "Bidder") includes the following provisions:
[SimiLAB6400]

Pursuant to, without limitation, 20 U.S.C. section 6083, Labor Code section 6400 et seq., Health & Safety Code section 104350 et seq. and District Board Policies, all District sites, including the Project site, are tobacco-free environments. Smoking, vaping, and the use of tobacco products by all persons is prohibited on or in District property. District property includes school buildings, school grounds, school owned vehicles and vehicles owned by others while on District property.

I acknowledge that I am aware of the District's policy regarding tobacco-free environments at District sites, including the Project site and hereby certify that I will adhere to the requirements of that policy and not permit any of my firm's employees, agents, subcontractors, or my firm's subcontractors' employees or agents to use tobacco and/or smoke/vape on any District site.

Date: 5/13/2026

Contractor: Richard Ingrassia

DocuSigned by:
Signature: Richard Ingrassia
481087AF75f2431

Print Name: Richard Ingrassia

Title: Sr. Principal

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

Rules of Conduct

Project: **Fire Alarm Upgrade at Simi Valley High School**

Each contractor and subcontractor performing work on this project shall adhere to the following rules of conduct:

1. All construction personnel will comply with current CDC/state requirements for COVID-**19.**

2. Professional and courteous behavior is expected and will be used at all times.

3. Interaction with students, staff, and/or other visitors is prohibited with the exception of designated administrators.

4. The use of profanity and/or disparaging language will not be tolerated.

5. All contractors, subcontractors, architects, engineers or consultants will be required to wear a badge issued by their company as a means of identification. The badge is to be worn at all times while on the Owner's property. The badge will be visibly noticeable and located on the front of the individual's shirt. All badges are required to be returned to the Owner or designee at the completion of the project as part of the final pay application requirements.

6. All contractors and subcontractors:

a. Shall remain in the immediate vicinity of his/her work and will not stray to other areas of the property that do not involve their company's scope of work. All restroom facilities, including student and staff, are not to be used. The contractor is responsible for mobilizing to the construction site, their own portable restroom. Specific rules regarding the portable restroom are indicated in the General Conditions.

b. During the regular school year, each school holds classes during daytime hours. Students and staff shall be given unimpeded access to and from the classrooms and administrative areas at all times when classes are being held. Contractors and subcontractors shall not disrupt the existing utilities, which serve the classrooms and administrative offices during the course of the work. Any outages shall be scheduled with the District Project Coordinator at least 1-month in advance of the planned outage.

c. Vehicles must be parked each day in the designated area(s). When vehicles need to be removed during school hours, the vehicles shall have lights and flashers engaged, and a "spotter," provided by the contractor and/or subcontractor, leading the vehicle off the District's property. At no time will the vehicle exceed 5 mph.

7. **Simi Valley Unified School District** properties are drug free workplaces. This policy shall be strictly enforced.

8. Alcoholic beverages are prohibited from being brought on or consumed on any portion of the Owner's property.
9. The use of any tobacco products on the Owner's property is strictly prohibited.

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

10. Any lewd, obscene or otherwise indecent acts, words, or behavior by any contractor, subcontractor, architect, engineer or consultant shall not be tolerated.

11. All contractors, subcontractors, architects, engineers or consultants shall conform to a dress code whereby:
No clothing that contains violent, suggestive, derogatory, obscene or racially based material may be worn. This interpretation will be made by the Owner or designee.
Garments, accessories or personal grooming artifacts with slogans, graphics or pictures promoting drugs, alcohol, tobacco or any other controlled substances that are prohibited to minors will not be allowed.
Tank top/mid-drift shirts and shorts of any kind are not allowed while on the Owners property.

12. All contractors, subcontractors, architects, engineers or consultants are responsible for their own means of communication including, but not limited to, telephone, cell phone, fax machine. At no time are the Owner's communication systems to be used.

13. All contractors, subcontractors, architects, engineers or consultants personal vehicles, as well as work vehicles and equipment, are the responsibility of the individual and/or company. Any damage that occurs to the vehicles and/or equipment while on the Owner's property is not the responsibility of the Owner and, therefore, any said claims for damages will not be acknowledged.

Non-compliance with any of the above-stated rules of conduct by any contractor, or subcontractor may be sufficient grounds for immediate removal from the job site and termination of the contract.

I acknowledge that I am aware of the above-stated rules of conduct and hereby certify that all of my Company's employees, consultants, suppliers, and/or any subcontractors will adhere to these provisions. I further acknowledge that any delays to the schedule perceived or otherwise, as a result of the Owner/designee removing my employee from the job site, are my company's responsibility.

DocuSigned by:
Richard Ingrassia
Authorized Signature [SimiROC]

Sr. Principal
Title

Richard Ingrassia
Print Name

5/13/2026
Date

Richard Ingrassia
Company

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

FINGERPRINT CERTIFICATE – PUBLIC WORKS

I, Richard Ingrassia (Print Name) [SimiEDU45125-1], am the Sr. Principal (Title) of Richard Ingrassia (Entity). I declare, state, and certify all of the following:

1. I am aware of the provisions and requirements of California Education Code §45125.1 and §45125.2, regarding fingerprinting of persons providing services to school districts. As such, I understand that as a public works contractor, California Education Code §45125.2 provides methods to ensure pupil safety, among which, includes the following:

   CONTINUAL supervision and monitoring of ALL of Entity's employees by an employee of the Entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony [§45125.2(a)(2)].

   The District requires Entity to be able to comply with the above. As such, **Entity shall ensure District that Entity has a California Department of Justice issued ORI number** under which Entity's supervisory employees have been fingerprinted and have a valid criminal record summary AND that **Entity has a contract with the Department of Justice in order to receive notification of subsequent state or federal arrests or dispositions**. Entity shall provide any subsequent arrest and conviction information it receives to the District pursuant to the subsequent arrest service.

   Entity's DOJ issued ORI Number A9437 **If your entity does not have an ORI #, STOP** and contact the School District's Purchasing Director at 805-306-4500 x4601.

   As an alternative to Entity having an ORI number, the District may allow Entity's supervisory employees to be fingerprinted under the District's ORI number. Contact the District's Purchasing Director at 805-306-4500 x4601.

2. I have personal knowledge of and/or have made due and diligent inquiry with respect to the following, and based on said knowledge and/or inquiry I certify that:
   A. The fingerprints of each person identified on Attachment B-1, providing CONTINUAL supervision and monitoring of ALL of Entity's staff, including subcontractors of all tiers, have been submitted to the California Department of Justice under the ORI number provided above pursuant to Education Code §45125.1; and,
   B. The California Department of Justice has issued written or electronic verification that each person identified on Attachment B-1 has not been convicted of a felony, as defined in Education Code §45122.1, and has no criminal felony proceedings, as defined in Education Code §45122.1, pending against him or her.
3. Entity shall provide **additional Fingerprint Certificates** for each and every employee providing CONTINUAL supervision and monitoring who is not identified on Attachment B-1 prior to permitting such person(s) to perform supervision and monitoring of Entity's employees.
4. I certify that Entity is NOT a sole proprietorship. (If Entity is a sole proprietorship, contact the District's Purchasing Director)
5. Entity and I understand that if the District determines that Entity has either: (a) made a false certification herein, or (b) violates this certification by failing to carry out and to implement the requirements of California Education Code §45125.2, the Contract is subject to termination, suspension of payments, or both.
6. **Entity shall submit with this certificate a copy of Entity's Department Of Justice agency approval letter.**
7. I am authorized to execute this Fingerprint Certificate on behalf of the Entity. All of the statements set forth above and all of the information provided in Attachment B-1 are true, correct, complete, and accurate. Further, there are no omissions or misstatements of material fact in the foregoing statements or in the information set forth in Attachment B-1 which would render such statements and/or information to be false or misleading.

Unsupervised Contact with students means contact that provides the person opportunity and probability for personal communication or touch with students when not under direct District supervision. Entity shall ensure that Entity, any subcontractors of all tiers, and their officers, employees, and agents will have no Unsupervised Contact with students while on District property. Entity will work with the District and with Entity's subcontractors to ensure compliance with this requirement and shall take all measures necessary to ensure compliance with this requirement, without compromising the day-to-day educational operations at each school site where Entity is performing work. If Entity is unable to ensure through a security plan (which includes but is not limited to provision of an on-site Superintendent who has passed DOJ fingerprinting, and is present at the work areas whenever work is being performed, installation of temporary barriers and fencing, isolation of the work areas or rooms from the rest of the campus or building, provision of separate sanitation and break areas for the workers, and provision of a separate path or supervised escort to and from the work for construction employees) that prevention of unsupervised contact with students in a particular circumstance cannot be achieved, then Entity shall immediately notify the District before commencing or continuing any work that could result in Unsupervised Contact, and shall refrain from commencing or continuing the work until Entity has remedied the issues which may lead to Unsupervised Contact with students.

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

Executed at Culver City, California (City and State) [SimiEDU45125-1b] this 5/13/2026 day of _____, 20_____.

DocuSigned by: Richard Ingrassia (Signature) 481087AF7512431...

Richard Ingrassia (Handwritten or Typed Name)

Project: **Fire Alarm Upgrade at Simi Valley High School**

*** * * ATTACHMENT B-1 MUST BE COMPLETED IN ACCORDANCE WITH THE ABOVE * * ***

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

FINGERPRINT CERTIFICATE

ATTACHMENT B-1

[SimiEDU45125-2]

The fingerprints of each person identified below, **providing CONTINUAL supervision and monitoring of ALL of Entity's staff, including subcontractors of all tiers**, have been submitted to the California Department of Justice under the Entity's California Department of Justice issued ORI number pursuant to Education Code §45125.1; and,

The California Department of Justice has issued written or electronic verification that each person identified has not been convicted of a felony, as defined in Education Code §45122.1, and has no criminal felony proceedings, as defined in Education Code §45122.1, pending against him or her.

Paul Dragescu

Full Name of Fingerprinted Supervisor

Full Name of Fingerprinted Supervisor

Full Name of Fingerprinted Supervisor

Full Name of Fingerprinted Supervisor

Project: **Fire Alarm Upgrade at Simi Valley High School**

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

Acknowledgement of District's Workplace Violence Prevention Program

CONTRACTOR: **Rachlin Partners, Inc. dba Huckabee & Associates**

In preparation for providing services to the Simi Valley Unified School District, we wish to inform you of the District's Workplace Violence Prevention Program (WVPP).

In compliance with California Labor Code section 6401.9, the district has established and implemented this plan, which encompasses the following components:

- Coordination with Other Employers
- Workplace Violence Incident Reporting Procedure
- Workplace Violence Hazard Identification and Evaluation
- Workplace Violence Hazard Correction
- Emergency Response Procedures, including:
  a. Dangerous people on school site or district office site.
  b. Threat of Violence or Violence in the community surrounding a school site or an LEA office site.
- Employee Access to the Written Workplace Violence Prevention Plan

If an imminent threat of violence is impacting a school site, the school office will announce a warning to lockdown or shelter in place. If a general threat is made, steps will be taken to assess the threat and communicate to the school site.

If you have any questions regarding the WVPP or would like to obtain a copy of the WVPP, please contact Stacey Shoff at Risk Management. If your organization or staff receives a threat of violence or would like to report a potential violent incident, contact the same person at 805-306-4500 extension 4081.

Acknowledged By

DocuSigned by:
Richard Ingrassia
481087AE7512431...

Signature [SimiWVPP]

5/13/2026

Date

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

EXHIBIT "A"

SimiValleySchools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

INSTRUCTIONS for the CERTIFICATE OF INSURANCE and ADDITIONAL INSURED ENDORSEMENT

The Ventura County Schools Self-Funding Authority requires that our district obtain a **Certificate of Insurance** and **Additional Insured Endorsements** prior to our school/district utilizing your company's services. The instructions below can be used as a guide to help meet our District requirements:

NOTE: YOUR SPECIFIC LIMITS MAY DIFFER. See contract/agreement for required limits.

- INSURED NAME and ADDRESS must be shown.
- INSURANCE CARRIER must be satisfactory to district, with a current A.M. Best rating of no less than (financial strength: financial size) A-:VII.
- GENERAL LIABILITY *(Additional Insured Endorsement Required)*
  1. Commercial General Liability "box" must be checked.
  2. Occurrence "box" must be checked.
  3. Policy number must be shown.
  4. Policy effective and expiration dates must be current.
  5. Each Occurrence limit must be at least $2,000,000.00.
  6. Personal and Advertising Injury limit must be at least $1,000,000.00.
  7. General Aggregate limit must be at least $4,000,000.00.
  8. Products/Completed Operations Aggregate limit must be at least $1,000,000.00.

  - ADDITIONAL INSURED ENDORSEMENT including COMPLETED OPERATIONS ISO form **"CG 20 10 11 85" or "CG 20 10 10 01 and CG 20 37 10 01" or equivalent** must be included. (See page 2 for other acceptable endorsements)
  - PRIMARY, NON-CONTRIBUTORY ENDORSEMENT ISO form **"CG 20 01 01 13" or equivalent**
  - WAIVER OF SUBROGATION ISO form **"CG 24 04 05 09" or equivalent**

  Name of Person or Organization on endorsement must show: "Simi Valley Unified School District, its governing board, officers, agents, employees, and/or volunteers as additional insureds."

- AUTOMOBILE LIABILITY *(Additional Insured Endorsement Required)*
  Combined Single Limit (each accident) must be at least $1,000,000.00.
  Any "box" checked is preferred. Owned and Non-owned "boxes" must be checked at a minimum.

  - ADDITIONAL INSURED ENDORSEMENT **"CA 20 48 10 13" or equivalent**

- UMBRELLA LIABILITY ***if applicable*** provides additional coverage amount.
  Occurrence "box" must be checked.
- WORKERS' COMPENSATION & EMPLOYERS' LIABILITY
  Statutory limits required for Workers' Compensation. Minimum of $1,000,000 for Employer's Liability.
- PROFESSIONAL LIABILITY or Errors & Omissions ***if applicable*** (typical for architects, consultants, etc.).
  Limit must be at least $1,000,000.00. Claims Made "box" must be checked.
- POLLUTION LIABILITY ***if applicable*** (required for hazardous materials, waste **haulers**, pest control, etc.).Limit must be at least $1,000,000.00 each occurrence (or as statutorily mandated by regulatory agencies)
- DESCRIPTION OF OPERATIONS
  District prefers certificate be applicable to "All operations during the policy period at Simi Valley Unified School District sites". Carrier may limit certificate to a specific project.
- CERTIFICATE HOLDER **must read as follows:**
  Simi Valley Unified School District
  101 W. Cochran Street
  Simi Valley, CA 93065
- CERTIFICATE MUST BE SIGNED

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

The following is a breakdown of acceptable Additional Insured Endorsements and their combinations.

Name of Person or Organization on endorsement must show: "Simi Valley Unified School District, its governing board, officers, agents, employees, and/or volunteers as additional insureds."

Public Works / Contractors

Endorsement		**AND** Endorsement
391-1006 08 16	ECP 1004 0410	None
AB 91 89 (08/07)	EN 0137-0211	
AP2009US 04-10	G-123127-B	
CG 20 10 11 85	G-17957-G (01/01)	
CG 20 10M 11 85	GA 4523IL 05 20	
CG 20 10R 12/11	HG 00 01 09 16	
CG 20 26 11 85	J6858 102/93-6858 (10/12)	
CG 72 77 10 15	PPB 304 02 12	
CG 81 86	SB-146968-A (01/06)	
CMP-4786.1	SPE 0001-0115	
CNA 74705XX (01/15)	SS 00 08 04 05	
CNA 74872 (01/15)	U-GL-2162A CW (02/19)	
CNA 75079XX (01/15)	W433 (09/12)	

TWO endorsements are required:

Endorsement (Ongoing operations)		**AND** Endorsement (Operations completed)
49-0108 (07/11)	EN0321-0211	80-02-8446 (1/15)
80-02-2305 (03-17)	EPACE101-0814	AB 9067 12-93
80-02-2367 (05/07)	G-140331-D (01/13)	BP 04 48 07 13 or 01 97
81995 (02/09)	GBA 105014 1215	CA 04 44 10 13
AB 918908 07	GLS-448s (02/15)	CG 20 10M 11 85
ALZ AIE OPWS 00 01 03 18	HG 00 01 09 16	CG 20 37 07 04
BP 04 50 07 13	ISO 49-0108 07 11	CG 20 37 10 01
BP 79 96 07 13	ISO u156-0310	CG 21 54 01 96
BP 80 21 10 15	L 815 (02/15)	CG 85 83 04 13
BP 89 05 01 87	ML 10 81 04 13	CG T8 04 08 18
CA 990312 05 14	SB146932F (6-16)	ECG 20 598 05 09
CG 20 07 04 13	SCG 20 30 09 07	EN0320-0211
CG 20 10	SS 41 70 06 11	EN0111-0211
CG 20 26	TM 172 10 11	EPACE100-0814
CG 20 33	TMGL 172 10/11	G-19160-B (11/97)
CG 20 38 04 13	U156-0310	GLS-150s (07/06)
CG 73 23 11 11	U-GL-1175-F-CW (04/13)	ML 13 57 04 13
CG 7578 (05/15)	U-GL-1177-F-CW (04/13)	SB 146968B (6-16)
CG 88 10 04 13	VCG 207 (07/09)	SS 41 71 12 19
CGL 20 33 08 15	VLCG 2026 07 04	SCIS-BAICOM-1 (10/15)
CNA 71527xx (10/12)	WW433A (02/19)	TM 176 1011
CNA 97587xx (4-2020)		TMGL 175 01 20
ECG 20 596 (04/12)		
ECG 20 583 07 04		

For Travelers Companies:		**AND**
CG D3 81 09 07	CG D2 47 04 19	None
CG D3 81 09 15	CG D1 44 02 19	
CG D3 82 09 15	CG D2 46 04 19	
CG D1 05 04 94	CG D6 04 02 19	
CG D2 47 08 05	CG TI 00 02 19	
CG D3 61 03 05	CG T8 02 12 21	CG 20 37 10 01 or CG 20 37 07 04
CG D3 16 02 19	CG T8 03 03 22	CG D2 46 04 19
CG D4 17 01 12		CG T8 01 12 21

Docusign Envelope ID: F881DC29-CD56-85D6-83DB-60596474E928

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 37 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

SAMPLE

Certificate Of Completion

Envelope Id: F881DC29-CD56-85D6-83DB-60596474E928 Status: Sent
Subject: Please DocuSign: Agreement and Documents for Huckabee & Associates R26-04610 - SVHS Fire Alarm
Source Envelope:
Document Pages: 15 Signatures: 7 Envelope Originator:
Certificate Pages: 5 Initials: 0 Public Works
AutoNav: Enabled Simi Valley Unified School District
EnvelopeId Stamping: Enabled 101 West Cochran Street
Time Zone: (UTC-08:00) Pacific Time (US & Canada) Simi Valley, CA 93065
publicworks@simivalleyusd.org
IP Address: 207.157.143.40

Record Tracking

Status: Original Holder: Public Works Location: DocuSign
5/11/2026 11:35:16 AM publicworks@simivalleyusd.org
Security Appliance Status: Connected Pool: StateLocal

Signer Events	Signature	Timestamp
Richard Ingrassia Richard.Ingrassia@huckabee-inc.com Sr. Principal Richard Ingrassia Security Level: Email, Account Authentication (None)	DocuSigned by: Richard Ingrassia 481087AF7512431... Signature Adoption: Pre-selected Style Using IP Address: 38.104.144.146	Sent: 5/11/2026 11:42:04 AM Resent: 5/13/2026 7:42:48 AM Resent: 5/13/2026 2:47:43 PM Viewed: 5/13/2026 3:00:26 PM Signed: 5/13/2026 3:03:30 PM
Electronic Record and Signature Disclosure: Accepted: 5/11/2026 1:21:54 PM ID: 6082b211-eab1-4543-8ea2-a9a41e04c649		
Maria Nieto publicworks@simivalleyusd.org Security Level: Email, Account Authentication (None)		Sent: 5/13/2026 3:03:32 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Ron Todo ron.todo@simivalleyusd.org Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Accepted: 5/13/2026 2:35:11 PM ID: 7c676456-81a1-4efe-87ba-f452098c28ab		

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	5/11/2026 11:42:04 AM
Envelope Updated	Security Checked	5/13/2026 2:47:34 PM
Envelope Updated	Security Checked	5/13/2026 2:47:34 PM
Envelope Updated	Security Checked	5/13/2026 2:47:34 PM
Envelope Updated	Security Checked	5/13/2026 2:47:34 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

EXHIBIT "A"

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (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 system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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 the signing session and, if you elect to create a DocuSign account, you may access the documents 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. Further, 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 Simi Valley Unified School District:

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: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

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

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

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 email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

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

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing 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

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents 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 confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email 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 as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.