

**AGREEMENT FOR SPECIAL SERVICES**  
Legislative Services

This is an agreement between the **SANTA ROSA CITY SCHOOLS**, hereinafter referred to as "District," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2017.

**RECITALS**

**WHEREAS**, the District needs assistance regarding legislative advocacy on its behalf; and  
**WHEREAS**, Consultant is professionally and specially trained and competent to provide these services; and

**WHEREAS**, the authority for entering into this agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable.

**NOW, THEREFORE**, the parties to this agreement do hereby mutually agree as follows:

1. Consultant agrees to perform the following services in consideration of the payments set forth herein the District to Consultant as recited in Paragraph 2 below. The services shall consist of:
  - a. Collection and transmission of information pertinent to school finance legislation including, but not limited to all major school finance bills that affect the District.
  - b. Direct contact with and representation to, as requested by the District: the State Legislature, the State Board of Education, the California Department of Education, Department of Finance, and the Legislative Analyst's Office on school legislation.
  - c. Such additional services relative to education issues as directed by the District.
2. The District agrees to pay to Consultant for services rendered under this agreement the sum of \$632 per month, plus expenses, or \$7,584 annually, plus expenses, for a total of five (5) hours of direct service per month, upon billing by Consultant. In the case of service needs in excess of five (5) hours per month, the applicable hourly rate for the person performing the services shall apply.
3. This agreement shall be for the period of one year, beginning July 1, 2017, and terminating June 30, 2018. It may be terminated by either party prior to June 30, 2018, on thirty (30) days written notice. In case of cancellation, the District shall be liable for any costs accrued to date of cancellation under Item 2 above.
4. It is recognized by both parties that Consultant will be serving as a legislative advocate on behalf of the District and that it will be necessary for both parties to file

such appropriate forms with the Fair Political Practices Commission as may be required by state law.

5. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this agreement, is an independent contractor and is not an employee of the District.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be executed as indicated below:

BY: \_\_\_\_\_  
DIANN KITAMURA  
Superintendent  
Santa Rosa City Schools

DATE: \_\_\_\_\_

BY: Nancy M. LaCasse  
NANCY M. LaCASSE  
Associate Vice President  
School Services of California, Inc.

DATE: May 15, 2017

BY: John D. Gray  
JOHN D. GRAY  
President  
School Services of California, Inc.

DATE: 5-15-17

April 25, 2017

**Rand Van Dyke**  
**Director Data, Testing, and Assessment**  
**Santa Rosa City Schools**  
**211 Ridgway Avenue**  
**Santa Rosa, CA 95401**

## Re: Proposal for Engagement of Services

Dear Rand,

I am pleased to prepare this proposal to assist **Santa Rosa City Schools**. I have summarized our understanding of the scope of services below, with our work approach, our qualifications, and fees to perform the requested services.

### Scope of Services

Our understanding is that the District is in the process of changing its student information system to Illuminate. You would like us to assist the District with its transition to Illuminate, standardize and implement compliant practices for attendance district-wide, develop and deliver personalized procedure manuals and staff development, and secure state certification of the District's attendance accounting procedures. You would also like us to subsequently assist the District secure state approval for teachers use of digital signatures to certify student attendance records.

### Fees

The fee for our services will not exceed **\$12,500\*** without the prior approval of **Santa Rosa City Schools**. We will bill you on a monthly basis for services rendered on your behalf. Our hourly rates are: Jeri Wenger, CEO \$185/hour and Documentation Support Staff \$85/hour. Wenger & Associates, LLC and Santa Rosa may mutually agree to additional work scope by a written contract amendment.

\*In addition to our hourly rate, we will bill you for any incurred out-of-pocket travel expenses on behalf of the District (e.g. car rental, airfare, and hotel accommodations). Monthly invoices will be due upon receipt.

We will strive to complete your work as efficiently as possible and at a fair and reasonable cost. You shall have the right, at all times, to terminate this service upon written notice to that effect. In that event, you will be responsible for all services and expenses up to that point.

### Scheduling/Timing of Services

We can begin the engagement remotely on May 8, 2017 and it is anticipated that the project can be completed by May 31, 2018 or sooner.

## Work Approach

Our approach to your engagement will consist of the following key tasks:

### 1. Initial WebEx Meeting

We begin the process by meeting with key Santa Rosa City Schools administrators via WebEx to: (a) review the scope of the project; (b) discuss current practices and needs; (c) discuss potential compliance risk and opportunities for improvement thereof; (d) develop associated time-lines and expected deliverables.

### 2. Validate Adequacy of Attendance System Setup and Controls

During this portion of the engagement, we will work directly with designated Technology Services personnel, to validate the adequacy of the Illuminate setup and controls for recording and reporting of student attendance (apportionment) by attendance funding category and grade span, and provide guidance on how to improve and/or correct any identified deficiencies.

### 3. Develop Customized Procedure Manuals

We will produce seven (7) customized attendance procedure manuals for Santa Rosa City Schools: Teacher's Guide to Taking Attendance, School Attendance Clerk's Attendance Procedure Manual (one for Elementary Single Period Attendance, one for Secondary School Multiple Period Attendance, and one for Continuation High School Positive Hourly Attendance), Central District Attendance Person, Technology Services (control and attendance program setup procedures), and a comprehensive manual for the Central Office. We will also develop the related staff development program materials. To enable us to accomplish this task, we will need to have your designated Technology personnel grant us temporary read and print access to the Illuminate Administrator and User functions. This will allow us to document your actual workflows and obtain screen shots and reports. We will replace any specific student names and other confidential information with fictitious information to maintain confidentiality. We do not download or store any confidential student data on our systems.

### 4. Conduct Staff Development

Once your customized procedure manuals are finalized, we will work directly with you to schedule an initial one-day onsite staff development workshop for Santa Rosa City Schools: Teachers (.75 hour), School Administrators (1 hour), School Attendance Clerks (3 hours), and Central Attendance Person (1.5 hours). In addition, we will provide 6 one-hour WebEx follow-up sessions to respond to specific questions staff may have about the daily, weekly, and monthly attendance accounting procedures following the initial training.

### 5. Assist Santa Rosa City Schools with Efforts to Secure State Certification of Attendance

We will take specific procedures, forms, and reports from your customized attendance manuals to create the State Certification of Attendance Document. Once it is finalized, we will submit it to the California Department of Education on behalf of Santa Rosa City Schools, and work directly with CDE to obtain the final certification letter for Santa Rosa City Schools.

### 6. Assist District with Efforts to Secure State Approval of Teachers' Electronic Certification of Attendance

Once approval is obtained in step 5, we will assist the District with implementation of the controls, policies, procedures, and staff development required to meet and secure State approval for teachers' digital signatures in lieu of wet signatures on the Weekly Verification Forms.

### 7. Project Deliverables

The deliverables will include the procedure manuals, State approval document, PowerPoint presentations, handouts, ongoing progress reports, and other agreed upon documents.

### 8. Quality Control Review and Progress Meetings

Quality control review procedures, designed to assure quality control and to identify issues as they arise, will occur throughout the engagement process. Each of the services outlined above includes periodic status meetings and related communications

## Staffing

I will manage and conduct the entire engagement. Other qualified personnel may provide support and services as deemed appropriate.

## Qualifications

- I have been committed to the education industry for over 30 years.
- Education clients are the single segment of Wenger & Associates, LLC.
- Wenger & Associates, LLC is a leader and active participant in CASBO, ACSA, and CSBA.
- I bring a strategic perspective to an engagement rather than focusing exclusively on the task at hand.
- I know the language, issues, and culture of the education market, so you won't need to spend time familiarizing me with your business. You'll also have the confidence and assurance that comes from knowing your work is being performed by a highly qualified and experienced subject matter expert and industry specialists.

I have developed and conducted local and state wide Budget, Categorical, Business Services, Curriculum and Instruction, and Attendance, compliance workshops, including our comprehensive publications, and have provided similar services to other California schools, county offices of education, and community college districts. My thirty plus years of industry experience, gained in district and county offices, includes Business Services, Curriculum and Instruction management of and staff development activities on attendance accounting, compliance rules, and audit.

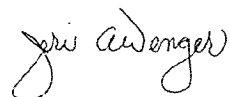
Recent Illuminate consulting clients have included Bassett Unified School District, Lakeside School District, Woodlake School District, and Morongo Unified School District. Services included implementation of internal controls, staff development, State certification of attendance, and increased ADA percentages. I have worked closely with the Illuminate development team to create a system that meets State and audit control and reporting criteria. Additional information about my qualifications can be found in my resume attached to this proposal.

## Closing Remarks

I believe that my background and experience provides the expertise you need to complete your objectives. If you have any questions or need further information, please feel free to contact me directly. I would be delighted to discuss this proposal with you.

If these terms and conditions accurately summarize your understanding of our engagement, please indicate your approval and acceptance by signing, dating, and returning a copy of this letter to me.

Thank you very much for your consideration. I look forward to having the opportunity of working with you.



**Jeri A Wenger**

Chief Executive Officer, Wenger & Associates, LLC

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

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

Title: \_\_\_\_\_ Santa Rosa City Schools

## References

**Lane D. Rankin, Founder**

Illuminate Education

909.965.2557

**Kris Olfasson**

Deputy Superintendent

El Monte City School District

626.453.3700

**Julie Boucher**

Assistant Superintendent, Business Services

San Marino Unified School District

626.299.7000

**Beverly Heironimus**

Assistant Superintendent, Business Services

Dublin Unified School District

925.828.2551, ext. 8041

**Gabriel Rivera**

**Director** Information and Educational Technology

Bassett Unified School District

626.931.3028

*This is an abbreviated list and additional references are available upon request.*

## Resume

**Jeri Wenger**, Founder and Chief Executive Officer

### **Practice Areas:**

- Audit Resolution Assistance
- Compliance Consulting
- LCFF and Categorical Program Compliance, Accounting, & Optimization
- Attendance & Revenue Improvement Strategies
- Attendance Accounting & State Certification of Attendance
- Alternative Educational and Intervention Programs
- ASB Compliance, Monitoring, Accounting & Training
- Customized Professional Development Programs & Workshops
- Revenue & Efficiency Improvement Strategies

### **Industry Expertise:**

- K-12 School Districts
- Community Colleges
- County Offices of Education
- Charter Schools

### **Professional Background:**

- Wenger & Associates, Chief Executive Officer, 2011 - current
- School Innovations & Advocacy, Vice President, 2007 - 2011
- Vicenti, Lloyd & Stutzman, Principal, School Business Services, 1999-2007
- Vavrinek, Trine, Day & Co., LLP, Principal, School Business, 1992-1999
- Chino Unified School District, Chief Business Official, 1990-1992
- San Bernardino County Office of Education, Management Information Systems Manager, 1984-1990
- Chaffey Joint Union High School District, Director, Fiscal Services, 1978-1984
- Pacific Federal Savings, Operations Officer, 1973-1978

### **Professional and Community Activities:**

- California Association of School Business Officials
- Association of School Business Officials
- Association of California School Administrators
- California School Boards Association
- Coalition for Adequate School Housing

### **Education:**

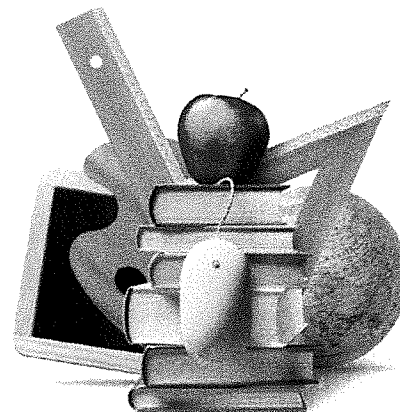
- Bachelor of Science in Business Administration and Management, University of Redlands, California
- Master of Organizational Leadership, Chapman University, California
- School Business Management Certificate, CSU, San Bernardino

### **Personal Interests:**

- Jeri's hobbies include portrait painting, wall murals, sculpturing, music, biking, hiking, snorkelling, and kayaking.

## Tailor-fit solutions to meet your specific needs and provide positive results!

Our objective is to help public schools increase their bottom line through improved operational efficiencies, professional development, improved attendance and educational opportunities, cost containment measures, and compliance knowledge. Our personalized services include: Consulting and Advisory Services, Professional Development, Revenue Enhancement Opportunities, Compliance and Pre-Audit Assistance, Budget Development, and Fiscal Assistance.



## Student Attendance

We offer three services around student attendance:

**Professional Development** to educate Districts, County Office of Education, and Charter Schools on effective ways to pro-actively manage their attendance operations, which increases student attendance and learning time, facilitates compliance and minimizes risk. Affordable on-site workshops designed to meet your organization's unique needs.

**Attendance Assessments and Procedures** to help public education agencies improve internal controls over their attendance system, avoid or resolve significant apportionment audit findings, implement state required procedures and controls, and obtain state certification of attendance.

**Increase Student Attendance and Learning** aligned with the Local Control Accountability Plan (LCAP) pupil engagement priority to reduce absences, suspensions, and expulsion rates, resulting in improved student outcomes and increased funding for the District's educational programs.

## Associated Student Bodies and Parent Organizations

Our objective is to help schools and their communities understand how funds can be raised through lawful means to support school programs. We communicate policies and laws to better facilitate compliance through personalized training and other methods designed specifically for parent groups, activity advisors, school and district administrators, and accounting personnel. Our customized training courses and manuals are created with the end user in mind, communicating complex laws and processes in an easy to understand format.

## Local Control Funding Formula and Categorical Programs

We work directly with cabinet, categorical, and fiscal personnel to identify opportunities to increase revenues and minimize audit risks. We help districts create a defensible definition of their "core program" and implement processes to facilitate compliance and resource maximization.

For more information, please contact:

**Jeri Wenger**

909.292.8612

Founder and Chief Executive Officer

[jeri@wengerandassociates.com](mailto:jeri@wengerandassociates.com)





## SANTA ROSA CITY SCHOOLS SERVICE CONTRACT

This CONTRACT is hereby entered into between the Governing Board of the Santa Rosa City Schools, hereinafter referred to as "DISTRICT", OR "BOARD" and Kyle Matthews, hereinafter referred to as "CONTRACTOR".

### SCHOOL SITE/DEPARTMENT USE ONLY

#### Check one of the following:

☒ Independent Contractor/Business/Organization\* ☐ Professional Services\*\* ☐ Partnership\*\*\*

\* Any person, business, or organization that will be providing non-professional services to the District

\*\* Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.

\*\*\* Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

### SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source: 01-0500-0-1140-1000-5800-232-H130

Funding Category: ☒ Base ☐ Supplemental ☐ Concentration  
☐ Restricted: \_\_\_\_\_ ☒ Other: LCAP

For Billing (if applicable): ☐ Bill to: \_\_\_\_\_ Billing frequency: \_\_\_\_\_

Contract is: ☒ New ☐ Renewal ☐ Addendum ☐ Amendment

Number of Individuals Served: 600

Approved at Site by\*: [Signature] Date: 5/23/17

\* Signature - FOR CONTRACTS ORIGINATED BY SCHOOL SITE

Departmental Approval\*\*: \_\_\_\_\_ Date: \_\_\_\_\_

\*\* Signature - DISTRICT OFFICE DEPT. SIGNATURE

Contract Created by: Renee Clay-Comstock Phone #: 528-5267  
Name of SRCS employee AND dept. or school site

Proposed Contract Start Date: 10/5/2016 Proposed Contract End Date: 3/15/2017

Requisition #: R17-08622

### BUSINESS SERVICES USE ONLY

Verified Receipt of: ☐ Insurance(s) ☐ W-9 Form ☐ HR Clearance, if applicable

Funding Source /Funding Category verified: ☐ YES ☐ NO Board Approval Date: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Fiscal Services Authorizer

LAST REVISED ON 4-5-17

1. Services.

(a) DISTRICT's Responsibilities and Duties:

allow contractor to work with 2 classes of students. Make payment of \$920 at the close of residency.  
ELA-support for targeted group of students.

(b) CONTRACTOR's Responsibilities and Duties:

To provide 24 lessons at Comstock Middle School in the style & under the aegis of California Poets in the Schools.  
To expose students to a diverse array of famous poets & their poems, & to train students to use poetic tools & conventions effectively.

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on - 2/7, 2017, and will continue through 4/13, 2017, subject to revision and renewal with BOARD approval in subsequent years. Pursuant to Education Code §17596, in no event shall this CONTRACT exceed a term of five (5) years.

3. Compensation. DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this CONTRACT a total fee not to exceed 920 Dollars (\$ 920.00). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

Payment upon completion.  
Wages for poet teacher \$80.00/hr.  
Half of payment to be paid by CPITS (California Poets in the Schools) matching funds grant.

4. Expected Outcomes (Deliverables). DISTRICT expects the following outcomes from the services performed by CONTRACTOR pursuant to this CONTRACT (What was the positive impact on the students? How will/is it measured?):

[Develop metrics – **Describe** the metrics to be used to measure the effectiveness of services. Indicate benchmark metrics as well as the goal by the end of the contract. Data to be gathered by the CONTRACTOR and provided to the DISTRICT]

My metrics of measurement consist of personally assessing students' grasp & grasp of poetic terms, tools & etc, as demonstrated in their actual poems. Also, a culmination of certain students' work was witnessed at the county-wide reading on April 12th at the 6th St. Playhouse, where 3 contract students read this week.

5. Alignment with DISTRICT Strategic Plan. This CONTRACT supports the following Strategic Plan Goals (check all that apply):

- ☒ Provides a coherent, rigorous, and relevant teaching and learning program to graduate college and career ready students.
- ☒ Increases student and family wellness and engagement through the full-service community school model.
- ☒ Serves all students with a fair, just, and equitable distribution of resources: Personnel, financial, and instructional.
- ☐ Provides safe and inviting facilities with current technology.

6. Expenses. Except as set forth herein, DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.

7. Independent Contractor. CONTRACTOR, in the performance of this CONTRACT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation, Workers' Compensation, Health and Welfare Benefits, Paid Vacation, Retirement Program Participation, or any other employee benefits. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this CONTRACT. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security, and income taxes with respect to CONTRACTOR and CONTRACTOR'S employees.

8. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this CONTRACT. CONTRACTOR'S services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement is made and entered into on May 19, 2017, by and between the Santa Rosa City Schools, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

**SCOPE OF SERVICES.** District appoints Attorney to represent, advise, and counsel it from July 1, 2017, through and including June 30, 2018, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

**CLIENT DUTIES.** District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

**FEES AND BILLING PRACTICES.** Except as hereinafter provided, District agrees to pay Attorney two hundred twenty-five dollars (\$225) to three hundred ten dollars (\$310) per hour for shareholders, special counsel and of counsel; one hundred eighty-five dollars (\$185) to two hundred twenty-five dollars (\$225) per hour for associates; and one hundred twenty dollars (\$120) to one hundred forty dollars (\$140) per hour for paralegals and law clerks. The rate for Gregory J. Dannis will be three hundred fifty dollars (\$350) per hour. Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects or particular scopes of work.

**OTHER CHARGES.** District further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying costs, express postage, and facsimile transmittals. District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise.

District further agrees to pay third parties, directly or indirectly through Attorney, for major costs and expenses including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of District and Attorney, District may either advance or reimburse Attorney for such costs and expenses.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

**BILLING STATEMENT.** Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. District shall pay Attorney's statements within thirty (30) days after each statement's date. Upon District office's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request.

**INDEPENDENT CONTRACTOR.** It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

**CONFLICT OF INTEREST.** Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other educational entities, conflicts of interest may arise in the course of Attorney's representation. If Attorney becomes aware of any potential or actual conflicts of interest, Attorney will inform the District of the conflict and comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

**TERMINATION OF CONTRACT.** District or Attorney may terminate this Agreement by giving thirty (30) days written notice of termination to the other party.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

SANTA ROSA CITY SCHOOLS

\_\_\_\_\_  
Diann Kitamura  
Superintendent

\_\_\_\_\_  
Date

DANNIS WOLIVER KELLEY

\_\_\_\_\_  
Mark W. Kelley  
Attorney at Law

5/19/17  
\_\_\_\_\_  
Date

At its public meeting of \_\_\_\_\_, 2017, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

# **GOLDEN STATE ELECTRIC, INC.**

Electrical Contractor

CA Lic. #583566

PO Box 7944 \* Santa Rosa, CA 95407\* Tel. (707) 575-4111 FAX (707) 575-4112

\*\*\*\*\*

## *B I D      M E M O R A N D U M*

DATE: 5/31/2017  
SEND TO: SRCS, Attn: Adrian  
TELEPHONE:  
FAX:  
EMAIL:

RE: Steele Lane School

### Description

MDF & IDF Power Outlets.

- (1) 30 amp 120 volt power outlet for MDF.
- (7) 20 amp 120 volt power outlets for IDF's.
- Install conduit, conductors, boxes and receptacles.

<b>Price Quote</b>	<b>\$ 23,400.00</b>
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### **Exclusions Any and All as Listed: Price Quote is Good for 30-Days.**

- |  |  |                                  |
|--|--|----------------------------------|
| • Permits/fees & bonds;                                  | • Temporary power and lighting             | • Emergency power system         |
| • Cutting/patching/painting                              | • Hazardous material removal               | • HVAC control wiring & conduit. |
| • Any and all PG&E conduits, splice boxes & transformers | • PA system wiring                         | • Site lighting                  |
| • Conduit, trenching & backfill                          | • Up-grades of existing electrical systems | • Video camera wiring            |
| • Waterproofing & caulking                               | • Tel/Data wiring                          | • Fire Alarm wiring              |
| • Boring and saw cutting                                 | • Roof Patching                            |                                  |
| • Any and all Safety wires                               |  |                                  |

All price quotes are based on standard time and work hours.  
Please contact me if you have any questions or require additional information.

Respectfully submitted,

Edward Franceschi

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Date