



**AGREEMENT FOR  
CAREER TECHNICAL EDUCATION FACILITY PROGRAM CONSULTING SERVICES**

Prepared for:

**CHICO UNIFIED SCHOOL DISTRICT  
FISCAL YEAR 2019-20**

Attention:

**Kevin Bultema**

Assistant Superintendent

Business Services

Email: [kbultema@chicousd.org](mailto:kbultema@chicousd.org)

Phone: 530-891-3000 ext: 111

Primary Contact:

**Jamie Iseman**

Vice President

Email: [jamie@kinginc.com](mailto:jamie@kinginc.com)

Phone: 916.706.3538



## **Experience and Qualifications**

### **Firm Information**

King Consulting is an established and recognized school facility planning firm. We offer a wide array of services to assist school districts of all sizes across California and the nation with their school planning needs and funding opportunities. Our work includes the successful application for funding through the Career Technical Education Facilities Program (CTEFP).

Our professional, enthusiastic staff has worked with the CTEFP program dating back to the earliest funding cycles in the program in 2008, and extensively in fourth and fifth funding cycles that occurred in 2017 and 2018, respectively. We have worked with applications from a wide variety of industry sectors and career pathways, for districts and schools of all sizes and locale categories. Having worked closely with the CTEFP so extensively has allowed us to forge solid working relationships with key OPSC staff who administer the program, in addition to our extensive familiarity with the CTEFP's application guidelines and scoring system.

We are proud of the lasting relationships we form with our clients. We care about our school districts, and we get to know them intimately through the course of our work. For this reason, so many of our clients work with us year after year: King Consulting digs deeper and tries harder in every aspect of our work because we become personally invested in the districts with whom we work.

Thank you for the opportunity to continue working with you.

## **Current Proposal**

King Consulting will review all CTEFP applications prepared by Chico USD. Following review, King Consulting will suggest edits and additions and work collaboratively with the District's grant writers to produce a final product to be submitted to the California Department of Education for scoring.

For any applications that score highly enough to participate in a Priority in Funding round, King Consulting will assist the District with preparing all necessary documentation, including:

- Responses to OPSC correspondence (e.g. 15—day letters)
- SAB 50-10 Forms
- Any other documentation required by the State



### **Consulting Fees**

For the services outlined the Client shall pay King Consulting on a time and material basis at the hourly rate of \$165.00. Fee estimates for services are outlined below. King Consulting will bill the Client in increments of 15 minutes, and invoice on a monthly basis. The fees shall cover all normal business expenses incurred on behalf of the Client. Necessary visitations to the District by the Consultant will be reimbursed on an actual and necessary basis. Reimbursed visitations shall have prior approval from the District.

The Client shall be responsible for reviewing and verifying all data included in documents, forms, and reports prepared by the Contractor on behalf of the Client. The Client shall be responsible for meeting any certification requirements and shall be responsible for consulting legal counsel as related to the preparation and submittal of documents, forms and reports.

The terms of this agreement shall remain in force unless mutually amended. This agreement may be terminated by either party upon 30 days of written notice.

### **Additional Considerations**

The Consultant shall be reimbursed as follows:

1. Necessary visitations to the District by the Consultant will be reimbursed on an actual and necessary basis. Reimbursed visitations shall have prior approval from the District.
2. Reproduction of documents shall be the responsibility of the District. If the District chooses, the Consultant will provide duplicating services on an actual cost basis.
3. Telephone and any express mail expenses will be documented and reimbursed to the Consultant.
4. Application filing fees and other state required fees are the responsibility of the District.

#### **Fee Estimates**

CTEFP Application review and revisions:	20-40 hours per application
Preparation of SAB 50-10 Form and other correspondence:	10-20 hours per application



Signature Page

This Agreement is between the Chico Unified School District and King Consulting.

A handwritten signature in blue ink, appearing to read 'Kevin Bultema', written over a horizontal line.

Kevin Bultema  
Assistant-Superintendent,  
Business Services  
Chico Unified School District

A handwritten signature in black ink, appearing to read 'Jamie King-Iseman', written over a horizontal line.

Jamie King-Iseman, Vice President  
King Consulting

9-4-19

Date

8/28/2019

Date