

## AGREEMENT FOR SERVICES

Between

JARVIS ENGINEERING CO., INC.

And

SCOTTS VALLEY UNIFIED SCHOOL DISTRICT

### Scope of Work:

Jarvis Engineering CO., Inc. will provide services to Scotts Valley Unified School District which may include any of the following:

Work with the District, the Division of the State Architect (DSA) and other agencies and vendors to maintain DSA compliance for all schools. Identify the scope of any compliance issues, develop plans for maintain compliance if required, complete documentation that is under the District's control and identify other resources required to maintain compliance.

Manage major repair, construction and modernization projects, assisting in the implementation of systems and processes that ensure that all major projects are well documented. Recommend and prioritize projects that improve student health and safety and enhance learning.

Manage the performance of Maintenance & Operations (M&O), improve and maintain the condition of the facilities and grounds, use and manage a computer-based work order system, ensure that all schools comply with all facilities-related health and safety regulations, manage custodial standards, establish or maintain practices, processes and systems that improve the performance and productivity of M&O. Work to maintain employee satisfaction and retain employees.

### Project Timeframe and Term of Agreement:

Upon agreement by Scotts Valley Unified School District, Jarvis Engineering CO., Inc. will begin work described in this agreement on July 1, 2016. This agreement will expire on June 30, 2017 unless renewed or terminated by either party. Early termination will require one month's written notice by the party terminating the contract.

### Principals and Contacts:

Michael Smith will be the principal providing facilities and construction management services. The Superintendent and CBO will manage this agreement for Scotts Valley Unified School District. Invoices for payment will be sent to the attention of the CBO for approval and payment by the District.

Contact Information:

Jarvis Engineering CO., Inc. is located at 445 Quail Ridge Road, Scotts Valley, California 95066.

The primary contact is Michael Smith, who can be reached by telephone at 831-438-1738, or by email at [mijarvis@aol.com](mailto:mijarvis@aol.com).

Employer ID Number: BQ 77-0207990

Fees, Method of Payment:

Scotts Valley Unified School District will be billed at an hourly rate of \$81.90, not to exceed \$10,920 per month. Supplies and materials will be purchased directly by Scotts Valley Unified School District through its routine purchasing process; however, small incidental supplies or parts may be reimbursed and invoiced separately from time, and this may not exceed \$1,000 per month.

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Michael Smith, for Jarvis Engineering CO., Inc.

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Tanya Krause, Superintendent

For Scotts Valley Unified School District