

SAN MATEO UNION HIGH SCHOOL DISTRICT

Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders Under \$25,000

Submitted to the Board of Trustees on 8/12/2021

Requestor Name	Contract	Amount	Funding Source
Nancy Marty	SHI Corporation	\$471.89	01 Fund - Admin
Nancy Marty	IVS Computer Technology	\$24,775.87	01 Fund - BHS Parent Group
Nancy Marty	SWANK Movie Licensing	\$627.00	08 Fund - Class of 2022
Araceli Pena	CI Solutions	\$295.00	11
J.Vazquez	Scott Backovich Communications	\$9,900 - \$1650.00 per campus	ASB Student Government - all 6 sites
Charlene Aquino	HYA	\$1,250.00	Board General Fund
Charlene Aquino	California School Boards Association	\$ 10, 805.00	Board of Trustees General Fund
Charlene Aquino	Getty Images (US) INC	\$1,440.00	Communications General Fund
Luci Tolfa	Gale/Cengage Learning	\$50.00	Fund 01
Imelda Gomez	Cengage	\$50.00	Fund 01
Luci Tolfa	Scantron	\$800.00	Fund 01, Admin
Luci Tolfa	Caffe Carrello	\$400.00	Fund 01, Professional Development
Luci Tolfa	Cengage	\$367.50	Fund 01, Resource 9211, Science Projects
Debbie Arobio	Hudl	\$1,600.00	Fund 08 - Boys Basketball
Luci Tolfa	Noah	\$985.50	Fund 08, Club Funds
Debbie Arobio	Hudl	\$1,750.00	Fund 08 - Football Club
Debbie Arobio	Emily Izenson	\$600.00 (not to exceed)	Gate Grant
Jenelle Vazquez	JLG-Junior Library Guild	\$1,179.86	General Fund-Admin
Jenelle Vazquez	CalendarWiz	\$250.00	GENERAL FUND-ADMIN
Jenelle Vazquez	Ed Club-Typing Club	\$370.80	GENERAL FUND-ADMIN
Curriculum	Quizlet	\$19,750.50	General Fund - Curriculum
Curriculum	IXL	\$1,931.00	General Fund - Curriculum
Curriculum	DTS (Document Tracking Services)	\$1,399.95	General Fund - Curriculum
Curriculum	Language Line	\$10,000 estimated	General Fund - Curriculum
Curriculum	IXL- Quia	\$99.00	General Fund - Curriculum
Linda Carlton	Loral Horticultural	\$2,980.00	General Fund - Grounds
Linda Carlton	Loral Horticultural	\$685.00	General Fund - Grounds

SAN MATEO UNION HIGH SCHOOL DISTRICT

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Submitted to the Board of Trustees on 8/12/2021

Requestor Name	Contract	Amount	Funding Source
Linda Carlton	Timberline	\$2,000.00	General Fund - Grounds
Linda Carlton	Loral Horticultural	\$1,575.00	General Fund - Grounds
Linda Carlton	Timberline	\$1,800.00	General Fund - Grounds
Linda Carlton	Got Gophers	\$4,650.00	General Fund - Grounds
Linda Carlton	Terminix Pest Control	\$16,632.00	General Fund - Grounds
Linda Carlton	San Mateo Lawn Mower	\$2,000.00	General Fund - Grounds
Linda Carlton	All Fence	\$1,790.00	General Fund - Maintenance
Linda Carlton	CH Bull	\$2,000.00	General Fund - Maintenance
Linda Carlton	Ultra Building Solutions	\$1,620.00	General Fund - Maintenance
Linda Carlton	United California Fire Protection	\$1,509.10	General Fund - Maintenance
Linda Carlton	Brayer Electric	\$1,232.00	General Fund - Maintenance
Linda Carlton	American Asphalt	\$1,100.00	General Fund - Maintenance
Linda Carlton	All Fence	\$7,650.00	General Fund - Maintenance
Linda Carlton	SunPower	\$3,319.90	General Fund - Maintenance
Linda Carlton	Barker Blue	\$450.00	General Fund - Maintenance
Linda Carlton	Haulaway	\$765.00	General Fund - Maintenance
Linda Carlton	Scuba Pool Repair	\$5,500.00	General Fund - Maintenance
Linda Carlton	Burlingame Glass	\$1,223.00	General Fund - Maintenance
Linda Carlton	Metal Building Company	\$14,520.00	General Fund - Maintenance
Linda Carlton	FieldTurf	\$1,785.00	General Fund - Maintenance
Linda Carlton	McDecor Inc	\$2,480.00	General Fund - Maintenance
Linda Carlton	All Fence	\$2,685.00	General Fund - Maintenance
Linda Carlton	School Sport	\$2,685.00	General Fund - Maintenance

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/13/2021

From: Nancy Marty

Site(s) or Department: Burlingame High

Number of Quotes: 1

Vendor/Contractor: SHI Corporation

Reason for proposal:

Site Tenancy and Class Cloud for BHS for 2021-2022 school year

Certificate of Insurance: N/A

Contract Amount: \$471.89

Funding Source: 01 Fund - Admin

Approved by:

Nancy Marty 07/13/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/15/2021

Director of Budget and Fiscal Services



Signature

Pricing Proposal
Quotation #: 20730500
Created On: 7/13/2021
Valid Until: 7/30/2021

San Mateo Union High School District

Inside Account Manager

Michael Tavares
650 NORTH DELAWARE STREET
ATTN: ACCOUNTS PAYABLE
SAN MATEO, CA 94401
United States
Phone: 6507620200
Fax:
Email: mtavares@smuhdsd.org

Juan Concha
290 Davidson Ave, Somerset,NJ
08873
Phone: 800-527-6589 EXT 555-3595
Fax:
Email: juan_concha@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Senso Site Tenancy Renato Software Ltd - Part#: NPN-RENAT-SITET Contract Name: Open Market Contract #: Open Market	1	\$247.25	\$247.25
2 Senso Class Cloud Renato Software Ltd - Part#: NPN-RENAT-CLASS Contract Name: Open Market Contract #: Open Market	72	\$3.12	\$224.64
		Total	\$471.89

Additional Comments

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/23/2021

From: Nancy Marty

Site(s) or Department: Burlingame High

Number of Quotes: 1

Vendor/Contractor: IVS Computer Technology

Reason for proposal:

General Labor charge of \$1,950.00 for the installation and labor of three SMART Boards at BHS.

Please note: This vendor is the sole source for SMART Boards in California.

Certificate of Insurance: N/A

Contract Amount: \$24,775.87

Funding Source: 01 Fund - BHS Parent Group

Approved by:

Nancy Marty 06/23/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/28/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/30/2021

Director of Budget and Fiscal Services

SmartBoards (3)



IVS Computer Technology

1415 McDonald Way
Bakersfield, CA 93309
Ph: 661.831.3900

Sales Quote

Date	Quote #
6/8/2021	2021-05463

Name / Address
San Mateo Union High School District 650 N. Delaware Street San Mateo, CA. 94401

* This is the only authorized dealer in California.

Add'l quotes unavailable.

Quote Expires	Sales Rep Name	Site
7/7/2021	Pam Quattlebaum	

Qty	Item	Description	Rate	Total
3	SMA SBID-7286R	SMART Board 7086R interactive display with iQ, includes a total of 5 years SMART Learning Suite Software and 5 year limit warranty. (wall mount included)	6,119.80	18,359.40T
3	L-EDI PTAS-1	Edified (Online training for today's educational environment focusing on the hardware, software and best practices needed for a successful interactive classroom)	89.04	267.12
3	Misc Hardware PKG 1	Misc parts included: Dual HDMI faceplate with USB for interactivity and 15ft' Cables out of the faceplate.	450.00	1,350.00T
2	General Labor-Install	General labor new install New SMART 7286R Panel on the wall and running new cabling	600.00	1,200.00
1	L-Uninstall/Reinstall	Uninstall current SMART Panel and cabling and Reinstall New SMART 7286R Panel on the wall and run new cabling.	750.00	750.00
1	Customer Shipping Charge	Customer Shipping Charge	1,075.50	1,075.50
		Burlingame High School - SMART 7286R Solution		0.00

Sales quotes do not include the cost of Electrical Labor unless otherwise stated.

Subtotal

Accepted By: *R. Kelly* Date: _____

Sales Tax (9.0%)

Purchase Order #: _____

Total

Phone # (661) 831-3900 suzanne@ivsct.net www.IVSCT.COM

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/23/2021

From: Nancy Marty

Site(s) or Department: Burlingame High

Number of Quotes: 1

Vendor/Contractor: SWANK Movie Licensing

Reason for proposal:

SWANK Public Performance License for Class of 2022 - for movie nights throughout the year.
License Dates: 7/1/2021-6/30/2022.

Certificate of Insurance: N/A

Contract Amount: \$627.00

Funding Source: 08 Fund - Class of 2022

Approved by:

Nancy Marty 06/23/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/28/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/30/2021

Director of Budget and Fiscal Services

SWANK

MOVIE LICENSING USA

10795 Watson Road • St Louis, MO 63127
Phone: 877-321-1300 • Fax: 877-876-9873



Order Number: BO 1749907

Order Date:

Bill-To Customer: 0083076-001

Ship-To Customer: 0083076-001

Ms. Nancy Marty
Site Account
Burlingame High School
1 Mangini Way
Burlingame, CA 94010

Ms. Nancy Marty
Site Account
Burlingame High School
1 Mangini Way
Burlingame, CA 94010

Order:1749907

Terms: DUE UPON RECEIPT

--Line--

#	Typ	Qty	Bill Date	Product #	Product Description	Unit Price	Total Price
1	BO	1	06/28/21	0054002	PUBLIC PERFORMANCE SITE LICENSE Planned Usage From: 07/01/21 to 06/30/22	627.00	627.00

Website Login for Promotional Materials: 83076-1

Item Subtotal: 627.00

BALANCE DUE: \$627.00

Please remit payment to: 2844 Paysphere Circle, Chicago, Illinois 60674

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/21/2021

From: Araceli Pena

Site(s) or Department: Adult School

Number of Quotes: 1

Vendor/Contractor: CI Solutions

Reason for proposal:

Annual CI Badge ASAP Software service agreement for 1 license for the school year 2021-2022.

Certificate of Insurance: n/a

Contract Amount: \$295.00

Funding Source: 11

Approved by:

Araceli Pena 07/21/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/26/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/27/2021

Director of Budget and Fiscal Services



Company Address 3625 Serpentine Drive
Los Alamitos, CA 90720-2440
US

Created Date 7/13/2021
Expiration Date 8/31/2021
Quote Number 00002863
Terms Net 30

Prepared By Erica Andrade
Phone (562) 449-2495
Email ericaa@cardintegrators.com

Contact Name Tia Marlowe
Phone (650) 558-2100
Email tmarlowe@smuhsd.org

Bill To Name San Mateo Adult School
Bill To 789 East Poplar Ave.
San Mateo, CA 94401
US

Ship To Name San Mateo Adult School
Ship To 789 East Poplar Ave
San Mateo, CA 94401
US

Product Description	Line Item Description	Sales Price	Quantity	Total Price
Sales Tax	Sales Tax	\$0.00	1.00	\$0.00
Service agreement for CI Badge ASAP software.	License#1 - Service Agreement Date: 7/1/2021 - 6/30/2022	\$295.00	1.00	\$295.00

Subtotal \$295.00
Discount 0.00%
Total Price \$295.00
Grand Total \$295.00

Thank you for considering CI Solutions!

Your order will be subject to local and state tax rates. If your organization is tax-exempt, please submit the proper exemption details to accounting@cardintegrators.com.

Payment options: <https://www.cardintegrators.com/payment-options/>

Purchase orders may be submitted by email to orders@cardintegrators.com.

CI Solutions is unable to accept returns on custom materials, software, or services.

**LICENSE AND SERVICE
AGREEMENT DETAILS PROVIDED BY CI SOLUTIONS**

Please sign and submit the completed form to ericaa@cardintegrators.com or by fax to (562) 493-2714.

This agreement provides technical support of your CI Solutions software or ID card system hardware for one year or as indicated on your sales order. Support is provided by CI Solutions (Card Integrators) Monday – Friday 8:30 AM – 5:00 PM, P.S.T.

Terms of Software Service Agreement: CI Badge, CI Badge 8.31, Campus Safety Suite and CI Verify

- 1) Be prepared to communicate your customer number and software type.
- 2) CI Solutions (*Card Integrators*) provides telephone support during its normal hours of operation, 8:30 a.m. to 5:00 p.m. P.S.T.
- 3) Technical support conforms to operating specifications of all software systems as originally provided.
- 4) CI Badge 8.31 API is a licensed product and requires an annual subscription fee. Subscription fees are billed in advance of the applicable subscription period.
- 5) License/Service agreement contract holds for term indicated on sales order.
- 6) Additional card layouts for CI Badge are subject to a custom design and installation fee.
- 7) Parts, labor and loaner printer is covered under a separate printer service agreement available through CI Solutions (*Card Integrators*).
- 8) CI Solutions software reinstallation: CI Solutions includes the reinstallation of CI Badge vx.x, Campus Safety Suite and CI Verify only if the software ceases to function due to programming issues and file corruption not related to computer viruses, malware and ransomware attacks. We do not support the reinstallation when the host computer stops functioning or needs to be moved to a new location/computer. You will be charged our standard technical service fees to move systems.
- 9) Installation Files: If you lose your installation files, we will provide you with a USB or File Transfer Service for a nominal fee of \$75. Please keep in mind this will only include the configuration from the time the system was set up. If you have made additional customizations they will not be included.
- 10) All minor patch software releases are provided at no charge with a current license or service agreement. CI Solutions version upgrades are not included.

Conditions of Software Service Agreement:

1. Register a system administrator for the annual term. This person serves as the point of contact for all support requirements between CI Solutions (*Card Integrators*) and the customer.
2. Provide direct access to phone support at the physical placement of the ID System and be at your ID system when you place the support call.
3. Provide internet remote access for system.
4. Before installing any additional software or hardware to your system, notify CI Solutions (*Card Integrators*). Any damage, misuse or corruption of software or hardware due to the addition of software or hardware without prior notification to CI Solutions (*Card Integrators*) will void maintenance protection.
5. Ensure that operating environment is clean and do not attempt to operate the system in any extreme environmental conditions.

Terms of Limited Service Agreement: ID Card Printer

- 1) Be prepared to communicate your customer number and printer serial number.
- 2) Includes unlimited telephone and/or internet remote access support, printer parts and labor only.
- 3) Limited service agreement excludes loaner printer, contact sales for price on a loaner unit.



3625 Serpentine Drive, Los Alamitos, CA 90720
www.cardintegrators.com

Terms of Full Service Agreement: ID Card Printer

- 1) Includes unlimited telephone and/or internet remote access support, parts and labor. A loaner printer will be provided to the customer if problem cannot be resolved over the phone and with initial remote support.
- 2) Loaner printer will be same or like model and shipped within 24 hours via UPS ground. Other shipment methods are available at additional cost to customer.
- 3) The unit must be packaged and shipped to the destination provided by the technician with the RMA number labeled clearly on the outside of the box.
- 4) Printer must be shipped in its original printer box or the customer is held liable for any damages during shipping. Replacement box costs will depend on your printer model.
- 5) Loss or damage to Loaner/Rental equipment: By accepting the loaner/rental equipment, customer agrees to return the loaner/rental equipment in the original condition as upon delivery/pick-up and assumes full responsibility for loss, damage resulting from the improper usage of the equipment up to the full replacement value thereof.
- 6) There may be minor color variation as all printers print slightly differently.
- 7) Customer will pay the cost of shipping to repair destination; CI Solutions will pay shipping to customer.
- 8) Customer will pay the cost of shipping loaner printer back to CI Solutions within 5 working days after receipt of customers repaired unit or a \$50 per day charge will apply.
- 9) Onsite service is available within a 50 miles radius of CI Solutions headquarters, 3625 Serpentine Drive, Los Alamitos, CA 90720.
- 10) One Preventative maintenance visit is available by request for customers within a 30-mile radius of headquarters.
- 11) Custom service agreements are available, please call for details.

Conditions of ID Card Printer Service Agreement:

- 1) For your service agreement to be valid, you must maintain your printer by performing recommended cleaning procedure using approved cleaning materials.
- 2) Maintenance service is contingent upon proper use and care and does not cover printers that have been modified, subjected to unusual physical or electrical stress, abuse, damage or have been operated in extreme environmental conditions.
- 3) CI Solutions (Card integrators) shall be under no obligation to furnish any service agreement service if repair or replacement parts are required because of the customer's use of unapproved card stock or consumable ribbon.
- 4) CI Solutions (Card Integrators) shall be under no obligation to furnish a loaner printer if the customer does not maintain the printer by performing recommended cleaning procedures.

Proper maintenance and cleaning of printers will preserve print quality and expected life of the printer. Refer to the product user's manual for complete maintenance and cleaning information or call CI Solutions (*Card Integrators*) for information.

Our service agreements are intended to provide a high level of service to our customers. All support provided outside of purchase service agreement is billed at a service rate of \$175 per hour with a one-hour minimum.

Please sign here to indicate that you have read and agree to the terms of the service and license agreement provided by CI Solutions.

Customer Signature  Print Kevin Skelly Date 7-30-21
 Vendor Signature  Print Erica Andrade

Erica Andrade
 Office: (562) 431-2594
 Direct: (562) 449-2495
EricaA@cardintegrators.com

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/19/2021

From: J.Vazquez

Site(s) or Department: Districtwide

Number of Quotes: 6

Vendor/Contractor: Scott Backovich Communications

Reason for proposal:

ENVOLVE Multi-School Leadership Training 2021-2022 School Year & Event @ AHS on Sept. 13, 2021.

Certificate of Insurance: UDC-1571594-CGL-21

Contract Amount: \$9,900 - \$1650.00 per campus

Funding Source: ASB Student Government - all 6 sites

Approved by:

Jenelle Vazquez 07/19/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/28/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/29/2021

Director of Budget and Fiscal Services

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor: Burlingame High School

Event Date(s): September 13, 2021

Type of Event: ENVOLVE Multi-School Training 2021-2022 School Year

Contact 1: Nicole Carter

Contact 1 Email: ncarter@smuhsd.org

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time: TBD

End Time: TBD

Training Location: Aragon High School

Training/Program Details

4-hour ENVOLVE Leadership Training as discussed between Scott Backovich and SMUHSD ASB advisors. Each school will be responsible for their own contract and fee of \$1,650.00. Additionally, school will receive:

- Weekly Activity Challenges emailed each Sunday from August 29, 2021 until June 12, 2022
- 1 calendar year of access to the ENVOLVE Activity Hub
- 3 Event Credits for use on virtual Response Sessions until June 17, 2022
- 1 digital copy of the ENVOLVE Action Planning Toolkit, delivered via email

Number of Attendees

3. Payment Terms *Please contact Scott as soon as possible if payment cannot be made as requested.*

\$ 1,650.00 per campus **for services, as described in Section 2.**

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

5. Additional Terms: *Please review each of the following terms.*

1. Unless otherwise indicated on this contract, bookings are for the single school listed. Advisors, students, or educators from other campuses/programs are not permitted. If a school breaches this portion of the contract, an additional fee will be charged to each additional campus.
2. All state and local COVID guidelines are to be followed by the booking group.
3. After your training, your school will receive three (3) "Event Credits" to use throughout the 2021-2022 school year.
4. All credits must be used during the 2021-2022 school year. Event Credits are non-refundable, non-combinable, and non-transferable. Unused credits will expire on June 17, 2022.
5. Event Credits may only be used specifically to sign your entire school's leadership program up for live virtual events called "Response Sessions" held periodically throughout the school year. Your program will receive full admission to the Response Session for your students, a digital recording of the event, and follow-up questions for use in class. Response Session details are not permitted to be shared with other campuses, programs, or individuals.
6. Event Credits may not be used as a discount or admission to any potential in-person events. Furthermore, they may not be used as a potential discount or payment for additional purchases or bookings.
7. Response Session registration cancellations must be done at least 24-hours before the start of the virtual event. Registrations canceled less than 24-hours before the scheduled time are subject to forfeit of an Event Credit.
8. Access to the ENVOLVE Activity Hub begins the first business day following the training. Weekly Activity Challenges are emailed once per week from August 29th, 2021 until June 12th, 2022. Access time and subscription length cannot be added to prior trainings. If a school has access remaining from a prior event, booking an additional training does not increase the time, but instead resets it. For example, if a school has 3 years access remaining and books a training that includes 4 years access, the 4 years begins after of the training, replacing the remaining 3-year subscription. If a school books a training with a shorter subscription length than they currently have, the longer subscription remains intact.
9. Your organization reserves the right to cancel this Agreement. If a booking is canceled less than two weeks before the date of the training, all deposits will be forfeited. Your organization reserves the right to cancel any session, change the length or size of any session, or change the place of any session at its discretion within (10) days of the scheduled event.
10. If presenter cancels initial training due to unforeseen personal emergency or other complications, all deposits will be refunded to booking group.

6. Required Signature

Contact Person 1 – please sign and fill in any missing details on this PROGRAM AGREEMENT.

If details on this Agreement do not agree with your records, please contact Scott immediately. Fill in missing details (times, contact information, etc.). Return a signed copy by mail or email, and process all invoices so payments are on time. Thank you!

Authorized Signatures and Date:



Scott Backovich 7/15/2021
Scott Backovich Date

Nicole Carter Date

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor: San Mateo High School

Event Date(s): September 13, 2021

Type of Event: ENVOLVE Multi-School Training 2021-2022 School Year

Contact 1: Sara Cowey

Contact 1 Email: scowey@smuhsd.org

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time: TBD

End Time: TBD

Training Location: Aragon High School

Training/Program Details

4-hour ENVOLVE Leadership Training as discussed between Scott Backovich and SMUHSD ASB advisors. Each school will be responsible for their own contract and fee of \$1,650.00. Additionally, school will receive:

- Weekly Activity Challenges emailed each Sunday from August 29, 2021 until June 12, 2022
- 1 calendar year of access to the ENVOLVE Activity Hub
- 3 Event Credits for use on virtual Response Sessions until June 17, 2022
- 1 digital copy of the ENVOLVE Action Planning Toolkit, delivered via email

Number of Attendees

3. Payment Terms *Please contact Scott as soon as possible if payment cannot be made as requested.*

\$ 1,650.00 per campus **for services, as described in Section 2.**

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

5. Additional Terms: *Please review each of the following terms.*

1. Unless otherwise indicated on this contract, bookings are for the single school listed. Advisors, students, or educators from other campuses/programs are not permitted. If a school breaches this portion of the contract, an additional fee will be charged to each additional campus.
2. All state and local COVID guidelines are to be followed by the booking group.
3. After your training, your school will receive three (3) "Event Credits" to use throughout the 2021-2022 school year.
4. All credits must be used during the 2021-2022 school year. Event Credits are non-refundable, non-combinable, and non-transferable. Unused credits will expire on June 17, 2022.
5. Event Credits may only be used specifically to sign your entire school's leadership program up for live virtual events called "Response Sessions" held periodically throughout the school year. Your program will receive full admission to the Response Session for your students, a digital recording of the event, and follow-up questions for use in class. Response Session details are not permitted to be shared with other campuses, programs, or individuals.
6. Event Credits may not be used as a discount or admission to any potential in-person events. Furthermore, they may not be used as a potential discount or payment for additional purchases or bookings.
7. Response Session registration cancellations must be done at least 24-hours before the start of the virtual event. Registrations canceled less than 24-hours before the scheduled time are subject to forfeit of an Event Credit.
8. Access to the ENVOLVE Activity Hub begins the first business day following the training. Weekly Activity Challenges are emailed once per week from August 29th, 2021 until June 12th, 2022. Access time and subscription length cannot be added to prior trainings. If a school has access remaining from a prior event, booking an additional training does not increase the time, but instead resets it. For example, if a school has 3 years access remaining and books a training that includes 4 years access, the 4 years begins after of the training, replacing the remaining 3-year subscription. If a school books a training with a shorter subscription length than they currently have, the longer subscription remains intact.
9. Your organization reserves the right to cancel this Agreement. If a booking is canceled less than two weeks before the date of the training, all deposits will be forfeited. Your organization reserves the right to cancel any session, change the length or size of any session, or change the place of any session at its discretion within (10) days of the scheduled event.
10. If presenter cancels initial training due to unforeseen personal emergency or other complications, all deposits will be refunded to booking group.

6. Required Signature

Contact Person 1 – please sign and fill in any missing details on this PROGRAM AGREEMENT.

If details on this Agreement do not agree with your records, please contact Scott immediately. Fill in missing details (times, contact information, etc.). Return a signed copy by mail or email, and process all invoices so payments are on time. Thank you!



Authorized Signatures and Date:

Scott Backovich 7/15/2021
Scott Backovich Date

Sara Cowey Date

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor: Hillsdale High School

Event Date(s): September 13, 2021

Type of Event: ENVOLVE Multi-School Training 2021-2022 School Year

Contact 1: Sabrina Braccini

Contact 1 Email: sbraccini@smuhds.org

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time: TBD

End Time: TBD

Training Location: Aragon High School

Training/Program Details

4-hour ENVOLVE Leadership Training as discussed between Scott Backovich and SMUHSD ASB advisors. Each school will be responsible for their own contract and fee of \$1,650.00. Additionally, school will receive:

- Weekly Activity Challenges emailed each Sunday from August 29, 2021 until June 12, 2022
- 1 calendar year of access to the ENVOLVE Activity Hub
- 3 Event Credits for use on virtual Response Sessions until June 17, 2022
- 1 digital copy of the ENVOLVE Action Planning Toolkit, delivered via email

Number of Attendees

3. Payment Terms *Please contact Scott as soon as possible if payment cannot be made as requested.*

\$ 1,650.00 per campus **for services, as described in Section 2.**

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

5. Additional Terms: *Please review each of the following terms.*

1. Unless otherwise indicated on this contract, bookings are for the single school listed. Advisors, students, or educators from other campuses/programs are not permitted. If a school breaches this portion of the contract, an additional fee will be charged to each additional campus.
2. All state and local COVID guidelines are to be followed by the booking group.
3. After your training, your school will receive three (3) "Event Credits" to use throughout the 2021-2022 school year.
4. All credits must be used during the 2021-2022 school year. Event Credits are non-refundable, non-combinable, and non-transferable. Unused credits will expire on June 17, 2022.
5. Event Credits may only be used specifically to sign your entire school's leadership program up for live virtual events called "Response Sessions" held periodically throughout the school year. Your program will receive full admission to the Response Session for your students, a digital recording of the event, and follow-up questions for use in class. Response Session details are not permitted to be shared with other campuses, programs, or individuals.
6. Event Credits may not be used as a discount or admission to any potential in-person events. Furthermore, they may not be used as a potential discount or payment for additional purchases or bookings.
7. Response Session registration cancellations must be done at least 24-hours before the start of the virtual event. Registrations canceled less than 24-hours before the scheduled time are subject to forfeit of an Event Credit.
8. Access to the ENVOLVE Activity Hub begins the first business day following the training. Weekly Activity Challenges are emailed once per week from August 29th, 2021 until June 12th, 2022. Access time and subscription length cannot be added to prior trainings. If a school has access remaining from a prior event, booking an additional training does not increase the time, but instead resets it. For example, if a school has 3 years access remaining and books a training that includes 4 years access, the 4 years begins after of the training, replacing the remaining 3-year subscription. If a school books a training with a shorter subscription length than they currently have, the longer subscription remains intact.
9. Your organization reserves the right to cancel this Agreement. If a booking is canceled less than two weeks before the date of the training, all deposits will be forfeited. Your organization reserves the right to cancel any session, change the length or size of any session, or change the place of any session at its discretion within (10) days of the scheduled event.
10. If presenter cancels initial training due to unforeseen personal emergency or other complications, all deposits will be refunded to booking group.

6. Required Signature

Contact Person 1 – please sign and fill in any missing details on this PROGRAM AGREEMENT.

If details on this Agreement do not agree with your records, please contact Scott immediately. Fill in missing details (times, contact information, etc.). Return a signed copy by mail or email, and process all invoices so payments are on time. Thank you!



Authorized Signatures and Date:

Scott Backovich 7/15/2021
Scott Backovich Date

Sabrina Braccini Date

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor: Mills High School

Event Date(s): September 13, 2021

Type of Event: ENVOLVE Multi-School Training 2021-2022 School Year

Contact 1: Alexandra Dove

Contact 1 Email: adove@smuhds.org

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time: TBD

End Time: TBD

Training Location: Aragon High School

Training/Program Details

4-hour ENVOLVE Leadership Training as discussed between Scott Backovich and SMUHSD ASB advisors. Each school will be responsible for their own contract and fee of \$1,650.00. Additionally, school will receive:

- Weekly Activity Challenges emailed each Sunday from August 29, 2021 until June 12, 2022
- 1 calendar year of access to the ENVOLVE Activity Hub
- 3 Event Credits for use on virtual Response Sessions until June 17, 2022
- 1 digital copy of the ENVOLVE Action Planning Toolkit, delivered via email

Number of Attendees

3. Payment Terms

Please contact Scott as soon as possible if payment cannot be made as requested.

\$ 1,650.00 per campus

for services, as described in Section 2.

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor: Capuchino High School

Event Date(s): September 13, 2021

Type of Event: ENVOLVE Multi-School Training 2021-2022 School Year

Contact 1: Drew Bywater

Contact 1 Email: dbywater@smuhdsd.org

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time: TBD

End Time: TBD

Training Location: Aragon High School

Training/Program Details

4-hour ENVOLVE Leadership Training as discussed between Scott Backovich and SMUHSD ASB advisors. Each school will be responsible for their own contract and fee of \$1,650.00. Additionally, school will receive:

- Weekly Activity Challenges emailed each Sunday from August 29, 2021 until June 12, 2022
- 1 calendar year of access to the ENVOLVE Activity Hub
- 3 Event Credits for use on virtual Response Sessions until June 17, 2022
- 1 digital copy of the ENVOLVE Action Planning Toolkit, delivered via email

Number of Attendees

3. Payment Terms *Please contact Scott as soon as possible if payment cannot be made as requested.*

\$ 1,650.00 per campus **for services, as described in Section 2.**

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

5. Additional Terms: *Please review each of the following terms.*

1. Unless otherwise indicated on this contract, bookings are for the single school listed. Advisors, students, or educators from other campuses/programs are not permitted. If a school breaches this portion of the contract, an additional fee will be charged to each additional campus.
2. All state and local COVID guidelines are to be followed by the booking group.
3. After your training, your school will receive three (3) "Event Credits" to use throughout the 2021-2022 school year.
4. All credits must be used during the 2021-2022 school year. Event Credits are non-refundable, non-combinable, and non-transferable. Unused credits will expire on June 17, 2022.
5. Event Credits may only be used specifically to sign your entire school's leadership program up for live virtual events called "Response Sessions" held periodically throughout the school year. Your program will receive full admission to the Response Session for your students, a digital recording of the event, and follow-up questions for use in class. Response Session details are not permitted to be shared with other campuses, programs, or individuals.
6. Event Credits may not be used as a discount or admission to any potential in-person events. Furthermore, they may not be used as a potential discount or payment for additional purchases or bookings.
7. Response Session registration cancellations must be done at least 24-hours before the start of the virtual event. Registrations canceled less than 24-hours before the scheduled time are subject to forfeit of an Event Credit.
8. Access to the ENVOLVE Activity Hub begins the first business day following the training. Weekly Activity Challenges are emailed once per week from August 29th, 2021 until June 12th, 2022. Access time and subscription length cannot be added to prior trainings. If a school has access remaining from a prior event, booking an additional training does not increase the time, but instead resets it. For example, if a school has 3 years access remaining and books a training that includes 4 years access, the 4 years begins after of the training, replacing the remaining 3-year subscription. If a school books a training with a shorter subscription length than they currently have, the longer subscription remains intact.
9. Your organization reserves the right to cancel this Agreement. If a booking is canceled less than two weeks before the date of the training, all deposits will be forfeited. Your organization reserves the right to cancel any session, change the length or size of any session, or change the place of any session at its discretion within (10) days of the scheduled event.
10. If presenter cancels initial training due to unforeseen personal emergency or other complications, all deposits will be refunded to booking group.

6. Required Signature

Contact Person 1 – please sign and fill in any missing details on this PROGRAM AGREEMENT.

If details on this Agreement do not agree with your records, please contact Scott immediately. Fill in missing details (times, contact information, etc.). Return a signed copy by mail or email, and process all invoices so payments are on time. Thank you!



Authorized Signatures and Date:

Scott Backovich 7/15/2021
Scott Backovich Date

Drew Bywater Date

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor: Aragon High School

Event Date(s): September 13, 2021

Type of Event: ENVOLVE Multi-School Training 2021-2022 School Year

Contact 1: Melissa Perino

Contact 1 Email: mperino@smuhsd.org

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time: TBD

End Time: TBD

Training Location: Aragon High School

Training/Program Details

4-hour ENVOLVE Leadership Training as discussed between Scott Backovich and SMUHSD ASB advisors. Each school will be responsible for their own contract and fee of \$1,650.00. Additionally, school will receive:

- Weekly Activity Challenges emailed each Sunday from August 29, 2021 until June 12, 2022
- 1 calendar year of access to the ENVOLVE Activity Hub
- 3 Event Credits for use on virtual Response Sessions until June 17, 2022
- 1 digital copy of the ENVOLVE Action Planning Toolkit, delivered via email

Number of Attendees

3. Payment Terms *Please contact Scott as soon as possible if payment cannot be made as requested.*

\$ 1,650.00 per campus **for services, as described in Section 2.**

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/23/2021

From: Charlene Aquino

Site(s) or Department: Superintendent

District Office

Number of Quotes: Sole Source

Vendor/Contractor: HYA

Reason for proposal:

Consulting with Board Superintendent Evaluation

Certificate of Insurance: N/A

Contract Amount: 1250.00

Funding Source: Board General Fund

Approved by:

Charlene Aquino 07/23/2021 Veronika Espinoza 07/23/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/26/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/27/2021

Director of Budget and Fiscal Services

HYA CORPORATION
1475 E Woodfield Rd 14th Floor
Schaumburg, IL 60173 US
+1 8472507261
hya@hyasearch.com

Invoice



BILL TO
San Mateo Union High School District
650 North Delaware Street
Attention: Superintendent Kevin Skelly
San Mateo, CA 94401

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
H1377	07/15/2021	\$1,250.00	08/14/2021	Net 30	

SALES REP
Jacki Horejs

DATE	DESCRIPTION	QTY	RATE	AMOUNT
06/10/2021	Consulting - Superintendent Evaluation	1	1,250.00	1,250.00

Please make all checks payable to HYA Corporation

BALANCE DUE

\$1,250.00

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/01/2021

From: Charlene Aquino

Site(s) or Department: Superintendent

Districtwide

Number of Quotes: Sole Source

Vendor/Contractor: California School Boards Association

Reason for proposal:

Renewal 2021 - 2022 Gamut Meetings (Agenda Online) and Gamut Policy Plus. This is the system we use for our Board Agendas and Board Policies

Certificate of Insurance: N/A

Contract Amount: \$ 10, 805.00

Funding Source: Board of Trustees General Fund

Approved by:

Charlene Aquino

07/01/2021

Veronika Espinoza

07/01/2021

Personnel who oversees Site/Department budget

Vanessa Castano

07/12/2021

Manager of Capital Facilities and Purchasing

Valerie Miller

07/12/2021

Director of Budget and Fiscal Services



California School Boards Association
(916) 371-4691

Please refer to your invoice number and customer number in all communications regarding this invoice.

Invoice Number **Invoice Date** **PO #**
INV-56927-Y8P4P0 5/28/2021

Bill To:
San Mateo Union HSD
650 N Delaware St
San Mateo, CA 94401-1732
United States

Ship To:
San Mateo Union HSD
650 N. Delaware St.
San Mateo, CA 94401-1732
United States

Product Code	Description	Unit Price	Quantity	Extended Price	Terms
GAMUT/MEETING S	Gamut Meetings (07/01/2021 - 06/30/2022)	\$3,875.00	1.00	\$3,875.00	Net 30
GAMUT/POLICY/PLUS	Gamut Policy Plus (07/01/2021 - 06/30/2022)	\$3,485.00	1.00	\$3,485.00	Net 30
GAMUT/POLICY	Gamut Policy (07/01/2021 - 06/30/2022)	\$3,445.00	1.00	\$3,445.00	Net 30
<p>WAIT! Have you renewed your CSBA Membership for 2021/2022? Only CSBA members enjoy exclusive access to GAMUT and our valuable trainings and services. Don't forget to renew your CSBA membership by September 15 to maintain uninterrupted access.</p> <p>You should have also received a GAMUT service agreement with your renewal packet. Please email signed agreements to gamut@csba.org.</p>					

Total Invoice: \$10,805.00

Total Paid: \$0.00

Balance Due: \$10,805.00

PLEASE DETACH HERE AND RETURN BOTTOM STUB WITH PAYMENT



Customer Number	Invoice Number	Invoice Date	Terms	Balance Due
100547	INV-56927-Y8P4P0	05/28/2021	Net 30	\$10,805.00

Make checks payable to:
California School Boards Association - CSB (6744)
c/o West America Bank
P.O. Box 1450
Suisun City, CA 94585-4450

Bill To:
San Mateo Union HSD
650 N Delaware St
San Mateo, CA 94401-1732
United States

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

This Agreement is entered by and between the California School Boards Association ("CSBA") and San Mateo Union HSD of San Mateo, California ("Subscriber") for the use of CSBA's GAMUT services in accordance with the terms and conditions contained herein. This Agreement shall become effective (the Effective Date") upon the execution and delivery hereof by the parties hereto.

1. Term and Renewal. CSBA shall provide the services described in this Agreement on an annual basis from July 1st to June 30th. This Agreement shall commence as of the Effective Date and shall continue in effect until June 30th of the same year (such initial term referred to in this Agreement as the "Initial Term"). THEREAFTER, THE TERM OF THE AGREEMENT SHALL BE AUTOMATICALLY RENEWED ANNUALLY FOR AN ADDITIONAL ONE (1) YEAR TERM FROM JULY 1st TO JUNE 30th (referred to in this Agreement as a "Renewal Term") UNLESS EITHER PARTY GIVES WRITTEN NOTICE OF NON-RENEWAL TO THE OTHER PARTY AT LEAST NINETY (90) DAYS PRIOR TO THE END OF THE INITIAL TERM OR ANY RENEWAL TERM HEREOF.

2. Grant of License. Subject to the TERMS OF SERVICE and PRIVACY NOTICE located at <https://simbli.eboardsolutions.com/termservice.pdf> and <https://eboardsolutions.com/privacy-statement/>, Subscriber is hereby granted a non-exclusive, non-transferable, non-assignable, non-sub-licensable license to access GAMUT (the "Service") through the website provided by CSBA (the "Site"). All rights not specifically granted to Subscriber by this Agreement are reserved to CSBA.

3. Fees. For the license, Service, and training and support received pursuant to this Agreement, Subscriber agrees to pay CSBA the annual fees set forth and described in Attachment A. Fees are calculated on annual fiscal year periods, pro-rated for a July 1 renewal, that begin on the subscription start date and each fiscal year anniversary thereof; therefore, Fees for subscriptions added in the middle of a monthly period will be charged for that full monthly period and the monthly periods remaining in the subscription term. To renew this Agreement after the Initial Term, Subscriber shall pay in full the applicable annual fees set forth in Attachment A. After the second-year term, fees for Renewal Terms may be subject to change. CSBA reserves the right to withhold or cancel access to GAMUT if said fees are not paid within 60 days of Subscriber's receipt of an invoice from CSBA.

4. User Accounts. Subscriber is authorized to create an unlimited number of user accounts for its employees and officers. Third party user access is prohibited. Subscriber is responsible for creating user accounts, determining access levels for each user, and informing all users of their obligations and responsibilities pursuant to this Agreement and the Terms of Service. Subscriber shall take reasonable measures to prevent unauthorized access to the Service, including protecting usernames, passwords and other log-in information.

5. Training and Technical Support. All logged in users of the Service will have 24/7/365 access to the online user guide, including the Knowledge Base and Training Webinars and Videos. Additional training materials, webcasts and videos may be available through CSBA. Upon receipt of this signed Agreement, when applicable, CSBA will contact Subscriber to set up Subscriber's Site and to schedule any applicable training. Upon request, CSBA may provide onsite training at the Subscriber's facility, subject to any training fees described in Paragraph 3 and Attachment A of this Agreement. Subscriber shall pay reasonable travel costs and expenses incurred by CSBA for any on-site training. CSBA will provide timely support to Subscriber for the Service. CSBA shall not be responsible for supporting network, infrastructure, computing devices, or any third-party software applications installed on Subscriber's devices.

6. Proprietary Rights. Subscriber acknowledges that the Service, the Site, and all software and intellectual property used to create or maintain the Service or the Site are confidential and constitute trade

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

secrets and proprietary information. Subscriber has a right to access Subscriber's information hosted or stored on the Service but acknowledges and agrees that it holds no proprietary rights related to the Service or the Site. Any documents or files created by Subscriber on or uploaded by Subscriber to the Site belong to Subscriber, and Subscriber may use them as it sees fit, subject to applicable state and federal law and local policy. Subscriber agrees not to:

- (a) Modify, translate, reverse engineer, decompile, disassemble, or create derivative works based on the Services except to the extent that enforcement of the foregoing restriction is prohibited by applicable law;
- (b) Circumvent any user limits or other timing, use or functionality restrictions built into the Services;
- (c) Remove any proprietary notices, labels, or marks from the Services (except to the extent Reseller is so permitted to for the purposes of re-branding the Services);
- (d) Frame or mirror any content forming part of the Services; or
- (e) Access the Services in order to build a competitive product or service, or copy any ideas, features, functions or graphics of the Services that are established as intellectual property or proprietary information; or to authorize or attempt to do any of the foregoing. Subscriber agrees not to sell, rent, license, distribute, transfer, directly or indirectly permit the sale, rental, licensing, distribution, use or transfer of the license or any right granted thereby, including permitting the use or dissemination of documentation related to the Service, to any other party, either during the term of this Agreement or at any time thereafter.

7. Data and Records. CSBA has no responsibility or liability for the accuracy of documents, files, data, or information uploaded to the Service or provided by Subscriber or Subscriber's users. For the duration of this Agreement, CSBA agrees to take reasonable steps to preserve and protect Subscriber information uploaded to the Service. For as long as Subscriber continues to subscribe to the Service, CSBA agrees to store Subscriber's data. CSBA may delete all of Subscriber's stored information ninety (90) days after the termination of this Agreement. Upon request by Subscriber made within ninety (90) days after the effective date of termination or expiration of the Service, CSBA will make available to Subscriber an export of Subscriber's data in a format determined by CSBA at no fee, or in a format requested by the Subscriber for a mutually agreed-upon fee not to exceed the additional cost of exporting to the requested format. After such ninety (90) day period, CSBA shall have no obligation to maintain or provide any of such Subscriber data and thereafter, unless legally prohibited, may delete all of such data on the Site systems or otherwise in CSBA's possession or under CSBA's control.

Subscriber acknowledges that documents, data, and information uploaded to the Service are not an official record and acknowledges its responsibility to create an archive of such materials when Subscriber desires them to serve as official Subscriber records. Subscriber agrees not to hold CSBA liable for any damage to, any deletion of, or any failure to store Subscriber information. CSBA is not the custodian of Subscriber's records for any purpose and will direct any third-party request for Subscriber's information or records to Subscriber. In the event Subscriber records are requested pursuant to a lawfully issued subpoena or court order, to the extent possible, CSBA agrees to inform Subscriber prior to responding.

Notwithstanding the provisions of this Agreement, CSBA may access, compile, record and/or distribute statistical analyses and reports utilizing aggregated data derived from information and data related to Subscriber's use of the Service.

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

8. Warranty. CSBA warrants that the Service will work in substantial accordance with purposes expressed in the Grant of License clause above. CSBA provides no other warranty of any kind, either express or implied, including, but not limited to, the implied warranties of merchantability, satisfactory quality, accuracy, and fitness for a particular purpose. Subscriber assumes all responsibility to provide and upgrade any hardware, computer operating system and/or software required to access GAMUT. CSBA does not warrant that functions contained in GAMUT will meet Subscriber's business requirements or that the operation of the service will be uninterrupted or error free.

9. Limit of Liability. IN THE EVENT OF A BREACH OF THIS AGREEMENT OR THE WARRANTY STATED ABOVE, SUBSCRIBER'S DAMAGES SHALL BE LIMITED TO THE AMOUNT OF THE ANNUAL FEE PAID BY LICENSEE FOR THE CURRENT YEAR. IN NO EVENT SHALL CSBA BE LIABLE FOR ANY CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOSS OF PROFITS AND/OR SAVINGS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION OR OTHER PECUNIARY LOSSES) ARISING FROM THE USE OR INABILITY TO USE GAMUT OR THE SERVICE. SUBSCRIBER AGREES THAT DAMAGES DESCRIBED IN THIS PARAGRAPH ARE A REASONABLE ESTIMATION OF ANY LOSS SUBSCRIBER MAY SUFFER AND DO NOT CONSTITUTE A PENALTY.

10. Termination. This Agreement may be terminated by either party by giving the other party 60 days written notice. CSBA may also terminate this Agreement if Subscriber breaches any provision of this Agreement. If termination results from Subscriber's breach the annual fee, or any portion thereof, will not be refunded by CSBA. If termination results from Subscriber's written request, CSBA shall refund the pro rata portion of the annual fee for the balance of the fiscal year (July 1 - June 30) outstanding at the date of such termination. Termination for Subscriber's breach shall not alter or affect CSBA's right to exercise any other remedies available in law or equity for the breach.

11. Compliance with Laws. Subscriber is solely responsible for complying with state and federal laws, including the Americans with Disabilities Act of 1990 and those laws pertaining to open meetings and public information, including, but not limited to, the Ralph M. Brown Act and the California Public Records Act.

12. Indemnification and Duty to Defend. Except as otherwise provided in this Agreement, each party shall indemnify, defend, and hold harmless the other party, and its directors, officers, employees, agents and representatives, from and against any and all liabilities, obligations, losses, damages, penalties, fines, claims, actions, suits, costs and expenses, (including legal fees and expenses) of any kind whatsoever imposed on, asserted against, incurred or suffered by the other party, or its directors, officers, employees, agents or representatives by reason of damage, loss or injury (including death) to persons or property resulting in any way from (a) any negligent or intentional act by it or any of its directors, officers, employees, agents or representatives in its or their performance of Services hereunder; or (b) any neglect, omission or failure to act when under a duty to act on its part or the part of any of its directors, officers, employees, agents or representatives in its or their performance of Services hereunder.

It is expressly understood and agreed that in any third-party action to obtain Subscriber's records from CSBA which is opposed by Subscriber, any cost to CSBA in opposing the request, including, but not limited to, attorney's fees and costs, shall be paid by Subscriber. It is also expressly understood and agreed that no personal liability whatsoever shall attach to any member of CSBA's Board of Directors, or to any of the officers, employees, agents or representatives thereof, by virtue of this Agreement.

13. Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than CSBA and Subscriber.

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

14. Modification. The scope of work and any other terms of this Agreement may be modified only by a written agreement signed by both parties.

15. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.

16. Entire Agreement. This Agreement constitutes the entire agreement and understanding of the parties. There are no oral understandings or other terms or conditions as regards to the subject matter hereof and neither party has relied upon any representation, express or implied, that are not otherwise contained in this Agreement. This Agreement supersedes all prior understandings, whether written or oral, and any such terms or conditions are deemed merged into this Agreement.

IN WITNESS WHEREOF, the parties do hereby certify that they are duly authorized to execute this Agreement.

California School Boards Association

San Mateo Union HSD



Elaine Yama-Garcia, Esq.
Assistant Executive Director
Policy & Governance Technology Services

Signature

Printed Name

6/2/2021
Date

Title

Date

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

ATTACHMENT A

Subscriber is contracting for the Services and GAMUT Modules described in this Attachment. This Attachment may be updated to add or remove the specific GAMUT Modules that Subscriber is contracting for. By signing this Attachment Subscriber agrees to pay the fees described herein pursuant to the terms this Agreement. Any pro-rated reduction in fees or discounts will be indicated on the invoice. Annual subscriptions may be subject to change and services shall automatically renew unless either party gives written notice of non-renewal to the other party in accordance with the terms of this Agreement.

1. Annual Subscriptions. Subscriber agrees to pay the following annual fees for modules provided through GAMUT:

Module	Annual Fee
GAMUT Policy	\$3,445 (Existing Service)
GAMUT Policy Plus	\$3,485 (Existing Service)
GAMUT Meetings	\$3,875 (Existing Service)

***Subscription fees for GAMUT Meetings will be \$3,875 for the 2021-22 fiscal year (July 1, 2021 – June 30, 2022). Subscription fees for GAMUT Meetings will be \$5,000 beginning with the 2022-23 fiscal year, July 1, 2022.**

GAMUT Policy provides Subscriber with online access to CSBA's Sample Policy Manual, including sample policies, regulations, bylaws, and exhibits and links to related policy resources.¹ The sample policies, regulations, bylaws, and exhibits to which Subscriber is given access are CSBA's proprietary materials, they are provided for the Subscriber's sole use, and may not be transmitted, reproduced, or distributed to others, in whole or in parts, without CSBA's prior written consent. By signing this Attachment Subscriber agrees not to share or reproduce CSBA's Sample Policy Manual or to use any part thereof in any training or presentation without CSBA's prior written consent. Subscriptions to GAMUT Policy without GAMUT Policy Plus or GAMUT Meetings do not include an individual Subscriber Site. Subscribers to GAMUT Policy may access CSBA's Sample Policy Manual through CSBA's GAMUT site. A link to the site and user accounts will be provided upon execution of this Agreement.

GAMUT Policy Plus provides subscribers access to CSBA Policy Manual Consultants during regular CSBA business hours for assistance with policy issues relating to the CSBA Sample Policy Manual and any updates to the CSBA Sample Policy Manual. Such consultation may include: (a) suggestions regarding editing, use and placement of policies within Subscriber's local policy manual, and/or (b) review of and suggestions regarding proposed policies, regulations and bylaws that are unique to the Subscriber. Such review is not intended to be and is not a substitute for advice from legal counsel. Consultation does not include drafting original policy language for the Subscriber. CSBA controls the "codification" of policies related to CSBA's Sample Policy Manual and reserves the right change the policy number and/or title of any policy related to CSBA's Sample Policy Manual in GAMUT.

¹ CSBA policy services provide sample policies, administrative regulations, bylaws and exhibits as a resource for school districts and county offices of education in developing their own policy manual and are not intended for exact replication or as a substitute for legal advice. CSBA's samples are a reflection of current law and do not necessarily express the personal or political opinions or viewpoints of CSBA, its Board of Directors, or its employees. Although CSBA's sample policies, regulations, bylaws and exhibits have been carefully crafted and thoroughly reviewed, they contain no warranty as to their sufficiency for addressing District's specific legal situations. Subscriber is cautioned to seek the advice of its legal counsel when confronted with legal questions or situations requiring legal advice.

**CALIFORNIA SCHOOL BOARDS ASSOCIATION
GAMUT SERVICE AGREEMENT**

2. **Training and Set Up Fees.** Subscriber agrees to pay the following fees for the set up their GAMUT site and individual onsite training:

Site Set Up Fee ²	N/A
On Site Training Fee ³	N/A

California School Boards Association

San Mateo Union HSD



Elaine Yama-Garcia, Esq.
Assistant Executive Director
Policy & Governance Technology Services

Signature

Printed Name

6/2/2021
Date

Title

Date

² Site setup fees do not include any data conversion. Separate charges for data conversion may apply. CSBA will consult with Subscriber before any such charges are incurred.

³ On Site Training fees do not include the cost of the CSBA trainer's travel expenses. Subscriber shall pay reasonable travel costs and expenses incurred by CSBA for any on-site training.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/13/2021

From: Charlene Aquino

Site(s) or Department: Superintendent

Districtwide

Number of Quotes: Sole Source

Vendor/Contractor: Getty Images (US) INC

Reason for proposal:

2021-2022 | Stock Signature Renewal for District Communications and Website

Certificate of Insurance: N/A

Contract Amount: 1440.00

Funding Source: Communications General Fund

Approved by:

Charlene Aquino 07/13/2021 Veronika Espinoza 07/13/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/15/2021

Director of Budget and Fiscal Services



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Subtotal: \$ 1,440.00 USD
Applicable tax: \$ 0.00 USD
Total: \$ 1,440.00 USD

Quote for:
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San Mateo Union High School District
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SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/21/2021

From: Luci Tolfa

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: Gale/Cengage Learning

Reason for proposal:

Yearly hosting fee for electronic database subscription for 2021-2022 for the Aragon Library.

Certificate of Insurance: n/a

Contract Amount: \$50.00

Funding Source: Fund 01

Approved by:

Luci Tolfa 06/21/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services

QUOTE

<http://www.gale.cengage.com/>

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Confidential Price Quote - GVRL Hosting Fee Quote

Deliver To Address:

06/21/2021

Pricing on this Proposal Guaranteed: 12/31/2021

900 ALAMEDA DE
LAS PULGAS
SAN MATEO
California
United States
944023357

Presented To: Anna Lapid

Prepared By: Hilly Kravitz, K12 District Manager, Western Region,

(773) 715-1113, hilly.kravitz@cengage.com

[\[mailto:hilly.kravitz@cengage.com\]](mailto:hilly.kravitz@cengage.com)

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Deliver To: ARAGON HIGH SCHOOL
Anna Lapid

Invoice To: SAN MATEO UHSD

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SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/17/2021

From: Imelda Gomez

Site(s) or Department: Capuchino High

Capuchino High

Number of Quotes: 1

Vendor/Contractor: Cengage

Reason for proposal:
Annual Hosting Fee K12

Certificate of Insurance: n/a

Contract Amount: \$50.00

Funding Source: Fund 01

Approved by:

Imelda Gomez 06/17/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services

DIRECT ALL CORRESPONDENCE TO:
CENGAGE Learning
27500 Drake Rd.
Farmington Hills, MI 48331
 PHONE: 248-699-4253, 800-877-4253
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ORIGINAL INVOICE

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Page 1 of 1

Order No. 38468241SO

Federal ID No.: 59-2124491 Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001 Canadian Q.S.T#/T.V.Q.: 1023272543

ACCOUNT NO. **176815**

ACCOUNT NO. **176062**

BILL TO SAN MATEO UHSD
 650 N DELAWARE ST
 SAN MATEO CA 944011732

SHIP TO CAPUCHINO HIGH SCHOOL
 1501 MAGNOLIA AVE
 SAN BRUNO CA 940665451

K. Kelly

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196067	GALE EBOOK ANNUAL HOSTING FEEK12 Subscription Start & End Date: 06/01/21 & 05/31/22						
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SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/17/2021

From: Luci Tolfa

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: Scantron

Reason for proposal:

Scantron Loan Program Agreement for purchasing scantron testing forms and servicing scantron machines at Aragon High School as needed.

Certificate of Insurance: n/a

Contract Amount: \$800.00

Funding Source: Fund 01, Admin

Approved by:

Luci Tolfa 06/17/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services



Account Name Aragon High School
Contact Name Luci Tolfa
Email ltolfa@smuhsd.org
Phone (650) 558-2920

Scantron Loan Rep Lillian Myers
Email lillian.myers@scantron.com
Phone (800) 722-6876 xt. 6144
Fax (800) 776-6644
Company Address 1313 Lone Oak Road
Eagan, MN 55121-1334

Dear Ms. Tolfa,

Thank you for your interest in the **Scantron Loan Program** featuring our popular standalone Test Scoring Machines. Whether this is your first time requesting a machine or you are in need of additional machines, simply follow the steps below to become officially enrolled in our loan program.

- **Step 1:** Read, sign and return the attached **Scantron Loan Program Agreement** to Scantron Customer Service (via fax or e-mail) at the contact information listed above. Please keep the signed original for your records.
- **Step 2:** Submit an order for your first year minimum annual forms commitment of qualifying Test Scoring Machine forms along with your signed agreement (see page 1 of the Loan Agreement for minimum annual forms purchase requirement). Please call if you have questions regarding which specific category of forms qualifies towards this commitment.
- **Step 3:** Within 30 days after you return the attached *Agreement*, members of your organization that plan to use the Test Scoring Machine shall review the appropriate training materials included with the scanner.

Scantron will ship the test scoring machine(s) approximately 10 - 15 business days after Step #1 and Step #2 are complete. If you have any questions regarding this program or need assistance with your forms order, please contact your Scantron Loan Representative directly.

Sincerely,
Lillian Myers
Scantron Loan Representative
6/17/2021

Scantron Loan Program Agreement

As of the signature date below, the customer signing (“Customer”) and Scantron Corporation (“Scantron”) have entered into this Loan Program Agreement for Scantron to loan one or more Test Scoring Machines (the “Test Scoring Machines”) to Customer.

TEST SCORING MACHINE(S) & MINIMUM ANNUAL FORMS PURCHASE COMMITMENT

Quantity	Product	Forms Purchase Commitment Per Scanner	Total Price
2.00	888MP/888P+	\$400/year	\$800.00

Annual (Minimum) Total Forms Purchase Commitment:

Total Price \$800.00

*For questions regarding specific form, scanner and software compatibility details, please contact your Scantron Loan Representative for assistance.

Customer’s RIGHTS AND RESPONSIBILITIES

1. Customer agrees to purchase the annual commitment minimum (the “Minimum Purchase”) as stated above (excluding shipping, handling, or applicable taxes) in Test Scoring Machine forms (“TSM forms”) from Scantron’s approved Loaner Program Price List each fiscal year (July 1 to June 30) for each Test Scoring Machine delivered under the terms and conditions of this Agreement.
2. Customer agrees to use only qualifying TSM forms that are purchased directly from Scantron for use on the Test Scoring Machine. Use of any other forms with any of the Test Scoring Machines, will be in violation of this Agreement, and Scantron has the right to immediately terminate this Agreement.
3. Customer acknowledges that Scantron’s TSM forms may be subject to US copyright and patent protection. The reproduction or copying of TSM forms is strictly prohibited.
4. Title to and ownership of the Test Scoring Machines is and shall remain with Scantron. Customer is entitled to only temporary possession and use of the Test Scoring Machines. Customer agrees to protect Scantron’s title from all persons or encumbrances and agrees not to pledge the Test Scoring Machines as security or encumber them in any way. Customer agrees not to remove, damage, or cover any labels or stickers that Scantron has placed on the Test Scoring Machines.
5. Within 30 days after execution of this Agreement, Customer’s staff and others who you wish to use the Test Scoring Machines shall review the appropriate training materials included with the Test Scoring Machine.
6. Customer agrees to place the Test Scoring Machine in an area accessible to its users, and designate an on-site “contact person” for service calls, deliveries, and other logistics.
7. Customer agrees to accept all liability for, and to indemnify Scantron against, any property damage, personal injury, or other loss which arises from Customer’s use or possession of the Test Scoring Machines.
8. For newly loaned Scantron Score™ and Opscan® 4ES Scanners(with Selfscore) , two (2) ink cartridges are included with the initial scanner shipment. Customer agrees to purchase additional ink cartridges when needed on all loaned Scanners(with the exception of the following Models: 888MP, 888P and 888P+ where customers are meeting their forms purchase obligations).
9. Customer agrees to perform routine cleaning tasks on the Test Scoring Machines and, as directed by Scantron, install any necessary firmware updates.

SCANTRON'S RIGHTS AND RESPONSIBILITIES

1. Scantron agrees to ship the Test Scoring Machines at no cost to Customer.
2. Scantron agrees to provide use of the Test Scoring Machines at no additional cost to Customer.
3. Scantron agrees to provide technical telephone support and maintenance for the Test Scoring Machines at no additional cost to Customer.
4. Scantron agrees to provide training materials for newly loaned Test Scoring Machines at no additional cost to Customer.
5. IN NO EVENT SHALL SCANTRON BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES (INCLUDING ANY DAMAGES FOR LOSS OF DATA, GOODWILL, BUSINESS INTERRUPTION OR THE LIKE), EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL SCANTRON'S AGGREGATE LIABILITY FOR ANY CAUSE OF ACTION ARISING OUT OF OR RELATING TO THIS AGREEMENT EXCEED THE TOTAL AMOUNT ACTUALLY PAID BY CUSTOMER FOR THE PRODUCTS DURING THE TWELVE (12) MONTHS IMMEDIATELY PRIOR TO THE EARLIEST DATE ON WHICH THE EVENTS GIVING RISE TO THE LIABILITY OCCURRED. THE FOREGOING LIMITATIONS SHALL APPLY REGARDLESS OF THE CAUSE OR THE FORM OF ACTION (WHETHER BASED IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, WARRANTY OR OTHERWISE) AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. THIS LIMITATION IS CUMULATIVE, WITH ALL PAYMENTS FOR CLAIMS OR DAMAGES HEREUNDER BEING AGGREGATED TO DETERMINE SATISFACTION OF THE LIMIT. THE EXISTENCE OF ONE OR MORE CLAIMS WILL NOT ENLARGE THIS LIMITATION ON AMOUNT.

TERMINATION AND OTHER PROVISIONS

1. This Agreement shall continue until terminated by either party. Customer may terminate this Agreement at anytime by contacting the Scantron Loan Representative. Scantron may terminate this Agreement at anytime by contacting Customer.
2. Within 15 days of termination of this Agreement for any reason, Customer shall return to Scantron all of the Test Scoring Machines in good condition (normal wear and tear excepted) in accordance with Scantron's instructions and in the packaging provided by Scantron (at Scantron's cost for shipping).
3. If a Test Scoring Machine is not returned in good condition within 15 days of termination or is otherwise lost, stolen or damaged while in the Customer's care, Customer agrees to pay Scantron the then-current list price of such Test Scoring Machine.
4. This Agreement supersedes any and all prior agreements between the parties relating to any Test Scoring Machines and any other services or items provided hereunder. Scantron will not be bound by the terms of an issued purchase order or other document unless Scantron expressly agrees to such terms in writing. Scantron's remedies under this Agreement shall not be deemed exclusive but shall be cumulative and in addition to all other remedies provided by law and equity. This Agreement shall be governed by the laws of the State of Minnesota.

Scantron Loan Rep Lillian Myers

LMP Agreement 6/17/2021
Date

****Authorized School Official Contact Information****

Signature: 

Printed Name: Kevin Skelly

Title: Superintendent

Date: 6-29-2021

Please complete the following:

Organization (Ship To):

Address (Ship To):

City (Ship To):

State (Ship To):

Zip (Ship To):

Telephone:

District/College Affiliation:

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/15/2021

From: Luci Tolfa

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: Caffe Carrello

Reason for proposal:

Coffee cart for Aragon High School for Professional Development on August 10, 2021.

Certificate of Insurance: UDC-4563430-20

Contract Amount: \$400.00

Funding Source: Fund 01, Professional Development

Approved by:

Luci Tolfa 07/15/2021 Veronika Espinoza 07/15/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/15/2021

Director of Budget and Fiscal Services

CAFFE CARRELLO

INVOICE

515 Central Ave.
Menlo Park, California 94025

650 321 3833



July 14, 2021

QUOTE 810

Aragon High School
Attention: Luci Tolta

Espresso Bar Service at Staff Event

DATE	DESCRIPTION	QUANTITY	UNIT PRICE	COST
August 10	Serve 7:30 to 10:30	1	\$ 400	\$ 400

TOTAL \$ 400

Total amount due upon Service

Please make **check** payable to Caffe Carrello Inc. Or give us
a call @ 650-321-3833 to pay by **credit card**

10% Fee will be Added if Payment isn't received within 30 days after the Event

Thank you for using Caffe Carrello, please call again.

Sincerely,

Matt Gorman

Matt Gorman

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/17/2021

From: Luci Tolfa

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: Cengage

Reason for proposal:

WebAssign for on-line physics homework for Steve Ratto at Aragon High School.

Certificate of Insurance: n/a

Contract Amount: \$367.50

Funding Source: Fund 01, Resource 9211, Science Projects

Approved by:

Luci Tolfa 06/17/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services

DIRECT ALL CORRESPONDENCE TO:

CENGAGE Learning
10650 Toeppen Drive
Independence, KY 41051

EMAIL:
webassignclidccs@cengage.com



Bringing you resources from:
Cengage Learning
National Geographic Learning
NGSP/Hampton Brown

ORIGINAL QUOTE

NO. 74517329

Date 06/16/21

Page 1 of 1

Order No. 80080405SQ

SHOWING ACCOUNT NUMBER AND INVOICE NUMBER SAN: 2002213

Federal ID No.: 59-2124491 Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001 Canadian Q.S.T#/T.V.Q.: 1023272543

WebAssign is now part of Cengage Learning. All accounts are now under the Cengage Learning taxpayer name and number.

ACCOUNT NO. 28340438

ACCOUNT NO. 28340438

BILL TO ARAGON HS, CA
900 ALAMEDA DE LAS PULGAS
SAN MATEO CA 94402

SHIP TO ARAGON HS, CA
900 ALAMEDA DE LAS PULGAS
SAN MATEO CA 94402

PURCHASE ORDER NUMBER		PAYMENT DUE	TERMS			
WEBASSIGNQUOTE		07/16/21	Net 30 Days			
QUANTITY	ITEM	TITLE / AUTHOR / EDITION		PRICE	DISCOUNT	NET AMOUNT
35	9780357086445	WA IAC HMWRK K12 PHYSICS: PRINCIPLES WITH APP WebAssign 001		10.50	0.00	367.50
					SUBTOTAL	367.50

If you are exempt and feel you have been charged sales tax in error, email a copy of this invoice and your sales tax exemption certificate to MS.Certificates@Cengage.com. For other sales tax inquiries, contact MS.Tax@Cengage.com.

PAY THIS AMOUNT

367.50

Currency : USD

DETACH: THIS PORTION MUST BE RETURNED WITH YOUR PAYMENT

PURCHASE ORDER NUMBER	QUOTE DATE	QUOTE NUMBER	CUSTOMER ACCOUNT NUMBER		
WEBASSIGNQUOTE	06/16/21	74517329	28340438		

RETURN TO:
WEBASSIGN / CENGAGE
C/O Kerri Hurst
10650 Toeppen Drive
Independence, KY 41051

In an effort to reduce the handling and risk associated with credit card data, as of April 1st, 2016, Cengage Learning will no longer accept credit/debit cards for payment of post sale billings. Credit/Debit cards can still be used at point of sale. Post sale payment options include electronic funds transfer, wire transfer, ach, and paper checks.

ALL CLAIMS AND SHIPPING ERRORS MUST BE REPORTED WITHIN 30 DAYS AFTER THE INVOICE DATE

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/02/2021

From: Debbie Arobio

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Hudl

Reason for proposal:

To provide online training tools for coaches to help prepare and teach players in the basketball program. Service Period: July 1, 2021 through June 30, 2022

Certificate of Insurance: N/A

Contract Amount: \$1,600.00

Funding Source: Fund 08 - Boys Basketball

Approved by:

Deborah A. Arobio 07/02/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/12/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/12/2021

Director of Budget and Fiscal Services



Invoice #: INV01124853

Account #: A00129805

Send Checks To

Hudl

29775 Network Place
Chicago, IL 60673-1775 USA

Tel: (402) 817-0060

Fax: (866) 851-7148

Hudl's W9: hudl.com/p/w9

billing@hudl.com

INCLUDE INVOICE NUMBER ON CHECK

All Other Mail To

Hudl

600 P Street, Ste. 400
Lincoln, NE 68508

Sold To

Hillsdale High School

San Mateo, California 94403
United States

Summary

Invoice Created Date: 5/7/2021

Due Date: 07/01/2021

PO Number: Commitment to pay

Payment Terms: Net 30

PACKAGE	SERVICE PERIOD	TOTAL
Men's Varsity Basketball Hudl Assist - Basketball - Unlimited Game and Scout	07/01/2021-06/30/2022	\$1,600.00

Subtotal USD 1,600.00

Discount USD 0.00

Tax USD 0.00

Purchase Total USD 1,600.00

BALANCE DUE USD 1,600.00

! If paying by check, please use our new mailing address:

29775 Network Place, Chicago, IL 60673-1775 USA

Invoice Comments:

Paying with credit card? Go to hudl.com/pay.

Any hardware products related to this invoice will not ship until a purchase order is received or the balance is fully paid.

By paying this invoice, you agree that the purchase is subject to the Organization Terms of Service found at www.hudl.com/eula.

Agile Sports Technologies, Inc. dba Hudl. EIN is 26-0568054. Go to hudl.com/p/w9 for a copy of Hudl's W9.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/28/2021

From: Luci Tolfa

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: Noah

Reason for proposal:

Ball Tracking Service Fee for Aragon Girls Basketball team from October 2021 to June 2022.

Certificate of Insurance: n/a

Contract Amount: \$985.50

Funding Source: Fund 08, Club Funds

Approved by:

Luci Tolfa 06/28/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/28/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/30/2021

Director of Budget and Fiscal Services



Pillar Vision, Inc. dba Noah Basketball/Noah Volleyball
 26958 US Highway 72 • Athens, AL 35613
 1-888-TRY-NOAH • Iromine@noahbasketball.com

QUOTE

Bill To:
 Aragon High School
 900 Alameda de las Pulgas
 San Mateo, CA 94402

Date: 06/28/2021

Sales Rep: sales_manager

P.O. Number:

#	Product Name	Memo	Qty.	Rate	Amount
1	Ball Tracking Service Fee High School	Year 2; covers period October 2021 through June 2022	9	100.00	900.00T
Remit payment to the address above.			Subtotal		900.00
Call 256-233-3500 to pay with a credit card.			Tax		85.50
			Total		985.50
			Amount Paid		
			BALANCE DUE		\$985.50

Quotation is valid for 30 days.

We appreciate your business!
 Please let us know if you have any questions by calling 256-233-3500.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/19/2021

From: Debbie Arobio

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Hudl

Reason for proposal:

To provide video review and performance analysis tools to help coaches and players improve team play. This contract is for the Football program.
Service Period: July 1, 2021 through June 30, 2022.

Certificate of Insurance: N/A

Contract Amount: \$1,750.00

Funding Source: Fund 08 - Football Club

Approved by:

Deborah A. Arobio 07/19/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/26/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/29/2021

Director of Budget and Fiscal Services



Invoice #: INV01160909
Account #: A00129765

Send Checks To

Hudl
29775 Network Place
Chicago, IL 60673-1775 USA
Hudl's W9: hudl.com/p/w9
billing@hudl.com

INCLUDE INVOICE NUMBER ON CHECK

Send Purchase Orders To

Email: purchase.order@hudl.com

Pay Online

hudl.com/pay



Sold To
Hillsdale High School

San Mateo, California 94403
United States

Summary

Invoice Date: 07/15/2021
Due Date: 08/14/2021

All amounts are in USD

PACKAGE	SERVICE PERIOD	TOTAL
VARSITY - HILLSDALE FIGHTING KNIGHTS Hudl Assist - Football - Unlimited Game and Scout	07/01/2021-06/30/2022	1,000.00
VARSITY - HILLSDALE FIGHTING KNIGHTS Hudl Sideline - Premium	07/01/2021-06/30/2022	1,500.00
	Subtotal	2,500.00
	Discount	0.00
	Tax	144.38
	Purchase Total	2,644.38
	Payments	0.00
	Adjustments	(894.38)
		<i>See next page for details</i>
	BALANCE DUE	1,750.00

! Any hardware products related to this invoice will not ship until a purchase order is received or the balance is fully paid.

Invoice Comments:

Payments and Adjustments

All payments and adjustments have already been applied to the balance shown on this invoice. The following list is for your records.

All amounts are in USD

DATE	TRANSACTION NUMBER	TYPE	NOTES	APPLIED AMOUNT
07/16/2021	IIA-00548391	Adjustment	One-time discount	(750.00)
07/16/2021	IIA-00548392	Adjustment	Sales tax reimbursement	(90.00)
07/16/2021	IIA-00548393	Adjustment	Sales tax reimbursement	(3.75)
07/16/2021	IIA-00548394	Adjustment	Sales tax reimbursement	(3.75)
07/16/2021	IIA-00548395	Adjustment	Sales tax reimbursement	(31.88)
07/16/2021	IIA-00548396	Adjustment	Sales tax reimbursement	(15.00)

Additional Information

By paying this invoice, you agree that the purchase is subject to the Organization Terms of Service found at www.hudl.com/eula.

Agile Sports Technologies, Inc. dba Hudl. EIN is 26-0568054. Go to hudl.com/p/w9 for a copy of Hudl's W9.

W9 Address:

Hudl

600 P Street, Ste. 400

Lincoln, NE 68508

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/17/2021

From: Debbie Arobio

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Emily Izenon

Reason for proposal:

To provide design services for Hillsdale Community Garden project.

Certificate of Insurance: N/A

Contract Amount: \$600.00 (not to exceed)

Funding Source: Gate Grant

Approved by:

Deborah A. Arobio 06/17/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services

QUOTE

Emily Izenson
198 Mira Street
Foster City, CA, 94404
Phone: (650) 619-3019

E. Izenson

Bill to: Hillsdale High School
3115 Del Monte Street
San Mateo, CA 94403

Attn:

DESCRIPTION

Design work at the Hillsdale Community Garden.

Includes:

- drafting of 2-3 different designs
- review of design options
- updating design to match feedback
- providing details and material selection for space
- helping create an estimate for pricing to construct the space

15 hours
(estimated)
at \$40/hour

** If extra design time is required, will be billed per hour

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/28/2021

From: Jenelle Vazquez

Site(s) or Department: San Mateo High

Number of Quotes: 1

Vendor/Contractor: JLG-Junior Library Guild

Reason for proposal:
Library book subscription

Certificate of Insurance: n/a

Contract Amount: 1179.86

Funding Source: General Fund-Admin

Approved by:

Jenelle Vazquez 07/28/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/28/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/29/2021

Director of Budget and Fiscal Services



Junior Library Guild
 7858 Industrial Parkway
 Plain City, Ohio 43064
 Phone: 800-491-0174

Purchase Proposal - Quotation

Order #:	QUO-236130-S1J8N8	Create Date:	7/23/2021	Effective From:	7/23/2021
Customer ID:	J121192	Customer PO #:		Effective To:	8/31/2021
Contact:	Jasmine Causor	Categories:	4	Start Date:	7/1/2021
Customer:	San Mateo High School	# of Months:	12	End Date:	6/1/2022
Bill To1:	506 N Delaware St San Mateo, CA 94401	Ship To:	506 N Delaware St San Mateo, CA 94401		

Document Remarks:

	Qty		Price
SR Processing - Shelf Ready Processing	1	0	\$108.00
Renewal of Junior Library Guild Membership Letter	1	0	\$0.00
CH Category - City High	1	\$0.00	\$214.20
FHp Category - Fantasy/Science Fiction High Plus	1	\$0.00	\$249.90
ACNp Category - Adult Crossover Nonfiction High Plus	1	\$0.00	\$255.50
GHp Category - Graphic Novels High Plus	1	\$0.00	\$249.90
		Tax:	\$102.36
		Total:	\$1,179.86

If any changes are to be made or if you require further information, please contact your Sales Representative, Wendy Spencer at WSpencer@juniorlibraryguild.com, and they will be happy to assist you.

This proposal is being sent for your review. Please use this information to process any paperwork, request approval or requisition your purchase order.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/07/2021

From: Jenelle Vazquez

Site(s) or Department: San Mateo High

Number of Quotes: 1

Vendor/Contractor: CalendarWiz

Reason for proposal:
annual subscription renewal for the website calendar

Certificate of Insurance: n/a

Contract Amount: 250.00

Funding Source: GENERAL FUND-ADMIN

Approved by:

Jenelle Vazquez 07/07/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/15/2021

Director of Budget and Fiscal Services

Flexible Pricing Plans & Add-Ons.

Start your [free 30-day trial](#), or choose a plan below to activate your trial.

Calendar Plans [+ Add-Ons \(optional\)](#)

Basic	Standard <small>RECOMMENDED</small>	Professional	Enterprise
\$9 /mo	\$15 /mo	\$25 /mo	\$45 /mo
OR ONLY \$99 ANNUALLY SAVE \$9	OR ONLY \$165 ANNUALLY SAVE \$15	OR ONLY \$250 ANNUALLY SAVE \$50	OR ONLY \$450 ANNUALLY SAVE \$90
<u>10 Users</u>	<u>20 Users</u>	<u>40 Users</u>	<u>100 Users</u>
<u>3 Categories</u>	<u>8 Categories</u>	<u>20 Categories</u>	<u>40 Categories</u>
Unlimited Visitors	Unlimited Visitors	Unlimited Visitors	Unlimited Visitors
Free Support	Free Support	Free Support	Free Support
Buy Now	Buy Now	Buy Now	Buy Now

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/08/2021

From: Jenelle Vazquez

Site(s) or Department: San Mateo High

Number of Quotes: 1

Vendor/Contractor: Ed Club-Typing Club

Reason for proposal:
ELD-90 student licenses for 1 yr.

Certificate of Insurance: n/a

Contract Amount: 370.80

Funding Source: GENERAL FUND-ADMIN

Approved by:

Jenelle Vazquez 07/08/2021

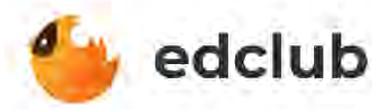
Personnel who oversees Site/Department budget

Vanessa Castano 07/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/15/2021

Director of Budget and Fiscal Services



QUOTE

Customer:

San Mateo High School
 Leia Asanuma
 506 N Delaware St
 San Mateo, CA 94401
 Phone: 650-558-2399
 Email: lasanuma@smuhsd.org

EdClub Inc.

1701 Pennsylvania Ave.
 NW, Suite 200
 Washington, DC 20006

Phone: 202-609-9919**Fax:** 240-772-5885**E-mail:** billing@edclub.com**Quote Number:**

#407632

Quote Date:

July 8, 2021

Expiration Date:

Aug. 7, 2021

Description	Qty	Unit Price	Amount
Student Licenses for 1 year (Starting 2021-08-01)	90	\$4.12 (per student)	\$370.80
Subtotal:			\$370.80
Tax			\$0.00
Total USD:			\$370.80

Above information is not an invoice and only an estimate of items described above. Please confirm your acceptance of this quote by submitting a PO via fax, email or mail:

EdClub Inc.

1701 Pennsylvania Ave. NW, Suite 200
 Washington, DC 20006
 Phone: 202-609-9919
 Fax: 240-772-5885
 E-mail: billing@edclub.com

Our Federal Tax ID# is 46-4621246

Our W-9 form is available under the billing section of your account as well as the following URL <http://static.typingclub.com/m/W-9.pdf>

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/21/2021

From: Curriculum

Site(s) or Department: Curriculum

Number of Quotes: 1

Vendor/Contractor: Quizlet

Reason for proposal:
Quizlet Renewal

Certificate of Insurance: n/a

Contract Amount: \$19,750.50

Funding Source: General Fund - Curriculum

Approved by:

Sonia Gill 07/21/2021 Veronika Espinoza 07/23/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/26/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/27/2021

Director of Budget and Fiscal Services



Questions? Email us at upgradesupport@quizlet.com.

Quizlet, Inc.
501 2nd St., Ste. 500
San Francisco, CA 94107

Quote for upgrades

Reference Number: 12466

Please note:

We do not accept Purchase Orders.
We cannot accept checks as payment for single Quizlet Plus or Quizlet Teacher upgrades.

Items

550 Quizlet Teacher upgrades (1 year) - \$19,750.50 (USD)

Total cost

\$19,750.50 (USD)

Name

Sonia Gill

Email

sgill@smuhsd.org

School / District

San Mateo UHSD

Customer Address

Curriculum
650 N Delaware St, San Mateo, CA 94401

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/16/2021

From: Curriculum

Site(s) or Department: Curriculum

Number of Quotes: 1

Vendor/Contractor: IXL

Reason for proposal:

IXL Math and ELA for 2021-22 SY

Certificate of Insurance: n/a

Contract Amount: \$1,931

Funding Source: General Fund - Curriculum

Approved by:

Sonia Gill 06/16/2021 Stephanie Quejada 06/16/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services



RENEWAL QUOTE

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # 775301-2021-001-7
DATE: JUNE 15, 2021

TO:
Dan Wekselgreene
San Mateo Union High School District
650 North Delaware Street
San Mateo, CA 94401

COMMENTS OR SPECIAL INSTRUCTIONS

Due to the early renewal credit that is included, this quote will only be valid until July 1, 2021.

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Rachel Harrison	A12-775301	July 1, 2021 – July 1, 2022	July 1, 2021

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades PK-12: 200 students) Subjects: Math and ELA	\$2,900.00	\$2,900.00
1	Credit from existing subscription A12-775301 (San Mateo Union High School District) <i>Unlimited instructor accounts included</i>	-\$969.00	-\$969.00
SUBTOTAL			\$1,931.00
SALES TAX			--
SHIPPING & HANDLING			--
TOTAL DUE			\$1,931.00

Ordering instructions

We accept payment by purchase order, check, or credit card. To pay by purchase order, please email a copy of your PO to orders@ixl.com or fax it to 650-372-4301. Please be sure to list the quote number on your payment or purchase order. For international accounts, we can accept wire transfers for an additional fee.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/22/2021

From: Curriculum

Site(s) or Department: Curriculum

Number of Quotes: 1

Vendor/Contractor: DTS (Document Tracking Services)

Reason for proposal:
DTS translation of LCAP

Certificate of Insurance: n/a

Contract Amount: \$1,399.95

Funding Source: General Fund - Curriculum

Approved by:

Sonia Gill 07/22/2021 Veronika Espinoza 07/22/2021

Personnel who oversees Site/Department budget

Vanessa Castano 07/26/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 07/29/2021

Director of Budget and Fiscal Services



View Quote #8942

Translation Quote

Quote #: #8942
District: San Mateo Union High School District
Location: San Mateo Union High School District
Created: 7/21/2021
Status: Approved
Document: 2021 Local Control and Accountability Plan
Word Count: 10370
Language: English -> Spanish
Instructions:
Translation Notes:
Estimated Delivery: TBD
Total Fee: \$1,399.95

K. Kelly

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/24/2021

From: Curriculum

Site(s) or Department: Curriculum

Number of Quotes: 1

Vendor/Contractor: Language Line

Reason for proposal:

Telephone language interpretation service contract 2021-2022

Certificate of Insurance: n/a

Contract Amount: \$10,000 estimated

Funding Source: General Fund - Curriculum

Approved by:

Sonia Gill 06/24/2021 Veronika Espinoza 06/24/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/28/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/30/2021

Director of Budget and Fiscal Services



Attachment A1 Over-the-Phone Charges and Options

ENTERPRISE CONTRACT: Yes No CUSTOMER NUMBER: 9020-598187

RENEWAL TERM: JULY 1, 2021 – JULY 1, 2022 TERM: 1 Year

CUSTOMER NAME: San Mateo Union High School District AFFILIATE NAME: San Mateo Union High School District

ENROLLMENT & SET-UP PACKAGES:

- One time set up charge for each client identification number, which includes a detailed monthly electronic statement \$100-Reduced
- Each subsequent client identification number with corresponding statement \$100-Reduced

PER MINUTE USAGE CHARGES/RATES:

- *Price per minute for Language Line Services is based on the language requested and time of day.

TIERS	LANGUAGES	PEAK*	NON-PEAK*
1	Spanish	\$2.45	\$2.75
2	Chinese (Mandarin and Cantonese), French, Japanese, Polish, Russian, Vietnamese	\$2.75	\$3.45
3	Armenian, Cambodian, German, Haitian Creole, Italian, Korean, Portuguese	\$2.85	\$4.15
4	Farsi, Tagalog, Thai, Urdu and all other languages	\$2.95	\$4.85

* Peak = 5 a.m. - 5 p.m. Monday – Friday

** Non-Peak = 5 p.m. - 5 a.m. Monday - Friday, weekends, and holidays (New Year’s Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas).

- There is no charge for standard toll-free access to Language Line Services.
- Per minute rates do not include international calls.

- **VOLUME SURGE:** Language Line Services reserves the right to assess a 15% surcharge for months in which defined surges in volume occur unless the customer has notified Language Line Services two weeks in advance of the anticipated increase. A volume surge is defined as a 10% increase in minutes of use from the previous day and the amount of increase is over 5,000 minutes per day.
- Minimum charge per client identification number \$25 per client identification number
- Platform access per call \$0.25 per call
- **FCC SURCHARGE AND FEES:** Fees to third party telecommunications service providers that Language Line Services has or will pay to these third parties: surcharges, fees, taxes, payments to the Universal Service Administrative Company (USAC).
- **FINANCE CHARGE:** Applied to any past due balances. Interest will accrue from the date on which payment is due at a rate equal to the lesser of 1.5% per month or the maximum rate permitted by applicable law.

PLEASE NOTE: This document is the sole document that reflects pricing for your account. This document must be signed by an authorized representative from your company.

BILLING OPTIONS:

- Electronic BillFREE
- Hierarchical Bill /Month \$30/month
- Custom billing fee (per invoice, per month) \$30/invoice/month
- Historical Invoices over 90 days (per monthly invoice requested)..... \$30/invoice/month
- Paper Bill \$10

CUSTOM REPORTING OPTIONS:

- Custom Report Set-up (per hour)..... \$250/hour
- Custom report maintenance..... \$30/month

SERVICE OPTIONS:

- Custom 800 line maintenance \$30/month
- Custom 800 line set-up \$150
- Custom greeting maintenance \$30/month
- Custom greetings set-up \$50
- Custom recording for redirection of old/abandoned number set-up \$50
- Custom recording for redirection of old/abandoned number \$10/month
- Long distance dial out charge: Applied per dial out (in addition to per minute charges)\$0

OPTIONAL TRAINING ASSISTANCE AND MATERIALS:

- Buddy Tags (50 tags per set)..... \$50
- Customized reference and support materials development (per hour) \$179
- Desk top displays (each)..... \$11
- Language identification cards (each set of 50) \$49
- Posters (each)..... \$10
- Quick Reference Guides Wallet Cards (0-50)..... \$10
- Quick Reference Guide Postcards (0-50) \$10
- Quick Reference Guides and Wallet Cards (each additional set of 50) \$29
- Training / Awareness assistance (on site per day/per person) \$500
- Training / Awareness assistance (telephone/per session) \$125

OPTIONAL INTERPRETER APPOINTMENT AT SPECIFIC TIME:

- Applied per appointment \$100
- Cancellation per appointment will be charge \$200 for any missed appointment..... \$200 per missed appointment

Rate sheet on account 9020598187 - San Mateo Union High School District

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/16/2021

From: Curriculum

Site(s) or Department: Curriculum

Number of Quotes: 1

Vendor/Contractor: IXL- Quia

Reason for proposal:
Quia for WL teacher for 2021-22 SY

Certificate of Insurance: n/a

Contract Amount: \$99.00

Funding Source: General Fund - Curriculum

Approved by:

Sonia Gill 06/16/2021 Stephanie Quejada 06/16/2021

Personnel who oversees Site/Department budget

Vanessa Castano 06/21/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 06/22/2021

Director of Budget and Fiscal Services



IXL Learning
 777 Mariners Island Blvd., Suite 600
 San Mateo, CA 94404



QUOTE

QUOTE # 110120
 DATE: JUNE 15, 2021

TO:
 Sonia Gill
 San Mateo Union High School District
 650 N. Delaware Street
 San Mateo, CA 94401

SALESPERSON	TERMS	SUBSCRIPTION DURATION	QUOTE VALID UNTIL
		July 1, 2021 - June 30, 2022	July 15, 2021

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	1 yr. Quia Web License (1 teacher)	\$99.00	\$99.00
SUBTOTAL			\$99.00
SALES TAX			--
SHIPPING & HANDLING			--
TOTAL DUE			\$99.00

K. Kelly

Ordering instructions:

We accept payment by purchase order, check, or credit card. To pay by purchase order, please email a copy of your PO to orders@quia.com or fax it to 650-372-4301. Please be sure to list the quote number on your payment or purchase order. For international accounts, we can accept wire transfers for an additional fee.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/15/2021

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Loral Horticultural

Reason for proposal:

To remove one dead Monterey Pine tree by the football stadium on Alameda

Certificate of Insurance: CL2132904053

Contract Amount: \$2,980.00

Funding Source: General Fund - Grounds

Approved by:



07/15/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services

LORAL



704 South Amphlett Blvd.
San Mateo, CA 94402
650 340 6940 tel
650 340 6946 fax
Lic #C-643676

Horticultural Services

Estimate

CUSTOMER	
San Mateo Union High School San Mateo Union High School 650 N. Delaware Street San Mateo, CA 94401 Attn: Maintenance & Operations Dept	
PHONE	FAX
650-558-2411	

PROJECT	
Hillsdale High- Pine Tree Removal April	
DATE	7/12/2021
ESTIMATE #	2021-0744
SUPERVISOR	MAB

DESCRIPTION
The following estimate is for tree work at Hillsdale High School.
1 dying Monterey Pine tree remove Stump removal and excavation of stump trailings Haul all resulting debris

Terms: The undersigned orders the above work to be done and agrees to pay the amount stated upon completion of contract, unless terms have been written and agreed to by both parties at the time of acceptance of this contract. Loral Landscaping is not responsible for damage done to underground utilities or damaged irrigation components. This estimate is binding for 30 days. This contract must be signed and returned before work can be scheduled.

Customer Signature <u><i>MAB</i></u>		Total	\$2,980.00
Date <u>7-20-2021</u>			



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/28/2021

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Loral Horticultural

Reason for proposal:

To remove one Birch in the Great Court

Certificate of Insurance: CL2132904053

Contract Amount: \$685.00

Funding Source: General Fund - Grounds

Approved by:



07/28/2021

Personnel who oversees Site/Department budget



07/28/2021

Manager of Capital Facilities and Purchasing



07/29/2021

Director of Budget and Fiscal Services

LORAL

Horticultural Services



704 South Amphlett Blvd.
San Mateo, CA 94402
650 340 6940 tel
650 340 6946 fax
Lic #C-643676

Estimate

CUSTOMER

San Mateo Union High School
San Mateo Union High School
650 N. Delaware Street
San Mateo, CA 94401
Attn: Maintenance & Operations Dept

PHONE

650-558-2411

FAX

PROJECT

Hillsdale High- Alder Tree Gray Court

DATE

7/21/2021

ESTIMATE #

2021-0785

SUPERVISOR

MAB

DESCRIPTION

The following estimate is for tree work at Gray Court for Hillsdale High School

1 Birch tree remove
Stump removal and excavation of stump trailings
Haul all resulting debris

Terms: The undersigned orders the above work to be done and agrees to pay the amount stated upon completion of contract, unless terms have been written and agreed to by both parties at the time of acceptance of this contract. Loral Landscaping is not responsible for damage done to underground utilities or damaged irrigation components. This estimate is binding for 30 days. This contract must be signed and returned before work can be scheduled.

Customer Signature

**Sign
& Date**

Date _____

Total

\$685.00



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/22/2021

From: Linda Carlton

Site(s) or Department: M&O

Number of Quotes: 1

Vendor/Contractor: Timberline

Reason for proposal:
Open PO for ER tree service calls

Certificate of Insurance: NPC100090802

Contract Amount: \$2,000.00

Funding Source: General Fund - Grounds

Approved by:



07/22/2021

Personnel who oversees Site/Department budget



07/26/2021

Manager of Capital Facilities and Purchasing



07/27/2021

Director of Budget and Fiscal Services



TIMBERLINE TREE SERVICE, INC.

350 Lang Road, Burlingame, CA 94010

(650) 697-2310 • Fax (650) 697-4139 • License #710738

sales@timberlinetreeservice.com

Fully Licensed and Insured for Your Protection

Name San Mateo Union High School District Phone 558-2276 Phone _____ Date 7/20/21

Street _____ Billing cchu@smuhd.org

City _____ Zip _____ City _____ Zip _____

ESTIMATE

ER Tree Service

Standard Labor Rates: \$ 80.00 per man hour

Saturday and Off Hours: \$ 110.00 per man hour

Sunday/Holiday: \$ 130.00 per man hour

FY21-22 Open PO for ER
Service Calls

\$2,000-

We will use the following prevailing wage determination: NC-102-X-21-2020-2 (Tree Maintenance-Laborer)

Estimated by Steve Willett

CONTRACT

- All contract work must be listed. No verbal agreements are accepted.
- STUMP GRINDINGS will NOT be hauled away unless otherwise specified
- We are not responsible for underground utilities, pipes, or wires.
- TREE ROOTS will NOT be removed unless otherwise specified above
- All permits and their associated fees are the responsibility of the property owner.
- We are not responsible for concrete stains caused by tree sap

An express mechanics lien is hereby acknowledged on the above property to secure the amount of services provided thereto.

Customer: Accepted by  

The above is an estimate and does not constitute any agreement to perform work unless accepted by Timberline below

Timberline: Accepted by _____ Date _____

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/19/2021

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Loral Horticultural

Reason for proposal:

To remove tree behind the Softball Score Board

Certificate of Insurance: CL2132904053

Contract Amount: \$1,575.00

Funding Source: General Fund - Grounds

Approved by:



07/19/2021

Personnel who oversees Site/Department budget



07/26/2021

Manager of Capital Facilities and Purchasing



07/27/2021

Director of Budget and Fiscal Services

LORAL



704 South Amphlett Blvd.
San Mateo, CA 94402
650 340 6940 tel
650 340 6946 fax
Lic #C-643678

Horticultural Services

Estimate

CUSTOMER	
San Mateo Union High School San Mateo Union High School 650 N. Delaware Street San Mateo, CA 94401 Attn: Maintenance & Operations Dept	
PHONE	FAX
650-558-2411	

PROJECT	
Hillsdale HS- Rear of Softball field	
DATE	7/13/2021
ESTIMATE #	2021-0746
SUPERVISOR	MAB

DESCRIPTION
<p>The following estimate is for tree work behind the Softball Score Board area as requested by Billy.</p> <p>1 Acacia tree remove large limb growing over the neighboring property house Haul all resulting debris</p>

Terms: The undersigned orders the above work to be done and agrees to pay the amount stated upon completion of contract, unless terms have been written and agreed to by both parties at the time of acceptance of this contract. Loral Landscaping is not responsible for damage done to underground utilities or damaged irrigation components. This estimate is binding for 30 days. This contract must be signed and returned before work can be scheduled.

Customer Signature <u><i>K. Kelly</i></u>		Total	\$1,575.00
Date _____			

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/15/2021

From: Linda Carlton

Site(s) or Department: Capuchino High

Number of Quotes: 1

Vendor/Contractor: Timberline

Reason for proposal:

To remove x17 dead fronds from Palm trees in the upper and lower courtyard

Certificate of Insurance: NPC100090802

Contract Amount: \$1,800.00

Funding Source: General Fund - Grounds

Approved by:



07/15/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services



TIMBERLINE TREE & LANDSCAPE, INC.

350 Lang Road, Burlingame, CA 94010
(650) 697-2310 • Fax (650) 697-4139 • License #710738

Fully Licensed and Insured for Your Protection

Name San Mateo Union High School District Phone 280-3628 Phone _____ Date 7/9/21
Street 1501 Magnolia Ave. Billing 650 N. Delaware jtipton@smuhd.org
City San Bruno Zip _____ City San Mateo Zip _____

ESTIMATE

Capuchino High School- 1580 Magnolia

Remove dead fronds from (17) Palm trees located in upper and lower courtyard

Haul all debris to landfill

\$ 1,800.00

We will use the following prevailing wage determination: NC-102-X-21-2020-2 (Tree Maintenance-Laborer)

Estimated by Steve Willett

CONTRACT

- All contract work must be listed. No verbal agreements are accepted.
- We are not responsible for underground utilities, pipes, or wires.
- All permits and their associated fees are the responsibility of the property owner.
- STUMP GRINDINGS will NOT be hauled away unless otherwise specified
- TREE ROOTS will NOT be removed unless otherwise specified above
- We are not responsible for concrete stains caused by tree sap

An express mechanics lien is hereby acknowledged on the above property to secure the amount of services provided thereto.

Customer: Accepted by _____

[Signature]

7-20-2021



The above is an estimate and does not constitute any agreement to perform work unless accepted by Timberline below

Timberline: Accepted by _____

Date _____

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/08/2021

From: Linda Carlton

Site(s) or Department: Peninsula High

Number of Quotes: 1 (Preferred Vendor)

Vendor/Contractor: Got Gophers

Reason for proposal:

Initial gopher clean out and 6-MO service for 7/1-12/31/21 for both fields

ER PO#ERPHS070821

Certificate of Insurance: 281877062

Contract Amount: \$4,650.00

Funding Source: General Fund - Grounds

Approved by:



07/08/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services



GOT GOPHERS?

June 28, 2021

Poncho Carmona
Account Manager
BrightView Landscape

ER PD#ERPHS070821
for public safety

RE: Gopher and Mole Control at 300 Piedmont

Dear Mr. Carmona,

Thank you for this opportunity to bid on the gopher and mole issue at 300 Piedmont. During our site inspection we saw many signs of gopher and mole activity throughout the two fields. Below you will find our scope of work, please let me know if you have any questions.

Scope of Work

Initial Clean Out Service

- Two technicians will be sent out weekly for the first month. This will allow us to gain control over the activity.
- The lower field has between 50-60 gophers and upper field has between 75-85 gophers.
- We will check the entire site (both fields) and set an appropriate number of traps based on gopher and mole activity.
- All traps are set 6-10 inches below ground.
- Areas with traps below will be marked with grass paint or whiskers.
- The areas may be used as normal between trapping visits and the whiskers are safe to mow over.
- New critters will come from adjacent areas and will slowly re-inhabit the treated area over time. We recommend a year-round maintenance program.

Cost: \$2250.00, this covers all materials for both fields. If just the lower field needs service, the cost would be \$925.00.

Monthly Maintenance (To begin after clean out)

- Walk the entire site (both fields) twice per month and set an appropriate number of traps based on pest activities.
- All gopher and mole traps are set 6-10 inches below ground and areas will be marked with orange whiskers or flags.
- Areas may be used as normal between visits and whiskers may be mowed over.
- You are always more than welcome to call in between our visits if you see new activity and someone will be out within 24 hours.

Cost: \$400.00 per month for both fields or \$175.00 for the lower field only.

Got Gophers is fully licensed and insured, we will provide supporting documentation upon request. Thank you again for your time and consideration, we look forward to hearing from you soon.

Georgia Eaton

Georgia Eaton | Owner | 408.605.1655 | PO Box 1541 Morgan Hill, CA 95038

U * *

Initial	2 * 250.00 +
GMO SVC	2 * 400.00 +
Total	<u>4 * 650.00 *</u>

K. Hayes



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/02/2021

From: Linda Carlton

Site(s) or Department: Districtwide

Number of Quotes: 1 (Preferred Vendor)

Vendor/Contractor: Terminix Pest Control

Reason for proposal:
Annual Pest Control

Certificate of Insurance: 17682814

Contract Amount: \$16,632.00

Funding Source: General Fund - Grounds

Approved by:



07/02/2021

Personnel who oversees Site/Department budget



07/12/2021

Manager of Capital Facilities and Purchasing



07/12/2021

Director of Budget and Fiscal Services



Customized Proposal for:
 SAN MATEO UNION HIGH SCHOOL DIST
 Prepared by: KEITH DIXON
 Phone: 6502785765
 Email: KDixon3@terminix.com
 June 11, 2021

FY 21-22

Inspection Results:

What We Heard

Customer is requesting service for:
 Aragon
 Hillsdale
 San Mateo
 Burlingame
 Mills
 Capuchino
 Peninsula
 Transportation
 Hinckley
 Adult School
 District Office

What We Saw

At the time of service technicians reported no activity outside of the past service reports

What We Recommend

- 1.Monthly service interior/exterior
- 2.IPM based treatments and rodent trapping
- 3.Inspection, monitoring and reporting finding
- 4.Performing exclusion on any voids, gaps, and openings
- 5.Trimming back any trees or landscaping making contact with structures

Scope of Work

- 1.Perform monthly IPM exterior/interior service for:
 Aragon,Hillsdale,San Mateo,Burlingame,Mills,Capuchino,Peninsula,Transportation,Hinckley,Adult School District Office
- 2.Inspect, set monitors, and exterior rodent traps as needed
- 3.Remove rodent as needed
- 4.Report pest control results as needed

Covered Area(s)

- Bar/Lounge Area Basement Boiler Rooms Break/Vending Areas Building Exterior Cafeteria/Food Service Areas
- Compactor Areas Dock Areas Electrical Rooms Entrance/Lobby Areas Garages Janitor/Housekeeping Rooms
- Kitchen/Dining Areas Laboratories Laundry Rooms Locker Rooms Processing Areas Receiving/Delivery Areas
- Restrooms Shipping Areas Shop/Production Areas Storage/Warehouse Areas

Summary of Charges

Aragon High School 900 Alameda de las Pulgas San Mateo, CA 94402 Monthly \$1920	Burlingame High School 1 Mangini Way Burlingame, CA 94010 Monthly \$1920	Hillsdale High School 3115 Del Monte St San Mateo, CA 94403 Monthly \$2220
San Mateo High School 506 N. Delaware St San Mateo, CA 94401 Monthly \$1956	Mills High School 400 Murchison Dr Millbrae, CA 94030 Monthly \$1800	Capuchino High School 1501 Magnolia Drive San Bruno, CA 94066 Monthly \$1440
Peninsula High School 860 Hinckley Road Burlingame, CA 94010 Monthly \$1080	Adult School 789 East Poplar Ave San Mateo, CA 94401 Monthly \$1128	District Office 650 N. Delaware San Mateo, CA 94401 Monthly \$1290
Hinckley 839 Hinckley Road Burlingame, CA 9401 Monthly \$750	Transportation 991 East Poplar Ave San Mateo, CA 94401 Monthly \$1128	

Total: \$5706 \$5,976 \$4,950
 Final Total **\$16,632**

TARGET PESTS FOR STANDARD SERVICE (selected pests indicated here):
 Mice, German Roaches, American Roaches, Silverfish, Ants, Rats

SERVICES FOR SELECTED PREMIUM PESTS (selected pests indicated here):

Terminix has provided the Customer with a copy of the manufacturer's specimen label or other state-required documents for the pesticide(s), which will be used to treat the above-named property.

Customer accepts and agrees to the Terms and Conditions on pages 1- 2 of this Agreement, including the MANDATORY ARBITRATION and CLASS ACTION WAIVER provisions in Sections 15 and 16 of the Terms and Conditions on page 2 of this Agreement

Customer Name SAN MATEO UNION HIGH SCHOOL DIST Customer's Authorized Representative (signature) *K. Dixon*

Customer Authorized Representative (Print Name) _____

Customer Authorized Representative (Title) _____ Date June 11, 2021

Terminix Representative (signature) _____ Date June 11, 2021

Terminix Representative (print name) KEITH DIXON Terminix Branch Telephone 1-800-TERMINIX

Terminix Branch Address 874 DUBUQUE AVE, SOUTH SAN FRANCISCO, CA 94080-1804 Terminix Branch Charter No. _____

In the event you have any questions or complaints, you may contact a Terminix representative by calling 1-800-TELLTMX (1-800-835-5869).

STATE-SPECIFIC DISCLOSURES. CALIFORNIA: Supplier shall provide the "Notice to Owner/Tenant" as required by Cal. Bus. & Prof. Code section 8538.

In order to establish an account and provide you with service, we may collect personal information about you, such as your name or alias(es), physical address, phone number, and/or email address. During the course of business, we will maintain service records related to your established account. If financing a service via our internal financing options, we will also collect your social security number and date of birth in order to process a credit check for loan purposes. We do not sell your personal information. For additional information about your rights related to data privacy, please review our privacy policy, available at www.terminix.com/privacy.

GEORGIA: The Georgia Structural Pest Control Act requires all pest control companies to maintain insurance coverage. Information about this coverage is available from this pest control company. **TEXAS:** Licensed and regulated by: Texas Department of Agriculture, Structural Pest Control Service, PO Box 12847, Austin, TX 78711-2847 Phone 866-918-4481 Fax 888-232-2567.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/17/2021

From: Linda Carlton

Site(s) or Department: M&O

Number of Quotes: 1

Vendor/Contractor: San Mateo Lawn Mower

Reason for proposal:
Open PO for off-site ground equipment repairs

Certificate of Insurance: N/A

Contract Amount: \$2,000.00

Funding Source: General Fund - Grounds

Approved by:



06/17/2021

Personnel who oversees Site/Department budget



06/21/2021

Manager of Capital Facilities and Purchasing



06/22/2021

Director of Budget and Fiscal Services

SAN MATEO LAWN MOWER SHOP
 760 So. Amphlett Blvd.
 San Mateo, CA 94402
 (650) 348-0359

SOLD TO:

SAN MATEO UNION HIGH SCHOOL DI
 839 HINCKLEY ROAD
 BURLINGAME, CA 94010
 ATTN ACCT PAYABLE MO CYNTHIA

SHIP TO:

SAN MATEO UNION HIGH SCHOOL DI
 839 HINCKLEY ROAD
 BURLINGAME, CA 94010
 ATTN ACCT PAYABLE MO CYNTHIA

335

TERMINAL: 1

No returns or service warranties without receipt.
 No returns on special order or electrical parts.
 There is a 15% restocking fee on returns.

SHIPPED VIA: CUSTOMER PICKUP
 8:57:14 PAGE: 1 OF 1

ACCT. NO.	DATE	INVOICE NO.	SALESMAN	STORE	P/O NUMBER	SPECIAL INFORMATION			
0000335	6/17/21	213064	001/001	1					
ORD.	SHIP	B/O	LINE	PART NUMBER	DESCRIPTION	LIST	NET	AMOUNT	
1	1		L011		LABOR		70.00	70.00	
					HOURLY LABOR RATE				
QUOTE ONLY						SUB TOTAL	----	0.00	
						MISC.	-----	0.00	
						LABOR	-----	70.00	
						TAX 9.500	----	0.00	
REC'D BY _____						INVOICE TOTAL	----	70.00	

FY21-22 Open PO for *equipment*
 Repair/Service Calls (*off-site*)
 \$2,000-

R. H. Kelly



IMPORTANT NOTICE

It is agreed as part of the consideration for this sale that the price shown hereon for the goods shall be paid on or before the 10th day of the month following the month of purchase. Any portion of the sale price not paid within said time period shall thereafter bear interest at the HIGHEST PREVAILING RATE. All claims and returned goods MUST be accompanied by this invoice. There will be no refund or exchange on electrical

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/15/2021

From: Linda Carlton

Site(s) or Department: Transportation

Number of Quotes: 1

Vendor/Contractor: All Fence

Reason for proposal:

To raise fence height for the Transportation yard

Certificate of Insurance: 15257818

Contract Amount: \$1,790.00

Funding Source: General Fund - Maintenance

Approved by:



07/15/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services

ALL FENCE COMPANY, INC.

1900 Spring Street, Redwood City, California 94063-2410
 (650) 369-4556 Fax: (650) 369-4559
 California Contractors License # 732295 B/C13
 www.AllFence.com

CLIENT NO 202

DATE 07/12/21

PROJECT # 202-25
 TRANSPORTATION YARD
 NEXT TO SAN MATEO HIGH SCHOOL

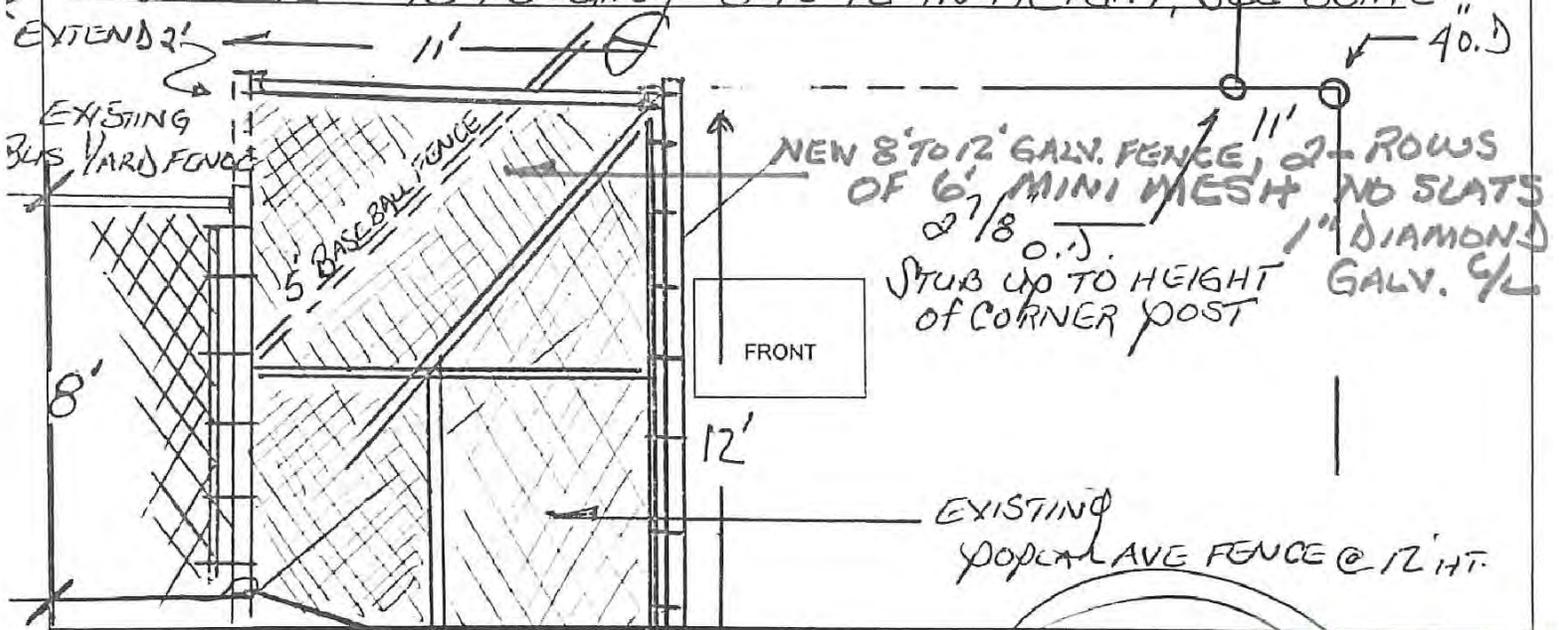
SAN MATEO UNION H.S. DISTRICT
 839 HINCKLEY ROAD
 BURLINGAME, CA 94010

PHONE: (650) 558-2299
 CELL: (650) 558-2471
 EMAIL: bbarnard@smuhd.org

Job Description: FENCE ALTERATION
 Style: COMMERCIAL GALV. C/L
 Height: 12' Footage: 11'
 Grade of Lumber: N/A Gauge: 9g
 Post Size: 2 7/8" x 4" Frame: 1 5/8" (2-RAIL)
 Depth of Holes: N/A Diameter of Holes: N/A

Remove Fence: Haul Away Recycle → Dump fees INC!
 Gates: _____
 Single Width _____
 Double Width N/A
 Sliding Width _____
 Posts set in Concrete? Yes No | EXISTING

Special Instructions: 1) REMOVE & REPLACE ELEVEN FOOT SECTION
SHOW NEW C/L FENCING 8' TO 12' IN HEIGHT, SEE DETAIL.



Contractor: Marty Webster
 MARTY WEBSTER

Owner: R. Kelly \$ _____
 Date: _____

Sign & Date

* TOTAL JOB COST = 1,790!

TIME FOR COMPLETION OF WORK. Within 45 days after execution of this agreement, but not later than thirty (30) days. Owner will have the job site ready for commencement of construction and shall thereafter give Contractor notice (written or oral) to commence work. Construction shall commence within ten (10) days after such notice to contractor, and shall be completed within 2 working days after commencement, subject to permissible delays hereinafter set forth.



To schedule your job, please sign this agreement and return it to us along with a 10% deposit. Keep a copy for your records. Upon receipt of the signed contract and deposit, All Fence Company will schedule a start date. Permits are not included unless otherwise specified.
THIS OFFER IS VALID FOR 7 DAYS
 Payment is due upon completion. Past due accounts will be charged 1-1/2% per month, or 18% annually.

Owners or agents have read the accompanying pages of this agreement. Please note clause 1: "EXTRA WORK". All Fence Company is not responsible for unmarked underground utilities/facilities.

A 3% convenience fee will be assessed for all credit card transactions.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/24/2021

From: Linda Carlton

Site(s) or Department: M&O

Number of Quotes: 1

Vendor/Contractor: CH Bull

Reason for proposal:
Open PO for off-site forklift repair

Certificate of Insurance: N/A

Contract Amount: \$2,000.00

Funding Source: General Fund - Maintenance

Approved by:



06/24/2021

Personnel who oversees Site/Department budget



06/28/2021

Manager of Capital Facilities and Purchasing



06/30/2021

Director of Budget and Fiscal Services

R. Kelly

Time and Material Work - Charges and Fees

*Standard Labor Rates	\$120 Per hour per man
Saturday and Off Hours:	N/A
Sunday/Holiday:	N/A

* All work is done in house, we do not do field service.

FY21-22 Open PO for off-site forklift
Repair
\$2,000-

Corporate address:

229 Utah Ave • So. San Francisco, CA 94080

ENGINEERED PRODUCTS DIVISION (650) 837-8448 • Fax (650) 583-4007

TOOL & EQUIPMENT DIVISION (650) 837-8400 • Fax (800) 229-2855

SACRAMENTO DIVISION (916) 617-2656 • Fax (916) 617-2659 (Formerly AAA Hydraulics)

511 - A Harbor Blvd. West Sacramento, CA 95691

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/15/2021

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: Ultra Building Solutions

Reason for proposal:

To strip and seal lower concrete floors in BLDG 800

Certificate of Insurance: 20-21

Contract Amount: \$1,620.00

Funding Source: General Fund - Maintenance

Approved by:



07/15/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services



COST PROPOSAL

07/15/2021

Hillsdale High School
3115 Del Monte St.
San Mateo, CA 94403

Attn. William Dekom

Concrete floor cleaning

Ultra Building Solutions is pleased to submit this Strip and Seal proposal for building 800 lower concrete floors.

Ultra Building Solutions will provide all manpower, equipment, materials, and supervision required to Strip and Seal in a thoroughly acceptable manner, the cost for this service is **\$1,620.00**.

Scope of Work

Machine strip building 800 lower concrete floors.

Applied 2 coats of concrete sealer.

Applied 1 coat of floor wax.

If you have any questions, please feel free to contact me.

Regards,

Jay Sandoval

General Manager

A handwritten signature in black ink, appearing to read "Jay Sandoval".

A yellow arrow-shaped graphic pointing to the right, with the text "Sign & Date" written in black inside it.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/07/2021

From: Linda Carlton

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: United California Fire Protection

Reason for proposal:

For kitchen fire suppression inspection repair

Certificate of Insurance: 1723882338

Contract Amount: \$1,509.10

Funding Source: General Fund - Maintenance

Approved by:



07/07/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services



CA #916641



CA #990461



CA #628422

NV #74694

PREPARED FOR PREPARED BY

Jim Hyde

San Mateo Union High School District

839 Hinckley Rd.

Burlingame, California 94010

jhyde@smuhd.org

650-280-3692

Ed Holmes Jr.

United California

745 Cesar Chavez

San Francisco, California 94124

ed@ucgd.com

www.ucgd.com

PROPOSAL #20807

JUNE 23, 2021

PROJECT LOCATION:

**SAN MATEO UNION HIGH SCHOOL DISTRICT-ARAGON HS- FIRE SUPPRESSION INSPECTION
REPAIR- UCFP PROPOSAL 2021**

Ph: 415.824.8500

Fax: 415.648.3838



Proposal Details

We propose to furnish material and/or labor as stated below, with the exceptions and under the terms and conditions agreement included for the price of:

\$1,509.10

Fire suppression inspection repair 211000-147493
Replace the PCL 300 tank that is over 12 year on service.

Work to be performed during normal business hours.
All areas need to be accessible at time of inspection

Exclusions

Responsible for the existing systems
Hydro testing of sprinkler and or standpipe systems
Plans or permits
No warranty on existing materials.
Re-wiring and or programming new electrical devices



Terms and Conditions Agreement

- 1. TIME LIMIT:** Unless otherwise noted, this proposal is subject to revisions if not accepted within thirty (30) days of the date hereof.
- 2. CLERICAL ERRORS:** This proposal is subject to correction of clerical errors prior to acceptance.
- 3. TERMS OF PAYMENT:** Net cash, payable within thirty days from invoice date, or as mutually agreed upon in writing. 3% fee for VISA and Mastercard charges. No other credit cards are accepted. If payment in full is not made when due, purchaser shall become liable for interest on the unpaid balance at the rate of 1.5% per month. In the event of delinquency of the account or any other account owed for other work, purchaser agrees to pay for all collection costs, aforesaid interest, attorney's fees and court costs incurred by the creditor in the collection of the delinquencies.
- 4. CONFLICT OF TERMS:** Should this proposal be accepted by use of purchaser's own contract forms, a copy of this proposal and its terms and conditions shall be attached to and become part thereof and be controlling.
- 5. CLAIMS FOR DELAYS:** Notwithstanding any terms or conditions that may appear elsewhere to the contrary, we shall not be liable for delays in performance occasioned by contingencies arising from a state of war, labor problems, delay in transportation, shortage of cars or materials, inability to secure materials from suppliers or other causes beyond our control.
- 6. CANCELLATIONS, REVISION, STARTING WORK AND/OR CHANGES:** In the event of cancellations or changes, materials and/or fabrication which have been expended will be billed at our customary rates and shall be paid for by purchaser. Any additional equipment or modification of this proposal requested by the purchaser will be a change order and will be billed to the purchaser. Asking or allowing us to commence work or make preparations for work will constitute acceptance by purchaser of this bid proposal.
- 7. FACILITIES:** Unless otherwise specified and mutually agreed upon, purchaser agrees to provide free of charge, sufficient storage space at jobsite and use of existing facilities, such as power, water, telephone, hoists, etc.
- 8. PERMITS AND LICENSES:** Purchaser shall obtain and pay for all building construction and/or other permits or licenses required with the exception of our State of California Contractor's License.
- 9. PERFORMANCE AND PAYMENT BOND:** Performance and payment bonds, if any, shall be paid for by the purchaser.
- 10. REUSE OF MATERIALS:** When contract is based on reuse of owner's and/or purchaser's materials, all replacement of damaged, broken or rejected material will be at purchaser's expense.
- 11. WORKING HOURS:** Unless otherwise noted, all work shall be done during our regular business hours: 7am - 4pm, Monday-Friday except for Holidays. All other hours will be billed at premium time labor rate.
- 12. WARRANTY:** Standard manufacturer's warranty for materials and one year for labor unless noted otherwise. Warranty will be void if the warranted material is worked on or repaired by others.
- 13. CONCEALED DAMAGE:** Price does not include the replacement or repair of concealed damage.
- 14. SAFETY:** No traffic can pass through the opening during repair or installation.
- 15. INSURANCE:** We carry Workers' Compensation Insurance and Liability Insurance. Our standard Certificate of Liability Insurance and Additional Insured Endorsement will be provided showing evidence of all of the aforesaid insurance. We will indemnify and hold harmless you and other entities of interest from any claims, demands, causes of action and damages based upon our negligence arising out of our work under this proposal.



Terms and Conditions Agreement *(continued)*

16. At the time of system testing the entire facility will need to be available for inspection.
17. Please note, any additional replacement parts or repairs necessary to return the fire protection system(s) to its proper working condition shall bear additional charges other than the agreed upon system test price. If additional replacement parts or repairs are necessary, we will provide you with a quotation. We will require written or verbal authorization by you or your authorized representative before any additional work is performed.
18. All services shall comply with California Code of Regulation Title 19 Chapter 5 and NFPA 25 2011 Edition.
19. The Client will be provided with written reports of all of the system tests conducted under this proposal. Any deficiencies shall be noted therein. Copies of the system tests performed will be provided to the local fire agency having jurisdiction. Test results and ultimate condition of the various systems are required to be reported. Copies of all tests, inspections, repairs, invoices, purchase orders, and other pertinent communication will be retained by us for a period of not less than five (5) years.
20. The fire protection water contains either chlorine or chromite. It is a state requirement to neutralize these chemicals prior to the water entering any storm drain. The price does not include this or correcting deficiencies.
21. We will not be responsible for any pre-existing building conditions, or the existing fire sprinkler system.
22. California State law requires that the building owner or system owner be responsible for the immediate correction of all deficiencies noted during a required system inspection or test.
23. If deficiency corrections are necessary, we will provide a quotation for any additional work or corrections needed to certify the system. We will then require written or verbal authorization from the building or system owner or their authorized representative before the additional work will be performed. If another C-16 contractor, not specifically authorized by us, performs a deficiency repair or correction to the system, a re-inspection fee will be assessed if the deficiency has not been corrected to our satisfaction. All deficiencies must be completed within 60 days of the original inspection date; otherwise the system will be re-inspected (at additional cost) before certification will be issued.
24. California State law provides that no system subject to these proposals may be certified until all deficiencies noted in the test are corrected.
25. It is the responsibility of the customer to contact the fire alarm monitoring company just before the test begins. The system must be placed on test for the duration of the performance test. Internal alarms (if any) will also sound during the test. The customer should silence these alarms or notify all employees that these alarms will sound. Upon completion of the test, it is the responsibility of the customer to call the monitoring company back and take the system off test.
26. **APPLICABLE LAW:** This Proposal is subject to and should be governed and construed in accordance with the laws of the State of California, U.S.A.
27. **ELECTRONIC SIGNATURES:** The parties agree that for the purposes of executing this Proposal, either party, or both parties, may execute with an electronic signature and both parties intend the electronic signature to be considered original signatures and binding for all purposes for this Proposal and for any changes/modifications made to this Proposal.

UCFP UPDATED: 05/19/2021

Signature Page

By signing below, I am acknowledging that I have read, understand and agree to the scope of work described in the Proposal Details page and to the terms and conditions presented in the Terms and Conditions Agreement.

Additional charges will occur if changes/modifications are made to project scope, once this document has been signed.



June 23, 2021

Ed Holmes Jr.
United California Fire Protection



2021-06-24 09:55:54 (PDT)



7-20-2021

San Mateo Union High School District



**Sign
& Date**

We carry primary liability insurance of \$1,000,000 plus \$10,000,000 umbrella liability insurance.
An Equal Employment Opportunity and affirmative action employer.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/08/2021

From: Linda Carlton

Site(s) or Department: San Mateo High

Number of Quotes: 1

Vendor/Contractor: Brayer Electric

Reason for proposal:

To replace card reader at Door M109

Certificate of Insurance: 639773478

Contract Amount: \$1,232.00

Funding Source: General Fund - Maintenance

Approved by:



07/08/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services



Brayer Low Voltage Systems

Bid Date:7/7/21

Project:	San Mateo Unified High School District SMHS M109 Card Reader	Bid No #21-LV-69
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Dear Don,
Brayer Electric Low Voltage is pleased to provide the Low Voltage quote with description of work for the above referenced project.

INCLUSIONS:

- Labor and Materials to Replace Card Reader at Door M109

TOTAL BASE QUOTATION.....\$1,232.00

CLARIFICATIONS:

- 1) All required work to be performed on straight time. Over-time is additional cost.

EXCLUSIONS:

- Overtime
- Hidden conditions
- Mechanical control wiring

SAFETY STANDARD: All Brayer Electric Company work practices to comply with NFPA 70E. Unless noted above it is assumed that all work quoted here will be completed in a de-energized state. A Method of Procedure (MOP) and the use of Personal Protective Equipment (PPE) will be used as necessary any time work is performed on energized connections. This may result in additional costs.

Terms and Conditions: All work to be completed in professional manner consistent with industry standards and business practices. Any changes required to the Scope may result in additional fees. Payment terms are Net 30 from the date of invoice. In the event payment is not received according to Terms, Brayer Electric may assess interest at the rate of 1% per month. If legal action is necessary to enforce the terms of this Agreement, the prevailing party shall be entitled to all attorney's fees, in addition to any other relief which may be entitled. Brayer Electric warrants all Labor for one year from completion of project. Signature of this document constitutes agreement to proceed.

If you should have any questions, or would like to meet regarding this project please do not hesitate to give me a call at (415) 405-5355.

Sincerely,
Matt Gose
Brayer Low Voltage Systems



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/02/2021

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 1

Vendor/Contractor: American Asphalt

Reason for proposal:

To backfill trench in the north driveway in the stadium and widen the ramp for the new kiln gate

Certificate of Insurance: 1592140948

Contract Amount: \$1,100.00

Funding Source: General Fund - Maintenance

Approved by:



07/02/2021

Personnel who oversees Site/Department budget



07/12/2021

Manager of Capital Facilities and Purchasing



07/12/2021

Director of Budget and Fiscal Services

24200 Clawiter Road
P.O. Box 3367
Hayward, CA 94540



Tel: (510) 723-0280
Fax: (510) 723-0288
License No. 439591

Date: 6/30/2021

American Asphalt
Repair & Resurfacing Co., Inc.

Estimator: Sean Kunz
Cell: (510) 774-0380
sean@americanasphalt.com

Proposal #: PR-22458

Proposal & Contract

<p>Billing Address: San Mateo Union High School District Brad Barncord 839 Hinckley Road Attn: M&O - Cynthia Chu Burlingame, CA 94010 bbarncord@smuhsd.org Phone:650-642-7626</p>	<p>Property Address: Hillsdale High School 3115 Del Monte St San Mateo, CA Project Name: Hillsdale High School - Asphalt Trench & Ramp</p>
---	---

Sq Ft.	Scope of Work	Unit	Total
24 SF	<p>Based on quantities and scope of work provided by School District, American Asphalt will furnish and install prevailing wage labor, materials, equipment and services as required to complete our portion of the project as follows:</p> <p>Asphalt Trench : Compact sub-grade in trench done by others. Backfill remainder of trench using class II baserock if needed and 3-4" of asphalt and compact.</p>	L/S	\$650.00
12 SF	<p>Asphalt Ramp: Saw-cut and remove designated ramp & off haul all spoils. Tack coat edges. Install new ramp to widen area to match existing fence entrance. Compact and sand and seal edges</p> <p>NOTE: Price is based on 1 weekday mobilizations and doing a similar project at the same time (PR-21632) NOTE: Prices above exclude any costs for City permits, bonds, inspections or testing of any kind.</p>	L/S	\$450.00
Total Bid			\$1,100.00

PAYMENT TO BE MADE AS FOLLOWS: **NET UPON COMPLETION**

As a California Contractor, work is warranted against failure due to poor workmanship or faulty material, for a period of 1 year. However, we will offer a **THREE-YEAR WARRANTY** provided payment is made per terms. Non-payment per terms voids the extended warranty.

ACCEPTANCE OF PROPOSAL All the terms and conditions set forth on the reverse side of this Proposal and Contract are incorporated herein by reference and have been read and understood by the undersigned. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Prices quoted are valid for 30 days.

K. Kelly



Authorized Customer Signature Date

American Asphalt Signature Date

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/16/2021

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 2

Vendor/Contractor: All Fence

Reason for proposal:

To replace chain link fence fabric for the new baseball homerun fence

Certificate of Insurance: 15257818

Contract Amount: \$7,650.00

Funding Source: General Fund - Maintenance

Approved by:



07/16/2021

Personnel who oversees Site/Department budget



07/26/2021

Manager of Capital Facilities and Purchasing



07/27/2021

Director of Budget and Fiscal Services

ALL FENCE COMPANY, INC.

1900 Spring Street, Redwood City, California 94063-2410
(650) 369-4556 Fax: (650) 369-4559
California Contractors License # 732295 B/C13
www.AllFence.com

CLIENT NO 202

DATE 06/30/21

PROJECT # 202-24
HILLSDALE HIGH SCHOOL
BASEBALL FIELD

SAN MATEO UNION H.S. DISTRICT
839 HINCKLEY ROAD
BURLINGAME, CA 94010

PHONE: (650) 558-2299
CELL: (650) 280-3628
EMAIL: jtipton@smuhsd.org

QUOTE # 1

Job Description: FENCE REPAIR
Style: COMMERCIAL BLACK VINYL C/L
Height: 8' Footage: 300'
Grade of Lumber: N/A Gauge: 8g K.K.
Post Size: 2 3/8" O.D. Frame: 1 5/8" O.D.
Depth of Holes: N/A Diameter of Holes: N/A

Remove Fence: Haul Away - Recycle JUMPTIFFS INC.
Gates: N/A
Single Width N/A
Double Width N/A
Sliding Width N/A
Posts set in Concrete? Yes No EXISTING

Special Instructions: (1) REMOVE EXISTING CHAIN LINK FABRIC AND REINSTALL 300' of NEW 2" x 8" x 8' K.K. (2) SUPPLY & INSTALL 300' of NEW 1 5/8" O.D. BOTTOM RAIL.

FRONT

[Handwritten signature]
TOTAL JOB COST = \$7,650.00

BID PREVALING WAGE RATE

Contractor: Marty Webster
MARTY WEBSTER

Date: 7/7/21 Owner: [Signature]

Sign & Date

Owner: _____ Date: _____

TIME FOR COMPLETION OF WORK Within 45 days after execution of this agreement, but not later than thirty (30) days, owner will have the job site ready for commencement of construction and shall thereafter give Contractor notice (written or oral) to commence work. Construction shall commence within ten (10) days after such notice to contractor, and shall be completed within 3 working days after commencement, subject to permissible delays hereinafter set forth.



To schedule your job, please sign this agreement and return it to us along with a 10% deposit. Keep a copy for your records. Upon receipt of the signed contract and deposit, All Fence Company will schedule a start date. Permits are not included unless otherwise specified.

THIS OFFER IS VALID FOR 7 DAYS
Payment is due upon completion. Past due accounts will be charged 1-1/2% per month, or 18% annually.

Owners or agents have read the accompanying pages of this agreement. Please note clause 1: "EXTRA WORK". All Fence Company is not responsible for unmarked underground utilities/facilities.

A 3% convenience fee will be assessed for all credit card transactions.

PROPOSAL CONTRACT

Proposal #: 040008
 Customer: San Mateo Union High School
 839 Hinckley Road
 Burlingame, CA 94010
 Attn: Billy Dekom
 Bus: (650) 558-2413
 Mob: (650) 471-5700
 Email: wdekom@smuhsd.org
 Fax: (650) 558-2412

Date: 7/14/2021
 Est. Code: Hillsdale Baseball Fence
 Job Site: Hillsdale High School
 3115 Del Monte
 San Mateo, CA 94403
 Job Contact: Billy Dekom
 Bus: (650) 558-2413
 Mob: (650) 471-5700
 Email: wdekom@smuhsd.org
 Fax: (650) 558-2412



0400#2

Quantity	Description		Total
	DRYCO will complete the specified work at the above job address as follows: LS Baseball Field Fencing: Remove existing chain link fence and reinstall 300 LF of new 2" diamond, 8 gauge and 8' high black vinyl chain link fence. Supply and install 300 LF of new 1-5/8" O.D. with bottom rail.	LS	\$15,415

DRYCO's Authorized Representative: Alan DalMaso, Estimator

DRYCO proposes to complete the above work for the sum of \$15,415
 Note: This proposal may be withdrawn if not accepted within 30 days.

Customer Signature: San Mateo Union High School District

Date: _____

Payment Terms: DUE UPON RECEIPT OF INVOICE

Acceptance of Proposal: The above prices, specifications, and conditions are satisfactory and hereby accepted. DRYCO is authorized to do the work as specified. By signing this proposal, you are agreeing to our terms & conditions.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/02/2021

From: Linda Carlton

Site(s) or Department: Burlingame High

Number of Quotes: 1 (Sole Source)

Vendor/Contractor: SunPower

Reason for proposal:

To replace 1 broken solar panel module

Certificate of Insurance: SEA-003624586-13

Contract Amount: \$3,319.90

Funding Source: General Fund - Maintenance

Approved by:



07/02/2021

Personnel who oversees Site/Department budget



07/12/2021

Manager of Capital Facilities and Purchasing



07/12/2021

Director of Budget and Fiscal Services

Quote

*BAS
*sole source**

SunPower Corporation
1414 Harbour Way S
Richmond, CA 94804
P-(510) 260- 8206 (press 2 for O&M Support Team)

Quote Date	June 15, 2021
Site Number	M0842
Work Order Number	EB1050603
Quote Number	QP4728-0
Expiration Date	July 15, 2021

BILL TO : SMUHSD Burlingame O&M
Attn: Cynthia Chu
1 MANGINI WAY
Burlingame, CA 94010
Phone #: 650-558-2276
Email Add.: cchu@smuhsd.org

Preferred Payment Method	
<input checked="" type="checkbox"/>	PO via Check
<input type="checkbox"/>	Wire Transfer
<input type="checkbox"/>	Credit Card (A 2.9% Processing fee will be applied to the subtotal)

RE: Module(s): Broken (1)

QTY	ITEM #	ITEM TYPE	WORK DESCRIPTION	UNIT COST	LINE COST
16	1	LABOR	Replacement of 1 broken module - 2 technicians	\$150.00	\$2400.00
2	2	TRAVEL	Drive Time	\$150.00	\$300.00
102	3	TRAVEL	Mileage	\$0.75	\$76.56
1	4	MODDISP	Module Disposal	\$80.50	\$80.50
1	5	MATERIAL	(1) PN 110888 PVM, FR, SER-228P, UL, w/MC4, SILVER FRAME-1509-020-08	\$462.84	\$462.84
---			NO FURTHER ENTRIES FOR THIS QUOTE		

Quote prepared by: Nadia Casula Phone: (510) 260- 8206 (press 2 for O&M Support Team)

ADMIN. FEE	\$0.00
SHIPPING	\$0.00
TAX	\$0.00
SUB TOTAL	\$3319.90
Processing Fee	\$0.00
TOTAL COST	\$3319.90

Please Note: This quote contains an estimate of the cost(s) associated to address and rectify the problem that your system is currently experiencing. It may later be determined, during the site visit that additional work is necessary including but not limited to, part(s), labor, materials, etc.; which will result in the invoiced amount being greater than what is currently being quoted. Additionally, technician travel expenses, equipment rentals and at times materials and/or parts, will be determined and invoiced post visit.

In addition to signing this quote, please check one of the boxes below to inform of how you would like to proceed in the event that additional work is identified and deemed necessary during the site visit.

The goal for this visit is to: Repair the current issue, regardless if additional work needed is beyond the initial Scope of Work provided.

"I approve additional parts, materials, labor, etc. which are not included on the current Scope of Work/Quote, if deemed necessary to accomplish the goal."

The goal for this visit is to: Adhere strictly to the Scope of Work that was used to prepare this quote.

"If during the visit, additional parts, materials, labor, etc. are needed, do not proceed I would like for the technician to leave and I would like to receive an additional quote for the identified additional parts, materials, labor, etc."

I further understand that by selecting this option, additional travel & labor may also be charged as a result of a return visit."

The goal for this visit is to: Repair the current issue and any separate/new issue identified during the visit to ensure my system is performing to standard .

"I approve work as provided in the Scope of Work/Quote and additional work found during the visit that will ensure my system is performing to standard."

To accept this quotation, sign here and return to: OandMSupportTeam@sunpowersc.com

Kevin Skelly
(Signature)
Kevin Skelly

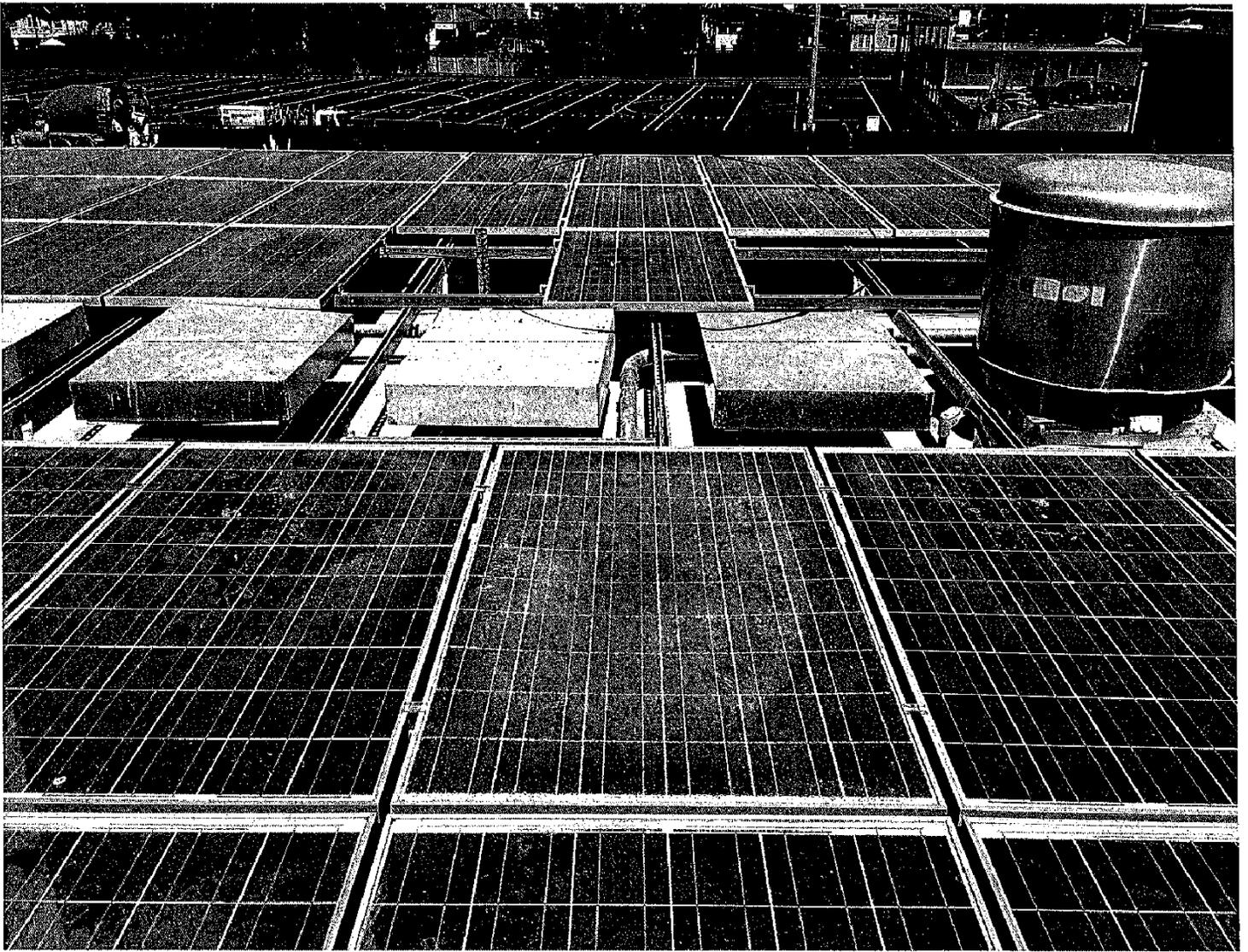


(Date)

(Print Name)

(Print Title)

THANK YOU FOR YOUR BUSINESS!



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/06/2021

From: Linda Carlton

Site(s) or Department: M&O

Number of Quotes: 1

Vendor/Contractor: Barker Blue

Reason for proposal:

Annual Planroom software subscription for blueprint management

6/30/2021-6/30/2022

Certificate of Insurance: N/A (Off-site)

Contract Amount: \$450.00

Funding Source: General Fund - Maintenance

Approved by:



07/06/2021

Personnel who oversees Site/Department budget



07/12/2021

Manager of Capital Facilities and Purchasing



07/12/2021

Director of Budget and Fiscal Services



Handwritten signature

INVOICE

San Mateo Union High School District
Attn: M & O Dept- Cynthia Chu
839 Hinckley Rd.
Burlingame, CALIFORNIA 94010
United States

Invoice Date
June 30, 2021

BarkerBlue, Inc.
363 N Amphlett Blvd
San Mateo, CA 94401
USA

Invoice Number
INV-0416

Purchase Order
Multi Annual Charge

Description	Quantity	Tax	Amount USD
Annual Planroom Charge - includes hosting all projects and company users. 06/30/2021-06/30/2022	1.00	Tax on Sales	450.00
		Subtotal	450.00
		Total Tax	0.00
		Amount Due USD	450.00

Due Date: 30 Jul 2021

PAYMENT ADVICE

To: BarkerBlue, Inc.
363 N Amphlett Blvd
SAN MATEO CA 94401
USA

Customer	San Mateo Union High School District
Invoice Number	INV-0416
Amount Due	450.00
Due Date	30 Jul 2021
Amount Enclosed	

Enter the amount you are paying above

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/12/2021

From: Linda Carlton

Site(s) or Department: Capuchino High

Number of Quotes: 1

Vendor/Contractor: Haulaway

Reason for proposal:

To relocate one container from old PHS to CHS, and relocate another within the CHS

ER PO#ERCRM07122021

Certificate of Insurance: G71453352

Contract Amount: \$765.00

Funding Source: General Fund - Maintenance

Approved by:



07/12/2021

Personnel who oversees Site/Department budget



07/15/2021

Manager of Capital Facilities and Purchasing



07/15/2021

Director of Budget and Fiscal Services

Monday, July 12, 2021

*For Brent
7-12-21*

HAULAWAY

S T O R A G E C O N T A I N E R S

#6RCR107122021

Quote For: Brad Barncord
 Company: San Mateo Union High School District
 Phone: 650-558-2471
 email: bbarncord@smuhsd.org

Quote From: Magali Sainfeld
 Company: Haulaway Storage Containers Inc.
 Office : 800-835-2222 ext 3303
 Cell: 510-209-2043
 Email: msainfeld@haulaway.com

Advanced Patented Security & Prompt Dependable Service Since 1968			
Size	Container Description	Qt.	Tax / Misc. Transportation
40 ft	Move Customer owend container from: Piedmont Ave San Bruno to 1501 Magnolia Ave San Bruno	300	1 0 \$450.00
20 ft	Move Cusstomer owned container @ 300 Piedmont Ave San Bruno	1	0 \$315.00
			Total \$765.00
Size	Office Description (check for availability)	Tax/Misc	Daily Rate Billing Period
Size	Transportation Rates	Delivery	Pickup
Call for other delivery areas, transportation rates may vary depending on destination.			

LOCKING: Patented RHINO Lock System or HIGH Security System Included! Prompt Delivery & Pickup!

THE HAULAWAY DIFFERENCE
 Competitive Pricing - Prompt Delivery & Pickup
 Personable Customer Service - No Hidden Charges
 Our Motto is Service, Service Service !

Magali



Questions? Please don't hesitate to call!
 Respectfully,
Magali Sainfeld
 Sales
 510-209-2043

IMPORTANT: HAULAWAY HAS "NO HIDDEN CHARGES"

Beware! Many competitors don't mention their hidden charges like these below:

* PPE Personal Property Expense, (Making them 4.2% More).....	No Charge
* LLW Limited Liability Waiver (Making them 14.5% More)....."We insure our own conta	No Charge
* Sales Tax (Making them 8.75% More).....	We Pay Taxes
* Fuel Surcharge	No Charge

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/19/2021

From: Linda Carlton

Site(s) or Department: Mills High

Number of Quotes: 1 (Sole Source)

Vendor/Contractor: Scuba Pool Repair

Reason for proposal:

To repair underwater plaster treatment of delamination for the pool

ER PO#ERMHS07072021

Certificate of Insurance: 15B016319

Contract Amount: \$5,500.00

Funding Source: General Fund - Maintenance

Approved by:



07/19/2021

Personnel who oversees Site/Department budget



07/26/2021

Manager of Capital Facilities and Purchasing



07/27/2021

Director of Budget and Fiscal Services

Scuba Pool Repair
800 Cristich Lane
CAMPBELL, CA 95008 US
(408) 866-1945
operations@aquaticsolutions.com



** sole source **

ADDRESS

Brad Barncord
Mills High School
400 Murchison Dr.
Millbrae, CA 94030

ESTIMATE # 1544
DATE 07/02/2021

ER PO# ER MHS07072021

DATE	DESCRIPTION	RATE	AMOUNT
	Underwater Plaster Treatment of delamination, or Pop- Offs. Treatment for delamination located on pool floor in the center of the pool adjacent to floating divider. Patches will be floated in slightly lighter than the existing plaster as they darken faster than the surrounding plaster. Feel free to discuss this with the Dive Team on location. This treatment will stop the delamination from widening. The localized work done by our Dive Team holds a one year warranty. Scuba Pool Repair cannot be held responsible for delamination of the plaster in other areas.	5,500.00	5,500.00

Current estimated price is based on projected scope of work and is non-negotiable. Estimated price is subject to change in accordance with any changes to the scope of work, based on potential discoveries made during the repair process.
We look forward to working with you!

TOTAL

USD 5,500.00

Accepted By

Accepted Date



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/01/2021

From: Linda Carlton

Site(s) or Department: Capuchino High

Number of Quotes: 1

Vendor/Contractor: Burlingame Glass

Reason for proposal:

To repair broken window RM H229

ER PO#CHSER5132021

Certificate of Insurance: BKS (21)58435898

Contract Amount: \$1,223.00

Funding Source: General Fund - Maintenance

Approved by:



07/01/2021

Personnel who oversees Site/Department budget



07/12/2021

Manager of Capital Facilities and Purchasing



07/12/2021

Director of Budget and Fiscal Services

BURLINGAME GLASS CO.

BURLINGAME, CA 94010

(650) 343-1811

Estimate

DATE	ESTIMATE NO.
6/30/2021	1589

NAME / ADDRESS
SAN MATEO UNIFIELD HIGH SCHOOL DISTRICT 650 NORTH DELAWARE ST. SAN MATEO, CA 94401 ATTN: A/P DEPARTMENT

ER PO # CHSER5132021

P.O. NO.	TERMS	PROJECT
	Due on receipt	

ITEM	DESCRIPTION	QTY	COST	TOTAL
INSULATED ...	THE PRICE TO SUPPLY AND INSTALL (1 EA.) 44-5/8 X 43-5/8 X 1" O.A. 1/4" BRONZE TEMPERED/CLEAR/TEMPERED LAMINATED INSULATED GLASS UNIT JOBSITE: CAPUCHINO HIGH (1501 MAGNOLIA) PRICE INCLUDES MATERIALS, TAX AND LABOR CA Sales Tax	1	1,223.00	1,223.00
			9.50%	0.00
Thank you for your business.		Total		\$1,223.00

K. Kelly



SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/02/2021

From: Linda Carlton

Site(s) or Department: Adult School

Number of Quotes: 3

Vendor/Contractor: Metal Building Company

Reason for proposal:

To replace metal roof for the portable building CR#65

Certificate of Insurance: MKLV5PBC002385

Contract Amount: \$14,520.00

Funding Source: General Fund - Maintenance

Approved by:



07/02/2021

Personnel who oversees Site/Department budget



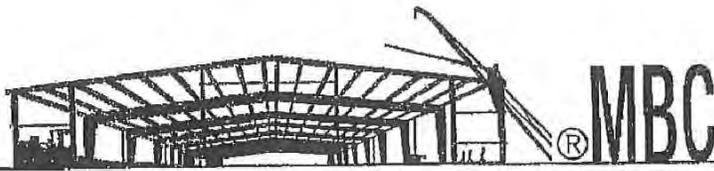
07/12/2021

Manager of Capital Facilities and Purchasing



07/12/2021

Director of Budget and Fiscal Services



QUOTE# 1

METAL BUILDING COMPANY

(510) 635-0111 • FAX (510) 635-0626 • 9957 Medford Ave., Bldg. 14A, Oakland, CA 94603

June 4, 2021

San Mateo Union High School District
839 Hinckley Rd.
Burlingame, CA 94010

Attention: Mr. Brad Barncord
Subject: roof overlay

A.S.

Brad,

Thank you for giving us this opportunity to provide you with a quote for the following scope of work in San Mateo:

- Supply and install light gauge galvanized hat channels to 48'x24' roof area. Hats will be installed at approx. 5' on center, and secured (screwed) to existing wood sheathing, under existing standing seam roof.
- Supply and install 26ga. bare galvalume, exposed-fastener roofing ('PBR') to same area.
- Includes new 26ga. galvanized rake, high eave, low eave and cap trim (between trailers, as is in place now). We have not included new gutter.

Our price for the above work only is:	\$13,905.00
For off-white roofing and trim, add:	\$615.00

13,905.00+
615.00+
<hr/>
14,520.00*

Qualifications:

1. Buyer shall provide temporary power, water and sanitary facilities.
2. All work is guaranteed against defects in materials and workmanship for a period of one year from the date of installation. This warranty is in lieu of all other warranties, expressed or implied, including any warranties of merchantability or fitness for a particular purpose. The exclusive remedy shall be that Metal Building Company will examine and repair or replace any part of its work that is found to be defective. Metal Building Company will not be held responsible for special, incidental, or consequential damages, as well as damages to its work caused by other parties or for improper use of equipment by others.
3. Thin, flat steel panels are inherently flexible. They are subject not only to potentially uneven distribution of forces resulting from fabrication and handling, but also to variations in the contours of the substrate and underlayment. Waviness and distortions occurring in otherwise flat panel surfaces is known as "oil-canning" and are not uncommon. Such "oil-canning" will not be a cause for rejection.
4. No bonding, specialty insurance or supplementation of our standard insurance coverage has been included in our price as quoted.
5. Payment of wages at prevailing wage rates is included.

Page 1 of 3

*New Buildings and Complete Turnkey Projects
Repairs, Alterations, and Additions to all types of Metal Buildings
Operating a Merit Shop since 1977
Cal. Cont. Lic.# 421040
www.metalbuildingcompany.com*

A DIVISION OF ZIVKO CORPORATION

MBC

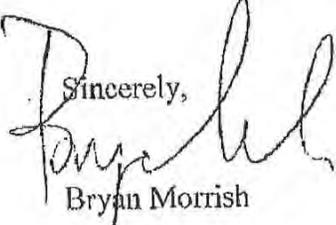
6. This work is quoted on the basis of straight time working hours, which are Monday through Friday between 7a.m. and 4p.m..
7. The quoted price includes all applicable sales tax and freight.
8. Architectural or site plans, permits, fees, tests or inspections are not included. Work or materials not specifically noted as included are excluded.
9. Any engineering analysis of existing structures is not included.
10. Electrical work, plumbing, painting, insulation, underlayment beneath roof or wall sheeting, demolition, temporary security or weather protection, field welding or supply of related materials, sitework, dissimilar metals isolation methods, firewalls/fire sprinklering, caulking or glazing, concrete work or grouting, anchor bolts or templates, touchup painting or cleaning of steel building components during or after erection, property survey, soils survey, building engineering, foundation engineering or shop drawings are excluded.

Standard Terms:

1. Quotations are valid for 30 days and must be reconfirmed thereafter.
2. This quote is based upon receipt of payments without retention being withheld unless stated and agreed to otherwise.
3. Invoices are due upon receipt. Payments received after 30 days from the invoice date will incur an interest charge of 1½% per month or portion thereafter.
4. Metal Building Company shall be entitled to compensation for all expenses including, but not limited to, materials and services expended, equipment usage, unreturnable and special order materials, fees, overhead and profit in the event that this contract is canceled or work is suspended.
5. Any collection costs, including legal, management, and clerical fees in any way associated with the collection, will be paid by the customer.
6. Our Customer may be added to our General Liability insurance policy as an additional insured, if required.
7. Terms of our guarantee require that an identifying nameplate be attached to each structure.
8. We typically schedule jobs on a 'first-in' basis following receipt of a properly executed contract, Preliminary Notice information sheet and down payment when required.

MBC

Thank you for your consideration of our proposal. Please feel free to call me directly should you have any questions or additional requirements.

Sincerely,

Bryan Morrish

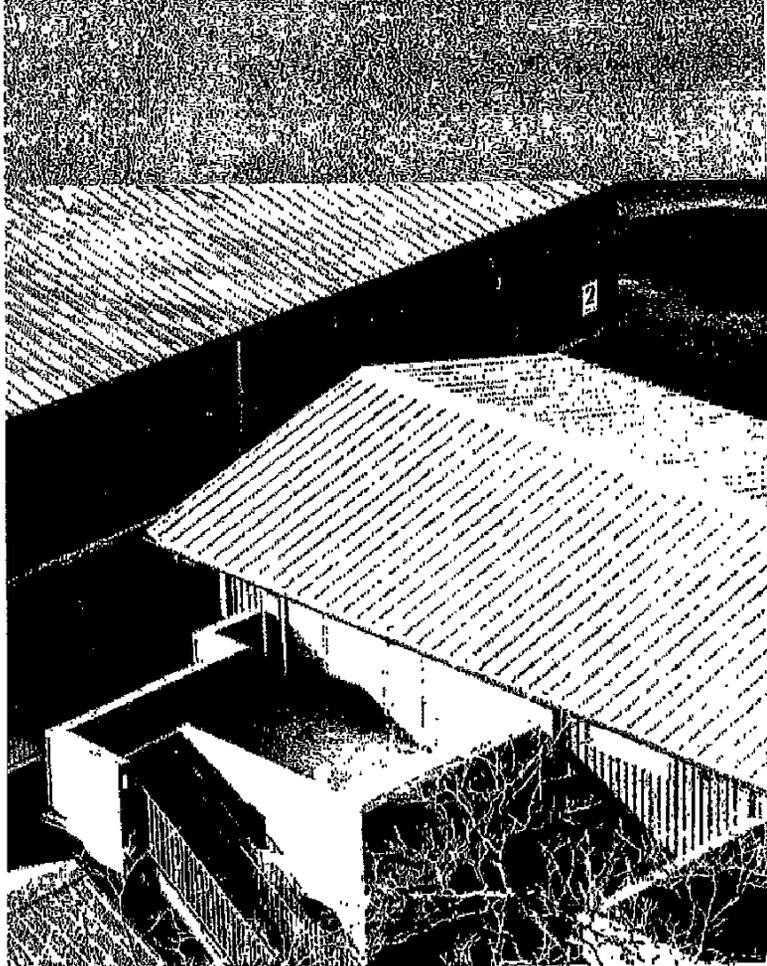

Authorized Signature for \$13,905.00 

Add for \$615.00 

Kevin Skelly
Name (please print):
Superintendent 7-13-2021
Title: Date;

Encl.: PBR cut sheet

Metal Building Company is a division of Zivko Corporation, Inc., licensed in CA, contractor's state license number 421040. Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar. Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826.



EXPOSED FASTENING SYSTEMS

PBR

The PBR panel is commonly used for a wide variety of architectural, agricultural, commercial and industrial applications. PBR is a structural panel and an exposed fastener panel that can be used for a wide variety of applications. The minimum roof slope for PBR is 1/2:12.

METAL BUILDING COMPANY
9957 Medford Ave. Bldg. 14A
Oakland, CA 94603
(510) 635-0111

Features and Benefits:

- Numerous UL 580 ratings are available, as well as UL 790, Class A for external fire, roof assembly for UL 263 for internal fire and the UL 2218 Class 4 impact rating.
- PBR carries Florida approval, Dade county ratings and FM 4471 approval standard for Class 1 panel roofs.

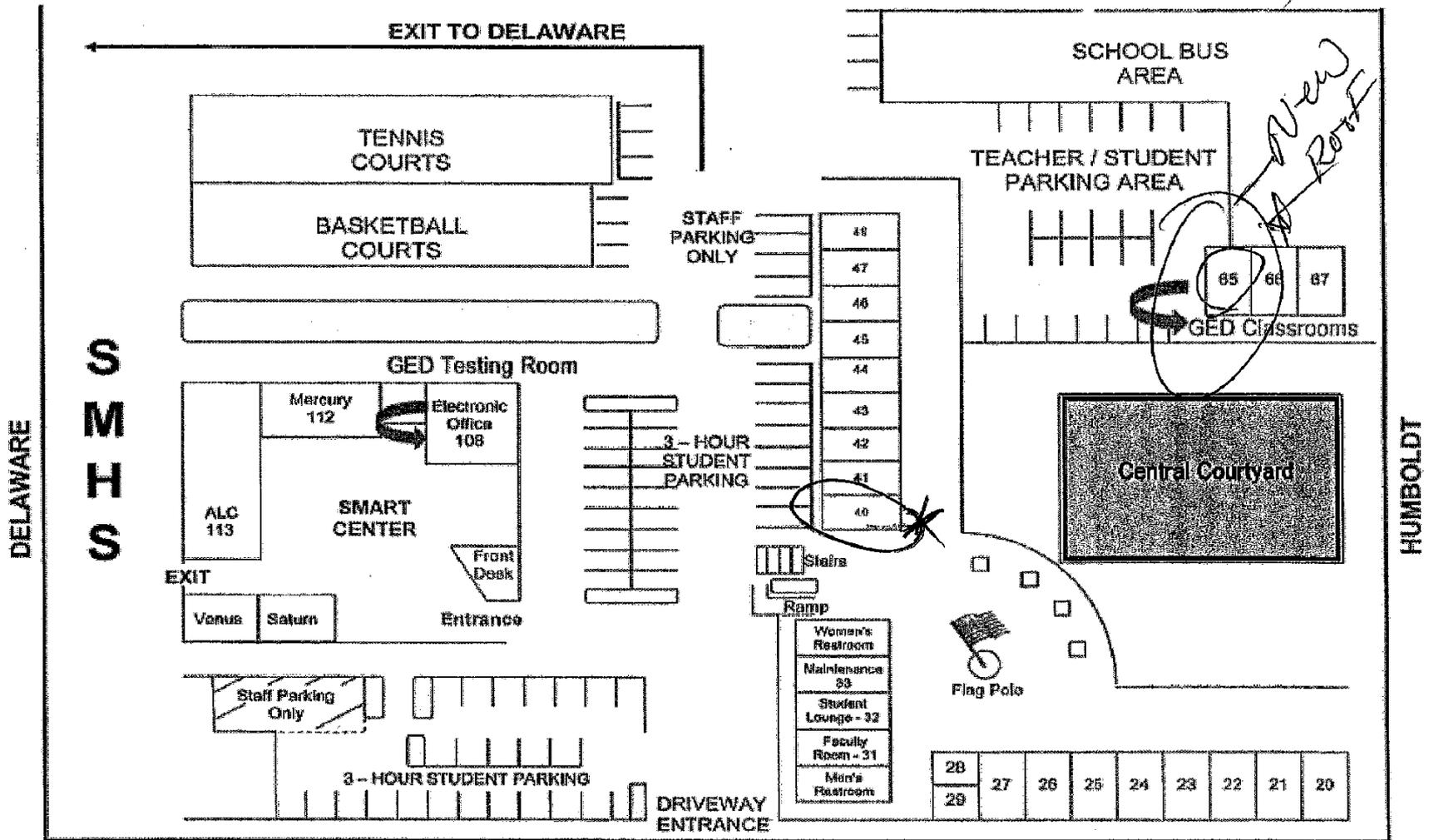
Product Specifications

- **Applications:** Roof and Wall
- **Coverage Widths:** 36"
- **Rib Spacing:** 12" on center
- **Rib Height:** 1-1/4"
- **Minimum Slope:** 1/2:12
- **Panel Attachment:** Exposed Fastening System

- **Gauges:** 26 (Standard); 29, 24, 22 (Optional)
- **Finishes:** Smooth (standard); ~~Embossed (optional)~~
- **Coatings:** Galvalume Plus[®], Signature[®] 200, ~~Signature[®] 300~~



Please note: This map is not to scale.



San Mateo Adult School, 789 Poplar Avenue



Quote QUO#2

Attention:	Brad Barncord	FROM:	Bernie Affrunti
PROJECT NAME:	San Mateo Adult School Metal Roof		
ADDRESS:	789 E. Poplar Ave. San Mateo, CA		
DATE:	6/28/21		

SCOPE OF WORK:

- Remove the existing metal roof panels.
- Install one layer of Polyglass XFR high temperature self-adhering membrane.
- Install new standing seam white metal panels at 17" panel width with a 1" seam height.
- Install ventilation caps approximately 5' on center along the ridge length of the building.
- Install all eave, gable and ridge roof closure pieces.
- Gutters are not to be installed for this roof project.
- All labor performed at prevailing wage rate for San Mateo County.

PRICING:

DESCRIPTION	PRICE
Price for the Scope of Work – Each Day:	\$33,610.00

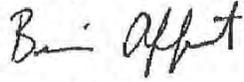
General Terms and Conditions:

- a. The contract price quoted is to roof to existing conditions represented in the plans only. In the event that drainage, sloping, or structural changes including a/c earthquake bracing becomes necessary, all such changes will be in addition to the contract price.
- b. **TERMS:** Project will be billed upon completion with the balance due in ten days. Interest will be charged at the rate of 1 ½ % per month or 18% per annum after 30 days. Any other arrangements must be made in writing and agreed to by both parties prior to commencement of the project.
- c. **ATTORNEY'S FEES:** In the event that it is necessary for either party to engage the services of an attorney regarding the breach of the terms of this Agreement by the other, the enforcement of the terms hereunder, or a declaration of the rights and duties hereunder, whether arbitration proceedings or a lawsuit be instituted or not, the prevailing party, in addition to the other rights it may have, shall be entitled to all costs incurred in connection therewith including actual attorney's fees and costs of suits.
- d. **ARBITRATION:** All parties agree that any dispute arising under this contract will be resolved by submission to binding arbitration under the Construction Rules of the American Arbitration Association. The parties agree that arbitration must be initiated within the one-year period constitutes an absolute bar to the institution of proceedings.

.ē. The above proposal is covered by our five-year contractor's workmanship and material warranty. This contract incorporates all terms and conditions of Legacy Roofing & Waterproofing standard warranty which contains significant exclusions. Warranty is available upon request.

We appreciate the opportunity to submit our proposal to you. The price quoted is valid for 30 days. If you have any questions regarding this quote, please contact Bernie Affrunti @ 408-467-0150.

Sincerely,



Bernie Affrunti

LEGACY ROOFING & WATERPROOFING

ACCEPTED _____

DATED _____

End of Document



Brad Barncord <bbarncord@smuhsd.org>

200 #3
attempted

RE: San Mateo Union High School District

1 message

jorge@priorityroofing.com <jorge@priorityroofing.com>
To: bbarncord@smuhsd.org

Thu, May 20, 2021 at 7:55 AM

Brad:

Thank you for reaching out. At this time we are not doing any public works, schools, prevailing wage or union jobs.

Sorry for the inconvenience.

Regards,

Jorge Romero
Priority Roofing Solutions, Inc.
2978 Towers Lane
San Jose, CA 95121
Phone 408-532-8020 | Fax 408-532-8021
Email jorge@priorityroofing.com



From: Mayra Sanchez <mayra@priorityroofing.com>
Sent: Wednesday, May 19, 2021 3:55 PM
To: jorge@priorityroofing.com
Subject: FW: San Mateo Union High School District

From: Brad Barncord <bbarncord@smuhsd.org>
Sent: Wednesday, May 19, 2021 2:52 PM
To: mayra@priorityroofing.com
Subject: San Mateo Union High School District

The district has a metal roof on one of our portable buildings at our Adult School.

I would like to meet with you this week if possible to secure a bid to replace this.

I am available to meet on the following dates and times.

Thursday May 20 9:00 am and 10:00 am or 2:00 to 3:30 pm

Friday May 21 7:30 am to noon.

Or the first week of June.

Please let me know if any of these times work for you

Thank you,

--

Brad Barncord, FMP, SFP
General Manager of Maintenance
San Mateo Union High School District
Ph. 650-558-2471

3 attachments



adult school 1.jpg
110K

adult school 2.jpg
105K

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/22/2021

From: Linda Carlton

Site(s) or Department: Capuchino High

Number of Quotes: 1

Vendor/Contractor: FieldTurf

Reason for proposal:
To repair burned turf

Certificate of Insurance: W20793857

Contract Amount: \$1,785.00

Funding Source: General Fund - Maintenance

Approved by:



07/22/2021

Personnel who oversees Site/Department budget



07/26/2021

Manager of Capital Facilities and Purchasing



07/27/2021

Director of Budget and Fiscal Services

Via Electronic Transmission

July 20, 2021

 Jim Hyde
 General Manager of Operations
 San Mateo Union High School District
jhyde@smuhdsd.org
Capuchino High School

Dear Mr. Hyde,

Please find below the proposal to complete the repairs needed on your field at Capuchino High School.

Scope of Work:

- Repair burned areas on field as shown in photos provided by customer.

Item	Description	Price
1.	Labor, Mobilization, and Equipment	\$1,785.00
2.	Materials and Freight	\$0.00
	Total	\$1,785.00

This proposal is to exclude:

Sales Tax

Warranty

 This offer does not include the repair of *any additional damage to the field as a result of acts of vandalism and/or neglect*; any major repairs or necessary maintenance as a result of damage due to abnormal wear and tear, abuse, vandalism, or neglect are subject to additional cost.

To move forward with scheduling this work, please provide a purchase order as acceptance of the scope of work and proposal amount. The PO should be sent directly to Tyler Fitzsimons via fax or email:

tyler.fitzsimons@fieldturf.com

This offer is valid for 30 days.

Let me know if I can provide any additional information.

 Per: Tyler Fitzsimons
 Tyler Fitzsimons, Customer Service Coordinator

P: 514.375.2612

 E: tyler.fitzsimons@fieldturf.com
READ, AGREED, AND ACCEPTED BY ADDRESSEE

 Signature: Kevin Skelly

 Print Name: Kevin Skelly

Date: _____

PO #: _____

Program Selection: _____

For FieldTurf to schedule and execute above services, a signed agreement and/or PO from the customer must be sent to FieldTurf directly.

RETURN SIGNED AGREEMENT AND/OR PO TO:

FieldTurf USA, Inc.

Fax: 541.633.7808

 Email: tyler.fitzsimons@fieldturf.com

Agreement can be mailed, emailed and/or faxed

Payments should be mailed to:

FieldTurf Tarkett

7445 Cote-de-Liesse Road

Suite 200

Montreal, Quebec H4T 1G2

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 07/28/2021

From: Linda Carlton

Site(s) or Department: Aragon High

Number of Quotes: 1

Vendor/Contractor: McDecor Inc

Reason for proposal:

To replace carpet for the FM office

Certificate of Insurance: c6980290950

Contract Amount: \$2,480.00

Funding Source: General Fund - Maintenance

Approved by:



07/28/2021

Personnel who oversees Site/Department budget



07/28/2021

Manager of Capital Facilities and Purchasing



07/29/2021

Director of Budget and Fiscal Services

McDecor Inc / Camino Carpets

117 S. B Street
 San Mateo, CA 94401
 CA License #904499

V#26591

ESTIMATE

Date	ESTIMATE #
7/20/2021	2099

BILL TO / ADDRESS
SMUHSD Brad Barncord <i>AHS</i>

JOB NAME / ADDRESS
Project: Maintenance Office

P.O. No.	Project	
	Maintenance Office	
Description	Total \$ Cost	
RE: SMUHSD Maintenance Office Flooring Option #1: Remove old carpet and install new broadloom nylon carpet in high grade of quality. TOTAL COST	2,126.00	
Option #2: Remove old carpet and install new nylon carpet squares 24" x 24" in high grade of quality. TOTAL COST	2,480.00	
Supply and install new 4" rubber base TOTAL COST	900.00	
Optional: Add moving contents TOTAL COST		

Total →

K. Nazarian



Please call if you have any questions. Regards, Paul Nazarian

Phone #	Fax #	E-mail
650-573-8001	650-573-8250	caminosanmateo@gmail.com

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/29/2021

From: Linda Carlton

Site(s) or Department: Capuchino High

Number of Quotes: 1

Vendor/Contractor: All Fence

Reason for proposal:

To modify fence with double gates for the back of the new OPS area

Certificate of Insurance: 15257818

Contract Amount: \$2,685.00

Funding Source: General Fund - Maintenance

Approved by:



06/29/2021

Personnel who oversees Site/Department budget



06/30/2021

Manager of Capital Facilities and Purchasing



07/01/2021

Director of Budget and Fiscal Services

ALL FENCE COMPANY, INC.

1900 Spring Street, Redwood City, California 94063-2410
 (650) 369-4556 Fax: (650) 369-4559
 California Contractors License # 732295 B/C13
 www.AllFence.com

CLIENT NO 202

DATE 06/23/21

PROJECT # 202-22
 CAPUCHINO HIGH SCHOOL
 1501 MAGNOLIA DRIVE
 SAN BRUNO

SAN MATEO UNION H.S. DISTRICT
 839 HINCKLEY ROAD
 BURLINGAME, CA 94010

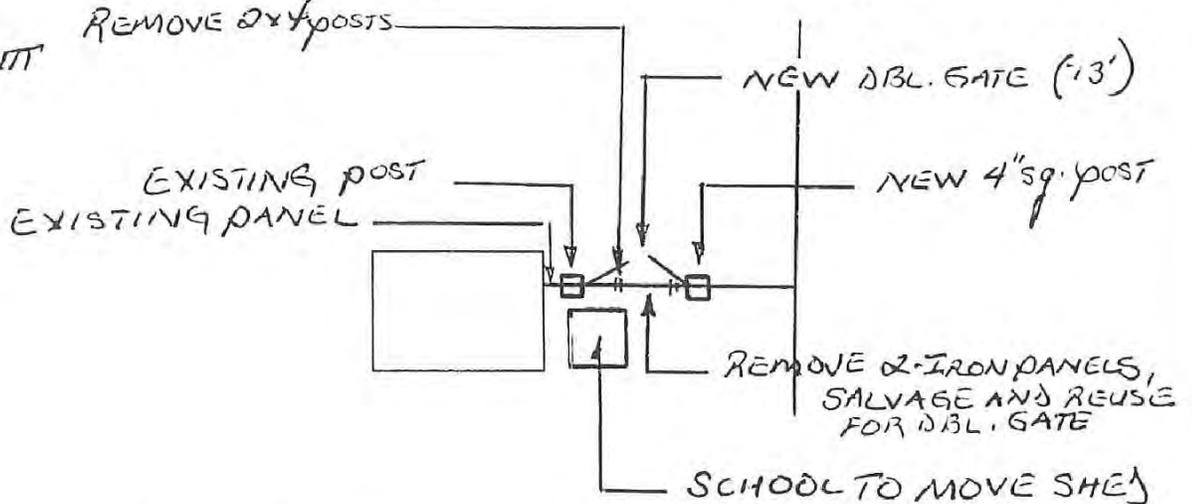
PHONE: (650) 558-2299
 CELL: (650) 280-3628
 EMAIL: jtipton@smuhd.org

Job Description: FENCE ALTERATION
 Style: ORNAMENTAL IRON
 Height: 5' Footage: 13'
 Grade of Lumber: N/A Gauge: 1/8"
 Post Size: 4" x 4" x 3/4" Frame: 2" x 4" x 1/8"
 Depth of Holes: 36" Diameter of Holes: 12"

Remove Fence: Haul Away Recyclable
 Gates:
 Single Width _____
 Double Width 13'
 Sliding Width _____
 Posts set in Concrete? Yes No

Special Instructions: (1) ALTER EXISTING 5' HIGH IRON FENCE SHOWN TO NEW DOUBLE GATE. (2) INCLUDE DBL. CANE BOLTS w/ SLIDE BOLT LATCH.

(3) INCLUDE HEAVY DUTY BUTT HINGES.



BID) PREVAILING WAGE RATE

* DIST. TO LOCATE UTILITIES @ NEW POST AREA.

Contractor: Marty Webster
 MARTY WEBSTER

Date: 6/23/21

Owner: K. Kelly

Sign & Date
 Date: _____

*** TOTAL JOB COST = 2,685.00**

TIME FOR COMPLETION OF WORK: Within 45 days after execution of this agreement, but not later than thirty (30) days. Owner will have the job site ready for commencement of construction and shall thereafter give Contractor notice (written or oral) to commence work. Construction shall commence within ten (10) days after such notice to contractor and shall be completed within 15 working days after commencement, subject to permissible delays hereinafter set forth.



To schedule your job, please sign this agreement and return it to us along with a 10% deposit. Keep a copy for your records. Upon receipt of the signed contract and deposit, All Fence Company will schedule a start date. Permits are not included unless otherwise specified.

THIS OFFER IS VALID FOR 7 DAYS.
 Payment is due upon completion. Past due accounts will be charged 1-1/2% per month, or 18% annually.

Owners or agents have read the accompanying pages of this agreement. Please note clause 1: "EXTRA WORK". All Fence Company is not responsible for unmarked underground utilities/facilities.

A 3% convenience charge will be assessed for all credit card transactions.

"NOTICE TO OWNER"

"Under the California Mechanics Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, or property where the work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's subcontractors, laborers, or suppliers remain unpaid.

To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to protect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:

- (1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from 1 to 5 percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.
- (2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrar.
- (3) Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property, therefore you need to protect yourself. This will help to insure that all persons due payment are actually paid.
- (4) Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors, and laborers working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence or a duplex owned by the individuals, the person signing these releases loses the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete.

To protect yourself under this option, you must be certain that all material suppliers, subcontractors, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should make any final payments until any and all such liens are removed. You should consult an attorney if a lien is filed against your property."

Contractors are required by law to be licensed and regulated by the contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractors' State License Board, 3132 Bradshaw Road, Sacramento, California 95827. Mailing address: P.O. Box 26000, Sacramento, California 95826

1. **EXTRA WORK:** Should the owner, construction lender (if any), or any public body or inspector direct or require any modification or addition to the work covered by this contract, the cost shall be added to the contract price. For the purposes of the paragraph, "cost" is defined as the cost of Extra Work, which will be arrived at as an extra bid, or on a time and material basis. In either case, a change order will be required. For the sake of this contract, time and extra work will be billed at our company's current hourly rate. Materials will be billed at retail plus current sales tax.

Digging Clause: Any extra digging, incurred on the job such as excessive barring, jack hammering, root cutting and the likes of, would be an extra charge. This extra charge will be computed at our hourly rate times the total man hours; equipment rentals will be charged at normal rates for the rental of the part.

Requests for extra work of change orders should be made in writing, but the contractor is entitled to be paid for extra work whether reduced to writing or not. Contractor makes no representation with respect to the location of tree roots, underground pipes and/or utilities, etc. within the project area, and should extra expense be incurred to circumvent said obstacles, it shall be charged to owner as extra work. Any and all expenses incurred because of unusual or unanticipated or unforeseen ground conditions (such as fill, hard soil, rock, or ground water) shall be paid for by owner as extra work.

2. **DELAYS:** Owner covenants that the contractor shall be excused for any delay in completion of the contract caused by acts of God, acts of the owner or the owner's agent, rain and/or stormy weather, labor trouble, acts of public utilities, public bodies or inspectors, extra work, failure of the owner to make progress payments promptly or other contingencies unforeseen by the contractor and beyond the reasonable control of the contractor.
4. **DAMAGE TO PROJECT AND INSURANCE:** Owner will procure at his own expense and before the commencement of any work hereunder, fire insurance with course of construction, vandalism and malicious mischief clauses attached, such insurance to be in a sum at least equal to the contract price with loss, if any, payable to any beneficiary under any deed of trust covering the project, such insurance to name the contractor as an additional insured, and to protect owner, contractor, and construction lender as their interests may appear, should owner fail to do so, contractor may procure such insurance as agent for and at the sole expense of owner, but is not required to do so. If the project is destroyed or damaged by an accident, disaster, or calamity, such as fire, storm, flood, landslide, subsidence, or earthquake, or by theft or vandalism, and owner should desire to rebuild and/or restore, any work done by contractor in rebuilding and/or restoring the project shall be paid for by owner as extra work, as provided in paragraph 1, hereinabove set forth. Should the project be damaged and/or destroyed as set forth above, and owner should not desire to rebuild and/or restore the project, this Agreement shall be deemed extinguished and of no further force and effect. Should this be the case, owner covenants to pay contractor for all actual work done on the project prior to the damage or the destruction of the project.
4. **UNDERGROUND DAMAGE(S):** Owner acknowledges that contractor has made no independent investigation into, nor representation as to, the existence and/or location of underground utilities and services and other items such as, but not limited to, water, drainage, sewer and sprinkler lines, electrical lines, cable television or other transmission lines, telephone lines, tree or other landscaping root systems, and the like, in or about or anywhere situated at the project area. Owner and contractor agree, therefore, that contractor is not, and shall not be liable nor responsible to owner for damage(s) to or loss(es) of any underground utilities, services or other similarly located items in or about or anywhere situated at the project area.
5. **RIGHT TO STOP WORK:** Contractor shall have the right to stop work, and contractor shall be under no further duty to perform further work, if any payment shall not be made to contractor under this Agreement. Contractor may keep the job idle until all payments due are received.
6. **ATTORNEY'S FEES:** If either party becomes involved in litigation arising out of this contract or the performance thereof, the Court in such litigation, or in a separate suit, shall award reasonable attorney's fees, costs and expenses, to the party justly entitled thereto. In awarding attorney's fees, the Court shall not be bound by any court fee schedule, but shall, in the interest of the prevailing party, award the full amount of costs, expenses, and attorney's fees actually paid or incurred in good faith.
7. **CLEAN-UP:** Upon completion of the work, contractor will remove debris and surplus materials from owner's property and leave it in a neat and broom-clean condition.
8. **PROPERTY LINES:** Contractor makes no representation with respect to property lines and their position, and contractor is not and shall not be responsible for disputes between owners arising therefrom. In addition, contractor is not and shall not be liable nor responsible to owner for any damages or losses of any kind due to improper location of property lines.

We accept MasterCard & Visa

ACKNOWLEDGEMENT: By hereinafter affixing his/her signature to this Agreement, Owner acknowledges that he/she has had full opportunity to read the front and back of this Agreement, and to discuss this Agreement and project with contractor and that Owner fully understands the mutual covenants, terms and limitations herein set forth. Further, Owner represents that he/she has the authority to herein bind any and all other owners, in joint tenancy, of the property described in this Agreement. Said authorization of Owner, on behalf of any and all other joint tenants of the property, shall be binding on all parties hereto unless notice to the contrary is tendered, in writing, to contractor within seventy-two (72) hours of the execution of this Agreement.

You are making an investment in your home . . . Check out the people doing work on it. Only trust your construction to bonded, licensed, insured installers. Always ask for references.

Customer Initial _____

Customer Initial _____

Salesperson Initial _____

**Sign
& Date**

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR SUPERINTENDENT'S APPROVAL (Under 25K)

To: Kevin Skelly

Date: 06/29/2021

From: Linda Carlton

Site(s) or Department: Capuchino High

Number of Quotes: 1

Vendor/Contractor: School Sport

Reason for proposal:
To replace backstop winch

Certificate of Insurance: 00008396-81342

Contract Amount: \$2,685.00

Funding Source: General Fund - Maintenance

Approved by:



06/29/2021

Personnel who oversees Site/Department budget



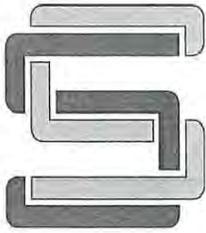
06/30/2021

Manager of Capital Facilities and Purchasing



07/01/2021

Director of Budget and Fiscal Services



School SPORT, Inc.

Facility Equipment Inspection, Parts and Service

School SPORT, Inc.
23230 Broadmoor Ct.
Auburn, CA 95602
Ph:530-210-9847
Email:justin@schoosportinc.com
License# 1057271
DIR# 1000460832

Quotation

DATE: 06/25/2021	PREPARED BY: Justin Allmon
TO: Joey Tipton	PROJECT: Capuchino HS
PHONE: 650-558-2725	CITY: San Mateo, CA
EMAIL: Jtipton@smuhd.org	SUMMARY: Backstop Winch Replacement

Description & Scope of Work

Joey, the cost to replace (1) Backstop Winch at Capuchino HS with a LynRus winch would be \$2,685 which includes materials, tax, freight install and a 26' scissor lift, please provide a PO if you would like to proceed.



TOTAL:

\$ 2,685.00

Quotation valid for 30 days

Clarifications & Exclusions

1. This quotation includes only the scope of work listed above and does not include any structural support work, backing or backing installation, any drywall related work, insulation, finish work, painting, electrical or mechanical work.
2. When materials are included they will ship as a single shipment to the job site with standard ground freight unless otherwise noted
3. All materials must be unloaded and stored by the owner, note damage if any on the delivery receipt. Install to be at next available date
4. All work to be done during the hours 7am to 3:30pm, Monday - Friday. Premium Time, After hours, Weekends, Holiday's may have additional cost. If we estimate a full day of work on site work must be allowed to start at 7am.
5. All labor quotes are for prevailing wage rates or higher
6. If the work requires multiple days it must be done on consecutive days otherwise there may be additional travel and equipment costs
7. If we arrive on site as scheduled and can't perform the agreed upon work due to site activities or interference there will be additional travel and possible equipment rental costs
8. We will need normal building access for our work and the ability to get a scissor lift in the building. If normal access is unavailable via doors, ramp or freight elevator, additional labor or equipment rental costs to perform the scope will be added to the agreement
9. Salvage or disposal of any removed or replaced materials to be done by others, we will stack materials by the gym door
10. All floor protection, if required, needs to be provided by the owner
11. Any additional fees required to perform the work such as local licenses or parking permits will be added to the agreement
12. Insurance requirements other than our standard coverage are not included in this proposal and would have additional costs
13. All payments are 100% Net 20
14. By sending a purchase order to proceed the owner agrees to all clarifications and exclusions noted above

THANK YOU FOR YOUR BUSINESS!