

SAN MATEO UNION HIGH SCHOOL DISTRICT

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

Submitted to the Board of Trustees on 1/20/2022

VENDOR/CONTRACTOR	SITE/DEPT	DESCRIPTION	FUNDING SOURCE	AMOUNT
Luxe Cruises and Events	Mills High	MHS Prom Venue for 2022	ASB - Leadership	\$ 29,943.50
International Baccalaureate	Capuchino High	IB Test Fees	Fund 01 - IB	\$ 54,383.00
Wastequip	Hillsdale High	To purchase a 20-YD Self-Contained Waste Compactor Precision Series 265XP under the Sourcwell JPA Master Contract	General Fund - Operations	\$ 36,400.65
Aunt Flow	Districtwide	Districtwide feminine product dispensers and supplies	General Fund - Operations	\$ 53,468.13
Home Depot Pro	M&O	N95 masks (qty 50K) ER PO#ERDW01052022	General Fund - Operations - Covid 19	\$ 77,575.20
Dell	District Office	300 new chromebooks to replace remainder 3120 (older generation chromebooks). Will use to replace older unites and/or day loaners at school sites. CMAS contract quote# 3000105106060.1	General Technology Fund	\$ 84,734.25
SMCCCD Skyline College	Student Services	Middle College program costs for the 21/22 school year at Skyline College. Maximum enrollment of 24 students at \$6800 per student.	Middle College/Don Scatena	\$ 163,200.00
Presidio	Technology	Sole Source- Servers for Phone System Upgrades	Technology General	\$ 38,082.70
Presidio	Technology	Sole Source- Statement of Work for Phone Server Upgrade Systems	Technology General	\$ 47,500.00
Presidio	Technology	Replace Old Meraki Access Point Radios (wifi 5+ years devices.) These new access points will be able to support 60 concurrent connections to support 1:1 devices improving student online learning experience.	Measure O	\$154,745.55
			TOTAL	\$ 740,032.98

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 12/09/2021

From: Katherine Landa

Site(s) or Department: Mills High

Mills High

Number of Quotes: 1

Vendor/Contractor: Luxe Cruises and Events

Reason for proposal:
MHS Prom Venue for 2022

Certificate of Insurance: N/A

Contract Amount: 29943.50

Funding Source: ASB - Leadership

Approved by:

Katherine Landa 12/09/2021

Personnel who oversees Site/Department budget

Vanessa Castano 12/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 12/15/2021

Director of Budget and Fiscal Services

Yancy Hawkins 01/12/2022

Associate Superintendent, Chief Business Officer



2394 Mariner Square Drive STE B, Alameda, CA, 94501

P 510 263 9790 | F 925 335 9797 | LUXECRUISES.COM

CLIENT NAME: Angela Reinhardt-Mullins
PHONE NUMBER: 650.455.3384 **EMAIL:** areinhardtmullins@smuhsd.org
EVENT TYPE: Mills HS Prom Cruise **EVENT PLANNER:** Toby Proescher
CRUISE DATE: Saturday, April 9, 2022 **DOCK:** China Basin or Ferry Building
BOARDING TIME: 6:45pm **DOCKSIDE TIME:**
CRUISE TIME: 7:00-11:00pm **ESTIMATED GUEST COUNT:** 300+
YACHT: Cabernet Sauvignon Commodore **GUEST MINIMUM REQUIREMENT:** 250

PACKAGE DETAILS:		Includes 4 Hour Cruise			
MENU TIER OPTION:	Prom Buffet Dinner	250	x	\$105.00	\$26,250.00
HORS D'OEUVRES:		250	x		\$0.00
BAR OPTION:	Hosted soda & juice bar	250	x		\$0.00
DESSERT:	Cookie Assortment	250	x		\$0.00
Complimentary Chaperones	4/100 students		x		\$0.00
EACH ADDITIONAL ADULT GUEST:	\$105.00	++		\$105.00	

SUBTOTAL FOOD & BEVERAGE **\$26,250.00**

++Service Charge, Sales Tax, and Port Fees 29% Included

TOTAL FOOD & BEVERAGE **\$26,250.00**

NOTE: Suggested Gratuity of \$50 - \$100 per Crew Member \$400-\$800

PACKAGE ADD-ONS			
DJ Service	Luxe DJ	x	Included
Linen Option		x	Included
Docking Fee	SF- 7% of gross + \$800	x	\$2,693.50
Security Deposit	Refundable	x	\$1,000.00
Vendor Fee	\$25.00 Per Outside	x	TBD

TOTAL PACKAGE ADD-ONS **\$3,693.50**

EVENT TOTAL **\$29,943.50**

GRAND TOTAL **\$29,943.50**

NON REFUNDABLE DEPOSIT SCHEDULE:

Deposit to Reserve:	\$2,500.00	To Reserve
2nd Deposit Due 4 Months Prior:	\$5,000.00	2/9/2022
Event Balance Due:	\$22,443.50	4/1/2022

To confirm, please sign, date, and return to Luxe Cruises:

(Signature)

(Date)

BOOKING AGREEMENT

Thank you for choosing Luxe Cruises and Events for your next event. Charter services hired by client ("Charterer") and provided by Luxe Cruises and Events LLC. ("Luxe Cruises") pursuant to this agreement are subject to the following terms and conditions:

I. [TIMING] The Vessel will be ready for boarding 15 minutes prior to the confirmed start time and will return to the dock 15 minutes before the end time to allow passengers to debark at a leisurely pace. Out of respect to our neighbors in the marina, music must be turned off as the yacht approaches the dock. We reserve the right to assess an overtime charge if passengers have not debarked by the scheduled end time.

II. [GUEST COMFORT AND SAFETY] Luxe Cruises cannot allow more passengers aboard than the yacht is certified to carry. Due to the zero-tolerance law set forth by the U.S. Coast Guard, the possession of controlled substances aboard our yachts is strictly prohibited. Please note, Federal law applies to the navigable waters of San Francisco Bay, which means that both recreational and medical marijuana are illegal on our vessels. Charterer shall ensure that alcoholic beverages are served only by the licensed concessionaire aboard the Vessel and consumed only by persons aged 21 or older. Charterer agrees that no guest of Charterer shall bring alcoholic beverages aboard the Vessel. Luxe Cruises reserves the right to confiscate any alcohol brought aboard the Vessel without permission. Charterer agrees that there will be no form of illegal gambling whatsoever conducted or permitted aboard the Vessel. Any misconduct, possession of alcohol by a minor, controlled substances or illegal gambling on the part of Charterer's guests will not be tolerated and the Captain may choose to immediately return to dock, in which case Charterer shall be responsible for full payment of the contracted amount plus any damages or expenses incurred by Luxe Cruises. Luxe Cruises reserves the right to refuse admittance to the Yacht to any agent, employee or guest of Charterer at its sole discretion.

III. [DEPOSIT SCHEDULE] A non-refundable deposit of 25% is required to reserve a date and yacht, if

booking more than 120 days in advance. The deposit must be increased to 50% 120 days prior to your event. Luxe Cruises reserves the right to cancel a charter and retain deposits due to non-payment.

IV. [CHANGES AND CANCELLATION] Our business is built around the availability of our yachts and we use a surge pricing model; therefore, Luxe Cruises takes the reservation process very seriously. After tendering the initial deposit, the yacht, date, and time period are reserved, and any other interested party is turned away. Therefore, should the Charterer have to cancel for whatever reason, all deposits are non-refundable.

V. [BALANCES] Final payment must be received at least 14 days prior to the event, at which time guest count and menu selections must be confirmed. To compensate for the increased cost of accommodating last minute additions, all additions to guest count within 7 days of the event are subject to a 10% surcharge. Luxe Cruises is not liable for any shortages of food, beverages, or services resulting from a higher-than-expected guest count, and fees will still be collected for additional guests without exception.

VI. [DAMAGE] Charterer shall pay the replacement value of all property and equipment lost or stolen by Charterer's guests and the cost of repair for all damage to the yacht, its furnishings, and equipment caused by Charterer or its agents, employees or guests, with the exception of reasonable wear and tear.

VII. [PERFORMANCE] The Captain shall be in complete control of the navigation of the yacht and shall have the right to delay or forgo departure and to deviate from the agreed upon route of the voyage where he determines, at his sole discretion, that such a deviation is necessary for the safety or comfort of the guests. In the event of mechanical failure, Luxe Cruises may substitute a vessel of similar capacity to perform the charter.

VIII. [COVID-19 NOTICE] Luxe Cruises has enhanced health and safety measures in place for charterer, guests, and employees. By cruising, Charterer voluntarily assumes all risks related to exposure of COVID-19. Charterer acknowledges and agrees that it may not be possible for Luxe Cruises to foresee, plan for, or mitigate all the consequences that the existence of the virus may cause, including the regulations enacted by county health authorities. Should Luxe Cruises or Charterer choose to postpone due to such regulations, Charterer's full deposit amount will be transferred to a future date.

IX. [ARTICLES LEFT ABOARD] Charterer and guests are responsible for maintaining possession of

personal items during the event. Charterer and guests must retrieve all personal items before disembarking the yacht, as Luxe Cruises will not be held responsible for them. Items found by the crew will be held in the office for 14 days before being given to charity.

X. [AGREEMENT FINAL] This Booking Agreement represents the final and complete agreement between us, and all prior written or oral proposals are superseded by this agreement. Any modifications or additions to this agreement must be in writing and signed by both parties. By signing this contract, Charterer accepts financial responsibility of the stated guest minimum requirement, regardless of any future changes. Any claim or controversy of any nature whatsoever relating to this Contract, or the breach thereof, shall be settled by a single arbitrator administered by the American Arbitration Association in accordance with its Arbitration of Commercial Disputes. This Agreement shall be governed by the General Maritime Law of the United States and, to the extent state law is applicable, by the laws of the State of California. In the event of a dispute, the losing party agrees to pay the prevailing party's reasonable legal fees. By signing below, you acknowledge that you have carefully read the foregoing terms and conditions of the Booking Agreement and know the contents thereof and that you have the authority to act on behalf of and bind Charterer to this Charter Agreement.

Yacht Name

Charter Date

Charterer Signature

Today's Date

Charterer Name (Print)

Phone Number

LUXE CRUISES AND EVENTS
2394 Mariner Square Drive STE B, Alameda, CA, 94501
P 510 263 9790 | F 925 335 9797

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 12/15/2021

From: Imelda Gomez

Site(s) or Department: Capuchino High

Capuchino High

Number of Quotes: 1

Vendor/Contractor: International Baccalaureate

Reason for proposal:
IB Test Fees

Certificate of Insurance: n/a

Contract Amount: \$54,383.00

Funding Source: Fund 01 - IB

Approved by:

Imelda Gomez 12/15/2021

Personnel who oversees Site/Department budget

Vanessa Castano 12/15/2021

Manager of Capital Facilities and Purchasing

Valerie Miller 12/15/2021

Director of Budget and Fiscal Services

Yancy Hawkins 12/15/2021

Associate Superintendent, Chief Business Officer

Invoice



International Baccalaureate
Baccalauréat International
Bachillerato Internacional

Martee Lopez-Schmitt
Capuchino High School
1501 Magnolia Avenue

San Bruno CA 94066
United States

School / Ac.No :S001477
Programme :DP
Invoice Number :12133124
Invoice Date :16-NOV-2021

Here are the charges for the Exam Fee

Description	No.	Price USD	Total USD
Subject fee (per candidate)	457	119.00	54,383.00
Total charges excluding tax			54,383.00
Plus tax		0 % @54,383.00	
Total charges including tax			54,383.00

TOTAL PAYABLE IN USD	54,383.00
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Payment

Payment terms are 30 days from invoice date in full without deductions or withholdings. Please make payment quoting your **school code** and **invoice number** to:

Beneficiary Name : International Baccalaureate Organization
Bank Name : JPMorgan Chase Bank N.A
Bank Address : 4 New York Plaza, 17th Floor,
New York, NY, United States
10004
Bank Account Number : 6302307847
Bank Swift Code : CHASUS33
Bank Routing Number : 021000021

Schools in US and Canada - payment by USD check only:
International Baccalaureate Organization
PO Box 5950, New York, NY 10087-5950

If you need help

Telephone: +1 301 202 3176 (North America)

Email : myaccount@ibo.org

When making payment(s) to the IB, please provide your school code and details of payment including invoice number, so we can update your account timely and accurately.

Thank you for your support and understanding.

RECEIVED DEC 14 2021

Payment is made in consideration for the IB's services and constitutes an acceptance of and agreement to the rules, regulations and other terms and conditions, accessible at <http://www.ibo.org/>.



International Baccalaureate Organization
Route des Morillons 15, CH-1218 Grand-Saconnex, Switzerland
Swiss VAT no: CHE - 107.025.266 TVA
NL VAT Number: NL822771998B01
Canadian GST/HST: 841403876 RT0001, QST: 1217133773 TQ0001
International Baccalaureate Organization
International Baccalaureate | Baccalauréat International | Bachillerato Internacional

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/04/2022

From: Linda Carlton

Site(s) or Department: Hillsdale High

Number of Quotes: 1 (Sourcewell)

Vendor/Contractor: Wastequip

Reason for proposal:

To purchase a 20-YD Self-Contained Waste Compactor Precision Series 265XP under the Sourcewell JPA Master Contract 040621-WQI. The District is a member of Sourcewell (Entity No. 87057) who may secure "piggyback" master price agreements for the procurement of goods and supplies.

Certificate of Insurance: N/A

Contract Amount: \$36,400.65

Funding Source: General Fund - Operations

Approved by:



01/04/2022

Personnel who oversees Site/Department budget

Vanessa Castano

01/05/2022

Manager of Capital Facilities and Purchasing

Valerie Miller

01/05/2022

Director of Budget and Fiscal Services

Yancy Hawkins

01/05/2022

Associate Superintendent, Chief Business Officer



33710 Oakville Road, Albany, OR, 97321
PHONE: 800-845-7106 FAX: 541-926-7558
WQ-10216562

Sourcewell 

Awarded Contract

Contract # 040621-WQI

Sell To:

Bill To Name San Mateo Union High School
Bill To 839 Hinkley Road
Burlingame, CA 94010
USA

Ship To Name Hillsdale High School
Ship To 3115 Del Monte
San Mateo, CA 94403
USA

Installation Location 3115 Del Monte

Quote Information

Salesperson Rob Vezina
Salesperson Email rvezina@wastequip.com
Salesperson Phone (818) 406-2573

Created Date 12/9/2021
Expiration Date 1/8/2022
Quote Number WQ-10216562
Please Reference Quote Number on all
Purchase Orders

Product	Product Description	Description	Quantity	Sales Price	Total Price
Compactor - 265XP-20-F-West	Self-Contained Precision Series 265XP Model Includes a 10HP Tri-volt T.E.F.C. motor, UL/CUL Listed, 6' remote power unit with weather cover, NEMA 4 Rated Control Panel, Controls In Panel Face, Precision guided ram, Full Gasketed Door, A.N.S.I Z.245.2 Compliant, WASTE rated and 5 year structural warranty.	Price assumes 3 Phase electrical Voltage: TBD Color: TBD Hydraulics / Left Side Understructure: 5" I-Beam @ 28" I.D. Eye Hook Customer to sign off on engineering drawing 42" Height from deck of compactor to top of doghouse door	1.00	\$19,338.00	\$19,338.00
Compaction - CO204 - 145-245IP-265XP-345IP-West	Hopper / Doghouse - Doghouse fully enclosed, single door, frame & locking hasp		1.00	\$1,523.00	\$1,523.00
Compaction - CO109 - 145-245IP-265XP-345IP-West	Hopper / Doghouse - Magnetic door interlock switch - mounted		2.00	\$277.00	\$554.00
Compaction - CO244 - 145-245IP-265XP-345IP-West	Hopper / Doghouse - Extra door for doghouse		1.00	\$470.00	\$470.00
Compaction - CO116-West	Pressure gauge - color coded and numeric - on power unit		1.00	\$165.00	\$165.00



33710 Oakville Road, Albany, OR, 97321

PHONE: 800-645-7106 FAX: 541-926-7558

WQ-10216562

Sourcewell

Awarded Contract

Contract #040621-WQI

Compaction - CO192 - 265IP5-265XP-West	Container Options - Run steel hydraulic pipes / electric with QD's to door end	1.00	\$751.00	\$751.00
Compaction - CO1010-West	Additional length of hydraulic hoses and electric lines - per foot	4' Additional Hose 4.00	\$20.00	\$80.00
Compaction - CO201-10S - 145-245IP-265XP-345IP-West	Container Options Guide rails - 10' standard - with stops	1.00	\$535.00	\$535.00
Compactor Installation		1.00	\$4,510.00	\$4,510.00
Surcharge		1.00	\$3,980.72	\$3,980.72
Compaction - VAF-SC-1-West	Guardian Control System	1.00	\$0.00	\$0.00
Compaction - VAF-SC-2-West	(AMS) Automatic Maintenance Scheduler	1.00	\$0.00	\$0.00
Compaction - VAF-SC-3-West	100% Full Light	1.00	\$0.00	\$0.00
Compaction - VAF-SC-4-West	Multicycle Timer - factory set for 2 cycles	1.00	\$0.00	\$0.00
Compaction - VAF-SC-5-West	Low Temperature Oil	1.00	\$0.00	\$0.00
Compaction - VAF-SC-6-West	Warranty: 5 Years Structural, 2 Years Parts and 1 Year Labor	1.00	\$0.00	\$0.00

Payment Terms Net 30 Days if credit has been established
Shipping Terms FOB Origin

Subtotal \$31,906.72
Shipping \$1,857.00
Tax \$2,636.93
Grand Total \$36,400.65

Additional Information

Additional Terms Our Quote is a good faith estimate, based on our understanding of your needs. Subject to our acceptance, your Order is an offer to purchase our Products and services in accordance with the Wastequip Terms & Conditions of Sale ("WQ T&C") located at: <https://www.wastequip.com/terms-conditions-of-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. These WQ T&Cs may be updated from time to time and are available by hard copy upon request.

Additional Information Pricing is based on your anticipated Order prior to the expiration of this Quote, including product specifications, quantities and timing. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations - actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change.

Special Contract Information Sourcewell-Pricing & Product offerings are based on the Sourcewell Co-Operative Contract with Wastequip, LLC (#040621-WQI, eff. 06/02/2021), and such Contract terms & conditions are incorporated herein by reference. Pricing & Product (& related) changes may occur at any time with proper documentation, & subject to Sourcewell approval; therefore, offerings may change without written prior notice. Wastequip Product Limited Warranties, Disclaimers, Limitation of Liability & Remedies, & Limited Warranty Provisions apply to all purchases thereunder.

Signatures



33710 Oakville Road, Albany, OR, 97321
PHONE: 800-645-7106, FAX: 541-926-7558
WQ-10216562



Awarded Contract

Contract #040621-WQI

Accepted By: _____

Company Name: _____

Date: _____

Purchase Order: _____

Please Reference Quote Number on all Purchase Orders



265XP PRECISION SERIES

SELF-CONTAINED COMPACTOR



**Introducing the first ever
Precision Series self-contained
compactor that's designed and
engineered for performance**



GUARDIAN CONTROL SYSTEM

- » Automatic maintenance tracking
- » Superior 24 volt controls and NEMA 4 rated enclosure

LARGEST ACCESS OPENING FOR MAINTENANCE / SERVICE

- » Easy to inspect and access cylinders and hoses

PRECISION GUIDED RAM

- » Glides smoothly above floor on UHMW guides
- » Ram penetrates 7" into container to minimize spring-back

LONGEST STANDARD WARRANTY

- » 5-year structural warranty

Patent Number 9,358,745

IDEAL FOR:

Supermarkets



Malls



Hospitals



Restaurants



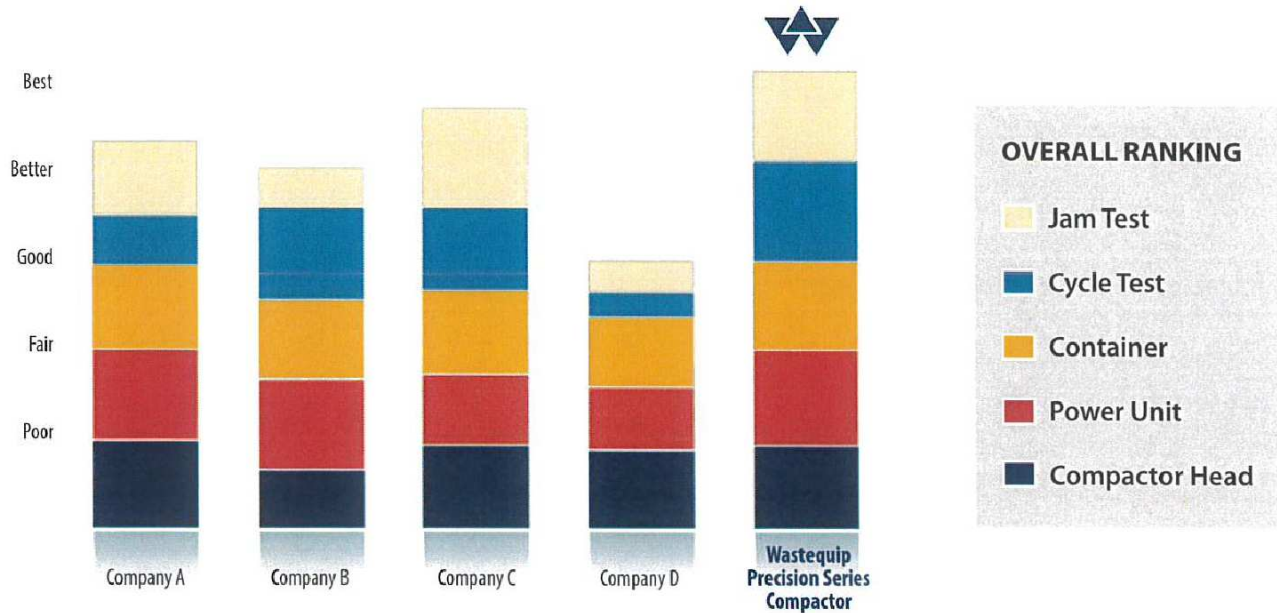
Office Buildings



Retail Establishments



BEST-IN-CLASS BENCHMARK TESTING



TESTING CRITERIA

COMPACTOR HEAD

Ram base, face, floor plate, ram travel, and sidewall

CONTAINER

Capacity, door sheet, side wall, door seal, hinge system and shipping height

CYCLE TEST

Operation, wear and reliability

POWER UNIT


Oil reservoir, pressure switch or transducer, directional valve, pump size and PLC

JAM TEST

Flex/twist, ram rack and damage

FEATURING OUR GUARDIAN CONTROL SYSTEM

Value-Added Standard Features	Wastequip Guardian Control System	Competitor A	Competitor B
Power unit runs any brand compactor	✓		
Automatically alerts when maintenance is due	✓		
NEMA 4 rated control panel	✓		
Low temperature oil	✓		
Push button controls	✓		✓
Pack-out override	✓		
Watch Dog timer	✓	✓	
24 volt controls	✓		✓
Programmable logic controller	✓	✓	✓
Multi-cycle timer	✓	✓	✓
Full light	✓	✓	



PRECISION GUIDED RAM

Breaker bar is engineered for increased strength and is designed for additional structural support.

Ram is suspended above chamber floor and glides on near frictionless UHMW guides.

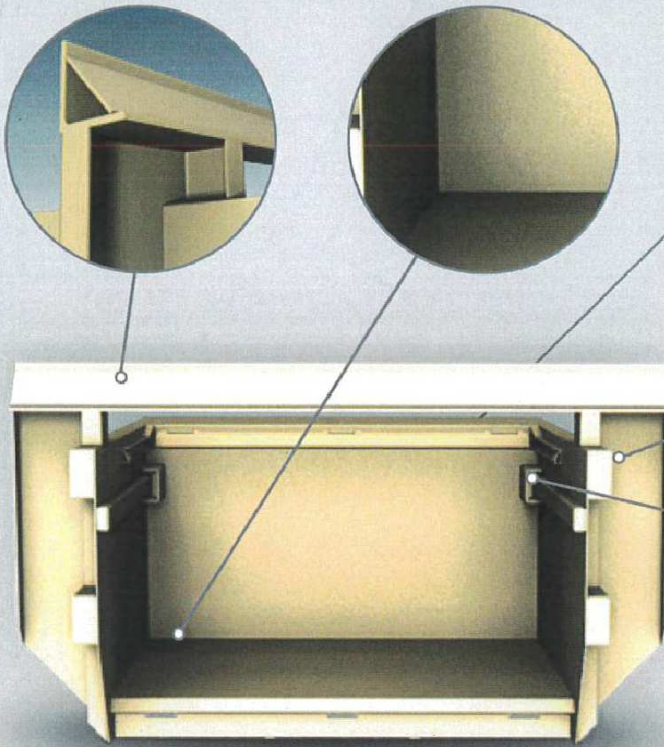
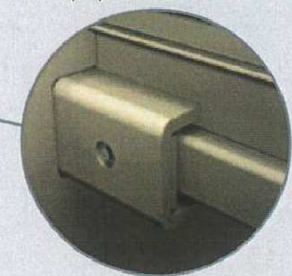
Large 40" X 60" clear top opening is WASTE rated at 1.48 cubic yards



7" penetration into the container reduces spring-back of material into charge chamber

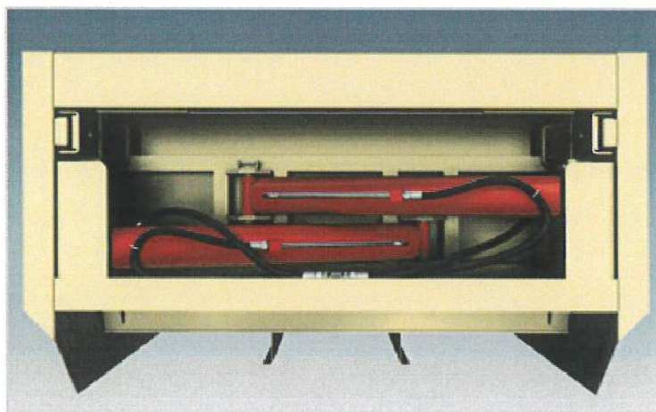


UHMW guides are long lasting and can be easily replaced



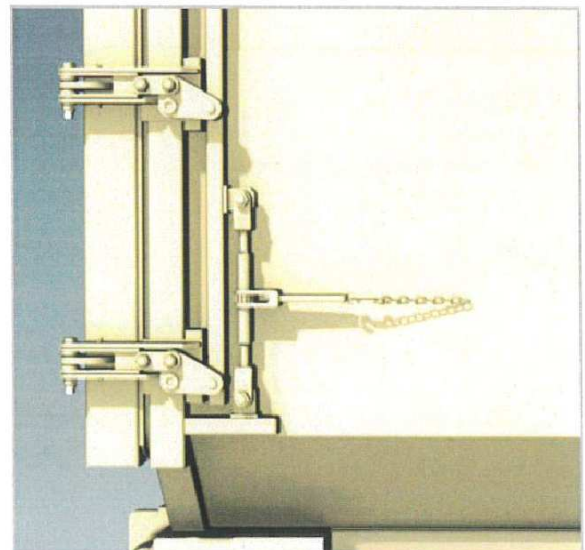
LARGEST MAINTENANCE ACCESS IN THE INDUSTRY

- ▶ Large 49" X 18" access opening
- ▶ Hydraulic hoses are easy to inspect /replace
- ▶ Clean out area designed to drain excessive liquid
- ▶ Up to 33% less time to change cylinders



ADJUSTABLE SLIDING HINGE

- ▶ Adjustable sliding hinge draws door in evenly
- ▶ Heavy-duty design and full door seal



SELF-CONTAINED COMPACTORS

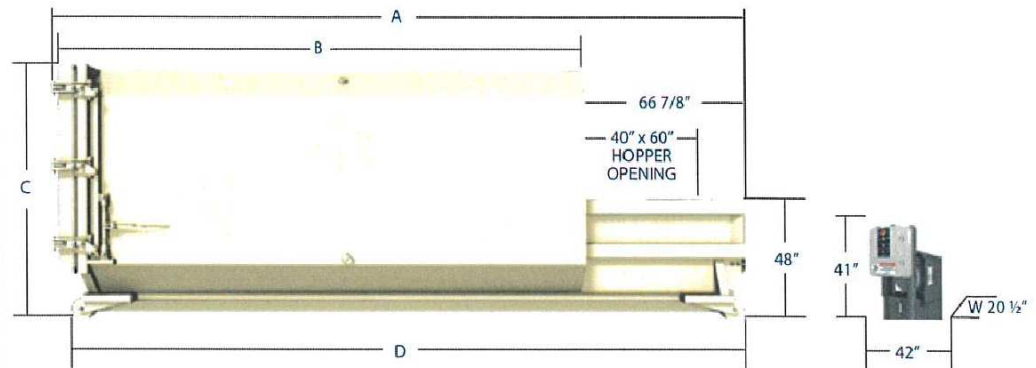
FEATURES

STANDARD

- Precision guided ram system
- Guardian Control System
- Automatic Maintenance Scheduler (AMS)
- NEMA 4 enclosure
- Controls in panel face
- 5-year structural warranty
- 33-second cycle time
- Full container light
- Low temperature oil
- Multi-cycle timer
- Operational and service manual
- Primed and painted in several colors

OPTIONS

- Advance warning light
- Pressure gauge - color coded
- Controls on remote pendant in lieu of mounting in panel face
- Guide rails with stops
- Oil heater
- Photo electric eye
- Odor control system
- Container lifter
- HT (Hinged Tailgate) models



Compactor Models	265XP model (cu. yds.)	Overall length (A) (in.)	Container length (B) (in.)	Overall height (C) (in.)	Floor length (D) (in.)*	Width (in.)	Weight (lbs.)
	20	188	121-1/8	100	187	102	8,500
	25	218	148-1/8		217		8,850
	30	248	178-1/8		246		9,450
	35	278	208-1/8		277		10,000
	38	299	229-1/8		298		10,500

* Bullnose to bullnose



Replacement parts available online at www.gotoparts.com.

SPECIFICATIONS

Charge Box

- Wastequip rating - 2.00 cubic yards
- Wastec rating - 1.48 cubic yards
- Clear top opening - 40" Length x 60" Width

Ram

- 1/4" steel construction with engineered structural reinforcements and precision guided ram system

Compactor Head

- Floor - 3/8" with two 5" channel supports
- Sides - 3/16" side plates with 6" x 3" formed steel stiffener
- Top rail - 6" x 3" formed steel stiffener
- Breaker bar - 6" x 6" x 1/2" angle steel
- Sump - 12" height

Electrical

- Electric motor - 10 hp TEFC (Totally Enclosed Fan Cooled)
- Voltage - 208/230/460, 3 phase, 60 HZ (optional 575V)
- Power box - NEMA 4 rated, UL listed
- Automated cycle operation - turn key switch-ram extends, retracts and stops automatically

Hydraulic Specifications

- Pump - 11.7 gpm
- Ram penetration - 7"
- Cycle time - 33 seconds
- Hydraulic cylinder - (2), cylinder bore - 4"
- Cylinder rod - 2.5"
- Hydraulic oil tank - 20 gallon reservoir
- Power unit location - remote

Hydraulic Performance

Ram face pressure

- Normal - 39,800 lbs
- Maximum - 49,500 lbs

Ram psi

- Normal - 25.00 psi
- Maximum - 31.73 psi

Operating pressure

- Normal - 1,850 psi
- Maximum - 2,300 psi

Container

- 7 gauge floor with 3" channel crossmember
- 6" x 2" x 1/4" tube rails, 36-1/2" I.D. between rails
- Solid steel bullnose and hook at both ends
- 4" diameter rollers, 4-1/2" long
- Length, Width and Height - see chart above

NOTE: XPE models include 1/2" ram and compactor head floor, 1/4" container floor, 3/8" push plate, stainless steel cylinder pins, hydraulic hose guards and fully welded (inside/outside) container sidewalls

Standard Color Choices*



White



Gray



Black



Teal



Med. Blue



Dark Blue



Med. Green



Dark Green



Cream



Yellow



Orange



Red



Burgundy



Brown

Colors shown are as accurate as printing allows. The actual color is subject to variation from the printed color sample. Color choices vary by plant location. Please contact your local sales representative for available colors. Custom colors are available upon request and are subject to an additional charge.



Tel: 877.468.9278 | sales@wastequip.com | www.wastequip.com

Wastequip is the leading North American manufacturer of waste and recycling equipment for collecting, processing and transporting recyclables and solid or liquid waste. April 2017 © Wastequip, all rights reserved. Specifications subject to improvement without notice. Equipment displayed should be operated by properly trained personnel. Operators should become familiar with OSHA, ANSI and any other applicable standards or laws for using this equipment. Improper use, misuse, or lack of maintenance could cause injury to people and/or property. Photos used in the literature are illustrative only. We assume no liability or responsibility for proper training/operation of equipment not manufactured by Wastequip. We reserve the right to make changes at any time without notice. Information contained within this literature is intended to be the most accurate available at time of printing.

WQP081-062018



Wastequip *← vendor*

Waste & Recycling Equipment & Containers

#040621-WQI

Maturity Date: 06/02/2025

Contract Documents 

Contract Documents


Bulk Solid Waste and Recycling Equipment

Contract #040621-WQI

Effective 06/02/2021 - 06/02/2025

Contract Documentation

 **Request for Proposal (RFP)** (1.74 MB)

 **Contract** (479.76 KB)

Competitive Solicitation Documentation

 **Proof of Publication** (3.22 MB)

 **Proposal Opening Record Page** (156.59 KB)

 **Proposal Evaluation** (171.33 KB)

 **Evaluation Committee Comment & Review (172.46 KB)**

 **Board Resolutions (379.63 KB)**

Become a Member

Simply complete the online application or contact the Client Development team at service@sourcewell-mn.gov or 877-585-9706.

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RFP #040621
REQUEST FOR PROPOSALS
for
Bulk Solid Waste and Recycling Equipment

Proposal Due Date: April 6, 2021, 4:30 p.m., Central Time

Sourcewell, a State of Minnesota local government agency and service cooperative, is requesting proposals for Bulk Solid Waste and Recycling Equipment to result in a contracting solution for use by its Participating Entities. Sourcewell Participating Entities include thousands of governmental, higher education, K-12 education, nonprofit, tribal government, and other public agencies located in the United States and Canada. A full copy of the Request for Proposals can be found on the Sourcewell Procurement Portal [<https://portal.sourcewell-mn.gov>]. Only proposals submitted through the Sourcewell Procurement Portal will be considered. Proposals are due no later than April 6, 2021, at 4:30 p.m. Central Time, and late proposals will not be considered.

Solicitation Schedule

Public Notice of RFP Published:	February 16, 2021
Pre-proposal Conference:	March 16, 2021, 10:00 a.m., Central Time
Question Submission Deadline:	March 30, 2021, 4:30 p.m., Central Time
Proposal Due Date:	April 6, 2021, 4:30 p.m., Central Time Late responses will not be considered.
Opening:	April 6, 2021, 6:30 p.m., Central Time **

** SEE RFP SUB-SECTION V. G. "OPENING"

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/06/2022

From: Linda Carlton

Site(s) or Department: Districtwide

Number of Quotes: 3

Vendor/Contractor: Aunt Flow

Reason for proposal:
Districtwide feminine product dispensers and supplies

Certificate of Insurance: N/A

Contract Amount: \$53,468.13

Funding Source: General Fund - Operations

Approved by:



01/06/2022

Personnel who oversees Site/Department budget

Vanessa Castano 01/06/2022

Manager of Capital Facilities and Purchasing

Valerie Miller 01/07/2022

Director of Budget and Fiscal Services

Yancy Hawkins 01/07/2022

Associate Superintendent, Chief Business Officer

Aunt Flow

757 Garden Rd., 205
Columbus, OH 43214 US
goauntflow.com



QUO#1

Estimate

ADDRESS

SAN MATEO UNION HIGH
SCHOOL DISTRICT
650 N. Delaware Street, San
Mateo, CA 94401

SHIP TO

SAN MATEO UNION HIGH
SCHOOL DISTRICT
650 N. Delaware Street, San
Mateo, CA 9440
1 Shipment Location

ESTIMATE # 1588B**DATE** 12/15/2021**EXPIRATION DATE** 03/30/2022**HAPPINESS COORDINATOR**

Sara Djubek

EMAIL

sara@goauntflow.com

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Menstrual:Hardware (Menstrual):Aunt Flow® ESTROGEN Dispenser - School School - Aunt Flow® ESTROGEN Menstrual Product Dispenser, Free Vend	200	190.00	38,000.00
	Menstrual:Consumables (Menstrual):Cartridge - 500ct - APPLICATOR Tampons Master case. 100% organic cotton, cardboard applicator, biodegradable tampons.	50	105.00	5,250.00T
	Menstrual:Consumables (Menstrual):Cartridge - 500ct - Pads Master case. 100% organic cotton, regular day-pads with wings.	50	105.00	5,250.00T

THIS IS AN ESTIMATE - BASED ON REQUEST

200 Dispensers
50 Cases Pads
50 Cases Tampons
1 Shipment Location

SUBTOTAL**TAX****SHIPPING****TOTAL**

48,500.00

\$4,668.13 0.00

150.00

USD 48,650.00

\$ 53,468.13

Questions? Please contact Sara Djubek at 614-738-4373 or
sara@goauntflow.com

Purchase Terms

PO with 30-Day Net Terms from Issuance OR Payment in Advance
via Credit Card/Check will launch shipment.

**Sales tax is not included on this estimate and will be added if
applicable. A tax exemption form is requested to waive applicable
sales taxes on products.**

PO Directions: Please submit to Sara Djubek at sara@goauntflow.com

Quote

3894

QVO#2

San Mateo Union High School District
ATTN: M&O - CYNTHIA CHU
839 HINCKLEY ROAD
BURLINGAME, CA 94010

MAIN #: (855) 742-6100 FAX #: (855) 742-6105 EMAIL: customerservice@rsgsf.com WEBSITE: www.rsgsf.com

Confidential Quote For



QUO#3

San Mateo Union High School District
Jim Hyde

Prepared by: Steven Delmonico
Cell#: 650-207-6541

Effective: January 5, 2021

ITEM #	DESCRIPTION	NEEDED	PRICE	EXT
Special	EVNT#3-WM Evogen No Touch Feminine Hygiene Dispenser	200	\$340.16	\$68,032.00
10043274	T500 Vended Tampon White 500/cs	50	\$77.29	\$3,864.50
10048312	MT-4 #4 Vended Sanitary Napkin 250/cs	87	\$40.43	\$3,517.41
Sub Total				\$75,413.91
9.625% Tax				\$7,258.59
Total				\$82,672.50

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/06/2022

From: Linda Carlton

Site(s) or Department: M&O

Number of Quotes: 3

Vendor/Contractor: Home Depot Pro

Reason for proposal:
N95 masks (qty 50K)

ER PO#ERDW01052022

Certificate of Insurance: N/A

Contract Amount: \$77,575.20

Funding Source: General Fund - Operations - Covid 19

Approved by:



01/06/2022

Personnel who oversees Site/Department budget

Vanessa Castano

01/06/2022

Manager of Capital Facilities and Purchasing

Valerie Miller

01/07/2022

Director of Budget and Fiscal Services

Yancy Hawkins

01/07/2022

Associate Superintendent, Chief Business Officer



formerly SupplyWorks®

PO BOX 2317
Jacksonville, FL 32203-2317

Ship To:
SAN MATEO UNION HIGH SCHOOL
839 HINCKLEY RD
BURLINGAME CA 94010

PRICE QUOTATION

Page 1

Quote Date	01/05/22
Quote Number	36226868
Account Number	1315018

Quoted To:
SAN MATEO UNION HIGH SCHOOL
839 HINCKLEY RD
BURLINGAME CA 94010

QUO# 1

ERPOT# ERDW01052022

For Inquiries Call:

(866) 412-6726

Fax : (877) 712-6726

www.HomeDepotPro.com/Institutional

Quote Date	Customer PO#	Writer	Salesperson
01/05/22	JIM	NORA P	MATTHEW TOOME

LN.	Item No.	Description	Qty	UOM	Price	Ext Amt T
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NON PRODUCT CODES

1 MEMO

303666418 HDX N95 30PK

1667 EA 42.45 70764.15 N

Quotation Sub-Total \$70,764.15

Tax \$6,811.05

Total \$77,575.20

total 50,010 counts

031 0820 USC 00025001

Sign
& Date

HDX N95 Disposable Respirator Small Box (30-Pack)

Item # 303666423 | [HDX Part # H950S](#) | [UNSPSC Code 46182002](#)



PRODUCT OVERVIEW

These masks are intended to be used for protection against solids, such as those from minerals, coal, iron ore, flour and certain other substances. They are extremely durable with a soft and comfortable inner surface; also have an adjustable nosepiece and secured head straps to provide proper fit. The size is slightly smaller than respirators in N95 series.

- Use for non-harmful dusts from sanding, grinding, sawing and insulating particles
- With a 95% filter efficiency against solid particles
- Latex-free
- Pack of 30 masks
- Low breathing resistance
- High density nose foam to reduce leakage
- Ergonomic design to fit better

SPECIFICATIONS

Kit	No
Manufacturer Warranty	N/A
Paint Tool Product Type	Safety and Accessories
Product Depth (in.)	4.65
Product Height (in.)	2.56
Product Weight (lb.)	0.019
Product Width (in.)	4.32

WARRANTY

N/A



Shop

Search



Warehouses



Account



Cart

Delivery ZIP Code: **94403** [Change](#)

[Lists](#) | [Reorder](#)

QUO#2

Cart (500 Items)



NIOSH N95 Round Respirator, 100 Masks

Item 1499713

✓ FSA Eligible

\$149.99

— 500 +

[Remove](#)

Standard : Shipping & Handling Included

Estimated Delivery

Friday, January 7, 2022

Express 1 to 2 Business Days : \$6,320.00

Estimated Delivery

Friday, January 7, 2022

[Delivery Details](#)

Total

\$74,995.00



Apply for the Costco Anywhere Visa® Card by Citi

Earn 2% Cash Back on your Costco purchases. Exclusively for Costco members.

[Apply Today](#)

Subtotal

\$74,995.00

Shipping & Handling for 94403

\$0.00

Estimated Total

\$74,995.00

Applicable taxes will be calculated at checkout.

Checkout

+tax 7,218.27

\$82,213.27

[Add to List](#) | [Save for Later](#)

[Back to top](#)



Roll over image to zoom in



HDX N95 Disposable Respirator Mask Niosh | Woodworking Sanding Painted Surfaces Metal Masonry | Medium Large (3-Pack)

Brand: HDX

10 Days
Returnable**Currently unavailable.**

We don't know when or if this item will be back in stock.

- NIOSH approved and provide at least 95% filter efficiency against solid and liquid particles that do not contain oil
- Use for non harmful dusts from sanding grinding sawing and insulating particles

Share

Currently unavailable.

We don't know when or if this item will be back in stock.

Select delivery location

Add to Wish List

Have a question?

Find answers in product info, Q&As, reviews

Type your question or keyword

Customers also viewed these products

Page 1 of 7



3M Non-Woven Fabric
Reuseable 9504 INV N95
Dust Pollution Mask
(White, With Valve, Pack
of 10) for Unisex

949

₹599.00 (₹59.90/count)

Get it by **Sunday, January 9**

FREE Delivery over ₹499.

Fulfilled by Amazon.



3M 8210 Microfibre &
Foam Without Valve N95
Mask for Unisex (White,
Pack of 20)

1,292

₹1,490.00 (₹74.50/count)

FREE Delivery



3M Certified Disposable
Respirator (White, N95,
Pack of 10)

423

1 offer from ₹1,200.00



3M Aura 1870+ N95
Health Care Particulate
Respirator and Surgical
mask, White, Pack of 10

25

₹1,520.00 (₹152.00/Item)

₹94.00 shipping



3M Non Woven Fabric
Disposable Particulate
Respirator (White, Pack
of 10)

2,850

₹230.00 (₹23.00/count)

Get it by **Sunday, January 9**

3M Adh
Approv
Respir
Masks

₹833.00

Get it by

FREE D

Fulfilled

Product details

Package Dimensions : 20.8 x 15.2 x 11.3 cm; 64 Grams

Date First Available : 31 January 2020

Manufacturer : Makrite Industries Inc

ASIN : B00PP6HTYE

Item model number : H950

Manufacturer : Makrite Industries Inc

Item Weight : 64 g

Product description

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 12/07/2021

From: Simon Bettis

Site(s) or Department: District Office

Technology

Number of Quotes: 1

Vendor/Contractor: Dell

Reason for proposal:

300 new chromebooks to replace remainder 3120 (older generation chromebooks). Will use to replace older unites and/or day loaners at school sites. CMAS contract

quote# 3000105106060.1

Certificate of Insurance: n/a

Contract Amount: 84734.25

Funding Source: General Technology Fund

Approved by:

Simon Bettis

12/07/2021

Personnel who oversees Site/Department budget

Vanessa Castano

12/09/2021

Manager of Capital Facilities and Purchasing

Valerie Miller

12/10/2021

Director of Budget and Fiscal Services

Yancy Hawkins

12/13/2021

Associate Superintendent, Chief Business Officer



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000105106060.1	Sales Rep	Debbie Trembley
Total	\$84,734.25	Phone	(800) 456-3355, 6180184
Customer #	95736668	Email	Debbie_Trembley@Dell.com
PO Number	222156	Billing To	ACCOUNTS PAYABLE
Quoted On	Nov. 10, 2021		SAN MATEO UNION HIGH SCHOOL
Expires by	Dec. 10, 2021		650 N DELAWARE ST
Contract Name	California Multiple Awards Schedule (CMAS)		SAN MATEO, CA 94401-1732
Contract Code	C000000008783		
Customer Agreement #	3-16-70-0012B		
Deal ID	23080547		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Debbie Trembley

Shipping Group

Shipping To	Shipping Method
ATTN: SIMON BETTIS SAN MATEO UNION HIGH SCHOOL 650 NORTH DELAWARE S TECHNOLOGY SUPPORT GROUP SAN MATEO, CA 94401 (650) 558-2487	Standard Delivery Free Cost

Product	Unit Price	Quantity	Subtotal
Chromebook 11 3100	\$254.00	300	\$76,200.00

Subtotal:	\$76,200.00
Shipping:	\$0.00
Environmental Fee:	\$1,200.00
Non-Taxable Amount:	\$1,200.00
Taxable Amount:	\$76,200.00
Estimated Tax:	\$7,334.25

Total:	\$84,734.25
---------------	--------------------

Shipping Group Details

Shipping To

ATTN: SIMON BETTIS
SAN MATEO UNION HIGH SCHOOL
650 NORTH DELAWARE S
TECHNOLOGY SUPPORT GROUP
SAN MATEO, CA 94401
(650) 558-2487

Shipping Method

Standard Delivery Free Cost

	Quantity	Subtotal
Chromebook 11 3100	300	\$76,200.00

Estimated delivery if purchased today:
Nov. 19, 2021
Contract # C000000008783
Customer Agreement # 3-16-70-0012B

Description	SKU	Unit Price	Quantity	Subtotal
Dell Chromebook 3100	210-ARJL	-	300	-
Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W)	338-BUUI	-	300	-
4GB 2400MHz LPDDR4 Non-ECC	370-ADZI	-	300	-
16GB eMMC Hard Drive	400-AWCY	-	300	-
11.6" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BDXY	-	300	-
US English Keyboard, non-backlit	580-AHRW	-	300	-
No Mouse	570-AADK	-	300	-
Intel(R) Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BEVK	-	300	-
No Mobile Broadband Card	556-BBCD	-	300	-
Primary 3-Cell 42WHr Battery	451-BCNK	-	300	-
E4 65W Type-C EPEAT Adapter	492-BCXP	-	300	-
US Power Cord	537-BBBL	-	300	-
Quick Start Guide	340-CKUZ	-	300	-
No Carrying Case	460-BBEX	-	300	-
Chrome Education FGA	800-BBTT	-	300	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	300	-
Fixed Hardware Configuration	998-EWJC	-	300	-
Label 0X01	389-DPUD	-	300	-
Min Config Packaging	340-CLRT	-	300	-
Dell,Regulatory Label,FCC,25WX13HMM,R0.5	389-DPTG	-	300	-
Intel(R) Label	389-BHZJ	-	300	-
BTS/BTP Smart Selection Shipment, Chromebook (VS)	800-BBQM	-	300	-
EAN label	389-BKKL	-	300	-
No UPC Label	389-BCGW	-	300	-
Not Included	631-ABBH	-	300	-
Non-Touch LCD Cover	320-BCTK	-	300	-
Chrome EDUCATION Upgrade (CEdU)	634-BYQI	-	300	-
Mail In Service after Remote Diagnosis, 1 Year	823-5167	-	300	-
Dell Limited Hardware Warranty Initial Year	823-5168	-	300	-

Subtotal:	\$76,200.00
Shipping:	\$0.00
Environmental Fee:	\$1,200.00
Estimated Tax:	\$7,334.25
<hr/>	
Total:	\$84,734.25

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/10/2022

From: Middle College/Don Scatena

Site(s) or Department: Student Services

Number of Quotes: n/a

Vendor/Contractor: SMCCCD Skyline College

Reason for proposal:

Middle College program costs for the 21/22 school year at Skyline College. Maximum enrollment of 24 students at \$6800 per student.

Certificate of Insurance: n/a

Contract Amount: Not to exceed 163,200

Funding Source: Middle College/Don Scatena

Approved by:

Stephanie Quezalez 01/10/2022

Personnel who oversees Site/Department budget

Vanessa Castano 01/11/2022

Manager of Capital Facilities and Purchasing

Valerie Miller 01/11/2022

Director of Budget and Fiscal Services

Yancy Hawkins 01/11/2022

Associate Superintendent, Chief Business Officer

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AGREEMENT
WITH SAN MATEO UNION HIGH SCHOOL DISTRICT
FOR MIDDLE COLLEGE AT SKYLINE COLLEGE
2021-22**

This Agreement is entered into this **1st day of July, 2021**, by and between the San Mateo County Community College District, a political subdivision of the State of California, having its principal business address at 3401 CSM Drive, San Mateo, CA 94402 (hereinafter called "SMCCCD") and San Mateo Union School District, a union school district formed and existing under the laws of the State of California, having its business address at 650 North Delaware Street, San Mateo, CA 94401 (hereinafter called "SMUHSD").

GOVERNANCE

1. **GOVERNANCE.** The Middle College at Skyline College (MCSC) will be jointly administered by SMCCCD and SMUHSD. It will be established as an alternative program of choice between the SMUHSD and the State Superintendent of Public Instruction (SSPI) and subject to district, state, and federal policies and requirements.
2. **EDUCATION CODE AND WAIVERS.** SMUHSD will seek, apply for, and obtain if necessary any waivers from the SSPI, if any, to fully support a middle college operating as an alternative program of choice within SMUHSD.
3. **EDUCATION ADVISORY COMMITTEE AND LIAISON.** The MCSC Education Advisory Committee (hereinafter called "EAC") will provide support and guidance for the Middle College. The EAC will consist of the Superintendent of SMUHSD or his/her designee(s), the Director of Student Services; Skyline College Vice President of Instruction or his/her designee(s), the MCSC Director. The EAC will review instructional and programmatic activities (including for consistency with section 11300 of the California Education Code), identify problems, issues and challenges that arise, and make recommendations for the program in order to ensure student success.
 - a. The Director of Student Services will report to the SMUHSD and has the fiduciary responsibility to comply with the California Department of Education regulations, i.e., state reporting, high school transcripts, IEPs, student safety, curriculum, and graduation; and comply with all SSPI requirements (e.g., waivers); and provide assistance in referring and recruiting potential students and promoting MCSC.
 - b. The MCSC Director will report to the Skyline College Vice-President of Instruction and has the responsibility of administering and managing the daily operations necessary to implement and maintain the middle college on the Skyline College campus, as well as, exercise responsibility over program operations, including

faculty and staff hiring and supervision, student selection, curriculum alignment, scheduling of courses, academic standards, and student attendance.

- c. The MCSC Director and the Director of Student Services will collaborate to assure successful implementation of the program operations, i.e., faculty and staff hiring and supervision, student selection, curriculum alignment, scheduling of courses, academic standards, and student attendance. They will monitor student progress, satisfy data reporting requirements and other program-appropriate issues or concerns.

FUNDING

- 4. SMUHSD will fund each student enrolled in MCSC at \$6800 per student. The total program cost is dependent on student enrollment and will be adjusted accordingly. SMCCCD will fund all MCSC costs not covered by SMUHSD's funding provided for in this section 4 or from other sources. The total program cost is dependent on student enrollment and will be adjusted accordingly.
 - a. Students are admitted to MCSC program for the fall and spring semester. Should a SMUHSD student not complete a full semester, the SMUHSD will pay half of the annual cost per student. Should a SMUHSD student complete one semester, but not a second semester, the SMUHSD will pay the full annual cost per student. Please refer attached Appendix A for a detailed depiction of cost-completion matrix.
- 5. **REMUNERATION FOR SERVICES.**

SMCCCD will invoice in December 2021 and May 2022, the bills are pay in January 2022 and June 2022.

- a. SMUHSD, upon receipt of a detailed invoice, should process payment to the following:

SMCCCD: San Mateo County Community College District,
Accounts Payable Office
3401 CSM Drive, San Mateo, CA 94402

TERM, TERMINATION AND TIME OF PERFORMANCE

- 6. **TERM OF CONTRACT.** This Agreement shall commence on July 1, 2021 and terminate on June 30, 2022. Notwithstanding the foregoing, if any applicable law limits the permissible length of the term of this Agreement, then the term of this Agreement shall not extend beyond the length permitted by law.

7. **TERMINATION OF CONTRACT.** SMCCCD may terminate for cause this Agreement, by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented to the SMUHSD within 60 days of the end of the current term so as not to interrupt student learning.

SMUHSD may terminate for cause this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented to the SMCCCD within 60 days of the end of the current term so as not to interrupt student learning.

STAFFING

8. SMCCCD agrees to provide, through its established employment policies and procedures, the following staff to perform the following services:
- a. The Director will oversee daily operations and provide supervision of all aspects of the Middle College at Skyline College including serving as an effective liaison between Skyline College and the SMUHSD.
 - b. The MCSC staff will monitor the progress of Middle College students in college and high school equivalent classes, will develop and implement high school equivalent curriculum in collaboration with SMUHSD that includes common core standards for English Language Arts and Literacy in History, Socials Studies, Science, and Technical Subjects including career and self-development courses, as well as monitor student and performance in all elements of MCSC.
 - c. In addition to the director and adjunct faculty members, SMCCCD will provide a 1.0 Full Time Equivalent (FTE) office assistant to support the Middle College Director, faculty and the day-to-day operation of the program.
 - d. SMCCCD will also provide 2.0 FTE retention specialists whose duties include but are not limited to outreach and retention of students.
 - e. The personnel provided hereunder shall be employed, assigned, directed and evaluated by the SMCCCD in accordance with the SMCCCD Collective Bargaining Agreements, and shall not be considered employees of the SMUHSD. SMCCCD shall pay all salary and provide all benefits to which the personnel provided are entitled in the normal course of their employment with SMCCCD.

FACILITIES AND SERVICES

9. **PREMISES.** Subject to the terms and conditions set forth in this Agreement and during the term of the Agreement, SMCCCD will provide MCSC with space at Skyline College for classrooms, as well as staff and office space.

Further, SMCCCD will provide MCSC with office supplies and outreach materials, as well as access to copy machines for instructional purposes.

10. **DISCLOSURES.** SMUHSD shall affirmatively make the following written disclosures to any potential enrollee in the Middle College Program, in a manner reasonably designed to inform all potential MCSC students and their parents/guardians of the following:
- a. The MCSC is an alternative program of choice offered by the SMUHSD to its students. A maximum of 12 students per grade level attending Capuchino High School and/or living in the city of San Bruno, California and/or Millbrae, California will be reserved on an annual basis. SMUHSD may have additional seats as they are available in either 11th or 12th grade cohort. No additions over 24 without explicit permission by the Superintendent or designee. The recruitment count must be submitted to SMUHSD, with no new additional transfers, by May 1st of the previous school year to facilitate accurate budget planning.
 - b. MCSC Faculty are acting in the capacity of employees and agents of SMCCCD, and are not pursuing any employment activity for or on behalf of SMUHSD. Such faculty are not agents of SMUHSD.
 - c. The MCSC Faculty shall be employed, assigned, directed, and evaluated by SMCCCD in accordance with the SMCCCD's Collective Bargaining Agreement. SMCCCD shall pay all salaries and provide all benefits to which the MCSC Faculty are entitled in the normal course of their employment with the SMCCCD.
 - d. Students are dual enrolled in Skyline College courses. Complaints regarding instructor conduct, grading or other complaints or claims arising from Middle College students' concurrent enrollment in a Skyline College course must be directed to and resolved by Skyline College in accordance with policies, rules and regulations established by the SMCCCD.
 - e. Parents/guardians will document their acknowledgement that their student must abide by the SMCCCD/Skyline College policies agreed to in signed documents for the MCSC program.
 - f. Middle College Program Students are required to adhere to all standards of conduct and rules and regulations established both by SMUHSD and SMCCCD in their respective student hand books.

- g. Students will provide their own transportation to Skyline College in order to attend courses and other programs or Skyline College sponsored events.

ATTENDANCE AND OTHER DATA SHARING

- 11. **ATTENDANCE.** MCSC shall take and track attendance and high school class requirements, including grade information in the manner designated by SMUHSD that is consistent with the waivers, if any; being requested from the SSPI by SMUHSD.
- 12. **STUDENT MANAGEMENT SYSTEM.** Through a mutually determined process SMUHSD will provide MCSC staff access to SMUHSD student management and learning management systems.

CURRICULUM, INSTRUCTION, BOOKS & SUPPLIES

- 13. **CURRICULUM.** The goal of the partnership is to offer a seamless transition between high school to post-secondary education that promotes: (1) academic preparation for applying in the 12th grade to four-year colleges/universities; and/or (2) academic preparation for transferring from Skyline College to four-year colleges/universities; and/or (3) academic preparation for an Associate degree and/or (4) academic preparation for career technical education certificate. The following pathways are as follows:
 - a. **A-G College Entrance Requirements**
This is a sequence of high school courses that high school students must complete (with a grade of C or better) to be minimally eligible for admission to the University of California (UC) and California State University (CSU). Dual enrollment courses are included.
 - b. **CSU General Education – Breadth Certification**
This includes COLLEGE courses which have been approved to meet one of the General Education (GE) Breadth requirements (i.e., Areas A through E) for the California State University (CSU) system. Many are approved as A – G college entrance requirements. The specific courses offered during any particular semester will vary.
 - c. **Intersegmental General Education Transfer Curriculum (IGETC)**
This includes COLLEGE courses which have been approved to meet the lower-division general education requirements at any CSU or University of California (UC) campus. Many are approved as A – G college entrance requirements. The

specific courses offered during any particular semester will vary.

d. **Associate Degree & Career Technical Education Certificate**

This includes COLLEGE courses which have been approved to meet associate degree and/or career technical education certificate general education requirements.

14. **INSTRUCTION.** Instruction under this agreement will be provide for enrollment of up to 12 students in the 11th and 12 students in the 12th grades. All courses will be conducted on the Skyline College campus.
- a. Students will receive 180 minutes of daily instruction by California secondary teaching credential instructors.
 - b. The instructional calendar will be based on 180 school days.
 - c. Students will participate in assigned high school equivalent classes, work with tutors and counselors, and receive intensive support services in order to facilitate their success. Students will take high school courses to earn their high school diploma and accrue college units toward either a Career Technical Education certificate and/or associate degree, and/or transfer to four-year college/university.
 - d. Skyline College will provide all students with the academic support services needed to complete their courses successfully, which will include, but not be limited to academic coaching, tutoring, counseling/social services support. There is no cost for students to attend MCSC up to 11.0 college units.
 - e. SMCCCD will award college credit for all courses successfully completed in accordance with official SMCCCD policies and procedures. Students be enrolled in approved concurrently enrolled courses to receive both high school and college credit for the courses.
 - f. SMUHSD will accept courses for high school credit by the beginning of the subsequent semester.
 - g. SMCCCD will assign faculty to deliver, monitor and evaluate the instruction of courses in order to assure the quality and uniformity of instruction in accordance with the standards established by the SSPI, SMCCCD, and the SMUHSD. SMCCCD faculty will have at least a master's degree and meet the other requirements necessary for instructors employed by a community college and meet the SMUHSD teacher requirements.

- h. A student's withdrawal prior to completion of a course offered as part of this AGREEMENT shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.

- 15. **BOOKS, SUPPLEMENTAL MATERIALS, SERVICES & FEES.** All high school textbooks and supplemental materials required for the mandatory high school classes will be provided by SMUHSD.
 - a. Tuition fees shall not be assessed to students taking 11.0 or fewer units. Students taking more than 11.0 units will be responsible for the total cost of community college tuition, fees and textbooks.
 - b. SMCCCD shall have no obligation to provide students with school supplies such as course materials, lab equipment, pens, paper, and book bags.
 - c. Students will receive \$250 credit each semester to purchase and/or rent textbooks, students are responsible for any amount more than \$250.
 - d. Students shall not be assessed a health services fee, but will have access to SMCCCD health services.
 - e. SMCCCD will provide the same resources and services to MCSC students that are available to all Skyline College students including tutoring, academic coaching, psychological services, career services, counselling, library and Learning Center resources.

GENERAL PROVISIONS

- 16. **SAFETY.** If any MCSC student should experience an accident or sudden illness while on the Skyline College campus, the response to such incidents will be based upon applicable SMCCCD regulations, guidelines, and procedures.
- 17. **EMERGENCY.** In emergency situations, MCSC students will follow emergency procedures as directed by SMCCCD emergency personnel.
 - a. All students are required to have a Student Emergency/Medical Information Card on file in MCSC office. Student Emergency/Medical Information Cards must be updated every school year, and the MCSC should be notified of any changes of information on the student emergency/medical information cards.
 - b. Students will remain on campus under the supervision of school staff during the regular school day or until it is determined safe to allow the students to go home. If

students must be released prior to the end of the school day, the MCSC staff will automatically call the emergency contact and leave a message.

- c. Students who are 18 years of age or older may legally leave the premises, but will be encouraged to stay until contact with a parent/guardian can be made. For accountability/tracking purposes, the student must communicate his/her intended destination (e.g., home, grandparents' house, neighbor's house) for MCSC staff to use to inform any adult who may come looking for them.

18. **ATTENDANCE AND DATA SHARING.** SMCCCD and SMUHSD shall have equal access to students' data, including fiscal data. MCSC shall take and track attendance and high school class requirements, including grade information in the manner designated by the SMUHSD. An annual audit of the MCSC program will be submitted by SMUHSD to the SSPI.

- a. Permanent records of student attendance, grades and achievement will be maintained by SMUHSD for SMUHSD students who enroll in a course(s) offered as part of this AGREEMENT. Permanent records of student enrollment, grades and achievement for COLLEGE courses shall be maintained by COLLEGE.
- b. Each party shall maintain records pertaining to this AGREEMENT as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

19. **ENROLLMENT/ELIGIBILITY.** Participation at MCSC is through application, interview and selection only. Admitted students are considered concurrently enrolled college students (as defined by state law related to community college), with all the benefits and responsibilities of all other Skyline College student.

- a. SMCCCD will provide the necessary admission and registration forms and procedures and both SMCCCD and SMUHSD will jointly ensure that each applicant accepted has met all the enrollment requirements.
- b. SMUHSD and SMCCCD understand and agree that successful admission and registration requires that each participating student has completed the SMCCCD dual enrollment application process.
- c. The MCSC Director has been designated by San Mateo Union High School District to sign the College Connection Course Request Form (concurrent enrollment form) to assist students in the registration process. Each semester the MCSC Director will provide the respective high school principals and Assistant Superintendent of

Educational Services a list of students that were approved for concurrent enrollment.

20. **RELATIONSHIP OF THE PARTIES.** It is understood that this is an Agreement by and between independent contractors and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture of association, or any other relationship whatsoever other than that of independent contractor. Except as SMCCCD may specify in writing, SMUHSD shall have no authority, expressed or implied, to act on behalf of SMCCCD in any capacity whatsoever. SMUHSD shall have no authority, expressed or implied, pursuant to this Agreement to bind SMCCCD to any obligation whatsoever. Except as SMUHSD may specify in writing, SMCCCD shall have no authority, expressed or implied, to act on behalf of SMUHSD in any capacity whatsoever. SMCCCD shall have no authority, expressed or implied pursuant to this Agreement to bind SMUHSD to any obligation whatsoever. SMUHSD and the SMCCCD will each be solely responsible for and will bear all of their own respective costs and expenses; at no time will either be responsible for any costs or expenses incurred by the other party.
21. **TRADEMARKS.** For the term of this Agreement and subject to its terms and conditions, each party agrees to get prior approval by the other party for use of that party's name, logos, and trademarks for the purposes of advertisement.
22. **SEPARATE EMPLOYERS.** This agreement does not permit or authorize either party to enter into, directly or indirectly, a joint employer relationship vis-a-vis the other's employees. SMCCCD will determine the hiring, evaluation, termination or other terms and conditions of employment of its own employees. SMUHSD and the SMCCCD will not be joint employers nor co-employers of any employee of either or both Parties. SMUHSD shall not be employer or joint employer of any instructors hired by SMCCCD to teach its coursework, and such instructors shall not be agents of the SMUHSD. Notwithstanding any other provision herein, the SMCCCD shall defend and indemnify SMUHSD against any claim by a SMCCCD employee, which is based in whole or in part on the argument that while working for the SMCCCD, the instructor was also an employee or agent of SMUHSD.
23. **NON-DISCRIMINATION AND EQUAL OPPORTUNITY UNDER LAW.** Each Party agrees that in a manner consistent with applicable law, each will administer their activities provided for in this Agreement in full compliance with all laws and regulations governing their respective activities. The Parties also agree to comply with all other applicable federal, state, county, and local laws, ordinance, regulations, and codes in the performance of all of their obligations to each other under this Agreement. The Parties agree that actions taken or not taken, in compliance with the rules, guidelines

or opinions of regulatory, licensing and accrediting bodies, boards and governing associations, shall not constitute a violation of the Agreement.

24. **FAIR EMPLOYMENT PRACTICES/EQUAL OPPORTUNITY ACTS.** SMUHSD is an equal opportunity employer. By entering into this Agreement, SMCCCD certifies that he/she is in compliance with the Equal Employment Opportunity Requirement of Executive Order 1 1246, Title VII of the Civil Rights Act of 1973, the California Fair Employment Practices Act and any other Federal or State laws and regulations related to Equal Employment Opportunity. SMCCCD personnel policies shall be made available to SMUHSD upon request.
25. **NOTICES.** Any notice required to be given or delivered to the other shall be in writing and addressed to the parties at the addresses provided below parties at the addresses provided below

College District
San Mateo County Community College District
3401 CSM Drive
Bernata Slater, Chief Financial Officer
San Mateo, CA 94402

SMUHSD
San Mateo Union High School District
Kevin Skelly, Ph.D., Superintendent
650 North Delaware Street
San Mateo, CA 94401

26. **MODIFICATION AND WAIVER.** No modification, amendment or waiver of any provision of this Agreement shall be effective unless in writing and signed by the party to be charged. No failure or delay by either party in exercising any right, power, or remedy under this Agreement shall operate as a waiver of any such right, power or remedy.
27. **FORCE MAJEURE.** Neither party shall be responsible for delays or failure in performance resulting from acts beyond the control of such parties. Such acts shall include, but not be limited to, Acts of God, labor disputes, civil disruptions, acts of war, epidemics, fire, electrical power outages, earthquakes or other natural disasters.
28. **SUCCESSORS AND ASSIGNS.** Neither party may assign, transfer or delegate all or any part of its rights or obligations under this Agreement to any party, including subsidiaries, parent corporations, successors, or unrelated third parties without the other party's written consent, which either party may, in its sole discretion, withhold as

it determines appropriate. Any unauthorized assignment, transfer, or delegation of all or any part of its rights or obligations under this Agreement shall constitute a material breach of this Agreement and shall be cause for immediate termination, subject to the other party's sole discretion.

29. **SEVERABILITY.** Should any part of this Agreement be declared through a final decision by a court or tribunal of competent jurisdiction to be unconstitutional, invalid, or beyond the authority of either party to enter into or to carry out, such decision shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect, provided that the remainder of this Agreement, absent the unexercised portion, can be interpreted reasonably to give effect to the intentions of the parties.
30. **COUNTERPARTS.** This Agreement may be executed in any number of counterpart, each of which shall be deemed an original, but all such counterparts, together shall constitute one and the same instrument.
31. **LIABILITY AND INSURANCE.** SMUHSD shall be responsible for all damages to persons or properties that occur as a result of SMUHSD's or SMUHSD's employees fault or negligence in connection with the performance of this Agreement. SMCCCD shall be responsible for all damages to persons or properties that occur as a result of SMCCCD's or SMCCCD's employees' fault or negligence in connection with the performance of this Agreement.

SMUHSD and SMCCCD shall each take out and maintain during the life of this Agreement such liability insurance as shall protect them while performing work covered by this Agreement from any and all claims for damages and all operations under this Agreement, whether such operations be by either of the agencies or by any Subcontractor or by anyone directly or indirectly employed by either of them.

- 30.1 **Required Coverage.** SMUHSD and SMCCCD shall each procure and maintain liability coverage which shall not be less than the following amounts (unless agreed in writing by the Executive Vice Chancellor's office or the SMUHSD Superintendent, as the case may be.

Comprehensive General Liability and Property Damage insurance including:

- a. Bodily Injury Liability insurance which provides for injuries including accidental death, per any one occurrence in an amount not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate; and Property Damage insurance in an amount not less than \$1,000,000 per occurrence.
- b. Business Automobile Liability insurance in an amount not less than \$1,000,000 including coverage for owned, non-owned and hired vehicles;

and

c. Umbrella liability in an amount not less than \$3,000,000 per occurrence and annual aggregate.

30.2 **Required Rating.** Insurance carriers must have a Best rating of A(-) I 0 or better.

30.3 **Endorsements and Certificates of Insurance.** San Mateo County Community College District, its Officers, Agents and Employees must be named by endorsement on SMUHSD's Comprehensive General Liability and Property Damage Policies as co-insured or additional insured. San Mateo Union High School District, its Officers, Agents, and Employees must be named by endorsement on SMCCCD's Comprehensive General Liability and Property Damage Policies as co-insured or additional insureds.

Certificates of Insurance and endorsements for coverages required herein shall be filed with SMUHSD's Superintendent and the SMCCCD's Chief Financial Officer prior to the commencement of work under this Agreement. The certificates shall provide that if the policy or policies be canceled by the insurance company or by SMUHSD or SMCCCD, as the case may be, during the terms of this Agreement, thirty (30) days written notice prior to the effective date of such cancellation will be given to SMUHSD's Superintendent or SMCCCD's Chief Financial Officer as the case may be. The certificates shall also show the information that the San Mateo County Community College District is named on SMUHSD's Comprehensive General Liability and Property Damage policies as co-insured or additional insured and that the SMUHSD is named on SMCCCD's Comprehensive General Liability and Property Damage policies as co-insured or additional insured. With respect to insurance procured by the SMUHSD, certificates shall clearly state that "The San Mateo County Community College District, its Officers, Agents and Employees are named as additional insured per attached endorsement" and that such insurance policy shall be primary to any insurance or self-insurance maintained by the District. With respect to insurance procured by the SMCCCD, certificates shall clearly state that "The San Mateo Union High School District, its Officers, Agents and Employees are named as additional insured per attached endorsement" and that such insurance policy shall be primary to any insurance or self-insurance maintained by SMUHSD.

32. **WORKERS' COMPENSATION INSURANCE.** SMUHSD and SMCCCD shall each have in effect, during the full term of this Agreement, Workers' Compensation and Employer Liability Insurance providing full statutory coverage. In signing this Agreement, both parties certify awareness of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the

Code, and certifies compliance with such provisions before commencing the performance of this work of the Agreement as set forth in California Labor Code section 1861.

Each Party Initials (if applicable)

I am aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for Workers Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of any work required under this Agreement with employees.

Each Party Initials (if applicable)

I have no employees and, therefore, will not submit a Certificate of Workers' Compensation.

33. MUTUAL HOLD HARMLESS

- a. SMCCCD shall indemnify, hold harmless and defend the SMUHSD trustees, officers, employees and agents from and against every claim, demand and/or liability which may be made by reason of the negligent act(s) or omission(s) of SMCCCD and/or its employees or agents in their performance of this Agreement. Any right to indemnification shall not apply to acts of willful negligence or illegal actions.
- b. SMUHSD shall indemnify, hold harmless and defend SMCCCD and its trustees, officers, employees and agents from and against every claim, demand and/or liability which may be made by reason of the negligent act(s) or omission(s) of SMUHSD and/or its employees or agents in their performance of this Agreement. Any right to indemnification shall not apply to acts of willful negligence or illegal actions.
- c. In the event of the concurrent negligence of SMUHSD and/or its officers and/or employees and SMCCCD and/or its officers and/or employees, the liability for any and all claims for injuries which arise out of the performance of this contract shall be apportioned under California's theory of comparative negligence as presently established or as may hereafter be modified.

- 34. DISPUTE RESOLUTION.** Should any dispute arise out of this Agreement, the parties agree to meet in mediation and attempt to reach a resolution with the assistance of a

mutually agreed upon mediator. The mediation process shall provide for the selection, within fifteen (15) days of either party notifying the other of the existence of a dispute, by both parties of a disinterested third person as mediator and shall be concluded within forty-five (45) days from the commencement of the mediation unless a time requirement is extended by stipulation of both parties.

If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of the mediated settlement. Each party agrees to bear an equal portion of the expenses of the mediator.

Neither party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediated resolution.

35. **AMENDMENTS.** This Agreement may be amended only by a written instrument signed by both SMCCCD and SMUHSD which writing shall state expressly that it is intended by the parties to amend the terms and conditions of this Agreement.
36. **GOVERNING LAW AND VENUE.** This Agreement, including all exhibits attached hereto and incorporated herein by reference, shall be construed in and governed by the laws of the State of California. The parties consent to the exclusive jurisdiction and venue of the Superior Court of San Mateo County, California.
37. **ENTIRE AGREEMENT.** This Agreement, including all exhibits attached hereto and incorporated herein by reference, constitutes the sole agreement of the parties hereto and correctly states the rights, duties and obligations of each party. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are of no force or effect. In the event of a conflict between the terms and conditions set forth herein and those in the exhibits attached hereto, the terms and conditions set forth herein shall prevail.
38. **REQUIRED POLICIES AND PROCEDURES.** SMCCCD shall have in place during the life of this Agreement such written rules, policies and procedures, including discrimination and harassment complaint procedures, as are required by applicable law.
39. **CAPTIONS.** Any captions to or headings of the articles, sections, subsections, paragraphs, or subparagraphs of this Agreement are solely for the convenience of the parties, are not a part of this Agreement, and shall not be used for the interpretation or determination of validity of this Agreement or any provision hereof.
40. **FAILURE TO PERFORM.** If, at any time, in the opinion of SMUHSD, SMCCCD fails to render services of proper quality or has failed to perform, keep, and observe any of the terms or conditions herein contained on the part of SMCCCD to be performed, kept, and observed, SMUHSD may give SMCCCD written notice to correct such

conditions or cure such default; and if any such condition or default shall continue for ten (10) days after said written notice, then, and in that event, this Agreement shall cease and expire. Thereupon SMUHSD or its duly authorized representative may employ other parties or carry this Agreement to completion as SMUHSD may deem proper.

41. **EXECUTION.** By their signatures below, each of the following represents that they have authority to execute this Agreement and to bind the party on whose behalf their execution is made.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate.

**SAN MATEO COUNTY COMMUNITY
COLLEGE DISTRICT**

By: Richard Storti,
Dr. Richard Storti
Executive Vice Chancellor
Date:
Federal Tax Payer Identification Number:
94-3084147

Digitally signed by Storti,
Richard
Date: 2022.01.07
13:25:16 -08'00'

**SAN MATEO UNION HIGH SCHOOL
DISTRICT**

By: Kevin Skelly,
Kevin Skelly, Ph.D.,
Superintendent
Date:
Federal Tax Payer Identification Number
(EIN): 94-3083861

Appendix A

Case	Description	Total Charge to HS
1	<i>Student completes two terms</i>	\$ 6,800
2	<i>Student enrolls in Fall term and does not complete.</i>	\$ 3,400
3	<i>Student completes only Fall term, does not enroll Spring</i>	\$ 3,400
4	<i>Students completes only Fall, withdraws from Spring term <u>after</u> drop period</i>	\$ 6,800
5	<i>Student completes only Fall, withdraws from Spring term <u>during</u> drop period</i>	\$ 3,400
6	<i>Student enrolls in Spring term only and completes Spring only</i>	\$ 3,400
7	<i>Student enrolls in Spring term only and does not complete Spring only</i>	\$ 3,400
8	<i>Student completes Fall, withdraws during Spring during valid drop period, and is 'replaced' by a Spring-only enrollee. (combination of cases 5 <u>plus</u> 6 or 7.)</i>	\$ 6,800

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/05/2022

From: Simon Bettis

Site(s) or Department: Technology

District Office

Number of Quotes: 1

Vendor/Contractor: Presidio

Reason for proposal:

Sole Source- Servers for Phone System Upgrades

Certificate of Insurance: n/a

Contract Amount: \$38,082.70

Funding Source: Technology General

Approved by:

Maria Valle

01/05/2022

Personnel who oversees Site/Department budget

Vanessa Castano

01/06/2022

Manager of Capital Facilities and Purchasing

Valerie Miller

01/07/2022

Director of Budget and Fiscal Services

Yancy Hawkins

01/07/2022

Associate Superintendent, Chief Business Officer

**QUOTE:**

DATE:

PAGE:

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12/21/2021

1 of 2

TO: San Mateo Union High SD
Simon Bettis
650 N Delaware St
San Mateo, CA 94401

sbettis@smuhsd.org
(p) 650-558-2489

FROM: Presidio Networked Solutions Group, LLC
Dan Ornelas
5000 Hopyard Rd
Suite 188
Pleasanton, CA 94588

DOrnelas@presidio.com
(p) +1.415.501.9011

BILL TO: San Mateo Union High School District
Maria Valle
650 North Delaware St.
San Mateo, CA 94401

mvalle@smuhsd.org
(p) 650-558-2489

SHIP TO: San Mateo Union High School District
Simon Bettis
650 North Delaware St
San Mateo, CA 94401

Sbettis@smuhsd.org
(p) 650.558.2489

Customer#: CITYO681

Contract Vehicle: California NASPO ValuePoint Cisco AR3227 CA# 7-20-70-47-01

Account Manager: Dan Ornelas

Inside Sales Rep: Megan Watkins

Title: Voice Upgrade 36 month option

#	Part #	Description	Unit Price	Qty	Ext Price
BE7M-M5-K9					
1	BE7M-M5-K9	Cisco Business Edition 7000M (M5) Appliance, Export Restr SW	\$14,924.26	2	\$29,848.52
2	BE7K-PSU	Cisco UCS 1050W AC Power Supply for Rack Server	\$0.00	4	\$0.00
3	BE7K-NIC1	Intel i350 Quad Port 1Gb Adapter	\$0.00	4	\$0.00
4	BE7K-PCIERISER	Riser 1B incl 3 PCIe slots (x8, x8, x8); all slots from CPU1	\$0.00	2	\$0.00
5	BE7K-RAIDCTRLR	Cisco 12G Modular RAID controller with 4GB cache	\$0.00	2	\$0.00
6	BE7K-DISK	300GB 12G SAS 10K RPM SFF HDD	\$0.00	28	\$0.00
7	R2XX-RAID5	Enable RAID 5 Setting	\$0.00	2	\$0.00
8	BE7K-CPU	2.6 GHz 6132/140W 14C/19.25MB Cache/DDR4 2666MHz	\$0.00	2	\$0.00
9	CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	\$0.00	4	\$0.00
10	BE6/7K-VIRTBASP-7X	Cisco BE Embedded Virt. Basic Plus 7x, BE6K/7K only	\$1,069.57	2	\$2,139.14
11	CON-ECMU-BE67KVSP	SWSS UPGRADES Cisco BE Embedded Virt. Basic Plus 7x, B	\$603.00	2 for 36 mo(s)	\$1,206.00
12	BE7K-RAM-M5-NEW	16GB DDR4-2933-MHz RDIMM/1Rx4/1.2v	\$0.00	12	\$0.00
13	CON-SNT-BE7MM5K9	SNTC-8X5XNBD Cisco Business Edition 7000M (M5) Applia	\$1,008.06	2 for 36 mo(s)	\$2,016.12
Total:					\$35,209.78

*** Any Tax & Freight Charges will be added/amended at time of billing, as applicable. Sales tax and shipping are estimated and subject to change.	Sub Total:	\$35,209.78
	Estimated Tax:	\$2,872.92
	Grand Total:	\$38,082.70

**QUOTE:**

DATE:

PAGE:

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12/21/2021

2 of 2

Terms and Conditions of the Cisco NASPO AR3227 California Participating Addendum 7-20-70-47-01 shall govern this quote

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/05/2022

From: Simon Bettis

Site(s) or Department: Technology

District Office

Number of Quotes: 1

Vendor/Contractor: Presidio

Reason for proposal:

Sole Source- Statement of Work for Phone Server Upgrade Systems

Certificate of Insurance: n/a

Contract Amount: \$47,500

Funding Source: Technology General

Approved by:

Maria Valle

01/05/2022

Personnel who oversees Site/Department budget

Vanessa Castano

01/06/2022

Manager of Capital Facilities and Purchasing

Valerie Miller

01/07/2022

Director of Budget and Fiscal Services

Yancy Hawkins

01/12/2022

Associate Superintendent, Chief Business Officer



UC Upgrade

STATEMENT OF WORK

SAN MATEO UNION HIGH SCHOOL DISTRICT

22-Dec-2021

PROPOSAL TEAM

Name	Company/Function	Phone	Email
Dan Ornelas	Presidio Account Manager	415.501.9011	dornelas@presidio.com
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Hasan Mehdi	Presidio Solution Architect	916.979.6941	smehdi@presidio.com

REVISION HISTORY

Revision	Revision Date	Name	Notes
V0.1	05-May-2021	Rahul Arora	First Internal Release
V1.0	05-May-2021	Rahul Arora	First Client Release
V1.1	20-May-2021	Rahul Arora	Second Internal Release

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Other product and company names mentioned herein may be the trademarks of their respective owners.

The scope and pricing are valid for 60 days unless otherwise noted.

1. EXECUTIVE OVERVIEW

1.1. Introduction

Presidio Networked Solutions Group LLC ("Presidio") is pleased to propose the following solution to San Mateo Union High School District ("Client"). This Statement of Work ("SOW") defines the scope of work to be accomplished by Presidio. The tasks to be performed by Presidio are defined and the responsibilities of Presidio and Client are contained herein as well.

1.2. Solution and Approach Overview

San Mateo Union High School District (SMUHSD) is looking to upgrade their Cisco Collaboration environment to supported versions on new servers (tech refresh). The applications consist of Cisco Unified Communications Manager (CUCM), Cisco Unity Connection (CUC), Cisco Emergency Responder (CER), CUCM IM & Presence, & Expressways on (2) new Cisco BE7000 (UCS C240M5 Medium Density) servers. Presidio will also assist with Voice and Analog Gateway upgrades to versions compatible with the upgraded CUCM version.

1.3. Locations

Work will be done at the following locations. All work will be performed remotely unless otherwise specified.

Site Name	Address	City State ZIP	On-Site / Remote Services
District HQ	650 N. Delaware Street	San Mateo, CA 94401	Remote

2. SCOPE OF WORK

2.1. Project Scope

The SMUHSD Collaboration upgrade includes a tech-refresh of all existing Cisco Unified Communications applications. This will be a like-for-like upgrade with the addition of Smart Licensing and Cloud Connected UC (CCUC) being the only 'new' features implemented.

2.1.1. Servers

SMUHSD is responsible for rack/stack/IP and providing remote connectivity to the new BE7M servers that are in the Bill of Materials. The Presidio engineer will ensure the VMWare, CIMC, BIOS are configured per Cisco best practice.

The primary server (i.e., 'Side A' in section 2.1.9) will be moving to the district office from Peninsula High School. As a part of the server relocation, a new IP address schema will be required for the server & applications residing on it. Presidio will update all DHCP scopes and Voice Gateways to reflect the new IP addressing at 'Side A'.

2.1.2. Call Control (CUCM)

Presidio will take on the following tasks within this scope for CUCM:

- Install (4) CUCM 14.x (latest SU at time of the upgrade) on the new BE7M servers as listed in the Virtual Machine layout in section 2.1.7
- Migrate the existing database from the current environment (may use Cisco Prime Collaboration Deployment (PCD))
- Migrate to smart licensing - requires adding the application (via token) to the Cisco Smart Licensing portal
- Testing of the new system

- Migrate phones and Voice gateways to the new CUCM 14.x system during the cutover weekend
 - Firmware can be upgraded on the phones prior to the switch-over to the UCM 14.x solution
- Test subset of phones and PSTN routers (internal/external calls)
 - Test failover, i.e., PSTN inbound/outbound
 - SMUHSD to assist with testing
- As-Built Documentation

2.1.3. Messaging (CUC)

Presidio will take on the following tasks within this scope for Unity Connection:

- Install (2) CUC 14.x (latest SU at time of the upgrade) on the new BE7M servers as listed in the Virtual Machine layout in section 2.1.7
- Migrate the existing database from the current environment (using COBRAS)
 - Existing messages may be migrated as well if desired
- Migrate to smart licensing - requires adding the application (via token) to the Cisco Smart Licensing portal
- Testing of the new system
 - SMUHSD to assist with testing
- Migrate to the new CUC systems during the cutover weekend
- Test subset of voicemail boxes and auto attendants
- As-Built Documentation

2.1.4. Emergency Responder (CER)

Presidio will take on the following tasks within this scope for Emergency Responder:

- Install (2) CER 14.x (latest SU at time of the upgrade) on the new BE7M servers as listed in the Virtual Machine layout in section 2.1.7
- Migrate the existing database from the current environment
- Migrate to smart licensing - requires adding the application (via token) to the Cisco Smart Licensing portal
- Testing of the new system
 - SMUHSD to assist with testing
- Migrate to the new CER systems during the cutover weekend
- Testing of the system
- As-Built Documentation

2.1.5. CUCM IM & Presence

Presidio will take on the following tasks within this scope for IM & Presence:

- Install (2) IM&P 14.x (latest SU at time of the upgrade) on the new BE7M servers as listed in the Virtual Machine layout in section 2.1.7
- Migrate the existing database from the current environment
- Testing of the new system
 - SMUHSD to assist with testing a subset of Jabber clients
- Migrate to the new IM&P systems during the cutover weekend
- Test subset of voicemail boxes and auto attendants
- As-Built Documentation

2.1.6. Expressways

Presidio will take on the following tasks within this scope for the Expressway:

- Install (4) Expressway 14.x (latest SU at time of the upgrade) nodes on the new BE7M servers as listed in the Virtual Machine layout in section 2.1.7
 - (2) Expressway-C & (2) Expressway-E (DMZ) in a clustered environment for redundancy
- Migrate the existing database from the current environment
- Migrate to smart licensing - requires adding the application (via token) to the Cisco Smart Licensing portal
- Testing of the new system
 - SMUHSD to assist with testing (Mobile Remote Access)
- Migrate to the new Expressway systems during the cutover weekend
- As-Built Documentation

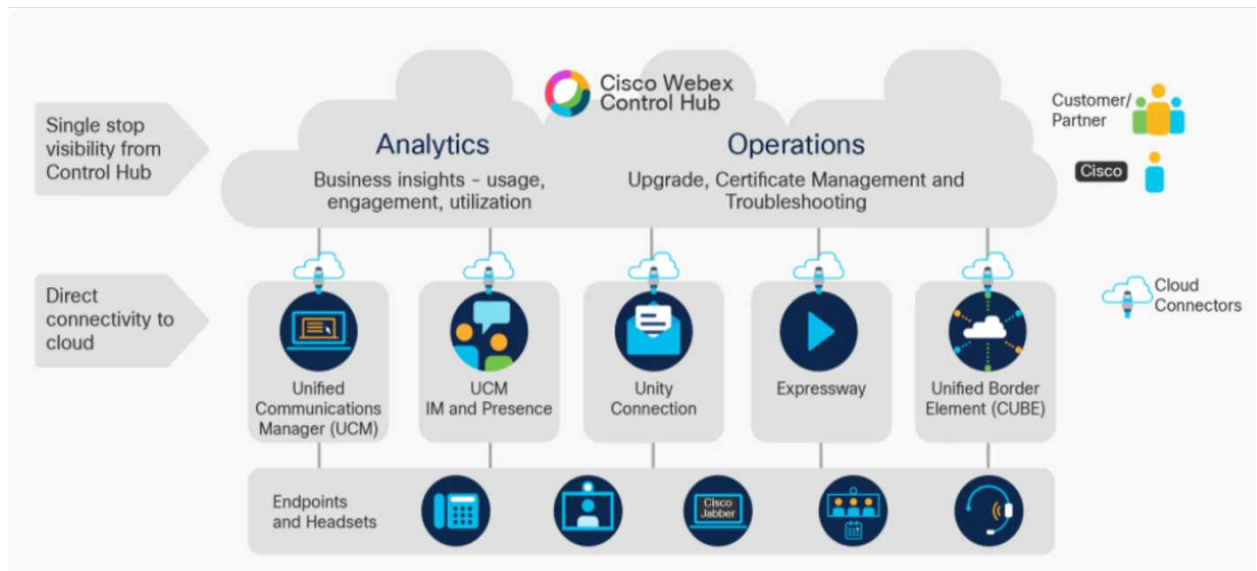
2.1.7. Gateways

Presidio will upgrade existing SMUHSD Voice Gateways to the desired IOS version of code for the Voice Gateways for compatibility with the UCM 14.x solution. SMUHSD currently has (7) 29xx Voice Gateways.

- The Cisco 29xx Voice Gateways are past End of Software Maintenance (no new software releases for bug fixes, security issues, etc.) with an [End of Support](#) date of 12/31/2022

2.1.8. Cloud Connected UC (CCUC)

Presidio will implement Cisco's CCUC solution which a cloud-based Collaboration enhancement provided by Cisco as part of the existing Flex Calling EA. CCUC will allow SMUHSD to get a single global view to manage their entire on-premises UC network from a single operations control panel. The solution requires a Webex Control Hub instance to be set-up via a paid Flex-3 subscription or a trial.



- As part of the implementation, Presidio will set-up 'connectors' for the supported on-premise applications to tie into the Webex Control Hub for Cloud Connected UC (CCUC)
 - Requires port 443 opened from the on-premise UC applications

2.1.9. Virtual Machine Layout

1	BE7000M (M5)				Site: Side A				Virt. SW ESXi 6.7				
CPU-1													
1	2	3	4	5	6	7	8	9	10	11	12	13	14
CUCM 14 Pub		CUCM 14 Sub1		CUC 14		CER 14	IM&P 14		Expwpy-C X12.7		Expwpy-E X12.7		
Required/Max: 13 / 14 pCores Freq: 2.60GHz RAM: 46GB / 96GB Storage: 924GB / 2000GB vNIC: 7													
1	BE7000M (M5)				Site: Side B				Virt. SW ESXi 6.7				
CPU-1													
1	2	3	4	5	6	7	8	9	10	11	12	13	14
CUCM 14 Sub2		CUCM 14 TFTP		CUC 14		CER 14	IM&P 14		Expwpy-C X12.7		Expwpy-E X12.7		
Required/Max: 13 / 14 pCores Freq: 2.60GHz RAM: 46GB / 96GB Storage: 924GB / 2000GB vNIC: 7													

PLEASE READ CAREFULLY. IT IS THE CUSTOMER'S RESPONSIBILITY TO UNDERSTAND ITS OBLIGATIONS TO ENABLE E911 SERVICE.

1. E911 SERVICE. UNDER RULES ADOPTED BY THE FEDERAL COMMUNICATIONS COMMISSION AS WELL AS PURSUANT TO VARIOUS STATE LAWS, CERTAIN MULTI-LINE TELEPHONE SYSTEMS ("SYSTEM") MUST ENABLE E911 SERVICE BY PERMITTING CALLERS TO DIAL 911 AND BY PROVIDING CERTAIN INFORMATION ABOUT THE CALLER'S LOCATION TO EMERGENCY RESPONDERS (COLLECTIVELY, "THE E911 RULES"). CUSTOMER ACKNOWLEDGES AND AGREES THAT THE SALE, INSTALLATION, AND/OR OPERATION OF THE SYSTEM BY PRESIDIO ARE FUNCTIONS PERFORMED BY PRESIDIO UNDER THE CONTROL AND DIRECTION OF THE CUSTOMER. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT IT CONTROLS AND OVERSEES IMPLEMENTATION OF THE SYSTEM AFTER INSTALLATION AND THAT IT IS RESPONSIBLE FOR COMPLIANCE WITH THE E911 RULES.
2. E911 CHARACTERISTICS. CUSTOMER ACKNOWLEDGES THAT THE SYSTEM HAS CERTAIN CHARACTERISTICS THAT DISTINGUISH IT FROM TRADITIONAL, LEGACY, CIRCUIT-SWITCHED SERVICES. THESE CHARACTERISTICS MAY MAKE THE SYSTEM UNSUITABLE FOR SOME CUSTOMERS. CUSTOMER SHOULD CAREFULLY EVALUATE CUSTOMER'S OWN CIRCUMSTANCES WHEN DECIDING WHETHER TO RELY SOLELY UPON THE SYSTEM TO ENABLE E911 SERVICE. CUSTOMER ACKNOWLEDGES THAT IT IS CUSTOMER'S RESPONSIBILITY TO DETERMINE THE TECHNOLOGY OR COMBINATION OF TECHNOLOGIES BEST SUITED TO MEET CUSTOMER'S EMERGENCY CALLING NEEDS, AND TO MAKE THE NECESSARY PROVISIONS FOR ACCESS TO E911 SERVICE (SUCH AS MAINTAINING A CONVENTIONAL LANDLINE PHONE OR WIRELESS PHONE AS A BACKUP MEANS OF COMPLETING EMERGENCY CALLS).
3. E911 LIMITATION OF LIABILITY. CUSTOMER ACKNOWLEDGES AND AGREES THAT PRESIDIO WILL HAVE NO LIABILITY WHATSOEVER IN THE EVENT THAT: (A) CUSTOMER OR ANY OTHER CALLER USING THE SYSTEM IS UNABLE TO PLACE, OR COMPLETE, A CALL TO 911 OR ACCESS E911 SERVICE; (B) EMERGENCY RESPONDERS DO NOT RESPOND, OR DO NOT RESPOND TO THE LOCATION AT WHICH THE SYSTEM, CUSTOMER, OR CALLER IS PHYSICALLY PRESENT OR REQUIRE EMERGENCY SERVICES; OR (C) CUSTOMER FAILS TO COMPLY WITH THE E911 RULES. UNDER NO CIRCUMSTANCES WHATSOEVER WILL PRESIDIO HAVE ANY LIABILITY ASSOCIATED WITH E911 SERVICE, INCLUDING, AND WITHOUT LIMITATION, IN THE EVENT OF: (A) LOSS OF ELECTRICAL POWER; (B) LOSS OF INTERNET CONNECTIVITY; (C) DEFECTIVE OR MISCONFIGURED CUSTOMER PREMISES EQUIPMENT; (D) NETWORK CONGESTION; (E) DELAYS ASSOCIATED WITH THE DELIVERY OF CALLER LOCATION INFORMATION; (F) RESTRICTIONS CREATED BY NON-VOICE EQUIPMENT; (G) RELOCATED EQUIPMENT, INCLUDING OUTSIDE OF THE UNITED STATES; (H) THE SIMULTANEOUS USE OF ONE LINE WITH MULTIPLE PIECES OF EQUIPMENT; (I) FAILURE OF EMERGENCY RESPONSE CENTERS TO ANSWER A 911 CALL; (J) FAILURES OF ANY THIRD PARTIES THAT ARE RESPONSIBLE FOR ROUTING 911 CALLS; (K) THE USE OF NON-NATIVE TELEPHONE

NUMBERS; OR (L) ANY FORCE MAJEURE EVENT. CUSTOMER ACKNOWLEDGES AND AGREES THAT THE LIMITATION OF PRESIDIO'S LIABILITY IS A MATERIAL TERM TO THIS AGREEMENT, AND THAT IT WOULD NOT OTHERWISE ENTER INTO THIS AGREEMENT WITHOUT THIS LIMITATION, AND THAT CUSTOMER AGREES THAT THESE LIMITATIONS ARE REASONABLE.

4. E911 INDEMNITY. CUSTOMER AGREES TO DEFEND, INDEMNIFY, AND HOLD HARMLESS PRESIDIO, ITS OFFICERS, DIRECTORS, EMPLOYEES, AFFILIATES AND AGENTS FROM ANY AND ALL CLAIMS, LOSSES, DAMAGES, FINES, PENALTIES, COSTS AND EXPENSES (INCLUDING, WITHOUT LIMITATION, REASONABLE ATTORNEYS' FEES) BY, OR ON BEHALF OF, CUSTOMER OR ANY THIRD PARTY OR ANY CALLER USING THE SYSTEM RELATING TO E911 SERVICE, INCLUDING, AND WITHOUT LIMITATION, THE INABILITY OF A CALLER TO PLACE OR COMPLETE A 911 CALL OR THE FAILURE OF CUSTOMER TO DELIVER CUSTOMER LOCATION INFORMATION AS REQUIRED BY THE E911 RULES.

2.2. Training & Knowledge Transfer

Presidio will deliver a single training session (administrator) on Cloud Connected UC (CCUC) including the Webex Control Hub. This session will be delivered via Webex and will be no longer than (2) hours.

2.3. Deliverables

Documentation may be created by Presidio and provided as part of the Project Deliverables. Some of these deliverables may be delivered as a single document. The specific documentation to be provided depends on your chosen solution(s); several example documentation items are listed below. Additional documentation and/or printed documentation is available upon request for an additional cost.

Deliverable	Format
Array layout	Excel
System Manual	URL
As-Built Documentation	PDF

With the exception of Project Status Reports, each deliverable material will be approved in accordance with the following procedure:

- If a written list of requested changes is received within five (5) business days, the Presidio Project Team will make the agreed upon revisions and will, within five (5) business days, re-submit the updated version to Client.
- At that time Client has five (5) business days to review and request changes for the final document. If no written response is received from Client within five (5) business days, either accepting or requesting changes, then the deliverable material shall be deemed accepted.
- Deliverable documentation may be delivered via email, uploaded to a portal, or provided on a physical media and it may be provided in either an encrypted or unencrypted format. If Client requests a specific delivery method and format, Presidio will use that method for all documentation delivery and format otherwise, the sender will choose a delivery method and format that they feel is appropriate given the content of the documentation.

2.4. Project Management

Presidio will provide a Project Manager (PM), who will be single point of contact for all project support issues within the scope of this project. The PM is experienced in project management best practice methodologies and familiar with the technology involved. This Project Manager is responsible for timely completion of the scope, schedule and budget utilizing Presidio's Project Management Method. Included for our standard Project Management offering for this engagement are the following:

- Project kickoff (remote)
- Milestone level tracking
- Resource scheduling and oversight

- Escalation facilitation
- Working calls as required (remote)
- Project closeout (remote)

2.5. Resources

Presidio approaches project execution from a skills-based perspective. Our Execution Team is made up of individuals who have specific skill sets that will be utilized at different times during a given project. This allows us to provide a very specialized workforce to Client and utilize the appropriate resource for the task required.

2.5.1. Presidio Engineering Resources

- **Architect / Senior Engineer(s)** – the technical escalation points for Engineer(s) and Project Oversight teams. An Architect or Senior Engineer is a subject matter expert within a certain technology or field. This senior level resource will be the principal technical resource for the engagement and will have ownership of the final deliverables.

The following Presidio resources will be engaged on this project:

- Senior Collaboration Engineer

Contact information for the project team personnel will be distributed by the Project Manager.

2.5.2. Client Resources

Throughout the project, Client resources may be required for completion of specific tasks, providing key information or data, oversight, review, and approvals. The responsibilities of Client are outlined in this document.

The following Client resources will be engaged on this project:

- Collaboration Engineer
- Data Center Engineer

Contact information for the project team personnel will be distributed by the Project Manager.

2.6. Project Change Request Process

Any items that are determined to be outside of this Scope of Work and deliverables defined must be submitted with a Project Change Request Form. No work outside of this Scope of Work will be undertaken without written approval and processing of a Project Change Request.

In the event that both Presidio and Client agree to a change in this Statement of Work, a written description of the agreed upon change will be prepared using a Project Change Request (PCR) form, which both parties must sign. The PCR form will be used to describe the change, the rationale for the change, and to specify any change in the scope, schedule or budget. The terms of a mutually agreed upon Change Authorization will prevail over those of this Statement of Work or any previous Change Authorization.

Modifications in project scope including but not limited to the following will require a change order:

- Customer requested changes in outcome, approach, features, or capabilities.
- Additional required tasks discovered through the planning and design review, but not mentioned in this SOW or changes to the design after the Sign-off of the design phase and/or during the implementation phase.
- Upgrade, modification, or repair of equipment or applications to effectively deploy this scope.
- Changes required to existing infrastructure components, not called out in this Statement of Work including patching and/or reconfiguration.
- Remedial work for the resolution of issues which existed prior to the installation (bad cables, lost passwords, third-party solutions, and so forth).
- Defective equipment provided by Client and integrated into the solution requiring additional diagnostic troubleshooting and/or remediation.
- Troubleshooting issues due Client changes to configurations made "after" releasing the system or "after" a specific milestone completion in a multi-site phased deployment
- Delays due to issues relating to site preparation that result in delays to the project.

- Delays in responding to scheduling requests, acceptance requests, and requests for information.
- Insufficient notice of a schedule change. If 24-hour notice is not provided charges may be applied.

3. ASSUMPTIONS

Presidio makes the following assumptions in developing this Statement of Work. These assumptions serve as the foundation to which the project estimate, approach and timeline were developed. By signing this SOW, Client agrees that these assumptions are correct and valid. Any changes to the following assumptions must be processed using the Presidio Change Management Process and may impact the project duration and labor requirements.

3.1. General Assumptions

The following project assumptions are made and will be verified as part of the engagement:

1. Client has read and agrees with all items contained or omitted within this Statement of Work.
2. This SoW supersedes any previous scope discussion or agreement including "Vision Deck" PowerPoint proposals, emails, or verbal communications.
3. All Presidio activities will take place during normal working hours (Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays) unless noted as "Off Hours" in this SOW.
4. Any items or tasks not explicitly listed as in-scope within this SOW are considered to be outside of the scope and not associated with this SOW and price.
5. If integration of the product is performed at a Presidio facility, then transfer of ownership (acceptance) occurs upon the receipt and integration of goods at Presidio, regardless of shipment, as manufacturers will not accept returns of opened products.
6. Presidio will not be held responsible for troubleshooting networks, applications and/or hardware if Client has no formal change management documented processes and policies
7. Presidio may engage subcontractors and third parties in performing a portion of this work.
8. Presidio will not make changes to the configuration of any network equipment after it has been installed and tested.
9. Some activities included in this project may be performed on Presidio's premises.
10. Not all features or functions of the installed system are included in the scope of this engagement
11. Presidio reserves the right to modify the approach outlined within this SoW if it does not alter the timeline or overall outcome of the engagement.
12. Presidio will configure the systems outlined within this Statement of Work, with a unique set of authentication credentials, unless otherwise provided by Client. Upon the completion of the engagement, Presidio will provide Client with all user names, passwords, and additional authentication information that were implemented during the engagement. Presidio strongly recommends that these credentials be changed upon the completion of the engagement.

3.2. Client Responsibilities

The following items are listed as responsibilities of Client for this engagement. Client is responsible for performing the items and activities listed in this section or arranging for them to be performed by a third-party if appropriate.

1. Provide a single Client point of contact with the authority and the responsibility of issue resolution and the identification, coordination and scheduling of Client personnel to participate in the implementation of the SOW. Without a single Client point of contact, a Project Change Request may be required for the additional effort by Presidio.
2. Participate in any required design sessions or workshops.
3. Provide or procure all appropriate hardware, software, licensing and media required for implementation of the SOW.

4. Supply current equipment configuration for review if applicable.
5. Schedule appropriate maintenance windows for system upgrades or installs and notify user community.
6. Be responsible for having in place, active manufacturer support contracts on all devices that are the subject of this SOW.
7. Dispose all retired equipment as part of this project.
8. Provide all required physical access to Client's facility (identification badge, escort, parking decal, etc.), as required by Client's policies; and provide all required functional access (passwords, IP address information, etc.), as required for Presidio to complete the tasks.
9. Provide to Presidio all required IP addresses, passwords, system names, and aliases.
10. Validate the site readiness prior to the dispatch of Presidio personnel to perform the services being contracted.
11. Provide adequate facilities for the installation of the hardware. This includes all necessary peripheral hardware (KVM ports or monitors, keyboards, mice, network access, etc.) as well as electrical and spatial needs and required antivirus software.
12. Provide high-speed access to the Internet for verification of device support requirements and for software downloads.
13. Verify operation of the installed/upgraded equipment per the predefined Verification Plan.
14. Provide Presidio administrator access on appropriate devices for the completion of the engagement.
15. Complete all Client installations where required in accordance with Client PC requirements for the new application versions.
16. Provide remote access for troubleshooting and configurations related to the project - preferably VPN access, as necessary.
17. Provide requested documentation or information needed for the project within two (2) business days, unless otherwise agreed to by all parties.
18. Transport of equipment from receiving area(s) to the data center(s) and/or equipment rooms where it will be installed.
19. Ensure all Cat. 5 (or higher) and fiber cable infrastructure is in place and tested (for all sites).
20. Provide patch cables and complete necessary fiber or CAT5 cable terminations to patch panels for new switching and routing infrastructure.
21. Rack/stack/IP and provide remote access for the (2) UCS servers.
22. Assist with testing as detailed in Section 2.
23. Any firewall ports to be opened (i.e. 443 for the CCUC element).
24. Any certificates for authentication/security.
25. DNS records (internal, public) for Expressway MRA as needed.

4. PRICING

Presidio is providing a Fixed Fee Price as part of this Statement of Work. Presidio will invoice Client based on the project milestone(s) listed below:

Milestone Name	Amount
Client Kickoff Completed	\$7,125.00
Design Complete	\$12,285.00
Execution Complete	\$22,800.00
Project Closure	\$4,750.00
Total	\$47,500.00

Presidio will bill Client upon completion of each Milestone. Invoices may contain multiple Milestones.

If Client requires a change in the scope of work, the parties will negotiate in good faith to generate a written change order documenting the additional labor and requirements that will be mutually agreed upon by the parties prior to onset of the additional work. Payment terms are subject to credit department approval and will be negotiated and documented on a valid purchase order or other financial document.

Presidio payment terms are Net-30. If Client fails to provide a notice of acceptance or a statement of issues to be resolved within ten (10) business days of project conclusion, the project will be deemed accepted, and Client will be invoiced.

4.1. Expenses

There are no anticipated travel or incidental expenses to be incurred by Presidio in association with the execution of this Statement of Work and therefore no expenses will be billed to Client.

4.2. Travel Time

Travel to and from the work site(s) by Presidio resources in association with the execution of this Statement of Work will not be charged to Client.

5. TERMS AND CONDITIONS

Terms and Conditions of the Cisco NASPO AR3227 California Participating Addendum 7-20-70-47-01 shall govern this quote.

6. APPROVAL SIGNOFF

The use of signatures on this Statement of Work is to ensure agreement on project objectives and the work to be performed by Presidio.

Presidio signature signifies our commitment to proceed with the project as described in this document. Please review this document thoroughly, as it will be the basis for all work performed by Presidio on this project.

This Statement of Work is valid for a period of sixty (60) days from the date that this Statement of Work is provided by Presidio to Client unless otherwise agreed to by both parties.

San Mateo Union High School District

Signature

Date

Printed Name

Presidio

Signature

Date

Printed Name & Title

SAN MATEO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR BOARD APPROVAL (Over 25K)

To: Board of Trustees

Date: 01/12/2022

From: Simon Bettis

Site(s) or Department: Technology

District Office

Number of Quotes: 1

Vendor/Contractor: Presidio

Reason for proposal:

Sole Source- Under NASPO- Qty 140 Meraki Access Points

Description: Replace Old Meraki Access Point Radios (Wifi 5+ years devices). These new access points will be able to support 60 concurrent connections to support 1:1 devices improving student online learning experience

Certificate of Insurance: n/a

Contract Amount: \$154,745.55

Funding Source: Measure O

Approved by:

Maria Valle 01/12/2022

Personnel who oversees Site/Department budget

Vanessa Castano 01/12/2022

Manager of Capital Facilities and Purchasing

Valerie Miller 01/12/2022

Director of Budget and Fiscal Services

Yancy Hawkins 01/12/2022

Associate Superintendent, Chief Business Officer

**QUOTE:**

DATE:

PAGE:

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12/06/2021

1 of 1

TO: San Mateo Union High SD
Simon Bettis
650 N Delaware St
San Mateo, CA 94401

sbettis@smuhdsd.org
(p) 650-558-2489

FROM: Presidio Networked Solutions Group, LLC
Dan Ornelas
5000 Hopyard Rd
Suite 188
Pleasanton, CA 94588

DOrnelas@presidio.com
(p) +1.415.501.9011

BILL TO: San Mateo Union High School District
Maria Valle
650 North Delaware St.
San Mateo, CA 94401

mvalle@smuhdsd.org
(p) 650-558-2489

SHIP TO: San Mateo Union High School District
Simon Bettis
650 North Delaware St
San Mateo, CA 94401

Sbettis@smuhdsd.org
(p) 650.558.2489

Customer#: CITYO681

Contract Vehicle: California NASPO ValuePoint Cisco AR3227 CA# 7-20-70-47-01

Account Manager: Dan Ornelas

Inside Sales Rep: Megan Watkins

Title: MR56 AP's

Comments: This quote is valid thru January 28th, 2022

#	Part #	Description	Unit Price	Qty	Ext Price
MR56-HW					
1	MR56-HW	Meraki MR56 Wi-Fi 6 Indoor AP	\$986.85	140	\$138,159.00
Total:					\$138,159.00

*** Any Tax & Freight Charges will be added/amended at time of billing, as applicable. Sales tax and shipping are estimated and subject to change.	Sub Total:	\$138,159.00
	Shipping:	\$3,000.00
	Estimated Tax:	\$13,586.55
	Grand Total:	\$154,745.55

Terms and Conditions of the Cisco NASPO AR3227 California Participating Addendum 7-20-70-47-01 shall govern this quote

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date