

**AMENDMENT NO. 1
TO
SAN RAFAEL CITY SCHOOLS
INDEPENDENT CONSULTANT AGREEMENT
FOR PROFESSIONAL SERVICES
WITH KATHLEEN MOORE & ASSOCIATES**

This Amendment No. 1 ("Amendment") amends the Independent Consultant Agreement for Professional Services Educational Specifications Development Consulting Services ("Agreement"), which was entered into by and between San Rafael City Schools ("District") and Kathleen Moore and Associates ("Consultant") (together, "Parties") as follows:

RECITALS

WHEREAS, the Parties entered into the Agreement effective as of March 6, 2017;

WHEREAS, the Parties wish to amend the Agreement to adjust Consultant's services and compensation; and

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, the Parties agree as follows:

AGREEMENT TO AMEND

1. Exhibit "A" to the Agreement ("DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT") is deleted and replaced with the document attached hereto as **Exhibit "A."**
2. Article 2 of the Agreement ("Term") shall be amended to read in its entirety:
 2. **Term.** Consultant shall commence providing services under this Agreement on March 6, 2017, and will diligently perform as required and complete performance by December 31, 2017, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
3. In Article 4 of the Agreement ("Compensation"), the words "sixty thousand Dollars (\$60,000)." shall be deleted and replaced with:

"One Hundred Thousand Dollars (\$100,00)."
4. Article 5 of the Agreement ("Expenses") shall be amended to read in its entirety:
 5. **Expenses.** District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District, except as follows:

5.1. Production costs for hard copy Educational Specifications for schools associated with Bond Measure A and B.

5.2. Expenses shall not include markup and be billed at a rate of 1.00.

5.3. Expenses must be submitted to District in advance and must be approved by District in writing before Consultant may bill District for the same.

5. All other provisions of the Agreement shall remain in full force and effect and are reaffirmed. If there is any conflict between this Agreement and any provision of the Agreement relating to the Amendment only, the provisions of this Amendment shall control.

IN WITNESS WHEREOF, the Parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2017

Dated: _____, 2017

San Rafael City Schools

Kathleen Moore & Associates

By: _____

By: _____

Print Name: Dr. Michael Watenpaugh

Print Name: Kathleen Moore

Print Title: Superintendent

Print Title: _____

Exhibit "A"
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

Consultant's entire Proposal is not made part of this Agreement, it may be attached for reference.

San Rafael City Schools Educational Specifications
For Elementary and High School Districts

Major Tasks	Milestone Dates
1. Establish Educational Specifications Executive and Advisory Committees with district and determine reporting structure.	March 2017
2. Review all existing reports including Master Plan, Measure A and B documents, board policies, technology plan, curriculum adoptions, Local Control Accountability Plan, Career Technical Education Committee reports, special education programs, existing facilities data and plans, and relevant educational program documents.	March 2017
3. Develop with Educational Specifications Executive Committee and/or confirm Mission, Vision, Educational Specification Guiding Principles; conduct staff survey in coordination with District.	April 2017
4. Conduct and summarize on all Educational Specification 2017 Advisory Committee meetings, and meetings with teachers, associations, students, district directors, construction management team, architects/design professionals, site committees, capital committee, and other subject matter experts, which shall range from five (5) to one hundred (120) total. Draft preliminary Educational Specifications for vetting with committee, district personnel and community.	April-December 2017
5. Draft final Educational Specifications for District review.	July-December 2017
6. Coordinate implementation of Educational Specifications, including instructional technology, with District staff, architects/design professionals, engineers, and construction management team.	No later than December 31, 2017
7. Develop separate project specific secondary educational specifications fro San Rafael High School, Terra Linda High School, and Madrone Continuation School in place of one general secondary general Educational Specification.	No later than December 31, 2017
8. Coordinate furniture and equipment list development to meet educational specifications program with District staff, that may include vendor fair and other means for staff to assess furniture.	No later than December 31, 2017
9. Develop California Department of Education applications for modernization, additions, and new construction approval including Educational Specifications summary and other requirements.	No later than December 31, 2017

Major Tasks	Milestone Dates
10. Present Educational Specifications to Board of Education for adoption. Educational Specifications shall be comprised of: one set of Educational Specifications for the Elementary School District; one set of Educational Specifications for the High School District, which is to be comprised of the three tailored Educational Specifications identified in task 7, above.	No later than December 31, 2017

Educational Specifications Outline

- I. Executive Summary
- II. Introduction
- III. District Overview
- IV. Measure A and B Overview, Budget and Capital Program
- V. Educational Mission, Vision and Educational Specification Guiding Principles
- VI. Educational Program
- VII. Design Factors: Overall Consideration
- VIII. Activity Area Requirements
- IX. Summary of Area Relationships
- X. Summary of Space Requirements

[END OF EXHIBIT]