WILLIAMS UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES REGULAR MEETING
6:30 p.m., Thursday, April 23, 2020, Regular Meeting
College & Career Center
260 Eleventh Street, Williams, CA

NOTE: Given the current shelter in place order in Colusa County, we are offering remote, online participation in order to promote the safety and health of our community. You can call into the meeting to provide public comment via Zoom.

Members of the public are encouraged to participate in the teleconference.

You can listen to the meeting by dialing the teleconference number below:

Phone: +1.669.900.6833 Meeting ID: 315 755 689 Password: 1ksYKH

Or you can join from a PC, Mac, iPad, iPhone, or Android device at https://zoom.us

Join Zoom Meeting
https://williams-k12-ca.zoom.us/j/315755689?pwd=UGZ0c3Q2SWx1UXpIN1huTC9ZQ0F5UT09

Meeting ID: 315 755 689 Password: 1ksYKH

Please mute your phone or microphone when you are not speaking.

If you would like to participate in the Public Input portions of the meeting, or comment on a specific agenda item, you can do so by texting your NAME to 530.681.7847 and the Clerk will notify the Chair that you would like to comment. Please wait for the Chair to recognize you before speaking. Remember to unmute your phone to speak.

The College & Career Center will be open to the public but seating will be limited and 6 feet separation will be required.

A G E N D A

1.0 CALL TO ORDER TIME: _____ PM

2.0 ROLL CALL

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION – Anyone wishing to address the Board on any school-related item not scheduled on this agenda but within the jurisdiction of the Board may do so at this time. Please state your first and last name. The meeting is being taped and all comments are being recorded. Board bylaws limit speaking time to 3 minutes per speaker and 20 minutes per item.

6.0 PUBLIC HEARING TIME: _____PM

6.1 (p. 14) Adoption of the following textbooks for Williams Jr/Sr High School:

TITLE	PUBLISHER	GRADES	COPYRIGHT	ISBN #	Meets State Standards
Life Skills Curriculum	Community for Education Foundation	7	2019	Free Download	X
Teen Health	Glencoe	7	2014	9780021385409	X

Geography Alive! Regions and People	Teacher's Curriculum Institute (TCI)	9	2019	9781934534687	X
Health	Glencoe	9	2014	9780021336371	X

7.0 CLOSE PUBLIC HEARING TIME: _____PM

8.0 PRESENTATIONS

8.1 Construction Update – Jeff Threet, Stone Creek Engineering, Inc.

9.0 BOARD REPORTS

9.1 Elementary School Principal, Amanda Zimmerman
9.2 (p. 16) SIG Coordinator/ELL Administrator, Rosa Villaseñor
9.3 (p. 17) District Liaison, Monica Vega-Mendoza
9.4 (p. 19) Upper Elementary Principal, Hector Gonzalez
9.5 (p. 25) Secondary School Principal, Dr. Mary Ponce
9.6 (p. 59) Internship Coordinator, Estefania Guillen Aceves
9.7 (p. 74) Maintenance, Operations and Transportation Director, Tim Wright
9.8 (p. 75) Technology Director, Vangelis Bolias
9.9 (p. 76) Food and Nutrition Director, Kristi Ward
9.10 (p. 77) Director of Fiscal Services and Accountability, Mechele Coombs
9.11 District Superintendent and Secretary to the Board, Dr. Edgar Lampkin

10.0 EMPLOYEE GROUPS BOARD REPORTS

10.1 Certificated Employees – Williams Teachers Association
10.2 Classified Employees – California School Employees Association Chapter #556

11.0 ACTION ITEMS – CONSENT CALENDAR – Certain items, which require review and approval by the Board of Trustees, are routine in nature because they are self-explanatory, non-controversial, or repetitious. These recommended items are grouped as a consent item for automatic approval after the Board President determines there is no request to separate any items for independent consideration.

11.1 **BOARD MINUTES** – Request to approve Board minutes
- 11.1.1 (p. 85) February 20, 2020 (Regular)
- 11.1.2 (p. 91) February 25, 2020 (Special)
- 11.1.3 (p. 93) March 12, 2020 (Regular)
- 11.1.4 (p. 100) March 16, 2020 (Emergency)
- 11.1.5 (p. 103) April 1, 2020 (Special)

11.2 (p. 105) **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll (V. Wright)

11.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries
- 11.3.1 (p. 109) Prepared by Toni Rivera, General Ledger Report and Bank Reconciliation Report, Williams Middle School Checking Account, February 2020.

11.4 **SERVICE AGREEMENTS/CONTRACTS**
- 11.4.1 (p. 111) Licensing Agreement for Document Tracking Services (DTS) for a web-based access to update school and district level reports effective March 15, 2020 – March 15, 2021.
- 11.4.2 (p. 116) Prestige Maintenance Agreement and Order Form for Caltronics Business Systems for a Canon printer.
- 11.4.3 (p. 119) Prestige Maintenance Agreement and Order Form for Caltronics Business Systems for six Canon printers.
- 11.4.4 (p. 122) Electrical Consulting Engineering Fee Proposal for the Engineering Enterprise for the Williams USD Low Voltage Systems Master Plan.
- 11.4.5 (p. 127) Amendment No. 1 to the Agreement for Special Services between Migrant Education and Williams Unified School District for Migrant Education Advisory Program (MEAP) and Intervention Specialist.
- 11.4.6 (p. 134) Clark/Sullivan Potential Change Order #139-99 for Williams MP Building.
- 11.4.7 (p. 140) Clark/Sullivan Potential Change Order #141-99 for Williams MP Building.
- 11.4.8 (p. 151) Clark/Sullivan Potential Change Order #142-99 for Williams MP Building.
- 11.4.9 (p. 163) Clark/Sullivan Potential Change Order #143-99 for Williams MP Building.

11.4.10 (p. 171) Clark/Sullivan Potential Change Order #304-99 for Williams MP Building.
11.4.11 (p. 201) Clark/Sullivan Potential Change Order #305-99 for Williams MP Building.
11.4.12 (p. 221) Clark/Sullivan Potential Change Order #306-99 for Williams MP Building.
11.4.13 (p. 229) Clark/Sullivan Potential Change Order #308-99 for Williams MP Building.
11.4.14 (p. 240) Order from Teaching Strategies for Early Childhood for ReadyRosie Classroom Resources.
11.4.15 (p. 243) Modern Teacher Services & Subscription Agreement for Williams Unified School District effective April 1, 2020.
11.4.16 (p. 249) EduNet Proposal for Installation for Internet Connection at home.

11.5 **ROUTINE PURCHASE ORDERS**
11.5.1 None

11.6 **APPROVE EXTRA DUTY / VOLUNTEER / STUDENT PERSONNEL REPORTS** –Request to approve personnel items relating to Extra Duty, Volunteer and Student personnel reports. (R. Cranford)

Classification	Position	Status	Name
Substitute Pool	Custodian/Assistant Cook/Student Supervisor	Open	
Extra Duty	Summer Academy Cook	Open	
Extra Duty	Summer Academy Assistant Cook	Open	

11.7 **APPROVE CERTIFICATED / CLASSIFIED / CONFIDENTIAL PERSONNEL REPORT-** Request to approve personnel items relating to Certificated, Classified and Confidential personnel reports (R. Cranford)

Classification	Position	Status	Name
Certificated	Secondary Music Teacher SY 20-21	Filled	Carrie Clark pending all clearances
Certificated	Secondary English Teacher SY 20-21	Filled	• Kathleen (Katie) Sorensen • Sarah Luchetta • Brooklyn Shaffer Kelley Pending all clearances
Certificated	Health Specialist	Open	
Certificated	Multiple Subjects Teacher SY 20-21	Open	
Certificated	Secondary Music Teacher	Resignation	Idbin Acosta
Certificated	Secondary Physical Education Teacher	Retirement	Cindy Gobel
Classified	Health Clerk Aide	Open	
Classified	Custodian/Groundskeeper	Open	

11.8 **APPROVE INSTRUCTIONAL MINUTES/ BELL SCHEDULES / MASTER SCHEDULES**
11.8.1 None

11.9 **APPROVE STUDENT HANDBOOKS**
11.9.1 None

11.10 **APPROVE INTER-DISTRICT TRANSFER REQUESTS**
11.10.1 (p. 253) Updated 2019-20 Inter-District Transfer List

11.11 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**
11.11.1 (p. 257) CSBA Policy Guide Sheet March 2020

11.12 **APPROVE FIELD TRIP REQUESTS**
11.12.1 (p. 260) Out of State Field Trip request to Oregon State University for JV Volleyball from July 15-18, 2020.

11.13 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**
11.13.1 None

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.0 **ACTION ITEMS – NEW BUSINESS** – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

12.1 (p. 263) Consideration and possible action concerning the options within Board Policy 5141.21 Administering Medication and Monitoring Health Conditions.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.2 (p. 269) Consideration and possible action concerning the approval of **Resolution #20-042320: Resolution of the Williams Unified School District, State of California in the Matter of Uniform Public Construction Cost Accounting Procedures.**

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.3 (p. 270) Consideration and possible action concerning the approval of adoption of Life Skills Curriculum published by the Community for Education Foundation for Williams Jr/Sr High School for Grade 7.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.4 (p. 272) Consideration and possible action concerning the approval of adoption of the Teen Health textbooks published by Glencoe for Williams Jr/Sr High School for Grade 7.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.5 (p. 273) Consideration and possible action concerning the approval of adoption of the Geography Alive! Regions and People textbooks published by Teacher's Curriculum Institute (TCI) for Williams Jr/Sr High School for Grade 9.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.6 (p. 274) Consideration and possible action concerning the approval of adoption of Health textbooks published by Glencoe for Williams Jr/Sr High School for Grade 9.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.7 (p. 275) Consideration and possible action concerning the approval of the Renewal Application and Resolution for the State and Federal Surplus Property Program.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.8 (p. 304) Consideration and possible action concerning the ratification of the memorandum of understanding between Williams Unified School District and Williams Teachers Association regarding COVID-19 Coronavirus March 23, 2020.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.9 (p. 307) Consideration and possible action concerning the ratification of the proposed memorandum of understanding between Williams Unified School District and the California School Employees Association Chapter #556 related to the coronavirus (COVID-19) response.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.10 (p. 309) Consideration and possible action concerning the approval of the construction agreement for the Williams Jr./Sr. High School Gymnasium Flooring Replacement, Project No. WUSD HS003F. The project was advertised on April 8 and April 15 in the Williams Pioneer. Bids are due on April 22, 2020. The District will review the submitted bid packages and present the lowest responsive bid at the board meeting for approval.

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.11 (p. 403) Consideration and possible action concerning the approval of **Resolution #21-042320: Designation of Applicant's Agent Resolution for Non-State Agencies April 23, 2020.**

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.12 (p. 404) Consideration and possible action concerning the approval of **Resolution #22-042320: Resolution on Grading During Emergency School Closures.**

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

13.0 BOARD MEMBER COMMENTS

14.0 INFORMATIONAL ITEMS AND REPORTS

14.1 (p. 406) District Enrollment Report
14.2 (p. 407) District Discipline Distribution
14.3 (p. 408) Williams Uniform Complaint Quarterly Report from January – March, 2020

15.0 CORRESPONDENCE

15.1 (p. 410) Notice from the Division of the State Architect regarding Certification of Compliance.
15.2 (p. 411) Letter from the California School Employees Association requesting information and bargaining demand.
15.3 (p. 413) Letter from the Colusa County Office of Education regarding the Second Interim report for 2019-20.

16.0 FUTURE MEETING DATES

16.1 May 21, 2020 (Regular)
16.2 June 9, 2020 (Special – LCAP & Budget Public Hearing)
16.3 June 18, 2020 (Regular)
16.4 July 16, 2020 (Regular)

17.0 PENDING AGENDA – This is the time to place future items on the Pending Agenda.

17.1 None

18.0 CONVENE TO CLOSED SESSION TIME: ____ PM
Closed Session will be held regarding the following matters:

18.1 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

18.2 Conference with Labor Negotiators (Gov. Code 54957.6)
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
18.2.1 Certificated Employees – WTA
18.2.2 Classified Employees – CSEA Chapter #556

18.3 Public Employee Performance Evaluation
Title: Superintendent

19.0 RECONVENE TO OPEN SESSION TIME: ____ PM
Action Taken During Closed Session:

19.1 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

19.2 Conference with Labor Negotiators (Gov. Code 54957.6)
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
19.2.1 Certificated Employees – WTA
19.2.2 Classified Employees – CSEA Chapter #556

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

19.3 Public Employee Performance Evaluation
Title: Superintendent

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

20.0 ADJOURNMENT TIME: ____ PM

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the Williams Unified School District encourages those with disabilities to participate fully in the public meeting process. If you require disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting, you should notify the Superintendent's office in writing prior to the regular meeting so that every reasonable effort can be made to accommodate you.

Agenda Documents: As required in SB 343, agenda documents distributed to the Board less than 72 hours before the meeting are available for public inspection at the Williams Unified School District Office located at 260 11th Street, Williams, California.
THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE Thursday, May 21, 2020 AT 6:30 PM.

Posted: April 16, 2020

DISTRITO ESCOLAR UNIFICADO DE WILLIAMS

REUNIÓN REGULAR DEL CONSEJO DIRECTIVO
Reunión Regular, Jueves 23 de abril de 2020 a las 6:30 p.m.
Centro Universitario y Profesional
260 Eleventh Street, Williams, CA

NOTA: Dada la orden de resguardo actual en el Condado de Colusa, estamos ofreciendo participación remota y en línea para promover la seguridad y la salud de nuestra comunidad. Usted puede compartir su comentario público llamando a la reunión a través de Zoom.

Se alienta a los miembros del público a participar en la teleconferencia.

Usted puede escuchar la reunión marcando el siguiente número de teleconferencia:

Teléfono: +1.669.900.6833 ID de la Reunión: 315 755 689 Contraseña: 1ksYKH

O puede ingresar a la reunión desde una PC, Mac, iPad, iPhone, o dispositivo Android visitando https://zoom.us

Ingresar a la Reunión de Zoom
https://williams-k12-ca.zoom.us/j/315755689?pwd=UGZ0c3Q2SWx1UXpIN1huTC9ZQ0F5UT09

ID de la Reunión: 315 755 689 Contraseña: 1ksYKH

Por favor silencie su teléfono o micrófono cuando no esté hablando.

Si usted desea participar durante el segmento de aporte público de la reunión o comentar sobre un artículo específico de la agenda, también lo puede hacer enviando un mensaje de texto con su NOMBRE al número 530.681.7847. El Secretario de la reunión le notificará al Presidente de que usted desea hacer un comentario. Por favor espere a que el Presidente lo reconozca antes de hablar. Recuerde reactivar el sonido de su teléfono para hablar.

El Centro Universitario y Profesional estará abierto al público pero los asientos estarán limitados y se exigirá un mínimo de 6 pies de distancia entre las personas.

AGENDA

1.0 LLAMADO AL ORDEN HORA: ____ P.M.

2.0 LISTA DE ASISTENTES

3.0 JURAMENTO DE LEALTAD

4.0 APROBACIÓN DE LA AGENDA

Acción _____ Moción _____ Apoyada _____ Sí _____ No ___
Lista de asistentes: Abstuvo _____ Ausente_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

5.0 DISCUSIÓN PÚBLICA DE AUDIENCIA/VISITANTES - Cualquiera que desee dirigirse al Consejo Directivo sobre cualquier artículo relacionado a la escuela que no esté programado en esta agenda pero esté dentro de la jurisdicción del Consejo Directivo puede hacerlo en éste momento. Por favor diga su nombre y apellido. La reunión está siendo grabada y todos los comentarios están siendo registrados. El Consejo Directivo limita por norma a 3 minutos de exposición por persona y 20 minutos por artículo.

6.0 AUDIENCIA PÚBLICA HORA: _____P.M.

6.1 (p. 14) Adopción de los siguientes libros de texto para la Escuela Secundaria Intermedia y Preparatoria Williams:

TÍTULO	EDITORIAL	GRADO	DERECHOS DE AUTOR	ISBN #	Cumple con los Estándares Estatales
Life Skills Curriculum (Programa de estudio sobre habilidades para la vida)	Community for Education Foundation	7	2019	Descarga gratuita	X
Teen Health (Salud para los adolescentes)	Glencoe	7	2014	9780021385409	X
Geography Alive! Regions and People (¡Geografía viva! regiones y pueblos)	Teacher's Curriculum Institute (TCI)	9	2019	9781934534687	X
Health (Salud)	Glencoe	9	2014	9780021336371	X

7.0 CIERRE DE AUDIENCIA PÚBLICA HORA: _____P.M.

8.0 PRESENTACIONES

8.1 Actualización de construcción – Jeff Threet de Stone Creek Engineering, Inc.

9.0 REPORTES DEL CONSEJO DIRECTIVO

9.1 Amanda Zimmerman, Directora de la Escuela Primaria.
9.2 (p. 16) Rosa Villaseñor, Coordinadora de SIG/Administradora de ELL.
9.3 (p. 17) Mónica Vega-Mendoza, Contacto del Distrito.
9.4 (p. 19) Héctor González, Director de la Escuela Primaria Superior.
9.5 (p. 25) Dr. Mary Ponce, Directora de la Escuela Secundaria.
9.6 (p. 59) Estefania Guillen Aceves, Coordinadora de Pasantías.
9.7 (p. 74) Tim Wright, Director de Transporte, Operaciones y Mantenimiento.
9.8 (p. 75) Vangelis Bolias, Director de Tecnología.
9.9 (p. 76) Kristi Ward, Directora de Nutrición y Alimentos.
9.10 (p. 77) Mechele Coombs, Directora de Servicios Fiscales y de Rendición de Cuentas.
9.11 Dr. Edgar Lampkin, Superintendente del Distrito y Secretario del Consejo Directivo.

10.0 REPORTES DEL CONSEJO DIRECTIVO DE GRUPOS DE EMPLEADOS.

10.1 Empleados certificados – Asociación de Maestros de Williams.
10.2 Empleados clasificados - Asociación de Empleados Escolares de California, Capítulo #556.

11.0 ARTÍCULOS DE ACCIÓN – CALENDARIO DE CONSENTIMIENTO – Ciertos artículos, los cuales requieren de la revisión y aprobación del Consejo Directivo, son rutinarios puesto que no necesitan explicación, no son controversiales, o repetitivos. Estos artículos recomendados están agrupados como artículos de consentimiento para aprobación automática una vez que la Presidente del Consejo Directivo determina que no hay ningún pedido de separar los artículos para su consideración independiente.

11.1 **ACTA DEL CONSEJO DIRECTIVO** – Pedido de aprobación del acta del Consejo Directivo.
11.1.1 (p. 85) 20 de febrero de 2020 (Regular).
11.1.2 (p. 91) 25 de febrero de 2020 (Especial)
11.1.3 (p. 93) 12 de marzo de 2020 (Regular).
11.1.4 (p. 100) 16 de marzo de 2020 (Emergencia)
11.1.5 (p. 103) 1ro de abril de 2020 (Especial)
11.2 (p. 105) **CUENTAS/AUTORIZACIONES** – Pedido de aprobación de la lista de autorizaciones, nómina variable especial (V. Wright).
11.3 **RESÚMENES DE CUENTAS MENSUALES** – Solicitud de aprobación de resúmenes de cuentas mensuales.
11.3.1 (p. 109) Informe del libro de cuentas y conciliación bancaria de la cuenta de cheques de la Escuela Intermedia Williams preparado por Toni Rivera, febrero de 2020.
11.4 **CONTRATOS/ACUERDOS DE SERVICIOS.**
11.4.1 (p. 111) Acuerdo de licencia con Document Tracking Services (DTS, por sus siglas en inglés o en español Servicios de Rastreo de Documentos) para acceso basado en la web a

fin de actualizar los reportes de nivel de las escuelas y el distrito, del 15 de marzo de 2020 al 15 de marzo de 2021.

11.4.2 (p. 116) Acuerdo con Prestige Maintenance (Mantenimiento Prestige) y solicitud de pedido con Caltronics Business Systems (Sistemas de Negocios Caltronics) para una impresora Canon.

11.4.3 (p. 119) Acuerdo con Maintenance Prestige (Mantenimiento Prestige) y solicitud de pedido con Caltronics Business Systems (Sistemas de Negocios Caltronics) para seis impresoras Canon.

11.4.4 (p. 122) Propuesta de tarifas de consultoría de ingeniería eléctrica para la iniciativa de ingeniería para el plan maestro del sistema de bajo voltaje del Distrito de Williams.

11.4.5 (p. 127) Enmienda nro. 1 al acuerdo de servicios especiales entre Educación Migrante y el Distrito Escolar Unificado de Williams para el Programa Asesor de Educación Migrante (MEAP, por sus siglas en inglés) y Especialista de Intervención.

11.4.6 (p. 134) Posible cambio de la Orden #139-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.7 (p. 140) Posible cambio de la Orden #141-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.8 (p. 151) Posible cambio de la Orden #142-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.9 (p. 163) Posible cambio de la Orden #143-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.10 (p. 171) Posible cambio de la Orden #304-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.11 (p. 201) Posible cambio de la Orden #305-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.12 (p. 221) Posible cambio de la Orden #306-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.13 (p. 229) Posible cambio de la Orden #308-99 de Clark/Sullivan para el edificio multiuso de Williams.

11.4.14 (p. 240) Orden de Teaching Strategies (Estrategias de Enseñanza) para primera infancia para ReadyRosie Classroom Resources (Recursos de Clase ReadyRosie).

11.4.15 (p. 243) Modern Teacher Services (Servicios de Maestro Moderno) y acuerdo de subscripción para el Distrito Escolar Unificado de Williams a partir del 1ro de abril de 2020.

11.4.16 (p. 249) Propuesta de EduNet para la instalación de conexión de internet en el hogar.

11.5 **ÓRDENES DE COMPRA DE RUTINA**

11.5.1 Ninguno.

11.6 **APROBACIÓN DE LOS REPORTES DE DEBER ADICIONAL / VOLUNTARIOS / PERSONAL ESTUDIANTIL** - Pedido de aprobación de artículos del personal relacionados a reportes del Personal de Deber Adicional, Voluntarios y Estudiantil (R. Cranford).

Clasificación	Posición	Estatus	Nombre
Grupo sustituto	Custodio/Asistente de Cocina/Supervisor de Estudiantes	Vacante	
Deber Adicional	Cocinero para la Academia de Verano	Vacante	
Deber Adicional	Asistente de Cocinero para la Academia de Verano	Vacante	

11.7 **APROBACIÓN DE REPORTE DE PERSONAL CERTIFICADO / CLASIFICADO / CONFIDENCIAL –** Pedido de aprobación de artículos del personal relacionados a reportes del personal Certificado, Clasificado y Confidencial (R. Cranford).

Clasificación	Posición	Estatus	Nombre
Certificada	Maestro de Música de Secundaria, año escolar 20-21	Ocupada	Carrie Clark está pendiente de todas las autorizaciones
Certificada	Maestro de Inglés de Escuela Secundaria para el año escolar 20-21	Ocupada	• Kathleen (Katie) Sorensen • Sarah Luchetta • Brooklyn Shaffer Kelley pendiente de todas las autorizaciones
Certificada	Especialista en Salud	Vacante	

Certificada	Maestro de Múltiples Materias para el año escolar 20-21	Vacante	
Certificada	Maestro de Música de Secundaria	Renuncia	Idbin Acosta
Certificada	Maestro de Educación Física de Secundaria	Retirado	Cindy Gobel
Clasificado	Asistente de Salud	Vacante	
Clasificado	Custodio/Cuidador de Instalaciones	Vacante	

11.8 **APROBACIÓN DE MINUTOS DE INSTRUCCIÓN / CRONOGRAMAS DE CLASE / CRONOGRAMAS MAESTROS.**
11.8.1 Ninguno.

11.9 **APROBACIÓN DE GUÍAS DEL ESTUDIANTE**
11.9.1 Ninguna.

11.10 **APROBACIÓN DE PEDIDOS DE TRANSFERENCIAS ENTRE DISTRITOS**
11.10.1 (p. 253) Lista actualizada de transferencias entre Distritos de 2019-20.

11.11 **APROBACIÓN DE POLÍTICAS DEL CONSEJO DIRECTIVO (BP, por sus siglas en inglés), REGLAMENTOS ADMINISTRATIVOS (AR, por sus siglas en inglés), DOCUMENTOS (E, por sus siglas en inglés) Y NORMAS DEL CONSEJO DIRECTIVO (BB, por sus siglas en inglés).**
11.11.1 (p. 257) Hoja guía de la política de CSBA, marzo 2020.

11.12 **APROBACIÓN DE PEDIDOS DE VIAJES DE ESTUDIO**
11.12.1 (p. 260) Pedido para viaje de estudio a la Universidad del Estado de Oregon para el equipo de Vóleibol Junior Varsity del 15 al 18 de julio de 2020.

11.13 **APROBACIÓN DE DESECHO DE LIBROS, EQUIPAMIENTO Y SUMINISTROS**
11.13.1 Ninguna.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.0 **ARTÍCULOS DE ACCIÓN - ASUNTOS NUEVOS** - El protocolo para los artículos de acción incluye una presentación del personal, preguntas del Consejo Directivo, contribución del público, cierre de la contribución del público, deliberación del Consejo Directivo, y votación del Consejo Directivo. Durante la contribución del público habrá un tiempo límite de 3 minutos por persona.

12.1 (p. 263) Consideración y posible acción respecto a las opciones dentro de la Política del Consejo 5141.21, Administración de Medicación y Monitoreo de las Condiciones de Salud.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.2 (p. 269) Consideración y posible acción respecto a la aprobación de la **Resolución #20-042320: Resolución del Distrito Escolar Unificado de Williams, Estado de California en relación al Procedimiento Uniforme de Contabilidad de Costo de Construcción Pública.**

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.3 (p. 270) Consideración y posible acción respecto a la aprobación de la adopción de Life Skills Curriculum (Programa de estudio de habilidades para la vida) publicado por Community for Education Foundation para 7mo grado de la Escuela Secundaria Intermedia y Preparatoria Williams.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.4 (p. 272) Consideración y posible acción respecto a la aprobación de la adopción de los libros de texto Teen Health (Salud para los adolescentes) publicados por Glencoe para 7mo grado de la Escuela Secundaria Intermedia y Preparatoria Williams.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.5 (p. 273) Consideración y posible acción respecto a la aprobación de la adopción de los libros de texto Georgraphy Alive! Regions and People (¡Geografía viva! regiones y poblaciones) publicado por Teacher's Curriculum Institute (TCI, por sus siglas en inglés) para 9no grado de la Escuela Secundaria Intermedia y Preparatoria Williams.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.6 (p. 274) Consideración y posible acción respecto a la aprobación de la adopción de los libros de texto Health (Salud) publicados por Glencoe para 9no grado de la Escuela Secundaria Intermedia y Preparatoria Williams.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.7 (p. 275) Consideración y posible acción respecto a la aprobación de la Aplicación de Renovación y Resolución para el Programa de Propiedad Federal y Estatal Excedente.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.8 (p. 304) Consideración y posible acción respecto a la ratificación del memorándum de entendimiento entre el Distrito Escolar Unificado de Williams y la Asociación de Maestros de Williams relacionada al coronavirus (COVID-19), 23 de marzo de 2020.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.9 (p. 307) Consideración y posible acción respecto a la ratificación del memorándum de entendimiento entre el Distrito Escolar Unificado de Williams y la Asociación de Empleados Escolares de California, Capítulo #556 relacionada a la respuesta al coronavirus (COVID-19).

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.10 (p. 309) Consideración y posible acción con respecto a la aprobación del acuerdo de construcción para Williams Jr./Sr. Reemplazo de pisos del gimnasio de la escuela secundaria, Proyecto No. WUSD HS003F. El proyecto fue anunciado el 8 y 15 de abril en el Williams Pioneer. Las ofertas deben presentarse el 22 de abril de 2020. El Distrito revisará los paquetes de oferta presentados y presentará la oferta de respuesta más baja en la reunión de la junta para su aprobación.

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___
Lista de asistentes: **Abstuvo** _____ **Ausente**_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.11 (p. 403) Consideración y posible acción con respecto a la aprobación de la **Resolución # 21-042320: Designación de la Resolución del Agente Solicitante para agencias no estatales 23 de abril de 2020.**

Acción _____ **Moción** _____ **Apoyada** _____ **Sí** _____ **No** ___

Lista de asistentes: **Abstuvo _____ Ausente_____**
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

12.12 (p. 404) Consideración y posible acción con respecto a la aprobación de la **Resolución # 22-042320: Resolución sobre la calificación durante el cierre de emergencia de la escuela.**

Acción _____ Moción _____ Apoyada _____ Sí _____ No ___
Lista de asistentes: **Abstuvo _____ Ausente_____**
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

13.0 COMENTARIOS DE LOS MIEMBROS DEL CONSEJO DIRECTIVO

14.0 ARTÍCULOS INFORMATIVOS Y REPORTES

14.1 (p. 406) Reporte de inscripción del Distrito.
14.2 (p. 407) Reporte de disciplina del Distrito.
14.3 (p. 408) Informe trimestral de quejas uniformes de Williams de enero a marzo de 2020.

15.0 CORRESPONDENCIA

15.1 (p. 410) Notificación de la División de Arquitectos del Estado relacionada a la certificación de conformidad.
15.2 (p. 411) Carta de la Asociación de Empleados Escolares de California solicitando información y demanda de negociación.
15.3 (p. 413) Carta de la Oficina de Educación del Condado de Colusa con respecto al Segundo informe provisional para 2019-20.

16.0 FECHAS DE FUTURAS REUNIONES

16.1 21 de mayo de 2020 (Regular).
16.2 9 de junio de 2020 (Especial – LCAP y Audiencia Pública sobre el Presupuesto).
16.3 18 de junio de 2020 (Regular).
16.4 16 de julio de 2020 (Regular).

17.0 AGENDA PENDIENTE – Éste es el momento de agregar futuros artículos a la agenda pendiente.

17.1 Ninguno.

18.0 CONVOCATORIA A UNA SESIÓN CERRADA HORA: ____ P.M.
En la sesión cerrada se tratarán los siguientes temas:

18.1 Disciplina/despido/suspensión del empleado público (Código de Gobierno 54957).

18.2 Conferencia con los negociadores laborales (Código de Gobierno 54957.6).
Superintendente Dr. Edgar Lampkin, Directora de Servicios Fiscales Mechele Coombs y representación legal.
18.2.1 Empleados certificados – WTA.
18.2.2 Empleados clasificados – CSEA Capítulo #556.

18.3 Evaluación del desempeño del empleado público.
Título: Superintendente

19.0 REANUDAR LA SESIÓN ABIERTA HORA: ____ P.M.
Medida tomada durante la sesión cerrada:

19.1 Disciplina/despido/suspensión del empleado público (Código de Gobierno 54957)

Acción _____ Moción _____ Apoyada _____ Sí _____ No ___
Lista de asistentes: **Abstuvo _____ Ausente_____**
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

19.2 Conferencia con los negociadores laborales (Código de Gobierno 54957.6).
Superintendente Dr. Edgar Lampkin, Directora de Servicios Fiscales Mechele Coombs y representación legal.
19.2.1 Empleados certificados – WTA.
19.2.2 Empleados clasificados – CSEA Capítulo #556.

Acción _____ Moción _____ Apoyada _____ Sí _____ No ___
Lista de asistentes: Abstuvo _____ Ausente_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

19.3 Evaluación del desempeño del empleado público.
Título: Superintendente

Acción _____ Moción _____ Apoyada _____ Sí _____ No ___
Lista de asistentes: Abstuvo _____ Ausente_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

20.0 SUSPENSIÓN HORA: ____ P.M.

Acción _____ Moción _____ Apoyada _____ Sí _____ No ___
Lista de asistentes: Abstuvo _____ Ausente_____
Leos-Vera ☐ sí ☐ no / López ☐ sí ☐ no / Mora ☐ sí ☐ no / GW Simmons ☐ sí ☐ no / Vaca ☐ sí ☐ no

El Distrito Escolar Unificado de Williams, sirviendo a individuos con necesidades especiales en conformidad con la ley para estadounidenses con discapacidades, alienta a aquellos con discapacidades a participar plenamente del proceso de reunión pública. Si usted necesita acomodaciones o modificaciones relacionadas a su discapacidad, incluyendo asistencia y servicios auxiliares para poder participar en la reunión del Consejo Directivo, debe notificar por escrito a la oficina del Superintendente antes de la reunión regular para poder llevar a cabo todo esfuerzo razonable para acomodar sus necesidades.

Documentos de la agenda: Según lo establecido en SB 343, los documentos de la agenda distribuidos al Consejo Directivo con menos de 72 horas antes de la reunión estarán disponibles para su revisión pública en la oficina del Distrito Escolar Unificado de Williams ubicado en 260 11th Street, Williams, California.
LA PRÓXIMA REUNIÓN PROGRAMADA DEL CONSEJO DIRECTIVO SERÁ EL JUEVES 21 de mayo de 2020 a las 6:30 P.M.

Publicado: 16 de abril de 2020

WILLIAMS UNIFIED SCHOOL DISTRICT

P. O. Box 7 – 260 11th Street - Williams, California 95987
DR. EDGAR R. LAMPKIN, SUPERINTENDENT
District Office 530-473-2550 Fax 530-473-5894 www.williamsusd.net

"Students in Williams Unified will graduate with 21st century skills giving them true choices; career and/or college"

NOTICE OF PUBLIC HEARING

The Williams Unified School District will hold a Public Hearing at their Regular Board Meeting on Thursday, April 23, 2020, at 6:30 p.m. in the College & Career Center for the following:

Adoption of the following textbooks for Williams Jr/Sr High School:

TITLE	PUBLISHER	GRADES	COPYRIGHT	ISBN #	Meets State Standards
Life Skills Curriculum	Community for Education Foundation	7	2019	Free Download	X
Teen Health	Glencoe	7	2014	9780021385409	X
Geography Alive! Regions and People	Teacher's Curriculum Institute (TCI)	9	2019	9781934534687	X
Health	Glencoe	9	2014	9780021336371	X

The textbooks are available for viewing at the Williams Unified District Office, 260 Eleventh Street, Williams, CA, from 8:00 a.m. - 3:30 p.m., Monday thru Friday, unless hours are otherwise posted.

Posted at: Williams Post Office, Williams Unified School District Office, District website www.williamsusd.net
March 31, 2020

BOARD OF TRUSTEES: ANA LEOS-VERA - ALEJANDRA LOPEZ - YARELI MORA - GEORGE W. SIMMONS - SILVIA VACA

AVISO DE AUDIENCIA PÚBLICA

El Distrito Unificado de Williams llevará a cabo una audiencia pública en la reunión de la junta regular del Consejo Directivo el jueves, 23 de abril de 2020 a las 6:30 p.m. en el Centro Universitario y Profesional para lo siguiente:

Adopción de los siguientes libros de texto para Williams Jr / Sr High School:

TÍTULO	EDITORIAL		DERECHOS DE AUTOR	ISBN #	Cumplen con las normas estatales
Life Skills Curriculum	Community for Education Foundation	7	2019	Free Download	X
Teen Health	Glencoe	7	2014	9780021385409	X
Geography Alive! Regions and People	Teacher's Curriculum Institute (TCI)	9	2019	9781934534687	X
Health	Glencoe	9	2014	9780021336371	X

Los libros de texto están disponibles para su revisión en Williams Unified District Office , 260 Eleventh Street, Williams, CA, de 8:00 a.m. - 3:30 p.m, lunes a viernes, a menos que las horas se publiquen de otra manera.

Publicado en: Oficina de Correos de Williams, Oficina del Distrito Escolar Unificado de Williams, Página Web: www.williamsusd.net
31 de marzo de 2020

WUSD Board Report
April 23, 2020
District SIG / English Learner Administrator

Migrant Education

The Williams Migrant Camp will open on April 21, 2020 as scheduled. Further update will be provided at Board Meeting.

School Improvement Grant

Due to the COVID-19 pandemic, the School Improvement Office has provided the following communication regarding upcoming timelines:

1) Quarter 3 Fiscal reporting dates can be extended if there is a need for additional time to prepare the documents. The original dates are as follows.
   April 16, 2020 Quarter 3 Budget Revision Due
   April 30, 2020 Quarter 3 Expenditure Report Due
2) The Quarterly Conference Calls with the district's SIG consultant have been suspended until Fall 2020.
3) The Annual Renewal application date for 2020-2021 has not been announced. As it becomes available, the district will receive notification.

District English Learner Administration

Due to the COVID-19 pandemic, the California Department of Education English Learner Support Division has established a weekly communication regarding a variety of items that impact English Language Learners throughout California. The following are some of the updates:

1) English Learner students are to continue receiving Designated and Integrated ELD services so as continue making progress in acquiring English. Districts have flexibility in how, when and where this is done.
2) ELPAC:
   a. The annual Summative ELPAC has been suspended for the remainder of the 2019-2020 school year. District are to submit the exams even if not complete. Scores will only be given for completed assessments.
   b. The Initial ELPAC administration window has been extended to a total of 75 days (SB 117) but only for the remainder of the 2019-2020 school year. The 2020-2021 testing window will open July 1, 2020 with the Initial ELPAC to be conducted online. A reminder that this assessment is a screener to identify students as English Learners.
3) SEAL of Biliteracy (EC 51461) : Districts can continue to order and award the SEAL. Further information is forth coming to provide guidance regarding potential alternate methods of meeting criteria for CAASPP, Advance Placement and ELPAC. These assessments provide evidence of meeting proficiency in English Language Arts, the second target language (Spanish usually for our students) and English for our English Learners.

Respectfully submitted
Rosa M. Meza Villasenor

Board Report
Mónica Vega-Mendoza

April 2020 ROLES

DISTRICT:

Translations: I have translated the following documents:
Plans for the Family Resource Center (FRC) and Parent Center (PC) Hotline, District Letters 1-4 updating students, family, and community of Williams on Governor's Protocol, COVID-19 updates. The Family Resource Center / Parent Center (Estefania Guillen-Aceves and I) created a spreadsheet on "How to" download the different apps utilized on all sites. Translated the Sign in front of Williams Elementary notifying community of the Family Resource and Parent Center hours, hotline numbers, and opened by appointment only. Other documents translated Closure Notice Meal Pickup, Crisis Response Letter, Do you have Internet Access at Home, Meal Change, WUSD Device Checkout, WES Device Checkout, Meal Time, and Questions and Answers

Bond Oversight Committee meeting postponed until further notice.

District Parent Engagement: Last parent session participation, prior to the COVID19, was on Tuesday, March 10, 2020.

MPAC: The MPAC meeting postponed until further notice.

Low-Performing Students Block Grant (LPSBG): Responsible for implementing grant based on the students identified as a potentially high achieving student but who have low performing results in English Language Arts, Math, or both, according the student's recent California Assessment of Student Performance and Progress (CAASPP) results.
The month of March, I was able to meet with all students prior to COVID-19 School Closure. I was able to check out three laptops and hotspots for students who were in need of technology devices to fulfill school homework requirements. Considering, we now have a "new normal", starting Monday, April 20,2020 I will begin checking in with students via phone, zoom, text, and or email utilizing any or all platforms necessary to check in students.

Parent Engagement- Lifelong Skill of the Month Integrity- Meeting:
Parents engaged in February's meeting and shared an interest in learning about the Special Education services offered at the Elementary school. In addition, how integrity plays role.
Scheduled for Wednesday March 11, 2020 at 10am-11:30am. Parent Engagement meetings take place at WES Parent Center Room 102. This session postponed due to COVID-19.

DISTRICT LIAISON

Lunch Applications: Assist Kristi in calling parents reminding them of the importance to turn in the lunch applications.

Collaborating with Alejandra Lopez for the opening of the Migrant Camp – April 21, 2020 and the Migrant Resource Fair – May 1, 2020. This event cancelled for this year due to the Governor's Protocol COVID-19.

Spring Festival: This year's Spring Festival cancelled due to COVID-19.

Family Resource Center / Parent Center: Dr. Rios presentations postponed until further notice due to COVID-19.
Estefania Guillen-Aceves and I will submit a joint report on the Family Resource and Parent Center

I would like to express my gratitude to all WUSD staff, Administrators, Personnel, and MOT for all your hard work in easing the process with our "new normal" and for working together to make all communication to the our community of Williams possible. THANKYOU!

Williams Upper Elementary School

Hector Gonzalez, Principal

Williams Upper Elementary School's Mission:

Students will experience: Communication, Collaboration, Critical Thinking, and Creativity daily

April 2020
Board Report

ENROLLMENT UPDATE

Grade Level	Number of Boys	Number of Girls	Average Class Size	Number of Students
Fourth	53	41	23.5 scholars	94
Fifth	60	42	25.5 scholars	102
Sixth	68	38	26.5 scholars	106
Independent Study	0	0	0	0
Total	**181**	**121**	**25.16 scholars**	**302**

As of April 8, 2020

ATTENDANCE

Attendance: Because of COVID -19, school closed and therefore we have had no student attendance

Month	Number of scholars
August	- 318
September	- 321
October	- 324

Month	Number of scholars
November	- 311
December	- 304
January	- 304

Month	Number of scholars
February	- 300
March	- 302
April	- No School
June	-

***Learning Proceedures at WUES*:**

1. Distributted workpackets: When schools were closed, scholars received a packet with work to keep scholars busy for a few weeks. A second day was used to again distribute work packets for scholars.
2. We, then, distributted computers for families with access to the internet. On April 8th, WUES once again distributted computers to families who were not able to come the first time.
3. Teachers have been busy learning to teach online. Modern Teacher was purchased to help our district begin the process of "Distance Learning". Teachers have been taking online courses "Modules" to set up "Playlists".
4. Teachers have been reaching out to all scholars via email, texting or even calling home.
5. On April 20th, we will go live by teaching our leassons via the internet. For scholars who do not have access to the internet, we have given parents the option of coming to our parking lot to access our WiFi. Schoalrs can then download lessons and other materilas.

***Quick Updates from Wendy Sjolund*:**

- During the transition to Distance Learning, I've have been supporting the WUES staff in the following ways:
  - -Training on Modern Teacher to help support grade levels during collaboration of instructional content
  - -Checking in with WUES staff
  - -Working to modify SEAL Strategies to be compatible with Distance Learning
  - -Updating previously taught SEAL units so that they are ready for the 2020-2021 school year
  - -Planning and preparing for virtual Unit Development Days for each grade level, due to our last scheduled day being canceled

- ***Quick Updates from Michelle Jorge:***
  - Michelle has been very busy also helping two schools and supporting Wendy in the work they have with SEAL and distance learning. Michelle is currently running some reports to help us make decisions for summer school. She is also helping me develop reading content for next year and setting up reading groups. Michelle has the task of ELPAC testing of new arrivals. This will be difficult as we are in a period of high danger with COVID-19. Yet, we still have to assess scholars. However, new guidelines now give us 75 days to test them instead of 30 days. This will help.

- The next two items are examples (In draft form) of what teaches will be sending to scholars as they teach their lessons. These examples are first drafts, so they may change in the next few days. However. April 20, we go live.
- ***Example of a "Playlist":***



Ms. G's 5th Grade eLearning Playlist

Week of: April 20th - April 24th

Log in to CLEVER for WUES programs





Weekly Assignments & Announcements

E-mail: kgurule@williams.k12.ca.us

Check the Remind App Weekly

You can download the app for FREE using Google Playstore

Class Code: @msg1111







Office Hours via Zoom:
Mondays (PARENTS)
Tues - Fri (Students)
by appointment
2:00 p.m. - 2:35 p.m.

zoom

CLick >>>Parent Guide to Google Classroom<<<
CLICK & READ >>>Standard Online Procedures (SOPS)<<<
Assignments DUE BY: Sunday 4/26 @ 11:59 p.m.

DAILY TASKS

1. **Google Classroom:** Discussion (Class Code: ptudrd2)
2. **Wellness Activity (PE):** Click on links in Resource Section
3. **AR/MyOn:** 30 minutes/day
4. **Imagine Learning Literacy:** 20 minutes/day
5. **Reflex**: Green Light (1x per day)

myON Reflex

Monday



1. **Morning Meeting:** Check Google Classroom daily for Zoom Codes and Passwords
2. **Language Arts:** Read Aloud "Wrinkle in Time" Chapter 1
   "Wrinkle in Time" PDF
   "Wrinkle in Time" Read Aloud
- Complete questions for the chapter on Google Classroom

3. **Math**

- Watch Multiplying Fractions Video below
  Math Antics: "Multiplying Fractions" Video
- Complete Multiplying Fractions Worksheet below on paper
- Multiplying Fractions: Math Drills
  - Must show work to receive credit
  - Take a picture and e-mail to Ms. G

4. **Complete a Wellness Activity (PE):** Other resources below
   GoNoodle Dance

Tuesday



1. **Social Studies**

- Women of the West
  - Watch the video
  - "Women of the West" Video
  - Answer the writing prompts on Google Classroom

2. **Science**

- Bill Nye: "BioDiversity" Video
- Complete questions posted on Google Classroom on paper
  - Take a picture and upload your work to the assignment folder

3. **Wellness Exercise**

	Kids Workout Video
Wednesday 	1. **Language Arts** Read Aloud "Wrinkle in Time" Chapter 2 "Wrinkle in Time" PDF- This is a copy of the book "Wrinkle in Time" Read Aloud- Audio version if you miss the real time read aloud • 5th grade will read aloud all together at 9:30 am. Zoom code will be posted that morning on Google Classroom. • Complete questions for the chapter on Google Classroom 2. **Math** • GoMath 7.6: Multiplying Fractions • Khan Academy: "Multiplying Fractions" • Khan Academy: "Multiplying Two Fractions" • Complete Multiplying Fractions Worksheet below on paper Multiplying Fractions: Math Drills **(G)** • Must show work to receive credit • Take a picture and e-mail to Ms. G 3. **Complete a Wellness Activity (PE)** "20 Minute Full Body Workout for Kids" Video
Thursday 	1. **Social Studies** • Women of the West ○ Watch the video ○ "Women of the West" Video ○ Answer the writing prompts on Google Classroom 2. **Science** Khan Academy: "Introduction to Ecology" Video Khan Academy: "Flow or Energy" Video • Answer questions on Google Classroom 3. **Wellness Activity** "30 Minute Hip-Hop Workout" Video

Friday



1. **Language Arts**Read Aloud "Wrinkle in Time" Chapter 3
   "Wrinkle in Time" PDF
   "Wrinkle in Time" Read Aloud
   - Complete questions for the chapter on Google Classroom
2. **Math**
   - Complete Multiplying Fractions Worksheet below on paper

   Multiplying Proper Fractions: Math Drills **(J)**
   Multiplying Proper Fractions: Math Drills **(H)**
3. **Wellness Activity**
   "20 Minute Zumba Class"

Catch up on any work that you may need more time on.



Have a great weekend! **Ms. G**

Resources



CLick >>>Brain Breaks & Physical Activity<<<
CLick >>>Arts & Crafts<<<

- **Example of a daily schedule:**
- **5th Grade Schedule**

	Monday	Tuesday	Wednesday	Thursday	
8:15-9:15	Daily Writing Warm Up Wellness Exercise	**Staff Meeting 8:30-9:00am** Daily Writing Warm Up	Daily Writing Warm Up Wellness Exercise	Daily Writing Warm Up Wellness Exercise	Daily Wel

		Wellness Exercise			
8:45-9:15	Teacher Choice	Teacher Articulation	Teacher Choice	Teacher Articulation	Te
9:30-10:15	Language Arts	Social Studies	Language Arts	Social Studies	La
10:15-11:00	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME	W
11:00-11:45	Math	Science	Math	Science	
11:45-12:45	LUNCH	LUNCH	LUNCH	LUNCH	
12:45-1:40	Student Wellness Activity Parent/Staff Office hours	Student Wellness Activity Student/Staff Office HRS	Student Wellness Activity Student/Staff Office HRS	Student Wellness Activity Student/Staff Office HRS	Stu S

Parent/Student Distance Learning Handbook Guide

This guide provides Williams JR SR High School families with resources to ensure a smooth transition to our Distance Learning instructional model. It is our intent for our students to be provided continuity of instruction that honors a commitment to academic engagement and a sense of belonging within our community.

COMMUNICATION

During Distance Learning, we will continue to communicate regularly and post updates at our website Please check this daily for new announcements or updates to this document. We have launched several resources on the front page of our website has launched which will include this document, as well as a host of other important information related to our Distance Learning Program. This site will be updated with parent and student resources.

In addition, you will receive communication from your child's teacher(s). Please watch for an email from your child's teacher(s) explaining how assignments will be shared, how often students will meet, how to ask questions, and details about their class.

Attendance:
Teachers will note attendance through your child's daily meetings and interactions in Google Classroom with their teachers. Teachers will track attendance and submission of assignments to ensure that students are engaged in their learning and to follow up with families where there are concerns. We are working to be flexible in our instruction; if your student must miss class, the sessions will be recorded or shared in another way. We understand that we are all working to share devices, adjust to school and work at home, and we are all mindful of stress that may be caused by child care, illness, and shelter in place.

To ensure you are kept well-informed:
- Please watch for and read any messages from Superintendent Lampkin in your email. Updates and information is also posted to our district website or school websites, and available through Williams USD social media.
- Please watch for and read any messages from your school principal and teacher(s) in your email.
- Staff is also working to put answers to common questions on our website

COUNSELORS:
Our counselors: Ms. Solis and Ms. Herrejon are available all day, remotely, during school hours. Please email them for concerns and questions:
vsolis@williams.k12.ca.us and nherrejon@williams.k12.ca.us

LEARNING SUPPORT SPECIALIST/SOCIAL EMOTIONAL COUNSELOR, INES DUENAS AVAILABLE MONDAYS, WEDNESDAYS, AND FRIDAYS
fduenas@williams.k12.ca.us

OFFICE STAFF:
OFFICE STAFF AVAILABLE VIA EMAIL AND PHONE.
BY APPOINTMENTS FOR ESSENTIAL NEEDS ONLY ON, FOLLOWING SOCIAL DISTANCE PROTOCOLS: MONDAYS: 10-2
ATTENDANCE/REGISTRATION: Lizabeth Jamie: ljaime@williams.k12.ca.us
BILINGUAL/SOCIAL MEDIA/WEBSITE: Mari Cruz: mcruz@williams.k12.ca.us
Principal Administrative Secretary: Lucila Mendez: lmendez@williams.k12.ca.us
Counselor Admin. Secretary: Alicia Suarez: asuarez@williams.k12.ca.us

Administrative Team
Vice Principal: Dr. Nicole Odell nodell@williams.k12.ca.us
Principal: Dr. Mary L. Ponce mponce@willimas.k12.ca.us

SECONDARY SCHEDULE OVERVIEW

On April 20th, teachers will resume teaching students using Zoom (a digital meeting platform) and Google Classroom. They will contact students and families to provide details for class meetings. Each site and teacher has worked to create a schedule that is consistent and reliable. Each week teachers will provide direct instruction, share videos, give assignments, and make themselves available for smaller group support.

These meetings give your child the opportunity to stay connected with the classroom teachers, peers, and content. Teachers have been asked to share assignments with students that can be completed within the general guidelines below. We know that different families will have different time windows to complete work; if your student cannot make class, please communicate with your student's teacher for other options.

The minutes and schedules delineated below are designed to launch our Distance Learning Programming; they may be adjusted as we get more familiar with distance learning. Direct Instruction will be broken up in smaller chunks, mindful of screen time and student age. Where we have noted each class period is where staff will provide direct instruction and further guidance on how to submit work, get help, etc. Office hours are options for students to check in, get help from staff, ask questions, etc. Our sites are also coordinating office hours so that our students can predictably get support as needed. All content areas are included.

Thank you for your ongoing support of our new Distance Learning Program. This is new for all of us and we will continue to learn, grow, and refine over the coming days and weeks.

	Monday	TUESDAY	Wednesday	THURSDAY	FRIDAY
8:15-9:15	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE
8:45-9:15	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC
9:30-10:15	PLUS PERIOD	**PERIOD 1**	**PERIOD 3**	**PERIOD 5**	**PERIOD 7**
10:15-11:00	**STUDENT CHECK YOUR GOOGLE Classroom**	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME
11:00-11:45	**Check your playlist for the week**	**PERIOD 2**	**PERIOD 4**	**PERIOD 6**	**PERIOD 8**
11:45-12:45	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45-1:40	Parent/Staff Office hours As needed	Student/staff Office HRS **PERIOD 1 student independent work time**	Student/Staff Office HRS **Period 3 student independent work time**	Student/staff Office HRS **Period 5 Student independent work time**	Student/staff Office HRS **Period 7 Student independent work time**
1:40-2:35	Parent/Staff Office Hours As Needed	Student/staff Office hours **Period 2 student independent work time**	Student/staff Office hours **Period 4 student independent work time**	Student/Staff Office hours **Period 6 student independent work time**	Student/staff Office Hours **Period 8 student independent work time**
2:35-3:25		Wellness Exercise	Wellness Exercise	Wellness exercise	Wellness Exercise

DISTANCE LEARNING PLATORM TOOL

Teachers are using Google Classroom and ZOOM platforms for Distance Learning. Please note that your child is assigning work and engaging with students through these platforms.

Google Apps for Education Suite	Google Apps for Education Suite is the primary productivity platform used in Williams schools. All students beginning in TK/Kindergarten are provided with their own Google account that includes access to Google Calendar, Classroom, Drive, Docs, Sheets, and Slides. Students do have access to Gmail. During distance learning, teachers will ensure that all students are provided their Google account username and password (if they don't already have it). ZOOM has already been enabled so that teachers can invite students to live instruction, dialogue, and meetings. If you have more than one child sharing a family device to access Google Apps, you will want to set up a process for ensuring each child logs out of Google before the next child logs on. This will help students to stay focused on their own materials and with their own tools. We have video links and instructions on accessing Google Classroom, use of Google Suite, and use of on our website. Please note we also have norms and expectations on our website; these norms ensure the safety and success of distance learning.
Google Classroom	Teachers are using google classroom as the platform to post assignments and resources for specific subjects and periods. All Wiliams students have a google classroom account. Your students email address is the **permanentID@williamsusd.net** Password is: permIDinitialsgradyear (no spaces)

	Teachers are sending emails to students. Please check your emails. Download outlook to get your emails. Or sign into google classroom for teacher messages. Teachers will send a code to use to accept their google classroom. Students should use these codes to join their teachers classroom. For more information on how to log into a google classroom please click the following link: **Google classroom log in**
zoom	Zoom is the video conferencing platform that WUSD will use across all sites. Teachers may hold video chat sessions with students to give live instruction, host discussions, and/or continue to build social-emotional connections with students. Your child's teacher will announce the days/time for these virtual meetings and will share a link to join the session. Students cannot host sessions. **Question: How does my child find and accept my teacher's invitation to a ZOOM?** Answer: Students can join the ZOOM invites via the teacher's Google Classroom or via a teacher email Many teachers post the ZOOM Invite link in their Google Classroom. These are live classrooms and teachers are giving their attention to students. If families want to speak with teachers, they can email directly to connect outside of instructional time. Teachers will share with families how to best ask questions. Please check our Norms and Expectations (view below) for other ways to support learning in this new format.

Norms and Expectations: Students & Families

Students are expected to follow our district and teacher expectations around behavior. While online, students are held to the WUSD standards of courtesy, respect, and engagement. For almost all of us, this is the first time learning in an online class and it may take a bit of time until we feel comfortable with how systems work. Let's agree to all be flexible and do our best to follow these norms:

Student Norms & Expectations	● Show up for ZOOM online video conference instruction as much as possible and stay for the duration. If you are unable to be present, communicate with your teacher so they can help get you the information and stay connected. ● During instruction participate by asking and answering questions, taking notes, and paying attention to only the instruction. ● Wear classroom-ready clothing and assume people are looking at you. ● Be conscious of sound for everyone's benefit; try to join the course in a quiet place, turn on your video, mute your microphone unless you are invited to speak. ● Make sure that what is in the background is appropriate. ● Please do your best to be focused and not disrupt others. ● Do not record classes or others; if you want access to recorded lessons, you can ask your teacher. ● If you struggle to contribute appropriately, your teacher will help moderate your participation and then follow up with you and your family if needed. ● If you see something inappropriate happening, you can send a private chat or email your teacher

Teachers will communicate their norms & expectations.	● Should questions come from the family or students? ● Should students ask questions via email or some other mechanism? ● How often will teachers be able to respond to questions? ● How can families access the curriculum to support their student(s)
Families	● Teachers will often be recording ZOOM sessions ○ They will announce the recording before recording photos/videos of students. ○ Affirm with your Principal if you wish your student to opt out of being on video or photographed. ○ If students are on the "opt out" list, remind your student to turn off their video during classes. ● If you miss a class, you can request video from your teacher. ● Video should not be recorded by students. ● Help teachers by making sure your students have access to norms and expectations for each class and maintain appropriate behavior. ● Teachers will limit one-on-one meetings with students, however, these sorts of interactions can occur with a parent if needed and/or via phone or email.

TIPS FOR DISTANCE LEARNING IN YOUR HOME

Create Optimal Learning Environment	Designate a learning space that is distraction-free, and allows your student to access books, take notes, etc.
Beg/End each day with check-in	● Discuss what your student is learning and ask questions, like: ● What are you learning today? ● How will you spend your time? ● What project are you working on? What are you learning? ● What resources do you require? ● How can I help? ● For younger children: Check off items as completed -- children love the sense of accomplishment! ● Review if any of their teachers have office hours that day and write questions down together that may need to be answered
Establish routines & Expectations for Learning at Home	Establish routines, expectations, and a schedule. Remember it will take some time to adjust - be patient with one another ● Balance screen time and non-screen time activities. ● Minimize distractions if possible. ● Remain mindful of your student's well-being. Establish times for quiet and reflection. ● Keep organized by reviewing with your child grade level assignment calendars and virtual learning platforms for updates and assignment due dates. ● Write down a schedule for each child (or if appropriate, have your child create a schedule) with built-in breaks for snacks, outdoor movement/ exercise, rest, and play. ● Check off items as completed -- younger children love the sense of accomplishment and might also be motivated by short goals.

	● Maintain regular sleep routines and wake times. ● One challenge for families with multiple children will be how to manage all of their children's needs. There may be times when siblings need to work in different rooms to avoid distractions. Headphones can be a great tool to help learners focus and avoid distractions. ● Depending on the devices available in your home you may need to stagger the online work time for each child
Encourage exercise, creativity and connections	● Take brain breaks for physical activity, fresh air, creativity, and connection. Many students miss their peers and a routine or academics and breaks. ● Check our website for social emotional resources
Maintain Social Opportunities for your Children	● Remember that school is about social interactions as well as academics. ● Encourage your child to reach out to friends by phone or online so that they stay connected. ● If available, plan times your child can interact with others safely.
Use Technology Responsibly	When completing work online, joining video calls, and/or participating in virtual discussions, students should be sure to: ● Use respectful behavior and language. ● Stick to appropriate topic discussions. ● Send only appropriate video transmissions. ● Use only the appropriate icon, emoji, and avatar submissions. ● Wear school appropriate clothing if attending meetings via video. ● Be honest and use academic integrity by not plagiarizing or copying others' work ● Not falsify information about oneself or impersonate others online. ● Follow norms and expectations shared by teacher

Guía del Manual de Aprendizaje a Distancia para Padres/Estudiantes

Esta guía proporciona a las familias de Williams JR SR High School recursos para garantizar una transición sin problemas a nuestro modelo de instrucción de aprendizaje a distancia. Es nuestra intención que nuestros estudiantes sean dados continuidad de la instrucción lo que honra un compromiso con el compromiso académico y un sentido de pertenencia dentro de nuestra comunidad.

COMUNICACION

Durante el Aprendizaje a Distancia, continuaremos comuniándonos regularmente y publicando actualizaciones en nuestro sitio web. Por favor, compruebe esto diariamente para nuevos anuncios o actualizaciones de este documento. Hemos lanzado varios recursos en la primera página de nuestro sitio web que incluirán este documento, así como una serie de otras informaciones importantes relacionadas con nuestro Programa de Aprendizaje a Distancia. Este sitio se actualizará con los recursos de los padres y los estudiantes. Además, recibirá comunicación de los maestros de su hijo. Por favor, busque un correo electrónico de los maestros de su hijo explicando cómo se compartirán las tareas, con qué frecuencia se reunirán los alumnos, cómo hacer preguntas y detalles sobre su clase.

Asistencia: Los profesores anotaran la asistencia a través de las reuniones e interacciones diarias de tu hijo/a en Google Classroom con sus profesores. Los maestros harán un seguimiento de la asistencia y la presentación de las tareas para asegurarse de que los estudiantes se involucren en su aprendizaje y para hacer un seguimiento con las familias donde hay preocupaciones. Estamos trabajando para ser flexibles en nuestra instrucción; si su estudiante debe faltar a clase, las sesiones serán grabadas o compartidas de otra manera. Entendemos que todos estamos trabajando para compartir dispositivos, adaptarnos a la escuela y al trabajo en casa, y todos somos conscientes del estrés que puede ser causado por el cuidado de niños, enfermedades y refugio en el lugar. Para asegurarse de que está bien informado:

- Por favor, observe y lea cualquier mensaje del Superintendente Lampkin en su correo electrónico.
- Las actualizaciones e información también se publican en nuestro sitio web del distrito o en los sitios web de la escuela, y están disponibles a través de las redes sociales de WUSD.
- Por favor, observe y lea cualquier mensaje de su director de escuela y maestro (s) en su correo electrónico.
- El personal esta trabajando para anadir respuestas a las preguntas mas comun.

CONSEJEROS:
Nuestras consejeras: La Sra. Solís y la Srta. Herrejon están disponibles todo el día, de forma remota, durante el horario escolar. Por favor, envíeles un correo electrónico con respecto a las inquietudes y preguntas:
vsolis@williams.k12.ca.us **y** nherrejon@williams.k12.ca.us

ESPECIALISTA DE APOYO DE APRENDIZAJE/CONSEJERO EMOCIONAL SOCIAL: INES DUENAS DISPONIBLES DE: Lunes, Miércoles y Viernes
fduenas@williams.k12.ca.us

Personal de la oficina: personal de la oficina disponible a través de correo electrónico y teléfono. POR LAS FECHAS PARA NECESIDADES ESENCIALES SOLAMENTE EN, SIGUIENTES PROTOCOLOS DE DISTANCIA SOCIAL: LUNES: 10-2

ASISTENCIA/REGISTRO: Lizabeth Jamie: ljaime@williams.k12.ca.us
BILINGUAL/SOCIAL MEDIA/WEBSITE: Mari Cruz: mcruz@williams.k12.ca.us
Secretaria Administrativa Principal: Lucila Méndez: lmendez@williams.k12.ca.us
Consejera. Secretaria: Alicia Suárez: asuarez@williams.k12.ca.us

Equipo Administrativo:
Vic-Directora: Dra. Nicole Odell nodell@williams.k12.ca.us
Directora: Dra. Mary L. Ponce mponce@williams.k12.ca.us

Horario de Secundaria/Preparatoria

El 20 de abril, los profesores reanudarán la enseñanza de los alumnos mediante Zoom (una plataforma de reuniones digital) y Google Classroom. Se pondrán en contacto con los estudiantes y las familias para proporcionar detalles de las reuniones de clase. Cada sitio y profesor ha trabajado para crear un horario que sea consistente y confiable.
Cada semana, los maestros proporcionarán instrucción directa, compartirán videos, darán tareas y se pondrán a disposición para el apoyo grupal más pequeño.

Estas reuniones le dan a su hijo la oportunidad de mantenerse conectado con los maestros, compañeros y contenido del salón de clases. Se ha pedido a los maestros que compartan tareas con los alumnos que se puedan completar dentro de las pautas generales a continuación. Sabemos que las diferentes familias tendrán diferentes ventanas de tiempo para completar el trabajo; si su estudiante no puede hacer clase, comuníquese con el maestro de su estudiante para otras opciones.

Los minutos y horarios delineados a continuación están diseñados para iniciar nuestra Programación de Aprendizaje a Distancia; pueden ajustarse a medida que nos familiaricemos más con el aprendizaje a distancia. La instrucción directa se dividirá en trozos más pequeños, conscientes del tiempo de pantalla y la edad de los estudiantes. Donde hemos observado que cada período de clase es donde el personal proporcionará instrucción directa y más orientación sobre cómo enviar trabajo, obtener ayuda, etc. El horario de oficina es una opción para que los estudiantes se registren, reciban ayuda del personal, hagan preguntas, etc. Nuestros sitios también están coordinando el horario de oficina para que nuestros estudiantes puedan obtener apoyo según sea necesario. Todas las áreas de contenido están incluidas.

Gracias por su apoyo continuo a nuestro nuevo Programa de Aprendizaje a Distancia. Esto es nuevo para todos nosotros y seguiremos aprendiendo, creciendo y perfeccionando en los próximos días y semanas.

	Monday	TUESDAY	Wednesday	THURSDAY	FRIDAY
8:15-9:15	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE
8:45-9:15	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC	EXERCISE MEDITATE, MINDFULLNESS, YOGA, ETC
9:30-10:15	PLUS PERIOD	**PERIOD 1**	**PERIOD 3**	**PERIOD 5**	**PERIOD 7**
10:15-11:00	**STUDENT CHECK YOUR GOOGLE Classroom**	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME
11:00-11:45	**Check your playlist for the week**	**PERIOD 2**	**PERIOD 4**	**PERIOD 6**	**PERIOD 8**
11:45-12:45	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45-1:40	Parent/Staff Office hours As needed	Student/staff Office HRS **PERIOD 1 student independent work**	Student/Staff Office HRS **Period 3 student independent work**	Student/staff Office HRS **Period 5 Student independent work**	Student/staff Office HRS **Period 7 Students independent work**
1:40-2:35	Parent/Staff Office Hours As Needed	Student/staff Office hours **Period 2 student independent work**	Student/staff Office hours **Period 4 student independent work**	Student/Staff Office hours **Period 6 student independent work**	Student/staff Office Hours **Period 8 student independent work**
2:35-3:25		Wellness Exercise	Wellness Exercise	Wellness exercise	Wellness Exercise

Herramientas de Plataforma de Aprendizaje a Distancia

Los profesores utilizan las plataformas Google Classroom y ZOOM para el aprendizaje a distancia. Tenga en cuenta que su hijo está asignando trabajo y participando con los estudiantes a través de estas plataformas.

Google Apps for Education Suite	Google Apps for Education Suite es la plataforma de productividad principal utilizada en las escuelas Williams. Todos los estudiantes que comienzan en TK/Kindergarten tienen su propia cuenta de Google que incluye acceso a Google Calendar, Classroom, Drive, Docs, Hojas de cálculo y Diapositivas. Los estudiantes tienen acceso a Gmail. Durante el aprendizaje a distancia, los profesores se asegurarán de que a todos los alumnos se les proporcione el nombre de usuario y la contraseña de su cuenta de Google (si aún no lo tienen). ZOOM ya se ha habilitado para que los profesores puedan invitar a los alumnos a vivir la instrucción, el diálogo y las reuniones. Si tienes más de un hijo compartiendo un dispositivo familiar para acceder a Google Apps, querrás configurar un proceso para asegurarte de que cada niño cierra sesión en Google antes de que el siguiente hijo inicie sesión. Esto ayudará a los estudiantes a concentrarse en sus propios materiales y con sus propias herramientas. Tenemos enlaces de vídeo e instrucciones sobre cómo acceder a Google Classroom, el uso de Google Suite y el uso en nuestro sitio web. Tenga en cuenta que también tenemos normas y ...
Google Classroom	Los profesores están utilizando google classroom como plataforma para publicar tareas y recursos para temas y períodos específicos. Todos los estudiantes de Williams tienen una cuenta en el aula de Google. La dirección de correo electrónico de sus alumnos es la: permanentID@williamsusd.net contraseña es: permIDinitialsgradyear (sin espacios)

	Los profesores están enviando correos electrónicos a los estudiantes. Por favor revise sus correos electrónicos. Descarga Outlook para recibir tus correos electrónicos. O inicia sesión en Google Classroom para ver los mensajes de los profesores. Los profesores enviarán un código para aceptar su aula de Google. Los estudiantes deben usar estos códigos para unirse a su aula de maestros. Para obtener más información sobre cómo iniciar sesión en un aula de Google, haga clic en el siguiente enlace: Inicio de sesión en Google classroom
Zoom	Zoom es la plataforma de videoconferencia que Williams usará en todos los sitios. Los maestros pueden realizar sesiones de videochat con los estudiantes para dar instrucción en vivo, organizar discusiones y/o continuar construyendo conexiones socio-emocionales con los estudiantes. El maestro de su hijo anunciará los días/tiempo para estas reuniones virtuales y compartirá un enlace para unirse a la sesión. Los alumnos no pueden organizar sesiones. Pregunta: ¿Cómo encuentra mi hijo y acepta la invitación de mi maestro a un ZOOM? Respuesta: Los alumnos pueden unirse a las invitaciones zoom a través del Aula de Google del profesor o a través de un correo electrónico del profesor Muchos profesores publican el enlace ZOOMInvite en su Aula de Google. Estas son aulas en vivo y los maestros están prestando su atención a los estudiantes. Si las familias quieren hablar con los maestros, pueden enviar un correo electrónico directamente para conectarse fuera del horario de instrucción. Los maestros compartirán con las familias la mejor manera de hacer preguntas. Por favor, consulte nuestras Normas y Expectativas (ver a continuación) para otras maneras de apoyar el aprendizaje en este neuva forma.

Normas y Expectativas: Estudiantes y Familias

Se espera que los estudiantes sigan las expectativas de nuestro distrito y maestros en torno al comportamiento. Mientras están en línea, los estudiantes se mantienen en los mismos estándares Williams USD de cortesía, respeto y compromiso. Para casi todos nosotros, esta es la primera vez que aprendemos en una clase en línea y puede tomar un poco de tiempo hasta que nos sintamos cómodos con cómo funcionan los sistemas. Acordemos que todos sean flexibles y hagamos todo lo posible para seguir estas normas:

Normas y Expectativas de Estudiantes	• Presentarse para la instrucción de videoconferencia en línea ZOOM tanto como sea posible y permanecer durante el tiempo. Si no puede estar presente, comuníquese con su maestro para que puedan ayudarle a obtener la información y mantenerse conectado. • Durante la instrucción, participe haciendo y respondiendo preguntas, tomando notas y prestando atención solo a la instrucción. • Use ropa lista para el salón de clases y suponga que la gente lo está mirando. • Ser consciente del sonido para el beneficio de todos; tratar de unirse al curso en un lugar tranquilo, encender el vídeo, silenciar el micrófono a menos que se le invite a hablar. • Asegúrese de que lo que está en segundo plano es apropiado. • Por favor, haga todo lo posible para concentrarse y no interrumpir a los demás. • No grabe clases u otros; si desea acceder a las lecciones grabadas, puede preguntarle a su maestro.

	• Si usted tiene dificultades para contribuir adecuadamente, su maestro le ayudará a moderar su participación y luego hará un seguimiento con usted y su familia si es necesario. • Si ve que algo inapropiado sucede, puede enviar un chat privado o enviar un correo electrónico a su maestro
Normas de Maestro/a	• ¿Deberían provenir preguntas de la familia o de los estudiantes? • ¿Deberían los estudiantes hacer preguntas por correo electrónico o algún otro mecanismo? ¿Con qué frecuencia los maestros podrán responder a las preguntas? • ¿Cómo pueden las familias acceder al plan de estudios para apoyar a sus estudiantes
Familias	• Los profesores a menudo grabarán sesiones ZOOM: anunciarán la grabación antes de grabar fotos/vídeos de los alumnos. • Afirma con tu Director si deseas que tu estudiante opte por no estar en video o fotografiado. • Si los alumnos están en la lista de "opt out", recuerde a su alumno que apague su video durante las clases. • Si se pierde una clase, puede solicitar video a su profesor. • Los estudiantes no deben grabar el vídeo. • Ayudar a los maestros asegurándose de que sus alumnos tengan acceso a las normas y expectativas para cada clase y mantengan un comportamiento apropiado. • Los profesores limitarán las reuniones uno a uno con los estudiantes, sin embargo, este tipo de interacciones pueden ocurrir con un padre si es necesario y / o por teléfono o correo electrónico.

Consejos para el Aprendizaje de Distancia

Crear Ambientes optimas	Designe un espacio de aprendizaje que sea libre de distracciones y permita a su estudiante acceder a libros, tomar notas, etc.
Cheque con su hijos (as) al principio y al fondo del dia	• Discuta lo que su estudiante está aprendiendo y haga preguntas, como: ? ¿Qué está aprendiendo hoy? ¿Cómo pasarás tu tiempo? ¿En qué proyecto estás trabajando? ¿Qué estás aprendiendo? ¿Qué recursos necesita? ¿En qué puedo ayudar? Para los niños más pequeños: ¡Compruebe los artículos como completados - ¡a los niños les encanta el sentido del logro! • Revisar si alguno de sus maestros tiene horas de oficina ese día y escribir preguntas juntas que puedan necesitar ser respondidas
Establece Rutinas y Expectativas en el Hogar	Establezca rutinas, expectativas y un horario. Recuerde que tomará algún tiempo para ajustar - ser paciente según el otro - Equilibrar el tiempo de pantalla y las actividades de tiempo sin pantalla. • Minimice las distracciones si es posible. • Mantenga la cuenta del bienestar de su estudiante. Establecer tiempos para la tranquilidad y la reflexión. • Manténgase organizado revisando con su nivel de nivel de niño calendarios de asignación y plataformas de aprendizaje virtuales para actualizaciones y fechas de vencimiento de las actividades. • Anote un horario para cada niño (o, si es apropiado, pida a su hijo que cree un horario) con descansos incorporados para refrigerios, movimiento al aire libre / ejercicio, descanso y jugar. • Compruebe los artículos como completados: a los niños más

	pequeños les encanta el sentido del logro y también podrían estar motivados por metas cortas. • Mantener las rutinas de sueño regulares y los tiempos de vigilia. • Un desafío para las familias con varios niños será cómo manejar todas las necesidades de sus hijos. Puede haber ocasiones en las que los hermanos necesiten trabajar en diferentes habitaciones para evitar distracciones. Los auriculares pueden ser una gran herramienta para ayudar a los estudiantes a concentrarse y evitar distracciones. • Dependiendo de los dispositivos disponibles en su casa es posible que tenga que escalonar el tiempo de trabajo en línea para cada nino/a.
Fomentar el ejercicio, la creatividad y las conexiones	• Tome roturas cerebrales para la actividad física, el aire fresco, la creatividad y la conexión. Muchos estudiantes extrañan a sus compañeros y una rutina o académicos y descansos. • Consulte nuestro sitio web para ver si hay recursos emocionales sociales
Mantenga oportunidiades sociales para sus hijos (as)	• Recuerde que la escuela tiene que ver con las interacciones sociales, así como con los académicos. • Anime a su hijo a comunicarse con sus amigos por teléfono o en línea para que permanezcan conectados. • Si está disponible, planifique las horas en que su hijo pueda interactuar con otras personas de forma segura.
Uso de Technologia Responsablemente	Al completar el trabajo en línea, unirse a videollamadas y/o participar en discusiones virtuales, los estudiantes deben asegurarse de: . • Apéguese a las discusiones temáticas apropiadas. • Enviar sólo las transmisiones de vídeo adecuadas. • Usa solo el icono, emoji y envíos de avatares apropiados. • Use ropa apropiada para la escuela si asiste a las reuniones a través de video.

	• Sea honesto y use la integridad académica al no plagiar o copiar el trabajo de los demás - No falsifique la información sobre uno mismo o suplantar a otros en línea. • Siga las normas y expectativas compartidas por el maestro



Williams JR SR High Staff Distance Learning Handbook/Expectation

VISION: EQUITY FOR ALL, HOLD STUDENTS-PARENTS HARMLESS, BE COGNIZANT OF MOST VULNERABLE POPULATION

"CHILDREN FIRST ACADEMICS SECOND"

LEARNING NOT GRADES

SCHEDULE

	Monday	TUESDAY	Wednesday	THURSDAY	FRIDAY	
8:15-9:15	STAFF MTG	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE	WELLNESS EXERCISE	
8:45-9:15	PD SEL	Teacher Articulation	Teacher Choice	Teacher Articulation	Teacher Choice	
9:30-10:15	PLUS	**PERIOD 1**	**PERIOD 3**	**PERIOD 5**	**PERIOD 7**	**OLT mtg. WEd. 9:00**
10:15-11:00	PLCs	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME	STUDENT WORK TIME	
11:00-11:45	PLCs	**PERIOD 2**	**PERIOD 4**	**PERIOD 6**	**PERIOD 8**	
11:45-12:45	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	
12:45-1:40	Parent/Staff Office hours As needed Ms. Duenas	Student/staff Office HRS PERIOD 1 1:1/small grp	Student/Staff Office HRS Period 3 1:1/smll grp Ms. Duenas	Student/staff Office HRS Period 5 1:1/small grp	Student/staff Office HRS Period 7 1:1/small grp Ms. Duenas	**All staff available @ this time including counselors Herrejon/Solis**

1:40-2:35	Parent/Staff Office Hours As Needed Ms. Duenas	Student/staff Office hours Period 2 1:1/small gr	Student/staff Office hours Period 4 1:1/small grp Ms. Duenas	Student/Staff Office hours Period 6 1:1/small grp	Student/staff Office Hours Period 8 1:1/small grp Ms. Duenas	**All staff available @ this time including counselors Herrejon/Solis**
2:35-3:30	Staff Mtg/ & 1:1 Check-In	IEPS/ School Site Council	IEPS/ OR OLT MTG	IEPS/ OR DEPT CHAIR MTG	Quick End of Week Check In Staff Mtg. Post Playlist	****Counselors are available all day Solis/Herrejon**
3:30						

First week of school, no academic instruction, re-connecting with students, supporting them with:

Follow Odell's Playlist
April 20th-April 24th

- -How to connect with teacher
- How to contact teacher
- How to use digital tools e.g. zoom, google classroom, etc.
- Digital citizenship/Norms of behavior while on-line
- How to turn in assignments
- Re-connecting
- Review of Playlist-How it Works/Content for next few weeks
- Grading (inform them that School Board will make a decision on April 23rd)
- Make a Note of their Wonderings and Questions and Bring to your Dept. Chairs PLC Mtg.

SCHEDULE EXPECTATIONS

Topic	Expectation
WELLNESS/EXERCISE (LIGHT BLUE)	Student/Staff Self Care Time
COLLABORATION (YELLOW)	Your time to collaborate w/staff PLC-Dept. Teacher Articulation-Connect w/staff outside of your dept., class advisors, counselors, sped, admin Teacher Choice- connect w/other teams, clubs, PBIS, etc
PLUS (ORANGE)	1. Wait for students to join 2. Follow guidelines/recommendations from Ines Duenas 3. Purpose wellness meetings e.g. social emotional support, answer questions, direct students to resources, etc.

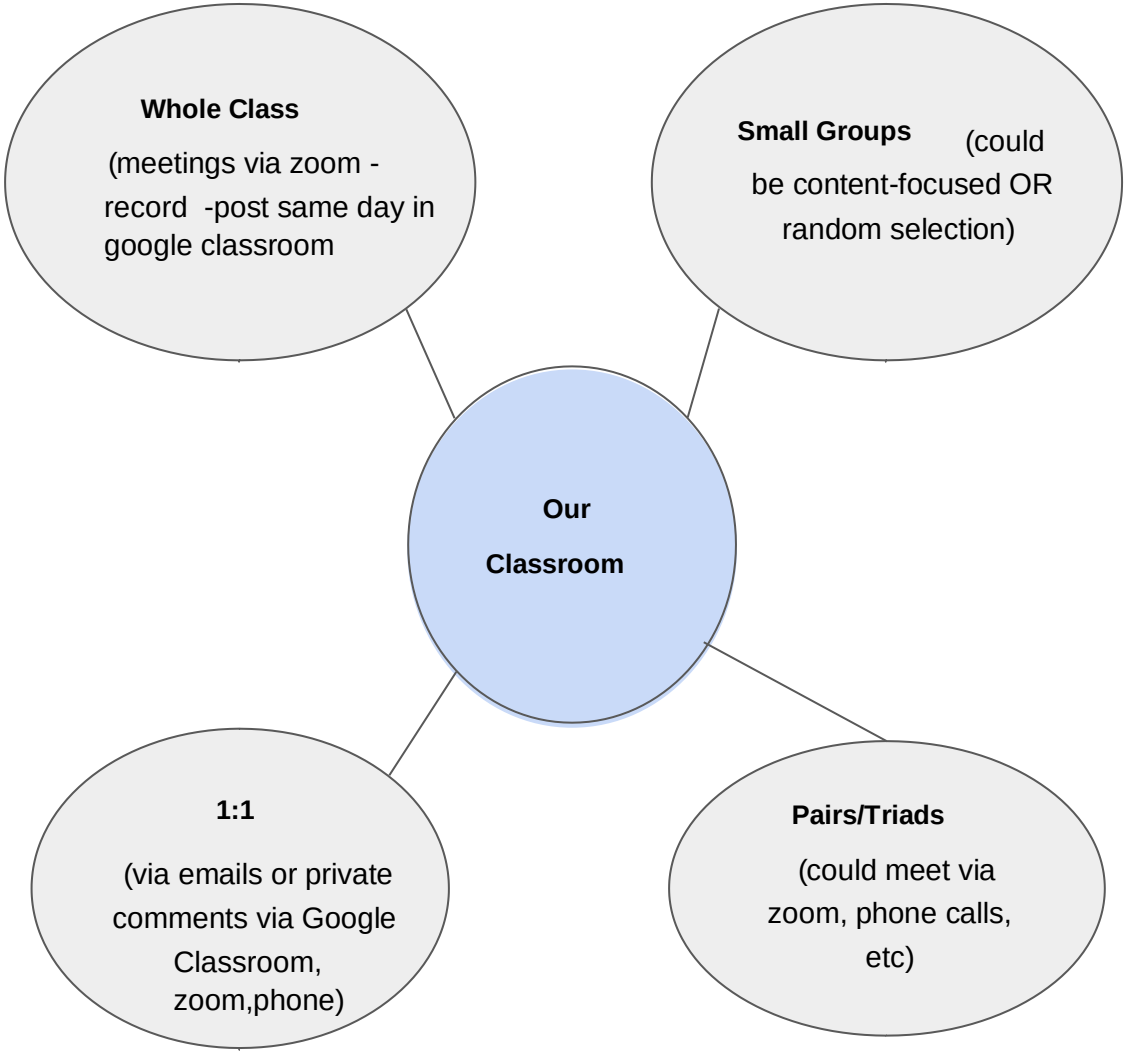
	4. Hold meeting as long as students need you (up to 45 mins)
INSTRUCTION/TEACHING (BEIGE) Periods	1. Wait for students 2. Asks students who do not want to be recorded to turn off their video 3. Record Live Zoom Meeting 4. Start zoom meeting with mute audio and mute video for all 5. Monitor chat room, decide if you want private chats allowed, no chats, etc. 6. Take Attendance w/excel sheet (not in Aries) 7. Direct Instruction for no more than 10 mins-this can be flexible based on student needs and attention-span 8. During instruction be flexible (whole class, break out, small groups, check into small groups, 1:1)

	9. Post recorded zoom video same day in google classroom for student access
ATTENDANCE	Attendance will be taken in every period w/excel sheet. And at end of week turn into Dr. Odell. Do not take attendance in Aries Attendance will be used for office hours wellness check-ins
OFFICE HOURS (Purples)	1. Open office hours w/zoom meeting wait for 15 mins. Wait –if students do not show up for virtual office meetings, you can close 2. Then, begin wellness checks based on your attendance sheet. Call students that did not show up. Record on your excel sheet 3. Use Ms. Duenas' guidelines on how to check in. this is not a time to

	punish. It is a 'wellness' check. 'How' "what' NOT 'why' 4. Use tiered system for next steps if you have a concern w/a student and need to share information (Duenas) 5. Turn in attendance and wellness checks by end of every week to Odell(admin will review for needs)
COMMUNICATION	1. Use Zoom/Google Hangouts/meets 2. Zoom, copy/paste invitation link into google classroom under 'stream' and email. 3. Suggestion: create 'recurring' zoom for every period-use same ID 4. Use google meet phone to communicate with students /parents(if you want to avoid your personal phone) 5. Follow google phone directions sent by Vangelis and Sims

	6. For google phone, you will need your classroom phone, extension and password –to check voice mail
PLAYLIST	I. Plus playlist-Ines will be provide II. First week playlist (Nicole is working with Ines, and provide topics for first week) II. Playlists will have end of week goal III. Chunk the tasks everyday M-F. to scaffold and support students with time management to meet the goal/objective. (but students have the option to get it done early) IV. Daily chunked tasks should NOT last more than 10 mins no more than 50 mins. per week per period –will relook at this and adjust for student need. V. Playlist post on Friday before the following week in your google classroom

	VI. Students will have access every Monday to look over and plan. VII. Assignments should not need a printer VIII. Only 5 playlists needed for 4th quarter


Whole Class
(meetings via zoom - record -post same day in google classroom
Small Groups
(could be content-focused OR random selection)
Our Classroom
1:1
(via emails or private comments via Google Classroom, zoom,phone)
Pairs/Triads
(could meet via zoom, phone calls, etc)

ESTEFANIA GUILLEN ACEVES

INTERNSHIP COORDINATOR
FEBRUARY PROGRESS REPORT

WORK ACCOMPLISHED/WORK IN PROGRESS:

Internships:

Prior to the school closure I met up with each of my interns to collect the following items: contact information, medical form, internship permission form, confidentiality commitment form and their photo release form. After getting those forms back, the interns started to work alongside of the internship site.

Unfortunately, due to the school closure, interns were ordered to stop going to their internship site on March 17, 2020. Internship sites were informed of the interns absence until further notice. Due to COVID-19, I made the tough decision to pull my interns from their sites to minimize their exposure to the public. After discussing it with the individual sites, they expressed that they themselves would be closing their sites to the public. We came to the conclusion of terminating the interns internship until further notice.

Work Opportunities:

Currently, the internship program has three ASSETS/ASES tutors. They were also ordered to stop working on March 17, 2020. Monica and I are working on a way to involve them in the Low Performing Student Block Grant. Once we find a way to include them, I will contact the tutors and notify them. They are still employed until May 29, 2020.

In addition to the ASSETS/ASES tutoring positions, the internship program has ten translators/interpreters. They were also notified to stop working on March 17, 2020. They were offered to help the Family Resource Center/Parent Center Hotline, but with parent's concern, the students along with their parents decided it would be best to not join us.

Applications for the census were accepted and a couple of high school students were hired through the County Elections Office. They went to training on February and helped with the elections on March 3, 2020.

Family Resource Center:

The Family Resource Center has come together to work with the Parent Center. Monica Vega-Mendoza and I will submit a joint board report after our individual reports.

VirtualJobShadow.com:

Data analysis has been concluded from my behalf. As mentioned before, I alongside Edith Duran (GEAR Up Representative) worked together to conduct the workshop for our 7th through 12th grade students. Since Edith has permission to solely target 7th and 8th grade students from her cohort, I took care of the 9th through 12th. Below are the results from 9th through 12th.

Summer Literacy Program:

Ms. Rosa Villasenor and myself began to talk about the Summer Literacy Program. We had a meeting with Lyndsey Dawn Ruiz, personnel from the Center for Nutrition in Schools in University of California, Davis. With everyone's help, we came up with a quick schedule for the summer literacy program through both LindaMood Bell and the UC Davis Nutrition Program.

Given the current circumstances, the summer program overall is under discussion. I will continue to plan as if summer school is going to happen in person. I submitted the summer literacy program student intern position and received the confirmation that we are clear to hire. A flyer was developed in both Spanish and English. It will be posted on all social media platforms over spring break. I will continue to have my phone on me and extra applications to give to any interested students.

WORK REMAINING:

Internships: Meetings are still to be held with the interns; we need to find a time where it does not come into conflict with my time at the Family Resource Center. I will need to collect their journals as well as their hours.

Working Opportunities:

The Internship Program continues to have our three ASSETS/ASES tutors and our ten Family Resource Center personnel. As discussed earlier in my report, interns are employed until May 29, 2020. I will continue to find a way in where I can incorporate the students while still following the social distancing guidelines.

I will also continue to follow the hiring process for the Family Resource Center. The meetings would have to be done in person. The interviews will most likely be through zoom.

In addition, I am awaiting an approval for a Personnel Request Form that I submitted for the Student Custodial Helper position. Once I receive that approval, we will begin the hiring process for those students as well.

Family Resource Center: The Family Resource Center had to cancel many presentations that were established for the community. Once the Shelter-In-Place Guidelines are lifted, the Family Resource Center staff will work on scheduling those presentations on later dates.

VirtualJobShadow.com: Please see below for VirtualJobShadow data. Edith Duran and I will work together for our next session with our students.

Summer Literacy Program: I began recruiting interns prior to the school closure. I initially had this timeline for the interns:

- Applications due on 05/01/2020
- Interviews on 05/06/2020-05/13/2020
- Offer job on 05/14/2020
- Deliver a Letter of Acceptance on 05/15/2020
- Information Meeting on 05/20/2020
- Training from 06/01/2020 to 06/05/2020
- First day on 06/15/2020.

The timeline will need to be followed as closely as it can. Unfortunately, I won't have the facility of having the students in class anymore. The "new normal" will challenge me to spread the word out to our students in different ways.

PROBLEMS ENCOUNTERED:

Internships/Work Opportunities/Family Resource Center: COVID-19 impacted the internship program immensely. The biggest challenge for these coming weeks will be to take part in the Family Resource Center personnel while juggling the rest of my duties. Not only juggling will be a challenge, but also the communication piece that is so essential when speaking to students.

VirtualJobShadow.com Student Data 9th-12th

Total students that took assessments: 343 students in total out of 373 students

- 9th grade: 102 students out of 114
- 10th grade: 81 students out of 88
- 11th grade: 83 students out of 88
- 12th grade: 77 students out of 83

Summary for 9th Grade:

Top result for 9th Grade (1st, 2nd, and 3rd for the top result):

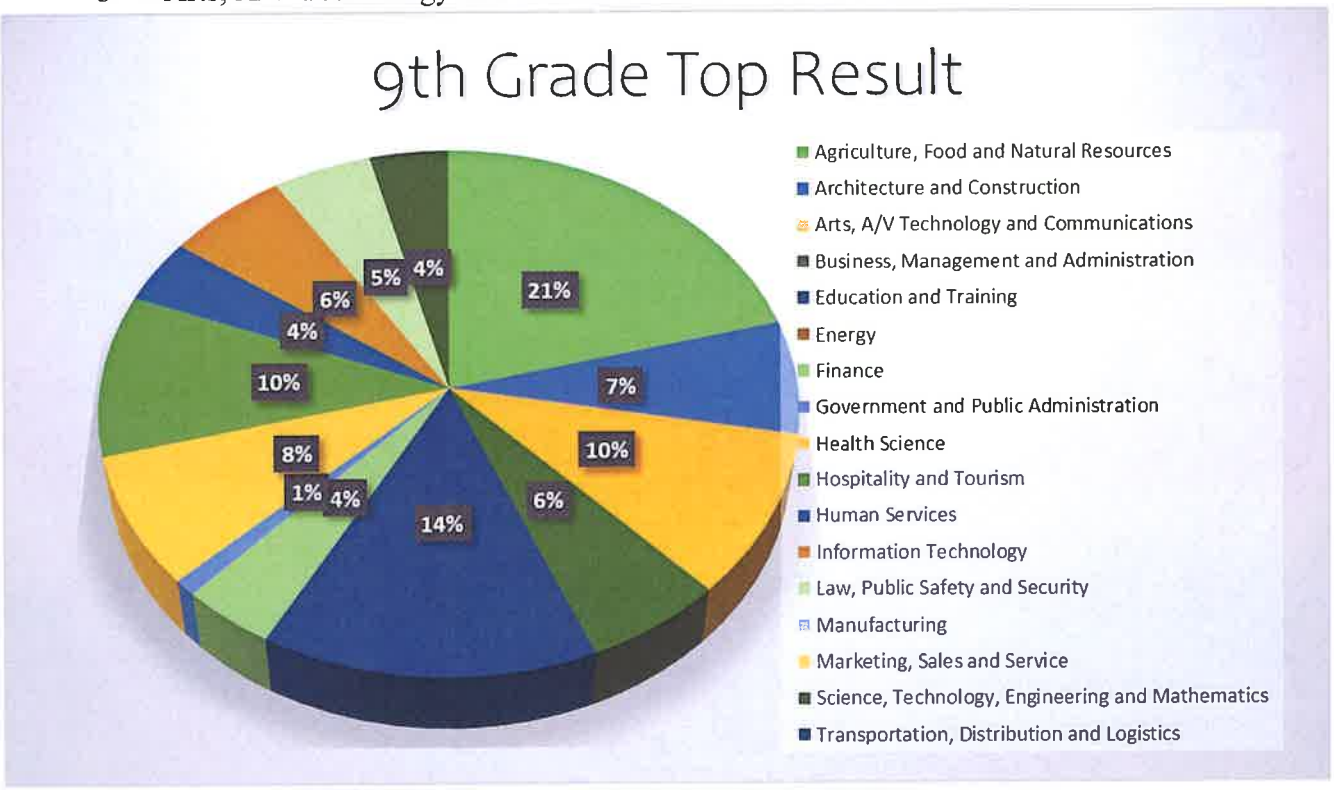
- 1st – Agriculture, Food and Natural Resources: 21% of students
- 2nd – Education and Training: 14% of students
- 3rd – Arts, A/V Technology and Communication: 10% of students
  Hospitality and Tourism: 10% of students

2nd Top result for 9th Grade (1st, 2nd, and 3rd for the 2nd top result):

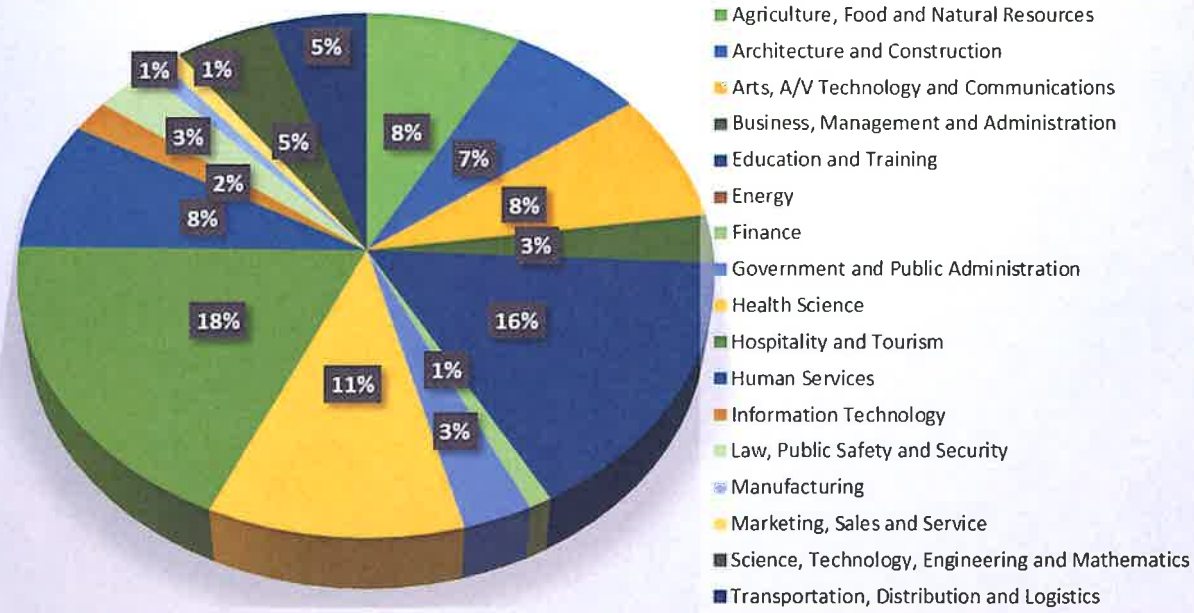
- 1st – Hospitality and Tourism: 18% of students
- 2nd – Education and Training: 16% of students
- 3rd – Health Science: 11% of students

3rd Top result for 9th Grade (1st, 2nd, and 3rd for the 3rd top result):

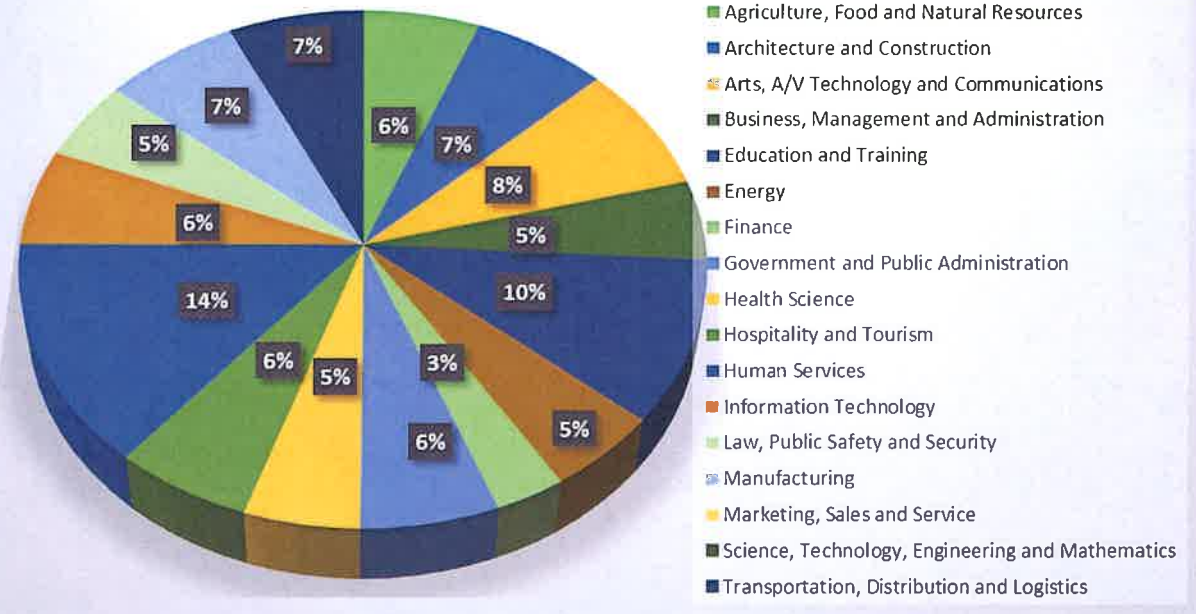
- 1st – Human Services: 14% of students
- 2nd – Education and Training: 10% of students
- 3rd – Arts, A/V Technology and Communication: 8% of students



9th Grade 2nd Top Result



9th Grade 3rd Top Result



Summary for 10th Grade:

Top result for 10th Grade (1st, 2nd, and 3rd for the top result):

1st – Agriculture, Food and Natural Resources: 16% of students

2nd – Health Science: 12% of students

3rd – Arts, A/V Technology and Communications: 11% of students

2nd Top result for 10th Grade (1st, 2nd, and 3rd for the 2nd top result):

1st – Agriculture, Food and Natural Resources: 19% of students

2nd – Hospitality and Tourism: 12% of students

3rd – Transportation, Distribution and Logistics: 9% of students

3rd Top result for 10th Grade (1st, 2nd, and 3rd for 3rd top result):

1st – Business, Management and Administration: 11% of students

Hospitality and Tourism: 11% of students

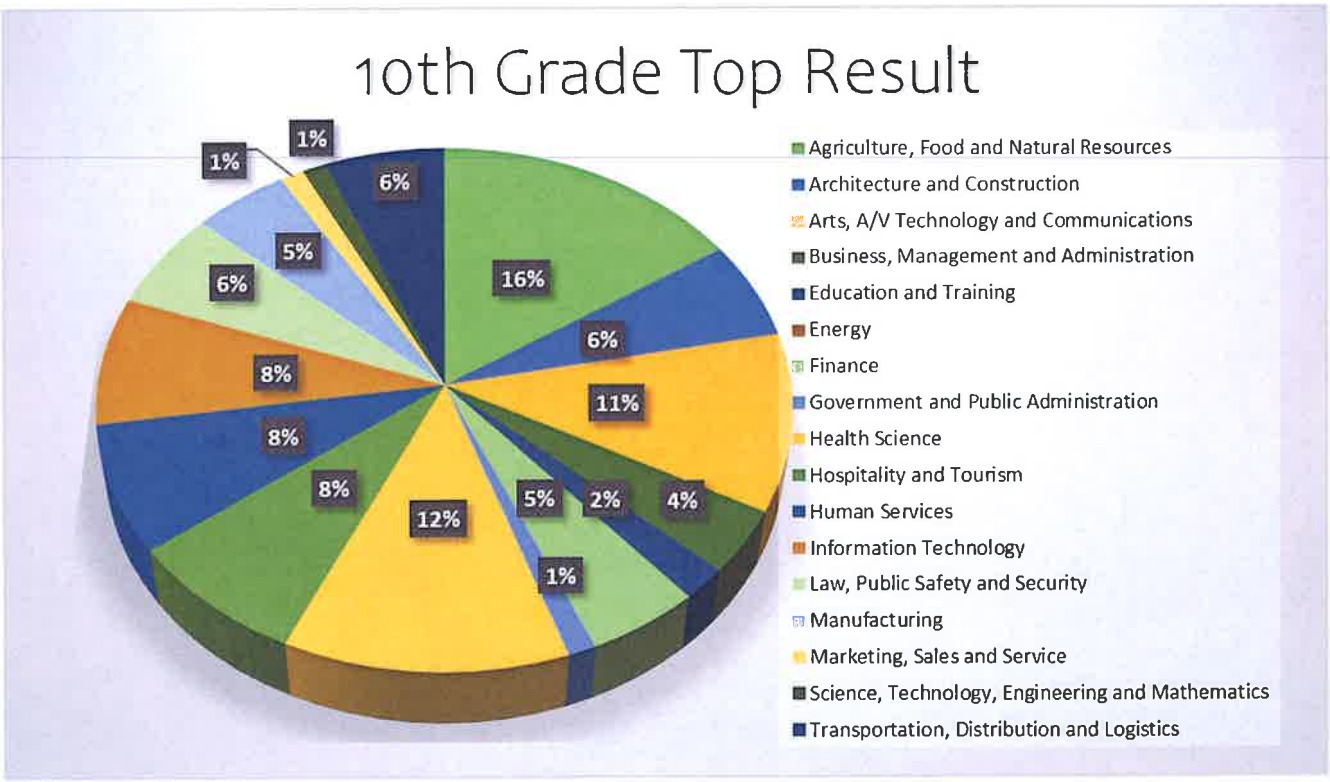
2nd – Agriculture, Food and Natural Resources: 9% of students

3rd – Architecture and Construction: 7% of students

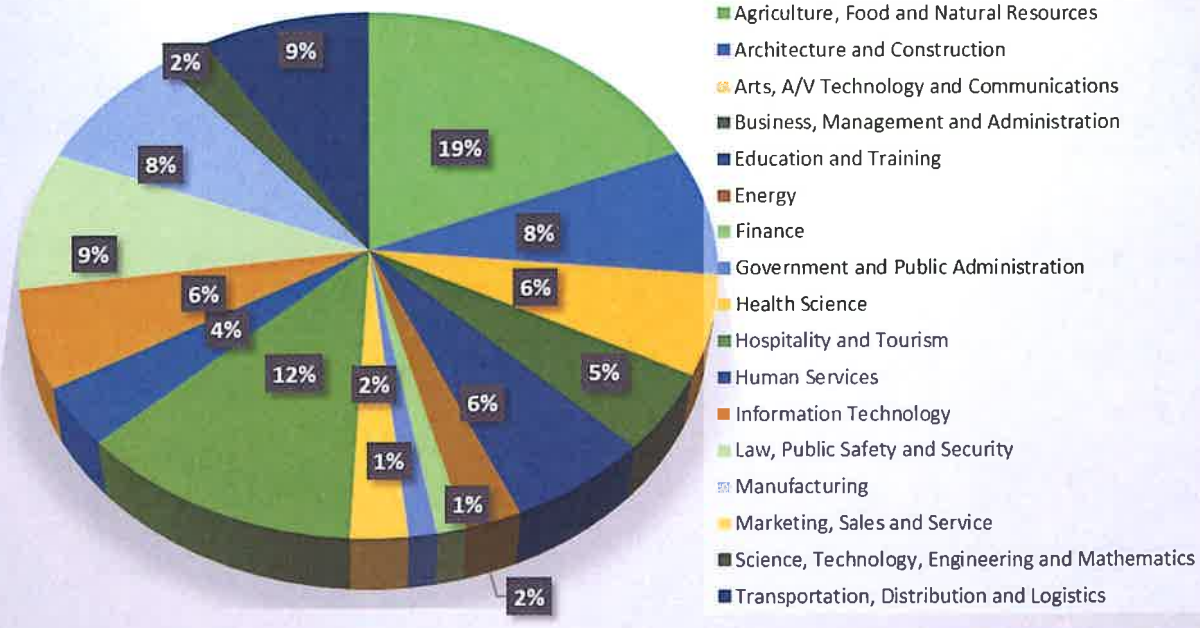
Arts, A/V Technology and Communications: 7% of students

Energy: 7% of students

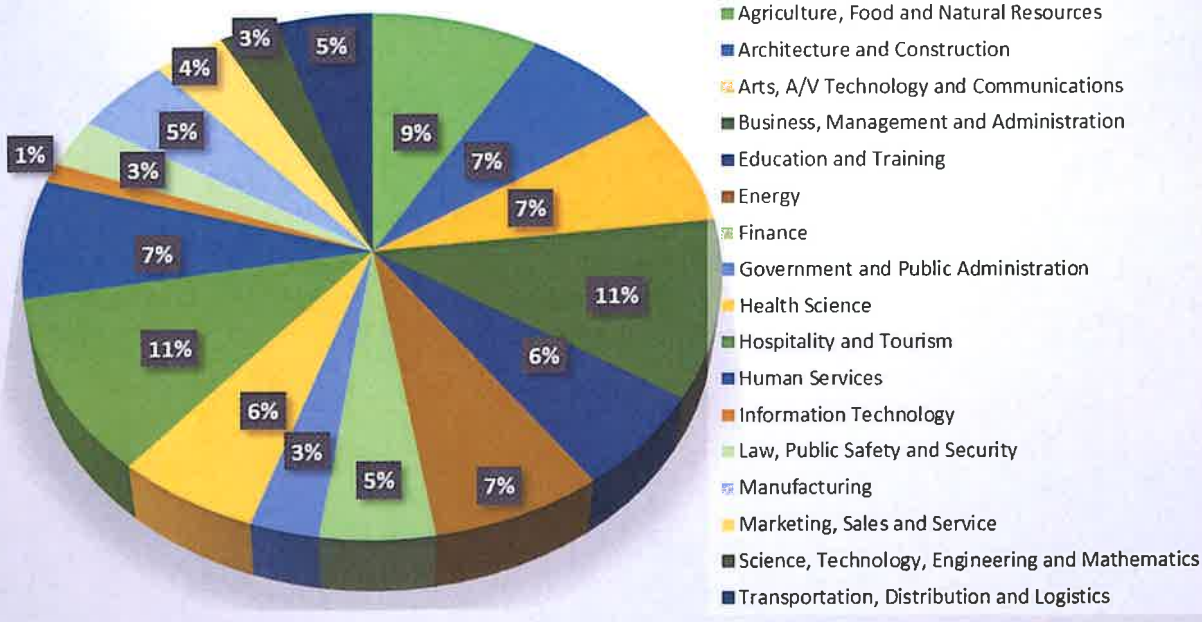
Human Services: 7% of students



10th Grade 2nd Top Result



10th Grade 3rd Top Result



Summary for 11th Grade:

Top result for 11th Grade (1st, 2nd, and 3rd for the top result):

1st – Agriculture, Food and Natural Resources: 15% of students

2nd – Education and Training: 13% of students

3rd – Hospitality and Tourism: 10% of students

2nd Top result for 11th Grade (1st, 2nd, and 3rd for the 2nd top result):

1st – Education and Training: 13% of students

Health Science: 13% of students

2nd – Agriculture, Food and Natural Resources: 10% of students

Human Services: 10% of students

3rd – Hospitality and Tourism: 8% of students

3rd Top result for 11th Grade (1st, 2nd, and 2rd for 3rd top result):

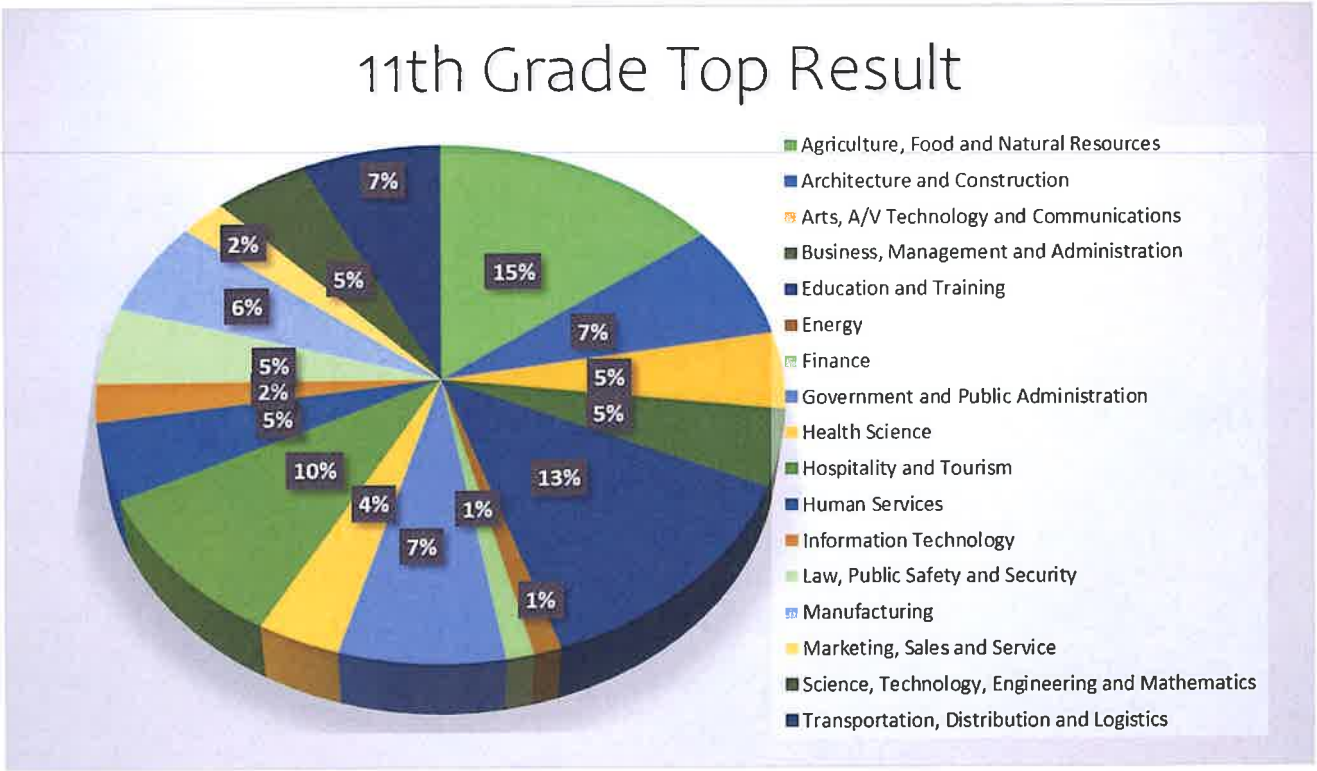
1st – Business, Management and Administration: 13% of students

Human Services: 13% of students

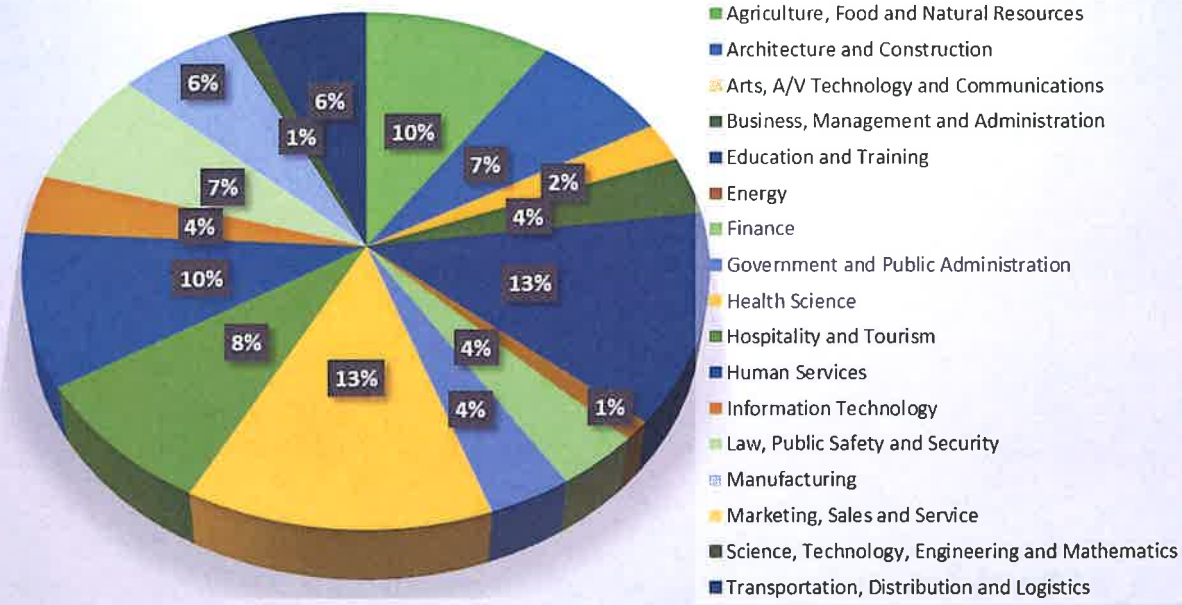
2nd – Agriculture, Food and Natural Resources: 12% of students

3rd – Architecture and Construction: 9% of students

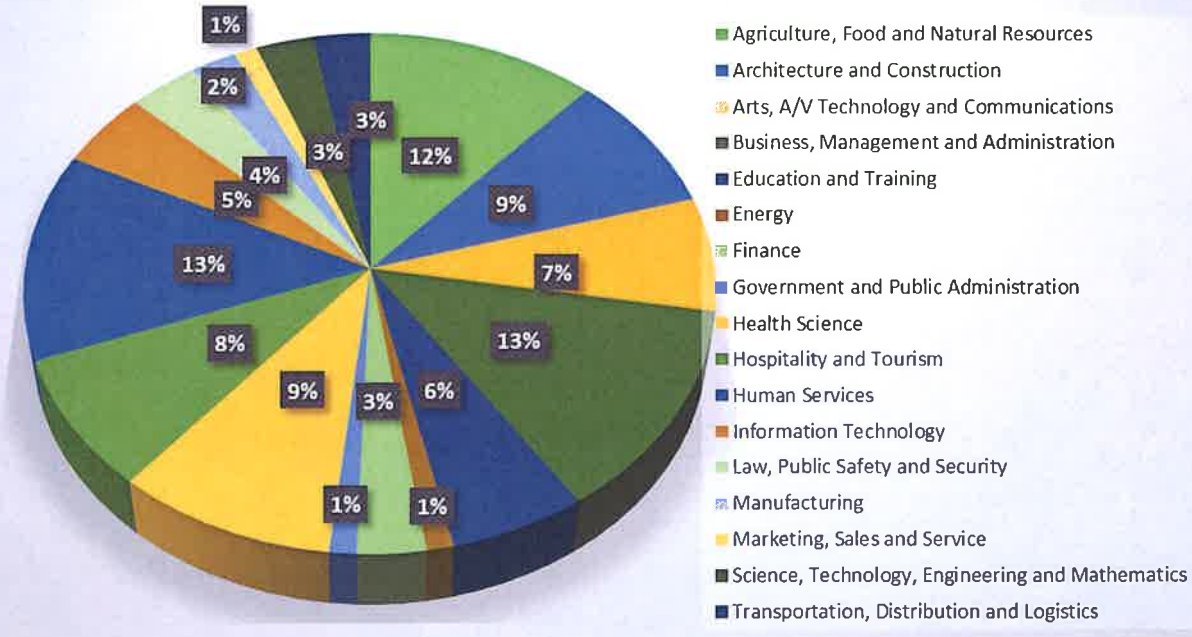
Health Science: 9% of students



11th Grade 2nd Top Result



11th Grade 3rd Top Result



Summary for 12th Grade:

Top result for 12th Grade (1st, 2nd, and 3rd for the top result):

1st – Health Science: 17% of students

2nd – Agriculture, Food and Natural Resources: 16% of students

3rd – Education and Training: 13% of students

2nd Top result for 12th Grade (1st, 2nd, and 3rd for the 2nd top result):

1st – Agriculture, Good and Natural Resources: 14% of students

2nd – Education and Training: 10% of students

Law, Public Safety and Security: 10% of students

3rd – Business, Management and Administration: 9% of students

Information Technology: 9% of students

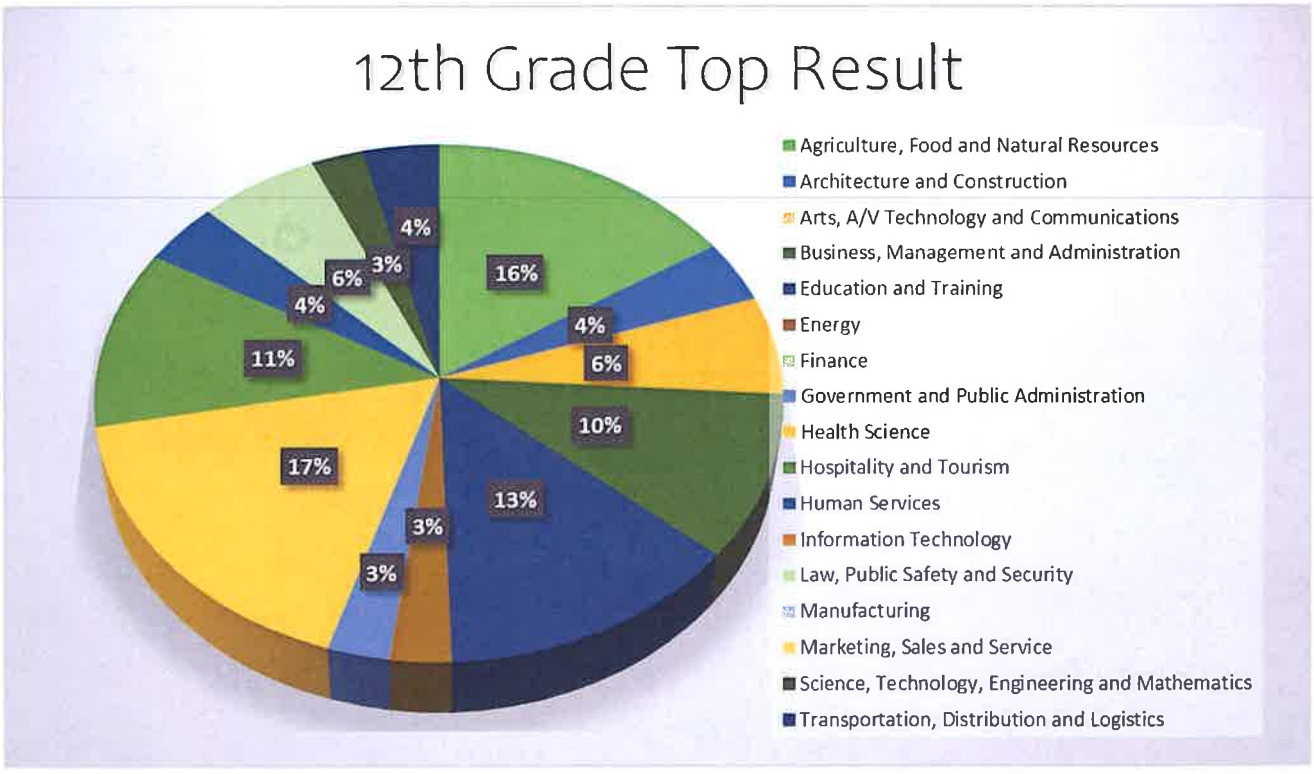
3rd Top result for 12th Grade (1st, 2nd, and 3rd for the 3rd top result)

1st – Human Services: 16% of students

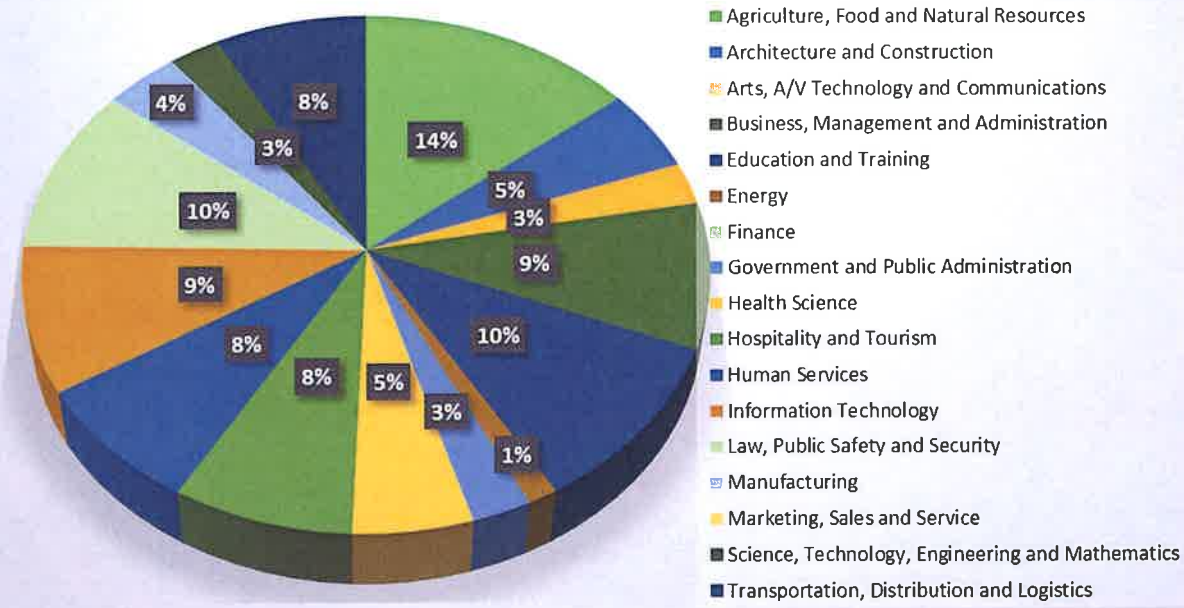
2nd – Education and Training: 10% of students

3rd – Law, Public Safety and Security: 9% of students

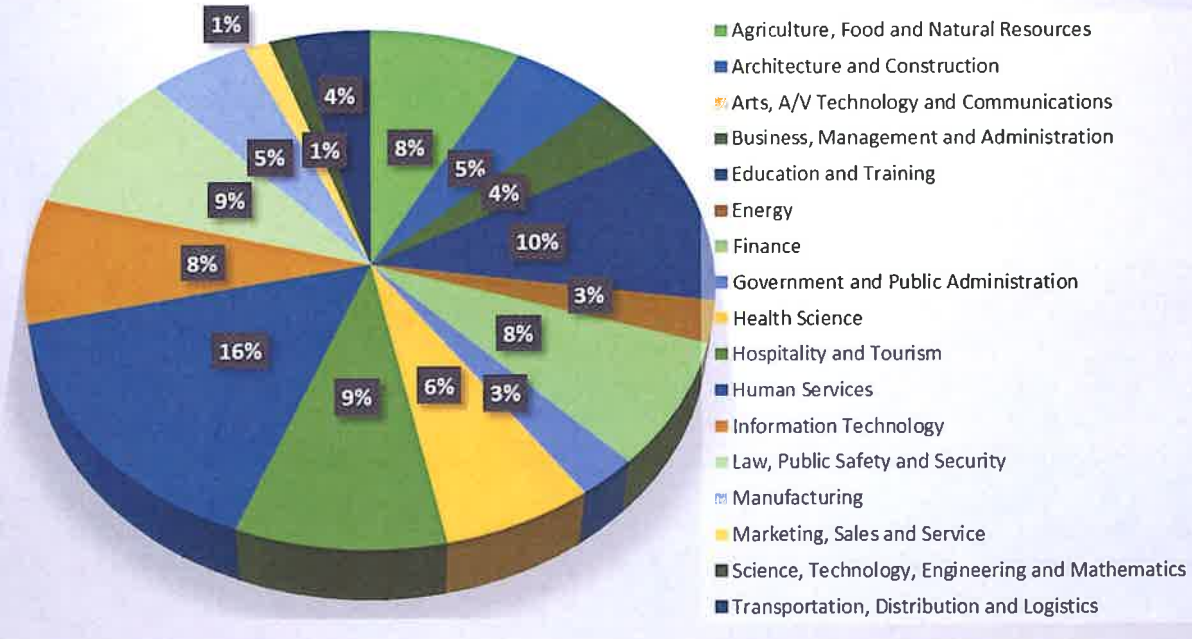
Hospitality and Tourism: 9% of students



12th Grade 2nd Top Result



12th Grade 3rd Top Result



APRIL BOARD REPORT
2020



APRIL 13

WUSD FAMILY RESOURCE / PARENT CENTER

Written by: Estefania Guillen Aceves & Monica Vega-Mendoza

WUSD FAMILY RESOURCE / PARENT CENTER HOTLINE





Joint Board Report

Estefania Guillen Aceves & Monica Vega-Mendoza

Due to the COVID-19 School Closure on March 18, 2020, Dr. Lampkin's vision on setting up a Hotline at the Family Resource and Parent Center was a success thanks to the collaboration of Estefania Guillen Aceves and Monica Vega-Mendoza.

The Family Resource and Parent Center Hotline hours are from 10:00 a.m. – 2:00 p.m. Monday through Friday. Initially, we were open to the public either through walk-in or appointment. Now, the Family Resource Center and Parent Center is open solely by appointment so we respect the Distancing Protocol. The Family Resource Center Hotline number is 530-473-4311 and the Parent Center Hotline number is 530-473-4313. Calls from all sites are forwarded to the hotline numbers. Between Estefania and

Monica, the calls are answered and messages are forwarded to the appropriate site, administrators, and personnel.

We start answering phones at 10a.m. through 2p.m. Between answering phone calls, attending Zoom meetings, answering questions of parents that continue to walk-in to the Family Resource and Parent Center, to training parents over the phone and in person, has kept Estefania and Monica extremely busy.

Thus far, we have received 223 calls since its opening on March 20, 2020 and we have trained 20 parents at the Parent center respecting the Distancing Protocol. The in person trainings have taken about two – three hours, depending on the comfort zone parents have on technology usage.

The phone calls that the Family Resource Center/Parent Center receive vary in subjects. Parents have called asking about devices, internet usage, packets, meals, enrollment applications, work permit applications, school pictures and kindergarten evaluations. Questions in regards to seniors were also brought up. Many of the questions include graduation ceremony updates, credits, university applications, SAT/ACT exams, and how this online distance learning will affect their future.

Respecting the Distancing Protocol, we schedule trainings with parents from 11:30a.m.-2pm, when necessary. For example, if a parent does not have access to internet from home, and apps need downloading, or a parent is not tech savvy, we then schedule an appointment. However, we do our very best to help each parent over the phone by guiding step by step on how to download apps, (Clever.com, Footsteps 2Brilliance, Aeries), how to login to Google classroom, and or how to set up an email. For many parents setting up an email was a challenge. Once they realized how simple it was for them they left feeling a great sense of accomplishment!

The Family Resource Center and Parent Center are working on making a Facebook page to better assist our parents and community with this "new normal". Estefania and Monica will work on putting up videos as to how to access all of the programs as well as important information.

Moreover, parents have expressed a continual appreciation to our hotline and to the trainings, we offer. They feel that any concern, suggestion, or even question they may have, answers to most of their questions are only a phone call away, and the best of it all, a REAL person answers.

In addition, the community expressed a deep sense of respect to our Superintendent, Dr. Lampkin, for his vision in creating a Hotline where the community of Williams could call for information considering our "new normal" is online learning.

Maintenance: Limited staffing during the stay at home orders will be addressing construction and critical preventative maintenance issues along with reactive maintenance that cannot be postponed.

Heat exchanger at the HS HVAC cooling tower has been changed out and we are in startup mode to fully analyze the closed loop system.

North closed loop circulation pump at HS cooling tower will be removed and replaced due to a failed motor armature assembly and will be performed in house.

PG&E has requested maintenance support for the final hook up of gas lines at the WES MPR on Tues April 14th, 2020. Appropriate staff has been assigned to assist with shut off and reinstatement of natural gas to various fixtures.

Valves and pumps are being exercised to prevent freeze up and further expensive repairs as we go back on line.

Upper Elem/HS MPR Kitchen and Floor removal/replacement project prep work will begin week of spring break. Contracting firm will follow with the necessary repairs when kitchen and baths are gutted. Maintenance will be on stand by for support for the duration of the project.

Door locks campus wide will be treated with the appropriate lubrication material to prevent tumblers from ceasing from lack of use and moist weather.

Grounds keeping items will be addressed on as needed basis to prevent grass and weeds from overtaking the campus. Irrigation water will be available mid-April.

Solar system has been evaluated for condition and production levels are within the required guidelines.

HVAC system has been turned off in all classrooms however a weekly startup of closed loop systems at Upper elementary, HS main bldgs. and gym are required to purge fluid lines and prevent sediment build up.

Operations: Custodial support will be placed on as needed basis to disinfect all areas of use during the work day. Rotating custodial staff in to limit exposure. Staff is being continuously reminded of utilizing all safety protocols and protective devices that we have at our disposal.

Plans are under way for moving furniture, stacking desks and preparing the sites for a deep cleaning full court press when stay at home orders have been relaxed.

Transportation: Busses will be started on a weekly basis to keep the batteries fully charged and fuel systems functioning to prevent expensive repairs in fuel delivery systems and air brake systems.

End of April 2020 MOT Board Report

Tim Wright

Technology Report
April 2020

Projects:

- Providing ongoing support for Distance Learning, working long hours 7 days a week to assist admin, staff, teachers and students to prepare so they can be able to continue teaching from home.
- G-Suite opened up the Enterprise version at no cost for all schools due to COVID-19 until July 1, 2020. We took advantage of this and we are utilizing a number of the items that became available.
- Computers had to be reconfigured in order to deploy policies to support access outside our firewall and protect our students. Unfortunately, a number of devices that were deployed early on will have to returned to campus in order to receive these updated policies.
- In addition, certain new programs that are now utilized within our District require the installation of extensions. We had to allow this to take place so these programs could work - especially with special education students. Extensions are able to provide good features to programs, however, not all extensions are written well and some may open a door to unwanted items. Normally we block these items within our firewall but now we have deployed computers to homes with their own private Internet access. Parents will need to supervise closely the students at home for their protection.
- Setup multiple applications in Clever for easier access for our teachers, staff and students
- Setup and support for Modern Teacher training district wide including special ed teachers.
- Setup and support for Ready Rosie program for TK-K3. This program engages parents in the teaching of their children while engaging in their daily routine of activities.
- Setup Zoom conferencing for our district teachers and staff.
- A number of student families have no Internet access at home. We are working with CCOE to find possible solutions to provide this access. We are waiting to hear back from a number of vendors and grants that may be able to provide this much needed service. We are also moving forward with the installation of a tower as part of the EduNet project to provide internet service to our students. It seems that this may be possible soon. A survey taken by the district indicates that at least 250 families have no internet access.

FOOD & NUTRITION DEPARTMENT
March 2020



Meal Counts:

Elementary School: 384 Enrolled

Breakfast	Free	Reduced	Paid	Total	Lunch	Free	Reduced	Paid	Total
Served	1677	359	184	**2220**		3010	622	292	**3924**
% Participating	49.11%	48.98%	42.49%	**48.46%**		88.14%	84.86%	67.44%	**85.66%**
2018/19 Compare	58.12	53.17	35.79	55.74%		90.34%	85.61%	59.41%	87.42%
2017/18 Compare	58.46%	51.75%	42.58%	56.06%		91.28%	89.54%	74.35%	89.85%

Suppers
Elem Café: 1323
HS Café: 295

Upper Elem., Jr./Sr. High School: 910 Enrolled

Breakfast	Free	Reduced	Paid	Total	Lunch	Free	Reduced	Paid	Total
Served	4348	864	325	**5537**		4981	953	411	**6345**
% Participating	53.65%	49.51%	32.05%	**50.97%**		52.67%	46.81%	34.74%	**50.06%**
2018/19 Compare	53.44%	49.18%	29.85%	50.50%		52.87%	50.76%	33.06%	50.64%
2017/18 Compare	61.10%	53.19%	35.64%	57.21%		56.25%	52.23%	31.39%	53.10%

ASSETS Snacks
417

Application Counts:

Elementary	90.89%	Free & Reduced		
High School	90.77%	Free & Reduced	Compare 2018/19	91.85%
Combined	90.81%	Free & Reduced	Compare 2017/18	91.26%
Directly Certified	47.31%	(Goal 62.5% for 100% reimb. Community Elig.)	Outstanding Applications:	32

Financial:

EZ School Pay has brought in $ $1,986.00 Cash Sales $ $3,503.35 Total Cash: $5,489.35

Outstanding balances owed $ $6,359.17 (Elementary $2103.40, Upper Elementary $1411.65, Jr./Sr. High School $2844.12)

Auto Dialers go out Tuesday & Friday. Statements mailed home on the 1st each month.

Trainings/Misc.:

Lists are provided to each site Principal each month with balances owed and highlights of accounts with no payment activity. The statements have directions in both languages as to how to pay online.

Food & Nutrition staff are working 50% of normal shifts. We are utilizing what food is in stock prior to purchasing. We are providing hot meals in addition to cold sandwich's.

Respectfully,
Kristi Ward
Food & Nutrition Director



Board Report April 23, 2020

Mechele Coombs, Director of Fiscal Services and Accountability

Business Office Operations

Our external auditors were scheduled to be on-site to conduct the interim audit April 1, 2020 to April 2, 2020. Due to the closure they did not come on site. The business office has been preparing the requested documents and submitting all documents to the auditors via their online portal. The auditors are still requesting additional items to test. Some of the items that need to be tested will have to wait until the year-end audit visit.

Due to the closure our P-2 attendance is being calculated based on the school month ending Feb 14th instead of the school month ending on or before April 15th. Our ADA in at 1258.65. Our P-2 projection was 1258.13. We have submitted our P-2 attendance data to the County Office of Education. They will review of data and submit it to the California Department of Education.

March was the end of the third quarter. The business office is preparing our quarterly reports that include grant expenditure reports and federal cash management reports.

The business office is in the early stages of budget development for the 2020/2021 fiscal year. The Governor's May Revise budget will be released in mid-May. Due to the COVID-19 pandemic the May Revise is expected to look different than the Governor's January Budget. Included is a fiscal report from School Services of California titled Lessons from the Great Recession. The School Services of California will be presenting the Governor's Budget at their May Revise Workshop. I am scheduled to attend the workshop.

Bond

The Citizens Bond Oversight Committee meeting that was scheduled to meet on March 19, 2020 has been postponed. The rescheduled date has not been determined yet.

Click Here for COVID-19 Related Resources

FISCAL REPORT

PUBLIC EDUCATION'S POINT OF REFERENCE FOR MAKING EDUCATED DECISIONS

Lessons from the Great Recession

BY SSC TEAM Copyright 2020 School Services of California, Inc.

posted April 8, 2020

History has shown us that the economy is cyclical over time—it ebbs and flows. And, starting with former Governor Jerry Brown, our state policy makers have been warning us that the recovery from the Great Recession has been the longest in recorded history, and that a recession could be just around the corner.

Although never anticipated to happen so precipitously, all indications are that the COVID-19 pandemic is pushing us into a recession—worldwide, nationwide, and statewide. Our state policy makers are now saying that the State Budget for the coming year will be a workload budget—not only due to the lack of opportunity to vet proposals as usual due to suspension of this legislative session, but also because there will be fewer resources available. (For more information on the workload budget, see "DOF Planning for Workload Budget in 2020–21" in the March 2020 *Fiscal Report*.)

As we move into recession territory once again, there is much to learn from the past. Many of our current local school administrators were also leaders during the Great Recession, but many were not. Either way, we at School Services of California Inc. (SSC) thought it would be helpful to dredge our *Fiscal Report* articles and our workshop materials from the time of the Great Recession to help us all get prepared with what may happen as reduced state revenues are dealt with by Governor Gavin Newsom and our Legislature. What follows are discussions of what the state did *to* us and what the state did *for* us during the Great Recession.

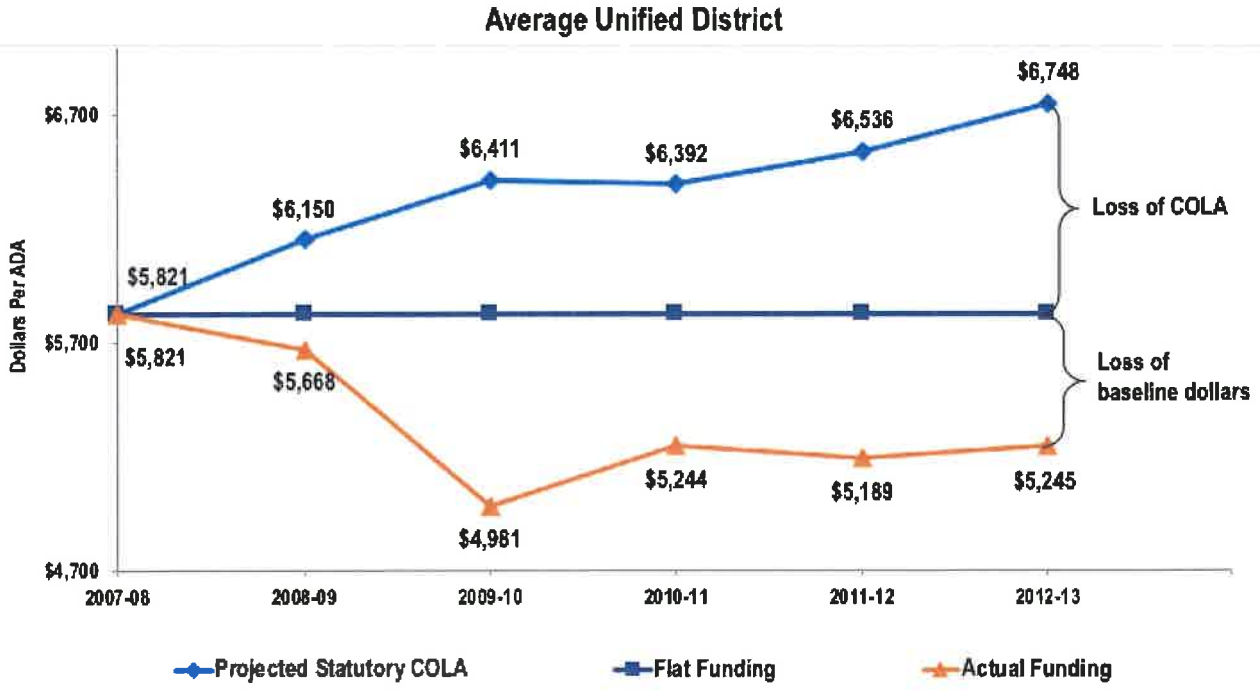
What the State Did *to* Us

At the time of the Great Recession the main source of discretionary funds for local educational agencies (LEAs) was the revenue limit, the predecessor to the Local Control Funding Formula (LCFF). There were also dozens of state categorical programs that LEAs relied upon for many years as sources for instructional materials, programs for underserved students, professional development, school counselors, beginning teacher support, and other important initiatives.

As our state policy makers grappled with the reduced state revenues during the Great Recession, here are some of the solutions they implemented in the budgets for education during those years:

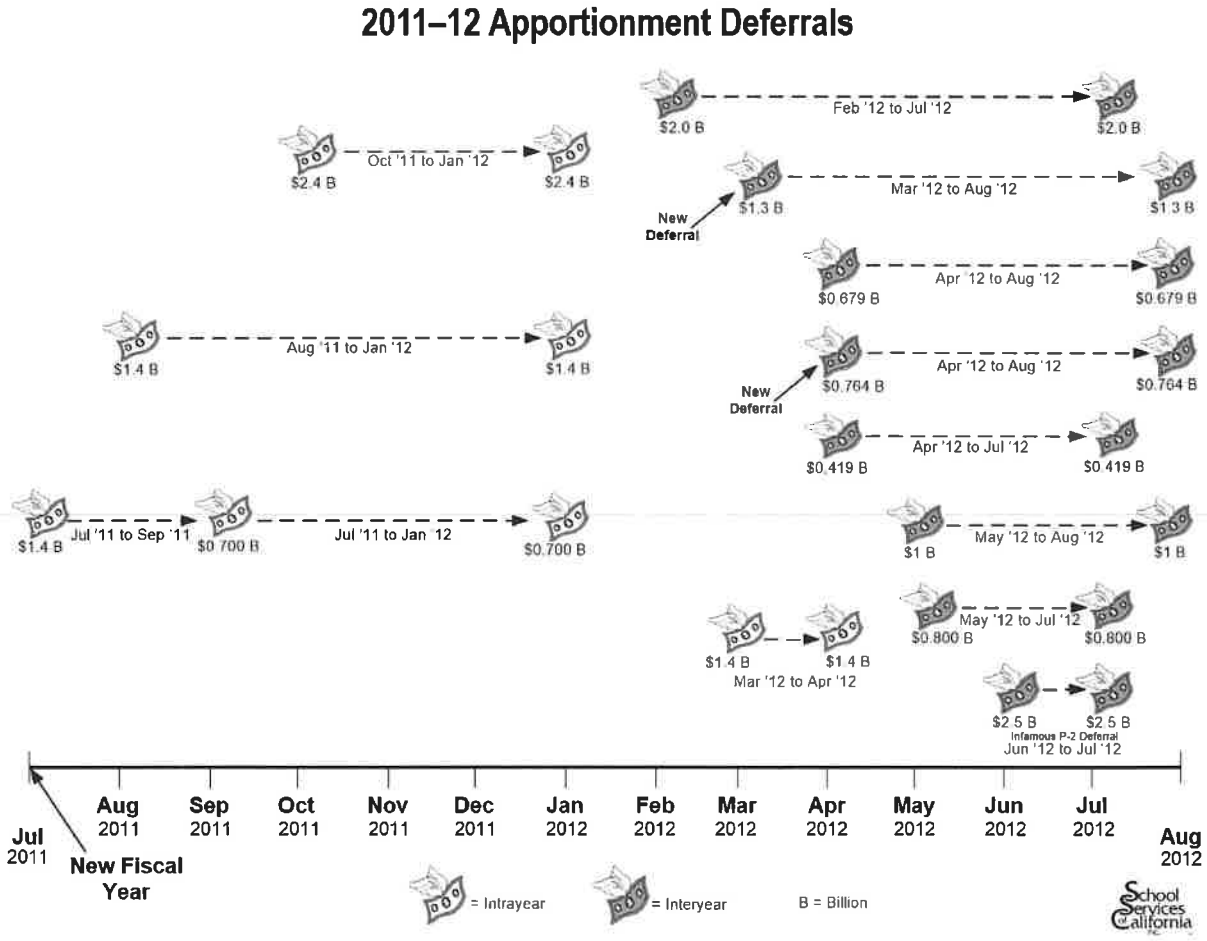
1. Not funding, or only partially funding, the statutory cost-of-living adjustment (COLA) on revenue limits and categorical programs
2. Changing the principal apportionment schedule to slow down cash to LEAs—this was a permanent change and still applies
3. In addition to changing the apportionment schedule the state also deferred (delayed) cash apportionments to LEAs, some within the same year and some to the next year
4. Cutting revenue limit funding—most of the time at the beginning of the year, but also in the middle of the year
5. Cutting categorical funding by almost 20% over two years
6. Deferring reimbursements for state-mandated programs—which still continues to this day, to a lesser degree

The unfunded or partially funded statutory COLAs, as well as the cuts that were made to revenue limit funding, were all tracked by the revenue limit deficit factor, which grew as high as 22.272% by the end of the Great Recession. As a result, we at SSC created what we called the "alligator chart" to track the per-average daily attendance (ADA) amount of revenue limit funding—the amount actually funded versus the amount that should have been funded—in each year. Here is the final alligator chart from 2012–13, the final year of revenue limit funding:



As we emerged from the Great Recession, the revenue limit deficit factor of 22.272% was restored through the implementation of the LCFF. Also, most of the reduced categorical programs were rolled into the LCFF going forward. By the time full funding of the LCFF targets was reached in 2018–19, LEAs were finally restored to the purchasing power of 2007–08. From this perspective, education already starts out behind the curve as we face the coming recession.

We at SSC also created a visual depiction of the cash deferrals that the state imposed during the Great Recession, which caused LEAs to bear the brunt of the borrowing costs to make ends meet. This is the illustration of cash deferrals at the peak of $9.5 billion in 2011–12:



In essence, the state pushed its cash flow issues to all of the LEAs, who were required to borrow significant amounts of money—and to pay those borrowing costs—just to have cash to pay employees and to fund other operating costs. An unintended consequence of the cash deferrals was that the impact was much greater on those LEAs with higher needs populations, as the proportion of their LCFF funding that comes from state aid is higher (as opposed to the portion that comes from local property tax collections). Coming out of the Great Recession, the cash deferrals were eliminated over a number of years, with the last deferral having been eliminated in the 2014–15 fiscal year.

What the State Did *for* Us

Along with the funding cuts and deferrals of the Great Recession, the governor and the legislature at the time were able to agree on temporary changes in statutes to provide operational and financial flexibility for LEAs in dealing with the cuts and deferrals imposed upon them. What follows is a list of the most significant flexibility options provided:

1. Ability to transfer funds between most state categorical programs, along with great flexibility on the use of those funds (referred to as "Tier III flexibility"—these programs were later rolled into the LCFF)
2. Ability to sweep ending balances from some categorical programs and restricted funds to the unrestricted General Fund
3. Ability for LEAs to apply for an exemption from some cash deferrals
4. Delayed compliance with instructional materials adoptions (but the sufficiency requirements of Education Code Section [EC §] 60119 remained)
5. Relaxation of the penalty provisions of the K–3 Class Size Reduction program (this program no longer exists, but was replaced through the LCFF with the TK–3 grade span adjustment requirements)
6. Waiver of penalties for exceeding class sizes in grades K–8 (related to EC § 41376–41378)
7. Elimination of the required district match for the Deferred Maintenance program (this program was later rolled into the LCFF)
8. Reduced or eliminated (depending on the year) the required contribution to Routine Restricted Maintenance
9. Ability to reduce the instructional year by up to five days (from 180 days to 175 days), with a commensurate reduction in the instructional minute requirements, all with no penalties assessed
10. Reducing the local minimum reserve requirement—something we at SSC would never recommend (in other words, don't eat the seed corn!)
11. Allow revenue from the sale of surplus property to be deposited into the General Fund (rather than being restricted for facilities only)

Even with the temporary flexibility above, LEAs found it necessary to implement massive layoffs of both certificated and classified staff, as well as reduce employer contributions to health benefits, freeze step and column movement, cut hours, and implement unpaid furlough days for remaining staff. These draconian actions were required because the cuts and deferrals were so significant, and because most of an LEA budget is made up of people.

Moving Forward

For LEAs that haven't already, it's time to batten down the hatches as we head into the storm in front of us. We do not know how serious it will be, nor do we know how long it will last. But we all need to draw on the experience of those that were around during the Great Recession and implement the policies of the past that worked to keep us solvent. There will also be strategies that weren't used

then but could be helpful now. As your partners in this, we at SSC will continue to keep you informed and provide our best advice.

Click Here for COVID-19 Related Resources

FISCAL REPORT

PUBLIC EDUCATION'S POINT OF REFERENCE FOR MAKING EDUCATED DECISIONS

Department of Finance Provides Update to the Legislature

BY JAMIE METCALF Copyright 2020 School Services of California, Inc.

posted April 11, 2020

On April 10, 2020, Keely Bosler, Director of the Department of Finance (DOF) issued an interim fiscal update to state policy makers on the impact of the COVID-19 pandemic on the State Budget and in anticipation of the May Revision.

Ms. Bosler noted that "the economic disruption from the pandemic is expected to result in a recession and have significant negative effects on state revenues. This impact is expected to be immediate, affecting fiscal year 2019–20, and will continue into fiscal year 2020–21 and additional years depending on the pace of recovery of local, state, and national economies."

Ms. Bosler further indicated that the DOF is evaluating all budget year costs of currently authorized services within a workload budget and prioritizing and reducing expenditures. Despite the federal government reimbursing a majority of expenditures related to public health and safety, the state expects higher expenditures in Medi-Cal, California Work Opportunity and Responsibility to Kids (CalWORKs), and other health and human services programs. General Fund revenues are heavily reliant on the "big three" taxes of personal income, sales and use, and corporation—generating over two-thirds of General Fund revenue. Due to the delay in filing taxes and payments from April to July, revenues from the big three will be approximately 39% of receipts estimated in the Governor's January Budget.

Additional federal funding of $8.4 billion in May 2020 through the Coronavirus Aid, Relief, and Economic Security (CARES) Act; roughly $7 billion for COVID-19-related expenditures in 2020; and other federal funding for schools, colleges, universities, childcare, etc., are critical in supporting the state's expenditures.

Although the state has maintained significant budget reserves and cash by paying off all of its budgetary borrowing or "wall of debt", paying down other liabilities, and maintaining a balanced budget in the last several years, the Governor has authorized the State Controller to establish the General Cash Revolving fund. The State Controller's Office (SCO) uses the General Cash Revolving fund as a precautionary measure to allow the state to issue Revenue Anticipation Warrants (RAW). However, the SCO doesn't anticipate issuing RAWs this year because of projected available cash and unused borrowable sources.

The Director concludes by stating, "The May Revision that the Administration will submit to the Legislature by the statutory deadline will reflect the extraordinary impacts of the COVID-19 pandemic on the state's fiscal condition. As this letter demonstrates, the state faces daunting challenges and difficult decisions in the weeks and months ahead. The Administration will continue to work with the Legislature during this unprecedented crisis to maintain a balanced budget that promotes opportunity and supports an equitable economic recovery."
We will continue to monitor the state's fiscal condition and keep you up to date, so stay tuned.

WILLIAMS UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES REGULAR MEETING
Thursday, February 20, 2020, Regular Meeting

MINUTES

1.0 CALL TO ORDER – Board president, George W. Simmons, called the Regular Board meeting of the Williams Unified School District Board of Trustees to order at **6:30 PM** on February 20, 2020, in the College & Career Center, located at 260 Eleventh Street, Williams, California. A quorum was established.

2.0 ROLL CALL

Trustees Present: George W. Simmons, President
Silvia Vaca, Vice President
Alejandra Lopez, Member
Yareli Mora, Member

Administrative Staff: Dr. Edgar Lampkin, Superintendent
Amanda Zimmerman, Elementary School Principal
Hector Gonzalez, Upper Elementary School Principal
Rosa Villaseñor, SIG Coordinator/ELD Administrator
Dr. Mary Ponce, Secondary Principal
Dr. Nicole Odell, Secondary Assistant Principal

ASB Representative: Alan Martinez

Audience: Mechele Coombs, Monica Vega-Mendoza, Kristi Ward, Joan Anderson, Rosa Thompson, Brandon Thompson, Jennifer Carter, Jennifer Jelavich, Candice Bersola-Vallejos

3.0 PLEDGE OF ALLEGIANCE - Board president, George W. Simmons, led the Board and audience in the Pledge of Allegiance.

4.0 APPROVAL OF THE AGENDA

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the agenda. **Motion passed. Ayes __4__ Noes __0_ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION – Board president, George W. Simmons welcomed all visitors and invited them to speak at this time on any school-related item not scheduled on this agenda but within the jurisdiction of the Board may do so at this time. Please state your first and last name. The meeting is being taped and all comments are being recorded. Board bylaws limit speaking time to 3 minutes per speaker and 20 minutes per item.

5.1 No public comment.

6.0 PUBLIC HEARING (6:31 PM)

6.1 Proposed Adoption of a Developer Fee Study and the Increase of the Statutory School Fee

7.0 CLOSE PUBLIC HEARING (6:33 PM)

8.0 PRESENTATIONS

8.1 Construction Update – Jeff Threet, Stone Creek Engineering, Inc. distributed a handout to the Board and shared pictures of the Elementary multipurpose building construction. The structural steel is in its final stages. Students were able to sign two of the beams prior to construction. Completion of the multipurpose room is anticipated for mid-June.

Elementary Teacher Joan Anderson shared that the students loved signing the beams and wearing the hard hats and vests.

Mr. Threet stated the district's construction team selected ABS Builders for construction of the gymnasium upgrades project. The gym floor and bleachers will be replaced as well as upgrades made to the sewer. Future projects include the infrastructure upgrades project and North and South Wing Modernization.

8.2 Williams Secondary School ASB Representative Alan Martinez stated current athletics are wrestling, basketball and soccer. The boys' basketball team made the playoffs. Jr High basketball earned new uniforms through fundraising. Golf, baseball and softball are beginning to practice. The Winter Ball dance will be this Saturday in the multipurpose room. Ms. Hedley has been working on the 4th Annual Art Show. The art exhibit will be Wednesday, February 26th. Mrs. Sims and Mrs. Hale are preparing for the Science Fair in March. Mr. Welcome is offering students the opportunity to get their drone piloting license. Students have been having a blast challenging each other on the drone practice test. Prom will be held on Saturday, May 9th at the Arbuckle Golf Course. Williams High School merchandise is available to purchase online. Students have been collecting Pennies for Patients. Their goal is to raise $750. There is a FFA rally tomorrow. Seniors are discussing the 12th grade trip but have not decided on a location.

8.3 Employee Recognition for Footsteps 2 Brilliance – Dr. Edgar Lampkin, Jennifer Jelavich and Candice Bersola-Vallejos acknowledged the outstanding efforts of Rosa Thompson and Joan Anderson in the Footsteps 2 Brilliance (F2B) program. Mrs. Jelavich shared that Williams Elementary School has done an amazing job using the F2B application. F2B is a bilingual program for grades 0-3 that engages students in vocabulary acquisition, critical thinking and comprehension. Williams Elementary has read over 5 million words so far this year. Mrs. Thompson's class were recognized for reading 3,468 books for a total of 909,633 words. Mrs. Anderson's class were recognized for reading 6,041 books for a total of 1,547,760 words.

Elementary Principal Amanda Zimmerman stated her site read 3 million words in January alone. She is very proud of them.

Mrs. Anderson stated her students were fueled by friendly competition with Mrs. Thompson's class and the promise of a pizza party.

Candice Bersola-Vallejos stated what the Elementary has accomplished is truly amazing. Every class is seeing growth on a daily basis. Teachers and parents have come together to make this possible.

Dr. Lampkin presented a certificate to Mrs. Anderson and Mrs. Thompson. Each will receive $50 for school supplies and a pizza party for their classes.

9.0 BOARD REPORTS

9.1 Elementary School Principal, Amanda Zimmerman submitted a written report.

9.2 SIG Coordinator/ELL Administrator, Rosa Villaseñor submitted a written report and stated she will be subbing at the High School on Friday, February 21st. Mrs. Villaseñor is moving to the Parent Center at room 102 at Williams Elementary. She attended two conferences since the last Board meeting: CALSA and Innovating for Equity Summit.

9.3 District Liaison, Monica Vega-Mendoza submitted a written report.

9.4 Upper Elementary School Principal, Hector Gonzalez submitted a written report and stated he met with students for LCAP feedback. Mr. Gonzalez showed the students the Achievement Data Team process that teachers go through. Students were surprised by the work teachers do behind the scenes.

9.5 Secondary School Principal, Dr. Mary Ponce submitted a written report and thanked Dr. Odell and Mr. Gonzalez for helping with administrative coverage. Dr. Ponce thanked the TOSAs for sub coverage.

9.6 Internship Coordinator, Estefania Guillen Aceves submitted a written report.

9.7 Maintenance, Operations and Transportation Director, Tim Wright submitted a written report.

9.8 Technology Director, Vangelis Bolias submitted a written report.

9.9 Food and Nutrition Director, Kristi Ward submitted a written report and stated students are enjoying pizza from Papa Murphy's 3 out of 4 Fridays each month. Mrs. Ward stated 67% of Williams students are eating on campus.

9.10 Director of Fiscal Services and Accountability, Mechele Coombs submitted a written report.

9.11 District Superintendent and Secretary to the Board, Dr. Edgar Lampkin stated the school safety plan is close to being complete. There are many pieces to the plan. Next Dr. Lampkin will be working on LCAP stakeholder engagement and inputting it into the new template. All orange and red areas from the CA Dashboard must be addressed in the LCAP. The EL Roadmap is also being incorporated into the LCAP. The District Office is in the process of moving to the high school campus. Dr. Lampkin thanked the District Office staff for their work on the move. Dr. Lampkin also thanked Mr. Gonzalez and Dr. Odell for covering the sites during illnesses.

10.0 EMPLOYEE GROUPS BOARD REPORTS

10.1 Certificated Employees – Williams Teachers Association – No report.
10.2 Classified Employees – California School Employees Association Chapter #556 – No report.

11.0 ACTION ITEMS – CONSENT CALENDAR

– Certain items, which require review and approval by the Board of Trustees, are routine in nature because they are self-explanatory, non-controversial, or repetitious. These recommended items are grouped as a consent item for automatic approval after the Board President determines there is no request to separate any items for independent consideration.

11.1 **BOARD MINUTES** – Request to approve Board minutes
11.1.1 January 16, 2020 (Regular)
11.1.2 January 21, 2020 (Special)
11.2 **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll (Hirschfield)
11.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries (T. Rivera)
11.3.1 Prepared by Toni Rivera, General Ledger Report and Bank Reconciliation Report, Williams Middle School Checking Account, December 2019.
11.4 **SERVICE AGREEMENTS/CONTRACTS**
11.4.1 AVID College Readiness System Services and Products Agreement including AVID Secondary Curriculum and Membership for Williams Jr/Sr High School for SY 2020-21.
11.4.2 Imagine Learning Purchase Contract from 2020-2022.
11.4.3 Memorandum of Understanding between Williams Unified School District and Colusa County Office of Education for the Secondary Summer School Academy from June 12, 2020 through July 23, 2020.
11.4.4 Agreement with James Marta & Company LLP for the Financial Audit of Williams Unified School District through June 30, 2022.
11.4.5 Agreement with James Marta & Company LLP for the Financial Audit for Bond Measure C through June 30, 2022.
11.5 **ROUTINE PURCHASE ORDERS**

Purchase Order #	Vendor	Amount
PO20-00430	D2 Trailer Sales	$26,938.54

11.6 **APPROVE EXTRA DUTY / VOLUNTEER / STUDENT PERSONNEL REPORTS** –Request to approve personnel items relating to Extra Duty, Volunteer and Student personnel reports. (R. Cranford)

Classification	Position	Status	Name
Extra Duty	Varsity Boys Basketball Coach	Filled	Jeffrey Lemus
Extra Duty	Junior Varsity Boys Basketball Coach	Filled	Tanner Bloom
Extra Duty	Assistant Track Coach	Filled	Ben Haney
Extra Duty	Head Track Coach	Filled	Dan McDonald

11.7 **APPROVE CERTIFICATED / CLASSIFIED / CONFIDENTIAL PERSONNEL REPORT-** Request to approve personnel items relating to Certificated, Classified and Confidential personnel reports (R. Cranford)

Classification	Position	Status	Name
Classified	Student Supervisor	Open	
Classified	Health Clerk Aide	Open	
Certificated	Secondary Teacher	Leave of Absence 3/16/20 – 3/27/20	David Garcia

11.8 **APPROVE INSTRUCTIONAL MINUTES/ BELL SCHEDULES / MASTER SCHEDULE**
11.8.1 None
11.9 **APPROVE STUDENT HANDBOOKS**
11.9.1 None
11.10 **APPROVE INTER-DISTRICT TRANSFER REQUESTS**
11.10.1 Updated 2019-20 Inter-District Transfer List

11.11 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**
11.11.1 Revised E 5117 Interdistrict Attendance

11.12 **APPROVE FIELD TRIP REQUESTS**
11.12.1 None

11.13 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**
11.13.1 Destruction of District Office Records

11.14 **ACCEPTANCE OF DONATIONS**
11.14.1 Donation of Toys for the Winter Posada Festival
11.14.2 Donation of Food and Raffle Prizes for the Winter Posada Festival

11.15 **APPROVE REPRESENTATIVE TO THE CSBA DELEGATE ASSEMBLY**
11.15.1 No nominations were received; the Board may choose to write in a name.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Consent Calendar. **Motion passed. Ayes __4__ Noes __0__ Absent _1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.0 **ACTION ITEMS – NEW BUSINESS** – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

12.1 Consideration and possible action concerning the approval of **Resolution #16-022020: Student Activity Special Revenue Fund #08.**

A **MOTION** was made by Yareli Mora and **SECONDED** by Silvia Vaca to **APPROVE Resolution #16-022020: Student Activity Special Revenue Fund #08. Motion passed. Ayes __4__ Noes _0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.2 Consideration and possible action concerning the approval of **Resolution #17-022020: In the Matter of Adopting Development Fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities.**

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE Resolution #17-022020: In the Matter of Adopting Development Fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities. Motion passed. Ayes__4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.3 Consideration and possible action concerning the approval of the Board Meeting Calendar for 2020- 2021.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE the Board Meeting Calendar for 2020- 2021. Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.4 Consideration and possible action concerning the approval of the District Attendance Calendar for school year 2020-2021.

Dr. Lampkin noted the stakeholder feedback on the calendar. There may be revisions made to the calendar in the future depending on negotiations with CSEA and WTA.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the District Attendance Calendar for school year 2020-2021. **Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.5 Consideration and possible action concerning the approval of the District Attendance Calendar for school year 2021-2022.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the District Attendance Calendar for school year 2021-2022. **Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.6 Consideration and possible action to approve a 1% increase to the salary of Superintendent Edgar Lampkin, Ed. D. for school year 2019-2020 per the Employment Contract between Edgar Lampkin, Ed. D. and the Board of Trustees of the Williams Unified School District, Article II. B. Annual Adjustment to Base Salary.

On June 12, 2019, the Board of Trustees approved a 1% increase for the 2019-2020 school year for the Williams Teachers Association. On July 18, 2019, the Board of Trustees approved a 1% increase for the 2019-2020 school year for the Confidential Management and Certificated Management employees. The Board President and Vice President recommend that the same increase be applied to the Superintendent's contract.

Trustee Yareli Mora questioned if there was a Brown Act issue with the wording of the action item specifically "The Board President and Vice President recommend that the same increase be applied to the Superintendent's contract." Board president Simmons stated legal counsel reviewed the item prior to it being added to the agenda.

A **MOTION** was made by Alejandra Lopez and **SECONDED** by Yareli Mora to **APPROVE** a 1% increase to the salary of Superintendent Edgar Lampkin, Ed. D. for school year 2019-2020 per the Employment Contract between Edgar Lampkin, Ed. D. and the Board of Trustees of the Williams Unified School District, Article II. B. Annual Adjustment to Base Salary. **Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

12.7 Consideration and possible action concerning the approval of the proposed changes to Board Policy 6146.6 regarding 8th grade promotion/retention.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the proposed changes to Board Policy 6146.6 regarding 8th grade promotion/retention. **Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

13.0 BOARD MEMBER COMMENTS

13.1 Trustee Mora thanked Principal Zimmerman for including the information the Board wanted to see in her Board report.

13.2 Trustee Vaca wanted to recognize the Elementary teachers. It feels very rewarding and like a step forward. Trustee Vaca appreciates their effort and growth. We are here to serve students and must remind ourselves that we are here for them.

13.3 Trustee Lopez thanked everyone, especially admin, for the work they are doing. It is a hectic time of year. It is rewarding to see the fruit of your labor.

14.0 DISCUSSION ITEMS

14.1 BP 5141.21 Administering Medication and Monitoring Health Conditions

Trustee Vaca stated her point of view as a parent is that if there is a student that needs this type of medication it can be administered by the parent.

Trustee Mora stated she would like to research the matter further before moving forward.

Board president Simmons stated we will add it again to the March 12th Board packet.

15.0 INFORMATIONAL ITEMS AND REPORTS

15.1 District Enrollment Report
15.2 District Discipline Distribution Reports

16.0 CORRESPONDENCE

16.1 California Department of Education Certification of Corrective Action for Williams Unified School District.

17.0 FUTURE MEETING DATES

17.1 February 25, 2020 (Special – Board Self Evaluation)
17.2 March 12, 2020 (Regular) – Trustee Lopez may not be available.
17.3 April 23, 2020 (Regular)
17.4 May 21, 2020 (Regular) - Trustee Vaca may not be available.

18.0 PENDING AGENDA – This is the time to place future items on the Pending Agenda.

18.1 2019-2020 Second Interim Report.
18.2 BP 5141.21 Administering Medication and Monitoring Health Conditions

19.0 CONVENE TO CLOSED SESSION (7:53 PM)
Closed Session will be held regarding the following matters:

19.1 Public Employee Performance Evaluation (Gov. Code 54957) (Information only)
Titles: Elementary Teachers (13 positions); Secondary Teachers (7 positions);
Learning Support Specialist (1 position)

19.2 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

19.3 Conference with Labor Negotiators (Gov. Code 54957.6)
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
19.3.1 Certificated Employees – WTA
19.3.2 Classified Employees – CSEA Chapter #556

20.0 RECONVENE TO OPEN SESSION (9:15 PM)
Action Taken During Closed Session:

20.1 Public Employee Performance Evaluation (Gov. Code 54957) (Information only)
Titles: Elementary Teachers (13 positions); Secondary Teachers (7 positions); Learning Support Specialist (1 position)

No Action Taken.

20.2 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the non-reelection of one certificated employee. **Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

20.3 Conference with Labor Negotiators (Gov. Code 54957.6)
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
20.3.1 Certificated Employees – WTA
20.3.2 Classified Employees – CSEA Chapter #556

No Action Taken.

21.0 ADJOURNMENT (9:17 PM)

A **MOTION** was made by Yareli Mora and **SECONDED** by Silvia Vaca to **APPROVE** the adjournment. **Motion passed. Ayes __4__ Noes __0__ Absent __1_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

Please note that additional information distributed to the Board during the meeting and not included in the agenda packet can be obtained by calling the District Office at 530-473-2550, x11409.

Respectfully submitted,

Dr. Edgar Lampkin, District Superintendent
Secretary to the Board
erl/jdc

WILLIAMS UNIFIED SCHOOL DISTRICT 11.1.2

BOARD OF TRUSTEES SPECIAL BOARD MEETING
Tuesday, February 25, 2020, Special Board Meeting

MINUTES

1.0 CALL TO ORDER– Board president, George W. Simmons, called the Special Board meeting of the Williams Unified School District Board of Trustees to order at **5:45 PM** on February 25, 2020, in the College & Career Center, located at 260 Eleventh Street, Williams, California. A quorum was established.

2.0 ROLL CALL

Trustees Present:	George W. Simmons, President Silvia Vaca, Vice President Alejandra Lopez, Member Yareli Mora, Member
Administrative Staff:	Dr. Edgar Lampkin, Superintendent
Audience:	Terilyn Finders, Paul Thompson, Mechele Coombs

3.0 PLEDGE OF ALLEGIANCE – Board president, George W. Simmons, led the Board and audience in the Pledge of Allegiance.

4.0 APPROVAL OF THE AGENDA

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the agenda. **Motion passed. Ayes __4_ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION – Board president, George W. Simmons welcomed all visitors and invited them to speak at this time on any school-related item scheduled on the agenda may do so at this time. Please state your first and last name. The meeting is being taped and all comments are being recorded. Board bylaws limit 3 minutes per speaker and 20 minutes per item.

5.1 No public comment.

6.0 ACTION ITEMS – NEW BUSINESS – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

6.1 Consideration and possible action concerning the approval of the Letter of Agreement between Williams Unified School District and Robert J. Miller & Associates, Inc. for grant writing services.

Superintendent Dr. Lampkin stated Robert J. Miller & Associates, Inc. has 40 years of grant writing experience. The cost will be $8,200 quarterly if the agreement is approved prior to March 1. Dr. Lampkin is looking at a school safety grant and secondary pathways grant to help do the work we need to do.

Trustee Yareli Mora questioned if there was any assurance in receiving grant funding.

Director of Fiscal Services & Accountability Mechele Coombs stated there are no guarantees but we will have a dedicated grant writer assigned to our district.

Trustee Mora requested updates for the Board on the progress of grants.

A **MOTION** was made by Alejandra Lopez and **SECONDED** by Silvia Vaca to **APPROVE** the Letter of Agreement between Williams Unified School District and Robert J. Miller & Associates, Inc. for grant writing services. **Motion**

passed. Ayes __4__ Noes _0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.

7.0 DISCUSSION ITEMS

7.1 Board Evaluation / Workshop

Terilyn Finders of Fagen, Friedman & Fulfrost lead the Board through their self-evaluation tool. The Board discussed at length desired outcomes of their evaluation, the role of the Board, the definition of equity, how the agenda is compiled, and learning together as a Board. The Board has made progress with administration in their quest for data. The Board and Superintendent discussed district committees. Connecting with the community and having discussions in public are areas of importance to the entire Board. Attorney Paul Thompson of Fagen, Friedman & Fulfrost, distributed a handout to the Board regarding the Brown Act. Mr. Thompson discussed open session, closed session and taking public comments.

8.0 ADJOURNMENT (7:23 PM)

A **MOTION** was made by Silvia Vaca and **SECONDED** by Yareli Mora to **APPROVE** the Adjournment.
Motion passed. Ayes __4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.

Please note that additional information distributed to the Board during the meeting and not included in the agenda packet can be obtained by calling the District Office at 530-473-2550, x11409.

Respectfully submitted,

Edgar Lampkin

Dr. Edgar Lampkin, District Superintendent
Secretary to the Board
erl/jdc

WILLIAMS UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES REGULAR MEETING
Thursday, March 12, 2020, Regular Meeting

MINUTES

1.0 **CALL TO ORDER** – Board president, George W. Simmons, called the Regular Board meeting of the Williams Unified School District Board of Trustees to order at **6:30 PM** on March 12, 2020, in the College & Career Center, located at 260 Eleventh Street, Williams, California. A quorum was established.

2.0 **ROLL CALL**

Trustees Present: George W. Simmons, President
Silvia Vaca, Vice President **Arrived at 8:49 pm**
Alejandra Lopez, Member
Yareli Mora, Member

Administrative Staff: Dr. Edgar Lampkin, Superintendent
Amanda Zimmerman, Elementary School Principal
Hector Gonzalez, Upper Elementary School Principal
Rosa Villaseñor, SIG Coordinator/ELD Administrator
Dr. Mary Ponce, Secondary Principal
Dr. Nicole Odell, Secondary Assistant Principal

ASB Representative: Emily Cano

Audience: Mechele Coombs, Monica Vega-Mendoza, Kristi Ward, Tim Wright, Vangelis Bolias

3.0 **PLEDGE OF ALLEGIANCE** - Board president, George W. Simmons, led the Board and audience in the Pledge of Allegiance.

4.0 **APPROVAL OF THE AGENDA**

A **MOTION** was made by Yareli Mora and **SECONDED** by Ana Leos-Vera to **APPROVE** the agenda. **Motion passed. Ayes __3__ Noes __0_ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

5.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Board president, George W. Simmons welcomed all visitors and invited them to speak at this time on any school-related item not scheduled on this agenda but within the jurisdiction of the Board may do so at this time. Please state your first and last name. The meeting is being taped and all comments are being recorded. Board bylaws limit speaking time to 3 minutes per speaker and 20 minutes per item.

5.1 Community member Pat Ash addressed the Board regarding Williams Unified science test scores that were published in the newspaper. Mrs. Ash stated she is appalled at the scores and that the district must start at the top and assume responsibility. Williams Schools have been going in a downward spiral. Staff is unhappy. Students are leaving the district. One hundred seventy-four students have transferred out of the district. When Mrs. Ash was on the city council they also faced hard times and responsibility had to start at the top. The bullying and bickering needs to stop. We deserve better for these kids.

6.0 **PRESENTATIONS**

6.1 Construction Update – Jeff Threet, Stone Creek Engineering, Inc. distributed a handout to the Board and stated the MP Building is looking really good. The roof insulation is installed and the HVAC units. Construction is anticipated to be complete middle to end of June. COVID-19 has not impacted construction. We are still receiving deliveries. Dry wall is going in and we have a healthy contingency fund. For the gymnasium upgrades project the district is moving forward with ABS Builders for the floor and bleacher replacement.

Amy Schmidt, CEO of ABS Builders introduced herself and stated her company has worked with the district previously on the kindergarten parking lot project. They are located in Colusa County. In a small community schools are the heart of the community and their goal is to not over run costs for small districts. They have not done this type of project before but are eager to show what they can do.

Mr. Threet stated they are also using all local subcontractors for this project. It is bond funded and great to see the funds staying locally. On the agenda tonight is the purchase order with Boberg Flooring. Boberg has been working on the Williams High School Gym floor for several years. Mr. Threet discussed the layers of flooring that are on a gym floor. The infrastructure upgrades project is delayed at the moment and the Northwing and Southwing projects are going to DSA in late March.

6.2 Williams Secondary School ASB Representative Emily Cano stated current sports are soccer, golf, track, baseball and softball. Open House will be March 26th and will include a Science Fair. We are anticipating a big turnout. The Junior Class is selling tickets for Prom. The Prom theme is starry night. There are currently six scholarship opportunities for students. On April 1st there will be a Spring Festival in the gym. On March 13th Frozen 2 will be shown in the gym. Miss Cano provided an update on current and upcoming ASB fundraisers.

6.3 LCAP Update – Dr. Edgar Lampkin asked each principal to share the stakeholder feedback process for their site and recommendations.

Secondary Principal Dr. Mary Ponce stated they have held two rounds of LCAP stakeholder engagement. It has included staff, leadership teams, ELAC committee, School Site Council, and leadership students. Recommendations were a Teacher on Special Assignment (TOSA) Coach, continuing dual enrollment and digital media classes and maintaining the technology TOSA.

Upper Elementary Principal Hector Gonzalez stated his stakeholders recommended keeping the same goals, as there is more work to be done in those areas. The site would like to add their own Learning Support Specialist.

Elementary Principal Amanda Zimmerman stated her feedback included staff, School Site Council, and Parent Teachers Association. Recommendations were to continue SEAL through Upper Elementary grades. Teachers liked the incorporation of the EL Roadmap and all groups stated there is a need for a librarian.

Administrator Rosa Villaseñor stated in meetings with parents they were able to provide explanation of actions and services and a clear understanding of goals. Parents would like to see an additional Learning Support Specialist so there is one at each site.

Dr. Lampkin stated that all red and orange areas of the California Dashboard must be addressed. We have incorporated the California EL Roadmap to meet the needs of English Learners. We have faced turnover and that has affected the systems we are trying to put into place. We are aligning the Single Plans for Student Achievement with the LCAP. We have more work to do and it takes time. The Board will see a draft of the LCAP in May and we will hold the public hearing and approval in June.

7.0 BOARD REPORTS

7.1 Elementary School Principal, Amanda Zimmerman submitted a written report and stated they held the first Kindergarten Information Night. Ten parents attended and were able to tour campus and ask questions. They will be hosing another one in April.

7.2 SIG Coordinator/ELL Administrator, Rosa Villaseñor distributed a handout and provided an update on the Summer Academy. We will have a two-week SEAL module, K-6 Academy and 7-12 Academy. Mrs. Villaseñor will be working on the District Service Agreement for Migrant Education which will go to the Board in April. ELPAC testing is ongoing. It is available online but must still be conducted one on one for younger students.

Reporter Susan Meeker commented on her article about science test scores for the county. Mrs. Meeker stated students that do not use English as a primary language will have a harder time testing. Different parts of the brain are used. Mrs. Meeker shared a similar experience with her sister taking classes in Germany and struggling with testing.

7.3 District Liaison, Monica Vega-Mendoza submitted a written report.

7.4 Upper Elementary School Principal, Hector Gonzalez submitted a written report and stated Shady Creek has been rescheduled due to storms. It will now be April 6-9. The carnitas fundraiser is coming up later this month.

Trustee Yareli Mora thanked Mr. Gonzalez for the data in his report and the strategies they are using to help students.

7.5 Secondary School Principal, Dr. Mary Ponce submitted a written report and thanked staff for sub coverage during their preps. Dr. Ponce thanked the site and district staff for their teamwork.

7.6 Internship Coordinator, Estefania Guillen Aceves stated she is getting ready for summer. She will be hiring 30 students for the literacy program as well as custodial and technology helpers. Mrs. Guillen has approached internships differently this semester and allowed the interested students to come to her. This has produced a better quality intern. The Family Resource Center is not receiving much traffic so they will be advertising their services and setting up a booth at Open House and the Spring Festival. Mrs. Guillen will be presenting a PowerPoint regarding Virtual Job Shadow at the next meeting.

7.7 Maintenance, Operations and Transportation Director, Tim Wright submitted a written report and stated he was able to acquire multiple cases of a cleaning product that kills the COVID-19 virus. Staff are focusing on high traffic areas and bathroom fixtures. His staff are giving extra effort to combat this virus.

7.8 Technology Director, Vangelis Bolias submitted a written report and shared information on the district's new camera system. It has face recognition and provides a very clear picture. They have been able to catch many incidents with students.

7.9 Food and Nutrition Director, Kristi Ward submitted a written report and stated the Wellness Policy will be going to the Board in May. Mrs. Ward received tasting feedback from Leadership students in Mrs. Sebree's class and they also provided a very throughout review of the Wellness Policy.

7.10 Director of Fiscal Services and Accountability, Mechele Coombs submitted a written report.

7.11 District Superintendent and Secretary to the Board, Dr. Edgar Lampkin stated the district office has moved to the old high school office. Dr. Lampkin commended the office staff and maintenance for their work on the move. Dr. Lampkin has been informing staff on the status of the Coronavirus and we are trying to keep areas clean and things normal. We are using common sense and good judgement. Teachers have incorporated the virus in their curriculum. There are a lot of changes going on throughout the state. The district's bond measure did not pass. Prop 13 being on the ballot did not help things. We need to work with our community and let them know the positive things we are doing. The district will hold a training on March 16th on the updated safety plan. Admin are meeting prior to discuss how to rollout the new plan.

8.0 EMPLOYEE GROUPS BOARD REPORTS

8.1 Certificated Employees – Williams Teachers Association – No report.
8.2 Classified Employees – California School Employees Association Chapter #556 – No report.

9.0 ACTION ITEMS – CONSENT CALENDAR – Certain items, which require review and approval by the Board of Trustees, are routine in nature because they are self-explanatory, non-controversial, or repetitious. These recommended items are grouped as a consent item for automatic approval after the Board President determines there is no request to separate any items for independent consideration.

9.1 **BOARD MINUTES** – Request to approve Board minutes
- 9.1.1 None

9.2 **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll (V. Wright)

9.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries (T. Rivera)
- 9.3.1 Prepared by Toni Rivera, General Ledger Report and Bank Reconciliation Report, Williams Middle School Checking Account, January 2020.

9.4 **SERVICE AGREEMENTS/CONTRACTS**
- 9.4.1 Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Member Service Agreement for online employment selection materials and training presentations.
- 9.4.2 Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Agency Security Agreement.
- 9.4.3 Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Joint Powers Agreement Less than Full-Year.
- 9.4.4 Clark/Sullivan Potential Change Order #140-99 for Williams MP Building.
- 9.4.5 Kajeet Services Agreement for Filtered Hotspots for Student Access Complete 500 Data Plan effective February 15, 2020 for a 24 month term.

9.4.6 Agreement for the Challenge Day Program for Williams Jr/Sr High School SY 2020-2021.

9.5 **ROUTINE PURCHASE ORDERS**

Purchase Order #	Vendor	Amount
PO20-00555	Boberg Hardwood Floors Inc.	$144,100.00

9.6 **APPROVE EXTRA DUTY / VOLUNTEER / STUDENT PERSONNEL REPORTS** –Request to approve personnel items relating to Extra Duty, Volunteer and Student personnel reports. (R. Cranford)

Classification	Position	Status	Name
Substitute Pool	Custodian/Assistant Cook/Student Supervisor	Open	
Extra Duty	Summer Academy Administrator	Filled	Veronica Solis
Volunteer	Assistant Softball Coach	Volunteer	Cheri Azevedo

9.7 **APPROVE CERTIFICATED / CLASSIFIED / CONFIDENTIAL PERSONNEL REPORT-** Request to approve personnel items relating to Certificated, Classified and Confidential personnel reports (R. Cranford)

Classification	Position	Status	Name
Certificated	Secondary English Teacher SY 20-21	Open	
Certificated	Multiple Subjects Teacher SY 20-21	Open	
Certificated	Multiple Subjects Teacher	Resignations	Lindsey Hall Katherine Thompson Jennifer Wright
Certificated	Secondary English Teacher	Resignations	Amanda Brown Teri Sebree
Classified	Health Clerk Aide	Open	
Classified	Custodian/Groundskeeper	Open	
Classified	Student Supervisor	Filled	Alma Aguirre Leslie Velasquez
Classified	Library Coordinator	Retirement	Renate Simmons

9.8 **APPROVE INSTRUCTIONAL MINUTES/ BELL SCHEDULES / MASTER SCHEDULE**
9.8.1 None

9.9 **APPROVE STUDENT HANDBOOKS**
9.9.1 None

9.10 **APPROVE INTER-DISTRICT TRANSFER REQUESTS**
9.10.1 Updated 2019-20 Inter-District Transfer List

9.11 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**
9.11.1 None

9.12 **APPROVE FIELD TRIP REQUESTS**
9.12.1 None

9.13 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**
9.13.1 None

Trustee Yareli Mora asked that the cost of each contract be included in the Board packet moving forward.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Consent Calendar. **Motion passed. Ayes __3__ Noes __0__ Absent _2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.0 **ACTION ITEMS – NEW BUSINESS** – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

10.1 Consideration and possible action concerning the approval of the 2019-2020 Second Interim Report.

A **MOTION** was made by Alejandra Lopez and **SECONDED** by Yareli Mora to **APPROVE** the 2019-2020 Second Interim Report. **Motion passed. Ayes __3__ Noes _0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.2 Consideration and possible action concerning the approval of **Resolution #18-031220: District Budget Reclassifications.**

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE Resolution #18-031220: District Budget Reclassifications. Motion passed. Ayes__3__ Noes __0__ Absent__2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.3 Consideration and possible action concerning the approval of Written Requisition #3 for Disbursements from the Project Fund.

A **MOTION** was made by Alejandra Lopez and **SECONDED** by George W. Simmons to **APPROVE** Written Requisition #3 for Disbursements from the Project Fund. **Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.4 Consideration and possible action concerning the approval of the Construction agreement for ABS Builders, Inc. to construction the improvements on the Williams Jr./Sr. High School – Gymnasium and North Wing Restrooms Upgrades project.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the Construction agreement for ABS Builders, Inc. to construction the improvements on the Williams Jr./Sr. High School – Gymnasium and North Wing Restrooms Upgrades project. **Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.5 Consideration and possible action concerning the approval of the Agreement of Collaboration between the California Department of Education, the Secretary of Public Education of Mexico and Williams Unified School District for the California/Mexico Visiting Teachers Program 2020-2021.

A **MOTION** was made by George W. Simmons and **SECONDED** by Alejandra Lopez to **APPROVE** the Agreement of Collaboration between the California Department of Education, the Secretary of Public Education of Mexico and Williams Unified School District for the California/Mexico Visiting Teachers Program 2020-2021. **Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.6 Consideration and possible action concerning the approval of out of state travel for Rosa Villaseñor to Mexico City for Exchange Teacher Program Interviews.

A **MOTION** was made by George W. Simmons and **SECONDED** by Alejandra Lopez to **APPROVE** the out of state travel for Rosa Villaseñor to Mexico City for Exchange Teacher Program Interviews. **Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.7 Consideration and possible action concerning the approval of the proposed changes to Graduation requirements for Driver's Education.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the proposed changes to Graduation requirements for Driver's Education. **Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

10.8 Consideration and possible action concerning the approval of **Resolution #19-031220: Base Program.**

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE Resolution #19-031220: Base Program. Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

11.0 BOARD MEMBER COMMENTS

11.1 Trustee Mora asked that we continue to focus our work on our students.

11.2 Board president Simmons stated we have done a lot and improved tremendously. But the building blocks must start at the lowest level and work their way up.

Trustee Silvia Vaca arrived at 8:49 pm.

12.0 DISCUSSION ITEMS

12.1 BP 5141.21 Administering Medication and Monitoring Health Conditions

Board president George W. Simmons distributed a handout regarding an article on medical marijuana and schools.

Trustee Alejandra Lopez stated she does not feel this policy is in violation of their oath as Board members.

Trustee Mora feels that type of medication could be given before and after school hours. We would not want an accident where some of the medication is left behind and questioned the likelihood of a student needing it during school hours.

Trustee Silvia Vaca does not feel this policy is a violation. We need to look at what would best serve our community and students.

Discussion ensued regarding the policy and Dr. Lampkin requested guidance on which option the Board would like.

The Board would like to see it added as an action item at the April Board meeting.

13.0 INFORMATIONAL ITEMS AND REPORTS

13.1 District Enrollment Report
13.2 District Discipline Distribution Reports

14.0 CORRESPONDENCE

14.1 Notice from the Division of the State Architect regarding Certification of Compliance.

15.0 FUTURE MEETING DATES

15.1 April 23, 2020 (Regular)
15.2 May 21, 2020 (Regular) Trustees Lopez and Vaca will not be available for the May meeting.
15.3 June 9, 2020 (Special – LCAP)
15.4 June 18, 2020 (Regular)

16.0 PENDING AGENDA – This is the time to place future items on the Pending Agenda.

16.1 BP 5141.21 Administering Medication and Monitoring Health Conditions

17.0 CONVENE TO CLOSED SESSION (9:17 PM)

Closed Session will be held regarding the following matters:

17.1 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

17.2 Conference with Labor Negotiators (Gov. Code 54957.6)
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
17.2.1 Certificated Employees – WTA
17.2.2 Classified Employees – CSEA Chapter #556

17.3 Public Employee Performance Evaluation
Title: Superintendent

18.0 RECONVENE TO OPEN SESSION (10:55 PM)

Action Taken During Closed Session:

18.1 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

No Action Taken.

18.2 Conference with Labor Negotiators (Gov. Code 54957.6)
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
18.2.1 Certificated Employees – WTA
18.2.2 Classified Employees – CSEA Chapter #556

No Action Taken.

18.3 Public Employee Performance Evaluation
Title: Superintendent

No Action Taken.

19.0 ADJOURNMENT (11:00 PM)

A **MOTION** was made by Yareli Mora and **SECONDED** by Silvia Vaca to **APPROVE** the adjournment. **Motion passed. Ayes __4__ Noes __0__ Absent __1_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

Please note that additional information distributed to the Board during the meeting and not included in the agenda packet can be obtained by calling the District Office at 530-473-2550, x11409.

Respectfully submitted,

Dr. Edgar Lampkin, District Superintendent
Secretary to the Board
erl/jdc

WILLIAMS UNIFIED SCHOOL DISTRICT 11.1.4

BOARD OF TRUSTEES EMERGENCY BOARD MEETING
Monday, March 16, 2020, Emergency Board Meeting

MINUTES

1.0 CALL TO ORDER– Board president, George W. Simmons, called the Emergency Board meeting of the Williams Unified School District Board of Trustees to order at **5:30 PM** on March 16, 2020, in the College & Career Center, located at 260 Eleventh Street, Williams, California. A quorum was established.

2.0 ROLL CALL

Trustees Present: George W. Simmons, President
Silvia Vaca, Vice President
Ana Leos-Vera, Member
Alejandra Lopez, Member **Arrived at 6:25pm**
Yareli Mora, Member

Administrative Staff: Dr. Edgar Lampkin, Superintendent
Amanda Zimmerman, Elementary School Principal *via teleconference*
Denise Conrado, Substitute Elementary Principal
Hector Gonzalez, Upper Elementary School Principal
Rosa Villaseñor, SIG Coordinator/ELD Administrator
Dr. Mary Ponce, Secondary Principal *via teleconference*
Dr. Nicole Odell, Secondary Assistant Principal *via teleconference*

Audience: Mechele Coombs, Michelle Jorge, Catherine Jorge, Monica Vega-Mendoza, Cindy Gobel

3.0 PLEDGE OF ALLEGIANCE – Board president, George W. Simmons, led the Board and audience in the Pledge of Allegiance.

4.0 APPROVAL OF THE AGENDA

A **MOTION** was made by Yareli Mora and **SECONDED** by Ana Leos-Vera to **APPROVE** the agenda. **Motion passed. Ayes _4__ Noes __0__ Absent __1__ by the following vote: Leos-Vera – aye, Lopez – absent, Mora – aye, GW Simmons – aye, Vaca – aye.**

5.0 ACTION ITEMS – NEW BUSINESS – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

5.1 Consideration and possible action concerning the recommendations for Williams Unified School District's COVID-19 Response, including Potential School Closures.

Parent Maryah Stoots addressed the Board via teleconference. Mrs. Stoots urged the Board to close schools until after spring break. Mrs. Stoots asked the Board to take proactive measures and close. The district must still provide meals and look into distance learning. Mrs. Stoots questioned what measures will be put in place if the district chooses to not close.

Superintendent Dr. Lampkin shared with the Board that he put in place Plan A for closure and Plan B for closure with distance instruction. Dr. Lampkin held morning and afternoon meetings with cabinet members to discuss the closure effects for all departments and school sites. County Superintendents met to discuss closure in unison and are waiting for guidance from the state regarding distance instruction and meeting the needs of all students including those on Individualized Education Programs (IEPs). Dr. Lampkin noted that some districts are facing lawsuits from parents for not being able to meet the needs of their children. County Superintendent of Schools Mike West met with the County Health Department and the Health Department supports the decision to close schools. Arbuckle and Maxwell have already decided to close schools. Colusa is holding a school Board meeting tonight as well to

discuss closure. Williams Teachers Association has requested to bargain the effects of school closure. Dr. Lampkin asked each site administrator to provide an update from their staff meetings today.

Denise Conrado substitute principal for Williams Elementary School met with staff and reviewed the district's safety plan. A survey will be given to students tomorrow to see who has internet access to determine the viability of distance learning. Teachers prepared letters to students regarding providing instructional support during closure.

Elementary Principal Amanda Zimmerman noted via teleconference that she spoke with staff and parent to address concerns about school closure. We need to understand our obligation to provide instruction or not. Ms. Zimmerman is trying to keep calm within the community.

Upper Elementary Principal Hector Gonzalez stated his staff will also survey students about internet access on Tuesday. Jessica Stuivenberg provided an overview to staff on Zoom and Skype meetings so teachers are prepared to provide distance instruction. Mr. Gonzalez shared the safety plan with staff and discussed the importance of the plan. The Upper Elementary has a one to one ratio of devices for students. Staff discussed a process to release devices to students if the need arises. Staff is ready to be on call if we close school.

Administrator Rosa Villasenor stated she and Monica Vega-Mendoza met individually with parents to share the closure options the district is facing. They will hold a meeting with the Project 2 Inspire parents at noon tomorrow to provide up to date information and address concerns facing the community. There are a lot of behind the scenes decisions that people are unaware of. It is not a simple decision we are facing. The parent leaders will then be asked to share current information to other parents in the community.

Secondary Principal Dr. Mary Ponce stated via teleconference that she attended both cabinet meetings today and met with staff, students and parents. Staff reviewed the safety plan and watched a video on ALiCE. Staff discussed the possibility of closure and were allowed planning time within their departments. Many teachers had many questions about instruction and providing equitable access for students. Questions came up regarding the need to make up days and access to campus.

Dr. Lampkin commended the professionalism of staff and the consistency they have provided students. Employees over age 65 have been encouraged to stay home or may sign a waiver if they want to continue to work. The decision to close needs to be made. Dr. Lampkin suggested closing on Wednesday and using Tuesday to prep students and staff for closure.

Secondary Teacher Cindy Gobel requested to see all 8 class periods tomorrow prior to closure to discuss expectations with students.

Teacher Michelle Jorge stated having a day to wrap things up prior to closure would help.

Community member Catherine Jorge stated she is a teacher and her school closed without much notice. There was not time for her to provide an explanation to her students. Having an additional day of instruction would allow for explanation and to ease panic.

Discussion ensued with the Board and Dr. Lampkin regarding the length of closure and addressing the instructional needs of students.

Dr. Lampkin ensured the Board that when we receive guidance from the state that teachers will be ready to provide instruction. Systems for sanitizing classrooms and building are in place. Food Service is ready to provide meals for students throughout the closure. At any time that it is safe to reopen we can do so.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the recommendation for Williams Unified School District to close from March 18, 2020 to April 17, 2020 as a response to COVID-19. **Motion passed. Ayes __5__ Noes _0__ Absent __0__ by the following vote: Leos-Vera – aye, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

7.0 ADJOURNMENT (6:55 PM)

A **MOTION** was made by Yareli Mora and **SECONDED** by Ana Leos-Vera to **APPROVE** the Adjournment. **Motion passed. Ayes __5__ Noes __0__ Absent __0__ by the following vote: Leos-Vera – aye, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

Please note that additional information distributed to the Board during the meeting and not included in the agenda packet can be obtained by calling the District Office at 530-473-2550, x11409.

Respectfully submitted,

Dr. Edgar Lampkin, District Superintendent
Secretary to the Board
erl/jdc

WILLIAMS UNIFIED SCHOOL DISTRICT 11.1.5

BOARD OF TRUSTEES SPECIAL BOARD MEETING
Wednesday, April 1, 2020, Special Board Meeting

MINUTES

1.0 CALL TO ORDER– Board president, George W. Simmons, called the Special Board meeting of the Williams Unified School District Board of Trustees to order at **1:00 PM** on April 1, 2020, in the College & Career Center, located at 260 Eleventh Street, Williams, California. A quorum was established.

2.0 ROLL CALL

Trustees Present:	George W. Simmons, President Alejandra Lopez, Member via Zoom Silvia Vaca, Vice President via Zoom
Administrative Staff:	Dr. Edgar Lampkin, Superintendent viz Zoom
Audience:	Participants joined via Zoom

3.0 PLEDGE OF ALLEGIANCE – Board president, George W. Simmons, led the Board and audience in the Pledge of Allegiance.

4.0 APPROVAL OF THE AGENDA

A **MOTION** was made by Alejandra Lopez and **SECONDED** by George W. Simmons to **APPROVE** the agenda with the amendment to item 6.2 to change the amount to $44,070.00. **Motion passed. Ayes _3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – absent, GW Simmons – aye, Vaca – aye.**

5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION – Board president, George W. Simmons, stated anyone wishing to address the Board on any school-related item scheduled on the agenda or any item within the jurisdiction of the Board may do so at this time. Please state your first and last name. The meeting is being taped and all comments are being recorded. Board bylaws limit 3 minutes per speaker and 20 minutes per item.

5.1 None.

6.0 ACTION ITEMS – NEW BUSINESS – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

6.1 Consideration and action concerning the approval of a possible school closure extension for Williams Unified School District due to COVID-19.

Discussion ensued with the Board and Superintendent regarding dates and state recommendations. Dr. Lampkin discussed the phases of distance learning offered by Williams Unified including packets, device distribution and Wi-Fi access.

A **MOTION** was made by George W. Simmons and **SECONDED** by Silvia Vaca to **APPROVE** the school closure extension for Williams Unified School District until the state has lifted the shelter in place order due to COVID-19. **Motion passed. Ayes _3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – absent, GW Simmons – aye, Vaca – aye.**

6.2 Consideration and possible action concerning the approval of the bid proposal and purchase order for Lift Off Floor Removal for the Multipurpose Room Kitchen and Bathrooms, not to exceed $44,070.00.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the bid proposal and purchase order for Lift Off Floor Removal for the Multipurpose Room Kitchen and Bathrooms, not to exceed

$44,070.00. **Motion passed. Ayes __3_ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – absent, GW Simmons – aye, Vaca – aye.**

7.0 ADJOURNMENT (1:19 PM)

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the Adjournment. **Motion passed. Ayes __3__ Noes __0__ Absent __2__ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – absent, GW Simmons – aye, Vaca – aye**

Please note that additional information distributed to the Board during the meeting and not included in the agenda packet can be obtained by calling the District Office at 530-473-2550, x11409.

Respectfully submitted,

Dr. Edgar Lampkin, District Superintendent
Secretary to the Board
erl/jdc

Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
00412380	03/06/2020	Bimbo Bakeries USA	13-4700		1,128.31
00412381	03/06/2020	California's Valued Trust	01-3701	4,744.00	
			01-3702	714.00	
			01-9514	149,228.60	154,686.60
00412382	03/06/2020	Cintas Corporation	13-5500		281.16
00412383	03/06/2020	Davids' Broken Note	01-5600		451.39
00412384	03/06/2020	Fastenal Company	01-4300		44.30
00412385	03/06/2020	Floors By Ray	01-5600		2,350.00
00412386	03/06/2020	General Produce	13-4700		7,655.15
00412387	03/06/2020	Gold Star Foods Inc	13-4700		13,149.44
00412388	03/06/2020	Happy Valley Fresh Fruit Co	13-4700		1,686.00
00412389	03/06/2020	Harris School Solutions	13-5800		51.45
00412390	03/06/2020	Meridian Diesel	01-5600		1,264.64
00412391	03/06/2020	MJB Welding	01-5600		66.50
00412392	03/06/2020	Mt Shasta Spring Water	01-4300		119.37
00412393	03/06/2020	Pacific Gas & Electric Company	01-5530	532.13	
			13-5530	399.71	931.84
00412394	03/06/2020	Papa Murphy's JRD Food Service Ibc	13-4700		2,509.50
00412395	03/06/2020	Producers Dairy Foods	13-4700		326.20
00412396	03/06/2020	Ray Morgan Company	01-5650		2,691.58
00412397	03/06/2020	Robert J. Miller & Associates	01-5800		8,200.00
00412398	03/06/2020	SchoolWorks Inc	01-5800		2,750.00
00412399	03/06/2020	SFS of Sacramento Inc	13-4300	1,507.80	
			13-4700	5,456.58	6,964.38
00412400	03/06/2020	Shadd Janitorial Supply	01-5600		141.63
00412401	03/06/2020	SLIC Co-Op c/o Vallejo	13-5800		250.00
00412402	03/06/2020	Tamco Capital Corporation	01-5600		1,676.60
00412403	03/06/2020	The Danielsen Co	13-4300	1,582.79	
			13-4700	11,744.27	13,327.06
00412404	03/06/2020	Top Tier Datacom Inc	01-5600		13,150.50
00412405	03/06/2020	Wright, Vera R	01-5200		69.00
00412596	03/13/2020	Access Information Protected	01-5800		61.95
00412597	03/13/2020	Alves, Madison	01-5200		94.30
00412598	03/13/2020	Amazon Capital Services Inc.	01-4300	3,782.36	
			Unpaid Tax	2.61-	3,779.75
00412599	03/13/2020	Caldwell, Kimberlee	01-5200		47.15
00412600	03/13/2020	California Academy of Sciences	01-5200	56.25	
			01-5800	551.25	607.50
00412601	03/13/2020	Charlie's Electric Inc	01-5600		375.75
00412602	03/13/2020	City of Williams	01-5510		2,544.96
00412603	03/13/2020	Close Lumber	01-4300		179.67
00412604	03/13/2020	Colusa County Farm Supply	01-4300		1,043.20
00412605	03/13/2020	Davies Oil Company Inc	01-4325		1,054.06
00412606	03/13/2020	Document Tracking Services	01-5800		1,850.00
00412607	03/13/2020	Duenas, Francisca	01-5200		264.79
00412608	03/13/2020	Education Translations	01-5800		194.98

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
00412609	03/13/2020	Flyers Energy LLC Dept # 34516	01-4325		1,432.10
00412610	03/13/2020	Granzella's	01-4300		192.37
00412611	03/13/2020	Herrejon, Natalie	01-5200		140.30
00412612	03/13/2020	Interquest Detection Canines	01-5800		1,065.00
00412613	03/13/2020	Johnson Printing & Design	01-4300		269.20
00412614	03/13/2020	Jones School Supply Co Inc	01-4300		53.10
00412615	03/13/2020	Kevin Ash Painting	01-5600		1,400.00
00412616	03/13/2020	Les Schwab Tire Center	01-4300		129.76
00412617	03/13/2020	Leslie Velasquez	01-5821		25.00
00412618	03/13/2020	Messick Ace Hardware	01-4300		32.68
00412619	03/13/2020	Mt Shasta Spring Water	01-4300	165.25	
			01-5510	56.10	221.35
00412620	03/13/2020	NAPA Auto Parts Williams	01-4300		166.26
00412621	03/13/2020	Odell, Nicole	01-5200		116.15
00412622	03/13/2020	Office Depot	01-4356		9.69
00412623	03/13/2020	Pacific Gas & Electric Company	01-5530		1,718.25
00412624	03/13/2020	Play Therapy Supply LLC	01-4300		214.49
00412625	03/13/2020	Poster Compliance Center	01-4300		349.75
00412626	03/13/2020	Rideout Medical Assoc/Occ	01-5800		197.00
00412627	03/13/2020	Sacramento County Office of Education	01-5200		200.00
00412628	03/13/2020	Shadd Janitorial Supply	01-5600		60.28
00412629	03/13/2020	SHI International Corp	01-4300	1,789.01	
			01-4400	533.76	
			01-5800	340.51	2,663.28
00412630	03/13/2020	Shulthise Lock & Key	01-4300		450.00
00412631	03/13/2020	Solis, Veronica	01-5200		140.76
00412632	03/13/2020	Solorio, Catalina	01-5200		47.15
00412633	03/13/2020	State of California Department of Justice	01-5821		98.00
00412634	03/13/2020	Superior Region FFA	01-5200		100.00
00412635	03/13/2020	Thompson, Katherine	01-5200		94.30
00412636	03/13/2020	Universal Limousine & Transportation Co Inc	01-5200	243.05	
			01-5800	1,506.95	1,750.00
00412637	03/13/2020	US Bank Corporate Payment Sy	01-4300	2,938.49	
			01-5200	5,772.39	
			01-5600	875.00	
			01-5800	104.99	9,690.87
00412638	03/13/2020	US Bank Equipment Finance	01-5650	204.45	
			13-5650	155.16	359.61
00412639	03/13/2020	US Bank Equipment Finance	01-5650		397.45
00412640	03/13/2020	US Bank Equipment Finance	01-5650		1,579.16
00412641	03/13/2020	US Bank Equipment Finance	01-5650		176.52
00412642	03/13/2020	US Bank Equipment Finance	01-5650	204.45	
			13-5650	155.16	359.61
00412643	03/13/2020	US Bank Equipment Finance	01-5650		397.45

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
00412644	03/13/2020	US Bank Equipment Finance	01-5650		1,174.53
00412645	03/13/2020	US Bank Equipment Finance	01-5650		176.52
00412646	03/13/2020	Valley Truck & Tractor Co	01-4300		129.97
00412647	03/13/2020	Waxie Sanitary Supplies	01-4300	3,793.02	
			01-5600	824.57	4,617.59
00412648	03/13/2020	Williams Hardware	01-4300		2,087.61
00412649	03/13/2020	Williams Unified School District	01-4300		10.65
00412650	03/13/2020	Woodwind and Brasswind	01-4300		1,099.05
00412775	03/20/2020	Amazon Capital Services Inc.	01-4300		3,805.24
00412776	03/20/2020	Office Depot	01-4300		56.40
00412777	03/20/2020	Placer County Office of Ed	01-5800		16,250.00
00412778	03/20/2020	University of Oregon Educational and Community	01-5800		525.00
00412779	03/20/2020	US Bank Corporate Payment Sy	01-4300	244.90	
			01-5200	426.86	671.76
00412893	03/27/2020	Amazon Capital Services Inc.	01-4300		5,406.62
00412894	03/27/2020	American Fidelity Administration Services	01-5800		408.80
00412895	03/27/2020	B&H Photo Video Remittance Processing Center	01-4300		98.99
00412896	03/27/2020	California School Employees Association	01-5800		111.58
00412897	03/27/2020	Carvalho's Heating & Air Conditioning	01-5600		2,230.19
00412898	03/27/2020	Clark & Sullivan Construction	21-6270		388,894.71
00412899	03/27/2020	Colusa County Office of Education	01-5800		11,326.58
00412900	03/27/2020	Colusa Unified School District	01-5800		4,800.00
00412901	03/27/2020	Crystal Creamery	13-4700		8,073.91
00412902	03/27/2020	CTP	01-5800		4,500.00
00412903	03/27/2020	Estrada, Manuel	01-5200		126.50
00412904	03/27/2020	Fastenal Company	01-4300		89.51
00412905	03/27/2020	Flyers Energy LLC Dept # 34516	01-4325		814.85
00412906	03/27/2020	Frontier	01-5900		1,988.44
00412907	03/27/2020	IEC Power LLC	01-5800		1,698.35
00412908	03/27/2020	JK Architecture Engineering	21-6210	9,415.75	
			35-6210	3,105.50	12,521.25
00412909	03/27/2020	Latino Film Institute Youth Cinema Project	01-5800		7,898.95
00412910	03/27/2020	Local Driving School	01-5800		1,180.00
00412911	03/27/2020	Meridian Diesel	01-5600		588.00
00412912	03/27/2020	Michelle C Hale	01-4300		3.61
00412913	03/27/2020	MJB Welding	01-4300		107.09
00412914	03/27/2020	Office Depot	01-4300		188.55
00412915	03/27/2020	Pacific Gas & Electric Company	01-5530		322.89
00412916	03/27/2020	Perry S. Shimanoff	01-4300		250.00
00412917	03/27/2020	Recology Butte Colusa Counties	01-5520		1,492.56
00412918	03/27/2020	Recology Butte Colusa Counties	01-5520		2,386.20
00412919	03/27/2020	Rideout Medical Assoc/Occ	01-5821		154.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
00412920	03/27/2020	Sacramento County Office of Education	01-5200	50.00	
			01-5800	50.00	100.00
00412921	03/27/2020	Shadd Janitorial Supply	01-5600		206.62
00412922	03/27/2020	Spurr	01-5530		3,136.06
00412923	03/27/2020	Stone Creek Engineering Inc	35 6272		22,025.00
00412924	03/27/2020	US Bank Corporate Payment Sy	01-4300		17.95
00412925	03/27/2020	Verizon Wireless	01-5900		1,408.66
00412926	03/27/2020	Waxie Sanitary Supplies	01-4300		2,317.62
00412927	03/27/2020	Williams Unified School District	01-9515		420.00
00412928	03/27/2020	Willows Glass	01-5600		148.58
		Total Number of Checks	**122**		**792,364.49**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund/county Sch.srv.fd	107	312,813.55
13	Cafeteria Fund	15	56,112.59
21	Building Fund	2	398,310.46
35	County School Facilities Fund	2	25,130.50
	Total Number of Checks	122	792,367.10
	Less Unpaid Tax Liability		2.61-
	Net (Check Amount)		**792,364.49**

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Williams Middle School
General Ledger Report
Financial Report

11.3.1

From Date:	2/1/2020
To Date:	2/29/2020

From Acct:	1
To Account:	999999

Acct.	Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	YTD Payable	Work Bal.
000100	Upper Elementary School	$2,099.72	$320.00	$0.00	$0.00	$2,419.72	$0.00	$2,419.72
000200	4th grade	$1,622.32	$0.00	$0.00	$0.00	$1,622.32	$0.00	$1,622.32
000210	5th grade	$1,995.97	$0.00	$0.00	$0.00	$1,995.97	$0.00	$1,995.97
000220	6th grade	$73.19	$0.00	$0.00	$0.00	$73.19	$0.00	$73.19
000230	K-6 Playground	$1,154.30	$0.00	$0.00	$0.00	$1,154.30	$0.00	$1,154.30
000310	Shady Creek	$2,820.36	$4,230.20	($3,000.00)	$0.00	$4,050.56	$0.00	$4,050.56
000600	Elementary Student Body	$16,347.90	$549.23	($928.00)	$0.00	$15,969.13	$0.00	$15,969.13
000620	3rd grade	$506.46	$0.00	$0.00	$0.00	$506.46	$0.00	$506.46
000630	3rd grade Pioneers	$83.09	$0.00	$0.00	$0.00	$83.09	$0.00	$83.09
000640	Elementary Garden Fund	$246.36	$0.00	$0.00	$0.00	$246.36	$0.00	$246.36
000650	Elementary Library Club	$94.13	$0.00	$0.00	$0.00	$94.13	$0.00	$94.13
Group Total		$27,043.80	$5,099.43	($3,928.00)	$0.00	$28,215.23	$0.00	$28,215.23
Activity Accounts Grand Total		$27,043.80	$5,099.43	($3,928.00)	$0.00	$28,215.23	$0.00	$28,215.23
990	Petty Cash	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
991	Cash On Hand	$0.00	$5,099.20	$0.00	($5,099.20)	$0.00	$0.00	$0.00
992	Checking	$27,043.80	$0.23	($3,928.00)	$5,099.20	$28,215.23	$0.00	$28,215.23
993	Savings	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
994	Investments	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
General Ledger Grand Total		$27,043.80	$5,099.43	($3,928.00)	$0.00	$28,215.23	$0.00	$28,215.23

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: Toni Rueda Date: 3/10/20

Principal: [signature] Date: 3/12/2020

Williams Middle School
Bank Reconciliation Report

From Date:	2/1/2020
To Date:	2/29/2020

Checking Account

992

Ending Balance on Statement dated 2/29/2020 ->		$29,143.23
Add: Outstanding Deposits (Bank Deposits) -> +		$0.00
Less Outstanding Checks:		$928.00
Checking Cash Balance as of 2/29/2020		$28,215.23 ***
Cash Balance for Checking as of 2/1/2020	$27,043.80	
Add: Total Deposits (Bank Deposits)	$5,099.43	
Less: Total Checks and Withdrawals	($3,928.00)	
Computer Cash Balance as of 2/29/2020	$28,215.23 ***	

Summary of Asset Accounts

GL Acc	Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.
990	Petty Cash	$0.00	$0.00	$0.00	$0.00	$0.00
991	Cash On Hand	$0.00	$5,099.20	$0.00	($5,099.20)	$0.00
992	Checking	$27,043.80	$0.23	($3,928.00)	$5,099.20	$28,215.23 ***
993	Savings	$0.00	$0.00	$0.00	$0.00	$0.00
994	Investments	$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total		**$27,043.80**	**$5,099.43**	**($3,928.00)**	**$0.00**	**$28,215.23**

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: Toni Rivera Date: 3/10/20

Principal: [signature] Date: 3/12/2020

*** Entries Must match

DOCUMENT TRACKING SERVICES

LICENSING AGREEMENT

This Agreement effective **March 15, 2020**, is made and entered into by **Williams Unified School District** as Licensee and Document Tracking Services (DTS) as Licensor each a "Party" and collectively the "Parties".

Licensee desires that DTS provide a license to use DTS proprietary web-based application in accordance with the following provisions:

A. License. DTS hereby grants to Licensee a non-exclusive license to use DTS application in order to create, edit, update, print and track specific documents as described in Exhibit **A** of this agreement.

   (i) DTS retains all rights, title and interest in DTS application and any registered trademarks associated with the license.

   (ii) Licensee retains all rights, title and interest in the documents as described in Exhibit **A** of this agreement.

B. Internet Areas. All parties including third party licensees shall not be permitted to establish any "pointers" or links between the Online Area and any other area on or outside of the DTS login without the prior written approval.

C. Term of License. The term of the Agreement is for **one (1) year** from the effective date (as noted in paragraph one) of the license agreement.

D. Personnel. DTS will assign the appropriate personnel to represent DTS in all aspects of the license including but not limited to account set up and customer license inquiries.

E. Content. DTS will be solely responsible for loading the content supplied by Licensee into DTS secure server and provide complete access to Licensee and its representatives.

F. Security of Data. DTS at all times will have complete security of Licensee documents on dedicated servers that only authorized DTS personnel will have access to; all login by DTS authorized will be stored and saved as to time of log-in and log-out.

   (i) Licensee may request DTS to only store Licensee documents for the period of time that allows Licensee and its authorized personnel to create, edit and update their documents.

G. Management of Database. DTS shall allow Licensee to review, edit, create, update and otherwise manage all content of Licensee available through the Secure Login of DTS.

H. Customer License. DTS shall respond promptly and professionally to questions, comments, complaints and other reasonable requests regarding any aspect of DTS application by Licensee. DTS business hours are Monday-Friday 8AM PST to 5PM PST except for national/state holidays.



I. License Fee. Licensee shall pay a fee of **$1,250**.

J. Document Set Up Fee. The one-time set up fee for documents as described in Exhibit A and made a part of this Agreement is **$0**.

K. Payment Terms. Licensee shall pay the annual licensing fee upon execution of the Agreement between parties and the electronic submittal of the invoice to Licensee.

L. Number of Documents. The maximum number of documents per school district is limited to **five (5)**.

M. Warranty. Licensee represents and warrants that all information provided to DTS, including but not limited to narratives, editorials, information regarding schools, is owned by Licensee and Licensee has the right to use and allow use by DTS as called for hereunder and that no copyrights, trademark rights or intellectual property rights of any nature of any third party will be infringed by the intended use thereof. In the event any claim is brought against DTS based on an alleged violation of the rights warranted herein, Licensee agrees to indemnify and hold DTS harmless from all such claims, including attorney fees and costs incurred by DTS in defending such claims.

N. Definitions.
   (i) Document. A document is defined as **a**) a specific template provided by CDE or; **b**) any specific word document or forms that have different fields or school references such as elementary, middle or high schools* submitted by District or CDE; or **c**) individual inserts submitted by District or CDE that are integrated into existing documents or are offered as supplemental and/or addendums to other report documents.

   * Licensee submits a SPSA template for their elementary, middle and high schools, which is counted as three (3) separate documents.

   (ii) Customized Documents. Any document that is not a standard CDE template is considered a custom document and as such may be subject to additional setup fees; DTS shall provide an estimated cost of these additional fees prior to the execution of this agreement.

O. Document Setup Fee. DTS will charge a one-time setup fee of $200 per standard document up to a maximum of $850 for customized documents.

P. Additional Fees. Licensee shall pay additional fees if Licensee exceeds the number of documents as described in section L of this agreement. The fee for each additional document is $39 per document times the number of schools in the district. The fee shall be payable within thirty (30) days from DTS invoice.

Q. Additional Services. DTS can also provide Data Transfer and Document Translation services to Licensee for an additional fee. The fee for each additional service would be agreed upon between the parties and invoiced at the time the services were requested. The fee shall be payable within thirty (30) days from DTS invoice.

DOCUMENT TRACKING SERVICES

The Parties hereto have executed this Agreement as of the Effective Date.

Document Tracking Services, LLC

By: Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Date: March 6, 2020

Licensee

By: Edgar Lopez

Date: 3/9/2020

Williams Unified School District



Exhibit A

The following are standard documents to be used in conjunction with the license.

1. 2019 School Accountability Report Card, English & Spanish (CDE Template)
2. 2019 School Plan for Student Achievement (CDE Template)
3. 2019 Local Control and Accountability Plan (CDE Template)
4. Others to be identified as needed.

DOCUMENT TRACKING SERVICES

March 6, 2020

Williams Unified School District
499 Marguerite Street, Suite C
Williams, CA 95987

Re: Document Tracking Services

INVOICE #9598701

Pursuant to the licensing agreement between Williams Unified School District and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [3/15/20 to 3/15/21]: **4 schools and District Personnel = 5 sites** **License Agreement includes up to 5 documents**	$1,250

Template Setup (one-time fee)

2019 School Accountability Report Card - English (CDE Template):	$0
2019 School Accountability Report Card - Spanish (CDE Template):	$0
2019 School Plan for Student Achievement (CDE Template):	$0
2019 Local Control Accountability Plan (CDE Template):	$0

Data Transfer (one-time fee)

From MS Word into Document Tracking Services:	$0

Translation Services

2019 Spanish School Accountability Report Card: **$150 x 4 School Accountability Report Cards**	$600
Total Balance Due:	**$1,850**

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Thank you!

Edgar Lampkin
Approved Per Payment (Signature)

Dr. Edgar Lampkin / Superintendent
Name/Role (Printed)

CALTRONICS BUSINESS SYSTEMS
"Trust Your Documents To Us"

Customer Bill To: Williams Unified School District
Address 260 11th Street
City Williams
State CA Zip 95987

Prestige Maintenance Agreement - Terms and Conditions

1) **Description:** This managed service contract will cover all unscheduled repairs upon request by customer during the hours of 8:00 AM to 5:00 PM., Monday thru Friday, on the equipment listed herein. Service outside of Caltronics normal working hours shall be provided on an "if available" basis and customer shall pay Caltronics it's "after hours rate" then in effect.
2) **Commencement:** This is an annual contract, billed monthly, quarterly or annually in advance. The contract will commence upon delivery to customer. This contract qualifies for automatic renewal after 12 months from the contract start date, unless written notification of intent to cancel is received 30 days prior to the renewal date. See section 9 for cancellation details.
3) **Charges**: The minimum monthly payment and all other sums are due and payable to Caltronics. In return for payment, customer is entitled to produce copies and prints up to the allowance listed on the contract. Any copies or prints produced in excess of the allowance will be billed at the rate listed on the contract. The minimum monthly payment and excess copy rates are subject to an automatic annual increase. Supplies will be allocated based on manufacturer's specified yields. We reserve the right to charge customers for excess supply usage. Loaner machines will be charged at the customer's current per copy rate. Per copy charges based on single sided sheet of paper up to 8 1/2 x 14. Per copy/print charges for all Wide Format devices are based on a per square foot measurement on single sided sheet of paper.
4) **The sales tax** included on your contract invoice corresponds to the use of tangible personal property which includes toner usage. Customer agrees to pay sales tax as required by the California Department of Fee and Tax Administration.
5) **Meters**: Customer is responsible for providing Caltronics a meter reading on all equipment under contract on the billing date. If customer fails to provide an accurate meter reading, customer agrees to accept estimated meters based on service history for billing purposes. Caltronics may enable machines to automatically report meters and machine related information to better service our customers. It is the responsibility of the customer to ensure that the correct settings and/or defaults are set in the machine, print driver or applications when it relates to color copies/prints. Customers will be responsible for copies/prints produced based solely on the color (if applicable) and b/w meter readings as indicated by the machine.
6) **Relocation:** It is strongly recommended that our personnel prepare equipment prior to a move and reinstall equipment immediately following a move. Labor will be charged at our current hourly rates. If relocation is effected by the customer, Caltronics reserves the right to examine the machine at the new site. If repairs are required Caltronics will submit a quote for the repairs. If charges are approved by the customer, Service Contract will resume at the new site (after repairs). If not accepted by the customer, the Service Contract will be canceled effective immediately with not further obligation to either party.
7) **Assignment:** This agreement is non-transferable, non-assignable, non-refundable, and becomes void upon sale or transfer of the equipment. *Caltronics may apply any unused portion of maintenance charges towards future purchases with Caltronics at its sole discretion.*
8) **Breach or Default:** Caltronics may withhold service or terminate this agreement if the Customer fails to comply with any of the items and conditions of this agreement, or acquires a past due balance for services rendered and/or products sold of more than 30 days from date of invoice. Customer agrees to pay reasonable attorney fees and legal expenses incurred in exercising any of its rights and remedies upon breach of agreement. Caltronics reserves the right to terminate this agreement if the machine becomes obsolete and parts and/or supplies become unavailable. Service by anyone other than Caltronics, or use of parts or supplies from anyone other than Caltronics will void this agreement.
9) **Cancellation:** In the event of cancellation by the customer prior to the expiration date, Caltronics will bill and customer will be obligated to pay early termination charges equaling at least 50% of the remaining contract term based on the average dollar amount of the last 6 months of billing.
10) **Items not included:** A)Freight charges on toner B) relocation of equipment, C) coverage for non-OEM peripherals, D) 3rd party "compliance" firms hired by customer, E) damage caused by misuse or neglect, theft, vandalism, environmental conditions beyond manufacturers recommendation, power related issues, fire, water. Caltronics will not be responsible for direct, incidental, or consequential damages, including but not limited to damages arising out of the use of or performance of software, equipment, or any economic loss. Free loaner program does not apply to wide format products.
11) Issues caused by customers computer hardware/software, including applications, are not covered under this agreement. Any changes, modifications, or upgrades to customers network, including applications and operating systems necessitating a call from a technician are not covered by this agreement and will be billed at our current hourly rate.
12) The terms of this agreement may not be altered or amended unless authorized in writing by an officer of Caltronics. All other agreements or commitments for service and supplies are rendered invalid with the approval of this agreement. This agreement shall be governed by the laws of the state of California.

Authorization / Acceptance

Customer Authorization

Signature	Print Name	Title	Date
Edgar Lopez	Edgar Lampkin	Superintendent	3-9-2020

Accepted by Caltronics Business Systems

Signature	Print Name	Title	Date

CALTRONICS BUSINESS SYSTEMS
"Trust Your Documents To Us"

Order Form

Customer Ship To:

Name
Address
City
State Zip

Customer Bill To:

Name Williams Unified School District
Address 260 11th Street
City Williams
State CA Zip 95987

Contact Information

	Name	Phone	Email Address
Primary			
IT			
Delivery			
Meter			
E-info			

Equipment Ordered

Qty	Make	Model	New	Remfg	Preconfig	Description
1	Canon	C356iF	x			

☐ See Schedule A for Additional Equipment

Notes: Pricing based from NASPO ValuePoint #3091
Includes delivery and installation

Sales Representative

Delivery Details

Date Required

Delivery Location ☐ Stairs ☐ Elevator Requires Certificate of Insurance for Delivery/Training/Service ☐ Yes ☐ No

Equipment Pick Up ☐ Trade In ☐ Storage ☐ Disposal

☐ Lease Return | Lease Company | Lease #

Make | Model | Serial # | ☐ See Schedule B for Additional Equipment

Payment Terms

Purchase

Price $ 1,641.00 | Sales Tax $ 118.97 | Total Due $ 1,759.97 | PO # | ☐ COD ☐ Credit Card ☐ Term ☐ Other

Lease

Payment Amount (plus tax) | Frequency ☐ Monthly ☐ Qtly ☐ Other | Term | Buy Out ☐ FMV ☐ $1 ☐ 10%

Authorization To Release Credit: The undersigned authorizes and instructs any person, consumer reporting agency or banking institution to compile and furnish the above named business, credit grantor and/or supplier and/or their respective designee with any information it may have in response to an inquiry from the above name business, credit grantor and/or supplier and/or their respective designees. The undersigned further states that all of the above statements are true and complete and are made to the above name business, credit grantor and/or supplier and/or their respective designees to obtain a contract. All information is confidential.

Authorization / Acceptance

Customer Authorization | Federal Tax ID# (Required) | Social Security Number

Signature Edgar Lampkin | Print Name Edgar Lampkin | Title Superintendent | Date 3/10/20

Accepted by Caltronics Business Systems

Signature | Print Name | Title | Date

Customer has read, understands and agrees to the Terms and Conditions as stated. This agreement is non-cancelable.

CALTRONICS
BUSINESS SYSTEMS
"Trust Your Documents To Us"

Prestige Maintenance Agreement

Installed Location:

Name
Address
City
State Zip

Customer Bill To:

Name Williams Unified School District
Address 260 11th Street
City Williams
State CA Zip 95987

Primary Contact

Name: Vangelis Bolias
Phone: 530-473-2550 x11500
Email: vbolias@williams.k12.ca.us

Meter Contact

Name: Vangelis Bolias
Phone: 530-473-2550 x11500
Email: vbolias@williams.k12.ca.us

Start Date: _____ to _____

Billing Cycle
☑ Monthly ☐ Quarterly ☐ Annual

			Per Copy Rate		Contracted Usage		Base
ID #	Model	Serial Number	Color	B/W	Color	B/W	Charge
	C356iF		.075	.0075	0	0	$ 0.00

Caltronics Guarantee

- ▶ This agreement assures that the equipment will be serviced by factory trained field technicians and includes all service, parts and supplies.
- ▶ Parts and Supplies - Caltronics uses only OEM and top quality supplies to service and supply your system.
- ▶ Free Loaner - Caltronics will provide a free loaner of equal or greater capability in the event that it cannot be repaired onsite.
- ▶ Call Ahead Program - A technician will call you within two business hours of receiving your service request. If the issue cannot be resolved by phone, you will be given an estimated time of arrival.

Pricing does not include paper, staples, applicable taxes and freight charges.

Power requirements may include a dedicated line and receptacle as described on the Site Requirements Form.

Authorization / Acceptance

Customer Authorization

Signature	Print Name	Title	Date
Edgar Lampkin	Edgar Lampkin	Superintendent	3-9-2020

Accepted by Caltronics Business Systems

Signature	Print Name	Title	Date

CALTRONICS BUSINESS SYSTEMS
"Trust Your Documents To Us"

Customer Bill To: Williams Unified School District
Address 260 11th St.
City Williams
State CA Zip 95987

Prestige Maintenance Agreement - Terms and Conditions

1) **Description:** This managed service contract will cover all unscheduled repairs upon request by customer during the hours of 8:00 AM to 5:00 PM., Monday thru Friday, on the equipment listed herein. Service outside of Caltronics normal working hours shall be provided on an "if available" basis and customer shall pay Caltronics it's "after hours rate" then in effect.
2) **Commencement:** This is an annual contract, billed monthly, quarterly or annually in advance. The contract will commence upon delivery to customer. This contract qualifies for automatic renewal after 12 months from the contract start date, unless written notification of intent to cancel is received 30 days prior to the renewal date. See section 9 for cancellation details.
3) **Charges**: The minimum monthly payment and all other sums are due and payable to Caltronics. In return for payment, customer is entitled to produce copies and prints up to the allowance listed on the contract. Any copies or prints produced in excess of the allowance will be billed at the rate listed on the contract. The minimum monthly payment and excess copy rates are subject to an automatic annual increase. Supplies will be allocated based on manufacturer's specified yields. We reserve the right to charge customers for excess supply usage. Loaner machines will be charged at the customer's current per copy rate. Per copy charges based on single sided sheet of paper up to 8 1/2 x 14. Per copy/print charges for all Wide Format devices are based on a per square foot measurement on single sided sheet of paper.
4) **The sales tax** included on your contract invoice corresponds to the use of tangible personal property which includes toner usage. Customer agrees to pay sales tax as required by the California Department of Fee and Tax Administration.
5) **Meters**: Customer is responsible for providing Caltronics a meter reading on all equipment under contract on the billing date. If customer fails to provide an accurate meter reading, customer agrees to accept estimated meters based on service history for billing purposes. Caltronics may enable machines to automatically report meters and machine related information to better service our customers. It is the responsibility of the customer to ensure that the correct settings and/or defaults are set in the machine, print driver or applications when it relates to color copies/prints. Customers will be responsible for copies/prints produced based solely on the color (if applicable) and b/w meter readings as indicated by the machine.
6) **Relocation:** It is strongly recommended that our personnel prepare equipment prior to a move and reinstall equipment immediately following a move. Labor will be charged at our current hourly rates. If relocation is effected by the customer, Caltronics reserves the right to examine the machine at the new site. If repairs are required Caltronics will submit a quote for the repairs. If charges are approved by the customer, Service Contract will resume at the new site (after repairs). If not accepted by the customer, the Service Contract will be canceled effective immediately with not further obligation to either party.
7) **Assignment:** This agreement is non-transferable, non-assignable, non-refundable, and becomes void upon sale or transfer of the equipment. *Caltronics may apply any unused portion of maintenance charges towards future purchases with Caltronics at its sole discretion.*
8) **Breach or Default:** Caltronics may withhold service or terminate this agreement if the Customer fails to comply with any of the items and conditions of this agreement, or acquires a past due balance for services rendered and/or products sold of more than 30 days from date of invoice. Customer agrees to pay reasonable attorney fees and legal expenses incurred in exercising any of its rights and remedies upon breach of agreement. Caltronics reserves the right to terminate this agreement if the machine becomes obsolete and parts and/or supplies become unavailable. Service by anyone other than Caltronics, or use of parts or supplies from anyone other than Caltronics will void this agreement.
9) **Cancellation:** In the event of cancellation by the customer prior to the expiration date, Caltronics will bill and customer will be obligated to pay early termination charges equaling at least 50% of the remaining contract term based on the average dollar amount of the last 6 months of billing.
10) **Items not included:** A)Freight charges on toner B) relocation of equipment, C) coverage for non-OEM peripherals, D) 3rd party "compliance" firms hired by customer, E) damage caused by misuse or neglect, theft, vandalism, environmental conditions beyond manufacturers recommendation, power related issues, fire, water. Caltronics will not be responsible for direct, incidental, or consequential damages, including but not limited to damages arising out of the use of or performance of software, equipment, or any economic loss. Free loaner program does not apply to wide format products.
11) Issues caused by customers computer hardware/software, including applications, are not covered under this agreement. Any changes, modifications, or upgrades to customers network, including applications and operating systems necessitating a call from a technician are not covered by this agreement and will be billed at our current hourly rate.
12) The terms of this agreement may not be altered or amended unless authorized in writing by an officer of Caltronics. All other agreements or commitments for service and supplies are rendered invalid with the approval of this agreement. This agreement shall be governed by the laws of the state of California.

Authorization / Acceptance

Customer Authorization

Signature	Print Name	Title	Date
Edgar Lampkin	Edgar Lampkin	Superintendent	3/17/20

Accepted by Caltronics Business Systems

Signature	Print Name	Title	Date

CALTRONICS BUSINESS SYSTEMS
"Trust Your Documents To Us"

Order Form

Customer Ship To:

Name
Address
City
State Zip

Customer Bill To:

Name Williams Unified School District
Address 260 11th St.
City Williams
State CA Zip 95987

Contact Information

	Name	Phone	Email Address
Primary			
IT	Vangelis Bolias		
Delivery			
Meter			
E-info			

Equipment Ordered

Qty	Make	Model	New	Remfg	Preconfig	Description
6	Canon	C356if	x			

☐ See Schedule A for Additional Equipment

Notes: Pricing based from NASPO ValuePoint #3091
Includes delivery and installation

Sales Representative

Delivery Details

Date Required

Delivery Location ☐ Stairs ☐ Elevator Requires Certificate of Insurance for Delivery/Training/Service ☐ Yes ☐ No

Equipment Pick Up ☐ Trade In ☐ Storage ☐ Disposal

☐ Lease Return | Lease Company | Lease #

Make | Model | Serial # | ☐ See Schedule B for Additional Equipment

Payment Terms

Purchase

Price $ 9,846.00 | Sales Tax $ 713.84 | Total Due $ 10,559.84 | PO # | ☐ COD ☐ Credit Card ☑ Term ☐ Other

Lease

Payment Amount (plus tax) | Frequency ☐ Monthly ☐ Qtly ☐ Other | Term | Buy Out ☐ FMV ☐ $1 ☐ 10%

Authorization To Release Credit : The undersigned authorizes and instructs any person, consumer reporting agency or banking institution to compile and furnish the above named business, credit grantor and/or supplier and/or their respective designee with any information it may have in response to an inquiry from the above name business, credit grantor and/or supplier and/or their respective designees. The undersigned further states that all of the above statements are true and complete and are made to the above name business, credit grantor and/or supplier and/or their respective designees to obtain a contract. All information is confidential.

Authorization / Acceptance

Customer Authorization | **Federal Tax ID# (Required)** | **Social Security Number**

Signature Edgar Lampkin | Print Name Edgar Lampkin | Title Superintendent | Date 3/17/20

Accepted by Caltronics Business Systems

Signature | Print Name | Title | Date

Customer has read, understands and agrees to the Terms and Conditions as stated. This agreement is non-cancelable.

CALTRONICS BUSINESS SYSTEMS
"Trust Your Documents To Us"

Prestige Maintenance Agreement

Installed Location:

Name
Address
City
State Zip

Customer Bill To:

Name Williams Unified School District
Address 260 11th St.
City Williams
State CA Zip 95987

Primary Contact

Name:
Phone:
Email:

Meter Contact

Name:
Phone:
Email:

Start Date: to

Billing Cycle
☑ Monthly ☐ Quarterly ☐ Annual

ID #	Model	Serial Number	Per Copy Rate Color	Per Copy Rate B/W	Contracted Usage Color	Contracted Usage B/W	Base Charge
	C356if		.075	.0075	0	0	$ 0.00
	C356if		.075	.0075	0	0	$ 0.00
	C356if		.075	.0075	0	0	$ 0.00
	C356if		.075	.0075	0	0	$ 0.00
	C356if		.075	.0075	0	0	$ 0.00
	C356if		.075	.0075	0	0	$ 0.00

Caltronics Guarantee

- ▶ This agreement assures that the equipment will be serviced by factory trained field technicians and includes all service, parts and supplies.
- ▶ Parts and Supplies - Caltronics uses only OEM and top quality supplies to service and supply your system.
- ▶ Free Loaner - Caltronics will provide a free loaner of equal or greater capability in the event that it cannot be repaired onsite.
- ▶ Call Ahead Program - A technician will call you within two business hours of receiving your service request. If the issue cannot be resolved by phone, you will be given an estimated time of arrival.

Pricing does not include paper, staples, applicable taxes and freight charges.

Power requirements may include a dedicated line and receptacle as described on the Site Requirements Form.

Authorization / Acceptance

Customer Authorization

Signature	Print Name	Title	Date
Edgar Lampkin	Edgar Lampkin	Superintendent	3/17/20

Accepted by Caltronics Business Systems

Signature	Print Name	Title	Date

The Engineering Enterprise
www.engent.com

March 11, 2020

Dr. Edgar Lampkin
Williams Unified School District
260 11th Street
Williams, CA. 95987

Project: Williams USD Low Voltage Systems Master Plan
Subject: Electrical Consulting Engineering Fee Proposal

Dear Mr. Lampkin:

The Engineering Enterprise is pleased to provide a fee proposal for consulting electrical engineering services on the above subject project as outlined in this document.

1.0 Project Description

1.1 Overview

A. The project consists of a school campus with a combined Junior/Senior High School, upper Elementary and lower Elementary School. The campus is located in Williams, California.

B. Develop a district masterplan document that will provide a comprehensive plan for implementing low voltage communication and alarm system infrastructure throughout the site/s. The systems will include:

1. Site Conduit Infrastructure
2. Fiber Backbone Requirements
3. Clock/PA systems
4. Security Systems(CCTV Cameras and Intrusion Detection)

C. Develop a drawing site plan for underground conduit infrastructure and basic system one line diagrams. The conduit will support fiber network cable, security intrusion network cable and fire alarm system cable.

D. Develop a narrative for the above systems.

1.2 Low Voltage Systems and/or Features

A. Site plan of the current conduit system

B. Site plan of the proposed conduit system.

C. Rerouting of conduit to bypass the existing building daisy chaining of pathway.

D. Site plan indicating the location of current MDF and IDF rooms on each campus.

E. Site plan indicating the proposed location of current MDF and IDF rooms, Fire Alarm control panels, and security alarm panels on each campus.

F. One line drawing of existing fiber backbone system

G. One Line drawing of proposed fiber backbone system.

H. One line drawing of the proposed clock/pa systems

I. One line drawing of a proposed intrusion alarm system panel connectivity

J. One line drawing of proposed fire alarm system panel connectivity.

2.0 Scope of Services

2.1 Detailed Site Survey

A. Provide a detailed site survey of the existing conditions to formulate a proposed site layout.

B. Discuss the requirements with the District information Technology and Facilities representatives.

2.2 Preliminary Submittal

1. Develop the preliminary drawing plans and narrative for review by the district and the engineer.
2. Identify with the district the phasing approach to the plans and systems.

2.3 90% Submittal

A. Incorporate district comments from the preliminary submittal.

B. Develop a more comprehensive narrative of the proposed plans and systems.

2.4 Final Submittal

A. Incorporate final district comments

B. Provide final narrative of the proposed systems.

3.0 Extra Services Not Included

3.1 Special Studies

A. Special environmental impact investigations and related research. Such studies are not anticipated under this proposed agreement.

B. Leadership in Energy and Environmental Design (LEED) related services.

C. Life cycle cost analyses and energy effectiveness studies.

3.2 Design Services

A. Design services are not part of this proposal. The documents provided are a planning guide for the district and districts telecommunications, fire alarm and security engineers to design systems over the next 10-15 years.

B. Electrical systems pathway is not included.

C. In building low voltage systems are not included.

D. Writing of bid specifications and district low voltage system standards are not included

3.3 Construction Administration Services

A. Not included

4.0 Additional Understandings

4.1 Materials and Services Provided by the District

A. Informational and coordination prints of project architectural, structural, civil, landscape, mechanical, etc. drawings as required, and at times requested, by The Engineering Enterprise for the performance of services outlined herein.

B. Reproduction of drawings, specifications and reports for in-house distribution to the Architect's staff and record copies of construction documents for the consultant's use.

5.0 Terms and Conditions of Service

5.1 Warranty

The Engineering Enterprise makes no warranty, either expressly or implied, as to our findings, recommendations, specifications or professional advice, except that these services were prepared/performed in accordance with generally accepted professional engineering practices in existence at the time and place of such services.

5.2 Breach of Contract Damages

The Engineering Enterprise's liability to client for breach of this fee proposal shall, to the extent permitted by law, be limited to The Engineering Enterprise's fee. However, The Engineering Enterprise shall have no liability to client for consequential, special, punitive, or other indirect damages.

5.3 Third Party Liability

The Engineering Enterprise does not guarantee the completion of performance contracts by the construction contractor(s) or other third parties, nor is it responsible for their acts or omissions, or for the safety of the contractor('s) work.

5.4 Insurance Limits

Fees proffered anticipate Professional Liability Insurance burden in the maximum amount of $5,000,000.00. Should a greater amount of insurance be required, an upward adjustment of quoted fee will be necessary.

5.5 Segregation of Contract

The quoted fee and fee apportionments are predicated upon a single contract covering all of the work described herein. In the event that only a partial contract is assigned, the fees stipulated are void and a new proposal will be submitted reflecting an abbreviated scope of services.

5.6 Documents

The drawings and specifications/narrative prepared by the Consultant, whether in hard copy or machine-readable format, are instruments of service to be used only for the specific project(s) covered by this agreement. All drawings, including tracings and/or special masters as well as calculations shall remain the property of The Engineering Enterprise.

Because information and data delivered in an electronic format may be altered, either inadvertently or otherwise, The Engineering Enterprise reserves the right to remove from copies provided to architect all identification reflecting the involvement of The Engineering Enterprise in the preparation of the data.

6.0 Compensation

6.1 Basic Services

Services described under Section 2.0, Scope of Services, will be performed for the lump sum fee values outlined below:

PROJECT PHASE	FEE
Preliminary Submittal	$8,160
90% Submittal	$3,500
Final Submittal	$2,000
TOTAL FEE	**$16,800**

6.2 Extra Services

Compensation for Extra Services as defined in Section 3.0 shall be paid hourly for all authorized services rendered at the rates indicated below:

A.	Principal	$240/hour
B.	Associate	$220/hour
C.	Project Engineer/Project Manager	$190/hour
D.	Designer	$160/hour
E.	BIM Technician	$135/hour
F.	Administrative	$105/hour

7.0 Reimbursable Expenses

Travel, parking, delivery and reproduction costs will be billed separately on a direct costs basis with no additional markup by TEE.

8.0 Payment

Invoices for services will be issued monthly and shall be due and payable upon receipt. A yearly carrying charge of eighteen percent (18%) will be added to each invoice thirty days delinquent. No carrying charge will be incurred if invoices are paid in full within sixty (60) days of the date of the invoice.

It is understood that this letter constitutes the entire agreement between the parties and that there are no conditions, agreements, or representations between the parties except as expressed herein.

If a court of competent jurisdiction finds this agreement, or any portion of this agreement, to be invalid, unlawful, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this agreement and all provisions of all other agreements between the parties shall not in any way be affected or impaired by the finding of invalidity, illegality, or unenforceability.

Please indicate your approval of the foregoing proposal by signing in the space provided below and by returning one copy of this agreement to our office at your earliest convenience.

By: _____ Date: _____

for Williams Unified School District
Dr. Edgar Lampkin

By: _____ Date: March 11, 2020

for The Engineering Enterprise
Deryle Rowe, Associate

AMENDMENT NO. 1 TO AGREEMENT FOR SPECIAL SERVICES
(Migrant Education Region 2)

This Amendment No. 1 ("Amendment No. 1") is made to the Independent Consultant Agreement for Special Services ("Agreement") originally entered into as of November 6, 2019, by and between the Butte County Office of Education, ("BCOE") and Williams Unified School District ("Consultant"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

1. **Additional Services.** BCOE has requested that the Consultant provide additional services in addition to the ones set forth in the Agreement. The additional services are further described in **Exhibit "A",** attached hereto and incorporated herein by this reference as related to the Migrant Education Region 2 program ("Additional Services").

2. **Signature Authority.** Each party has the full power and authority to enter into and perform this Amendment, and the person signing this Amendment on behalf of each Party has been properly authorized and empowered to enter into this Amendment.

3. **Counterparts.** This Amendment and all further amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

4. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on the date indicated below.

Dated: _____, 2019

Butte County Office of Education

By: _____

Print Name: _____

Print Title: _____

Dated: March 23, 2019 ~~19~~ 20

By: Edgar Lampkin

Print Name: Dr. Edgar Lampkin

Print Title: Superintendent

EXHIBIT "A"
DESCRIPTION OF ADDITIONAL SERVICES TO BE PERFORMED BY CONSULTANT

BCOE previously agreed to provide 67 Hours (number) for the term of the program. BCOE now agrees to increase the program hours by 105.5 Hours (number). The total hours under this Amendment and the original Agreement shall be 172.5 Hours (number).

AGREEMENT FOR MIGRANT EDUCATION PROGRAM SERVICES

This Agreement for Services ("Agreement") is made and entered into as of October 21, 2019 by and between the **Butte County Office of Education/Migrant Education Region 2**, ("BCOE") and **Williams Unified School District** ("Program Region"), (together, "Parties").

WHEREAS, the primary objective of the Migrant Education Advisory Program/MEAP and Intervention Specialist ("Program") is to provide middle and high school migrant students the above and beyond individualized support many of the region's migrant students need in order to stay in school, prepare to graduate from high school AND prepare for college admissions or a career path through MEAP Advisors and Intervention Specialists.;

WHEREAS, there is a need for the Program within the Program Region's jurisdiction;

WHEREAS, the Program is administered by BCOE and BCOE agrees to provide the Program services to the Program Region pursuant to the terms of this Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. **Services.** This Agreement is made and entered into for the provision of Program services for migrant students within the Program Region's jurisdiction. BCOE's duties, obligations and agreements to provide the Program services under this Agreement are set forth in the attached **Exhibit "A"** ("Services") Program Region's duties, obligations, and agreements are set forth in the attached **Exhibit "B,"** ("Program Region Obligations").

2. **Term.** Services shall commence on 10/21/19 and will continue until 06/30/20, unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Payment.** Program Region shall pay BCOE for the provision of the Services a total not to exceed amount of Zero Dollars ($0).

4. **Termination.** It is expressly understood and mutually agreed that the success of the Program is the condition for the continuation of this Agreement. Either party may, at any time, with or without reason, terminate this Agreement with a reasonable explanation. Written notice by the terminating party shall be sufficient to stop further provision of Services and Program Region Obligations. Notice shall be deemed given when received by the non-terminating party or no later than three days after the day of mailing, whichever is sooner.

5. **Indemnification.** To the furthest extent permitted by California law, Program Region shall, at its sole expense, defend, indemnify, and hold harmless the BCOE, the State of California, and their agents, representatives, officers, employees, trustees, and volunteers (the "indemnified parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and consultants and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Program Region under or in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the indemnified parties. The BCOE shall have the right to accept or reject any legal representation that Program Region proposes to defend the indemnified parties.

6. **Insurance**. Each party shall procure and maintain at all times insurance with minimum limits as customary for that party's course of business. Certificates and insurance policies for each party shall name the other party, their representatives, employees, and agents as additional insureds, and provide for not less than thirty (30) days' notice of cancellation or material charge. Parties shall provide each other with a certificate of insurance, for review and approval, stating these conditions prior to the commencement of Services under this Agreement. Such insurance shall be maintained with insurance carriers licensed to transact business in the State of California.

7. **Anti-Discrimination**. It is the policy of the BCOE that in connection with all work performed under contracts there be no discrimination against any person engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Program Region agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735.

8. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

9. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

If to BCOE:

Butte County Office of Education
1870 Bird Street
Oroville, CA 95965
ATTN: Yanet Carrillo
PHONE: (530) 532-5750
FAX: (530) 532-3690
EMAIL: ycarrillo@bcoe.org

If to Program Region:

Williams Unified School District
499 Marguerite St suite c
Williams, CA 95987
ATTN: Rosa Villasenor ext. 11410
PHONE: (530) 473- 2550 ext. 11410
FAX: (530) 473-5894
EMAIL: rvillasenor@williams.k12.ca.us

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective five (5) days after deposit in the United States mail.

10. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

11. **Assignment.** The obligations and/or interests of either party under this Agreement shall not be assigned or transferred in anyway without written consent from the other party.

12. **California Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County.

13. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

14. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

15. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

16. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

17. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

18. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as being jointly prepared by the Parties.

19. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

20. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

21. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date(s) indicated below.

BCOE:	**Program Region:**
Dated: 12/2/19	Dated: 11/21/19
BUTTE COUNTY OFFICE OF EDUCATION	Williams Unified School District
Signed By: Mary Sakuma	Signed By: Edgar Lampkin
Print Name: MARY SAKUMA	Print Name: Dr. Edgar Lampkin
Title: SUPERINTENDENT	Title: Superintendent

EXHIBIT "A"
PROGRAM SERVICES

With the purpose of increasing high school graduation rates for migrant students, a bilingual/bicultural MEAP advisor will work high school students in the Williams Unified School District. The MEAP Program will utilize a Pre- and Post-survey for migrant students served at each school site to measure initial need and consequent growth in areas of supplemental services provided in the areas of academic intervention and social-emotional mentoring. Outcomes expected will reflect students' growth in knowledge of high school graduation requirements, college entrance requirements, and career opportunities after high school/college.

Migrant Education Region 2 Responsibilities and Duties:

1. The MEAP program will provide services for migrant students through a bilingual college student participating in the MEAP Program
2. BCOE/ME will provide Advisor services to migrant students and English Language Learners at Williams High School; not to exceed 20 hours each week for 40 weeks. BCOE/ME agrees to pay for 100% of the cost for MEAP services at Williams High School.
3. MEAP Advisor will be available to provide parent education and outreach, including home visits for Williams High School.
4. MEAP Advisor shall meet with migrant students during optimal times identified by principal or designee. Students will not be removed from the core instructional program during the school day. MEAP Advisor(s) will be available to meet with migrant students during non-instructional times.
5. A Migrant Education Intervention Specialist will work with sixth through high school students to support their academic growth. The Intervention Specialist may meet with students before or after school.
6. The Intervention Specialist will recruit students for Regional Migrant Education programs and encourage students to participate in appropriate district intervention programs.

EXHIBIT "B"
PROGRAM REGION DUTIES AND OBLIGATIONS

Williams Unified School District Responsibilities and Duties:

1. Williams Unified School District will provide appropriate space for the MEAP mentor/advisor and Intervention Specialist including timely access to progress reports/transcripts and a telephone to make contact with migrant parents.
2. MEAP Advisors and Intervention Specialist will be given support in accessing student records used (as allowed by FERPA) in district to facilitate mandated review and use of migrant student data in order to target services.
3. Site principals shall be consulted regarding placement of MEAP personnel. The Advisor will then be paired with a site counselor who will meet regularly with the advisor and MEAP School Counseling Specialist to discuss program effectiveness.
4. MEAP Advisor will be included in district and site professional development activities (as appropriate), and in regularly scheduled counseling meetings, Student Study Teams, Individual Education Plan Meetings for migrant students being served by the MEAP Advisor.
5. MEAP Advisor will assist school personnel as needed with any bilingual services on first days of school, such as student registration.

There will be no charge for this service.

CLARK/SULLIVAN
construction

January 21, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, CA 95987

RE: Potential Change Order # 139-99
Williams MP Building- #1840
Request to Use: Owner Contingency
Number of Requested Days: 15

Dear Dr. Lampkin,

We have finalized the required quotations for PCO Number **139-99** for the following extra work: **CCD #16 / RFI 130 - Rebar Location Discrepancy**. We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amt
Demo & Rebuild CMU Beams – B, D & F Lines	American Masonry	$7,478.90
TIA 002 – Schedule Impact / General Conditions	Clark/Sullivan	$25,935.00
Mark-Up (5%)	Clark/Sullivan	$1,670.70
Owner Contingency		**$35,084.60**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

Michael Flores 1-21-20

Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin 3/11/2020

Authorized Representative Date

JK ARCHITECTURE ENGINEERING

03-12-2020

Authorized Representative Date

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	**PCO No.**	139-99
Project Address:	1404 E Street	**Reference RFI No.**	130
	Williams, CA	**Job No.**	1840
Contractor Name:	Clark/Sullivan	**DSA File No.**	
Contractor Address:	2150 Opportunity #150	**DSA Application No.**	
	Roseville, CA 95678	**Date:**	01/21/20

Subject: CCD #16 / RFI 130 - Rebar Location Discrepancy

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
Clark Sullivan - TIA 002	0	$0.00	$0.00	0		$25,935.00	$25,935.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$25,935.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$25,935.00**
SUB WORK:											
American Masonry	0	$0.00	$0.00	0		$7,478.90	$7,478.90	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$7,478.90				$0.00
SUBTOTAL BEFORE MARK-UP											**$7,478.90**
SUBTOTAL											**$7,478.90**
DELETED WORK:											
Contractor:	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**

NET SUBTOTALS		$33,413.90
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$1,670.70
COST TOTAL		**$35,084.60**

☑ **Check here if additional pages attached**

AMS
American Masonry Specialists

License: 965594

Change Order Request

To:
Clark/Sullivan Construction
2024 Opportunity Dr.
STE 150
Roseville CA 95678

From:
American Masonry Specialists
3985 Foothill Blvd
Oroville CA 95966
530-693-0973

Project:
81943
Williams Multi-Purpose Building
1404 E St.
Williams CA 95897

Order#: 1
Order Date: 12/18/2019

Contract Description: Multi_Purpose Building 8' & 10" CMU

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐
Specifications Attached ☐

Ordered By: 1 Cory Reynolds
Customer Order:
Description: Demo & Rebuild CMU Beams B,D & F Lines
Subject / Reason: Discrepancy in Plans

Description of Work	Amount
Demo & Rebuild CMU Columns per new detail. Demo 3-4 Courses of CMU at all 6 locations on lines B,D & F, Demo any existing horizontal rebar, Clean all debris from inside of existing CMU with Vacuum & Blower Rebuild Walls fallowing new RFI 130 detail.	
Demo CMU Walls & Rebar Labor 21 Hours x 63.00 = 1323 x 10% Markup = $ 1455.30	1,455.30
Manufacture New Reabr Tie Labor 4 Hours x 63.00 = 252 + 10% Markup = $ 277.20	277.20
Reinstall CMU Wall & Rebar Install labor 40 Hours x 63.00 = 2520.00 + 10% Markup = $ 2772.00	2,772.00
Grout isolated Labor 8 Hours x 63.00 = 504.00 + 10% Markup = $ 554.40	554.40
Material-CMU, Mortar & Rebar 600 x 10% Markup = $ 660.00	660.00
Material-Grout/Concrete 1,600.00 + 10% Markup= $ 1,760.00	1,760.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change **7,478.90**

The original Contract Sum was	495,539.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	495,539.00
The Contract Sum will be changed by this Change Order	7,478.90
The new Contract Sum including this Change Order will be	503,017.90
The Contract Time will be changed by	0 Days

Owner: _____ Date: _____

Contractor: _____ Date: _____

CLARK/SULLIVAN construction

Mr. Jeff Threet

Stone Creek Engineering, Inc.

5173 Persianwood Place

San Jose, CA 95111

January 21, 2020

Re: Williams MP – TIA 002 Schedule Report

Hello Jeff,

Please find attached for our TIA 002 report.

Construction Delay due to CCD 16 – RFI 130 Discrepancy Rebar Locations

As you are aware, we incurred impact from CCD 16 - RFI 130 Discrepancy Rebar Locations to this project in the middle of December 2019. This has resulted in 15 calendar days of delay to our overall construction schedule. We are now anticipating the Date of Substantial Completion to be May 21, 2020.

- Impact 012 – CCD 16 RFI 130: 12/16/19 – 1/7/2020 15 days

Based on the delay as noted above and shown in our updated TIA schedule report 002, attached, we are requesting that additional general conditions be added to our contract. Based on a (calendar) daily rate of $1,729, and 15 days of delay, we are requesting an additional $25,935 from the owner contingency for these added cost.

We want to thank the District and your firm for the support of our construction team and for all the assistance that was made last year to keep things moving quickly.

Sincerely,

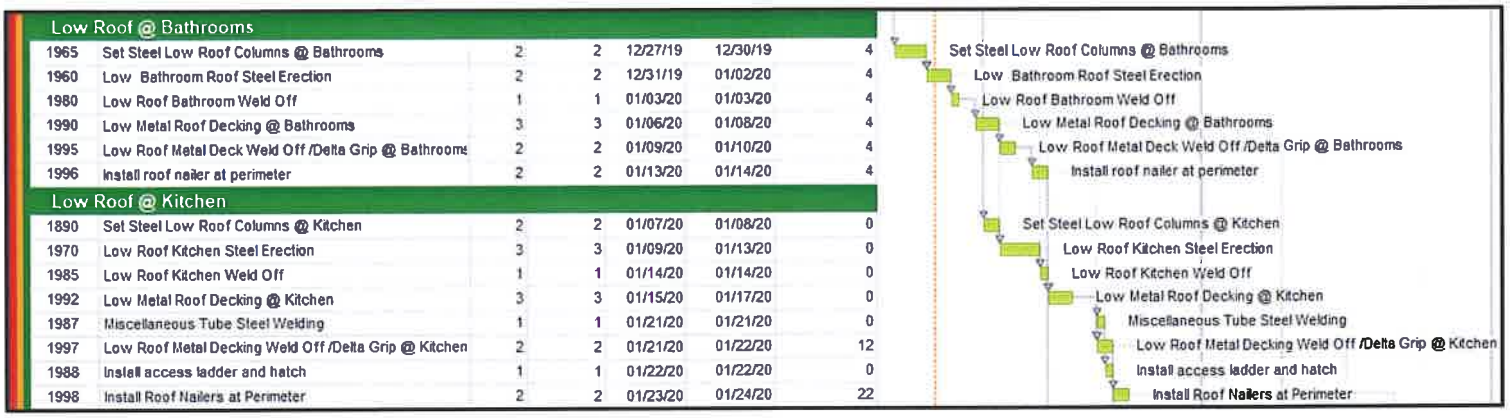
Michael Flores

Michael Flores

Sr. Project Manager

Title	Original	TIA #1 - Days	TIA #1 – New Date	**TIA #2 – Proposed Days**	**TIA #2 – Proposed Dates**
Milestone 1 – Date of Completion	4/8/20	29	5/7/2020	**15**	**5/21/2020**
Milestone 2 – Project Completion	5/1/20	29	5/30/2020	**15**	**6/12/2020**

- Below schedule is a snapshot of the November Monthly Master Schedule dated 12/12/2019, sent to Janie and team on 12/12/2019 after the December Scheduling meeting on 12/11/2019. Per this schedule, there is a total of 4 Total Float on "Item 1965 Set Steel Low Roof Columns at Bathrooms".

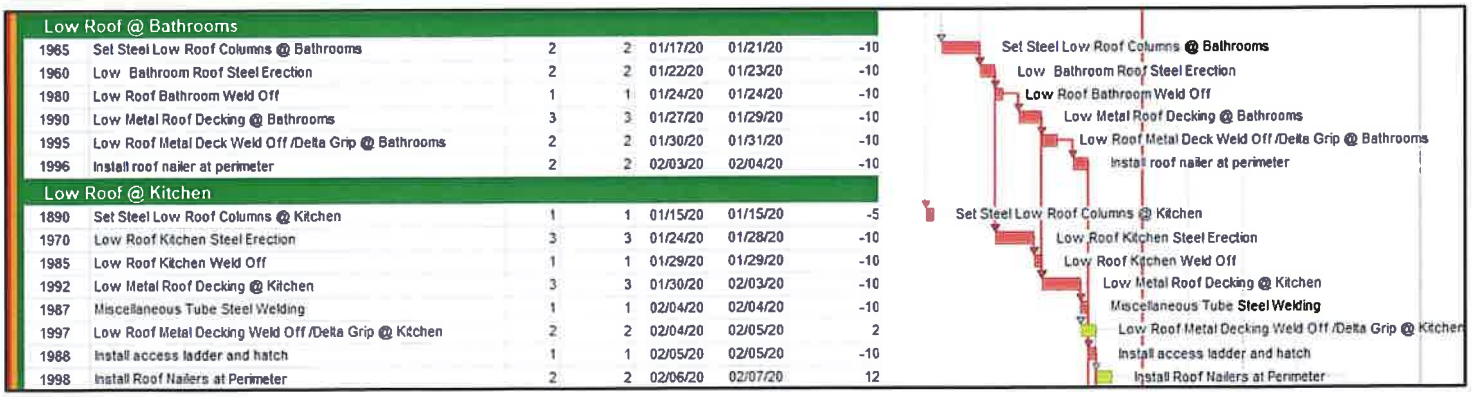


Low Roof @ Bathrooms						
1965	Set Steel Low Roof Columns @ Bathrooms	2	2	12/27/19	12/30/19	4
1960	Low Bathroom Roof Steel Erection	2	2	12/31/19	01/02/20	4
1980	Low Roof Bathroom Weld Off	1	1	01/03/20	01/03/20	4
1990	Low Metal Roof Decking @ Bathrooms	3	3	01/06/20	01/08/20	4
1995	Low Roof Metal Deck Weld Off /Delta Grip @ Bathrooms	2	2	01/09/20	01/10/20	4
1996	Install roof nailer at perimeter	2	2	01/13/20	01/14/20	4
Low Roof @ Kitchen						
1890	Set Steel Low Roof Columns @ Kitchen	2	2	01/07/20	01/08/20	0
1970	Low Roof Kitchen Steel Erection	3	3	01/09/20	01/13/20	0
1985	Low Roof Kitchen Weld Off	1	1	01/14/20	01/14/20	0
1992	Low Metal Roof Decking @ Kitchen	3	3	01/15/20	01/17/20	0
1987	Miscellaneous Tube Steel Welding	1	1	01/21/20	01/21/20	0
1997	Low Roof Metal Decking Weld Off /Delta Grip @ Kitchen	2	2	01/21/20	01/22/20	12
1988	Install access ladder and hatch	1	1	01/22/20	01/22/20	0
1998	Install Roof Nailers at Perimeter	2	2	01/23/20	01/24/20	22

- Below schedule is a snapshot of the schedule that was impacted by CCD 16 for RFI 130 RFI 130 Discrepancy Rebar Locations. Per this schedule, there is a total of -10 Total Float on "Item 1965 Set Steel Low Roof Columns at Bathrooms".



Impact 012 - CCD 16 RFI 130 Discprencies Rebar Locations						
Multi Rm Structure						
1822	RFI 130 Dimension Discrepancy @ B,E, F / 1&2 lines	2	0	12/16/19A	12/17/19A	
1823	RFI 130/CCD 16 Issued For Review	1	0	12/18/19A	12/20/19A	
1824	CCD 16 for RFI 130 Response	2	0	12/23/19A	12/23/19A	
1835	Repairs Per RFI 30 CCD 16	5	0	12/28/19A	01/06/20A	
1837	Install Ledgers and Anchor Bolts At Repaired Areas CCD 16	3	0	01/02/20A	01/06/20A	
1838	Grout Third Lift at CCD 16 Area (Both Bathrooms and Storage)	1	0	01/07/20A	01/07/20A	



Low Roof @ Bathrooms						
1965	Set Steel Low Roof Columns @ Bathrooms	2	2	01/17/20	01/21/20	-10
1960	Low Bathroom Roof Steel Erection	2	2	01/22/20	01/23/20	-10
1980	Low Roof Bathroom Weld Off	1	1	01/24/20	01/24/20	-10
1990	Low Metal Roof Decking @ Bathrooms	3	3	01/27/20	01/29/20	-10
1995	Low Roof Metal Deck Weld Off /Delta Grip @ Bathrooms	2	2	01/30/20	01/31/20	-10
1996	Install roof nailer at perimeter	2	2	02/03/20	02/04/20	-10
Low Roof @ Kitchen						
1890	Set Steel Low Roof Columns @ Kitchen	1	1	01/15/20	01/15/20	-5
1970	Low Roof Kitchen Steel Erection	3	3	01/24/20	01/28/20	-10
1985	Low Roof Kitchen Weld Off	1	1	01/29/20	01/29/20	-10
1992	Low Metal Roof Decking @ Kitchen	3	3	01/30/20	02/03/20	-10
1987	Miscellaneous Tube Steel Welding	1	1	02/04/20	02/04/20	-10
1997	Low Roof Metal Decking Weld Off /Delta Grip @ Kitchen	2	2	02/04/20	02/05/20	2
1988	Install access ladder and hatch	1	1	02/05/20	02/05/20	-10
1998	Install Roof Nailers at Perimeter	2	2	02/06/20	02/07/20	12

Based on the above schedules, our delay day started on 1/3/2019 after we used 4 Total Float days on "Item 1965 Set Steel Low Roof Columns at Bathrooms" from the November Monthly Master Schedule dated 12/12/2019. We cannot start setting low roof steel columns at the bathrooms until 1/17/2020. Therefore, it caused a total of 15 calendar days until we can start setting low roof steel columns at the bathrooms.

Recovery Schedule
In addition to TIA 002, Clark/Sullivan Construction took immediate action to offset the delay caused by impact #012 – CCD 16 for RFI 130 Discrepancy Rebar Locations.

1st – Clark/Sullivan Construction immediately modified the sequence of construction so setting steel columns at kitchen roof (see schedule under Low Roof at Kitchen item 1890) starts before setting steel columns at bathrooms roof (see schedule under Low Roof at Bathrooms item 1965) to reduce the impact for the overall construction schedule.

2nd – Weekend work on critical path activities was performed during delay period.
2 Saturdays at 8 hours per day were worked during the delay:
12/28/2019 and 1/4/2020.

3rd - We continued on grouting the 3rd lift on the remainder of the building except the areas that were impacted by CCD 16 RFI 130.

4th - We continued the 4th lift on the remainder of the building except the areas that were impacted by CCD 16 RFI 130.

With these measures, our updated schedule shows the Substantial Completion is (15) calendar days behind schedule. The team was able to reach out to the DSA inspector and resolved the issue with response from DSA inspector before his winter vacation.

CLARK/SULLIVAN
construction

Tuesday, March 6, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, Ca 95987

RE: Potential Change Order # 141-99
Williams Multi Purpose Bldg- #1840
Request to Use: Owner Contingency
Number of Requested Day: 7

Dear Dr. Lampkin,

We have finalized the required quotations for PCO Number **141-99** for the following extra work: **TIA #3 - High Roof Structural Steel Issues per CCD 027 for RFI 157 and RFI 158.** We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amount
Material Cost - HILTI injectable mortar HIT-HY 270/330ML. This material is to expedite the epoxy pull testing and inspection.	Clark/Sullivan Construction	$1,109.99
TIA #3 - Schedule Impact / General Conditions	Clark/Sullivan Construction	$12,103.00
Profit Markup (5%)	Clark/Sullivan Construction	$660.65
Owner Contingency		**$13,873.64**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

Authorized Representative — Date 3/6/20

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin Ed. D.
Williams USD Superintendent
Authorized Representative — Date April 13, 2020

JK ARCHITECTURE ENGINEERING

Authorized Representative — Date April 13, 2020

DSA

140

APPLICATION FOR SUBMITTAL OF POST-APPROVAL DOCUMENT

This application is for submittal of documents, after the initial approval of the project (post-approval documents), that require Division of the State Architect (DSA) review and approval.This form shall be completed by the Design Professional in General Responsible Charge of the project, in accordance with California Code of Regulations, Title 24, Part 1, Sections 4-317, 4-323 and 4-338 and in compliance with DSA IR A-6: Construction Change Document Submittal and Approval Process.

DSA documents referenced within this form are available on the DSA Forms or DSA Publications webpages.

1. SUBMITTAL TYPE: (Is this a resubmittal? Yes ☐ No ☑)

Deferred Submittal	Addendum Number:	Revision Number:	CCD Number: 027	Category A ☑ or B ☐

2. PROJECT INFORMATION:

School District/Owner: Williams Unified School District	DSA File Number: 6 22
Project Name/School: New Multipurpose Building	DSA Application Number 02 117121

3. APPLICANT INFORMATION:

Date Submitted: 02/13/20	Attached Pages? No ☐ Yes ☑ Number of pages? 4		
Firm Name: JK Architecture Engineering	Contact Name: Andrew Todd		
Work Email: andrew@jkaedesign.com	Work Phone: (530) 852-0308		
Firm Address: 11661 Blocker Drive Suite #220	City: Auburn	State: CA	Zip Code: 95603

4. REASON FOR SUBMITTAL: (Check applicable boxes)

For revision or addendum prior to construction.	✓ For a project currently under construction.

For a project that has a form *DSA 301-N: Notification of Requirement for Certification*, *DSA 301-P: Posted Notification of Requirement for Certification* or a 90-Day Letter issued.

To obtain DSA approval of an existing uncertified building or buildings.

For Category B CCD this is: ☐ a voluntary submittal, ☐ a DSA required submittal (attach DSA notice requiring submission).

5. DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE:

Name of the Design Professional In General Responsible Charge: Chris Vicencio

Professional License Number: C26985	Discipline: Architect of Record

Design Professional in General Responsible Charge Statement: The attached post-approval documents have been examined by me for design intent and appear to meet the appropriate requirements of Title 24, California Code of Regulations and the project specifications. They are acceptable for incorporation into the construction of the project.

Signature: _____

DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE

6. CONFIRMATION, DESCRIPTION AND LISTING OF DOCUMENTS:

For addenda, revisions, or CCDs: CHECK THIS BOX ✓ to confirm that *all* post-approval documents have been stamped and signed by the Responsible Design Professional listed on form *DSA 1: Application for Approval of Plans and Specifications* for this project. (For *Deferred Submittals*, refer to *IR A-18: Use of Construction Documents Prepared by Other Professionals*, and *IR A-19: Design Professional's Signature and Seal (Stamp) on Construction Documents*, when applicable, for signature and seal requirements.)

Provide a brief description of construction scope for this post-approval document (attach additional sheets if needed):

Reduce number of bolts at the bottom angle attachment of the double HSS 8x8 headers along grid lines A & G at grid lines 3 & 4 due to edge distance requirements. Reduce the bolt diameter requirement for epoxy bolts at details 9, 10 & 14 on S5.2 to ½" to allow for proper oversized hole in CMU for epoxy. Reduce required embed for detail 10 & 14 where full embedment depth conflicts with wall rebar.

List of DSA-approved drawings affected by this post-approval document:

6/S4.1, 9/S5.2, 10/S5.2 & 14/S5.2

DSA USE ONLY

SSS_____ Date_____ Approved Disapproved Not Required

Comments:_____

FLS_____ Date_____ Approved Disapproved Not Required

Comments:_____

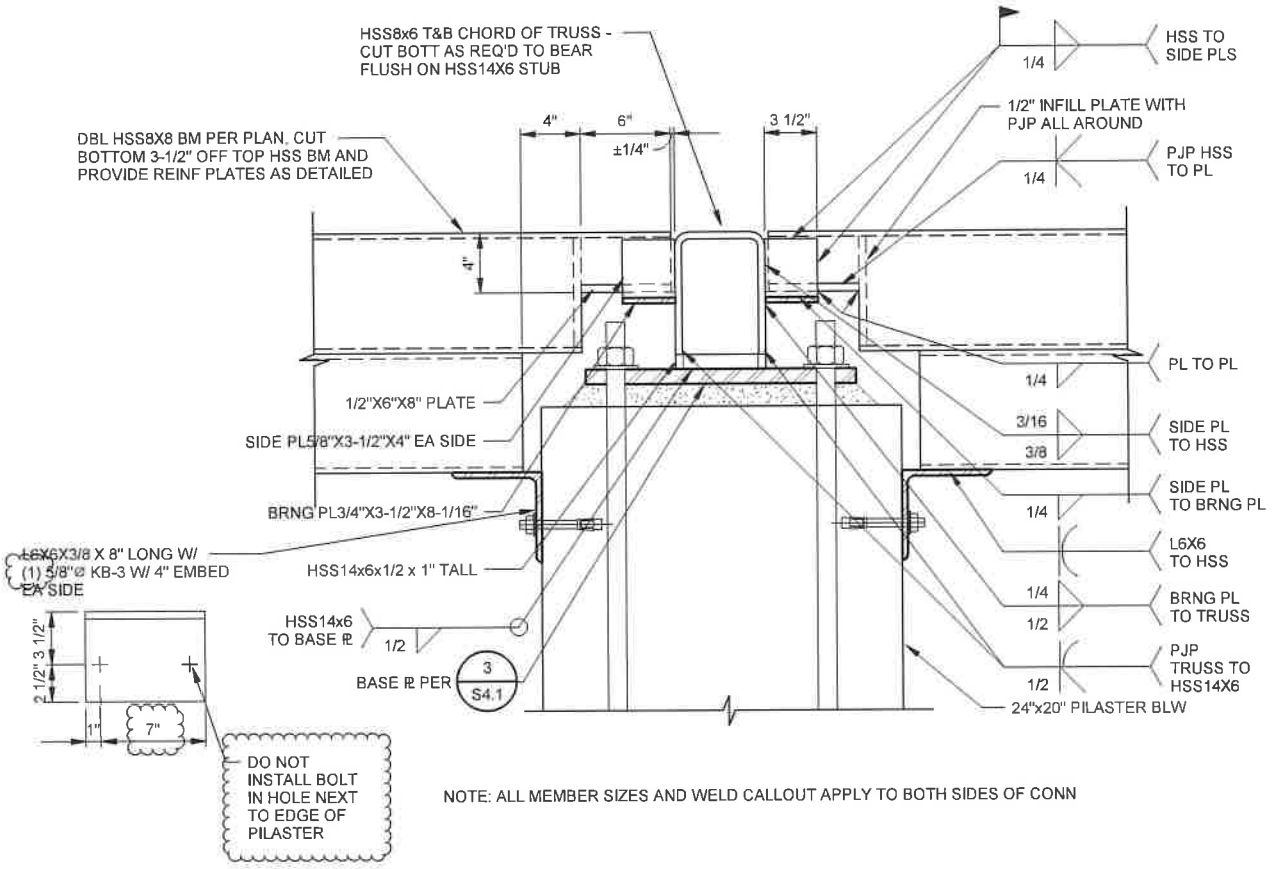
ACS_____ Date_____ Approved Disapproved Not Required

Comments:_____

Returned	DSA STAMP
Date:	APPROVED DIV. OF THE STATE ARCHITECT APP. 02-117121 INC: REVIEWED FOR SS ☑ FLS ☐ ACS ☐ DATE: 02/18/2020
By:	

BUEHLER
600 Q STREET
SUITE 200
SACRAMENTO, CA 95811
916 443 0303

JOB Williams ES
JOB NO. 2018-0160.00 DATE 02/12/20
CLIENT JKA BY SRM SHEET NO. RFI 157/158



NOTE: ALL MEMBER SIZES AND WELD CALLOUT APPLY TO BOTH SIDES OF CONN

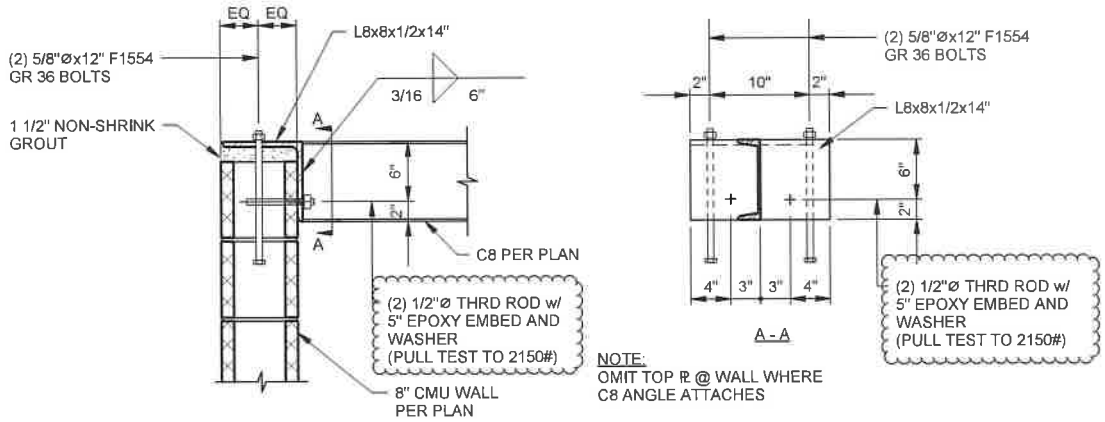
DETAIL 6 / S4.1 — 1 1/2" = 1'-0"

APPROVED
DIV. OF THE STATE ARCHITECT
APP. 02-117121 INC:
REVIEWED FOR
SS ☑ FLS ☐ ACS ☐
DATE: 02/18/2020

REGISTERED PROFESSIONAL ENGINEER
LAWRENCE E. JONES
No. 3138
STRUCTURAL
STATE OF CALIFORNIA

BUEHLER
600 Q STREET
SUITE 200
SACRAMENTO, CA 95811
916 443 0303

JOB Williams ES
JOB NO. 2018-0160.00 DATE 02/12/20
CLIENT JKA BY SRM SHEET NO. RFI 157/158



NOTE:
OMIT TOP ℄ @ WALL WHERE
C8 ANGLE ATTACHES

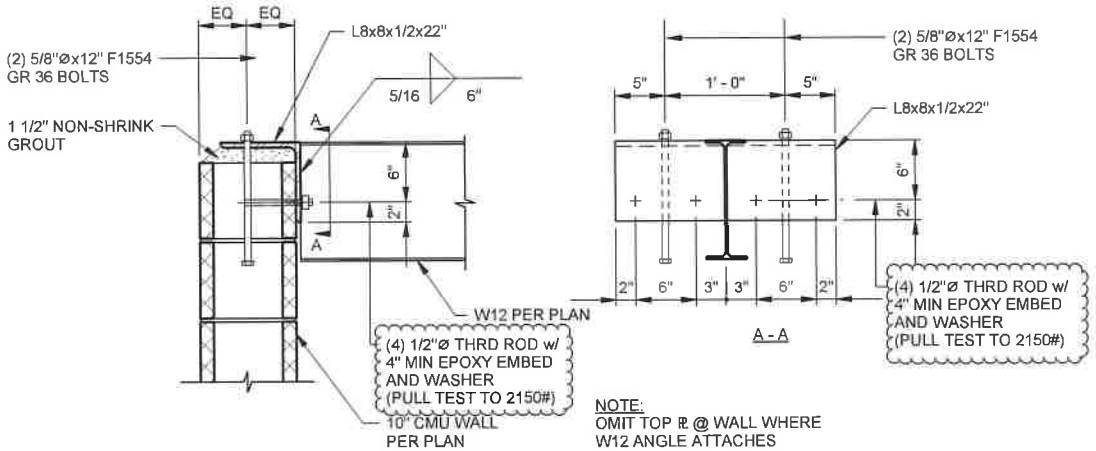
DETAIL 9/S5.2 — 1" = 1'-0"

APPROVED
DIV. OF THE STATE ARCHITECT
APP. 02-117121 INC:
REVIEWED FOR
SS ☑ FLS ☐ ACS ☐
DATE: 02/18/2020

REGISTERED PROFESSIONAL ENGINEER
LAWRENCE E. JONES
No. 3138
STRUCTURAL
STATE OF CALIFORNIA

BUEHLER
600 Q STREET
SUITE 200
SACRAMENTO, CA 95811
916 443 0303

JOB Williams ES
JOB NO. 2018-0160.00 DATE 02/12/20
CLIENT JKA BY SRM SHEET NO. RFI 157/158



NOTE:
OMIT TOP ℄ @ WALL WHERE
W12 ANGLE ATTACHES

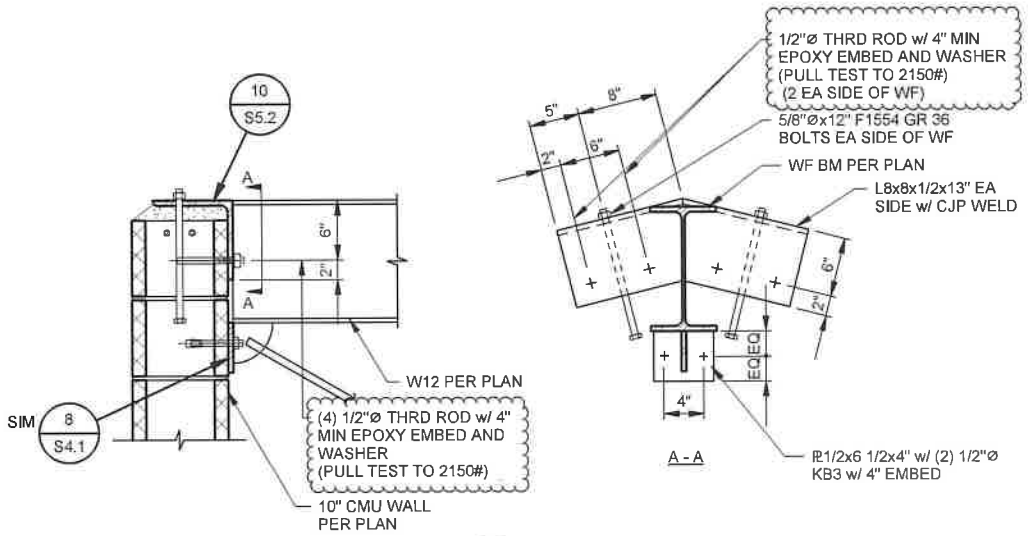
DETAIL 10 / S5.2 — 1" = 1'-0"

APPROVED
DIV. OF THE STATE ARCHITECT
APP. 02-117121 INC:
REVIEWED FCR
SS ☑ FLS ☐ ACS ☐
DATE: 02/18/2020

REGISTERED PROFESSIONAL ENGINEER
LAWRENCE E. JONES
No. 3138
STRUCTURAL
STATE OF CALIFORNIA

BUEHLER
600 Q STREET
SUITE 200
SACRAMENTO, CA 95811
916 443 0303

JOB Williams ES
JOB NO. 2018-0160.00 DATE 02/12/20
CLIENT JKA BY SRM SHEET NO. RFI 157/158



DETAIL 14/S5.2 — 1" = 1'-0"

APPROVED
DIV. OF THE STATE ARCHITECT
APP 02-117121 INC:
REVIEWED FOR
SS ☑ FLS ☐ ACS ☐
DATE: 02/18/2020

REGISTERED PROFESSIONAL ENGINEER
LAWRENCE E. JONES
No. 3138
STRUCTURAL
STATE OF CALIFORNIA

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	PCO No.	141-99
Project Address:	1404 E Street	Reference RFI No.	
	Williams, CA	Job No.	1840
Contractor Name:	Clark/Sullivan	DSA File No.	
Contractor Address:	2150 Opportunity #150	DSA Application No.	
	Roseville, CA 95678	Date:	03/03/20

Subject: TIA #3 - High roof structural steel issues per CCD 027 for RFI 157 and RFI 158.

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
HILTI injectable mortar HIT-HY 270/330ML	0	$0.00	$0.00	0		$1,109.99	$1,109.99	0		$0.00	$0.00
Clark/Sullivan: TIA #3 - Schedule Impact / General Conditions	0	$0.00	$0.00	0		$12,103.00	$12,103.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
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	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$13,212.99				$0.00
SUBTOTAL BEFORE MARK-UP											$13,212.99

SUB WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
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	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
SUBTOTAL											$0.00

DELETED WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00

NET SUBTOTALS		$13,212.99
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$660.65
COST TOTAL		$13,873.64

☑ Check here if additional pages attached

Hilti Inc.
5400 South 122nd East Ave.
TULSA, OK 74146

Bill-To Address

CLARK & SULLIVAN CONST
905 INDUSTRIAL WAY
SPARKS NV 89431-6081

Delivery Address

CLARK & SULLIVAN CONST
Williams Elementary
1387 E ST
WILLIAMS CA 95987-5187

Standard Order 582153000

Order Type:	Standard Order	**Customer Number:**	10748162
	02/11/2020	**Purchase Order No.:**	9672
Order Date:	02/11/2020	**Your Reference:**	
Our Contact:	Matthew Uber	**Your Main Contact:**	Bob Hilton
		Your Main Contact Tel.:	775-355-8500

Item No.	Description	Ordered Quantity	Net Price/Unit	Net Value
3582109	HY 270/330ML (1MC)+HDM 500	1 EA	1,016.23 EA	1,016.23
2194247	INJECTABLE MORTAR HIT-HY 270 (11.1OZ/3	25 EA		
2101993	Dispenser HDM 500 box	1 EA		
2007057	Black cartridge HIT-CB 500	1 EA		
	Line Total			**1,016.23**
	FREIGHT			**15.00**
	Sales Tax			**78.76**
	Final Total USD			**1,109.99**

All transactions subject to Hilti's Terms and Conditions available at www.hilti.com.
Price subject to change without notice. Phone 1-800-879-8000 Fax 1-800-879-7000

CLARK/SULLIVAN construction

Mr. Jeff Threet
Stone Creek Engineering, Inc.
5173 Persianwood Place
San Jose, CA 95111

February 28, 2020

Re: Williams MP – TIA 003 Schedule Report

Hello Jeff,

Please find attached for our TIA 003 report.

Construction Delay due to CCD 027 – RFIs 157 & 158 High Roof Steel Holes and Embeds

As you are aware, we incurred impact from CCD 027 – RFIs 157 & 158 High Roof Steel Holes and Embeds to this project in the middle of February. This has resulted in 7 calendar days of delay to our overall construction schedule. We are now anticipating the Date of Substantial Completion to be June 03, 2020.

- Impact 013 – CCD 027 for RFIs 157 and 158 : 2/11/20 – 02/18/20 7 days

Based on the delay as noted above and shown in our updated TIA schedule report 003, attached, we are requesting that additional general conditions be added to our contract. Based on a (calendar) daily rate of $1,729, and 7 days of delay, we are requesting an additional $12,103 from the owner contingency for these added cost.

Once again, we want to thanks the District and your firm for the continuous support of our construction team and for all the assistance to keep things moving quickly.

Sincerely,
Michael Flores
Michael Flores
Sr. Project Manager

Title	Original	TIA #1 - Days	TIA #1 – Date	TIA #2 -	TIA #2 – Date	TIA #3 - Proposed Days	TIA #3 – Proposed Dates
Milestone 1 – Date of Completion	4/8/20	29	5/7/2020	16	5/25/2020	7 – Didn't include Feb.14 & 19	6/03/2020
Milestone 2 – Project Completion	5/1/20	29	5/30/2020	16	6/16/2020	7 – Didn't include Feb.14 & 19	6/25/2020

- Below is a snapshot of the High Roof Structure portion in the February Monthly Master Schedule dated 2/4/2020. It was sent to Janie Winning and team on 2/5/2020. Per this schedule, there is a total of -11Total Float for "Item 1920 High Roof Weld Off" and "Item 1930 High Roof Decking".

High Roof Structure						
1900	High Roof Steel Erection	5	5	02/04/20A	02/10/20	-11
1920	High Roof Weld Off	3	3	02/11/20	02/13/20	-11
1930	High Roof Decking	5	5	02/18/20	02/24/20	-11
1935	High Roof Metal Decking Weld Off/Delta Grip	4	4	02/25/20	02/28/20	-12
1937	Install Nailer at Perimeter	3	3	03/02/20	03/04/20	-12
1940	CS DID	5	5	03/05/20	03/11/20	-12
1950	Multi Rm Structure Complete	0	0		03/11/20	-12

- Below is a snapshot of the schedule that was impacted by CCD 027 – RFIs 157 & 158 High Roof Steel Holes and Embeds. Per this schedule, there is a total of -18 Total Float for "Item 1930 High Roof Decking".

Impact 013 - RFIs 157 & 158 Structural Design Issues					
Multi Rm Structure					
1856	FOR RFIs 157 & 158: Issue was discovered onsite, called and talked to SE	1	0	02/11/20A	02/12/20A
1850	CS issued RFI 157 & RFI 158 out to A/E	6	0	02/12/20A	02/18/20A
1852	CS recieved Approved CCD from JKA on RFI 157 & 158	1	0	02/18/20A	02/19/20A
1853	Epoxied embed at steel	1	0	02/19/20A	02/20/20A
1854	Pull test and inspections	1	0	02/19/20A	02/20/20A
1855	Installed high roof steel at epoxy locations	1	0	02/21/20A	02/24/20A

High Roof Structure						
1900	High Roof Steel Erection	5	0	02/07/20A	10/20A	
1920	High Roof Weld Off	9	0	02/10/20A	25/20A	
1930	High Roof Decking	5	5	02/24/20A	3/05/20	-18
1935	High Roof Metal Decking Weld Off/Delta Grip	4	4	03/06/20	3/11/20	-19
1937	Install Nailer at Perimeter	3	3	03/12/20	3/16/20	-19
1940	CS DID	5	5	03/17/20	3/23/20	-19
1950	Multi Rm Structure Complete	0	0		3/23/20	-19

Based on the above schedules, our delay day started on 2/11/20202 after we discovered the issues on high roof steel holes and embeds. It started immediately because there is no positive float for "Item 1920 and Item 1930". We cannot start epoxy the high roof steel until 2/19/2020. With that being said, it caused a total of 7 calendar days until we can go back to the normal sequence.

Recovery Schedule
In addition to TIA 003, Clark/Sullivan Construction took immediate action to offset the delay caused by impact CCD 027 – RFIs 157 & 158 High Roof Steel Holes and Embeds by immediately jumped to start framing in the Restroom and Storage Area, working on both the low roofs, and keeping the project moving while waiting for the approval from DSA on CCD 027.

With these measures, our updated schedule shows the Substantial Completion is (7) calendar days behind schedule. The team was able to reach out to the DSA inspector and asked to expedite review process for CCD 027.

CLARK/SULLIVAN
construction

Monday, March 3, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, Ca 95987

RE: Potential Change Order # 142-99
Williams Multi Purpose Bldg- #1840
Request to Use: Owner Contingency
Number of Requested Day: 5

Dear Dr. Lampkin,

We have finalized the required quotations for PCO Number **142-99** for the following extra work: **Additional data locations in Kitchen Area and additional data drops for 4 camera locations in Multi-Purpose Room**. We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amount
Provide additional data locations for wall phone in Servery Room 145A and work station in Storage Room 149. Provide one additional data drop for each of the 4 camera locations in multi-purpose Room 140A.	Alessandro Electric, Inc.	$2,741.00
5% Mark Up	Clark/Sullivan Construction	$137.05
District Contingency		**$2,878.05**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

5/3/20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Authorized Representative Date

JK ARCHITECTURE ENGINEERING

03-12-2020
Authorized Representative Date

CLARK/SULLIVAN
construction

Monday, March 3, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, Ca 95987

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Respectfully,

CLARK/SULLIVAN CONSTRUCTION

5/3/20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin 3/11/2020
Authorized Representative Date

JK ARCHITECTURE ENGINEERING

Authorized Representative Date

Po Thao

From: Jeff Threet <jeff.threet@stonecreekengineering.com>
Sent: Wednesday, February 26, 2020 5:58 PM
To: Michael Flores; Po Thao; Bob Hilton; Andrew Todd
Cc: Mechele Coombs; Vangelis Bolias; Kristi Ward
Subject: WUSD - MP Building/Additional Data Scope
Attachments: 20-02-26 WUSD MP Bldg - Added Data Scope - JT.pdf

Michael/Po,

Please provide a cost for the requested additional work as listed below and indicated on the attached sketches.

The work consists of:

1) Add an additional data cable to the conduits in each of the (4) security camera conduits in the multi-purpose room.
2) Add an additional data port on the Office/Servery wall (as indicated on the sketch) for a VOIP wall mounted phone.
3) Add an additional data port to the Office/Storage 02 wall (as indicated on the sketch) for a future workstation.

Please do not proceed with this work until the District has reviewed the pricing and provided instruction to move forward with the work.

I received some preliminary pricing from Bob Hilton this morning that was helpful in our discussion on site (thanks, Bob). The pricing for this work will need to be in the standard format with a breakdown of labor, materials, and equipment with the allowable markups (as appropriate).

The District has committed to a quick decision turn around time as these walls will be covered soon.

Thank you for your assistance!

Sincerely,

-Jeff Threet

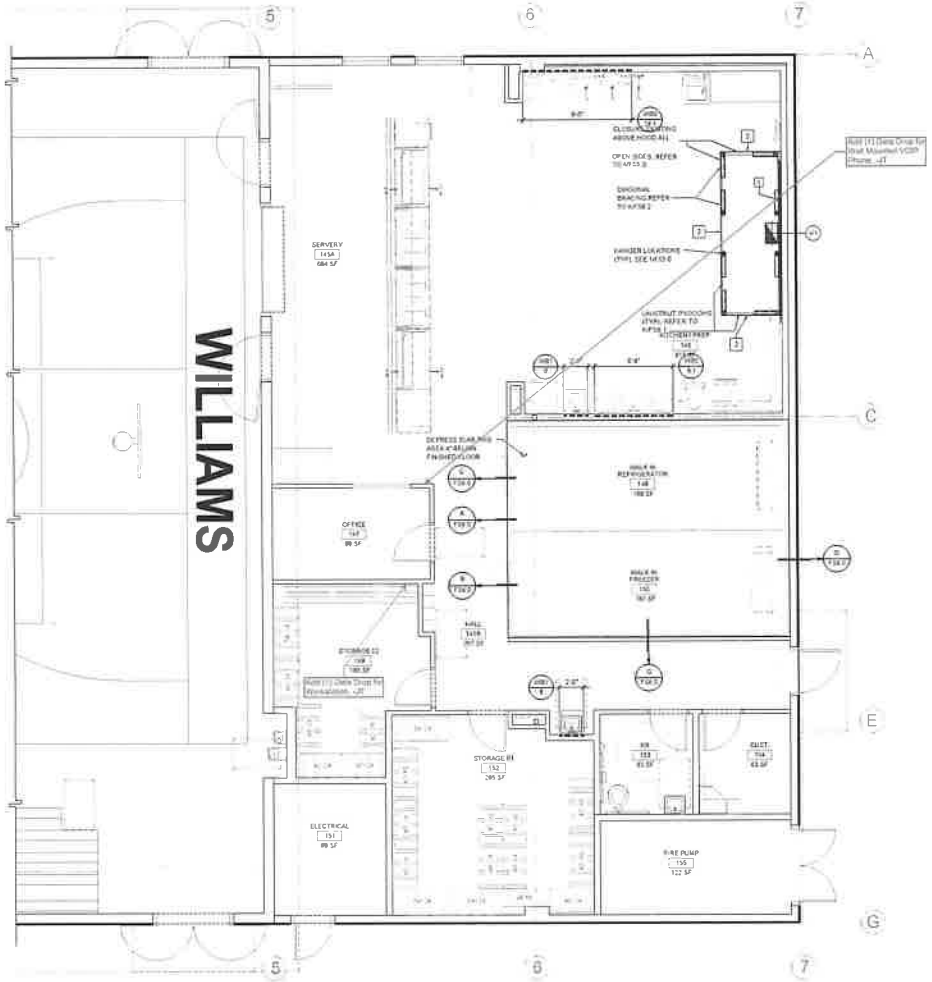
Jeffrey D. Threet, PE, CPE, LEED AP
Vice President

Stone Creek Engineering, Inc.
5173 Persianwood Place
San Jose, CA 95111

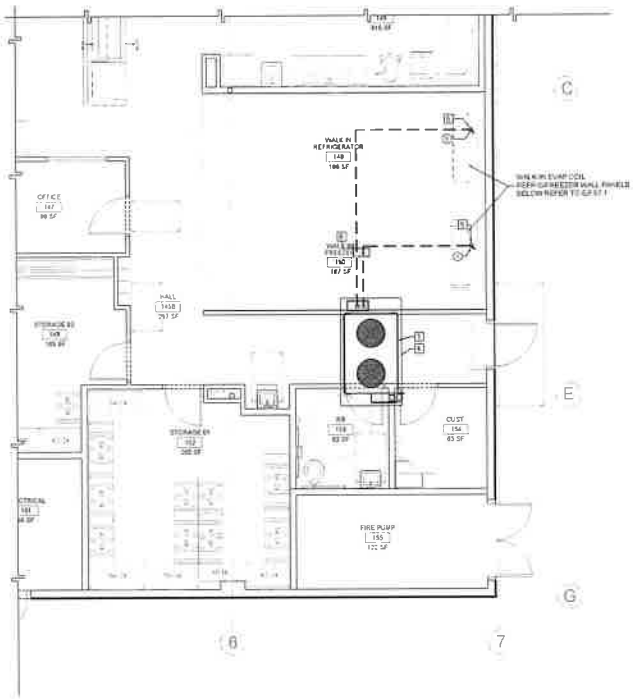
c: 408-489-8853
jeff.threet@stonecreekengineering.com
www.stonecreekengineering.com

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JK ARCHITECTURE ENGINEERING
165 W. RIVER ROAD
P.O. BOX 7408
TAHOE CITY, CA 96145
(530) 583-8222
11661 BLOCKER DRIVE
SUITE 220
AUBURN, CA 95603
(530) 888-0888
WWW.JKAEDESIGN.COM



FOODSERVICE EQUIPMENT MECHANICAL FLOOR PLAN 1 FS4.1
SCALE : 1/4" = 1'-0"



FOODSERVICE REFRIGERATION FLOOR PLAN 2 FS4.1
SCALE : 1/4" = 1'-0"

MECHANICAL & REFRIGERATION LEGEND

ABBREVIATIONS/SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
F.S.E.C.	FOODSERVICE EQUIPMENT CONTRACTOR		VENTILATING SCHEDULE REFERENCE REFER TO FS4.2 FOR SCHEDULE
M.C.	MECHANICAL CONTRACTOR		VENT TO ROOF
S.F.	STAINLESS STEEL FABRICATOR		ROUND DUCT CONNECTION
G.C.	GENERAL CONTRACTOR		CONCRETE CURB
E.C.	ELECTRICAL CONTRACTOR		CONCRETE DEPRESSION
CFM	CUBIC FEET PER MINUTE		WALL BACKBOX - EQUIPMENT ITEM NO.
SP	STATIC PRESSURE		WALL BACKING
	EXHAUST DUCT CONNECTION		FOAMED-IN WALL BACKING BY WALK IN MANUFACTURER
	SUPPLY DUCT CONNECTION		PVC CONDUIT FOR SODA AND CO2 LINES (RUN UNDER FLOOR)
	CONDUIT FOR REFRIGERATION LINES (RUN UNDER FLOOR)		PVC CONDUIT TO STUB-UP AT HEIGHT INDICATED
	REMOTE COMPRESSOR (ON REFRIGERATION RACK)	1	SHEET NOTE SYMBOL (SEE SHEET NOTES FS4.1)
A	REFRIGERATION SYSTEM (SEE SCHEDULE ON SHEET FS7.0)		INSULATED S/S WALL LINING (1/FS4.1 FOR LOC. & SHEET NOTE #1)
	REFRIGERATION LINE (RUN FROM REFRIGERATION RACK)		
	REMOTE REFRIGERATED BASE AND/OR EQUIPMENT		

MECHANICAL & REFRIGERATION SHEET NOTES

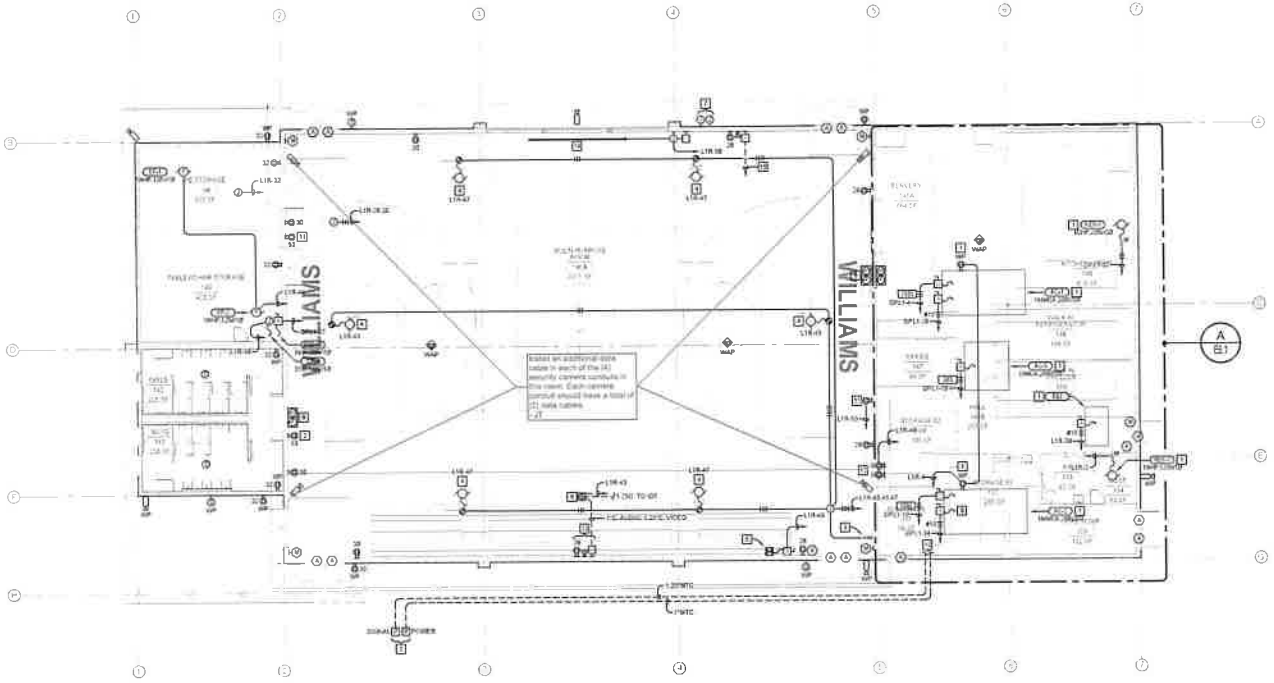
1. 18 GA. STAINLESS STEEL WALL LINING PANELS (MINIMUM WIDTH TO BE 36") WITH 1" MINERAL WOOL BLANKET AND WIRE MESH BACKING OR CERAMIC FIBER BLANKET AND WIRE MESH BACKING SPACED OUT 1" ON NON-COMBUSTIBLE SPACERS WALL LINING TO MEET THE REQUIREMENTS OF NFPA-96 AND LOCAL CODES. WALL LINING SHALL BE FABRICATED WITH VERTICAL FLUTES EVERY 48 INCHES AND THE WIDTH OF THE EXHAUST HOOD INCLUDING FIRE SYSTEM CABINET
2. PROVIDE CLOSURE SKIRTING REFER 4/FS6.0
3. REMOTE REFRIGERATION SYSTEM REFER TO FS7.0 EQUIPMENT LOCATED ON BUILDING ROOF
4. REMOTE REFRIGERATION EQUIPMENT PLATFORM REFER TO D/FS7.0
5. REFRIGERATION LINES STUB-DOWN FROM ABOVE, PENETRATE CEILING OF WALK-IN TO EVAP COIL SEE DETAIL 1/FS7.0
6. REFRIGERATION LINES RUN ABOVE CEILING LINE (UNISTRUT TRAPEZE, REFER TO F/FS4.2) EXTEND FROM REFRIGERATION RACK TO DROP-DOWN POINT ABOVE WALK-IN REFRIGERATOR / FREEZER COIL (REFRIG. LINE RUN ROUTES SHOWN ARE SCHEMATIC ONLY) REFRIGERATION LINE ROUTES WILL BE FIELD VERIFIED WITH STRUCTURE

REVISED 7/19

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI-PURPOSE BUILDING

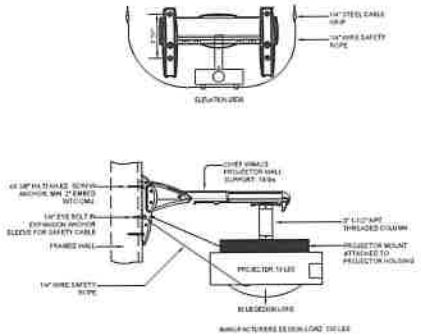
FOODSERVICE EQUIPMENT MECH / REFRIG NOTES

FS4.1



A E3.1 MULTI-PURPOSE BUILDING POWER & SIGNAL PLAN

SCALE: 1/8" = 1'-0"



B E3.1 WALL MOUNTED PROJECTOR SUPPORT

SCALE: NTS

GENERAL SHEET NOTES

A. REFER TO THE MECHANICAL AND PLUMBING PLANS AND COORDINATE ALL ELECTRICAL CONNECTION REQUIREMENTS

B. ALL LOW VOLTAGE CABLING ROUTED IN WALLS OR IN CEILINGS THAT ARE NOT ACCESSIBLE SHALL BE INSTALLED IN CONDUIT AND ROUTED CONCEALED U.O.N. CABLING ROUTED ABOVE ACCESSIBLE CEILINGS SHALL BE SUPPORTED BY J-HOOKS

C. THE EXISTING CAMPUS INTERCOM AND CLOCK SYSTEM IS NON-FUNCTIONAL. A NEW IP BASED CLOCK/PA SYSTEM IS TO BE PROVIDED AS PART OF THIS PROJECT. LOCATION OF HEAD END EQUIPMENT SHALL BE COORDINATED WITH THE DISTRICT IT DEPARTMENT. PROVIDE NEW CLOCKS AND SPEAKERS AS SHOWN ON THIS PLAN, COMPATIBLE WITH THIS SYSTEM. BASIS OF DESIGN: VALCOM/AIPHONE. REFER TO SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS. PROVIDE COMPLETE SHOP DRAWINGS FOR THIS SYSTEM

D. THE CONTRACTOR SHALL PROVIDE INFRASTRUCTURE ONLY FOR THE SECURITY ALARM SYSTEM, TO INCLUDE CONDUIT, BOXES, POWER AND DATA, ETC. COORDINATE WITH THE DISTRICT'S VENDOR EAGLE SECURITY. CONTACT INFORMATION AVAILABLE UPON REQUEST

E. CAMPUS SECURITY CAMERA SYSTEM IS IP BASED. CONTRACTOR SHALL PROVIDE DATA CABLING AND OUTLET AT EACH LOCATION. SECURITY CAMERAS SHALL BE OWNER FURNISHED AND INSTALLED. CABLES SHALL BE TERMINATED ON A DEDICATED PATCH PANEL AT THE IDF CABINET. PROVIDE GREEN CABLING FOR THIS SYSTEM. REFER TO 2.3/MB-1 FOR ADDITIONAL REQUIREMENTS FOR DOOR SWITCH CONTACTS AND INTERFACE WITH THE MECHANICAL CONTROL SYSTEM

F. WIRELESS ACCESS POINTS SHALL CONSIST OF TWO CAT6A DATA DROPS. ACTIVE ELECTRONICS AND HARDWARE ARE OWNER FURNISHED. CONTRACTOR INSTALLED

G. MULTI-PURPOSE ROOM AV SYSTEM. PROVIDE A MP ROOM AV SYSTEM CONSISTING OF AT MINIMUM, THE FOLLOWING EQUIPMENT:
   - EPSON PRO G7500U PROJECTOR WITH ELPLM08 LENS OR EQUAL. PROVIDE LOCKABLE PROTECTIVE CAGE AROUND PROJECTOR
   - 2 QSC K10 PORTABLE SPEAKERS WITH STANDS TOTE AND 2 50' SPEAKER CABLES WITH STANDARD QSC CONNECTORS
   - PORTABLE EQUIPMENT RACK ATLAS SOUND FR14-25SFD WITH SLIDING SHELF AND DRAWER OR EQUAL, WITH THE FOLLOWING EQUIPMENT INSTALLED IN THE RACK.
     - RACK MOUNTED POWER SEQUENCER WITH SURGE PROTECTION
     - RACK MOUNTED AUDIO MIXER, DENON DN-300M OR EQUAL
     - RACK MOUNTED CD/BLU RAY PLAYER, DENON DN-S3700 OR EQUAL
     - BLUETOOTH RECEIVER, DENON DN-300BR OR EQUAL
     - ASSISTIVE LISTENING SYSTEM TRANSMITTER, LISTEN, WILLIAMS, OR EQUAL
     - TWO WIRELESS MIC RECEIVERS AND MICROPHONES, 2 AUDIO-TECHNICA ATW-13(2) OR EQUAL (4 MICS TOTAL)

   CONTRACTOR TO PROVIDE A COMPLETE AND FUNCTIONAL SYSTEM, TO INCLUDE ALL CABLING NOT INDICATED ABOVE. PROVIDE COMPLETE SHOP DRAWINGS FOR THIS SYSTEM, TO INCLUDE BOTH AUDIO AND VIDEO RISER DIAGRAMS, CUT SHEETS FOR ALL EQUIPMENT, ETC

H. COORDINATE ALL CONDUIT, POWER AND ETHERNET REQUIREMENTS OF THE MECHANICAL CONTROL SYSTEM, WHETHER SHOWN ON THE PLANS OR NOT. REFER TO M8.1 AND MECHANICAL PLANS, AND DIVISION 23 SPECIFICATIONS. ALL CONDUIT INSTALLED FOR MECHANICAL CONTROLS SHALL MEET THE REQUIREMENTS OF DIVISION 26 SPECIFICATIONS

NUMBERED SHEET NOTES

1. EQUIPMENT LOCATED ON ROOF. MAKE ALL CONNECTIONS NEMA 3R WATER TIGHT
2. LOCATE RECEPTACLE FOR PLUG-IN ELECTRONIC SCOREBOARD. REFER TO ARCHITECTURAL ELEVATIONS FOR MOUNTING HEIGHT AND COORDINATE WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR EXACT ROUGH-IN REQUIREMENTS. SCOREBOARD AND SHOT CLOCKS WILL BE CONTROLLED WIRELESSLY
3. PROVIDE A 12-GANG BOX WITH 6 KEYED SWITCHES FOR CONTROL OF MOTORIZED BACKSTOPS, PORTER JELECEP8-162. VERIFY FINAL LOCATION WITH THE ARCHITECT
4. PROVIDE POWER CONNECTION AT MOTORIZED BACKSTOP. LOCATE L14-20R TWIST-LOCK RECEPTACLE IN A 4" SQUARE BOX WITHIN 3' OF THE MOTORIZED WINCH. COORDINATE EXACT LOCATION WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS AND REFER TO MANUFACTURER'S INSTALLATION INSTRUCTIONS AND WIRING DIAGRAMS
5. PROVIDE POWER CONNECTION AT MOTORIZED BLEACHERS. REFER TO MANUFACTURER'S INSTALLATION INSTRUCTIONS OF THE SPECIFIED SYSTEM FOR ADDITIONAL REQUIREMENTS
6. PROVIDE MULTI-SERVICE FLUSH FLOORBOX WITH PROVISIONS FOR 2 DUPLEX RECEPTACLES, DATA OUTLET WITH TWO DROPS, AND AT LEAST TWO (2) SPARE STUBS FOR FUTURE LOW VOLTAGE DEVICES. PROVIDE 1 1/2"C. FOR TELECOM AND 1 3/4"C. FOR FUTURE STUBBED TO ELECTRICAL ROOM 151. CONTRACTOR SHALL INSTALL BOTTOM SURFACE FLUSH WITH THE FLOOR (WITHIN 1/4"). COORDINATE WITH THE INSTALLATION OF THE GYM FLOORING SYSTEM AND ROUTER THE EDGES OF THE FINISHED FLOOR AS REQUIRED
7. PROVIDE JUNCTION BOXES FOR FUTURE POWER AND LOW VOLTAGE AND POWER TO POTENTIAL AREA OF EXPANSION. PROVIDE 1 2"C. HOME RUNS TO ELECTRICAL ROOM 151
8. PROVIDE PROTECTIVE WIRE GUARD OVER DEVICE
9. PROVIDE SECOND CONNECTION AT HVAC UNIT FOR POWER EXHAUST. REFER TO MECHANICAL PLANS AND SCHEDULES. CONFIRM ELECTRICAL CONNECTION REQUIREMENTS WITH APPROVED SHOP DRAWINGS PRIOR TO INSTALLATION
10. PROVIDE EMPTY CONDUITS FOR FUTURE POWER AND COMMUNICATIONS TO FUTURE IRRIGATION BOOSTER PUMP. COORDINATE WITH LANDSCAPE PLANS. ROUTE POWER CONDUIT TO PANEL DP11, AND STUB COMMUNICATIONS CONDUIT UP AT IRRIGATION CONTROLLER
11. LOCATE RECEPTACLE FOR PLUG-IN ELECTRONIC SHOT CLOCK. REFER TO ARCHITECTURAL ELEVATIONS FOR MOUNTING HEIGHT AND COORDINATE WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR EXACT ROUGH-IN REQUIREMENTS. SCOREBOARD AND SHOT CLOCKS WILL BE CONTROLLED WIRELESSLY
12. LOCATE DEVICES FOR DRINKING FOUNTAIN. COORDINATE MOUNTING HEIGHT AND EXACT LOCATION WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR THE APPROVED PRODUCT PRIOR TO ROUGH-IN
13. LOCATE DEVICES FOR WALL MOUNTED PROJECTOR. COORDINATE MOUNTING HEIGHT WITH OWNER AND/OR ARCHITECT
14. MOTORIZED PROJECTION SCREEN. REFER TO ARCHITECTURAL PLANS AND SPECIFICATIONS. PROVIDE CONTROL CABLING IN CONDUIT TO PROJECTION SCREEN CONTROL SWITCH AS INDICATED. PROVIDE INTERFACE WITH AV CONTROL SYSTEM (NOT SHOWN) OR DIRECTLY WITH PROJECTOR SO THAT SCREEN LOWERS WHEN PROJECTOR IS TURNED ON
15. AV INPUT PLATE, FOR VIDEO INPUT AND SPEAKER INPUT. PROVIDE 1"C. FOR AUDIO, 1 2/3"C. FOR VIDEO TO AV FLOORBOX. PROVIDE VIDEO CABLE FOR HDMI CONNECTION TO PROJECTOR AND SPEAKER CABLING TO OUTPUT AT FLOORBOX AND AT PROJECTOR

JK ARCHITECTURE ENGINEERING
185 W. RIVER ROAD
P.O. BOX 7409
TAHOE CITY, CA 96145
(530) 583-8272
11661 BLOCKER DRIVE
SUITE 120
AUBURN, CA 95603
(530) 888-0998
WWW.JKAEDESIGN.COM
The Engineering Enterprize
CYPRESS STREET
CHICO, CA 95973
(530) 899-8700

REAL

IDENTIFICATION STAMP
DIV. OF THE STATE ARCHITECT
APP. 02 117121 INC. 0
REVIEWED FOR
ILS ☐ FLS ☐ ACAS ☐
DATE 02/07/2019

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

POWER & SIGNAL PLAN

E3.1

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	**PCO No.**	142-99
Project Address:	1404 E Street	**Reference RFI No.**	
	Williams, CA	**Job No.**	1840
Contractor Name:	Clark/Sullivan	**DSA File No.**	
Contractor Address:	2150 Opportunity #150	**DSA Application No.**	
	Roseville, CA 95678	**Date:**	03/03/20

Subject: Added data ports in the Kitchen Area and data drops for 4 camera locations in the Multi-Purpose Room.

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
SUB WORK:											
Alessandro Electric, Inc.	0	$0.00	$0.00	0		$2,741.00	$2,741.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$2,741.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$2,741.00**
SUBTOTAL											**$2,741.00**
DELETED WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**

NET SUBTOTALS		$2,741.00
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$137.05
COST TOTAL		**$2,878.05**

☑ **Check here if additional pages attached**

Alessandro
ELECTRIC INC.

Proposed Change Order

Project: Williams ES MPB

PCO #: 05R1 **CCD** _____

DATE: 2/27/2020 **RFI**

The reason for this Change Request is: (check one and fill in the blanks)

_____ This responds to a CM-issued Proposed Change Order/Request for Proposal _____

_____ Scope has changed due to a response to Request for Information (RFI) # _____

X OTHER: Request from Owner per walk with C&S. Email from Bob Hilton on 2/27/2020

DESCRIPTION OF CHANGE:

Provide additional data locations for wall phone in servery Rm 145A and work station in storage Rm 149.
Provide one additional data drop for each of the 4 camera locations in multi-purpose room 140A.

Requested Cost Change: **$2,741**

Requested Schedule Change: Increase / Decrease: **2** calendar days.

Contractor Signature: Clint Alessandro Date: 2/27/2020

_____ Accepted (PCO/WO to follow)

_____ Resubmit per comments (Use same CR #)

_____ Rejected (See Comments)

Job ID: JOB-02778
Project: williams mp

CO: CO-0005: Data outlet adds

Top Sheet Report

3 Mar 2020 9:45:15

Tax Rate status: Default **Bid Name:** BASE BID **Bid Template:** SAC 2019 CHANGE ORDER

Description	RATE	HOURS	EXTENSION	SUBTOTAL
LABOR REGULAR SHIFT	88.51	19.95	1,765.63	
LABOR REGULAR SHIFT OVERTIME	116.23			
LABOR REGULAR SHIFT DOUBLE TIME	143.95			
LABOR SECOND SHIFT	98.05			
LABOR SECOND SHIFT OVERTIME	125.62			
LABOR SECOND SHIFT DOUBLE TIME	153.18			
LABOR THIRD SHIFT	103.11			
LABOR THIRD SHIFT OVERTIME	136.70			
LABOR THIRD SHIFT DOUBLE TIME	167.58			
INDIRECT LABOR	88.51			
LABOR HOURS TOTAL		19.95		
LABOR COSTS SUBTOTAL				1,765.63
MATERIAL DOLLARS			634.87	
QUOTES DOLLARS				
MATERIAL & QUOTE TAX RATE %				
MATERIAL & QUOTE TAX			53.96	
MATERIAL SUBTOTAL				688.83
DJC				
SUBCONTRACTS TOTAL				
EQUIPMENT				
CO SUBTOTAL				2,454.47
O/P LABOR MATERIAL EQUIPMET %	10.00			245.45
O/P SUBCONTRACTOR %	5.00			
BONDS & INS				41.12

Bid Memo:

Bid Total: 2,741.03

Alessandro Electric Inc
4009 Vista Park Ct
Sacramento, CA 95834
Phone: 916-283-6966
Web: www.alessandroelectric.com

Job ID: JOB-02778
Project: williams mp

CO: CO-0005: Data outlet adds

Takeoff

27 Feb 2020 18:58:31

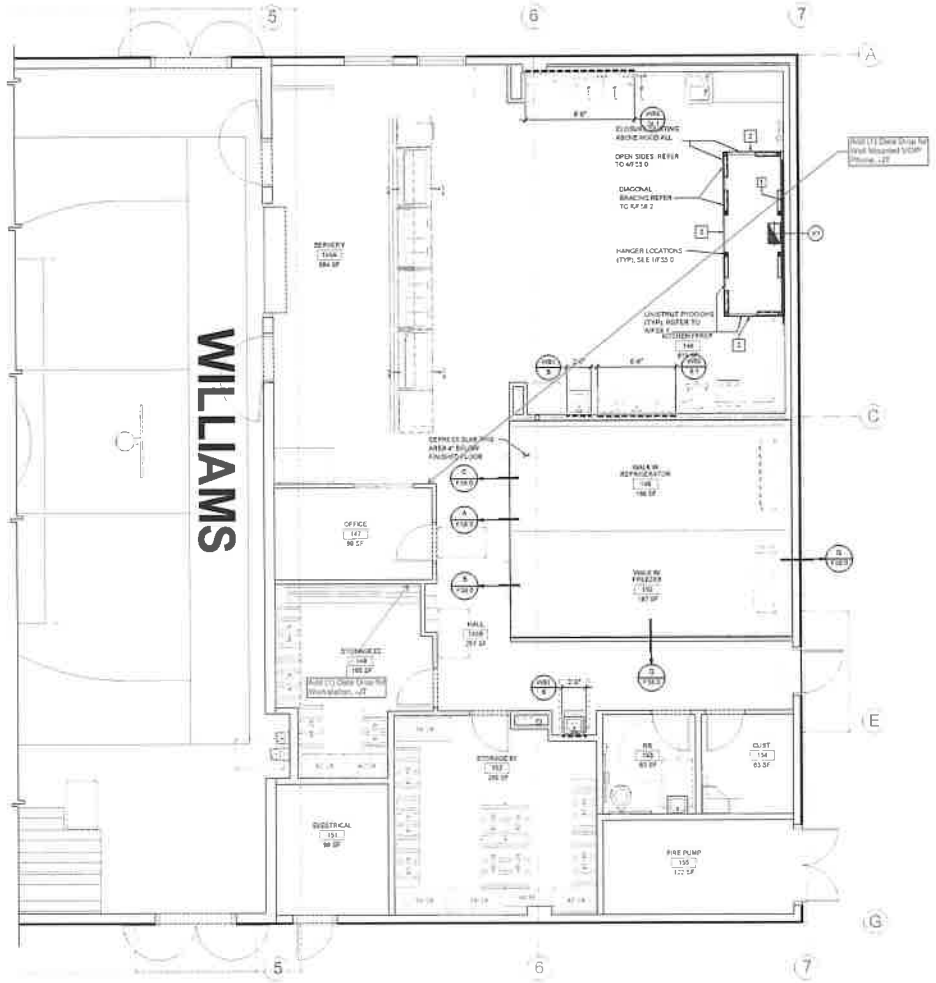
Phase: HV ROUGH-IN LV SYSTEMS

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
	0.00				**PATHWAY FOR DATA DROPS**				
TITLE	2.00		M	1" EMT 4-11/16SQ 1G	1G STUB/4-11/16"SQ /WD-STD	0.0000	0.00	0.0000	0.00
150126	2.00	EA	M	2-1/8"D 42.0-CI	4-11/16" BOX /NO BRKT 1KO	8.8946	17.79	0.3000	0.60
640018	2.00	EA	M		3 (4Sq/4-11/16) BOXS/ 16" BRKT	3.7731	7.55	0.0700	0.14
150139	2.00	EA	M	1/2" - 1 1/2" RISE	1G 4-11/16" ADJUSTABLE PLASTER-RING	27.2802	54.56	0.1500	0.30
160565	8.00	EA	M	#10 x 1"	TEK SCREW	0.0559	0.45	0.0240	0.19
10048	20.00	FT	M	1	EMT	1.4400	28.80	0.0512	1.02
20223	2.00	EA	M	1	EMT FIELD BEND	0.0000	0.00	0.3840	0.77
30191	2.00	EA	M	1	EMT STEEL-COMP COUPLING	2.8624	5.72	0.3720	0.74
160813	4.00	EA	M	1	EMT 1-HOLE STEEL STRAP	0.7386	2.95	0.0425	0.17
640020	4.00	EA	M		STUD BRACKET ADJ 11 TO 18" OC	3.2496	13.00	0.0700	0.28
160564	8.00	EA	M	#6 x 3/8"	TEK SCREW	0.0613	0.49	0.0000	0.00
160560	16.00	EA	M	#10 X 1"	WOOD SCREW	5.7000	91.20	0.0240	0.38
30291	2.00	EA	M	1	EMT STEEL COMP IN-THROAT CONN	3.6704	7.34	0.1600	0.32
40174	2.00	EA	M	1	PLASTIC BUSHING	0.5570	1.11	0.1800	0.36
40192	2.00	EA	M	1	1-IN NM TERMINATOR	0.4615	0.92	0.0000	0.00
TITLE	1.00		M		CHANGE ORDER FOREMAN LABOR	0.0000	0.00	0.0000	0.00
970009	1.00	EA	M		REVIEW	0.0000	0.00	0.2500	0.25
970010	1.00	EA	M		COORDINATION	0.0000	0.00	0.2500	0.25
970011	1.00	EA	M		LAYOUT	0.0000	0.00	0.5000	0.50
970016	1.00	EA	M		ASBUILT DRAWINGS	0.0000	0.00	0.2500	0.25
					Phase Totals:		**231.89**		**6.53**

Phase: LV WORK STATION CABLING

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
	0.00				**NEW DROP LOCATIONS IN KITCHEN**				
TITLE	2.00		M		1D-Fl-w/1P Plate-Cat6 - Generic	0.0000	0.00	0.0000	0.00
1000039	2.00	EA	M	1G 1PT WHITE	1-P MODULAR FLUSH-MOUNT FACEPLATE	1.5000	3.00	0.0500	0.10
1050033	2.00	EA	M		LABEL- WORKAREA- DATA	0.2000	0.40	0.0500	0.10
500094	24.00	FT	M		PULL LINE (STRING)	0.0200	0.48	0.0026	0.06
1000163	4.00	EA	M	BLUE	CAT-6 568A/B MODULE	8.0000	32.00	0.1500	0.60
1050096	4.00	EA	M		4PR UTP- TERM@ IDF- DATA	0.0000	0.00	0.0800	0.32
1050083	2.00	EA	M		4PR CABLE DRESS @ IDF	0.0000	0.00	0.0325	0.07
1050010	2.00	EA	M		CABLE TEST- 4PR UTP- CAT6	0.0000	0.00	0.2000	0.40
1050049	2.00	EA	M		LABEL- PATCH PANEL PORT	0.3500	0.70	0.0500	0.10
1020083	200.00	FT	M	4 PAIR BLUE	CAT6 UTP CABLE (CMR)	0.2500	50.00	0.0070	1.40
1050040	4.00	EA	M		LABEL- HORIZ. CABLE- DATA	1.3500	5.40	0.0500	0.20
1050089	4.00	EA	M	8" TIES	VELCRO ROLL	1.2000	4.80	0.0500	0.20
1010291	2.00	EA	M	3' BLUE	CAT6- PATCH CORD T568A/B (CMR)	2.0000	4.00	0.0500	0.10
1010305	2.00	EA	M	6' BLUE	CAT6- PATCH CORD T568A/B (CMR)	3.0000	6.00	0.0500	0.10
	0.00				**ADD DROPS IN MPR**				
1050033	2.00	EA	M		LABEL- WORKAREA- DATA	0.2000	0.40	0.0500	0.10
1000163	8.00	EA	M	BLUE	CAT-6 568A/B MODULE	8.0000	64.00	0.1500	1.20
1050096	8.00	EA	M		4PR UTP- TERM@ IDF- DATA	0.0000	0.00	0.0800	0.64
1050083	4.00	EA	M		4PR CABLE DRESS @ IDF	0.0000	0.00	0.0325	0.13
1050010	4.00	EA	M		CABLE TEST- 4PR UTP- CAT6	0.0000	0.00	0.2000	0.80
1050049	4.00	EA	M		LABEL- PATCH PANEL PORT	0.3500	1.40	0.0500	0.20
1020083	800.00	FT	M	4 PAIR BLUE	CAT6 UTP CABLE (CMR)	0.2500	200.00	0.0070	5.60
1050040	8.00	EA	M		LABEL- HORIZ. CABLE- DATA	1.3500	10.80	0.0500	0.40
1050089	8.00	EA	M	8" TIES	VELCRO ROLL	1.2000	9.60	0.0500	0.40
1010291	2.00	EA	M	3' BLUE	CAT6- PATCH CORD T568A/B (CMR)	2.0000	4.00	0.0500	0.10
1010305	2.00	EA	M	6' BLUE	CAT6- PATCH CORD T568A/B (CMR)	3.0000	6.00	0.0500	0.10
					Phase Totals:		**402.98**		**13.42**
					Job Totals:		**634.87**		**19.95**

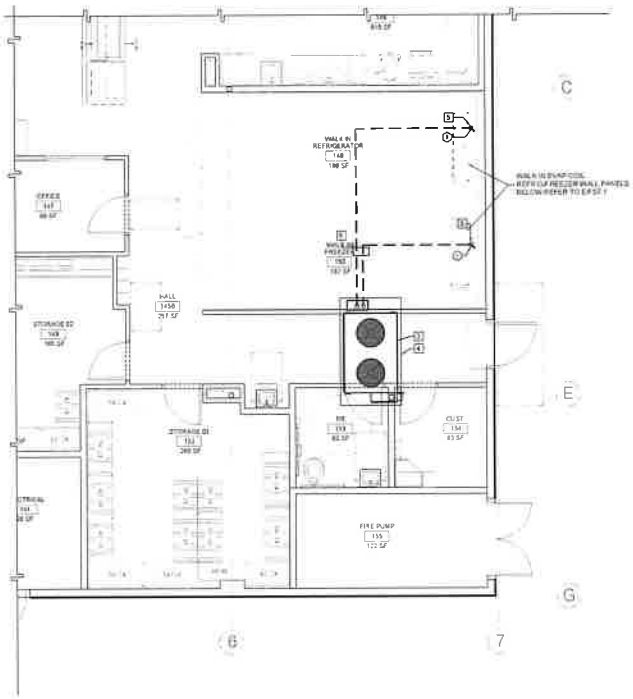
JK ARCHITECTURE ENGINEERING
185 W. RIVER ROAD
P.O. BOX 1408
TAHOE CITY, CA 96145
(530) 583-8222
11661 BLOCKER DRIVE
SUITE 220
AUBURN, CA 95603
(530) 888-0888
WWW.JKADESIGN.COM



FOODSERVICE EQUIPMENT MECHANICAL FLOOR PLAN

1 FS4.1

SCALE : 1/4" = 1'-0"



FOODSERVICE REFRIGERATION FLOOR PLAN

2 FS4.1

SCALE : 1/4" = 1'-0"

MECHANICAL & REFRIGERATION LEGEND

ABREV/SYMBOL	DESCRIPTION
F S E C	FOODSERVICE EQUIPMENT CONTRACTOR
M C	MECHANICAL CONTRACTOR
S F	STAINLESS STEEL FABRICATOR
G C	GENERAL CONTRACTOR
E C	ELECTRICAL CONTRACTOR
CFM	CUBIC FEET PER MINUTE
SP	STATIC PRESSURE
	EXHAUST DUCT CONNECTION
	SUPPLY DUCT CONNECTION
	CONDUIT FOR REFRIGERATION LINES (RUN UNDER FLOOR)
	REMOTE COMPRESSOR (ON REFRIGERATION RACK)
A	REFRIGERATION SYSTEM (SEE SCHEDULE ON SHEET FS7.0)
	REFRIGERATION LINE (RUN FROM REFRIGERATION RACK)
	REMOTE REFRIGERATED BASE AND/OR EQUIPMENT

SYMBOL	DESCRIPTION
	VENTILATING SCHEDULE REFERENCE REFER TO FS4.2 FOR SCHEDULE
	VENT TO ROOF
	ROUND DUCT CONNECTION
	CONCRETE CURB
	CONCRETE DEPRESSION
WALL ITEM	WALL BACKING NO. / EQUIPMENT ITEM NO.
	WALL BACKING
	FOAMED IN WALL BACKING BY WALK IN MANUFACTURER
	PVC CONDUIT FOR SODA AND CO2 LINES (RUN UNDER FLOOR)
	PVC CONDUIT TO STUB UP AT HEIGHT INDICATED
1	SHEET NOTE SYMBOL (SEE SHEET NOTES FS4.1)
	INSULATED S/S WALL LINING (1/FS4.1 FOR LOC. & SHEET NOTE #1)

MECHANICAL & REFRIGERATION SHEET NOTES

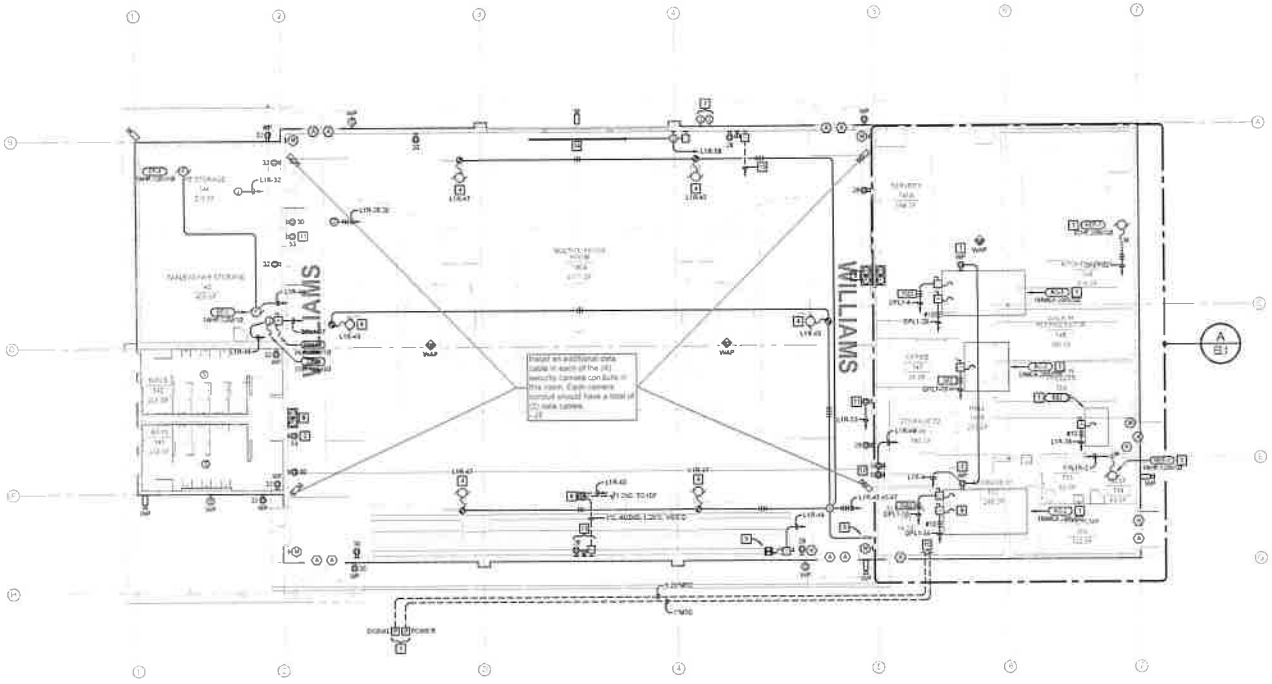
1. NSF, STAINLESS STEEL WALL LINING PANELS (MINIMUM WIDTH TO BE 36") WITH 1" MINERAL WOOL BLANKET AND WIRE MESH BACKING OR CERAMIC FIBER BLANKET (NOT WIRE MESH BACKING) SPACED OUT 1" ON NON-COMBUSTIBLE SPACERS WALL LINING TO MEET THE REQUIREMENTS OF NFPA 96 AND LOCAL CODES. WALL LINING SHALL BE FABRICATED WITH VERTICAL FLUTES EVERY 8" AS SHOWN, AND THE WIDTH OF THE EXHAUST HOOD INCLUDING FIRE SYSTEM CABINET
2. PROVIDE CLOSURE SKIRTING REFER A4.5.0
3. REMOTE REFRIGERATION SYSTEM REFER TO FS7.0 EQUIPMENT LOCATED ON BUILDING ROOF
4. REMOTE REFRIGERATION EQUIPMENT PLATFORM REFER TO D4.5.3
5. REFRIGERATION LINES STUB-DOWN FROM ABOVE, PENETRATE CEILING OF WALK IN TO EVAP COIL SEE DETAIL H/FS7.0
6. REFRIGERATION LINES RUN ABOVE CEILING LINE (UNISTRUT TRAPEZE, REFER TO F/FS8.2) EXTEND FROM REFRIGERATION RACK TO DROP-DOWN POINT ABOVE WALK-IN REFRIGERATOR / FREEZER COIL (REFRIG. LINE RUN ROUTES SHOWN ARE SCHEMATIC ONLY) REFRIGERATION LINE ROUTES WILL BE FIELD VERIFIED WITH STRUCTURE

APP# 02.117121 IAC: 0
REVIEWED FOR
LA: ☐ NJ: ☐ ACS: ☐
DATE: 02/07/2018

WILLIAMS ELEMENTARY SCHOOL
MULTI-PURPOSE BUILDING
WILLIAMS UNIFIED SCHOOL DISTRICT

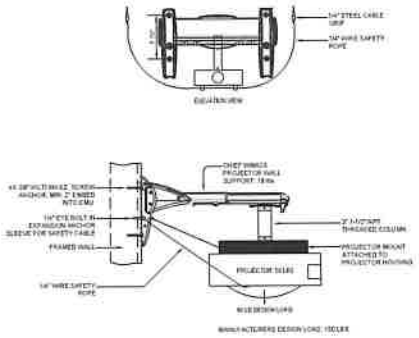
FOODSERVICE EQUIPMENT MECH / REFRIG NOTES

FS4.1



A E3.1 MULTI-PURPOSE BUILDING POWER & SIGNAL PLAN

SCALE: 1/8" = 1'-0"



B E3.1 WALL MOUNTED PROJECTOR SUPPORT

SCALE: NTS

GENERAL SHEET NOTES

A. REFER TO THE MECHANICAL AND PLUMBING PLANS AND COORDINATE ALL ELECTRICAL CONNECTION REQUIREMENTS.

B. ALL LOW VOLTAGE CABLING ROUTED IN WALLS OR IN CEILINGS THAT ARE NOT ACCESSIBLE SHALL BE INSTALLED IN CONDUIT AND ROUTED CONCEALED U.O.N. CABLING ROUTED ABOVE ACCESSIBLE CEILINGS SHALL BE SUPPORTED BY J-HOOKS.

C. THE EXISTING CAMPUS INTERCOM AND CLOCK SYSTEM IS NON-FUNCTIONAL. A NEW IP BASED CLOCKING SYSTEM IS TO BE PROVIDED AS PART OF THIS PROJECT. LOCATION OF HEAD END EQUIPMENT SHALL BE COORDINATED WITH THE DISTRICT IT DEPARTMENT. PROVIDE NEW CLOCKS AND SPEAKERS AS SHOWN ON THIS PLAN, COMPATIBLE WITH THIS SYSTEM. BASIS OF DESIGN: VALCOM (INDEX). REFER TO SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS. PROVIDE COMPLETE SHOP DRAWINGS FOR THIS SYSTEM.

D. THE CONTRACTOR SHALL PROVIDE INFRASTRUCTURE ONLY FOR THE SECURITY ALARM SYSTEM, TO INCLUDE CONDUIT, BOXES, POWER AND DATA, ETC. COORDINATE WITH THE DISTRICT'S VENDOR EAGLE SECURITY. CONTACT INFORMATION AVAILABLE UPON REQUEST.

E. CAMPUS 3 SECURITY CAMERA SYSTEM IS IP BASED. CONTRACTOR SHALL PROVIDE DATA CABLING AND OUTLET AT EACH LOCATION. REQUIRED CAMERAS SHALL BE OWNER FURNISHED AND INSTALLED. CABLES SHALL BE TERMINATED ON A DEDICATED PATCH PANEL AT THE IDF CABINET. PROVIDE GREEN CABLING FOR THIS SYSTEM. REFER TO 2.3/MR.1 FOR ADDITIONAL REQUIREMENTS FOR DOOR SWITCH CONTACTS AND INTERFACE WITH THE MECHANICAL CONTROL SYSTEM.

F. WIRELESS ACCESS POINTS SHALL CONSIST OF TWO CAT6A DATA DROPS. ACTIVE ELECTRONICS AND HARDWARE ARE OWNER FURNISHED, CONTRACTOR INSTALLED.

G. MULTI-PURPOSE ROOM AV SYSTEM. PROVIDE A MP ROOM AV SYSTEM CONSISTING OF, AT MINIMUM, THE FOLLOWING EQUIPMENT:
- EPSON PRO G7500U PROJECTOR WITH ELPLM08 LENS OR EQUAL. PROVIDE LOCKABLE PROTECTIVE CAGE AROUND PROJECTOR.
- 2-QSC K10 PORTABLE SPEAKERS WITH STANDS, TOTE® AND 2-50' SPEAKER CABLES WITH STANDARD QSC CONNECTORS.
- PORTABLE EQUIPMENT RACK: ATLAS SOUND RE14-25SFD WITH SLIDING SHELF AND DRAWER, OR EQUAL, WITH THE FOLLOWING EQUIPMENT INSTALLED IN THE RACK:
  - RACK MOUNTED POWER SEQUENCER WITH SURGE PROTECTION
  - RACK MOUNTED AUDIO MIXER: DENON DN-300Z OR EQUAL
  - RACK MOUNTED CD/BLURAY PLAYER: DENON DN-S0280 OR EQUAL
  - BLUETOOTH RECEIVER: DENON DN-202BR OR EQUAL
  - ASSISTIVE LISTENING SYSTEM TRANSMITTER: LISTEN WILLIAMS OR EQUAL
  - TWO WIRELESS MIC RECEIVERS AND MICROPHONES: 2-AUDIO-TECHNICA ATW-1322 OR EQUAL (4 MICS TOTAL)

CONTRACTOR TO PROVIDE A COMPLETE AND FUNCTIONAL SYSTEM, TO INCLUDE ALL CABLING NOT INDICATED ABOVE. PROVIDE COMPLETE SHOP DRAWINGS FOR THIS SYSTEM, TO INCLUDE BOTH AUDIO AND VIDEO RISER DIAGRAMS, CUT SHEETS FOR ALL EQUIPMENT, ETC.

H. COORDINATE ALL CONDUIT, POWER AND ETHERNET REQUIREMENTS OF THE MECHANICAL CONTROL SYSTEM, WHETHER SHOWN ON THE PLANS OR NOT. REFER TO M6.1 AND MECHANICAL PLANS AND DIVISION 25 SPECIFICATIONS. ALL CONDUIT INSTALLED FOR MECHANICAL CONTROLS SHALL MEET THE REQUIREMENTS OF DIVISION 26 SPECIFICATIONS.

NUMBERED SHEET NOTES

1. EQUIPMENT LOCATED ON ROOF. MAKE ALL CONNECTIONS H3R WATER TIGHT.
2. LOCATE RECEPTACLE FOR PLUG-IN ELECTRONIC SCOREBOARD. REFER TO ARCHITECTURAL ELEVATIONS FOR MOUNTING HEIGHT AND COORDINATE WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR EXACT ROUGH-IN REQUIREMENTS. SCOREBOARD AND SHOT CLOCKS WILL BE CONTROLLED WIRELESSLY.
3. PROVIDE A 12-GANG BOX WITH 6 KEYED SWITCHES FOR CONTROL OF MOTORIZED BACKSTOPS, PORTER-ABLE 00781 182. VERIFY FINAL LOCATION WITH THE ARCHITECT.
4. PROVIDE POWER CONNECTION AT MOTORIZED BACKSTOP. LOCATE L14-20R TWIST-LOCK RECEPTACLE IN A 4" SQUARE BOX WITHIN 3' OF THE MOTORIZED WINCH. COORDINATE EXACT LOCATION WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS AND REFER TO MANUFACTURER'S INSTALLATION INSTRUCTIONS AND WIRING DIAGRAMS.
5. PROVIDE POWER CONNECTION AT MOTORIZED BLEACHERS. REFER TO MANUFACTURER'S INSTALLATION INSTRUCTIONS OF THE SPECIFIED SYSTEM FOR ADDITIONAL REQUIREMENTS.
6. PROVIDE MULTI-SERVICE FLUSH FLOORBOX WITH PROVISIONS FOR 2 DUPLEX RECEPTACLES, DATA OUTLET WITH TWO DROPS, AND AT LEAST TWO-GANG SPARE FOR FUTURE LOW VOLTAGE DEVICES. PROVIDE 1.25"C FOR TELECOM AND 1.25"STC FOR FUTURE STUBBED TO ELECTRICAL ROOM 151. CONTRACTOR SHALL INSTALL SO THAT LID FITS PERFECTLY FLUSH WITH THE FLOOR (WITHIN 1/8"). COORDINATE WITH THE INSTALLATION OF THE GYM FLOORING SYSTEM AND ROUTER THE EDGES OF THE FINISHED FLOOR AS REQUIRED.
7. PROVIDE JUNCTION BOXES FOR FUTURE POWER AND LOW VOLTAGE AND POWER TO POTENTIAL AREA OF EXPANSION. PROVIDE 1.25"C HOME RUNS TO ELECTRICAL ROOM 151.
8. PROVIDE PROTECTIVE WIRE GUARD OVER DEVICE.
9. PROVIDE SECOND CONNECTION AT HVAC UNIT FOR POWER EXHAUST. REFER TO MECHANICAL PLANS AND SCHEDULES. CONFIRM ELECTRICAL CONNECTION REQUIREMENTS WITH APPROVED SHOP DRAWINGS PRIOR TO INSTALLATION.
10. PROVIDE EMPTY CONDUITS FOR FUTURE POWER AND COMMUNICATIONS TO FUTURE IRRIGATION BOOSTER PUMP. COORDINATE WITH LANDSCAPE PLANS. ROUTE POWER CONDUIT TO PANEL DP1.1, AND STUB COMMUNICATIONS CONDUIT UP AT IRRIGATION CONTROLLER.
11. LOCATE RECEPTACLE FOR PLUG-IN ELECTRONIC SHOT CLOCK. REFER TO ARCHITECTURAL ELEVATIONS FOR MOUNTING HEIGHT AND COORDINATE WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR EXACT ROUGH-IN REQUIREMENTS. SCOREBOARD AND SHOT CLOCKS WILL BE CONTROLLED WIRELESSLY.
12. LOCATE DEVICES FOR DRINKING FOUNTAIN. COORDINATE MOUNTING HEIGHT AND EXACT LOCATION WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR THE APPROVED PRODUCT PRIOR TO ROUGH-IN.
13. LOCATE DEVICES FOR WALL MOUNTED PROJECTOR. COORDINATE MOUNTING HEIGHT WITH OWNER AND/OR ARCHITECT.
14. MOTORIZED PROJECTION SCREEN. REFER TO ARCHITECTURAL PLANS AND SPECIFICATIONS. PROVIDE CONTROL CABLING IN CONDUIT TO PROJECTION SCREEN CONTROL SWITCH AS INDICATED. PROVIDE INTERFACE WITH AV CONTROL SYSTEM (NOT SHOWN) OR DIRECTLY WITH PROJECTOR SO THAT SCREEN LOWERS WHEN PROJECTOR IS TURNED ON.
15. AV INPUT PLATE. FOR VIDEO INPUT AND SPEAKER INPUT, PROVIDE 1"C. FOR AUDIO 1.25"C FOR VIDEO TO AV FLOORBOX. PROVIDE VIDEO CABLE FOR HDMI CONNECTION TO PROJECTOR AND SPEAKER CABLING TO OUTPUT AT FLOORBOX AND AT PROJECTOR.

JK ARCHITECTURE ENGINEERING
185 W. RIVER ROAD
P.O. BOX 7408
TAHOE CITY, CA 96145
(530) 583-8272
11661 BLOCKER DRIVE
SUITE 120
AUBURN, CA 95603
(530) 888-0888
WWW.JKARCH.COM
The Engineering Enterprise
1125 HIGH STREET
AUBURN, CA 95603
(530) 888-9558

REAL

IDENTIFICATION STAMP
DIV. OF THE STATE ARCHITECT
APP. 02-117121 INC. 0
REVIEWED FOR
ED ☐ FLS ☐ ACS ☒
DATE 02/07/2019

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

POWER & SIGNAL PLAN

E3.1

CLARK/SULLIVAN
construction

Tuesday, March 17, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, Ca 95987

RE: Potential Change Order # 143-99
Williams Multi Purpose Bldg- #1840
Request to Use: Owner Contingency
Number of Requested Day:

Dear Dr. Lampkin,

We have finalized the required quotations for PCO Number **143-99** for the following extra work: **Added separate GFI switches for (3) GFI outlets behind equipment under exhaust hood in the Kitchen Area. See RFI 167 for reference.**. We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amount
Added switches to the east wall for GFI outlets that are behind the kitchen equipment under exhaust hood in the Kitchen area.	Alessandro Electric, Inc.	$988.00
5% Mark Up	Clark/Sullivan Construction	$49.40
District Contingency		**$1,037.40**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

3/23/20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin
Edgar Lampkin Ed. D.
Williams USD Superintendent April 13, 2020
Authorized Representative Date

JK ARCHITECTURE ENGINEERING

04-01-20
Authorized Representative Date

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	PCO No.	143-99
Project Address:	1404 E Street	Reference RFI No.	
	Williams, CA	Job No.	1840
Contractor Name:	Clark/Sullivan	DSA File No.	
Contractor Address:	2150 Opportunity #150	DSA Application No.	
	Roseville, CA 95678	Date:	03/17/20

Subject: Added separate GFI switches for (3) GFI outlets behind kitchen equipment under exhaust hood in the Kitchen Area. See RFI 167 for reference.

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
SUB WORK:											
Alessandro Electric, Inc.	0	$0.00	$0.00	0		$988.00	$988.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$988.00				$0.00
SUBTOTAL BEFORE MARK-UP											$988.00
SUBTOTAL											$988.00
DELETED WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00

NET SUBTOTALS		$988.00
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$49.40
COST TOTAL		$1,037.40

☑ Check here if additional pages attached

CLARK/SULLIVAN construction — The partner to build with

JK ARCHITECTURE

CONTRACTOR'S REQUEST FOR INFORMATION

RFI # 167

From: Clark/Sullivan Construction JKAE Proj. # _____ Date: 3/5/2020

To: Andrew Todd JKAE Project: Williams MP Building

Disciplines Impacted: ☑ Structural ☐ Mechanical ☐ Electrical ☑ Architectural ☐ Civil ☐ Landscape ☐ Kitchen ☐ _____

Reference: Drawing(s) E5.1 Spec Section(s) _____ Other _____

Please clarify or provide the following information:

Ref: E5.1

Please see attached. The GFI outlets are behind the kitchen equipment so when they trip, there will be no access to reset the GFI outlets. We propose to add switches to a wall nearby so when GFI outlets trip, the end users can use the switches to turn the outlets back on. Could you please review and respond?

Possible Cost Impact	☐ Increase	☐ Decrease	☐ No Change	☑ Unknown
Possible Time Impact	☐ Increase	☐ Decrease	☐ No Change	☑ Unknown

This information is required as soon as possible, but no later than 3/6/2020

[ ] PRIORITY ATTENTION REQUIRED

Copies to: _____

Contractor's Representative

TEE Response:

Per the kitchen equipment electrical coordination plans, which are referenced on E5.1, these devices were supposed to be mounted high (+51" for E9 and E10, +74" for E11) which was presumably so that they remain accessible even after the equipment has been slid into place.

If this is not the case, or if the outlets were errantly installed at another height, we can recommend two options...

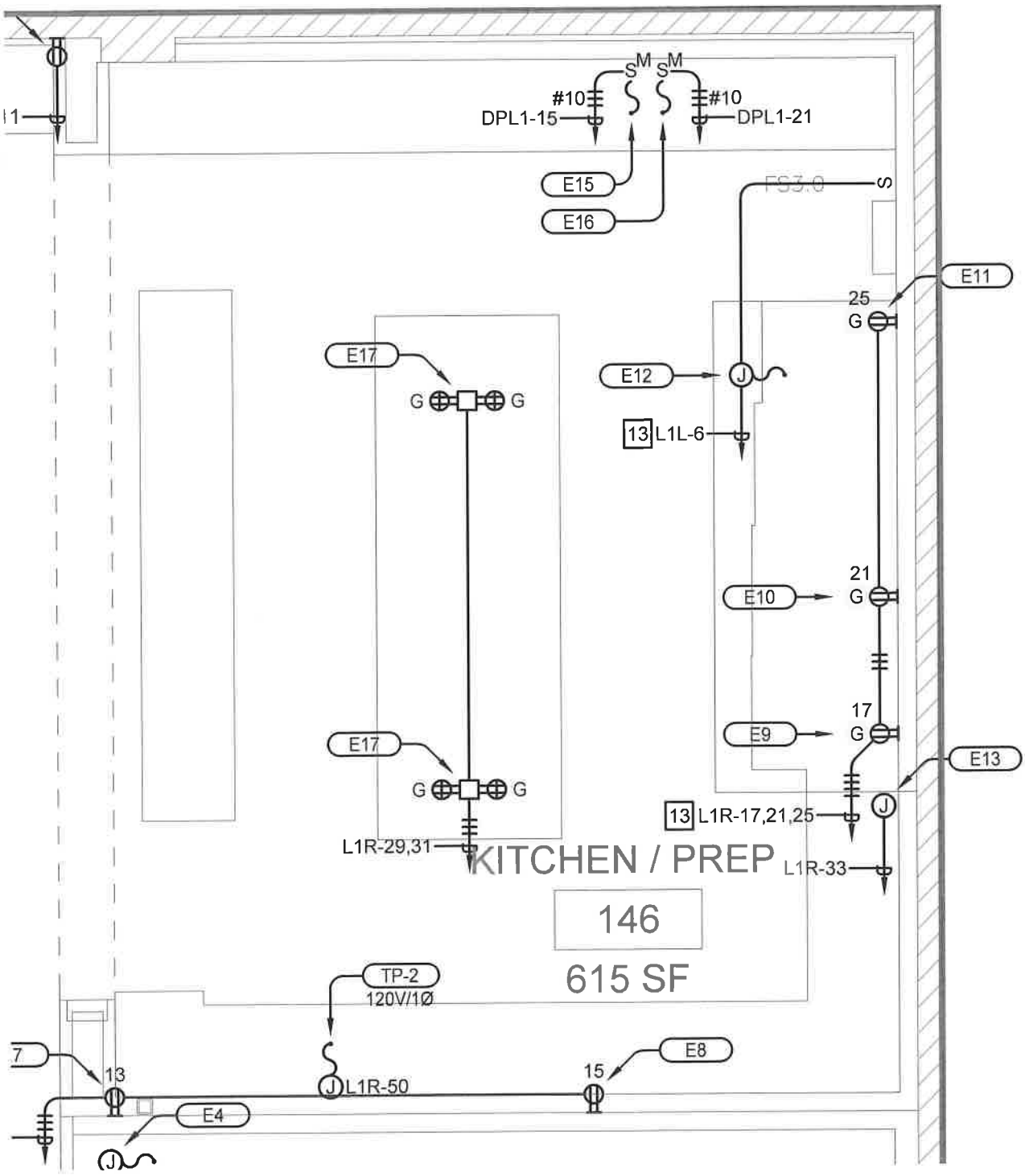
* locate a GFCI only device, such as P&S 2087-W, at an accessible location on the same wall, and install conventional devices (labeled as GFCI protected) behind the appliances. We'd suggest locating three devices in the same location, as close to the location where the home run conduits stubs up. Install at +42" and label each device with circuit number, and the appliance it is associated with.

* replace existing shunt trip breakers feeding these outlets with combination GFCI / shunt trip breaker. These were not available from the manufacturer last time we requested this configuration.

Danny McKevitt
The Engineering Enterprise
March 05, 2020

JKAE Representative

Per AEI, they asked again and manufacturer said no to shunt trip beakers with GFI.


#10
DPL1-15
#10
DPL1-21
E15
E16
E11
25
G
E17
G
G
E12
13 L1L-6
21
G
E10
17
G
E9
E17
G
G
E13
13 L1R-17,21,25
L1R-29,31
KITCHEN / PREP
L1R-33
146
615 SF
TP-2
120V/1Ø
13
L1R-50
15
E8
E4

Alessandro
ELECTRIC INC.

Proposed Change Order

Project: Williams ES MPB

PCO #: 06 **CCD** _____

DATE: 3/10/2020 **RFI** 167

The reason for this Change Request is: (check one and fill in the blanks)

_____ This responds to a CM-issued Proposed Change Order/Request for Proposal _____

X Scope has changed due to a response to Request for Information (RFI) # 167

_____ OTHER: _____

DESCRIPTION OF CHANGE:

Add separate GFI swtches for 3 outlets behind equipment under fume hood.

Requested Cost Change: **$988**

Requested Schedule Change: Increase / Decrease: **1** calendar days.

Contractor Signature: Clint Alessandro Date: 3/10/2020

_____ Accepted (PCO/WO to follow)

_____ Resubmit per comments (Use same CR #)

_____ Rejected (See Comments)

AEI

Job ID: JOB-02778
Project: williams mp

CO: CO-0006: GFI Switches RFI 167

Top Sheet Report

10 Mar 2020 17:44:52

Tax Rate status: Default **Bid Name:** BASE BID **Bid Template:** SAC 2019 CHANGE ORDER

Description	RATE	HOURS	EXTENSION	SUBTOTAL
LABOR REGULAR SHIFT	88.51	6.79	600.61	
LABOR REGULAR SHIFT OVERTIME	116.23			
LABOR REGULAR SHIFT DOUBLE TIME	143.95			
LABOR SECOND SHIFT	98.05			
LABOR SECOND SHIFT OVERTIME	125.62			
LABOR SECOND SHIFT DOUBLE TIME	153.18			
LABOR THIRD SHIFT	103.11			
LABOR THIRD SHIFT OVERTIME	136.70			
LABOR THIRD SHIFT DOUBLE TIME	167.58			
INDIRECT LABOR	88.51			
LABOR HOURS TOTAL		6.79		
LABOR COSTS SUBTOTAL				600.61
MATERIAL DOLLARS			261.80	
QUOTES DOLLARS				
MATERIAL & QUOTE TAX RATE %				
MATERIAL & QUOTE TAX			22.25	
MATERIAL SUBTOTAL				284.06
DJC				
SUBCONTRACTS TOTAL				
EQUIPMENT				
CO SUBTOTAL				884.67
O/P LABOR MATERIAL EQUIPMET %	10.00			88.47
O/P SUBCONTRACTOR %	5.00			
BONDS & INS				14.82

Bid Memo:

Bid Total: 987.95

Alessandro Electric Inc.
4009 Vista Park Ct.
Sacramento, CA 95834
Phone: 916-283-6966
Web: www.alessandroelectric.com

Job ID: JOB-02778
Project: williams mp

CO: CO-0006: GFI Switches RFI 167

Takeoff

10 Mar 2020 17:45:36

Phase: HV DEVICES

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
	0.00				**GFI SWITCH**				
TITLE	3.00		M	3/4 EMT #12	20A-1G-DX-SPEC	0.0000	0.00	0.0000	0.00
140529	3.00	EA	M	1-DECORA	1G STAINLESS STEEL PLATE	1.5946	4.78	0.1000	0.30
150014	3.00	EA	M	1-1/2"D 21.0-CI	4"SQ CMB- KO FH- BRKT	4.3731	13.12	0.3000	0.90
150066	3.00	EA	M	1/2" - 1 1/2" RISE	SC 52CADJ ADJ MUD RING 1/2IN TO 1 1	27.2802	81.84	0.1500	0.45
160565	6.00	EA	M	#10 x 1"	TEK SCREW	0.0559	0.34	0.0240	0.14
100102	3.00	EA	M	#12	PIGTAIL W/GRD SCREW	0.5369	1.61	0.0400	0.12
100116	1.00	EA	M	18-12	PSH-IN 4-WIRE CONN	0.1341	0.13	0.0390	0.04
100115	3.00	EA	M	18-12	PSH-IN 3-WIRE CONN	0.1296	0.39	0.0325	0.10
10047	15.00	FT	M	3/4	EMT	0.8414	12.62	0.0465	0.70
30290	6.00	EA	M	3/4	EMT STEEL COMP IN-THROAT CONN	2.8574	17.14	0.1400	0.84
30190	2.00	EA	M	3/4	EMT STEEL-COMP COUPLING	1.5284	3.06	0.2790	0.56
70037	50.00	FT	M	12	THHN/THWN CU (STR)	0.0661	3.30	0.0054	0.27
70145	17.00	FT	M	12.	GREEN THHN CU (GRD 20A)	0.0677	1.15	0.0054	0.09
160812	2.00	EA	M	3/4	EMT 1-HOLE STEEL STRAP	0.3829	0.77	0.0400	0.08
160565	2.00	EA	M	#10 x 1"	TEK SCREW	0.0559	0.11	0.0240	0.05
1	3.00	EA	M		GFI SWITCH	38.0000	114.00	0.2500	0.75
	0.00				**GFI CREDIT**				
TITLE	-3.00		M		1G 20A-GFCI RECPT	0.0000	0.00	0.0000	0.00
140023	-3.00	EA	M	20A	DUPLEX GFCI RECEPTACLE	4.7400	-14.22	0.2500	-0.75
	0.00				**ADD 3 REGULAR DECORA OUTLETS**				
TITLE	3.00		M		1G 20A-DX-SPECIFICATION GRADE	0.0000	0.00	0.0000	0.00
140341	3.00	EA	M	20A	DECORA RECEPT SPEC- GRADE	7.0189	21.06	0.2500	0.75
TITLE	1.00		M		CHANGE ORDER FOREMAN LABOR	0.0000	0.00	0.0000	0.00
970009	1.00	EA	M		REVIEW	0.0000	0.00	0.2500	0.25
970010	1.00	EA	M		COORDINATION	0.0000	0.00	0.2500	0.25
970011	1.00	EA	M		LAYOUT	0.0000	0.00	0.5000	0.50

Alessandro Electric Inc.
4009 Vista Park Ct.
Sacramento, CA 95834
Phone: 916-283-6966
Web: www.alessandroelectric.com

Phase: HV DEVICES

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
970016	1.00	EA	M		ASBUILT DRAWINGS	0.0000	0.00	0.2500	0.25
1050031	3.00	EA	M		LABEL- FACEPLATE	0.2000	0.60	0.0500	0.15
					Phase Totals:		**261.80**		**6.79**
					Job Totals:		**261.80**		**6.79**

Alessandro Electric Inc.
4009 Vista Park Ct.
Sacramento, CA 95834
Phone: 916-283-6966
Web: www.alessandroelectric.com

CLARK/SULLIVAN
construction

March 25, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, CA 95987

RE: Potential Change Order # 304-99
Williams MP Building- #1840
Request to Use: Construction Contingency
Number of Requested Days: 0

Dear. Dr. Lampkin,

We have finalized the required quotations for PCO Number **304-99** for the following extra work: **Supply and installation of curb cap for refrigeration condensing unit and roof drain sill pan & counterflashing.** We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amt
Supply and installation of curb cap for refrigeration condensing unit and roof drain sill pan & counterflashing	GP Mechanical	$1,651.10
Mark-Up (5%)		$82.52
Construction Contingency		**$1,733.66**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

Michael Flores 3/25/20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin Ed. D.
Williams USD Superintendent April 13, 2020
Authorized Representative Date

JK ARCHITECTURE ENGINEERING

04-01-20
Authorized Representative Date

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	PCO No.	304-99
Project Address:	1404 E Street	Reference RFI No.	
	Williams, CA	Job No.	1840
Contractor Name:	Clark/Sullivan	DSA File No.	
Contractor Address:	2150 Opportunity #150	DSA Application No.	
	Roseville, CA 95678	Date:	03/25/20

Subject: No subcontractors included roof drain sill pan & curb cap for Refrig-O-Pak condensing unit in the approved (

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
SUB WORK:											
GP Mechanical - Curb cap for refrigeration condensing unit and roof drain sill pan & counterflashing.	0	$0.00	$0.00	0		$1,651.10	$1,651.10	0	0	$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$1,651.10				$0.00
SUBTOTAL BEFORE MARK-UP											$1,651.10
SUBTOTAL											$1,651.10
DELETED WORK:											
Contractor:	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00

NET SUBTOTALS		$1,651.10
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$82.56
COST TOTAL		$1,733.66

☑ Check here if additional pages attached

CLARK/SULLIVAN
construction

March 25, 2020

RE: PCO 304-99 – Supply and installation of curb cap for refrigeration condensing unit and roof drain sill pan & counterflashing– Missed Scope

Request for Construction Contingency Usage

We are requesting to use the Construction Contingency to fund buyout miss for supply and installation of curb cap for refrigeration condensing unit and roof drain sill pan & counterflashing. These materials were not included in any of our subcontractor bids/contracts. Please see quotes attached from our subcontractors for reference. As a result, these materials were not included in our GMP proposal.

We have reached out to our mechanical subcontractor, GP Mechanical, to provide us a price to supply and install these materials. I have included a copy of the quote as back up for this request.

We appreciate your review and consideration of this request. Please let me know if you have any questions or need any further information.

Thank you,

Michael Flores

PROPOSAL FORM

Project: **Williams Elementary School Multi-Purpose Building**

Attention: Ben Norwood
Clark/Sullivan Construction
2024 Opportunity Drive, Suite 150
Roseville, CA 95678
Phone: (916) 338-7707, FAX: (888) 510-3055
Email: ben@clarksullivan.com

Proposer Information:

Firm Name: GP Mechanical — Quoted By: Greg Pepin

Address: 5345 Union Mine Rd. — Phone: 530-363-3324

El Dorado, CA 95623 — FAX: 530-698-5505

Email: greggpmech@yahoo.com

Specification Section(s): 23-00-50, 23-05-93, 23-08-00, & 23-80-00

Proposed Scope of Work: HVAC Systems & Controls
(Attach additional sheets as required to define scope of work)

Base Proposal Price: $ 430,000.00 Dollars

Assumed Man Days to Complete Scope: 35 Days

Alternate 1 - Proposal Price: $ _____ Dollars

Assumed Man Days to Complete Scope: 35 Days

Exclusions: Non-HVAC related Sheetmetal
(Attach additional sheet as required to define exclusions)

Addenda Noted: #1

California Contractors License Number: 802244

California DIR Registration Number (Required): 1000005142

Cost to Add Payment and Performance Bonds as a percentage of the proposal price: 1.5 %
NOTE: This is required as some scopes may be required to be bonded.

Cost to Add Waiver of Subrogation: $ _____

PROPOSAL FORM

Installation Included:	Yes	X	No		
Signatory to Carpenters Union:	Yes		No	X	
Signatory to Other Union:	Yes		No	X	Union:_____
Sales Tax Included:	Yes	X	No		
Delivery Point F.O.B. Jobsite:	Yes	X	No		Other _____
Cost of the required insurance Included:	Yes	X	No		
Have you visited the job site:	Yes		No	X	
Clark/Sullivan Subcontractor Qualification Questionnaire Attached:	Yes		No	X	Date Last Submitted _____
Agree to the Clark/Sullivan Subcontract:	Yes	X	No		(No Alterations to the contract will be accepted)
Agree to Construction Schedule in Contract:	Yes	X	No		
Have you been terminated for default on any project within the last three years?	Yes		No	X	
Have you ever submitted a false claim to any public entity?	Yes		No	X	
Have you reviewed the Haz Mat Documentation?	Yes	X	No		
I understand the DOJ fingerprinting Requirements.	Yes	X	No		
Do you accept the requirements of and agree to meet the Skilled & Trained work force requirements for your trade.	Yes	X	No		
Has your company filed any lawsuits or requested arbitration with regard to construction contracts in past 5 years?	Yes		No	X	
Has your company failed in its performance of a contract in the past 5 years?	Yes		No	X	
Has your company performed at least two Public works / DSA subcontracts for at Least 90% of the value of your proposal?	Yes	X	No		

PROPOSAL FORM

Has your company been found non-responsible, disqualified, or otherwise prohibited from performing work and/or bidding on work for any public agency in California within the past 5 years? Yes _____ No X

Has your company paid liquidated damages pursuit to a contract for a project with either a public owner within the past 5 years? Yes _____ No X

Has your company defaulted on a contract, been substituted off a project after beginning performance, or been terminated for cause by any prime contractor or public agency on any project within California during the past five (5) years? Yes _____ No X

If Yes, to the above, has that default, substitution or termination been upheld by a court or an arbitrator? Yes _____ No _____

Material/ Submittal Lead times: (Submittals due ten days after execution of contract)

Time needed to prepare submittals: 14 days
Time needed to prepare shop drawings: 14 days
Time needed for fabrication: 14 days
Time needed to deliver: _____

Long Lead Material: AC-3 (Item) 8-12 weeks (Lead time)

AC-1 & AC-2 (Item) 6 weeks (Lead time)

The undersigned do hereby declare that I/we have carefully examined the site of the proposed work; as well as the Proposal Documents, and do hereby agree to furnish all supervision, labor, materials, transportation, equipment, tools, and other items to provide a complete scope of work as proposed in strict accordance with the Proposal Documents including the proposed construction schedule included in the bid documents.

In addition, I/ we have read and agree to the Clark/Sullivan Construction Subcontract agreement including all exhibits in whole, and understand that no changes to said agreement will be allowed upon execution:

Signed: _____

Title: _____ **Date:** _____

(Must be an officer of the company)

PROPOSAL FORM

VALUE ENGINEERING IDEAS TO REDUCE COST & IMPROVE SCHEDULE

Voluntary Alternates: Proposers are **REQUIRED** to provide voluntary alternates. Please describe the scope of your alternate, provide a Price, and indicate whether your price is additive or deductive to your base proposal price. Attach additional pages if needed.

Voluntary Alternate #1 Description: Provide Trane Equipment in Lieu of Carrier @ AC-1 & AC2

Voluntary Alternate #1 Price: $ - 20,000.00 **Additive / (Deductive)** (Circle One)

Schedule Impact: # Days: 0 days **Additive / Deductive** (Circle One)

Voluntary Alternate #2 Description: _____

Voluntary Alternate #2 Price: $_____ **Additive / Deductive** (Circle One)

Schedule Impact: # Days: _____ **Additive / Deductive** (Circle One)

Voluntary Alternate #3 Description: _____

Voluntary Alternate #3 Price: $_____ **Additive / Deductive** (Circle One)

Schedule Impact: # Days: _____ **Additive / Deductive** (Circle One)

Voluntary Alternate #4 Description: _____

Voluntary Alternate #4 Price: $_____ **Additive / Deductive** (Circle One)

Schedule Impact: # Days: _____ **Additive / Deductive** (Circle One)

Use additional sheets as required.

omni
SHEET METAL, INC.

February 25, 2019

Ben Norwood
Clark/Sullivan Construction
2024 Opportunity Drive
Roseville, CA 95678

Revision 01

Subject: **Williams Elementary School Multi-Purpose Building**
1404 E Street
Williams, CA 95857

Omni Sheet Metal, Inc. is pleased to present our Proposal for the Architectural Sheet Metal work on the above referenced project. Our proposal is based on the Architectural Set of Plans "DSA Backcheck Submittal" dated 01/21/19 and Specifications "DSA Backcheck Submittal" dated 01/21/19. We have outlined our scope of work as follows:

SCOPE OF WORK

07 62 00 SHEET METAL FLASHING AND TRIM
Furnish and install the following:

1. Head Flashing at curtain wall in 0.050" Prefinished Aluminum per detail 1/A7.3.2.
2. Sill Flashing at curtain wall in 0.050" Prefinished Aluminum per detail 4/A7.3.2.
3. Head Flashing at louver in 20-gage GSM per detail 8/A7.3.2.
4. One (1) Layer of SASM at above item.
5. Sill Flashing at louver in 18-gage GSM per detail 8/A7.3.2.
6. One (1) Layer of SASM at above item.
7. Head Flashing at clerestory window in 0.050" Prefinished Aluminum per detail 1/A7.3.1.
8. One (1) Layer of SASM at above item.
9. Sill Flashing at clerestory window and storefront window in 0.050" Prefinished Aluminum per detail 4/A7.3.1.
10. One (1) Layer of SASM at above item.
11. Head Flashing at storefront window in 18-gage GSM per detail 5/A7.3.1.
12. One (1) Layer of SASM at above item.
13. Head Flashing at storefront door in 18-gage GSM per detail 9/A7.3.1.
14. One (1) Layer of SASM at above item.
15. Head Flashing at CMU door in 18-gage GSM per detail 13/A7.3.1.
16. Drip Edge Flashing at roof hatch in 20-gage GSM per detail 4/A4.3.2.
17. Coping at CMU parapet in 20-gage GSM per details 5,10/A4.3.1.
18. Roof to Wall Counter Flashing at canopies in 22-gage Prefinished Steel per details 5,8,9/A4.2.1.
19. Water Diversion Box at canopies in 22-gage GSM per details 3,7,11/A4.2.1.
20. Valley Flashing at roof system 2 valleys in 22-gage GSM as noted on sheet note 4 on A5.1.1.

ALTERNATE 01

07 62 00 SHEET METAL FLASHING AND TRIM
Furnish and install the following:

1. 22-gage GSM in lieu of Prefinished Aluminum at base bid items.

(Continued)

Water collector at roof drain and refrigeration unit sheet metal cap excluded

EXCLUSIONS

Gutter at composite shingle roof in 22-gage GSM per details 1,2/A4.3.5.
Downspouts at composite shingle roof gutter in 24-gage GSM per detail 1/A1.1.1.
Rake Flashing at composite shingle roof in 22-gage GSM per detail 8/A4.3.5.
Break Metal Trim at clerestory perimeter in 0.050" Prefinished Aluminum per details 1/A4.3.5; 15/A6.1.1.
Break Metal Trim a rake in 0.050" Prefinished Aluminum per detail 12/A4.3.5.
Fascia at roof system 2 roof edge in 0.050" Prefinished Aluminum per details 1,2/A4.3.4.
Soffit to Wall Counterflashing at roof system 2 soffit in 20-gage Prefinished Steel per details 1,3/A4.3.4.
Two Piece Water Collector at roof drain at roof system 2 per details 5,6,7,8,9,10,11/A4.3.4.
Counter Flashing at roof to wall conditions at CMU wall in 22-gage GSM per details 9/A4.3.3; 13,14/A4.3.1.
Premanufactured coping and fascia, Downspout Shower Heads, Downspout at roof system 2, Flashing poots at roof penetrations, exhaust fan flashing, Plywood, Densdeck, Roof Board, Elastomeric Flashing, Exterior Sheathing, Metal Decking, Insulation, Louvers, Demolition, Structural or Light Gage Framing, Plywood, Carpentry, Scaffolding, Painting, Plumbing, Electrical, Bonds, Permits, Fees, Special Inspections. Any Flashing or SASM not listed above.

CLARIFICATIONS

Omni Sheet Metal, Inc. is a certified union SBE.
Prefinished Material colors to be chosen from one (1) of the specified manufacturer's standard colors.

BASE BID PRICING

07 62 00 SHEET METAL FLASHING AND TRIM..... $173,078

ALTERNATE PRICING

ALTERNATE 01

07 62 00 SHEET METAL FLASHING AND TRIM..... ($4,961)

We appreciate the opportunity to submit our proposal. Please call if you have questions or if we can be of further service. I look forward to the opportunity to work with you. This proposal is valid for a period of 60 days from time received.

Sincerely,

Omni Sheet Metal, Inc.

Jose Albor, Project Manager

Quote

02/28/2019

Project:
Williams Elementary School - Rev2
1404 E Street
Williams , CA 95897

From:
Singer Equipment Company
Joe Turner
150 S Twin Valley Rd
Elverson, PA 19520
800-422-8126
4842696607 (Contact)

Project Code: 3437

Job Reference Number: 190228JN

Quoted pricing based on a package purchase. Due to rising materials costs prices are subject to change after 30 days.

Item	Qty	Description	Sell	Sell Total
1	1 ea	**AIR CURTAIN** Mars Air Systems Model No. HV248-1UA-OB High Velocity Series 2 Air Curtain, for 48" wide door, Unheated, (1) 1 HP motor, 115v/60/1-ph, Obsidian Black powder coated cabinet (Custom Production Color), cETLus, CE, USDA & FDA compliant	$1,345.08	$1,345.08
	1 ea	5 year warranty, standard		
	1 ea	Options WITHOUT control panel		
	1 ea	Options WITHOUT time delay		
	1 ea	99-014 Steel Mechanical Universal Surface-mounted Plunger/Roller Switch		
	1 ea	J2248 Filter, Kit, Alum, Washable, HV2/EP2, 48" Set of 2, (2) 46 1/4" x 15 1/8"		
			ITEM TOTAL:	**$1,345.08**
2	1 ea	**WALL CABINET** Advance Tabco Model No. WCH-15-36 Cabinet, wall mount, enclosed design with (2) hinged doors, 36"W x 15"D, with single intermediate shelf, 18/430 stainless steel construction, NSF	$2,328.87	$2,328.87
	1 ea	TA-46 Door lock, one required for each hinge door or for each set of sliding doors		
	1 ft	WC-SHELF Additional fixed mid shelf for wall mounted cabinet (sold per linear foot) (number of feet must equal width of cabinet)		
	1 ft	TA-115 Upgrade wall cabinet mid-shelf to be adjustable (applies to WCO, WCS & WCH cabinets only) (per linear foot - must equal width of cabinet)		
			ITEM TOTAL:	**$2,328.87**
3	1 ea	**MOP HOLDER**	$92.53	$92.53

Initial: _____

Item	Qty	Description	Sell	Sell Total
		Advance Tabco Model No. K-242 Mop Hanger, 23", accommodates (3)		
			ITEM TOTAL:	**$92.53**
3.1	1 ea	**MOP DRIP TRAY** Advance Tabco Model No. K-243 Mop Drainage Tray, stainless steel	$204.55	$204.55
			ITEM TOTAL:	**$204.55**
4	12 ea	**WIRE SHELVING** Metro Model No. A2442NC Super Adjustable Super Erecta® Shelf, wire, 42"W x 24"D, chrome plated finish, corner release system, NSF	$82.19	$986.28
	12 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
	12 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		
	6 ea	BCS Super Erecta® Intermediate Bracket, chrome		
			ITEM TOTAL:	**$986.28**
4.1	12 ea	**WIRE SHELVING** Metro Model No. A2448NC Super Adjustable Super Erecta® Shelf, wire, 48"W x 24"D, chrome plated finish, corner release system, NSF	$82.19	$986.28
	12 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
	12 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		
	6 ea	BCS Super Erecta® Intermediate Bracket, chrome		
			ITEM TOTAL:	**$986.28**
4.2	24 ea	**WIRE SHELVING** Metro Model No. A2454NC Super Adjustable Super Erecta® Shelf, wire, 54"W x 24"D, chrome plated finish, corner release system, NSF	$90.00	$2,159.92
	24 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
	24 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		

Item	Qty	Description	Sell	Sell Total
	14 ea	BCS Super Erecta® Intermediate Bracket, chrome		
			ITEM TOTAL:	**$2,159.92**
4.3	8 ea	**WIRE SHELVING** Metro Model No. A2436NC Super Adjustable Super Erecta® Shelf, wire, 36"W x 24"D, chrome plated finish, corner release system, NSF	$72.44	$579.48
	8 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		
	8 ea	BCS Super Erecta® Intermediate Bracket, chrome		
	4 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
			ITEM TOTAL:	**$579.48**
4.4	4 ea	**WIRE SHELVING** Metro Model No. A1848NC Super Adjustable Super Erecta® Shelf, wire, 48"W x 18"D, chrome plated finish, corner release system, NSF	$76.17	$304.68
	4 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		
	4 ea	BCS Super Erecta® Intermediate Bracket, chrome		
	4 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
			ITEM TOTAL:	**$304.68**
5	1 ea	**WALK-IN FREEZER** Custom Model No. CUSTOM Walk-In Freezer/Cooler Combo 17' 8" x 23' 0" x 8'6" Panel Construction: 4" polyurethane foam insulation packed to a 2.3-lb. density with a high-density urethane foam perimeter. Interior access cam locks to all wall, ceiling, and floor panels. Interior and exterior joints sealed by NSF approved gaskets. Panel Finishes: Interior ceiling: 26 Gauge Stucco embossed white galvanized steel Interior wall: 26 Gauge Stucco embossed white galvanized steel Exposed exterior: Stainless Steel Cladding Unexposed interior:26 Gauge Stucco embossed galvanized steel Flooring: Smooth Stainless Steel with integral NSF interior cover Panel Accessories: - (6) 4' LED light fixtures - Matching vertical trim	$48,888.00	$48,888.00

Initial: _____

Item	Qty	Description	Sell	Sell Total

- Matching cove base
- Matching closure panel
- Stainless Steel Cladding ext.
- Stainless Steel Rub Rail ext.
- Backing for attachment

Door Features:
- (2) 42" x 80" Flush-fitting, self-closing door with replaceable magnetic gasket and adjustable dual wiper blades
- 3 Hinges and locking handle and inside safety release
- Hydraulic door closer, exterior light switch, and one thermometer per compartment

Door Accessories:
- Alumium kick plates int. and ext.
- Plastic vinyl strip curtain
- Vision Panel
- Temperature Alarm
- Stainless Steel Cladding, int & ext.
- 3-Way switch

ITEM TOTAL: $48,888.00

5.1 8 ea **WIRE SHELVING** $58.78 $470.24



Metro Model No. A2436NK3
Super Adjustable Super Erecta® Shelf, wire, 36"W x 24"D, Metroseal 3 (corrosion-resistant) finish, corner release system, with Microban® antimicrobial protection, NSF

8 ea 63PK3 Super Erecta® SiteSelect™ Post, 62-7/16"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", Metroseal 3 epoxy coated corrosion-resistant finish with Microban® antimicrobial protection

4 ea BCSK3 Super Erecta® Intermediate Bracket, Metroseal 3™ epoxy-coated corrosion-resistant finish with Microban® antimicrobial protection

ITEM TOTAL: $470.24

5.2 28 ea **WIRE SHELVING** $68.12 $1,907.36



Metro Model No. A2448NK3
Super Adjustable Super Erecta® Shelf, wire, 48"W x 24"D, Metroseal 3 (corrosion-resistant) finish, corner release system, with Microban® antimicrobial protection, NSF

28 ea 63PK3 Super Erecta® SiteSelect™ Post, 62-7/16"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", Metroseal 3 epoxy coated corrosion-resistant finish with Microban® antimicrobial protection

14 ea BCSK3 Super Erecta® Intermediate Bracket, Metroseal 3™ epoxy-coated corrosion-resistant finish with Microban® antimicrobial protection

ITEM TOTAL: $1,907.36

Initial: _____

Item	Qty	Description	Sell	Sell Total
5.3	16 ea	**WIRE SHELVING**	$68.12	$1,089.92
		 Metro Model No. A2442NK3 Super Adjustable Super Erecta® Shelf, wire, 42"W x 24"D, Metroseal 3 (corrosion-resistant) finish, corner release system, with Microban® antimicrobial protection, NSF		
	16 ea	63PK3 Super Erecta® SiteSelect™ Post, 62-7/16"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", Metroseal 3 epoxy coated corrosion-resistant finish with Microban® antimicrobial protection		
	8 ea	BCSK3 Super Erecta® Intermediate Bracket, Metroseal 3™ epoxy-coated corrosion-resistant finish with Microban® antimicrobial protection		
			ITEM TOTAL:	**$1,089.92**
6	1 ea	**WALK-IN REFRIGERATOR** Custom Model No. CUSTOM Walk-In Refrigerator		<Included>
	1 ea	Price included item #5		
6.1	8 ea	**WIRE SHELVING**	$58.78	$470.24
		 Metro Model No. A2436NK3 Super Adjustable Super Erecta® Shelf, wire, 36"W x 24"D, Metroseal 3 (corrosion-resistant) finish, corner release system, with Microban® antimicrobial protection, NSF		
	8 ea	63PK3 Super Erecta® SiteSelect™ Post, 62-7/16"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", Metroseal 3 epoxy coated corrosion-resistant finish with Microban® antimicrobial protection		
	4 ea	BCSK3 Super Erecta® Intermediate Bracket, Metroseal 3™ epoxy-coated corrosion-resistant finish with Microban® antimicrobial protection		
			ITEM TOTAL:	**$470.24**
6.2	28 ea	**WIRE SHELVING**	$68.12	$1,907.36
		 Metro Model No. A2448NK3 Super Adjustable Super Erecta® Shelf, wire, 48"W x 24"D, Metroseal 3 (corrosion-resistant) finish, corner release system, with Microban® antimicrobial protection, NSF		
	28 ea	63PK3 Super Erecta® SiteSelect™ Post, 62-7/16"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", Metroseal 3 epoxy coated corrosion-resistant finish with Microban® antimicrobial protection		
	14 ea	BCSK3 Super Erecta® Intermediate Bracket, Metroseal 3™ epoxy-coated corrosion-resistant finish with Microban® antimicrobial protection		
			ITEM TOTAL:	**$1,907.36**
6.3	16 ea	**WIRE SHELVING**	$68.12	$1,089.92

Initial: _____

Item	Qty	Description	Sell	Sell Total
		 Metro Model No. A2448NK3 Super Adjustable Super Erecta® Shelf, wire, 48"W x 24"D, Metroseal 3 (corrosion-resistant) finish, corner release system, with Microban® antimicrobial protection, NSF		
	16 ea	63PK3 Super Erecta® SiteSelect™ Post, 62-7/16"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", Metroseal 3 epoxy coated corrosion-resistant finish with Microban® antimicrobial protection		
	8 ea	BCSK3 Super Erecta® Intermediate Bracket, Metroseal 3™ epoxy-coated corrosion-resistant finish with Microban® antimicrobial protection		
			ITEM TOTAL:	**$1,089.92**
7	1 ea	**MOBILE WARMING & HOLDING CABINET** By Owner Model No. BY OWNER Mobile Warming & Holding Cabinet		<By Owner>
7.1	1 ea	**HOLDING/PROOFING CABINET** By Owner Model No. BY OWNER Holding/Proofing Cabinet		<By Owner>
8	2 ea	**HAND SINK**  Advance Tabco Model No. 7-PS-46 Hand Sink, tapered bowl design, wall mounted, 14" wide x 16" front-to-back x 5" deep bowl, 18 gauge 304 stainless steel, splash mount faucet with wrist handles, deck mounted soap dispenser (pump), undermounted front-loading paper towel dispenser, stainless steel skirt with removable access panel & enclosed bottom, basket drain, wall brackets, NSF, cCSAus	$1,389.79	$2,779.58
	2 ea	7-PS-13D Bolted Side Splash, 12"H (installed height), for ADA compliant hand sinks, in-field installation (hardware not included)		
			ITEM TOTAL:	**$2,779.58**
9	1 ea	**PREP SINK** Custom Model No. CUSTOM 2 COMP SINK 78X30 - (16 sq ft) Rolled rim dish table - 14ga. type 304 SS top with with 3" roll on front and open ends and 1 5/8" SS tubing legs and welded cross rails - (7 ft) Back/side splash - (2 ea) Sink bowl weld in - 14 ga 304 SS - (2 ea) Lever drain - 2", with overflow - (3 ft) Under shelf - 16 gauge type 304 SS - (2 ea) Additional leg set - 1 5/8" SS tubing legs and welded cross rails on rear and both ends	$5,733.30	$5,733.30
	1 ea	Fisher 60917 Faucet, backsplash mount, 8" centers, 10" swing spout, lever handles with color coded indexes, 1/2" NPT male inlets, with elbows, stainless steel, CSA, ADA Compliant		
	1 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-		

Item	Qty	Description	Sell	Sell Total
		ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
	1 ea	Fisher 5 year warranty against defects in materials or workmanship, standard		
	2 ea	Fisher 22209 DrainKing Waste Valve, with flat strainer, 12 GPM drain rate, dual teflon seals, stainless steel ball, cast red brass body		
	2 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
			ITEM TOTAL:	**$5,733.30**
9.1	1 ea	**WALL SHELF** Custom Model No. CUSTOM SHELF WM 78X14 - (7 ea) Over shelf - single, 16 ga 304 SS - (3 ea) Wall mount bracket	$735.82	$735.82
			ITEM TOTAL:	**$735.82**
10	1 ea	**FLOOR MIXER** Existing Model No. EXISTING Floor Mixer		<Existing>
11	2 ea	**THREE STACK UTENSIL DRAWER UNIT** Custom Model No. CUSTOM Three Stack Utensil Drawer Unit		<Included>
	1 ea	Price included (1) in item #12 and (1) in item #27		
12	1 ea	**PREP WORK COUNTER** Custom Model No. CUSTOM PREP TABLE EL 70&96X30 - (1 ea) Work Table - 14ga. 304 SS top with 1 5/8" SS tubing legs - (10 ft) Additional length per foot, 14ga. 304 SS top - (14 ft) Back/side splash - (1 ea) Corner fab - (1 ea) Drawer Assembly - (3) tier 20"x20"x5", all stainless with SS enclosed sides and back - (9 ft) Intermediate shelf - 16 ga 304 SS - (2 ea) Additional leg set - 1 5/8" SS tubing legs and welded cross rails on rear and both ends	$6,300.79	$6,300.79
			ITEM TOTAL:	**$6,300.79**
13	1 ea	**STORAGE CABINET** Custom Model No. CUSTOM	$5,448.32	$5,448.32

Item	Qty	Description	Sell	Sell Total
		WALL CABINET EL 70&96X12X30 - (13 ft) Wall cabinet - s/s - (13 ft) Intermediate shelf - 16 ga 304 SS - (1 ea) Corner fab		
			ITEM TOTAL:	**$5,448.32**
14	1 ea	**CONVECTION OVEN, GAS**  Blodgett Oven Model No. DFG-200 DBL Convection Oven, gas, double-deck, bakery depth, capacity (5) 18" x 26" pans per compartment, (SSD) solid state digital controls, 2-speed fan, interior light, simultaneous operated doors with glass, stainless steel front, sides & top, 6" stainless steel legs, flue connector, (2) 1/2 HP, 60,000 BTU each, cETL, NSF	$18,591.04	$18,591.04
	1 ea	3 year parts, 2 year labor and 2 additional year door warranty (parts only), standard		
	1 ea	Gas type to be determined		
	2 ea	115v/60/1-ph, 6.0 amps, 1/2 hp, 3-wire with ground, NEMA 5-15P (per deck), standard		
	1 ea	SSD Top Oven: Solid State digital with Pulse Plus® and Cook & Hold, standard		
	1 ea	SSD Bottom Oven: Solid State digital with Pulse Plus® and Cook & Hold, standard		
	1 ea	Draft diverter		
	2 ea	Stainless steel interior liner (per deck)		
	1 st	6" legs, adjustable, with seismic feet (set)		
	1 ea	Gas manifold		
	1 ea	Dormont 1675KITS72 Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 72" long, covered with stainless steel braid, coated with blue antimicrobial PVC, 1 SnapFast® QD, 1 Swivel MAX®, 1 full port valve, 1 elbow, coiled restraining cable with hardware, 130,000 BTU/hr minimum flow capacity, limited lifetime warranty		
			ITEM TOTAL:	**$18,591.04**
15	1 ea	**CONVECTION OVEN, GAS** By Owner Model No. BY OWNER Convection Oven, Gas		<By Owner>
16	1 ea	**OPEN BURNER RANGE W/ OVEN** By Owner Model No. BY OWNER Open Burner Range w/ Oven		<By Owner>
17	1 ea	**CONVECTION STEAMER, GAS**  Vulcan Model No. C24GA10 Convection Steamer, Gas, 2 compartments on 24" cabinet base, (10)12" x 20" x 2-1/2" deep total pan capacity, high output stainless steel steam generator with Timed Smart Drain & PowerFlush, staged water fill, professional controls with 60 minute timer, buzzer for each compartment, and constant steam feature, split water line, stainless steel interior, exterior, frame & flanged feet, electric ignition, 125,000 BTU	$19,259.27	$19,259.27
	1 ea	1 year limited parts & labor warranty, standard		

Item	Qty	Description	Sell	Sell Total
	1 ea	K-12 School Nutrition extended warranty extends the warranty for 12 months beyond the 12 month Original Equipment Warranty, not to exceed 24 months from date of installation		
	1 ea	Gas type to be specified		
	1 ea	120v/60/1-ph with ground, 300w, 2.0 amps, with 6 foot power cord & 3-prong plug, standard		
	1 ea	SMF620 SYSTEM SCALEBLOCKER™ Water Treatment, field installed by others at job site		
	1 ea	2nd year limited water related parts only & labor warranty, standard		
	1 ea	SMF620 PMKIT SCALEBLOCKER™ Water Filter PM Kit, includes cartridge, ScaleRelease™ for use with SMF systems only		
	1 ea	Dormont 1675KITS72 Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 72" long, covered with stainless steel braid, coated with blue antimicrobial PVC, 1 SnapFast® QD, 1 Swivel MAX®, 1 full port valve, 1 elbow, coiled restraining cable with hardware, 130,000 BTU/hr minimum flow capacity, limited lifetime warranty		
			ITEM TOTAL:	**$19,259.27**
17.1	1 ea	**WATER FILTRATION SYSTEM, FOR STEAM EQUIPMENT**	$1,003.68	$1,003.68
		 Everpure Model No. EV979722 KleenSteam II Twin System, 20,000 gallon capacity, 5.0 gpm flow rate, total system for steamers prevents limescale formation, (2) 7CB5 carbon filters, (1) SS-10 scale inhibitor Cartridge, dip tube, (2) 2.2 lbs. canisters ScaleKleen®		
	1 ea	Note: This system requires (2) cartridges.		
	2 ea	EV961811 Everpure® 7CB5 Filter Cartridge, carbon block, reduces sediments, chlorine taste & odor, 5.0 micron rating, 2.5 gpm flow rate, 10,000 gallon capacity, 10-125 PSI working pressure, 35-100°F operating temperature, NSF		
	1 ea	EV969361 Everpure® 7FC5 Replacement Cartridge, 25,000 gallon capacity, 5 micron rating, 2.5 gpm flow rate, reduces chlorine, taste & odor, sediment, bacteria		
	1 ea	EV979942 Everpure® SS-XL ScaleStick® Cartridge, features Hydroblend™ compound for scale inhibition, 0.1-6.0 gpm flow rate, 150°F temperature limit, translucent cartridge allows visual monitoring, fits most standard 10" housings, current SR-X housings and older AR-X housings (6 each per pack)		
			ITEM TOTAL:	**$1,003.68**
18	1 ea	**EXHAUST HOOD**	$6,573.03	$6,573.03
		Custom Model No. CUSTOM Hood #1 - 13ft 6" Long Exhaust-Only Wall Canopy Hood with Built-in 3" Back Standoff - 430 SS Where Exposed - FILTER - 20" tall x 16" (19.625" by 15.625") wide Stainless Steel Captrate Solo filter with hook, ETL Listed. Particulate capture efficiency: 85% efficient at 9 microns, 76% efficient at 5 microns. Used on hoods shipped AFTER 7/27/17. - L55 Series E26 Canopy Light Fixture - High Temp Assembly, Includes Clear Thermal and Shock Resistant Globe (L55 Fixture), Bulbs By Others		

Item	Qty	Description	Sell	Sell Total
		- EXHAUST RISER - Factory installed 12" X 20" X 4" - 1/2 Pint Grease Cup New Style, Flanged Slotted - FIELD WRAPPER 17.00" High Front, Left, Right NOTE: FLUTED, STAINLESS STEEL INSULATED WALL LINING, FABRICTAED TO CALIFORNIA MECHANICAL CODE IS PROVIDED BY OTHERS.		
	1 ea	DCV-1111 Demand Control Ventilation, w/ control for 1 Exhaust Fan, 1 Supply Fan, Exhaust on in Fire, Lights out in Fire, Fans modulate based on duct temperature. INVERTER DUTY 3 PHASE MOTOR REQUIRED FOR USE WITH VFD. Room temperature sensor shipped loose for field installation.Verify distance between VFD and Motor; additional cost could apply if distance exceeds 50 feet. Includes 1 Duct Thermostat kit.		
			ITEM TOTAL:	**$6,573.03**
18.1	1 ea	**FIRE SUPPRESSION SYSTEM** Custom Model No. CUSTOM Ansul 3 gallon Wall Mounted Fire System (includes pre-piped hood(s) with detection). Includes piping for hood: 1.	$731.84	$731.84
			ITEM TOTAL:	**$731.84**
19		**SPARE NO.**		
20	1 ea	**CLEAN DISHTABLE** Custom Model No. CUSTOM C DISHTABLE 70X30 - (15 sq ft) Rolled rim dish table - 14ga. type 304 SS top with with 3" roll on front and open ends and 1 5/8" SS tubing legs and welded cross rails - (8 ft) Back/side splash - (4 ft) Under shelf - 16 gauge type 304 SS	$2,388.41	$2,388.41
			ITEM TOTAL:	**$2,388.41**
21	1 ea	**DISHWASHER, DOOR TYPE, VENTLESS**  Hobart Model No. AM15VLT+BUILDUP Ventless Door Type Dishwasher, Energy Recovery, tall chamber, 27" H opening, hot water sanitize, internal condensing system, 40 racks/hour capacity, includes pan rack to accommodate 18" x 26" sheet pans or a 60 quart mixing bowl. straight-thru or corner, solid-state controls with digital status, booster heater, electric tank heat, PRV included, auto-fill, stainless steel tank, doors & feet, ENERGY STAR®, Free factory startup for installations within a 50 mile radius of a Hobart service office; installation beyond 50 miles will be charged at the quoted rate by the local Hobart service office	$22,985.77	$22,985.77
	1 ea	Standard warranty - 1-Year parts, labor & travel time during normal working hours within the USA		
	1 ea	Hobart Care Unlimited: M-F, 8am - 5pm, weekday coverage for all calls, unlimited number of calls, (1) business day response for emergency calls, (3) business day response for non-emergency calls (2nd year extended warranty preference) (NET)		
	1 ea	Service Contract prices represent 1 Year of specified coverage plan and are valid until 12.31.2018		

Item	Qty	Description	Sell	Sell Total
	1 ea	AM15VLT-ELE0EU 208-240v/60/3-ph		
	1 ea	AM15VLT-HTEELE Electric heat		
	1 ea	AM15VLT-BSTYES With electric booster		
	1 ea	DOOR LOCK YES With Door lock (does not allow operator to open door until condensing cycle is finished. This option is required in California, Chicago, Houston, & Minnesota).		
	1 ea	DISHRAK-PEG20 Peg rack		
	1 ea	DISHRAK-COM20 Combination rack		
	1 ea	WTRHAM-ARREST Water hammer arrestor kit, includes 3/4" brass pressure regulator valve		
	1 ea	SEISMIC-FEET Seismic feet with holes (set of 4)		
	1 ea	WLDDOWN-FEET Flanged feet for weld down (set of 4)		
	1 ea	SPEC-KIT Single point electrical connect AM15 kit (field installation required) (3 phase booster machines only)		
	1 ea	RACK-6PAN 6 pan rack to hold sheet pans (Tall only)		
			ITEM TOTAL:	**$22,985.77**
22	1 ea	**SOILED DISHTABLE** Custom Model No. CUSTOM Soiled Dishtable		<Included>
	1 ea	Price included item #24		
23	1 ea	**PRE-RINSE FAUCET ASSEMBLY** Fisher Model No. 13390 Pre-Rinse Assembly, 8" OC splash-mounted mixing valve, with spring action flexible gooseneck, with Ultra-Spray™/PLUS spray valve (1.15 gallons per minute @ 60 PSI), with wall bracket	$245.81	$245.81
			ITEM TOTAL:	**$245.81**
24	1 ea	**THREE COMPARTMENT SINK** Custom Model No. CUSTOM 3 COMP SINK 160X30 - (33 sq ft) Rolled rim dish table - 14ga. type 304 SS top with with 3" roll on front and open ends and 1 5/8" SS tubing legs and welded cross rails - (16 ft) Back/side splash - (3 ea) Sink bowl weld in - 14 ga 304 SS - (3 ea) Lever drain - 2", with overflow - (4 ft) Under shelf - 16 gauge type 304 SS - (2 ea) Additional leg set - 1 5/8" SS tubing legs and welded cross rails on rear and both ends - (1 ea) Length fab	$9,989.54	$9,989.54
	3 ea	Fisher 22209 DrainKing Waste Valve, with flat strainer, 12 GPM drain rate, dual teflon seals, stainless steel ball, cast red brass body		
	3 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects		

Item	Qty	Description	Sell	Sell Total
		or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
	2 ea	Fisher 5412 Faucet, splash-mounted, 8" centers, 10" swing spout, swivelling seat disks, stainless steel seats, seat screws & handle screws, with close elbows, 3/4" female inlets		
	2 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
	4 ea	Fisher 5000-2103 Close Elbow, 3/4" female, rough chrome		
	4 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
			ITEM TOTAL:	**$9,989.54**
24.1	1 ea	**WALL SHELF** Custom Model No. CUSTOM SHELF WM 108X12 - (9 ea) Over shelf - single, 16 ga 304 SS - (3 ea) Wall mount bracket	$888.36	$888.36
			ITEM TOTAL:	**$888.36**
25	1 ea	**CLEAN DISHTABLE** Custom Model No. CUSTOM Clean Dishtable		<Included>
	1 ea	Price included item #24		
26	1 ea	**CHEF'S SINK** Custom Model No. CUSTOM Chef's Sink	$232.05	$232.05
	1 ea	Price for actual Chef's Sink included item #27		
	1 ea	Fisher 57657 Faucet, 8" deck mount, with 10" swing spout, lever handles, stainless steel, NSF		
	1 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
	1 ea	Fisher 22209 DrainKing Waste Valve, with flat strainer, 12 GPM drain rate, dual teflon seals, stainless steel ball, cast red brass body		
	1 ea	Fisher CA PROP 65 WARNING: This product can expose you to chemicals including Lead, Nickel (Metallic) and Di(2-		

Item	Qty	Description	Sell	Sell Total
		ethylhexyl)phthalate (DEHP), which are known to the State of California to cause cancer, and Lead and Di(2-ethylhexyl)phthalate (DEHP), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.govWarnings.ca.gov		
			ITEM TOTAL:	**$232.05**
27	1 ea	**CHEF'S COUNTER** Custom Model No. CUSTOM CHEF COUNTER 171X60 - (14 ea) Cabinet base - 18ga 304 SS enclosed body - (12 ea) Bar rack - oval - (12 ea) Over shelf - double, 16 ga 304 SS - (12 ea) Over shelf posts - 1.625" dia SS tube - (1 ea) Sink bowl weld in - 14 ga 304 SS - (1 ea) Lever drain - 2", with overflow - (1 ea) Drawer Assembly - (3) tier 20"x20"x5", all stainless with SS enclosed sides and back - (10 ft) Intermediate shelf - 16 ga 304 SS - (1 ea) Sink panel - (14 ft) Plate shelf - 16 ga 304 SS - (1 ea) Length fab	$20,520.58	$20,520.58
			ITEM TOTAL:	**$20,520.58**
28	1 ea	**DOUBLE TABLE MOUNTED OVERSHELF** Custom Model No. CUSTOM Double Table Mounted Overshelf		<Included>
	1 ea	Price included item #27		
29	1 ea	**POT RACK** Custom Model No. CUSTOM Pot Rack		<Included>
	1 ea	Price included item #27		
30	1 ea	**MOBILE WORKTABLE WITH UTENSIL DRAWER** Custom Model No. CUSTOM WORK TABLE, MOBILE 84X30 - (1 ea) Work Table - 14ga. 304 SS top with 1 5/8" SS tubing legs - (6 ft) Additional length per foot, 14ga. 304 SS top - (1 ea) Drawer assembly - SS front and pan, zinc slides - (3 ft) Open base - (5 ea) Undershelf - (6 ea) Casters - swivel, polyolefin	$2,358.50	$2,358.50
			ITEM TOTAL:	**$2,358.50**
31	1 ea	**MOBILE WORKTABLE WITH UTENSIL DRAWER** Custom Model No. CUSTOM WORK TABLE, MOBILE 84X30 - (1 ea) Work Table - 14ga. 304 SS top with 1 5/8" SS tubing legs - (6 ft) Additional length per foot, 14ga. 304 SS top	$2,358.50	$2,358.50

Item	Qty	Description	Sell	Sell Total
		- (1 ea) Drawer assembly - SS front and pan, zinc slides - (3 ft) Open base - (5 ea) Undershelf - (6 ea) Casters - swivel, polyolefin		
			ITEM TOTAL:	**$2,358.50**
32	2 ea	**MILK COOLER** Beverage Air Model No. SMF58HC-1-S School Milk Cooler, forced air, 58"W x 33-5/8"D x 47"H, 24 cu. ft., single access, exterior digital thermometer, flat top carton capacities, (16) 13" x 13" x 11" or (10) 19" x 13" x 11" case capacity, stainless steel interior & exterior, R290 Hydrocarbon refrigerant, 1/3 HP, cULus, UL EPH Classified, UL-Sanitation, Made in USA	$3,983.72	$7,967.44
	2 ea	3 years parts & labor warranty (excludes maintenance items)		
	2 ea	Self-Contained refrigeration		
	2 ea	Additional 2 year compressor warranty, standard		
	2 ea	115v/60/1-ph, 3.3 amps, cord with NEMA 5-15P		
	2 ea	00C01-012A-01 Corner Bumper Kit, set of 4, for milk cooler units (field installation required)		
	2 ea	7" Heavy duty casters, (2) with brakes, standard		
			ITEM TOTAL:	**$7,967.44**
33	1 ea	**CASH REGISTER STAND** Multiteria Model No. CS30 (1) CS30 Essence In-line Cashier Station, 30"L x 34"W x 34"H, includes cash drawer with insert tray, grommet hole and receptacle, on 6" legs - (1) Modify counter to 32"H - (1) Solid Surface Top with flat extended top tray slide - (1) Tray slide runners, stainless steel, in solid surface - (1) LED Light fixture installed below counter top on customer side with on/off switch mounted on apron on operator side - (1) Laminate Front Panel - (1) Laminate End Panel - (1) Seismic legs with flanged feet in lieu of standard legs with bullet feet - (1) Kick plate, black powder coat finish (if counters are rearranged at site, new kick plates will need to be purchased)	$6,576.85	$6,576.85
			ITEM TOTAL:	**$6,576.85**
33.1	1 ea	**CASH REGISTER STAND** Multiteria Model No. CS30 (1) CS30 Essence In-line Cashier Station, 30"L x 34"W x 34"H, includes cash drawer with insert tray, grommet hole and receptacle, on 6" legs - (1) Modify counter to 42"L to achieve 30"L u/c clearance requirement for ADA - (1) Modify counter to 32"H - (1) Modify cash station with no cash drawer or insert tray for ADA height clearance - (1) Solid Surface Top with flat extended top tray slide - (1) Tray slide runners, stainless steel, in solid surface	$6,880.45	$6,880.45

Initial: _____

Item	Qty	Description	Sell	Sell Total
		- (1) LED Light fixture installed below counter top on customer side with on/off switch mounted on apron on operator side - (1) Laminate Front Panel - (1) Laminate End Panel - (1) Tight Link - (1) Seismic legs with flanged feet in lieu of standard legs with bullet feet - (1) Kick plate, black powder coat finish (if counters are rearranged at site, new kick plates will need to be purchased)		
			ITEM TOTAL:	**$6,880.45**
34	2 ea	**SERVING COUNTER, COLD FOOD**  Multiteria Model No. CLS60 (2) CLS60 Essence Cold Food Counter 60"L x 34"W x 34"H, with welded 1" stainless steel tubular base, removable 18 gauge stainless steel undershelf and 6" adjustable stainless steel legs - (2) Modify counter to 32"H - (2) Solid Surface Top with cut-out and flat extended top tray slide - (2) Tray slide runners, stainless steel, in solid surface - (2) Cold food well for (4) pans, drop-in, CWB-4 with 1" ball valve - (2) Install drop-in - (2) FS-Food shield with convertible 2-position front glass and glass shelf. Verify black powder coat or stainless steel brushed finish - (4) Food shield glass end panel - (2) LED Light fixture installed in food shield and wired to junction box in base cabinet - (2) LED Light fixture installed below counter top on customer side with on/off switch mounted on apron on operator side - (2) Receptacle with cord and plug - (2) Laminate Front Panel - (2) Stainless steel hinged louvered doors on operator side at cold well compressor with open storage at remaining length of counter - (2) Tight Link - (2) Seismic legs with flanged feet in lieu of standard legs with bullet feet - (2) Kick plate, black powder coat finish (if counters are rearranged at site, new kick plates will need to be purchased)	$17,724.95	$35,449.90
			ITEM TOTAL:	**$35,449.90**
35	2 ea	**SERVING COUNTER, HOT FOOD, ELECTRIC**  Multiteria Model No. HLS60 (2) HLS60 Essence Hot Food Counter, 60"L x 34"W x 34"H, with welded 1" stainless steel tubular base, removable 18 gauge stainless steel undershelf and 6" adjustable stainless steel legs - (2) Modify counter to 32"H - (2) Solid Surface Top with cut-out and flat extended top tray slide - (2) Tray slide runners, stainless steel, in solid surface - (2) Hot well for (4) full size pans, drop-in, 1,200 watts per well, with manifolded drains, HWBI-4M with bottom exit to 3/4" ball valve - (2) FS-Food shield with convertible 2-position front glass and glass shelf.	$15,660.70	$31,321.40

Item	Qty	Description	Sell	Sell Total
		Verify black powder coat or stainless steel brushed finish - (4) Food shield glass end panel - (2) LED Light fixture installed in food shield and wired to junction box in base cabinet - (2) LED Light fixture installed below counter top on customer side with on/off switch mounted on apron on operator side - (4) J-box with cord and plug - (2) Laminate Front Panel - (2) Open storage on operator side - (2) Tight Link - (2) Seismic legs with flanged feet in lieu of standard legs with bullet feet - (2) Kick plate, black powder coat finish (if counters are rearranged at site, new kick plates will need to be purchased)		
			ITEM TOTAL:	**$31,321.40**
36	2 ea	**DUNNAGE RACK**	$279.24	$558.48
		New Age Model No. 2005 Dunnage Rack, 48"W x 20"D x 12"H, all welded aluminum construction, 1-1/2" x 1-3/4" x 0.070 tubing, welded aluminum caps on feet, weight capacity 2500 lbs., NSF, Made in USA		
	2 ea	Lifetime warranty against rust & corrosion, 5 year construction warranty, standard		
	2 ea	51102 Dunnage Rack Cover, fits 20"D x 48"W 2000 and 6000 series racks, removable, anti slip, perforated raised tread with 3" OC spacing, 3/16" disrupted elevation, rust free, aluminum		
			ITEM TOTAL:	**$558.48**
36.1	1 ea	**DUNNAGE RACK**	$96.85	$96.85
		New Age Model No. 2004 Dunnage Rack, 36"W x 20"D x 12"H, all welded aluminum construction, 1-1/2" x 1-3/4" x 0.070 tubing, welded aluminum caps on feet, weight capacity 3000 lbs., NSF, Made in USA		
	1 ea	Lifetime warranty against rust & corrosion, 5 year construction warranty, standard		
			ITEM TOTAL:	**$96.85**
37	4 ea	**WIRE SHELVING**	$82.19	$328.76
		Metro Model No. A2448NC Super Adjustable Super Erecta® Shelf, wire, 48"W x 24"D, chrome plated finish, corner release system, NSF		
	4 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
	4 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		

Item	Qty	Description	Sell	Sell Total
	2 ea	BCS Super Erecta® Intermediate Bracket, chrome		
			ITEM TOTAL:	**$328.76**
37.1	8 ea	**WIRE SHELVING**	$82.19	$657.52
		 Metro Model No. A2442NC Super Adjustable Super Erecta® Shelf, wire, 42"W x 24"D, chrome plated finish, corner release system, NSF		
	8 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
	8 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		
	4 ea	BCS Super Erecta® Intermediate Bracket, chrome		
			ITEM TOTAL:	**$657.52**
37.2	8 ea	**WIRE SHELVING**	$89.66	$717.28
		 Metro Model No. A2454NC Super Adjustable Super Erecta® Shelf, wire, 54"W x 24"D, chrome plated finish, corner release system, NSF		
	8 ea	74P Super Erecta® SiteSelect™ Post, 74-1/2"H, adjustable leveling bolt, posts are grooved at 1" increments & numbered at 2" increments, double grooved every 8", chrome finish		
	8 ea	SAFP-2 Super Erecta® Seismic Foot Plate Kit (2) holes in plate, includes: (4) foot plates, fits any size approved seismic unit		
	4 ea	BCS Super Erecta® Intermediate Bracket, chrome		
			ITEM TOTAL:	**$717.28**
38	1 ea	**REMOTE REFRIGERATION UNITS** Cooltec Refrigeration Model No. CUSTOM Cooltec "Refrigo-Pak" energy saver multi-compressor package refrigeration system, using air-cooled condensing units; pre-piped refrigeration lines with driers, sight glasses discharge vibration elimiators, head pressure contols and crankcase heaters for low ambient, pre-wired electrical panel for single point connection with main disconnect, compressor breakers, contractors, defrost time clocks and dual pressure controls for: Model #CRS-4 (208volts, 3ph, 60hz). (A) 6.0 HP, low temp, (1) evaporator with controls for item #5 (B) 2.0 HP, med temp, (1) evaporator with controls for item #6 (2) electrofin coated condenser for salt air protection (1) 1 year parts warranty & 90 day labor (4) years extended compressor warranty	$30,244.80	$30,244.80
			ITEM TOTAL:	**$30,244.80**
Z100	1 ea	**DELIVERY & SET** Singer Equipment Company Labor to deliver, uncrate, set in place, level or fasten as appropriate, left ready for final connections to utilities by others. Unless otherwise	$54,211.30	$54,211.30

This proposal shows the refrigeration unit and all necessary parts and hardware to make it functions, but does not show unit sheet metal cap.

Initial: _____

Item	Qty	Description	Sell	Sell Total
		noted our delivery cost is based upon one installation date for the equipment. Multiple deliveries are not priced or included and will be billed at our net costs for labor and materials with prior approval of the owner. All plumbing and electrical connections to be done by others. Pricing is based on using Non-Union labor during normal working hours. No demolition or clean up of existing conditions is included. Price includes fire system hook up and delivery to jobsite.		
			ITEM TOTAL:	**$54,211.30**
Z101	1 ea	**REFRIGERATION** Singer Equipment Company Cost to supply refrigeration piping for the Walk in Cooler / Freezer combo. Pricing includes up to a 50' run per compressor. Price does not include any inter-control wiring, condensate waste or any final connections. These prices are included under our construction package. This price is quoted with standard non union labor during normal working hours.	$24,300.00	$24,300.00
			ITEM TOTAL:	**$24,300.00**

Merchandise	$393,245.93
Freight	$5,806.77
Tax 7.75%	$24,391.93
Total	$423,444.63

All permits, fees, approvals, and reviews are the responsibility of the owner or contractor. All Labor and Industry, Health Department reviews, inspections, and coordination efforts are to be scheduled and conducted by the owner. The equipment listed above is special-ordered or manufactured for this project. It is not returnable and cannot be canceled. Returns and cancellations will be subject to restocking and return freight charges and will become part of the balance due. Manufacturer's standard warranties are included. No other warranty is extended or implied unless specifically identified. Equipment calibration is not considered a warranty item by the factories. Any calibration necessary is the responsibility of the owner. Wall, ceiling, and roof penetrations are to be performed by other tradesmen. Fire stops required by code, sealing, and/or penetration weatherproofing will be performed by other tradesmen. All existing equipment or equipment supplied by other vendors is shown on Singer drawings and quote for reference only. Owner or contractor must verify equipment size, utility requirements (plumbing, gas, electrical), and serviceability of equipment. We do not include the removal of doors, door frames, windows, or window frames in order to allow access to the installation location. It is the customer's responsibility to provide access to the installation location. Water conditions requiring treatment is the responsibility of the owner. Singer Equipment Company is not responsible for equipment damaged after delivery by other trades. Singer Equipment Company will exercise every effort to provide a timely delivery of this equipment, however Singer cannot commit to specific delivery dates until after a signed contract and required deposits are received.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: $423,444.63

9823 Old Winery Place, Ste. 20
Sacramento, CA 95827
Office: 916.853.0514
Fax: 916.853.0515

This proposal shows no roof drain collector box at roof per 7, 11/A4.3.4

CSLB # 418113
www.wwfcontractors.com

DIR # 1000002119

PROJECT NAME: Williams ES New Multi-Purpose Building
PREPARED FOR: Clark Sullivan
PREPARED BY: Laine West
PROPOSAL DATE: February 6, 2019

We propose to provide labor and material, per plans & specs for the following:

Waste & Vent Piping
Hot & Cold Water Piping
Hot Water Return Piping
Hot Water & HWR Insulation
Gas Piping including Site Gas
Condensate Drain Piping per P-sheets only
Roof Drain & Overflow Drain Piping
Grease Trap
Fixtures & Trim
Water Disinfection

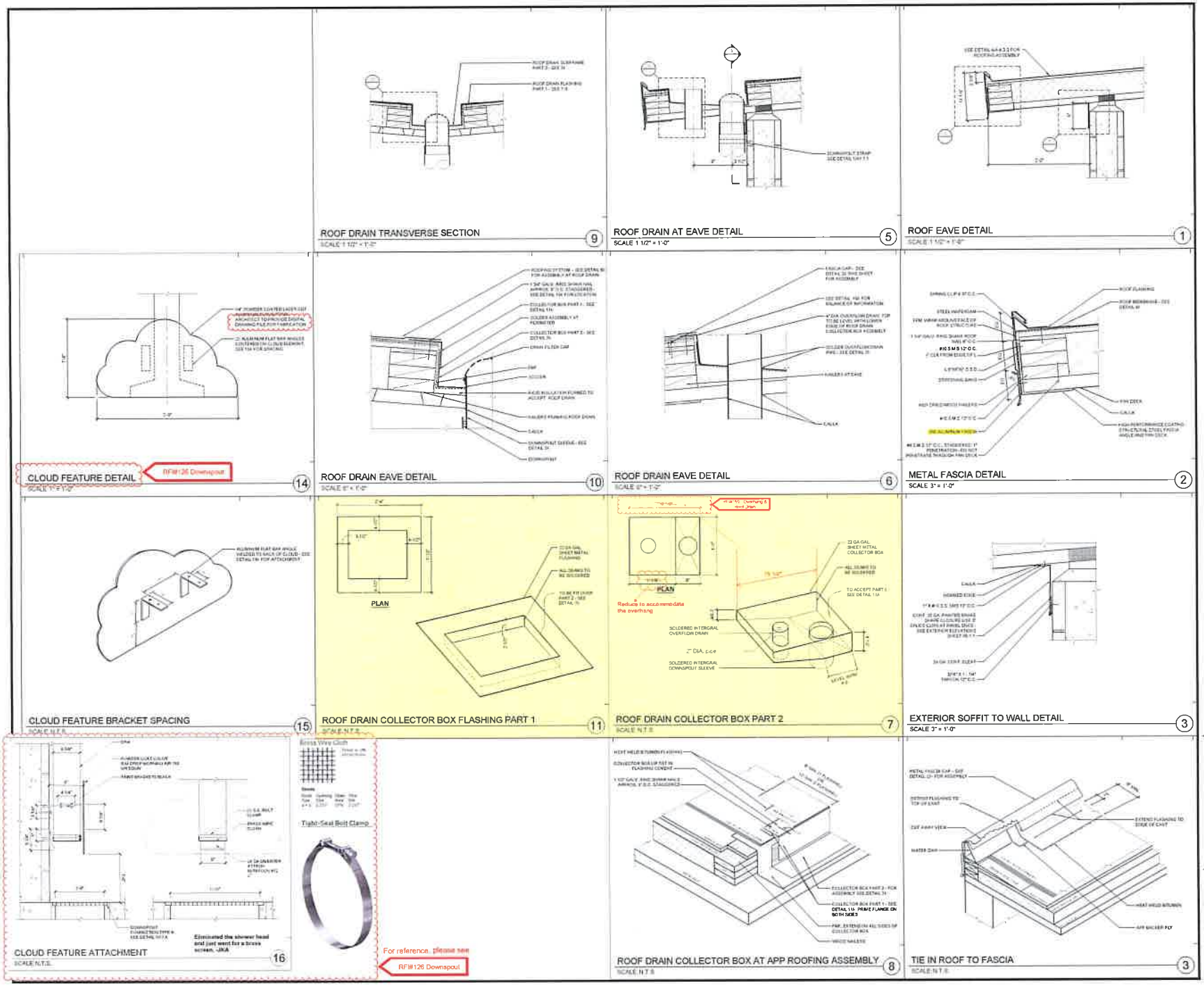
TOTAL: $331,640.00

All stubs to 5' outside building – Continuation by site contractor
Trenching, backfill, compaction for our work only (excess spoil to remain on site)

ADD ALT: Spoil removal for our work = +$3,400.00

NOTES & EXCLUSIONS:

Our work will not commence without a permit
No fees, bonds, meters, backflow devices or permits
No saw cutting or removal of any kind
No patch of any kind
No controls
No excess spoil removal from site – See ADD ALT
No HVAC or wetside piping
No fire sprinkler piping or equipment
No rainwater leader piping sheet metal
No design engineering included
Backfill of trenches to be native soil only
No painting or electrical work included
Any damage to any unforeseen or unmarked utilities (power, water, etc.) due to trenching will be the sole responsibility of the property owner
Waste, water & roof drain to stub 5' outside building – continuation by site contractor
Any unforeseen ground water removal will be the responsibility of the property owner
Addendums #1 acknowledged
Excludes all union affiliations/agreements
Net 30 days on all monthly progress billings/statements
Proposal expires 30 days from date of issue
No payment or performance bonds included



JK ARCHITECTURE ENGINEERING
195 W. RIVER ROAD
P.O. BOX 7456
TAHOE CITY, CA 96145
(530) 583-8772
11661 BLOCKER DRIVE
SUITE 270
AUBURN, CA 95603
(530) 888-0888
WWW.JKAECDESIGN.COM

GENERAL NOTES

1. PLEASE SEE BITUMINOUS FLASHING SPECIFICATION 3 FOR A FULL DESCRIPTION OF INSTALLATION INSTRUCTIONS AND REQUIREMENTS WHICH ARE CONSIDERED A PART OF THIS ROOFING SYSTEM
2. CAUTION: IMPROPER USE OF THESE MATERIALS AND APPLICATION EQUIPMENT CAN RESULT IN SEVERE BURNS AND/OR DAMAGE TO PROPERTY. THE MECHANIC MUST INSTALL THESE MATERIALS USING THE TECHNIQUES RECOMMENDED BY THE ROOFING MATERIAL SUPPLIER AND THOSE FOUND IN THE CERTIFIED ROOF AND TORCH APPLICATOR (CRTA) PROGRAM AVAILABLE THROUGH THE NATIONAL ROOFING CONTRACTORS ASSOCIATION

SYSTEM 3 BASIS OF DESIGN

- 1-12 PITCH
- CAP PLY: DYNAWELD CAP FR - TORCH APPLIED
- BASE PLY: DYNAWELD BASE - TORCH APPLIED
- COVER BOARD: JM SECUROCK GYPSUM FIBER ROOF BOARD - ADHERED WITH JM TWO PART DA
- INSULATION: ENRGY 3 FLAT & TAPERED - FASTENED WITH ULTRAFAST PLATES & FASTENERS
  FASTENING
- FASTEN PATTERN - 8-12-16
- ADHESIVE SPACING: 12"-8"-4"

SEAL

DIV. OF THE STATE ARCHITECT
APP. 02 117121 INC. 0
REVIEWED FOR
SS ☒ FLS ☒ ACS ☐
DATE: 06/05/19

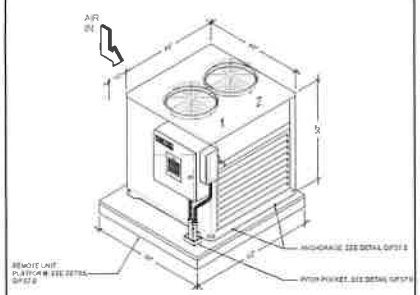
WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

ROOF DETAILS - SYSTEM 2

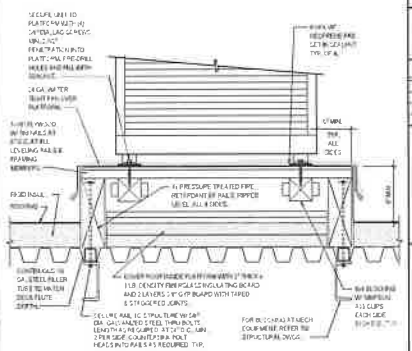
A4.3.4

REFRIG-O-PAK SYSTEM

ALLOW 36" CLEAR AROUND UNIT

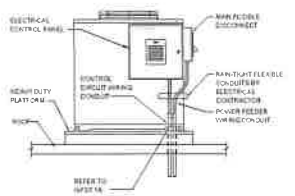


A FS7.0 "REFRIG-O-PAK" SYSTEM # CRS-4

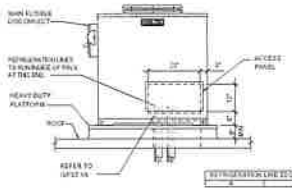


D FS7.0 PLATFORM DETAIL

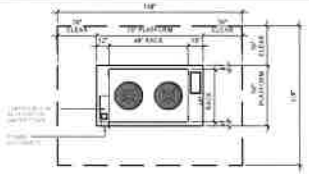
Note: Per Andrew with JKA dated 1/27/2020, use DSA approved drawings for construction instead of approved submittal 029-114000-00.



B FS7.0 ELECTRICAL CONTROL PANEL



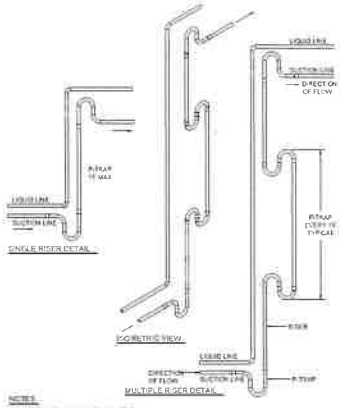
E FS7.0 REFRIGERATION PIPING CONNECTION SEQUENCE



C FS7.0 CLEARANCE REQUIREMENT AROUND RACK'S PLATFORM



I FS7.0 PLAN VIEW AT WALK-IN'S



F FS7.0 TYPICAL P-TRAP DETAILS AND SUCTION LINE RISER DETAILS

COOLTEC ENGINEERING SUMMARY

AMBIENT TEMPERATURE 35 F | POWER SUPPLY 208V/3PH/60HZ | CONNECTED LOAD= 33.6 AMP | FUSE SIZE 45 AMP | MINIMUM AMPACITY= 40.7 AMP

SYSTEM	ITEM #	FIXTURES DESCRIPTION	TEMP (F) SET	TEMP (F) REFRIGERANT	DEFROST TYPE	DEFROST TIMES PER DAY	COMPRESSORS QTY	MODEL	HP	RATING @ 60HZ RLA	V	PH	UNIT COOLER QTY	MODEL	RATING @ 60HZ 3 PH/60HZ FAN	V	PH	HEATER	TOTAL POWER 208V 1PH/60HZ AMPS	PH	DEFROST HEATER QTY	WATTS	SUCTION	LIQUID	HOT GAS DEFROST	DRAIN	CONDENSATE DRAIN	CONDENSATE DRAIN HEATER	SUCTION LINE HEATER	LIQUID LINE HEATER	HOT GAS DEFROST LINE HEATER	DRAIN LINE HEATER	WATTAGE	REMARKS
		CONDENSER FAN MOTORS					2		1/2	2.4	208	1							7.3																
A	5	WALK-IN FREEZER	-10	-25	R404A	3R	1	ZF09K4E-TFD	9.0	18.5	208	3	201	D	2.1	1	AWL0808HV	7.8	208	3	208.1	208	1	1800	1	5	1-1/8	1/2	YES			P	P	P	P	P	P	P		AZ22-PE	
B	6	WALK-IN COOLER	20	25	R404A	3R	1	ZS09K4E-TFD	3.0	8.8	208	3	73.7	D	4.0	1	AD43HD4AGE	3.8	115			9.6			1	6	7/8	1/2	YES			P	P	P		P	P	P		KC16ED	

MODEL No. CRS-4

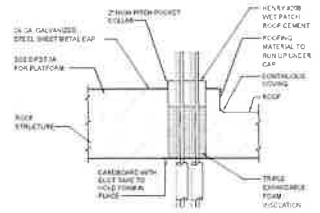
C UL US LISTED

CONDENSING UNIT 3382 FILE BA32027

B BRANCH
M MAIN
S SINGLE

SUPPLY CODES:
C - FACTORY INSTALLED
L - LOOSE (FIELD INSTALLED)
M - MANUFACTURER EQUIPPED
R - REFRIGERATION CONTRACTOR

NOTE: ALL SYSTEM ENGINEERED WITH R-448A REFRIGERANT. ANY BASE CODES NOT SUPPLIED BY COOLTEC MUST BE EQUIPPED WITH R-448A EXPANSION VALVES.
REFRIGERATION PIPE SIZES ARE BASED ON A MAXIMUM LINE RUN UP TO 100 LOOKING FEET FOR LIQUID AND SUCTION LINES WITH FULL LENGTHS WITH JOB SITE CONDITIONS AND LINE ROUTING AT INDIVIDUAL INSTALLATIONS. IF LINE RUNS ARE GREATER THAN 100 FEET, PLEASE CONTACT COOLTEC FACTORY.
ICOMPRESSOR MOTOR PROTECTED UNDER PRIMARY SINGLE PHASE PROTECTION.
EFFECTIVE JANUARY 1, 2009, ALL WALK-IN COOLER AND FREEZER EVAPORATOR COILS INSTALLED IN THE U.S.A. SHALL BE SUPPLIED WITH ENERGY EFFICIENT (EC) MOTORS BASED ON THE FEDERAL ENERGY INDEPENDENCE AND SECURITY ACT (HR 6).
ELECTRICAL CONTRACTOR TO SUPPLY POWER FROM BUILDING AND CONNECT POWER TO WALK-IN BOX'S EVAPORATOR BLOWER COILS, DEMAND DEFROST CONTROLS.
CONDENSERS ARE ELECTRO-N-COATED AGAINST SALT AIR CONTAMINATION AND TO MINIMIZE RUST / CORROSION.



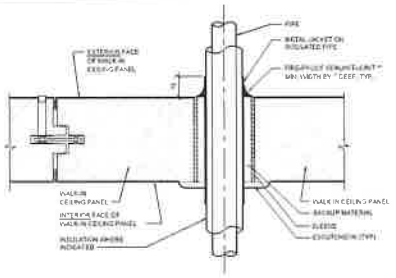
INSTRUCTIONS FOR REFRIGERATION CONTRACTOR
A TAPE CARDBOARD AT THE BOTTOM OF EACH PITCH POCKET OPENING AS SHOWN.
B AT THE TOP OF THE PITCH POCKET OPENING, FILL IN WITH TRIPLE EXPANDABLE FOAM INSULATION (DOW CHEMICAL GREAT STUFF INSULATING FOAM) AND LET FOAM CURE FOR ONE HOUR.
C APPLY HEAVY DUTY WET PATCH ROOF CEMENT IN BETWEEN REFRIGERATION PIPING, ELECTRICAL LINES AND FOAM. LET CURE FOR FOUR HOURS. THIS SHOULD SEAL ALL PIPING AND LINES IN THE PITCH POCKET, TO PREVENT RAIN WATER FROM PENETRATING THROUGH.

G FS7.0 RAIN TIGHT PITCH POCKET

POWER REQUIRED FOR MEDIUM TEMPERATURE EVAPORATOR COILS
POWER FROM BUILDING, SUPPLIED BY ELECTRICAL CONTRACTOR

SYSTEM	ITEM #	DESCRIPTION	QUANTITY	M COIL	POWER FROM BUILDING COIL RLA	COIL VOLTAGE	DRAIN HEATER RLA	DRAIN HEATER VOLTAGE
A	5	WALK-IN FREEZER	1	5AE3HD	2.2.2	208/1	5.8	208/1
B	6	WALK-IN COOLER	1	H2T0H0KE	3.6	115/1	5.8	115/1

NOTE: PROVIDE SEPARATE POWER SOURCE FOR EACH EVAPORATOR POWER FROM BUILDING



H FS7.0 PIPE THRU WALK-IN CEILING PANEL

SPECIFICATION

ITEM NO. ___ R - REMOTE REFRIGERATION PACKAGE

1 REFRIGERATION UNITS
2 PIPING
3 CONTROL PANEL
4 SAFETY CAUTION
5 EVAPORATIVE COIL

CONSTRUCTION NOTES FOR TRADES

1 GENERAL CONTRACTOR
2 REFRIGERATION CONTRACTOR
3 ELECTRICAL CONTRACTOR
4 PLUMBING CONTRACTOR

COOLTEC
REFRIGERATION CORP.
1250 E. FRANKLIN AVENUE, POMONA, CA 91766
PHONE: (909) 865-2229 FAX: (909) 868-0777
E-MAIL gshare@cooltecrefrigeration.com

JK ARCHITECTURE ENGINEERING
165 W. RIVER ROAD, P.O. BOX 1428, TAHOE CITY, CA 96145, (530) 583-3220
11180 BLOCK ROAD, SUITE 206, AUBURN, CA 95603, (530) 888-1648
WWW.JKDESIGN.COM

SEAL

EXEMPTION STAMP BY THE STATE ARCHITECT
APP. 02 117721 INC. 0
REVIEWED FOR
FA ☐ FLS ☐ ACS ☐
DATE 02/27/20

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI-PURPOSE BUILDING

FOODSERVICE EQUIPMENT
REMOTE REFRIGERATION
DETAILS

FS7.0

CLARK/SULLIVAN
construction

March 25, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, CA 95987

RE: Potential Change Order # 305-99
Williams MP Building- #1840
Request to Use: Construction Contingency
Number of Requested Days: 0

Dear. Dr. Lampkin,

We have finalized the required quotations for PCO Number **305-99** for the following extra work: **Supply and install metal brake closure at soffit, eave and composite shingle rake end AND prefinished metal brake panels at the eaves of the shingle roof section.** We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amt
Supply and install metal brake closures and at soffit, eave and composite shingle rake end.	Commercial Roofers	$9,650.32
Supply and install Kynar (prefinished) metal brake panels at the eaves of the shingle roof section.	Commercial Roofers	$10,545.96
Mark-Up (5%)		$1,009.81
Construction Contingency		**$21,206.09**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

Michael Flores 3-25-20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin
Edgar Lampkin Ed. D.
Williams USD Superintendent April 13, 2020
Authorized Representative Date

JK ARCHITECTURE ENGINEERING

03-26-2020
Authorized Representative Date

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	PCO No.	305-99
Project Address:	1404 E Street	Reference RFI No.	
	Williams, CA	Job No.	1840
Contractor Name:	Clark/Sullivan	DSA File No.	
Contractor Address:	2150 Opportunity #150	DSA Application No.	
	Roseville, CA 95678	Date:	03/24/20

Subject: Omni and Commercial Roofers did not include brake metal closure and panel at the shingle roof eave, rake & soffit in their scopes and contracts. These items were not include in the approved GMP.

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
SUB WORK:											
Commercial Roofers - Supply and install brake metal closure at comp shingle rake end, cave and soffit.	0	$0.00	$0.00	0		$9,650.32	$9,650.32	0	0	$0.00	$0.00
Commercial Roofers - Supply and install 24gauge Kynar (pre-finished) brake metal panel at the caves of the shingle roof section.	0	$0.00	$0.00	0		$10,545.96	$10,545.96	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$20,196.28				$0.00
SUBTOTAL BEFORE MARK-UP											**$20,196.28**
SUBTOTAL											**$20,196.28**
DELETED WORK:											
Contractor:	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**

NET SUBTOTALS		$20,196.28
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$1,009.81
COST TOTAL		$21,206.09

☑ Check here if additional pages attached

CLARK/SULLIVAN
construction

March 25, 2020

RE: PCO 305-99 – Supply and install metal brake closure at the composite shingle rake end, eave and soffit. Supply and install metal brake panels at the eaves of the shingle roof section– Missed Scope

Request for Construction Contingency Usage

We are requesting to use the Construction Contingency to fund buyout miss for the following items.

1) Metal brake closures at the composite shingle rake end, eaves, and soffit.
2) Metal brake panels at the eaves of the shingle roof section.

OMNI and Commercial Roofers excluded supply and installation of these materials in their bids/contracts. Please see quotes attached for both OMNI and Commercial Roofers. As a result, these materials were not included in our GMP proposal.

We have reached out to both OMNI and Commercial Roofers again for pricing to supply and install the materials. As a final result, we are moving forward with Commercial Roofers because their amount is lower than OMNI. See quote attached.

We appreciate your review and consideration of this request. Please let me know if you have any questions or need any further information.

Thank you,

Michael Flores

Po Thao

From: Andy Spring <andy@teamcwi.com>
Sent: Friday, February 15, 2019 2:13 PM
To: Michael Flores
Cc: Ben Norwood
Subject: RE: Williams Elementary

Hi Michael,

I've reviewed the DSA docs and we don't have any cost impacts. Four VTR's were added on P3.1, but we can cover that and make it work. Below I'll respond to your clarifications. As far as all the carpentry goes, we'd prefer to leave it to the project carpenters, but if you need us to do it please help me out with some clarifications. We can't get all of it, I've indicated which nailers we won't be able to help with.

Gutters	Confirmed
Shingle	Confirmed
Single Sply	Confirmed
Parapet cap sheet metal	Confirmed
Nailers @ Roof	Is this at the eaves and gables? Anything else?
Nailers @ Parapet Cap	I reviewed 5/A4.3.1 and it references structural drawings. I'm seeing a 6" embedment of a "headed anchor bolt." Will those bolts be installed by the block installer, and we just install the wood over them?
Nailers @ Openings D2&3 on A7.3.1	We don't want to pick up this scope.
Nailer shim - D16/A6.1.1	We don't want to pick up this scope.
Coverboard : Flat/Vert ?	Flat. We don't pick up vertical, but I also didn't see any. If you need it please let me know which details to reference.

Misc Metal Closure panels, flashing, etc D16/A6.1.1	We don't want to pick up this scope.
Refrig Condesor Platform D on FS7.0	We have included roofing the vertical portion of the curb.
Roof related sheetmetal & flasing	Confirmed
Crickets	Confirmed
roof related insulation	Confirmed
All required lifting, hoisting and materials transport	Confirmed
All associated caulking & sealants for scope of work	Confirmed
Confirm reviewed Sheets: A4.3.5, S2.2, S2.3, A4.3.2	Confirmed

Thank you,

COMMERCIAL WATERPROOFERS INC.

Andy Spring
16981 Placer Hills Rd., Ste. A-8
Meadow Vista, CA 95722
Mobile: 916.717.1541 | License #1002875
andy@teamcwi.com
www.teamcwi.com

From: Michael Flores <mflores@clarksullivan.com>
Sent: Thursday, February 14, 2019 3:30 PM
To: Andy Spring <andy@teamcwi.com>
Cc: Ben Norwood <bnorwood@clarksullivan.com>
Subject: RE: Williams Elementary

Good afternoon Andy,

As you are aware, this project was bid based on the final drawings that were submitted to DSA which included revisions noted in Addendum No. 01 of the bid documents. Since our bid date of 2/6/19, we have received DSA approval and a link to the DSA approved documents (Plans & Spec's) has been added to the Bid Documents folder available on line. You can access this by going to www.clarksullivan.com and clicking on the "Pursuits" tab at the top and scroll down to the Williams MP project link. Please refer to items 13, 14 & 15 for new documents & information.

JKA, the architect, has issued Addendum No. 2 which includes a brief narrative of the changes that were made since their original submittal to DSA. It also includes some specification sections that were updated.

While we don't anticipate any significant changes or cost impacts to result from these changes, we do ask that each of you review Addendum No. 02 and the DSA approved Documents in their entirety and provide updated cost information related to any impact that may be incurred that differs from the pricing you provided in your initial proposal. We are asking that any cost impacts be identified and provided to Clark/Sullivan to the attention of Ben Norwood no later than Tuesday, February 19th. If you should have any questions related to this request, please contact me.

In addition to this, we are also requesting two things:

1. Please confirm that you have the following scope items covered in your current bid:

Gutters	
Shingle	
Single Sply	
Parapet cap sheet metal	
Nailers @ Roof	
Nailers @ Parapet Cap	
Nailers @ Openings D2&3 on A7.3.1	
Nailer shim - D16/A6.1.1	
Coverboard : Flat/Vert ?	
Misc Metal Closure panels, flashing, etc D16/A6.1.1	
Refrig Condesor Platform D on FS7.0	
Roof related sheetmetal & flasing	
Crickets	
roof related insulation	
All required lifting, hoisting and materials transport	
All associated caulking & sealants for scope of work	
Confirm reviewed Sheets: A4.3.5, S2.2, S2.3, A4.3.2	

If you do not have them, please provide an associated cost to complete this scope. This will be taken into consideration when determining our final low bid for your trade.

2. If you haven't already, you MUST submit a completed Proposal Form and Subcontractor Qualification Questionnaire with your bid. Bids may not be accepted if not accompanied by a completed Proposal Form and Subcontractor Qualification Questionnaire. These forms are available on line at our website as noted above.

Please feel free to call myself or Ben Norwood with any Questions.

Thank you,



MICHAEL FLORES
Clark/Sullivan Construction
Senior Project Manager
916-462-1196

NEVADA DIVISION
905 Industrial Way
Sparks, NV 89431
p. 775-355-8500
f. 888-510-3055
Lic # 12997 [AB]

CALIFORNIA DIVISION
2024 Opportunity Dr., #150
Roseville CA 95678
p. 916-338-7707
f. 888-510-3055
Lic # 796486 [AB]

From: Andy Spring <andy@teamcwi.com>
Sent: Tuesday, February 5, 2019 7:50 PM
To: Ben Norwood <bnorwood@clarksullivan.com>
Subject: Williams Elementary

Hi Ben,

I've attached my bid form and proposal. Please let me know if you have any questions.

Sincerely,

CWI
COMMERCIAL WATERPROOFERS INC.

Andy Spring
16981 Placer Hills Rd., Ste. A-8
Meadow Vista, CA 95722
Mobile: 916.717.1541 | License #1002875
andy@teamcwi.com
www.teamcwi.com

PROPOSAL FORM

Project: **Williams Elementary School Multi-Purpose Building**

Attention: Ben Norwood
Clark/Sullivan Construction
2024 Opportunity Drive, Suite 150
Roseville, CA 95678
Phone: (916) 338-7707, FAX: (888) 510-3055
Email: ben@clarksullivan.com

Proposer Information:

Firm Name: Commercial Waterproofers, Inc. Quoted By: Andy Spring

Address: 16981 Placer Hills Drive Suite A-8 Phone: 916-717-1541

Meadow Vista, CA FAX: 916-447-2176

Email: andy@teamcwi.com

Specification Section(s): 072200, 073113, 075213, 075419

Proposed Scope of Work: Roofing. Please see attached proposal
(Attach additional sheets as required to define scope of work)

Base Proposal Price: $ 221,431 Dollars

Assumed Man Days to Complete Scope: 93 Days

Alternate 1 - Proposal Price: $ N/A Dollars

Assumed Man Days to Complete Scope: N/A Days

Exclusions: Please see attached proposal
(Attach additional sheet as required to define exclusions)

Addenda Noted: N/A

California Contractors License Number: 1002875

California DIR Registration Number (Required): 1000024891

Cost to Add Payment and Performance Bonds as a percentage of the proposal price: 1.5 %
NOTE: This is required as some scopes may be required to be bonded.

Cost to Add Waiver of Subrogation: $ 0

PROPOSAL FORM

Installation Included:	Yes	X	No		
Signatory to Carpenters Union:	Yes		No	X	
Signatory to Other Union:	Yes	X	No		Union: Local 81
Sales Tax Included:	Yes	X	No		
Delivery Point F.O.B. Jobsite:	Yes	X	No		Other
Cost of the required insurance Included:	Yes	X	No		
Have you visited the job site:	Yes		No	X	
Clark/Sullivan Subcontractor Qualification Questionnaire Attached:	Yes		No	X	Date Last Submitted
Agree to the Clark/Sullivan Subcontract:	Yes	TBD	No		(No Alterations to the contract will be accepted)
Agree to Construction Schedule in Contract:	Yes	X	No		
Have you been terminated for default on any project within the last three years?	Yes		No	X	
Have you ever submitted a false claim to any public entity?	Yes		No	X	
Have you reviewed the Haz Mat Documentation?	Yes		No	X	
I understand the DOJ fingerprinting Requirements.	Yes	X	No		
Do you accept the requirements of and agree to meet the Skilled & Trained work force requirements for your trade.	Yes	X	No		
Has your company filed any lawsuits or requested arbitration with regard to construction contracts in past 5 years?	Yes		No	X	
Has your company failed in its performance of a contract in the past 5 years?	Yes		No	X	
Has your company performed at least two Public works / DSA subcontracts for at Least 90% of the value of your proposal?	Yes	X	No		

PROPOSAL FORM

Has your company been found non-responsible, disqualified, or otherwise prohibited from performing work and/or bidding on work for any public agency in California within the past 5 years? Yes _____ No X

Has your company paid liquidated damages pursuit to a contract for a project with either a public owner within the past 5 years? Yes _____ No X

Has your company defaulted on a contract, been substituted off a project after beginning performance, or been terminated for cause by any prime contractor or public agency on any project within California during the past five (5) years? Yes _____ No X

If Yes, to the above, has that default, substitution or termination been upheld by a court or an arbitrator? Yes N/A No _____

Material/ Submittal Lead times: (Submittals due ten days after execution of contract)

Time needed to prepare submittals: 10 days
Time needed to prepare shop drawings: 10 days
Time needed for fabrication: _____
Time needed to deliver: _____

Long Lead Material: Nailboard (Item) 4 weeks (Lead time)

_____ (Item) _____ (Lead time)

The undersigned do hereby declare that I/we have carefully examined the site of the proposed work; as well as the Proposal Documents, and do hereby agree to furnish all supervision, labor, materials, transportation, equipment, tools, and other items to provide a complete scope of work as proposed in strict accordance with the Proposal Documents including the proposed construction schedule included in the bid documents.

In addition, I/ we have read and agree to the Clark/Sullivan Construction Subcontract agreement including all exhibits in whole, and understand that no changes to said agreement will be allowed upon execution:

Signed: Amy White

Title: CHIEF FINANCIAL OFFICER **Date:** 02/05/2019

(Must be an officer of the company)

PROPOSAL FORM

VALUE ENGINEERING IDEAS TO REDUCE COST & IMPROVE SCHEDULE

Voluntary Alternates: Proposers are **REQUIRED** to provide voluntary alternates. Please describe the scope of your alternate, provide a Price, and indicate whether your price is additive or deductive to your base proposal price. Attach additional pages if needed.

Voluntary Alternate #1 Description: Gang fasten insulation and coverboard at PVC and APP roof systems rather than fastening only the first layer and adhering all others.

Voluntary Alternate #1 Price: $ 10,180 **Additive / Deductive** (Circle One)

Schedule Impact: # Days: 1 day at each roof system **Additive / Deductive** (Circle One)

Voluntary Alternate #2 Description: N/A

Voluntary Alternate #2 Price: $ N/A **Additive / Deductive** (Circle One)

Schedule Impact: # Days: N/A **Additive / Deductive** (Circle One)

Voluntary Alternate #3 Description: N/A

Voluntary Alternate #3 Price: $ N/A **Additive / Deductive** (Circle One)

Schedule Impact: # Days: N/A **Additive / Deductive** (Circle One)

Voluntary Alternate #4 Description: N/A

Voluntary Alternate #4 Price: $ N/A **Additive / Deductive** (Circle One)

Schedule Impact: # Days: N/A **Additive / Deductive** (Circle One)

Use additional sheets as required.

Ben Norwood
Clark/Sullivan Construction
2024 Opportunity Dr.
Roseville, CA 95678

FEBRUARY 4, 2019

Re: Williams MP Building

Dear Ben,

Please consider my proposal for Asphalt Shingle Roofing, APP Built-Up Roofing, and PVC Single-Ply Roofing at 1404 E Street in Williams, CA. My proposal is based upon the plans dated 10/18/2018 and the specifications dated 10/31/2018. CWI is signatory to Local #81 Roofers & Waterproofers. WBE #086004809/7H4S9. SBE #1799917. DIR #1000024891. Below I will outline my scope of work.

SCOPE OF WORK: Asphalt Shingles- (8,336)sf

- Furnish and install 3" Polyiso at 1 ½" Metal Deck, loose laid
- Furnish and install Hunter Cool Vent Roof Insulation Panel, mechanically fastened
- Furnish and install GAF Weatherwatch Leak Barrier at eaves, self-adhered
- Furnish and install GAF Tiger Paw underlayment at non-Weatherwatch areas, mechanically fastened
- Furnish and install GAF Pro-Start starter course at eaves, mechanically fastened
- Furnish and install GAF Timeberline HD Reflector Series Shingles, mechanically fastened
- Furnish and install (102)ft GAF Ridglass at ridge, mechanically fastened
- Furnish and install eave and rake flashing per plan
- Furnish and install (204)ft 22 Ga. Steel Gutter
- Furnish and install (4) Schedule 40 downspout

SCOPE OF WORK: APP BUR- (2,170)sf

- Furnish and install (1) layer 2.5" Polyiso, mechanically fastened
- Furnish and install (1) layer 3" Polyiso, adhered in low-rise foam adhesive
- Furnish and install JM ½" Securock, adhered in low-rise foam adhesive
- Furnish and install JM APP Base Sheet, torch-applied
- Furnish and install JM APPEX 4.5 M FR Cap Sheet, torch-applied
- Furnish and install JM gravel stop per 2/A4.3.4
- Furnish and install (80)ft Fry 24 Ga. Steel MA Reglet and Counterflashing
- Furnish JM 20 Year Warranty

SCOPE OF WORK: JM PVC Single-Ply- (2,990)sf

- Furnish and install (1) layer 2.5" Polyiso, mechanically fastened
- Furnish and install (1) layer 3" Polyiso, adhered in low-rise foam adhesive
- Furnish and install Polyiso Tapered Insulation system, adhered in low-rise foam adhesive
- Furnish and install JM ½" Invinsiboard, adhered in low-rise foam adhesive
- Furnish and install JM 60mil PVC Kee Elvaloy, adhered in PVC Low VOC Membrane Adhesive
- Furnish and install (175) JM PVC Walkpad
- Furnish and install (11) pipe/conduit flashing
- Furnish and install (155)ft JM 24 Ga. Prefinished Coping
- Furnish and install (70)ft Fry 24 Ga. Steel MA Reglet and Counterflashing

TOTAL COST: $221,431

VE Alt: Gang Fasten Insulation
This VE eliminates the material and labor cost of adhering one layer of Polyiso, the tapered insulation, and the Densdeck.

- Furnish and install (2) layers of Polyiso and Tapered insulation, loose laid
- Furnish and install coverboard, mechanically fastened

Deduct: ($10,180)

Option (1): Deck to Exterior Wall Flashing
Flashings at CMU to roof deck transition per 12/A4.3.5 and 6/A4.3.4.....Add: $8,900

CLARIFICATIONS:

- All work is to be completed during standard business hours; 7am-5pm, Monday through Friday
- All work is to be completed according to Manufacturer Specifications
- All curbs/ sleepers/ penetrations to be installed by contractor
- All curbs/ sleepers/ penetrations to be installed to provide 8" of turn-up for roofing termination
- All work is to be completed in (1) Mobilization per scope
- No bond costs are included in this proposal price
- Submission of bid is not a guarantee to sign contract. Contract is subject to review and approval by CWI
- This proposal is valid for (90) days

EXCLUSIONS:

- Permits
- Demolition
- Carpentry
- Wall or Curb Insulation or Sheathing/Coverboard
- Painting
- Flute Filler
- Neoprene closure strips at metal deck
- Downspout at APP Roof
- Sheet Metal work, unless noted above
- Roof penetrations not clearly shown on plans
- Substrate prep in addition to sweeping or leaf blowing
- Repairs to excessive demolition or damage by others
- Protection of CWI completed work
- Cleaning or water tests at project completion

Thank you for the opportunity to be of service to Clark/Sullivan. Should you have any questions regarding this proposal please do not hesitate to contact me.
Sincerely,

Andy Spring

ESTIMATOR/ PROJECT MANAGER

omni
SHEET METAL, INC.

February 25, 2019

Ben Norwood
Clark/Sullivan Construction
2024 Opportunity Drive
Roseville, CA 95678

Revision 01

Subject: **Williams Elementary School Multi-Purpose Building**
1404 E Street
Williams, CA 95857

Omni Sheet Metal, Inc. is pleased to present our Proposal for the Architectural Sheet Metal work on the above referenced project. Our proposal is based on the Architectural Set of Plans "DSA Backcheck Submittal" dated 01/21/19 and Specifications "DSA Backcheck Submittal" dated 01/21/19. We have outlined our scope of work as follows:

SCOPE OF WORK

07 62 00 SHEET METAL FLASHING AND TRIM
Furnish and install the following:

1. Head Flashing at curtain wall in 0.050" Prefinished Aluminum per detail 1/A7.3.2.
2. Sill Flashing at curtain wall in 0.050" Prefinished Aluminum per detail 4/A7.3.2.
3. Head Flashing at louver in 20-gage GSM per detail 8/A7.3.2.
4. One (1) Layer of SASM at above item.
5. Sill Flashing at louver in 18-gage GSM per detail 8/A7.3.2.
6. One (1) Layer of SASM at above item.
7. Head Flashing at clerestory window in 0.050" Prefinished Aluminum per detail 1/A7.3.1.
8. One (1) Layer of SASM at above item.
9. Sill Flashing at clerestory window and storefront window in 0.050" Prefinished Aluminum per detail 4/A7.3.1.
10. One (1) Layer of SASM at above item.
11. Head Flashing at storefront window in 18-gage GSM per detail 5/A7.3.1.
12. One (1) Layer of SASM at above item.
13. Head Flashing at storefront door in 18-gage GSM per detail 9/A7.3.1.
14. One (1) Layer of SASM at above item.
15. Head Flashing at CMU door in 18-gage GSM per detail 13/A7.3.1.
16. Drip Edge Flashing at roof hatch in 20-gage GSM per detail 4/A4.3.2.
17. Coping at CMU parapet in 20-gage GSM per details 5,10/A4.3.1.
18. Roof to Wall Counter Flashing at canopies in 22-gage Prefinished Steel per details 5,8,9/A4.2.1.
19. Water Diversion Box at canopies in 22-gage GSM per details 3,7,11/A4.2.1.
20. Valley Flashing at roof system 2 valleys in 22-gage GSM as noted on sheet note 4 on A5.1.1.

ALTERNATE 01

07 62 00 SHEET METAL FLASHING AND TRIM
Furnish and install the following:

1. 22-gage GSM in lieu of Prefinished Aluminum at base bid items.

(Continued)

EXCLUSIONS

Gutter at composite shingle roof in 22-gage GSM per details 1,2/A4.3.5.
Downspouts at composite shingle roof gutter in 24-gage GSM per detail 1/A1.1.1.
Rake Flashing at composite shingle roof in 22-gage GSM per detail 8/A4.3.5.
Break Metal Trim at clerestory perimeter in 0.050" Prefinished Aluminum per details 1/A4.3.5; 15/A6.1.1.
Break Metal Trim a rake in 0.050" Prefinished Aluminum per detail 12/A4.3.5.
Fascia at roof system 2 roof edge in 0.050" Prefinished Aluminum per details 1,2/A4.3.4.
Soffit to Wall Counterflashing at roof system 2 soffit in 20-gage Prefinished Steel per details 1,3/A4.3.4.
Two Piece Water Collector at roof drain at roof system 2 per details 5,6,7,8,9,10,11/A4.3.4.
Counter Flashing at roof to wall conditions at CMU wall in 22-gage GSM per details 9/A4.3.3; 13,14/A4.3.1.
Premanufactured coping and fascia, Downspout Shower Heads, Downspout at roof system 2, Flashing poots at roof penetrations, exhaust fan flashing, Plywood, Densdeck, Roof Board, Elastomeric Flashing, Exterior Sheathing, Metal Decking, Insulation, Louvers, Demolition, Structural or Light Gage Framing, Plywood, Carpentry, Scaffolding, Painting, Plumbing, Electrical, Bonds, Permits, Fees, Special Inspections. Any Flashing or SASM not listed above.

CLARIFICATIONS

Omni Sheet Metal, Inc. is a certified union SBE.
Prefinished Material colors to be chosen from one (1) of the specified manufacturer's standard colors.

BASE BID PRICING

07 62 00 SHEET METAL FLASHING AND TRIM $173,078

ALTERNATE PRICING

ALTERNATE 01

07 62 00 SHEET METAL FLASHING AND TRIM ..... ($4,961)

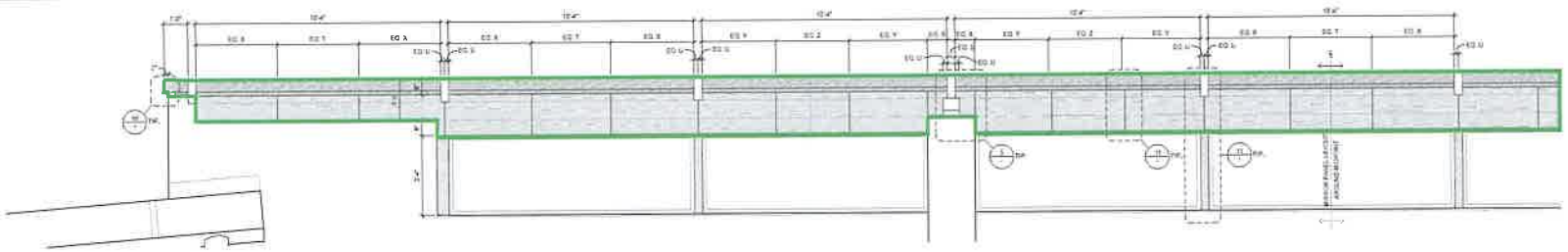
We appreciate the opportunity to submit our proposal. Please call if you have questions or if we can be of further service. I look forward to the opportunity to work with you. This proposal is valid for a period of 60 days from time received.

Sincerely,

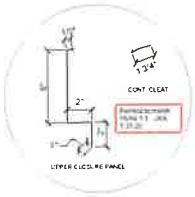
Omni Sheet Metal, Inc.

Jose Albor, Project Manager

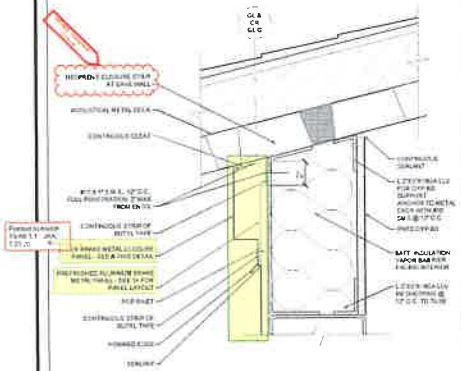
JK ARCHITECTURE ENGINEERING
105 W RIVER ROAD
P.O. BOX 1428
TAHOE CITY, CA 96145
(530) 583-5122
11661 BLOCKER DRIVE
SUITE 210
AUBURN, CA 95603
(530) 888-0908
WWW.JKARCH.COM



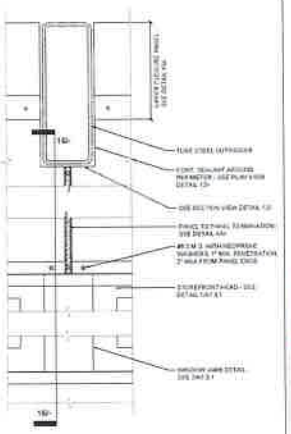
1 BRAKE SHAPE PANEL LAYOUT
SCALE: 1/16" = 1'-0"



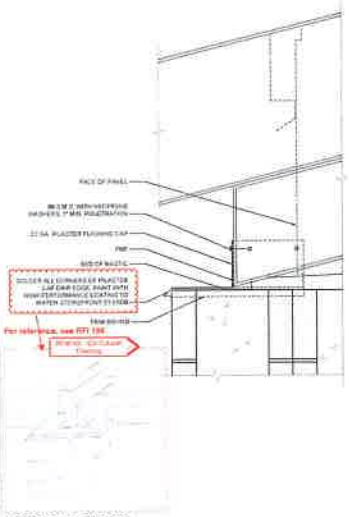
A - UPPER CLOSURE PANEL



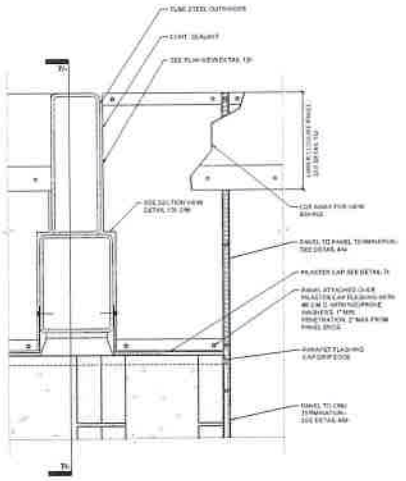
BRAKE METAL CLOSURE PANELS AT EAVE 15
SCALE: 3" = 1'-0"



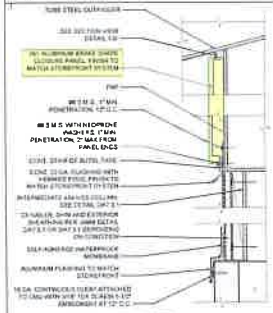
ELEVATION AT OURIGGER 11
SCALE: 3" = 1'-0"



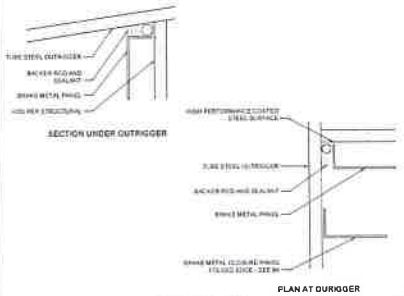
SECTION AT TRUSS 7
SCALE: 3" = 1'-0"



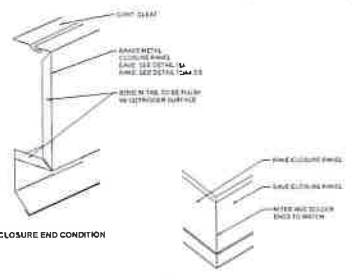
ELEVATION AT TRUSS 3
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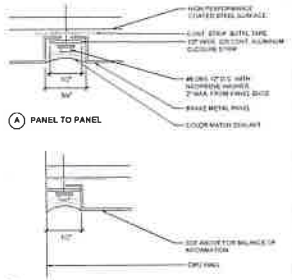
SECTION AT OUTRIGGER 16
SCALE: 3" = 1'-0"



PANEL TERMINATION AT OUTRIGGERS 12
SCALE: N.T.S.



EAVE AND RAKE CLOSURE PANEL TERMINATIONS 8
SCALE: N.T.S.



PANEL ATTACHMENT TO STRUCTURE 4
SCALE: N.T.S.

LEGEND

PREFINISHED ALUMINUM BRAKE SHAPE PANELS COLOR TO MATCH STOREFRONT

PAINTED 20 GA. BRAKE SHAPE CLOSURE PANEL TRIM TO MATCH STOREFRONT

NOTE: SEE SHEET A0.1.1 FOR EXTERIOR FINISHES

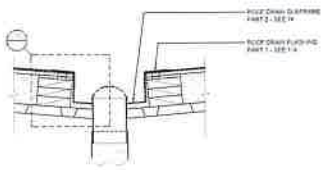
SEAL

APPROVED BY THE DIVISION OF THE STATE ARCHITECT
APP. 02.117121 AC 0
PLANNED FOR
YES NO ACC
DATE 6/26/2020

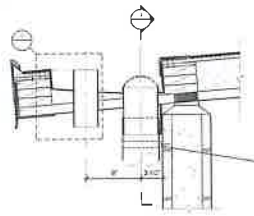
WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

ENLARGED EXTERIOR ELEVATIONS & DETAILS

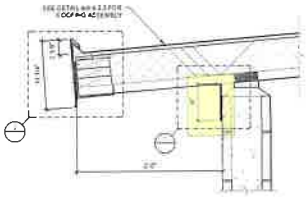
A6.1.1



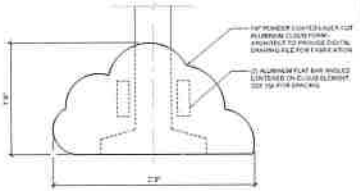
ROOF DRAIN TRANSVERSE SECTION
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9



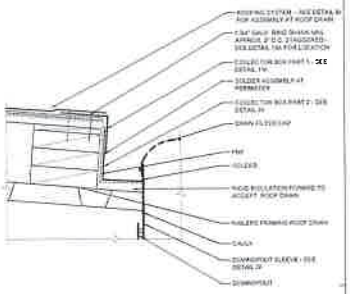
ROOF DRAIN AT EAVE DETAIL
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5



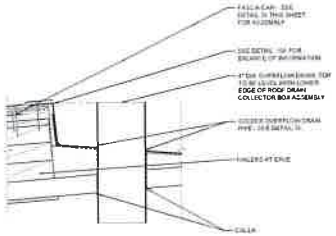
ROOF EAVE DETAIL
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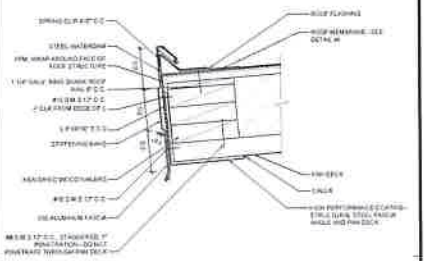
CLOUD FEATURE DETAIL
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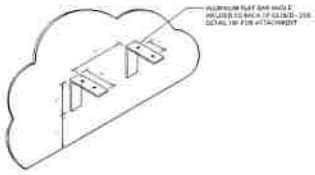
ROOF DRAIN EAVE DETAIL
SCALE 6" = 1'-0"
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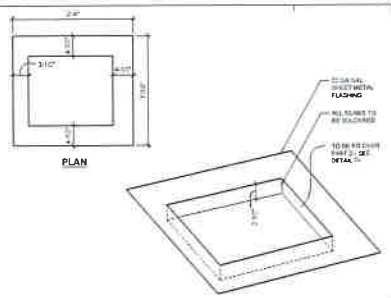
ROOF DRAIN EAVE DETAIL
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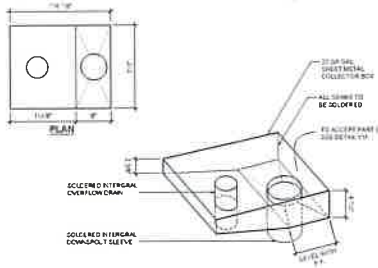
METAL FASCIA DETAIL
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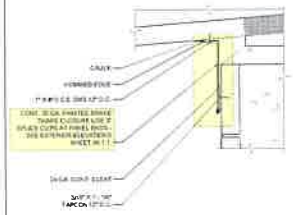
CLOUD FEATURE BRACKET SPACING
SCALE N.T.S.
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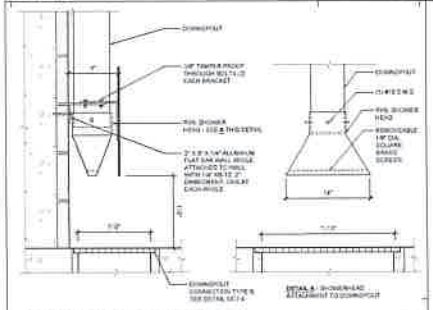
ROOF DRAIN COLLECTOR BOX FLASHING PART 1
SCALE N.T.S.
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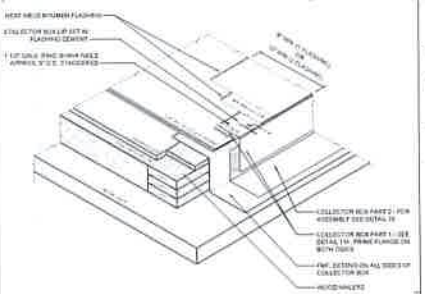
ROOF DRAIN COLLECTOR BOX PART 2
SCALE N.T.S.
7



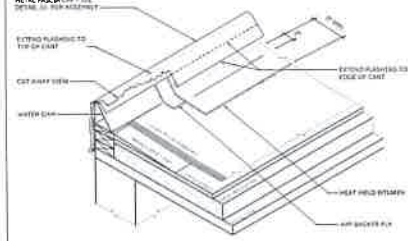
EXTERIOR SOFFIT TO WALL DETAIL
SCALE 3" = 1'-0"
3



CLOUD FEATURE ATTACHMENT
SCALE N.T.S.
16



ROOF DRAIN COLLECTOR BOX AT APP ROOFING ASSEMBLY
SCALE N.T.S.
8



TIE IN ROOF TO FASCIA
SCALE N.T.S.
3

JK ARCHITECTURE ENGINEERING
165 W. RIVER ROAD
P.O. BOX 1468
TAHOE CITY, CA 96145
(530) 583-8700

11061 BLOCKER DRIVE
SUITE 210
AUBURN, CA 95603
(530) 888-1444

WWW.JKDESIGN.COM

GENERAL NOTES

1. PLEASE SEE SITUNAOUS FLASHING SPECIFICATIONS FOR A FULL DESCRIPTION OF INSTALLATION INSTRUCTIONS AND REQUIREMENTS WHICH ARE CONSIDERED A PART OF THIS ROOFING SYSTEM
2. CAUTION: IMPROPER USE OF THESE MATERIALS AND APPLICATION EQUIPMENT CAN RESULT IN SEVERE BURNS, AND/OR DAMAGE TO PROPERTY. THE MECHANIC MUST INSTALL THESE MATERIALS USING THE TECHNIQUES RECOMMENDED BY THE ROOFING MATERIAL SUPPLIER AND THOSE FOUND IN THE CERTIFIED ROOFING TORCH APPLICATOR (CERTA) PROGRAM AVAILABLE THROUGH THE NATIONAL ROOFING CONTRACTORS ASSOCIATION

SYSTEM 2 BASIS OF DESIGN

- 1:12 PITCH
- CAP PLY: DYNAWELD CAP FR - TORCH APPLIED
- BASE PLY: DYNAWELD BASE - TORCH APPLIED
- COVER BOARD: JM SECUROCK GYPSUM FIBER ROOF BOARD - ADHERED WITH JM TWO PART UA
- INSULATION: ENERGY 3 FLAT & TAPERED - FASTENED WITH ULTRAFAST PLATES & FASTENERS
- FASTENING
- FASTEN PATTERN - 8-12-16
- ADHESIVE SPACING: 12" 6"-4"

REAL

IDENTIFICATION STAMP
DIV. OF THE STATE ARCHITECT
APP. 02-117121 INC. 0
REVIEWED FOR
SS ☒ FLS ☐ ACS ☐
DATE 02/27/2018

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

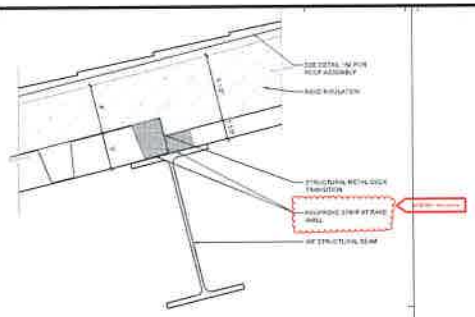
ROOF DETAILS - SYSTEM 2

A4.3.4

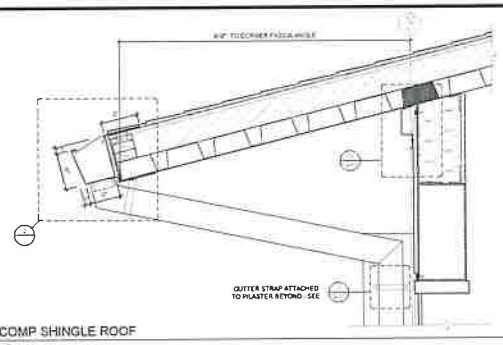
JK ARCHITECTURE ENGINEERING
185 W RIVER ROAD
P.O. BOX 7408
TAHOE CITY, CA 96145
(530) 583-3722
11661 BLOCKER DRIVE
SUITE 210
AUBURN, CA 95603
(530) 888-0888
WWW.JKAEDESIGN.COM

GENERAL NOTES

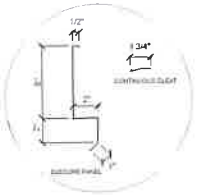
SYSTEM 3 ROOF DESIGN
- 3:12 PITCH
- COMP SHINGLE



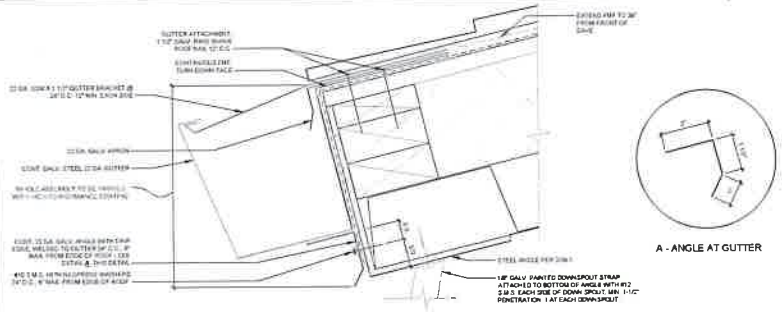
METAL DECK TRANSITION AT COMP SHINGLE ROOF (9)
SCALE 3" = 1'-0"



EAVE AT COMP SHINGLE ROOF (1)
SCALE 1-1/2" = 1'

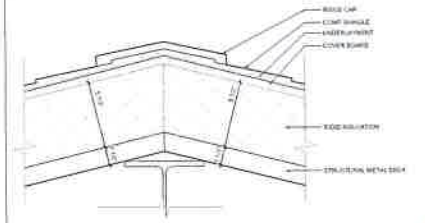


A - BRAKE METAL CLOSURE

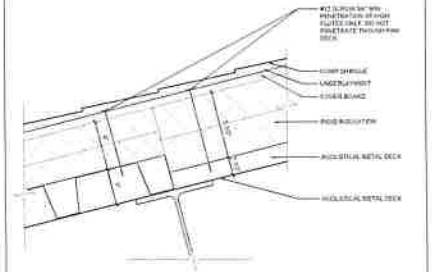


A - ANGLE AT GUTTER

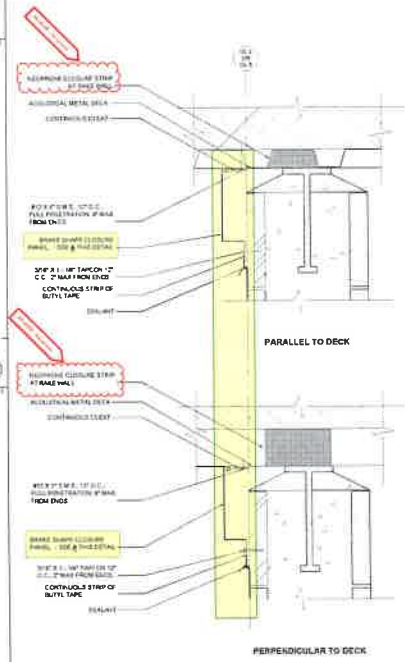
FASCIA AND GUTTER AT COMP ROOF (2)
SCALE 3" = 1'



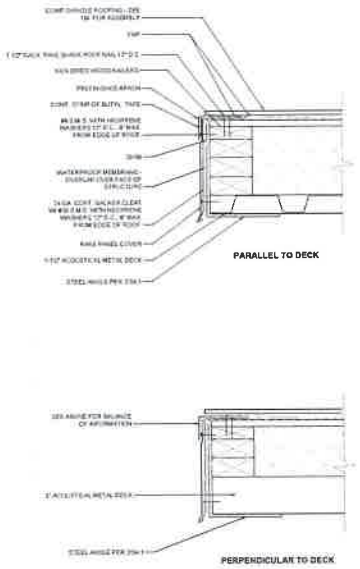
COMP SHINGLE ROOF RIDGE (15)
SCALE 3" = 1'-0"



COMP SHINGLE ROOFING ASSEMBLY (16)
SCALE 3" = 1'-0"



DECK TO EXTERIOR WALL AT COMP SHINGLE RAKE END (12)
SCALE 3" = 1'-0"



DECK TO EXTERIOR WALL AT COMP SHINGLE RAKE END (8)
SCALE 3" = 1'-0"

SEAL

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

ROOF DETAILS - SYSTEM 3

A4.3.5

Proposal for Brake Metal Closure

Commercial Waterproofers, Inc.

CHANGE ORDER REQUEST: One

Date:	1/23/2020	Contract #:	
Project:	Williams ES - MP Building	CWI Project #:	
Contractor:	Clark Sullivan	Reference:	
Contact:	Po Thao	Days Added to Contract Time:	3

DESCRIPTION OF WORK: Supply and install 20gauge Brake metal closure at the shingle roof eave, rake, and soffit.

MATERIALS:

Quantity	UOM	Description	Unit Price	Adjusted Price
20	sheets	20ga flat stock bonderized	$41.00	$ 820.00
4	sheets	20 gauge flat stock	$32.00	$ 128.00
1	bos	fasteners	$55.00	$ 55.00
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
		MATERIAL SUBTOTAL:		$ 1,003.00
		P&OH:		15%
		MATERIAL TOTAL:		$1,153.00

LABOR:

Classification	Rate/Hr	Hours	Cost
Foreman	$97.38	16	$ 1,558.08
Journeyman	$89.97	32	$ 2,879.04
Apprentice	$87.05	32	$ 2,785.60
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
		LABOR SUBTOTAL:	$ 7,222.72
		P&OH:	15%
		LABOR TOTAL:	$ 8,497.32

EQUIPMENT:

Description	Rate	Used	Cost
		EQUIPMENT SUBTOTAL:	$ -
		P&OH:	10%
		EQUIPMENT TOTAL:	$ -

SUBCONTRACTOR:

Description	Cost
SUBCONTRACTOR SUBTOTAL:	$ -
P&OH:	5%
SUBCONTRACTOR TOTAL:	$ -

MATERIAL:	$	**1,153.00**
LABOR:	$	**8,497.32**
EQUIPMENT:	$	**-**
SUBCONTRACTOR:	$	**-**
BOND:	$	**-**
CHANGE ORDER REQUEST TOTAL:	$	**9,650.32**

Proposal for Brake Metal Panels

Commercial Waterproofers, Inc.

CHANGE ORDER REQUEST: Two

Date:	3/11/2020	Contract #:	
Project:	Williams ES - MP Building	CWI Project #:	
Contractor:	Clark Sullivan	Reference:	
Contact:	Po Thao	Days Added to Contract Time:	

DESCRIPTION OF WORK: Supply and install 24gauge Kynar brake metal closure panels at the eaves of the shingle roof section.

MATERIALS:

Quantity	UOM	Description	Unit Price	Adjusted Price
40	sheets	24gauge Kynar flat stock	$48.00	$ 1,920.00
1	box	fasteners	$55.00	$ 55.00
	rolls	SA HT membrane	$130.00	$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
		MATERIAL SUBTOTAL:		$ 1,975.00
		P&OH:		10%
		MATERIAL TOTAL:		$2,172.50

LABOR:

Classification	Rate/Hr	Hours	Cost
Foreman	$97.38	20	$ 1,947.60
Journeyman	$89.97	32	$ 2,879.04
Apprentice	$87.05	32	$ 2,785.60
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
	LABOR SUBTOTAL:		$ 7,612.24
	P&OH:		10%
	LABOR TOTAL:		$8,373.46

EQUIPMENT:

Description	Rate	Used	Cost
	EQUIPMENT SUBTOTAL:		$ -
	P&OH:		10%
	EQUIPMENT TOTAL:		$ -

SUBCONTRACTOR:

Description	Cost
SUBCONTRACTOR SUBTOTAL:	$ -
P&OH:	5%
SUBCONTRACTOR TOTAL:	$ -

MATERIAL:	**$ 2,172.50**
LABOR:	**$ 8,373.46**
EQUIPMENT:	**$ -**
SUBCONTRACTOR:	**$ -**
BOND:	**$ -**
CHANGE ORDER REQUEST TOTAL:	**$ 10,545.96**

CLARK/SULLIVAN
construction

March 25, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, CA 95987

RE: Potential Change Order # 306-99
Williams MP Building- #1840
Request to Use: Construction Contingency
Number of Requested Days: 0

Dear. Dr. Lampkin,

We have finalized the required quotations for PCO Number **306-99** for the following extra work: **Add 22GA galvanized flat plate to the bottom of exposed acustadeck at high roof.**. We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amt
Add 22GA galvanized flat plate to the bottom of exposed acustadeck at high roof.	JD2, Inc.	$2,700.00
Mark-Up (5%)		$135.00
Construction Contingency		**$2,835.00**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

Michael Flores 3-25-20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin Ed. D. April 13, 20202
Williams USD Superintendent
Authorized Representative Date

JK ARCHITECTURE ENGINEERING

03-26-2020
Authorized Representative Date

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	PCO No.	306-99
Project Address:	1404 E Street	Reference RFI No.	
	Williams, CA	Job No.	1840
Contractor Name:	Clark/Sullivan	DSA File No.	
Contractor Address:	2150 Opportunity #150	DSA Application No.	
	Roseville, CA 95678	Date:	03/25/20
Subject:	Add 22 GA galvanized flat plate to the bottom of exposed acustadeck at high roof. Drawings did not show clearly.		

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
SUB WORK:											
JD2 - Add 22GA galvanized flat plate to the bottom of exposed acustadeck at high	0	$0.00	$0.00	0		$2,700.00	$2,700.00	0	0	$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$2,700.00				$0.00
SUBTOTAL BEFORE MARK-UP											$2,700.00
SUBTOTAL											$2,700.00
DELETED WORK:											
Contractor:	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											$0.00

NET SUBTOTALS		$2,700.00
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$135.00
COST TOTAL		$2,835.00

☑ Check here if additional pages attached

CLARK/SULLIVAN
construction

March 25, 2020

RE: PCO 306-99 Add 22GA galvanized flat plate to the bottom of exposed acustadeck at high roof

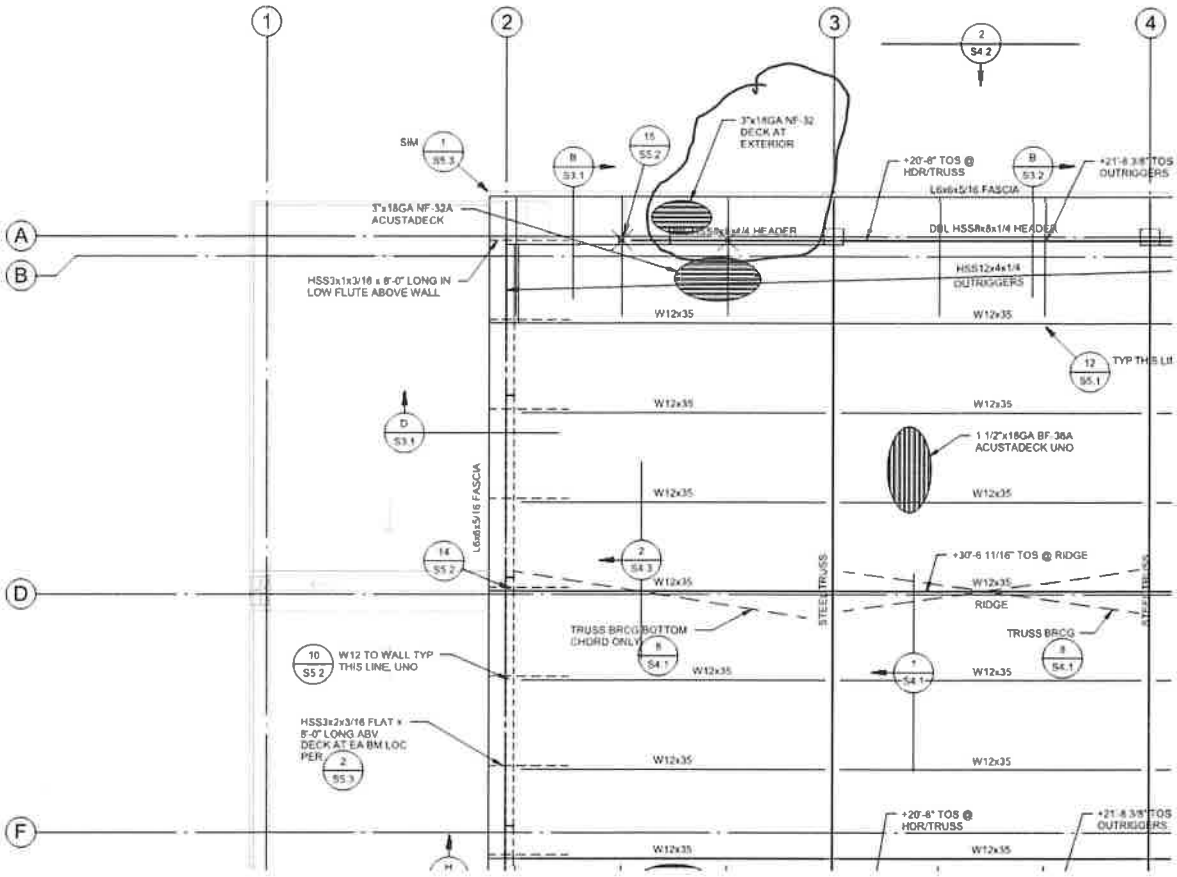
Request for Construction Contingency Usage

We are requesting to use the Construction Contingency to fund added 22GA galvanized flat plate to the bottom of exposed acustadeck at high roof. The DSA approved drawings and details did not show clearly on the areas that are required and/or change to acustadeck at high roof. Please see attached JD2 justification and quote for the added 22ga galvanize flat plate.

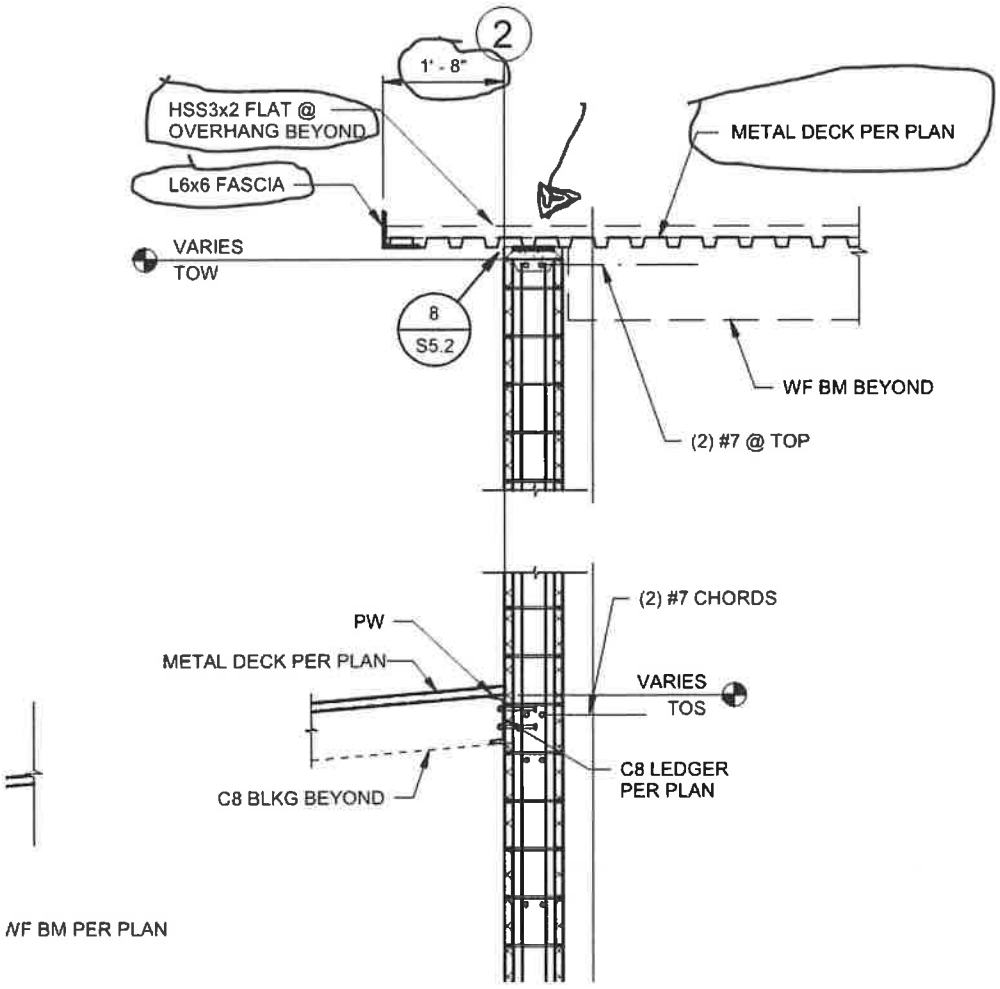
We appreciate your review and consideration of this request. Please let me know if you have any questions or need any further information.

Thank you,

Michael Flores



From the contract drawings, the note calls out for 3"x18GA NF-32 Deck at Exterior. (circle above) This points to deck that is running east → west along the plans. There is no callout that shows the deck running north→ south at the exterior conditions needs to be pan deck as well. Along with no callout, we would not know if it ran east/west of north and south as the orientation on the high roof switches.

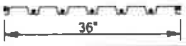
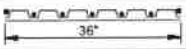
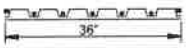
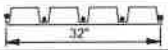
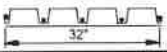


Secondly, the detail above does not show any change in deck profile and there is not a pan that acoustical and cell deck would have. It is a reasonable assumption to assume the deck is of the same profile.

Even if the deck were to switch from acusta-deck to pan deck at the CMU wall, there would only be one support point for the small pan deck sheet (the CMU wall itself) so the entire sheet would be trying to fall off the exterior of the building. Deck sheets are 3' wide so even if we made a cut to accommodate an entire 3' sheet of pan deck, we'd be cutting back into the open gymnasium area (therefore no longer providing acusta-deckat the interior of the building resulting in sound reverberation) and more than half of the sheet is still trying to fall to the exterior of the building as 56% [minimum] of the sheets weight is on the exterior of the building with only a single bearing point.

The WF beams for the roof (W12x35) stop at the CMU wall so there is no additional support for the deck sheet, only the HSS3x2 outriggers exist above and those carry the heavy 6x6 fascia angle per the above detail.

A S5.2 METAL DECK SCHEDULE

DECK TYPE	DEPTH & GAUGE	DECK PROFILE WITH CONNECTION PATTERN	AT PERPENDICULAR SUPPORT (PER SHEET)	AT PARALLEL SUPPORT	SIDE LAPS	MAXIMUM DECK SPAN	ALLOW DIAPH SHEAR (80% CATALOG VALUE)
B-36 ROOF DECK	1 1/2"x18GA		(7) PW	PW @ 12" cc	TSW @ 24"cc	8'-6"	628 LB/FT
BF-36 ROOF DECK	1 1/2"x18GA/18 GA		(7) PW	PW @ 12" cc	TSW @ 24"cc	8'-6"	962 LB/FT
BF-36A ACUSTICAL ROOF DECK	1 1/2"x18GA/18 GA		(7) PW	PW @ 12" cc	TSW @ 24"cc	9'-0"	962 LB/FT
NF-32 ROOF DECK	3"x18GA/18 GA		(5) PW	PW @ 12" cc	TSW @ 24"cc	11'-0"	674 LB/FT
NF-32A ACUSTICAL ROOF DECK	3"x18GA/18 GA		(5) PW	PW @ 12" cc	TSW @ 24"cc	11'-0"	674 LB/FT

NOTES:

1. • PW = 15/16" VISIBLE DIAMETER (1/2" EFFECTIVE DIAMETER) PUDDLE (ARC SPOT) WELD

   BP= BUTTON PUNCH
   TSW = 1 1/2" MIN TOP SEAM WELD
   VSC2 = VERCO SIDELAP CONNECTION 2
   DG = ASC DELTAGRIP PUNCH

2. METAL DECK SHALL BE VERCO (IAPMO UES REPORT NO. 0217), ASC (IAPMO UES REPORT NO. 0161 & 0329), OR APPROVED EQUAL, OF TYPE AND GAUGE SHOWN ON PLANS AND WELDED AS SHOWN ABOVE
3. AT COMPOSITE FLOOR DECKS, 3/4"ø WHS MAY SUBSTITUTE FOR 3/4"ø PUDDLE WELDS.
4. FOR METAL DECK WELDING AT STRUCT STEEL SUPPORTS, SEE 1/S5.2
5. ALL METAL DECK SHALL HAVE TWO SPANS MINIMUM.
6. PROVIDE SHORING AS REQUIRED AT ALL DECKS PER MFR RECOMMENDATIONS.

Lastly, all metal deck is supposed to have two spans minimum per the metal deck notes. Providing a cell deck sheet at this location doesn't provide a double span nor a single span, it only has one bearing point.

There is no way to reasonably assume there should be a pan deck sheet in lieu of a acusta-deck at the exterior locations running north→south.

Project Name: Williams MP Bldg
Project Number: 19014
Project Address: 1404 E Street
Williams, CA 95897

Subcontract Change Order Request

Attention:	Michael Flores Clark/Sullivan Construction 2024 Opportunity Drive., #150 Roseville, CA 95678
Email:	mflores@clarksullivan.com
Phone:	916.338.7707
Fax:	888.510.3055

Change Order #:	**7**
Date	**3/13/2020**

From:	Bill Gilfillan JD2, Incorporated 450 Nevada Street Auburn, CA 95603
Phone:	(530) 889-2979
Fax:	(530) 889-5671

The Subcontract is changed as follows:

Description of Work Performed Pursuant to Subcontract Change Order
Add 22GA galv. flat plate to the bottom of exposed acustadeck at high roof.

Change Order Request Price	Additional Time to Contract
$2,700	**1 day**

This Subcontract Change Order is issued pursuant to the terms of Original Subcontract Agreement which is not modified in any respect except herein provided. If the changes in the Work and the amounts shown above are in accordance to your records (our proposal), including any modifications thereto as mututally agreed upon, please sign the acceptance below and return to:

JD2, Incorporated
Attn: Bill Gilfillan
450 Nevada Street
Auburn, CA 95603

Contractor: _____
Signature: _____
Name & Title: _____
Date: _____

Project Name: Williams MP Bldg
Project Number: 19014
Project Address: 1404 E Street
Williams, CA 95897

1. Labor

Description	Hours Deck	Joist	Steel	Misc.	OCIP? ==> Rate	Amount
Straight Time						
Apprentice					$ 101.78	$ -
Journeyman	7.0				$ 108.28	$ 757.96
Foreman	7.0				$ 114.15	$ 799.05
General Foreman					$ 120.23	$ -
Overtime Prem.						
Apprentice					$ 23.09	$ -
Journeyman					$ 24.31	$ -
Foreman					$ 26.74	$ -
General Foreman					$ 29.41	$ -
Overtime						
Apprentice					$ 124.87	$ -
Journeyman					$ 132.58	$ -
Foreman					$ 140.88	$ -
General Foreman					$ 149.64	$ -
Double-Time Prem.						
Apprentice					$ 46.18	$ -
Journeyman					$ 48.61	$ -
Foreman					$ 53.47	$ -
General Foreman					$ 58.82	$ -
Double-Time						
Apprentice					$ 147.96	$ -
Journeyman					$ 156.89	$ -
Foreman					$ 167.62	$ -
General Foreman					$ 179.05	$ -
Labor Subtotal	14.0	0.0	0.0	0.0		$ 1,557.01
Subsistence						$ -
Consumables					6.50%	$ 101.21
Mark-Up					10%	$ 165.82
Labor Total	**14.0**					**$ 1,824.04**

2. Detailing

Description	Hours	Rate	Amount
Structural/Misc.		$ 70.00	$ -
Steel Joist		$ 70.00	$ -
Metal Deck		$ 70.00	$ -
Engineering		$ 315.00	$ -
Detailing Subtotal			$ -
Mark-Up		15%	$ -
Detailing Total	**0.0**		**$ -**

3. Material

Structural Steel/Misc. Metal		
Material		
Sales Tax	7.25%	$ -
Total		$ -

Steel Joist		
Material		
Sales Tax	7.25%	$ -
Total		$ -

Metal Deck		
Material		$ 698
Sales Tax	7.25%	$ 51
Total		$ 749

Freight		$ -
Material Subtotal		$ 748.61
Mark-Up	10%	$ 74.86
Material Total		**$ 823.47**

4. Equipment/Other

Welder	$ -
Lifts (Reach/Fork/Boom/etc)	$ -
Crane	$ -
Foreman Truck	
Equipment Subtotal	$ -
Mark-Up 15%	$ -
Equipment Total	**$ -**

Summary

1. Field Labor		$ 1,824.04
2. Detailing		$ -
3. Material		$ 823.47
4. Equipment/Other		$ -
5. Bond Cost (Rate ==>)	0.00%	$ -
6. Insurance		$ 52.95
Total COR		**$ 2,700.45**

CLARK/SULLIVAN
construction

March 26, 2020

Dr. Edgar Lampkin
Williams Unified School District
499 Marguerite Street, Suite C
Williams, CA 95987

RE: Potential Change Order # 308-99
Williams MP Building- #1840
Request to Use: Construction Contingency
Number of Requested Days: 0

Dear. Dr. Lampkin,

We have finalized the required quotations for PCO Number **308-99** for the following extra work: **Supply and install Type K fire extinguisher and cabinet at Kitchen/Prep area**. We have reviewed the scopes of work and have verified that all extra items are in compliance with our contract agreement. The following is a detailed itemization of all costs:

Description	Contractor	Proposed Amt
Supply and install Type K fire extinguisher and cabinet at Kitchen/Prep area.	American Sheet Metal Partition	$641.23
Mark-Up (5%)		$32.06
Construction Contingency		**$673.29**

Per the terms and conditions of our agreement, please approve this contingency usage by signing below and returning to Clark & Sullivan Construction. If we do not receive this written authorization to proceed within 5 days, there may be cost and schedule impacts.

Respectfully,

CLARK/SULLIVAN CONSTRUCTION

Michael Flores 3-27-20
Authorized Representative Date

WILLIAMS UNIFIED SCHOOL DISTRICT

Edgar Lampkin Ed. D.
Williams USD Superintendent April 13, 2020
Authorized Representative Date

JK ARCHITECTURE ENGINEERING

03-27-2020
Authorized Representative

CLARK/SULLIVAN
construction

March 26, 2020

RE: PCO 308-99 Type K Fire Extinguisher and Cabinet at the Kitchen Area
Request for Construction Contingency Usage

We are requesting to use the Construction Contingency to fund buyout miss for type K fire extinguisher and cabinet at the Kitchen/Prep area. This fire extinguisher and cabinet were not included in our subcontractor bids/contracts because when we bid the project, it was based on the Non-DSA approved drawings. After we got DSA approval, we went back to our subs to verify if there were any changes and asked them to price them accordingly. Unfortunately, we did not go back to our Fire Ext. bidders to have them verify their numbers. Please see quote attached from our subcontractor for reference. As a result, this added FE location was not included in our GMP proposal.

We have reached out to our fire extinguishers/cabinets and equipment subcontractor, American Sheet Metal Partition, to provide us pricing to furnish and install the fire extinguisher type K and cabinet. I have included a copy of the quote as back up for this request.

We appreciate your review and consideration of this request. Please let me know if you have any questions or need any further information.

Thank you,

Michael Flores

Form F

PROPOSED CHANGE ORDER ESTIMATE

Williams Unified School District

Project Name:	Williams MP Building	**PCO No.**	308-99
Project Address:	1404 E Street	**Reference RFI No.**	
	Williams, CA	**Job No.**	1840
Contractor Name:	Clark/Sullivan	**DSA File No.**	
Contractor Address:	2150 Opportunity #150	**DSA Application No.**	
	Roseville, CA 95678	**Date:**	03/26/20

Subject: Type K Fire Extinguisher and Cabinet at the Kitchen/Prep Area. This was not included in the GMP proposal.

ITEM DESCRIPTION	LABOR			MATERIAL				EQUIPMENT			
	HRS	RATE	$ EXT	QTY	UNIT	U/P	$ EXT	QTY	UNIT	U/P	$ EXT
CONTRACTOR WORK:											
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
SUB WORK:											
American Sheet Metal Partition - Type K Fire Extinguisher and Cabinet at the Kitchen/Prep Area	0	$0.00	$0.00	0		$641.23	$641.23	0	0	$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$641.23				$0.00
SUBTOTAL BEFORE MARK-UP											**$641.23**
SUBTOTAL											**$641.23**
DELETED WORK:											
Contractor:	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
	0	$0.00	$0.00	0		$0.00	$0.00	0		$0.00	$0.00
TOTAL			$0.00				$0.00				$0.00
SUBTOTAL BEFORE MARK-UP											**$0.00**

NET SUBTOTALS		$641.23
ADD MARK-UP (NET>0)	5% of the actual direct costs for OH&P	$32.06
COST TOTAL		**$673.29**

☑ **Check here if additional pages attached**

American Sheet Metal Partition Co., Inc.

5027 Roberts Ave. - McClellan, CA 95652 -- Phone - 916-564-6691 / Fax - 916-564-2040

Date: 2-Mar
To: Clark/Sullivan Construction
Attn: Po
Email: michael@clarksullivan.com
Project: Williams ES Multipurpose Building - C/S J
From: MILES FORWARD
Phone: 916-564-6691

Change Order

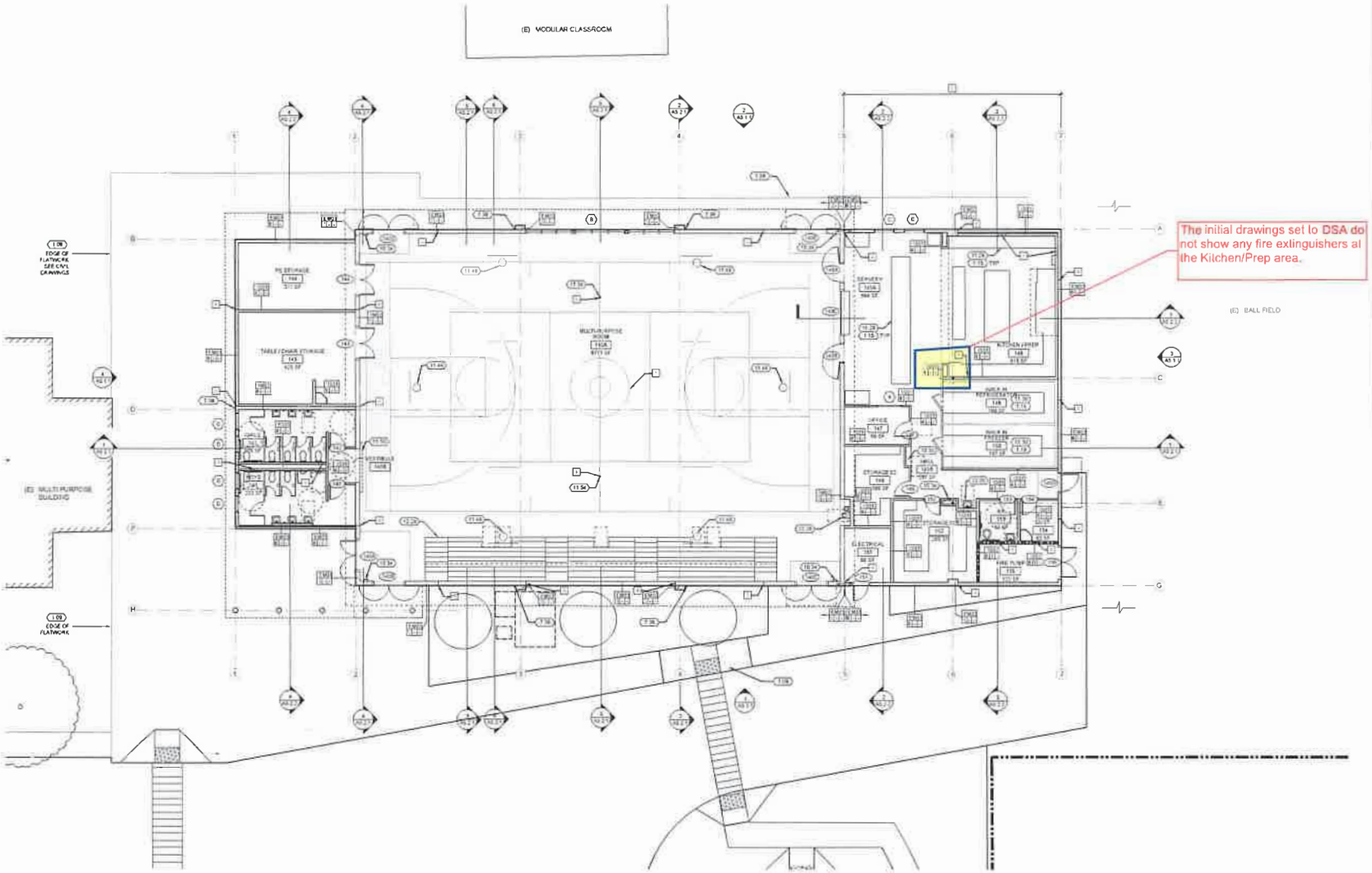
Accepted By: _____
Signature: _____
Date Signed: _____

Description	Model Number	QTY	Labor Each	Extended	Material Each	Extended
ADD 2AK EXTINGUISHER	SATURN 25	1	$29.12	$29.12	$270.83	$270.83
ADD 2AK FIRE EXTIUNGUISHER CABINET	2012W717	1	$29.12	$29.12	$217.16	$217.16
ADDED FREIGHT		1		$0.00	$95.00	$95.00
				$0.00		$0.00
				$0.00		$0.00
				$0.00		$0.00
				$0.00		$0.00
				$0.00		$0.00
				$0.00		$0.00

Description of Service Rendered and Estimated Cost	HRS	BURDEN	Extended
			$0
			$0
			$0

Original Contract Amount	$0.00
Previous Changes	$0.00
This Change	$641.23
Amount Including Change	$641.23

TOTAL LABOR $58.24 TOTAL MATERIAL $582.99



1 ANNOTATION FLOOR PLAN
SCALE: 1/8" = 1'-0"

NORTH

JK ARCHITECTURE ENGINEERING
195 W. RIVER ROAD
P.O. BOX 7499
TAHOE CITY, CA 96145
(530) 583-9227
11661 BLOCKER DRIVE
SUITE 220
AUBURN, CA 95603
(530) 888-2888
WWW.JKAEDESIGN.COM

KEYNOTES

1.09	SEE CIVIL DRAWINGS
1.15	SEE KITCHEN EQUIPMENT DRAWINGS
7.38	PIPE DOWN SPOUT
10.30	METAL LOCKERS
10.54	FIRE EXTINGUISHER FE
11.28	COMMERCIAL KITCHEN EQUIPMENT
11.30	MANUFACTURED REFRIGERATED COLD ROOM
11.48	MOTORIZED BASKETBALL GOAL
11.50	SCOREBOARD
11.54	VOLLEYBALL POLE SOCKETS
12.29	TELESCOPING BLEACHERS
22.05	SINK
22.28	DRINKING FOUNTAINS AND WATER COOLERS

SHEET NOTES

1. FOR STRIPING PLAN SEE SHEET A8.1.3
2. SEE RCP FOR ADDITIONAL INFORMATION
3. CONTROL JOINT - SEE S4.2
4. EXPANSION JOINT - SEE S4.2
5. WALL ACCESS PANEL - SEE DETAIL 9/A8.4.3 SIM. COORDINATE WITH PLUMBING AND FOOD SERVICE DRAWINGS
6. FOR VOLLEYBALL SLEEVE DETAIL SEE 12/A8.4.3

GENERAL NOTES

1. 48" CORNER GUARDS AT CORNERS WHERE INDICATED ON INTERIOR ELEVATIONS
2. FOR FIRE EXTINGUISHER CABINETS SEE DETAIL 4/A8.4.3
3. FOR BASKETBALL HOOP DETAILS SEE SHEET A8.4.4
4. VESTIBULE 1408 IS TO HAVE IMPACT RESISTANT GYPSUM BOARD

LEGEND

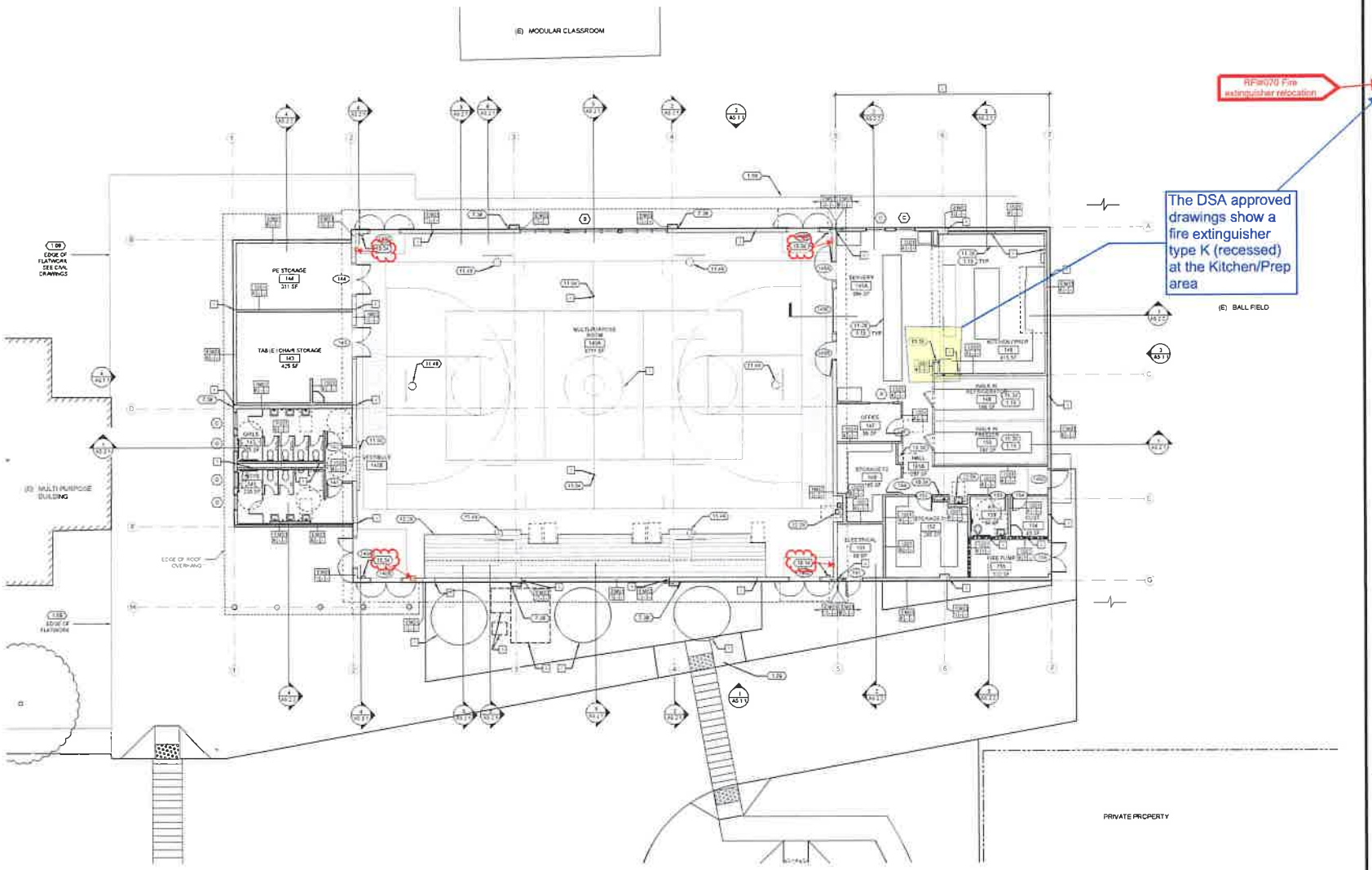
FIRE RATED WALL ASSEMBLY

SEAL

WILLIAMS UNIFIED SCHOOL DISTRICT
WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

FLOOR PLAN - ANNOTATION

A2.1.1



1 ANNOTATION FLOOR PLAN
SCALE: 1/8" = 1'-0"

JK ARCHITECTURE ENGINEERING
165 W RIVER ROAD
P.O. BOX 1409
TAHOE CITY, CA 96145
(530) 583-1022
11661 BLOCKER DRIVE
SUITE 210
AUBURN, CA 95603
(530) 885-0988
WWW.JKAEDESIGN.COM

KEYNOTES

1.09	SEE CIVIL DRAWINGS
1.15	SEE KITCHEN EQUIPMENT DRAWINGS
7.38	FIRE DOWN SPOUT
10.30	METAL LOCKERS
10.34	FIRE EXTINGUISHER TYP.
10.35	FIRE EXTINGUISHER TYP. - SURFACE
11.28	COMMERCIAL KITCHEN EQUIPMENT
11.30	MANUFACTURED REFRIGERATED COLD ROOM
11.49	MOTORIZED BASKETBALL GOAL
11.50	SCOREBOARD
11.54	VOLLEYBALL POLE INSERTS
12.28	TELESCOPING BLEACHERS
22.05	SINK
22.29	DRINKING FOUNTAINS AND WATER COOLERS

S-4.x
Nov 16, volume per s.bc 806.4.1
JKA, dated 2.20.20

SHEET NOTES

1	FOR STRIPING PLAN SEE SHEET A2.1.2
2	SEE PE 1 FOR ADDITIONAL INFORMATION
5	CONTROL JOINT - SEE S4.2
6	EXPANSION JOINT - SEE S4.2
9	WALL ACCESS PANEL - SEE DETAIL B/A6.4.3 S/W COORDINATE WITH PLUMBING AND FOOD SERVICE DRAWINGS
8	FOR VOLLEYBALL SLEEVE DETAIL SEE 7.2/A6.4.3
9	TILES - SEE LANDSCAPE DRAWINGS
10	REQUIRED CLEARANCE ZONES AROUND EXTERIOR UTILITIES - SEE CIVIL SHEET C4.1

GENERAL NOTES

1	48" CORNER GUARDS AT CORNERS WHERE INDICATED ON INTERIOR ELEVATIONS
2	FOR FIRE EXTINGUISHER CABINETS SEE DETAIL A/A6.4.3
3	FOR BASKETBALL HOOP DETAILS SEE SHEET A6.4.3
5	VESTIBULE 140B IS TO HAVE IMPACT RESISTANT GYPSUM BOARD

WALL TYPE LEGEND

WALL TYPE DESIGNATION
ACOUSTICAL WALL
FIRE RATED WALL
NOMINAL STRUCTURE SIZE
FOR WALL TYPE DETAILS SEE SHEET

FRAMING DEPTH SCHEDULE

TAG NUMBER DESIGNATION	MTL STUD DEPTH	MTL C-H STUD DEPTH	MASONRY UNIT DEPTH
	NO FRAMING		
0	7/8" FURRING CHANNEL		N/A
1	1 5/8"	N/A	N/A
2	2 1/2"	2 1/2"	N/A
3	3 5/8"	N/A	N/A
4	4"	4"	4" (4")
6	6"	6"	6" (6")
8	8"	8"	8" (8")
10	10"	N/A	8" (8")

LEGEND

1 HOUR RATED FIRE BARRIER

SEAL

IDENTIFICATION STAMP
DSA DISTRICT OFFICE AND ARCHITECT
APP. 02-117121 INC. 0
PROVIDED FOR
DSA ☐ PCA ☐ ACA ☐
DATE 02/07/2019

WILLIAMS UNIFIED SCHOOL DISTRICT

WILLIAMS ELEMENTARY SCHOOL
MULTI - PURPOSE BUILDING

FLOOR PLAN - ANNOTATION

A2.1.1

ESTIMATOR

MILES FORWARD
milesf@asmp-div10.com

American Sheet Metal Partition Co Inc

*License # 277769 ** ESBD Certificate# AMS5050000A ** State of California Small Business Certification # 0024916 ** DIR Reg# 1000008490*

WILLIAMS MULTIPURPOSE BLDG
WILLIAMS, CA

Division	Description	Bid Total
10 21 13	Partitions	$11,076
10 28 00	Accessories	$7,348
10 11 00		
10 44 00	Fire Protection Specialties	$2,168
10 51 00	Lockers	$3,217
10 75 00		

Bid Package Total **$23,808**

INCLUSIONS /EXCLUSIONS

**** See Individual Bids for Exceptions ****

5027 Roberts Ave. - McClellan, CA 95652
(916) 564-6691 PH -- (916) 564-2040 FAX

10 21 13 Toilet Partition Quote

Adenda 1 Reviewed

Sheet Metal Partition Co., Inc.

Attention:	BEN with CLARK AND SULLIVAN
Date:	Wednesday, February 06, 2019
Job:	WILLIAMS MULTIPURPOSE BLDG
Location:	WILLIAMS
Estimator:	MILES FORWARD
	milesf@asmp-div10.com

*License # 277769 ** ESBD Certificate# AMS5050000A ** State of California Small Business Certification # 0024916 ** DIR Reg# 1000008490*

Please Note If we are shipping direct to you, you need to **COUNT & INSPECT** all cartons for damage, tears, dents, scratches and missing pieces & mark any issues on the freight bill. American will do everything possible to make any claims as smooth as possible. All partitions are custom products and are non-returnable once fabricated.

8	Stalls
1	Urinal Screen

Manufacturer	
	Bobrick
	Accurate
	Alan Lewis
	Columbia
X	Comtec/Santana
	Hadrian

Style & Design	
X	Floor Mounted Headrail Braced
	Floor Braced
	Floor to Ceiling Mount
	Ceiling Hung

Urinal Screens	
X	Wall Hung
	Floor to Ceiling Post

Type of Material	
	Powder Coated Steel
	Stainless Steel
	Plastic Laminate
	Solid Phenolic
X	Solid Plastic
	SCRC

** Bid as per plans and specifications**

**In areas where they conflict specifications were used **

Color:	DESERT BEIGE NFPA 286

Lead Time	3-4 Weeks
Terms	50% Down, 50% Upon Completion
Quote Expires	After 60 Days

Payment(s) of cash or check(s) received within 10 days of invoice date (Net 10 Terms), will be eligible for a 2% discount *(exclusions apply)*

	Supply & Install	Supply Only
Material	X	X
Sales Tax	X	X
Delivery	X	N/A
Installation	X	N/A
Demo	N/A	N/A
	X=Included	N/A=Not Applicable

Signature below will constitute a purchase order for the items quoted, Please fill out the information below and return to process order

Signature:_____ Date: _____

Customer Name: _____

Companies Name: _____

Address: _____

Supply & Install **$11,076**

Acceptance of order is subject to credit approval **PRICE GOOD ONLY WITH OUR STANDARD INSURANCE.** If this quote results in the order, all payments terms and exclusions are to be included in the contract. Price is good for quantities and item listed above only. Any changes will result in a price correction. All clerical errors and missed items are subject to correction. All prices and agreements are contingent upon strikes, accident other causes unavoidable or beyond our control. Goods proven to be defective will be replaced, but no claims for damages incurred for work done thereon will be allowed. In the case there is a dispute or legal action is required the court venue will be set in Sacramento County

5027 Roberts Ave. - McClellan, CA 95652
(916) 564-6691ph - (916) 564-2040f

10 28 00 Toilet Accessory Quote

Adenda 1 Reviewed

Attention: BEN with CLARK AND SULLIVAN
Date: Wednesday, February 06, 2019
Job: WILLIAMS MULTIPURPOSE BLDG
Location: WILLIAMS,
Estimator: MILES FORWARD

milesf@asmp-div10.com

Sheet Metal Partition Co., Inc.

License # 277769 " ESBD Certificate# AMS5050000A " State of California Small Business Certification # 0024916 " DIR Reg# 1000008490

"Please Note" If we are shipping direct to you, you need to COUNT & INSPECT all cartons for damage, tears, dents, scratches and missing pieces & mark any issues on the freight bill. American will do everything possible to make any claims as smooth as possible. Custom products and are non- returnable once fabricated.

QTY	Manufacturer	Model #	Description
5	BOBRICK	2111	Soap Dispenser, Vertical Tank Type, 40-fl. oz.
9	BOBRICK	221	Toilet Seat Cover Dispenser, Stainless Steel
1	BOBRICK	223x36	Mop Holder, Stainless Steel, 4 Holders - 36" Length
6	BOBRICK	254	Sanitary Napkin Disposal, 1.2-Gal.
9	BOBRICK	2840	Stainless Steel Shelf/Double Roll Toilet Tissue Dispenser
7	BOBRICK	293 2436	Fixed-Tilt Mirror, Stainless Steel Frame - 24" Wide x 36" High
2	BOBRICK	296x18	Stainless Steel Shelf - 6" Wide x 18" Long
5	BOBRICK	29744	Auto Universal Roll Towel Dispenser
3	BOBRICK	6806x42	1-1/2" Grab Bar x 42"L
3	BOBRICK	6806x48	1-1/2" Grab Bar x 48"L

Lead Time	**2-3 Weeks**
Terms	**50% Down, 50% Upon Completion**
Quote Expires	**After 60 Days**

"Payment(s) of cash or check(s) received within 10 days of invoice date (Net 10 Terms), will be eligible for a 2% discount *(exclusions apply)*"

Signature below will constitute a purchase order for the items quoted, Please fill out the information below and return to process order

Signature:_____ Date: _____
Customer Name: _____
Companies Name: _____
Address: _____

	Supply& Install	Supply Only
Material	X	X
Sales Tax	X	X
Delivery	X	N/A
Installation	X	N/A
Demo	N/A	N/A
	X=included	N/A=Not Applicable

Supply & Install **$7,348**

Acceptance of order is subject to credit approval **PRICE GOOD ONLY WITH OUR STANDARD INSURANCE.** If this quote results in the order, all payments terms and exclusions are to be included in the contract. Price is good for quantities and item listed above only. Any changes will result in a price correction. All clerical errors and missed items are subject to correction. All prices and agreements are contingent upon strikes, accident other causes unavoidable or beyond our control. Goods proven to be defective will be replaced, but no claims for damages incurred for work done thereon will be allowed. In the case there is a dispute or legal action is required the court venue will be set in Sacramento County

5027 Roberts Ave. - McClellan, CA 95652
(916) 564-6691phone -- (916) 564-2040f

10 44 00 Fire Protection Specialties

Adenda 1 Reviewed

Attention: BEN with CLARK AND SULLIVAN
Date: Wednesday, February 06, 2019
Job: WILLIAMS MULTIPURPOSE BLDG
Location: WILLIAMS,
Estimator: MILES FORWARD
milesf@asmp-div10.com

Sheet Metal Partition Co., Inc.

*License # 277769 ** ESBD Certificate# AMS5050000A ** State of California Small Business Certification # 0024916 ** DIR Reg# 1000008490*

Please Note If we are shipping direct to you, you need to COUNT & INSPECT all cartons for damage, tears, dents, scratches and missing pieces & mark on the freight bill. American will do everything possible to make any claims as smooth as possible. All Fire extinguishers and cabinets are not returnable

QTY	Manufacturer	Model #	Description
5	JL INDUSTRIES	COMIC10E	MULTIPURPOSE DRY CHEMICAL FIRE EXTINGUISHER 4A 80B/C RATING
5	JL INDUSTRIES	1016W17	AMBASSADOR SERIES CABINET BAKED ENAMEL WHITE VERT DUO DOOR, CYLNER LOCK, FUTRA HANDLE WITH LETTERING

Lead Time	3-4 Weeks
Terms	50% Down, 50% Upon Completion
Quote Expires	After 60 Days

Payment(s) of cash or check(s) received within 10 days of invoice date (Net 10 Terms), will be eligible for a 2% discount (exclusions apply)

Signature below will constitute a purchase order for the items quoted, Please fill out the information below and return to process order

Signature:_____ Date: _____
Customer Name: _____
Companies Name: _____
Address: _____

	Supply& Install	Supply Only
Material	X	X
Sales Tax	X	X
Delivery	X	N/A
Installation	X	N/A
Demo	N/A	N/A

X=Included N/A=Not Applicable

Supply & Install **$2,168**

Supply Only $1,809

Acceptance of order is subject to credit approval PRICE GOOD ONLY WITH OUR STANDARD INSURANCE. If this quote results in the order, all payments terms and exclusions are to be included in the contract. Price is good for quantities and item listed above only. Any changes will result in a price correction. All clerical errors and missed items are subject to correction. All prices and agreements are contingent upon strikes, accident other causes unavoidable or beyond our control. Goods proven to be defective will be replaced, but no claims for damages incurred for work done thereon will be allowed. In the case there is a dispute or legal action is required the court venue will be set in Sacramento County.

5027 Roberts Ave. - McClellan, CA 95652
(916) 564-6691phone -- (916) 564-2040f

10 51 00 Locker Quote

Adenda 1 Reviewed

Attention: BEN with CLARK AND SULLIVAN
Date: Wednesday, February 06, 2019
Job: WILLIAMS MULTIPURPOSE BLDG
Location: WILLIAMS,
Estimator: MILES FORWARD

Sheet Metal Partition Co., Inc.

milesf@asmp-div10.com

*License # 277769 ** ESBD Certificate# AMS5050000A ** State of California Small Business Certification # 0024916 ** DIR Reg # 1000008490*

Please Note If we are shipping direct to you, you need to **COUNT & INSPECT** all cartons for damage, tears, dents, scratches and missing pieces & mark on the freight bill. American will do everything possible to make any claims as smooth as possible. All lockers are custom products and are non- returnable.

LOCKERS

Qty	Frame Type	Size	Shelf
	Single		
4	Double	12Wx12Dx72H	YES
	Triple		
	Quadruple		
	Quintuple		
	Sextuple		

Manufacturer: UNKNOWN

Material: BAKED ENAMEL

Style: ALL WELDED

Color:

Number Plates	YES
Locks	YES
Z-Base	NO
Slope Top	NO
Ends	YES
B to B	NO

BENCHES

Qty	Size	Pedestals	Description

NOTES/EXCEPTIONS

PENCO ALL WELDED LOCKERS HAVE BEEN BID. LOCKERS ARE TO RECESS INTO SOFIT. TRIM HAS BEEN INCLUDED, AND BUILT IN COMBINATION LOCKS.

Lead Time	4-6 Weeks
Terms	50% Down, 50% Upon Completion
Quote Expires	After 60 Days

Payment(s) of cash or check(s) received within 10 days of invoice date (Net 10 Terms), will be eligible for a 2% discount (exclusions apply)

	Supply& Install	Supply Only
Material	X	X
Sales Tax	X	X
Delivery	X	N/A
Installation	X	N/A
Demo	N/A	N/A

X=Included N/A=Not Applicable

Signature below will constitute a purchase order for the items quoted, Please fill out the information below and return to process order

Signature:_____ Date: _____
Customer Name: _____
Companies Name: _____
Address: _____

Supply & Install **$3,217**

Acceptance of order is subject to credit approval PRICE GOOD ONLY WITH OUR STANDARD INSURANCE. If this quote results in the order, all payments terms and exclusions are to be included in the contract. Price is good for quantities and item listed above only. Any changes will result in a price correction. All clerical errors and missed items are subject to correction. All prices and agreements are contingent upon strikes, accident other causes unavoidable or beyond our control. Goods proven to be defective will be replaced, but no claims for damages incurred for work done thereon will be allowed. In the case there is a dispute or legal action is required the court venue will be set in Sacramento County

5027 Roberts Ave. - McClellan, CA 95652
(916) 564-6691ph - (916) 564-2040f

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TeachingStrategies® for Early Childhood

ORDER

Order #: Q-106222
Date: 04-02-2020
Expiration Date: 04-29-2020

Teaching Strategies, LLC ("TS")
4500 East West Highway, Suite 300
Bethesda, MD, 20814, US
Phone: (301) 634-0818

Subscriber Name: WILLIAMS UNIFIED SCHOOL DIST **Subscriber Number:**	**Contact Name:** Edgar Lampkin **Contact Email:** elampkin@williams.k12.ca.us **Contact Title:** Superintendent

TEACHING STRATEGIES CONTACT	PHONE NUMBER & EXT	EMAIL
Kristy Williams		kristy.w@teachingstrategies.com

PRODUCT CODE	DESCRIPTION	QTY	UNIT PRICE	EXTENDED
30RRELEM	ReadyRosie Elementary Classroom Resources	14	$150.00	$2,100.00
30RROSIE	ReadyRosie Classroom Resources	8	$300.00	$2,400.00

SUBTOTAL	$4,500.00
TAX	$152.25
TOTAL	$4,652.25

Confirm the address listed below, and update any incorrect information. DS EL

BILL TO
Billing Client: WILLIAMS UNIFIED SCHOOL DIST
Billing Street: 260 11TH STREET
Billing City: WILLIAMS
Billing State: California
Billing Postal Code: 95987
Billing Country: United States

Select a payment method, and follow the payment instructions.

Payment Type: Purchase Order

Orders will not be processed until a payment method is confirmed. Acceptable payment methods include:

1. Receipt of a valid purchase order;
2. Completed credit card transaction;
3. Receipt of wire transfer; or
4. Receipt of check.

You will receive a follow-up email with instructions on how to submit your payment based on the payment type selected.

Subscription Services Products

This Order is entered into by and between Subscriber identified above and TS. This Order, together with the Subscription Services Terms and Conditions ('Agreement'), and those other documents incorporated by reference into the Agreement, constitute the entire agreement between Subscriber and TS ('Entire Agreement'). The Entire Agreement sets forth the terms pursuant to which TS will provide access to its subscription services ("Services"). Subscriber must sign and deliver a copy of this Order and an executed Agreement (when applicable) to receive access to the Services set forth in this Order.

The subscription period will begin on 04-06-2020 and expire on 04-05-2021 ("Term").

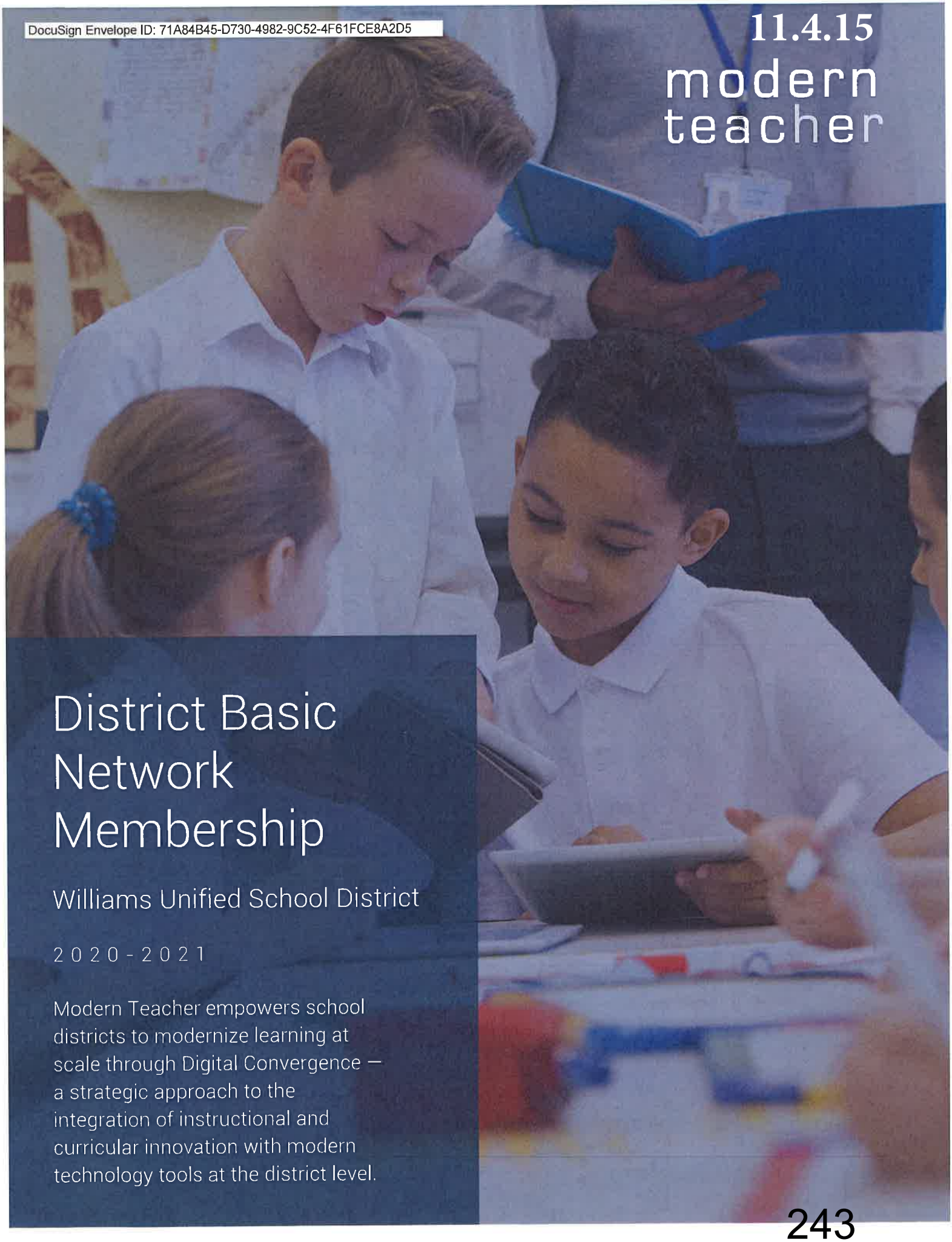
By executing this Order Form, the Subscriber hereby agrees to be bound by the provisions contained herein:

Subscriber Name	**Teaching Strategies, LLC**

By (Signature): DocuSigned by: Edgar Lampkin FC9081FBCBB3432...	By:
Name (Print): Edgar Lampkin	Name: Heather O'Shea
Title: Superintendent	Title: Chief Financial Officer
Address: 260 11TH STREET	Address: 4500 East West Highway, Suite 300
WILLIAMS, California 95987	Bethesda, MD 20814
Date: 4/3/2020	Date: 4/3/2020

DocuSign Envelope ID: 71A84B45-D730-4982-9C52-4F61FCE8A2D5

11.4.15
modern
teacher



District Basic Network Membership

Williams Unified School District

2020-2021

Modern Teacher empowers school districts to modernize learning at scale through Digital Convergence — a strategic approach to the integration of instructional and curricular innovation with modern technology tools at the district level.

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Subscription & Services

Users receive unlimited access licenses to modernteacher.com — a change-management platform designed to organize, facilitate, and support your Digital Convergence journey. The following outlines the opportunities available through modernteacher.com:

Advance Through the Framework

Within modernteacher.com, the Framework provides an overview of your district's progress as you complete the individual Success Indicators, or actionable steps, at the intersection of each Stage & Driver.

Manage & Chart Your Progress

Modernteacher.com provides all of the project management tools you need to modernize learning across your entire district. Goal Cycles distill your district's work into attainable segments with a target completion date, and team assignments create shared responsibility.

Your progress stats, key strategic milestones, and associated work products are archived in your district reports, which can be helpful when showcasing your Digital convergence journey to stakeholders, such your school board.

Build Teacher Proficiency in Modern Learning

Professional Learning at modernteacher.com is designed to incorporate your district's vision for modern learning into instructional practices at scale — with customizable and ready-to-use modules, coaching, and competency-based progress tracking.

Collaborate with the National Network

Access the National Network at modernteacher.com to connect, collaborate, and share resources with other districts advancing in Digital Convergence. District portfolios allow you to explore a district's progress and access their shared resources to inspire your work.



DocuSign Envelope ID: 71A84B45-D730-4982-9C52-4F61FCE8A2D5

Professional Learning

Incorporate modern learning into instructional practices at scale using the Professional Learning Framework at modernteacher.com — giving your district the tools and full flexibility to align your professional learning with your district's vision for modern learning.

Ready-to-Use Modern Teacher PL Modules

Modern Teacher's Professional Learning Framework is broken down into Modules, which cover a range of topics relevant to today's educators, blending a range of learning experiences, from online interactions and games to private self-assessments and in-person coaching sessions.

Custom PL Content Using the PL Builder

Modern Teacher's PL Builder allows your district to create your own link existing Professional Learning Modules, similar to those available in Modern Teacher's PL Modules. This flexibility allows concepts specific to your Instructional Model, Modern Curriculum, and Digital Ecosystem to be reflected in your Professional Learning.

Micro-Certifications

On each available Professional Learning Module, you can earn two Micro-Certifications. The Literacy Micro-Certification is meant to provide new information, helping you to acquire new knowledge and skills. The Fluency half of the module allows for opportunities to apply and receive coaching on the new knowledge and skills acquired in Literacy.

Coaching & Reflection Tools

Coaching serves a critical role in the work of Digital Convergence, as it provide the support system to ensure that teachers successfully become fluent in facilitating modern learning. Coaches complete a Instructional Coaching Module before teachers are assigned to them within the platform.

Tracking Progress Toward Proficiency at *Scale*

As teachers complete PL modules, their progress dynamically integrates with the Digital Convergence Framework within the platform, allowing leadership to easily see how you are tracking toward district-wide teacher proficiency in modern learning.



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The National Network

The National Network creates unparalleled relationships among the most transformative school districts across the country. Districts collaborate together online at modernteacher.com and in person each year at the National Conference on Digital Convergence. Below are a few stories of districts whose work in Digital Convergence is considered exemplary.

Rock Hill Schools, SC

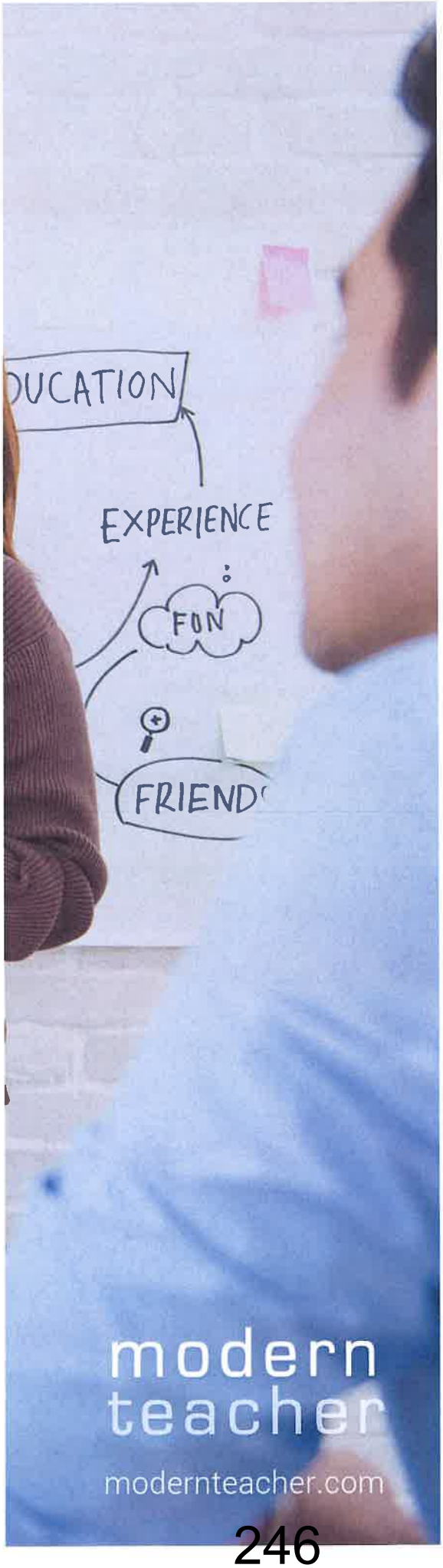
Through their work in Digital Convergence, Rock Hill has laid the groundwork for modern learning at scale by building culture and community through a shared vision with the development of their instructional model LEAP which exemplifies the significance of the "why" and the "how" are for learning with technology.

Hamilton Community Schools, MI

Hamilton Community Schools has been on the fast track to success since the second they started their Digital Convergence Journey in 2018. The district's leadership took a bold approach to achieving scale by engaging stakeholders in the future of learning early on to form a strong vision for modern learning. The Thrive Instructional Model supports students in building the academic, career, and social skills necessary for lifelong learning and success.

Elizabeth Forward School District, PA

Elizabeth Forward School District continued its Digital Convergence journey amid a successful transition in leadership where Dr. Todd Keruskin became Superintendent. In 2018, the district successfully launched professional learning cohorts in all schools in which all teachers have been actively engaged in the district's EF Ignite Program to instructionally transforming all learning environments to meet the intellectual needs of students in the Conceptual Age.



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Exhibit A:
Investment Summary

Through annual membership with Modern Teacher, access the Digital Convergence Framework at modernteacher.com alongside the tools & resources to support your progress.

Modern Teacher Subscription & Services

Network membership includes unlimited user access to modernteacher.com & Digital Convergence support as outlined in Exhibit B.

$5,000

Contract Start Date: 4/1/2020
Invoice Due Date: 4/1/2020

Exhibit B:
Project Plan

5 Virtual Custom Support Hours

To guide and support your progress, you will receive five hours of scheduled virtual meetings/conference calls.

District Information

Williams Unified School District
Dr. Edgar Lampkin, Superintendent
260 11th Street, Williams, CA 95987



DocuSign Envelope ID: 71A84B45-D730-4982-9C52-4F61FCE8A2D5

Modern Teacher Services & Subscription Agreement (Order Form)

This Services and Subscription Agreement (**"Agreement"**) is entered into and effective as of April 1, 2020 ("Effective Date ") by and between **Modern Teacher, LLC,** located at 4600 S. Ulster St., Suite 1450, Denver, CO 80237 (**"Company"**) and **Williams Unified School District** located at 260 11th Street, Williams, CA 95987 (**"Client"**).

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Products and Services Subscription
Client hereby agrees to purchase and subscribe to, and Modern Teacher hereby agrees to deliver and provide, the products and services outlined in the Modern Teacher Investment Summary attached hereto and incorporated herein as Exhibit A (collectively, the **"Services"**), for use by Client in the following school(s) and/or school districts during the Agreement Term. The total commitment for the duration of this agreement is $5,000.

The Services shall be provided by Modern Teacher and used by Client in accordance with Modern Teacher Standard Terms & Conditions set forth http://www.modernteacher.com/terms-private-mt2019 (the **"Terms and Conditions"**). The password to access the Terms and Conditions: mod3rnt3acher. Additional project details are set forth in Exhibit B attached hereto.

2. Agreement Term
The initial term of the Agreement shall be one (1) year commencing as of the Effective Date herein. Services will begin as referenced in Exhibit B under Contract Start Date. Thereafter, the term of this Agreement shall automatically renew for successive one (1) year terms unless one party provides written notice to the other party at least ninety (90) days in advance of the end of the then existing term that it does not wish to renew the term of this Agreement.

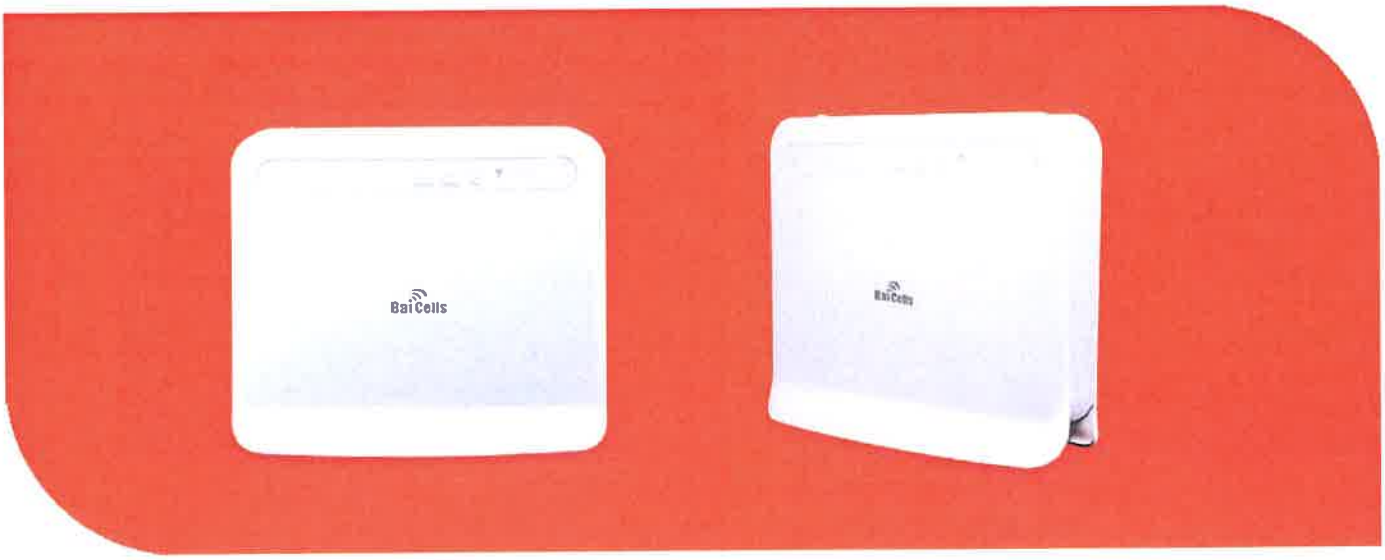
3. Fees and Consideration
Client shall pay the fees and consideration in the amounts specified in Investment Summary attached hereto. Charges due hereunder shall be payable net thirty (30) days from the invoice date. Modern Teacher's fees are exclusive of all local, state, federal and foreign taxes, levies, or duties of any nature (**"Taxes"**), if applicable, and Client is responsible for payment of all applicable Taxes, excluding only United States taxes based on Modern Teacher's income. If Modern Teacher has the legal obligation to pay or collect taxes for which Client is responsible pursuant to this Section 3, the appropriate amount shall be invoiced to and paid by Client unless Client provides Company with a valid tax exemption certificate authorized by the appropriate taxing authority.

Acknowledged and Agreed:

Client		Modern Teacher, LLC	
By:	Edgar Lampkin	By:	DocuSigned by: Shawn Smith 84FAB3CC3DE948F...
Print Name:	Edgar Lampkin Ed. D.	Print Name:	Shawn Smith
Title:	Williams USD Superintendent	Title:	CEO
Date:	March 26, 2020	Date:	3/26/2020

Atom ID04 Indoor UE

Baicells



INTRODUCTION

The Baicells Atom ID04 Indoor User Equipment (UE) brings broadband data and voice services to end-users and has an embedded Wi-Fi AP.

Wireless and wired devices, including mobile phones, laptops, tablets, and other smart devices, can access the UE simultaneously. The product comes with a standard one-year warranty.

FEATURES

Note: Features may vary based on model or region.

- Supports LTE TDD Bands 40/41/42/43/48
  - Customization may be requested; contact sales_na@baicells.com
- 2.5 GHz or 3.5 GHz models
- Complies with 3GPP Release 9 Cat4 standards
- 100 Mbps Ethernet interface
- IEEE 802.11b/g/n Wi-Fi 2.4 GHz supported
- GUI-based local and remote Web management
- TR069 network management protocol support
- Cell lock, SIM lock, and pin lock
- User-friendly LED status indicators

BASIC SPECIFICATIONS

LTE Standard	3GPP Release 9 Cat4
ETH LAN Port	1 RJ-45 port 10/100 auto-sensing, auto-MDX
LED Indicators	Power, LTE, LTE Signal, WLAN
USIM	1.8V/3V 2FF
Restore Button	Press for 10 seconds to restore the UE to its factory settings
Power Switch	On/Off
Power Supply	Input: Universal range 100V to 240V AC Output: 12VDC
Battery	Customization
Dimensions (HxWxD)	7.6 x 6.6 x 2.9 inches 193 x 168 x 74 millimeters
Weight	14 oz / 400 g

RF SPECIFICATIONS

LTE Mode	TDD
Channel Bandwidth	5/10/15/20 MHz
Max Output Power	23 ± 2 dBm
Frequency Bands	40/41/42/43/48
Peak Rate (20 MHz)	DL 100 Mbps, UL 10 Mbps (2:7)
Modulation	DL: QPSK, 16QAM, 64QAM UL: QPSK, 16QAM
Receive Sensitivity	-94 dBm @ QPSK, 20 MHz, 25°C
Antenna Type	Internal Omni, 1T2R

Antenna Gain	6.5 dBi @ 3.x GHz 5 dBi @ 2.x GHz
Antenna Polarization	Linear, vertical
Antenna Efficiency	> 70%
Isolation	N/A
VSWR	≤ 2
Horizontal Beamwidth (3 dB)	N/A
Vertical Beamwidth (3 dB)	N/A

SOFTWARE SPECIFICATIONS

Network Mode	NAT or Bridge
IP Protocol	IPv4/IPv6
SIM	PIN management, SIM lock
Network Connection	Auto or manual
LTE Scan Mode	Full band scan or frequency lock
WLAN	WPS, MSSID isolation, VLAN
VPN	L2TP, GRE, PPTP, L2 VxLAN
NAT	Port forwarding, port trigger, DMZ, ALG
Firewall	IP/MAC/URL filter; access control; block port scanner/SYN flood; SPI filter
Network Mgmt	TR069, SNMP
Diagnostics	TCP dump, ping, traceroute
Statistics	LTE status; connection/system up time; device status; DHCP client list; Wi-Fi station list; firewall status
Maintenance	Date and time setting; reboot; restore factory settings; restore or back up configuration file; firmware upgrade locally or OTA
System Logs	Operating; run-time; filter/ select / display / export

ENVIRONMENTAL SPECIFICATIONS

Operating Temperature	14°F to 113°F / -10°C to 45°C
Storage Temperature	-4°F to 158°F / -20°C to 70°C
Humidity	5%~95%

Wi-Fi SPECIFICATIONS

Standard	IEEE 802.11b/g/n
Channel Bandwidth	20/40 MHz
Frequency	2.4 GHz
MIMO	2x2
Peak Rate	802.11b: 11 Mbps 802.11g: 54 Mbps 802.11n: 300 Mbps
Modulation	DSSS/CCK, OFDM
Receive Sensitivity	• -64 dBm @ 65 Mbps, typical for 802.11n • -65 dBm @ 54 Mbps, typical for 802.11g • -76 dBm @ 11 Mbps, typical for 802.11b
Max Output Power	17 ± 3 dBm
Antenna Type	Internal omni, 2T2R
Antenna Gain	2 dBi
Active Users	32

GLOBAL PART NUMBERS

EG2030C-M1	Atom Indoor Cat4, 1T2R, 2.5 GHz, 5 dBi, B40/41, Gen 2 UE • FCC certification: 2AG32EG2030CM1 (2412-2687.5 MHz) • IC certification: 20982-EG2030CM1 (2400-2690 MHz)
EG2030C-M11	Atom Indoor Cat4, 1T2R, 3.5 GHz, 6 dBi, B42/43/48, Gen 2 UE • FCC certification: 2AG32EG2030CM2 (3652.5-3697.5 MHz)

Notes:

1 - Other models available for other regions. Contact sales_na@baicells.com.

2 - Customized versions may be requested.

Item	Model Number		Description	Qty	Cost Each	Extended Cost	Lead-time
			Core LTE Equipment				
1	BRU3510	Core LTE Equipment	NOVA 243 2.5 GHz - Outdoor Base Station, LTE Release 9, 10 Watt (40 dBm), 2 Port, Band 41	4	$6,999.00	$27,996.00	53 units in stock China
2	KPPA-2GHZDP60S-17-45	Core LTE Equipment	2 GHz 15 dBi Dual Pol ±45° Slant 60° 17" Tall Sector Antenna (Cables Included)	4	$219.95	$879.80	In stock
3	AL-LSXM-ME	Core LTE Equipment	Polyphaser, Coaxial Lightning Arrestor, DC-Block, 2.0 GHz to 6.0GHz, N Female Bulkhead to N Male, High Pass Filter Protector	8	$58.91	$471.28	In stock
4	POL-RGT-ME	Core LTE Equipment	RGTME DC-2400 MHz, DC PASS, COAXIAL PROTECTION, N(M), N(F)	4	$78.75	$315.00	In stock
5	ALPU-F140	Core LTE Equipment	Transtector, ALPU Fit, Data Line Surge Arrestor, Hybrid Gas Discharge Tube and Silicon Avalanche Diode, IP-65, Designed to support GbE, PoE+ and PoE++ protocols	4	$85.00	$340.00	In stock
6	NMBNMBL12-35-060FFP	Core LTE Equipment	RFS 6ft NM to NM Low PIM Jumper Cable	8	$69.00	$552.00	In stock
7	BAICELLS-HALOB-1	SW License	Local EPC Feature Key, QTY 1, 1per eNb needed	4	$249.99	$999.96	software only
12	Tariff/Duty		Tariff for Baicells Technologies Co., Ltd	1	$6,999.00	$6,999.00	<= this is the trade war with China, duties to import
13	Shipping		Shipping	1	$1,500.00	$1,500.00	
					Grand Total	**$40,053.04**	
			Installation Materials				
1	WC-BAICELLS-PWRCBL-14AWG-300	Bulk install materials	Outdoor Shielded DC Power Cable - 14AWG, 300 ft, power connector not included (it is included with the base station)	1	$447.00	$447.00	installer might provide DC wire
2	DC-1042	Bulk install materials	Shireen Outdoor Shielded Dry Gel Tape CAT5e FTP Cable - 1000 Ft.	1	$199.00	$199.00	installer might provide Bulk Cat 5 outdoor cable
3	CON-RJ45-C5-100	Bulk install materials	Shireen CAT5e RJ45 Smart Feed Shielded Connector - 100 Unit Pack	1	$55.00	$55.00	installer might provide Cat 5 connector ends
5	Remote LTE commissioning		Red Rover commissioning	1	$ 2,500.00	$ 2,500.00	
					Grand Total	**$3,201.00**	
1	EG2011B-M3	Student Device indoor unit	Atom ID06 2.5GHz 5dBi, Indoor CPE - CAT 6/7, 2T4R, GDM7243QT, 1GE, 1POTS, 12VDC 1.5A 5 dBi antenna, Band 34/38/39/40/41	195	$174.99	$34,123.05	4 week lead time
2	EG7010C-M1	Student Device	Atom Outdoor CPE – CAT 4 2.5GHz 2T4R, 14 dBi antenna, Band 41	5	$250.00	$1,250.00	4 weeks
3	WiFi router	Student Device	WIFI Router EP3011, IEEE 802.11b/g/n/ac WIFI, 2.4GHz, 5G dual-bands with POE output	5	$45.00	$225.00	4 weeks
	Roof top ole mount	Student install device	Direct TV style roof mount for item 2 above	5	$35.00	$175.00	instock
4	BAICELLS-SIMCARD-10	SIM Cards	SIM Card, 100-Pack - 1 Required per CPE	2	$599.99	$1,199.98	units in stock China
5	Cloudcore	NMS subscription	$1/device/month Annual	200	$2,400.00	$2,400.00	<== The other option is the on prem NMS - See second Tab
					Grand Total	**$36,523.05**	
					System Total:	**$79,777.09**	

Optional Baicells On-prem core						
	EPC Hardware included					
	Standard EPC+OMC (standard license package of 20 eNB+1000 subs)Initial					
BAICELLS-EPC	Commissioning & Support must be purchased	1	$	11,900.00	$	11,900.00
EPC License	EPC license for per 100 subscribers	5	$	324.45	$	324.45
OMC License	OMC license for per 100 subscribers	5	$	324.45	$	324.45
					$	**12,548.90**
	Support					
	Initial support for bundled package(EPC+OMC (basic license package of 20					
BAICARE-BUN	eNB+1000 subs))	1	$	2,736.00	$	2,736.00
	Yearly Renewal for bundled package(EPC+OMC (basic license package of 20					
BAICARE-BUN	eNB+1000 subs))	1	$	1,402.20	$	1,402.20
					$	**4,138.20**
				shipping	$	1,000.00
				Grand Total	$	**17,687.10**

2019-2020

Incoming

Colusa	13
Maxwell	7
Pierce	4
Total	24

Outgoing

Coastal Buttes	1
Colusa	55
Community	1
Home School	2
Maxwell	27
Meridian	2
Pierce	72
Princeton	9
Sutter Charter	5
Vacaville	2
Willows	2
Woodland	1
Total	179

R: 4/14/2020

UPDATED 3/11/2020

STU I.D.	#	GR	FROM	TO	Child	Employ	Sibling	Other	Senior	Renewal Letters	New 2019-20	Verif. Ltr. Mailed 2019-20	A/approved D/denied V/verified 2019-20
Incoming	1	9	Colusa	Williams		1				1			A 10/4/19
Incoming	2	4	Colusa	Williams		1				1			A 10/4/19
Incoming	3	1	Colusa	Williams	1						1	New for 2019-20	A 10/30/19
Incoming	4	6	Colusa	Williams	1					1			A 10/16/19
Incoming	5	9	Colusa	Williams	1					1			A 10/16/19
Incoming	6	12	Pierce	Williams				1	1				A 9/17/19
Incoming	7	11	Colusa	Williams				1		1			
Incoming	8	K	Maxwell	Williams	1						1	New for 2019-20	A 3/6/19
Incoming	9	2	Maxwell	Williams		1				1			
Incoming	10	12	Colusa	Williams		1			1				
Incoming	11	1	Colusa	Williams		1				1			
Incoming	12	12	Colusa	Williams				1	1			New for 2019-20	A 3/11/20
Incoming	13	6	Colusa	Williams				1			1	New for 2019-20	A 8/6/19
Incoming	14	5	Maxwell	Williams	1						1	New for 2019-20	A 10/16/19
Incoming	15	8	Pierce	Williams		1					1	New for 2019-20	A 10/24/19
Incoming	16	12	Pierce	Williams		1			1			New for 2019-20	A 10/24/19
Incoming	17	K	Maxwell	Williams				1			1	New for 2019-20	A 3/9/20
Incoming	18	9	Maxwell	Williams		1				1			A 10/16/19
Incoming	19	10	Colusa	Williams		1				1			A 10/30/19
Incoming	20	11	Pierce	Williams				1		1			
Incoming	21	10	Colusa	Williams				1		1			A 8/2/19
Incoming	22	6	Maxwell	Williams		1					1	New for 2019-20	A 10/16/19
Incoming	23	4	Maxwell	Williams		1					1	New for 2019-20	A 10/16/19
Incoming	24	TK	Colusa	Williams		1					1	New for 2019-20	A 7/30/19
Outgoing	1	7	Williams	Pierce				1		1		2/11/2019	A 2/27/19
Outgoing	2	3	Williams	Pierce	1					1		2/11/2019	A 2/27/19
Outgoing	3	K	Williams	Pierce	1						1	New for 2019-20	A 4/3/19
Outgoing	4	1	Williams	Princeton		1				1		2/11/2019	A 3/28/19
Outgoing	5	1	Williams	Pierce	1					1		3/13/2019	A 3/28/19
Outgoing	6	8	Williams	Pierce		1					1	New for 2019-20	A 9/3/19
Outgoing	7	10	Williams	Pierce		1					1	New for 2019-20	A 12/18/19
Outgoing	8	7	Williams	Pierce		1					1	New for 2019-20	A 12/18/19
Outgoing	9	9	Williams	Pierce		1					1	New for 2019-20	A 12/18/19
Outgoing	10	10	Williams	Meridian				1		1		2/11/2019	
Outgoing	11	5	Williams	Colusa		1				1		2/11/2019	A 5/17/19
Outgoing	12	10	Williams	Colusa		1				1		2/11/2019	A 5/17/19
Outgoing	13	8	Williams	Maxwell				1			1	New for 2019-20	A 8/22/19
Outgoing	14	6	Williams	Princeton			1				1	New for 2019-20	A 9/9/19
Outgoing	15	8	Williams	Colusa				1		1		2/11/2019	A 2/15/19
Outgoing	16	10	Williams	Colusa				1		1		2/11/2019	A 2/15/19
Outgoing	17	8	Williams	Colusa		1				1		2/11/2019	A 3/18/19
Outgoing	18	9	Williams	Colusa	1					1		2/11/2019	A 3/13/19
Outgoing	19	6	Williams	Colusa	1					1		2/11/2019	A 3/13/19
Outgoing	20	8	Williams	Colusa		1				1		2/11/2019	A 5/20/19
Outgoing	21	10	Williams	Pierce		1				1		Verified	A 1/9/19
Outgoing	22	7	Williams	Home School				1		1		2/11/2019	V 5/31/19
Outgoing	23	9	Williams	Colusa				1		1		2/11/2019	
Outgoing	24	2	Williams	Pierce		1					1	New for 2019-20	A 1/21/20
Outgoing	25	4	Williams	Pierce		1					1	New for 2019-20	A 1/21/20
Outgoing	26	8	Wililams	Pierce		1				1		2/11/2019	
Outgoing	27	11	Wililams	Pierce		1				1		2/11/2019	
Outgoing	28	7	Wililams	Pierce		1				1		2/11/2019	
Outgoing	29	1	Williams	Pierce	1					1		2/11/2019	A 3/28/19
Outgoing	30	12	Williams	Pierce		1			1			2/11/2019	A 2/27/19
Outgoing	31	8	Williams	Pierce		1				1		2/11/2019	A 2/27/19
Outgoing	32	7	Williams	Meridian				1		1		2/11/2019	
Outgoing	33	12	Williams	Colusa				1	1			2/11/2019	A 2/15/19
Outgoing	34	4	Williams	Pierce			1				1	New for 2019-20	A 8/12/19
Outgoing	35	8	Williams	Pierce	1					1		2/11/2019	A 4/24/19
Outgoing	36	12	Williams	Princeton				1	1			New for 2019-20	A 9/3/19
Outgoing	37	K	Williams	Pierce	1						1	New for 2019-20	A 5/21/19
Outgoing	38	5	Williams	Colusa		1				1		2/11/2019	A 3/28/19
Outgoing	39	10	Williams	Colusa		1				1		2/11/2019	A 3/28/19
Outgoing	40	8	Williams	Pierce		1				1		2/11/2019	A 3/7/19
Outgoing	41	4	Williams	Sutter Charter		1				1		2/11/2019	V 9/4/19
Outgoing	42	4	Williams	Maxwell	1					1		2/11/2019	A 2/25/19
Outgoing	43	6	Williams	Maxwell	1					1		2/11/2019	A 2/25/19
Outgoing	44	11	Williams	Sutter Charter				1		1		2/11/2019	V 2/26/19

| | | |

Outgoing	117	12	Williams	Colusa				1		1			2/11/2019	
Outgoing	118	11	Williams	Colusa					1		1		2/11/2019	A 3/4/19
Outgoing	119	10	Williams	Pierce					1		1		2/11/2019	A 4/8/19
Outgoing	120	12	Williams	Colusa					1	1			2/11/2019	
Outgoing	121	8	Williams	Colusa					1		1		2/11/2019	
Outgoing	122	K	Williams	Colusa					1			1	New for 2019-20	A 3/14/19
Outgoing	123	1	Williams	Colusa				1			1		2/11/2019	A 3/27/19
Outgoing	124	1	Williams	Colusa		1					1		2/11/2019	A 3/28/19
Outgoing	125	2	Williams	Maxwell	1						1		2/11/2019	
Outgoing	126	10	Williams	Colusa					1		1		2/11/2019	A 3/18/19
Outgoing	127	4	Williams	Pierce	1							1	New for 2019-20	A 12/11/19
Outgoing	128	2	Williams	Pierce	1							1	New for 2019-20	A 12/11/19
Outgoing	129	K	Williams	Pierce	1							1	New for 2019-20	A 3/7/19
Outgoing	130	11	Williams	Colusa	1						1		2/11/2019	
Outgoing	131	12	Williams	Princeton					1	1			2/11/2019	
Outgoing	132	8	Williams	Pierce				1			1		2/11/2019	A 8/5/19
Outgoing	133	1	Williams	Colusa	1						1		2/11/2019	A 3/28/19
Outgoing	134	12	Williams	Pierce				1		1			2/11/2019	A 8/5/19
Outgoing	135	6	Williams	Pierce					1		1		2/11/2019	A 8/5/19
Outgoing	136	4	Williams	Pierce				1			1		2/11/2019	A 8/5/19
Outgoing	137	3	Williams	Princeton		1					1		2/11/2019	A 5/30/19
Outgoing	138	9	Williams	Princeton		1					1		2/11/2019	A 5/30/19
Outgoing	139	K	Williams	Pierce		1					1		2/11/2019	A 3/5/19
Outgoing	140	10	Williams	Colusa		1						1	New for 2019-20	A 3/10/20
Outgoing	141	8	Williams	Colusa		1					1		2/11/2019	A 4/5/19
Outgoing	142	10	Williams	Pierce		1					1		2/11/2019	A 4/10/19
Outgoing	143	8	Williams	Pierce		1					1		2/11/2019	A 4/10/19
Outgoing	144	12	Williams	Pierce					1	1			New for 2019-20	A 9/6/19
Outgoing	145	1	Williams	Maxwell		1					1		2/11/2019	A 2/28/19
Outgoing	146	3	Williams	Maxwell		1					1		2/11/2019	A 2/28/19
Outgoing	147	K	Williams	Maxwell	1							1	New for 2019-20	A 6/3/19
Outgoing	148	12	Williams	Pierce		1				1			2/11/2019	A 2/21/19
Outgoing	149	7	Williams	Pierce		1					1		2/11/2019	A 2/21/19
Outgoing	150	3	Williams	Pierce		1					1		2/11/2019	A 2/21/19
Outgoing	151	K	Williams	Pierce		1						1	New for 2019-20	A 2/27/19
Outgoing	152	TK	Williams	Pierce					1			1	New for 2019-20	A 4/12/19
Outgoing	153	12	Williams	Colusa		1				1			2/11/2019	A 5/13/19
Outgoing	154	2	Williams	Colusa	1						1		2/11/2019	A 8/12/19
Outgoing	155	4	Williams	Colusa	1						1		2/11/2019	A 8/12/19
Outgoing	156	11	Williams	Pierce					1			1	New for 2019-20	A 2/26/20
Outgoing	157	TK	Williams	Colusa					1			1	New for 2019-20	A 10/11/19
Outgoing	158	2	Williams	Colusa					1			1	New for 2019-20	A 10/11/19
Outgoing	159	4	Williams	Pierce		1					1		2/11/2019	A 3/28/19
Outgoing	160	4	Williams	Maxwell	1						1		2/11/2019	
Outgoing	161	9	Williams	Maxwell	1						1		2/11/2019	
Outgoing	162	9	Williams	Pierce		1					1		2/11/2019	A 2/27/19
Outgoing	163	6	Williams	Pierce		1					1		2/11/2019	A 2/27/19
Outgoing	164	10	Williams	Colusa		1					1		2/11/2019	A 4/5/19
Outgoing	165	10	Williams	Colusa		1					1		2/11/2019	A 5/13/19
Outgoing	166	2	Williams	Colusa					1		1		2/11/2019	
Outgoing	167	12	Williams	Pierce					1	1			New for 2019-20	A 8/12/19
Outgoing	168	4	Williams	Maxwell		1					1		2/11/2019	A 4/8/19
Outgoing	169	6	Williams	Maxwell		1					1		2/11/2019	A 4/8/19
Outgoing	170	10	Williams	Colusa	1						1		2/11/2019	
Outgoing	171	6	Williams	Colusa	1						1		2/11/2019	
Outgoing	172	5	Williams	Colusa		1					1		2/11/2019	
Outgoing	173	1	Williams	Pierce		1					1		2/11/2019	A 2/21/19
Outgoing	174	3	Williams	Pierce	1						1		2/11/2019	A 7/29/19
Outgoing	175	6	Williams	Pierce	1						1		2/11/2019	A 7/29/19
Outgoing	176	12	Williams	Maxwell		1				1			2/11/2019	A 4/8/19
Outgoing	177	10	Williams	Maxwell		1					1		2/11/2019	A 4/8/19
Outgoing	178	1	Williams	Pierce		1					1		2/11/2019	
Outgoing	179	11	Williams	Community					1		1		2/11/2019	A 5/25/19
										22	135	46	203	

COLOR KEY:	
changes since last report	
Senior in 2019-20	22
Renewal letter(s) se	135
New ID transfers fo	46
TOTALS	203

	Child	Employ	Sibling	Other
	42	95	12	54
Incoming	24	Outgoing		179

POLICY GUIDE SHEET
March 2020

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

BP/AR 0420.4 - Charter School Authorization
(BP/AR revised)

Policy updated to reflect **NEW LAWS (AB 1505 and 1595)** which extend the timeline for holding a public hearing to determine the level of support for a charter petition, extend the timeline for making a final decision to grant or deny the petition, define receipt of the petition for the purpose of determining the beginning of this time period, and require publishing staff recommendations 15 days prior to the hearing at which the final decision will be made. As amended, criteria for reviewing the petition require consideration of the interests of the community in which the school is proposing to locate and prohibit the approval of a new charter school offering nonclassroom-based instruction until January 1, 2022. Regulation reflects **NEW LAWS (AB 1505 and AB 1595)** which revise the required components of a petition to delete a requirement to include annual goals that apply to the nature of the program operated, add a requirement that the petition describe the means by which the charter school will achieve a balance of special education students and English learners that is reflective of the general population within the district, and require that a petition for a charter school operated by or as a nonprofit public benefit corporation include the names and qualifications of the governing body. Regulation also reflects **NEW LAW (AB 982)** which requires the petition to include requirements for providing homework assignments, upon request, to students who have been suspended for two or more days. Regulation also reflects **NEW LAW (AB 1507)** which limits the ability of a charter school to establish a resource center, meeting space, or other satellite facility used for nonclassroom-based independent study outside district boundaries.

BP/E 0420.41 - Charter School Oversight
(BP/E revised)

Policy updated to reflect **NEW LAWS (AB 1505 and AB 1595)** which require a charter school to request a material revision to its charter whenever it proposes to expand operations at one or more grade levels, and AB 1505 which revises criteria for the provision of technical assistance to charter schools beginning with the 2020-21 school year. Exhibit updated to add new requirements for charter schools pursuant to **NEW LAWS**, including requirements to refrain from discouraging a student from enrolling for any reason **(SB 75)**, hold a public hearing when adopting the local control and accountability plan **(SB 75)**, provide assistive technology devices to a student at home or a student who transfers to another school **(AB 605)**, pay a student's tuition and conduct on-site visits if the charter school has a master contract with a nonpublic, nonsectarian school **(AB 1172)**, phase in a requirement for teachers to hold the certificate or permit required for their certificated assignment **(AB 1505)**, provide parent/guardian notices in English and in the primary language when 15 percent or more of the students speak a language other than English **(SB 75)**, provide students with a meal of their choice regardless of unpaid meal fees **(SB 265)**, adopt policy on suicide prevention applicable to grades K-6 **(AB 1767)**, print the national domestic abuse hotline number on student identification cards **(SB 316)**, post specified information on bullying and harassment prevention **(AB 34)**, include the charter school's sexual harassment policy in student orientations and notify students of the policy by posting a poster **(AB 543)**, neither expel a student in grades K-12 nor suspend a student in grades K-8 for disrupting school activities or willfully defying the authority of school personnel **(SB 419)**, provide a student who is suspended for two or more days with the homework assigned during the period of suspension **(AB 982)**, and update and reissue a former student's records to include the student's updated name or gender **(AB 711)**. Exhibit also reflects current law requiring charter schools to accept and provide full or partial credit for coursework completed by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or immigrant student participating in a newcomer program at another school.

BP 0420.42 - Charter School Renewal
(BP revised)

Policy updated to reflect **NEW LAW (AB 1505)** which revises the criteria for granting or denying charter renewals, provides that renewal of a high-performing school may be granted for up to seven years, and provides that a low-performing charter school shall not be granted a renewal unless it adopts a written plan with meaningful steps to address the underlying cause(s) of low performance and there is clear and convincing evidence of either measurable increases in academic achievement or strong postsecondary outcomes, as defined. Policy also reflects **NEW LAWS (AB 1505 and AB 1595)** which extend the timeline for holding a public hearing on the renewal, extend the timeline for making a final decision to grant or deny the renewal, define receipt of the petition for the purpose of determining the beginning of this time period, and require publishing staff recommendations 15 days prior to the hearing at which the final decision will be made. Section on "School Closure" added to clarify that if the charter school is not renewed and ceases operation, the closure procedures specified in the charter will be implemented.

BP 0420.43 - Charter School Revocation
(BP revised)

Policy updated to move up the material regarding immediate revocation of a charter school in the event of a severe and imminent threat to the health or safety of students and to reflect **NEW LAW (AB 1505)** which provides that increases in student achievement for all numerically significant student subgroups should be a factor, but not necessarily the most important factor, in determining whether to revoke a charter. Section on "School Closure" added to clarify that if the charter school is revoked and ceases operation, the closure procedures specified in the charter will be implemented.

BP 3471 - Parcel Taxes
(BP added)

New policy addresses the major requirements of levying, with voter approval, a parcel tax on real property which may be used by the district for any purpose specified in the ballot statement. Policy includes, but is not limited to, the requirement for the board to hold a public hearing; board approval of a resolution for the adoption of a parcel tax; the prohibition against using district funds, services, supplies, or equipment to support the parcel tax; and persons who may be exempted by the board from paying the parcel tax.

BP/AR 3551 - Food Service Operations/Cafeteria Fund
(BP/AR revised)

Policy updated to reflect **NEW LAW (SB 265)** which provides that students with unpaid meal fees must not be denied a reimbursable meal of their choice, eliminating the possibility that any student is required to receive an alternate meal. Policy also reflects a waiver granted by the U.S. Department of Agriculture extending the three-year Administrative Review cycle to a five-year cycle for school years 2017-18 through 2021-22. Regulation updated to reorganize the section on "Unpaid and Delinquent Meal Charges" to emphasize the prohibition against directing any action toward a student to collect unpaid school meal fees and reflect requirements, as amended by SB 265, to treat students with unpaid meal fees the same as other students.

BP 4112.2 - Certification
(BP revised)

Policy updated to clarify the hiring hierarchy if the district is unable to hire a person who possesses a clear or preliminary credential, including one who is approved for a limited assignment option. Policy reflects Commission on Teacher Credentialing (CTC) Coded Correspondence stating that, if the district needs to hire a person who has been granted a credential waiver by CTC, that person must qualify for a "variable term waiver." Policy also expands section on "National Board for Professional Teaching Standards Certification" to add examples of incentives that may encourage teacher participation.

E 4112.9/4212.9/4312.9 - Employee Notifications
(E revised)

Exhibit updated to reflect **NEW LAWS** adding requirements to notify employees regarding the district's policy on lactation accommodation **(SB 142)** and the deadline to withdraw funds from a flexible spending account before the end of the plan year **(AB 1554)**. Exhibit also revises the policy reference for the March 15 reelection notice for certificated employees, now addressed in BP 4116, and adds the requirement to notify the superintendent at least 45 days before the expiration of the employment contract of any decision not to reemploy the superintendent, as specified in BP 2121.

BP/AR 5141.52 - Suicide Prevention
(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW (AB 1767)** which mandates age-appropriate policy on suicide prevention, intervention, and postvention for students in grades K-6 beginning in the 2020-21 school year. Policy reflects requirements to consult with specified stakeholders on policy development, coordinate with the county mental health plan whenever a referral is made for mental health or related services for a student in grades K-6 who is a Medi-Cal beneficiary, and ensure that employees act within the authorization and scope of their credential or license. Policy also reflects **NEW LAW (AB 34)** which requires the district, beginning in the 2020-21 school year, to post its suicide prevention policy in a prominent location on its web site. Regulation updated to move material regarding the printing of the national suicide hotline number on student identification cards to a new section. Regulation also adds an optional postvention strategy to identify and monitor students significantly affected by suicide and those at risk of imitative behavior.

BP/AR 5144.1 - Suspension and Expulsion/Due Process
(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW (SB 419)** which prohibits districts from suspending students in grades 4-8 for disrupting school activities or willfully defying the authority of school personnel. Policy also references **NEW LAW (AB 982)** which requires a district to provide a student who is suspended for two or more days with the homework assigned during the period of suspension. Regulation adds new section on "Additional Grounds for Suspension and Expulsion: Grades 9-12" reflecting the option to suspend, but not expel, a student in grades 9-12 for disruption or willful defiance.

BP/AR 6172.1 - Concurrent Enrollment in College Classes
(BP/AR revised)

Policy updated to include exceptions in determining the five percent enrollment cap on the number of students at each grade level who may be recommended for community college summer session and to reflect **NEW LAW (AB 1729)** which extends such exceptions through January 1, 2027. Policy reflects **NEW LAW (SB 554)** which authorizes an adult education student pursuing a high school diploma or high school equivalency certificate to attend community college as a special part-time student. Policy and regulation add new sections for districts that wish to establish a College and Career Access Pathways (CCAP) partnership program, in which the board enters into an agreement with the governing board of a community college district to offer or expand dual enrollment opportunities for students who may not already be college bound or are unrepresented in higher education. Regulation clarifies the board's responsibility, whenever a community college class will be offered on a high school campus, to determine the time that the campus is considered open to the general public and available for members of the public to attend such a class at the high school.

WILLIAMS UNIFIED SCHOOL DISTRICT
CLASS FIELD TRIP REQUEST FORM

RECEIVED
MAR 10 2020
WILLIAMS UNIFIED SCHOOL DIST.

TODAY'S DATE: 2/22/2020

RE: Field Trip Request **Attachments:** (1) List of District Chaperones, (2) Itinerary (3) List of Out-of-Town Chaperones

Williams JV Volleyball
CLASS/CLUB REQUESTING FIELD TRIP

11.12.1

JV Coach- Cheri Arevedo
TEACHER/ADVISOR REQUESTING FIELD TRIP

Overnight VB Club
TYPE OF FIELD TRIP

Mandatory ____ **Curriculum** **Non-Mandatory** X **Curriculum**

Oregon State University
DESTINATION/LOCATION OF FIELD TRIP

7/15/2020 - 7/18/2020
Date of Field Trip

TBD
Time Leaving

TBD
Time Returning

STUDENT NAMES:

	Permission Slip	Teacher Check Out	On Trip
Rylee Brunner			
Gaby Lopez			
Aleya Barrera			
Thinity Tungamita			
Bri Jaime			
Ashley Garcia			
Emily Arcola			
Evelyn Perez			

STUDENT NAMES:

	Permission Slip	Teacher Check Out	On Trip

☐ **OUTSIDE CHAPERONES HAVE AGREED TO CHAPERONE OUR STUDENTS**
(include list of outside chaperone names)

PRINCIPAL APPROVAL **DATE** 3/6/20

SUPERINTENDENT AND/OR BOARD APPROVAL **DATE OF APPROVAL** 3/10/2020

Trips that do not successfully meet all criteria, the Superintendent will present the conditions for consideration by the Board of Trustees. All out-of-state travel requires Board approval.

Updated 02/02/12

SCHOOL RELATED TRIPS

DISTRICT TRANSPORTATION REQUEST

Date of Request: ~~FEB. 25, 2020~~ ~~7/15/2020~~ 7/18/2020 Date of Use: 7/15-7/18
(Must be one week prior to date of use)

Departure Time: 7/15 10am Return Time: 7/18 9pm

Destination: Eugene, Oregon

Purpose: Volleyball Camp

Number of Passengers: Students 8 Adults 1 Total 9
(Minimum Student to Adult Ratio 10:1)

Grade/Class: 9-10 Supervising Staff: Cheri Arevedo

Transportation Requested: Bus#_____ Suburban# ✓ Auto#_____

For suburban and auto use, list drivers: Cheri Arevedo

*Funding source: Cheri Arevedo

Suburbans/autos and buses: User will be responsible for transportation costs as such:
- One-half of the cost of the trip if taken during school hours
- Full cost of the trip if taken after school hours

*Excluding athletics (exempt)

Approval: Administrator _____ Date: 3/6/20

Director of Transportation _____ Date: _____

Superintendent Edgar Lopez Date: 3/10/2020

MOT/DISTRICT USE:

Driver: _____ Regular Hours: _____ Overtime: _____

Mileage: _____ @ $ _____ Total: _____

Exhibit
Adopted: April 14, 2011

WILLIAMS UNIFIED SCHOOL DISTRICT
Williams, California


T-Mobile
8:16 AM
70%
register.ryzer.com
Team Camp 2 - Team Registration
Dates: July 16 - 18
Who: Girls High School Age Teams
Dorm Check-In: 11:00 AM, July 16
First Day Start Time: 1:30 PM, July 16
Last Day End Time: 12:00 PM, July 18
Day or Overnight Team Registration | With Coach: $75
Team Camp 2 - Player Registration
Dates: July 16 - 18
Who: Girls High School Age Players
Dorm Check-In: 11:00 AM, July 16
First Day Start Time: 1:30 PM, July 16
Last Day End Time: 12:00 PM, July 18
Day Player | With Coach: $250
Includes T-Shirt
Overnight Player | With Coach: $350

CSBA Sample
Board Policy

Students BP 5141.21(a)

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS

Note: The following **optional** policy and accompanying administrative regulation apply to the administration of medication to students pursuant to Education Code 49414, **49414.1,** 49414.3, 49414.5, 49423, and 49423.1 and the permissive guidelines in 5 CCR 600-611. ~~Education Code 49414.3, as added by AB 1748 (Ch. 557, Statutes of 2016), authorizes districts to make emergency naloxone hydrochloride or another opioid antagonist available to school nurses or trained personnel who have volunteered to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an opioid overdose.~~

~~Education Code 49414.7, which authorized trained, unlicensed school personnel to administer medication to students with epilepsy suffering from seizures, was repealed on its own terms effective January 1, 2017. Although the procedures in Education Code 49414.7 are no longer required, health providers may train unlicensed school personnel to administer medication, including emergency anti-seizure medication,~~ pPursuant to the general authority in Education Code 49423 and 5 CCR 600-611, as interpreted by the California Supreme Court in American Nurses Association v. Torlakson, health providers may train unlicensed school personnel to administer medication, including emergency anti-seizure medication.

This policy and regulation do not address situations in which a district might be engaged in a collaborative arrangement with another entity for the provision of school health services to students; see BP/AR 5141.6 - School Health Services.

The Governing Board believes that regular school attendance is critical to student learning and that students who need to take medication prescribed or ordered for them by their authorized health care providers should ~~have an opportunity~~ **be able** to participate in the educational program.

(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)

Any medication prescribed for a student with a disability who is qualified to receive services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973 shall be administered in accordance with the student's individualized education program or Section 504 services plan, as applicable.

(cf. 5141.24 - Specialized Health Care Services)
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

Note: 5 CCR 604 authorizes a parent/guardian to administer medication to ~~his/her~~ **a** child or designate an individual to administer the medication, as specified below. In addition, California law allows students to carry and self-administer medication needed for the treatment or management of certain medical conditions, when the district has received a written request from the student's parent/guardian and written authorization from the student's authorized health care provider, as specified in the accompanying administrative regulation. Students have legal authorization to self-administer diabetes medication pursuant to Education Code 49414.5, auto-injectable epinephrine for anaphylactic reactions pursuant to Education Code 49423,

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS (continued)

and inhaled asthma medication pursuant to Education Code 49423.1. Pursuant to 5 CCR 605, districts may choose to allow students to carry and self-administer other types of medication beyond those specifically authorized by the Education Code.

For the administration of medication to other students during school or school-related activities, the Superintendent or designee shall develop protocols which shall include options for allowing ~~a~~ parents/guardians to administer medication to ~~his/her~~ **their** child at school, designate other individuals to do so on ~~his/her~~ **their** behalf, and, with the ~~child's~~ **student's** authorized health care provider's approval, request the district's permission for ~~his/her child~~ **the student** to self-administer a medication or self-monitor and/or self-test for a medical condition. Such processes shall be implemented in a manner that preserves campus security, minimizes instructional interruptions, and promotes student safety and privacy.

(cf. 1250 - Visitors/Outsiders)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.23 - Asthma Management)
(cf. 5141.27 - Food Allergies/Special Dietary Needs)
(cf. 6116 - Classroom Interruptions)

The Superintendent or designee shall make ~~available~~ epinephrine auto-injectors available at each school for providing emergency medical aid to any person suffering, or reasonably believed to be suffering, from an anaphylactic reaction. (Education Code 49414)

Note: The following **optional** paragraph is for use by any district that, at its discretion, chooses to make emergency naloxone hydrochloride or other opioid antagonist available at its schools for the purpose of providing emergency medical aid, pursuant to Education Code 49414.3~~, as added by AB 1748 (Ch. 557, Statutes of 2016)~~. In choosing to make such medications available, the district should be aware of the possibility of increased liability and should consult legal counsel accordingly.

The ~~Board authorizes the~~ Superintendent or designee ~~to~~ **shall** make ~~available~~ naloxone hydrochloride or another opioid antagonist available for emergency medical aid to any person suffering, or reasonably believed to be suffering, from an opioid overdose. (Education Code 49414.3)

Note: Although federal law (21 USC 812, 844) prohibits the possession of cannabis, even by medical users, state law allows persons under the age of 18 to use and possess cannabis for medical use. Pursuant to Education Code 49414.1, as added by SB 223 (Ch. 699, Statutes of 2019), the Governing Board is authorized to adopt a policy that allows parents/guardians to administer medicinal cannabis to their child at school. Education Code 49414.1 does not permit or require school personnel to administer medicinal cannabis.

Option 1 is for use by districts that choose to adopt a policy allowing parent/guardian administration of medicinal cannabis at school. Because of the conflict between state and federal law, districts considering adoption of such policy should consult legal counsel regarding possible ramifications.

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS (continued)

Education Code 49414.1 authorizes the Board to subsequently amend or rescind the policy for any reason, including, but not limited to, if the district is at risk of, or has lost, federal funding as a result of the policy.

Option 2 is for use by districts that choose to prohibit the administration of medicinal cannabis at school.

OPTION 1: The parent/guardian of a student who is a qualified patient pursuant to Health and Safety Code 11362.7-11362.85 may administer medicinal cannabis, excluding medicinal cannabis or cannabis products in a smokeable or vapeable form, to the student at a school site. School personnel are not authorized to administer medicinal cannabis to a student. (Education Code 49414.1)

Note: If the Board chooses Option 1, Education Code 49414.1, as added by SB 223, mandates that the policy include the following requirements.

Before administering medicinal cannabis at a school site, the parent/guardian shall provide to the principal or designee a valid written medical recommendation for the student to be given medicinal cannabis, which shall be kept on file at the school. The parent/guardian shall sign in at the school site before administering the medication, and shall not administer the medication in a manner that disrupts the educational environment or exposes other students. After the parent/guardian administers the medication, the parent/guardian shall remove any remaining medicinal cannabis from the school site. (Education Code 49414.1)

OPTION 2: Because of the conflict between state and federal law regarding the legality of medicinal cannabis, the Board prohibits the administration of medicinal cannabis to students on school grounds by parents/guardians or school personnel.

Note: The following **optional** paragraph may be revised to reflect district practice. The U.S. Department of Health and Human Services and the Centers for Disease Control and Prevention recommend that a district's emergency and disaster preparedness plan include procedures for dealing with medical emergencies, such as a pandemic flu outbreak or public disaster.

The Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators, to design procedures or measures for addressing an emergency such as a public disaster or epidemic.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Administration of Medication by School Personnel

Note: Various provisions of state law allow districts to train nonmedical district employees (i.e., those who

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS (continued)

do not possess a medical license) to provide medical assistance to students at school when a credentialed school nurse or other licensed individual is unavailable. For example, Education Code 49414, 49414.3, 49414.5, 49423, and 49423.1 specifically authorize the use of trained, unlicensed school employees to administer medications to students suffering from allergic reactions, opioid overdose, severe hypoglycemia, or asthma. Moreover, in American Nurses Association v. Torlakson, the California Supreme Court held that, as with other prescription medications, state law permits trained, unlicensed school personnel to administer insulin to students where a physician has determined that unlicensed school personnel may safely and appropriately administer the medication. The medication must be administered in accordance with a written health care provider statement and parental consent.

When allowed by law, medication prescribed to a student by an authorized health care provider may be administered by a school nurse or, when a school nurse or other medically licensed person is unavailable and the physician has authorized administration of medication by unlicensed personnel for a particular student, by other designated school personnel with appropriate training. School nurses and other designated school personnel shall administer medications to students in accordance with law, Board policy, administrative regulation, and, as applicable, the written statement provided by the student's parent/guardian and authorized health care provider. Such personnel shall be afforded appropriate liability protection.

(cf. 3530 - Risk Management/Insurance)
(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)

The Superintendent or designee shall ensure that school personnel designated to administer any medication receive appropriate training and, as necessary, retraining from qualified medical personnel before any medication is administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and the proper documentation and storage of medication. Such trained, unlicensed designated school personnel shall be supervised by, and provided with immediate communication access to, a school nurse, physician, or other appropriate individual. ~~(Education Code 49414, 49414.3, 49414.5, 49423, 49423.1)~~

The Superintendent or designee shall maintain documentation of the training and ongoing supervision, as well as annual written verification of competency of other designated school personnel.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Legal Reference: (see next page)

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS (continued)

Legal Reference:

EDUCATION CODE
48980 Notification at beginning of term
49407 Liability for treatment
49408 Emergency information
49414 Emergency epinephrine auto-injectors
49414.3 Emergency medical assistance; administration of medication for opioid overdose
49414.5 Providing school personnel with voluntary emergency training
49422-49427 Employment of medical personnel, especially:
49423 Administration of prescribed medication for student
49423.1 Inhaled asthma medication
49480 Continuing medication regimen; notice
BUSINESS AND PROFESSIONS CODE
2700-2837 Nursing, especially:
2726 Authority not conferred
2727 Exceptions in general
3501 Definitions
4119.2 Acquisition of epinephrine auto-injectors
4119.8 Acquisition of naloxone hydrochloride or another opioid antagonist
HEALTH AND SAFETY CODE
11362.7-11362.85 Medicinal cannabis
CODE OF REGULATIONS, TITLE 5
600-611 Administering medication to students
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act of 1974
1400-1482 Individuals with Disabilities Education Act
UNITED STATES CODE, TITLE 21
812 Schedules of controlled substances
844 Penalties for possession of controlled substance
UNITED STATES CODE, TITLE 29
794 Rehabilitation Act of 1973, Section 504
COURT DECISIONS
American Nurses Association v. Torlakson, (2013) 57 Cal.4th 570

Management Resources:

AMERICAN DIABETES ASSOCIATION PUBLICATIONS
Training Standards for the Administration of Epinephrine Auto-Injectors, rev. 2015
Glucagon Training Standards for School Personnel: Providing Emergency Medical Assistance to Pupils with Diabetes, May 2006
~~*Training Standards for the Administration of Epinephrine Auto-Injectors, rev. 2015*~~
Legal Advisory on Rights of Students with Diabetes in California's K-12 Public Schools, August 2007
Program Advisory on Medication Administration, 2005
NATIONAL DIABETES EDUCATION PROGRAM PUBLICATIONS
Helping the Student with Diabetes Succeed: A Guide for School Personnel, June 2003

Management Resources continued: (see next page)

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS (continued)

Management Resources: (continued)

WEB SITES

CSBA: http://www.csba.org

American Diabetes Association: http://www.diabetes.org

California Department of Education: http://www.cde.ca.gov/ls/he/hn

National Diabetes Education Program: http://www.ndep.nih.gov

U.S. Department of Health and Human Services, National Institutes of Health, Blood Institute, asthma information: http://www.nhlbi.nih.gov/health/public/lung/index.htm#asthma

(12/13 12/16) 12/19

Policy Reference UPDATE Service
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RESOLUTION OF THE WILLIAMS UNIFIED SCHOOL DISTRICT, STATE OF CALIFORNIA IN THE MATTER OF UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

Resolution No. 20-042320

WHEREAS, prior to the passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

WHEREAS, Public Contract Code section 22000 et seq., the Uniform Public Construction Cost Accounting Act, establishes such a uniform cost accounting standard;

WHEREAS, the Commission established under the Act has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in the contracting for construction of public projects; and

NOW, THEREFORE, BE IT RESOLVED that the Williams Unified School District of Williams, California, hereby elects under Public Contract Code section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended, and directs that the Superintendent - notify the State Controller forthwith of this election.

This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED this 23rd day of April, 2020 by the following vote;

AYES:

NOES:

ABSENT:

_____, Superintendent

Dr. Edgar Lampkin

City of Williams, County of Colusa

TITLE	AUTHOR	PUBLISHER	COPYRIGHT	ISBN #	State Recommended - Meets State Standards (√)
Life Skills Curriculum	Overcomin Obstacles	Community for Education Foundation	2019	None	
Geography Alive! Regions and People		Teacher's Curriculum Institute (Tci)	2019	978-1-934534-68-7	√
Teen Health	Glencoe	Glencoe	2014	978-0-02-1385409	√
Health	Glencoe	Glencoe	2014	978-0-02-133637-1	√

WILLIAMS UNIFIED SCHOOL DISTRICT

P. O. Box 7 - 499 Marguerite Street - Suite A - Williams, California 95987
www.williamsusd.net
DR. EDGAR R. LAMPKIN, SUPERINTENDENT
District Office 530-473-2550 Fax 530-473-5894

"Students in Williams Unified will graduate with 21st century skills giving them true choices; career and/or college"

TEXTBOOK ADOPTION

Textbook Title: Life Skills Curriculum

Content Area: ___ELA ___Math ___Science ___Social Science ___V/P Arts ___Foreign Language Other X

Grade Level: ___K ___1 ___2 ___3 ___4 ___5 ___6 X 7 ___8 ___9 ___10 ___11 ___12

Teacher: Herrejon, Solis, Duenas

Course Title (9-12): _____ (7th Social Emotional Skills)

Number to be purchased: Free / Download

Principal's Signature: _____

Date: 3/2/2020

Attachment: Bibliography

WILLIAMS UNIFIED SCHOOL DISTRICT
P. O. Box 7 - 499 Marguerite Street - Suite A - Williams, California 95987
www.williamsusd.net
DR. EDGAR R. LAMPKIN, SUPERINTENDENT
District Office 530-473-2550 Fax 530-473-5894

"Students in Williams Unified will graduate with 21st century skills giving them true choices; career and/or college"

TEXTBOOK ADOPTION

Textbook Title: Teen Health

Content Area: ___ELA ___Math X Science + Health ___Social Science ___V/P Arts ___Foreign Language

Grade Level: ___K ___1 ___2 ___3 ___4 ___5 ___6 X 7 ___8 ___9 ___10 ___11 ___12

Teacher: Hale

Course Title (9-12): _____ (7th grade wheel)

Number to be purchased: 75

Principal's Signature: _____

Date: 3/3/2020

Attachment: Bibliography

WILLIAMS UNIFIED SCHOOL DISTRICT

P. O. Box 7 - 499 Marguerite Street - Suite A - Williams, California 95987
www.williamsusd.net
DR. EDGAR R. LAMPKIN, SUPERINTENDENT
District Office 530-473-2550 Fax 530-473-5894

"Students in Williams Unified will graduate with 21st century skills giving them true choices; career and/or college"

TEXTBOOK ADOPTION

Textbook Title: Geography Alive! Regions and People

Content Area: ___ELA ___Math ___Science X Social Science ___V/P Arts ___Foreign Language

Grade Level: ___K ___1 ___2 ___3 ___4 ___5 ___6 ___7 ___8 X 9 ___10 ___11 ___12

Teacher: Lemus

Course Title (9-12): Geography

Number to be purchased: 120

Principal's Signature:

Date: 3/3/2020

Attachment: Bibliography

WILLIAMS UNIFIED SCHOOL DISTRICT
P. O. Box 7 - 499 Marguerite Street - Suite A - Williams, California 95987
www.williamsusd.net
DR. EDGAR R. LAMPKIN, SUPERINTENDENT
District Office 530-473-2550 Fax 530-473-5894

"Students in Williams Unified will graduate with 21st century skills giving them true choices; career and/or college"

TEXTBOOK ADOPTION

Textbook Title: Health

Content Area: ___ELA ___Math X Science ___Social Science ___V/P Arts ___Foreign Language
Health

Grade Level: ___K ___1 ___2 ___3 ___4 ___5 ___6 ___7 ___8 X 9 ___10 ___11 ___12

Teacher: Sims

Course Title (9-12): 9th Grade Requirements (Health)

Number to be purchased: 75

Principal's Signature: [signature]

Date: 3/3/2020

Attachment: Bibliography

Application Checklist

Government and Special Districts

State Agency
County
City
Public School / District (College's, Universities)
Special District (Water Districts, Cemetery's, Utilities)

Name of Organization: Williams Unified School District

Contact Name: Jodi Cortez

Contact Name: Phone Number/Email Address:

(530) 473-2550 / jcortez@williams.k12.ca.us

Form 201 – Application	Yes ☐ No ☐
Form 202 – Resolution with Board Minutes (When Applicable)	Yes ☐ No ☐
Form 203 – Non-Discrimination Certification	Yes ☐ No ☐
Form 204 – Racial Demographic and National Origins of all Persons within your service Area **(https://factfinder.census.gov)**	Yes ☐ No ☐
Debarment Form	Yes ☐ No ☐
Sign and Date Terms and Conditions	Yes ☐ No ☐
Proof of State/Public Agency Status (Listing in State Directory etc.)	Yes ☐ No ☐
Current CBEDS or WASC (if applicable) **(https://dq.cde.ca.gov/dataquest/)**	Yes ☐ No ☐
Return Completed Original Application to: Federal Surplus Property Program 1700 National Drive Sacramento, CA 95834 **(Please maintain a copy for your records)**	Yes ☐ No ☐

- Eligibility is limited to the period covered by the certification. Certifications are generally issued on an annual basis; therefore, the provider must update annually or as required by the approval on their certification.

Notes:

Reviewed by:		Date:
Approved:	Yes ☐ No ☐ New ☐ Renewal ☐	Expires:
Donee Number:		Billing Code:

STATE OF CALIFORNIA
APPLICATION FOR ELIGIBILITY
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

In completing this form please print or type information.

A. Name of Organization Williams Unified School District Telephone (530) 473-2550

Address 260 11th Street City Williams County Colusa Zip 95987

E-Mail Address jcortez@williams.k12.ca.us Fax Number (530) 473-5894

1. Application is being made as a (please check one) (a) Public agency ☐ or (b) qualified nonprofit and tax-exempt organization ☐. Check all spaces that apply and provide all requested data.

B. **PUBLIC AGENCY**: Check either state ☐ or local ✠

_____ Conservation
_____ Economic Development
x Education
Grade Level TK-12
(Preschool, K-12, college)
Enrollment 1325
No. of faculty _____
No. of days in school year _____
_____ Parks & Recreation
_____ Public Health
_____ Public Safety
_____ Two or more of above
_____ Other (specify) _____

NONPROFIT AGENCY OR ORGANIZATION:

_____ Education
_____ Grade Level _____
(Preschool, K-12, college)
_____ School for the mentally or physically handicapped

Enrollment _____
No. of faculty _____
No. of days in school year _____
No. of school sites _____
_____ Educational radio or television station
_____ Museum
_____ Library
_____ Medical institution
_____ Hospital
_____ Health center
_____ Clinic
_____ Other (specify) _____

1. Are the applicant's services available to the public at large? yes If only a specified group of people is served, please indicate who comprises this group. _____

2. Checklist of signed and completed documents submitted with this application:

___ SASP Form No. 202 "Resolution," properly signed and approved by the Governing Board designating representatives, including their signatures, authorized to bind the applicant organization to service fees submitted by the State of California.
___ SASP Form No. 203, nondiscrimination compliance assurance.
___ Certification Regarding Debarment, Suspension, Ineligibility, & Voluntary Exclusion as required by the General Services Administration of the U.S. Government.
___ Other statements or documentation required, as may be specified.

Printed Name and Title of Administrator or Director: _____

Date: _____ Signature of Adminstrator or Director: _____

FOR STATE SURPLUS AGENCY USE ONLY

Application approved _____ Application disapproved _____

Comments or additional information: _____

Date: _____ Signed: _____

Donee Number: _____ Billing Code: _____

STATE OF CALIFORNIA
DEPARTMENT OF GENERAL SERVICES
OFFICE OF FLEET AND ASSET MANAGEMENT
ELIGIBILITY APPLICATION
CASASP 202 (Rev 2/2019)

DGS CALIFORNIA DEPARTMENT OF GENERAL SERVICES

Governor Gavin Newsom

RESOLUTION

"BE IT RESOLVED by the Governing Board, and hereby ordered that the offical(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire surplus property through the auspices of the California State Agency for Surplus Property and accept responsibility for payment of incidental fees by the surplus property agency under the Terms and Conditions accompanying this form or listed on the reverse side of this form."

	NAME (Print or Type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
A.	Dr. Edgar Lampkin	Superintendent	Edgar Lampkin	elampkin@williams.k12.ca.us
	Rosa Villasenor	EL Administrator		rvillasenor@williams.k12.ca.us
	Tim Wright	MOT Director		twright@williams.k12.ca.us
	Vangelis Bolias	Technology Director		vbolias@williams.k12.ca.us
	Kristi Ward	Nutrition Director		kward@williams.k12.ca.us

***Note: All signatures must be in original form. No copied or stamped signatures**

B. The above resolution was PASSED AND ADOPTED this _____ day of _____ ,20 ___ , by the Governing Board of the:

Williams Unified School District (Agency Name) by the following vote: AYES: _____ ; NOES: ___ ; ABSENT: _____

I, Silvia Vaca Clerk of the Governing Board known as Williams Unified School District Board of Trustees

Do hereby certify that the foregoing is a full, true and correct resolution adopted by the governing board of the below named organization at the meeting thereof held at its regular place of meeting on this date and by the vote above stated, a copy of said resolution is on file in the principap office of the Governing Board.

Signed by: _____

Williams Unified School District
Name of Organization

P.O. Box 7
Mailling Address

Williams / 95987 Colusa
City Zip Code County

NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY

C. AUTHORIZED this ____ day of _____ 20 _____ , by: _____
Signature of Administrative Officer

_____ / _____
Printed Name of Chief Administrative Officer Title

_____ / _____
Organization Name Street Address

_____ / _____ / _____
City ZIP Code County

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE: _____

STATE OF CALIFORNIA
DEPARTMENT OF GENERAL SERVICES
OFFICE OF FLEET AND ASSET MANAGEMENT
CASASP 203 (Rev 5/2018)

ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED, SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975

Williams Unified School District _____, (hereinafter called the "donee"),
(Name of donee organization)

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Date _____

Williams Unified School District
Donee Organization

BY _____
(President/Chairman of the Board
or comparable authorized official)

P.O. Box 7

Williams, CA 95987

Donee Mailing Address

STATE OF CALIFORNIA
APPLICATION FOR ELIGIBILITY
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national orgins of individuals you serve in your service area (it may be helpful to refer to the US Census to determine the racial makeup of your service area at www.factfinder.census.gov/). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. You answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

American Indian or Alaskan Native %___ 0.16	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian / Pacific Islander %___ 1.66	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black %___ 0.08	Persons having origins in any of the black racial groups of Africa.
Hispanic %___ 95.02	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White %___ 2.53	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
Other %___ 0.56	(Specify) Multi-ethnic or unknown

Print Name ___ Edgar Lampkin

Title Superintendent

Signature _____

Date _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 CFR 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," suspended," ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. 6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.

7. A participant in a covered transaction my rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, in eligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF DONEE APPLICANT Williams Unified School District

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE
Dr. Edgar Lampkin, Superintendent

SIGNATURE DATE

Certifications and Agreements including Terms, Conditions, Reservations and Restrictions to be included On Agency Issued or Distribution Documents

The Donee Certifies That:

1) It is a public agency; or an approved non-profit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1986; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the General Services Administration (GSA).
2) The property is needed and will be used by the recipient for carrying out for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization or 8(a) business, the property is needed for and will be used by the recipient for educational or public health purposes, or for programs for older individuals, or for business purposes. The property is not acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the State, except with prior approval of the CSASP.
3) Funds are available to pay any and all costs and charges incidental to the receipt of surplus property, and that property is not being acquired for any other use(s) or purpose(s), is not for sale. The fee schedule is available upon request from the CSASP.
4) Any transaction shall be subject to the nondiscrimination regulations governing the donation of federal surplus personal property issued under Title VI of the Civil Rights Act of 1964 (41 USC 2000d-2000d-4a), as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987.
5) If the Donee is designated by the Federal Small Business Administration 8(a) Program as a socially and economically disadvantaged small business and the SBA and CSASP have both determined the Donee is eligible to receive federal surplus property as a donation, the Donee certifies that the property acquired is needed and will be used solely for the conduct of the Donee's business enterprise: and the Donee certifies to A. (3), (4) and (5),

The Donee Agrees to the Following Federal Conditions:

6) All items of property, other than items with a unit acquisition cost of $5000 or more and passenger motor vehicles, regardless of acquisition cost, shall be placed in use for the purpose(s) for which it was acquired within one year or receipt, and shall be placed in continuous use for one year from the date the property was placed in use. In the event the Donee does not place the property in use, or continuous use, the Donee shall immediately notify the CSASP, and, at the Donee's expense, make the property available for transfer or other disposal as directed by the CSASP.
7) Special handling or use limitations as are imposed by Federal GSA on any item(s) under which the item(s) are being allocated to the Donee.
8) In the event the Donee does not use the property as required by *Sections C (1)* and *(2)* below, at the option of the GSA, title and right to the possession of such property shall revert to the United States of America and, upon demand, the Donee shall release such property to such person as GSA or its designee shall direct.

B) The Donee Agrees to the Following Conditions Applicable to Items with a Unit Acquisition Cost of $5,000 or More and Passenger Motor Vehicles, Regardless of Cost. Except Vessels 50 Feet or More in Length and Aircraft Regardless of Acquisition Cost:

1) The property shall be place in use within one year of receipt, and shall be used only for the purpose(s) for which it was acquired and for no other purpose(s).
2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which it is acquired for a period of 18 months from the date the property is placed in use, except for such item(s) of major equipment for which the CSASP designates a further period of restriction.
3) In the event the property is not so used as required by *Sections C (1)* and *(2)*, at the option of the CSASP, title and right to the possession of such property shall, at the option of the CSASP, revert to the State of California, and the Donee shall release such property to such person as the CSASP shall direct.

C) The Donee Agrees to the Following Terms, Reservations and Restrictions:

1) From the date it receives the property and throughout the time period(s) imposed by Sections B and C (as applicable) remain in effect, the Donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the State of California, without the prior approval of GSA or the CSASP. The proceeds from any sale, trade, lease, loan, bailment, encumbrance or other disposal of the property, when the GSA or the CSASP authorizes such action, shall be remitted promptly by the Donee to GSA or the CSASP, as applicable. If the Donee takes action in ignoring or disregarding the foregoing restrictions after the date the Donee received the property and before expiration of the time periods imposed by Sections C or D as applicable, at the option of the GSA or the CSASP, the Donee shall pay to the GSA or the CSASP any proceeds derived from the disposal, and/or the fair market or rental value of the property at the time of such unauthorized disposal as determined by the GSA or the CSASP as applicable.
2) If at any time, from the date the Donee receives the property throughout the time periods by Sections B and C as applicable, the Donee determines that some or all of the property is no longer suitable, usable, or further needed for the purpose(s) for which it was acquired, the Donee shall promptly notify the CSASP and shall, as directed by the CSASP, return the property to the CSASP, or release the property to another Donee or another state agency, or a department or agency of the United States, or sell or otherwise dispose of the property. The Donee shall remit the proceeds from the sale promptly to the CSASP.
3) The Donee shall make reports to the CSASP which shall state the use, condition, and location of the property, and shall report on other pertinent matters as may be required from time to time by the CSASP.
4) At the option of the CSASP, the Donee may abrogate the conditions set forth in Section B and the terms, reservations and restrictions pertaining in Section D by payment of an amount as determined by the CSASP.

D) The donee Agrees to the Following Conditions, Applicable to all Items of Property:

1) The property acquired by the Donee is on an "As Is," "where is" basis, without warranty of any kind.
2) If the Donee carries insurance against damages to or loss of property due because of fire or other hazards, and the damage to, loss or destruction to donated property with unexpired terms, conditions, reservations or restrictions, occurs, the CSASP will be entitled to reimbursement from the Donee out of the insurance proceeds, in an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated property.

E) Terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized Donee representative are applicable to the donation of Aircraft and Vessels of 50 Feet or more in length having an acquisition cost of $5,000 or more in length or more, regardless of the purpose for which acquired.

SIGNATURE: _____ DATE: _____

Williams Unified

County	Colusa
District	Williams Unified List of active district's schools
CDS Code	06 61622 0000000
District Address	260 11th St. Williams, CA 95987-0007 Google Map
Mailing Address	PO Box 7 Williams, CA 95987-0007
Phone Number	(530) 473-2550
Fax Number	(530) 473-5894
Email	Information Not Available
Web Address	www.williamsusd.net
Superintendent	Dr. Edgar Lampkin Superintendent (530) 473-2550 Ext. 11401 elampkin@williams.k12.ca.us
Chief Business Official	Mechele Coombs Director, Fiscal Services and Accountability (530) 473-2550 Ext. 11406 mcoombs@williams.k12.ca.us
Status	Active
District Type	Unified School District
Low Grade	K
High Grade	12
NCES/Federal District ID	0642540
CDS Coordinator (Contact for Data Updates)	Leslie Sanchez (530) 473-2550 Ext. 11404 Request Data Update(s)

Directory Disclaimer

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June 17, 2019

Dr. Nicole Odell
Assistant Principal (Secondary)
Williams High School
P. O. Box 7
Williams, CA 95987

Dear Dr. Odell:

Based on the ACS WASC mid-cycle review, it has been determined that Williams High School (9 - 12) meets the ACS WASC criteria for accreditation. This accreditation status is based on all of the information provided by the school, including the school's progress report, and the satisfactory completion of the on-site mid-cycle accreditation visit.

Williams High School's accreditation is now reaffirmed through the end of the six-year cycle ending in June 2022.

Accreditation status is conditioned upon Williams High School's continued adherence with the ACS WASC policies, procedures, and criteria for accreditation. This includes a requirement that an accredited school annually contribute members to participate on visiting committees. Failure to maintain compliance with said policies, procedures, and standards is grounds for modification and/or withdrawal of the accreditation.

The Commission looks forward to Williams High School's anticipated success and continuing improvement in keeping with ACS WASC's pursuit of excellence in elementary, secondary, and adult education.

Sincerely,

Barry R. Groves, Ed.D.
President

cc: Visiting Committee Chairperson
Superintendent

MID-CYCLE VISIT
VISITING COMMITTEE REPORT

ACCREDITING COMMISSION FOR SCHOOLS
WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES

FOR

WILLIAMS JR/SR HIGH

260 Eleventh Street

Williams, CA 95987

Williams Unified School District

April 03, 2019

Visiting Committee Members

Greg Beale

Superintendent, (retired)

Chris Coey

Teacher, Luther Burbank High School

I. Introduction

Williams Jr./Sr. High School is located in the town of Williams, California, which is within Colusa County and serves approximately 575 students (enrollment varies over the year due to migrant student populations; enrollment has been as low as 550 and as high as 612 this year). Williams is located approximately 60 miles north of Sacramento and is an agricultural community with an estimated population of 5,200. Surrounded by miles of farmland (producing rice, tomatoes, walnuts, almonds, and hay) and ranches (sheep and cattle), many of the inhabitants of Williams work at farms or the processing facilities for the farm products (i.e. cannery, seed sorting, etc.). Located in the Williams Community, a seasonal migrant work camp houses families who provide farm labor. The camp is in operation every year from April until the end of October. The migrant population at one time made up about one third of the school population, but now about 10 percent.

School Vision

The district vision is "Students in Williams Unified will graduate with 21st century skills giving them true choice: college or career." Williams Jr/Sr High School has actualized this with its own vision statement stating, "College for all." This statement sets the expectation that every student should see college as a viable option. Williams Jr/Sr High School understands that college might not be the right experience for every student, but all students should see college as a real achievable goal. The measurable goal for this vision is that 100 percent of students are taking AP or Dual Enrollment classes, zero percent of students have dropped out, and 100 percent of students have a Post-Secondary Plan. WJSHS's student learning objectives (SLOs) capture the skills students need to learn in order to meet this goal. The Student Learning Objectives (SLOs), formerly known as the ESLRs, have recently been reviewed with input from all faculty (September 2018) in order to realign the actions to the vision. The SLOs listed below are the current realigned objectives (LO stands for Learning Objective):

Williams Jr/Sr High School Student Learning Objectives (SLOs)

1. **Graduates of Williams Jr./Sr. High School will be critical thinkers who analyze and synthesize information in post-secondary situations.**
   - *L.O: Students will be proficient in Mathematics by taking the most rigorous coursework possible for four years.*
   - *L.O: Students will be proficient in English Language Arts by achieving reclassification (from English Learner to R-FEP) if applicable and/or passing four years of coursework.*

2. **Graduates of Williams Jr./Sr. High School will be lifelong learners who have a plan for college and career goals.**
   - *L.O: Students will have a Senior Portfolio demonstrating work readiness, an education plan, and contacts or resources.*
   - *L.O: Graduating seniors will take a survey identifying post-secondary plans.*

3. **Graduates of Williams Jr./Sr. High School will communicate effectively through reading, writing, listening, and speaking.**

- *L.O: Students will be proficient at giving presentations, writing essays, and collaborating in groups.*
- *L.O.: Students will complete Personal Insight Questions and a "brag sheet" to be used for scholarship and/or college applications.*

4. **Graduates of Williams Jr./Sr. High School will maximize academic achievement by overcoming challenges to success.**
   - *L.O: Students will pass Dual Enrollment courses or AP Exams.*
   - *L.O.: Students will complete a guaranteed curriculum.*

Student Enrollment and Demographics

All of Williams's public schools are located on a 49-acre site. The district's approximately 1350 students are divided among the following schools: Lower Elementary (TK-3) - 406 students, Upper Elementary (4-6) - 332 students, Junior High (7-8) - 223 students, High School (9-12) - 358 students, Mid-Valley Alternative High School - 18 students, Opportunity High School - 9 students, and Independent Study - 3 students. There are enrollment changes due to migrant students leaving in October/November and returning in April/May. These numbers reflect a snapshot in time of enrollment in early October 2018.

Enrollment per grade has been consistent (Table 1), holding between 85 and 105 students per grade level in the last three years; however, when examining the enrollment over the last five years, it has continuously increased with the exception of one year (low of 335, high of 388). The Upper Elementary is also seeing increases of approximately 20 students overall, which will continue to increase the High School enrollment.

The majority of students at Williams Jr./Sr. High School self-identify as Hispanic/Latino (88%, see Table 2). The remaining 18 percent are primarily identifying as White/Caucasian (9.5%). These statistics parallel the self-reporting of Primary Languages by students (Table 3). The majority of Williams students speak Spanish as their primary language (86.8%). With the exception of a few small pockets of languages, the remaining students speak English as their primary language (11.9%). Based on this data, ELD and Migrant Education support is crucial for helping students integrate into the school system where classes are presented in English.

Changes in the school program as observed by the visiting committee include the following:

Dual enrollment courses allow students to receive high school course credit and college credit. Williams high school has partnered with Woodland Community College to offer these courses and help current faculty earn a M.A. or M.S. in their chosen field so that they may teach as an adjunct professor at Williams High.

Williams High has added three sections of AVID for grades 7-12.

Williams High requires all students to enroll in a Plus Advisory Class prior to lunch. This 30-minute class requires students to demonstrate that they are on track to pass their classes and meet graduation requirements.

The master schedule has changed from a traditional six-period schedule to a block schedule.

Professional development is scheduled each Monday and the staff is engaged in discussion about recent research and pedagogy, e.g., *Teach Like A Champion*, *Mindset*, and *Grit: The Power of Passion and Perseverance*.

A leadership team was established. This team reviews data and considers its implications on student learning, assessment, and learning strategies.

The school received an ASSETs grant in 2018-2019. The ASSETs grant has the purpose of providing after-school academic support, enrichment, and parent involvement for the students. The ASSETs grant (received for the 2018-2019 school year) has allowed the school to provide free after-school tutoring with both teacher and peer tutors available from close of school to 6:00 pm (and transportation home also provided).

The district and school board has developed a master plan for the district facilities. The plan includes extensive development of the high school campus and restructuring of classroom placement. The development of a new science building will allow all science teachers to work in close proximity to each other. A weight room facility has been added to the campus as of the 2018-2019 school year.

The district LCAP has funded two positions at the Jr/Sr High School: an Intervention Specialist and a Learning Support Specialist.

William High offers parent support through programs like Project 2 Inspire, which was brought to their parent community in order to address key concepts such as the importance of family engagement, parental involvement in school, and home learning opportunities. This program allows parents to gain opportunities and resources (and strategies) to help their children succeed at school.

The Social Studies Department has adopted a new curriculum, which has been implemented in 2018-2019 school year. Mathematics has moved to CPM curriculum. Other classes have been added to the curriculum such as Ceramics, and dual enrollment courses.

In January 2019, the entire district had an introduction to PBIS as the next step in the implementation of Multi-Tiered Systems of Supports (MTSS). The site team has been chosen and completed the first day of PBIS training on January 15, 2019. The team will be bringing back this day of training to the staff on February 4, 2019.

The impact these changes and/or developments have had on the school and/or specific curricular programs include the following:

Williams High has shown a moderate and steady decline in the number of suspensions over a four-year period from a high of 8.6% in 2015 to 5.3% in 2018 as reported in their self study.

A total of 130 students of the approximately 360 high school students are enrolled in at least one AP course. 90 students receive the support of AVID classes. 61 students receive special

education services. 25 students in grades 7-12 receive support through the migrant education resources center.

Although the data in Table 11 is inconclusive about the impact of AVID on failing grade trends over the last two years, there is a general downward trend in the percent of failing grades this year when compared to the same semester over the past three years. Failing grades as a percentage are lower this year than any of previous three years. Furthermore, there is anecdotal evidence, as supported by the visiting team's meeting with the student focus group, that AVID does help students to stay organized and as a result improve their grades. One student reported that his junior year g.p.a. was a 3.0, and as a senior he was now earning a 3.8 g.p.a. He attributed part of the increase to his participation in AVID.

There is a general upward trend in the number of students that maintain a 2.0 or higher g.p.a The highest percentage of students at 82.5% in the first semester were reported last year. The highest percentage of students that maintain a 3.0 or higher was reported this year at 39.9%.

Dual enrollment rates have steadily risen over the last three years, and the number of students on track to meet the A-G requirements has remained the same or risen slightly over the last three years.

Graduation rates are at or near 100% for the last three years.

The visiting committee observed the leadership team's commitment to providing creative, forward thinking solutions to address the school's action plan and critical areas for follow-up. The principal's tenure has made a dramatic positive impact on the school culture. Students reported feeling safe, supported, appropriately challenged, and prepared for college and career.

The process used to develop the progress report

The process used to develop the progress report was an open process that included school leadership, department chairs, counselors, and classified staff. The entire staff was given opportunities to add to the report, voice concerns, ask questions, and provide reflection at various and intermittent stages of the report's development. Finally, the entire staff has had the opportunity to read and give feedback on the final report before submission.

II. Progress on Critical Areas for Follow-up/Schoolwide Action Plan

Critical Academic Need #1: *Increase college preparedness and academic achievement by creating and maintaining support mechanisms for all students at Williams Jr. Sr. High School.*

The administration and staff at Williams Jr. Sr. High School has made significant changes to the supports available for all students as well as those for staff in order to increase college preparedness and academic achievement.

- ADT training: During the 2017-2018 school year, all staff (district-wide) attended extensive training on Achievement Data Teams (ADT). The trainings included three districtwide dates during the 2017-2018 school year with sessions on using Illuminate, ADT leader team training, sessions on curricular maps, SMART goals, power standards, and assessments. Staff began to implement ADT cycles after preparing SMART goals, power standards, and common assessments for their courses. This work is continuing in 2018-2019, with different departments at different stages in the process. During 2018-2019, staff continue to use ADT and have been provided with additional support as the first full ADT cycles are completed. New staff have not been fully trained on ADT cycles and this is one area identified as a continuing need. .
- Course alignments: Further work needs to take place in some departments, while others are very advanced. Social sciences had a curriculum adoption (2018-2019 school year) which has increased alignment between middle school classes. High school social science teachers continue to work on their ADT cycles and have selected power standards and common assessments. The science department has chosen power standards and common assessments, which they are using in the ADT cycle. English has chosen power standards, and is examining curriculums for adoption in the 2019-2020 year. Math is the most advanced department with full alignment, common assessments, and full ADT cycles taking place. Course alignments ensure that all students are having the same curriculum and supports in place as well as universal measures of academic success. This is an area that needs work.
- The math department reviews data across teachers and classes.
- Intervention Specialist: The Intervention Specialist mainly works with students who are struggling academically. She also runs an afterschool program where she help students with homework and studying. She assigns students to after school tutoring based on their grades. She also collects and tracks data every grading cycle to see how many students have D's, F's, and which grade level is struggling the most. She communicates with teachers to familiarize herself with their assignments so she can be of better assistance to students. She also helps organize Saturday School where students can attend to do credit recovery through the online credit recovery program. She personally assigns students to Saturday school based on if they are credit deficient as well as assigns and enrolls students to summer school based on their credits. The Intervention Specialist has the following goals: 1) 100 percent promotion and graduation rate, 2) reduce the Plus period rates down to a maximum of 10 percent for each grade level, and 3) to talk to every single student who has a D or an F. She is working to accomplish these goals by going into classrooms during plus period to talk to these students one on one. The Intervention Specialist has allowed the school to address academic progress of lower achieving students in a more direct way as well as increase contact with parents.
- Tutoring Support: The ASSETs grant (received for the 2018-2019 school year) has allowed the school to provide free after school tutoring with both teacher and peer tutors available from close of school to 6:00 pm (and transportation home also provided). Science, English, and a Math teacher are available daily in the regular tutoring room. Using the ASSETs grant, the school has been able to provide Math Lab (with two additional teachers) two days a week to give targeted help in math. Attendance at

tutoring alone is over 60 students per day. This tutoring allows all students the ability to access tutoring and provides much needed academic supports.

- AVID: In summer 2018, an AVID team was sent to a weeklong training. The AVID team has brought back the AVID binder and AVID strategies to the staff. Training to become a schoolwide AVID program is continuous; however, all staff and students are now using the AVID binder system. Students report they feel more organized. When comparing data from last year and the present year (when AVID binder was introduced), there is a slight increase in GPAs and a decrease in students who are required to stay for Plus period. Staff hoped to see a larger change, however, when examining the grades more closely more students are being challenged by Dual enrollment/college classes and AP classes than ever before. While GPAs aren't necessarily increasing, the rigor of the classes students are taking is. In addition, while the binder has been implemented across the board, the AVID strategies are still a work in progress. Several planned professional development days on AVID strategies were removed from the calendar due to district mandated trainings, preventing full implementation of AVID at this time. The school is working to continue to implement these strategies and provide professional development next school year as well as sending more staff to AVID training this summer.
- Upward Bound: The high school offers the Upward Bound/College Readiness program on campus, which helps a large number of the students with tutoring, counseling, and mentoring. This program provides additional support to the students, specifically addressing college readiness.
- College Night: The counseling department now offers workshops for parents and students to prepare for applying and financing college. In addition, in 2018, parents requested additional presentations at the Family Community meetings by alumni parents who sent students to college (scheduled for 2/12/19) and a scholarship night for "parents only" by the counseling department (1/15/19).
- Dual Enrollment/AP Classes (and Early College High School designation): The school has increased its Dual Enrollment and has firm plans to continue to do so in the future. A Memorandum of Understanding was established with Woodland Community College cementing the relationship and the future of the Early College High School and movement towards a full range of dual enrollment classes. Funding was secured to provide staff with the opportunity to pursue masters degrees in content area, growing internal capacity for dual enrollment. With an increase of dual enrollment classes, the school expects to see a decrease in AP class selection as these classes will be replaced with dual enrollment classes. In summer 2018, the Williams Unified School District Board approved Williams Jr/Sr High School as an Early College High School. An ECHS allows student to complete college level classes during high school through dual enrollment courses as well as potentially early as much as two years of college credit or an AA degree or IGETC certification. This not only broadens the course offerings for the students but also allows access to Woodland Community College resources to ensure student success in these courses.
- Realignment of Plus Period: Plus period has seen some changes since the Self-Study. Plus period requires all students to check in with a teacher on campus, who remains the same adult for their time at Williams. This allows students to connect to a particular individual on campus as well as to increase monitoring of grades. Initially, all students

were required to remain in Plus period if their grades contained an F or D until the next Plus period grade marking period. After implementation, students noted they were feeling trapped in Plus period as they had to remain for the full marking period even if they raised their grades. In 2018-2019, Plus period was adjusted to be a three week window and offered students the ability to "get" out of Plus if their grades increased during the window. Students noted that they felt more motivated. The Plus period data shows only a slight increase by marking period of students who are not required to be in Plus; however, there are a large number of students that earn the privilege of "getting out" of plus during the marking period and it is difficult to truly measure the percent of students that are out as it changes day by day.

- Focus on Rigor, Relevance, and Engagement: The district has been focusing on increasing rigor, relevance and engagement in the classroom using training from the International Center for Leadership in Education (ICLE). Administration and staff have received training on using the rubrics provided by ICLE as well as district-wide training (August 2018) on how the "Rigorous Learning Toolkit" from ICLE. The Toolkit training provided administration and faculty on how to create "a culture of high expectations" and how to develop lesson plans that focus on more rigorous, relevant, and engaging instruction. The school has been focusing this year on ways to increase rigor. The focus on instruction increases the school's/teacher's ability to prepare the students for college.
- Strategies: The staff has been trained in using AOW (article of the week), Socratic seminars, and WICOR (Avid strategies- more training is to come on these), Cornell notes, and student engagement/student literacy strategies (such as think, pair, share). These strategies focus on students and their literacy with an emphasis on producing oral language through discussions and defenses of position. The school focuses on these strategies to increase student preparedness for college.
- GEARUP: UC Davis applied for a grant called GEAR UP to support schools in rural counties including Tehama, Glenn, and Colusa. As part of Colusa County, WJSHS will benefit from this grant, starting next school year. UC Davis will have an advisor onsite at WJSHS starting in 2019-2020, where the advisor will work with two cohorts of students for the next seven years, beginning with the current 6th and 7th graders, to help create supports for the students who wish to attend a UC.

Teacher Feedback: Teachers identified all of the above bulleted items as ways in which they have addressed Critical Academic Need #1. In addition, they have requested further training on rigor and a need for more development of student mindsets. In particular, the staff wants to see more on how to create a growth mindset in students. *Note: the staff is doing an additional book study this year that will help address this need. * Finally, staff is concerned about a lack of collaboration time to work on ADT and curriculum as the district has pulled back several days this year to address district wide training needs. The administration has adjusted and pulled back some site level training in response to allow more time on Mondays for ADT collaboration.

Summary of Status of Critical Academic Need #1:

Williams Jr/Sr High School has worked on the support systems for students. As a system approach to academic support, Plus period has been revamped as to how students move in and out of it. Tutoring, social emotional support, and greater attention to academic progress have

been greatly increased. There is still considerable work to get students' grades to the level of the potential that is witnessed in class. The affective side of academic performance continues to be an area of continued focus.

Critical Academic Need #2: *Broaden course offerings and school services to prepare all students to pursue post-secondary opportunities.*

- Near completion of an A-G course catalog: The counseling department has increased the number of courses that are A-G thereby, increasing opportunities for students to apply to UC/CSU schools. There are a few additional courses that are able to be classified to meet A-G and this has not been completed at this time. The school is working with teachers on completing the requirements to move these courses to A-G status.
- Early College High School (ECHS) and Dual Enrollment/AP Classes: In Summer 2018, the Williams Unified School District Board approved Williams Jr/Sr High School as an Early College High School. An ECHS allows students to complete college level classes during high school through dual enrollment courses as well as potentially earn as much as two years of college credit or an AA degree or IGETC certification. WJSHS has partnered with Woodland Community College to offer the current dual enrollment courses and to plan for the future success of the ECHS. This not only broadens the course offerings for the students but also allows access to Woodland Community College resources to ensure student success in these courses.
- AVID implemented school wide: In summer 2018, an AVID team was sent to a weeklong training. The AVID team has brought back the AVID binder and AVID strategies to the staff. Training to become a school-wide AVID program is continuous, however, all staff and students are now using the AVID binder system. Students report they feel more organized. There is an AVID class offered at each grade level that not only focuses on strategies for student success but also in helping students develop 21st century skills. The school is working towards becoming a complete AVID school and sending all staff to training in summer 2019 (pursuant to finding funding).
- Course Additions: The following courses have been added in the past three years: Ceramics, Ag Soil Chemistry, Environmental Horticulture, and Humanities 10. There are additional courses that are being added for 2019-2020 including a translator course for the CTE Translator Pathway. In addition, some courses have been added to increase participation across all subgroups, such as Movement and Walking offers other options for students who are prevented from fully participating in the general PE courses. A new Algebra 1 lab is offered for 8th graders who are taking Algebra 1 as a support class to increase the number of students who successfully complete Algebra 1 during 8th grade and enabling them to get to AP Calculus by senior year. As a result, Algebra 1 is now offered to a majority of 8th graders. The school has also added the following courses: Forensic Science, Net Sports, Mariachi band and Spanish for native speakers.
- CTE Grant: The district has applied for a CTE Grant that will allow the WJSHS to complete construction on the facilities allowing higher enrollment in CTE courses while also providing science facilities that will allow college level courses.

- ELD Resources: E-Learning /Imagine Learning and iLit computer resources for ELD students were purchased and staff trained. These resources allow students to have more targeted ELD practice and support in order to enter Core classes more quickly. The current EL Site Coordinator and ELD teacher are also working on professional development for staff on ELD supports and what teachers can do in their classroom to support ELD students.
- PSAT for grades 8 and 10: PSATs have been added to the school day in the Spring to provide additional opportunities for students to see what the PSAT is like before participating in the 11th grade PSAT. All students will take the PSAT during this time.

Teacher Feedback: The staff produced the bulleted list above. The staff as a whole identified additional areas they can address in the next three years: 1) increasing laptop access in all classrooms (and providing more up-to-date models), 2) increasing music options, such as a music tech class, 3) offering certifications in Ag classes, such as a welding certificate in the Ag Mechanics class, and 4) finalize the Interpreter pathway (which is currently being addressed for next year with an addition of the capstone class for this CTE pathway).

Summary of Status of Critical Academic Need #3:

This area of critical need has been a strength of Williams Jr/Sr High School over the last several years. The designation as an ECHS, in addition to expanded dual enrollment, and AP courses is evidence of this area. Staff is looking to continue to integrate the ECHS model into the regular academic calendar to further expand the early college options for students.

Critical Academic Need #3: *Improve school culture towards education and focus on strategies to address the student skills needed to be successful.*

- Strategies: The staff has been trained in using AOW (article of the week), Socratic seminars, and WICOR (Avid strategies- more training is to come on these), Cornell notes, and student engagement/student literacy strategies (such as think, pair, share). These strategies focus on students and their literacy with an emphasis on producing oral language through discussions and defenses of position.
- AVID: AVID has been brought to the school to help improve school culture and focus on skills students need to be successful. An AVID class is offered at each grade level and students have reported that this is the best class they have taken (informal interview) As mentioned before, some staff have been fully trained in AVID and brought back the AVID binder and AVID strategies to the staff. The school is seeing a shift in organization and an increase in AVID strategies. The difference has been noticed in the district at large, as the district's Upper Elementary School has approached the high school about how to implement this strategy at that school. Staff is working to continue to implement these strategies and the AVID program at the school and hope other schools in the district remain interested.
- Early College High School (ECHS) and Dual Enrollment: As mentioned above, the Williams Jr/Sr High School is now an ECHS. This change positions the students to be

more successful in college as well as promote a college-attending culture. This shift has allowed the school to communicate with the students, parents, and community about the importance of having a true choice to attend college. The school has been able to have conversations regarding financial aid, IGETC, AA degrees, and how dual enrollment courses can help families afford college as well as show students that they are capable of not only attending, but excelling in college classes.

- Realignment of Plus period: Plus period has seen some changes since the Self-Study. Plus period requires all students to check in with an adult on campus, who remains the same adult for their time at Williams. This allows students to connect to a particular individual on campus as well as to increase monitoring of grades. Initially, all students were required to remain in Plus period if their grades contained an F or D until the next Plus period grade marking period. After implementation, students noted they were feeling trapped in Plus Period as they had to remain for the full marking period even if they raised their grades. In 2018-2019, Plus period was adjusted to be a three week window and offered students the ability to "get out" of Plus if their grades increased during the window. Students noted that they felt more motivated. This change in perspective and motivation is helping to change the culture of the school. Teachers report that students are actively checking their grades and more students are following up on missing assignments.
- Learning Support Specialist & Social Emotional Learning– A Learning Support Specialist was added to the counseling team last year. The LSS is a part of the counseling team. The role of the LSS is to specialize in the social emotional needs of students. There is a referral process to the Coordination of Services Team (COST). The COST then talks about the needs of the student and identifies if the student needs academic, intervention or social emotional counseling. If the need is social emotional, then the LSS will start to meet with the student on a frequency commensurate with the needs of the student. The LSS is also a crisis counselor. When students need more immediate social emotional support, the LSS is the first responder, so to speak. The Learning Support Specialist is working with a large number of students (as well as staff) on student social skills as well as coping skills. The school recognizes that the student population has a large need for these types of skills not only to succeed academically, but also in the world at large.
- Intervention Specialist: As mentioned above, the Intervention Specialist mainly works with students who are struggling academically. She specifically works on the skills they need to succeed academically as well as ensure they are receiving the supports they need (such as tutoring).
- Tutoring Support: The ASSETs grant has allowed the school to provide free after school tutoring with both teacher and peer tutors available from close of school to 6:00 pm (and transportation home also provided). Science, English, and Math teachers are available daily in the regular tutoring room. Using the ASSETs grant, the school has been able to provide Math lab (with two additional teachers) two days a week to give targeted help in math. Attendance at tutoring alone is over 60 students per day. Tutors help with content as well as organization, study skills, and other skills needed for academic success.
- Literacy across all curriculum: One of the goals of the staff for the last two years has been integrating literacy across the curriculum in order to target the low ELA scores on

CAASSP. The focus has been on using strategies in the classroom that emphasize these skills such as think, pair, share, and annotation. AVID WICOR strategies also focus on literacy and are being implemented across the curriculum in order to support this effort. In 2017-2018, all staff were to focus on implementing one strategy in their daily lessons to increase literacy in their classrooms. In 2018-2019, staff wrote a professional growth goal identifying the literacy strategy or the student engagement strategy they would focus on implementing and how they would gain the skills to be successful at implementation.

- Focus on Parents and creating a common language of college for all: Using the participants in the ELAC, Family Community Meetings and Social Site Council meetings, the parents have provided the following topics for the year's meetings including: bullying, lockdown procedures, alumni parent panel of alumni who attended college, financial aid, and drugs/effects of drugs on students. Family Community Meetings (FCM) have been utilized each year to deliver this content to the parents and is completely parent driven (one meeting is dedicated each year to determining these needs). Each year several of these meetings are dedicated to strategies and skills students need to succeed at Williams as well as at college. These meetings help develop a community focused on education.
- DELAC, MPAC, SSC, FCM, and Advisory Committee: The district and school site has several committees that are composed of parents who are advising the schools on their needs and the culture of the school. MPAC is the Migrant Parent Advisory Committee. Furthermore, on major hires in the district, parents are given positions on the hiring committee (i.e. last year's Assistant Principal Hiring Committee had one parent on the committee). Participation of stakeholders ensure community involvement at the school and a culture of education.
- Project 2 Inspire: Project 2 Inspire was brought to the parent community in order to address key concepts such as the importance of family engagement, parental involvement in school, and home learning opportunities. The program allows parents to gain opportunities and resources (and strategies) to help their children succeed at school.

Teacher Feedback: The staff produced the bulleted list above. The staff would like a system in place to improve attendance for students with chronic attendance issues. Staff has also identified that computer training is needed for students that are ELD and that the current computers on campus are aging out and teachers would like to see them updated. Some staff noted that the professional development can be redundant at times and would like to see more direct application to specific core classes, rather than having PD as a large group.

Summary of Status of Critical Academic Need #3:

The systems and opportunity for implementation have been well documented in this area. As a school community they have adopted the "college for all" mantra. The area of continued focus is to broaden the understanding of this motto. CTE courses are not mutually exclusive to college courses. Staff is looking to explore the college opportunities in CTE pathways.

Critical Academic Need #4: *Continue to provide and seek new methods of student support services to meet the needs of various student subgroups.*

- Intervention Specialist: As mentioned above, the Intervention Specialist mainly works with students who are struggling academically. She was added to the staff after the last Self-Study with LCAP funding to help address the needs of low performing students, students in need of credit recovery, and students who are in danger of not promoting or graduating. She is continually addressing how she delivers services to these students and looking at data to determine the effect on student success.
- College and Career Center: The College and Career Center The CCC is open from 8am-6pm Monday-Friday. The College and Career Center offers a space for students to do homework, use laptops, print, receive tutoring, get scholarship information, sign up for SAT/ACT, apply to college, apply for financial aid, etc. The CCC also invites numerous guest speakers to the WJSHS campus throughout the year, including representatives from University of California campuses, representatives for California State University campuses, and representatives from community colleges, to name a few. On average, the school has about 70 students per day who utilize the CCC. The CCC has added a number of programs and workshops since the self-study to address the needs of the students.
- Migrant Education: Migrant Education was previously being run out of the Butte County Office of Education at the site. The district received services run out of BCOE. These services included a counselor for Migrant students as well as partnering during summer school for ELD for students. Starting in the 2018-2019 school year, the district will now be the agent which directly is in charge of the service agreement. This could lead to higher levels of direct support for Migrant Education students.
- ELD and ELPAC Training: The district passed a new English Learner Master Plan in Spring 2018. This plan identifies the structures needed for the ELD and R-FEP programs, the instructional programs offered, monitoring that is completed, as well as important areas such as professional development. At the site level, all professional development takes into account the impact of strategies on EL, R-FEP, and EO learners. The new site EL coordinator (the Assistant Principal) is completing extensive training this year on the ELPAC, the changes in the ELPAC, ELPAC administration, ELPAC results and impacts on instruction as well what to do when a student is both an ELD student as well as a SPED student. The new ELD teacher (2018-2019) is also receiving additional training in these areas. The Site EL coordinator will also attend the conference for the California Association For Bilingual Education (CABE 2019) with parents and the EL District Coordinator. The district has also implemented a new District ELD Task force to manage changes in regulation and to align the different sites.
- AVID: As mentioned above, the school has sent an AVID team to training and the team has brought back the AVID binder and AVID strategies to the staff. Training to become a schoolwide AVID program is continuous, however, all staff and students are now using the AVID binder system. The AVID system has been implemented to help support all students in organization. Students report to being more organized. When comparing data from last year and the present year (when AVID binder was introduced), there is a slight increase in GPAs and a decrease in students who are required to stay for Plus period.

Staff hoped to see a larger change, however, when examining the grades more closely more students are being challenged by dual enrollment/college classes and AP classes than ever before. In addition, while the binder has been implemented across the board, the AVID strategies are still a work in progress. Staff is working to continue to implement these strategies and provide professional development in the future.

- Focus on Rigor, Relevance, and Engagement: The district has been focusing on increasing rigor, relevance and engagement in the classroom using training from the International Center for Leadership in Education (ICLE). Administration and staff have received training on using the rubrics provided by ICLE as well as district-wide training (August 2018) on how the "Rigorous Learning Toolkit" from ICLE. The Toolkit training provided administration and faculty on how to create "a culture of high expectations" and how to develop lesson plans that focuses on more rigorous instruction. The school has been focusing this year on ways to increase rigor, with particular focus on how to encourage academic discussion in all class rooms and for all students.
- Learning Support Specialist & Social Emotional Learning– A Learning Support Specialist was added to the counseling team last year. The LSS is a part of the counseling team. The role of the LSS is to specialize in the social emotional needs of students. There is a referral process to the Coordination of Services Team (COST). The COST then talks about the needs of the student and identifies if the student needs academic, intervention or social emotional counseling. If the need is social emotional, then the LSS will start to meet with the student on a frequency commensurate with the needs of the student. The LSS is also a crisis counselor. When students need more immediate social emotional support, the LSS is the first responder so to speak. The LSS helps support a large group of students who are struggling at the school.
- After school tutoring for at risk/ELD students: The ASSETs grant (received for the 2018-2019 school year) has allowed the school to provide free after school tutoring with both teacher and peer tutors available from close of school to 6:00 pm (and transportation home also provided). Science, English, and Math teachers are available daily in the regular tutoring room. Using the ASSETs grant, the school has been able to provide Math Lab (with two additional teachers) two days a week to give targeted help in math. Attendance at tutoring alone is over 60 students per day.
- Clubs and Support Groups on campus: There are many clubs on campus that support students from various subgroups including: Girls Circle, Boys Council, LGBT Club, and FNL club.

Teacher Feedback: The staff produced the bulleted list above. The staff would like to see another learning support specialist or an intervention specialist as both staff members are overwhelmed with the amount of referrals. In addition, some staff identified that they feel they need more support in providing needed services for ELD students. The ELD staff identified that more work in coursework and placement of students in the correct ELD classes needs to occur (this work has begun with the ELD teacher and the EL Site Coordinator working to place students correctly and identifying a criteria for each placement). The ELD team is also working on the linear alignment of ELD courses and how to integrate ELD strategies into all content areas.

Summary of Status of Critical Academic Need #4:

While more improvement is still needed. There have been actions taken in this critical area. The most significant are the MTSS approach to the entire student and AVID, which is working towards schoolwide implementation. AVID is potentially a real solution to some of the questions of support that students need to be successful in more rigorous curriculum. Furthermore, with some of the schoolwide strategies being implemented, students are learning some of the soft skills needed for future success.

Progress on the Additional Areas to be strengthened as Identified by the Visiting Committee:

Area #1: *Staff and administration is encouraged to seek professional development for establishing a professional learning communities and time to collaborate to develop and implement a coherent vertically and horizontally aligned curriculum formative and summative assessments, consistent grading policies, and analyze students work to inform instruction.*

- Monday Minimum Days: On Mondays, the district has Early Release Mondays allowing time for Professional Development, Staff Meetings, ADT cycles, and District meetings. Every third Monday has been designated as a Teacher Choice Monday allowing teachers to choice what they need to work on. Teachers are encouraged to collaborate with other teachers during this time to help with alignment of curriculum and assessments as well as to review data. Other Mondays are devoted to ADT cycles (1-2 per month) and allowing departments to collaborate on the ADT data for particular courses as well as to collaborate as a whole department. Staff meetings also occur on Mondays and have a professional development component to every meeting, such as modeling strategies for classroom use, book studies, and WASC conversations.
- ADT training: During the 2017-2018 school year, all staff (districtwide) attended extensive training on Achievement Data Teams (ADT). The training included three district wide dates during the 2017-2018 school year, sessions using illuminate, ADT leader team training, sessions on curricular maps, SMART goals, power standards, and assessments. Illuminate assists teachers in conducting and analyzing summative assessments. Staff began to implement ADT cycles after preparing SMART goals, power standards, and common assessments for their courses. This work is continuing in 2018-2019, with different departments at different stages. During the 2018-2019, staff continue to use ADT and have been provided with additional support as the first full ADT cycles are completed. New staff have not been fully trained on ADT cycles. This is one area that is a continuing need.

Teacher Feedback: The staff produced the bulleted list above and emphasized that they feel they are working hard in this area. The staff would like to see more PD in growth mindset (which

is going to be occurring with the new book reading). They are also worried about the time taken back by the district to effectively complete ADT cycles.

Summary of Status of Area #1:

The school district has adopted a calendar with Monday meeting time built into the schedule. This meeting time is used for the curricular work identified in the previous action. It is still an area of growth to get the focus needed to do vertical alignment with curriculum, grades, and classroom policies.

Area #2: *Staff and administration is encouraged to include all stakeholder groups in the process to identify student needs as well as to participate in the planning to strengthen the school program to meet those needs.*

- Parent Involvement: The district and school site has several committees that are composed of parents who are advising the schools on their needs and the culture of the school. MPAC is the Migrant Parent Advisory Committee. Furthermore, on major hires in the district, parents are given positions on the hiring committee (i.e. last year's Assistant Principal Hiring Committee had one parent on the committee). Project 2 Inspire was brought to the parent community in order to address key concepts such as the importance of family engagement, parental involvement in school, and home learning opportunities. This program allows parents to gain opportunities and resources (and strategies) to help their children succeed at school. Using the participants in the ELAC, Family Community Meetings and Social Site Council meetings, the parents have provided the following topics for the year's meetings including: bullying, lockdown procedures, alumni parent panel of alumni who attended college, financial aid, and drugs/effects of drugs on students. Family Community Meetings (FCM) have been utilized each year to deliver this content to the parents and is completely parent driven (one meeting is dedicated each year to determining these needs). Each year several of these meetings are dedicated to strategies and skills students need to succeed at Williams as well as at college. These meetings help develop a community focused on education.
- Student/Staff/Family Surveys: In 2017-2018, students were given a survey designed by staff, regarding several aspects of the school. The data has been collected and is being evaluated. The school plans to survey again in 2018-2019 with an updated survey. The staff is surveyed each year at the end of the year. Parent/family surveys have yet to be implemented. The school hopes to address this in the near future, but past experience has shown little return from parents.

Teacher Feedback: The staff produced the bulleted list above and emphasized that they feel they are doing quite well in this area. The staff would like to see more involvement from parents, but understands the difficulty parents have been involved and balancing working in the community.

Summary of Status of Area #2:

Considerable effort has been put into establishing parent workshops on a frequent basis. Student surveys have been conducted and follow up focus group interviews as well. Student, parent and teacher input has been at the center of the identification of student needs.

Area #3: *Staff and administration is encouraged to implement a revised professional development plan that supports students in the acquisition of 21st century skills and achievement of CCSS (Common core state standards), including technology to enhance learning, research and information literacy skills, and reinforces ELD oral language strategies.*

- Professional Development: Staff has had training in increasing rigor in the classroom, the importance of the growth mindset, the importance of "Grit", the lifelong guidelines and life skills training, AVID training, and alignment with common core. However, staff clearly wants more.
- A districtwide professional development calendar was created: In an attempt to communicate the large quantity of professional consulting and training being brought to the district, a professional learning calendar was created. The professional learning calendar includes consultants, trainings, and collaboration days.
- Professional Development in the last three years:

Professional Development	Details	Year	Target Audience
Staff Book Studies:	Mindset by Dweck	2017-2018	Admin/Staff
	Grit by Duckworth	2018-2019	Admin/Staff
	The Leadership Challenge by Kouzes and Posner	2018-2019	Leadership site team
Conferences/ Workshop	Reach for the future	2016, 2018	Leadership of FNL
	CABE 2016	2016	Staff/Parents/District
	PBIS/Restorative Justice	2017	teachers
	Annual PE Conference	2017	PE teachers
	AP Summer Institutes	2017, 2018	History, ELA , Spanish, Art Teachers
	National Mariachi Workshop	Summer 2018	Music Teacher
	NSTA/NGSS Conference	2017, 2018	Science department
	Asilomar/Math Conf.	Fall 2018	Math Department
	AVID conference	Fall 2018	Site Admin. & Superintendent
	CABE 2018	2018	District and Site
	Writing Training	2018	ELA teachers
	SPED and EL workshop	2018	EL/SPED
	CABE 2019	2019	Staff/Parents/District Site

Site Specific Training:	ADT Training	2015-2016	Admin/Teaching Staff
	AVID Training	2017, 2018, 2019	AVID Team
	Illuminate Training	2016	All teaching staff
	ASSETs Training	2018	ASSETs staff, Admin
	MTSSS	Fall 2018	Counseling, Admin
	iLit Training and iImagine learning training	2017, 2018	ELD teachers & coordinator
	ELPAC training/workshops	Fall 2018	ELD teacher & coordinator
District Wide Training:	Lifelong Guidelines	2017-2018	Districtwide Staff
	FERPA Training	Fall 2018	Districtwide Staff
	CatapultEMS	Fall 2018	Districtwide Staff
	Mediated Structures	Fall 2018	Districtwide Staff
	DSEI & CIR Training	Fall 2018	District/Site Admin

Teacher Feedback: The teachers participated in a gallery walk of the critical areas of need. For this area (#3), ***every*** comment on the board mentioning needing more. Some of the comments were: "need better professional development to meet this", "needs more support", "still a need", "need more use and implementation of technology in classrooms", and "we need more and better quality PD in this area".

Summary of Status of Area #3:

The staff has attended workshops and done book studies to identify and discuss the 21st century skills that can be taught and otherwise reinforced within the classroom. There have been competing priorities that the school has had to manage in conjunction with district wide initiatives. This is an area which is still in need of defining the 21st century skills to be targeted and how best to deliver that instruction.

Area #4: *Staff and administration is encouraged to increase the use of student-centered instructional strategies that encourage oral academic language production by all students. These strategies are particularly important for English Language Learners.*

- Strategies: The staff has been trained in using AOW (article of the week), Socratic seminars, and WICOR (AVID strategies- more training is to come on these), Cornell notes, and student engagement/student literacy strategies (such as think, pair, share). These strategies focus on students and their literacy with an emphasis on producing oral language through discussions and defenses of position.
- Curriculum Choices: When choosing new curriculum (such as the newly-adopted social science curriculum), this has been at the center of the discussions. For example, the new

social studies curriculum offers opportunities for discussions and collaboration between students. In choosing a new ELA curriculum, one of the criteria being used to examine the curriculums are whether or not the curriculum offers opportunities for students to not only produce rigorous writing, but also ELD strategies and supports built into the program and emphasizes academic discussions.

- Math CPM: CPM curriculum uses the concept of discovery as the foundation for learning mathematics. Student voice and problem solving are at the core of CPM curriculum. The curriculum is grounded in the 8 mathematical practices as outlined in the Common Core State Standards for Mathematics. Student voice in instruction is noted in research as one of the most powerful pedagogical approaches through all types of instruction. Using discovery-based instruction leads students to deeper connections within the curriculum.
- AVID implemented school wide: As discussed before, AVID is being implemented schoolwide. The AVID team has brought back the AVID binder and AVID strategies to the staff. Training to become a schoolwide AVID program is continuous, however, all staff and students are now using the AVID binder system. Several planned professional development days on AVID strategies were removed from the calendar due to district mandated trainings, preventing full implementation of AVID at this time. Staff is working to continue to implement these strategies and provide professional development in the future. Finally, there is an AVID class offered at each grade level that not only focuses on strategies for student success but also in helping students develop 21st century skills.
- Focus on Rigor, Relevance, and Engagement: The district has been focusing on increasing rigor, relevance and engagement in the classroom using training from the International Center for Leadership in Education (ICLE). Administration and staff have received training on using the rubrics provided by ICLE as well as district-wide training (August 2018) on how the "Rigorous Learning Toolkit" from ICLE. The Toolkit training provided administration and faculty on how to create "a culture of high expectations" and how to develop lesson plans that focuses on more rigorous instruction. The school has been focusing this year on ways to increase rigor with a particular emphasis on academic discussion.

- ELD Curriculum and Alignment: The ELD teacher and the EL site coordinator are working closely to examine the current ELD curriculum to see if a change is warranted. The goal is to choose the best curriculum for the students while aligning across the district if possible. The district EL taskforce has just begun work on alignment districtwide as well as a discussion of how to ensure implementation of strategies across schools and content areas. The school has recognized the following weaknesses: low student motivation in test taking (and no effort or time being put into successfully completing tests) and a lack of study skills and organization. The ELD team at the high school is investigating ways to close this gap and is focused on this goal area for the next three years.

Teacher Feedback: Teachers identified all of the above bulleted items; however, teachers do want more support in this area.

Summary of Status of Area #4:

Through walkthroughs and feedback using the Collaborative Instructional Review rubric, feedback cycles have been created to provide teachers input on opportunities for student centered strategies. This is also being reinforced by the AVID curriculum which is being used as a resource for all teachers. The most focused strategies are Socratic seminar and Articles of the Week.

III. Commendations and Recommendations

Williams High School is to be commended for engaging in an open and inclusive self-study process. To address the critical need of increasing college preparedness and academic achievement for all students, Williams High has provided several creative solutions including Plus Period, AVID, ASSETs after-school tutoring, dual-enrollment courses, migrant education, a learning support specialist, and an intervention specialist. The school has created a vision that is shared by the leadership team and realized through the collaborative efforts of all stakeholders.

Significant work has been done to address the additional areas for follow-up as identified by the initial visiting committee, specifically areas #1, #2, and #4.

As stated in the school's self study, there is further need to provide a "*plan that supports students in the acquisition of 21st century skills and achievement of CCSS (Common core state standards), including technology to enhance learning, research and information literacy skills, and reinforces ELD oral language strategies.*" Furthermore, as discussed in visiting team's meeting with the school leadership team, there exists a need to provide ELD professional development for teachers across departments.

MEMORANDUM OF UNDERSTANDING
BETWEEN
WILLIAMS UNIFIED SCHOOL DISTRICT
AND
WILLIAMS TEACHERS ASSOCIATION
REGARDING COVID-19 CORONAVIRUS
March 23, 2020

The Williams School District ("District") and the Williams Teachers Association ("Association") enter this Memorandum of Understanding ("MOU") regarding the issues related to the coronavirus COVID-19 ("coronavirus").

The parties recognize that staff may need to self-quarantine, become quarantined, and/or the District may need to close a school or schools on an emergency basis to slow the spread of illness arising from the coronavirus during the 2019-20 school year.

The parties agree to the following:

1. Unit members who may have been or were potentially exposed to the coronavirus and are individually required by the District or a public health official to be quarantined or who self-quarantine while schools in the District are still open shall be placed on paid leave, which shall not be deducted from the member's sick, personal, or extended illness leave.
2. With the understanding that there is a shortage of supplies of hand sanitizers and other supply items the District will at minimum provide hand soap for every classroom and bathroom, and if available, hand sanitizer in every classroom, office and meeting room.
3. The District will ensure that all sinks (including those located in staff break rooms, all bathrooms, cafeterias/kitchens, classrooms, and janitorial closets) are functioning with running water and kept stocked with soap.
4. The District will ensure that every classroom is cleaned and sanitized daily during the coronavirus outbreak when the classroom is being used.
5. Districts will comply with Centers for Disease Control (CDC) and Cal-OSHA guidelines.

WUSD and the Association acknowledge that, by Executive Order N-26-20, issued on March 13, 2020, Governor Gavin Newsom declared that, in order to receive funding during closures related to COVID-19, school districts will be required to "continue delivering high-quality educational opportunities as feasible through, among other options, distance learning and/or independent studies", and the Parties agree to work in collaboration to continue to provide high-quality educational opportunities to the students of WUSD.

The District has determined the need to conduct an emergency school closure because of COVID-19. The parties, therefore, now agree to the following:

1. Unit members will be notified by email or phone any decisions to extend school closures once they commence. Unit members will also be given a minimum of 48 hours' notice of the reopening of schools should it reopen during the 2019-2020 school year.

2. When Unit members are directed to be absent from their school or worksite by order of any local, state or federal agency, including the District, the employee shall receive full pay and benefits for so long as the agency requires and/or recommends the closure. No employee will be charged sick leave or docked pay if the school or worksite is closed for health and safety reasons if the employee is otherwise available to work.
3. Unit members who fall ill during a school closure and who are unable to work remotely will follow the normal protocols and inform their supervisor that they will be taking a sick day and will not be available for work.
4. Unit members who may have been or were potentially exposed to the coronavirus and are individually required by the District or a public health official to be quarantined or required to be self-quarantined when schools reopen shall be placed on paid leave, which will not be deducted from the member's sick, personal or extended illness leave.
5. Unit members who have a doctor's note indicating a higher risk for serious illness from coronavirus because of age, a serious long-term health problem, or live with someone in that category, shall not be required to report to a worksite during school closures. And unit members with children or adults in their home they care for will not be required to report to a worksite during school closures.
6. Unit members compensation and benefits shall not be reduced in the event of an emergency school closure.
7. The District shall submit a "J-13A Request for Allowance of Attendance Due to Emergency Conditions" waiver to the CDE to mitigate the loss of funding due to lower than normal Average Daily Attendance ("ADA"). If the waiver is denied or the state requires students to make up days for the 2019-20 school year, the parties will negotiate make-up student instructional day(s) as required by CDE.
8. ~~9~~. If the District decides to provide alternative instruction (e.g., independent study packets, online coursework, etc.) to students while District schools are closed, unit members who provide classroom instruction will provide alternative lessons for the number of school closure days, provided that WTA unit members will not be required to work outside of their normal working hours Monday through Friday.
9. ~~10~~. The District will provide appropriate software and training (Zoom, Skype, WebEx, Canvas, etc.) if they require unit members to engage with students online during school closures. If unit members do not have internet strong enough to engage with students on one of the above-mentioned formats, the District will pay for internet that is strong enough.
10. ~~11~~. All closed schools will be sanitized before staff or students return.
11. ~~12~~. The District may move unfinished evaluations for WTA unit members to the 2020/21 school year. Observations that were completed, but the final evaluation paperwork was not, may be completed via email, followed up with a phone call to discuss the final evaluation.
12. ~~13~~. If the District is notified that any District student/family or District employee tested positive for COVID-19, they will inform unit members who likely came in contact with that student or staff member, without naming the infected person, so they can take extra precautions themselves.

The Association and WUSD reserve the right to negotiate any additional impacts of school closures in the 2019-20 school year based on new guidance, directives from any state or federal agency or should new circumstances arise.

This MOU shall expire in full without precedent on June 30, 2020, unless extended by mutual written agreement.

For the District: Edgar Lampkin
Superintendent

Edgar Lampkin

Edgar Lampkin Ed. D.
Williams USD Superintendent

For the Association: Michael Hermann
WTA President

Michael Hermann 3/23/20

PROPOSED MEMORANDUM OF UNDERSTANDING RELATED TO CORONAVIRUS RESPONSE

This memorandum is agreed between Williams Unified School District ("District") and the California School Employees Association and its Chapter 556 (together "CSEA") concerning the District's response to the coronavirus (COVID-19) epidemic.

The District and CSEA recognize the importance of maintaining safe facilities and operations, for the benefit of the students and communities served by the District and its teachers and staff. We recognize the importance of prudent measures to prevent District employees, students, their families, or other people using District facilities from being exposed to or infected with coronavirus. Care should be taken to identify potential exposure and prevent the spread of the disease. We agree that continuity of District operations should be maintained, and provisions should be made for District employees who are impacted by the epidemic.

To these ends, the District and CSEA agree as follows:

1) The District will inform CSEA as soon as practicable should it learn of a confirmed or likely coronavirus infection of District employees or students and at which campus or worksite said infection was found to the extent permissible under applicable privacy laws.
2) The District will train its employees in public health measures, hygiene, and sanitation to help prevent the spread of the virus and will ensure that its facilities have the necessary supplies for preventive sanitation measures (such as soap and water, disposable towels or tissues, and hand sanitizer) with the understanding that there are significant shortages of supplies which may inhibit the District from satisfying this commitment. CSEA will cooperate with the District in any necessary public health actions, such as contact tracing of infected individuals. Employees are reminded of their duty to do assigned work absent reasonable fears for their health or safety.
3) In the event employees of the District are required to report to work during closure days CSEA members will not be required to work outside of their normal working hours.
4) In the event a CSEA bargaining-unit employee is exposed to coronavirus or is taken ill with coronavirus, or wishes to self-quarantine for reasonable cause, the employee may use available leaves without fear of reprisal. Employees who have exhausted accrued sick leave may use extended sick leave. Employees belonging to populations deemed by the State as uniquely vulnerable to the effects of the virus shall be allowed to self-quarantine at no loss to individual leaves or pay. Similarly, those employees with medical proof of susceptibility to the virus should it be detected among students or staff at a facility will be granted leave as liberally as possible. CSEA will notify its members of the District's commitments but shall not encourage its members to take leave unless there is actually a medical reason to do so.
5) In the event any District facility must be closed, or any District operations are curtailed due to the coronavirus epidemic, CSEA bargaining-unit employees will not suffer any loss of pay or benefits relative to their regular schedules for the period of closure or curtailment. Thus, for example the District will continue to pay bargaining-unit employees even if they are unable to work due to coronavirus-related reduction in

use of District facilities. Employees who are not ill will not be required to use paid sick leave or any other form of paid time off during such an eventuality so long as they are otherwise available for work.

6) Should the District close any schools to address COVID-19, the District shall comply with requirements of California Executive Department Executive Order N-26-20. CSEA will support efforts to maintain funding pursuant to Education Code 41422 and 46392 in the event of a closure of any District facilities due to epidemic.
7) In the event the District seeks to add additional school days to this school year or next year, the District will seek to staff such additional days first by offering the work to unit members by order of seniority. Such work shall be compensated at least the same as during the regular school year. Before requiring any employee to work on additional days on an involuntary basis, District will negotiate further with CSEA.
8) The District shall deal with requests by employees who are parents to deal with a childcare provider or school emergency caused by coronavirus-related closure in conformity with Labor Code section 230.8.
9) The District and the Association reserves the right to negotiate any additional impacts of the school closures in the 2019-2020 school year based on new guidance, directions from any state or federal agency or should new circumstances arise.

Dated: March 27, 2020 By: M. Salcido
For: CSEA Ch. # 556

Dated: March 27, 2020 By: Edgar Lampkin
For: Edgar Lampkin Ed. D.
Williams USD Superintendent

WILLIAMS UNIFIED SCHOOL DISTRICT

WILLIAMS JUNIOR/SENIOR HIGH SCHOOL
GYMNASIUM FLOORING REPLACEMENT

PROJECT No. WUSD HS003F

CONSTRUCTION AGREEMENT

AGREEMENT

THIS AGREEMENT is made this ___ day of _____ in the County of _____, State of California, by and between the **Williams Unified School District** (the "District") and _____ (the "Contractor"). The District and Contractor may be referred to herein individually as a "Party" and collectively as the "Parties."

RECITALS

A. District is contracting for **Williams Jr./Sr. HS Gym Flooring Replacement, Project No. WUSD HS003F** ("Project").

B. Contractor has been selected as the lowest responsible and responsive bidder to perform the work for Project.

C. District desires that the Contractor complete the Project in accordance with the terms and conditions set forth in this Agreement and all Contract Documents incorporated herein.

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained in this Agreement, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

ARTICLE 1 - SCOPE OF WORK. The Contractor shall perform within the time stipulated the contract as herein defined, and shall provide all labor, materials, tools, utility services, and transportation to complete in a workmanlike manner all of the work required in connection with the following titled project:

Williams Jr./Sr. HS Gymnasium Flooring Replacement

Project No. WUSD HS003F

in strict compliance with the Contract Documents as specified in Article 4 below, which shall be free from any and all liens and claims from mechanics, material suppliers, subcontractors, artisans, machinists, teamsters, freight carriers, and laborers required for the Project.

ARTICLE 2 - TIME FOR COMPLETION. The Contractor shall mobilize and commence work on the Project at the direction of District staff. Time is of the essence for this Contract and the Contractor shall complete the Project within the period specified in the Special Conditions and in accordance with the schedule for the Project developed by the District and the Construction Manager, if applicable. Any additional projects will be coordinated between the District and Contractor. In entering into this Agreement, Contractor acknowledges and agrees that the duration stipulated herein is adequate and reasonable for the size and scope of the Project.

ARTICLE 3 - CONTRACT PRICE. As full compensation for the Contractor's complete and satisfactory performance of the work and activities described in the Contract Documents, the District agrees to pay Contractor, and Contractor agrees to accept the sum of _____ Dollars ($ _____), which shall be paid to the Contractor according to the Contract Documents. Payment and performance bonds are to be issued each in the amount of one hundred percent (100%) of the total amount payment under the Contract. Contractor shall adjust the payment and performance bonds if outstanding work exceeds the original amount of the bonds.

The Contract Price is subject to increases or decreases as provided in the Contract Documents. The District shall pay the Contract Price to the Contractor in accordance with the General Conditions.

ARTICLE 4 - COMPONENT PARTS OF THE CONTRACT. The Contract entered into by this Agreement consists of the following Contract Documents, all of which are component parts of the Contract as if herein set out in full or attached hereto:

Notice to Bidders
Instructions to Bidders
Bid Form and Proposal, as accepted
Bid Bond
Non-Collusion Affidavit
Project Warranty
Agreement
Performance Bond
Payment Bond
General Conditions
Special Conditions
Drawings and Specifications
Notice of Award
Notice to Proceed
Workers' Compensation Certification
Drug-Free Workplace Certification
Contractor Certification Re Alcoholic Beverage and Tobacco Free Campus Policy
Contractor Fingerprinting Certification
Asbestos-Free Materials Certification
Bidder's Acknowledgement of Project Schedule
Certificate Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
Iran Contracting Act Certificate
Substitution Request Form, if applicable
Escrow Agreement for Security Deposit in Lieu of Retention, if applicable

All of the above-named Contract Documents are intended to be complementary. Work required by one of the above-named Contract Documents and not by others shall be done as if required by all. This Agreement shall supersede any prior agreement of the Parties.

ARTICLE 5 – PREVAILING WAGES. This Project is a public works project subject to prevailing wage requirements and Contractor and its Subcontractors are required to pay all workers employed for the performance of this Contract no less than the applicable prevailing wage rate for each such worker. Contractor acknowledges that the project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations in accordance with Labor Code § 1770 et seq.

ARTICLE 6 – LIQUIDATED DAMAGES. Liquidated damages for the Contractor's failure to complete the Contract within the time fixed for Substantial Completion are established in the amount of $2,000 per calendar day and as further set forth in the Special Conditions.

ARTICLE 7 – CONTRACTOR'S LICENSE. The Contractor must possess throughout the Project the legally-required contractor's license classification for this Project, issued by the State of California, which must be current and in good standing.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, this Agreement has been duly executed by the above-named parties, on the day and year first above written. To the extent that there exists any conflicts or inconsistencies between this Agreement and the General Conditions, the provisions contained in the General Conditions shall govern.

CONTRACTOR:

License No. _____

By _____

Title _____

(Corporate Seal)

DISTRICT:

Williams Unified School District

By _____
Dr. Edgar Lampkin
Superintendent
Williams Unified School District

Governing Board Date _____

Agenda Item No._____

[END OF DOCUMENT]

WILLIAMS UNIFIED SCHOOL DISTRICT

Williams Jr./Sr. High School Gymnasium Flooring Replacement

PROJECT NO. WUSD HS003F

PERFORMANCE BOND

PERFORMANCE BOND
(CALIFORNIA PUBLIC WORK)

WHEREAS the **WILLIAMS UNIFIED SCHOOL DISTRICT** (also referred to herein "Obligee") has awarded to _____ (hereinafter "Contractor"), a contract for work consisting of but not limited to, furnishing all labor, materials, tools, equipment, services, and incidentals for the **Williams Jr./Sr. High School Gymnasium Flooring Replacement, Project No. WUSD HS003F** the "Project");

WHEREAS, the Work to be performed by the Contractor is more particularly set forth in that certain Agreement between the Obligee and Contractor dated _____, which Agreement and all other contract documents set forth therein (collectively, the "Contract Documents") are incorporated herein and made a part hereof by this reference; and

WHEREAS, the Contractor is required by said Contract Documents furnish a bond ensuring the Contractor's prompt, full and faithful performance of the Work under the Contract Documents ("Bond"),

NOW, THEREFORE, we _____, the undersigned Contractor, as Principal, and _____, a corporation organized and existing under the laws of the State of _____, and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bound, along with our respective heirs, executors, administrators, successors and assigns, jointly and severally, unto the **WILLIAMS UNIFIED SCHOOL DISTRICT** in the sum of _____dollars, $_____, said sum being not less than 100% of the total amount payable by the said Obligee under the terms of the Contract Documents, in lawful money of the United States, as more particularly set forth herein.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal, his or its heirs, executors, administrators, successors or assigns, promptly, fully and faithfully performs each and all of the obligations and things to be done and performed by the Principal in strict accordance with the terms of the Contract Documents, as they may be modified or amended from time to time, and if the Principal indemnifies and saves harmless the Obligee, its officers, agents and employees from any and all losses, liability and damages, claims, judgments, liens, costs, and fees of every description which may be incurred by the Obligee by reason of the failure or default on the part of the Principal in the performance of any or all of the terms or obligations of the Contract Documents, including all modifications and amendments thereto, and any warranties or guarantees required thereunder, as set forth in the Contract Documents, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

The Surety, for value received, hereby stipulates and agrees that no change, adjustment of the Contract Time, adjustment of the Contract Price, alterations, deletions, additions, or any other modifications to the terms of the Contract Documents, the Work to be performed thereunder, or to the Specifications or the Drawings shall limit, restrict or otherwise impair Surety's obligations or Obligee's rights hereunder. Surety hereby waives notice from the Obligee of any such changes, adjustments of Contract Time, adjustments of Contract Price, alterations, deletions, additions or other modifications to the Contract Documents, the Work to be performed under the Contract Documents, or the Drawings or the Specifications.

In the event of the Obligee's termination of the Contract due to the Principal's breach or default of the Contract Documents, within twenty (20) days after written notice from the Obligee to the Surety of the Principal's breach or default of the Contract Documents and Obligee's termination of the Contract, the Surety shall notify Obligee in writing of Surety's assumption of obligations hereunder by its election to either remedy the default or breach of the Principal or to take charge of the Work of the Contract Documents and complete the Work at its own expense ("Notice of Election"); provided, however, that the procedure by which the Surety undertakes to

discharge its obligations under this Bond shall be subject to the advance written approval of the Obligee, which approval shall not be unreasonably withheld, limited or restricted. The insolvency of the Principal or the Principal's mere denial of a failure of performance or default under the Contract Documents shall not by itself, without the Surety's prompt, diligent inquiry and investigation of such denial, be justification for Surety's failure to give the Notice of Election or for its failure to promptly remedy the failure of performance or default of the Principal or to complete the Work.

In the event the Surety fails to issue its Notice of Election to Obligee within the time specified herein, the Obligee may take all such action or actions necessary to cure or remedy the Principal's failure of performance or default or to complete the Work. The Principal and the Surety shall be each jointly and severally liable to the Obligee for all damages and costs sustained by the Obligee as a result of the Principal's failure of performance under the Contract Documents or default in its performance of obligations thereunder, including without limitation the costs of cure or completion exceeding the then remaining balance of the Contract Price; provided that the Surety's liability hereunder for the costs of performance, damages and other costs sustained by the Obligee upon the Principal's failure of performance under or default under the Contract Documents shall be limited to the penal sum hereof, which shall be deemed to include the costs or value of any Changes of any Work which increases the Contract Price.

The Principal and Surety agree that if the Obligee is required to engage the services of an attorney in connection with enforcement of the Bond, Principal and Surety shall pay Obligee's reasonable attorneys' fees incurred, with or without suit, in addition to the above sum.

In the event that suit or other proceeding is brought upon this Bond by the Obligee, the Surety shall pay to the Obligee all costs, expenses and fees incurred by the Obligee in connection therewith, including without limitation, attorneys' fees.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, we have hereto set our hands and seals this ____ day of _____, 20____.

_____
Principal/Contractor

By:_____
President

_____
Surety

By:_____
Attorney-in-Fact

The rate of premium on this bond is _____ per thousand.

The total amount of premium charged, $_____.

(The above must be filled in by corporate surety.)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
)
County of _____)

On this ____ day of _____, in the year _____, before me, _____, a Notary Public in and for said state, personally appeared _____, known to me (or proved to be on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument as the Attorney-in-Fact of the _____ (surety) and acknowledged to me that he subscribed the name of the _____ (surety) thereto and his own name as Attorney-in-Fact.

_____
Notary Public in and for said State

(SEAL)

My Commission expires _____.

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the _____ Secretary of the corporation named as principal to the within bond; that _____ who signed the said bond on behalf of the principal was then _____ of said corporation; that I know his signature, and his signature thereto is genuine; and that said bond was duly signed, sealed and attested for and in behalf of said corporation by authority of its governing Board.

(Corporate Seal)

_____
Signature

_____
Date

NOTE: A copy of the power of attorney to local representatives of the bonding company may be attached hereto.

[This space intentionally left blank.]

IMPORTANT: THIS IS A REQUIRED FORM.

Surety companies executing bonds must possess a certificate of authority from the California Insurance Commissioner authorizing them to write surety insurance defined in California Insurance Code section 105, and if the Work or Project is financed, in whole or in part, with federal, grant or loan funds, Surety's name must also appear on the Treasury Department's most current list (Circular 570 as amended).

Any claims under this bond may be addressed to:

(Name and Address of Surety)	(Name and Address of agent or representative for service for service of process in California)
_____	_____
_____	_____
Telephone:_____	Telephone: _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss.
COUNTY OF _____)

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____ (SEAL)
Notary Public in and for said State

Commission expires:_____

NOTE: A copy of the power-of-attorney to local representatives of the Surety must be attached hereto.

WILLIAMS UNIFIED SCHOOL DISTRICT

Williams Jr./Sr. High School Gymnasium Flooring Replacement

PROJECT NO. WUSD HS003F

PAYMENT BOND

PAYMENT BOND
(CALIFORNIA PUBLIC WORK)

WHEREAS, the **WILLIAMS UNIFIED SCHOOL DISTRICT** (the "Obligee") has awarded to _____ (the "Principal") a contract for the Work commonly described as the: **Williams Jr./Sr. High School Gymnasium Flooring Replacement, Project No. WUSD HS003F** (the "Project"); and

WHEREAS, the Work to be performed by the Principal is more particularly set forth in that certain Agreement between the Principal and the Obligee, dated _____, 2020 which Agreement and all other contract documents set forth therein (collectively, the "Contract Documents") are incorporated herein and made a part hereof by this reference; and

WHEREAS, by the terms of the Contract Documents, and in accordance with California Civil Code §§ 9550 et seq., the Principal is required to furnish a bond for the prompt, full and faithful payment to any Claimant, as hereinafter defined, for all labor, materials or services used, or reasonably required for use, in the performance of the Work on the Project ("Bond"); and

WHEREAS, the term "Claimant" shall refer to any of the persons described in California Civil Code § 9100, who provide or furnish labor, materials or services used or reasonably required for use in the performance of the Work under the Contract Documents, without regard to whether such labor, materials or services were sold, leased or rented.

NOW THEREFORE, we, _____, as Principal, and _____, as Surety, are held and firmly bound, along with our respective heirs, executors, administrators, successors and assigns, jointly and severally, unto Williams Unified School District, as Obligee, for payment of the penal sum of _____ Dollars ($_____), said sum being not less than one hundred percent (100%) of the total amount payable by the Obligee under the terms of the Contract Documents, in lawful money of the United States, as more particularly set forth herein.

This Bond shall inure to the benefit of all Claimants so as to give them, or their assigns and successors, a right of action upon this Bond.

The condition of the obligation is such that if the Principal, or its subcontractors, heirs, executors, administrators, successors or assigns fail to pay (1) any Claimant, (2) amounts due under the Unemployment Insurance Code with respect to Work or labor performed on the Project, or (3) amounts required to be deducted, withheld, and paid to the Employment Development Department from the wages of employees of the Principal and its subcontractors under Section 13020 of the Unemployment Insurance Code with respect to the Work and labor, then Surety will pay for the same in an amount not to exceed the sum specified above and, if an action is brought to enforce the liability on the Bond, the Surety shall pay such reasonable attorneys' fees as fixed by the court, as set forth in Civil Code § 9554.

If the Principal promptly, fully and faithfully makes payment to any Claimant for all labor, materials or services used or reasonably required for use in the performance of the Work, then this obligation shall be void; otherwise, it shall be, and remain, in full force and effect.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, deletion, addition, or any other modification to the terms of the Contract Documents, the Work to be performed thereunder, the Specifications or the Drawings, or any other portion of the Contract Documents, shall in any way limit, restrict or otherwise affect its obligations under this Bond; the Surety hereby waives notice from the Obligee of any such change, extension of time, alteration, deletion, addition or other modification to the Contract

Documents, the Work to be performed under the Contract Documents, the Drawings or the Specifications of any other portion of the Contract Documents.

IN WITNESS WHEREOF, the Principal and Surety have executed this instrument this _____ day of _____, 2020 by their duly authorized agents or representatives.

(Corporate Seal)

_____
(Principal Name)

By: _____
(Signature)

_____
(Typed or Printed Name)

Title: _____

(Corporate Seal)

_____
(Surety Name)

By: _____
(Signature of Attorney-in-Fact for Surety)

(Attach Attorney-in-Fact Certificate)

_____
(Typed or Printed Name of Attorney-in-Fact)

_____
(Address)

_____
(Area Code and Telephone Number of Surety)

IMPORTANT: THIS IS A REQUIRED FORM.

Surety companies executing bonds must possess a certificate of authority from the California Insurance Commissioner authorizing them to write surety insurance defined in California Insurance Code section 105, and if the Work or Project is financed, in whole or in part, with federal, grant or loan funds, Surety's name must also appear on the Treasury Department's most current list (Circular 570 as amended).

Any claims under this bond may be addressed to:

(Name and Address of Surety)	(Name and Address of agent or representative for service for service of process in California)
_____	_____
_____	_____
Telephone:_____	Telephone: _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
) ss.
COUNTY OF _____)

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____ (SEAL)
Notary Public in and for said State

Commission expires:_____

NOTE: A copy of the power-of-attorney to local representatives of the Surety must be attached hereto.

WILLIAMS UNIFIED SCHOOL DISTRICT

Williams Jr./Sr. High School Gymnasium Flooring Replacement

PROJECT NO. WUSD HS003F

GENERAL CONDITIONS

DESIGN-BID-BUILD
REV. 12-9-19

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GENERAL CONDITIONS

Article 1. DEFINITIONS

Addendum: A written change or revision to the Contract Documents issued to the prospective bidders prior to the time of receiving bids.

Alternate: The sum to be added to or deducted from the base Bid if the change in scope of work as described in Alternates is accepted by the District.

Approved: Approved by the District or the District's authorized representative unless otherwise indicated in the Contract Documents.

Architect: The person or firm holding a valid license to practice architecture or engineering which has been designated (if any designated) to provide architectural or engineering design services on this Project. When Architect is referred to within the Contract Documents and no architect or engineer has in fact been designated, then the matter shall be referred to the Director of Buildings & Grounds or designee.

As Directed: As directed by the District or its Architect, unless otherwise indicated in the Contract Documents.

As Selected: As selected by the District or its Architect, unless otherwise indicated in the Contract Documents.

Bid: The properly completed and signed proposal to perform the construction work for the Project as described in the Contract Documents.

Board of Education: The Board of Education of the District.

Construction Manager: The individual or entity named as such by the District. If no Construction Manager is designated for the Project, all references to the Construction Manager in these Contract Documents shall mean the District and/or its designee.

Contract: The legally binding agreement between the District and the Contractor wherein the Contractor agrees to furnish the labor, materials, equipment, and appurtenances required to perform the work described in the Contract Documents and the District agrees to pay the Contractor for such work.

Contract Documents: The Contract Documents are described in the Contract for this Project.

Contractor: The person or entity holding a valid license in the State of California required for performing this Project and who has contracted with the District to perform the construction work described in the Contract Documents. The term Contractor shall be construed to mean all of the officers, employees, Subcontractors, suppliers, or other persons engaged by the Contractor for the work of this Project.

Day: As used herein shall mean calendar day unless otherwise specifically designated.

District and/or Owner: The District, its Board of Education, authorized officers and employees, and authorized representatives.

DSA: The State of California Division of the State Architect which has the authority to review, approve and inspect the design, alteration and construction of school buildings.

Final Completion: Final Completion is achieved when the Contractor has fully completed all Contract Document requirements, including, but not limited to, all final punch list items, to the District's satisfaction.

Furnish: Purchase and deliver to the site of installation.

Improvements: The buildings, structures and/or sites that will constructed, renovated and/or remodeled as part of the Project.

Indicated or As Shown: Shown on drawings and/or as specified.

Inspector: The person engaged by the District to conduct the inspections required by the Education Code and Title 24.

Install: Fix in place, for materials; and fix in place and connect, for equipment.

Modification: An authorized change to the Contract Documents which may or may not include a change in contract price and/or time.

Perform: The Contractor, at Contractor's expense, shall perform all operations necessary to complete the work, including furnishing of necessary labor, tools, and equipment, and further including the furnishing and installing of materials that are indicated, specified, or required to complete such performance.

Project: The total construction work and activities described in these Contract Documents.

Secure: Obtain.

Subcontractor: A person, firm, or corporation, duly licensed by the State of California, who has a contract with the Contractor to furnish labor, materials and equipment, and/or to install materials and equipment for work in this Contract.

Substantial Completion: Substantial Completion is achieved when the District has the occupation, beneficial use, and enjoyment of the improvement, excluding any final punch list items to be performed by the Contractor at District's direction.

Surety: The person, firm, or corporation, admitted as a California admitted surety that executes as surety the Contractor's Performance Bond and Payment Bond for Public Works.

Work: "Work" of the Contractor or subcontractor includes labor or materials or both.

Miscellaneous terms and phrases:

Where the words "equal," "equivalent," "satisfactory," "directed," "designated," "selected," "as required," and words of similar meaning are used, the written approval, selection, satisfaction, direction, or similar action of the District is required.

Where the word "required" and words of similar meaning are used, it shall mean, "as required to properly complete the work as required by the District," unless stated otherwise.

Where the words "acceptable," "acceptance," or words of similar import are used, it shall be understood that the acceptance of the District is intended.

Article 2. ARCHITECT

The Architect is responsible for the overall design of the Project. The working drawings, technical Specifications, sketches and other information necessary to define the work covered by these Contract Documents have been prepared by the Architect. The Architect shall visit, inspect and observe the construction to determine general compliance with the Contract Documents, and interpret the drawings and Specifications consistent with their intent. The Architect shall evaluate the samples and other submittals required in the technical Specifications, and maintain an up-to-date log of all such items processed. The Architect will consult with the District, Contractor, and any state, county or city agency having jurisdiction over the work whenever necessary to further the best interests of the Project.

Article 3. DRAWINGS AND SPECIFICATIONS

a. **Contract Documents.** The Contract Documents consist of the executed Contract and all Addenda, all approved change orders, the completed Bid Form, the required Bonds and the Insurance forms, the Notice to Bidders, the Instructions to Bidders, the Notice of Intent to Award, the Notice to Proceed, the General Conditions, the Special Conditions, the drawings and Specifications. Contract Documents are complementary, and what is called for by one shall be as binding as if called for by all. The intention of documents is to include all labor and materials, equipment, and transportation necessary for the proper execution of the work. Materials or work described in words which as applied have a well-known technical or trade meaning shall be deemed to refer to such recognized standards.

b. **Interpretations.** Drawings and specifications are intended to be fully cooperative and to agree. However, if Contractor observes that drawings and specifications are in conflict, he or she shall promptly notify the District in writing and any necessary changes shall be adjusted as provided in the Contract for changes in work. If such conflict arises, the following order of precedence shall generally apply, provided, however, that the order of precedence shall not be so rigidly interpreted as to affect an absurd or costly result:

1. Special Conditions shall take precedence over General Conditions.

2. Technical Specifications implement, in additional detail, the requirements of the General Conditions. In the event of conflict between the Technical Specifications and the General Conditions, the General Conditions shall take precedence.

3. In the event of a conflict between the Technical Specifications and the drawings, the higher quality, higher quantity and most stringent requirements shall be deemed to apply and shall govern as to materials, workmanship, and installation procedures.

4. With regard to drawings:

   (a) Figures govern over scaled dimensions;
   (b) Larger details govern over general drawings;
   (c) Addenda/change order drawings govern over contract drawings;
   (d) Contract drawings govern over standard drawings.

5. Work not particularly shown or specified shall be the same as similar parts that are shown or specified.

c. **Ambiguities, Errors and Inconsistencies.** If, in the opinion of the Contractor, the construction details indicated on the drawings or otherwise specified are in conflict with accepted industry standards for quality construction and therefore might interfere with its full guarantee of the work involved, the Contractor shall promptly bring this information to the attention of the Architect for appropriate action before submittal of the bid. Contractor's failure to request clarification or interpretation of an apparent ambiguity, error or inconsistency waives that Contractor's right to thereafter claim any entitlement to additional compensation based upon an ambiguity, inconsistency, or error, which should have been discovered by a reasonably prudent Contractor, subject to the limitations of Public Contract Code §1104. During the Project, should any discrepancy appear or any misunderstanding arise as to the import of anything contained in the Contract Documents, the matter shall be promptly referred to the Architect (with written notice to the District's Construction Manager), who will issue instructions or corrections. Misunderstanding of drawings and specifications shall be clarified by the District, whose decisions shall be final.

d. **Lines and Planes.** All lines and planes appearing on Contract drawings to be horizontal or vertical and not explicitly indicated otherwise shall be constructed true and plumb. All lines and planes appearing on Contract drawings to intersect at right angles and not explicitly indicated otherwise shall be constructed at true right angles. Where details are indicated covering specific conditions, such details also apply to all similar conditions not specifically indicated.

e. **Standards.** Standards, Rules, and Regulations referred to are recognized printed standards and shall be considered as one and a part of these specifications within limits specified. The specification standards of the various sections of the Specifications shall be the procedural, performance, and material standards of the applicable association publications identified and shall be the required level of installation, materials, workmanship, and performance for the applicable work. Except where a specific date of issue is mentioned hereinafter, references to specification standards shall mean the edition, including amendments and supplements, in effect on the date of the Notice to Bidders. Where no standard is identified and a manufacturer is specified, the manufacturer's specifications are the standards. All standards shall be subordinate to the requirements of the applicable codes and regulations.

f. **Reference to the Singular.** Wherever in the Specifications an article, device or piece of equipment is referred to in the singular number, such reference shall include as many such items as are shown on drawings or required to complete the installation.

g. **Intent of Drawings and Specifications.** It is the intent of the drawings and Specifications to show and describe complete installations. Items shown but not specified, or specified but not shown, shall be included unless specifically omitted.

1. The Specifications shall be deemed to include and require everything necessary and reasonably incidental to the completion of all work described and indicated on the drawings, whether particularly mentioned or shown, or not.

2. Figured dimensions shall be followed in preference to scaled dimensions, and the Contractor shall make all additional measurements necessary for the work and shall be responsible for their accuracy. Before ordering any material or doing any work, the Contractor shall verify all measurements at the Project site and shall be responsible for the correctness of same.

Article 4. TRADE DIVISIONS

Segregation of the Specifications into the designated trade divisions is only for the purpose of facilitating descriptions and shall not be considered as limiting the work of any subcontract or trade. Subject to other necessary provisions set forth in the Specifications, the terms and conditions of such limitations or inclusions shall lie solely between the Contractor and its Subcontractors. "Scope" as indicated in each section of the Specifications shall serve only as a general guide to what is included in that section. Neither the stated description nor the division of the plans and Specifications to various sections, which is done solely for convenience, shall be deemed to limit the work required, divide or indicate it by labor jurisdiction or trade practice, or set up any bidding barriers to the various sub-contractors or suppliers.

a. The Contractor shall be responsible for the proper execution of all work required by the Contract Documents and for allocating such portions as the Contractor sees fit to the various Subcontractors, subject to applicable law. The Contractor is cautioned that the various individual sections may not contain all work that the Contractor may wish to allocate to a particular Subcontractor or everything bearing on the work of a particular trade, some of which may appear in other portions of the plans or Specifications.

b. If the Contractor elects to enter into any subcontract for any section of the work the Contractor assumes all responsibility for ascertaining that the Subcontractor for the work is competent, licensed, solvent, thoroughly acquainted with all conditions and legal requirements of the work, has included all materials and appurtenances in connection therewith in the subcontract, and has performed its work in strict compliance with the Contract Documents.

c. It shall be the responsibility of the Contractor to notify each prospective Subcontractor at the time of request for bids of all portions of the Contract Documents, including the General Conditions, special conditions and any parts of sections of Specifications or plans that the Contractor intends to include as part of the subcontract.

Article 5. MASTER MANDATORY PROVISIONS

a. Any material, item, or piece of equipment mentioned, listed or indicated without definition of quality, shall be consistent with the quality of adjacent or related materials, items, or pieces of equipment on the Project.

b. Any method of installation, finish, or workmanship of an operation called for, without definition of standard of workmanship, shall be followed or performed and finished in accordance with best practices and consistent with adjacent or related installations on the Project.

c. Any necessary material, item, piece of equipment or operation not called for but reasonably implied as necessary for proper completion of the work shall be furnished, installed or performed and finished; and shall be consistent with adjacent or related materials, items, or pieces of equipment on the Project, and in accordance with best practices.

d. Names or numbered products are to be used according to the manufacturers' directions or recommendations unless otherwise specified.

Article 6. COPIES FURNISHED

Contractor will be furnished, free of charge, copies of drawings and specifications as set forth in Special Conditions. Additional copies may be obtained at cost of reproduction.

Article 7. OWNERSHIP OF DRAWINGS

All drawings, specifications, and copies thereof furnished by District are its property. They are not to be used on other work and with exception of signed contract sets, are to be returned to District on request at completion of work.

Article 8. DETAIL DRAWINGS AND INSTRUCTIONS

a. **Examination of Contract Documents.** Before commencing any portion of the Work, Contractor shall again carefully examine all applicable Contract Documents, the Project site and other information given to Contractor as to materials and methods of construction and other Project requirements. Contractor shall immediately notify the District Representative of any potential error, inconsistency, ambiguity, conflict or lack of detail or explanation. If Contractor performs, permits, or causes the performance of any Work which is in error, inconsistent or ambiguous, or not sufficiently detailed or explained, Contractor shall bear any and all resulting costs, including, without limitation, the cost of correction. In no case shall the Contractor or any subcontractor proceed with Work if uncertain as to the applicable requirements.

b. **Additional Instructions.** After notification of any error, inconsistency, ambiguity, conflict or lack of detail or explanation, the District Representative will provide any required additional instructions, by means of drawings or other written direction, necessary for proper execution of the Work.

c. **Quality of Parts, Construction and Finish.** All parts of the Work shall be of the best quality of their respective kinds and the Contractor must use all diligence to inform itself fully as to the required construction and finish. In no case shall Contractor proceed with the Work without obtaining first from the District Representative such approval as may be necessary for the proper performance of Work.

d. **Contractor's Variation from Contract Document Requirements.** If it is found that the Contractor has varied from the requirements of the Contract Documents including the requirement to comply with all applicable laws, ordinances, rules and regulations, the District Representative may at any time, before or after completion of the Work, order the improper Work removed, remade or replaced by the Contractor at the Contractor's expense.

Article 9. CONTRACTOR

a. Quality of Work: The Contractor shall perform all the work and activities required by the Contract Documents and furnish all labor, materials, equipment, tools and appurtenances necessary to perform the work and complete it to the District's satisfaction within the time specified. The Contractor shall at all times perform the work of this Contract in a competent and workmanlike manner and, if not specifically stated, accomplish the work according to the best standards of construction practice. The Contractor in no way is relieved of any responsibility by the activities of the architect, engineer, inspector or DSA in the performance of such duties.

b. Full-Time Superintendent: The Contractor shall employ a full-time competent superintendent and necessary assistants who shall have complete authority to act for the Contractor on all matters pertaining to the work. The superintendent shall be satisfactory to the District and, if not satisfactory, shall be replaced by the Contractor with one that is acceptable. Also, the superintendent shall not be changed without the written consent of the District unless the superintendent ceases to be employed by the Contractor.

c. Field Measurements: Contractor shall make the layout of lines and elevations and shall be responsible for the accuracy of both the Contractor's and the Subcontractors' work resulting therefrom. All dimensions affecting proper fabrication and installation of all Contract work must be verified by the Contractor prior to fabrication and installation by taking field measurements of the true conditions. The Contractor shall take, and assist Subcontractors in taking, all field dimensions required in performance of the work, and shall verify all dimensions and conditions on the site. If there are any discrepancies between dimensions in drawings and existing conditions which will affect the work, the Contractor shall promptly bring such discrepancies to the attention of the Architect for adjustment before proceeding with the work. Contractor shall be responsible for the proper fitting of all work and for the coordination of all trades, Subcontractors and persons engaged upon this Contract.

d. Contractor shall do all cutting, fitting, or patching of Contractor's work that may be required to make its several parts come together properly and fit it to receive or be received by work of other contractors as shown, or reasonably implied by, the drawings and Specifications for the completed work. Any cost incurred by the District due to defective or ill-timed work shall be borne by the Contractor.

Article 10. RESPONSIBILITY OF CONTRACTOR

a. Contractor shall be held strictly responsible for the proper performance of all work covered by the Contract Documents, including all work performed by Subcontractors. All work performed under this Contract shall comply in every respect to the rules and regulations of all agencies having jurisdiction over the Project or any part thereof.

b. Contractor shall submit Verified Reports as defined in 24 California Code of Regulations ("CCR") §§ 4-336 and 4-343(c). The duties of the Contractor are as defined in 24 CCR § 4-343. Contractor shall keep and make available a copy of Title 24 of the CCR at the job site at all times.

c. Where any item of fabricated materials and/or equipment, indicated on drawings or specified is unobtainable and it becomes necessary, with the consent of the Architect and District, to substitute equivalent items differing in details or design, the Contractor shall promptly submit complete drawings and details indicating the necessary modifications of the work. To the extent the items represent a lower cost to contractor than what was originally specified, District shall be entitled to a corresponding decrease in the contract price. This provision shall be governed by the terms of the General Conditions regarding Submittals: Shop Drawings, Cuts and Samples.

d. With respect to work performed at or near a school site, Contractor shall at all times take all appropriate measures to ensure the security and safety of students and staff, including, but not limited to, ensuring that all of Contractor's employees, Subcontractors, and suppliers entering school property strictly adhere to all applicable District policies and procedures, e.g., sign-in requirements, visitor badges, and access limitations.

Article 11. SUBCONTRACTORS & SUBCONTRACTING

a. Nothing contained in the Contract Documents shall create any contractual relationship between any Subcontractor and the District. The District shall be deemed to be the third party beneficiary of the contract between the Contractor and each Subcontractor. If the Contractor does not specify a Subcontractor for any portion of the work to be performed under this Contract, as required by law, Contractor shall perform that portion of the work with its own forces. The Contractor shall not substitute any other person or firm as a Subcontractor for those listed in the bid submitted by the Contractor, without the written approval of the District and in conformance

with the requirements of the Public Contract Code, including but not limited to sections 4100, et seq.. The District reserves the right of approval of all Subcontractors proposed for use on this Project, and to this end, may require financial, performance, and such additional information as is needed to secure this approval. If a Subcontractor is not approved, the Contractor shall promptly submit another firm of the same trade for approval.

b. The Contractor shall insert appropriate provisions in all subcontracts pertaining to work on this Project requiring the Subcontractors to be bound by all applicable terms of the Contract Documents. The Contractor shall be as fully responsible for the acts and omissions of the Subcontractors, and of persons either directly or indirectly employed by them, as the Contractor is for the acts and omissions of persons directly employed by the Contractor

c. Substitution or addition of subcontractors shall be permitted only as authorized in California Public Contract Code Sections 4100 et seq.

Article 12. CONFERENCES AND MEETINGS

a. A material obligation of the Contractor under the Contract Documents is the attendance at required meetings by the Contractor's supervisory personnel for the Work. The Contractor's personnel participating in conferences and meetings relating to the Work shall be authorized to act on behalf of the Contractor and to bind the Contractor.

b. Pre-Construction Conference: The Contractor's representatives and those representatives of the subcontractors as requested by the District, shall attend a Pre-Construction Conference at such time and place as designated by the District. The Pre-Construction Conference will generally address the requirements of the Work and Contract Documents, and to establish construction procedures.

c. Progress Meetings: Progress Meetings will be conducted on regular intervals (weekly unless otherwise agreed to by the Parties). The Contractor's representatives will attend the meeting, which shall be chaired by the Construction Manager or Architect, as designated. Contractor shall submit all Change Order Requests for initial review by the District at the Progress Meeting.

d. Meeting Minutes: The Architect or Construction Manager will prepare and distribute minutes reflecting the items addressed and actions taken at a meeting or conference.

Article 13. REQUESTS FOR INFORMATION

a. Contents of RFI: Any Requests for Information ("RFI") shall reference all applicable Contract Document(s), including Specification Section, detail(s), page number(s), drawing numbers(s) and sheet number(s), etc. The Contractor shall make suggestions and interpretations of the issues raised by each Request for Information. By itself, an RFI cannot modify Project price, scheduled completion date or the Contract Documents.

b. Unnecessary RFIs: The Contractor may be responsible for any costs incurred for professional services the District may deduct from any amounts owing to the Contractor, if any RFI requests an interpretation or decision of a matter where the information is equally available to the party making the request.

Article 14. SAFETY/PROTECTION OF PERSONS AND PROPERTY

a. Contractor will be solely and completely responsible for conditions of the Work Site, including

safety of all persons and property during the performance of the Work. This will apply continuously and not be limited to normal working hours. The wearing of hard hats will be mandatory at all times for all personnel on Site. Contractor shall supply sufficient hard hats to properly equip all employees and visitors.

b. The Contractor shall furnish to the District a copy of the Contractor's safety plan within thirty (30) after the issuance of the Notice to Proceed. Contractor shall designate a responsible member of the company to post information regarding protection and obligations of workers, to comply with reporting and other occupational safety requirements. Contractor shall correct any violations of safety laws, rules, orders, standards, or regulations. Upon the issuance of a citation or notice of violation by the Division of Occupational Safety and Health Administration, Contractor shall correct such violation promptly. Upon notice from the District of a safety or health complaint from the surrounding community, Contractor shall work with the District to address the complaint, including where applicable, modifying the schedule and/or the manner of work to avoid undue disruption or safety risks to the community.

Article 15. PERFORMANCE AND PAYMENT BONDS

a. Contractor shall file with the District the following bonds, using the bond forms provided with these Contract Documents:

1) A corporate surety bond, in a sum not less than 100 percent of the amount of the Contract, to guarantee the faithful performance of the Contract.

2) A corporate surety bond, in a sum not less than 100 percent of the amount of the Contract, to guarantee the payment of wages for services engaged and of bills contracted for materials, supplies, and equipment used in the performance of the Contract.

b. Corporate sureties on these bonds and on bonds accompanying bids must be admitted sureties as defined by law, legally authorized to engage in the business of furnishing surety bonds in the State of California. All sureties and bond forms must be satisfactory to the District. Failure to submit the required bonds within the time specified by the Notice of Intent to Award, using the forms provided by the District, may result in cancellation of the award of Contract and forfeiture of the Bid Bond.

c. The amount of the Contract, as used to determine the amounts of the bonds, shall be the total amount fixed in the Contractor's proposal for the performance of the required work.

d. During the period covered by the Contract, if any of the sureties upon the bonds shall become insolvent or unable, in the opinion of the District, to pay promptly the amount of such bonds to the extent to which surety might be liable, the Contractor, within thirty (30) days after notice given by the District to the Contractor, shall provide supplemental bonds or otherwise substitute another and sufficient surety approved by the District in place of the surety becoming insolvent or unable to pay. If the Contractor fails within such thirty (30) day period to substitute another and sufficient surety, the Contractor shall, if the District so elects, be deemed to be in default in the performance of its obligations hereunder and upon the bid bond, and the District, in addition to any and all other remedies, may terminate the Contract or bring any proper suit or other proceedings against the Contractor and the sureties or any of them, or may deduct from any monies then due or which thereafter may become due to the Contractor under the Contract, the amount for which the surety, insolvent or unable to pay, shall have been liable on the bonds, and the monies so deducted shall be held by the District as collateral security for the performance of the conditions of the bonds.

Article 16. TIME

a. The Contractor shall commence the work on the date indicated in the Notice to Proceed. Time is of the essence regarding the Contract work, and the Contractor shall prosecute the work diligently and regularly at such a rate of progress as to ensure completion of this Project within, or sooner than, the time specified.

b. The Contractors and Subcontractors shall investigate and become aware of the amount of time required for the delivery of all equipment and materials required to perform the work under this Contract, and no extension of time shall be granted due to failure to order the equipment and materials sufficiently before their incorporation into the work so as to avoid delay to the Project.

c. The Contractor and Subcontractors shall provide and maintain enough manpower, materials and equipment to ensure a rate of construction progress that will complete the Project within or sooner than the time specified and according to the schedule of work. If, in the District's opinion, the Contractor and/or Subcontractors are not prosecuting the work at a sufficient rate of progress to meet the Project schedule, the District may direct the Contractor to provide additional manpower, materials or equipment, or to work additional hours, holidays or weekends without additional cost to the District until the work is progressing in a manner satisfactory to the District. Failure to prosecute the work in a timely manner according to the Project schedule is considered a breach of Contract and shall be cause for termination of the Contract.

Article 17. CONSTRUCTION SCHEDULE

a. Within fifteen (15) calendar days after the award of the Contract, the Contractor shall prepare and submit to the Architect and District an as-planned construction schedule showing in detail how the Contractor plans to prosecute the work within the time set for Final Completion. The schedule shall include the work of all trades necessary for construction of the Project, and shall be sufficiently complete and comprehensive to enable progress to be monitored on a day-by-day basis. The information for each activity shall include at a minimum the activity description, duration, start date and completion date. The first payment will not be made unless the District has been provided and has accepted the project schedule.

b. The Contractor shall take care in the preparation of the schedule to ensure that it represents an accurate and efficient plan for accomplishing the work. If the Project is more than one week behind schedule, it must be promptly revised showing how the Contractor plans to complete the work, but in no case shall it show a completion date later than that required by the Contract, unless a time extension has been granted. The current schedule shall be kept posted in the Contractor's project office on site. All required schedules shall be periodically updated to reflect changes in the status of the job, including weather delays. At a minimum, the Contractor shall be required to provide and keep updated a monthly schedule in order to prevent delay claims. Contractor shall, at the request of the District, prepare a recovery schedule when Contractor's Work has fallen behind schedule.

c. The Contractor shall be responsible for the coordination of all work necessary and pertaining to the construction whether actually a part of this Contract or attendant thereto. The Contractor shall notify the District and various utility companies, as far as possible in advance of their required work, in order that work schedules may be developed for all concerned, which will permit the most effective and timely accomplishment of the entire Project.

Article 18. DELAYS AND TIME EXTENSIONS

a. The Contractor may be granted a time extension if the Contractor encounters an unavoidable delay of the work due to causes completely beyond the Contractor's control and which the Contractor could not have avoided by the exercise of reasonable care, prudence, foresight and diligence. Causes for which a claim for extension of time may be made include: acts of the public enemy, acts of another contractor in the performance of another contract with the District, priority of a governmental agency for materials or equipment, fire, flood, violent wind storm, epidemic, quarantine restriction, strike, freight embargo, or weather of an unusually severe nature. The Contractor will not be granted time extensions for weather conditions which are normal for the location of the Project, according to the U. S. Weather Bureau Records.

b. A request for extension of time and compensation related thereto shall be made in writing to the Architect and District within ten (10) calendar days of the date the delay is encountered, or shall be deemed waived. The request shall include a detailed description of the reasons for the delay and corrective measures by the Contractor. The request shall be accompanied by evidence that the insurance policies required by the Contract shall be in effect during the requested additional period of time. In order for the Architect to consider a request for time extension, the Contractor must prove that the reasons stated for the delay actually caused a delay in portions of the work which will result in completion beyond the date specified in the Contract. The Contractor may also be granted a time extension for a significant change in the scope of work which request for extension of time shall be included in a Contract modification proposal.

c. No damages or compensation or any kind shall be paid to a Contractor because of delays in the progress of work, whether such delays be avoidable or unavoidable, that are not the responsibility of District. District's liability to Contractor for delays for which District is responsible shall be limited to an extension of time unless such delays were unreasonable under the circumstances involved and were not within the contemplation of the parties when the Contract was awarded. The Contractor shall provide to the District the actual, substantiated costs to Contractor for which the Contractor may claim damages from District. Such costs, if any, shall be directly related to the Project, and shall not include costs that would be borne by the Contractor in the regular course of business, including, but not limited to, office overhead and ongoing insurance costs. Delay damages shall not include Contractor or Subcontractor markup for overhead and profit, but only actual, documented, and direct actual costs. The District shall not be liable for any damages which the Contractor could have avoided by any reasonable means including, but not limited to, the more judicious handling of forces or equipment.

d. The granting of an extension of time because of unavoidable delays shall in no way operate as a waiver on the part of the District of the right to collect liquidated damages for other delays or of any other rights to which the District is entitled.

Article 19. LIQUIDATED DAMAGES

a. The parties understand and agree that the goodwill, educational process, and other business of District will be damaged if the Project is not completed and the Improvements cannot be occupied by the date of the stated Project completion. The parties have further agreed that the exact amount of damages for failure to complete the Work within the time specified is, in some cases, extremely difficult, impractical, or impossible to determine. As to those damages that are difficult, impractical, or impossible to determine, should the Contractor fail to achieve Substantial Completion of this Contract within the time fixed for Substantial Completion, together with extensions granted by the District for unavoidable delays, Contractor shall become liable to the District in the amount specified in the Contract per calendar day for each day the Contract

remains incomplete beyond the time for Substantial Completion, as liquidated damages and not as a penalty. Contractor shall not be charged with liquidated damages when the delay in completion of the work beyond the time for Substantial Completion is due to acts of the District. These liquidated damages will compensate the District only for the inability to occupy or otherwise utilize the Improvements. The costs and fees, including attorneys' fees, incurred by the District and its consultants and suppliers for extended performance as the result of any delays shall be added in Article 19.b., as set forth below.

b. In addition to any liquidated damages which may be assessed, if Contractor fails to achieve Substantial Completion of this Contract within the time fixed for Substantial Completion, together with extensions granted by the District for unavoidable delays, and if as a result District finds it necessary to incur any costs and/or expenses, or if District receives any claims by other contractors, subcontractors, or third parties claiming time or other compensation by reason of Contractor's failure to complete work on time, Contractor shall pay all those costs and expenses incurred by District. These costs and expenses may include but are not limited to such items as rental payments, extended performance by the architect, construction manager and Project Inspector, increased insurance costs, equipment rentals and allocable administrative salaries, whether related to the acquisition of facilities or caused by the delay in completion. The District may, without waiving any of its rights, assess liquidated damages after Substantial Completion of the Project.

c. Any money due or to become due to the Contractor may be retained to cover liquidated and other delay damages. Should such money not be sufficient to cover those damages, the District shall have the right to recover the balance from the Contractor or Contractor's sureties.

d. Should the District authorize suspension of the work for any cause, the time work is suspended will be added to the time for completion. Suspension of the work by the District shall not be a waiver of the right to claim liquidated or other delay damages as set forth in this section.

Article 20. ASSIGNMENT

Contractor shall not assign this Contract or any part thereof without prior written consent of District. Any assignment of money due or to become due under this Contract shall be subject to a prior lien for services rendered or material supplied for performance of the Work called for under said Contract in favor of all persons, firms, or corporations rendering such services or supplying such materials to the extent that claims are filed pursuant to the Civil Code, the Code of Civil Procedure, and/or the Government Code. If Contractor attempts to make such an assignment without such consent, Contractor shall nevertheless remain legally responsible for all obligations under the Contract.

Article 21. PROHIBITED INTERESTS

No official of the District and no District representative who is authorized in such capacity and on behalf of the District to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting or approving any engineering, inspection, construction or material supply contract or any subcontract in connection with construction of the Project, shall be or become directly or indirectly interested financially in this Contract or in any part thereof. No officer, employee, attorney, engineer or inspector of or for the District who is authorized in such capacity and on behalf of the District to exercise any executive, supervisory or other similar functions in connection with construction of the Project, shall become directly or indirectly interested financially in this Contract or in any part thereof.

Article 22. SEPARATE CONTRACTS

District reserves the right to let other contracts in connection with this Work or other work at the same site. Contractor shall afford other contractors reasonable opportunity for introduction and storage of their materials and execution of their work and shall properly connect and coordinate his Work with theirs.

If any part of Contractor's Work depends for proper execution or results upon work of any other contractor, the Contractor shall inspect and promptly report to District any defects in such work that renders it unsuitable for such proper execution and results. His failure to inspect and report shall constitute his acceptance of other contractor's work as fit and proper for reception of his Work, except as to defects which may develop in the other contractor's work after execution of Contractor's Work.

To ensure proper execution of his subsequent work, Contractor shall measure and inspect work already in place and shall at once report to the District any discrepancy between executed work and the Contract Documents.

Contractor shall ascertain to his own satisfaction the scope of the Project and nature of any other contracts that have been or may be awarded by District in prosecution of the Project to the end that Contractor may perform this Contract in the light of such other contracts, if any. Nothing herein contained shall be interpreted as granting to Contractor exclusive occupancy at the Project site. Contractor shall not cause any unnecessary hindrance or delay to any other contractor working on project. If simultaneous execution of any contract for the Project is likely to cause interference with performance of some other contract or contracts, District shall decide which contractor shall cease work temporarily and which contractor shall continue or whether work can be coordinated so that contractors may proceed simultaneously. District shall not be responsible for any damages suffered or for extra costs incurred by Contractor resulting directly or indirectly from award, performance, or attempted performance of any other contract or contracts on the Project, or caused by any decision or omission of District respecting the order of precedence in performance of contracts.

Article 23. COORDINATION WITH OTHER CONTRACTS

a. The District reserves the right to do other work or award other contracts in connection with this Project. By entering into this Contract, Contractor acknowledges that there may be other contractors on or adjacent to the Project site whose work must be coordinated with that of its own. Contractor expressly warrants and agrees that it will cooperate with other contractors and will do nothing to delay, hinder, or interfere with the work of other contractors, or that of the District, its Architect and Construction Manager. Contractor also expressly agrees that in the event its work is hindered, delayed, interfered with, or otherwise affected by a separate contractor, its sole remedy will be a direct action against the separate contractor. To the extent allowed by law, the Contractor expressly waives any remedy against the District, its Architect and Construction Manager on account of delay, hindrance, interference or other such events caused by a separate contractor.

b. If any part of Contractor's work depends upon the work of a separate contractor, Contractor shall inspect such other work and promptly report in writing to the District and Architect any defects in such other work that render it unsuitable to receive the work of Contractor. Failure of the Contractor to so inspect and report shall constitute an acceptance of the other contractor's work, except as to defects which the Contractor could not have detected through the reasonable inspection of the other contractor's work prior to the execution of Contractor's work.

c. If Contractor is aware of a current or potential conflict between Contractor's work and the work of another contractor on the site, and is unable to informally resolve the conflict directly with the other contractor, Contractor shall promptly provide written notice to the District, with a copy to the Architect and the other contractor, specifying the nature of the conflict, the date upon which the

conflict arose, and the steps taken to attempt to resolve the conflict. The District may issue written instructions to address the conflict.

If, through Contractor's negligence, any other contractor or subcontractor shall suffer loss or damage to the work, Contractor shall make a reasonable effort to settle with such other contractor and subcontractor by agreement or arbitration. If such other contractor or subcontractor shall assert any claim against the District or Architect, on account of any damage alleged to have been so sustained, the District or Architect shall notify the Contractor, who shall defend such proceedings at Contractor's own expense and save harmless and indemnify the District and the Architect from any such claim.

Article 24. DISTRICT'S RIGHT TO STOP WORK; TERMINATION OR SUSPENSION OF THE CONTRACT

a. District's Right to Stop Work:

In addition to or as an alternative to any and all other remedies available to the District, if the Contractor fails to correct work which is not performed in accordance with the Contract Documents, or if the Contractor persistently fails to perform the work in accordance with the Contract Documents, the District may by written order direct the Contractor to stop the work, or any portion thereof, until the cause for such order has been eliminated to the satisfaction of the District. However, the right of the District to stop the work shall not give rise to a duty on the part of the District to exercise this right for the benefit of the Contractor or any other person or entity, and the failure of the District to do so shall not be raised as a defense to the Contractor's failure to perform the work in accordance with the Contract Documents.

b. Termination for Cause:

1) If the Contractor refuses or fails to furnish sufficient materials, work force, equipment, and appurtenances to properly prosecute the work in a timely manner, or if Contractor refuses or fails to comply with any provisions of the Contract Documents, or if Contractor should file a bankruptcy petition or make a general assignment for the benefit of Contractor's creditors or if a receiver should be appointed on account of Contractor's insolvency, then the District may give the Contractor and Contractor's Surety written notice of intention to terminate the Contract. Unless within seven (7) calendar days after the serving of such notice upon the Contractor and Contractor's Surety such violation shall cease and arrangements for correction of such conditions shall be made satisfactory to the District, the Contract shall cease and terminate. In the event of such termination, the District shall immediately serve written notice thereof upon the Contractor and Contractor's Surety.

2) In the event of termination for cause, in addition to all remedies available to the District, the Contractor's Surety shall have the right to take over and perform the Contract; provided, however, that if the Surety does not commence performance within five (5) calendar days from the date of the issuance of such notice of termination, the District may take over the work and prosecute the same to completion by letting another Contract, or by any other method that the District deems advisable. The Contractor and Contractor's Surety shall be liable for any excess cost incurred by the District thereby, and in any such event the District may take possession of such materials, equipment, and other property belonging to the Contractor as may be on the site and use same in completing the work.

c. Termination or Suspension for Convenience:

The District reserves the right, in its sole discretion, to terminate or suspend all or part of the Contract for convenience following three (3) days written notice to the Contractor. In the event of

termination or suspension for convenience, Contractor shall have no claims against the District, except:

1) The actual cost of labor, materials and services provided pursuant to the Contract, and which have not yet been paid for, as documented by timesheets, invoices, receipts and the like; and

2) Five percent (5%) of the total cost of the work performed as of the date of notice of termination or suspension or five percent (5%) of the value of the work yet to be completed, whichever is less. The parties agree that this amount shall constitute full and fair compensation for all Contractor's lost profits and other damages resulting from the termination or suspension for convenience.

d. No Withdrawal of Bid Permitted:

In accordance with section 5101 of the California Public Contracts Code, Contractor shall be prohibited from withdrawing its bid unless the District consents to the withdrawal.

Article 25. GUARANTEE

Contractor warrants to the District that material and equipment furnished under the Contract will be of the highest quality and new unless otherwise required or permitted by the Contract Documents, that the Work will be free from defects not inherent in the quality required or permitted, and that the Work will conform with the requirements of the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. The Contractor's warranty does not cover damage or defect caused by abuse, modifications not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. If required by the District, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. So long as District forwards written notification of any warranty item to Contractor within the warranty period, Contractor's obligation to correct the warranty item continues until the correction is made. As stated in the Project Warranty form, the warranty period is at least two years. In the event of failure of the Contractor to repair a defect within seven (7) days after being notified in writing, the District is hereby authorized to proceed to have defects repaired and made good at expense of the Contractor who shall pay costs and charges therefore immediately on demand.

If, in the opinion of the District, defective work creates a dangerous condition or requires immediate correction or attention to prevent further loss to the District or to prevent interruption of operations of the District, the District will attempt to give the notice required by this article. If the Contractor cannot be contacted or does not comply with the District's request for correction within a reasonable time as determined by the District, the District may, notwithstanding the provisions of this article, proceed to make such correction or provide such attention. The costs of such correction or attention shall be charged against the Contractor. Such action by the District will not relieve the Contractor of the guarantees provided in this article or elsewhere in this Contract.

This article does not in any way limit the guarantee on any items for which a longer guarantee is specified or on any items for which a manufacturer gives a guarantee for a longer period. Contractor shall furnish District with all appropriate guarantee or warranty certificates, in a form acceptable to District, prior to the final payment made to Contractor.

Article 26. NOTICE AND SERVICE THEREOF

a. Any notice from one party to the other under the Contract shall be in writing and shall be dated and signed by the party giving such notice or by the duly authorized representative of such party. Any such notice shall not be effective for any purpose whatsoever unless served in one of the

following manners:

1) If notice is given to District, by personal delivery thereof to District's representative or by depositing same in United States mail, enclosed in a sealed envelope addressed to District for attention of said representative or District, postage prepaid and registered;

2) If notice is given to Contractor, by personal delivery thereof to said Contractor or to his foreman at site of the Project, or by depositing same in United States mail, enclosed in a sealed envelope addressed to said Contractor at his regular place of business or at such other address as may have been established for the conduct of work under this contract, postage prepaid and registered;

3) If notice is given to surety or other person, by personal delivery to such surety or other person or by depositing same in United States mail, enclosed in a sealed envelope addressed to such surety or person at the address of such surety or person last communicated by him to party giving notice, postage prepaid and registered.

4) If notice is served by mail, it shall be deemed received and all time periods associated with the giving of notice shall run from the third day after mailing.

Article 27. WORKERS

a. Contractor shall at all times enforce strict discipline and good order among his employees. Neither Contractor nor any Subcontractor shall not employ for work any unfit person or anyone not skilled in work assigned to him.

b. Any person in the employ of the Contractor whom the District may deem incompetent or unfit shall be dismissed from work and shall not again be employed on it except with the written consent of District.

c. The District reserves the right to request that the Project Supervisor be replaced immediately.

Article 28. WAGE RATES, PAYROLL RECORDS AND DEBARMENT

a. The Contractor is aware of the requirements of California Labor Code sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Since this Project involves an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since the total compensation is $1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. The Contractor shall obtain a copy of the prevailing rates of per diem wages at the commencement of this Agreement from the website of the Division of Labor Statistics and Research of the Department of Industrial Relations located at www.dir.ca.gov/dlsr/. In the alternative, the Contractor may view a copy of the prevailing rates of per diem wages at the District's Facilities Department. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to perform work on the Project available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the Project site. Contractor shall defend, indemnify and hold the District, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or allege failure to comply with the Prevailing Wage Laws.

b. The Contractor and each subcontractor shall forfeit as a penalty to the District not more than Two Hundred Dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the stipulated prevailing wage rate for any work done by him, or by any subcontract under him, in violation of the provisions of the California Labor Code. The difference between such stipulated prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage rate shall be paid to each worker by the Contractor.

c. As a further material part of this Contract, Contractor agrees to hold harmless and indemnify the District, its Board members, and its officers, employees and agents from any and all claims, liability, loss, costs, damages, expenses, fines and penalties, of whatever kind or nature, including all costs of defense and attorneys' fees, arising from any alleged failure of Contractor or its subcontractors to comply with the Prevailing Wage Laws of the State of California. If the District or any of the indemnified parties are named as a party in any dispute arising from the failure of Contractor or its subcontractors to pay prevailing wages, Contractor agrees that the District and the other indemnified parties may appoint their own independent counsel, and Contractor agrees to pay all attorneys' fees and defense costs of the District and the other indemnified parties as billed, in addition to all other damages, fines, penalties and losses incurred by the District and the other indemnified parties as a result of the action.

d. Accurate payroll records shall be kept by the Contractor and each subcontractor, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the Work.

e. It shall be the responsibility of Contractor to comply with Labor Code section 1776 as it may be amended by the Legislature from time to time with respect to each payroll record. Labor Code section 1776 provides in relevant part,

(a) Each contractor and subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

(1) The information contained in the payroll record is true and correct.

(2) The employer has complied with the requirements of Sections 1771, 1811, and 1815 for any work performed by his or her employees on the public works project.

(b) The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours at the principal office of the contractor on the following basis:

(1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request.

(2) A certified copy of all payroll records enumerated in subdivision (a) shall be made available for inspection or furnished upon request to a representative of the body

awarding the contract, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.

(3) A certified copy of all payroll records enumerated in subdivision (a) shall be made available upon request by the public for inspection or for copies thereof. However, a request by the public shall be made through either the body awarding the contract, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to paragraph (2), the requesting party shall, prior to being provided the records, reimburse the costs of preparation by the contractor, subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal office of the contractor.

(c) The certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information as the forms provided by the division. The payroll records may consist of printouts of payroll data that are maintained as computer records, if the printouts contain the same information as the forms provided by the division and the printouts are verified in the manner specified in (a) above.

(d) A contractor or subcontractor shall file a certified copy of the records enumerated in subdivision (a) with the entity that requested the records within 10 days after receipt of a written request.

(e) Except as provided in subdivision (f), any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the awarding body, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated to prevent disclosure of an individual's name, address, and social security number. The name and address of the contractor awarded the contract or the subcontractor performing the contract shall not be marked or obliterated. Any copy of records made available for inspection by, or furnished to, a multiemployer Taft-Hartley trust fund (29 U.S.C. Sec. 186(c)(5)) that requests the records for the purposes of allocating contributions to participants shall be marked or obliterated only to prevent disclosure of an individual's full social security number, but shall provide the last four digits of the social security number. Any copy of records made available for inspection by, or furnished to, a joint labor-management committee established pursuant to the federal Labor Management Cooperation Act of 1978 (29 U.S.C. Sec. 175a) shall be marked or obliterated only to prevent disclosure of an individual's social security number.

(f) (1) Notwithstanding any other provision of law, agencies that are included in the Joint Enforcement Strike Force on the Underground Economy established pursuant to Section 329 of the Unemployment Insurance Code and other law enforcement agencies investigating violations of law shall, upon request, be provided non-redacted copies of certified payroll records. Any copies of records or certified payroll made available for inspection and furnished upon request to the public by an agency included in the Joint Enforcement Strike Force on the Underground Economy or to a law enforcement agency investigating a violation of law shall be marked or redacted to prevent disclosure of an individual's name, address, and social security number.

(2) An employer shall not be liable for damages in a civil action for any reasonable act or omission taken in good faith in compliance with this subdivision.

(g) The contractor shall inform the body awarding the contract of the location of the records enumerated under subdivision (a), including the street address, city and county, and shall, within five working days, provide a notice of a change of location and address.

(h) The contractor or subcontractor shall have 10 days in which to comply subsequent to receipt of a written notice requesting the records enumerated in subdivision (a). In the event that the contractor or subcontractor fails to comply within the 10-day period, he or she shall, as a penalty to the state or political subdivision on whose behalf the contract is made or awarded, forfeit One Hundred Dollars ($100) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. A contractor is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.

(i) The body awarding the contract shall cause to be inserted in the contract stipulations to effectuate this section."

f. Debarment. The Contractor or any subcontractor working under the Contractor may not perform work on a public works project with a subcontractor who is ineligible to perform work on a public project pursuant to Section 1777.1 or Section 1777.7 of the California Labor Code. Any contract on a public works project entered into between the Contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract. Any public money that is paid, or may have been paid to a debarred subcontractor by the Contractor on the project shall be returned to the District. The Contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project.

Article 29. APPRENTICES

Contractor's attention is directed to the provisions of Sections 1777.5, 1777.6, and 1777.7 of the California Labor Code concerning employment of apprentices by the Contractor or any subcontractor under him. The Contractor shall be knowledgeable of and comply with all California Labor Code sections including 1727, 1773.5, 1775, 1777, 1777.5, 1810, 1813, 1860, including all amendments; each of these sections is incorporated by reference into this Contract. The responsibility for compliance with these provisions for all apprenticeable occupations rests with the Contractor. Knowing violations of Section 1777.5 will result in forfeiture not to exceed $100 for each calendar day of non-compliance pursuant to Section 1777.7. The Contractor shall pay the prevailing rate for apprentices under the regulation of the craft or trade for which the apprentice is employed.

Article 30. HOURS OF WORK

a. As provided in article 3 (commencing at section 1810), chapter 1, part 7, division 2 of the Labor Code, eight (8) hours of labor shall constitute a legal day's work. The time of service of any worker employed at any time by the Contractor or by any subcontractor on any subcontract under this Contract upon the Work or upon any part of the Work contemplated by this Contract is limited and restricted to eight (8) hours during any one calendar day and forty (40) hours during any one calendar week, except as hereinafter provided. Notwithstanding the provisions herein above set forth, work performed by employees of Contractor in excess of eight (8) hours per day, and forty (40) hours during any one week, shall be permitted upon this public work upon compensation for all hours worked in excess of eight (8) hours per day at not less than one and one-half times the basic rate of pay.

b. The Contractor and every subcontractor shall keep an accurate record showing the name of and actual hours worked each calendar day and each calendar week by each worker employed by him in connection with the Work or any part of the Work contemplated by this Contract. The record shall be kept open at all reasonable hours to the inspection of the District and to the Division of Labor Law Enforcement, Department of Industrial Relations of the State of California.

c. The Contractor shall pay to the District a penalty of twenty-five dollars ($25) for each worker employed in the execution of this Contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day and forty (40) hours in any one calendar week in violation of the provisions of article 3 (commencing at section 1810), chapter 1, part 7, division 2 of the Labor Code.

d. Any work necessary to be performed after regular working hours or on Sundays or other holidays shall be performed without additional expense to District. Refer to Special Conditions for information on specific time-of-day and weekend hour restrictions which apply to this Contract.

e. For projects occurring on or adjacent to an operating school site, Contractor shall schedule activities to ensure education operations will not be unduly disrupted by significant noise, dust or other impacts reasonably expected to be disruptive to any educational or District programs.

Article 31. INSURANCE

a. Contractor shall obtain insurance from a company or companies acceptable to District. All required insurance must be written by an admitted company licensed to do business in the State of California at the time the policy is issued. All required insurance shall be equal to or exceed an A VIII rating as listed in Best's Insurance Guide's latest edition. On a case-by-case basis, the District may accept insurance written by a company listed on the State of California Department of Insurance List of Eligible Surplus Lines ("LESLI List") with a rating of A VIII or above as listed in Best's Insurance Guides' latest edition. Required documentation of such insurance shall be furnished to the District within the time stated in the Notice of Intent to Award. Contractor shall not commence work nor shall it allow its employees or Subcontractors or anyone to commence work until all insurance required hereunder has been submitted and approved by the District and a notice to proceed has been issued.

b. Company or companies providing insurance coverage shall be acceptable to the District and authorized to conduct business in the State of California.

c. Contractor shall take out and maintain at all times during the life of this Contract, up to the date of acceptance of the work by the District, the following policies of insurance:

1) **General Liability Insurance:** Personal injury and replacement value property damage insurance for all activities of the Contractor and its Subcontractors arising out of or in connection with this Contract, written on a comprehensive general liability form including contractor's protected coverage, blanket contractual, completed operations, vehicle coverage and employer's non-ownership liability coverage, in an amount no less than either:

(a) $1,000,000.00 combined single limit personal injury and property damage for each occurrence and $2,000,000.00 annual aggregate with a $2,000,000.00 umbrella/excess; or

(b) $2,000,000.00 annual combined single limit.

Contractor shall procure and maintain during the life of this Contract and for such other period as may be required herein, at its sole expense, such comprehensive general liability insurance or commercial general liability and property damage insurance as shall protect Contractor and District from all claims for bodily (personal) injury, including accidental death, as well as claims for property damage arising from operations under this Contract, and other covered loss, however occasioned, occurring during the policy term. Such policy shall comply with all the requirements of this article, and shall be in the form and amounts as set forth in the Special Conditions. The limits set forth in the Special Conditions shall not be construed to relieve the Contractor from liability in excess of such coverage, nor shall it limit Contractor's indemnification obligations to the District, and shall not preclude the District from taking such other actions available to the District under other provisions of the Contract Documents or law.

Any general liability policy provided by Contractor hereunder shall contain an endorsement which applies its coverage to District, members of District's board of education, and the officers, agents, employees and volunteers of District, the State Allocation Board, if applicable, and the District's consultants, individually and collectively, as additional insureds using form CG2010 11-85 or equivalent which must include products and completed operations coverage, broad form property damage coverage, coverage for collapse, explosion and underground, and include independent contractor coverage.

Contractor shall notify District in writing of the amount, if any, of self-insured retention provided under the General Liability coverage, with a maximum limit of $25,000. District may approve higher retention amounts, based upon review of documentation submitted by Contractor. Such review shall take into consideration Contractor's net worth and reserves for payment of claims of liability against Contractor, which must be sufficient to adequately compensate for the lack of other insurance coverage required hereunder.

All general liability policies shall be written to apply to all bodily injury, including death, property damage, personal injury and other covered loss, however occasioned, occurring during the policy term, and shall specifically insure the performance by Contractor of that part of the indemnification contained in Article 29 hereof, relating to liability for injury to or death of persons and damage to property. If the coverage contains one or more aggregate limits, a minimum of 50% of any such aggregate limit must remain available at all times; if over 50% of any aggregate limit has been paid or reserved, District may require additional coverage to be purchased by Contractor to restore the required limits. Contractor may combine primary, umbrella, and as broad as possible excess liability coverage to achieve the total limits indicated above. Any umbrella or excess liability policy shall include the additional insured endorsement, products and completed operations coverage and broad form property damage described in paragraphs (d) and (e), above. To the extent that the umbrella insurer requires notice of changes to the primary policy, notice will be considered to be given and not prejudice the District's rights to recover under the umbrella policy.

Contractor and District release each other, and their respective authorized representatives, from any Claims (as further defined in Article 29), but only to the extent that the proceeds received from any policy of liability insurance carried by District or Contractor, other than any self-insurance, covers any such Claim or damage. Included in any policy or policies of liability insurance provided by Contractor hereunder shall be a standard waiver of rights of subrogation against District by the insurance company issuing said policy or policies.

2) **Builders Risk Insurance:**

_X__ Contractor is not required to procure and maintain builders' risk insurance (all-risk coverage).

____ Contractor shall procure and maintain builders' risk insurance (all-risk coverage) on a one hundred percent completed value basis on the insurable portion of the project for the benefit of the District, and the Contractor and subcontractor as their interest may appear.

It is the Contractor's responsibility to maintain or cause to be maintained builder's risk insurance or applicable installation coverage on all work, material, equipment, appliances, tools, and structures which are a part of the Contract and subject to loss or damage by fire, extended coverage, and vandalism and malicious mischief. District accepts no responsibility until the Contract is formally accepted by the Governing Board for the Work. The Contractor is required to file with the District a certificate evidencing builder's risk or applicable installation of not less than the amount identified in the Special Conditions insurance coverage.

Provide insurance coverage on completed value form, all-risk or special causes of loss coverage.

1. Insurance policies shall be so conditioned as to cover the performance of any extra work performed under the Contract.
2. Coverage shall include all materials stored on site and in transit.
3. Coverage shall include Contractor's tools and equipment.
4. Insurance shall include boiler, machinery, and material hoist coverage.

3) **Automobile Liability Insurance:** Covering bodily injury and property damage in an amount no less than $1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles and be included on the umbrella/excess policy.

d. The certificate(s) for the General Liability Policy(ies) and the Automobile Liability Policy specified above must state that the insurance is under an occurrence based, and not claims made, policy(ies) and shall be endorsed with the following specific language:

"**The Williams Unified School District"** is an additional insured for all liability arising out of the operations by or on behalf of the named insured, and this policy protects the additional insured, its officers, agents and employees against liability for bodily injuries, deaths or property damage or destruction arising in any respect directly or indirectly in the performance of the Contract."

e. The certificate(s) for the both the General Liability Policy and the Automobile Liability Policy, as well the Builders' Risk Policy if required above, shall be endorsed with the following specific language:

1) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured and the coverages afforded shall apply as though separate policies have been issued to each insured.

2) The insurance provided herein is primary and no insurance held or owned by the District shall be called upon to contribute to a loss.

3) Coverage provided by this policy shall not be reduced or canceled without thirty (30) days written notice given to the Owner by certified mail.

4) This policy does not exclude explosion, collapse, underground excavation hazard, or removal of lateral support.

5) The certificates must state that the insurance is under an occurrence based, and not a claims-made, or "modified occurrence," policy (policies).

f. Within ten (10) days following issuance of the Notice of Intent to Award of the Contract, the following documentation of insurance shall be submitted to District for approval prior to issuance of the Notice to Proceed: Certificates of insurance showing the limits of insurance provided, certified copies of all policies, and signed copies of the specified endorsements for each policy. At the time of making application for an extension of time, the Contractor shall submit evidence that the insurance policies will be in effect during the requested additional period of time.

g. If the Contractor fails to maintain such insurance, the District may take out such insurance to cover any damages of the above mentioned classes for which the District might be held liable on account of the Contractor's failure to pay such damages, and deduct and retain the amount of the premiums from any sums due the Contractor under the Contract.

h. **Workers' Compensation Insurance:**

1) Within ten (10) calendar days following issuance of the Notice of Intent to Award of the Contract, the Contractor shall furnish to the District satisfactory proof that the Contractor and all Subcontractors it intends to employ have procured, for the period covered by the Contract, full Workers' Compensation insurance and employer's liability with limits of at least $1,000,000 with an insurance carrier satisfactory to the District for all persons whom the Contractor may employ in carrying out the work contemplated under this Contract in accordance with the Workers' Compensation Insurance and Safety Act, approved May 26, 1913, and all acts amendatory or supplemental thereto (the "Act"). Such insurance shall be maintained in full force and effect during the period covered by the Contract. In the event the Contractor is self-insured, Contractor shall furnish a Certificate of Permission to Self-Insure, signed by the Department of Industrial Relations Administration of Self-Insurance, Sacramento, California.

2) If the Contractor fails to maintain such insurance, the District may take out worker's compensation insurance to cover any compensation which the District might be liable to pay under the provisions of the Act, by reason of any employee of the Contractor being injured or killed, and deduct and retain the amount of the premiums for such insurance from any sums due the Contractor under the Contract, or otherwise recover that amount from the Contractor or the Surety.

3) If an injury occurs to any employee of the Contractor for which the employee, or the employee's dependents in the event of the employee's death, is entitled to compensation under the provisions of the Act, or for which compensation is claimed from the District, the District may retain from the sums due the Contractor under this Contract an amount sufficient to cover such compensation, as fixed by the Act, until such compensation is paid, or until it is determined that no compensation is due, and if the District is compelled to pay such compensation, it will deduct and retain from such sums the amount so paid, or otherwise recover this sum from the Contractor or its Surety.

4) The policies represented by the certificates shall be endorsed with a Waiver of Subrogation and must contain the provision (and the certificates must so state) that the insurance cannot be canceled until thirty (30) days after written notice of intended cancellation has been given to the District by certified mail.

i. Contractor's failure to procure the insurance specified herein, or failure to deliver certified copies or appropriate certificates of such insurance, or failure to make the premium payments required by such insurance, shall constitute a material breach of the Contract, and District may, at its option, terminate the Contract for any such default by Contractor.

j. The requirements as to the types and limits of insurance coverage set forth herein and in the Special Conditions to be maintained by the Contractor, and any approval of said insurance by the District or its insurance advisor(s), are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Contractor pursuant to the Agreement, including, but not limited to, the provisions concerning indemnification.

k. District shall retain the right at any time to review the coverage, form, and amount of insurance required herein and may require Contractor to obtain insurance reasonably sufficient in coverage, form and amount to provide adequate protection against the kind and extent of risk which exists at the time a change in insurance is required.

l. All deviations from the contractual insurance requirements stated herein must be approved in writing by District's risk manager.

Article 32. PROOF OF CARRIAGE OF INSURANCE

a. Any insurance carrier providing insurance coverage required by the Contract Documents shall be admitted to and authorized to do business in the State of California unless waived, in writing, by the District Risk Manager. Carrier(s) shall have an A.M. Best rating of not less than an A:VIII. Insurance deductibles or self-insured retentions must be declared by the Contractor, and such deductibles and retentions shall have the prior written consent from the District. At the election of the District, the Contractor shall either 1) reduce or eliminate such deductibles or self-insured retentions, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

b. Contractor shall cause its insurance carrier(s) to furnish the District with either 1) a properly executed original Certificates(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, or 2) if requested to do so in writing by the District Risk Manager, provide original certified copies of policies including all endorsements and all attachments thereto, showing such insurance is in full force and effect. The District, its directors and officers, employees, agents or representatives shall be named as additional insureds and a waiver of subrogation shall be provided in favor of those parties. Further, said Certificates(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that shall provide no less than thirty (30) days written notice be given to the District prior to any material modification or cancellation of such insurance. In the event of a material modification or cancellation of coverage, the District may terminate or stop the Work pursuant to the Contract Documents, unless the District receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing the coverage set forth herein and the insurance required herein is in full force and effect. Contractor shall not take possession, or use the Project site, or commence operations under this Contract until the District has been furnished original Certificate(s) of Insurance and certified original copies of endorsements or policies of

insurance, including all endorsements and any and all other attachments as required in this Section. The original Endorsements for each policy and the Certificate of Insurance shall be signed by an individual authorized by the insurance carrier to do so on its behalf.

c. It is understood and agreed to by the parties hereto and the insurance company(ies), that the Certificate(s) of Insurance and policies shall so covenant and shall be construed as primary, and the District's insurance and/or deductibles and/or self-insured retentions or self-insured programs shall not be construed as contributory.

d. The District reserves the right to adjust the monetary limits of insurance coverage during the term of this Contract, including any extension thereof, if in the District's reasonable judgment the amount or type of insurance carried by the Contractor becomes inadequate.

e. Contractor shall pass down the insurance obligations contained herein to all tiers of sub-contractors working under this Contract.

Article 33. INDEMNIFICATION

Contractor shall defend (with counsel of District's choosing), indemnify and hold the District, its officials, officers, agents, employees, and representatives free and harmless from any and all claims, demands, causes of action, costs, expenses, liabilities, losses, damages or injuries, in law or equity, regardless of whether the allegations are false, fraudulent, or groundless, to property or persons, including wrongful death, to the extent arising out of or incident to any act, omission, breach, or willful misconduct of Contractor, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Work or this Contract, including claims made by subcontractors for nonpayment, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, with counsel of District's choosing, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the District, its officials, officers, agents, employees and representatives. To the extent of its liability, Contractor shall pay and satisfy any judgment, award or decree that may be rendered against District, its officials, officers, employees, agents, employees and representatives, in any such suit, action or other legal proceeding. Contractor shall reimburse District, its officials, officers, agents, employees and representatives for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. The only limitations on this provision shall be those imposed by Civil Code Section 2782. Such indemnification shall extend to all claims, demands, or liabilities occurring after completion of the project as well as during the progress of the work. Pursuant to Public Contract Code § 9201, District shall timely notify Contractor of receipt of any third-party claim relating to this Project.

Article 34. LAWS AND REGULATIONS

a. Contractor shall give all notices and comply with all laws, ordinances, rules, and regulations bearing on conduct of the Work as indicated and specified. If Contractor observes that drawings and specifications are at variance therewith, he shall promptly notify the District in writing and any necessary changes shall be adjusted as provided in contract for changes in the Work. If Contractor performs any work knowing it to be contrary to such laws, ordinances, rules and regulations, and without such notice to District, he shall bear all costs arising therefrom.

b. The Contractor shall be knowledgeable regarding and shall comply with applicable portions of California Code of Regulations Title 24, the applicable Building Code, and all other codes, ordinances, regulations or orders of properly constituted authority having jurisdiction over the work of this Project. The Contractor shall examine the Contract Documents for compliance with these codes and regulations and shall promptly notify the Architect of any discrepancies.

c. All work and materials shall be in full accordance with the latest rules and regulations of the Safety Orders of the Division of Industrial Safety and the applicable State laws and/or regulations. Nothing in the Project plans or Specifications is to be construed to permit work not conforming to the applicable Codes. Buildings and/or all other construction covered by this Contract shall meet all the regulations for access by the physically handicapped as administered by the Division of the State Architect and as may be required by federal or state law. Contractor shall be responsible for familiarity with the Americans with Disabilities Act (ADA) (42 USC 12101 et seq.). Installations of equipment and other devices shall be in compliance with ADA regulations.

d. If the work under this Contract is for the construction of a school building as defined by the Education Code, then the following provisions shall apply to the Contract:

1) All work shall be executed in accordance with the current requirements of the Education Code and California Code of Regulations: Title 24 and Title 19. No deviations from the DSA approved plans and Specifications will be permitted except upon a Change Order or Addenda, signed by the District and Architect and approved by the Division of the State Architect and the State Fire Marshal, if applicable.

2) The Division of the State Architect shall be notified 48 hours in advance of the first pour of

Article 35. PERMITS AND LICENSES

Permits and licenses necessary for prosecution of The Work shall be secured and paid for by Contractor, unless otherwise specified in the Contract Documents.

a. Contractor shall obtain and pay for all other permits and licenses required for the Work, including excavation permit and for plumbing, mechanical and electrical work and for operations in or over public streets or right of way under the jurisdiction of public agencies other than the District.

b. The Contractor shall arrange and pay for all off-site inspection of the Work related to permits and licenses, including certification, required by the specifications, drawings, or by governing authorities, except for such off-site inspections delineated as the District's responsibility pursuant to the Contract Documents.

c. Before acceptance of the Project, the Contractor shall submit all licenses, permits, certificates of inspection and required approvals to the District.

Article 36. INSPECTION FEES FOR PERMANENT UTILITIES AND EASEMENTS

All inspection fees and other municipal charges for permanent utilities including, but not limited to, sewer, electrical, phone, gas, water, and irrigation shall be paid for by District. Contractor shall be responsible for arranging the payment of such fees, but inspection fees and other municipal fees relating to permanent utilities shall be paid by District. Contractor may either request reimbursement from District for such fees, or obtain the funds from District prior to paying such fees. Easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by the District, unless otherwise specified.

Article 37. SURVEYS

Surveys to determine location of property lines and corners will be supplied by the District. Surveys to determine locations of construction, grading, and site work shall be provided by the Contractor.

Article 38. EXCISE TAXES

If under federal excise tax law any transaction hereunder constitutes a sale on which a federal excise tax is imposed and the sale is exempt from such excise tax because it is a sale to a state or local government for its exclusive use, the District, upon request, will execute a certificate of exemption which will certify (1) that the District is a political subdivision of the state for the purposes of such exemption, and (2) that the sale is for the exclusive use of the District. No excise tax for such materials shall be included in any bid price.

Article 39. PATENTS, ROYALTIES, AND INDEMNITIES

The Contractor shall hold and save the District and its officers, agents, and employees harmless from liability of any nature or kind, including cost and expense, for or on account of any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of this contract, including its use by the District, unless otherwise specifically stipulated in the contract documents.

Article 40. MATERIALS

a. Except as otherwise specifically stated in this contract, Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendency, temporary constructions of every nature, and all other services and facilities of every nature whatsoever necessary to execute and complete this Contract within specified time.

b. Unless otherwise specified, all materials shall be new and both workmanship and materials shall be of good quality.

c. Materials shall be furnished in ample quantities and at such times as to insure uninterrupted progress of work and shall be stored properly and protected as required. Contractor shall be entirely responsible for damage or loss by weather or other causes to materials or work under this contract.

d. No materials, supplies, or equipment for Work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale or other agreement by which an interest therein or in any part thereof is retained by seller or supplier. Contractor warrants good title to all material, supplies, and equipment installed or incorporated in work and agrees upon completion of all Work to deliver premises, together with all improvements and appurtenances constructed or placed thereon by him, to District free from any claims, liens, or charges. Contractor further agrees that neither he nor any person, firm, or corporation furnishing any materials or labor for any Work covered by this Contract shall have any right to a lien upon premises or any improvement or appurtenance thereon, except that Contractor may install metering devices or other equipment of utility companies or of political subdivisions, title to which is commonly retained by the utility company or political subdivision. In event of installation of any such metering device or equipment, Contractor shall advise District as to owner thereof. Nothing contained in this article, however, shall defeat or impair right of persons furnishing material or labor under any bond given by Contractor for their protection or any rights under any law permitting such persons to look to funds due to Contractor in the hands of the District, and this provision shall be inserted in all subcontracts and material contracts and notice of its provisions shall be given to all persons furnishing material for work when no formal contract is entered into for such material.

e. Materials shall be stored on the Project site in such manner so as not to interfere with any operations of the District or any independent contractor.

Article 41. SUBSTITUTIONS

a. Wherever in the drawings or Specifications a material or product is called for by trade or brand names or manufacturer and model number, alternative items of equal quality and purpose may be proposed for use by the Contractor, as specified in the Instructions to Bidders. The burden of proof of equality is on the Contractor, and Contractor shall furnish all information and supplies necessary for the Architect and District to make a thorough evaluation of the proposed substitution. The decision about the equality of the proposed substitution is final, and if the proposed substitution is not approved, the Contractor shall install the item called for. Proposed substitutions and any changes in adjacent work caused by them shall be made by the Contractor at no additional cost to the District.

b. Proposed substitutions shall be submitted sufficiently before actual need to allow time for thorough evaluation. Substitutions shall not be proposed for the reason that submittals were not made early enough to avoid delay. The review of substitutions shall not relieve the Contractor from complying with the requirements of the drawings and Specifications.

c. In the event Contractor makes substitutions in materials, equipment, or designs, with or without the District's approval, other than those authorized herein, the Contractor shall then assume full responsibility for the effects of such substitutions on the entire Project, including the design, and shall reimburse the District for any charges resulting from such substitutions, including any charges for modifications in the work of other trades, and including any charges for additional design and review, plus reasonable and customary mark-ups.

Article 42. SUBMITTALS, SHOP DRAWINGS, CUTS AND SAMPLES

a. Five (5) copies of shop drawings, brochures and cuts and samples in quantities specified by the Architect shall be submitted to the Architect for all items for which they are required by the plans and Specifications. Prior to transmittal, the Contractor shall examine all submittals for accuracy and completeness in order to verify their suitability for the work and compliance with the Contract Documents and shall sign and date each submittal. Submittals shall be made sufficiently before the items are required for the work so as to cause no delay and shall be in accordance with the Project construction schedule.

b. In addition to information furnished as common practice, submittals shall contain the Project name and location, Contractor's name and address, Subcontractor's or supplier's name and address, date of submittal and any revisions, and reference to appropriate specification section, and/or drawing and detail numbers. The Contractor and/or the Subcontractors shall verify in the field all dimensions and relationships to adjacent work necessary to ensure the proper fit of the items submitted. If necessary, the Contractor shall make any corrections required and resubmit with all due haste in the same number as initially required.

c. Review of submittals, shop drawings, cuts or samples by the District or Architect shall not relieve the Contractor from complying with the requirements of the Contract Documents.

d. Any materials or equipment installed without approval shall be at the Contractor's own risk, and Contractor may be required to remove any such materials or equipment and install the specified items at Contractor's own cost, including repairs to adjacent work.

Article 43. INSTRUCTIONS AND MANUALS

Three (3) copies of the maintenance instructions, application/installation instructions and service manuals called for in the Specifications shall be provided by the Contractor. These shall be complete as to drawings, details, parts lists, performance data and other information that may be required for the District to easily maintain and service the materials and equipment installed under this Contract. All manufacturer's application/installation instructions shall be given to the Architect at least ten (10) days prior to first material application or installation of the item. The maintenance instructions and manuals, along with any specified guarantees, shall be delivered to the Architect for review prior to submitting to District, and the Contractor or appropriate Subcontractors shall instruct District's personnel in the operation and maintenance of the equipment prior to final acceptance of the Project.

Article 44. CLOSEOUT SUBMITTALS

The Contractor shall be responsible for the timely delivery of the technical manuals, warranties and guarantees as required in the technical specifications. The final payment will not be made until the District representative has had an opportunity to review and accept the required documents.

Article 45. PROGRESS PAYMENTS AND RETENTION

a. Cost Breakdown:

Prior to submitting Contractor's first request for payment, the Contractor shall prepare and submit to the Architect and District a cost breakdown (schedule of values) showing the major work items for each trade or operation required in construction of the Project. The work items shall be sufficiently detailed to enable the Architect to accurately evaluate the completion percentages requested by the Contractor. The cost for each work item shall include overhead and profit. The total of all work item costs shall equal the amount of the Contract.

b. Scope of Payment:

Payment to the Contractor at the unit price or other price fixed in the Contract for performing the work required under any item or at the lump sum price fixed in the Contract for performing all the work required under the Contract shall be full compensation for furnishing all labor, materials, equipment and tools necessary to the work, and for performing and completing, in accordance with the Specifications, all work required under the item or under the Contract, and for all expense incurred by the Contractor for any purpose in connection with the performance and completion of the work.

c. Progress Payments:

The Contractor will, on or about the last day of each month, make an estimate of the value of the work completed by Contractor in the performance of the Contract. These estimates shall be subject to the review and approval of the Architect. The first such estimate will be of the value of the work completed after the Contractor commenced the performance of the Contract, and every subsequent estimate, except the final estimate, will be of the value of the work completed since the immediately preceding estimate. Such estimates will be based on labor, materials and equipment incorporated into the work, and items of materials and equipment delivered to the Project. The Contractor shall be responsible for the security and protection of such materials and equipment delivered to the Project and not incorporated in the work. Within thirty (30) calendar days after the approval of each estimate for progress payment, the District will pay to the Contractor an amount equal to ninety five (95) percent of the approved estimate, unless a different

retention percentage is stated in the Notice to Bidders, in which case that percentage applies. Payments may at any time be withheld if in the judgment of the District the work is not proceeding in accordance with the Contract Documents, the Contractor is not complying with the requirements of the Contract, stop notices have been timely filed, the estimate contains an error, or the District has incurred costs or requests reasonable financial assurances regarding defective work by the Contractor.

d. Final Payment:

Within thirty (30) days after all required work is fully completed in accordance with the Contract Documents, the Contractor shall submit a final invoice for the total value of the work completed in accordance with the Contract, which shall be subject to review and approval by the District. As required by law, District shall pay Contractor the unpaid balance of the Contract price of the work, or the whole Contract price of the work if no progress payment has been made, determined in accordance with the terms of the Contract, less such sums as may be lawfully retained under any provision of the Contract, including, but not limited to, amounts retained as liquidated damages, for stop notices, for third-party claims for which the Contractor is required to indemnify the District, for defective work and costs incurred by the District in connection therewith, or for other such claims and damages attributable to the Contractor ("Final Payment"). Prior progress estimates and payments are subject to correction in the Final Payment. Tender of the Final Payment shall constitute denial by the District of any unresolved claim. Contractor's acceptance of the Final Payment shall operate as a full and final release to the District and its agents from any and all unasserted claims Contractor has, or may have, related to this Contract. Pursuant to California Public Contract Code §7107, if there is any dispute between the District and the Contractor at the time that disbursement of the Final Payment is due, the District may withhold from disbursement of the Final Payment an amount not to exceed one hundred fifty percent (150%) of the amount in dispute.

e. Payments Do Not Imply Acceptance of Work:

The granting of any progress payment or payments by the District or the receipt thereof by the Contractor shall not constitute acceptance of the work or of any portion thereof, and shall in no way lessen the liability of the Contractor to replace unsatisfactory work or material, whether or not the unsatisfactory character of such work or material was apparent or detected at the time such payment was made.

f. Retention of Sums Charged Against Contractor:

It is mutually understood and agreed that when under any provision of this Contract, the District shall charge any sums of money against the Contractor, the amount of such charge shall be deducted and retained by the District from the amount of the next succeeding progress estimate, or from any other monies due or that may become due the Contractor on account of the Contract. If on completion or termination of the Contract such monies due the Contractor are found insufficient to cover the District's charges against the Contractor, the District shall have the right to recover the balance from the Contractor or the Contractor's Sureties.

g. Release:

The Contractor and each assignee under an assignment in effect at the time of Final Payment shall, if required by the District, execute and deliver at the time of Final Payment and as a condition precedent to Final Payment, a release in form and substance satisfactory to and containing such exemptions as may be found appropriate by the District, discharging the District, its officers,

agents and employees of and from liabilities, obligations and claims arising under this Contract.

h. Payment to Subcontractors and Suppliers:

The Contractor shall pay each Subcontractor and supplier promptly on receipt of each progress payment from the District for the materials, labor and equipment delivered to the site or incorporated in the work by each Subcontractor during the period for which the progress payment is made, less any retention as provided above.

i. Stop Notice Costs:

The District reserves the right to charge the Contractor or Surety, or to withhold from release of retention, all costs incurred by the District, including attorney's fees, for processing and defending stop notice claims.

j. Whenever any part of the Work is in a condition suitable for use, and the best interest of the District requires such use, the District may take possession of, connect to, open for public use, or use a part thereof. When so used, maintenance and repairs due to ordinary wear and tear or vandalism will be made at District's expense. The use by the District as contemplated in this section shall in no case be construed as constituting acceptance of the Work or any part thereof. Such use shall neither relieve the Contractor of any of his responsibilities under the Contract nor act as a waiver by the District of any of the conditions thereof. Contractor shall continue to maintain all insurance, including Builder's Risk insurance, on the Project.

Article 46. PAYMENTS WITHHELD

In addition to amounts which the District may retain under other provisions of the Contract Documents, the District may withhold payments due to Contractor as may be necessary to cover:

a. Stop Payment Notice Claims.

b. Defective work not remedied.

c. Failure of Contractor to make proper payments to its subcontractors or suppliers.

d. Completion of the Contract if there exists a reasonable doubt that the Work can be completed for balance then unpaid.

e. Damage to another contractor or third party.

f. Amounts which may be due the District for claims against Contractor.

g. Failure of Contractor to keep the record ("as-built") drawings up to date.

h. Failure to provide updates on the construction schedule.

i. Site clean-up.

j. Failure of the Contractor to comply with requirements of the Contract Documents.

k. Liquated damages.

l. Legally permitted penalties.

Upon completion of the Contract, the District will reduce the final Contract amount to reflect costs charged to the Contractor, back charges or payments withheld pursuant to the Contract Documents.

District may apply such withheld amount or amounts to payment of such claims or obligations at its discretion. In so doing, District shall be deemed the agent of Contractor and any payment so made by District shall be considered as a payment made under the Contract by District to Contractor and District shall not be liable to Contractor for such payments made in good faith. Such payments may be made without prior judicial determination of claim or obligations. District will render Contractor a proper accounting of such funds disbursed on behalf of Contractor.

Article 47. CHANGES AND EXTRA WORK

a. Changes in the Work:

1) The District, before the date of acceptance of the work, may, without notice to the Sureties, order changes in the work ("Modifications"), may order extra materials and extra work in connection with the performance of the Contract, and the Contractor shall promptly comply with such orders. All Modifications must be approved by DSA and the State Fire Marshall, if applicable, as required by law.

2) If changes ordered in design, workmanship or materials are of such a nature as to increase or decrease the cost of any part of the work, the price fixed in the Contract shall be increased or decreased by such amount as represents the reasonable and proper allowance for the increase or decrease in the cost of the work in accordance with the provisions of this Article, and any other applicable terms of the Contract, including, but not limited to, the Contractor's schedule of values and the price for allowances, if any. Except as provided by law, the total cost of all Modifications shall not exceed ten (10) percent of the original Contract price.

3) In the case of a disputed work item, the District may direct the Contractor to perform the disputed work at no additional cost to the District on the grounds that the work is adequately indicated in the Contract Documents, and therefore already included in the Contract price. If the Contractor maintains that the disputed work represents a modification to the Contract, Contractor may submit a claim in accordance with Article 50, Resolution of Construction Claims. Notwithstanding any dispute regarding the requirements of the Contract Documents, Contractor shall promptly and fully comply with the District's directive. Contractor's failure to do so shall be deemed a material breach of this Contract, and in addition to all other remedies, District may, at its sole discretion, hire another contractor and/or use its own forces to complete the disputed work at Contractor's sole expense, and may deduct the cost of such work from the Contract price.

b. Cost Breakdown:

When the Modification is proposed, the Contractor shall furnish a complete breakdown of actual costs of both credits and extras, itemizing materials, labor, taxes, overhead and profit. Subcontract work shall be so indicated. All costs must be fully documented. The following limitations shall apply:

1) Limitations Where Contract Price Changes are Involved:

(a) Overhead and Profit for the Contractor. The Contractor's overhead and profit on the cost of subcontracts shall be a sum not exceeding ten percent (10%) of such costs. The Contractor's overhead and profit on the costs of work performed by the Contractor shall be a sum not exceeding fifteen percent (15%) of such costs. Overhead and profit shall not be applied to the cost of taxes and insurance by Contractor or Subcontractors or to credits. No processing or similar fees may be charged by the Contractor in connection with the Modification. "Overhead and profit" shall include all plant, equipment rental and repair, project management, field coordination, job site project supervision and indirect labor and materials.

(b) Bond Premiums. The actual rate of bond premiums as paid on the total cost (including taxes) will be allowed, but with no markup for profit and overhead.

(c) Taxes. State and city sales taxes should be indicated. Federal excise tax shall not be included. (District will issue an exemption on request.)

2) Change Order Certification:

All change orders and requests for proposed change orders shall be deemed to include the following certification by the Contractor:

"The undersigned Contractor approves the foregoing as to the changes in work, if any, and as to the Contract price specified for each item and as to the extension of time allowed, if any, for completion of the Project as stated herein, and agrees to furnish all labor, materials, and service and to perform all work necessary to complete any additional work specified for the consideration stated herein. Submission of claims which have no basis in fact or which Contractor knows are false are made at the sole risk of the Contractor and may be a violation of the False Claims Act, as set forth in Government Code §§12650 et seq. It is understood that the changes to the Contract Documents set forth herein shall only be effective upon approval by the Board of Education of the District.

"It is expressly understood that the value of the extra work or changes expressly includes any and all of the Contractor's costs and expenses, both direct and indirect, resulting from additional time required on the Project or resulting from delay to the Project. Any costs, expenses, damages, or time extensions not included herein are deemed waived."

c. Unit Prices, Schedule of Values, or Allowances:

Where Unit Prices, a Schedule of Values, and/or Allowances are required by the Contract Documents, that pricing shall govern in computing any additions to or deductions from the Contract price on account of any added or omitted work. Unit Prices listed in the original bid include all costs and no addition of any description will be allowed.

d. Time and Materials:

If it is impractical, because of the nature of the work, or for any other reason, to fix an increase in price in advance, the Change Order may fix a maximum price which shall not under any circumstances be exceeded, and subject to such limitation, such alteration, modification or extra shall be paid for at the actual necessary cost as determined by the sum of the following items (1) to (5) inclusive:

1) Labor, including premium on compensation insurance and charge for Social Security

taxes, and other taxes pertaining to labor.

2) Material, including sales taxes and other taxes pertaining to materials.

3) Plant and equipment rental, to be agreed upon in writing before the work is begun. No charge for the cost of repairs to plant or equipment will be allowed.

4) Overhead and profit computed at fifteen percent (15%) of the total of Items (1) to (3) inclusive.

5) The proportionate cost of premiums on bonds computed at one and one-half percent (1-1/2%) of the total of items (1) to (4) inclusive.

If the Time and Materials work is done by a Subcontractor, the amount shall be determined as set forth above under items (1) to (5) inclusive. The Contractor's overhead and profit on the costs of subcontracts (exclusive of taxes and insurance) shall not exceed ten percent (10%) of such costs.

The District reserves the right to furnish such materials as it may deem expedient, and no allowance will be made for profit thereon. The above-described methods of determining the payment for work and materials shall not apply to the performance of any work or the furnishing of any material which, in the judgment of the District, may properly be classified under items for which prices are established in the Contract.

e. Oral Modifications:

No oral statements of any person shall in any manner or degree modify or otherwise affect the terms of the Contract.

f. No dispute, disagreement or failure of the parties to reach agreement on the terms of the change order shall relieve the Contractor from the obligation to proceed with performance of the Work, including extra work, promptly and expeditiously.

g. Any alterations, extensions of time, extra work or any other changes may be made without securing consent of the Contractor's surety or sureties.

Article 48. DEDUCTIONS FOR UNCORRECTED WORK

If District deems it inexpedient to correct work injured or not done in accordance with the Contract, an equitable deduction from the Contract price shall be made therefore.

Article 49. WARRANTY OF TITLE

Contractor warrants that title to all work, materials or equipment included in a request for payment shall pass and transfer to the District whether or not they are installed or incorporated in the Project, free from any claims, liens or encumbrances, when such payment is made to the Contractor. Contractor further warrants that no such work, materials or equipment have been purchased for work under the Contract subject to an agreement by which an interest therein or an encumbrance thereon is retained by the seller or supplier.

Article 50. CONTRACTOR'S SUPERVISION

a. Unless personally present on the premises where the Work is being done, Contractor shall keep on the Work, during its progress, a competent full-time job (project) superintendent satisfactory to District. The job superintendent shall not be changed except with the written consent of the District unless the job superintendent proves to be unsatisfactory to Contractor and ceases to be in his employ. The job superintendent shall represent Contractor in his absence and all directions given to him shall be as binding as if given to Contractor. Other directions shall be so confirmed on written request in each case.

b. Contractor shall give efficient supervision to the Work, using his best skill and attention to control safety and job coordination. He shall carefully study and compare all drawings, specifications, and other instructions and shall at once report to District any error, inconsistency or omission which he may discover. The Contractor shall not be liable to District for any damage resulting from errors or deficiencies in the Contract Documents or other instructions by the District.

Article 51. DOCUMENTS ON WORK

a. Contractor shall keep one copy of all Contract Documents, including addenda, change orders, Division I, Title 21 of the California Code of Regulations, Parts 1-5 and 12 of Title 24 of the California Code of Regulations, and the prevailing wage rates applicable at the time of the Contract, which are a part of Contract Documents, on the job at all times. Said documents shall be kept in good order and shall be available to the District and District representative. Contractor shall be acquainted with and comply with the provisions of said Titles 21 and 24 as they relate to this Project. (See particularly Duties of the Contractor, Title 24 California Code of Regulations, section 4-343.) Contractor shall also be acquainted with and comply with all California Code of Regulations provisions relating to this project, particularly Titles 17, 19, 21 and 24.

b. Contractor shall also make available all books, records, accounts, contracts, bids, etc. upon request by the District.

Article 52. RECORD ("AS BUILT") DRAWINGS

a. Contractor shall maintain a clean, undamaged set of Contract drawings and shop drawings. In addition to maintaining one complete set of record drawings (herein referred to as "as-builts"), Contractor shall require each trade to do its own as-builts. The trade as-builts shall contain information showing clean and clear drawings with horizontal and vertical controls suitable for conversion to electronic media. Graphic quality must be equal to clean and clear original drawings; adequacy of the drawings shall be determined by the District's representative or the District. Contractor shall mark the set to show the actual installation where the installation varies from the Work as originally shown. Contractor shall mark whichever drawings are most capable of showing conditions fully and accurately where shop drawings are used, and shall record a cross-reference at the corresponding location on the Contract drawings. Contractor shall give particular attention to concealed elements that would be difficult to measure and record at a later date. Contractor shall use colors to distinguish variations in separate categories of the work.

b. Contractor shall note related change order numbers where applicable. Contractor shall organize record drawings sheets into manageable sets, bound with durable paper cover sheets and shall print suitable title, dates and other identification on the cover of each set.

c. At the end of the Project, the Contractor shall provide the District representative with a complete set of as-built drawings. The complete set shall contain information showing clean and clear

drawings with horizontal and vertical controls suitable for conversion to electronic media. Graphic quality must be equal to clean and clear original drawings; adequacy of the drawings shall be determined by the District's representative or District. The as-builts must show the entire site for each major trade, including but not limited to water, sewer, electrical, data, telephone, cable, fire, alarm, gas, and plumbing.

Article 53. UTILITY USAGE

a. All temporary utilities, including but not limited to electricity, water, gas, and telephone used on work shall be furnished and paid for by Contractor. Contractor shall furnish and install necessary temporary distribution systems, including meters, if necessary, from distribution points to points on site where utility is necessary to carry on the Work. Upon completion of the Work, Contractor shall remove all temporary distribution systems.

b. Contractor shall provide necessary and adequate utilities and pay all costs for water, electricity, gas, oil, and sewer charges required for completion of the Project.

c. All permanent meters installed shall be listed in the Contractor's name until completion occurs, as defined in Article 6 hereof, at which time further pro-rating will be determined if necessary. When the District begins using the Project, charges over and above power actually used for construction will be the responsibility of the District.

d. If the Contract is for construction in existing facilities, Contractor may, with written permission of the District, use the District's existing utilities by making prearranged payments to the District for utilities used by Contractor for construction.

Article 54. TRENCHING OR OTHER EXCAVATIONS

a. Excavations or Trenches Deeper than Four Feet:

If the Project involves digging trenches or other excavations that extend deeper than four feet, the following provisions shall be a part of this Contract:

1) The Contractor shall promptly, and before the following conditions are disturbed, provide written notice to the District if the Contractor finds any of the following conditions:

   (a) Material that the Contractor believes may be a hazardous waste, as defined in §25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with the provisions of existing law.

   (b) Subsurface or latent physical conditions at the site which are different from those indicated or expected.

   (c) Unknown physical conditions at the site of any unusual nature or which are materially different from those ordinarily encountered and generally recognized as inherent in work which the Contractor generally performs.

2) In the event that the Contractor notifies the District that Contractor has found any of the conditions specified in subparagraphs (a), (b) or (c), above, the District shall promptly investigate the condition(s). If the District finds that the conditions are materially different or that a hazardous waste is present at the site which will affect the Contractor's cost of,

or the time required for, performance of the Contract, the District shall issue a change order in accordance with the procedures set forth in this Contract.

3) In the event that a dispute arises between the District and the Contractor regarding any of the matters specified in Paragraph (2), above, the Contractor shall proceed with all work to be performed under the Contract and the Contractor shall not be excused from completing the Project as provided in the Contract. In performing the work pursuant to this Paragraph, the Contractor retains all rights provided by Article 50 which pertains to the resolution of disputes between the contracting parties.

b. Regional Notification Center:

The Contractor, except in an emergency, shall contact the appropriate regional notification center at least two (2) days prior to commencing any excavation if the excavation will be conducted in an area that is known, or reasonably should be known, to contain subsurface installations other than the underground facilities owned or operated by the District, and obtain an inquiry identification number from that notification center. No excavation shall be commenced and/or carried out by the Contractor unless an inquiry identification number has been assigned to the Contractor or any Subcontractor and the Contractor has given the District the identification number. Any damages or delays arising from Contractor's failure to make appropriate notification shall be at the sole risk and expense of the Contractor and shall not be considered for an extension of the Contract time.

c. Existing Utility Lines:

1) Pursuant to Government Code §4215, the District assumes the responsibility for removal, relocation, and protection of main or trunk utility lines and facilities located on the construction site at the time of commencement of construction under this Contract with respect to any such utility facilities that are not identified in the plans and Specifications. Contractor shall not be assessed liquidated damages for delay in completion of the Project caused by the failure of the District or the owner of a utility to provide for removal or relocation of such utility facilities.

2) Locations of existing utilities provided by the District shall not be considered exact, but approximate within reasonable margin and shall not relieve Contractor of responsibilities to exercise reasonable care nor costs of repair due to Contractor's failure to do so. The District shall compensate Contractor for the costs of locating and repairing damage not due to the failure of Contractor to exercise reasonable care, and removing or relocating such utility facilities not indicated in the plans and Specifications with reasonable accuracy.

3) No provision herein shall be construed to preclude assessment against Contractor for any other delays in completion of the Project. Nothing in this section shall be deemed to require the District to indicate the presence of existing service laterals, appurtenances, or other utility lines, with the exception of main or trunk lines, whenever the presence of such utilities on the site of the construction Project can be inferred from the presence of other visible facilities, such as buildings, meter and junction boxes, on or adjacent to the site of the construction.

4) If Contractor, while performing work under this Contract, discovers utility facilities not identified by the District in the Project plans and Specifications, Contractor shall immediately notify the District and the utility in writing. The cost of repair for damage to above-mentioned visible facilities without prior written notification to the District shall be

borne by the Contractor.

d. Prompt Notification:

Contractor understands, acknowledges and agrees that the purpose for prompt notification to the District pursuant to these provisions is to allow the District to investigate the condition(s) so that the District shall have the opportunity to decide how the District desires to proceed as a result of the conditions. Accordingly, failure of Contractor to promptly notify the District in writing, pursuant to these provisions, shall constitute Contractor's waiver of any claim for damages incurred as a result of the conditions.

e. Trenches Five Feet and Deeper:

Pursuant to Labor Code §6705, if the Contract price exceeds $25,000 and involves the excavation of any trench or trenches five (5) feet or more in depth, the Contractor shall, in advance of excavation, promptly submit to the District and/or a registered civil or structural engineer employed by the District or Architect, a detailed plan showing the design of shoring for protection from the hazard of caving ground during the excavation of such trench or trenches.

Article 55. PROTECTION OF WORK AND PROPERTY

a. The Contractor shall be responsible for all damages to persons or property that occur as a result of his fault or negligence arising from or in connection with the prosecution of this Contract. Contractor shall be responsible for the proper care and protection of all materials delivered and work performed until completion and final acceptance by the District. All work shall be solely at the Contractor's risk. Contractor shall adequately protect adjacent property from settlement or loss of lateral support as provided by law and the Contract Documents. Contractor shall take all necessary precautions for the safety of employees on the project and shall comply with all applicable safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to premises where work is being performed. Contractor shall erect and properly maintain at all times, as required by conditions and progress of work, all necessary safeguards, signs, barriers, lights, and watchmen for protection of workers and the public and shall post danger signs warning against hazards created by such features in the course of construction. Contractor shall designate a responsible member of his organization on the Work, whose duty shall be prevention of accidents. The name and position of the person so designated shall be reported to the District by Contractor.

b. In an emergency affecting safety of life or of work or of adjoining property, Contractor, without special instruction or authorization from the District, is hereby permitted to act, at his discretion, to prevent such threatened loss or injury, and he shall so act, without appeal, if so authorized or instructed by the District. Any compensation claimed by Contractor on account of emergency work shall be determined by agreement.

c. Contractor shall provide such heat, covering, and enclosures as are necessary to protect all work, materials, equipment, appliances, and tools against damage by weather conditions.

d. Contractor shall take adequate precautions to protect existing sidewalks, curbs, pavements, utilities, adjoining property, and structures, and to avoid damage thereto, and repair any damage thereto caused by construction operations. Contractor shall:

1. Enclose the working area with a substantial barricade, arrange work to cause minimum amount of inconvenience and danger to students and faculty in their regular school

activities, and perform work which so as to not interfere with school routine before or after school hours. (This subsection applies to new construction on existing sites.)

2. Provide substantial barricades around any shrubs or trees indicated to be preserved.

3. Deliver materials to the building area over a route designated by the District.

4. When directed by the District, take preventive measures to eliminate objectionable dust.

5. Confine Contractor's apparatus, the storage of materials, and the operations of his workers to limits indicated by law, ordinances, permits, or directions of District. Contractor shall not unreasonably encumber the premises with his materials. Contractor shall enforce all instructions of the District regarding signs, advertising, fires, danger signals, barricades, and smoking and require that all persons employed on work comply with all regulations while on the construction site.

6. Take care to prevent disturbing or covering any survey markers, monuments, or other devices marking property boundaries or corners. If such markers are disturbed by accident, they shall be replaced by an approved civil engineer or land surveyor, licensed in the State of California, at no cost to the District.

Article 56. LAYOUT AND FIELD ENGINEERING

All field engineering required for laying out this work and establishing grades for earthwork operations shall be furnished by the Contractor at his expense. Such work shall be done by a qualified civil engineer or land surveyor licensed in California and approved by the District. Any required "as-built" drawings of site development shall be prepared by a qualified civil engineer or land surveyor licensed in California and approved by the District.

Article 57. HAZARDOUS MATERIALS

Unless otherwise specified, this Contract does not include the removal, handling, or disturbance of any hazardous substances or materials encountered in the new construction or on the Project grounds. If such substances or materials are encountered, work shall cease in that area and the District shall be promptly notified to take appropriate action for removal or otherwise abating the condition in accordance with current regulations applicable to the District.

a. General:

1) No asbestos, asbestos-containing products or other hazardous materials shall be used in this construction or in any tools, devices, clothing or equipment used to further this construction.

2) Asbestos and/or asbestos containing products shall be defined as all items containing but not limited to chrysotile, crocidolite, amosite, anthophyllite, tremo-lite or actinolite.

3) Any or all material containing greater than one tenth of one percent (>.1%) asbestos shall be defined as asbestos-containing material.

4) Any disputes involving the question of whether or not material contains asbestos shall be settled by electron microscopy; the cost of any such tests shall be paid by the Contractor.

5) All work or materials found to contain asbestos or work or material installed with asbestos

containing equipment will be immediately rejected and this work shall be removed by the Contractor at no additional cost to the District.

b. Decontamination and Removal of Hazardous Material from Prior Work:

1) Decontamination and removal of work found to contain asbestos or work installed with asbestos containing equipment shall be done only under the supervision of a qualified consultant, knowledgeable in the field of asbestos abatement and accredited by the Environmental Protection Agency ("EPA").

2) The asbestos removal contractor shall be an EPA-accredited contractor qualified in the removal of asbestos subject to the approval of the District.

3) The asbestos consultant shall be chosen and approved by the District which shall have sole discretion and final determination in this matter.

4) The work will not be accepted until asbestos contamination is reduced to levels deemed acceptable by the asbestos consultant.

c. Hold Harmless:

1) Interface of work under this Contract with work containing asbestos shall be executed by the Contractor at Contractor's risk and at Contractor's discretion with full knowledge of the currently accepted standards, hazards, risks and liabilities associated with asbestos work and asbestos containing products. By execution of this Contract the Contractor acknowledges the above and agrees to hold harmless, as set forth in the indemnity provisions of this Contract, the Owner, its employees, agents and assigns for all asbestos liability which may be associated with this work and agrees to instruct Contractor's employees and agents with respect to the above-mentioned standards, hazards, risks and liabilities.

2) The Contractor shall, prior to commencement of this work, provide a duly signed and notarized affidavit that Contractor has instructed Contractor's employees and agents with respect to the above mentioned standards, hazards, risks and liabilities and the contents and requirements of this portion of the Contract Documents.

d. Certification:

The Contractor agrees that materials containing asbestos or other hazardous materials as defined in Federal and State law shall not be used in construction.

Article 58. TEMPORARY FACILITIES

a. The Contractor shall obtain permits for, install and maintain in safe condition all scaffolds, hoisting equipment, barricades, walkways, or other temporary structures that may be required to accomplish the work. Such structures shall be adequate for the intended use and capable of safely accepting all loads that may be imposed upon them. They shall be installed and maintained in accordance with all applicable codes and regulations.

b. The Contractor shall provide and maintain temporary heat from an approved source whenever in the course of the work it may become necessary for curing, drying or warming spaces as may be required for the proper installation of materials or finishes. The Contractor shall provide and

maintain any and all facilities that may be required for dewatering in order that work may proceed on the Project. If it is necessary for dewatering to occur continually, the Contractor shall have on hand whatever spare parts or equipment that may be required to avoid interruption of service or work.

c. The Contractor shall promptly remove all such temporary facilities when they are no longer needed for the work or on completion of the Project. The Contractor shall repair any damage to premises or property which resulted from the construction, use, or removal of temporary facilities

Article 59. SANITARY FACILITIES

Contractor shall provide sanitary temporary toilet buildings for the use of all workers. All toilets shall comply with local codes and ordinances. Toilets shall be kept supplied with toilet paper and shall have workable door fasteners. Toilets shall be serviced no less than once weekly and shall be present in a quantity of not less than 1 per 20 workers as required by CAL-OSHA regulation. The toilets shall be maintained in a sanitary condition at all times. Use of toilet facilities in The Work under construction shall not be permitted. Any other sanitary facilities required by CAL-OSHA shall be the responsibility of the Contractor.

Article 60. USE OF ROADWAYS AND WALKWAYS

The Contractor shall not unnecessarily interfere with use of any roadway, walkway or other facility for vehicular or pedestrian traffic by any party entitled to use it. Wherever such interference becomes necessary for the proper and convenient performance of the work and no satisfactory detour route exists, the Contractor shall, before beginning the interference, provide a satisfactory detour, temporary bridge, or other proper facility for traffic to pass around or over the interference and shall maintain it in satisfactory condition as long as the interference continues, all without extra payment unless otherwise expressly stipulated in the Contract Documents.

Article 61. SIGNS

No signs may be displayed on or about the District's property (except those which may be required by law) without the District's prior written approval of size, content and location. Any signs required by the District will be designated in the special conditions.

Article 62. CUTTING AND PATCHING

a. Contractor shall do all cutting, fitting, or patching of work as required to make its several parts come together properly and fit it to receive or be received by work of other contractors showing upon, or reasonably implied by, the drawings and specifications for the completed structure. Contractor shall make good after them as District may direct.

b. All cost caused by defective or ill-timed work shall be borne by party responsible therefore.

c. Contractor shall not endanger any work by cutting, excavating, or otherwise altering work and shall not cut or alter work of any other contractor save with consent or at the direction of the District.

Article 63. CLEANING UP

a. Contractor at all times shall keep premises free from debris such as waste, rubbish, and excess materials and equipment caused by this Work. Contractor shall not leave debris under, in, or about the premises. Upon completion of the Work, Contractor shall clean the interior and exterior of the building or improvement including fixtures, equipment, walls, floors, ceilings, roofs, window

sills and ledges, horizontal projections, and any areas where debris has collected so surfaces are free from foreign material or discoloration. Contractor shall clean and polish all glass, plumbing fixtures, and finish hardware and similar finish surfaces and equipment and contractor shall also remove temporary fencing, barricades, planking and construction toilet and similar temporary facilities from the site.

b. Final cleaning, such as sweeping, dusting, vacuuming, dry and wet mopping, polishing, sealing, waxing and other finish operations normally required on newly installed work shall be taken to indicate the finished conditions of the various new and existing surfaces at the time of acceptance. Prior to the time of acceptance, all marks, stains, fingerprints, dust, dirt, splattered paint and blemishes resulting from the various operations shall be removed throughout the Project. Stair treads and risers shall be wet-mopped. Glass shall be left clean and polished both inside and outside. Plumbing fixtures and light fixtures shall be washed clean. Hardware and other unpainted metals shall be cleaned and all building papers and other temporary protections shall be removed throughout the building, or portion of the building where Contractor was involved, all to the satisfaction of the Architect and District. The exterior of the buildings, playfields, exterior improvements, and planting spaces and other work areas shall be similarly clean and in good order. See Special Conditions for additional requirements and instructions.

Article 64. CORRECTION OF WORK BEFORE FINAL PAYMENT

a. Contractor shall promptly remove from the premises all Work condemned by District as failing to conform to the Contract Documents, whether incorporated or not. Contractor shall promptly replace and re-execute his own Work to comply with contract documents without additional expense to the District and shall bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement.

b. If Contractor does not remove such condemned Work within a reasonable time, fixed by written notice, District may remove it and may store the material at Contractor's expense. If Contractor does not pay expenses of such removal within ten (10) days' time thereafter, District may, upon ten (10) days' written notice, sell such materials at auction or at private sale and shall account for net proceeds thereof, after deducting all costs and expenses that should have been borne by Contractor.

Article 65. ACCESS TO WORK

District and its representatives shall at all times have access to the Work wherever it is in preparation or progress. Contractor shall provide safe and proper facilities for such access so that the District's representatives may perform their functions under the Contract.

Article 66. OCCUPANCY

District reserves the right to occupy buildings at any time before completion, and such occupancy shall not constitute final acceptance of any part of the Work covered by this Contract.

Article 67. DISTRICT'S INSPECTOR

a. If applicable, an inspector will be employed by District in accordance with requirements of Title 24 of the California Code of Regulations and will be assigned to the work. His duties are specifically defined in Part 1, Title 24, Section 4-342 of the California Code of Regulations.

b. All work shall be under the observation of said inspector. He shall have free access to any or all parts of work at any time. Contractor shall furnish inspector reasonable facilities for obtaining such information as may be necessary to keep him fully informed respecting progress and manner of Work and character of materials, including assisting with Inspector's monthly reports. Inspection of Work shall not relieve Contractor from any obligation to fulfill this contract. Inspector or District shall have authority to stop Work whenever the provisions of the Contract Documents are not being complied with and Contractor shall instruct his employees accordingly.

Article 68. TESTS AND INSPECTIONS

a. If the Contract Documents, the District Representative, or any instructions, laws, ordinances, or public authority require any part of the Work to be tested or approved, Contractor shall provide the District Representative at least two (2) working days' notice of its readiness for observation or inspection. If inspection is by a public authority other than the District, Contractor shall promptly inform the District of the date fixed for such inspection. Required certificates of inspection (or similar) shall be secured by Contractor. Costs for District testing and District inspection shall be paid by the District. Costs of tests for Work found not to be in compliance shall be paid by the Contractor.

b. If any Work is done or covered up without the required testing or approval, the Contractor shall uncover or deconstruct the Work, and the Work shall be redone after completion of the testing at the Contractor's cost in compliance with the Contract Documents.

c. Where inspection and testing are to be conducted by an independent laboratory or agency, materials or samples of materials to be inspected or tested shall be selected by such laboratory or agency, or by the District, and not by Contractor. All tests or inspections of materials shall be made in accordance with the commonly recognized standards of national organizations.

d. In advance of the manufacturing of materials to be supplied by Contractor which must be tested or inspected, Contractor shall notify the District so that the District may arrange for testing at the source of supply. Any materials which have not satisfactorily passed such testing and inspection shall not be incorporated into the Work.

e. If the manufacturing of materials to be inspected or tested will occur in a plant or location outside the geographic limits of District, the Contractor shall pay for any excessive or unusual costs associated with such testing or inspection, including but not limited to excessive travel time, standby time and required lodging.

f. Reexamination of the Work may be ordered by the District. If so ordered, the Work must be uncovered or deconstructed by Contractor. If the Work is found to be in accordance with the Contract Documents, the District shall pay the costs of reexamination and reconstruction. If such Work is found not to be in accordance with the Contract Documents, Contractor shall pay all costs.

g. Inspection and testing by the District or its representatives shall not relieve the Contractor from complying with the requirements of the Contract Documents. The Contractor is responsible for its own quality control.

Article 69. SOILS INVESTIGATION REPORT

a. Soil Report: Unless otherwise specifically provided, when a soils investigation report obtained from test holes at the site is available, such report shall not be a part of this Contract. Nevertheless, with respect to any such soils investigation and/or geotechnical report regarding

the site, it shall be the responsibility of the Contractor to review and be familiar with such report. Any information obtained from such report or any information given on drawings as to subsurface soil condition or to elevations of existing grades or elevations of underlying rock is approximate only, is not guaranteed, and does not form a part of the Contract, unless otherwise specifically provided.

b. Underground Investigation: Contractor is required to make a visual examination of site and must make whatever tests he deems appropriate to determine the underground condition of the soil. Limited soil tests and subsurface investigations, if any, are available for review and consideration by Contractor and were conducted for the purpose of design only. Subsurface investigation information is made available by District solely as a matter of convenience and general information for Contractor and Contractor is expected to review and be familiar with such information. No representation is made by the District or its representatives that information provided is completely representative of all conditions and materials which may be encountered. If such a report is referenced in the Contract Documents for performance of the Work, such reference shall be to establish minimum requirements only.

c. No Representations: No representation is made by the District or its representatives that information provided is solely adequate for purposes of construction. District disclaims responsibility for interpretations by Contractor of soil and subsurface investigation information, such as in protecting soil-bearing values, rock profiles, presence and scope of boulders and cobbles, soil stability and the presence, level and extent of underground water. Contractor shall determine the means, methods, techniques and sequences necessary to achieve required characteristics of completed Work. Conditions found after execution of the Agreement to be materially different from those reported and which are not customarily encountered in the geographic area of the Work shall be governed by provisions of the General Conditions of the Contract for unforeseen conditions.

Article 70. DISTRICT'S STATUS

a. In general and where appropriate and applicable, the District's Director of Purchasing and Warehouse, shall be the District's representative during the construction period and shall observe the progress and quality of the Work on behalf of the District. He or she shall have the authority to act on behalf of District only to the extent expressly provided in the Contract Documents. After consultation with the Inspector and after using his best efforts to consult with the District, the District shall have authority to stop work whenever such stoppage may be necessary in his reasonable opinion to insure the proper execution of the Contract Documents.

b. Contractor further acknowledges that the District shall be, in the first instance, the judge of the performance of this Contract.

Article 71. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the Contract shall forthwith be physically amended to make such insertion or correction.

Article 72. LABOR/EMPLOYMENT SAFETY

The Contractor shall maintain emergency first aid treatment for his employees which complies with the Federal Occupational Safety and Health Act of 1970 (29 USC, section 651 et seq.).

Article 73. ASSIGNMENT OF ANTITRUST ACTIONS

Pursuant to Public Contract Code Section 7103.5, in entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the Contractor or subcontractor offers and agrees to assign to the District all rights, title, and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 USC, section 15) or under the Cartwright Act (chapter 2 (commencing with section 16700) of part 2 of division 7 of the Business and Professions Code), arising from the purchase of goods, services, or materials pursuant to this Contract or any subcontract. This assignment shall be made and become effective at the time the District tenders final payment to the Contractor, without further acknowledgment by the parties.

Article 74. SUBSTITUTION OF SECURITY

a. Upon the Contractor's request, the District will make payment of funds withheld from progress payments to ensure performance under the Contract pursuant to the requirements of Public Contract Code section 22300 if the Contractor deposits in escrow with the District or with a bank acceptable to the District, securities eligible for investment under Government Code section 16430, bank or savings and loan certificates of deposit, or other security mutually agreed to by the Contractor and the District, subject to the following conditions:

1. The Contractor shall bear the expense of the District and the escrow agent, either the District or the bank, in connection with the escrow deposit made.

2. Securities or certificates of deposit to be placed in escrow shall be of a value at least equivalent to the amounts of retention to be paid to the Contractor pursuant to this section.

3. The Contractor shall enter into an escrow agreement satisfactory to the District, which agreement shall include provisions governing inter alia:

   (a) The amount of securities to be deposited,

   (b) The providing of powers of attorney or other documents necessary for the transfer of the securities to be deposited,

   (c) Conversion to cash to provide funds to meet defaults by the Contractor, including, but not limited to, termination of the Contractor's control over the work, stop payment notices filed pursuant to law, assessment of liquidated damages or other amounts to be kept or retained under the provisions of the contract,

   (d) Decrease in value of securities on deposit,

   (e) The termination of the escrow upon completion of the contract.

4. The Contractor shall obtain the written consent of the surety to such agreement.

5. As an alternative to Contractor depositing into escrow securities of a value equivalent to the amounts of retention to be paid to the Contractor, upon Contractor's request, District will make payment of retentions earned directly to the escrow agent at the expense of Contractor pursuant to and in accordance with Public Contract Code section 22300.

Article 75. COMPLIANCE WITH STATE STORM WATER PERMIT FOR CONSTRUCTION

a. The Contractor shall be required to comply with all conditions of the State Water Resources Control Board (State Water Board) National Pollutant Discharge Elimination System General Permit for Waste Discharge Requirements for Discharges of Storm Water Runoff Associated with Construction Activity (Permit) for all construction activity which results in the disturbance of in excess of one acre of total land area or which is part of a larger common area of development or sale. The Contractor shall be responsible for filing the Notice of Intent and for obtaining the Permit. The Contractor shall be solely responsible for preparing and implementing a Storm Water Pollution Prevention Plan (SWPPP) prior to initiating Work. It shall be Contractor's responsibility to evaluate the cost of compliance with the SWPPP in bidding on this Contract. Contractor shall comply with all requirements of the State Water Resources Control Board. Contractor shall include all costs of compliance with specified requirements in the Contract amount.

b. Contractor shall be responsible for implementing and complying with the provisions of the Permit and the SWPPP, including the standard provisions, monitoring and reporting requirements as required by the Permit. Contractor shall provide copies of all reports and monitoring information to the District.

c. Contractor shall comply with the lawful requirements of any applicable municipality, the County, drainage district, and other local agencies regarding discharges of storm water to separate storm drain system or other watercourses under their jurisdiction, including applicable requirements in municipal storm water management programs.

d. Failure to comply with the Permit is a violation of federal and state law. Contractor hereby agrees to indemnify and hold harmless the District, its Board members, officers, agents, employees and authorized volunteers from and against any and all claims, demands, losses or liabilities of any kind or nature which District, its Board members, officers, agents, employees and authorized volunteers may sustain or incur for noncompliance with the Permit arising out of or in connection with the Project, except for liability resulting from the negligence or willful misconduct of the District, its Board members, officers, agents, employees or authorized volunteers. District may seek damages from Contractor for delay in completing the Contract in accordance with Article 6 hereof, caused by Contractor's failure to comply with the Permit.

Article 76. RECORD KEEPING

a. The Contractor agrees to comply with Labor Code §§ 1776 and 1812. The Contractor and each Subcontractor shall keep or cause to be kept an accurate record showing the names, addresses, social security numbers, work classifications, straight time and overtime hours worked each day and week of all workers employed by Contractor in connection with the execution of this Contract or any subcontract thereunder and showing the actual per diem wages paid to each of such workers. These records shall be certified; shall be submitted electronically at least monthly to the Chief of the Division of Labor Standards Enforcement of the Department of Industrial Relations; and shall be open at all reasonable hours to the inspection of the District awarding the Contract, its officers and agents, and to the Chief of the Division of Labor Standards Enforcement of the Department of Industrial Relations, and his or her other deputies and agents.

b. In addition, copies of the above records shall be available as follows:

1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request;

2) A certified copy of all payroll records shall be made available for inspection or furnished upon request to the District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations;

3) A certified copy of all payroll records shall be made available upon request by the public for inspection or copies thereof made; provided, however, that a request by the public shall be made through either the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been previously provided, the requesting party shall, prior to being provided the records, reimburse the costs of the Contractor, Subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal office of the Contractor.

c. The Contractor shall file a certified copy of the records with the entity requesting the records within ten days after receipt of a written request. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the District, shall be marked or obliterated in such a manner as to prevent disclosure of an individual's name, address, and social security number. The name and address of the Contractor awarded the Contract or performing the Contract shall not be marked or obliterated.

d. The Contractor shall inform the District of the location of the records, including the street address, city and county, and shall, within five working days, provide a notice of a change of location and address.

e. In the event of noncompliance with the requirements of this section, the Contractor shall have ten days in which to comply subsequent to receipt of written notice specifying in what respects the Contractor must comply with this section. Should noncompliance still be evident after the ten day period, the Contractor shall, as a penalty to the District, forfeit one hundred dollars ($100) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

f. Responsibility for compliance with this provision shall be with the Contractor.

Article 77. PROJECT COMPLETION

a. When all of the work to be performed under this Contract has been fully completed, the Contractor shall notify the Architect and District, in writing, setting a date for inspection. The Contractor and Subcontractor representatives shall attend the inspection. As a result of this inspection, the Architect will prepare a list of items ("punch list") that are incomplete or not installed according to the Contract Documents. Failure to include items on this list does not relieve the Contractor from fulfilling all requirements of the Contract Documents.

b. The Architect will promptly deliver the punch list to the Contractor and it will include a period of time by which the Contractor shall complete all items listed thereon. On completion of all items on the punch list, verified by a final inspection, and all other Contract requirements, so that Final Completion has been achieved to the District's satisfaction, the District will file a Notice of Completion with the County Recorder. The District will file the Notice of Completion within 15 days of the date of Final Completion. Payment of retention from the Contract, less any sums withheld pursuant to the terms of this Contract or applicable law, shall not be made sooner than thirty-five (35) calendar days after the date of filing of Notice of Completion. Contractor shall perform all tasks necessary to obtain Project certification from the authority having jurisdiction

over the Project. Final Completion shall not occur until Contractor has delivered evidence of final Project certification to the District.

c. District reserves the right to occupy buildings and/or portions of the site at any time before Final Completion, and occupancy shall not constitute final acceptance of any part of the Work covered by the Contract Documents, nor shall such occupancy extend the date specified for completion of the Work. Beneficial occupancy of building(s) does not commence any warranty period or entitle Contractor to any additional compensation due to such occupancy, or affect in any way or amount Contractor's obligation to pay liquidated damages for failure to complete the Project on time.

Article 78. **RESOLUTION OF CONSTRUCTION CLAIMS OF $375,000 OR LESS**

a. For public work claims of $375,000 or less between Contractor and District, if District has not elected to resolve disputes by arbitration pursuant to article 7.1 (commencing with section 10240) of chapter 1 of part 2 of the Public Contract Code, the provisions of article 1.5 (commencing with section 20104) of chapter 1 of part 3 of the Public Contract Code apply ("Article 1.5").

b. For purposes of Article 1.5, "public work" has the same meaning as in sections 3100 and 3106 of the Civil Code. "Claims" means a separate demand by Contractor for a time extension, or payment of money or damages for work done by or for Contractor, payment for which is not otherwise expressly provided in the Contract or to which Contractor would not otherwise be entitled, or a payment disputed by District.

c. Each claim shall be submitted in writing before the date of final payment and shall include all necessary substantiating documentation. District shall respond in writing within forty-five (45) days of receipt of the claim if the claim is less than $50,000 ("$50,000 claim") or within sixty (60) days of receipt of the claim, if the claim is over $50,000 but less than or equal to $375,000 ("$50,000-$375,000 claim"). In either case, District may request in writing within thirty (30) days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the District may have against the claimant. Any additional information shall be requested and provided upon mutual agreement of the District and the claimant. District's written response to the claim shall be submitted to claimant within fifteen (15) days after receipt of the further documentation for $50,000 claims or within thirty (30) days after receipt of the further documentation for $50,000-$375,000 claims or within a period of time no greater than that taken by the claimant in producing the additional information, whichever is greater.

d. Within fifteen (15) days of receipt of the District's response, if claimant disputes District's written response or within fifteen (15) days of the District's failure to respond within the time prescribed, the claimant shall provide written notification to District demanding an informal conference to meet and confer ("conference") to be scheduled by the District within thirty (30) days. If the claim or any portion of the claim remains in dispute following the meet and confer ("meet and confer conference") to be scheduled by the District within 30 days, the claimant may file a claim as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code. For purposes of those provisions, the period of time within which a claim must be filed is tolled from the time the claimant submits a written claim until the time the claim is denied, including time utilized as a result of the meet and confer process, including time utilized by the meet and confer process.

e. If a civil action is filed to resolve claims, within sixty (60) days (but no earlier than thirty (30) days) following the filing or responsive pleadings, the court shall submit the matter to nonbinding mediation unless waived by mutual stipulation of both parties. The mediation process shall

provide that both parties select a disinterested third person mediator within fifteen (15) days, shall be commenced within thirty (30) days of the submittal and concluded within fifteen (15) days from the commencement of the mediation unless time is extended upon a good cause showing to the court or by stipulation of both parties. If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint the mediator.

f. If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to chapter 2.5 (commencing with section 1141.10) of title 3 of part 3 of the Code of Civil Procedure, notwithstanding section 1141.11 of that code. The Civil Discovery Act of 1986 (title 4 [commencing with section 2016.010] of part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration. The court may, upon request by any party, order any witness to participate in the mediation or arbitration process.

g. Notwithstanding any other provision of law, upon stipulation of the parties, arbitrators appointed for purposes of this article shall be experienced in construction law and, upon stipulation of the parties, mediators and arbitrators shall be paid necessary and reasonable hourly rates not to exceed their customary rate. Such fees and expenses shall be paid equally by the parties, except in the case of arbitration where the arbitrator, for good cause, determines a different division. In no event shall these fees or expenses be paid by state or county funds. Any party who, after receiving an arbitration award requests a trial de novo but does not obtain a more favorable judgment, shall pay the attorney's fees of the other party arising out of the trial de novo in addition to payment of costs and fees required under chapter 2.5 (commencing with section 1141.10) of title 3 of part 3 of the Code of Civil Procedure. District shall not fail to pay any portion of a claim which is undisputed unless otherwise provided herein and shall pay interest at the legal rate commencing on the date the suit is filed in court on any arbitration award or judgment.

h. Any arbitration, mediation or other forms of alternate dispute resolution shall be handled within the boundaries of the District unless otherwise mutually agreed.

Article 79. **RESOLUTION OF CONSTRUCTION CLAIMS IN EXCESS OF $375,000**

a. If a dispute in excess of a total value of $375,000, arises out of, or relates to this contract, or the breach thereof, and if said dispute cannot be settled through normal contract negotiations, the parties agree that as a condition precedent to the initiation of litigation, the dispute shall first be submitted to mediation pursuant to this Article 79. The mediation is voluntary, non-binding, and intended to provide an opportunity for the parties to evaluate each other's cases and arrive at a mutually agreeable resolution of the dispute. These provisions relating to voluntary mediation shall not be construed or interpreted as mandatory arbitration.

b. Either party may initiate mediation by notifying the other party or parties in writing. A Request for Mediation shall contain a brief statement of the nature of the dispute or claim, and the names, addresses, and phone numbers of all parties to the dispute or claim, and those, if any, who will represent them in the mediation.

c. The mediation process set forth in this section shall be administered by the American Arbitration Association (AAA) and governed by their rules in effect at the time of filling, or by any other neutral organization agreed to by the parties (hereinafter called "Administrator").

d. The costs for all mediation, including the administrative fees and mediator compensation, will be shared equally by all parties. Fees shall be jointly negotiated by all parties directly with the

Administrator. The expenses of witnesses for any party shall be paid by the party producing such witnesses.

e. A single mediator, acceptable to all parties, shall be used to mediate the dispute. The mediator will be knowledgeable in construction matters and will be selected from lists furnished by the Administrator. The initial mediation session shall commence within thirty (30) days of filing, unless otherwise agreed by the parties, or at the direction of the mediator.

f. At least ten (10) days before the first scheduled mediation session, each party shall provide the mediator a brief memorandum setting forth its position with regard to the issues that need to be resolved. At the discretion of the mediator, such memoranda may be mutually exchanged by the parties. At the first session, the parties will be expected to produce all information reasonably required for the mediator to understand the issue presented. The mediator may require each party to supplement such information.

g. Mediation hearings will be conducted in an informal manner and discovery will not be allowed unless agreed to by all parties. All discussions, statements, or admissions will be confidential to the proceedings and will not be used for any other purpose as they relate to either party's legal position. There shall be no stenographic record of the mediation.

h. Mediation sessions are private. The parties and their representatives may attend mediation sessions. Other persons may attend only with the permission of the parties and with the consent of the mediator. The parties may have an attorney present and shall advise the other parties no less than five (5) working days before the mediation of their intent to have an attorney present, so that the other parties may also have their attorneys present.

i. The mediator does not have authority to impose a settlement on the parties but will attempt to assist the parties in reaching a satisfactory resolution of their dispute. The mediator is authorized to conduct joint and separate meetings with the parties and to make oral and written recommendations for settlement. Whenever necessary, the mediator may also obtain expert advice concerning technical aspects of the dispute, provided the parties agree and assume the expenses of obtaining such advice. Arrangements for obtaining such advice shall be made by the mediator or the parties, as the mediator shall determine.

j. The mediator is authorized to end the mediation whenever, in the mediator's judgment, further efforts at mediation would not contribute to a resolution of the dispute between the parties.

k. Any resultant agreements from mediation shall be documented in writing, as agreed upon during the mediation, and may be used as the basis for a change order or other directive as appropriate. All mediation results and documentation shall be non-binding and inadmissible for any purpose in any legal proceedings, unless such admission is otherwise agreed in writing by all parties. Mediators shall not be subject to any subpoena or liability and their actions shall not be subject to discovery in subsequent proceedings.

l. The Mediation shall be terminated by the execution of a Settlement Agreement by the parties; by a written declaration of the Mediator to the effect that further efforts at Mediation are no longer worthwhile; or by a written declaration of a party or parties to the effect that the Mediation proceedings are terminated.

m. If mediation is unsuccessful in resolving the dispute, the parties thereafter may agree to submit the matter to the Administrator for binding arbitration. The parties agree that the matter shall be

submitted to one (1) arbitrator, unless they agree to three (3) arbitrators in writing. The parties further agree that they will faithfully observe this agreement, and that the parties will abide by and perform any award rendered by the arbitrator(s), that a judgment of a court having competent jurisdiction may be entered upon the award, and that such judgment shall be enforceable as a final judgment to the fullest extent under the law. The parties agree to split evenly all arbitration and arbitrator(s) fees and expenses. The arbitration shall be subject to, and proceed in accordance with California Code of Civil Procedure, Section 1280 through 1294.2. If the parties do not agree to submit to binding arbitration, neither party is prevented from pursuing other legal remedies.

n. Any arbitration, mediation or other forms of alternate dispute resolution shall be handled within the boundaries of the District unless otherwise mutually agreed.

Article 80. COMPLIANCE WITH DTSC GUIDELINES – IMPORTED SOILS

If the project requires the use of imported soils, the Contractor shall be responsible to use and shall certify that the imported material it uses is free of any hazardous and/or toxic substance or material of any nature or type as defined in accordance with California Law and the California Health and Safety Code. The District reserves the right to reject any imported material that has come from agricultural or commercial land uses. Contractor must notify the District of the source of material and comply with the applicable Regional Water Quality Control Board Resolutions and when applicable, with the guidelines of the Department of Toxic Substances Control ("DTSC").

Article 81. FINGERPRINTING

District Determination of Fingerprinting Requirement Application

The District has considered the totality of the circumstances concerning the Project and has determined that the Contractor and Contractor's employees (which includes Subcontractor employees):

_____ are subject to the requirements of Education Code § 45125.2 and Paragraph (a) below, is applicable.

__X____ are not subject to the requirements of Education Code § 45125.2, and Paragraph (b) below, is applicable.

a. Contracts for Construction, Reconstruction, Rehabilitation or Repair of a School Facility Involving More than Limited Contact with Students (§ 45125.2)

By execution of the Contract, the Contractor acknowledges that Contractor is entering into a contract for the construction, reconstruction, rehabilitation, or repair of a school facility where the Contractor and/or Contractor's employees will have more than limited contact with students and the services to be provided do not constitute an emergency or exceptional situation. In accordance with Education Code § 45125.2 the Contractor shall, at Contractor's own expense, (1) install a physical barrier to limit contact with students by Contractor and/or Contractor's employees, and/or (2) provide for the continuous supervision and monitoring of the Contractor and/or Contractor's employees by an employee of the Contractor who has received fingerprint clearance from the California Department of Justice, and/or (3) provide for the surveillance of the Contractor and Contractor's employees by a District employee.

b. Contracts for Construction, Reconstruction, Rehabilitation or Repair of a School Facility Involving

Only Limited Contact With Students (§ 45125.2)

By execution of the Contract, the Contractor acknowledges that Contractor is entering into a contract for the construction, reconstruction, rehabilitation or repair of a school facility involving only limited contact with students. Accordingly, the parties agree that the following conditions apply to any work performed by the Contractor and Contractor's employees on a school site: (1) Contractor and Contractor's employees shall check in with the school office each day immediately upon arriving at the school site; (2) Contractor and Contractor's employees shall inform school office staff of their proposed activities and location at the school site; (3) Once at such location, Contractor and Contractor's employees shall not change locations without contacting the school office; (4) Contractor and Contractor's employees shall not use student restroom facilities; and (5) If Contractor and/or Contractor's employees find themselves alone with a student, Contractor and Contractor's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

Article 82. LABOR COMPLIANCE MONITORING

The project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations. In accordance with Labor Code § 1771.1, all bidders, contractors and subcontractors working at the site shall be duly registered with the Department of Industrial Relations at time of bid opening and at all relevant times. Proof of registration shall be provided as to all such contractors prior to the commencement of any work. Contractor shall coordinate with the Architect to ensure the Department of Industrial Relations is advised of the award of the construction contract in a timely manner by filing form PWC-100 with the Department of Industrial Relations after award of the contract.

Article 83. DRUGS, TOBACCO, ALCOHOL, ANIMALS

The Contractor shall prohibit and take all steps necessary to ensure that its and its subcontractors' employees do not possess, consume, or work under the influence of any alcohol, tobacco or illegal drugs while on the Project site. The Contractor shall take all necessary steps to ensure that its and its subcontractor's employees comply with all applicable District policies and directives relating to appearance and behavior on school sites and/or District property. The Contractor shall prohibit and prevent its employees and subcontractor's employees from bringing any animal onto the Project.

Article 84. NO DISCRIMINATION

It is the policy of the District that, in connection with all work performed under this public works contract, there shall be no discrimination against any prospective or active employee or any other person engaged in the work because of actual or perceived race, color, ancestry, national origin, ethnic group identification, religion, sex, gender, sexual orientation, age, physical or mental disability, or marital status. The Contractor agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment Practice Act, beginning with Government Code § 12900, Government Code § 11135, and Labor Code §§ 1735, 1777.5, 1777.6 and 3077.5. In addition, the Contractor agrees to require like compliance by all Subcontractors and suppliers.

Article 85. EXAMINATION BY CALIFORNIA STATE AUDITOR

The Parties hereby agree that this Agreement shall be subject to the examination and audit of the California State Auditor for a period of three years after final payment under the contract, in compliance with Government Code Section 8546.7

Article 86. NO LEAD-BASED PRODUCTS

The Parties hereby agree that at no point shall lead-based paint, lead plumbing and solders, or other potential sources of lead contamination be utilized on District's property or used in on-site Work regarding the Project, in accordance with Education Code Section 32244.

Article 87. GENERAL PROVISIONS

a. Assignment and Successors:

Neither party may transfer or assign its rights or obligations under the Contract Documents, in part or in whole, without the other party's prior written consent. The Contract Documents are binding on the heirs, successors, and permitted assigns of the parties hereto.

b. Third Party Beneficiaries:

There are no intended third party beneficiaries to the Contract.

c. Choice of Law and Venue:

The Contract Documents shall be governed by California law, and venue shall be in the Superior Court of the county in which the project is located, and no other place.

d. Severability:

If any provision of the Contract Documents is determined to be illegal, invalid, or unenforceable, in part of in whole, the remaining provisions, or portions of the Contract Documents shall remain in full force and effect.

e. Entire Agreement

The Contract Documents constitute the final, complete, and exclusive statement of the terms of the agreement between the parties regarding the subject matter of the Contract Documents and supersedes all prior written or oral understandings or agreements of the parties.

f. Waiver:

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of the Contract Documents shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

g. Headings

The headings in the Contract Documents are included for convenience only and shall neither affect the construction or interpretation of any provision in the

Contract Documents nor affect any of the rights or obligations of the parties to the Contract.

[END OF GENERAL CONDITIONS DOCUMENT]

WILLIAMS UNIFIED SCHOOL DISTRICT

Williams Jr./Sr. High School Gymnasium Flooring Replacement

PROJECT NO. WUSD HS003F

SPECIAL CONDITIONS

DESIGN-BID-BUILD
REV. 12-9-19

SPECIAL CONDITIONS

A. **Time of Performance**. The Contractor shall mobilize and commence work at the direction of District staff. The Contractor shall complete the project within the period specified in the Special Conditions and in accordance with the schedule for the Project developed by the District for the Project, if applicable. In entering into this Agreement, Contractor acknowledges and agrees that the construction duration stipulated herein is adequate and reasonable for the size and scope of the Project.

Work under this Contract shall be scheduled and coordinated in compliance with the following:

1. The anticipated date of the award of the Contract is **Thursday, April 23, 2020**

2. Bid submittals are due on **May 1, 2020 at 2:00 p.m.**

3. **Substitutions to Specified Materials, Processes, or Articles Prior to Bid Submittal**: Any proposals for substitutions of equipment, materials, or products other than what is specified in the bid documents must be submitted, in writing, to the District. After reviewing the request, the District will respond with its decision to all parties who have received a bid package. The District has the right to reject any or all requests for substitutions of equipment, materials, or products other than what is specified in the bid documents. The Bidder shall bear all of the District's costs associated with the review of substitution requests.

4. Work shall begin immediately following award of the Contract, or as directed by the Director of Purchasing and Warehouse.

5. Contractor shall complete work under this agreement as identified in the Scope of Work and Drawings and Specifications, or as arranged by the Director of Facilities.

1. The Contractor acknowledges that it fully understands the Project work to be performed has been scheduled by the District for a specific time period. In addition the Contractor acknowledges that it fully understands that scheduling has been established for this Project in order to promote the best usage of school facilities and to timely provide an appropriate learning environment for students to the fullest extent possible. With these understandings in mind, pursuant to the General Conditions regarding the District's Right to Terminate Contract, it is acknowledged and understood by the Contractor that it is a substantial violation of the Contract for the Contractor to fail to provide all submittals in the time specified and identified. Furthermore, it is acknowledged and understood by the Contractor that it is a substantial violation of the Contract for the Contractor or a Subcontractor to fail to provide a full work crew or properly skilled workers with proper and sufficient materials and equipment from the first day of Project work scheduled.

   If the site will not be available after the scheduled start date, Contractor shall utilize this time period for administrative tasks and initial mobilization and shall coordinate such activities with District.

B. **Future Work:** All future work awarded from this bid shall be coordinated with the District's Director of Purchasing and Warehouse or his designee and the Contractor. No work shall be started until scheduling has been agreed upon by all parties.

C. **Liquidated Damages – Contract Submittals**: If the executed Contract and required bonds and certificates of insurance are not received by the District within five (5) day of Contract award, the agreed liquidated damages established in the General Conditions is **five hundred dollars ($500.00) per day** for each calendar date the start date is delayed.

Liquidated Damages – Time of Completion: If work under this Contract is not ready for the intended use within the specified time period, the agreed liquidated damages established in the General Conditions is **two thousand dollars ($2,000.00) per day** for each calendar date completion is delayed.

D. **Documents Furnished**. The number of copies of Drawings and Specifications to be furnished to Contractor free of charge, per Article 3 of the General Conditions, is one (1). The cost for additional copies of the drawings shall be borne by the Contractor.

E. **Bonds**. Contractor shall provide (i) a payment bond in the amount of one hundred percent (100%) of the total amount of the Contract Price or as specified in the Information for Bidders; and (ii) a performance bond in the amount of one hundred percent (100%) of the Contract Price or as specified in the Information for Bidders.

F. **Insurance**. As provided in General Conditions, Contractor shall procure and maintain and shall require all subcontractors, if any, whether primary or secondary, to procure and maintain either:

Comprehensive General Liability Insurance.
with a combined single limit per occurrence of not less than $1,000,000

OR

Commercial General Liability and Property Damage Insurance
(including automobile insurance) which provides limits of not less than:

(a) Per occurrence (combined single limit)	$1,000,000
(b) Project Specific Aggregate (for this project only)	$2,000,000
(c) Products/Completed Operations	$1,000,000
(d) Personal & Advertising Injury limit	$1,000,000

AND

Builder's Risk (or Course of Construction Coverage) Applicable/Fire Insurance
Project Replacement Value at 100% (One Hundred Percent) (see Article 31 of the General Conditions).

Insurance Covering Special Hazards: The following special hazards shall be covered in addition to the above-mentioned commercial liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance, in amounts as follows:

Automotive and truck where operated in the amount of	$1,000,000
Material hoist where used in the amount of	$1,000,000
Explosion, collapse & Underground (XCU) coverage	$1,000,000
Excess Liability Insurance coverage in the amount of	$1,000,000

Additional Insurance: As provided in General Conditions, Contractor shall procure and maintain and shall require all subcontractors, if any, whether primary or secondary, to procure and maintain Worker's

Compensation Insurance (Article 31 of the General Conditions) and Automobile Liability Insurance (Article 31 of the General Conditions).

G. **Executed Copies:** The number of executed copies of the Agreement, the Performance Bond, and the Payment Bond for Public Works required is two (2).

H. **License Classification:** Each bidder shall be a licensed Contractor pursuant to the Business and Professions Code and shall be licensed in the following classification(s), including but not restricted to: **California C-15 Flooring and Floor Covering**

I. **Certification Requirements:** When specified in the bid documents, the Contractor or subcontractor must be certified by the factory or manufacturer to install equipment or other products. Such certifications must be obtained prior to submittal of the bid.

J. **Fingerprinting:**

Pursuant to the provisions of Article 72 of the General Conditions, the District Determination of Fingerprinting Requirement Application is as follows:

a. The District has considered the totality of the circumstances concerning the Project and has determined that the Contractor and Contractor's employees:

1. _____ are subject to the requirements of Education Code section 45125.2 and Paragraph (a) of Article 78 of the General Conditions. Fingerprinting and criminal background checks are required for this project.

2. ___X___ are not subject to the requirements of Education Code section 45125.2 and are subject to Paragraph (b) of Article 78 of the General Conditions.

K. **Cleaning Up:** Pursuant to the specific provisions of Article 59 "Cleaning Up" of the General Conditions, the Contractor is responsible at all times to keep the premises free from debris, waste, rubbish and excess materials and dispose of it in disposal site in accordance with provisions of existing law. The Contractor acknowledges and understands that the Project work hereunder is to be performed on existing and functioning school facilities. The Contractor hereby acknowledges and agrees that if and/or when the Contractor fails to fulfill its clean-up responsibility on a daily basis, the District will undertake to authorize additional regular work or overtime work by its own maintenance and/or custodial employees to keep the premises free from debris, waste and rubbish by authorizing regular and/or overtime work for its maintenance and/or custodial employees. This work time shall be charged back to the Contractor and deducted from the Contractor's progress payments and/or final payment at the rate of $50.00 per hour for regular time and $75.00 per hour for overtime. The Contractor will not be notified in advance of any such cleanup of the premises to be performed by the District's employees unless the number of hours required in any work week for such cleanup of the premises by District employees is both anticipated and estimated by the District to exceed five (5) total weekly hours of either the regular or overtime rates specified herein or the combined regular and overtime rates specified herein.

L. **Inspector's Field Office**: Not applicable to this project.

M. **Time of Work Restrictions:** The worksites will be available Monday through Saturday, from 7 AM to 7 PM. This schedule is subject to change as the needs of the District require, and would be scheduled with the Director of Purchasing and Warehouse, Business Services or his designee.

N. **Project Phases:** Not applicable to this project.

O. **Safety Barriers and Fencing:** Not applicable to this project.

SCOPE OF WORK

The Williams Unified School District is seeking bids for Williams Jr./Sr. High School Gymnasium Flooring Replacement at the Williams Jr./Sr. High School at 260 Eleventh Street, Williams, CA 95987. See attached specifications for scope. Please refer to the Drawings and Specifications for further details.

PROJECT SCHEDULE

Anticipated Start Date: **April 24, 2020**

Completion Date: **The project is to be completed in 68 calendar days. Dates are as follows:**

Entire scope of work to be completed by June 30, 2020

[END OF SPECIAL CONDITIONS]

WILLIAMS UNIFIED SCHOOL DISTRICT

Williams Jr./Sr High School Gymnasium Flooring Replacement

PROJECT NO. WUSD HS003F

SPECIFICATIONS

DESIGN-BID-BUILD
REV. 12-9-19

SPECIFICATIONS

The Drawings and Specifications are:

DSA Project No.: 02-117431
Dated: November 12, 2019
Approved on: November 13, 2019

WILLIAMS UNIFIED SCHOOL DISTRICT

Williams Jr./Sr. High School Gymnasium Flooring Replacement

PROJECT NO. WUSD HS003F

PROJECT FORMS & CERTIFICATIONS

DESIGN-BID-BUILD
REV. 12-9-19

[DISTRICT LETTERHEAD]

NOTICE TO PROCEED

To: Date:

SUBJECT: **NOTICE TO PROCEED**
PROJECT: **Williams Jr./Sr. High School Gymnasium Flooring Replacement**

Dear _____:

You are hereby notified to commence work on the above referenced project for the not-to-exceed amount of [Insert Contact Amount] for the base bid proposal.

Work shall commence on April 24, 2020 and shall be fully complete within the Contract Time set forth in the Contract Documents with a final completion date of June 30, 2020. Delivery of submittals shall commence upon receipt of the District's Notice to Proceed.

The Contract Documents provide for an assessment of $2,000.00 as liquidated damages for each consecutive calendar day that the work remains incomplete after the above established contract completion date.

By: _____
Authorized District Signature

WORKERS' COMPENSATION CERTIFICATION

Labor Code section 3700 in relevant part provides:

> Every employer except the State shall secure the payment of compensation in one or more of the following ways:
>
> (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.
>
> (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of section 3700 of the 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 that code, and I will comply with such provisions before commencing the performance of the work of this contract.

_____
Name

_____
Title

_____
Company

(In accordance with article 5 (commencing at section 1860), chapter 1, part 7, division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

DRUG-FREE WORKPLACE CERTIFICATION

This Drug-Free Workplace Certification form is part of the Contract made by and between the **WILLIAMS UNIFIED SCHOOL DISTRICT** (hereinafter referred to as the "District" and _____ (hereinafter referred to as the ("Contractor") for the **Williams Jr./Sr. High School Gymnasium Flooring Replacement, Project No. WUSD HS003F.** Project (hereinafter referred to as the "Project." This form is required from all successful bidders pursuant to the Drug-Free Workplace Act of 1990 (Government Code section 8350 et seq.) The Drug-Free Workplace Act requires that every person or organization awarded a contract or grant for procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. It addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination, and the contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred. The District is not a "state agency" as defined in the applicable section(s) of the Government Code, but the District is a local agency under California law and requires all contractors on public works projects to comply with the provisions and requirements of the Drug-Free Workplace Act.

Pursuant to Government Code section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in their workplace and specifying actions which will be taken against employees for violations of the prohibition;

B. Establishing a drug-free awareness program to inform employees about all of the following:

1. The dangers of drug abuse in the workplace;
2. The person's or organization's policy of maintaining a drug-free workplace;
3. The availability of drug counseling, rehabilitation and employee-assistance programs; and
4. The penalties that may be imposed upon employees for drug abuse violations.

C. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision A, and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of the Drug-Free Workplace Act as it now exists or may hereinafter be amended. Particularly, I shall abide by Government Code section 8355 when performing the Contract for the Project by:

A. Publishing a statement notifying employees concerning the prohibition of controlled substance at my workplace;

B. Establishing a drug-free awareness program; and

C. Requiring that each employee engaged in the performance of the contract be given a copy of the statement required by section 8355(a) and agree to abide by the terms of that statement.

I also understand that if the District determines that I have either: (a) made a false certification herein; or (b) violated this certification by failing to carry out the requirements of section 8355, the Contract

awarded herein is subject to termination, suspension of payments, or both. I further understand that if I violate the terms of the Drug-Free Workplace Act, I may be subject to debarment.

I acknowledge that I am aware of the provisions of Government Code section 8350 et seq., and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act.

Executed on this _____ day of _____, 20_____ at _____.

_____
Name of Contractor (Print or Type)

By: _____
Signature

_____
Print Name

_____
Title

CONTRACTOR'S CERTIFICATE REGARDING ALCOHOLIC BEVERAGE AND TOBACCO-FREE CAMPUS POLICY

The Contractor agrees that it will abide by and implement the District's Alcoholic Beverage and Tobacco-Free Campus Policy, which prohibits the use of alcoholic beverages and tobacco products, at any time, on District-owned or leased buildings, on District property and in District vehicles. The Contractor shall procure signs stating "ALCOHOLIC BEVERAGE AND TOBACCO USE IS PROHIBITED" and shall ensure that these signs are prominently displayed in all entrances to school property at all times.

DATE:_____

_____
Contractor

By:_____
Signature

ASBESTOS-FREE MATERIALS CERTIFICATION

The undersigned declares that he or she is the person who executed the bid for Williams Jr./Sr. High School Gymnasium Flooring Replacement, Project No. WUSD HS003F ("Project"), and submitted it to the District on behalf of _____ ("Contractor").

To the best of my knowledge, information and belief, in completing the Contractor's Work for the Project, no material furnished, installed or incorporated into the Project will contain, or in itself be composed of, any materials listed by the federal or state EPA or federal or state health agencies as a hazardous material.

Any disputes involving the question of whether or not material installed with asbestos-containing equipment is settled by electron microscopy; the cost of any such tests shall be paid by the Contractor.

All work or materials installed by the Contractor which is found to contain asbestos, or work or material installed with asbestos-containing equipment, will be immediately rejected and this work shall be removed and replaced by the Contractor at no additional cost to the District. Decontamination and removal of work found to contain asbestos or work installed with asbestos-containing equipment shall be done only under supervision of a qualified consultant, knowledgeable in the field of asbestos abatement and accredited by the Environmental Protection Agency.

The ASBESTOS REMOVAL CONTRACTOR shall be an EPA accredited contractor qualified in the removal of asbestos and shall be chosen and approved by the Asbestos Consultant who shall have sole discretion and final determination in this matter.

The asbestos consultant shall be chosen and approved by the Construction Manager/Architect or the District who shall have sole discretion and final determination in this matter.

The work will be not accepted until asbestos contamination is reduced to levels deemed acceptable by the Asbestos Consultant.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on this _____ day of _____, 20__.

_____

Name of Contractor (Print or Type)

_____

Signature

_____ _____

Print Name Title

CONTRACTOR & SUBCONTRACTOR FINGERPRINTING REQUIREMENTS

CONTRACTOR CERTIFICATION

With respect to the Contract dated _____ 20___ by and between Williams Unified School District ("District") and _____ ("Contractor"), Contractor hereby certifies to the District's governing board that it has completed the criminal background check requirements of Education Code Section 45125.1 and that none of its employees that may come in contact with District's pupils have been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c).

_____ _____
Contractor's Representative Date

or

CONTRACTOR EXEMPTION

Pursuant to Education Code Sections 45125.1 and 45125.2, the Williams Unified School District ("District") has determined that _____ ("Contractor") is exempt from the criminal background check certification requirements for the Contract dated _____ 20____ by and between the District and Contractor ("Contract") because:

- The Contractor's employees will have limited contact with District students during the course of the Contract;
- Emergency or exceptional circumstances exist; or
- With respect to contractors constructing, reconstructing, rehabilitating or repairing a school facility, as provided in Section 45125.2, the Contractor has agreed to ensure the safety of pupils at the school facility by the following method(s) specified in Section 45125.2: _____.

_____ _____
School District Official Date

CONTRACTOR & SUBCONTRACTOR FINGERPRINTING REQUIREMENTS

SUBCONTRACTOR'S CERTIFICATION

The Williams Unified School District ("District") entered into a Contract for services with _____ ("Contractor") on or about _____, 20____ ("Contract"). This certification is submitted by _____, a subcontractor to the Contractor for purposes of that Contract ("Subcontractor"). Subcontractor hereby certifies to the District's governing board that it has completed the criminal background check requirements of Education Code Section 45125.1 and that none of its employees that may come in contact with District pupils have been convicted of a violent felony listed in Penal Code Section 667.5(c) or a serious felony listed in Penal Code Section 1192.7(c).

_____ _____
Subcontractor's Representative Date

or

SUBCONTRACTOR'S EXEMPTION

The Williams Unified School District ("District") entered into a Contract for services with _____ ("Contractor") on or about _____, 20____ ("Contract"). Pursuant to Education Code Sections 45125.1 and 45125.2, the District has determined that _____, a subcontractor to the Contractor for purposes of that Contract ("Subcontractor"), is exempt from the criminal background check certification requirements for the Contract because:

- The Subcontractor's employees will have limited contact with District students during the course of the Contract;
- Emergency or exceptional circumstances exist; or
- With respect to contractors constructing, reconstructing, rehabilitating or repairing a school facility, as provided in Section 45125.2, the Contractor and/or Subcontractor have agreed to ensure the safety of pupils at the school facility by the following method(s)specified in Section 45125.2: _____.

_____ _____
School District Official Date

BIDDER'S ACKNOWLEDGEMENT OF PROJECT SCHEDULE

Williams Jr./Sr. High School Gymnasium Flooring Replacement

Project No. WUSD HS003F

The undersigned acknowledges that he/she has carefully and thoroughly reviewed the Project Schedule, included herein and made a part of the Contract Documents.

The undersigned fully understands the manpower requirements necessary to complete the project in accordance with the Project Schedule and agrees to furnish all labor, materials and equipment necessary, upon District acceptance of bidder's proposal, to fully comply with this schedule. The undersigned agrees to comply with any and all adjustments to the schedule, as may be directed by the District or its representative, and which may be required to ensure project completion as stipulated in the Contract Documents.

The undersigned acknowledges that failure to comply with the above could result in delays to other contractors, whose bona fide and substantiated cost impacts due to said delays may be borne by the undersigned.

ACKNOWLEDGED AND AGREED:

DATE:_____

_____
CONTRACTOR

BY:_____
Signature

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

I am aware of and hereby certify that neither _____nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. I further agree that I will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/offeror/ contractor or any lower participant is unable to certify this statement, it shall attach an explanation to this solicitation proposal.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal of the above named bidder on the _____day of_____, 20____ for the purposes of submission of this bid.

(Corporate Seal)

By_____
Signature

_____
Typed or Printed Name

_____
Title

_____
Date

As the awardee under this Bid, I hereby certify that the above certification remains valid as of the date of contract award, specifically, as of the ____ day of _____, 20____, for the purposes of award of this contract.

(Corporate Seal)

By_____
Signature

_____
Typed or Printed Name

_____
Title

_____
Date

IRAN CONTRACTING ACT CERTIFICATION

As required by California Public Contract Code Section 2204, the Bidder certifies subject to penalty for perjury that the option checked below relating to the Bidder's status in regard to the Iran Contracting Act of 2010 (Public Contract Code Section 2200 *et seq.*) is true and correct:

☐ The Bidder is not:

(i) identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203; or

(ii) a financial institution that extends, for 45 days or more, credit in the amount of $20,000,000 or more to any other person or entity identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203, if that person or entity uses or will use the credit to provide goods or services in the energy sector in Iran.

☐ The District has exempted the Contractor from the requirements of the Iran Contracting Act of 2010 after making a public finding that, absent the exemption, Agency will be unable to obtain the goods and/or services to be provided pursuant to the Contract.

☐ The amount of the Contract payable to the Contractor for the Project does not exceed $1,000,000.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

_____
Signature Date

_____
Name Title

_____
Name of Firm

ESCROW AGREEMENT FOR SECURITY DEPOSITS IN LIEU OF RETENTION

This Escrow Agreement is made and entered into by and between the **Williams Unified School District**, hereinafter called "OWNER", and _____, hereinafter called "CONTRACTOR", and _____, hereinafter called "Escrow Agent."

For the consideration hereinafter set forth, the OWNER, CONTRACTOR and Escrow Agent agree as follows:

(1) Pursuant to section 22300 of the Public Contract Code of the State of California, CONTRACTOR has the option to deposit securities with Escrow Agent as a substitute for retention earnings required to be withheld by OWNER in the amount _____ ($_____) pursuant to the Construction Contract entered into between the OWNER and CONTRACTOR for _____ **Project** in the amount of _____ ($_____) dated _____ (hereinafter referred to as the "Contract"). Alternatively, on written request of the CONTRACTOR, the OWNER shall make payments of the retention earnings directly to the escrow agent. When CONTRACTOR deposits the securities as a substitute for Contract earnings, the Escrow Agent shall notify the OWNER within ten (10) days of deposit. The market value of the securities at the time of the substitution shall be at least equal to the cash amount then required to be withheld as retention under the terms of the Contract between the OWNER and CONTRACTOR. Securities shall be held in the name of the OWNER, and shall designate _____ as the beneficial owner.

(2) The OWNER shall make progress payments to the CONTRACTOR for such funds which otherwise would be withheld from progress payments pursuant to the Contract provisions, provided that the Escrow Agent holds securities in the form and amount specified above.

(3) When the OWNER makes payments of retentions earned directly to the Escrow Agent, the Escrow Agent shall hold them for the benefit of the CONTRACTOR until such time as the escrow created under this contract is terminated. The CONTRACTOR may direct the investment of the payments into securities. All terms and conditions of this agreement and the rights and responsibilities of the parties shall be equally applicable and binding when the OWNER pays the Escrow Agent directly.

(4) CONTRACTOR shall be responsible for paying all fees for the expenses incurred by Escrow Agent in administering the Escrow Account and all expenses of the OWNER. These expenses and payment terms shall be determined by the OWNER, CONTRACTOR, and Escrow Agent.

(5) The interest earned on the securities or the money market accounts held in escrow and all interest earned on that interest shall be for the sole account of CONTRACTOR and shall be subject to withdrawal by CONTRACTOR at any time and from time to time without notice to the OWNER.

(6) CONTRACTOR shall have the right to withdraw all or any part of the principal in the Escrow Account only by written notice to Escrow Agent accompanied by written authorization from the OWNER to the Escrow Agent that OWNER consents to the withdrawal of the amount sought to be withdrawn by CONTRACTOR.

(7) The OWNER shall have a right to draw upon the securities in the event of default by the CONTRACTOR. Upon seven (7) days' written notice to the Escrow Agent from the OWNER of the default, the Escrow Agent shall immediately convert the securities to cash and shall distribute the cash as instructed by the OWNER.

(8) Upon receipt of written notification from the OWNER certifying that the Contract is final and complete, and that the CONTRACTOR has complied with all requirements and procedures applicable to the Contract, Escrow Agent shall release to CONTRACTOR all securities and interest on deposit less escrow fees and charges of the Escrow Account. The escrow shall be closed immediately upon disbursement of all moneys and securities on deposit and payment of fees and charges.

(9) Escrow Agent shall rely on the written notifications from the OWNER and the CONTRACTOR pursuant to sections (5) to (8), inclusive, of this agreement and the OWNER and CONTRACTOR shall hold Escrow Agent harmless from Escrow Agent's release and disbursement of the securities and interest as set forth above.

(10) The names of the persons who are authorized to give written notice or to receive written notice on behalf of the OWNER and on behalf of CONTRACTOR in connection with the foregoing, and exemplars of their respective signatures are as follows:

On behalf of Owner:

_____
Title

_____
Name

_____
Signature

_____
Address

On behalf of Agent:

_____
Title

_____
Name

_____
Signature

_____
Address

On behalf of Contractor:

_____
Title

_____
Name

_____
Signature

_____
Address

At the time the Escrow Account is opened, the OWNER and CONTRACTOR shall deliver to the Escrow Agent a fully executed counterpart of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement by their proper officers on the date set forth above.

OWNER

_____
Title

_____
Name

_____
Signature

CONTRACTOR

_____
Title

_____
Name

_____
Signature

WILLIAMS UNIFIED SCHOOL DISTRICT

12.11

RESOLUTION # 21-042320

Proclaiming

Designation of Applicant's Agent Resolution for Non-State Agencies April 23, 2020

BE IT RESOLVED BY THE Board of Trustees of the Williams Unified School District

THAT **Superintendent, OR**

Director of Fiscal Services and Accountability

is hereby authorized to execute for and on behalf of the Williams Unified School District, a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Williams Unified School District, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

(**X**) This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

( ) This is a disaster specific resolution and is effective for only disaster number(s) _____.

PASSED AND ADOPTED this 23rd day of April, 2020 by the following vote:

AYES:

NOES:

ABSENT:

CERTIFICATION

I, George W. Simmons, duly appointed and Board President of Williams Unified School District, do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the Board of Trustees of the Williams Unified School District on the 23rd day of April, 2020.

_____ Board of Trustees President

Signature

Williams Unified School District
Resolution on Grading
During Emergency School Closures
Resolution #22-042320

WHEREAS, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, on March 19, 2020, the Governor of California issued an executive order directing all individuals living in the State of California to stay home or at their place of residence, with limited exception, until further notice; and

WHEREAS, on ___March 18, 2020___ the ___Williams Unified School District____ closed schools to protect students and staff against the spread of COVID-19; and

WHEREAS, due to safety concerns and the need for ongoing social distancing, the State Superintendent of Public Instruction stated it appears students will not return to school campuses before the end of the 2019-2020 school year; and

WHEREAS, it is necessary to ensure the continuation of public education, to the greatest extent possible, while maintaining the health and safety of the students and staff and

WHEREAS, the Board is committed to continued teaching and learning, including assessment and evaluation of work, through alternative means during this prolonged period of school closure; and

WHEREAS, it is imperative that the Superintendent have the tools to ensure the health, safety, and well-being of students, staff, and families on and off campuses, and to ensure the educational needs of all students are addressed through alternate locations or virtual learning environments;

NOW, THEREFORE BE IT RESOLVED, that during this time of school closures, and until further notice:

1. Teachers shall continue to provide instruction, assignments, and assessments using distance learning tools and resources.

2. The Superintendent or designee shall collaborate with school administrators and teachers to develop and regularly review guidelines for attendance during instruction and the assignment of homework through distance learning and alternative means.

3. Pursuant to Education Code 48205 and Board Policy 6154 - Homework/Makeup Work, students shall be given full credit for makeup work satisfactorily completed within a reasonable period of time and shall not be penalized for absences during school closures.

4. Students shall be held harmless for their spring 2020 grades and the transition to distance learning.

5. Board Policy and Administrative Regulation 5121 - Grades/Evaluation of Student Achievement shall be temporarily suspended during the period of school closure.

6. Grades shall be calculated in a manner that reflects student achievement and learning and supports the preservation of the progress students made prior to school closure. Final grades shall be determined using all assigned work through the end of school closure.

7. Students may improve their grade by making up any work not completed prior to school closure and not receive a grade lower than what they had prior to school closure.

8. Teachers shall assign final grades based on students' grades when the school shutdown occurred, with opportunities to increase the final grade.

9. Students shall not be required to submit graded work for the remainder of the school year and shall receive a Credit/No Credit for all courses during the period of distance learning.

10. Students may be assessed on essential standards targeted during distance learning using a rubric model instead of percentages to determine whether Credit/No Credit is granted.

11. Students shall be given an opportunity to demonstrate understanding of applicable course content through assessments, projects, portfolios, or other means appropriate to the course content.

A chart will be made to describe how grades will be given at each site, based on this temporary resolution and provided considerations. Teacher input and MOU with WTA will be in alignment with this resolution and the site's grading description chart for the 2019-2020 school year.

During future emergency closures, this Board Resolution may be properly modified and re-established for the period of that emergency closure.

PASSED AND ADOPTED this 23rd day of April, 2020 by the following vote;

AYES:

NOES:

ABSENT:

_____, Superintendent

Dr. Edgar Lampkin

Report Totals

SCHOOL NAME	Transitional Kindergarten	Kindergarten	First Grade	Second Grade	Third Grade	TK-3	Fourth Grade	Fifth Grade	Sixth Grade	4-6	Seventh Grade	Eighth Grade	7-8	Ninth Grade	Tenth Grade	Eleventh Grade	Twelfth Grade	9-12	Total
Mid Valley Alter. High School						**0**				**0**			**0**		6	7	3	**16**	16
Williams Elementary School	19	96	95	82	92	**384**				**0**			**0**					**0**	384
Williams Independent Study						**0**				**0**	1		**1**			3	3	**6**	7
Williams Junior Senior High Schoo						**0**				**0**	100	107	**207**	115	89	90	83	**377**	584
Williams Upper Elementary						**0**	94	104	109	**307**			**0**					**0**	307
Total:	19	96	95	82	92	**384**	94	104	109	**307**	101	107	**208**	115	95	100	89	**399**	1298

Williams Junior Senior High School

2019-2020

Discipline Distribution Report from 3/2/2020 to 3/31/2020

Code # and Name		Total	Grade						Gender			User3 Codes	
			7	8	9	10	11	12	F	M	OGN	F	H
33	Academic Code Violation (Chea	1	-	-	-	-	1	-	-	1	0	-	-
76	School Rules, Violation of	1	-	-	-	-	-	1	-	1	0	-	1
WA	48900 (a)(1) Caused, Attempte	2	2	-	-	-	-	-	1	1	0	-	2
WD	48900 (c) Possession,Use,Sale	2	-	-	2	-	-	-	-	2	0	-	-
WG	48900 (f) Property Damage	7	2	3	2	-	-	-	-	7	0	-	1
WH	48900 (g) Property Theft	1	-	-	-	-	1	-	-	1	0	-	-
WL	48900 (k) Disruption, Defiance	5	2	1	-	-	1	1	-	5	0	-	2
	Totals:	19	6	4	4	-	3	2	1	18	-	-	6

WILLIAMS UNIFORM COMPLAINT PROCEDURE

QUARTERLY REPORT

WILLIAMS UNIFIED SCHOOL DISTRICT

JANUARY TO MARCH 2020

Education Code 35186(d) requires that a district report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district.

X No complaints have been received this quarter.

The following complaints have been received this quarter.

Education Code 35186(e)(1) requires that districts investigate and resolve complaints when a complainant alleges that (a) students do not have standards-aligned instructional materials to use in class; or (b) for use at home or after school in order to complete reqired homework assignments; or (c) are in poor or unusable condition.

0 Complaints have been received regarding insufficient instructional materials.
District Resolutions:

Education Code 36186(e)(1) requires that districts investigate and resolve complaints when a complainant alleges that (a) students do not have standards-aligned textbooks or state- or district-adopted textbooks required for use in class; or (b) for use at home or after school in order to complete required homework assignments; or (c) are in poor or unusable condition.

0 Complaints have been received regarding insufficient textbooks.
District Resolutions:

Education Code 35186(e)(3) requires that districts investigate and resolve complaints when a complainant alleges that facilities have conditions that pose an emergency or urgent threat to the health or safety of students or staff.

0 Complaints have been received that facilities have emergency/urgent threat conditions.
District Resolutions:

Education Code 35186(e)(2) requires that districts investigate and resolve complaints when a complainant alleges that (a) a qualified certificated teacher has not been assigned to a vacant position to a class for an entire year; (b) a teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner students in the class; or (c) a teacher is assigned to teach a class for which the teacher lacks subject matter competency.

0 Complaints have been received regarding unqualified teachers.

District Resolutions:

The district investigated and remedied any valid complaint within a reasonable time period not exceeding 30 working days from the date the complaint was received. EC 35186 (b)

Edgar Lopez
Superintendent

4/8/2020
Date

RECEIVED
MAR 18 2020
WILLIAMS UNIFIED SCHOOL DIST.

DSA
DIVISION OF THE STATE ARCHITECT

Certification of Compliance

March 4, 2020

Dr. Edgar Lampkin
Williams Unified School District
Post Office Box 7
Williams, CA 95987

Project: **Williams Elementary School (Williams Unified School District)**
Application #: **02-115292**
File Id #: **6-22**
Scope: **Construction of 1-Parking Lot, 4-Kindergarten Buildings (Relocatable)**

Dear Dr. Edgar Lampkin:

The Department of General Services' records indicate that the construction of the referenced project has been completed in accordance with design documents approved by the Department, and that all the Verified Reports covering the construction have been received. Therefore, the Department of General Services Certifies as follows:

This project is in compliance with California State regulations as to the safety of design and construction of public schools, and for the accommodation of persons with disabilities.

For relocatable buildings, which have been granted a waiver of durability for foundations, the owner should periodically inspect for, and correct, deterioration in order to maintain safe conditions. This certification is not valid if the buildings are moved to a site location other than shown on the approved plans.

As stated in our letter approving the plans and specifications for this project, the Department does not review design documents or construction for compliance with the electrical, mechanical, or plumbing regulations. It is the responsibility of the professional consultants named on the application to verify compliance with appropriate parts of the California Building Code, and to submit Verified Reports documenting compliance.

Sincerely,

for Ida A. Clair, AIA
Acting State Architect
Division of the State Architect
IC: jr

cc: School Board
Architect/Engineer - Max Medina
File

15.2

RECEIVED
MAR 23 2020
WILLIAMS UNIFIED SCHOOL DIST.

AFL-CIO
California School Employees Association
8217 Auburn Boulevard
Citrus Heights, CA 95610
(916) 725-1188
(800) 582-7314
FAX: (916) 725-3735
www.csea.com

Ben Valdepeña
Association President

Keith Pace
Executive Director

Member of the AFL-CIO

The nation's largest independent classified employee association

AEU

March 17, 2020

Sent via Electronic Mail elampkin@williams.k12.ca.us and USPS

Edgar Lampkin, Superintendent
Williams Unified School District
P O Box 7
Williams, CA 95987

RE: INFORMATION REQUEST AND BARGAINING DEMAND

Dear Superintendent Lampkin:

As bargaining representative of the District's classified employees, CSEA has been monitoring news about the COVID-19 (coronavirus) outbreak as it appears to be spreading in California and elsewhere in the United States. CSEA is concerned about the health and safety of classified employees, as well as teachers, other District staff, students, and their families.

CSEA requests to bargain with the District over the effects of any and all changes in its operations in response to the coronavirus that may affect classified employees' terms and conditions of employment.

CSEA requests the following information relevant to the terms and conditions of employment of those employees:

1) All District plans, policies, procedures, or similar documents about monitoring the spread of COVID-19 (coronavirus), including identifying and monitoring infections or potential infections among District students, staff, or their family members as well as among community members within the District.

2) All plans, policies, procedures, or similar documents for helping prevent the spread of coronavirus or other infectious diseases within District schools and facilities.

3) All plans policies, procedures, and similar documents regarding dealing with a potential infection of a District employee or student, including the circumstances under which the individual would be quarantined or told to go home, how and to whom the issue would be reported, how staff would be notified, and other follow-up procedures.

4) Whether the District is currently aware of any coronavirus infections among District employees or students, and if so, please provide as much information about such infection(s) as you can, subject to medical privacy concerns.

1) All District policies about sick leave, extended sick leave, work-from-home, and any other provisions that would affect compensation or benefits of classified employees in the event such an employee were infected with or exposed to coronavirus.

2) All District policies about sick leave, extended sick leave, work-from-home, and any other provisions that would affect compensation or benefits of classified employees in the event of a closure of any District facility for public health or quarantine reasons.

Please provide responses to these information requests no later than one week from the date of this letter. Based on those responses, we look forward to scheduling a time to bargain over the effects of the coronavirus response.

If the District is going to take immediate action about the coronavirus issue (prior to responding to the above requests), we ask that you immediately inform CSEA of that action and provide dates and times when the District is available for bargaining.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Nanci Eastman
Labor Relations Representative

Cc: Area A Director; Field Director; Regional Representative #6; Chapter President #556; Senior Labor Relations Representative; File

COLUSA COUNTY OFFICE OF EDUCATION
Michael P. West, County Superintendent of Schools
345 5th Street, Suite A, Colusa CA 95932
mwest@ccoe.net p 530.458.0350 f 530.458.8054

April 15, 2020

George W. Simmons
Williams Unified School District
PO Box 1503
Williams, CA 95987

Dear Mr. Simmons:

The Colusa County Office of Education has completed its review of the Williams Unified School District's Second Interim report for 2019-20. Based on the multi-year projections and assumptions provided by the district, with data as current as January 31, 2020, it appears that the district should be able to meet its financial obligations for the current and two subsequent fiscal years. Therefore, we concur with the district's positive certification.

Multi-Year Projections: Prior to the COVID-19 pandemic, Governor Newsom's 2020-21 budget proposal provided a little relief with a proposed increase to serve students with disabilities; however, the budget provided little discretion for districts to expand locally. With a proposed COLA of 2.29%, down from the projection of 3% at Budget Adoption, districts would be struggling to cover the costs associated with step and column, minimum wage, STRS and PERS contributions and other increases to utilities and services based on the consumer price index. In our current situation with the COVID-19 pandemic, this brings much uncertainty to what the May Revise will look like as we will expect a 0% COLA in the proposal which would only exacerbate this situation. We continue to remind you that each LEA faces its own particular set of financial risk factors based on current reserve levels, enrollment trends, bargaining agreements, degree of revenue volatility and various other local and statewide factors. LEAs should plan for the aforementioned costs as we enter an economic downturn highly impacted by the COVID-19 pandemic.

Negotiations: As of January 31st the district had settled negotiations with their certificated unit, but had not settled with their classified unit. We remind the district to provide the *Public Disclosure of Collective Bargaining Agreements* in accordance with AB1200, AB2756, Government Code section 3547.5, and CCR Title V Section 15449. This is required every time an agreement is reached, regardless of the fiscal impact.

Each LEA faces its own particular set of educational challenges, and there is no "one size fits all" plan. In the projection years, funding growth is expected to be limited as target funding has been attained and only Cost of Living Adjustments are expected in the future. Additionally, employer contributions to retirement benefits are scheduled to rise, and requirements to improve academic performance are increasing. Special attention must be paid to out-year projections and the contributing factors both within and outside the control of district decision makers. To maximize success, districts will need to make deliberate use of resources and prudent fiscal decisions.

Thank you for your continued commitment to making budget decisions that are in the best interest of the students of the Williams Unified School District. Should you have any questions, concerns or if we can be of further assistance, please contact me at (530) 458-0350.

Sincerely,

Michael P. West
Colusa County Superintendent of Schools

MW/go

cc: Edgar Lampkin, EdD, Superintendent
Mechele Coombs, Director of Fiscal Services and Accountability
Aaron Heinz, Associate Superintendent, CCOE