

**Gravenstein Union School District
Board of Trustees - Regular Board Agenda
5:00 p.m. – Open Session - Hillcrest School – Room 6
Closed Session to follow Open Session
Wednesday, August 10, 2016**

If you need an accommodation for the Board Meeting, contact Superintendent Jennifer Schwinn at (707) 823-7008 or jschwinn@grav.k12.ca.us
Agenda documents are available for inspection at the Gravenstein District Office

3840 Twig Avenue, Sebastopol, CA

I. CALL TO ORDER - ROLL CALL

Time: _____ Members present/absent: _____

II. PUBLIC INPUT ON ITEMS NOT ON THE AGENDA

This section is a time for members of the audience to address the Board regarding items not on the agenda. Board action cannot take place at this meeting, as a result of the input given. There will be a limit of 3 minutes for each person speaking under this section.

III. APPROVAL OF CONSENT AGENDA

- A. Approval of Agenda Order
 - B. Approval of Minutes: Regular Meeting Minutes 7-13-2016 and Special Board Meeting Minutes 8-08-2016
 - C. Vendor Warrants
 - D. Accept Donation from PG&E (matching Pulley donation) \$30.00 to the Music Program
 - E. Acknowledgement of request of leave of absence for Megan Groody for the 2016/17 school year
 - F. Acknowledgement of resignation from Kasey Hillier effective 8/5/2016
- Motion _____ Second _____ Vote _____

IV. REPORTS/CORRESPONDENCE

- A. Board Reports
- B. Superintendent Report:
 - 1. 2016-17 enrollment
 - 2. Summer Projects
 - 3. 2016-17 LCAP approval from Sonoma County Office of Education
 - 4. Update on installation and training for AEDs
 - 5. Transportation JPA Update
- C. GUTA Report

V. BUSINESS

- A. Update on Gravenstein Modernization – Phase II –
Motion _____ Second _____ Vote _____
- B. Gravenstein Modernization – Phase II – Ratification of Change Order #4.1- Relocate Existing Insulation
\$44,184.21
Motion _____ Second _____ Vote _____
- C. Gravenstein Modernization – Phase II – Ratification of Change Order #17 – Isolation Valve Installation –
Not to exceed \$14,657.22
Motion _____ Second _____ Vote _____
- D. 2016-17 45 Day Budget Update
Motion _____ Second _____ Vote _____
- E. 2016-17 Contract with Ally Technology Consulting (ATC) – for \$2,400.00 per month.
Term: August 1, 2016 – June 30, 2017.
Motion _____ Second _____ Vote _____
- F. Classified Tech Support Stipend -- \$1,500 per trimester
Motion _____ Second _____ Vote _____

G. 2016-17 Agreement with Santa Rosa City Schools for Meals
Motion _____ Second _____ Vote _____

H. 2016-17 School Meal Prices
Motion _____ Second _____ Vote _____

I. Resolution #160810-1 – Request to Hire a STRS retiree within 180 days of retirement
Motion _____ Second _____ Vote _____

J. Approval of Agreement to Participate with Sonoma County Office of Education in the Leading Systems
Coherence Collaborative for Sonoma County
Motion _____ Second _____ Vote _____

K. Update on the Red Cross Agreement

VI. GENERAL

A. Adopt Goals and Objectives for 2016-17
Motion _____ Second _____ Vote _____

VII. BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

A. BP/AR 5145.3 Nondiscrimination / Harassment
Motion _____ Second _____ Vote _____

VIII. FUTURE MEETING DATES AND AGENDA ITEMS

- Next meeting date September 14, 2016 5:00 PM
 - BP/AR 6154 Homework Policy
 - 2015/16 Unaudited Actuals

IX. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

X. ADJOURN TO CLOSED SESSION

Time _____ Motion _____ Second _____ Vote _____

A. Conference with Labor Negotiator, District – Jennifer Schwinn, Name of Organization – Gravenstein Union
Teachers Association
Motion _____ Second _____ Vote _____

B. Potential Litigation – per GC54956.9 (d) – Case #SCV258468

C. Public Employee

1. Hiring – 1.0 FTE Temp/Long Term Substitute Sp. Ed. Credential Teacher (8-24-16 to 12-22-16)
Motion _____ Second _____ Vote _____

2. Hiring – 8 hours a day Temporary Teacher Assistant and Daycare Assistant – **Heather Castor**
Motion _____ Second _____ Vote _____

3. Hiring – 5.5 hours a day Probationary Teacher Assistant and Daycare Assistant – **Cindi Ewert**
Motion _____ Second _____ Vote _____

4. Hiring – 8 hours a day Probationary School Secretary –
Motion _____ Second _____ Vote _____

C. Superintendent Evaluation

Motion _____ Second _____ Vote _____

XI. RECONVENE TO OPEN SESSION

Time _____ Motion _____ Second _____ Vote _____

A. Announce Action Taken in Closed Session

XII. ADJOURNMENT

Time _____ Motion _____ Second _____ Vote _____



GRAVENSTEIN UNION SCHOOL DISTRICT

Jennifer Schwinn, Superintendent

3840 Twig Avenue

Sebastopol, CA 95472

707-823-7008 (v)

707-823-2108 (f)

Email: jschwinn@grav.k12.ca.us

Board of Trustees

Jim Horn, Board President

Desiree Beck, Board Clerk

Gregory Appling, Board Member

Jeff Weaver, Board Member

Sandra Wickland, Board Member

Board minutes for
7/13/2016
will follow
under separate cover

ReqPay12c

Board Report

Checks Dated 07/01/2016 through 07/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1497541	07/06/2016	Cypress School	03-9510	Special Ed Services		5,262.41
1497542	07/06/2016	Department Of Social Services MS 9-3-67	12-5880	Community Care Licensing Fees for 2016-17		242.00
1497543	07/06/2016	Silver Creek Industries Inc	21-9510	Grav Modular Buildings		22,497.90
1497544	07/06/2016	Vision Service Plan	01-9574	Employee's Vision Plan Coverage 16-17		1,687.40
1497545	07/06/2016	West County Transportation	03-9510	2nd grade swim lessons transportation 2016	804.00	
			04-9510	Buses for Rose Parade 5/21/16	543.67	
1497546	07/06/2016	William E. Rash Sv	21-9510	House Rewards Field Trip on 05/24/16	197.13	1,544.80
1497547	07/06/2016	Blaine Ray Workshops, Inc.		Relocate Phones @ Gravenstein (TK Room)		3,202.20
1497548	07/06/2016	Catrina Howatt	03-5200	NTPR Storytelling Conference	262.50	
			04-5200	NTPR Storytelling Conference	262.50	525.00
			01-9510	Reimb for District Supplies	2.12	
			03-9510	Reimb for District Supplies	24.48	
1497549	07/06/2016	Pacific Gas & Electric	04-9510	Reimb for District Supplies	15.61	42.21
			01-9510	Light Poles at Grav Elem 2015-16	1.74	
1497550	07/06/2016	RESIG	03-9510	Light Poles at Grav Elem 2015-16	20.00	21.74
1497551	07/06/2016	Jennifer Schwinn	01-9510	Kaiser Coverage for Class. & Admin. Sep 2015		2,604.00
			01-9510	Reimb for Supt Phone & Tablet	39.66	
			03-9510	Reimb for Supt Phone & Tablet	460.02	
1498930	07/13/2016	American Storage LLC	04-9510	Reimb for Supt Phone & Tablet	293.46	793.14
			21-6200	Storage for Furniture @ Gravenstein	455.00	
1498931	07/13/2016	AT&T Calnet 3	21-9510	Storage for Furniture @ Gravenstein	95.00	550.00
			01-9510	Gravenstein AT&T CALNET 3 Charges 2015-16	19.41	
			03-9510	Gravenstein AT&T CALNET 3 Charges 2015-16	224.89	
			04-9510	Gravenstein AT&T CALNET 3 Charges 2015-16	120.95	
1498932	07/13/2016	Dept Of Justice, Acctg Office	01-9510	Hillcrest AT&T CALNET 3 Charges 2015-16	48.94	414.19
			03-9510	Fingerprinting for staff	9.50	
			04-9510	Fingerprinting for staff	110.20	
1498933	07/13/2016	Educational Testing Service	04-9510	Fingerprinting for staff	70.30	190.00
			03-5800	CAASPP test 2015-16 Pre-Id costs	28.70	
			04-5800	CAASPP test 2015-16 Pre-Id costs	31.34	60.04

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.

ESCAPE ONLINE

Checks Dated 07/01/2016 through 07/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1498934	07/13/2016	Miller Pacific Eng Group	21-6230	Gravenstein Mod Pase II - Geotechnical Eng		5,900.70
1498935	07/13/2016	Pacific Gas & Electric	01-9510	Electric and Gas for 2015-16 Gravenstein	186.83	
			03-9510	Electric and Gas for 2015-16 Gravenstein	2,148.92	
			04-9510	Electric and Gas for 2015-16 Gravenstein	26.22	
1498936	07/13/2016	Redwood Pediatric Therapy Asso	03-9510	Electric and Gas for 2015-16 @ Hillcrest	1,472.84	3,834.81
1498937	07/13/2016	Ricoh Americas Corporation	01-5631	OT/PT Svcs for Students		190.19
			03-5631	Copier Lease at schools and DO for 16/17	32.65	
			04-5631	Copier Lease at schools and DO for 16/17	381.81	
1498938	07/13/2016	Sonoma County Office Of Ed.	01-9510	Copier Lease at schools and DO for 16/17	339.10	753.56
			03-9510	Fingerprinting for staff for 2015-16	3.40	
			04-9510	Fingerprinting for staff for 2015-16	39.44	
1498939	07/13/2016	Weeks Drilling & Pump Co. Inc.	01-9510	Fingerprinting for staff for 2015-16	25.16	68.00
				Gravenstein Elem Water Service for 2015-16	20.28	
1498940	07/13/2016	West Sonoma County Disposal	03-9510	Gravenstein Elem Water Service for 2015-16	233.23	
			04-9510	Hillcrest Water Service for 2015-16	230.00	483.51
			01-9510	Waste Disposal for Grav 2015-16	353.56	
			03-9510	Waste Disposal for Grav 2015-16	30.74	
			04-9510	Hillcrest Garbage service 2015-16	214.60	598.90
1499712	07/15/2016	ACSIG	01-9573	Employee's Dental Plan Coverage 16/17		7,515.39
1499713	07/15/2016	Analytical Sciences	04-5830	Water testing @ Hillcrest 2016/17		82.00
1499714	07/15/2016	Cypress School	03-9510	Special Ed Services		981.23
1499715	07/15/2016	Fishman Supply Company	01-4370	District wide Custodial Supplies	27.54	
			03-4370	District wide Custodial Supplies	330.44	
1499716	07/15/2016	Isaac Kuster	04-4370	District wide Custodial Supplies	192.76	550.74
			40-9510	DSA Class I Inspector Grav Modern Phase II		3,995.00
1499717	07/15/2016	RESIG	01-9570	Kaiser Coverage for Class. & Admin. 2016/17		18,822.00
1499718	07/15/2016	Santa Rosa Fire Equipment Inc.	01-5600	Annual Svcs of fire extinguishers District wide	33.20	
			03-5600	Annual Svcs of fire extinguishers District wide	452.13	
			04-5600	Annual Svcs of fire extinguishers District wide	360.00	845.33
1499719	07/15/2016	Sonoma County Office Of Ed.	01-9510	IT Consultant 2015-16	4.71	

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ESCAPE

ONLINE

Checks Dated 07/01/2016 through 07/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1499719	07/15/2016	Sonoma County Office Of Ed.	03-9510	IT Consultant 2015-16	516.56	
			04-9510	IT Consultant 2015-16	1,062.73	1,584.00
1500200	07/20/2016	Analytical Sciences	01-5830	Water testing for Grav 2016/17	6.56	
1500201	07/20/2016	California's Valued Trust	03-5830	Water testing for Grav 2016/17	75.44	82.00
			01-9572	Employee's CVT Health Plan Coverage 16/17		38,612.00
1500202	07/20/2016	Employment Development Dept.	01-9510	Unemployment Taxes for the year 2015-16		596.10
1500203	07/20/2016	Fishman Supply Company	01-4370	Repair of carpet machine	8.05	
			03-4370	Repair of carpet machine	101.43	
1500204	07/20/2016	Oregon Shakespeare Festival	04-4370	Repair of carpet machine	58.95	168.43
1500205	07/20/2016	Pacific Gas & Electric	04-5826	Oregon Shakespeare Festival 2017		1,050.00
1500206	07/20/2016	Tonia Seidita	21-6200	Gas Service Turn on/Change Grav Phase II		16,422.76
			01-9510	Mileage Reimb. 5/15/16 - 6/30/16	2.98	
			03-9510	Mileage Reimb. 5/15/16 - 6/30/16	34.58	
			04-9510	Mileage Reimb. 5/15/16 - 6/30/16	22.06	
			12-9510	Mileage Reimb. 5/15/16 - 6/30/16	5.83	65.45
1500207	07/20/2016	West Sonoma County Union High	25-9510	Developer fees processing fee for 15-16		15.00
1500208	07/20/2016	Murray Building, Inc.	21-6200	Grav Elem Modernization Phase II		436,909.28
1501601	07/27/2016	Advanced Security Systems	01-5830	Fire Alarm System at Grav Elementary 16/17	7.56	
			03-5830	Fire Alarm System at Grav Elementary 16/17	86.94	94.50
1501602	07/27/2016	Office Depot	01-4350	Business Office Supplies	17.38	
			03-4350	Business Office Supplies	208.53	
			04-4350	Business Office Supplies	121.64	
1501603	07/27/2016	Ricoh Americas Corporation	01-5631	Classroom Supplies Hillcrest Office	201.34	548.89
			03-5631	Copier Lease at schools - Duplicator 16/17	13.91	
			04-5631	Copier Lease at schools - Duplicator 16/17	160.01	
1501604	07/27/2016	Board of Equalization	01-9580	Copier Lease at schools - Duplicator 16/17	180.48	354.40
			03-9580	2015-16 Sales and Use Tax	70.09	
			04-9580	2015-16 Sales and Use Tax	1,216.03	
			12-9580	2015-16 Sales and Use Tax	661.03	
			13-9580	2015-16 Sales and Use Tax	14.85	
			40-9580	2015-16 Sales and Use Tax	53.16	
1501605	07/27/2016	Business Card	01-4390	2015-16 Sales and Use Tax	40.84	2,056.00
			01-4440	New Superintendent Planner	2.38	
			01-9510	New Superintendent Computer Supplies for Business Office	114.81	
					1.09	

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ESCAPE ONLINE

Checks Dated 07/01/2016 through 07/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1501605	07/27/2016	Business Card	01-9510	Clock for B Oakley	142.79	
				Lunch with New Superintendent	1.19	
			03-4390	New Superintendent Planner	28.55	
			03-4440	New Superintendent Computer	1,377.70	
			03-9510	Supplies for Business Office	12.61	
				Lunch with New Superintendent	13.85	
			04-4390	New Superintendent Planner	16.66	
			04-4440	New Superintendent Computer	803.65	
			04-9510	Supplies for Business Office	8.04	
				Lunch with New Superintendent	8.84	
1501606	07/27/2016	Business Card	01-4380	Maint. Supplies @ Grav. & Hillcrest	7.48	2,532.16
		card ending in 6874	01-9510	Maint. Supplies @ Grav. & Hillcrest	4.78	
				Maint. Supplies @ Gravenstein	5.62	
			03-4380	Maint. Supplies @ Grav. & Hillcrest	89.75	
			03-9510	Maint. Supplies @ Grav. & Hillcrest	55.42	
				Maint. Supplies @ Gravenstein	64.59	
			04-4380	Maint. Supplies @ Grav. & Hillcrest	52.36	
			04-9510	Maint. Supplies @ Grav. & Hillcrest	47.28	
				Grounds Supplies - Hillcrest Sprinklers	43.82	
1501607	07/27/2016	AXIA	40-9510	Plumbing Supplies Temp Admin Office	187.05	558.15
1501608	07/27/2016	California's Valued Trust	21-9510	Gravenstein Modernization, Job #940		8,409.77
1501609	07/27/2016	Fishman Supply Company	01-9572	Employee's CVT Health Plan Coverage 16/17		39,518.00
			01-4370	Replacement wet/dry Vac District-wide Use	42.47	
			03-4370	Replacement wet/dry Vac District-wide Use	509.60	
			04-4370	Replacement wet/dry Vac District-wide Use	297.28	849.35
1501610	07/27/2016	McGraw-Hill School Education	03-4110	2016/17 ELA - Grades 2, 3, 4 & 5	19,880.19	
				CA Imagine It! Teacher Edition Grades 4 and 5	1,194.78	21,074.97
1501611	07/27/2016	MCI Comm Service	12-5911	Daycare Phone Line for 2016-17		13.10
1501612	07/27/2016	Stripe N Seal Inc	04-5630	Slurry Seal of Parking Lot at Hillcrest 2016		12,574.00
1501613	07/27/2016	Teachers' Curriculum Institute	04-4110	Hillcrest 16-17 History Student Notebooks & Text		1,322.76
1501614	07/27/2016	Pacific Gas & Electric	21-6200	Electric Service Turn on/Change Grav Phase II		35,607.55
Total Number of Checks					53	705,277.01

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 07/01/2016 through 07/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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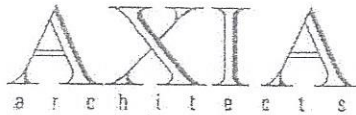
Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	30	110,538.63
03	Gravenstein Elementary Charte	30	37,611.89
04	Hillcrest Middle Charter	27	23,059.50
12	Child Development Fund	4	275.78
13	Cafeteria Fund	1	53.16
21	Building	8	529,500.16
25	Capital Facilities Fund	1	15.00
40	Special Reserve-capital Proj	3	4,222.89
Total Number of Checks		53	705,277.01
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			705,277.01

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.

Distribution:

OWNER
 ARCHITECT
 CONTRACTOR
 IOR (copy)
 DSA



Via:

Fax
 E-Mail
 Mail
 Overnight
 Hand

CHANGE ORDER

PROJECT: Gravenstein Ph 2 Modernization
 Gravenstein Union School District
 Sebastopol, CA 95472

Change Order No. 4
Contract For: Phase 2
Contract Date 05-24-16
DSA File No.: 49-39
DSA App. No.: 01-115393
Arch. Project No.: 940
Arch File Code: 97.00

CONTRACTOR: Scott Murray Builders
 1181 Broadway
 Sonoma, CA 95476

You are directed to make the following changes in this contract: (Refer to Attached Summary, next page)

Reserved for Architect's Stamp

Reserved for DSA Approval Stamp

The original Contract Sum was	\$ 3,255,000.00
Net change by previous Change Orders	\$ 74,047.96
The Contract Sum prior to this Change Order was	\$ 3,329,047.96
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 44,184.21
The new Contract Sum including this Change Order will be	\$ 3,373,232.17
The Contract Time will be UNCHANGED by this Change Order in the amount of	TBD
The Date of Completion as of the date of this Change Order:	8/22/2016

Not valid until signed by both the Owner and the Architect.

Signature of the contractor indicates his approval herewith, including any adjustment in the Contract Sum or Contract Time.

The compensation (time and cost) set forth in this Change Order comprises the total compensation due the Contractor, all Subcontractors and all Suppliers, at all tiers, for the work or change defined in the Change Order, including all impact on unchanged work. By signing this Change Order the Contractor acknowledges and agrees, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, that the stipulated compensation includes payment for all work contained in the Change Order, plus all payment for the interruption of schedules, extended and unabsorbed overhead costs, delay, disruption, and all impact, ripple impact or cumulative impact on all other work under this Contract. The signing of the Change Order indicates that the Change Order constitutes full mutual accord and satisfaction for the changed work, and that the time and cost under the Change Order constitutes the total equitable adjustment owed the Contractor, all Subcontractors and all Suppliers, at all tiers, as a result of the change. The Contractor, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, agrees to waive all rights, without exception or reservation of any kind whatsoever to file any further claim related to this Change Order. No further claim or request for equitable adjustment of any kind whatsoever shall arise out of or as a result of this change or the impact of this change on the remainder of the work under this Contract.

By execution of this Change Order the Contractor specifically waives, relinquishes, and releases any and all rights under Section 1542 of the California Civil Code which reads as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM MUST HAVE MATERIALLY EFFECTED HIS SETTLEMENT WITH THE DEBTOR."

ARCHITECT

AXIA Architects
 250 D Street, Suite 210
 Santa Rosa, CA 95404

By:
 Date: 7.29.14

CONTRACTOR

Scott Murray Builders
 1181 Broadway
 Sonoma, CA 95476

By:
 Date: 8.3.14

OWNER

Gravenstein Union School District
 3840 Twig Ave.
 Sebastopol, CA 95472

By:
 Date: 8/3/16

PROJECT:
 Gravenstein Ph 2 Modernization
 Gravenstein Union School District

SUMMARY OF ATTACHMENTS TO: Change Order No.

Contract For:
 DSA File No.:
 DSA App. No.:

4
 Phase 2
 49-39
 01-115393

No Reference:	Description:	C.O.R. #	Request by:	Amount	Calendar Days Added to Contract			
					DoC	M1	M2	M3
TOTALS:				\$ 44,184.21	0	0	0	0
1.	COR for relocation of the existing insulation	4.1	Scott Murray	\$ 44,184.21	TBD			
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								

END OF SUMMARY

CHANGE ORDER REQUEST

Distribution to:

<input type="checkbox"/>
<input type="checkbox"/>
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<input type="checkbox"/>

OWNER
ARCHITECT
CONTRACTOR
INSPECTOR

COR

4.1

TITLE: **Relocate Existing Insulation**

PROJECT: Gravenstein Modernization 3840 Twig Ave. Sebastopol, Ca 95472	ARCHITECT: AXIA 250 D Street, Suite 210 Santa Rosa, Ca 95404 Fax:	C. O. R. No. Date: Arch. Project No. Contract For: Contract Date: DSA File No. DSA App. No. OPSC App. No. Response to: Arch. RFP No.	<u>4</u> <u>7/24/2016</u> <u>940.00</u> <u>Modernization</u> <u>5.31.16</u> <u>01-115393</u> <u> </u> <u> </u> <u>RFI #46</u>
OWNER: Gravenstein Union School District 3840 Twig Ave. Sebastopol, Ca 95472 Fax:	INSPECTOR OF RECORD: Isaac Kuster Fax:		

DESCRIPTION:

COR for relocation of the existing insulation that was discovered to be installed incorrectly. COR removes remainder of ACT for access, installs insulation up into the roof framing bays, secures insulation in place with strapping and re-installs all additionally removed ACT. COR also allows for a 10% replacement of ceiling tiles due to existing damage and conditions. **The COR does not include any additional insulation nor does it cover any ventilation of the ceiling as MBI has been instructed by architect that it will not be required. COR was revised to provide a reduction in cost to the district.**

MODIFICATION TO

CONTRACT SUM:
(Line 22 from Page 2) \$44,184.21

MODIFICATION TO

CONTRACT TIME: TBD

Attach supporting schedule information

CONTRACTORS CERTIFICATION AND WAIVER OF CLAIMS:

"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 Sections 12650 et seq. It is understood that the changes to the Contract Documents set forth herein shall only be effective upon approval by the governing board 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."

"Any alteration or revision of this Document, its terms, or this Certification is deemed a waiver of any costs, expenses, damages, or time extensions included herein."

CONTRACTOR

			<i>Architect's Action</i>
By. Scott Murray	Fax:	<input type="checkbox"/>	REJECT - Received Too Late.
Date 7/24/2016		<input type="checkbox"/>	REJECT - Inadequate Back-Up.
		<input type="checkbox"/>	REJECT - Not in Proper Form.
		<input type="checkbox"/>	Review and Comment Only

SUMMARY OF ATTACHMENTS TO:	C.O. R. No.:	4.1
PROJECT:	Project No.:	
Gravenstein Modernization	Date:	7/24/2016
3840 Twig Ave.	DSA App. No.:	0.00
	Page	2
	of	3
Line	TITLE:	ADDED CREDIT

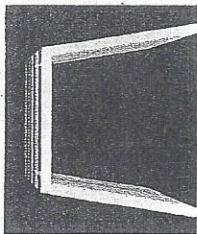
ALL LINES SHALL BE FILLED IN, (zero values acceptable).

GENERAL CONTRACTOR'S WORK

1	Material (attach itemized quantity and unit cost <u>excluding</u> sales tax)	<u>\$75.00</u>	<u>\$0.00</u>
2	Labor (attach itemized hours and rates)	<u>\$13,572.00</u>	<u>\$0.00</u>
3	Equipment (attach invoices)	<u>\$320.00</u>	<u>\$0.00</u>
4	Subtotal	<u>\$13,967.00</u>	<u>\$0.00</u>
5	General Contractor's Overhead and Profit, not to exceed fifteen percent (15%) of lines 1 & 4.	<u>\$2,095.05</u>	<u>\$0.00</u>
6	Subtotal	<u>\$16,062.05</u>	<u>\$0.00</u>
7	Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed thirty-five percent (35%) of line 2.	<u>\$0.00</u>	<u>\$0.00</u>
8	Subtotal General Contractor Work (sum of lines 6 and 7.)	<u>\$16,062.05</u>	<u>\$0.00</u>
	SUBCONTRACT WORK (Provide separate breakdown for each subcontract)*		
9	Material (attach itemized quantity and unit cost <u>excluding</u> sales tax)	<u>\$0.00</u>	<u>\$0.00</u>
10	Labor (attach itemized hours and rates)	<u>\$0.00</u>	<u>\$0.00</u>
11	Vendor (attach invoices)	<u>\$24,778.00</u>	<u>\$0.00</u>
12	Subtotal	<u>\$24,778.00</u>	<u>\$0.00</u>
13	Subcontractor's overhead and profit on work performed by Sub-contractor, not to exceed fifteen percent (15%) of line 12.	<u>Incl.</u>	<u>\$0.00</u>
14	Subtotal	<u>\$24,778.00</u>	<u>\$0.00</u>
15	General Contractor's Overhead and Profit on subcontract work, not to exceed ten percent (10%) of line 14.	<u>\$2,477.80</u>	<u>\$0.00</u>
16	Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed thirty-five percent (35%) of line 10.	<u>\$0.00</u>	<u>\$0.00</u>

17	Total of Subcontract Work (sum of lines 14, 15 and 16)	<u>\$27,255.80</u>	<u>\$0.00</u>
18	Subtotal General Contractor and Subcontractor Work (sum of lines 8 and 17.)	<u>\$43,317.85</u>	<u>\$0.00</u>
19	Applicable Taxes (itemized by levy and by contract)	<u>\$0.00</u>	<u>\$0.00</u>
20	Subtotal (sum of lines 18 and 19)	<u>\$43,317.85</u>	<u>\$0.00</u>
21	Bond not to exceed two percent (2%) of line 20.	<u>\$866.36</u>	<u>\$0.00</u>
22	TOTAL (sum of lines 20 and 21.) Copy to cover page.	<u>\$44,184.21</u>	<u>\$0.00</u>

* Attach additional copies of this page as required to summarize additional subcontracts.



Coast Building Products
A TRUTEAM COMPANY

- **Santa Rosa** Insulation
- Dublin
- Salinas

Icynene Sprayed Foam

Locations & Products to Serve You
California State Contractors License No. 465440

3043 Wiljan Court, Suite A – Santa Rosa, CA 95407 (707) 575-5739 – FAX (707) 575-5139

WORK AGREEMENT

To: MURRAY BUILDING	Job Name: GRAVENSTIEN ES MODERNIZATION
Street: P.O. BOX 2201	Job Location: 3840 TWIG AVE.
City: SONOMA, CA.	Job City: SEBASTOPOL, CA.
Attn: SCOTT	Job Phone: 340-6036
Phone: 939-9001	Fax:

Page 1 of 2

Contractor is willing to furnish to you all material and labor required for the application of:

Scope of Work (the "Work") to be performed:

Draft stop, fire block, fire stop (UBC 708.2.1 et seq., formerly 2516(f), or locally adopted equivalent), and fire rated caulking are not included within Contractor's Work unless specifically listed below.

"You are solely responsible for specifying products that conform to the California Wildland-Urban Interface Building Standards, including, without limitation, products installed in Fire Hazard Severity Zones."

CONTRACT CHANGE ORDER

1. Reinstall demo'ed R-30 fiberglass ceiling batts removed from suspended ceiling into roof beam system
2. At Building D, insulate only the three east classrooms with new R-30 unfaced fiberglass batts.
Material to be strapped in place.

ADDITIONAL COST TO OCCUR FOR NEED OF NEW INSULATION DUE TO DEMO'ED INSULATION NOT SUITABLE FOR RE-USE

ADD:

BUILDING A \$3,450.00
 BUILDING B \$3,220.00
 BUILDING C \$2,740.00
 BUILDING D \$5,380.00

TOTAL ADD TO CONTRACT \$14,790.00
ORIGINAL CONTRACT AMOUNT \$13,970.00

REVISED CONTRACT AMOUNT \$28,760.00

READ THE LAST PAGE OF THIS AGREEMENT. IT CONTAINS IMPORTANT PROVISIONS AND IS PART OF THIS AGREEMENT.

TERMS OF PAYMENT: Payment in full due as stated on invoice regardless of any payment arrangements you have with third parties.

Amount due is C.O.D. unless approved customer information is on file.

ACCEPTANCE: Contractor may change and/or withdraw this agreement if Contractor does not receive your signed acceptance within 10 business days after the date listed above.

PRICING: Any additional work performed is subject to Contractor's then current pricing (unless Contractor otherwise agrees in writing) and to these terms and conditions. The prices above shall remain firm for 90 days after the date You sign this agreement. If performance of this agreement extends beyond those 90 days, You agree to pay Contractor's then current pricing for the Work performed after those 90 days.

CUSTOMER:

Date _____

Company Name _____

By: _____
 SIGNATURE TITLE

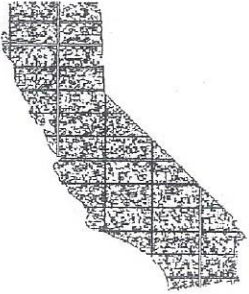
CONTRACTOR:

By: _____
 SIGNATURE DOUG TEMPLIN TITLE – estimator

Date 7/8/2016

THE INFORMATION CONTAINED IN THIS AGREEMENT IS CONFIDENTIAL. NEITHER THIS AGREEMENT NOR ITS TERMS MAY BE DISCLOSED TO THIRD PARTIES.

1. **ACCEPTANCE.** This agreement is expressly limited to and made conditional upon your acceptance of its terms and conditions. Any of your terms and conditions which are in addition to or different from those contained herein which are not separately agreed to in writing (except additional provisions specifying quantity, description of the products or work ordered and shipping instructions) are deemed material and are hereby objected to and rejected. You waive your objection to any terms and conditions contained herein if Contractor does not receive written notice of your objection within ten business days of the date of this agreement. You will in any event be deemed to have assented to all terms and conditions contained herein if any part of the products or work described herein are provided or performed. Please note particularly the Limited Warranty, Limitation of Remedies and Limitations on Actions and Liability provisions set forth below. You acknowledge that the prices stated are based on the enforceability of these terms and conditions, and on the Limited Warranty, Limitation of Remedies and Limitation of Actions and Liability provisions below, that the price would be substantially higher if Contractor could not limit its liability as herein provided, and that you accept these provisions in exchange for such lower prices.
2. **LIMITED WARRANTY.** All work performed by Contractor is warranted to be free from defects in material and workmanship for one year from the date of completion of the installation subject to the terms below. Contractor makes no warranties regarding products sold but assigns to you any manufacturer warranties relating to the products. **THIS EXPRESS WARRANTY IS IN LIEU OF AND EXCLUDES ALL OTHER WARRANTIES, WHETHER EXPRESSED, IMPLIED OR STATUTORY, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.** This limited warranty does not cover damages relating to (a) accident, misuse, abuse, neglect, or normal wear and tear; (b) failure to use or maintain the product in accordance with manufacturer's instructions; and (c) alteration, repair or attempted repair by anyone other than Contractor or its authorized representative. You shall be solely responsible for the correctness of the plans and specifications and shall release and hold harmless Contractor from any damages resulting from improper, inadequate or vague information supplied by you. Contractor does not take on any obligation to inspect or evaluate the work of other parties in any manner or aspect. This warranty is not transferable.
3. **INSURANCE.** Contractor shall maintain workers' compensation (employer liability), as required by law, and \$1,000,000 in general liability insurance while performing the work. Subcontractor will provide form RR in full satisfaction of insurance obligations.
4. **LIMITATION OF REMEDIES.** Your sole and exclusive remedy against Contractor for any and all claims for damages arising out of or alleged to have arisen out of the Work will be limited to the repair or replacement by Contractor, at Contractor's option, of any nonconforming work or to the issuance of a credit for such nonconforming work in accordance with these terms and conditions provided Contractor is given a reasonable opportunity to inspect the work and confirms such nonconformity. This exclusive remedy shall not be deemed to have failed of its essential purpose so long as Contractor is willing and able to repair or replace the nonconforming work and, in any event, Contractor's maximum liability for any damages shall be limited to the total amount paid to Contractor for the Work under this agreement. **THIS Limitation of Remedies clause shall apply to the parties to this agreement as well as to the current owner(s) of the project and its/their respective successors and assigns.** If you receive a claim for damages by any owner arising out of or alleged to have arisen out of the Work, you agree to give written notice to Contractor of the claim and provide Contractor an opportunity to inspect the alleged damages within 30 days after Contractor's receipt of the notice. If you fail to give the required notice and/or fail to allow Contractor an opportunity to inspect the alleged damages within 30 days, you hereby waive any and all rights for damages and/or correction of work against Contractor. This Limitations of Remedies may be plead as a complete bar to any action in violation of this clause.
5. **LIMITATIONS ON ACTIONS AND LIABILITY.** All claims and/or lawsuits including but not limited to claims or lawsuits for indemnity and/or contribution against Contractor arising under this agreement must be made within 13 months from the date of completion of the installation. **CONTRACTOR WILL NOT BE LIABLE FOR ANY LOSS, DAMAGE OR INJURY RESULTING FROM DELAY IN DELIVERY OF THE PRODUCTS OR FOR ANY FAILURE TO PERFORM THAT IS DUE TO CIRCUMSTANCES BEYOND ITS CONTROL. CONTRACTOR DISCLAIMS ALL LIABILITY FOR ANY AND ALL DAMAGE WHICH MIGHT BE SUSTAINED BY ANY PERSON WHO MAY BE ALLERGIC TO OR AFFECTED BY THE EMANATION OF PARTICLES FROM CERTAIN TYPES OF INSULATION. THE MAXIMUM LIABILITY, IF ANY, OF CONTRACTOR FOR ALL DAMAGES, INCLUDING WITHOUT LIMITATION CONTRACT DAMAGES AND DAMAGES FOR INJURIES TO PERSONS OR PROPERTY, WHETHER ARISING FROM CONTRACTOR'S BREACH OF THIS AGREEMENT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHER TORT WITH RESPECT TO THE PRODUCTS, OR ANY SERVICES IN CONNECTION WITH THE PRODUCTS, IS LIMITED TO AN AMOUNT NOT TO EXCEED THE CONTRACT PRICE. IN NO EVENT SHALL CONTRACTOR BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, LIQUIDATED, OR SPECIAL DAMAGES, INCLUDING WITHOUT LIMITATION, LOST REVENUES AND PROFITS, ATTORNEYS FEES AND/OR COSTS EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE RIGHT TO RECOVER DAMAGES WITHIN THE LIMITATIONS SPECIFIED IS YOUR EXCLUSIVE REMEDY IN THE EVENT THAT ANY OTHER CONTRACTUAL REMEDY FAILS OF ITS ESSENTIAL PURPOSE.**
6. **PRICES, TERMS AND SHIPMENT.** No cash discounts, back charges, set offs or counterclaims are allowed unless specified by Contractor. In addition to the prices specified, you agree to pay any federal, state or local excise, use, occupational, or similar tax now in force or to be enacted in the future, assessed against Contractor or you by reason of this transaction. No retention is permitted unless Contractor agrees otherwise in writing. Any past due payment will be, at Contractor's option, subject to interest at 1.5% per month (18% per annum) to the extent permitted by law. You agree to receive (or permit Contractor to receive) near the work site, any materials needed to complete the Work. You agree to protect such materials from damage or loss and provide Contractor, free of charge, with reasonable use of light, heat, water, power, storage space and use of available elevators and hoists as needed. Title to all materials under this agreement shall not transfer to you until Contractor receives payment in full. Contractor may charge you a fee and its actual expenses if the job site is not ready for work on the date you specify.
7. **FORCE MAJEURE.** Contractor shall not be liable for any delay, failures, or default in performance of this agreement or otherwise, in whole or in part, caused by the occurrence of any contingency beyond the control either of Contractor or of suppliers to the Contractor. Such contingencies include but are not limited to failure or delay in transportation, acts of any government or any agency or subdivision thereof, judicial action, labor disputes, fire, accident, acts of nature, severe weather, product allocation or shortages, labor shortages, fuel shortages, raw material shortages, machinery or technical failure, or work that cannot be completed because of another contractor covering the pertinent portion of the building. If any contingency occurs, Contractor may allocate production, deliveries, and performance of work among its customers or substitute substantially similar materials, in its sole discretion, without liability for doing so.
8. **CONFIDENTIALITY.** If you visit Contractor's premises or you otherwise receive any proprietary or confidential information from Contractor, you shall retain such information as confidential and not use or disclose it to any third party without Contractor's written consent.
9. **CREDIT APPROVAL.** Shipment and delivery of goods and performance of work shall at all times be subject to the approval of Contractor's credit department and Contractor may at any time decline to make any shipment or delivery or perform any work except upon receipt of payment or upon terms and conditions or security satisfactory to Contractor. By signing this agreement, you authorize Contractor to check your credit and references.
10. **CANCELLATION.** This agreement, or any part of it, may only be cancelled with Contractor's written approval. In the event of cancellation of this agreement, or any part hereof, you shall pay: (a) the contract price of all completed items; (b) that portion of the contract price that is equal to the degree of completion of products or work in process, effective on the date Contractor receives notice of cancellation; (c) the cost of any materials and supplies which Contractor shall have purchased to perform and which cannot be readily resold or used for other or similar purposes; (d) a restocking fee; and (e) any expenses incurred by Contractor (including legal fees and judgments) as a result of the cancellation of subcontracts or purchases related to this agreement.
11. **DEFAULT.** You may terminate this agreement for Contractor's default, wholly or in part, by giving Contractor written notice of termination as follows. You may give a written notice of termination only if Contractor has received a written notice from you specifying such default, the default is not excusable under any provision hereof, and the default has not been remedied within thirty (30) days (or such longer period as may be reasonable under the circumstances) after Contractor's receipt of the notice of default. Delivery of nonconforming products or work by Contractor shall give you the rights set forth in paragraph 4 hereof but shall not be deemed a default for purposes of termination. In the event of termination for default, you shall be relieved of the obligation to pay for work not performed by Contractor prior to the effective date of such termination. A default on Contractor's part shall not subject Contractor to liability, through payment by Contractor, set off or otherwise, for any other damages, whether direct, consequential or incidental, and whether sought under theories of contract or tort.
12. **ASSIGNMENT.** You may not assign this agreement or any claim against Contractor relating to this agreement.
13. **GOVERNING LAW.** This agreement shall be construed, interpreted and the rights of the parties determined in accordance with the laws of the State of Contractor's address first listed on the front of this agreement.
14. **DISPUTES AND MANDATORY MEDIATION.** In the event that a dispute arises over the reasonableness of or entitlement to fees charged by Contractor, the prevailing party will be entitled to reasonable attorneys fees and costs. In all other disputes of any nature, each party shall pay its own fees and costs. Except as required to protect confidential information and to obtain preliminary injunctive relief to prevent irreparable harm, you and the contractor agree that prior to the initiation of any legal action the parties will engage in facilitative mediation of any and all disputes in any way related to this agreement. If the parties cannot agree upon a facilitative mediator within 30 days of when the dispute arose, one will be selected pursuant to the Commercial Mediation Rules of the American Arbitration Association. Each party will share equally the fees of the facilitative mediator and costs of the mediation.
15. **INSULATION DOES NOT PREVENT FROZEN PIPES.** Insulating around water lines in an unconditioned or semi-conditioned area will not prevent pipes from freezing or accumulating condensation. To decrease the possibility of frozen pipes, locate any water pipes within a conditioned area, such as internal walls rather than external walls. If You do not locate the pipes within an internal wall, you hold Contractor harmless and release Contractor from any claims relating to frozen or burst pipes.
16. **SEVERABILITY.** If any provision on this agreement is not enforceable, that provision shall be effective only to the extent permitted by law and all other provisions of this agreement shall remain.
17. **ENTIRE AGREEMENT.** This instrument contains the entire agreement of the parties relating to the subject matter hereof and may only be waived, changed, modified, extended or discharged orally by a writing signed by the party against whom enforcement of any such waiver, change, modification, extension or discharge is sought. The terms and conditions of this agreement supersede any agreement to which it is attached.
18. **INDEMNITY.** Each of the parties to this agreement agrees to defend and indemnify one another from any and all claims, actions and/or lawsuits caused by the party's negligent acts or omissions. This indemnity clause and the obligations created herein shall control and take priority over any contrary indemnity agreement entered into prior to this agreement. Furthermore, this indemnity clause and the obligations created herein shall control and take priority over any contrary indemnity agreement entered into subsequent to this agreement unless the subsequent agreement specifically refers to this indemnity clause and declares it null and void.



FAX T r a n s m i t t a l

Golden State Acoustical, Inc

3174 Luyung Dr #1
Rancho Cordova, CA 95670
Office 916-631-8847
FAX 916-631-8657
CA Lic 735493

FAX Recipient: Murry Building

FAX #

Total Number of Pages: 1

Date: 06-23-16

Attn: Scott

From: Andre

Here is the price to reinstall existing ceiling tile in 17 Classrooms including 10% of new ceiling tile. This is in addition to the 10% included in the original price.

Price: \$ 10,513.00

Deduct 5%

Revised price - \$ 9,988.00

Thank you

CHANGE ORDER REQUEST

Distribution to:

OWNER
ARCHITECT
CONTRACTOR
INSPECTOR

COR

17

TITLE: **Isolation Valves**

PROJECT: Gravenstein Modernization 3840 Twig Ave. Sebastopol, Ca 95472	ARCHITECT: AXIA 250 D Street, Suite 210 Santa Rosa, Ca 95404 Fax:	C. O. R. No. <u>17</u> Date: <u>8/2/2016</u> Arch. Project No. <u>940.00</u> Contract For: <u>Modernization</u> Contract Date: <u>5.31.16</u> DSA File No. <u>01-115393</u> DSA App. No. _____ OPSC App. No. _____ Response to: _____ Arch. RFP No. <u>RFI #47</u>
OWNER: Gravenstein Union School District 3840 Twig Ave. Sebastopol, Ca 95472 Fax:	INSPECTOR OF RECORD: Isaac Kuster Fax:	

DESCRIPTION: COR for the addition of isolation valves as per the response to RFI #047. COR is priced for all Iso valves to be located in landscape areas with Christy Boxes or at storage tank.

MODIFICATION TO
CONTRACT SUM:
(Line 22 from Page 2) \$14,657.22

MODIFICATION TO
CONTRACT TIME: TBD
Supporting schedule information attached

CONTRACTORS CERTIFICATION AND WAIVER OF CLAIMS:

"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 Sections 12650 et seq. It is understood that the changes to the Contract Documents set forth herein shall only be effective upon approval by the governing board 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."

"Any alteration or revision of this Document, its terms, or this Certification is deemed a waiver of any costs, expenses, damages, or time extensions included herein."

CONTRACTOR

Architect's Action

By: **Scott Murray**
 Date: 8/2/2016

Fax:

<input type="checkbox"/>	REJECT - Received Too Late.
<input type="checkbox"/>	REJECT - Inadequate Back-Up.
<input type="checkbox"/>	REJECT - Not in Proper Form.
<input type="checkbox"/>	Review and Comment Only

SUMMARY OF ATTACHMENTS TO:
 PROJECT:
 Gravenstein Modernization
 3840 Twig Ave.

C.O. R. No.:	17
Project No.:	
Date:	8/2/2016
DSA App. No.:	0.00
Page of	2 of 3
	ADDED
	CREDIT

Line TITLE: Isolation Valves

ALL LINES SHALL BE FILLED IN, (zero values acceptable).

GENERAL CONTRACTOR'S WORK

1	Material (attach itemized quantity and unit cost <u>excluding</u> sales tax)	\$180.00	\$0.00
2	Labor (attach itemized hours and rates)	\$754.00	\$0.00
3	Equipment (attach invoices)	\$0.00	\$0.00
4	Subtotal	\$934.00	\$0.00
5	General Contractor's Overhead and Profit, not to exceed fifteen percent (15%) of lines 1 & 4.	\$140.10	\$0.00
6	Subtotal	\$1,074.10	\$0.00
7	Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed thirty-five percent (35%) of line 2.		\$0.00
8	Subtotal General Contractor Work (sum of lines 6 and 7.)	\$1,074.10	\$0.00
SUBCONTRACT WORK (Provide separate breakdown for each subcontract)*			
9	Material (attach itemized quantity and unit cost <u>excluding</u> sales tax)	\$0.00	\$0.00
10	Labor (attach itemized hours and rates)	\$0.00	\$0.00
11	Vendor (attach invoices)	\$12,087.02	\$0.00
12	Subtotal	\$12,087.02	\$0.00
13	Subcontractor's overhead and profit on work performed by Sub-contractor, not to exceed fifteen percent (15%) of line 12.	Incl.	\$0.00
14	Subtotal	\$12,087.02	\$0.00
15	General Contractor's Overhead and Profit on subcontract work, not to exceed ten percent (10%) of line 14.	\$1,208.70	\$0.00
16	Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed thirty-five percent (35%) of line 10.	\$0.00	\$0.00

17	Total of Subcontract Work (sum of lines 14, 15 and 16)	\$13,295.72	\$0.00
18	Subtotal General Contractor and Subcontractor Work (sum of lines 8 and 17.)	\$14,369.82	\$0.00
19	Applicable Taxes (itemized by levy and by contract)	\$0.00	\$0.00
20	Subtotal (sum of lines 18 and 19)	\$14,369.82	\$0.00
21	Bond not to exceed two percent (2%) of line 20.	\$287.40	\$0.00
22	TOTAL (sum of lines 20 and 21.) Copy to cover page.	\$14,657.22	\$0.00

* Attach additional copies of this page as required to summarize additional subcontracts.



MURRAY BUILDING, INC.

P.O. BOX 2201
SONOMA, CA 95476
(707) 939-9001 Ph. / (707) 939-9048 Fax

Account Of:

Gravenstein Union School District
3840 Twig Ave
Sebastopol, Ca 95472

PROJECT: Modernization Phase 2

DATE: 8.2.16

DESCRIPTION: Isolation Valves

P.C.O. #: 17

AS PER: RFI #47

Project #: 128

POTENTIAL CHANGE ORDER DESCRIPTION

As per the response to RFI #26, the existing section of 1 1/2" gas line above the walkway to Building G is to be replaced with a 2 1/2" piece.

LABOR

Classification	Description	Hours	Rate	Amount
Foreman		0	\$109.00	\$0.00
Carpenter	Work with plumbing and excavation contractors to locate main supply lines and possible valve locations	4	\$94.25	\$377.00
	Purchase and Install Christy Boxes	4	\$94.25	\$377.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Labor Total				\$754.00

MATERIAL

Description	Invoice #	Date	Amount
2 Valve Boxes			\$180.00
Material Total			\$180.00



GENERAL ENGINEERING • GRADING • SITE WORK
PAVING • EXCAVATING • SEPTIC • PUMP & WELL

CHANGE ORDER PROPOSAL

DATE: 7-20-2016

NAME: MURRAY BUILDING, INC

PROJECT: GGRAVENSTEIN SCHOOL

This Estimate is for the work described in this Scope of Work section of this Proposal, using plan specification and soils report as a reference only. This includes all the Time, Labor, Mobilization, and Materials to complete the project.

SCOPE OF WORK: WATER MAIN POT HOLE

- EXCAVATE TO LOCATE THE TWO WATER MAINS PER REQUEST OF MURRAY BUILDING, INC AT TWO BUILDING LOCATIONS.
- BED AND BACKFILL AFTER THE LOCATIONS HAVE BEEN ADDRESSED.

Base Bid Total: \$ 1,791

DAMAZIO EXCAVATING PAYMENT POLICY IS AS FOLLOWS:

1. CHANGE ORDER INVOICE WILL BE BILLED WITHIN THE MONTHLY BILLING CYCLES
 - The Payment Terms and Scope of Work details are final upon the acceptance of this Estimate/Contract. If there are any questions or concerns in regard to these items, please contact Rob Damazio before signing this Estimate/Contract.

Thank you for considering DAMAZIO EXCAVATING,

Rob Damazio

Acceptance: The above price and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified.

Customer's Signature: _____ **Date:** _____

Standard Exclusions and Clarifications:

1. No Surveying or Staking
2. No concrete installation, flat work or repair
3. No Demolition of concrete, concrete footings or piers unless noted within the Scope of Work section.
4. No Tree or stump removal or major trimming
5. Additional plans, engineering or architectural by others
6. No Hazardous material handling and/or disposal
7. No Erosion Control unless noted in the proposals scope of work
8. All required licenses, fees, permits, inspections, observation, monitoring, project design, and testing services are to be provided by others
9. Compaction testing is excluded unless noted within the Scope of Work section of this Estimate/Contract.
10. Changes or modification to the contracted scope of work to be considered extra work. All extra work will be in writing and signed by both parties to the contract in the form of a change order. Any and all extra work to this contract will be paid at an agreed upon lump sum price. If the parties cannot agree on a lump sum price, the extra work will be performed on a time and material basis, including a 15% profit and overhead markup.
11. It is agreed and understood that Damazio Excavating is not an engineer. Any required engineering shall be provided by others and is not included in this scope of work.
12. Dewatering is excluded. If ground water is encountered, the contract price shall be renegotiated and a signed change order issued.
13. Any item not specifically included in the "scope of work" is excluded.
14. No retention will be withheld from progress or completion payments unless agreed beforehand.
15. In the event that legal action must be taken to enforce payment or other rights under this agreement, Damazio Excavating shall be entitled to reasonable attorney fees & court costs.
16. Damazio Excavating is not responsible for any existing underground construction or utilities that are not located and clearly marked by others.
17. Damazio Excavating to be held harmless for any damage to existing roadway that results from construction. If repairs are required to the existing roadway as a result of the new construction, they will be an extra cost to this proposal.
18. This proposal price is based on dry weather/soil conditions
19. Any and all soils testing and compaction testing if required, is to be done by others and is not a part of this Proposal.

20. All field engineering and layout, and staking are to be provided by others
21. Any and all off haul of materials and debris is the responsibility of others unless specified otherwise in the Proposal.
22. This proposal excludes rock. Any material that cannot be ripped with a 12000 pound Excavator or equal equipment is considered rock. If rock is encountered, the contract price will be renegotiated and a signed change order issued.
23. All work is limited to the scope described within the Proposal.
24. In the event there is a conflict between the general contract, subcontract or this Proposal, this Proposal will govern.
25. Due to the fluctuating costs of asphalt, a change order will be required should asphalt prices rise above \$79 a ton.
26. GL Insurance available: Commercial General Liability - Occurrence; Each Occurrence \$1,000,000; Personal & ADV Injury, \$1,000,000 General Aggregate, \$1,000,000; Products-Comp/Og/Agg, \$1,000,000; Primary and Non-Contributory wording available for an additional \$600 to the contracted sum. Certificate available upon request.
27. Other Insurance: Automobile and Worker's Comp Policies are in place. Certificates available upon request.
28. Striping, painting, signage or sealing of any kind is excluded from this contract.
29. All payment terms are final. If in the event that there are questions or concerns in regard to the payment terms, please contact Rob Damazio before any signing of the Estimate/Contract.



R G Plumbing Group, Inc.

Cont. Lic. #802006
461 Todd Rd.
Santa Rosa, CA 95407
Tel: 707-571-1195

Change Order #2

Invoice 4413
Date: July 18, 2016
DIR # 1000003935
SBE Certified

Proposal Submitted To:

Name: Murray Building
Street: 1181 Broadway
City,State,Zip: Sonoma, CA 95476
Phone: (707) 939-9001
Fax: (707) 939-9048

Work Performed At:

Location: Gravenstein Phase 2
Street: RFI #47
City,State,Zip:
Project #
Contract #

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

- 1) Provide and install 2" lead free Nibco ball valve. on existing Domestic cold water mains supplying water to building B & F.
- 2) Pipe has not been exposed so we are assuming the existing mains are 2".
- 3) Total of two (2) Valves.

Does not include:

- 1) Saw cutting, excavation, spoils removal, backfill material, backfilling, compaction.
- 2) Access Panels

2 Men 14 Hours: \$2343.74

Material: 962.32

15% Mark up: \$495.90

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum THREE THOUSAND EIGHT HUNDRED TWO Dollars (\$3802.00) with payments to be made as follows: Due at completion of job.

Any alteration or deviation from above specifications involving extra costs, will be executed upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner shall carry fire, tornado, and other necessary insurance upon above work.

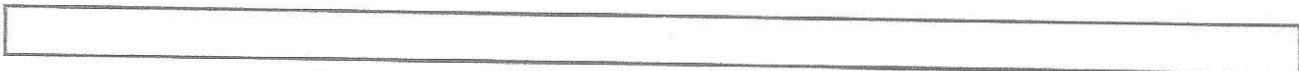
Respectfully Submitted By: Stacy Graniss Per: Robert Graniss State License No. 802006 NOTE: This proposal may be withdrawn by us if not accepted within 10 days

"NOTICE TO OWNER"
 (Section 7018.5 - Contractors License Law) Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, materialman or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.
 Under the law, you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above	Signature _____ Signature _____ Date _____
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a

Subj: **Email Bid# B797892**
 Date: 7/18/2016 12:28:51 P.M. Pacific Daylight Time
 From: rdeweese@calsteam.com
 To: rgran2828@aol.com



Price Quotation # B797892

CAL STEAM #2505
 4137 SOUTH MOORLAND AVE
 SANTA ROSA, CA 95407-8154

Phone : 707-584-1551
 Fax : 707-584-1888

Bid No.....: B797892
 Bid Date....: 07/18/16
 Quoted By: RRD
 Customer.: RG PLUMBING GROUP INC
 GRAVENSTEIN ELEM SCHOOL
 461 TODD ROAD
 SANTA ROSA, CA 95407

Cust Phone: 707-571-1195
 Terms.....: NET 10TH PROX
 Ship To.....: RG PLUMBING GROUP INC
 GRAVENSTEIN ELEM SCHOOL
 461 TODD ROAD
 SANTA ROSA, CA 95407

Cust PO#...: GRAVENSTEIN

Job Name.: GRAVENSTEIN ELEM SCHOOL

Item	Description	Quantity	Net Price	UM	Total
NT58580LFK	LF 2 BRZ 600# THRD FP BV	2	228.750	EA	457.50
IBRLF125UK	LF 2 BRS 125# UNION	2	95.170	EA	190.34
GBRNKM	LF 2X3 BRS NIP GBL	2	56.058	EA	112.12
CG5C	G-5C VLV BX CI LID WTR	2	25.610	EA	51.22
CG5	G-5BOX VLV BX L/LID	2	36.860	EA	73.72

Subtotal: \$884.90
 Inbound Freight: \$0.00
 Tax: \$77.42
 Order Total: \$962.32

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at http://wolseley.com/terms_conditionsSale.html. Govt Buyers: All items quoted are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.
WATER FLOW RATE NOTICE: Lavatory Faucets with flow rates over 0.5 GPM are not allowed for 'public use' in California.



R G Plumbing Group, Inc.

Cont. Lic. #802006
461 Todd Rd.
Santa Rosa, CA 95407
Tel: 707-571-1195

Change Order #3

Invoice # 4413
Date: July 18, 2016
DIR # 1000003935
SBE Certified

Proposal Submitted To:

Name: Murray Building
Street: 1181 Broadway
City, State, Zip: Sonoma, CA 95476
Phone: (707) 939-9001
Fax: (707) 939-9048

Work Performed At:

Location: Gravenstein Phase 2
Street: Storage Tank Valves
City, State, Zip:
Project #
Contract #

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

- 1) Remove existing 3" gate valve and associated materials.
- 2) Provide and install new 3" gate valve, approx. 15-20' 3" pipe and associated materials.

Does not include:

- 1) Saw cutting, excavation, spoils removal, backfill material, backfilling, compaction.
- 2) Access Panels

2 Men 9 Hours: \$1506.69

Material: 4140.29

15% Mark up: \$847.04

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum SIX THOUSAND FOUR HUNDRED NINETY FOUR Dollars (\$6494.02) with payments to be made as follows: Due at completion of job.

Any alteration or deviation from above specifications involving extra costs, will be executed upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner shall carry fire, tornado, and other necessary insurance upon above work.

Respectfully Submitted By: Stacy Graniss Per: Robert Graniss State License No. 802006 NOTE: This proposal may be withdrawn by us if not accepted within 10 days

“NOTICE TO OWNER”
 (Section 7018.5 – Contractors License Law) Under the Mechanics’ Lien Law, any contractor, subcontractor, laborer, materialman or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.
 Under the law, you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor’s payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Signature

Signature

Date

Contractors are required by law to be licensed and regulated by the Contractor’s State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, 9835 Goethe Road, Sacramento, California. Mailing Address: P.O. Box 26000, Sacramento, California 95827

Subj: **Email Bid# B797909**
 Date: 7/18/2016 12:34:31 P.M. Pacific Daylight Time
 From: rdeweese@calsteam.com
 To: rgran2828@aol.com



Price Quotation # B797909

CAL STEAM #2505
 4137 SOUTH MOORLAND AVE
 SANTA ROSA, CA 95407-8154

Phone : 707-584-1551
 Fax : 707-584-1888

Bid No.....: B797909
 Bid Date...: 07/18/16
 Quoted By: RRD
 Customer.: RG PLUMBING GROUP INC
 461 TODD ROAD
 SANTA ROSA, CA 95407

Cust Phone: 707-571-1195
 Terms.....: NET 10TH PROX
 Ship To.....: RG PLUMBING GROUP INC
 461 TODD ROAD
 SANTA ROSA, CA 95407

Cust PO#..:

Job Name.:

Item	Description	Quantity	Net Price	UM	Total
W331740	LF 1# 15% SILV BRAZ ROD	1	191.800	EA	191.80
FNW551M	3 CS 150# FLG GATE VLV OS&Y	1	1017.320	EA	1017.32
LHARDM20	3 X 20 L HARD COP TUBE	20	2921.000	C	584.20
CCCF150LFM	LF 3 CAST 150# COP COMP FLG	2	448.100	EA	896.20
C9M	3 WROT CXC 90 ELL 3-1/8 OD	3	103.400	EA	310.20
IG150UM	LF 3 GALV MI 150# GJ UNION	1	497.710	EA	497.71
IGNMU	3X6 GALV STL NIP	1	59.970	EA	59.97
GCICFM	3 GALV CI 125# THRD COMP FLG	1	230.050	EA	230.05
FNWNBSZ1M	3 ZN 150# FLG NUT/BLT SET	3	6.570	EA	19.71

Subtotal: \$3807.16
 Inbound Freight: \$0.00
 Tax: \$333.13
 Order Total: \$4140.29

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at http://wolseleyna.com/terms_conditionsSale.html. Govt Buyers: All items



CHILD NUTRITION SERVICES

211 RIDGWAY AVENUE
SANTA ROSA, CA 95401

July 28, 2016

Gravenstein Union School District
Attn: Jennifer Schwinn, Superintendent
And Catrina Howatt, Business Manager
3840 Twig Avenue
Sebastopol, CA 95472-5750

Dear Ms. Schwinn and Ms. Howatt:

Thank you for choosing Santa Rosa City Schools Child Nutrition Services as your meal provider and being a valued customer. SRCS Child Nutrition is committed to providing nutritious meals designed to be both healthy and well-received by students. Our meals meet all state and federal requirements, such as less than 30% of calories from fat, less than 10% from saturated fat and within sodium and calorie guidelines.

Our school meals have gone through many changes over the years to increase their nutritional value. We use many local produce growers such as Gabriel Farms and Walker Ranch. Miller nitrite-free products, Tofu Yu from Berkeley and Clover Stornetta are some of the local premium food products used in our kitchen.

There is no trans fat in any of our food. On request we offer sack lunches and a nutrient analysis of our menus. There are several entrée choices including a vegetarian choice every day. No peanuts are offered in any of our meals.

As our costs continue to rise we have had to adjust our charges accordingly, resulting in a \$0.25 increase per meal.

Enclosed you will find the 2016-2017 Contract for Vended Meal Services from Santa Rosa City Schools, Child Nutrition Services. Please complete the following and **return as soon as possible**.

1. Sign and return original to us, along with a copy of your 2016-2017 calendar.
2. Make a copy for yourself.

The contract is not valid until these items are received.

May I take this opportunity to thank you for your business, and we look forward to serving you this upcoming school year.

Sincerely,

A handwritten signature in black ink, appearing to read "Bryan", with a long horizontal line extending to the right.

Bryan Nyberg
Director
Child Nutrition Services

CONTRACT

AGREEMENT FOR VENDED MEAL SERVICES

This AGREEMENT, for the period July 1, 2016 through June 30, 2017, is hereby entered into between City of Santa Rosa High School District of the State of California, hereinafter referred to as "CITY SCHOOLS" and: Gravenstein Union School District, hereinafter referred to as: District.

WHEREAS, CITY SCHOOLS has the capability for providing vended meal services and Reimbursable Lunches to various sites and programs on a cost-reimbursement basis:

NOW THEREFORE: the parties hereto agree as follows:

CITY SCHOOLS SHALL:

(1) Prepare and deliver Reimbursable Lunches, excluding milk, using the Santa Rosa City Schools Choice Menu to:

See Attachment A

By 11:00 a.m.

EACH SCHOOL DAY, including minimum days, in accordance with the number of meals requested for that day. Eating utensils, straws, and napkins will also be provided.

(2) Be responsible for meeting the nutritional standards for Reimbursable Lunches as set forth by the United States Department of Agriculture for the National School Lunch Program, and also for the quality of the lunches at the time of delivery.

(3) Pick up transport baskets from the previous day's delivery at the time of the current day's delivery.

(4) Present itemized invoice the tenth working day of each month for the previous month's deliveries.

Reimbursable breakfasts for elementary and secondary schools will be billed at one dollar and fifty cents (\$1.50) each, NOT including milk.

Reimbursable lunches will be billed at the rate of two dollars and seventy five cents (\$2.75) each for elementary, NOT including milk, and three dollars (\$3.00) each for secondary, NOT including milk.

(5) Assume all liability for proper use and protection of surplus commodities assigned to District. Commodities will only be used for the preparation of lunch meals and may not be sent to sites for snacks.

(6) Provide District with a monthly menu one week prior to the beginning of the month covered by said menu.

(7) Maintain all necessary records on the nutritional components of the lunches and the number of lunches delivered to and make said records available for inspection by the State and Federal authorities upon request.

(8) Shelf stable meals will be provided in the event your District is open on a scheduled CITY SCHOOLS holiday.

(9) CITY SCHOOLS shall charge for a minimum of fifteen (15) lunches at any given site. Fewer lunches may be received, but CITY SCHOOLS will not charge less for a regularly scheduled stop.

(10) Sack lunches can be provided for field trips with ten (10) working days' notice to the site providing lunches.

District SHALL:

(1) A. **Orders must be placed by 9:30 AM two days in advance** to ensure we will have the number of lunch choices available and for the efficient operation of our services. Shelf stable meals are available to purchase as a back-up supply, should you ever need additional meals.

B. Ensure that adequate storage shall be provided for the lunches from time of delivery until served to the student in accordance with Health and Safety Codes.

C. Ensure that lunches are heated to 165 degrees in accordance with Health and Safety Code #27601.

D. Ensure that an employee is available at sites each school day to verify quality and quantity of said lunches. Errors in count called in shall be the responsibility of District.

E. Ensure that lunches are delivered and served at sites approved on the District National School Lunch Agreement.

Failure to comply shall constitute sufficient reason for CITY SCHOOLS to immediately cease providing lunches under this AGREEMENT.

(2) Provide CITY SCHOOLS with school calendars. Each site shall give notice to CITY SCHOOLS Central Kitchen Manager of calendar changes. Also, notice must be given for minimum day meal requirements and any holidays not clearly indicated on the calendar. **THIS NOTICE MUST BE GIVEN TWO (2) WORKING DAYS PRIOR TO SAID SCHEDULE CHANGE.**

(3) Provide personnel to serve lunches, clean the serving and eating areas, assemble and deliver transport baskets by Santa Rosa City Schools delivery the next day.

(4) Establish collection procedures which are in accordance with State and Federal regulations relating to the overt identification of needy students, and keep accurate records of the number of free, reduced price, paid, and adult lunches served daily.

(5) Prepare all claims for reimbursement under its own agreement number, receive and approve all free and reduced price meal applications, and maintain all necessary records to substantiate the above items.

(6) Assign to CITY SCHOOLS one hundred percent (100%) of the commodities to which District is entitled and the responsibility for proper use of such commodities. If there is a short-fall of commodities, cash-in-lieu of commodities shall be given to CITY SCHOOLS. Commodities may not be sent to school sites except as they appear on the listed menu.

(7) Pay CITY SCHOOLS within 60 days of invoice or a fee of 1% will be charged on the balance due.

(8) Order, provide, and pay for all milk served with the reimbursable lunches.

TERM

This AGREEMENT becomes effective this day July 1, 2016, and will continue until June 30, 2017. This AGREEMENT may be renegotiated and renewed as revised and agreed upon by both parties. This AGREEMENT is valid through June 30, 2017.

TERMINATION/INDEMNIFICATION

Termination

CITY SCHOOLS may terminate this AGREEMENT, with or without cause, upon 30 days' written notice to DISTRICT.

Indemnification

To the fullest extent permitted by law, each party shall defend, indemnify, and hold the other party, its Governing Board, officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this AGREEMENT but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the willful or intentional misconduct or negligent acts or omissions of the indemnified party, its officers, employees, volunteers, or agents.

Each party to this agreement understands and is aware that the School and College Legal Services, Sonoma County Office of Education, provides legal advice and services to each of the parties on this and other matters. Each party has no objections to the representation of the other parties by the same legal counsel.

APPROVED BY

By _____	_____
Signature	Title
_____	_____
School District/Agency	Date

APPROVED BY

CITY OF SANTA ROSA HIGH SCHOOL DISTRICT

By _____	_____
Assistant Superintendent-Business Services	Date

Board Approved:

_____	_____
Legal Counsel	Date

ATTACHMENT A

GRAVENSTEIN UNION SCHOOL DISTRICT

Gravenstein Elementary School
3840 Twieg Avenue
Sebastopol, CA 95472

Hillcrest Middle School
725 Bloomfield Road
Sebastopol, CA 95472

**GRAVENSTEIN UNION SCHOOL DISTRICT
RESOLUTION #160810-1
STRS CERTIFICATED EXEMPTION TO THE SEPARATION-FROM -SERVICE
REQUIREMENT**

WHEREAS, pursuant to Education Code section 24214.5 and 26812, there is a 180 calendar day separation-from-service requirement for all retired CalSTRS members and participants; and,

WHEREAS, all retired CalSTRS members and participants are subject to a restriction if they perform retired member activities as defined by section 22164.5 of the Education Code or retired participant activities as defined by section 26135.7 of the Education Code, during the first 180 calendar days after their most recent retirement; and,

WHEREAS, if the retired CalSTRS member or participant performed retired member or participant activities during this period, CalSTRS will reduce his or her retirement benefit or annuity one dollar for each dollar earned for performing retired member or participant activities during the 180-day period; and,

WHEREAS, there is an exemption from the 180 calendar day separation-from-service requirement for a member or participant who retires for service and is at or above normal retirement age; and,

WHEREAS, in order to qualify for this narrow exemption, the employer must appoint the retired member or participant to a critically needed position that has been approved by the governing body of the employer in a public meeting as reflected in a resolution; and,

WHEREAS, this approval by the governing body of the employer in a public meeting as reflected in a resolution must be finalized and communicated to CalSTRS before the member or participant commences to perform retired member or participant activities; and,

WHEREAS, the Governing Board of the Gravenstein Union School District must complete the Request for Separation-from-Service Requirement Exemption form, which must be submitted to CalSTRS and received by CalSTRS before the member or participant commences to perform retired member or participant activities,

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the district is in critical need of a Substitute Teacher to fill absences or unfilled positions as well as support providers to mentor new teacher to meet all Federal and State requirements.

AND BE IT FURTHER RESOLVED that the Board wishes to meet this critical need by hiring _____, a member or participant who retired for service less than 180 days ago or who will retire;

AND BE IT FURTHER RESOLVED that this appointment is needed to fill this critical need before the 180 calendar day separation-from-service requirement is fulfilled;

AND BE IT FURTHER RESOLVED that this member or participant did not receive a retirement incentive or any financial inducement to retire from any public employer;

AND BE IT FURTHER RESOLVED that the retired member's or participant's termination of employment is not the basis for the need to acquire his or her services;

AND BE IT FURTHER RESOLVED that the earnings for retired member activities during the 180 calendar days will still be subject to the annual postretirement earnings limit for the Defined Benefit Program;

AND BE IT FURTHER RESOLVED that this member or participant will not commence to perform retired member or participant activities before this approval is authorized by the governing body of the employer in a public meeting as reflected in a resolution and received by CalSTRS;

AND BE IT FURTHER RESOLVED that this member or participant will not commence to perform retired member or participant activities before the Superintendent of Gravenstein Union School District completes the Request for Separation-from- Service Requirement Exemption form and this is transmitted to and received by CalSTRS.

PASSED AND ADOPTED THE 8th day of August, 2016 by the Governing Board of the Gravenstein Union School District of Sonoma County, California.

Ayes:

Nays:

Abstain:

Jim Horn
Board President
Gravenstein Union School District

I, Desiree Beck, Clerk of the Board of Education of the Gravenstein Union School District, Sonoma County, State of California, do hereby certify the foregoing to be a full, true and correct copy of a resolution adopted by the said Board at a regular meeting hereof held at its regular meeting place on the 8th of August, 2016, which action is contained in the minutes of the meeting of said Board.

Desiree Beck
Board Clerk
Gravenstein Union School District

Request for Separation-From-Service Requirement Exemption—Information and Instructions

Read the instructions carefully before completing the form.

If all sections are not completed or if the minimum requirements are not met, the retired member will be subject to the separation-from-service requirement.

Use this form to request an exemption from the separation-from-service requirement, also known as the zero-dollar earnings limit, for a CalSTRS retired member who has reached normal retirement age (age 60 for CalSTRS 2% at 60 members; age 62 for CalSTRS 2% at 62 members) and is hired to fill a critically needed position during the first 180 calendar days following the member's most recent retirement date.

MINIMUM REQUIREMENTS

- CalSTRS must receive the exemption form prior to the retired member performing any activities for this requested exempted position.
- The retired member must be of normal retirement age when the compensation is earned.
- The retired member did not receive any financial inducement to retire from any public employer, including, but not limited to, receiving additional service credit through the CalSTRS Retirement Incentive Program.
- The appointment is necessary to fill a critically needed position before 180 calendar days have passed from the retired member's most recent retirement date.
- The retired member's termination of employment is not the basis for the critically needed position.
- The position has been approved by the employer's governing body in a public meeting.
- The governing body adopted a resolution showing the approval of the position and the intent to seek an exemption.
- The resolution was adopted prior to the retired member performing duties.

EXEMPTION START AND END DATE

The exemption start date is the first day of employment in the position, no earlier than the date CalSTRS receives this form. The exemption end date is no later than 180 calendar days after the member's most recent retirement date.

A separation-from-service requirement exemption is not an exemption from the fiscal year postretirement earnings limit. Visit CalSTRS.com for more information about working after retirement restrictions and limits.

COMPLETING THIS FORM

This form should be completed by the appointing authority unless otherwise stated. Print clearly in dark ink or type all information requested. Initial all corrections and sign on the last page.

SECTION 1 – MEMBER INFORMATION

Enter the member's full name and Client ID or Social Security number. Include the member's mailing address, work telephone number and email address so we may contact them if we have any questions.

SECTION 2 – POSITION INFORMATION

Enter the title and salary for the position. Enter the exemption period start and end date for the position.

SECTION 3 – EMPLOYER INFORMATION

Enter the information related to the school district, county office of education or community college district employing the member. Include the mailing address, work telephone number and email address so we may contact you if we have any questions. Enter the appropriate five-digit county and district codes. Example: Kern County, Edison, would be 15-012. Contact your CalSTRS liaison if you are unsure of your code.

SECTION 4 – DOCUMENTATION

Include the resolution adopted by the governing body with this form. The resolution must include:

- The nature of the employment (a general description of the position).
- A finding that the appointment is necessary to fill a critically needed position and must be filled before the members 180 calendar day separation-from-service period has passed since the member's most recent retirement date.
- A finding that the retired member did not receive additional service credit pursuant to California Education Code section 22714 or 22715, or any financial inducement to retire from any public employer.
- A finding that the retired member's termination of the employment is not the basis for the critically needed position.

SECTION 5 – CERTIFICATION

Fully read each statement and enter your initials as the appointing authority next to each statement to certify you met the minimum requirements for the exemption.

SECTION 6 – REQUIRED SIGNATURES

Have the retired member sign and date the Member's Signature line. Sign and date as the appointing authority on the form. The Appointing Authority's Signature must be signed and dated by the superintendent, the county superintendent of schools or the chief executive officer of a community college.

Request for Separation-From-Service Requirement Exemption

SR 1897 rev. 10/15



California State Teachers' Retirement System
 P.O. Box 15275, MS 60
 Sacramento, CA 95851-0275
 800-228-5453
 CalSTRS.com

For CalSTRS Use Only CalSTRS Representative	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
------------------------------------------------	-----------------------------------	---------------------------------

Section 1: Member Information – This section is to be completed by the retired member or the appointing authority.			
NAME (LAST, FIRST, INITIAL)		CLIENT ID OR SOCIAL SECURITY NUMBER	
MAILING ADDRESS			
CITY		STATE	ZIP CODE
EMAIL ADDRESS		WORK TELEPHONE ()	

Section 2: Position Information – This section is to be completed by the appointing authority.		
Position Title:	Exemption Start Date No earlier than the date CalSTRS receives this form (MM/DD/YYYY):	Exemption End Date No later than 180 calendar days after the member's most recent retirement date (MM/DD/YYYY):
Position Salary (Annual):	/ /	/ /

Section 3: Employer Information – This section is to be completed by the appointing authority.			
<input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
COUNTY AND DISTRICT CODE (FIVE DIGITS)		EMPLOYING AGENCY'S NAME	
EMPLOYER ADDRESS	CITY	STATE	ZIP CODE
EMPLOYER CONTACT NAME		EMPLOYER TELEPHONE () ext.	
EMPLOYER EMAIL ADDRESS		COUNTY WHERE EMPLOYER IS LOCATED	

Continued on next page



SR1897

Exemption Request

for Separation-From-Service Requirement continued



Section 4: Documentation – This section is to be completed by the appointing authority.

Check each to certify compliance. The resolution adopted by the governing body must include:

- The nature of the employment (a general description of the position).
- A finding that the appointment is necessary to fill a critically needed position and must be filled before the retired member's 180 calendar day separation-from-service period has passed since the member's most recent retirement date.
- A finding that the retired member did not receive additional service credit pursuant to California Education Code section 22714 or 22715, or any financial inducement to retire from any public employer.
- A finding that the retired member's termination of employment is not the basis for the critically needed position.

Section 5: Certification – This section is to be completed by the appointing authority.

I have read and fully understand the instructions for the exemption certification for separation-from-service requirement of a retired member as outlined in Education Code section 24214.5. I fully certify that (please initial each):

- _____ The position has been approved by the employer's governing body in a public meeting. The governing body adopted a resolution prior to the performance of activities by the retired member. The resolution includes all of the above stated requirements.
- _____ The approval of the appointment was not placed on a consent calendar.
- _____ The retired member is of normal retirement age when the compensation is earned.
- _____ The retired member did not receive any financial inducement to retire from any public employer, including, but not limited to, receiving additional service credit through the CalSTRS Retirement Incentive Program.

Section 6: Required Signatures – This section is to be completed by the member and the appointing authority.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. I understand that perjury is punishable by imprisonment for up to four years (Penal Code section 126).

I understand it is a crime to fail to disclose a material fact or to make any knowingly false material statements for the purpose of altering a benefit administered by CalSTRS and it may result in penalties, including restitution, up to one year in jail and a fine of up to \$5,000 (Education Code section 22010).

I understand if CalSTRS does not approve this exemption that I, the member, shall be subject to the earnings limit outlined in Education Code section 24214.5.



MEMBER'S SIGNATURE

SIGNATURE DATE (MM/DD/YYYY)



APPOINTING AUTHORITY'S SIGNATURE
(To be signed by the superintendent, the county superintendent of schools or the chief executive officer of a community college.)

SIGNATURE DATE (MM/DD/YYYY)

LEADING SYSTEMS COHERENCE FOR SONOMA COUNTY

CO-SPONSORED BY SCOE AND SANTA ROSA CITY SCHOOLS

WITH

INNOVATEED, PLUSONE, AND MICHAEL FULLAN

2016-17

AGREEMENT TO PARTICIPATE BETWEEN

GRAVENSTEIN UNION SCHOOL DISTRICT(COHORT #2) AND SONOMA COUNTY OFFICE OF EDUCATION

SCOE WILL:

- Construct a professional development plan for the *Leading Systems Coherence for Sonoma County* series of events together with partners Santa Rosa City Schools, InnovateEd, PlusONE and Motion Leadership/Michael Fullan. The various series dates are as follows:
 - **Superintendent Series** (led by Michael Fullan and InnovateEd)
 - Who Attends: A superintendent from each participating district
 - Dates: 8/29/16, 11/30/16, 2/16/17
 - **District Leadership Team Collaborative Meeting** (led by Michael Fullan and InnovateEd)
 - Who Attends: Each participating district will have a district leadership team comprised of 2-4 cabinet level administrators, including the Superintendent.
 - Date: 9/19/16
 - **Cohort Meetings** (led by InnovateEd)
 - Who Attends: Each participating district will have cohort participant teams comprised of 4-8 people including:
 - The Superintendent
 - The district leadership team who will be attending the District Leadership Team Collaborative Meeting
 - Various additional site administrators and/or lead teachersThe cohort team will be attending the cohort meetings aligned to their district size.
 - Dates for Cohorts:
 - Dates for Cohort 1: 9/20/16, 12/6/16, 3/28/17
 - Dates for Cohort 2: 9/21/16, 12/7/16, 3/29/17

DISTRICT SUPERINTENDENT WILL:

- Attend all scheduled days of the Superintendent Series, the District Leadership Team Collaborative Meeting, and the Cohort meetings.
- Publicize all series/meeting dates and schedule participants' attendance when required.
- Provide and pay for substitutes for teachers as needed to participate in cohort meetings.
- Coordinate and pay stipends as required for non-release work by district personnel.

DISTRICT LEADERSHIP TEAM WILL:

- Be composed of no more than 2 participants per district registration. This number can not be exceeded due to space constraints.
- Attend all scheduled days of the District Leadership Team Collaborative Meeting and the meetings for the Cohort in which their district is participating in.
- Be **only** the participants listed on MOU. Emergency substitutions must be communicated to SCOE (tbeiden@scoe.org) prior to September 15th, 2016.

COHORT PARTICIPANT TEAM WILL:

- Be composed of no more than 6 participants per district registration. This number can not be exceeded due to space constraints.
- Attend all scheduled days of the meetings for the Cohort in which their district is participating in.
- Be **only** the participants listed on MOU. Emergency substitutions must be communicated to SCOE (tbeiden@scoe.org) prior to September 15th, 2016.

SIGNATURE OF DISTRICT SUPERINTENDENT

District Superintendent Date Print Name Superintendent
Title

SIGNATURES OF DISTRICT LEADERSHIP TEAM PARTICIPANTS

District Superintendent Date Print Name Superintendent
Title

Participant 1 Date Print Name Title

SIGNATURES OF COHORT PARTICIPANTS

District Superintendent Date Print Name Superintendent
Title

Participant 1 Date Print Name Title

Participant 2 Date Print Name Title

Participant 3 Date Print Name Title

Participant 4 Date Print Name Title

Participant 5 Date Print Name Title

SIGNATURE OF COUNTY OFFICE DEPUTY SUPERINTENDENT

SCOE Deputy Supt Date Jennie Snyder
Print Name Deputy Superintendent
Title

Sonoma County Collaborative: Leading Systems Coherence

This county-wide collaboration is designed to provide school district teams with an in-depth, hands-on experience in strategic leadership and change. Participants will be guided with tools and resources to lead district improvement efforts using proven implementation strategies. The collaboration will be structured to impact all levels of leadership within your organization.

Superintendent's Symposium

Michael Fullan, Mary Jean Gallagher and Jay Westover will engage district superintendents over three separate sessions using the Coherence Framework to provide support and resources for achieving district-wide priorities. Topics of the sessions will include:

- 1) Focusing Direction – aligning goals and strategies to lead purpose-driven change
- 2) Cultivating Collaborative Cultures – building capacity to lead growth and improvement
- 3) Deepening Learning – improving teaching and learning to meet the needs of all students
- 4) Continuous Improvement – using evidence to lead site-driven improvement efforts

District Team Cohorts

Michael Fullan will set the stage with a general session that will be followed by three cohort sessions led by Mary Jean Gallagher and Jay Westover. It is suggested that district teams consist of members of cabinet, extended cabinet, lead principals and key site support staff. Larger districts may want to consider either school levels or feeder patterns to select participants for guiding district-wide improvement efforts.

Through participation in the collaborative, teams will experience the following:

General Session: focus on same topics presented to superintendents to create a common vision for the work at hand

Cohort Session 1: define the top 3 priorities for district-wide and site-based improvement efforts, and engage in the process of using evidence to align supports for school leaders, school staff and students

Cohort Session 2: engage in developing systemic collaboration and co-learning to support improvement of teaching and learning by focusing on evidence that can guide continuous improvement

Cohort Session 3: engage in assessing the impact of district-focused and site-driven improvement efforts to establish a systems improvement process that is sustainable

Systems Coherence Action Planning Guide

Focus	Process	Outcomes
Coherence Making	<ol style="list-style-type: none"> 1. Develop a strategy for change using the right drivers. 2. Design a process to ensure your goals are clear and understood by all. 	<ul style="list-style-type: none"> ➤ Align all schools with common goals, lag outcomes and lead metrics. ➤ Implement a district communication plan with a strategic focus that promotes clarity, commitment, collaboration and accountability.
Focusing Direction	<ol style="list-style-type: none"> 3. Identify the steps you will take to tackle overload, fragmentation and distractions. 4. Determine a change strategy to support a shift in practice. 	<ul style="list-style-type: none"> ➤ Engage all schools in creating district-focused and site-driven action plans using evidence of student learning needs. ➤ Focus on developing capacity of principals and teacher leaders to improve practices using evidence.
Cultivating Collaborative Cultures	<ol style="list-style-type: none"> 5. Design a plan to ensure professional learning is sustained and systematic. 6. Develop a plan to strengthen collaborative work. 	<ul style="list-style-type: none"> ➤ Establish structures and processes for collaboration and co-learning among and between district leaders, principals, school leadership teams and teacher teams. ➤ Focus on collective impact and improvement of school action plans.
Deepening Learning	<ol style="list-style-type: none"> 7. Design an instructional coherence framework and strategy for implementation. 	<ul style="list-style-type: none"> ➤ Use evidence of student learning to guide school sites with identifying specific student skills and behaviors and research-based instructional practices that will create a focus for continuous improvement of teaching and learning.
Securing Accountability	<ol style="list-style-type: none"> 8. Identify the strategies you will use to build internal accountability. 9. Outline a plan to ensure effective external accountability. 	<ul style="list-style-type: none"> ➤ Develop capacity of district leaders, principals and teacher leaders to use protocols for monitoring lead metrics and interpreting evidence of student learning. ➤ Establish a process wherein schools assess progress monthly and share progress quarterly to promote collaboration and co-learning.
Leading for Coherence	<ol style="list-style-type: none"> 10. Strategize your plan to develop leaders at all levels. 	<ul style="list-style-type: none"> ➤ Create horizontal and vertical collaboration and co-learning within and between teacher teams, school leadership teams, principals and district leaders to create a culture of continuous improvement focused on evidence of student learning.

