BURBANK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

REGULAR MEETING

Thursday, July 20, 2017

6:00 p.m. - Closed Session
7:00 p.m. - Public Session

Burbank City Hall
275 E. Olive Avenue
Burbank, California

AGENDA

The entire agenda packet is available for review online at www.burbankusd.org; at the District Office Building, Superintendent's Office, 1900 W. Olive Ave., Burbank, 91506; and at the Reference Desk in all Burbank City Libraries at: 110 N. Glenoaks, Burbank, 91502; 300 N. Buena Vista, Burbank, 91505; and 3323 W. Victory Blvd., Burbank, 91505.

1. CALL TO ORDER

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications
An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Comments and Responses

3. CLOSED SESSION
The Board will meet in Closed Session for the purpose of the following:

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Anita Schackmann
Employee Organization: Burbank Teachers Association (BTA)

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Superintendent's Office at (818) 729-4422.

Agency Negotiator: Anita Schackmann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

3.e Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)
Final Settlement Agreements for Special Education Students: No. 960025191 and No. 960010498

3.f Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code §54956.9
Number of Potential Case(s): One Case

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE
When the Board of Education reconvenes in Public Session, the Board may make any required disclosures regarding actions taken in Closed Session or adopt any appropriate resolutions concerning these matters.

5. REPORTING ON CLOSED SESSION

6. ADJUSTMENTS TO THE AGENDA
The Board President will announce any requests for adjustments to the meeting agenda.

7. ITEMS FOR FUTURE AGENDAS

8. REQUESTS TO ADDRESS THE BOARD

8.a Public Communications
An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

8.b Staff Responses

8.c Board Members' Comments and Responses

9. REPORTS TO THE BOARD

9.a Superintendent's Comments
Matt Hill, Superintendent, will comment on items of interest to the Board of Education and community.

9.b First Reading for Learn Mobile Game Development in One Day Using GameSalad Textbook for Digital Applications Course (CTE Funds)
Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, will present the first reading of the proposed Digital Applications textbook, Learn Mobile Game Development in One Day Using GameSalad (ISBN: 978-1511914208), out of CTE funds (01.0-06350.0-60000-10000-4210-7910000), as presented.

First Reading for Textbook for Game Salad.pdf

9.c Report on Facilities and Technology Projects
Rick Nolette, Chief Facilities and Information Technology Officer, will report on Facilities and Technology projects, as listed on the agenda, as presented.

Board Presentation 072017.pdf

10. NEW AND/OR UNFINISHED BUSINESS

10.a Ratification of Agreement for Transportation Services with First Student, Inc.
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify an agreement for professional services between Burbank Unified School District and First Student, Inc., to provide pupil transportation services, effective July 1, 2017 through June 30, 2020 and may be extended on a year-to-year basis for an additional two (2) years, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Award of Contract - Transportation.pdf

10.b Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2016-2017
John Paramo, Director, Secondary Education, recommends that the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2016-2017, Report Summary No. 4, April 1 through June 30, 2017 as presented.

2016-17 UCP Reporting 4th quarter.pdf

10.c Approval of Agreement with Computer Generated Solutions (CGS) Unlimited for Email Archive Export (General Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the agreement between Burbank Unified School District and Computer Generated Solutions (CGS) Unlimited for Email Archive Export, District-Wide, not to exceed $4,500 (01.0-00000.0-00000-72000-5840-7401000) (General Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Agreement_CGS_Email Archive_072017.pdf

10.d Approval of Agreement with Tools4Ever for Professional Services (One-Time Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the agreement between Burbank Unified School District and Tools4Ever for additional professional services, not to exceed $7,175 (01.0-00010.0-00000-77000-5850-7730051) (One-Time Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Agreement_Tools4Ever_Professional Services_072017.pdf

10.e Approval of Agreement with VAS Security Systems, Inc. for Card Access Server Upgrade (General Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the agreement between Burbank Unified School District and VAS Security Systems, Inc., for Card Access Server Upgrade (01.0-81500.0-00000-81100-5840-7523100), not to exceed $2,895.19 (General Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval_Agreement_VAS Security_Card Access Upgrade_072017.pdf

10.f Approval of Participating Internship Partner Agreements

Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, recommends that the Board of Education approve the Participating Internship Partner Agreements between the Burbank Unified School District and internship partners listed in Exhibit A, effective July 21, 2017 through October 30, 2022 with an annual review, and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Partnership Agmts with Agmts.pdf

10.g Approval of Content License and Service Agreement with EBSCO Inc. (General Fund)

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Content License and Service Agreement between Burbank Unified School District and EBSCO Inc. to provide research and published material content for students and staff for the 2017/2018 School Year, not to exceed $7,595 (010-00000.0-00000-72000-5840-7401000), effective August 1, 2017 to July 31, 2018, and the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

EBSCO Board Report 7.20.17.pdf

10.h Approval of Agreement for Professional Services (Special Education)

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Hathaway Sycamores, to provide Educationally Related Mental Health services for special education students at Magnolia Park School, not to exceed $196,900 (1.0-33270.0-57500-11800-5810-7440000), effective August 1, 2017 through July 31, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Hathaway Sycamore.pdf

10.i Ratification of Agreement with rSchoolToday

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and rSchoolToday, to provide services for online payment processing and accounting services, not to exceed $3,000 (12.0-90601.0-0-27000-5840-5080000 - $600 and 12.0-90602.0-0-27000-5840-7540000 - $2,400), effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.

Ratification_rSchoolToday Renewal 2017-2018.pdf

10.j Approval of Revised School Sites' 2016-2017 Single Plans for Student Achievement

Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the revised school sites' 2016-2017 Single Plans for Student Achievement, as presented.
A complete copy of the revised School Sites' Single Plans for Student Achievement can be requested by contacting Dr. Peter Knapik at 818.729.4492.

Revised School Single Plans 2016-17.pdf

10.k Approval of the 2017-2018 Consolidated Application for Categorical Aid Programs

Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the submission of the 2017-2018 Consolidated Application for Funding Categorical Aid Programs, Part I, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

Consolidated Application Approval 17-18.pdf

10.l Adoption of Resolution 1 for the Elimination or Reduction of Services for Classified Positions

Anita Schackmann, Director, Human Resources Services, recommends that the Board of Education adopt Resolution 1 for the Elimination or Reduction of Services for Classified positions, as presented.

Resolution 1 - Reduction in Force.pdf

11. CONSENT AGENDA

All items on the Consent Agenda are considered by the Superintendent to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Agenda at the request of any Board member and acted on separately.

11.a Approval of Action on Final Settlement Agreement

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of

Education, approve the Final Settlement Agreements between Burbank Unified School District and Parent of Special Education Student #960010498, not to exceed $5,500 (01.0-65000.0-50010-21000-5820-7440000), effective August 1, 2017 through May 24, 2018, and that authority to sign the Agreements be exercised pursuant to BUSD-AR 3314, as presented.

SPED Settlement Agreement #960010498.pdf

11.b Approval of Action on Final Settlement Agreement

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, approve the Final Settlement Agreements between Burbank Unified School District and Parent of Special Education Student #960025191, not to exceed $5,000 (01.0-65000.0-50010-21000-5820-7440000), effective July 21, 2017 through December 31, 2018, and that authority to sign the Agreements be exercised pursuant to BUSD-AR 3314, as presented.

SPED Settlement Agreement #960025191.pdf

11.c Approval of Minutes

Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Regular Meeting of June 1, 2017, as presented.

Minutes.06.01.17.pdf

11.d Approval of Minutes

Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Regular Meeting of June 15, 2017, as presented.

Minutes.06.15.17.pdf

11.e Approval of Minutes

Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Special Meeting of June 22 2017, as presented.

Minutes.06.22.17.SP.pdf

11.f Approval of Personnel Report Number 17-18-01

Anita Schackmann, Director, Human Resources Services, recommends that the Board of Education approve Personnel Report number 17-18-01, covering Certificated and Classified personnel, and consisting of Pages 1 to 42 inclusive, as presented.

Personnel Report.pdf

11.g 2016-2017 Purchase Order Report

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2016-2017 as listed through June 19, 2017, as presented.

2016-2017 Purchase Order Report.pdf

11.h 2017-2018 Purchase Order Report

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2017-2018 as listed through June 19, 2017, as presented.

2017-2018 Purchase Order Report.pdf

11.i Approval of Warrants

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve payroll warrants in the total amount of $11,054,453.60 and commercial warrants in the total amount of $9,679,331.31, as presented.

Warrants.pdf

11.j Approval of Agreement for Professional Services

Anita Schackmann, Director, Human Resources, recommends that the Board of Education approve an agreement between Burbank Unified School District and Fagen Friedman & Fulfrost LLP to perform specific services, effective July 21, 2017 through June 30, 2018, not to exceed $40,000 (01.0-00000.0-00000-72000-5820-7401000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Fagen Friedman Fulfrost Agmnt 17-18.pdf

11.k Ratification of Master Contract for Nonpublic, Nonsectarian Agency

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by Therapists Unlimited, Nonpublic, Nonsectarian Agency, effective July 1, 2017 through June 30, 2018 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Master Contract Ratification.pdf

11.l Approval of Amended Agreement for Professional Services

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the agreement between the Burbank Unified School District and G & S Transit Management, Inc. (dba: City Cab) for transportation services for Special Education Students on an as needed basis, effective July 1, 2016, through June 30, 2017, not to exceed $107,000.00 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Please note that is an increase from $87,000.00 to $107,000.00.

Approval of Amended Agreement for Professional Services 7-20-17.pdf

11.m Approval of Amended District Memberships 2017-2018

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the amended District Memberships for the 2017-2018 school year, as presented.

Memberships - Costco.pdf

11.n Ratification of Reimbursement of Parent for Transportation (Special Education)
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, ratify the mileage reimbursement to the parents of special education student #960027566 to transport student from home to the Non Public School (NPS) then from NPS to home (two round trips per day – 60.8 miles), not to exceed $6,506 (01.0-65000.0-50010-36000-5813-7440000), effective July 5, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation #960027566.pdf

11.o Ratification of Reimbursement for Parent Transportation (Special Education)
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, ratify the travel reimbursement to the parents of special education student #960001352 to cover two parent visit/trip per calendar year, not to exceed $1,500 (01.0-65000.0-50010-36000-5813-7440000), effective June 13, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 960001352.pdf

11.p Approval of Agreement for Professional Services
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Jennifer Strom, to provide an Assistive Technology Assessment Report for special education student #25572, not to exceed $ 1,700 (01.0-65000.0-57700-11900-5850-7440000), effective July 21, 2017 through November 15, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Consultant Strom.pdf

11.q Approval of Instructional Consultant Services
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD—AR 3314, as presented.

Consultant Report 7.20.17.pdf

11.r Approval of Agreement for Special Services
Brian O'Rourke, Director, Safety and Student Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and LRA Interpreters, Inc., to provide Interpreters/translators to student/families during expulsion hearings/conferences relative to Safety and Student Services on an as needed basis, effective August 1, 2017 through June 30, 2017, not to exceed $1,200.00 (01.0 00000.0 00000 72000 5850 7451000) and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

LRA Interpreters 17-18.pdf

11.s Ratification of Los Angeles Universal Preschool Quality Start Grant - Horace Mann Children's Center

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and Los Angeles Universal Preschool (LAUP) to provide quality assessments, technical assistance, coaching, and professional development for the Horace Mann Children's Center, as well as a $2,000 professional development incentive, effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Ratification_LAUP Quality Start Grant - Horace Mann 17-18.pdf

11.t Ratification of Los Angeles Universal Preschool Quality Start Grant – Monterey Infant Center

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and Los Angeles Universal Preschool (LAUP) to provide quality assessments, technical assistance, coaching, and professional development for the Monterey Infant Center, as well as a $2,000 professional development incentive, effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Ratification_LAUP Quality Start Grant - Monterey Infant Center 17-18.pdf

11.u Approval of Amended Agreement for Professional Services, gkkworks Architects, Playground Equipment, Bret Harte Elementary School (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the amended agreement between Burbank Unified School District and gkkworks, to provide additional architectural, engineering services for the playground equipment at Bret Harte Elementary School effective, July 21,2017 through July 21, 2018, not to exceed $24,750,which includes reimbursables, (21.0-00000-0-91006-85000-6205-205-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

7-20-17 Amended Agreement_ GKKworks_ Playground_Bret Harte.pdf

11.v Ratification of Amended Agreement for Professional Services, gkkworks Architects, New Modular Classrooms, Bret Harte, Thomas Jefferson, Robert Louis Stevenson Elementary Schools (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an amended agreement between Burbank Unified School District and gkkworks Architects, pursuant to the proposals dated May 2, 2017, to provide additional architectural and engineering services for reconfigured new modular classrooms pursuant to the gkkworks Master Agreement for Architectural Services for HVAC, dated December 19, 2014, not to exceed $38,104, which includes reimbursable's, effective May 3, 2017 through May 3, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented as follows:

Bret Harte, $12,760 (21.092163-0-00000-85000-6205-205-0000), Bond Fund;
Thomas Jefferson, $7,210 (21.0-92164-0-00000-85000-6205-206-0000) Bond Fund, and
Robert Louis Stevenson, $14,670 (21.0-92168-0-00000-85000-6205-214-0000)

7-20-17 Ratification_ Amended Agreement_ PSA_Phase II Modulars_ gkkworks,

Add_Delete Scope .pdf

11.w Ratification of Amended Agreement for Professional Services, Ninyo & Moore, Geotechnical, Materials Testing and Special Inspection, Modular Buildings, Robert Louis Stevenson Elementary School (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an amended agreement for professional services between Burbank Unified School District and Ninyo & Moore, pursuant to proposal 210085003, dated June 7, 2017 to provide additional geotechnical, materials testing and special inspection services at Robert Louis Stevenson Elementary School (210-00000-0-91008-85000-6282-215-0000) PO 17004026, effective June 8, 2017 through June 8, 2019, not to exceed $24,000, Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

7-20-17 Ratification_ Amended Agreement_Additional Ninyo&Moore_ Stevenson_Modular.pdf

11.x Approval of Amended Agreement for Professional Services, H2 Environmental, Additional Environmental Abatement Horace Mann Children's Center Modernization (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve an amended professional services agreement between Burbank Unified School District and H2 Environmental, to provide additional asbestos and lead air monitoring services, effective July 21, 2017, through July 21, 2017, not to exceed $11,625 (21.0-94001.0-00000-85000-6282-508-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

7-20-17 Amended Agreement_ H2 Environmental_ Final Report_Mann Childrens Center.pdf

11.y Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Horace Mann Children's Center (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing at Horace Mann Children's Center, (210-00000-0-9xxxx-85000-3170-508-0000) Bond Fund, not to exceed $13,434.97, effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented

7-20-17 AOC_Pilgrim Fence_Horace Mann Childrens Center.pdf

11.z Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing at John Muir Middle School (210-00000-0-9xxxx-85000-3170-322-0000) Bond Fund, not to exceed $24,047.20, effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 AOC_ Pilgrim Fence_ John Muir_ Delaware Place.pdf

11.aa Approval of Award of Contract, Phase II, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Modular Classroom Buildings, Perimeter Fencing, Thomas Jefferson Elementary Schools (Bond Fund)
Rick Nolette, Chief Facilities and Information Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of perimeter and modular fencing, Thomas Jefferson Elementary School, not to exceed $33,965 (21.0-00000-0-91008-85000-6170-215-0000) effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 AOC_ Phase II Modulars_ Pilgrim Fence_Jefferson.pdf

11.ab Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Modular Classroom Buildings, Perimeter Fencing, Bret Harte Elementary Schools (Bond Fund)
Rick Nolette, Chief Facilities and Information Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of perimeter and modular fencing, Bret Harte Elementary School, not to exceed $234,816 (21.0-00000-0-91008-85000-6170-215-0000) effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 OAC_Phase II Modulars_Pilgrim Fence_ Bret Harte.pdf

11.ac Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Burbank Adult School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Burbank Adult School, not to exceed $69,700 (11.0-92033-0-85000-6170-321-0000) PO 17001279, Bond Fund, as presented.

7-20-17 NOC_Pilgrim Fence_ Burbank Adult.pdf

11.ad Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School, not to exceed $137,933 (210-92033-0-85000-
6170-321-0000) PO 17001278, Bond Fund, as presented.

There was one change order to the contract for $1,854 PO17001278.

7-20-17 NOC_Pilgrim Fence_ Muir Middle School.pdf

11.ae Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price

Bid for Public Works Contracts, Luther Burbank Middle School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Luther Burbank Middle School, not to exceed $220,186 (210-92032-0-85000-6170-321-0000) PO 17001276, Bond Fund, as presented.

7-20-17 NOC_Pilgrim Fence_Luther Burbank Middle.pdf

11.af Acceptance of Notice of Completion, Shade Structures Inc., Thomas Jefferson Elementary School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion Shade Structures, Inc., Thomas Jefferson Elementary School, not to exceed $41,777.19 (21.092124.0-00000-85000-6170-206-0000) PO 17004067, Bond Fund, as
presented.

7-20-17 NOC_ Shade Structures Inc.,_ Jefferson.pdf

11.ag Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan Middle School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, not to exceed $155,070 (210-00000-0-91xxx-85000-6170-321-0000) PO 17001275, Bond Fund, as presented.

There was one change order to the contract for $6,514, PO 17001275

7-20-17 NOC_Pilgrim Fence_Jordan.pdf

11.ah Ratification of Change Order #2, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Thomas Jefferson, Elementary School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify additive Change Order #2 between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of various district requested changes, Thomas Jefferson Elementary School, not to exceed $2,363.83, (21.0-92024-0-00000-85000-6170-321-0000) Bond Fund, PO 17001302, effective, August 1 2016 through August 17, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314.

7-20-17 Ratification_CO # 2 Pilgrim_ Jefferson .pdf

11.ai Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Slurry Seal and Striping, Ralph Waldo Emerson Elementary School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for slurry seal and striping at Ralph Waldo Emerson Elementary School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, effective July 21, 2017 through July 21, 2018, not to exceed $15,604
(210-00000-0-9xxx-85000-6170-203-0000)Bond Fund, and that authority to sign the contract be

exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 AOC_Universal Asphalt_ Slurry Seal, Stripping_Emerson.pdf

11.aj Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Slurry Seal and Striping, Providencia Elementary School (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for slurry seal and striping at Ralph Waldo Emerson Elementary School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, effective July 21, 2017 through July 21, 2018, not to exceed $14,708.50 (210-00000-0-9xxx-85000-6170-213-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 AOC_Universal Asphalt_ Slurry,Seal, Striping_Providencia.pdf

11.ak Approval of Award of Contract, Phase II Modulars, Intercom Clock & Signal Service, Bid 1516-059, 2016 Low Voltage Unit Price Bid for Public Works Contracts, Fire Alarm, Conduit, Data, Phone Infrastructure Installation, Bret Harte, Thomas Jefferson and Robert Louis Stevenson Elementary Schools (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Intercom Clock and Signal Service for installation of low voltage fire alarm upgrades and data infrastructure, Bid 1516-059, 2016 Low Voltage Unit Price Bidding for Public Works Contracts, Phase II Modular Classrooms, not to exceed $521,114.35 Bond Fund, effective July 21, 2017 through July 21,,2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows:
Facilities:
Bret Harte, $114,967.41 (21.0-00000-0-91008-85000-6230-205-0000) Bond Fund;
Thomas Jefferson, $91,509.40 (21.0-00000-0-91008-85000-6230-206-0000) Bond Fund, and
Robert Louis Stevenson, $92,683.94 (21.0-00000-0-91008-85000-6230-215-0000) Bond Fund
Technology:
Bret Harte, $ 89,988.12 (21.0-00000-0-91008-85000-6249-205-0000) Bond Fund;
Thomas Jefferson, $56,924.23 (21.0-00000-0-91008-85000-6249-206-0000) Bond Fund, and
Robert Louis Stevenson, $75,041.25 (21.0-00000-0-91008-6249-215-0000) Bond Fund

7-20-17 AOC_ Phase II Modular's_ Intercom Clock&Signal_ Harte, Jefferson, Stevenson.pdf

11.al Approval of Award of Contract with Quintron Systems, Inc. for Additional Network Cabling at Luther Middle School for Z-Space Lab (CTE Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education award a construction contract to Quintron Systems, Inc. for Bid 1314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid for the Network Cabling project at Luther Middle School for Z-Space Lab, not to exceed $4,928.44, including a 10% contingency amount (01.0-06350.0-60000-85000-6249-7910000) (CTE Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval_Agreement_Quintron_Network Cabling_Luther ZSpace Lab_072017.pdf

11.am Approval of Award of Contract, Montgomery Hardware Company, General Services Administration (GSA) Schedule GS-07F-0326T, William McKinley Elementary School (Bond Fund)

Rick Nolette, Chief Facilities and Technology Information Officer, recommends that the Board of Education approve an award of contract, GSA Schedule # GS-07F-0326T to Montgomery Hardware Co. for the procurement and installation of hardware pursuant to quote # 406114 dated June 7, 2017 between Burbank Unified School District at William S. McKinley Elementary School, not to exceed $197,746.68 (21.0-00000-0-91003-85000-6250-209-0000) Bond Fund, effective July 21, 2017 through July 21, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 AOC_ Montgomery Hardware_Security Upgrade_McKinley.pdf

11.an Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Slurry Seal and Striping, Luther Burbank Middle School (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for slurry seal and striping at Luther Burbank Middle School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, effective July 21, 2017 through July 21, 2018, not to exceed $25,591.75 (210-00000-0-9xxx-85000-6170-320-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 AOC_Universal Asphalt_ Slurry Seal, Stripping_Luther.pdf

11.ao Ratification of Award of Contract, CUPCCAA Bid # 1718-008, New Horizons Contracting, Abatement, Horace Mann Children's Center, Phase II, Buildings B&C (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an award of contract between Burbank Unified School District and New Horizons Contracting, CUPCCA Bid # 1718-008, for abatement Horace Mann Children's Center, effective May 30, 2017 through May 30, 2018, not to exceed $97,290 (21.0-0-00000-9xxxx-85000-6282-508-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

7-20-17 Ratification_ AOC, New Horizons_ Abatement, Mann CC.pdf

11.ap Ratification of Award of Contract with Quintron Systems, Inc. for Bogen Override and Additional Network Cabling at John Burroughs High School (Bond Fund)

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify a construction contract with Quintron Systems, Inc., for Bid 1314-050, E-Rate 2014 Technology, Infrastructure, Network, Wireless and Cabling Unit Price Bidding for Public Works for the Bogen Override and Network Cabling project at John Burroughs High School, not to exceed $96,236.58, including a 10% contingency amount (21.0-00000.0-93000/93001-85000-4450/6249-4320000) (Bond Fund), effective June 27, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Ratification_AOC_Quintron_Bogen Network Cabling_JBHS_072017.pdf

11.aq Ratification of Award of Contract with Quintron Systems, Inc. for Bogen Override and Additional Network Cabling at Luther Middle School (Bond Fund)
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify a construction contract with Quintron Systems, Inc., for Bid 1314-050, E-Rate 2014 Technology, Infrastructure, Network, Wireless and Cabling Unit Price Bidding for Public Works for the Bogen Override and Network Cabling project at Luther Middle School, not to exceed $59,980.45, including a 10% contingency amount (21.0-00000.0-93000/93001-85000-4450/6249-3200000) (Bond Fund), effective June 27, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Ratification_AOC_Quintron_Bogen Network Cabling_Luther_072017.pdf

12. REQUESTS TO ADDRESS THE BOARD

12.a Public Communications
An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

12.b Staff Responses

12.c Board Members' Comments and Responses

13. RECONVENE IN PUBLIC SESSION AND ADJOURNMENT

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment
PREPARED BY:	Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment
SUBMITTED BY:	Jenny Jones, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	First Reading for *Learn Mobile Game Development in One Day Using GameSalad* Textbook for Digital Applications Course (CTE Funds)

Background:

John Burroughs High School offers a Digital Applications course that exposes students to basic computer software, such as the Microsoft Office Suite. In addition, current developments in technology are also brought into the classroom. One such development that is of interest for students is Game Development. The teacher has been introducing his students to Game Development with the software, GameSalad.

District Wide Goals for 2017-2018:

5. Expand programs to prepare students for college, post-secondary education, training, and/or the workplace from preschool through adult education.

5.5 Increase student opportunities for achievement and success in Career Technical Education (CTE) classes / programs.

Discussion and Issues:

In addition to the GameSalad software, the teacher would like to supplement the program with a textbook that is designed to be used with the software. The textbook, *Learn Mobile Game Development in One Day Using GameSalad* will show students how to create their own video games for desktop and mobile devices. It is designed for students with no prior experience and takes them through the whole process of designing a game. It has over 35 hands on exercises and instruction in a variety of game types. At the completion of the book, the students will have produced four mobile ready games that are ready to be customized and published.

The text is organized with the following topics:

- What game development is
- What some of the requirements for a successful game are

- What GameSalad is
- How to create game scenes and levels
- How to create images and animations using Photoshop CS6 and Creative Cloud
- How to design a game and its rules using logic
- How to incorporate music and sound effects using Sony Acid
- To create amazing particle effects
- How to add physical properties to the game's actors
- To create a clean, informative graphical user interface
- How to publish games to the Apple App Store

Fiscal Impact:

Thirty-six copies of the book will be purchased at a cost of $36.99 each for a total of approximately $1,500. These books will be paid out of the regular CTE budget.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, will present the first reading of the proposed Digital Applications textbook, *Learn Mobile Game Development in One Day Using GameSalad* (ISBN: 978-1511914208), out of CTE funds (01.0-06350.0-60000-10000-4210-7910000), as presented.



Facilities / Technology Board Items
Notice of Completions

Rick Nolette
Lary Atherton
Kurt Hauffe
Cathy Weissman
Roberto Jurado
Lourdes Moya

Board Meeting July 20, 2017

11.ag Location – Jordan MS
Project – Fencing
Contractor – Pilgrim Fence
$155,070 / C.O $6,514 (Bond Funds)





Notice of Completion

11.ad **Location – Muir MS**
Project – Fencing
Contractor – Pilgrim Fence
$137,933 / C.O. $1,854 (Bond Funds)



Notice of Completion

11.ac Location – Adult School
Project – Fencing
Contractor – Pilgrim Fence
$69,700 (Bond Funds)



Notice of Completion

11.ae Location – Luther MS
Project – Fencing
Contractor – Pilgrim Fence
$220,186 (Bond Funds)



Notice of Completion

11.af Location – Jefferson ES
Project – Shade Structure
Contractor – Shade Structures, Inc.
$41,777 (Bond Funds)





Notice of Completion

Facilities / Technology Board Items
New Projects



Rick Nolette
Lary Atherton
Kurt Hauffe
Cathy Weissman
Roberto Jurado
Lourdes Moya

Board Meeting July 20, 2017

11.am **Location – McKinley ES**
Project – Hardware Upgrade
Contractor – Montgomery Hardware
$197,747 (Bond Funds)



11.a1 Location – Luther MS
Project – Cabling
Contractor – Quintron Systems, Inc.
$4,928 (CTE Funds)



11.z

Location – Muir MS
Project – Fencing Unit Price Bid
Contractor – Pilgrim Fencing
$24,047 (Bond Funds)



11.y

Location – Mann CS
Project – Fencing Unit Price Bid
Contractor – Pilgrim Fencing
$13,435 (Bond Funds)



11.ab

Location – Harte ES
Project – Fencing Unit Price Bid Modulars
Contractor – Pilgrim Fencing
$234,816 (Bond Funds)



SIMILAR

11.aa Location – Jefferson ES
Project – Fencing Unit Price Bid Modulars
Contractor – Pilgrim Fencing
$33,965 (Bond Funds)



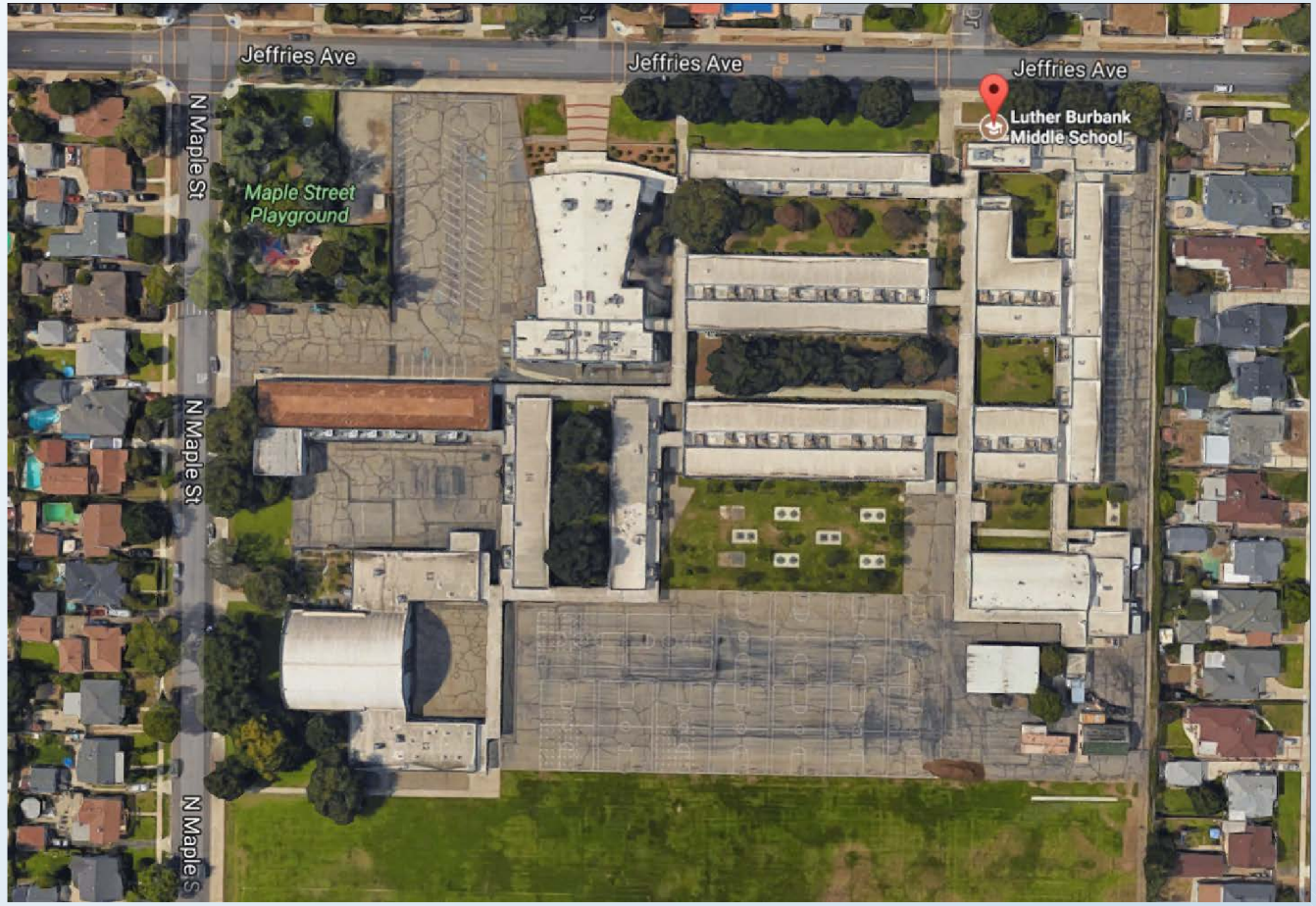
SIMILAR

11.ai

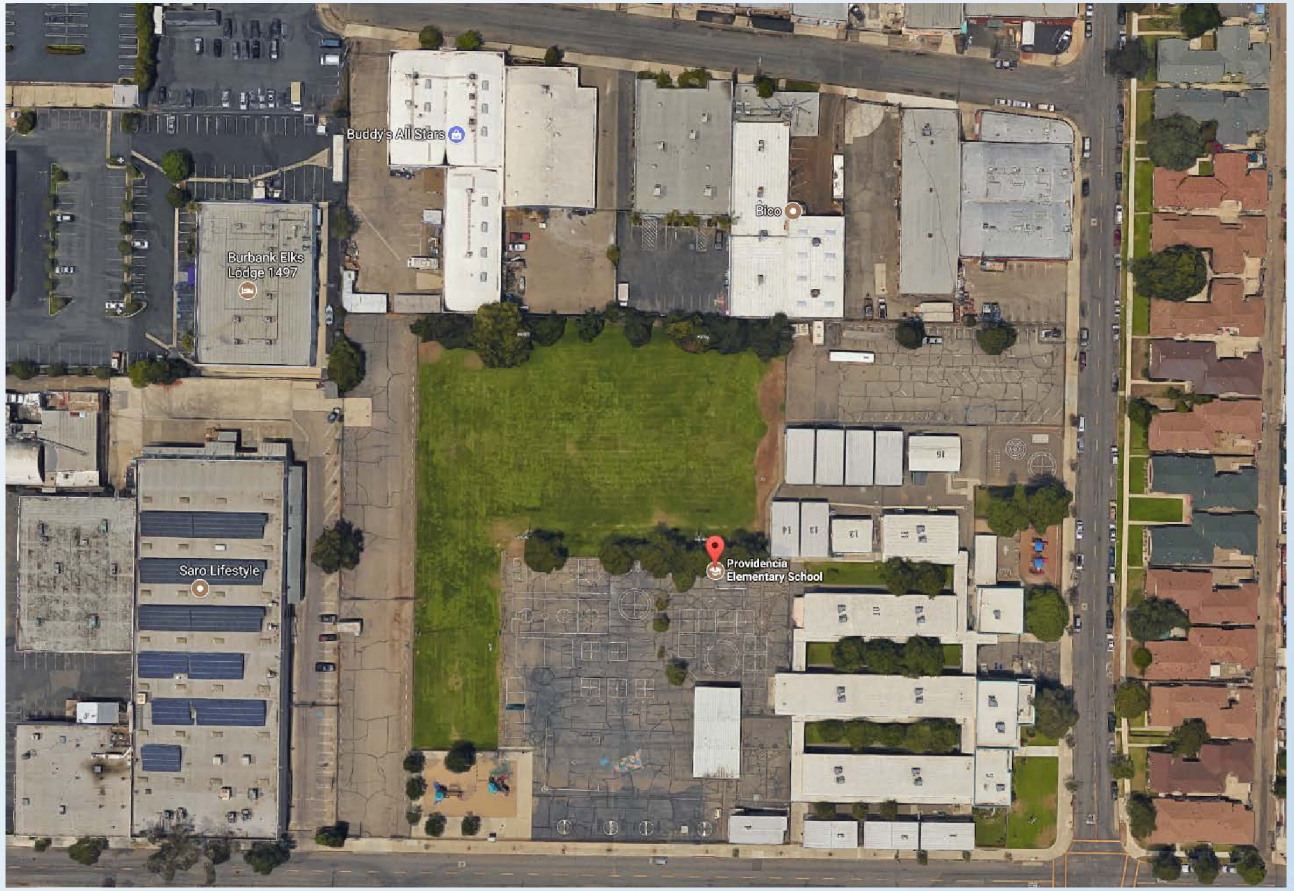
Location – Emerson ES
Project – Asphalt Slurry Seal & Striping
Contractor – Universal Asphalt
$15,604 (Bond Funds)



11.an Location – Luther MS
Project – Asphalt Slurry Seal & Striping
Contractor – Universal Asphalt
$25,592 (Bond Funds)



11.aj Location – Providencia ES
Project – Asphalt Slurry Seal & Striping
Contractor – Universal Asphalt
$14,708 (Bond Funds)



12.ak Location – Harte ES
Project – Fire Alarm & Data Systems Modulars
Contractor – ICS
$204,955 (Bond Fund)



SIMILAR

12.ak Location – Jefferson ES
Project – Fire Alarm & Data Systems Modulars
Contractor – ICS
$148,434 (Bond Fund)



SIMILAR

12.ak

Location – Stevenson ES
Project – Fire Alarm & Data Systems Modulars
Contractor – ICS
$167,725 (Bond Fund)





Facilities / Technology Board Items Miscellaneous

Rick Nolette
Lary Atherton
Kurt Hauffe
Cathy Weissman
Roberto Jurado
Lourdes Moya

Board Meeting July 20, 2017

11.u Location – Harte ES
Project – Architect/Engineering Services - Ratification
Amend Design services - Playground
Contractor – GKK Works
$24,750 (Bond Funds)

11.w Location – Stevenson ES
Project – Modulars – Ratification
Amend Geotechnical
Contractor – Ninyo & Moore
$24,000 (Bond Funds)

11.ah Location – Jefferson ES
Project – Fencing – Ratification
Change in Work - C.O. #2
Contractor – Pilgrim Fencing
$2,364 (Bond Funds)

11.x Location – Mann CS
Project – Environmental Survey - Amend
Air Monitoring Services
Contractor – H2 Environmental
$11,625 (Bond Fund)

11.v Location – Harte ES, Jefferson ES, Stevenson ES
Project – Phase II Modulars - Amend
Architectural Services
Contractor – GKK Works
$38,104 (Bond Fund)

11.ao Location – Mann CS
Project – Phase II Abatement - Ratification
Contractor – New Horizons
$97,290 (Bond Fund)

11.aq Location – Luther MS
Project – Network Cabling – Ratification Additional Cabling
Contractor – Quintron Systems, Inc.
$59,980 (Bond Fund)

11.ap Location – Burroughs HS
Project – Network Cabling – Ratification Additional Cabling
Contractor – Quintron Systems, Inc.
$96,237 (Bond Fund)

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	July 20, 2017
SUBJECT:	Ratification of Agreement for Transportation Services with First Student, Inc.

Background:
Burbank Unified School District has contracted with First Student, Inc. for home-to-school special education transportation and athletic/field trip transportation since August 2012. Burbank Unified administration felt it was time to issue a Request for Proposal (RFP) for transportation services for the upcoming contract starting July 1, 2017.

The awarded contract will be for three (3) years and may be extended on a year-to-year basis upon mutual consent for an additional two (2) years.

Discussion/Issues:
The District issued Request for Proposal #1617-076 on April 26, 2017. Bid Submittal deadline was May 18, 2017 by 2:00 PM. One response was received to our RFP, First Student Inc. District administration then negotiated the terms of the agreement.

Fiscal Impact:
The rates for the 2017-2018 school year are as stated below:

Bus Type	School Year 2017-2018	
	Base Rate	Excess
HTS – Vans (Base 4hrs)	$322.57	$47.07
HTS – W/C (Base 4hrs)	$340.48	$47.07
Extracurricular 3 Hours	$309.49	$69.66
Extracurricular 4 Hours	$348.81	$69.66
Extracurricular 8 Hours	$641.36	$69.66

Recommendation:
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify an agreement for professional services between Burbank Unified School District and First Student, Inc., to provide pupil transportation services, effective July 1, 2017 through June 30, 2020 and may be extended on a year-to-year basis for an additional two (2) years, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

AGREEMENT FOR FURNISHING PUPIL TRANSPORTATION SERVICES

THIS AGREEMENT, also hereinafter called "Contract", made the 1st day of July, 2017, in the County of Los Angeles, State of California, by and between **BURBANK UNIFIED SCHOOL DISTRICT**, hereinafter called the District, and First Student, Inc., hereinafter called the Contractor,

WITNESSETH that the District and the Contractor for the considerations stated herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby agree as follows:

ARTICLE 1 - SCOPE OF WORK. The Contractor shall provide during the term hereof all labor, services, materials (including vehicles), and transportation in connection with the following titled project:

REQUEST FOR PROPOSAL NO. RFP – #1617-076 Pupil Transportation Services

It is the duty of the Contractor to perform the services covered by this Contract in exact accordance with the approved proposal as submitted, which proposal is attached hereto as Exhibit A. Contractor shall not add buses or routes except as authorized in writing in advance as provided for in this proposal. The Contractor shall be liable to the District for any damages arising as a result of a failure to fully comply with this obligation, and the Contractor shall not be excused with respect to any failure to so comply by any act or omission of the District, unless such act or omission actually prevents the Contractor from fully complying with the requirements of this Agreement and the proposal documents, and unless the Contractor protests at the time of such alleged prevention that the act or omission is preventing the Contractor from fully complying with this Agreement and the proposal documents. Such protest shall not be effective unless reduced to writing and filed with the District office within one (1) working day of the date of occurrence of the act or omission preventing the Contractor from fully complying with this Agreement and the proposal documents.

ARTICLE 2 - TERM OF CONTRACT. The services provided hereunder shall commence on July 1, 2017 ("Anniversary Date") and shall terminate at midnight on June 30, 2020. The initial Term may be extended on a year-to-year basis upon mutual consent of District and Contractor for an additional two (2) years, but not to exceed a total contract term of 5 years, in accordance with provisions contained in the Education Code, Sections 17596 and 39803 (a).

ARTICLE 3 - CONTRACT PRICE. The District shall pay to the Contractor as full consideration for the faithful performance of the Contract, subject to any additions or deductions as provided in the proposal documents, the amounts calculated at the rates set forth on the Proposal Form/Price Schedule attached hereto as Exhibit B, which schedule shall remain in effect for the initial Term. Payments shall be made monthly promptly after the end of each month during the term thereof. In the event that the District fails to make payment of any undisputed invoiced amount within thirty (30) days of the District's receipt of the invoice, the Contractor shall be entitled to charge interest on the unpaid, undisputed amount at the rate of 1.5% per month or the maximum allowable by law, whichever is less. In the event that any invoiced amount is disputed by the District, the District shall deliver written notice specifying the amount in dispute and basis for dispute to the Contractor within thirty (30) days of the District receipt of the invoice. The parties shall attempt in good faith to resolve the dispute pursuant to Article 8 of this Agreement.

Any proposed extensions to this Agreement shall be negotiated in good faith by both parties. A maximum price increase not to exceed the average percentage of the Consumer Price Index (CPI) for Los Angeles/Long Beach may be negotiated each May, subject to existing market conditions. **In the event of a general price decrease the District reserves the right to revoke the bid award unless the decrease is passed on to the District.**

ARTICLE 4 - HOLD HARMLESS AGREEMENT. The Contractor agrees to and does hereby indemnify and hold harmless the District, its officers, agents, and employees from and against every claim or demand made, and every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

(a) Death or bodily injury to persons, injury to, loss or theft of property, or any other loss, damage or expense sustained by the Contractor or any person, firm, or corporation employed by the Contractor upon or in connection with the services called for in this Agreement, except for injuries and losses resulting from the sole negligence or willful misconduct of the District, its officers, employees, agents or independent contractors who are directly employed by the District; and,

(b) Any injury to or death of persons or damage to property caused by an act, neglect, default, or omission of the Contractor, or any person, firm, or corporation employed by the Contractor, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation, including the District, arising out of, or in any way connected with the services covered by this Agreement, whether said injury of damage occurs either on or off school district property, except for injuries and losses arising from the sole negligence or willful misconduct of the District, its officers, employees, agents or independent contractors who are directly employed by the District.

The Contractor, at his own expense, cost, and risk, shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents or employees, on any such claim, demand or liability described in Subsection 4(a) and/or Subsection 4(b) of this Agreement, and shall pay or satisfy any judgment that may be rendered against the District, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

ARTICLE 5 - PROVISIONS REQUIRED BY LAW. Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.

ARTICLE 6 - INSURANCE. The Contractor shall secure and maintain, as a minimum, the insurance required under the Insurance Requirements form attached to the proposal package with insurance companies acceptable to the District to protect Contractor and any person, firm or corporation employed directly or indirectly by Contractor or in connection with the services required hereunder from claims which may arise from operations under the Agreement. Contractor shall further furnish to the District certificates of insurance, which shall name the District and the Board of Education as additional insureds. All policies required to be maintained by the Contractor shall contain a provision that coverages afforded under the policies shall not be canceled or modified without thirty (30) days written notice to and consent of the District. Failure to maintain insurance and furnish the required Certificates may be considered a breach of the Agreement by the Contractor and the District may terminate the Agreement without waiver of any remedy it may have. District will, at its own expense, procure and keep in force general liability insurance as is customary for a California public school district with limits of not less than $1,000,000.00 per occurrence and $2,000,000.00 aggregate.

ARTICLE 7 - TERMINATION.

(a) Notwithstanding anything to the contrary stated in this Agreement, the District may terminate this Agreement for convenience at any time upon ninety (90) days' prior written notice to the Contractor. Upon such termination, the District's total obligation to the Contractor shall be limited to the payment for all services already provided by the Contractor in accordance with this Agreement prior to the effective date of the termination.

(b) Notwithstanding anything to the contrary stated in this Agreement, Contractor may terminate this Agreement for convenience in any year of the Term, effective on the next Anniversary Date, upon 180 days written notice of such termination to the District.

(c) This Agreement may be terminated by either party hereto should the other party fail substantially to perform in accordance with the terms hereof through no fault of the terminating party and such failure continues for 14 days after written notice thereof is delivered by the non-defaulting party.

(d) In the event that the Agreement is terminated as a result of a failure to perform by either party pursuant to Subsection 7(b) of this Agreement, then the Contractor shall be paid its compensation for services performed to the date of termination.

ARTICLE 8 - DISPUTE RESOLUTION.

(a) Negotiation. Any claim that Contractor may have regarding the performance of this Agreement, including, but not limited to, claims for additional compensation, shall be submitted to the District within 30 days of its occurrence. The District and Contractor shall attempt to negotiate a resolution of such claim and process an amendment to this Agreement to implement the terms of such resolution.

(b) Mediation/Arbitration. If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through direct discussions, the parties agree to first endeavor to settle the dispute in an amicable manner by mediation under the applicable rules of the American Arbitration Association.

(c) Services Pending Outcome. Contractor agrees to proceed with all services ordered by the District pursuant to this Agreement pending the outcome of any claim, dispute, mediation, or arbitration. In accordance with the terms of this Agreement, the District agrees to pay for services ordered by it and properly rendered by the Contractor pursuant to this Agreement pending the outcome of any claim, dispute, or mediation.

(d) Additional Remedies. The rights and remedies of the parties provided under this Agreement are in addition to any other rights and remedies provided by law.

ARTICLE 9 - NO WAIVER. No waiver of a breach of any provision of this Agreement by the District shall constitute a waiver of any other breach of such provision. Failure of the District and Contractor to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof.

ARTICLE 10 - CONTRACTOR COVENANT. While performing the services and duties required hereunder, the Contractor agrees to comply with and observe all the provisions of the California Vehicle Code and all other applicable laws, and further agrees to comply with all rules and regulations established by the State Board of Education of California, the Department of Education of the State of California, and by the District relating to the safe transportation of pupils.

ARTICLE 11 - INDEPENDENT CONTRACTOR. It is expressly understood and agreed to by the parties that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and not an officer, agent, or employee of the District.

ARTICLE 12 - AUTHORITY. Each individual and entity executing this Agreement hereby represents and warrants that he, she or it has the capacity set forth on the signature pages hereof with full power and authority to bind the party on whose behalf he, she or it is executing this Agreement to the terms hereof.

ARTICLE 13 - ASSIGNMENT. Neither the District nor the Contractor shall assign, sublet or transfer any rights under or interest in this Agreement without the prior written consent of the other, except that, the Contractor may assign and transfer this Agreement to an entity that it controls, is controlled by or is under common control with. As used herein, the term "transfer" shall include the transfer of more than 49% of the voting stock of a corporation or the transfer of more than 49% of the equity interest in a partnership, joint venture or similar entity.

ARTICLE 14 - SEVERABILITY. If any portion of this Agreement is held as a matter of law to be unenforceable, the remainder of this Agreement shall be enforceable without such provision(s).

ARTICLE 15 – FAILURE OF CONTRACTOR TO PROVIDE SERVICE. It is agreed by the Contractor and the District that, from the nature of the services to be rendered, it is impractical and extremely difficult to fix the actual damage to the District through the failure of the Contractor to provide any of the services as specified herein, and therefore, Contractor shall be assessed sums as follows:

(a) For each unit failing to provide required service, a liquidated damages penalty shall be assessed against the Contractor in accordance with the following formula:

Number of Trips (bus routes) Missed @ 300.00

(b) For purposes of assessing damages under this section, any trips which are thirty (30) minutes beyond the *5-minute* window for school sites as per the District approved schedule, shall be considered a missed trip unless a reasonable explanation of the delay is made in writing to the reasonable satisfaction of the District.

(c) In addition, the following liquidated damages shall be assessed against the Contractor for any student dropped after fifteen (15) minutes beyond the *5-minute* window as per the District schedule, shall be considered a missed stop:

- Twenty Dollars ($20.00) shall be assessed for each morning stop missed
- Twenty Dollars ($20.00) shall be assessed for each mid-day stop missed
- Twenty Dollars ($20.00) shall be assessed for each afternoon stop missed

In accordance with this section, no bus route shall be assessed more than One Hundred Dollars ($100.00) per day in addition to any missed trip penalties.

(d) For each student not transported during his/her regular route due to the negligence of the Contractor, the Contractor shall be assessed the amount of Thirty Dollars ($30.00) and shall bear the responsibility and cost of sending another bus to transport that student.

(e) Failure of the Contractor to notify the District immediately (within 15 minutes) of school bus accidents and/or upon notification of any incident in which a child may have sustained injury, will result in an assessment of liquidated damage of One Hundred Dollars ($100.00).

(f) Failure of the Contractor to provide the appropriate equipment required for each bus, including but not limited to two-way radios, audio/video recording, wheelchair tie downs, fire extinguishers, etc., shall result in the assessment of liquidated damages of Twenty-five Dollars ($25.00) per day and continuing at said rate for so long as the Contractor fails to provide such equipment.

(g) The sum of assessment for a given month shall be deducted by the District in the payment to the Contractor for that month. The provisions of this paragraph do not apply when delays are caused by conditions beyond the control of the Contractor as determined by the District.

(h) Assessments of such deduction by the District shall in no way relieve the Contractor of its obligation to provide spare buses and drivers sufficient to cover all interruptions in service to the District due to the failure of equipment or lack of personnel.

District shall notify Contractor in writing within five (5) days of the District's knowledge of an incident of the District's intent to assess liquidated damages. Contractor shall have ten (10) days to cure following such notice in a manner reasonably acceptable to the District, prior to the assessment of liquidated damages. District must bill Contractor for such liquidated damages within sixty (60) days of the incident if the violation has not been cured in a manner reasonably acceptable to District. Failure to either timely provide notice of intent to impose liquidated damages or timely invoice such damages shall relieve Contractor of any obligation to pay liquidated damages for the particular incident.

In the event Contractor agrees to any increase or decrease in service levels, Contractor shall be afforded a period of thirty (30) days following implementation of such changes during which time no liquidated damages may be assessed with respect to scheduled drop-off times or availability of buses on routes, while Contractor makes operational adjustments to meet District requirements.

ARTICLE 16 – FORCE MAJEURE. Contractor will be excused from performance under this Agreement during the time and to the extent that they are prevented from obtaining or performing the service by an act of God, civil disturbance, fire, riot, war, terrorism, picketing, strike, labor dispute, labor shortages, commandeering of materials and equipment, products, plants, or facilities by the Federal or State Government when satisfactory evidence thereof is presented to the District, in writing, within ten (10) days after the date on which the Contractor first failed to provide said services demonstrating that the nonperformance is not due to the fault or negligence of Contractor.

ARTICLE 17 - NOTICES. All notices required by this Agreement or other communications to either party by the other shall be deemed given when made in writing and deposited in the United States Mail, first class, postage prepaid, return receipt requested, addressed as follows:

To the District:
Burbank Unified School District
Assistant Superintendent of Administrative Services
1900 West Olive Avenue
Burbank, California 91506
Phone No.: (818) 729-4471

To the Contractor:
First Student, Inc.
13200 Crossroads Parkway, Suite 450
City of Industry, CA 91746
Phone Number: (562)271-4600
Fax Number: (562)463-0580

With copy to:
First Student, Inc.
Office of the General Counsel
600 Vine Street, Suite 1400
Cincinnati, OH 45202

ARTICLE 18 - COMPONENT PARTS OF THE CONTRACT; EXTENT OF AGREEMENT. The complete contract binding the District and Contractor consists of this Agreement and all of the RFP 1617-076 submittal documents and addenda, including the Invitation to Submit Proposals, Terms and Conditions, Proposal Questionnaire, Proposal Forms/Price Schedules, Certificate Regarding Worker's Compensation, Non-Collusion Affidavit, Insurance Requirements and Evidence of Insurance, School Bus

Inventory and Property Summary, Bid Bond, and Performance Bond. All of the above-named contract documents are intended to be complementary. In the event of any conflict between the terms of this Agreement and the other documents referenced in this Article, the terms of this Agreement shall govern. This Agreement may be amended only in writing signed by the party against whom enforcement is sought. Nothing contained in this Agreement is intended to benefit any third party.

IN WITNESS WHEREOF, this Agreement has been duly executed by the above-named parties, on the day and year first above written.

DISTRICT:	**CONTRACTOR**:
Burbank Unified School District	**First Student, Inc.**
BY: _____	BY: _____

EXHIBIT A

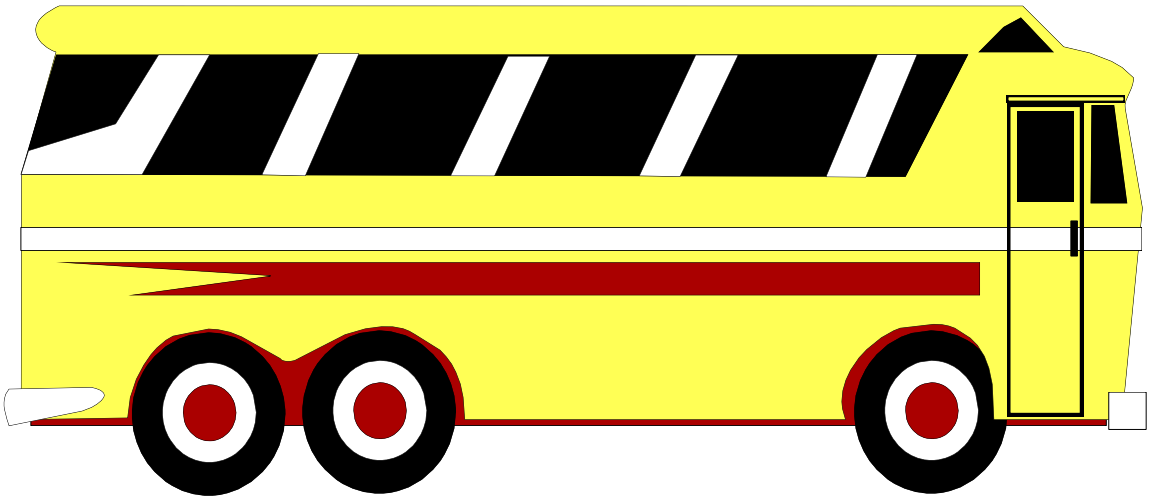
PROPOSAL FOR RFP NO. 1617-076 Pupil Transportation Services

*Attached

EXHIBIT B

Proposal Form/Price Schedule

*Attached.



BURBANK UNIFIED SCHOOL DISTRICT

REQUEST FOR PROPOSAL NUMBER - RFP 1617-076

PUPIL TRANSPORTATION SERVICES

Issue Date: **April 27, 2017**

Bid Submittal and Opening Date: **May 18, 2017 - 2:00 PM *Sharp!***

NOTICE TO PUPIL TRANSPORTATION CONTRACTORS

REQUEST FOR PROPOSAL NUMBER - RFP – 1617-076

Invitation to Submit Proposals

Notice is hereby given that the Burbank Unified School District, hereinafter referred to as **DISTRICT**, will receive sealed proposals up to but no later than 2:00 PM on **May 18, 2017** for:

Pupil Transportation Services - Request for Proposal No. RFP – 1617-076

Each proposal must contain a completed Proposal Form/Price Schedule (cost proposal), completed Proposal Questionnaire, any proposed modifications to the Agreement for furnishing Pupil Transportation Services, a School Bus Inventory and Property Summary, a Non-Collusion Affidavit, a completed Insurance Requirements form and evidence of insurance, a Certificate Regarding Worker's Compensation, and a Bid Bond. The successful Contractor shall be required to post a Performance Bond in the amount of the actual bid. The cost proposal shall be submitted on the Proposal Form/Price Schedule, which is included in the Proposal Package. The Proposal Form/Price Schedule and other components of this proposal package may be obtained from the District's Purchasing Office. Proposals shall be received in the District's Purchasing Office located at:

Burbank Unified School District (Purchasing Department)
1900 West Olive Ave., Burbank CA 91506

Any proposal not received by the time and date specified above at the above location ***will not*** be accepted.

PREFACE TO REQUEST FOR PROPOSAL
PUPIL TRANSPORTATION SERVICES

I. Scope of Services

This bid proposal requests responses from highly qualified pupil transportation contractors to furnish consolidated Special Education student transportation services for K-12 students geographically residing within the Burbank Unified School District.

In addition to the special education transportation services, or separately, contractors will be afforded the opportunity to bid on all portions of the regular education and extra curricular transportation services. Specific details addressing the potential scope of work are contained in this bid.

.

The **Agreement** associated with this Request for Proposals (refer to Pages 33 - 37) contains language allowing for renewal of transportation related services for additional school fiscal years, upon mutual consent of district and contractor (as allowed under Section 39802 of the California Education Code) and a "piggyback clause" which will allow the extension of the successful proposal to additional area school districts not initially participating.

The Burbank Unified School District has prepared and issued this Request for Proposal in order to solicit quotations for its own transportation requirements. It is expected that transportation services will begin on or about July 1, 2017 after a successful route simulation between June 18, 2017 through June 21, 2017.

REQUEST FOR PROPOSAL #1617-076 – PUPIL TRANSPORTATION SERVICES

Terms and Conditions

A. Use of District Documents

1. Proposals must be submitted on forms or in the format provided by the District. No alteration to the District forms will be permitted, including substitutions, additions, deletions or interlineations, without the written consent of the District, which may be given or withheld in its sole and absolute discretion. Reproduction of District documents is permitted, so long as reproduced copies are exactly identical in size, format and content as the forms prepared by the District. Any proposal submitted in altered form may result in rejection of such proposal at the option of the District. **Three (3) sets of the proposal must be submitted.**

2. The "proposal" documents include:

   a. Invitation to Submit Proposals (page 1 - 2)
   b. Terms and Conditions (pages 3 - 11)
   c. Proposal Form/Price Schedules (pages 12, 13, 15)
   d. School Bus Inventory and Property Summary (page 16)
   e. Non-Collusion Affidavit (page 18)
   f. Certificate Regarding Worker's Compensation (page 19)
   g. Insurance Requirements and Evidence of Insurance (page 20)
   h. Proposal Questionnaire (pages 21 - 30)
   i. Agreement for Furnishing Pupil Transportation (pages 31 - 35)
   j. Form of Performance Bond and Bid Bond (pages 36 - 39)
   k. Any Addenda to this Proposal Package (as issued)

B. Inspection of Documents

1. Each Bidder receiving forms prepared by the District is responsible for inspection of District documents for missing or illegible pages or other indication of incomplete information provided to the Bidder.

2. The failure or neglect of any Bidder to receive or examine any contract document, form, instrument, addendum, or other document shall in no way relieve any Bidder from obligations with respect to his or her proposal. The submission of a proposal shall be taken as prima facie evidence of compliance with this section.

3. Receipt of addenda to the proposal documents by a bidder must be acknowledged on the proposal or by letter or telegram received before the time proposals are due.

C. Submitting Proposals

1. The District must receive proposals no later than May 18, 2017, at 2:00 PM. Any proposal received after this time will be rejected and returned unopened.

Three (3) sets (one original and two copies) of the proposal must be submitted.

2. Each bidder must submit their proposal in a **sealed envelope.**

3. Each envelope must be marked with the bidder's name and address and the words "**Transportation Proposal - RFP No. 1617-076**" and must contain:

a. Completed and Executed **Proposal Forms/Price Schedules.**
b. Completed and executed **Proposal Questionnaire**.
c. Completed and Executed **Certificate Regarding Worker's Compensation.**
d. Completed and Executed **Non-Collusion Affidavit.**
e. Completed **Insurance Requirements Form and Evidence of Insurance.**
f. Proposed Changes to the **Agreement for Furnishing Pupil Transportation Services** (If no proposed changes are submitted, the Bidder will be obligated to execute the form **Agreement for Furnishing Pupil Transportation Services** without modification).
g. Completed and Executed **Bid Bond** in the amount Fifty Thousand Dollars ($50,000).
h. Notation of Addendum, if any.

4. The right is reserved, as the interests of the District may require, to revise or amend the proposal documents prior to the date set for opening proposals. Such revisions and amendments, if any, will be announced by an addendum or addenda to this Request for Proposal. If the revisions and amendments are of a nature which require material changes in quantities or prices proposed or both, the date set for the opening of proposals may be postponed by such number of days as in the opinion of the District will enable bidders to revise their proposals to account for such changes. In such cases, the addendum will include an announcement of the new date for opening proposals.

D. Written Inquiries, Addenda

1. Questions or suggestions about this Invitation shall be in writing and delivered by mail, by facsimile, or in person to the District Purchasing Office at the address noted on Page 1.

E. Erasures or Corrections to Entries

1. The proposal documents submitted must not contain any erasures, strikeovers or other corrections of entries that impair accurate interpretation of the entry and/or understanding of the proposal.

2. If correction of an unintended entry is desired such correction must be clear and legible and clearly authenticated by initials of the person signing the proposal. Unclear or unauthenticated corrections may result in rejection of the proposal at the option of the District.

F. Withdrawal or Amendment of Submitted Proposal

1. Any proposal that has been submitted may be withdrawn prior to the scheduled time for opening of proposals. A request to withdraw a proposal must be in writing and received by the District prior to the scheduled time for opening of proposals.

2. No amendment, addendum or modification will be accepted after the proposal has been submitted to the District. If a change to a proposal that has been submitted is desired, the submitted proposal must be withdrawn and the replacement proposal submitted to the District prior to the time scheduled for opening of proposals.

3. No Bidder may submit more than one proposal.

4. After the scheduled time for opening of proposals, proposals may not be withdrawn for sixty (60) days.

5. For the Burbank Unified School District, a Bid Bond in the amount of fifty thousand dollars ($50,000) must be submitted with the proposal documents. The Bid Bond shall be given as a guarantee that the bidder shall execute the Agreement for Furnishing Pupil Transportation Services if it is awarded to him in conformity with the proposal documents. In the event the bidder to whom an award is made fails or refuses to execute the **Agreement for Furnishing Pupil Transportation Services** within five (5) calendar days after receipt of notification that he or she is the bidder to whom the Agreement is awarded, the District may declare the bidder's bid bond forfeited as damages caused by the failure of the bidder to enter into the Agreement, and may award the work to the next lowest bidder who will provide proper and satisfactory service, or may call for new bids. Bid bonds **must** be issued by a **California admitted surety insurer**.

G. Agreement Document

Any bidder may suggest modifications to the proposed form of **Agreement for Furnishing Pupil Transportation** included with this invitation. Bidders should make all reasonable efforts to provide those suggestions not later than the time of the Pre-Proposal Conference. In any event, suggested modifications to the Agreement will be delivered to the District in writing no later than ten (10) days prior to the date scheduled for opening of the proposals and no suggestions shall be accepted after such deadline date. The District may, in its sole and absolute discretion, choose to modify the **Agreement for Furnishing Pupil Transportation Services** in accordance with such suggestions, or to reject such suggestions and require the execution of the **Agreement for Furnishing Pupil Transportation Services** in the enclosed form without modification. By submitting a proposal, each bidder acknowledges that if they are selected by the District, the District may obligate them to execute the **Agreement for Furnishing Pupil Transportation Services** in the form enclosed without modification. Any proposal that is conditioned upon the District's acceptance of revisions to the enclosed form of **Agreement for Furnishing Pupil Transportation Services** (not previously approved by the District) may be rejected.

H. Evaluation and Award of Contract

The award of contract, if made by the District, will be made in accordance with the following procedures:

1. Initially, the District will assess the qualifications and desirability of the bidders. Each bidder will be evaluated on a 1 to 10 scale (10 being the most qualified and/or desirable) as follows:

i. **Written Proposal Evaluation - Weight 40%.** "Written Proposals" will be evaluated by an evaluation committee consisting of representatives of the District. Written proposals will be initially screened for completeness. Proposals that are materially incomplete, in the District's discretion, will not be evaluated further. The remaining written proposals will be evaluated using the following criteria, which are not listed in any order of weight or priority:

Firm Experience
Management Capability
Financial Condition
Hiring Procedures
Safety Program (include information on CHP certifications)
Driver Training and Certification Program
Maintenance Program

All data and information in the written proposal will be subject to verification.

At its option, the District may elect to reject a written proposal or proposals after the written proposal evaluation if, in the District's discretion, the bidder or bidders is/are incapable of providing proper and satisfactory service in accordance with the District's transportation standards and requirements (including, without limitation, safety standards, financial condition requirements and experience requirements). Written proposals not rejected shall be assigned a rating between 1 to 10 which will carry a weighting of 40% in the evaluation process.

ii. **Site and References Evaluation - Weight 40%**. Members of the District's evaluation committee will conduct one or more site evaluations for the three (3) highest ranking bidders from the "Written Proposal" evaluation. The District may also contact any references provided by the bidder, and/or other entities served by the bidder. Site evaluations will be conducted at facilities where the bidder proposes to service the Burbank Unified School District.

Site and references evaluation criteria, not listed in any order of weight or priority, are as follows:

Personnel
Overall Appearance of Facility
Fleet Quality
Customer References
Recordkeeping

By submitting a proposal, each bidder agrees to make its facilities and personnel available to the District for its evaluation upon reasonable notice.

Site and reference evaluations will be assigned a rating between 1 to 10, which will carry a weighting of 40% in the overall proposal evaluation process. The District may elect, in its discretion, to reject any or all proposals after the site and reference evaluation if it determines that the bidder(s) does/do not satisfy the District's transportation standards and requirements.

iii. **Management Interviews - Weight 20%.** For any bidders who submitted bids that are not rejected after the written proposal evaluation and the site and references evaluation, members of the District's evaluation committee will interview those persons who will be directly responsible for managing the contract, if awarded, on behalf of the bidder. The management interviews will be assigned a rating between 1 to 10 and will carry a weight of 20% in the overall proposal evaluation process. The

management interview criteria, in no particular order of weight or priority, are as follows:

Qualifications and Experience
Management Concepts
Job Knowledge
Transition Plan
Responsiveness During Interview

The District may elect, in its discretion, to reject any or all proposals after the management interviews if it determines that the bidder(s) does/do not satisfy the District's transportation standards and requirements.

After each remaining bidder has received a rating for its written proposal, site and references evaluation and management interviews, the District will calculate the bidder's overall qualification/desirability rating by averaging the ratings in accordance with the weighting described above. For example, assume a bidder receives a rating of 9 on its written proposal, 7 on its site and references evaluation and 6 on its management interviews, the bidder's overall qualification/desirability rating would be 7.6 calculated as follows:

SAMPLE EVALUATION

Category	**Weight**		**Rating**	**Total**
Written Proposal	4	x	9	36
Site & Reference	4	x	7	28
Mgt. Interviews	2	x	6	12
TOTAL	10			76

OVERALL QUALIFICATION/DESIRABILITY RATING = 7.6 (76/100)

2. **Cost Proposal.** Only **after** the evaluation procedures set forth in Paragraphs 1 above have been completed will the District's evaluation committee consider the cost portion of the bid. The District shall then award the contract to the bidder who, based on its overall qualification/desirability rating and cost proposal, will best satisfy the District's transportation needs. The District may let the contract to other than the lowest bidder in accordance with Cal. Ed. Code S-39802.

Burbank Unified School District will award this Request for Proposal for Pupil Transportation Services to either one transportation company, or separate transportation companies, for the Special Education Home-to-School Transportation Services and the Field Trip, Athletic, and Extra-Curricular Transportation Services. Bidders will be allowed to bid on only one component, or both.

Awards for the Special Education Home-to-School Transportation

Services and the Field Trip, Athletic, and Extra-Curricular Transportation Services will be awarded based upon the weighted categories of the Written Proposal Evaluation (40%), Site and References Evaluation (40%), and the Management Interviews (20%).

I. Rejection of Proposal and Waiver of Irregularities

The District reserves the right to reject any or all proposals and to waive any immaterial irregularities in the proposal process or any proposal. The District also reserves the right to select any proposal which the District believes is in the best interest of the District and its Pupil population and which may not provide the lowest price(s) submitted. The District reserves the right to award any combination of services to bidders.

J. Performance Bond

The District **may** require, as a condition to granting a contract award, receipt of a renewable annual performance bond naming the District as obligee or beneficiary in the amount equal to their total bid amount for a full year. The performance bond must be issued by a California approved surety duly licensed and currently authorized to transact business in the State of California, in a form and content acceptable to the District. The cost of such bond shall be stated separately on the Proposal Form/Price Schedule and shall **not** be included in bidder's calculations in arriving at price per bus per day. If the District elects to require a performance bond, it shall be invoiced separately to the District at the actual cost of such bond. The District reserves the option to require renewal of the Performance Bond for each yearly contract term.

K. Obtaining Information

1. Outside sources. The District reserves the right to obtain, from any and all sources, information concerning a bidder which the District deems pertinent to this Request for Proposal and to consider such information in evaluating the bidder's proposal.

2. Inspections. Upon reasonable notice to the bidder, the District reserves the right to make on-site inspections of the bidder's installations and any proposed permitted assignee's (as provided in the Agreement) facilities which the District deems pertinent and necessary to evaluate the bidder's proposal and to consider any information received from such inspection in evaluating the bidder's proposal.

L. Proposal Costs

The District shall not be liable for any cost incurred by a bidder in the preparation or delivery of its response to the Request for Proposal or for any other costs incurred because of this Request for Proposal.

M. Proposal Disclosure

1. All proposals received shall remain confidential until a contract resulting from this Request for Proposal is signed by the District and the apparent successful bidder; thereafter the proposals shall be deemed public records. In the event that a bidder desires to have portions of its proposal remain confidential, it is incumbent upon the bidder to identify those portions in its transmittal letter deposited with the proposal package. The transmittal letter must identify the page, the particular exemption(s) from disclosure and the contended justification for exemption upon which it is making its claim. Each page, or part thereof, claimed to be confidential must be clearly identified by the word "confidential" printed on the lower right hand corner of the page.

2. The District will consider a bidder's request(s) for confidentiality; however, the District will not be bound by the assertion that a page contains confidential material. An assertion by a bidder that an entire volume of its proposal is confidential will **not** be honored. The District reserves the right to disclose all information in the proposal, even if the bidder requests that it remain confidential, if the District determines that disclosure is not prohibited by law or court order.

3. Until a contract resulting from this Request for Proposal is executed, no employee, agent or representative of any bidder shall make available or discuss its proposal with the press, any elected or appointed official or officer of the District, or any employee, agent, or other representative of the District, unless specifically allowed to do so in the Request for Proposal or in writing by the District for the purposes of clarification and evaluation.

4. Bidders shall not issue any news release(s) or make any statement to the news media pertaining to this Request for Proposal or any proposal and/or contract or work resulting therefrom without the prior written approval of the District which may be given or withheld in its sole and absolute discretion and then only in cooperation with the District.

N. Notification

Firms whose proposals are rejected will be notified in writing at the address given in the proposal.

The District may hold additional pre-bid conferences with qualified bidders to clarify questions regarding the available data.

O. Billing of Services

The successful bidder is expected to create consolidated routes and all billing must be done as a single monthly Burbank Unified School District invoice. The successful bidder will be required to itemize district billings showing a breakdown of specific cost areas including the special education portion, regular education and field trip portion, and other specific areas as identified by the school district.

P. Agency Option for Rate Reduction

Subject to acceptance of the "Piggyback Clause" (Pages 31/32, Article 4), it is possible that other school districts within the region may elect to utilize this bid in future years. In this event, the awarding agency may reopen the negotiation process in order to discuss rate reductions as a result of increased economies of scale.

Q. Limitation on Expansion of Services

Following approval of the lowest responsive bid, the successful bidder may not alter the proposed pricing or scheduling options (including the number of buses utilized for the services provided) without the prior written permission of the awarding agency.

PROPOSAL FORM/PRICE SCHEDULE

Proposed prices must be submitted per hour/mile bus day. A separate proposal price for hours and miles in excess of the base price is to be submitted as well. Please enter these amounts on the form below. The form may not be altered. For each invoice period, total charges for hours and miles in excess of base hours and miles shall be the sum of the excess amounts for individual buses. The District reserves the right to require that the Bidder add and delete buses to or from service at the rates specified below. The number of buses required at the start of the agreement term may be more or less than current service levels. Please note that, as provided in the agreement for Furnishing Pupil Transportation Service, a cost escalation is made.

Burbank Unified School District

Bus Size (Psgrs)	**COLUMN (1) Base Price per Bus 4 Hrs/50 Mi per Day (min)**	**COLUMN (2) Number of Routes**	**COLUMN (3) Estimated Bus Days per Year**	**COLUMN (4) Base Annual Cost, by Bus Size (1x2x3)**
01 - 20	$	x	x180	=
01 - 20 WC*	$	x	x180	=
21 - 30	$	x	x180	=
21 - 30 WC	$	x	x180	=
31 - 42	$	x	x180	=
43 - 54	$	x	x180	=
55 - 72	$	x	x180	=
73 - 89	$	x	x180	=
Total Annual Home-To-School Base Cost			**(A)** $	

*** Bidder shall differentiate and separately list any variations in costs between buses transporting non-severely handicapped pupils and severely handicapped pupils.**

The bidder must fill in Column (1) with the prices proposed per base bus day. Please extend that price out for the number of routes per day by bus size and for the number of days per year. The results in Column (4) should be summed to give the total annual home-to-school base cost **(A)**.

PRICE PER HOUR IN EXCESS OF BASE HOURS:				
Bus Size (Psgrs)	**COLUMN (1) Price per hour**	**COLUMN (2) Excess hours per day**	**COLUMN (3) Estimated Bus days per year**	**Annual excess hourly cost (1x2x3)**
01 - 20	$	x	x180	=
01 - 20 WC*	$	x	x180	=
21 - 30	$	x	x180	=
21 - 30 WC	$	x	x180	=
31 - 42	$	x	x180	=
43 - 54	$	x	x180	=
55 - 72	$	x	x180	=
73 - 89	$	x	x180	=
Total Annual Cost of Excess Hours			**(B)**	$

PRICE PER MILE IN EXCESS OF BASE MILES:				
Bus Size (Psgrs)	**COLUMN (1) Price per mile**	**COLUMN (2) Excess miles per day**	**COLUMN (3) Estimated Bus days per year**	**Annual excess cost for additional miles (1x2x3)**
01 - 20	$	x	x180	=
01 - 20 WC*	$	x	x180	=
21 - 30	$	x	x180	=
21 - 30 WC	$	x	x180	=
31 - 42	$	x	x180	=
43 - 54	$	x	x180	=
55 - 72	$	x	x180	=
73 - 89	$	x	x180	=
Total Annual Cost of Excess Miles			**(C)**	$

Total Annual Home-to-School Cost	**[(A)+(B)+(C)]**	$

*** Bidder shall differentiate and separately list any variations in costs between buses transporting non-severely handicapped pupils and severely handicapped pupils.**

Time and mileage charges for all transportation shall commence at the times and places specified in the official requests for such services and shall end when all passengers have been returned to their starting points or District designated drop-off locations (Live Time). For driver's time in excess of forty hours per week, or eight hours in any one day, the charge may be one-and-a-half times the hourly rates listed above.

In the development of routes and schedules for District approval, Contractor shall not deliver any Pupils more than fifteen (15) minutes prior to school starting time, nor allow them to remain after school is dismissed for more than thirty (30) minutes, nor shall any Pupil be required to be in transit from home to school, or school to home, for more than forty-five (45) minutes.

In the event of a missed pickup, a bus shall be dispatched from the local Dispatch Center within fifteen (15) minutes from the time of telephonic notification by the District.

It is required that all buses be equipped with a two-way radio system or cellular phone communication. In the event that a scheduled pick-up or drop-off is delayed for more than fifteen (15) minutes, the driver or other vendor agent will notify the Burbank Unified School District stating the reason for the delay and the expected time of arrival.

PROPOSAL FORM - Additional Transportation Services (Burbank USD)

Scheduled Home-To-School Transportation

Bus Capacity	Minimum Flat Rate*	or	Rate Per Bus Hour	plus	Rate Per Bus Mile
01 - 20	$_____		$_____		$_____
21 - 30	$ _____		$_____		$_____
31 - 42	$_____		$_____		$_____
43 - 54	$_____		$_____		$_____
55 - 72	$_____		$_____		$_____
73 - 89	$_____		$_____		$_____

*** Minimum Flat Rate is based on an eight (8) hour day, Monday - Friday, non-holiday.**

Field Trip, Athletic, and Extra-Curricular Transportation

Bus Capacity	Minimum Flat Rate*	or	Rate Per Bus Hour	plus	Rate Per Bus Mile
01 - 20	$_____		$_____		$_____
21 - 30	$ _____		$_____		$_____
31 - 42	$_____		$_____		$_____
43 - 54	$_____		$_____		$_____
55 - 72	$_____		$_____		$_____
73 - 89	$_____		$_____		$_____

*** Minimum Flat Rate is based on an eight (8) hour day, Monday - Friday, non-holiday.**

PROPOSED SCHOOL BUS INVENTORY AND PROPERTY SUMMARY

Description of buses to be provided for this contract by the Bidder:

Bus Number	Passenger Capacity	Year of Manufacture	Make/Model	Mileage

(Attach additional sheets as needed)

Additional Property Summary

Description of other associated or noteworthy equipment, tools, etc., to be provided by the Bidder to be utilized at the Terminal:

(Attach additional sheets as needed)

THE UNDERSIGNED HAS READ AND FULLY UNDERSTANDS THE NOTICE TO BIDDERS, TERMS AND CONDITIONS, PROPOSAL FORM/PRICE SCHEDULE, AGREEMENT FOR FURNISHING PUPIL TRANSPORTATION SERVICES, AND ALL OTHER PARTS OF THE BID PROPOSAL PACKAGE.

Company Name	(Area Code) Telephone Number
Signature of Authorized Agent	(Area Code) Fax Number
Address	Date Signed

NONCOLLUSION AFFIDAVIT TO BE
EXECUTED BY BIDDER AND SUBMITTED WITH BID

_____ , being first duly sworn, deposes and says that he or she is _____ of the party making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

_____ _____

(Date) (Signature)

CERTIFICATE
REGARDING WORKERS' COMPENSATION

Labor Code Section 3700:

"Every employer except the State shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

(c) * * * * * "

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of this contract.

NAME _____

TITLE _____

SIGNATURE _____

(In accordance with Article 5 {commencing at Section 1860}, Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

INSURANCE REQUIREMENTS

PRODUCT BIDDER: _____

Request for Proposal Number RFP – #1617-076 - Pupil Transportation Services

The following coverage noted on the left with an "X" are required (Certificate or Endorsement) with the Combined Single Limits (CSL) as noted on the right. Comparable split limits **may** be accepted.

CERTIFICATE/ENDORSEMENT		MINIMUM COMBINED SINGLE LIMITS
X /	Workers' Compensation	Insured - Statutory
		Self-Insured - $5,000,000
X /	Employer's Liability	$3,000,000
( )	Broad Form All States Endorsement	
( )	Longshoremen's and Harbor Workers' Compensation Act Endorsement	
( )	_____	
X / X	Comprehensive General Liability	Minimum $5,000,000
(X)	Premises and Operations	( ) Explosion Hazard
(X)	Contractual Liability	( ) Collapse Hazard
(X)	Independent Bidders	( ) Underground Hazard
(X)	Products/Completed Operations	( ) Garage keepers Legal Liab.
(X)	Broad Form Property Damage	( ) Hangar keepers Legal Liab.
(X)	Personal Injury	(X) Owned Vehicles
(X)	Broad Form Liability Endorsement	(X) Non-owned Vehicles
( )	Fire Legal Liability	(X) Hired Vehicles
( )	Water craft Liability	
( )	Incidental Medical Malpractice	( ) _____
X / X	Vehicle Liability (if not included in General Liability coverage checked above)	$ _____
_____/_____	Aviation/Airport Liability (including appropriate General Liability coverage checked above)	$_____
_____/_____	Professional Liability	$_____
_____/_____	Property Insurance	$_____
( )	Extended Coverage	( ) Debris Removal
( )	Vandalism & Malicious Mischief	( ) Sprinkler Leakage
( )	Flood	( ) All Risk
( )	Earthquake $_____	( ) Other

PROPOSAL QUESTIONNAIRE

To the Bidder:

The following questionnaire is a part of this Request for Proposal. The Information provided herein will be used for evaluating the qualifications of the bidder to perform the work and services required pursuant to the Request for Proposal. The questionnaire must be filled out accurately and completely and submitted with the other parts of your proposal. Any errors, omissions or misrepresentation of the information may be considered as a basis for the rejection of the proposal and may be grounds for the cancellation of any agreement executed as a result of the Request for Proposal.

Where space is not provided for an answer, or if your answer will not fit in the space provided, please attach additional sheets marked with the question they address (for example I. C. 5).

When completed, this questionnaire and the responses contained within it or attached to it shall be considered to be a part of the Agreement for Furnishing Pupil Transportation Services. If you expect your firm's policies or practices to change from those it currently uses if your firm is awarded this contract, you must make explicit the policies and practices your firm will follow as it provides transportation services to the District.

I. DESCRIPTION OF BIDDER'S ORGANIZATION

A. FIRM

Firm Name: _____

Address: _____

Telephone Number: _____

B. TYPE OF ORGANIZATION

Corporation (List officers and positions): Other (please specify):

Where Incorporated: _____ Year of Incorporation: _____

Subsidiary (Give name and address of parent corporation):

Is your firm or a parent firm publicly held?

If not, what private individuals or families own more than 20% of your firm, or who is the general partner(s), or who is the sole proprietor?

C. NATURE OF OPERATIONS

1. Is your firm currently engaged in providing home-to-school transportation services under contract with a school district, non-public school or county superintendent of schools?

Yes ___ No ___ Number of years _____

Number of public school districts served in the State of California _____.

2. List all applicable transportation permits (City, County, and State) under which you currently operate.

3. Are you currently, or have you ever, contracted to provide Pupil transportation services for any school district, non-public school or county superintendent of schools in the state?

Yes ___ No ___

4. Are you currently, or have you ever, provided transportation services in this state for special education Pupils?

Yes ___ No ___ Number of Years ____

Number of public school districts served in the State of California for Special Education _____.

5. For every education agency or non-public school in this state to which your firm currently provides, or has provided within the last five years, Pupil transportation under contract, please provide name and location of the agency or non-public school and the name and phone number of a contact person, together with the following information:

a. Name of your firm's current terminal manager at the location and the manager's length of service at that location;

b. Types of transportation services your firm provides under the contract (e.g., regular home-to-school, special education, desegregation, field trips, other);

c. Number of buses utilized: _____

d. Beginning and ending dates of the current contract;

e. If employees are covered under a collective bargaining agreement provide:

1. Name of labor organization(s).

2. Name and phone number of labor organization(s), President and/or regional Business Managers.

II. MANAGEMENT AT THE TERMINAL

A. The District strongly believes that the individuals holding the Terminal Manager, Personnel, and Safety and Training Coordinator positions, whether these positions are held by one or by several persons, are critical to the provision of consistent and high quality transportation services. While the District understands that you may not be able to name the specific individuals your firm will assign to these management positions at the District terminal, the District requests that for each position, you list no more than three candidates who may be assigned to the District terminal. If your firm is awarded this contract, you may assign any of the three persons you have proposed for each position to actually take that position under this contract, unless the District has, in its discretion, specifically rejected one or more of your proposed candidates. If your firm is awarded this Contract, you may substitute individuals not named in this proposal with the written permission of the District, which may be granted or withheld in its sole and absolute discretion. In any case, you must submit at least two sample resumes of candidates or current managers employed by your firm in each of these positions, so as to provide the District with an understanding of the qualities your management staff members possess.

For every individual you propose as a potential management staff member to be assigned to the District terminal, please provide the following information on a separate page:

1. Name and proposed position the person may be selected to fill;

2. Number of years with your firm and current position;

3. Experience in related positions within your firm or with other firms (if with other firms, please name firm) and number of years in each such position;

4. Current and two most recent previous positions, including the location (District) of the position, the position's title, a description of responsibilities and authority, including the number of buses and/or drivers, and the dates between which the position was held.

B. On a separate page, please provide a job description for each terminal management position you propose to assign under this contract.

C. On a separate page, please provide an organization chart of your firm as it would relate to the District terminal. (It should give a clear understanding of the number of layers in your firm and the lines of accountability).

D. Please provide the name(s) of those persons within your firm who would have immediate authority over the terminal Manager you propose in **Item A** above, and those who may play an advisory role to terminal management, in the areas of 1) Operations, 2) Training and Personnel, 3) Safety and 4) Maintenance. Please provide the following information for each of these persons:

1. Name;

2. Location of staff member's office;

3. Number of years with your company;

4. Experience in related positions within your firm or with other firms (if with other firms, please name firm) and number of years in each such position.

5. Current and most recent previous position, including the location of the position, the position's title, a description of responsibilities and authority and the dates between which the position was held.

E. Explain the training that is given to your terminal managers:

1. Number of hours;

2. Type of training; list components covered.

F. Does your company have a terminal manager trainee program? If so, how many trainees are presently in the program? Explain in detail.

III. DRIVER PERSONNEL

State the number of regular bus drivers you now have employed in California:

School _____ Other _____

A. How/where does your firm recruit drivers?

B. What methods do you use to screen and select drivers from among the applicants?

What information do you use and how do you gather it?
What criteria or standards do you use and for what reasons might you reject an applicant?

Do you require all terminal employees to be drug tested? If so, please elaborate on the testing procedures.

C. Do you check driver applicant references?

Yes _____ No ___

D. Do you use any objective qualification and driver testing procedures? If so, briefly describe the procedures or provide samples of your testing material.

E. What percentage of driver applicants eventually begin your training programs? _____%

F. What percentage of your driver applicants are hired directly as certified school bus drivers? _____%

G. Are the official driving records of all your applicant drivers evaluated during the selection process?

Yes _____ No ___

H. What is the current rate of annual turnover among drivers your firm employs?

_____%

I. Do you have driver training programs as a part of your current operational procedures?

Original (for persons with no school bus driving experience):

Yes _____ No ___

In-Service (continuing education and retraining for experienced school bus drivers):

Yes _____ No ___

J. Describe your current or proposed training program for driver applicants who have no experience driving school buses. Please describe the program components and content of your training program. If available, please provide the outline or course of study.

Length of program;

Number of hours in classroom;
Number of hours behind the wheel;

Describe the components of the program and the number of hours devoted to each component.

Do you evaluate applicants immediately before they are tested for certification?

Yes _____ No ___

K. Describe your In-Service driver training and retraining program. If available, please provide the outline or course of study.

How many training sessions are offered each semester at your typical terminal?

Are there any independent reviews of training quality conducted on your training program?

Yes _____ No ___

If so, please describe the reviews:

How do you identify those drivers for whom retraining will be required?

L. If you currently have a driver training program, does the program include a section on transportation service for special education Pupils? (If available, please provide the outline or course of study).

Yes _____ No ___

M. Describe your current or proposed driver motivation and discipline programs. How do the programs take into account, if at all: Safety, Absences, Tardiness, On Time Route Performance, Unrestricted License, Tenure on the Job and Complaints (those which can be verified and are deemed serious).
Do your motivation and discipline programs offer progressive rewards and penalties?

Yes _____ No ___

Can drivers participate in defining and developing standards, rewards and penalties?

Yes _____ No ___

What monetary rewards and penalties are offered or imposed?

What *non*-monetary rewards and penalties are offered or imposed?

IV. SAFETY PROGRAM AND ACTIVITIES

A. If you have an established, continuing safety program, please describe the

operation, contents and requirements of the program. Include the number of hours per year required per employee.

B. How often are safety meetings held? _____

C. Describe any established safety organization activities in which your organization or its key personnel participate.

D. What have been the chargeable School Bus Accident Rates for school buses operated by your firm in each of the three most recent Academic years? Provide a description of how you define school bus accidents.

V. PREVENTIVE MAINTENANCE AND MECHANICAL REPAIR

A. Do you have a formal, scheduled preventive maintenance program for vehicle fleets which your firm manages?

Yes _____ No ___

B. Please provide samples of any checklists you use for each type of preventive maintenance program and please describe below your methods of ensuring that each vehicle actually receives preventive maintenance within the scheduled interval.

C. Do you require any daily regular written reports from your drivers on the condition of their vehicles?

Yes _____ No ___

Briefly describe and provide a sample of these reports, (including your daily bus checkout report form) and note their frequency.

D. Do you use any other methods of identifying defects in buses? (If so, please describe).

Yes _____ No ___

E. How do you ensure that serious safety related or potentially vehicle damaging defects are identified in a vehicle and that the vehicle is immediately removed from service until such defects are corrected?
How do you ensure that identified defects are generally corrected in a logical order and within a reasonable time?

F. Do you maintain and evaluate records of road failures?

Yes _____ No ___

G. If so, how many road failures, per month, per hundred buses, did the buses your firm maintained experience, on average, during the past year?

_____

H. For what percentage of time were the buses that you maintained out of service for part or all of each day for inspection, maintenance, repair, or other reasons during the past year?

_____%

I. Do you have a manpower or mechanic allotment schedule? (Number of buses per mechanic, etc.).

Yes _____ No ___

Briefly describe this schedule.

J. What qualification and experience requirements do you have for your mechanical personnel?

VI. INSURANCE DATA

If requested, will you authorize your insurance carriers to furnish, in writing, your accident loss ratio and worker's compensation loss ratio for the past three years?

Yes ___ No ___

VII. FINANCIAL AND CREDIT DATA

A. Please submit credit references, including at least five trade or industry suppliers with whom you regularly do business.

B. Will you give cash discounts for timely payment of invoices? If so, please specify the terms offered.

Yes _____ No ___ Terms: _____

VIII. IMPLEMENTATION PLAN

Please provide a plan and schedule for implementing the Agreement for Furnishing Transportation Services should your firm be selected as the successful bidder. Your schedule and plan may include:

Inspection of vehicles, facility, and equipment;

Acquisition of required vehicles;

Occupation of terminal facility;

Recruitment/relocation, if necessary, of management and supervisory personnel: Selection, any necessary training, and employment of drivers;

Employee orientation, especially to District routes and schedules.

IX. OTHER RELEVANT INFORMATION

1. How does your company measure customer satisfaction?

2. How does/will your company handle unemployment compensation during Christmas, spring break and summer time for drivers and other staff that are not used during these periods?

3. The District expects all bidder staff to wear a simple uniform with an identification badge or insignia. How would you implement this requirement?

4. Do you have multi-lingual drivers available as regular staff members? What languages?

5. What percentage of your buses use alternative fuels?

I, the undersigned, hereby certify that I am a representative of the below named firm, and am duly authorized to execute contracts on behalf of the firm. I further hereby certify that all of the information presented in answer to the questions contained in this Proposal/Questionnaire is complete and accurate to the best of my knowledge. I understand that if the Burbank Unified School District Board of Education awards a Contract for Bus Transportation Services to my firm that the information and commitments made within this questionnaire will become an effective part of the Contract between the District and my firm.

_____

Name of Firm

_____

Authorized Agent

_____

Title

_____

Date

AGREEMENT FOR FURNISHING PUPIL TRANSPORTATION SERVICES

THIS AGREEMENT, made the __ day of _____, 2017, in the County of Los Angeles, State of California, by and between **BURBANK UNIFIED SCHOOL DISTRICT**, hereinafter called the District, and

Contractor

hereinafter called the Contractor,

WITNESSETH that the District and the Contractor for the considerations stated herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby agree as follows:

ARTICLE 1 - SCOPE OF WORK. The Contractor shall provide during the term hereof all labor, services, materials (including vehicles), and transportation in connection with the following titled project:

REQUEST FOR PROPOSAL NO. RFP – #1617-076 Pupil Transportation Services

It is the duty of the Contractor to perform the services covered by this contract in exact accordance with the approved proposal as submitted. Contractor shall not add buses or routes except as authorized in writing in advance as provided for in this proposal. The Contractor shall be liable to the District for any damages arising as a result of a failure to fully comply with this obligation, and the Contractor shall not be excused with respect to any failure to so comply by any act or omission of the Burbank Unified School District, unless such act or omission actually prevents the Contractor from fully complying with the requirements of the documents, and unless the Contractor protests at the time of such alleged prevention that the act or omission is preventing the Contractor from fully complying with the contract documents. Such protest shall not be effective unless reduced to writing and filed with the district office within one (1) working day of the date of occurrence of the act or omission preventing the Contractor from fully complying with the contract documents.

ARTICLE 2 - TERM OF CONTRACT. The services provided hereunder shall be commenced on the date stated in the District's first signed **Agreement**, and shall terminate at midnight on July 1, 2020. Minimum contract term is three (3) years. Quoted prices must stay in effect for three (3) years after award of bid and may be extended on a year-to-year basis upon mutual consent of District and Contractor for an additional two (2) years (total 5 years) in accordance with provisions contained in the Education Code, Sections 39644 and 39803 (a).

ARTICLE 3 - CONTRACT PRICE. The District shall pay to the Contractor as full consideration for the faithful performance of the contract, subject to any additions or deductions as provided in the proposal documents, the amounts calculated at the rates set forth on the Proposal Form/Price Schedule. Payments shall be made monthly promptly after the end of each month during the term thereof. Any proposed extensions to this Agreement shall be negotiated in good faith by both parties. A maximum price increase not to exceed the average percentage of the Consumer Price Index (CPI) for Los Angeles/Long Beach may be negotiated each May, subject to existing market conditions. **In the event of a general price decrease the District reserves the right to revoke the bid award unless the decrease is passed on to the District.**

ARTICLE 4 - PIGGYBACK CLAUSE. For the term of the Contract and any mutually agreed extensions pursuant to the Request for Proposal, other school districts or public agencies within the general area of the Burbank Unified School District may contract for the accepted transportation related services at the same price and upon the same terms and conditions pursuant to section 20118 (K-12) of the California Public Contract Code.

The Burbank Unified School District waives its right to require such other districts and offices to draw their warrants in the favor of the District as provided in said Code sections.

Piggyback option granted _____ **(Please initial and date this line)**

ARTICLE 5 - HOLD HARMLESS AGREEMENT. The Contractor agrees to and does hereby indemnify and hold harmless the District, its officers, agents, and employees from and against every claim or demand made, and every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

(a) Death or bodily injury to persons, injury to, loss or theft of property, or any other loss, damage or expense sustained by the Contractor or any person, firm, or corporation employed by the Contractor upon or in connection with the services called for in this Agreement, except for injuries and losses resulting from the sole negligence or willful misconduct of the District, its officers, employees, agents or independent Contractors who are directly employed by the District; and,

(b) Any injury to or death of persons or damage to property caused by an act, neglect, default, or omission of the Contractor, or any person, firm, or corporation employed by the Contractor, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation, including the District, arising out of, or in any way connected with the services covered by this agreement, whether said injury of damage occurs either on or off school district property, except for injuries and losses arising from the sole negligence or willful misconduct of the District, its officers, employees, agents or independent Contractors who are directly employed by the District.

(c) The Contractor, at his own expense, cost, and risk, shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents or employees, on any such claim, demand or liability, and shall pay or satisfy any judgment that may be rendered against the District, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

ARTICLE 6 - PROVISIONS REQUIRED BY LAW. Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.

ARTICLE 7 - INSURANCE. The Contractor shall secure and maintain, as a minimum, the insurance required under the Insurance Requirements form attached to the proposal package with insurance companies acceptable to the District to protect Contractor and any person, firm or corporation employed directly or indirectly by Contractor or in connection with the services required hereunder from claims which may arise from operations under the Agreement. Contractor shall further furnish to the District certificates of insurance, which shall name the District and the Board of Education as additional insureds. All policies required to be maintained by the Contractor shall contain a provision that coverages afforded under the policies shall not be canceled or modified without thirty (30) days written notice to and consent of the District. Failure to maintain insurance and furnish the required Certificates may be considered a breach of the Agreement by the Contractor and the District may terminate the Agreement without waiver of any remedy it may have.

ARTICLE 8 - TERMINATION.

(a) Notwithstanding anything to the contrary stated in this Agreement, the Client may terminate this Agreement for convenience at any time upon ninety (90) days' prior written notice to the Contractor. Upon such termination, the Client's total obligation to the Contractor shall be limited to the payment for all services already provided by the Contractor in accordance with this Agreement prior to the effective date of the termination.

(b) This Agreement may be terminated by either party hereto should the other party fail substantially to perform in accordance with the terms hereof through no fault of the terminating party and such failure continues for 30 days after notice thereof is delivered by the non-defaulting party.

(c) In the event that the Agreement is terminated by the District as a result of a failure to perform by the District under subsection (b) above, the Contractor shall be paid its compensation for services performed to the date of termination, including all termination expenses. Termination expenses shall include all those expenses arising prior to, during, and subsequent to the termination that are directly attributable to the termination.

(d) In the event that the Agreement is terminated as a result of a failure to perform by Contractor pursuant to subsection (b) above, then the Contractor shall be paid its compensation for services performed to the date of termination, but shall not be paid any termination expenses.

ARTICLE 9 - DISPUTE RESOLUTION.

(a) Negotiation. Any claim that Contractor may have regarding the performance of this Agreement, including, but not limited to, claims for additional compensation, shall be submitted to the District within 30 days of its occurrence. The District and Contractor shall attempt to negotiate a resolution of such claim and process an amendment to this Agreement to implement the terms of such resolution.

(b) Mediation/Arbitration. If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through direct discussions, the parties agree to first endeavor to settle the dispute in an amicable manner by mediation under the applicable rules of the American Arbitration Association, before resorting to arbitration. Thereafter, any unresolved controversy or claim arising out of or relating to this Agreement, or breach thereof, shall be settled by arbitration in accordance with the applicable rules of the American Arbitration Association, and any judgment upon the Award rendered by the arbitrator(s) may be entered in Los Angeles County court having jurisdiction thereof.

(c) Services Pending Outcome. Contractor agrees to proceed with all services ordered by the District pursuant to this Agreement pending the outcome of any claim, dispute, mediation, or arbitration. In accordance with the terms of this Agreement, the District agrees to pay for services ordered by it and properly rendered by the Contractor pursuant to this Agreement pending the outcome of any claim, dispute, mediation, or arbitration.

(d) Additional Remedies. The rights and remedies of the parties provided under this Agreement are in addition to any other rights and remedies provided by law.

ARTICLE 10 - NO WAIVER. No waiver of a breach of any provision of this Agreement by the District shall constitute a waiver of any other breach of such provision. Failure of the District and Contractor to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof.

ARTICLE 11 - CONTRACTOR COVENANT. While performing the services and duties required hereunder, the Contractor agrees to comply with and observe all the provisions of the California Vehicle Code and all other applicable laws, and further agrees to comply with all rules and regulations established by the State Board of Education of California, the Department of Education of the State of California, and by the District relating to the safe transportation of pupils.

ARTICLE 12 - INDEPENDENT CONTRACTOR. It is expressly understood and agreed to by the parties that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent Contractor and not an officer, agent, or employee of the District.

ARTICLE 13 - AUTHORITY. Each individual and entity executing this Agreement hereby represents and warrants that he, she or it has the capacity set forth on the signature pages hereof with full power and authority to bind the party on whose behalf he, she or it is executing this Agreement to the terms hereof.

ARTICLE 14 - ASSIGNMENT. Neither the District nor the Contractor shall assign, sublet or transfer any rights under or interest in this Agreement without the prior written consent of the other, except that, the Contractor may assign and transfer this Agreement to an entity that it controls, is controlled by or is under common control with. As used herein, the term "transfer" shall include the transfer of more than 49% of the voting stock of a corporation or the transfer of more than 49% of the equity interest in a partnership, joint venture or similar entity.

ARTICLE 15 - EXTENT OF AGREEMENT. This Agreement, together with the remainder of the proposal package, constitutes the entire agreement between the parties and incorporates all prior agreements and understandings in connection with the subject matter hereof. This Agreement may be amended only in writing signed by the party against whom enforcement is sought. Nothing contained in this Agreement is intended to benefit any third party.

ARTICLE 16 - SEVERABILITY. If any portion of this Agreement is held as a matter of law to be unenforceable, the remainder of this Agreement shall be enforceable without such provision(s).

ARTICLE 17 - ATTORNEYS' FEES. If any action is brought by either party against the other party hereunder, the prevailing party shall be entitled to recover from the other party reasonable attorneys' fees, costs and expenses incurred in connection with the prosecution or defense of such action. For purposes of this Agreement, the term "attorneys' fees" or "attorneys' fees and costs" shall mean the fees and expenses of counsel to the parties hereto, which may include printing, Photostatting, duplicating and other expenses, air freight charges, and fees billed for law clerks, paralegals and other persons not admitted to the bar but performing services under the supervision of an attorney.

ARTICLE 18 – FAILURE OF CONTRACTOR TO PROVIDE SERVICE. It is agreed by the Contractor and the District that, from the nature of the services to be rendered, it is impractical and extremely difficult to fix the actual damage to the District through the failure of the Contractor to provide any of the services as specified herein, and therefore, Contractor shall be assessed sums as follows:

(a) Early/Late Trips. Trips which are fifteen (15) minutes early or late to the destination as scheduled shall be subject to an assessment of liquidated damages.

(b) Failure to Report Standby Drivers. An assessment per day shall be made whenever Contractor fails to report that a standby driver is assigned to a route hereunder.

(c) Failure to Provide Written Accident Reports. An assessment per day shall be made whenever Contractor fails to provide the District with a written accident report within three (3) working days after the accident.

(c) Radios. An assessment per trip shall be made whenever a two-way radio is determined by the District to be inoperative.

(d) Exclusivity. District reserves the right to schedule other transportation companies if, in the District's opinion , the selected contractor is not able to provide service.

ARTICLE 19 - NOTICES. All notices required by this Agreement or other communications to either party by the other shall be deemed given when made in writing and deposited in the United States Mail, first class, postage prepaid, return receipt requested, addressed as follows:

To the District:
Burbank Unified School District
Assistant Superintendent of Administrative Services
1900 West Olive Avenue
Burbank, California 91506
Phone No.: (818) 729-4471

To the Contractor:

_____
_____
_____
_____
Phone Number: (_____)_____
Fax Number: (_____)_____

ARTICLE 20 - COMPONENT PARTS OF THE CONTRACT. The Contract entered into by this Agreement consists of the following contract documents, all of which are component parts of the contract as if herein set out in full or attached hereto:

a. Invitation to Submit Proposals
b. Terms and Conditions
c. Proposal Questionnaire
d. Proposal Forms/Price Schedules
e. Certificate Regarding Worker's Compensation
f. Non-Collusion Affidavit
g. Insurance Requirements and Evidence of Insurance
h. School Bus Inventory and Property Summary
i. Addenda Nos.: _____ , _____ , _____ as issued
j. Agreement for Furnishing Pupil Transportation Service
k. All of the above-named contract documents are intended to be complementary. Work required by one of the above-named contract documents and not by others shall be done as if required by all.

IN WITNESS WHEREOF, this Agreement has been duly executed by the above-named parties, on the day and year first above written.

DISTRICT:
Burbank Unified School District

BY: _____

CONTRACTOR:
Contractor Name

BY: _____

_____
(Typed or Printed Name)

_____

Reviewed and Approved by District Counsel:

_____ _____

PERFORMANCE BOND

(100%)

WHEREAS, the BURBANK UNIFIED SCHOOL DISTRICT by Board action on **Board Date**, 2017, has awarded to ***Contractor Name***, hereinafter designated as the "Principal", a contract for the work described as follows:

REQUEST FOR PROPOSAL NO. RFP – #1617-076 Pupil Transportation Services

WHEREAS, said Principal is required under the terms of said contract to furnish a bond for the faithful performance of said contract,

NOW THEREFORE, _____

Name of Principal

of _____

Address

City of _____, State of _____

as Principal, and _____, a corporation organized and existing under the laws of the State of _____, **legally doing business in California as an admitted surety insurer** at _____

_____

Address

City of _____, State of California, as Surety, are indebted to **BURBANK UNIFIED SCHOOL DISTRICT**, hereinafter called the "District", in the sum of _____ _____ ($_____) for which payment Principal and Surety bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally.

THE CONDITION OF THIS OBLIGATION is that if the Principal, his or its heirs, executors, administrators, successors or assigns, shall keep and perform the covenants, conditions and agreements in the contract and any alteration thereof on his or their part, to be kept and performed at the times and in the manner therein specified, and in all respects according to their intent and meaning, and shall indemnify and save harmless the District, its officers, agents, and employees, as therein stipulated, then this obligation shall become null and void; otherwise, it shall be and remain in full force.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder, or the specifications accompanying the same, shall in anywise affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract, or to the work, or to the specifications.

In the event suit is brought upon this bond by the District and judgment is recovered, the Surety shall pay all costs incurred by the District in such suit, including reasonable attorney's fee to be fixed by the Court.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on the _____ day of _____, 2017.

_____ (Corporate Seal)
Principal

BY_____
(Typed or Printed Name)

_____
(Title)

_____ (Corporate Seal)
Surety

BY_____
(Typed or Printed Name)

_____
(Title)

(Attach Attorney-in Fact Certificate)

REQUEST FOR PROPOSAL NO. RFP – #1617-076 Pupil Transportation Services

BID BOND

(Fixed Amount - $50,000)

Name of Principal _____

Address _____

City of _____, State of _____
as Principal, and _____
a corporation organized and existing under the laws of the State of _____, **legally doing business in California as an admitted surety insurer** at:

Address _____

City of _____ , State of California, as Surety, are indebted to Burbank Unified School District hereinafter called the District, in the sum of **Fifty Thousand Dollars ($50,000)** of the Principal submitted to the District for which payment Principal and Surety bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally.

THE CONDITION OF THE OBLIGATION OF THIS BOND IS THAT THE PRINCIPAL has submitted the accompanying bid dated _____ , 2017 for:

REQUEST FOR PROPOSAL NO. RFP – #1617-076 Pupil Transportation Services

NOW THEREFORE, if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, or, if no period be specified, within sixty (60) days after said opening; and if the Principal is awarded the contract, and shall within the period specified therefor, or if no period be specified, within five (5) days after the prescribed forms are presented to him for signature, enter into a written contract with the District, in accordance with the bid as accepted and give bond with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such contract and for the payment for labor and materials used for the performance of the contract or in the event of the withdrawal of said bid within the period specified or the failure to enter into such contract and give such bonds within the time specified, if the Principal shall pay the District the difference between the amount specified in said bid and the amount for which the District may procure the required work and/or supplies, if the latter amount be in excess of the former, together with all costs incurred by the District in again calling for bids, then the above obligation shall be void and of no effect, otherwise to remain in full force.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract on the call for bids, or to the work to be performed thereunder, or the specifications accompanying the same, shall in anywise affect its obligation under this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of said contract or the call for bids, or to the work, or to the specifications.

In the event suit is brought upon this bond by the District and judgment is recovered, the Surety shall pay all costs incurred by the District in such suit, including a reasonable attorney's fee to be fixed by the court.

IN WITNESS WHEREOF this instrument has been duly executed by the Principal and Surety above-named on the _____day of _____, 2017.

_____ (Corporate Seal)

Principal

BY _____

_____

(Typed or Printed Name)

_____

(Title)

_____ (Corporate Seal)

Surety

BY _____

_____

(Typed or Printed Name)

_____

(Title)

(Attach Attorney-In-Fact Certificate)

REQUEST FOR PROPOSAL NO. RFP – #1617-076 Pupil Transportation Services

Exhibit A - Transportation Data (1996 – 1997)

PROPOSAL FORM/PRICE SCHEDULE

Proposed prices must be submitted per hour/mile bus day. A separate proposal price for hours and miles in excess of the base price is to be submitted as well. Please enter these amounts on the form below. The form may not be altered. For each invoice period, total charges for hours and miles in excess of base hours and miles shall be the sum of the excess amounts for individual buses. The District reserves the right to require that the Bidder add and delete buses to or from service at the rates specified below. The number of buses required at the start of the agreement term may be more or less than current service levels. Please note that, as provided in the agreement for Furnishing Pupil Transportation Service, a cost escalation is made.

Burbank Unified School District

Bus Size (Psgrs)	COLUMN (1) Base Price per Bus 4 Hrs/50 Mi per Day (min)		COLUMN (2) Number of Routes		COLUMN (3) Estimated Bus Days per Year	COLUMN (4) Base Annual Cost, by Bus Size (1x2x3)
01 - 20	$	322.57	x	21	x180	= $1,219,314.60
01 - 20 WC*	$	340.48	x	3	x180	= $183,859.20
21 - 30	$	N/A	x	N/A	x180	= N/A
21 - 30 WC	$	N/A	x	N/A	x180	= N/A
31 - 42	$	N/A	x	N/A	x180	= N/A
43 - 54	$	N/A	x	N/A	x180	= N/A
55 - 72	$	N/A	x	N/A	x180	= N/A
73 - 89	$	N/A	x	N/A	x180	= N/A
Total Annual Home-To-School Base Cost						(A) $ 1,403,173.80

*** Bidder shall differentiate and separately list any variations in costs between buses transporting non-severely handicapped pupils and severely handicapped pupils.**

The bidder must fill in Column (1) with the prices proposed per base bus day. Please extend that price out for the number of routes per day by bus size and for the number of days per year. The results in Column (4) should be summed to give the total annual home-to-school base cost (A).

PRICE PER HOUR IN EXCESS OF BASE HOURS:						
Bus Size (Psgrs)	COLUMN (1) Price per hour		COLUMN (2) Excess hours per day	COLUMN (3) Estimated Bus days per year	Annual excess hourly cost (1x2x3)	
01 - 20	$	47.07	x 0	x180	=	0.00
01 - 20 WC*	$	47.07	x 0	x180	=	0.00
21 - 30	$	N/A	x N/A	x180	=	N/A
21 - 30 WC	$	N/A	x N/A	x180	=	N/A
31 - 42	$	N/A	x N/A	x180	=	N/A
43 - 54	$	N/A	x N/A	x180	=	N/A
55 - 72	$	N/A	x N/A	x180	=	N/A
73 - 89	$	N/A	x N/A	x180	=	N/A
Total Annual Cost of Excess Hours				(B)	$	None

PRICE PER MILE IN EXCESS OF BASE MILES:						
Bus Size (Psgrs)	COLUMN (1) Price per mile		COLUMN (2) Excess miles per day	COLUMN (3) Estimated Bus days per year	Annual excess cost for additional miles (1x2x3)	
01 - 20	$	N/A	x N/A	x180	=	N/A
01 - 20 WC*	$	N/A	x N/A	x180	=	N/A
21 - 30	$	N/A	x N/A	x180	=	N/A
21 - 30 WC	$	N/A	x N/A	x180	=	N/A
31 - 42	$	N/A	x N/A	x180	=	N/A
43 - 54	$	N/A	x N/A	x180	=	N/A
55 - 72	$	N/A	x N/A	x180	=	N/A
73 - 89	$	N/A	x N/A	x180	=	N/A
Total Annual Cost of Excess Miles				(C)	$	N/A

Total Annual Home-to-School Cost [(A)+(B)+(C)]	$ 1,403,173.80

* Bidder shall differentiate and separately list any variations in costs between buses transporting non-severely handicapped pupils and severely handicapped pupils.

PROPOSAL FORM - Additional Transportation Services (Burbank USD)

Scheduled Home-To-School Transportation

Bus Capacity	Minimum Flat Rate*	or	Rate Per Bus Hour	plus	Rate Per Bus Mile
01 - 20	$ 510.85		$ 63.86		$ N/A
21 - 30	$ 528.76		$ 66.10		$ N/A
31 - 42	$ N/A		$ N/A		$ N/A
43 - 54	$ N/A		$ N/A		$ N/A
55 - 72	$ N/A		$ N/A		$ N/A
73 - 89	$ N/A		$ N/A		$ N/A

*** Minimum Flat Rate is based on an eight (8) hour day, Monday - Friday, non-holiday.**

**NOTE: If the route is over 8 hours per day, excess rate of $47.07 will be charged per hour.

Field Trip, Athletic, and Extra-Curricular Transportation

Bus Capacity	*Hourly Rate 3-Hr Minimum	*Hourly Rate 4-Hr Minimum	*Hourly Rate 8-Hr Minimum
01 - 20	$ NA	$ NA	$ NA
41 – 54	$ NA	$ NA	$ NA
~~55 – 72~~ 52 - 78	$ 309.44 **	$ 348.81 **	$ 641.36 **
	** EXCESS HOURLY RATE $69.66 / PER HOUR		
73 - 89	$	$	$

* Rates Based on Monday-Friday, Non-Holiday Regular Rates

Holiday and Weekend Hourly Rate or Rate Factor

$ $ 371.33 $ 418.51 $ 769.63

FIRST STUDENT INC
Company Name

13200 CROSSROADS PKWY SUITE 450
Address

CITY OF INDUSTRY
City

CA 91746
State/Zip Code

BY Michael Fernandes
Signature

MICHAEL FERNANDES
(Typed or Printed Name)

REGION FINANCE
(Title)

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Director, Secondary Education
SUBMITTED BY:	John Paramo, Director, Secondary Education
PREPARED BY:	Laura Erisman, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2016-2017

Background:

The Williams Lawsuit Settlement Quarterly Report and its procedures are required by the State in order for the public to have a means by which to file complaints alleging violation of federal or state laws or regulations governing various educational programs.

Discussion/Issues:

All school districts are required to report summarized data on the nature and resolution of all complaints addressing insufficient instructional materials, teacher vacancies and misassignment, and emergency or urgent facilities issues on a quarterly basis to the Los Angeles County Superintendent of Schools in accordance with the provisions of the Williams settlement legislation, per Education Code 35186 (SB550 and AB 2727).

This is the fourth report to the Board of Education for the 2016-2017 school year. One incident was rectified for a damaged book at Monterey High school. The book was replaced by acquiring one from John Burroughs High School.

Fiscal Impact:

There is no fiscal impact.

Recommendation:

John Paramo, Director, Secondary Education, recommends that the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2016-2017, Report Summary No. 4, April 1 through June 30, 2017 as presented.

Los Angeles County Office of Education
Serving Students ▪ Supporting Communities
Leading Educators

Williams Lawsuit Settlement
Quarterly Report on Uniform Complaints 2016-2017

District Name: _____ Date: _____

Person completing this form: _____ Title: _____

Quarter covered by this report (Check One Below):

☐ 1st QTR	July 1 to September 30	Due 21-Oct 2016
☐ 2nd QTR	October 1 to December 31	Due 20-Jan 2017
☐ 3rd QTR	January 1 to March 31	Due 21-Apr 2017
☐ 4th QTR	April 1 to June 30	Due 21-Jul 2017

Date for information to be reported publicly at governing board meeting: _____

Please check the box that applies:

☐ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
TOTAL			

Print Name of District Superintendent _____

Signature of District Superintendent _____ Date _____

Return the **Quarterly Summary** to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Kirit Chauhan, Williams Settlement Legislation
9300 Imperial Highway, ASM/Williams ECW 284
Downey, CA 90242

Telephone: (562) 803-8382
FAX: (562) 803-8325
E-Mail: Chauhan_Kirit@lacoe.edu

Rev. 07-31-16

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Agreement with Computer Generated Solutions (CGS) Unlimited for Email Archive Export (General Fund)

Background:
On November 11, 2013, the Board of Education approved an Agreement with Computer Generated Solutions (CGS) for email archiving services. On April 16, 2015, the Board of Education approved the renewal of the Agreement with Computer Generated Solutions (CGS) for email archiving services.

District Wide Goals for 2017-2018:
8.3 Complete upgrading the infrastructure at all sites to provide access to Wi-Fi services and 21st Century classrooms and identify funding resources for future refresh.

Discussion/Issues:
The District has migrated all email services to the cloud using Office 365. Office 365 includes a free method of archiving/retaining all emails sent and received by the system. This new method of email retention eliminates the need for email archiving through CGS Unlimited Mailbox. CGS has provided us with a quote to export all archived emails so that after the archive service is terminated, emails archived since 2013 will still be available for E-Discovery.

Fiscal Impact:
Please see attached proposal. The total cost for a one-time email export is $4,500. Ongoing savings of $25,200 annually.

Recommendation:
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the agreement between Burbank Unified School District and Computer Generated Solutions (CGS) Unlimited for Email Archive Export, District-Wide, not to exceed $4,500 (01.0-00000.0-00000-72000-5840-7401000) (General Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

SERVICES SCHEDULE 06072017

This Service Schedule 06072017, dated the 7th day of June 2017 (hereinafter sometimes referred to as "Schedule") between **Burbank Unified School District** (hereinafter sometimes the "Client") and Computer Generated Solutions, Inc. ("CGS") is subject to the terms and conditions of said Agreement, except as may be modified herein.

1. Description of Services and Estimated Fees

Item/Description	Fixed Fee
CGS will provide the following services for Unlimited Mailbox Export: • Setup & monitoring • Export 1TB of Data • Format files to PST	$4,500.00

2. Payment Terms
Invoices are payable upon receipt.

In Witness whereof, the parties hereto have executed this Schedule 06072017on the day and date set forth above:

	Burbank Unified School District	**Computer Generated Solutions, Inc.**
Signature: *(authorized signer)*		
Print Name:		
Title:		

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Agreement with Tools4Ever for Professional Services (One-Time Fund)

Background:
The District has purchased software from Tools4ever to provide automated user account management, which includes User Management Resource Administrator (UMRA) and Self Service Reset Password Management (SSRPM). UMRA is a software solution that can automatically create student and employee login accounts, mailboxes, and home drives, which saves a significant amount of time for employees who previously performed these tasks manually.

District Wide Goals for 2017-2018:
8.3 Complete upgrading the infrastructure at all sites to provide access to Wi-Fi services and 21st Century Classrooms and identify funding resources for future refresh.

Discussion/Issues:
The District would like to purchase additional professional services from Tools4ever in order to update the user account automation to include the automatic creation of employee mailboxes in Office 365 and the automatic creation of Aesop users, which will save time for Human Resource Department staff when new substitutes are hired.

Fiscal Impact:
Please see attached proposal. The total cost is $7,175.

Recommendation:
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the agreement between Burbank Unified School District and Tools4Ever for additional professional services, not to exceed $7,175 (01.0-00010.0-00000-77000-5850-7730051) (One-Time Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

P.O. Box 8200
Bonney Lake, WA 98391
www.tools4ever.com

Professional Services Quotation

Burbank Unified School District

Prepared by
Ben Rindge
b.rindge@tools4ever.com
(888)-770-4242 Ext 130

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Professional Services Quotation

Ben Rindge | Tools4ever | (888)-770-4242 Ext 130 | b.rindge@tools4ever.com

PREPARED FOR: Ruberto Jurado | Burbank Unified School District
1900 West Olive Avenue | Burbank, CA 91506

ISSUED ON: June 15, 2017
EXPIRES ON: July 15, 2017
PREPARED BY: Ben Rindge | Tools4ever

Product Implementation and Consultancy

COST(S) BELOW IS PROPOSED AS BILLED TIME AND MATERIAL.

DESCRIPTION	QTY	UNIT PRICE	LINE TOTAL
Professional Services | Implementation and Consultancy			
Staff O365	1	$ 1,750.00	$ 1,750.00
Aesop	1	$ 5,250.00	$ 5,250.00
Summer School Code Adjustment	1	$ 175.00	$ 175.00

Product Total	$ 7,175.00
Tax[1]	No Tax
Total U.S.	**$ 7,175.00**

[ ] ACCEPT [ ] DECLINE Buyers Initials _____

1. Tools4ever collects and distributes taxes for customers in Washington State only. Customers outside of Washington are responsible for paying their respected tax liability to the appropriate governing agencies.

Professional Services Quotation

Ben Rindge | Tools4ever | (888)-770-4242 Ext 130 | b.rindge@tools4ever.com

Professional Services and Training

- In general, all consulting projects require a signed Statement of Work (SOW).
- 20 to 30 hours a week will be dedicated to professional services / project work per engineer.
- Upon the receipt of the purchase order for professional services, the Tools4ever project coordinator will contact the client to arrange a project "Intake Meeting" to review the SOW and requirements from both Tools4ever and the client.
- The professional services / project work will be scheduled after an "Intake Meeting" has been completed and signed off by client.
- Any changes to or deviations from the SOW must be documented in writing, and are subject to a charges.
- Professional Service work may be performed online via WebEx or offline at the discretion of the consultant.
- If work is to be performed online, client shall make an employee available for the duration of the session(s).
- Maximum number of client personnel at a training session is four.
- Tools4ever consulting cancellation policy is as follows:
  - No fee if work is cancelled at least 5 business days prior to scheduled start date.
  - (Provided work is scheduled at least 5 days in advance)
  - A fee of 4 hours, or 25% of scheduled time, whichever is LESS, will be assessed of cancelled within 2-4 business days prior to scheduled start.
  - A fee of 8 hours, or 50% of scheduled time, whichever is less, will be assessed for cancellations 1 day prior, or same day, of scheduled start.
  - If Tools4ever cancels, the same amount of penalty time will be credited to the client.
  - Above penalties are waived if due to circumstances beyond client or vendor control including, natural disaster, telecommunications failure, electrical outage or computer failure.
  - **Response time: Timely response by client is required to keep projects on track. If there is no response from client within 24 hours. The client will be charged one day work equivalent (6 hours) each day until client responds to Tools4ever request. The time will be deducted from professionals services purchased. If professional services time is exhausted an additional invoice for the remaining time will be issued.**

[ ] ACCEPT [ ] DECLINE Buyers Initials _____

Differentiation between Consulting and Support

- In most cases, consulting services are defined as:
  - Creating New projects
  - Adding functionality to existing projects
  - Modifying projects due to source data or network changes.
- In most cases, support is defined as;
  - General question about product functionality
  - Error resolution
  - Basic assistance with user created projects.

Professional Services Quotation

Ben Rindge | Tools4ever | (888)-770-4242 Ext 130 | b.rindge@tools4ever.com

Instructions for Ordering

Complete the section below: PO # or Credit Card information and **fax back all pages** (this page and the price quote) to (253) 435-4966. Tools4ever accepts PO's, Visa, Master Card, and American Express for U.S. and Canadian orders. For international orders, the above Credit Cards are accepted or for Wire Transfer information please contact our sales department.

Official Business Information
Company Name:
Address:
City / State / Zip
Country:

Licensing / Software Activation - (Needed to generate a license key)
DNS Domain Name(s):

Instructions: Open a command prompt from a PC or server within that domain. Enter the "set u" command. Look for "USERDNSDOMAIN=". Please capture that window and send in with the order.

Payment Information
Purchase Order Number:
Billing Contact Name:
Contact Phone:
Contact Email:
Credit Card Number:
Name on Credit Card:
Expiration:
Verification Code:

Tools4ever can reference the account name and logo for marketing purposes: Yes _____ No _____

I authorize Tools4ever to invoice me for the above product(s) and agree to pay within 15 days from the date of invoice.

_____ **Signature**

_____ **Date**

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Agreement with VAS Security Systems, Inc. for Card Access Server Upgrade (General Fund)

Background:
The District Office building currently use the Continental Card Access 3000 software to allow employees to use District Badges to enter the building. The Card Access 3000 software is used to control who has access to the building.

District Wide Goals for 2017-2018:
7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.
8.3 Complete upgrading the infrastructure at all sites to provide access to Wi-Fi services and 21st Century Classrooms and identify funding resources for future refresh.

Discussion/Issues:
VAS Security has provided the District with a quote to migrate the card access software from an old unsupported server to the District's new data center. In the process they will upgrade the software to the latest version available (CA4K) which will allow the software to continue to be supported for years to come.

Fiscal Impact:
Please see attached proposal, the cost is $2,895.19.

Recommendation:
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the agreement between Burbank Unified School District and VAS Security Systems, Inc., for Card Access Server Upgrade (01.0-81500.0-00000-81100-5840-7523100), not to exceed $2,895.19 (General Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

VAS Security Systems, Inc.
2360 Shasta Way
Unit F
Simi Valley, CA 93065

Estimate #507743

Sent On	06/16/2017
Phone	805-915-0211
Email	info@vassecurity.com
Client Phone	818-729-5503
Billing Contact Name	Crystal Cozakos
Service Address	1900 W. Olive Ave. Burbank, CA 91506

Burbank Unified School District
1900 W. Olive Ave.
Burbank, CA 91506

Service / Product	Description	Qty	Unit Cost	Total
AC Software Upgrade	Scope of Work: Make copy of existing card access database. upload to Continental FTP site for conversion to new version CA4K software. Download converted database. Load new software on to new 32 or 64 bit pc/server with Windows 7 or Server 2008 R2, 2012 Operating System. Update panel firmware. Load database on to new server. Update firmware on all panels. Load software on video badging workstation. Contact episuite video badge software company to request new video badge run time license. Load episuite video ID Badge software license key new windows 7 32 or 64 bit workstation computer. Program & configure communication settings and test all functions. Provide basic functions training to card access administrator. CA4K software will run as a service on the server that it is loaded on, this will prevent it from shutting down after windows updates.	1	$1,650.00	$1,650.00*
CA3000	Continental Access CA4K Software Five User Software ($50 Discount applied to software Regular Price $1195.00)	1	$1,145.00	$1,145.00

Subtotal	$2,795.00
Los Angeles County (8.75%)	$100.19
Total	**$2,895.19**

* Non-taxable
A 50% deposit is required to proceed with installation once the quote has been accepted. ONE YEAR PARTS WARRANTY, 90 DAYS ON LABOR. Court costs & attorney fees will be added in case of collections. All sales are final & all deposits are non-refundable. All service calls not related to system failure, will be charged the normal service rate. VAS Security Systems lists the above client as an additional insured on if required by written contract or agreement. *Quotations are valid for 30 days.

Signature: _____ **Date:** _____

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment
PREPARED BY:	Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment
SUBMITTED BY:	Jenny Jones, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Participating Internship Partner Agreements

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Background:

The District is expanding the number and types of businesses who have agreements with the District to accept student interns. According to Burbank Board Policy, the District must have an agreement in place with each establishment. The agreements are between the District and the business partners and outline the responsibilities of each party and also ensure that all state and federal guidelines are followed.

District Wide Goals for 2017-2018:

5.5 Increase student opportunities for achievement and success in Career Technical Education (CTE) classes/programs.

5.6 Continue to Partner with the City of Burbank, Burbank Chamber of Commerce, and local businesses to develop more academic/career readiness programs, internships, and certifications for our students.

Discussion and Issues:

One of the eleven elements of a high quality Career Technical Education program is to provide internship experiences for students. The Burbank Unified School District has continued to develop the internship program and increase the number and type of businesses that participate. The new agreements would allow the District to place students in internships with the partners listed in Exhibit A beginning this summer.

Fiscal Impact:

There is no immediate financial impact to the District. If the students are placed as interns and require some supervision as specified in the Participating Partnership Agreement, the cost would be covered by the Career Technical Education Incentive Grant.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, recommends that the Board of Education approve the Participating Internship Partner Agreements between the Burbank Unified School District and internship partners listed in Exhibit A, effective July 21, 2017 through October 30, 2022 with an annual review, and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

EXHIBIT A

Participating Internship Partners:

Creative Talent Network

Musicians at Play

Provost Productions/Colony Theater

The Burbank Unified School District

Contract
For
Use of Facilities and Services
Burbank Unified School District
&
Participating Internship Partner

The Burbank Unified School District, a public educational entity, located at 1900 W. Olive Avenue, Burbank CA, 91506, hereinafter referred to as "BUSD", and
_The Creative Talent Network, 3500 W Olive Ave Burbank CA 91505
(Name of Business / Organization and Address)
Hereinafter referred to as "*Participating Internship Partner*", mutually agree as follows:

1. **BASIS OF CONTRACT**
   BUSD maintains a wide array of career technical courses that prepare students for college and the work place. The BUSD also enters into contracts with *Participating Internship Partner* sites for the use of facilities and services, such as internships, for school district operated programs in such facilities.

2. **TERM**
   This contract is effective for the time period 7/21/2017 and shall remain in effect through 10/30/2022.

3. **RESPONSIBILITIES OF PARTICIPATING INTERNSHIP PARTNERS**
   - 3.1 Provide space and/or services at no cost to the BUSD for conducting the internship program. Said space shall be appropriate for occupational instruction and training in the programs conducted by the school district and shall be available at such times as are mutually agreed upon by the parties hereto.
   - 3.2 Provide and maintain a training station for each student intern that includes the use of the restroom facilities, access to utility services (lights, heat), and parking spaces. Interns will be exposed to a variety of different work experiences. The *Participating Internship Partner* agrees to complete an end-of-internship evaluation for each student.
   - 3.3 Provide a copy of any policies and procedures that student interns are expected to follow.
   - 3.4 Terminate the internship of any student hereunder at its site if the student does not perform satisfactorily, or if no suitable training station is available.
   - 3.5 Agree that no student intern shall displace any regular paid employees of *Participating Internship Partner*, and students shall not be employed or compensated by *Participating*

Internship Partner to perform tasks which are included as a part of the instructional program while the students are enrolled in the program.

4. **RESPONSIBILITIES OF BUSD**

4.1 Ensure that the BUSD provide qualified staff for the purpose of providing instruction, oversight, and evaluation to the students enrolled in internship programs located at *Participating Internship Partner's* site. The BUSD shall be responsible for the actions of the students during the operation of the program, including all student discipline. The school instructor will be responsible for regular communication with the *Participating Internship Partner.*

4.2 Ensure that school instructors will make at least two on-site contacts per semester with each *Participating Internship Partner* supervisor.

4.3 Ensure that the district school site operating the program provide all instructional materials for the program as required by the school district instructors.

4.4 Ensure that the school site operating the program file a training plan for the aforesaid program operated pursuant to this Contract with Instructional Services. A training plan shall be provided to the *Participating Internship Partner* by the district instructor.

4.5 Ensure that the BUSD administering the internship program, shall take out and maintain during the life of this Contract such public liability, property damage, and workers' compensation insurance as shall protect the *Participating Internship Partner* and the BUSD. For the purpose of workers' compensation only, students engaged in the internship program hereunder are considered to be special employees of the school district and the school district's liability to students for any injury they might sustain while performing activities under this Contract is limited to worker's compensation benefits.

5. **INDEMNIFICATION**

Participating Internship Partner agrees to defend, indemnify, save and hold harmless BUSD from and against all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys' fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage, or loss results from or is connected with the sole negligence or error or omission of BUSD. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

6. **INSURANCE** ***(NOT APPLICABLE FOR SUMMER 2017 FILM COMMISSION INTERN PROGRAM)***

Participating Internship Partner shall provide evidence of liability at the time of execution as proof of the insurance coverage required by this Contract. The *Participating Internship Partner*'s minimum scope and limits of insurance under this Contract are as follows (Coverage shall be at least as broad.):

Commercial General Liability Coverage "occurrence" form to include bodily injury and property damage for, including, but not limited to, premises and operations, contractual

liability, independent contractors, broad form liability, and personal injury with a combined single limit of $1,000,000 per occurrence. *Participating Internship Partner* may be required to show proof of current insurance upon demand for subsequent contract years.

7. **INDEPENDENT CONTRACTOR**

While performing its obligations under this Contract, the *Participating Internship Partner* is an independent contractor and not an officer, employee or agent of BUSD. The *Participating Internship Partner* shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of BUSD.

8. **NON-DISCRIMINATION**

8.1 Civil Rights Act

Participating Internship Partner hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, USC Sections 2000 e (17), to the end that no person shall, on the grounds of race, creed, color, sex, age, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.

8.2 Section 504 and Americans with Disabilities Act

Participating Internship Partner hereby assures that it will comply with Section 504 of the Rehabilitation Act of 1973 with regard to federal financial assistance administered by the Department of Health and Human Services and the Americans with Disabilities Act (ADA) of 1990; and other applicable nondiscrimination laws.

9. **RECORD RETENTION AND INSPECTION**

The *Participating Internship Partner* agrees that BUSD shall have reasonable access to and the right to examine, audit, excerpt, copy or transcribe any records pertaining to this Contract. All records shall be kept and maintained by the *Participating Internship Partner* for a period not less than five (5) years after expiration of Contract.

10. **MODIFICATION OR TERMINATION OF CONTRACT**

10.1 The Contract may be amended by mutual written consent of the parties and may be terminated by either party upon thirty (30) days advance written notification.

10.2 On the event that the conditions result in an immediate danger to the health, safety, and/or welfare of BUSD students, BUSD reserves the right to suspend or terminate this Contract. BUSD or the designated school shall provide written notice to *Participating Internship Partner* including the reasons for suspension or termination under this provision. If the Contract is suspended, *Participating Internship Partner* shall have five (5) business days to cure the conditions(s) for which the suspension was given or the contract will be terminated.

11. **ASSIGNMENT**

The *Participating Internship Partner* shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of BUSD. If consent is not given by BUSD to assign, transfer, or encumber this Contract, such action shall be deemed automatically void. In addition, the *Participating Internship Partner* shall not subcontract the work to be performed pursuant to this Contract without prior written approval of BUSD. The names and qualifications of subcontractors or others whom *Participating Internship Partner* intends to employ other than those identified, shall be submitted to BUSD for prior written approval.

12. **INTEGRATION**

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written, This Contract shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed and acknowledged by both of the parties hereto.

13. **ATTORNEY'S FEES**

Should either party be required to file any legal action or claim to enforce any provision of this Contract or resolve any dispute arising under or connected to this Contract, each party shall bear its own attorney's fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

14. **GOVERNING LAW/FORUM SELECTION**

The parties agree this Contract is made, entered into and executed in Los Angeles County, California, and any legal action, claim or proceeding arising out of or connected with this Contract shall be filed in the applicable court in Los Angeles County, California. The parties further agree this Contract shall be construed, and all disputes hereunder shall be settled in accordance with the laws of the State of California.

15. **NOTICES**

Any notices to be given pursuant to this Contract shall be in writing, and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

BUSD:

David Jaynes
Assistant Superintendent, Administrative Services
Burbank Unified School District
1900 West Olive Avenue

Burbank, CA 91506

Participating Internship Partner: Name and Address

Creative Talent Network
3500 W. Olive Ave.
Burbank, CA 91505

16. **TOBACCO-FREE WORKPLACE**

The *Participating Internship Partner* hereby agrees to comply with the BUSD Board of Education Policy 3513 which states: "The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles."

17. **ALCOHOL AND DRUG-FREE WORKPLACE**

The *Participating Internship Partner* hereby certifies under penalty of perjury under the laws of the State of California that *Participating Internship* will comply with the requirements of the Drug-Free Workplace Act of 1988 (Government Code Section 8350 et. Seq.), and the BUSD Board Policy 4020.

18. **CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)**

By executing this contractual instrument, *Participating Internship Partner* certifies to the best of its knowledge and belief that it and its principals:

18.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency.

18.2 Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State, or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property or receiving stolen property;

18.3 Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 34.2 above, of this certification; and,

18.4 Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

19. EXECUTION REQUIREMENTS

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/ signature; and /or other commonly accepted, widely used, commercially acceptable signature methods, This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy,

Burbank Unified School District

By_____
(Signature)
David Jaynes
Assistant Superintendent, Administrative Services

Date_____

Participating Internship Partner

Tina Price
Name of authorized person (print)



By
(Signature)
Authorized person representing
the Participating Internship Partner

Date 06/22/2017

_____ _____ Date_____
Teacher Name (print) Teacher Signature

Course Title:

Subject:

District Program#
Expires:

The Burbank Unified School District

Contract
For
Use of Facilities and Services
Burbank Unified School District
&
Participating Internship Partner

The Burbank Unified School District, a public educational entity, located at 1900 W. Olive Avenue, Burbank CA, 91506, hereinafter referred to as "BUSD", and
MUSICIANS AT PLAY FOUNDATION
(Name of Business / Organization and Address)
Hereinafter referred to as "*Participating Internship Partner*", mutually agree as follows:

1. **BASIS OF CONTRACT**
BUSD maintains a wide array of career technical courses that prepare students for college and the work place. The BUSD also enters into contracts with *Participating Internship Partner* sites for the use of facilities and services, such as internships, for school district operated programs in such facilities.

2. **TERM**
This contract is effective for the time period 7/21/2017 and shall remain in effect through 10/30/2022.

3. **RESPONSIBILITIES OF PARTICIPATING INTERNSHIP PARTNERS**
   - 3.1 Provide space and/or services at no cost to the BUSD for conducting the internship program. Said space shall be appropriate for occupational instruction and training in the programs conducted by the school district and shall be available at such times as are mutually agreed upon by the parties hereto.
   - 3.2 Provide and maintain a training station for each student intern that includes the use of the restroom facilities, access to utility services (lights, heat), and parking spaces. Interns will be exposed to a variety of different work experiences. The *Participating Internship Partner* agrees to complete an end-of-internship evaluation for each student.
   - 3.3 Provide a copy of any policies and procedures that student interns are expected to follow.
   - 3.4 Terminate the internship of any student hereunder at its site if the student does not perform satisfactorily, or if no suitable training station is available.
   - 3.5 Agree that no student intern shall displace any regular paid employees of *Participating Internship Partner*, and students shall not be employed or

compensated by *Participating Internship Partner* to perform tasks which are included as a part of the instructional program while the students are enrolled in the program.

4. **RESPONSIBILITIES OF BUSD**

4.1 Ensure that the BUSD provide qualified staff for the purpose of providing instruction, oversight, and evaluation to the students enrolled in internship programs located at *Participating Internship Partner's* site. The BUSD shall be responsible for the actions of the students during the operation of the program, including all student discipline. The school instructor will be responsible for regular communication with the *Participating Internship Partner*.

4.2 Ensure that school instructors will make at least two on-site contacts per semester with each *Participating Internship Partner* supervisor.

4.3 Ensure that the district school site operating the program provide all instructional materials for the program as required by the school district instructors.

4.4 Ensure that the school site operating the program file a training plan for the aforesaid program operated pursuant to this Contract with Instructional Services. A training plan shall be provided to the *Participating Internship Partner* by the district instructor.

4.5 Ensure that the BUSD administering the internship program, shall take out and maintain during the life of this Contract such public liability, property damage, and workers' compensation insurance as shall protect the *Participating Internship Partner* and the BUSD. For the purpose of workers' compensation only, students engaged in the internship program hereunder are considered to be special employees of the school district and the school district's liability to students for any injury they might sustain while performing activities under this Contract is limited to worker's compensation benefits.

5. **INDEMNIFICATION**

Participating Internship Partner agrees to defend, indemnify, save and hold harmless BUSD from and against all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys' fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage, or loss results from or is connected with the sole negligence or error or omission of BUSD. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

6. **INSURANCE** *(not required for GYA or Film Commission Intern Programs)*

~~*Participating Internship Partner* shall provide evidence of liability at the time of execution as proof of the insurance coverage required by this Contract. The *Participating Internship Partner's* minimum scope and limits of insurance under this Contract are as follows (Coverage shall be at least as broad):~~

~~Commercial General Liability Coverage "occurrence" form to include bodily injury and property damage for, including, but not limited to, premises and operations, contractual liability, independent contractors, broad form liability, and personal injury with a combined single limit of $1,000,000 per occurrence. *Participating Internship Partner* may be required to show proof of current insurance upon demand for subsequent contract years.~~

7. **INDEPENDENT CONTRACTOR**

While performing its obligations under this Contract, the *Participating Internship Partner* is an independent contractor and not an officer, employee or agent of BUSD. The *Participating Internship Partner* shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of BUSD.

8. **NON-DISCRIMINATION**

8.1 Civil Rights Act

Participating Internship Partner hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, USC Sections 2000 e (17), to the end that no person shall, on the grounds of race, creed, color, sex, age, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.

8.2 Section 504 and Americans with Disabilities Act

Participating Internship Partner hereby assures that it will comply with Section 504 of the Rehabilitation Act of 1973 with regard to federal financial assistance administered by the Department of Health and Human Services and the Americans with Disabilities Act (ADA) of 1990, and other applicable nondiscrimination laws.

9. **RECORD RETENTION AND INSPECTION**

The *Participating Internship Partner* agrees that BUSD shall have reasonable access to and the right to examine, audit, excerpt, copy or transcribe any records pertaining to this Contract. All records shall be kept and maintained by the *Participating Internship Partner* for a period not less than five (5) years after expiration of Contract.

10. **MODIFICATION OR TERMINATION OF CONTRACT**

10.1 The Contract may be amended by mutual written consent of the parties and may be terminated by either party upon thirty (30) days advance written notification.

10.2 On the event that the conditions result in an immediate danger to the health, safety, and/or welfare of BUSD students, BUSD reserves the right to suspend or terminate this Contract. BUSD or the designated school shall provide written notice to *Participating Internship Partner* including the reasons for suspension or termination under this provision. If the Contract

is suspended, *Participating Internship Partner* shall have five (5) business days to cure the conditions(s) for which the suspension was given or the contract will be terminated.

11. **ASSIGNMENT**

The *Participating Internship Partner* shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of BUSD. If consent is not given by BUSD to assign, transfer, or encumber this Contract, such action shall be deemed automatically void. In addition, the *Participating Internship Partner* shall not subcontract the work to be performed pursuant to this Contract without prior written approval of BUSD. The names and qualifications of subcontractors or others whom *Participating Internship Partner* intends to employ other than those identified, shall be submitted to BUSD for prior written approval.

12. **INTEGRATION**

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written. This Contract shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed and acknowledged by both of the parties hereto.

13 **ATTORNEY'S FEES**

Should either party be required to file any legal action or claim to enforce any provision of this Contract or resolve any dispute arising under or connected to this Contract, each party shall bear its own attorney's fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

14. **GOVERNING LAW/FORUM SELECTION**

The parties agree this Contract is made, entered into and executed in Los Angeles County, California, and any legal action, claim or proceeding arising out of or connected with this Contract shall be filed in the applicable court in Los Angeles County, California. The parties further agree this Contract shall be construed, and all disputes hereunder shall be settled in accordance with the laws of the State of California.

15. **NOTICES**

Any notices to be given pursuant to this Contract shall be in writing, and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return

receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

BUSD:

David Jaynes
Assistant Superintendent, Administrative Services
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

Participating Internship Partner

Name and Address

Musicians AT PLAY Foundation

April Williams
4804 Laurel Cyn Blvd # 385
Studio City, CA 91607

16. **TOBACCO-FREE WORKPLACE**
The *Participating Internship Partner* hereby agrees to comply with the BUSD Board of Education Policy 3513 which states: "The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles."

17. **ALCOHOL AND DRUG-FREE WORKPLACE**
The *Participating Internship Partner* hereby certifies under penalty of perjury under the laws of the State of California that *Participating Internship* will comply with the requirements of the Drug-Free Workplace Act of 1988 (Government Code Section 8350 et. Seq.), and the BUSD Board Policy 4020.

18. **CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)**
By executing this contractual instrument, *Participating Internship Partner* certifies to the best of its knowledge and belief that it and its principals:

18.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency.

18.2 Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State, or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery,

bribery, falsification or destruction of records, making false statements, or receiving stolen property or receiving stolen property.

18.3 Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 34.2 above, of this certification; and.

18.4 Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

19. **EXECUTION REQUIREMENTS**

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy, valid, encrypted, electronic transmission/ signature; and /or other commonly accepted, widely used, commercially acceptable signature methods, This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy.

Burbank Unified School District

By_____
(Signature)
David Jaynes
Assistant Superintendent, Administrative Services

Date_____

Participating Internship Partner

APRIL WILLIAMS
Name of authorized person (print)

By April Williams
(Signature)
Authorized person representing the Participating Internship Partner

Date JULY 10, 2017

_____ _____ Date_____
Teacher Name (print) Teacher Signature

Course Title:

Subject:

District Program#
Expires.

Contract
For
Use of Facilities and Services
Burbank Unified School District
&
Participating Internship Partner

The Burbank Unified School District, a public educational entity, located at 1900 W. Olive Avenue, Burbank CA, 91506, hereinafter referred to as "BUSD", and

THE COLONY THEATRE 555 N. THIRD ST., BURBANK, CA 91502

(Name of Business / Organization and Address)

Hereinafter referred to as "*Participating Internship Partner*", mutually agree as follows:

1. **BASIS OF CONTRACT**
   BUSD maintains a wide array of career technical courses that prepare students for college and the work place. The BUSD also enters into contracts with *Participating Internship Partner* sites for the use of facilities and services, such as internships, for school district operated programs in such facilities.

2. **TERM**
   This contract is effective for the time period 7/21/2017 and shall remain in effect through 10/30/2022.

3. **RESPONSIBILITIES OF PARTICIPATING INTERNSHIP PARTNERS**
   - 3.1 Provide space and/or services at no cost to the BUSD for conducting the internship program. Said space shall be appropriate for occupational instruction and training in the programs conducted by the school district and shall be available at such times as are mutually agreed upon by the parties hereto.
   - 3.2 Provide and maintain a training station for each student intern that includes the use of the restroom facilities, access to utility services (lights, heat), and parking spaces. Interns will be exposed to a variety of different work experiences. The *Participating Internship Partner* agrees to complete an end-of-internship evaluation for each student.
   - 3.3 Provide a copy of any policies and procedures that student interns are expected to follow.
   - 3.4 Terminate the internship of any student hereunder at its site if the student does not perform satisfactorily, or if no suitable training station is available.
   - 3.5 Agree that no student intern shall displace any regular paid employees of *Participating Internship Partner*, and students shall not be employed or

compensated by *Participating Internship Partner* to perform tasks which are included as a part of the instructional program while the students are enrolled in the program.

4. **RESPONSIBILITIES OF BUSD**

4.1 Ensure that the BUSD provide qualified staff for the purpose of providing instruction, oversight, and evaluation to the students enrolled in internship programs located at *Participating Internship Partner's* site. The BUSD shall be responsible for the actions of the students during the operation of the program, including all student discipline. The school instructor will be responsible for regular communication with the *Participating Internship Partner*.

4.2 Ensure that school instructors will make at least two on-site contacts per semester with each *Participating Internship Partner* supervisor.

4.3 Ensure that the district school site operating the program provide all instructional materials for the program as required by the school district instructors.

4.4 Ensure that the school site operating the program file a training plan for the aforesaid program operated pursuant to this Contract with Instructional Services. A training plan shall be provided to the *Participating Internship Partner* by the district instructor.

4.5 Ensure that the BUSD administering the internship program, shall take out and maintain during the life of this Contract such public liability, property damage, and workers' compensation insurance as shall protect the *Participating Internship Partner* and the BUSD. For the purpose of workers' compensation only, students engaged in the internship program hereunder are considered to be special employees of the school district and the school district's liability to students for any injury they might sustain while performing activities under this Contract is limited to worker's compensation benefits.

5. **INDEMNIFICATION**

Participating Internship Partner agrees to defend, indemnify, save and hold harmless BUSD from and against all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys' fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage, or loss results from or is connected with the sole negligence or error or omission of BUSD. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

6. **INSURANCE** *)(not required for GYA or Film Commission Intern Programs)*

~~*Participating Internship Partner* shall provide evidence of liability at the time of execution as proof of the insurance coverage required by this Contract. The *Participating Internship Partner*'s minimum scope and limits of insurance under this Contract are as follows (Coverage shall be at least as broad.)~~

~~Commercial General Liability Coverage "occurrence" form to include bodily injury and property damage for, including, but not limited to, premises and operations, contractual liability, independent contractors, broad form liability, and personal injury with a combined single limit of $1,000,000 per occurrence. *Participating Internship Partner* may be required to show proof of current insurance upon demand for subsequent contract years.~~

7. **INDEPENDENT CONTRACTOR**

While performing its obligations under this Contract, the *Participating Internship Partner* is an independent contractor and not an officer, employee or agent of BUSD. The *Participating Internship Partner* shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of BUSD.

8. **NON-DISCRIMINATION**

8.1 Civil Rights Act

Participating Internship Partner hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, USC Sections 2000 e (17), to the end that no person shall, on the grounds of race, creed, color, sex, age, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.

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10. **MODIFICATION OR TERMINATION OF CONTRACT**

10.1 The Contract may be amended by mutual written consent of the parties and may be terminated by either party upon thirty (30) days advance written notification.

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is suspended, *Participating Internship Partner* shall have five (5) business days to cure the conditions(s) for which the suspension was given or the contract will be terminated.

11. **ASSIGNMENT**

The *Participating Internship Partner* shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of BUSD. If consent is not given by BUSD to assign, transfer, or encumber this Contract, such action shall be deemed automatically void. In addition, the *Participating Internship Partner* shall not subcontract the work to be performed pursuant to this Contract without prior written approval of BUSD. The names and qualifications of subcontractors or others whom *Participating Internship Partner* intends to employ other than those identified, shall be submitted to BUSD for prior written approval.

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13 **ATTORNEY'S FEES**

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14. **GOVERNING LAW/FORUM SELECTION**

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15. **NOTICES**

Any notices to be given pursuant to this Contract shall be in writing, and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return

receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

BUSD: David Jaynes
Assistant Superintendent, Administrative Services
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

Participating Internship Partner Name and Address

Provost Prodoctions **Heather Provost**

16. **TOBACCO-FREE WORKPLACE**
The *Participating Internship Partner* hereby agrees to comply with the BUSD Board of Education Policy 3513 which states: "The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles."

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The *Participating Internship Partner* hereby certifies under penalty of perjury under the laws of the State of California that *Participating Internship* will comply with the requirements of the Drug-Free Workplace Act of 1988 (Government Code Section 8350 et. Seq.), and the BUSD Board Policy 4020.

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By executing this contractual instrument, *Participating Internship Partner* certifies to the best of its knowledge and belief that it and its principals:

18.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency.

18.2 Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State, or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery,

bribery, falsification or destruction of records, making false statements, or receiving stolen property or receiving stolen property;

18.3 Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 34.2 above, of this certification; and,

18.4 Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

19. **EXECUTION REQUIREMENTS**

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/ signature; and /or other commonly accepted, widely used, commercially acceptable signature methods, This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy,

Burbank Unified School District

By_____
(Signature)
David Jaynes
Assistant Superintendent, Administrative Services

Date_____

Participating Internship Partner

Name of authorized person (print)

By_____
(Signature)
Authorized person representing
the Participating Internship Partner

Date 7/10/17

_____ _____ Date_____
Teacher Name (print) Teacher Signature

Course Title:

Subject:

District Program#
Expires:

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO: Members of the Board of Education

FROM: Tom Kissinger, Assistant Superintendent, Instructional Services

PREPARED BY: Tom Kissinger, Assistant Superintendent, Instructional Services

SUBMITTED BY: Teri Smith, Administrative Secretary

DATE: July 20, 2017

SUBJECT: Approval of Content License and Service Agreement with EBSCO Inc. (General Fund)

Background:
Before contracting with EBSCO for the 2015-2016 school year, students and staff using BUSD libraries had minimal access to electronic media and educational databases for conducting research and looking up information for projects and reports. In fact, prior to working with EBSCO, to access the most popular web-based research programs, students and staff had to have library cards and use the Burbank Public Library's portal. Just as has been done in previous years, with the District's purchase of a one-year subscription to the EBSCO bank of research databases, students and staff at all grade levels will have site and home based access to every research platform and database EBSCO has to offer.

Discussion/Issues:
With the California State Standards driving the District's instructional programs, it is now more critical, than ever before, for students to have access to current and relevant research databases in all subject areas. The EBSCO database program offers a superior collection of full-text reference resources for high school and middle school students, along with the Educational Resource Information Center (ERIC) database and a Professional Development Collection of electronic resources for staff members. Further, EBSCO offers full text access to more than 100 of the most popular children's magazine titles. Finally, the EBSCO subscription includes thousands of the most requested E-book titles for students at all grade levels, as well as educators.

District-Wide Goals 2017-18:
2.0: Ensure that instruction District-wide is aligned to state-adopted standards and materials
6.0: Continue to provide Common Core training for teachers and administrators

Fiscal Impact:
The full cost to the District for the EBSCO Content License and Service Agreement for one year will be: $7,595

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Content License and Service Agreement between Burbank Unified School District and EBSCO Inc. to provide research and published material content for students and staff for the 2017/2018 School Year, not to exceed $7,595 (010-00000.0-00000-72000-5840-7401000), effective August 1, 2017 to July 31, 2018, and the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

EBSCO

Product Order Form

CustID:	s9289847
OrderID:	WSR265176
Date:	06/29/2017

10 Estes Street
P.O. Box 682
Ipswich, MA 01938
USA
www.ebsco.com

(978) 356-6500
(800) 653-2726
Fax: (978) 356-5640
information@epnet.com

Purchasing Customer
BURBANK UNIFIED SCH DIST
1900 WEST OLIVE AVE
BURBANK, CA, 91506
USA

Billing Address
BURBANK UNIFIED SCH DIST
1900 WEST OLIVE AVE
BURBANK, CA, 91506
USA

Contact:
Tom Kissinger
818-729-4400
tomkissinger@burbankusd.org

Your invoice will be sent to:
Teri Smith
TeriSmith@burbankusd.org

Product Name	Begin Date	Expire Date	Price
EBSCO 2017-18 Renewal			$7,595.00
Middle Online Package : HOST	08/01/2017	07/31/2018	
Primary Online Package : HOST	08/01/2017	07/31/2018	
eBook Subscription K-8 Collection	08/01/2017	07/31/2018	
eBook Subscription High School Collection	08/01/2017	07/31/2018	
Points of View Reference Center	08/01/2017	07/31/2018	
Ultra Online Package: K-12 : HOST	08/01/2017	07/31/2018	

Total: $7,595.00
The above excludes all applicable tax
Currency: US Dollar

Price represented is the cash discounted price for payments received by check or electronic payment. If paying by a method other than check or electronic payment, please inquire for non cash discounted pricing. Payment due upon receipt of invoice. Interest of 1 percent per month charged for payment received later than 30 days after invoice date. eBooks and eAudiobooks ordered are non-returnable and non-refundable.

Terms and Conditions
Customer agrees to terms and conditions of the appropriate EBSCO License Agreement for usage of purchased access or subscription to electronic databases, econtent and services. If ordering ebooks or audiobooks, customer also agrees to the terms and conditions of the Library eContent Agreement.

Authorized Signature: Thomas A. Kissinger **Date:** 7-21-17

Print Name: Tom Kissinger **Title:** Asst. Superintendent Instructional Services

Please sign, scan and email this form to: JONATHAN HAMMER at jhammer@ebsco.com

Thank you for your business!

If unable to scan, please fax to: 978-356-5640

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tamara Schiern, Director, Special Education and Psychological Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:
For several years, the District, on behalf of the Foothill SELPA (Special Education Local Plan Area), has contracted with non-public agencies to provide mental health and case management services for students who attend Magnolia Park School, a SELPA program for students with significant emotional and behavioral challenges. Magnolia Park is located on District property, adjacent to the school site of Monterey High School. The costs for student mental health services at Magnolia Park have historically been shared between the three unified school districts (Burbank, Glendale, and La Canada) in the Foothill SELPA.

Discussion/Issues:
This year (2017/2018) Burbank Unified School District and the Foothill SELPA have decided to contract for Magnolia Park School's mental health services with Hathaway-Sycamores Child and Family Services, a non-public agency from Pasadena, CA. The rationale for contracting with this particular vendor was based on their ability to provide more direct on-site and community based Educational Support Services (ESS) to students enrolled at the school. ESS services are intensive mental health services provided to students during the week at school, at home and in the community. These ESS services include twenty-four hour-a-day crisis intervention and after-care management. The District already contracts with Hathaway-Sycamores for these services on an individual basis for some students. However, the (current proposed) program's embedded support team model, is expected to provide much more direct support for (all) students than has previously been provided by agencies in the past. It is anticipated that this model of service delivery will likely reduce the need for individually contracted ESS services at Magnolia Park.

Fiscal Impact:
Not to exceed $196,900, from Special Education Mental Health funds for the 2017/2018 school year.
As per agreement between the SELPA and the District, BUSD will incur these costs (up- front) and at the end of the school year, the program's expenses will be apportioned per Average Daily Attendance (ADA), based on District of residence, and each of the three districts will be expected to cover their students' costs.

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Hathaway Sycamores, to provide Educationally Related Mental Health services for special education students at Magnolia Park School, not to exceed $196,900 (1.0-33270.0-57500-11800-5810-7440000), effective August 1, 2017 through July 31, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

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BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 20th day of July 2017 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Hathaway-Sycamores hereinafter referred to as "Consultant."

Hathaway-Sycamores	MauraFlaherty@hathaway-sycamores.org	626-395-7100
Payee's Name (Person or Company)	Email	Daytime Phone Number

Mailing Address: 2933 North Nido Drive.	Altadena,	CA	91001
	City	State	Zip

Sponsoring Administrator: Matt Hill	Superintendent		Special Education
Print Name	Title	Signature	Location

Board Approval Date: 07/20/2017 Account Code: 01.0-65120.0-57500-11800-5810-7440012

The assignment **will** ☒ **will not** ☐ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $___per month ☐ / per day ☐ / per session ☒ for a total not to exceed $ 196,900 a year for each student.
2. The term of the Agreement shall be the period commencing on 08/01/2017 and terminating on 07/31/2018.
3. Consultant will provide the following services:

   To provide mental health and case management services for student who attend Magnolia Park School.

4. The Consultant shall provide an invoice to the Special Education department of the time spent in providing the services and preparing the products required by this Agreement. Consultant will submit invoices on a monthly basis and will be paid after the invoice has been processed.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Tamara Schiern, Special Education Director	Date	Consultant	Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and sig forms to the Assistant Superintendent, Business Services for processing.

Revised 08/10

Burbank Unified School District
Child Development Program

REPORT TO THE BOARD

TO:	Members of the Board of Education
SUBMITTED BY:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Stephanie Fields, Coordinator, Child Development Programs
SUBMITTED BY:	Gabriella Platten, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Agreement with rSchoolToday

Background:
On May 5 2016, the Board of Education approved a Service Agreement with rSchoolToday to provide web-hosted service to the Around the Bell Program and Horace Mann Children's Center. This new agreement is a renewal and will cover July 1, 2017 through June 30, 2018. As of July 1, 2016, it has been two years since it was mandated that all Around the Bell families pay their program fee online or by cash at the District Office eliminating time-consuming manual posting and processing of fees. In addition to this option, Horace Mann Children's Center and Monterey Infant Center families still have the option (with approval from the Child Development Office) of sending their payments by bank check to the District Office or Horace Mann Children's Center.

Discussion/Issues:
Renewing the agreement with rSchoolToday for fiscal year 2017-2018 will continue to provide web-based operations through the r-School Age Child Care Program. The rSchoolToday service agreement will continue to provide the Child Development program with the following:

- All Web Hosting and Maintenance
- Nightly Data Back-ups
- All Bug Fixes
- All Product Upgrades
- Unlimited Technical Support
- Generous Bandwidth
- Generous Disk Space

Fiscal Impact:
750 students @ $4.00 per student per year for a total of $3,000

Recommendation:
Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and rSchoolToday, to provide services for online payment processing and accounting services, not to exceed $3,000 (12.0-90601.0-0-27000-5840-5080000 - $600 and 12.0-90602.0-0-27000-5840-7540000 - $2,400) effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.

rSchoolToday (DWC)
255 Harriet St
Winona, MN 55987
(507) 312-9152
finance@dwebsite.net
http://www.rschooltoday.com

INVOICE

BILL TO
Stephanie Fields
Burbank Unified School District
1900 West Olive
Burbank, CA 91506

INVOICE # 30496
DATE 02/16/2017
DUE DATE 07/31/2017

SALES REP
Ren Kenney

RENEWAL DATE
07/01/2017

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/01/2017	School-Age Child Care Renewal rSchool Today School-Age Child Care Renewal (07/01/2017 - 06/30/2018)	1	3,000.00	3,000.00

We welcome payment by any of the following methods:
- Debit/Credit card (Visa, MasterCard)
- Check/Bank transfer

BALANCE DUE **$3,000.00**

Contact us at (507) 205-4953 for further info!
rSchooltoday / Distributed Website Corporation
255 Harriet St
Winona, MN 55987

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Gabriella Platten, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Revised School Sites' 2016-2017 Single Plans for Student Achievement

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Background:
To meet the requirements of legislation (EC 64001a, EC 64001h) and of specially funded State and federal programs, all California public schools receiving federal or State categorical funds are required to annually prepare a Single Plan for Student Achievement (SPSA). These documents are intended to be comprehensive and designed "to ensure that all of the resources available to a school in the Consolidated Application are coordinated and focused on providing a high quality education program in which students of all ranges of ability and background can learn and succeed." The Single Plans should provide a clear and detailed accounting of how individual schools allocate their financial and staffing resources, involve community stakeholders in school governance, and continuously plan to improve student achievement and the overall education experiences for children. School plan budgets need to be aligned to the Consolidated Application. The revision of school plans are aligned to the Consolidated Application distribution of funds to Title I schools.

District-wide Goals:
1. Improve student learning and achievement for targeted subgroups of students.

Discussion and Issues:
As in years past, all District comprehensive schools have prepared their individual SPSA's based on the Every Student Succeeds Act (ESSA) formerly No Child Left Behind (NCLB) Performance Goals as delineated in the Burbank Unified School District's Local Education Agency (LEA) Plan. In 2011-2012, a new and much more comprehensive format template was provided and utilized for the SPSAs. The District is still using this format. It includes a data template provided by Document Tracking Services (www.doc.tracking.com), a company that enables site and District administrators to merge student academic and demographic information from multiple sources (such as Aeries, Data Quest, and the California Department of Education), and upload required content into a web-based report. The current plan format is lengthy, as it requires the final documents to be anywhere from 20 to 40 pages per school site. For that reason, the Plans are not attached to this Board Report. However, they are available for your review in the Instructional Services Department. Upon Board approval, each SPSA will be posted on the District's website, and will be easily accessible from each school's home page. Each school is required to post a minimum of three primary site goals.

A brief summary of the topics covered in each site plan follows:

- A statement of the school's mission and vision
- A school profile including demographic information highlighting student ethnicity, students receiving free or reduced price meals, parent education levels, enrollment trends, and staffing
- A comprehensive needs assessment based on data analysis
- An analysis of the current instructional program including the following information:
    - Use of State and local assessments to modify instruction
    - Use of data to monitor student progress
    - Staff development activities
    - Alignment of staff development to State content standards and assessments
    - Transitions provided from preschool to kindergarten for elementary students
    - Strategies used to increase parental engagement
    - Specific requirement for Title 1 Schools and schools in Program Improvement status
- A description of barriers to student learning and school plans to address these barriers
- New student achievement goals for this school year (2016-2017), which include the following components:
    - Data used to form each goal
    - Description of stakeholders involved in analyzing the data and developing each goal
    - Summary of what the analysis of the data revealed that led to formation of each goal
    - Identification of a focus area that will result in expected student growth
    - Processes to be used to monitor and evaluate the data related to each goal, including what data will be collected to measure achievement
    - Start and completion dates for each strategy in support of the goal
    - Funding sources for each strategy in support of the goal
    - Description of actions to improve achievement that will assist the school to exit program improvement status for PI schools

The goals identified in the SPSA plans for all BUSD comprehensive schools have been thoughtfully identified and carefully developed to improve student performance. Because of the clearly delineated and quantifiable evaluation measures, all BUSD comprehensive school sites should be able to determine: (1) the goals that have been met and (2) whether or not the current goals need to continue the following school year.

Fiscal Impact:

State legislation requires that all schools that receive funding for specified State and federal funds have Board of Education approval of each site's Single Plan for Student Achievement or Program Improvement (PI) Plan in order to qualify for and use these allocations. Without Board approval, the State and federal funding provided through the Consolidated Application cannot be allocated to the District or to school sites.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the revised school sites' 2016-2017 Single Plans for Student Achievement, as presented.

A complete copy of the revised School Sites' Single Plans for Student Achievement can be requested by contacting Dr. Peter Knapik at 818.729.4492.

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Gabriella Platten, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of the 2017-2018 Consolidated Application for Categorical Aid Programs

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Background:
For over two decades, the California Department of Education (CDE) has required that school districts submit a Consolidated Application in order to receive funds for federal and State categorical programs. This year, the application for these funds has been changed in several ways. First, the application is submitted online through the web-based Consolidated Application Reporting System (CARS). Second, the CARS system has three data collection reporting periods: Winter, Spring, and Fall which replace the previous Part I and Part II. Third, because of CDE changes to the application format, submission periods for the application have been delayed. For example, the Winter Data Collection was released in January and was due for submission in February, 2017. That Winter application, which represented a collection of data about pupil participation, student demographics and details regarding expenditures of prior year allocations, was submitted by the deadline.

In the month of June, 2017, the spring data collection for the 2016-17 Application was submitted. The District qualifies for (and with Board approval) is requesting participation, as part of the Spring Application, in the follow federal programs: Title I, Part A, Basic Grant (Helping Disadvantaged Children); Title II, Part A (Teacher Quality and Professional Development); Title III, Part A (Program for English Learner (EL) Students); and Title III Immigrant Education Program.

Federal guidelines also allow local non-profit private schools to receive federal funding, along with Burbank Unified programs (Note: Other State programs, previously part of the Consolidated Application, are now part of the Local Control Accountability Plan).

The next application with the winter data collection that includes budget information, is scheduled to be submitted to CDE in February, 2018 after district funding entitlements are received from CDE. The winter data reporting will indicate the number of pupil participants in each of these programs and delineate planned District and school site funding allocations for each of the federal and state programs contained in the Consolidated Application.

Discussion and Issues:
At this time, the District has little information about the total amount of funding that will be available for these programs for 2017-2018. However, during the 2016-2017 school year, the District received $2,401,166 in federal Categorical funds. This breaks down to $1,860,679 for Title 1, Part A: Helping Disadvantaged Children K-8; $421,497 for Title II, Part A: Teacher Quality K-12; $151,166 for Title III, Limited English Proficient K-12. Burbank Unified School District no longer receives State Categorical Funds.

Burbank Unified School District qualifies for and will request funding in the following areas. (See Attachment):
For Special Needs Students:

- Title I, Part A, Helping Disadvantaged Children
- Title III, Part A, Program for EL Students
- Title III, Immigrant Education Program

School Improvement and Professional Development:

- Title II, Part A, Teacher Quality and Professional Development

The Superintendent's signature on this document serves as certification that the District will observe all the applicable rules and regulations and that all the assurances are accepted as the basic legal conditions for the operation of these programs.

Fiscal Impact:
Approval of this application by the California Department of Education will provide funding for the listed programs for the 2017-2018 school year.

Recommendation:
Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the submission of the 2017-2018 Consolidated Application for Funding Categorical Aid Programs, Part I, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

Attachment A

2017-2018 Consolidated Application Program Descriptions

Program	Program Description
Title I, Part A, Helping Disadvantaged Children	Title I, Part A provides supplemental funds to be used to narrow the educational gap between disadvantaged children and other children in those areas where the highest concentration of children from low-income families attend school.
Title II, Part A- Teacher Quality and Professional Development	Title II focuses on upgrading the expertise of teachers and other school staff to enable them to be "highly qualified" so that they may teach all children in the core academic subjects. Funds support sustained, high quality professional development directed to achieve high performance related to challenging State content standards. Funds under this section may be used to carry out effective approaches to reducing class size with highly qualified teachers to improve educational achievement for both regular and special needs children with particular consideration given to reducing class size in the early elementary grades.
Title III, Part A Program for English Learner (EL) Students	Title III authorizes funding for supplementary programs and services for EL students. Required activities include the provision of instruction and instructional support services related to English language development and academic progress in the core curriculum in a manner that allows EL students to meet grade level and graduation requirements. Programs also must provide staff development opportunities to school staff assigned to EL student populations. Title III funds may also be used for a variety of instructional support, curricular development, parental involvement, and related EL student program activities.
Title III, Immigrant Education Program	Title III Immigrant Education funding supplements instructional opportunities to immigrant students and their families. Allowable activities include family literacy, parent and family outreach, and training activities designed to assist parents and families to become active participants in the education of their children; interventions for immigrant children and youth; acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds; allowable direct administration expenses for a fiscal year may not exceed two percent of such funds for the cost of administering this subpart; indirect expenses cannot exceed LEA approved indirect cost rate.

Burbank Unified School District
Office of Human Resources Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Anita Schackmann, Director, Human Resources Services
PREPARED BY:	Leticia Castillo, Supervisor, Human Resources
SUBMITTED BY:	Leticia Castillo, Supervisor, Human Resources
DATE:	July 20, 2017
SUBJECT:	Adoption of Resolution 1 for the Elimination or Reduction of Services for Classified Positions

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Background:
When it becomes necessary to eliminate or reduce classified bargaining unit positions, the Board of Education must approve such reductions and/or eliminations. Subsequent to the Board's approval, employees must be notified not less than 60 days prior to the effective date of the reduction or elimination of their positions.

Discussion/Issues:
This recommendation has been shared with a representative from the California School Employees Association (CSEA), Chapter 674

There is one position being recommended for elimination:

- There is one 6 hr/day Instructional Assistant-Special Education position at Jefferson Elementary being recommended for elimination due to lack of work. The student has moved out of the District. This position is funded through the following appropriation number, 01.0-65000.0-57700-11200-2110-2063000. This position is currently vacant and will not involve bumping.

Fiscal Impact:
None

Recommendation:
Anita Schackmann, Director, Human Resources Services, recommends that the Board of Education adopt Resolution 1 for the Elimination or Reduction of Services for Classified positions, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
July 20, 2017

In the Matter of Layoff of
Classified Employees **RESOLUTION 1**

WHEREAS, Due to lack of work and/or lack of funds this Board hereby finds that it is in the best interest of the Burbank Unified School District to eliminate or reduce classified positions pursuant to provisions in the California Education Code and consistent with Article 15 in the Agreement with CSEA, Chapter 674, to the following extent:

	FTE
Eliminate one Instructional Assistant-Special Education	.75

BE IT FURTHER RESOLVED, That the Superintendent is hereby authorized and directed to investigate any bumping or displacement rights of affected classified employees and to give appropriate layoff notices to the affected employees pursuant to provisions in the California Education Code and consistent with Article 15 in the Agreement with CSEA, Chapter 674, not less than 60 days prior to the effective date of layoff subject to negotiations to the extent required by law and the CSEA agreement.

ADOPTED, the 20th day of July 2017, by the Governing Board of the Burbank Unified School District.

_____
Clerk

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Action on Final Settlement Agreement

Background:
The Board of Education is being asked to approve the Final Settlement Agreements for the Special Education Student # 960010498, pursuant to the California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibits.

Discussion/Issues:
In an effort to resolve the disagreement between District and Parent of Special Education Student # 960010498 concerning services and/or school placements, formal settlement agreements were offered to Parent to avoid additional time and expense concerning this matter. On June 15, 2017 the District settled the dispute with the student's parent without admitting any liability.

Fiscal Impact:
Estimated cost for the Final Settlement Agreement for:
Student #960010498: $5,500

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, approve the Final Settlement Agreements between Burbank Unified School District and Parent of Special Education Student #960010498, not to exceed $5,500 (01.0-65000.0-50010-21000-5820-7440000), effective August 1, 2017 through May 24, 2018, and that authority to sign the Agreements be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Action on Final Settlement Agreement

Background:
The Board of Education is being asked to approve the Final Settlement Agreements for the Special Education Student # 960025191, pursuant to the California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibits.

Discussion/Issues:
In an effort to resolve the disagreement between District and Parent of Special Education Student # 960025191 concerning services and/or school placements, formal settlement agreements were offered to Parent to avoid additional time and expense concerning this matter. On June 13, 2017 the District settled the dispute with the student's parent without admitting any liability.

Fiscal Impact:
Estimated cost for the Final Settlement Agreement for:
Student #960025191: $5,000

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, approve the Final Settlement Agreements between Burbank Unified School District and Parent of Special Education Student #960025191, not to exceed $5,000 (01.0-65000.0-50010-21000-5820-7440000), effective July 21, 2017 through December 31, 2018, and that authority to sign the Agreements be exercised pursuant to BUSD-AR 3314, as presented.

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

June 1, 2017

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:
Steve Ferguson
Roberta Reynolds
Charlene Tabet
Armond Aghakhanian

MEMBERS PRESENT:
Steve Frintner

Also present were Matt Hill, Superintendent; David Jaynes, Assistant Superintendent, Administrative Services; Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, and Tom Kissinger, Assistant Superintendent, Instructional Services.

1. CALL TO ORDER

The Closed Session was called to order at 5:30 p.m. by Board President Ferguson.

2. REQUESTS TO ADDRESS THE BOARD

There was no one present who wished to address the Board.

3. CLOSED SESSION

3.a Conference With Labor Negotiator, Pursuant to Government Code §54957.6:
Agency Negotiator: Anita Schackmann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.b Conference With Labor Negotiator, Pursuant to Government Code §54957.6:
Agency Negotiator: Anita Schackmann
Employee Organization: Burbank Teachers Association (BTA)

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

3.e Report on Findings by Administrative Hearing Panel Under Education Code Section 48915, 48915.5, and 48918

The Board of Education met in closed session, pursuant to Education Code Sections 48915, 48915.5, and 48918, to consider the recommendation of the Administrative Hearing Panel for expulsion of Student, ID #960003606, as presented in Confidential Exhibit 3e.

Confidential Exhibit (O.F. #25,838)

3.f Conference with Legal Counsel - Anticipated Litigation

Number of Potential Cases: One

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:03 p.m. Carrie Brown, Board of Directors Chair, Burbank Arts for All Foundation, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Ferguson reported that items 3a through 3f, were for discussion only, with no action taken.

6. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

7. ITEMS FOR FUTURE AGENDAS

President Ferguson requested that Carrie Brown be recognized at a future Board of Education meeting.

President Ferguson announced the passing of former special education teacher Martin Mackey, John Muir Middle School and Miller Elementary School, who taught for the District for 15 years. He expressed his condolences to his family and friends on behalf of the Board of Education and announced that the meeting would adjourn in his memory.

8 REQUESTS TO ADDRESS THE BOARD

8.a Public Communications

Carrie Brown, Chair, Burbank Arts for All Foundation, was called to speak. She acknowledged the work for establishing the priorities for the District's Arts for All Three-Year Plan. She was excited to see that the priorities were scheduled for adoption, as the priorities were the guide to continue the work of the Foundation. She was aware of the budget restrictions and constraints and she appreciated everyone's efforts through the process. She recognized that the work of all the stakeholders involved was not near finished. She looked forward to the open dialogue with the District to strategize how to achieve the priorities. The Foundation would continue to fundraise, advocate, educate, and inspire the community to be able to achieve the three-year priorities and then the ten-year plan, as the Foundation's vision was to offer the finest arts education in the State of California. She then thanked the Board for their partnership and support for the past 11-years.

8.b Staff Responses

Superintendent Hill thanked Ms. Brown and the entire Foundation for their partnership for the past eleven years. He agreed with Ms. Brown about the vision to becoming one of the best Arts for All programs in the State and looked forward to the continued conversation. He then reported that the Priorities for the District's Arts for All 3-Year Plan had been amended to reflect the fund-raising goal. Specific amounts were listed and he decided to delete the amounts, as a conversation had not taken place with the Foundation.

8.c Board Members' Comments and Responses

Ms. Tabet thanked Ms. Brown for her years of service and for the continued support. She then commented on the end of the year activities such as promotions and graduations. She thanked all staff for their support in planning these special events and specially Dr. Bertram for coordinating the Burbank High School graduation, as this was the first time in many years that the graduation was held at Burbank High School instead of the Starlight Bowl. She was looking forward to the upcoming Monterey High School graduation.

Dr. Aghakhanian thanked Ms. Brown for her services and for chairing the Arts for All Program. He said that promotions and graduations were successful and he loved being a part of it. He was also looking forward to Monterey High School's graduation.

Dr. Reynolds thanked Ms. Brown for her leadership, advocacy, and inspiration to the community. She had enjoyed working with her for many years. She attended the recent Holocaust Remembrance event, the end of the year staff celebration at the Adult School, the Pinning Ceremony at the Burbank Adult School, Luther's Promotion, and Burbank High School's Graduation, which was a special event for all the graduates.

President Ferguson also thanked Ms. Brown for her partnership and announced that he would like to formally recognize her at an upcoming Board of Education meeting. He also commented on the promotion and graduations throughout the District and how honored he was to be able to participate. He then thanked all the staff for the work behind the scenes to make sure that promotion and graduations were successful. He also thanked Burbank High School Principal Dr. Bertram for taking the risk to host the graduation at the school and for a successful graduation.

9. REPORTS TO THE BOARD

9.a Superintendent's Comments

Superintendent Hill commented on the promotions and graduations and the students who were highlighted throughout the District. It was an uplifting and rewarding event and he thanked all the staff for their coordinating efforts. He provided an update regarding the District's summer school plan. Communications had been sent to the students affected by the closing of the OFY Charter. The District was offering its own summer program. There was a high demand for summer courses this summer and not all students were being accommodated in class, but were being offered the online Credit Recovery program and extended the online courses through July in an effort to accommodate as many students as possible. He encouraged the audience to contact the school and/or District if they had additional questions and thanked them for their patience.

9.b Report on Facilities and Technology Projects

David Jaynes, Assistant Superintendent, Administrative Services reported on Facilities and Technology projects, as listed on the agenda, as presented.

Facilities-Technology NOCs PPT.pdf (O.F. #25,839)

Superintendent Hill said that this was a new item that summarized the completed facilities and technology projects in an effort to better inform the community. This report addressed each item as listed on the Consent Agenda.

Mr. Ferguson thanked Dr. Reynolds for her efforts to better inform the community, as the new report highlighted each project, as well as the location.

Mr. Jaynes used a PowerPoint to guide his presentation. He reviewed each item as listed on the Consent Agenda section. He explained the project, the location, the contractor, the amount, and the allocated fund.

Dr. Reynolds thanked Mr. Jaynes for the presentation and asked for confirmation that these projects had been reviewed by the Facilities Sub-Committee prior to the presentation.

10. NEW AND/OR UNFINISHED BUSINESS

10.a Approval of Priorities for the District's Arts for All 3-Year Plan

That the Board of Education approve the Arts for All 3-Year Plan, as presented.

Approval of Arts for All 3 Year Plan with Plan.pdf (O.F. #25,840)

Sharon Cuseo introduced Peggy Flynn. Ms. Flynn used a PowerPoint to guide her presentation. She reviewed the Three Year Priority Plan, which included the priorities for elementary and secondary music education, dance and theater education, and student access to arts education. This plan recapped the work that started in January 2016 and it was important to know that all items in the three year priority plan were directly connected to information in the Arts for All Plan. The gap in music education in grades JK- had not been reached yet. Options on how to reach those gaps were being explored. Secondary music priorities had been moving forward since the gaps were identified. She noted that most funders required matching funds to show a Board commitment. The instrument repairs goal was a large goal; however, she would continue to work towards reaching that goal, as one of the priorities was to maintain the $20K annual LCAP funding. She was happy to know that the priorities had been aligned with the Board of Education goals.

Ms. Tabet asked about enhancing music instruction in grades 4th and 5th with a Ukulele, as the music standards had to be taught. Ms. Flynn explained the music teachers had commented about this topic at the recent study session and she would get the answer from them and inform the Board at a later time. She also explained that at the earlier study session teacher Christine De More had suggested bells as an option; however, she met with all the K-12 music teachers and the consensus was that Ukuleles be used to teach the music standards.

President Ferguson agreed with Ms. Tabet that the answer regarding the Ukulele's be sent to all the Board Members.

Dr. Reynolds commended Ms. Flynn and the team for their commitment to the Arts program even when at times funding had not been available. Ms. Flynn said that it was also a community effort, such as the Burbank Arts for All Foundation, the City, and staff, who brought resources and matching funds, which attracted additional funding and resources.

President Ferguson thanked Ms. Flynn for her continued support and for allowing the Board to be involved. This plan was the beginning of the conversation with community stakeholders to be able to fully fund the program, especially the instrument repair expense.

Dr. Aghakhanian thanked Ms. Flynn for providing arts education access to all students.

It was moved by Roberta Reynolds, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.b Approval of End of Year Report for 2016-2017 Fiscal Year

That the Board of Education approve the Third Interim Report for the 2016-2017 fiscal year, as presented.

End of Year Financial Rpt - 3rd Interim.pdf (O.F. #25,841)

Mr. Jaynes used a PowerPoint to guide his presentation. He explained that an End of Year or Third Interim report must only be prepared by a District when the District had filed a "qualified" certification at Second Interim. A District may self-qualify when the district is not able to meet the mandatory 3% reserves for either the current of the two subsequent fiscal years. This process allowed time to the Board of Education to approve budgetary changes to be able to meet the mandatory reserve level. The changes in this report included the approved items during the recent study session. The SACS report, along with the supplemental reports have been updated to reflect the necessary changed for the mandatory 35 retention in fiscal year 2018-2019. The ending fund balance was estimated at $12,398,227. He then reviewed the changes to the Second Interim Budget Assumptions, the Suggested Contingency Options for 2017-2018 and 2018-2019.

Superintendent Hill said that when the adopted budget is presented to the Board, the budget would include the 2019-2020 school year. This report met the requirements for the third interim and he and staff would continue to monitor the situation. This is not the position the District wants to be in as the District was reducing long-time commitments.

President Ferguson commented on the State Senate funding trying to get the one-time funds sooner than expected, which will not be the same amount for all districts and would not address the structural needs of the District.

Dr. Aghakhanian asked about the financial impactions associated with the newly passed Senate Bill (SB) by the State Senate, which requires middle schools and high schools in California to start the school day no earlier than 8:30 a.m. based on recommendations of the American Academy of Pediatrics and the Centers for Disease Control for the optimal time to start school for improved public health of teenage students. Superintendent Hill said that it depend on what the SB looked like and the implementation date of 2020. It would also depend on employee work hours. The current budget would not be impacted at this time.

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.c Approval of Agreement for Professional Services with Digital Schools

That the Board of Education approve the agreement between Burbank Unified School District and Digital Schools of California, LLC, effective July 1, 2017 through June 30, 2018, not to exceed $775, for the “Read Only” program (01.0-00000.0-00000-77000-5800-0000000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Digital Schools Read Only Agmt.pdf (O.F. #25,842)

Mr. Jaynes reported that this agreement would allow the District access to old information from Digital Schools, as the District had purchased a new software program called Helios that is used by human resources, fiscal, and payroll departments.

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education adjourn the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.d Acceptance of Name Change for District Auditors, Vicenti, Lloyd and Stutzman LLP (VLS) to join CliftonLarsonAllen LLP (CLA)

That the Board of Education accept the name change for District auditors from Vicenti, Lloyd, and Stutzman LLP to CliftonLarsonAllen LLP, as presented.

VLS - Name Change to CLA.pdf (O.F. #25,843)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.e Approval of Participating Internship Partner Agreements

That the Board of Education approve the Participating Internship Partner Agreements between the Burbank Unified School District and internship partners listed in Exhibit A, effective June 2, 2017 through October 30, 2022 with an annual review, and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Partnership Agmts with Agmts.pdf (O.F. #25,844)

Ms. Cuseo reported that this agreement allowed student placement with partners as listed in the Board Report: Remax, QuickProAccountancy, Inc., and State Farm Agency.
It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.f Adoption of Resolution 34 Authorizing Disposal of Obsolete Portable Building

That the Board of Education adopt Resolution 34 authorizing the disposal of one obsolete portable building at Thomas Jefferson Elementary School, effective July 1, 2017 through June 30, 2020, as presented.

Resolution 34 - BGC Portable at Jefferson Elementary School.pdf (O.F. #25,845)

Superintendent Hill explained that a portable classroom located on the campus of Thomas Jefferson elementary School had been identified as obsolete by the District. Dr. Knapik reported that the District would receive one dollar per year for the duration of the Use of Facilities Agreement. The District would pay one dollar per year to lease back the portable, on school days and school hours. The District would not incur any expenses over and above this amount for the maintenance and upkeep of the facility similar to Edison and Emerson Elementary Schools.

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.g Approval of Agreement for Special Services

That the Board of Education approve the agreement between Campus Safety Group and the Burbank Unified School District, to provide earthquake preparation and response including comprehensive safe school plan compliance training not to exceed $28,000 (010-56400.0-00000-27000-5850-7728000), effective July 1, 2017 through June 30,

2018, and that the authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.

Campus Safety Group Agreement.pdf (O.F. #25,846)

Superintendent Hill reported that the agreement with Campus Safety Group LLC would provide earthquake preparedness and response training at the beginning of the school year for all principals and staff members, individual hands-on training in the area of direct emergency response for administrators and site administrative team, and an overall project management services for school Site safety Plan to ensure legal compliance and strengthen the safety plan. The fee would be paid out of Local Education Agency (LEA) grant reimbursable funds.

Dr. Reynolds asked for clarification regarding the training. Superintendent Hill explained that they would provide the template as required by law and provide a professional opinion regarding the plans. In addition the Burbank Police Department would provide active shooter training at the beginning of the school year and then follow up with table-top training throughout the year for leadership staff.

Ms. Tabet reminded staff that approximately ten to twelve years ago disaster preparedness plans had been created and suggested that staff refer back to those plans so that not to create more work. Superintendent Hill explained that this company would be looking at those plans to make sure that the District was in compliance. He would follow-up regarding the old plans and try to incorporate them with the new, if applicable.

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.h Approval of Agreement for Professional Services

That the Board of Education approve the Agreement for Professional Services between the Burbank Unified School District and Frontline Education (Aesop), to provide employee absence management and substitute placement for classified and certificated employees, effective July 1, 2017 through June 30, 2018, not to exceed $19,487.16 (01.0-00000.0-00000-72000-5840-7401000) and that authority to sign the Agreement for Professional Services be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - Frontline.pdf (O.F. #25,847)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

10.i Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report_060117.pdf (O.F. #25,848)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

11. CONSENT AGENDA

Ms. Tabet pointed out that some of the items listed in the Consent Agenda were items of routine nature. She was concerned that some items required more discussion and should be discussed separately. Mr. Ferguson said that the Board was trying to be more transparent and that each Board Member, if needed, may pull as many items as needed for discussion.

It was moved by Roberta Reynolds, and seconded by Armond Aghakhanian, that the Board of Education approve items 11a through 11x, as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, and Tabet. ABSENT – Frintner.

11.a Action on Student Expulsions

The Board of Education took action in public session on the expulsion recommendations by the Administrative Hearing Panel for the following Student, ID#960003606, as presented in Confidential Exhibit 3e.

Confidential Exhibit (O.F. #25,838)

11.b Approval of Minutes

That the Board of Education approve the minutes of the Regular Meeting of May 4, 2017, as presented.

Minutes.05.04.17.pdf (O.F. #25,849)

11.c Approval of Minutes

That the Board of Education approve the minutes of the Special Meeting of May 16, 2017, as presented.

Minutes.05.16.17.SP.pdf (O.F. #25,850)

11.d Approval of Personnel Report Number 16-17-19

That the Board of Education approve Personnel Report number 16-17-19, covering Certificated and Classified personnel, and consisting of Pages 1 to 9 inclusive, as presented.

Personnel Report.pdf (O.F. #25,851)

11.e 2016-2017 Purchase Order Report

That the Board of Education approve Purchase Orders for 2016-2017 as listed through May 8, 2017, as presented.

2016-2017 Purchase Order Report.pdf (O.F. #25,852)

11.f 2017-2018 Purchase Order Report

That the Board of Education approve Purchase Orders for 2017-2018 as listed through May 8, 2017, as presented.

2017-2018 Purchase Order Report.pdf (O.F. #25,853)

11.g Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of $9,366,496.79 and commercial warrants in the total amount of $5,772,429.64 as presented.

Warrants.pdf (O.F. #25,854)

11.h Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented

6.1.17 Consultants.pdf (O.F. #25,855)

11.i Rejection of Claim For Damages

That the Board of Education reject the claim submitted by Maricela Martinez, for damages alleged to have occurred on April 30, 2017, in accordance with Government Code 913, and refer it to the District claims administrator for processing in accordance with applicable laws.

11.j Approval of Renewal to Lease Agreement with Providence Health System/Southern California (General Fund)

That the Board of Education approve the Renewal to the Lease Agreement #1 between Burbank Unified School District and Providence Health System/Southern California, d/b/a/ Providence Health Center, for use of 20 parking spaces located behind Providencia Elementary School (accessed from Pacific Avenue). The renewal includes the following amendments: (1) extend the term of the lease through June 30, 2018, and (2) increase the monthly fee by 5% in accordance with the agreement from $1,389.15 to $1,458.60 (01.0-90708.0-00000-00000-8650-7800013), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Lease Renewal - Providence Health System.pdf (O.F. #25,856)

11.k Approval of Renewal to Lease Agreement with Deluxe Digital Studios, Inc. (General Fund)

That the Board of Education approve the Renewal to the Lease Agreement #4 between Burbank Unified School District and Deluxe Digital Studios, Inc. d/b/a/ Deluxe Media, for use of 40 parking spaces located behind Providencia Elementary School (accessed from Pacific Avenue). The renewal includes the following amendments: (1) extend the term of the lease through June 30, 2018, (2) increase the monthly fee by 5% in accordance with the agreement from $2,778.30 to $2,917.21 (01.0-90708.0-00000-00000-8650-7800013), and (3) District will stripe the parking lot, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Lease Renewal - Deluxe Digital Studios, Inc. .pdf (O.F. #25,857)

11.l Approval of Award of Contract, Intercom Clock & Signal Service, Bid 1516-059, 2016 Low Voltage Unit Price Bid for Public Works Contracts, Fire Alarm, Conduit, Data Infrastructure Installation, Robert Louis Stevenson Elementary (Bond Fund)

That the Board of Education approve a construction contract between Burbank Unified School District and Intercom Clock and Signal Service for installation of low voltage fire alarm upgrades and data infrastructure, Bid 1516-059, 2016 Low Voltage Unit Price

Bidding for Public Works Contracts, not to exceed $668,698.84, Bond Fund, effective June 2, 2017 through June 2, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows: Robert Louis Stevenson, $492,000.84 (21.0-00000-91011-6230-85000-215-0000) Facilities Bond Fund, and (21.0-00000-93000-6249-85000-215-0000) Technology Bond Fund

AOC_ Intercom Clock& Signal_ FA.Data Infrastructure_ Stevenson.pdf (O.F. #25,858)

11.m Approval of Award of Contract, Calex Engineering Inc., Phase II, Bid 1617-052, Bid Package #9, Site Clearing, Earthwork, Thomas Jefferson Elementary School Modular Classrooms (Bond Fund)

That the Board of Education approve an award of contract between Burbank Unified School District and Calex Engineering Inc., for Phase II, Bid 1617-052R, Bid Package #9, Site Clearing and Earthwork, for the installation of modular classroom buildings, effective June 2, 2017 through June 2, 2019, not to exceed $450,145 (21.0-92167-0-00000-85000-6230-214-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

AOC_ Phase II Modulars_Calex Engineering_ Jefferson.pdf (O.F. #25,859)

11.n Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Scarification, Seal Coat, Striping, Asphalt Installation, Horace Mann Children's Center (Bond Fund)

That the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for the excavation, scarification, asphalt installation at Horace Mann Children's Center, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, not to exceed $269,767.50 (21.0-00000-0-XXXXX-85000-6230-508-0000) Bond Fund, effective June 2, 2017 through June 1, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

AOC_Universal Asphalt_ Horace Mann Children's Center.pdf (O.F. #25,860)

11.o Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Bid Package # 9, Site Clearing, Excavation Grading, Scarification, Recompaction, Modular Classrooms, Bret Harte Elementary (Bond Fund)

That the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for the excavation, scarification, and recompaction for Modular Classroom installations, at Bret Harte Elementary School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, not to exceed $379,470 (21.0-00000-0-xxxxx-85000-6170-205-0000) Bond Fund, effective June 2, 2017 through June 2, 2019, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

OAC_ Phase II Modulars_Universal Asphalt_Clearing and Grading_ Harte.pdf (O.F. #25,861)

11.p Approval of Award of Contract, CUPCCAA Bid # 1617-086, New Horizons Contracting, Abatement and Demolition, Walt Disney Elementary School (Bond Fund)

That the Board of Education approve an award of contract between Burbank Unified School District and New Horizons Contracting, CUPCCA Bid # 1617-086, for abatement and demolition, Walt Disney Elementary School, effective June 2, 2017 through June 2, 2018, not to exceed $14,890 (21.0-0-00000-9xxxx-85000-6282-320-0000) Bond Fund,

and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

OAC_New Horizons_Demo Bungalow 23_Disney.pdf (O.F. #25,862)

11.q Acceptance of Notice of Completion, California Multiple Award Schedule (CMAS) Contracts,4-13-78-0068A, Easy Turf, Theodore Roosevelt Elementary School (Bond Fund)

That the Board of Education accept the following project as completed, California Multiple Award Schedule (CMAS) Contracts #4-13-78-0068A between Burbank Unified School District and Easy Turf, installation of synthetic turf at the Theodore Roosevelt Elementary School, not to exceed $47,474.71, PO 17004155, Bond Fund, as presented. There were no change orders to this contract.

NOC_ Easy Turf_ Roosevelt.pdf (O.F. #25,863)

11.r Acceptance of Notice of Completion, Modular Phase I, Silver Creek Industries, Inc., Chula Vista Unified School District Piggy-Back Bid#14/15-3, Construction of Modular Buildings, Ralph Waldo Emerson, Theodore Roosevelt and George Washington Elementary Schools (Bond Fund)

That the Board of Education accept a notice of completion between Burbank Unified School District and Silver Creek Industries, Inc., for construction of modular classroom buildings, Chula Vista Unified School District Piggyback Bid14/15-3, effective March 18, 2016 through March18, 2018, not to exceed $2,924,575.70, Bond Fund as presented, as follows: Ralph Waldo Emerson, $558,825.12 (21.0-92162-0-00000-85000-6230-203-0000) PO 17001005, Bond Fund; Theodore Roosevelt, $1,039,433.87 (21.0-92167-0-00000-85000-6230-214-0000) PO 17001002, Bond Fund, and George Washington, $1,326,498.71 (21.0-92169-0-00000-85000-6230-216-0000) PO 17001000, Bond Fund.

NOC_ Modular Phase I_Silver Creek_ Emerson, Roosevelt, Washington.pdf (O.F. #25,864)

11.s Ratification of Deductive Change Order No. 1, California Multiple Award Schedule (CMAS) Contracts, Easy Turf, Synthetic Turf, Ralph Waldo Emerson Elementary School (Bond Fund)

That the Board of Education ratify a deductive change order, California Multiple Award Schedule (CMAS) Contracts #4-13-78-0068A between Burbank Unified School District and Easy Turf, installation of synthetic turf at Ralph Waldo Emerson Elementary School, not to exceed ($14,167.33) (21.0-92122.0-00000-85000-6230-203-0000), Bond Fund, PO 17003890, effective June 24, 2016 through June 24, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Ratification_ Deductive CO_ Easy Turf_ Emerson.pdf (O.F. #25,865)

11.t Ratification of Amended Agreement for Professional Services, Massadi Enterprises, Division of State Architect (DSA) Inspections, Playground Equipment Installation, Ralph Waldo Emerson, Theodore Roosevelt Elementary Schools (Bond Fund)

That the Board of Education ratify an amended agreement for professional services between Burbank Unified School District and Massadi Enterprises, to perform DSA inspection of playground equipment installation, effective March 1, 2017 through March 1, 2018, not to exceed $20,400, Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented as follows: Ralph Waldo Emerson,

$10,200 (21.0-00000-9xxxx-85000-6281-203-0000) Bond Fund, Theodore Roosevelt, $10,200 (21.0-00000-9xxxx-85000-6281-214-0000) Bond Fund)

Ratification_Amended Agmnt_ Massadi_Playgrounds_Emerson, Roosevelt.pdf (O.F. #25,866)

11.u Ratification of Change Order No. 1, T.J. Janca Construction Inc., CUPCCAA Bid 1617-062, Installation of Playground Equipment, Ralph Waldo Emerson, Theodore Roosevelt Elementary Schools (Bond Fund)

That the Board of Education approve Change Order #1, CUPCCAA Bid 1617-062, T.J. Janca, for the installation of playground equipment, effective March 17, 2017 through March 17, 2018, PO 17003595, not to exceed $7,700, Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented, as follows: Ralph Waldo Emerson, $3,850 (21.0-00000-0-91006-85000-6170-203-0000 Bond Fund, and Theodore Roosevelt, $3,850 (21.0-00000-0-91006-85000-6170-214-0000 Bond Fund

Ratification_CO # 1_ TJ Janca_ Play Equipment Install_Emerson, Roosevelt_ .pdf (O.F. #25,867)

11.v Approval of Use of Facilities Agreement between Burbank Unified School District and the Boys and Girls Club of Burbank and Greater East Valley

That the Board of Education approve the Use of Facilities Agreement between the Burbank Unified School District and the Boys & Girls Club of Burbank and Greater East Valley, effective July 1, 2017 through June 30, 2018, and the authority to sign the updated agreement pursuant to BUSD-AR 3314, as presented.

Boys and Girls Club 2017.18.pdf (O.F. #25,868)

11.w Approval of Award of Contract, Silver Creek Industries, Inc., Chula Vista Unified School District Piggy-Back Bid#14/15-3, Construction of Modular Buildings, Burbank Adult School (Adult Fund)

That the Board of Education approve an award of contract between Burbank Unified School District and Silver Creek Industries, Inc., for construction of modular classroom buildings for Burbank Adult School, Chula Vista Unified School District Piggyback Bid14/15-3, effective June 2, 2017 through June 2, 2018 (11.0-63910.0-41104-85000-6230-533-0000), not to exceed $217,171 (Adult Education Fund), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

AOC_ Silver Creek_ Modular_ Burbank Adult School .pdf (O.F. #25,869)

11.x Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Modular Classroom Buildings, Perimeter Fencing, Robert Louis Stevenson Elementary Schools (Bond Fund)

That the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of perimeter and modular fencing, not to exceed $224,483.52 (21.0-00000-0-9XXXX-85000-6170-215-0000) effective June 2, 2017 through June 2, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

OAC_Phase II Modulars, Perimeter_ Pilgrim Fence_ Stevenson.pdf (O.F. #25,870)

12. REQUESTS TO ADDRESS THE BOARD

12.a Public Communications

Diana Abasta, Teacher and BTA President, was called to speak. She commented on the commencement ceremonies and the end of the year activities. She suggested a conversation with staff regarding reducing the 5th week grading period, to minimize teacher stress. She then thanked the parents for supporting their students throughout the year. She commented on the passing of Martin Mackey and his love for teaching. She also thanked the Board for their vision and support for the Arts for All program. She will continue to offer Club Ed at Burbank High School in the fall and possibly John Burroughs HS to encourage students to follow a career in education. She asked that staff look at incorporating class size reduction into the LCAP as she felt that class size made a difference to benefit all students. She also commented on the upcoming new teacher orientation and the importance of having administrator and Board participation.

12.b Staff Responses

Superintendent Hill thanked Ms. Abasta for her continued support with Club Ed to encourage students to join the teaching profession. It was important to show students the pathway to teaching. He then highlighted that at the next Board meeting a 4217 energy service contract and a Public Hearing would be presented to the Board to allow a contractor to install lighting at Burbank High School and apply for Prop 39 funding and to advise the District on how to finance additional energy projects.

12.c Board Members' Comments and Responses

Dr. Reynolds thanked Ms. Abasta for introducing Club Ed. and for her efforts.

Ms. Tabet was excited to hear that Club Ed would continue to be offered, as she wanted all students to have a plan and ideas. She was looking forward to hearing about the progress.

President Ferguson commented about the rigorous credential process and the need to provide the necessary support to encourage the teaching profession and thanked Ms. Abasta for her continued support.

President Ferguson acknowledged the retirements of teachers Michelle Kaye, Burbank High School and John Spence, Stevenson Elementary School. He thanked them for their many years of service to the District.

13. RECONVENE IN PUBLIC SESSION AND ADJOURNMENT

The meeting adjourned at 9:29 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

7/20/2017
_____
DATE

_____
ARMOND AGHAKHANIAN, CLERK

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

June 15, 2017

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:
Steve Ferguson
Roberta Reynolds
Armond Aghakhanian
Charlene Tabet
Steve Frintner

Also present were Matt Hill, Superintendent; David Jaynes, Assistant Superintendent, Administrative Services; Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, and Tom Kissinger, Assistant Superintendent, Instructional Services.

1. CALL TO ORDER

The Closed Session was called to order at 6:00 p.m. by Board President Ferguson.

2. REQUESTS TO ADDRESS THE BOARD

There was no one present who wished to address the Board.

3. CLOSED SESSION

3.a Conference With Labor Negotiator, Pursuant to Government Code §54957.6:
Agency Negotiator: Anita Schackmann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.b Conference With Labor Negotiator, Pursuant to Government Code §54957.6:
Agency Negotiator: Anita Schackmann
Employee Organization: Burbank Teachers Association (BTA)

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:02 p.m. Jennifer Goldenberg, Teacher on Special Assignment, English Language Development (ELD), led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Ferguson reported that items 3a through 3d, were for discussion only, with no action taken.

6. ADJUSTMENTS TO THE AGENDA

Superintendent Hill pulled item 9d and requested to move item 9a prior to item 8.

7. ITEMS FOR FUTURE AGENDAS

Dr. Reynolds requested a report on enrollment and permits, including the process. She also requested a resolution in support of Pride Month.

President Ferguson moved to 10a Superintendent's Comments.

Dr. Kissinger reviewed the selection process and provided background and educational experience information for the new Director of Special Education and Psychological Services. He then introduced Tamara Schiern as the new Director.

Ms. Schiern was honored and excited to take on the new role to support all students in the District.

All Board Members welcomed Ms. Schiern and were looking forward to working with her in her new assignment.

8. REQUESTS TO ADDRESS THE BOARD

8.a Public Communications

Trena Pitchford, Executive Director, Burbank Arts for All Foundation, was called to speak. She commented on the Burbank Arts for All Foundation Arts Education Grants awarded to sites in the spring of 2017. She had now received teacher and administrator feedback and wished to update the Board. She provided a handout and asked that the Board review the information. She looked forward to the continued partnership and to the next school year.

8.b Staff Responses

Superintendent Hill was looking forward to reading the report and appreciated the partnership with the Foundation.

8.c Board Members' Comments and Responses

Ms. Tabet commented on April and May being the busiest time of the school year. She attended Monterey's High School graduation and was honored to be a participant. She then wished everyone a relaxing summer.

Mr. Frintner said that May was the best and worst time to join the Board because there were many events to experience. He attended many of the promotions and commencement ceremonies and was honored to be a part of it. He also attended a Town Hall meeting regarding the environment, sponsored by Assembly Member Laura Friedman, where he met a BHS alumni, who made him proud to know that she was doing well.

Dr. Aghakhanian attended graduations at Glendale and East Los Angeles College. He was happy to see Burbank students continuing their education at the community college level. He announced that he was near completing the CSBA Masters and Governance Program.

Dr. Reynolds attended the Monterey High School graduation. She thanked Ms. Pitchford for her comments and agreed that the arts impacted the development of science and read an article regarding this topic. She said that the arts were important and new possibilities with gaming technology, were now available. She stated that what the District was doing with the arts was valuable.

President Ferguson thanked Ms. Pitchford for her partnership and for providing input from teachers and staff. He also thanked his colleagues for their continued work in sub-committees during the summer to make sure that students receive the best education.

9 REPORTS TO THE BOARD

9.a Superintendent's Comments

Superintendent Hill commented prior to 9a. - He did not comment at this time.

9.b Report on the District's Mental Health and Wellness Survey

Tom Kissinger, Assistant Superintendent, Instructional Services, introduced John Costanzo, Coordinator, Mental Health and Wellness, who reported on the findings of the 2017 District's Mental Health and Wellness Survey, as presented.

Wellness Center Board Reports.pdf (O.F. #25,871)

Tom Kissinger introduced John Costanzo. Mr. Costanzo used a PowerPoint to guide his presentation. In April 2017, Hanover Research conducted a survey for the District. The survey was administered to staff members and high school 9th and 10th grade students and a few 11 and 12 grade students. This report highlighted some of the key findings, such as both staff and students identified anxiety and/or stress as the most prevalent social-emotional issue for students, counseling support for other social-emotional concerns would benefit students, students are more likely to seek social-emotional and mental health support from parents, professional development to identify mental health issues, staff were typically more likely to recognize progress the District had made, and stress and anxiety prevailed among substantial number of staff members. He said that this was the beginning of good baseline data to be able to move forward. The next step would be to reach out to staff and provide training in an effort to relieve anxiety and/or stress. He suggested that the stigma associated with using services needed to be looked at in an effort to better serve students.

Dr. Aghakhanian asked about the discrepancy in percentage between 12 grade students and 9th grade students. Ms. Constanzo explained that the survey was administered to 9th and 10th grade students and that a few 11 and 12 grade students had participated. President Ferguson explained that through the development of the Mental Health and Wellness Plan the decision had been made to target the 9 and 10 students to follow a cohort as they move to see progress. Dr. Agakhanian would have liked to see data on 12 graders. Mr. Constanzo agreed that moving forward a survey could be administered to seniors and include additional questions about different issues to get a better understanding on how to better serve students. Dr. Kissinger clarified that the decision to include 9th and 10 grade students was made because students in grades 9th and 10 took similar classes and it was easier to administer the survey to them, including the students at Monterey High School, which was the reason the survey included 11 and 12 grade students.

Mr. Constanzo then reviewed the progress on a few goals and said that he felt that this was good meaningful data and good research in terms of planning for the future.

Dr. Reynolds was happy to see the focus on the needs of staff, as it was important that staff felt safe and supported.

President Ferguson felt that the survey was well done; however, there was much work to be done. He would like to work with the bargaining unions to inform staff of the resources, as he felt that it was critical to raise the profile. The Wellness Centers were well known by students. He would continue to work to change the culture. He then thanked Mr. Constanzo for his work with the Wellness and Mental Health program and his service to the District and wished him well in his next endeavor.

9.c Report on the Recommendations to the Board of Education from the District English Language Learner Advisory Committee

Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, reported on the Recommendations to the Board of Education from the District English Language Advisory Committee, as presented.

DELAC with Powerpoint.pdf (O.F. #25,872)

Sharon Cuseo introduced Teacher on Special Assignment Jennifer Goldenberg, who oversees the District ELD program. Ms. Goldenberg used a PowerPoint to guide her presentation. Each California public school district in grades kindergarten through 12 grade, with 51 percent or more English learners (ELs) must form a District-level English Learner Advisory Committee (DELAC) or a subcommittee of an existing district-wide advisory committee. She reviewed the annual school site review recommendations, which included continued support/resources to provide intervention to EL student, professional development, and increase parent involvement and provide training. She also reviewed the DELAC recommendations on reclassification and the Master Plan for English Learners revision recommendations, which would most likely take place two years from now, as changes in legislation at the State level was taking place. She also reviewed the District's English Learner Advisory Committee (DELAC) recommendations, which included to provide a 5th year of study at the comprehensive high school for ELs arriving in grade 11 to allow ELs to take initial credit classes in summer school, to provide ELs with information about the school system, college/career, and to teach them essential skills to help them succeed, and to offer summer school to all EL students. She said that the District was fortunate to be able to provide the recommended services through several funding grants.

President Ferguson requested that the DELAC minutes be sent to the Board. Superintendent Hill said that he would include the minutes in the next Superintendent's Newsletter. He reported that the minutes were also currently posted on the District's website.

Ms. Tibet thanked Ms. Goldenberg for her thorough presentation.

Mr. Frintner thanked her for her presentation as he felt that she provided valuable information.

President Ferguson thanked her for her dedication to the program and was happy to hear that parents were involved in the decision-making process. He was grateful for the supplemental grant available to provide resources to EL students. He asked for clarification regarding the process for EL students who may also need special education services. Ms. Goldenberg explained that Dr. Kissinger and she had been working on this issue to include an action item in the Special Education Master Plan to provide professional development to psychologists, administrators, and support staff, as it was a challenge to determine if the issue was language or learning. She felt that each student must be looked at individually to be able to provide appropriate services. President Ferguson said that he wanted to make sure that the EL population was served as well.

Dr. Aghakhanian thanked staff for their work with English learner students, as he was hearing good comments from the community and he was happy to see that parents and students were involved.

9.d First Reading for Learn Mobile Game Development in One Day Using GameSalad Textbook for Digital Applications Course (CTE Funds) - **PULLED**

Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment, presented the first reading of the proposed Digital Applications textbook, Learn Mobile Game Development in One Day Using GameSalad (ISBN: 978-1511914208), out of CTE funds (01.0-06350.0-60000-10000-4210-7910000), as presented.

First Reading for Textbook for Game Salad **PULLED**

9.e Report on Facilities and Technology Projects

Rick Nolette, Chief Facilities and Information Technology Officer, reported on Facilities and Technology projects, as listed on the agenda as presented.

Facilities-Technology NOC's.PPT.pdf (O.F. #25,874)

Rick Nolette used a PowerPoint to guide his presentation. He reviewed the current, completed, and upcoming projects, the locations, the contractor, and the cost for each facilities and technology items associated with the Bond, which were listed in the Consent Agenda section.

10. PUBLIC HEARING

The Public Hearing for item 10a opened at 8:23 p.m. and closed at 8:24 p.m. There was no one present who wished to address the Board.

10.a Public Hearing on the 2017-2018 Budget and LCAP

The Board of Education conducted a public hearing to receive input from any interested parties on the District's 2017-2018 Budget which was made available for public review prior to the Board meeting per Education Code Section 42103 and 52062, as presented.

Proposed Budget & LCAP 2017-18 Public Hearing.pdf (O.F. #25,875)

The Public Hearing for item 10b opened at 8:24 p.m. and closed at 8:44 p.m. There was no one present who wished to address the Board.

10.b First Reading of the 2017-2018 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP)

John Paramo, Director, Secondary Education, reported on the 2017-2018 Burbank Unified School District's Local Control and Accountability Plan (LCAP), as presented.

LCAP_-_1st_reading_2017-2018.pdf (O.F. #25,876)

Dr. Paramo used a PowerPoint to guide his presentation. He reported that the LCAP draft had been the result of several months of stakeholder input. The LCAP Advisory Committee meetings had taken place throughout the school year, and the progress had been discussed at several Board of Education meetings, including a Town Hall meeting to gain additional community input, review the current LCAP Base Grant and Supplemental Grant programs, and to discuss the proposed 2017-2019 LCAP. Tonight's report was a first reading and a public hearing as required by Education Code and would be presented at the upcoming Special Board meeting to then be submitted to the Los Angeles County Office of Education for approval. He reported that the four areas had been adjusted and would ask the Board to agree on the changes. The first change was to the Extended School Year (summer School) for long term EL's from $36,000 to $52,000 in an effort to minimize the negative impact to EL services, as listed on page 1 and the EL

Support for schools with low EL population to minimize the negative impact as listed on page 3 for an additional $34,226 amount for year's 2017-2018 and 2018-2019. Designated ELD line item listed on page 3. There was no objection from the Board on these items. The third revision was the Secondary Summer School program (credit recovery) line item being increased from $250,000 to $370,000 for the next two school years to add an additional $120,000 to take care of students who are not able to attend the Options for Youth summer program. There was no objection from the Board on this line item. The fourth area modified was the Designated ELD line item as listed on page 3 for $180,000 for middle school ELD students to designate sections in ELD content standards, which is currently not being done, as required.

Ms. Tabet asked for clarification regarding the transitional ELD class. Dr. Paramo explained that per the State of California students in a transitional class must receive the same amount of instructional time as the ELD standards as they would in the Core content standards. At the high school level the transition is handled differently and it may be an issued that would need to be addressed later. Ms. Cuseo explained that in addition to the arts designated ELD and integrated had to be compatible to the core classes instructional time. After much discussion, this item was also agreed on.

Superintendent Hill highlighted the remaining balance of $36,360, which was an excessive estimated balance. This amount was an estimate, as staff continue to monitor the Federal budget. It was estimated at 20% cut from Title I and no additional funding for Program Improvement at an estimated cut of $300,000 to $500,000. President Ferguson asked if the supplemental dollars could offset Title I funds and asked that the Board be informed as changes continue to be made to the budget. Dr. Aghakhanian asked if staff knew of additional funding cuts from the State. Superintendent Hill said that the budget situation was unpredictable and the District needed to prepare. President Ferguson asked that a letter to congress be sent to let them know of the impact to EL students. He also asked that staff create a backup plan in case that additional funds are received by the District.

The last revision to the Plan was a new item listed on page 2 of the Base Grant program for Hanover Research Council LLC for an amount of $40,500 for 2018-2019 to fund the ongoing expense, as in the past it had been charged to the Instructional Services budget. President Ferguson requested that at the first LCAP meeting, Dr. Paramo highlight the revised items for transparency.

The Public Hearing for item 10c opened at 8:45 p.m. and closed at 9:11 p.m. There was no one present who wished to address the Board.

10.c First Reading of the District's 2017-2018 Budget

David Jaynes, Assistant Superintendent, Administrative Services, reported on the District's 2017-2018 Proposed Budget, as presented.

Proposed Budget 2017-18 First Reading Public Hearing & PPT.pdf (O.F. #25,877)

Mr. Jaynes used a PowerPoint to guide his presentation. He reviewed the budget cycle, the State Budget proposal for 2017-2018, the LCFF Base Grant Entitlement Target, K-3 Class Size Reduction and Career Technical Education Adjustments, the LCFF Maximum Calculations, the Budget Assumptions for 2017-2018, the Remaining One-Time Funds, the General Fund for 2017-2018 for unrestricted and restricted budget, the Reserves, the LCFF New Base Dollars, new Expenditures, and Other Funds. He noted that the District would receive less funding due to the decrease of students who received free and reduced lunch. He also said that the District would only receive 97% of the funding because the District had reached the targeted funding level in 2017-2018. In addition the District did not qualify for supplemental and/or concentrated calculations due to its low enrollment in the targeted sub-populations.

Superintendent Hill said that the District was projecting flat enrollment for 2016-2017, which was expected to remain the same in 2017-2018. As of today, the enrollment may be lower than the projected enrollment numbers for 2017-2018.

Mr. Jaynes reviewed the Budget Assumptions for 2017-2018. Superintendent Hill said that these assumptions were temporary expenditure reductions to be able to balance the budget and that the items needed to be restored when additional funding becomes available. Mr. Jaynes reported that ninety-four percent of the funding comes from the State. He noted that it was difficult to understand that 88% of the expenditure were to cover employee compensation, which was not enough funds to work with. The LCFF new base dollars and new general fund expenditures for 2017-2017 already showed a net loss of $124,269 before salary increases were made.

Superintendent Hill said that the District was not in a recession now; however, funding was not enough to grow and to continue to provide quality education in Burbank. He suggested that everyone continue to raise their voices and to let the legislators know that adequate funding was necessary to be able to grow and maintain a quality education.

President Ferguson agreed that the funding was not enough; however, the District would continue to make it work during this crisis.

The Public Hearing for item 10d opened at 9:12 p.m. and closed at 9:15 p.m.

10.d Report on Excess Reserves

David Jaynes, Assistant Superintendent, Administrative Services, reported on the Ending Fund Balance in Excess of reserve for economic uncertainties (REU), as presented.

Excess Reserves - Ending Fund Balance.pdf (O.F. #25,878)

Mike Nolan, Resident, was called to speak. He commented on the Public Hearing regarding the Excess Reserves. He said that he was aware that the teacher union went to Sacramento to lobby against the District's reserves and he felt that the union needed to work with the District because having reserves was necessary.

Mr. Jaynes said that the Ending Fund Balance in Excess of Reserve for Economic Uncertainties (REU) was a requirement to be able to continue to fund the budget.

The Public Hearing for item 10e opened at 9:15 p.m. and closed at 9:18 p.m. There was no one present who wished to address the Board.

10.e Report on the Education Protection Account (EPA) 2017-2018

David Jaynes, Assistant Superintendent, Administrative Services, reported on the Education Protection Account (EPA) 2017-2018, as presented.

EPA 2017-18 Report.pdf (O.F. #25,879)

Mr. Jaynes reported that the Education Protection Plan was an accumulation of new revenues generated by Proposition 30. The Board of Education must approve a Resolution for the LA County Office of Education outlining the District's spending plan. The EPA funds are part of the LCFF which is estimated to be $19,848,945 approximately 24% of the State funding was spend on certificated teacher salaries and related benefits.

The Public Hearing for item 10f opened at 9:17 p.m. and closed at 9:20 p.m.

10.f Notice of Public Hearing, Energy Services Contract, California Government Code Section 4217.12, ABM Building Solutions LLC., District-Wide (Bond Fund)

The Board of Education held a Public Hearing in support of a Resolution 35, making determinations pursuant to government code section 4217.12, approving a facility

contract and related documents, finding the project exempt under the California environmental quality act, and authorizing the Superintendent or designee to execute the agreements and take other required or appropriate actions, as presented.

Public Hearing,_Energy Services Contract_ ABM Building Solutions.pdf (O.F. #25,880)

Larry Applebaum, former Board of Education Member and current Member of the School Facilities Sub-Committee, was called to speak. He had been part of the discussion regarding a Phase II solution for Energy Management Systems. The vendor currently being presented was the third vendor, which had been reviewed by legal counsel. An agreement had been reached with ABM Building Solutions to honor their contract to deliver an excellent final product, as energy management would be important moving forward. He felt comfortable with the proposals coming forward and hoped that the Board approve the upcoming resolution.

10.g Close Public Hearing - ***The Public Hearing section closed at 9:20 p.m.***

11. NEW AND/OR UNFINISHED BUSINESS

11.a Adoption of Resolution 36 – Resolution of the Board of Education of Burbank Unified School District Regarding the Education Protection Account 2017-2018

That the Board of Education adopt Resolution 36 - Resolution of the Board of Education of Burbank Unified School District Regarding the Education Protection Account 2017-2018 for the portion of the state aid (Local Control Funding Formula (LCFF) funds) identified as the Education Protection Act (EPA) funding, which is 15% of the Districts total state funding, and proposes the funds be spent on the current costs of certificated teacher salaries and benefits, as presented.

Resolution 36 - EPA 2017-18.pdf (O.F. #25,881)

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.b Adoption of Resolution 35 Authorizing District to Execute an Energy Services Contract, Pursuant to Code Section 4217.12, ABM Building Solutions LLC., Burbank High School (Bond Fund)

That the Board of Education adopt Resolution 35- Approving and Authorizing the Execution of an Education Code 4217.12 Energy Services Contract, ABM Building Solutions, LLC., for the replacement and/or installation of energy efficient LED Lighting at Burbank High School, as presented.

Resolution 35_ 4217.12_ ABM Building Solutions_ District-Wide.pdf (O.F. #25,882)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.c Approval of Award of California Government Code Section 4217.12, Energy Services Contract, ABM Building Solutions LLC., Burbank High School (Bond Fund)

That the Board of Education approve an agreement between Burbank Unified School District and ABM Building Solutions LLC., for a California Government Code 4217.12 Energy Services Contract, effective June 16, 2017 through June 17, 2018, not to exceed

$2,348,750 (21.0-00000.0-9xxxx-85000-5850-431-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

AOC, 4217.12_ ABM Building Solutions LLC_ BHS .pdf (O.F. #25,883)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.d Approval of Agreement for Professional Services, Lozano Smith (General Fund/Bond Fund)

That the Board of Education approve an agreement between the Burbank Unified School District and Lozano Smith, Attorneys at Law, to provide specialized legal services in the area of facilities and construction, effective, July 1, 2017 through June 30, 2018, not to exceed $100,000 (01.0-00000.0-00000-72000-5820-7401000) (General Fund) and (21.0-00000.0-00000-85000-5820-7400000) (Bond Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Lozano Smith 2017-18.pdf (O.F. #25,884)

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.e Approval of Agreement for Professional Services, E-Rate Funding Consultation

That the Board of Education approve an agreement between Burbank Unified School District and Eddie R. Smith, Jr., to provide E-Rate funding consultation in order to capture federal E-Rate funding to support technology improvements for schools and classrooms, effective July 1, 2017 through June 30, 2018, not to exceed $75,000 (40.0-00000.0-00000-81000-5850-7500000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Eddie Smith - E-Rate 17-18.pdf (O.F. #25,885)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.f Approval of Agreement for Audit Services, CliftonLarsonAllen

That the Board of Education approve an agreement between Burbank Unified School District and CliftonLarsonAllen (CLA), as the District Auditor for school years 2017-2018, 2018-2019, 2019-2020, in an amount not to exceed $71,250, $71,250 and $72,500 (01.0-00000.0-00000-71900-5820-7401000) respectively, plus mileage at the approved IRS rate for the year served, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

CLA (VLS) - 3 Year Agmt.pdf (O.F. #25,886)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.g Approval of Agreement for Professional Services, Atkinson, Andelson, Loya, Ruud & Romo (General Fund)

That the Board of Education approve an agreement between Burbank Unified School District and Atkinson, Andelson, Loya, Ruud & Romo to perform specific services, effective July 1, 2017 through June 30, 2018, not to exceed $200,000 per year (01.0-00000.0-00000-72000-5820-7401000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

AALRR Agreement 2017-18.pdf (O.F. #25,887)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.h Approval of an Agreement for Professional Services, Titan School Solutions (Cafeteria Fund)

That the Board of Education approve the agreement between Burbank Unified School District and Titan School Solutions to provide its point of purchase meal tracking system, effective July 1, 2017 through June 30, 2018, not to exceed $25,000 (61.0 53100.0 00000 37000 5840 7490000), and that authority to sign the contract pursuant to BUSD—AR 3314, as presented.

Titan Agreement 17-18.pdf (O.F. #25,888)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.i Approval of Consultant Agreement, Dietician (Cafeteria Fund)

That the Board of Education approve the agreement between Burbank Unified School District and Melissa Manning, Registered Dietician, to provide consulting services in the development of menus, effective July 1, 2017 through June 30, 2018, not to exceed $18,000 (13.0-53100.0-00000-37000-5850-7490000) (Cafeteria Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Food Service Dietician 17-18.pdf (O.F. #25,889)

It was moved by Roberta Reynolds, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.j Approval of the Teacher Assignments for 2017-2018

That the Board of Education approve the Teacher Assignments for 2017-2018, as described per Education Codes §44258.2, 44258.3(a), 44258.7(b), (c) & (d), 44263, and 44865, as presented.

Ed Code Authorizations.pdf (O.F. #25,890)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.k Approval of Amendment to the Rules and Regulations for Implementation of Certificated Supervisors and Managers Salary Schedule A

That the Board of Education approve the amendment to the Rules and Regulations for Implementation of Certificated Supervisors and Managers Salary Schedule A, as presented.

Rules and Regs Admin Credential Stipend.pdf (O.F. #25,891)

It was moved by Roberta Reynolds, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.l Approval of Agreement for School-Based Counseling

That the Board of Education approve the Agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to provide individual and group counseling to elementary and secondary school pupils, as required, effective July 1, 2017 through June 30, 2018, not to exceed $30,000 (01.0- 01500.0-71500-31100-5810-7422000), and that authority to sign the agreement be exercised pursuant to BUSD - AR 3314, as presented.

FSA School Based Counseling Program.pdf (O.F. #25,892)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.m Approval of Agreement Between Burbank Unified School District and Family Service Agency of Burbank (LCFF Supplemental Grant Funds)

That the Board of Education approve the Agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to provide counseling and support services to District Foster Youth, Homeless Students, and other identified "At-Risk" students, effective July 1, 2017 through June 30, 2018, not to exceed $80,000 (01.0-01500.0-11100-10012-5110-7422000), District Local Control Funding Formula (LCFF) Supplemental Grant funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

FSA Contract FY&H. 6.15.17.pdf (O.F. #25,893)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education adjourn the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.n Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve the agreement between the Burbank Unified School District and the Family Services Agency of Burbank to provide IEP-based mental health services for qualifying special education students, effective July 1, 2017 through June 30, 2018, not to exceed $250,000 (01.0-651200.0-57500-11800-5810-7440000), and the authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

FSA Contract SPED 6.15.17.pdf (O.F. #25,894)

Ms. Tabet asked for clarification regarding the fee-based service charge. Superintendent Hill explained that the fee was based on the not to exceed amount. Last school year the District exceeded the number of students, at no charge. This year the estimated amount was 110 students, which was approximately $250,000 to be able to provide services by the Family Service Agency. President Ferguson confirmed that there were more students served than projected and the FSA did not charge the District for the additional students. Dr. Kissinger explained that the services provided by the FSA were through approximately thirteen therapist, including interns. He also reported that additional services may be required at Joaquin Miller Elementary School and that he and staff would continue to monitor the situation to be able to provide adequate services.

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.o Approval of Agreement with iBoss Inc. for Web Content Filtering (General Fund)

That the Board of Education approve the agreement between Burbank Unified School District and iBoss Inc. to continue the use of web content filtering services, District-Wide, not to exceed $72,900 (01.0-00000.0-00000-72000-5840-7401000) (General Fund), effective July 1, 2017 through June 30, 20, 2019, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Agreement_iBoss_Web Content Filtering_061517.pdf (O.F. #25,895)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.p Approval of School Site and Department Software Licenses and Memberships for 2017 - 2018

That the Board of Education approve the District Software Licenses and Memberships for the 2017-2018 school year, as presented.

School Site and Department Software Licenses and Memberships_061517.pdf (O.F. #25,896)

It was moved by Roberta Reynolds, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.q Approval of Purchase of Conference Room Furniture with Interior Office Solutions (One-Time Fund)

That the Board of Education approve the purchase with Interior Office Solutions for conference room furniture, not to exceed $29,658.07 (01.0-00010.0-00000-77000-4410-7730042) (One-Time Fund), as presented.

Purchase_IOS_ Conference Room Furniture_061517.pdf (O.F. #25,897)

It was moved by Steve Frintner, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.r Approval of Memorandum of Understanding between the Foundation for California Community Colleges and Burbank Unified School District

That the Board of Education approve the Memorandum of Understanding between the Burbank Unified School District and the Foundation For California Community Colleges, effective June 16, 2017 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

MOU Foundation for California Community Colleges with MOU.pdf (O.F. #25,898)

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.s Approval of Agreement Between the Burbank Unified School District and Hanover Research Council LLC (CTE Funds)

That the Board of Education approve the agreement between the Burbank Unified School District and Hanover Research LLC, to assist in locating relevant grant opportunities, effective July 1, 2017 through June 30, 2018, not to exceed $35,500 (010-06350.0-60000-10000-5850-7910000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Hanover with Agmt.pdf (O.F. #25,899)

Dr. Aghakhanian asked if the District employed an individual grant writer. Ms. Cuseo said that the District did not have a designated grant writer, each director or staff took on the task of writing their own grants, as needed.

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.t Approval of Agreement between the Burbank Unified School District and Dorian Business Systems (Film LA Fund)

That the Board of Education approve the agreement between the Burbank Unified School District and Dorian Business Systems, Inc., to provide inventory services and equipment, effective July 1, 2017 through July 1, 2018, not to exceed $3287.50 out of District Film LA funds ($1,820: 01.0-90711.0-11100-10000-5840-7428000; $1,467.50: 01.0-90711.0-11100-10000-4310-7428000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Charms Account.pdf (O.F. #25,900)

Ms. Cuseo explained that this the vendor selected to provide inventory services and equipment for musical instruments, as requested by Board, as part of the Arts for All Three-Year Priority Plan.

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.u Ratification of Amended agreement, Colbi Technologies, Quality Bidders, Assembly Bill (AB) 1565 Compliant Contractor Pre-Qualification Project Management Software Additional Client Services, Facilities and Technology Services (Bond Fund)

That the Board of Education ratify the purchase of Colbi Technologies Quality Bidders client verification services, not to exceed $4,500 (21.0-00000-0-00000-85000-5840-

7400021), effective January 1, 2017 through January 1, 2018, and that authority to purchase the additional services be exercised pursuant to BUSD-AR 3314, as presented.

Ratification _Amended Agreement_ Quality Bidders Client_ District-Wide.pdf (O.F. #25,901)

It was moved by Steve Frintner, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.v Approval of Local Education Agency (LEA) Plan Annual Update for 2017-2018

That the Board of Education approve the Local Education Agency (LEA) Plan annual update for the 2017-2018 school year, as presented. Note: Copies of the Local Education Agency (LEA) Plan Annual Update for 2017-2018 will not be duplicated for general distribution. Copies may be obtained by contacting Dr. Peter Knapik at (818) 729-4492 or via e-mail at peterknapik@burbankusd.org.

LEA Plan 2017-2018 June 2017.pdf (O.F. #25,902)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.w Adoption of Resolution Number 37 Concerning Funding of Child Development Programs for Fiscal Year 2017-2018, Contract Number CSPP-7155.

That the Board of Education adopt the Resolution Number 37 certifying approval of the Board of Education to enter into a transaction with the California Department of Education for Funding of Child Development Programs, effective July 1, 2017 through June 30, 2018, and that authority to sign the agreements be exercised pursuant to BUSD AR 3314, as presented.

Resolution 37 Contract CSPP-7155.pdf (O.F. #25,903)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.x Adoption of Resolution Number 38 Concerning Funding of Child Development Programs for Fiscal Year 2017–2018, Contract Number CCTR-7067

That the Board of Education adopt Resolution Number 38 certifying approval of the Board of Education to enter into a transaction with the California Department of Education for Funding of Child Development Programs, effective July 1, 2017 through June 30, 2018, and that authority to sign the agreements be exercised pursuant to BUSD AR 3314, as presented.

Resolution 38 Contract CCTR-7067.pdf (O.F. #25,904)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.y Approval of Designation of High School Representatives

That the Board of Education approve the designation of principals, Michael Bertram and Deborah Madrigal as the representatives of Burbank High School and John Burroughs High School; and assistant principals Higinio Lujan and Robyn Anders, serving as the designated alternative representative from Burbank High School, and John Burroughs High School, respectively, to the California Interscholastic Federation (CIF) Southern Section, Pacific League, 2017-2018 school year, and to require such representatives to immediately notify the Superintendent of any proposed or pending actions that financially impact the Burbank Unified School District, as presented.

Designation of High School CIF Representatives 2017 18.pdf (O.F. #25,905)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.z Approval of the Amended Burbank Unified School District College Readiness Block Grant

That the Board of Education approve the amended College Readiness Block Grant, in the amount of $257,576, as presented.

Amended College Readiness Grant.pdf (O.F. #25,906)

It was moved by Steve Frintner, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.aa Approval of Agreement with Nth Generation for CylancePROTECT (General Fund)

That the Board of Education approve the agreement between Burbank Unified School District and Nth Generation, for CylancePROTECT (01.0-00000.0-00000-77000-5840-7732000), not to exceed $19,760 (General Fund), effective July 1, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Agreement_Nth Generation_ CylancePROTECT_(O.F. #25,907)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.ab Approval of Agreement for Professional Services, Hauffe Company, Inc. (Bond/Deferred Maintenance Fund)

That the Board of Education approve the agreement between Burbank Unified School District and Hauffe Company, Inc. for bond program management. pursuant to the contract dated June 15, 2017, effective July 1, 2017 through June 30, 2018, not to exceed $340,000 which will be funded 95% (21-0-00000-0-00000-85000-6243-7500000) Bond Fund, and funded 5% (14.0-00000.0-00000-85000-6243-7500000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

PSA, Hauffe Company Contract, _District-Wide_17.18.pdf (O.F. #25,908)

Ms. Tabet said that the amount of the contract seemed excessive; however Mr. Hauffe does an excellent job making sure that all projects are completed successfully and thanked him for his work and dedication.

Superintendent Hill explained that the District hired the Hauffe Company and other employees were hired to assist Mr. Hauffe. He also expressed his appreciation for his work.

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.ac Approval of an Agreement for Professional Services, Heartland School Solutions (Cafeteria Fund)

That the Board of Education approve the agreement between Burbank Unified School District and Heartland School Solutions to provide NutriKids software, effective July 1, 2017 through June 30, 2018, not to exceed $700 (61.0 53100.0 00000 37000 5840 7490000), and that authority to sign the contract pursuant to BUSD—AR 3314, as presented.

Heartland Agreement 17-18.pdf (O.F. #25,909)

It was moved by Armond Aghakhanian, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.ad Approval of Agreement for Professional Services, ISITE Software (a.k.a School Nutrition and Fitness) (Cafeteria Fund)

That the Board of Education approve an agreement between Burbank Unified School District and ISITE Software (a.k.a. School Nutrition and Fitness) to provide website software services, effective July 1, 2017 through June 30, 2018, not to exceed $995.00 (61.0-53100.0-00000-37000-5850-7490000) (Cafeteria Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

ISITE Software 17-18.pdf (O.F. #25,910)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

11.ae Approval of Agreement for Professional Services, Image One Technology Solutions (Cafeteria Fund)

That the Board of Education approve an agreement between Burbank Unified School District and Image One Technology Solutions to provide web hosting services, effective July 1, 2017 through June 30, 2018, not to exceed $2,096.05 (61.0-53100.0-00000-37000-5850-7490000) (Cafeteria Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Image One Technology Solutions 17-18.pdf (O.F. #25,911)

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

12. CONSENT AGENDA

It was moved by Roberta Reynolds, and seconded by Armond Aghakhanian, that the Board of Education approve items 12a through 12av, as recommended. The motion carried unanimously with the following roll-call vote: AYES – Ferguson, Reynolds, Aghakhanian, Tabet, and Frintner.

12.a Approval of Minutes

That the Board of Education approve the minutes of the Regular Meeting of May 18, 2017, as presented.

Minutes.05.18.17.pdf (O.F. #25,912)

12.b Approval of Personnel Report Number 16-17-20

That the Board of Education approve Personnel Report number 16-17-20, covering Certificated and Classified personnel, and consisting of Pages 1 to 22 inclusive, as presented.

Personnel (O.F. #25,913)

12.c 2016-2017 Purchase Order Report

That the Board of Education approve Purchase Orders for 2016-2017 as listed through May 22, 2017, as presented.

2016-2017 Purchase Order (O.F. #25,914)

12.d 2017-2018 Purchase Order Report

That the Board of Education approve Purchase Orders for 2017-2018 as listed through May 22, 2017, as presented.

2017-2018 Purchase Order (O.F. #25,915)

12.e Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of $36,753.69 and commercial warrants in the total amount of $1,652,185.05 as presented.

Warrants.pdf (O.F. #25,916)

12.f Approval of Agreement for Professional Services

That the Board of Education approve an agreement between the Burbank Unified School District and G & S Transit Management, Inc. (DBA: City Cab) for transportation services for Special Education Students on an as needed basis, effective July 1, 2017, through June 30, 2018, for an amount not to exceed $87,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Agreement for Professional Services, City Cab.pdf (O.F. #25,917)

12.g Approval of Master Contract Renewal for Nonpublic, Nonsectarian Schools and Agencies

That the Board of Education approve the Master Contracts for special education students, to be provided by the indicated nonpublic, nonsectarian school and agencies (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.057500-11804-5810-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-118005810-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contracts be exercised pursuant to BUSD-AR 3314, as presented.

Master Contract Renewal for Nonpublic Nonsectarian Schools and Agencies.pdf (O.F. #25,918)

12.h Approval of Service Agreements for Nonpublic, Nonsectarian Schools and Agencies

That the Board of Education approve the service agreements of nonpublic, nonsectarian schools and agencies as listed, under existing master contracts (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-5750011804-5810-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-58107440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the service agreements be exercised pursuant to BUSD-AR 3314, as presented.

Service Agreements for Nonpublic Nonsectarian Schools and Agencies.pdf (O.F. #25,919)

12.i Approval of Agreement for Professional Services

That the Board of Education approve an agreement between the Burbank Unified School District and Care Van Inc. for transportation services for Special Education Students on an as needed basis, effective July 01. 2017, through June 30, 2018, not to exceed $10,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Agreement for Professional Services, Care Van.pdf (O.F. #25,920)

12.j Approval of Agreement for Grant Award/Summer Youth Employment and Training Program

That the Board of Education approve the agreement between the Burbank Unified School District and the City of Burbank CDBG/HUD, for the District's participation in a Summer Youth Employment and Training Program Grant Award, not to exceed $26,381, effective June 30, 2017 through August 31, 2017, and that authority to sign the agreement be exercised pursuant to BUSD- AR 3314, as presented.

SYETP 2017 with Exhibit E.pdf (O.F. #25,921)

12.k Authorization of Salary Rates for Certificated, Classified and Other Unrepresented Employees for the Fiscal Year 2017-2018

That the Board of Education authorize the Superintendent to notify the Los Angeles County Superintendent of Schools that, as a result of financial uncertainties, negotiations, legislation, and other factors, the Board of Education declares that all management, including Superintendent, all Assistant Superintendents, confidential and other unrepresented employees' salaries are declared indefinite for 2017-2018. This consent item is an annual routine action required by the Board of Education.

12.l Rejection of Claim For Damages

That the Board of Education reject the claim submitted by Slatter Law Firm, APC, for damages alleged to have occurred on March 15, 2017, in accordance with Government

Code 913, and refer it to the District claims administrator for processing in accordance with applicable laws.

12.m Approval of an Agreement for Professional Services, TLC Auctions

That the Board of Education approve the agreement between Burbank Unified School District and TLC Auctions, for the disposal of surplus materials and equipment, effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

TLC Auctions - Surplus Agreement 17-18.pdf (O.F. #25,922)

12.n Approval of District Memberships 2017-2018

That the Board of Education approve the memberships in professional organizations for 2017-2018, as presented.

District Memberships 2017-18.pdf (O.F. #25,923)

12.o Approval of Reimbursement for Parent Transportation (Special Education)

That the Board of Education, approve the travel reimbursement to the parents of special education student #160003674 to cover two parent visit/trip per calendar year, not to exceed $3,000 (01.0-65000.0-50010-36000-5813-7440000), effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 160003674.pdf (O.F. #25,924)

12.p Approval of Reimbursement of Parent for Transportation (Special Education)

That the Board of Education, approve the mileage reimbursement to the parents of special education student #960001537 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $8,719, effective July 1, 2017 through June 30, 2018, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 960001537.pdf (O.F. #25,925)

12.q Approval of Reimbursement of Parent for Transportation (Special Education)

That the Board of Education, approve the mileage reimbursement to the parents of special education student #160003888 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $9,526, effective July 1, 2017 through June 30, 2018, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 160003888.pdf (O.F. #25,926)

12.r Approval of Reimbursement of Parent for Transportation (Special Education)

That the Board of Education, approve the mileage reimbursement to the parents of special education student #130003043 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $9,648, effective July 1, 2017 through June 30, 2018, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 130003043.pdf (O.F. #25,927)

12.s Approval of Reimbursement of Parent for Transportation (Special Education)

That the Board of Education, approve the mileage reimbursement to the parents of special education student #960004298 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $7,388, effective July 1, 2017 through June 30, 2018, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented

SPED Parent Transportation - 960004298.pdf (O.F. #25,928)

12.t Approval of Reimbursement of Parent for Transportation (Special Education)

That the Board of Education, approve the mileage reimbursement to the parents of special education student #950100614 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $4,014, effective July 1, 2017 through June 30, 2018, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 950100614.pdf (O.F. #25,929)

12.u Approval of Reimbursement of Parent for Transportation (Special Education)

That the Board of Education, approve the mileage reimbursement to the parents of special education student #500003656 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $1,400, effective July 1, 2017 through June 30, 2018, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Parent Transportation - 500003656.pdf (O.F. #25,930)

12.v Approval of Reimbursement of Parent for Student Tuition (Special Education)

That the Board of Education, approve tuition reimbursement to the parents of special education student # 500003656, per IEP, not to exceed $4,400 (01.0-65000.0-50010-36000-5813-7440000), effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Tuition 500003656.pdf (O.F. #25,931)

12.w Approval of Agreement for Professional Services

That the Board of Education approve an Agreement between the Burbank Unified School District and Burbank Emergency Medical Group (DBA Burbank Occupational Health Center) to provide occupational health services in the form of pre-employment physicals and screenings, fit-for duty physicals, and first aid examinations, to cover the period of July 1, 2017 through June 30, 2018 and that authority to sign the Agreement be exercised pursuant to BUSD - AR 3314, as presented.

BOHC 2017-2018.pdf (O.F. #25,932)

12.x Approval of Memorandum of Understanding - Alliant International University, Inc. A California Benefit Corporation

That the Board of Education approve the Educational Affiliation Agreement between the Burbank Unified School District and Alliant International University, Inc. A California Benefit Corporation to provide educational field experience, effective August 1, 2017 through August 1, 2022 or until terminated upon mutual consent of both parties, and that authority to sign the Agreement be exercised pursuant to BUSD - AR 3314, as presented.

Alliant MOU.pdf (O.F. #25,933)

12.y Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Therapy In Action, to provide an Independent Educational Evaluation for an Occupational Therapy Evaluation and attend IEP meeting for special education students #960001099 & 960010909, not to exceed $2,320 (01.0-65000.0-57700-11900-5850-7440000), effective June 16, 2017 through December 31, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

IEE Therapy In Action.pdf (O.F. #25,934)

12.z Approval of 2017-18 Adult School Course Offerings

That the Board of Education approve the 2017-18 Adult School course offerings, as presented.

2017 June 15 BAS Course Approval 2017_18.pdf (O.F. #25,935)

12.aa Approval of Award of Contract, CUPCCAA Bid 1617-064, CTG Construction, for Exterior Painting, Ralph Waldo Emerson Elementary School (Deferred Maintenance)

That the Board of Education approve an award of contract between Burbank Unified School District and CTG Construction using CUPCCAA Bid 1617-064 for Exterior Painting at Ralph Waldo Emerson Elementary School, effective June 16, 2017 through June 15, 2018, not to exceed $16,800 (14.0-00000-0-00000-85306-6250-203-0000) Deferred Maintenance, as presented.

AOC, CTG Construction, Emerson, Deferred Maint..pdf (O.F. #25,936)

12.ab Approval of Award of Contract, Sunbelt Controls, Bid # 1617-048 2017 Energy Management System (EMS) Unit Price Bid for Public Works Contracts, Bret Harte, Thomas Jefferson and Robert Louis Stevenson Elementary Schools Modular Classrooms (Bond Fund)

That the Board of Education approve an award of contract to Sunbelt Controls, Bid # 1617-048 2017 Energy Management System (EMS) Unit Price Bid for Public Works Contracts, Bret Harte, Thomas Jefferson and Robert Louis Stevenson Elementary Schools Modular Classrooms, effective June 16, 2017 through June 16, 2018, not to exceed $353,162.91 (Bond Fund), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented, as follows: Bret Harte, $153,305.73 (21.0-00000-0-9XXXX-6230-203-0000) Bond Fund; Thomas Jefferson, $75,839.33 (21.0-00000-0-9XXXX-6230-214-0000) Bond Fund and Robert Louis Stevenson, $124,017.85 (21.0-00000-0-9XXXX-6230-216-0000) Bond Fund

AOC_Phase II Modulars, Sunbelt Controls_ EMS_ Harte, Jefferson, Stevenson.pdf (O.F. #25,937)

12.ac Acceptance of Notice of Completion, Pilgrim Fencing, Phase I, Bid Package 1617-03, Fencing, Ralph Waldo Emerson, Theodore Roosevelt, and George Washington Elementary Schools Modular Classrooms (Bond Fund)

That the Board of Education accept the following project as completed: Installation of Fencing Phase I Modulars, Pilgrim Fence, Ralph Waldo Emerson, Theodore Roosevelt and George Washington Elementary Schools, not to exceed $59,923, Bond Fund, as presented as follows: Ralph Waldo Emerson, $12,851.09 (21.0-92162-0-00000-85000-6230-203-0000) PO 17001709 Bond Fund; Theodore Roosevelt, $25,683.08 (21.0-92167-0-00000-85000-6230-214-0000) PO17001710 Bond Fund, and George Washington, $21,389.90 (21.0-92169-0-00000-85000-6230-216-0000) PO17001711 Bond Fund There was one deductive change order to this contract to deduct un-allocated allowance funding as per attached.

NOC_ Phase I Modulars_Pilgrim Fence.3 Sites.pdf (O.F. #25,938)

12.ad Acceptance of Notice of Completion, T.J. Janca Construction Inc., CUPCCAA Bid 1617-062, Installation of Playground Equipment, Ralph Waldo Emerson, Theodore Roosevelt Elementary Schools (Bond Fund)

That the Board of Education accept a notice of completion, CUPCCAA Bid 1617-062, T.J. Janca, for the installation of playground equipment, not to exceed $84,964, Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented, as follows: Ralph Waldo Emerson, $44,307, (21.0-00000-0-91006-85000-6170-203-0000) Bond Fund Theodore Roosevelt, $40,657, (21.0-00000-0-91006-85000-6170-214-0000) Bond Fund, PO 17003595 There was one change order to the contract as follows: Ralph Waldo Emerson, $3,850 (21.0-00000-0-91006-85000-6170-203-0000) Bond Fund, and Theodore Roosevelt, $3,850 (21.0-00000-0-91006-85000-6170-214-0000) Bond Fund, PO 17003595

6-15-17 NOC_ TJ Janca_ Playground Equipment Install_ Emerson,Roosevelt.pdf (O.F. #25,939)

12.ae Approval of Professional Services Agreement, Nava Studio + Design, Landscape Architecture, Robert Louis Stevenson Elementary School Modular Classrooms (Bond Fund)

That the Board of Education approve a professional services agreement between Burbank Unified School District and Nava Studio + Design, to provide Architectural Landscape Design services pursuant to the proposal dated May 16, 2017, effective June 16, 2017 through June 17 2018, not to exceed $1,100, which includes reimbursables (21.0-00000-9XXXX-85000-6205-215-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Professional Services Agreement_ Modular Phase II_Nava Design_Stevenson.pdf (O.F. #25,940)

12.af Ratification of Change Order # 1, Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School, (Bond Fund)

That the Board of Education ratify an additive change order to Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of a gate, John Muir Middle School, not to exceed $1,854 (21.0-92033-0-00000-85000-6170-322-0000) Bond Fund, effective May 1, 2017 through May 1, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

6-15-17 Ratify CO # 1_ Pilgrim Fence_ (O.F. #25,941)

12.ag Approval of Consultant Agreements (Special Education)

That the Board of Education, approve the Consultant agreements as listed, to provide Special Education services in translators/interpreters and transportation services, not to exceed $411,500 (01.0-65000.57500-31401-5850-7440000), (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2017 through June 30, 2018, and that authority to sign the service agreements be exercised pursuant to BUSD-AR 3314, as presented.

2017-18 SPED Consultants.pdf (O.F. #25,942)

12.ah Approval of Agreement - A.T. Still University - Arizona School of Health Science

That the Board of Education approve the Clinical Affiliation Agreement with A.T. Still University - Arizona School of Health Sciences, effective, July 1, 2017, and that authority to sign the service agreements be exercised pursuant to BUSD-AR 3314, as presented.

AT Still University Agreement.pdf (O.F. #25,943)

12.ai Approval of Agreement for Apprenticeship and Training Programs

That the Board of Education approve the agreement between Associated Builders and Contractors, Inc., and the Burbank Unified School District/Burbank Adult School, to provide Electrician Trainee Related and Supplemental Instruction, effective July 1, 2017 through June 30, 2018, and that the authority to sign the Agreement be exercised pursuant to BUSD - AR 3314, as presented.

2017 June 15 ABC Agreement 2017_18 Board Rpt.pdf (O.F. #25,944)

12.aj Ratification of Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Consultants 6-15-17.pdf (O.F. #25,945)

12.ak Agreement for Special Services

That the Board of Education approve the agreement between the Burbank Unified School District and Enterprise, LLC (dba: Impact Canine Solutions), to provide secondary school staff with the use of trained, non-aggressive dogs to sniff out the presence of prohibited substances from secondary school campuses, not to exceed $11,400 (01.0 00000.0 00000 72000 5810 7451000), effective July 1, 2017 through June 30, 2018, and that the authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.

Impact Canine Solutions 2017-2018.pdf (O.F. #25,946)

12.al Approval of Agreement for Field Trip, Athletic and Extra-Curricular Transportation with Durham School Services, LP (General Fund)

That the Board of Education approve Amendment Number four to the agreement between Burbank Unified School District and Durham School Services, L.P., to provide Field Trip, Athletic and Extra-Curricular Transportation services, effective July 1, 2017

through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Durham - Amendment 5.pdf (O.F. #25,947)

12.am Approval of Agreement for Professional Services, Amtech Elevator Services

That the Board of Education approve an agreement between Burbank Unified School District and Amtech Elevator Services for a District- Wide Master Maintenance Agreement (elevators = $58,512.00) and an Oil & Grease Agreement (wheel chair lifts and stair glide = $8,000.00), effective July 1, 2017 through June 30, 2018, for the amount of $66,512.00 (01.0-81500.0-00000-81100-5631-7523400), and that the authority to sign the agreement be exercised pursuant to BUSD - AR3314, as presented.

Amtech Agreement 17-18.pdf (O.F. #25,948)

12.an Ratification of 2017-2018 Carl D. Perkins Career and Technical Education Grant Application

That the Board of Education ratify the application for the Carl D. Perkins Career and Technical Education Grant for the 2017-2018 school-year, and that authority to sign the application be exercised pursuant to BUSD-AR 3314, as presented.

Perkins.pdf (O.F. #25,949)

12.ao Agreement for Consultant Services

That the Board of Education approves the agreement for consultant services between the Burbank Unified School District and Maxim Health Care Services, Inc., DBA: Maxim Staffing Solutions, to provide other health services on an "as needed" basis when other qualified staff are not available effective July 1, 2017 through June 30, 2018, not to exceed $25,000 (01.0-00000.0-11100-10000-5810-7452000), and that the authority to sign the agreement be exercised pursuant to BUSD/AR 3314, as presented.

Consultant Maxim Staffing Solutions 17-18.pdf (O.F. #25,950)

12.ap Amendment of Consultant Agreement (Instructional Services)

That the Board of Education amend the Consultant Agreements between the Burbank Unified School District and Accommodating Ideas, to provide DHH sign language interpreters, not to exceed $1,500 (OI .0-00000.0-00000-72000-5810-7421000), effective December I, 2016 through June 30, 2017, and that authority to sign the service agreement be exercised pursuant to BUSD-AR 3314, as presented. This amendment corrects the not to exceed amount to read $2,500.

Amended Accommodating Ideas.pdf (O.F. #25,951)

12.aq Ratification of Amended Agreement for Professional Services, Massadi Enterprises, Division of State Architect (DSA) Inspections, Fencing, John Muir Middle School, (Bond Fund)

That the Board of Education ratify an amended agreement for professional services between Burbank Unified School District and Massadi Enterprises to perform DSA Inspection services at John Muir Middle School, fencing installation, effective April 1, 2017 through April 1, 2018, not to exceed $19,125 PO 17003419, (21.0-9xxxx-0-00000-

85000-6281-322-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Ratification_Amended Agreement_ Massadi Enterprises_ Fencing_ Muir.pdf (O.F. #25,952)

12.ar Ratification of Amended Agreement for Professional Services, Massadi Enterprises, Division of State Architect (DSA) Inspections, George Washington Elementary School (Bond Fund)

That the Board of Education ratify an amended agreement for professional services between Burbank Unified School District and Massadi Enterprises to perform DSA Inspection services at George Washington Elementary, HVAC Installation, effective March 31, 2017 through March 31, 2018, not to exceed $59,500, PO 17001011, (21.0-92069-0-00000-85000-6281-216-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Ratification_Amended Agreement_ Massadi_ HVAC_Washington .pdf (O.F. #25,953)

12.as Ratification of Third Amended Agreement, Professional Services Agreement, Ziemba + Prieto Architects, Inc., Horace Mann Children's Center (Bond Fund)

That the Board of Education ratify an amended agreement for professional services agreement between the Burbank Unified School District and Adolph Ziemba, AIA, Ziemba + Prieto Architects, Inc., to provide additional architectural and engineering services for revised scope of work at Horace Mann Children's Center for an additional $33,874.50 effective May 9, 2017 through May 9, 2018, which includes 10% for reimbursables, (21.0-94001-0-00000-85000-6205-508-0000) PO 17001267, Bond Fund, and that the authority to sign the amended agreement be exercised pursuant to BUSD-AR 3314 as presented.

Ratification_ Amended Agreement_ Ziemba+Prieto_ Mann.pdf (O.F. #25,954)

12.at Acceptance of Notice of Completion, Opterra Energy Services, Lease-Leaseback Guaranteed Maximum Price (GMP), Construction of Non-Energy Related Projects, David Starr Jordan Middle School, (Bond and Deferred Maintenance Funds)

That the Board of Education accept a notice of completion between Burbank Unified School District and Opterra Energy Service, Lease-Leaseback Guaranteed Maximum Price (GMP), Construction of Non-Energy Related Projects, David Starr Jordan Middle School, not to exceed $1,932,598.10, PO 17001443, Bond Fund, as presented. There was one additive change order to the contract for $21,603.08

NOC_ Opterra Energy_ Lease-Leaseback Non-Energy_ Jordan .pdf (O.F. #25,955)

12.au Approval of Award of Contract with Quintron Systems, Inc. for the 21st Century Project at the District Service Center (Bond Fund)

That the Board of Education award a construction contract to Quintron Systems, Inc. for Bid 1314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid for the 21st Century Project at the District Service Center, not to exceed $20,438.79, including a 10% contingency amount (21.0-00000.0-93000-85000-4450/6249-7730000) (Bond Fund), effective June 16, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

AOC_Quintron_21st Century_District Service Centert_061517.pdf (O.F. #25,956)

12.av Approval of Amended Parchment Services Agreement

That the Board of Education approve the amended agreement between the Burbank Unified School District and Parchment Services, to provide electronic transcript services, not to exceed $40,991 (01.0-00000.0-11100-10000-5840-4312000) (01.0-00000.0-11100-10000-5840-4322000), effective March 3, 2017 through June 30, 2020, and that the authority to sign the Agreement be exercised pursuant to BUSD - AR 3314, as presented. Note: This original agreement was approved by the Board of Education on March 2, 2017. This amendment increases the amount from $38,115 to $40,991.

2017_June_15_Parchment_AMENDED.pdf (O.F. #25,957)

13. REQUESTS TO ADDRESS THE BOARD

13.a Public Communications

Diana Abasta, Teacher and BTA President, was called to speak. She commented on the CTA's LGBTQ June Pride Month event. CTA offers resources to educators and families around LGBTQ issues in education. CTA also offers scholarships and professional growth to teachers who are willing to learn regarding these issues. She attended a recent P-Flag meeting and was amazed on the impact to the community. She spoke about Burbank Leader report Kelly Corrigan and her recent award. She met with Sharon Cuseo regarding professional development and felt good about the outcome. She also spoke to Anita Schackmann regarding the new teacher orientation and invited the Board and Superintendent to attend. She agreed that everyone needed to work together with legislators regarding school funding. She asked regarding the upcoming special meeting and the meeting schedule in July.

Mr. Nolan complimented the Board for changing the start time of the Board meeting and disagreed with Ms. Tabet about her concern for employees. He commented on the ongoing incident with teacher John Pike and asked the Board to check into why Mr. Pike had not provided a deposition to the investigators.

13.b Staff Responses

Superintendent Hill thanked Mr. Nolan and Ms. Abasta for their comments. He announced the upcoming Special Board Meeting on June 22 and July 6 was a dark meeting. The next Board of Education meeting to take place on July 20. He then addressed Mr. Nolan and said that the District was currently conducting an investigation.

13.c Board Members' Comments and Responses

Mr. Frintner thanked Mr. Nolan for his comments and Ms. Abasta for her attending the P-FLAG Meeting. He congratulated Burbank Leader Reporter Kelly Corrigan for her award recognition.

Dr. Reynolds thanked Mr. Nolan for his comments. She enjoyed having Ms. Abasta at the recent P-FLAG meeting. She then requested a resolution regarding pride month.

President Ferguson thanked Ms. Abasta for her comments regarding identity issues. He was excited to continue the conversation regarding this important topic and he was proud to represent LGBTQ community.

President Ferguson acknowledged the retirement of Gabriel (Gabe) Margve, Burbank High School and thanked him for his 37-years of service to the District. He also acknowledged the retirement of Tania Batchelor, Instructional Assistant-Severely Impaired, Stevenson Elementary School; Kathryn Bremmer, Campus Supervision Assistant, Jordan Middle School; Deborah Kibbey, Instructional Assistant-Special Education, John Burroughs HS; Julie Marca, Instructional Assistant, ELD, Bret Harte Elementary School;

and Henry Munoz, Instructional Assistant-Severely Impaired, Luther Burbank MS and thanked them for their years of service to the District.

14. RECONVENE IN PUBLIC SESSION AND ADJOURNMENT

The meeting adjourned at 10:15 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

7/20/2017
_____
DATE

_____
ARMOND AGHAKHANIAN, CLERK

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

June 22, 2017

Burbank Adult School Auditorium
3811 Allan Avenue
Burbank, California

MEMBERS PRESENT:
Steve Ferguson
Roberta Reynolds
Charlene Tabet
Steve Frintner

MEMBERS ABSENT:
Armond Aghakhanian

Also present were Matt Hill, Superintendent; Sharon Cuseo, Assistant Superintendent, Curriculum and Assessment; David Jaynes, Assistant Superintendent, Administrative Services; and Tom Kissinger, Assistant Superintendent, Instructional Services.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. by President Ferguson. John Paramo, Director, Secondary Education, led the Pledge of Allegiance.

2. REQUESTS TO ADDRESS THE BOARD

a. Public Communications

Lori Adams, Teacher and Member of the BTA Negotiations Team, was called to speak. She commented on negotiations, the proposed adopted budget, the assumptions for the budget due to the flat enrollment projection because of the lack of space, the reserves, class size reduction, and preparing for upcoming emergencies and/or lawsuits, the unduplicated count for Title I, and the need to negotiate the existing Class Size Reduction Memorandum of Understanding, as she felt that it should be permanent contract language. She asked that the Board consider putting students and teachers first.

Jerry Mullady, Teacher, JBHS, was called to speak. He commented on the Other Post Employee Benefits (OPEB) funding and said that pensions were underfunded and that compensation was important to attract qualified teachers. He also commented on the need to bring back Professional Learning Communities. He said that CTA was not trying to bankrupt the District and felt that it was an insult to the organization as recently stated at a recent Board of Education meeting. He reminded the Board that employee names must not be used in public.

Diana Abasta, Teacher and BTA President, was called to speak. She commented on the need to continue to build trust and the need to making sure that meetings were conducted in a civil manner without criticizing and/or personally attacking each other. She asked the Board to consider implementing the District's Civility Board Policy at future Board meetings.

Larry Applebaum, Former Board Member, was called to speak. He commented on the importance of actions by Board Members to meet employee obligations and to make sure that promises were kept. He believed that it was important to save money to meet the District's commitments. He asked the Board to take a responsible course and to make sure that the numbers were checked so that students were not affected.

b. Staff Responses

Superintendent Hill responded to questions from the audience and said that it was important to continue to fund the OPEB contributions at the same level, the vacation liability was not a shell game, and the lack of space due to 24:1 was a balancing act to try to meet the State requirements. The Joint Powers Authority (JPA) would cover most lawsuits; however, funding for workers compensation could rise. The District was being prudent and felt that 6% was a healthy reserve. The change was to offset the federal grant shifting over from Title I and II to the supplemental grant and would not take away from employees via the base grant. He felt that the current CSR MOU was working well and should continue the practice.

c. Board Members' Comments and Responses

Mr. Frintner thanked Superintendent Hill for answering their questions. The Board valued the partnership with the teachers and felt strongly that it would continue. He also said that the budget was transparent, which attributed to the District's financial stability. He would continue to do the best for students and employees.

Dr. Reynolds thanked everyone for their comments. The Board worked on practices to try to do the best for all students and employees.

President Ferguson was also committed to working with employees to try to make it work. He was going to try to do everything possible to get more to employees. He understood their frustration regarding the enforcement of the Civility Policy and said that everyone had the right to speak their mind; however, he would always make sure that personal safety was the number one priority.

3. NEW AND/OR UNFINISHED BUSINESS

a. Second Reading and Approval of the 2017-2018 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP)
That the Board of Education approve the 2017-2018 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), as presented.

John Paramo reported that since the last meeting on June 15, changes to the plan had not been made, except for funding for the four Title I and Title II positions for Teaches on Special Assignments listed, which would now be charged to the Supplemental Grant instead of Title I and/or Title II.

LCAP 2nd Reading and Approval (O.F. #25,958)

It was moved by Charlene Tabet, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Tabet, and Frintner. ABSENT – Aghakhanian.

b. Second Reading and Adoption of Proposed 2017-2018 Budget
That the Board of Education adopt the budget for the 2017-2018 fiscal year, as presented.

David Jaynes reported that the budget had not changed since the last presentation on June 15, 2017. It was prudent for the District to carry an amount over the required Board approved reserved to protect against volatility of state revenues. The state had had strong revenues from Real Estate and the Stock

Market and once the District was fully funded large annual GAP increases would not be received, and funding increase will revert to COLA only. Monthly expenditures averaged $14.5 million. The current 6% reserve would only cover 65% of a month's expenditures.

Proposed Budget 2017-2018 (O.F. #25,959)

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Tabet, and Frintner. ABSENT – Aghakhanian.

c. Adoption of Resolution 39 In Support of Pride Month, June, 2017
That the Board of Education adopt Resolution 39 in Support of Pride Month, June, 2017, as presented.

Dr. Reynolds thanked staff for preparing the resolution and read the resolution.

Resolution 39 – LGBTQ Pride Month (O.F. #25,960)

It was moved by Roberta Reynolds and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Tabet, and Frintner. ABSENT – Aghakhanian.

d. Approval of Job Description for Educational Interpreter IV- Deaf and Hard of Hearing and Placement on Exhibit B, Schedule of Classified Monthly Salary, Range 61
That the Board of Education approve the job description for Educational Interpreter IV-Deaf and Hard of Hearing, and placement on Exhibit B, Schedule of Classified Monthly Salary, Range 61, as presented.

Educational Interpreter IV (O.F. #25,961)

It was moved by Charlene Tabet and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES – Ferguson, Reynolds, Tabet, and Frintner. ABSENT – Aghakhanian.

4. ADJOURNMENT

The meeting was adjourned at 7:59 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

7/20/2017
_____
DATE

_____
ARMOND AGHAKHANIAN, CLERK

TO: Board of Education / Superintendent

Consent 7/20/2017

SUBMITTED BY: Anita Schackmann, Director, Human Resources Services

SUBJECT: Certificated Personnel - Report Number 17 - 18 - 01 It is recommended that the following appointments for Certificated Personnel be approved and/or ratified. All personnel will be properly elected in accordance with District policies and salary schedule.

RETIRING	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
YOSHINO, YUKI Disney Elementary School	Elementary Teacher	01.0-00000.0-11100-10000-1110-2010000	100	RA:006 - ST:24	Began service 9/12/1991	6/1/2017
FAHAD, CHRISTINA Burbank High School	High School Teacher Social Science - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:VI - ST:18 STP: $1304	Began Service 8/28/2000	7/31/2017

RESIGNATION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
COSTANZO, JOHN Health Services	Coordinator Coord. Mental Health and Wellness	01.0-01500.0-00000-27000-1311-7450000	100	STP: $1304	Began Service 8/22/2005	6/30/2017
MCALLISTER, XENIA YVETTE Disney Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2010000	100	STP: $2608	Began Service 7/1/2015	7/1/2017
LIZARRAGA, FELISA Human Resources	Elementary Teacher	01.0-65000.0-57700-11104-1110-2160000 01.0-00000.0-11100-10000-1110-2160000	20 80	STP: $1304	Resigning from teaching position only, staying on as sub teacher	6/1/2017
FLORES, COLLEEN Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100		Began Service 8/31/04	7/31/2017
KERN, JESSICA Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100		Began Service 2/11/1998	6/1/2017
GALLIMORE II, WILLIAM Burbank High School	High School Teacher ASL - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	STP: $2608	Began Service 8/25/2003	5/26/2017
PANTAZIS, PAULINE Burbank High School	High School Teacher Biology - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	STP: $1304	Began Service 8/8/2016	5/28/2017
ARGUELLES, NORMAN Burroughs High School	High School Teacher Teacher - FTE:100%	01.0-00000.0-11100-11100-1110-4320000	100		Began Service 8/27/2001	6/30/2017

CERTIFICATED PERSONNEL

CONSENT 7/20/2017

JACOBSON, DIANE Burroughs High School	High School Teacher Math - FTE:100%	01.0-00000.0-11100-10000-1110-4320000	100	STP: $1304	Began Service 8/12/2010	6/2/2017
MELARA, CLAUDIA ALEXIA Special Education	Psychologist I Psychologist I - FTE:100%	01.0-00000.0-00000-31200-1214-7440000 01.0-65120.0-50010-31200-1214-7440000	50 50	STP: $2608	Began Service 7/21/2015	6/30/2017
FALZINI, ROBERT Jordan Middle School	Special Ed Teacher RSP - FTE:100%	01.0-65000.0-57700-11200-1110-3210000	100	STP: $1304	Began Service 8/8/2016	6/1/2017
CAMPBELL, RACHELL Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/26/2017
DONTANVILLE, CHASE Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017
FELT, ROBERT Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017
GARFINKEL, DENA Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			6/14/2017
GONZALEZ, VERONICA Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			6/6/2017
MARKS, BLAINE Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017
MARTIROSYAN, ARMINE Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017
SMITS, JENNIFER Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017

ELECTION: PROBATIONARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
MACIAS, SARA Childrens Center	Cc Teacher: School Age CC Teacher-9.5 months - FTE:37.5%	12.0-90602.0-11100-10000-1110-2050000	100	RA:003 - ST:04		5/15/2017
STEINBERG, JESSIE Luther Middle School	Counselor Counselor - FTE:100%	01.0-00000.0-00000-31100-1211-3200000	100	RA:IV - ST:03 STP: $1304		8/1/2017
MAZUR, RUBY Mc Kinley Elementary School	Elementary Teacher Teacher Dual Immersion -	01.0-00000.0-11100-10000-1110-2090000	100	RA:006 - ST:16 STP: $2608		8/7/2017
ARRIOLA-ALCAZAR, GLENDA Burbank High School	High School Teacher Spanish - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:V - ST:12		8/7/2017
GLOVER, DONOVAN Burbank High School	High School Teacher Drama (English) - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:VI - ST:14 STP: $1304		8/7/2017
IRIGOYEN, ERIC J Miller Elementary School	Special Ed Teacher RSP Itinerant - FTE:100%	01.0-65000.0-57700-11200-1110-7440000	100	RA:004 - ST:16 STP: $2608		8/7/2017

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ELECTION: PROB IE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
SHINE, HARLEY Burbank High School	High School Teacher RSP - FTE:100%	01.0-65000.0-57700-11200-1110-4310000	100	RA:III - ST:03		8/7/2017

ELECTION: TEMPORARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
LOYD, BRIAN Monterey Continuation	Continuation High School Teacher Social Science - TEMP - FTE:100%	01.0-02200.0-32000-10000-1110-5300000	100	RA:IV - ST:2 STP: $1304		7/11/2017 12/31/2017
CHUNG, LI-HSIANG Burroughs High School	Counselor Counselor - TEMP - FTE:100%	01.0-00000.0-00000-31100-1211-4320000	100	RA:VI - ST:13 STP: $1304		8/1/2017 6/30/2018
BASTIAN, JENNIFER J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:005 - ST:06 STP: $1304		8/7/2017 5/25/2018
CABRAL, NATALIE J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:005 - ST:12		8/7/2017 5/25/2018
ALDOYAN, GINA Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-215000	100	RA:005 - ST:13 STP: $1304		8/7/2017 5/25/2018
MURRAY, KATHRYN Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:004 - ST:08		8/7/2017 5/25/2018
WYLY, ALLISON Burbank High School	High School Teacher Math - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:IV - ST:8 STP: $1304		8/7/2017 5/25/2018
BJORSETH, KORI Burroughs High School	High School Teacher Math - FTE:100%	01.0-00000.0-11100-10000-1110-4320000	100	RA:II - ST:01		8/7/2017 5/25/2018

ELECTION: MANAGEMENT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
SCHIERN, TAMARA Special Education	Director, Special Education Director, Special Education -	01.0-65000.0-50010-21000-1310-7440000 01.0-00000.0-00000-21000-1310-7440000 01.0-65120.0-50010-21000-1310-7440000	50 25 25	 STP: $4448		7/1/2017

CHANGE OF ASSIGNMENT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
MELCHOR, LESLI Disney Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2010000	100	RA:006 - ST:19	From Curriculum Specialist to classsroom teacher	8/7/2017
ZAKARIAN, VIVIAN Emerson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2030000	100	RA:005 - ST:02 STP: $1304	From SpEd to General Ed	8/7/2017 5/25/2018
BAUER, SARA Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:005 - ST:12	From SpEd to General Ed	8/7/2017

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CHANGE OF SALARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
BASTIAN, JENNIFER J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	Salary Rate: $6,213.82 STP: $1304		8/7/2017 5/25/2018

CHANGE OF FTE %	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
GROGAN-COLLAZOS, TRACEY Burbank High School	High School Teacher French/Spanish - FTE:80%	01.0-00000.0-11100-10000-1110-4310000	100	STP: $1043.2	Changing FTE from .6 to .8	8/7/2017

LEAVE OF ABSENCE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
BROWN, KATIE Washington Elementary School	Elementary Teacher - FTE:100%	01.0-65000.0-57700-11100-1110-2160000	100	RA:006 - ST:09 STP: $2608	Paid Parental Bonding Leave	8/7/2017 9/22/2017

RETURN FROM LEAVE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
SOHN LIM, JENNIFER Burroughs High School	Counselor Counselor - FTE:100%	01.0-01500.0-00000-31100-1211-4320000	100	RA:VI - ST:02 STP: $1304		8/1/2017
ARMITSTEAD, JANET Burroughs High School	High School Teacher English - FTE:100%	01.0-00000.0-11100-10000-1110-4320000	100	RA:III - ST:13 STP: $1304		8/7/2017
CARLTON, ALEXANDRA Jordan Middle School	Middle School Teacher Science - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	RA:VI - ST:08		8/7/2017
FUHR, AMY Jordan Middle School	Middle School Teacher English/Social Science - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	RA:V - ST:03		8/7/2017
FISCHBACH, JOSHUA Luther Middle School	Middle School Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-3200000	100	RA:V - ST:13		8/7/2017

ELECTION: SUBSTITUTE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
MOENCH, JOCELYN Human Resources	Sub: Cc Teacher	12.0-90602.0-11100-10000-1160-7540000	100	Salary Rate: $16.43		6/22/2017

ELECTION: 20 % ASSIGNMENT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
DYSTHE, DIANA Instructional Services	Counselor: Add'l Fte Add'l FTE	01.0-63870.0-38000-31100-1212-7429000	100			8/7/2017 12/31/2017
RICE, KENNETH John Muir Middle School	Teacher Add'l FTE	01.0-63870.0-38000-10000-1112-7429000				8/7/2017 12/31/2017
DEMORE, CHRISTINE Jordan Middle School	Teacher Add'l FTE	01.0-63870.0-38000-10000-1112-7429000				8/7/2017 12/31/2017
MITCHELL, CHRISTOPHER Jordan Middle School	Teacher Add'l FTE	01.0-63870.0-38000-10000-1112-7429000				8/7/2017 12/31/2017

SCHACKNE, JESSICA Luther Middle School	Teacher Add'l FTE	01.0-63870.0-38000-10000-1112-7429000				8/7/2017 12/31/2017
EDGE, ALYSON Burbank High School	Teacher: Tosa Add'l FTE	01.0-63870.0-38000-21000-1912-7429000	100			8/7/2017 12/31/2017

ELECTION: SUMMER HOURLY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
IVANKOVIC, PATRICIA Special Education	Other Hourly Summer Summer Other Hourly	01.0-65000.0-50010-21000-1930-5480000	100		DHH Program needs	6/1/2017 7/31/2017
HUBBELL, STEVEN Burroughs High School	Teacher: Summer School TOSA Summer School	01.0-01500.0-00000-27000-1930-5480000	100		Summer School TOSA at JBHS	4/22/2017 7/14/2017
DODD, SHARIE Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Math Intervention	6/1/2017 7/31/2017
DODD, SHARIE Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Math Intervention	6/1/2017 7/31/2017
EIDEM, JENNIFER Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Reading Intervention	6/1/2017 7/31/2017
GREGOIRE, DEBORAH Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Reading Intervention	6/1/2017 7/31/2017
KNIGHT, KASEY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Reading Intervention	6/1/2017 7/31/2017
SEALE, ANDREA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Reading Intervention	6/1/2017 7/31/2017
STELLIN, BRITTANY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		Reading Intervention	6/1/2017 7/31/2017

STIPEND: CLEAR ADMIN. CRED.	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
FLYNN, MARGARET Human Resources	Clear Admin Cred. Stipend Arts Coordinator	01.0-62640.0-00000-21501-1311-7429000	100	STP: $1500		7/1/2017

ELECTION: ADULT SCHOOL SUB	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
GONDER, MARGUERITE Adult School	Sub: Adult Sch Tchr	11.0-39130.0-41106-10000-1160-5330000	100		Summer School	6/5/2017 7/14/2017
GUZMAN, RAQUEL Adult School	Sub: Adult Sch Tchr	11.0-39130.0-41106-10000-1160-5330000	100		Summer School	6/5/2017 7/14/2017
MICALETTI, JOSEPH Adult School	Sub: Adult Sch Tchr	11.0-39130.0-41106-10000-1160-5330000	100		Summer School	6/5/2017 7/14/2017
STEINBERG, STEVE Adult School	Sub: Adult Sch Tchr	11.0-39130.0-41106-10000-1160-5330000	100		Summer School	6/5/2017 7/14/2017

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ELECTION: SUMMER NURSE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
AGUILERA, LENORA Special Education	Nurse Summer School Nurse	01.0-65000.0-50010-31400-1230-5480000	100			6/5/2017 7/31/2017

ELECTION: SUMMER SUBSTITUTE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
CENA, KELSEY Human Resources	Ss Sub Tchr/ss Spec Ed Sub Tchr	01.0-01500.0-11100-10000-1160-5480000 01.0-65000.0-57700-11100-1160-5480000	100 100			6/5/2017 7/14/2017
MCMAHON, AMANDA Human Resources	Ss Sub Tchr/ss Spec Ed Sub Tchr	01.0-01500.0-11100-10000-1160-5480000 01.0-65000.0-57700-11100-1160-5480000	100 100			6/5/2017 7/14/2017
NORBERG, MARK Human Resources	Ss Sub Tchr/ss Spec Ed Sub Tchr	01.0-01500.0-11100-10000-1160-5480000 01.0-65000.0-57700-11100-1160-5480000	100 100			6/5/2017 7/14/2017
PETRENCO, TANASE Human Resources	Ss Sub Tchr/ss Spec Ed Sub Tchr	01.0-01500.0-11100-10000-1160-5480000 01.0-65000.0-57700-11100-1160-5480000	100 100			6/5/2017 7/14/2017

ELECTION: SUMMER TEACHER	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
HOWITT, ELAYNE Adult School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11106-1130-5480000	100			6/1/2017 7/31/2017
RUBACK, SHARYL Adult School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11106-1130-5480000	100		FACTS summer program	6/1/2017 7/31/2017
BERICH, ERIN Burroughs High School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100		HS SH Program	6/1/2017 7/31/2017
BETTON, MICHELLE Burroughs High School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11104-1130-5480000	100		HS DHH summer program	6/1/2017 7/31/2017
BRINTON, CRISTY Burroughs High School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100		HS SH Program (Job Share)	6/1/2017 7/31/2017
MERCADO, KHELSIE Burroughs High School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		HS SDC Program	6/1/2017 7/31/2017
PERLIS, DEBORAH Burroughs High School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100		MS SH summer program	6/1/2017 7/31/2017
SHORTEN, DANA Burroughs High School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11108-1130-5480000	100		HS CBI summer program	6/1/2017 7/31/2017
ABRAHAMI, TAMARA Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100		Traditional Summer School	6/1/2017 7/14/2017
AMIRIAN, SETA Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100		Traditional Summer School	6/1/2017 7/14/2017
AMIRMOZAFARI, PIRASTEH Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100		OFY Summer School	6/30/2017 7/28/2017

AYERS, PAUL Instructional Services	Teacher: Summer School SS Tchrs, ELD	01.0-01500.0-47600-10012-1130-5480002	100	ELD Summer School	6/1/2017 7/14/2017
BALDWIN, BRADLEY Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 7/6/2017
BEAL, BRIANA Instructional Services	Teacher: Summer School SS Tchrs, ELD	01.0-01500.0-47600-10012-1130-5480002	100	ELD Summer School	6/1/2017 7/14/2017
BRANDON, MEREDITH Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
BRINTON, JOEL Instructional Services	Teacher: Summer School SS Tchrs, MS Math	01.0-01500.0-11100-10000-1130-5480000	100	Middle School Math Acceleration Summer School	6/1/2017 7/14/2017
CHACHERE, MICHAEL Instructional Services	Teacher: Summer School SS Tchrs, MS Math	01.0-01500.0-11100-10000-1130-5480000	100	Middle School Math Acceleration Summer School	6/1/2017 7/14/2017
CZERWINSKI, JAMES Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 6/19/2017
CZERWINSKI, JAMES Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	6/26/2017 7/14/2017
DAWES, JACQUELINE Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
DIPIAZZA, COURTNIE Instructional Services	Teacher: Summer School SS Tchrs, ELD	01.0-01500.0-47600-10012-1130-5480002	100	ELD Summer School	6/1/2017 7/14/2017
EVANS, DAVID Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 7/6/2017
FELT, ROBERT Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
FERNANDO, GAJAN Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
FITZGERALD, KYLE Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
GILLETTE, OAKLEY Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
GIVEN, SARAH Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 7/6/2017
GOMEZ, JENNIFER Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
GONDER, MARGUERITE Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 7/6/2017

GOOD, HEATHER Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
HOCHBERG, ADAM Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
HOWARD, CATHLEEN Instructional Services	Teacher: Summer School SS Tchrs, MS Math	01.0-01500.0-11100-10000-1130-5480000	100	Middle School Math Acceleration Summer School	6/1/2017 7/14/2017
HOWARD, COREY Instructional Services	Teacher: Summer School SS Tchrs, MS Math	01.0-01500.0-11100-10000-1130-5480000	100	Middle School Math Acceleration Summer School	6/1/2017 7/14/2017
KATZMAN, CAROLINE Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-00000-31100-1230-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
LEE, JUSTIN Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
LUCAS, AMY Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
LUKIC, ALEKSIA Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
MORRISON, BETH Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
MUCHA, MICHELLE Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
MULLADY, JERRY Instructional Services	Teacher: Summer School SS Tchrs, ELD	01.0-01500.0-47600-10012-1130-5480002	100	ELD Summer School	6/1/2017 7/14/2017
PAPANDREA, RICHARD Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
PAPVASILIOU, DEMETRULA Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 7/6/2017
PIERCE, EMILY Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
RAPP, TREVOR Instructional Services	Teacher: Summer School SS Tchrs, Online	01.0-01500.0-11100-10000-1130-5480000	100	Online Summer School	5/31/2017 7/6/2017
REAL, EDWIN Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
REILY, MICHAEL Instructional Services	Teacher: Summer School SS Tchrs, Traditional	01.0-01500.0-11100-10000-1130-5480000	100	Traditional Summer School	6/1/2017 7/14/2017
SNOWDEN, DAWN Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017

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STEWART, JENNA Instructional Services	Teacher: Summer School SS Tchrs, ELD	01.0-01500.0-47600-10012-1130-5480002	100	ELD Summer School	6/1/2017 7/14/2017
TIPTON, WAYNE Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
VALLE, JOSE Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
WARREN, WILLIAM Instructional Services	Teacher: Summer School SS Tchrs, OFY	01.0-01500.0-11100-10000-1130-5480000	100	OFY Summer School	6/30/2017 7/28/2017
BADDERS, RANDALL Magnolia Park	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5178000	100	Mag Park summer program	6/1/2017 7/31/2017
PARKER, CARL Magnolia Park	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5178000	100	Mag Park summer program	6/1/2017 7/31/2017
ADAMS, ANDRIA Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
BLISTEN, AIMEE Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
DAVIS, JAMIE Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
GASPAR, ELVA Mc Kinley Elementary School	Teacher: Summer School CC Teacher	01.0-90904.0-11100-10000-1130-2018700	100	CC Teacher for Dual Immersion program	6/1/2017 7/31/2017
KIENLEN, SUSAN Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
KUBLER, LAURA Mc Kinley Elementary School	Teacher: Summer School EL Summer TOSA	01.0-01500.0-47600-27000-1930-5480002	100	EL TOSA	6/1/2017 7/31/2017
LUBOS, CONCHITA Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
PEREZ, KIMBERLEY Mc Kinley Elementary School	Teacher: Summer School DI Summer School	01.0-90904.0-11100-10000-1130-2018700	100	Dual Immersion	6/1/2017 7/13/2017
RICHARDS-TARANDEK, GENEVA Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
VILLAGOMEZ, ANGELICA Mc Kinley Elementary School	Teacher: Summer School DI Summer School	01.0-90904.0-11100-10000-1130-2018700	100	Dual Immersion	6/1/2017 7/13/2017
YOUN, HELEN Mc Kinley Elementary School	Teacher: Summer School EL Summer Teacher	01.0-42030.0-47600-10012-1130-5480000	100	Elem EL summer program	6/1/2017 7/31/2017
GHAZARIAN, JOANIE Special Education	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11901-1130-5480000	100	SLP summer program	6/1/2017 7/31/2017
RIVEN, JEZELLE Special Education	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11901-1130-5480000	100	SLP summer program	6/1/2017 7/31/2017

SHALTS, RACHEL Special Education	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11901-1130-5480000	100	SLP summer program	6/1/2017 7/31/2017
VATS, MONIKA Special Education	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11901-1130-5480000	100	SLP summer program	6/1/2017 7/31/2017
ALLEVATO, KELLY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	SDC Elem summer program	6/1/2017 7/31/2017
BICKELMANN, CHRISTOPHER Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	SDC Elem summer program	6/1/2017 7/31/2017
BRECKLEY, JOSHUA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	APE (job share) summer program	6/1/2017 7/31/2017
COLLINS, BRIAN Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	Elementary BSP summer program	6/1/2017 7/31/2017
COLLINS, CHANDRA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100	Elementary SH summer program	6/1/2017 7/31/2017
CURRAN, EMILY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	APE (job share) summer program	6/1/2017 7/31/2017
DAGATA, PATTY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	SDC Elem summer program	6/1/2017 7/31/2017
DE LUNA, HUMBERTO Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	Itinerant Special Ed summer program	6/1/2017 7/31/2017
DESURRA, SANDRA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100	Elementary SH summer program	6/1/2017 7/31/2017
HARLAN, JANET Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	SDC Elem summer program	6/1/2017 7/31/2017
KNIGHT, KASEY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100	Correcting assignment from SDC to SH	6/1/2017 7/31/2017
MARTINEZ, ALLISON Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57300-11100-1130-5480000	100	SEED summer program	6/1/2017 6/30/2017
MARTINEZ, ALLISON Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57300-11100-1130-5480000	100	SEED summer program	6/1/2017 6/30/2017
MEDINA, ANGELA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11104-1130-5480000	100	Elementary DHH summer program	6/1/2017 7/31/2017
MIRON, CRYSTAL Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100	Elementary SH summer program	6/1/2017 7/31/2017
PATTERSON, PATRICIA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	SDC Elem summer program	6/1/2017 7/31/2017
REYNOLDS, EMILY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100	SDC Elem summer program	6/1/2017 7/31/2017

CERTIFICATED PERSONNEL

RITTENHOUSE, TAWNYA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57300-11100-1130-5480000	100		SEED summer program	6/1/2017 6/30/2017
WAHE, DEBRA Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11100-1130-5480000	100		SDC Elem summer program	6/1/2017 7/31/2017
WENZEL, ANNE Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57500-11100-1130-5480000	100		Elementary SH summer program	6/1/2017 7/31/2017
WIEWEL, WENDY Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57700-11104-1130-5480000	100		Elementary DHH summer program	6/1/2017 7/31/2017
ZSUPNIK, CATHLEEN Washington Elementary School	Teacher: Summer School Summer School 2017	01.0-65000.0-57300-11100-1130-5480000	100		SEED summer program	6/1/2017 6/30/2017
DAVIDSON, BRITTA Special Education	Teacher:summer School SS SpEd TOSA	01.0-65000.0-50010-21000-1930-5480000	100		ESY Special Ed TOSASpecial Ed Summer School	6/1/2017 7/31/2017

END OF ASSIGNMENT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
ARRIAZA, STEPHANIE Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017
MCLAURIN, VICKY Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/25/2017
LATIF, KRIAN Human Resources	Sub: Nurse Substitute Teacher	01.0-00000.0-11100-10000-1160-7550000 01.0-65000.0-57700-11200-1160-7440000	100 100			5/27/2017
D'ANDREA, CHRISTINA Instructional Services	Teacher: Additional Fte Add'l FTE	01.0-01501.0-47600-21000-1910-7420000	100		Cancel .2 FTE	1/1/2017

BURBANK UNIFIED SCHOOL DISTRICT
Personnel Report No. 17-18-01
July 20, 2017
Certificated - Hourly

Name	Program/Site	Task/Project	Type	Rate	Hour Cap	Applicable Payrolls
Abasta, Diana	BHS	ELA Collections Training	Hourly	$32.78	6	May
Abdelmalak, Bushra	Muir	Science Collaboration Day 1	Hourly	$32.78	3.5	May
Abrahamian, Anahid	Prov CC	Extra Time	Hourly	$16.43	1	May
Adams, Andrea	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Adams, Andrea	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Adoti, Razaaq	Edison CC	Extra Help	Hourly	$16.43	4	May
Adoti, Razaaq	Roosevelt CC	Summer hours	Hourly	$16.43	8	May
Adoti, Razaaq	Emerson CC	Summer hours extra incase	Hourly	$16.43	14	June
Aghassi, Eli	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Aghassi, Eli	BHS	Elaboration on Evidence	Hourly	$32.78	3	June
Aghassi, Eli	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Agostini, Ralph	Harte CC	Early Release Help	Hourly	$16.43	3	May
Agostini. Ralph	Emerson CC	Summer Hours Extra incase	Hourly	$16.43	28.25	June
Aguilera, Lenora	Health	Extra Hours	Hourly	$91.71	6	May
Aleman, Richere	Health	Extra Hours	Hourly	$45.23	6	May
Almanzar-Leal, Carolina	JBHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Almanzar-Leal, Carolina	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June
Almanzar-Leal, Carolina	JBHS	Secondary Classrm Management	Hourly	$32.78	3	June
Almer, Jennifer	Instruction	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Almer, Jennifer	Instruction	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Almer, Jennifer	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Almer, Jennifer	Instruction	Summer Other Hourly	Hourly	$32.78	84	May
Amirian, Athena	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Anderson, Karin	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Anderson, Kim	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Armes, Deborah	Providencia	Other Hourly – Leadership mtg	Hourly	$32.78	5	May
Armes, Deborah	Providencia	Grade level math planning	Hourly	$32.78	10	June
Armes, Deborah	Providencia	PBIS Planning	Hourly	$32.78	4	June
Armitstead, Janet	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Artonian, Angela	Roosevelt ATB	Additional hours/summer	Hourly	$18.14	176	June
Artonian, Angela	Roosevelt ATB	Overtime	Hourly	$18.14	1	June

Atallah, Marena	Edison CC	Class Coverage	Hourly	$16.43	3.25	May
Atallah, Marena	Edison CC	Extra help	Hourly	$16.43	5	May
Atallah, Marena	Emerson CC	Extra Hours Summer incase	Hourly	$16.43	42.5	June
Auproux, Shari	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Awad, Emily	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Bagdasarian, Susanna	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Bailey, Erin	Providencia	Grade level math planning	Hourly	$32.78	10	June
Bailey, Erin	Providencia	GLAD planning	Hourly	$32.78	10	June
Bailey, Erin	Providencia	School wide discipline planning	Hourly	$32.78	4	June
Baird, Debra	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Baird, Debra	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Ballesteros, Nida	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Barker, Tiffany	Instruction	Moving classroom	Hourly	$32.78	10	June
Barnes, Dawn	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May
Baroutgian, Elizabeth	Edison CC	Subbing summer	Hourly	$16.43	3.5	June
Bartok, Kristen	Providencia	Grade level math planning	Hourly	$32.78	10	June
Bartok, Kristen	Providencia	PBIS Planning	Hourly	$32.78	4	June
Bartok, Kristen	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Basinski, Anna	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Bastian, Jennifer	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Bauer, Sara	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Benne, John	JBHS	Planning/Attendance at SkillsUSA	Hourly	$32.78	100	August – May
Bergh, Rebecca	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Blank, Mitchell	Instruction	Moving classrooms	Hourly	$32.78	18	June
Blinder, Eric	Muir	Science Collaboration Day 1	Hourly	$32.78	4	May
Blinder, Eric	Instruction	Writing Assessments for Math	Hourly	$32.78	6	June
Blinder, Eric	Muir	GATE Curriculum Writing	Hourly	$32.78	6	June
Blisten, Aimee	McKinley	EIA Training	Hourly	$32.78	16	May
Boyce, Olivia	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Boylan, Alicia	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Boylan, Alicia	Instruction	Writing Assessments/Math	Hourly	$32.78	6	June
Boylan, Alicia	Harte	Leadership Summit	Hourly	$32.78	6	June
Boyle, Kathryn	Luther	Intervention – LCAP	Hourly	$44.19	3	May
Brinton, Cristy	Luther	ELA Collections Training	Hourly	$32.78	6	May
Brinton, Joel	JBHS	CIF Playoffs	Game	$185.00	2	May
Brown, Jennifer	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Brown, Jennifer	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Brown, Jennifer	Harte	Moving classrooms	Hourly	$32.78	18	June
Brown, Jennifer	Harte	Leadership Summit	Hourly	$32.78	6	June
Bruhn, Nancy	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May

Bruza, Crystal	Jordan	Technology Planning	Hourly	$32.78	2	May
Burow, Janice	Luther	ELA Collections Training	Hourly	$32.78	6	May
Caban, Crystal	Adult	Summer School	Hourly	$38.90	33.75	May - June
Caban, Crystal	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Caban, Crystal	Adult	VESL Mtg.	Hourly	$22.30	2	June
Carlton, Lee	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Carlton, Lee	JBHS	Writing of English Guide	Hourly	$32.78	2	June
Carman, Maria Marquez	JBHS	Writing of English Guide	Hourly	$32.78	2	June
Carman, Maria Marquez	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Carman, Patrick	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Carr, Lisa	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Carr, Lisa	Instruction	Writing Assessments/Math	Hourly	$32.78	6	June
Carr, Lisa	Emerson	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Chavez, Ismael Flores	Edison ATB	CC Sub Teacher Summer	Hourly	$16.43	3.5	June
Chugg, Kelli	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Cohen, David	JBHS	Summer Coaching	Hourly	$17.38	140	June
Collins, Pamela	JBHS	Summer Coaching	Hourly	$17.38	57.53	June
Colvin-Marvin, Katherine	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Colvin-Marvin, Katherine	Providencia	Grade level math planning	Hourly	$32.78	10	June
Colvin-Marvin, Katherine	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Conway, Susan	Luther	Mentor Training/Planning	Hourly	$32.78	6	June
Conway, Susan	Instruction	Writing Assessments for Math	Hourly	$32.78	6	June
Conway, Susan	Luther	Elaboration on Evidence	Hourly	$32.78	3	June
Conway, Susan	Luther	GATE Curriculum Writing	Hourly	$32.78	12	June
Cook, Jacob	JBHS	CIF Playoffs	Game	$185.00	3	May
Cook, Jacob	JBHS	Additional Hours for Swim Coach	Hourly	$32.78	325	June – August
Cooper, Rebecca	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Cooper, Rebecca	BHS	Elaboration on Evidence	Hourly	$32.78	3	June
Cooper, Rebecca	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Corral, Monique	Adult	Summer School	Hourly	$38.90	15	May - June
Cortez, Kimberly	Health	Extra Hours	Hourly	$45.23	6	May
Costa, Gene	Health Services	Home Teacher	Hourly	$35.03	30	June
Covarrubias, Guadalupe	JBHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Covarrubias, Guadalupe	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June
Coyne, Emilie	Providencia	Grade level math planning	Hourly	$32.78	10	June
Coyne, Marie	Providencia	Grade level math planning	Hourly	$32.78	10	June
Coyne, Marie	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Crain, Darlene	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Crain, Darlene	Harte	Moving classrooms	Hourly	$32.78	18	June
Creekmore, Devan	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May

Crespy, Amilyn	Washington CC	Additional hours	Hourly	$25.55	24	May – June
Crespy, Amilyn	Washington CC	Additional hours	Hourly	$25.55	176	June
Cruz Kelly, Siobhan	Muir	Science Collaboration Day 1	Hourly	$32.78	4	May
Crystal, Lisa	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Crystal, Lisa	Harte	Mentor Training	Hourly	$32.78	6	June
Crystal, Lisa	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Crystal, Lisa	Harte	Leadership Summit	Hourly	$32.78	6	June
Curran, Martin	Roosevelt ATB	Summer Sub	Hourly	$16.43	18	June
Dagata, Patty	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Danielson, Dennis	McKinley	EIA Training	Hourly	$32.78	16	May
Daou, Theresa	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Daou, Theresa	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Davis, Julie	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Davis, Julie	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Davis, Julie	Harte	Leadership Summit	Hourly	$32.78	6	June
Dawes, Jacqueline	Spec Ed	Home Teacher	Hourly	$35.03	5	May
Delgado, Rosalie	Mann CC	Moving classrooms	Hourly	$32.78	17	June
Del Rio, Erica	Disney ATB	Additional summer hours	Hourly	$18.14	3.5	May
Del Rio, Erica	Disney ATB	Additional summer hours	Hourly	$18.14	3.5	June
Dent, Ericca	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Dent, Ericca	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Dent, Ericca	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Derry, Carol	McKinley	EIA Training	Hourly	$32.78	16	May
Dillenburg, Heather	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Dillenburg, Heather	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Dillenburg, Heather	Jordan	Summer Intervention	Hourly	$44.19	60	June
D'Mello, Angela	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Disarro, Rebecca	Edison CC	Summer hours	Hourly	$16.43	16	May
Disarro, Rebecca	Edison CC	Extra Help	Hourly	$16.43	3.5	May
Disarro, Rebecca	Edison CC	Summer Hours CC Sub Teacher	Hourly	$16.43	176	June
Dixon, Joann Michelle	JBHS	Intervention	Hourly	$44.19	9	May
Dixon, Joann Michelle	JBHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Dixon, Joann Michelle	JBHS	Secondary Classrm Management	Hourly	$32.78	3	June
Dobbertin, Dahlia	Harte	Moving classrooms	Hourly	$32.78	18	June
Dobbin, Ellen	Instruction	Writing Assessments/Math	Hourly	$32.78	12	June
Dobbin, Ellen	Emerson	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Dobbin, Ellen	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Dobbs, David	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Dobbs, David	BHS	Elaboration on Evidence	Hourly	$32.78	3	June
Dobbs, David	BHS	Secondary Classrm Management	Hourly	$32.78	3	June

Dobie, Gregory	Adult	Summer School	Hourly	$38.90	33.75	May - June
Dobie, Gregory	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Duffy, Kevin	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Dysthe, Diana	JBHS	Processing Internship Program	Hourly	$32.78	75	June – August
Earwood, Jerry	Providencia	Grade level math planning	Hourly	$32.78	10	June
Earwood, Jerry	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Eaton, Stacy	Health	Extra Hours	Hourly	$45.23	6	May
Edge, Alyson	BHS	Planning/Coordinating NAF	Hourly	$32.78	20	July – August
Edmundson, Mary Ellen	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Edmundson, Mary Ellen	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Edmundson, Mary Ellen	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Edmundson, Mary Ellen	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Eidem, Jennifer	Providencia	Grade level math planning	Hourly	$32.78	10	June
Eldridge, Erica	Providencia	Grade level math planning	Hourly	$32.78	10	June
Eldridge, Erica	Providencia	GLAD planning	Hourly	$32.78	10	June
Erickson, Nadine	Adult	Summer School	Hourly	$38.90	33.75	May - June
Erickson, Nadine	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Ermino, Aileen	Roosevelt	Intervention teaching	Hourly	$44.19	53	May
Esagholian, Mariet	Mann CC	Moving classrooms	Hourly	$32.78	15.3	June
Eskandar, Catherine	Jordan	Intervention	Hourly	$44.19	60	June
Esquivel, Maria	McKinley	EIA Training	Hourly	$32.78	16	May
Everhart, Gregory	JBHS	CIF Playoffs	Game	$185.00	1	May
Falzini, Robert	Jordan	Playground Supervision	Hourly	$32.78	1	May
Fariss, Madison	Jordan	Intervention	Hourly	$44.19	45	June
Fariss, Madison	Jordan	Grading Exams	Hourly	$32.78	4	May
Farmer, Deborah	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Farmer, Deborah	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Farmer, Deborah	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Farmer, Deborah	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Fellman, Traci	Luther	Planning Time for EL Workshop	Hourly	$32.78	4	June
Fields, Jaimi	Emerson CC	Summer extra hours incase	Hourly	$16.43	16	June
Fitzgerald, Kyle	JBHS	CIF Playoffs	Game	$101.00	1	May
Flores Chavez, Ismael	Emerson CC	Summer Hours Worked	Hourly	$16.43	4	May
Flores Chavez, Ismael	Emerson C	Summer Hours Worked	Hourly	$16.43	6.5	May
Flores Chavez, Ismael	Edison CC	CC Sub Teacher	Houtly	$16.43	3.5	June
Fong, Roberta	Luther	ELA Collections Training	Hourly	$32.78	6	May
Fong, Roberta	Luther	Elaboration on Evidence	Hourly	$32.78	3	June
Fox, Danielle	Jordan	Summer Intervention	Hourly	$44.19	40	June
Fox, Danielle	Jordan	Summer Intervention	Hourly	$44.19	10	June
Frederiksen, Elizabeth	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June

Frederiksen, Elizabeth	Disney	Kindergarten assessments	Hourly	$32.78	6	August
Freeman, Elisa	Instruction	ILA Intervention	Hourly	$44.19	120	August - May
Fuentez, Lisa	McKinley	Other Hourly-Afterschool Teacher	Hourly	$32.78	24	May - June
Fuhr, Amy	Jordan	Technology Planning	Hourly	$32.78	2	March
Gal, Deborah	Washington	Title 1 Professional Dev.	Hourly	$32.78	16.5	May - June
Gal, Deborah	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Gallego, Jennifer	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Garcia, Hilde	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Garcia, Hilde	Disney	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Gegen, Gretchen	Providencia	Grade level math planning	Hourly	$32.78	10	June
Gerharter, Darla	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Gerharter, Darla	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Gerharter, Darla	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Gerharter, Darla	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Gerharter, Darla	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Gerharter, Darla	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Gerharter, Darla	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Ghazarian, Joan	Spec Ed	Intervention	Hourly	$55.36	3	June
Gildernew, Marilu	Adult	Summer School	Hourly	$38.90	12	May - June
Gilinsky, Gina	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Gilpin, Matthew	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Gilpin, Matthew	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Gilpin, Matthew	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Gilpin, Matthew	Harte	Report Card Training	Hourly	$32.78	12	June
Gilpin, Matthew	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Gilpin, Matthew	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Glenn, Susan	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June
Glenn, Susan	JBHS	Secondary Classrm Management	Hourly	$32.78	3	June
Gmbikian, Grigor	Harte CC	Summer Coverage Teacher Vac	Hourly	$16.43	3.5	June
Gmbikian, Grigor	Harte CC	Extra Help	Hourly	$16.43	8	May
Gmbikian, Grigor	Edison CC	Summer Extra Hours incase	Hourly	$16.43	13.25	June
Gmbikian, Grigor	Bret HarteCC	Sub CC Teacher	Hourly	$16.43	3	June
Goldberg, Michelle	Monterey	Mentor Training/Planning	Hourly	$32.78	4	June
Goldenberg, Jennifer	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Goldenberg, Jennifer	Instruction	ELD summer work	Hourly	$32.78	82	June
Goldenberg, Jennifer	Instruction	ELD summer work	Hourly	$32.78	3.5	June
Goldenberg, Jennifer	Instruction	ELD summer work	Hourly	$32.78	6	July
Goldstein, Michelle	Disney CC	Extra Help	Hourly	$16.43	5	May
Gonder, Marguerite	Adult	Summer School	Hourly	$38.90	67.5	May - June
Gonzalez, Nohemi	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June

Goulding, Ann	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Goulding, Ann	Instruction	Moving classrooms	Hourly	$32.78	18	June
Gregoire, Deborah	McKinley	Other Hourly-Afterschool Teacher	Hourly	$32.78	24	May - June
Griffith, Jennifer	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Griffith, Jennifer	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Grimaldi, Alanna	Luther	Elaboration on Evidence	Hourly	$32.78	3	June
Grimaldi, Alanna	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May
Grimaldi, Alanna	Luther	Secondary Classrm Management	Hourly	$32.78	3	June
Gutierrez, Dugaldo	McKinley	EIA Training	Hourly	$32.78	16	May
Hacking, Michelle	Luther	Intervention – LCAP	Hourly	$44.19	3	May
Hatch, Scott	Instruction	ILA Intervention	Hourly	$44.19	120	August - May
Hadden, Rorry	McKinley	Leadership meeting	Hourly	$32.78	6.5	June
Hakopyan, Olga	Adult	Summer School	Hourly	$38.90	33.75	May - June
Hakopyan, Olga	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Hammell, Robert	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Hammell, Robert	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Harkins, Christine	Health	Extra Hours	Hourly	$81.34	6	May
Harmon, Laurie	Luther	Intervention – LCAP	Hourly	$44.19	3	May
Hathaway, Kathleen	Luther	Elaboration on Evidence	Hourly	$32.78	3	June
Hathaway, Kathleen	Luther	ELA Collections Training	Hourly	$32.78	6	May
Hazen, Sarah	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Hernandez, Nereida	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Hernandez, Nereida	Adult	Summer School	Hourly	$38.90	33.75	May - June
Hiatt, Kevin	JBHS	Planning Time for EL Workshop	Hourly	$32.78	4	June
Hiatt, Kevin	JBHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
House, Dorothy	Adult	Summer School	Hourly	$38.90	15	May - June
Howard, Cathleen	Muir	Mentor Training/Planning	Hourly	$32.78	4	June
Howard, Corey	Instruction	Curriculum Writing	Hourly	$32.78	4	May – June
Ignatian, Dawn	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Ismail-Gallegos, Lailah	BHS	Planning/Attendance at SkillsUSA	Hourly	$32.78	100	August – May
Ismail-Gallegos, Lailah	JBHS	CTE Class	Hourly	$43.41	60	June
Ismail-Gallegos, Lailah	JBHS	CTE Class	Hourly	$43.41	30	July
Jackson, Kirsten	Providencia	GLAD planning	Hourly	$32.78	10	June
Jackson, Kirsten	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Jacob, Beth	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Jacob, Beth	BHS	Elaboration on Evidence	Hourly	$32.78	3	June
Jacob, Beth	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Jalian, Yvette	Instruction	Moving classrooms	Hourly	$32.78	18	June
Jamison, Mozhdeh	Luther	Intervention – LCAP	Hourly	$44.19	3	May
Jamison, Mozhdeh	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May

Jankiewicz, Robin	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Jaroslow, Lori	Prov CC	Additional Hours	Hourly	$16.43	3.75	May
Jaroslow, Lori	Emerson CC	Summer Sub CC Tchr	Hourly	$16.43	16	June
Johnson, Jill	Instruction	Mentor Training	Hourly	$32.78	6	June
Johnson, Jill	Instruction	Summer additional hourls	Hourly	$32.78	84	May - June
Johnson, Jill	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Johnson, Karina	Adult	Summer School	Hourly	$38.90	30	May - June
Jones, Ana	Muir	Science Collaboration Day 1	Hourly	$32.78	3.5	May
Joslin, Julia	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Joslin, Julia	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Joslin, Julia	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Jung, Grace	Washington	Title 1 Professional Dev.	Hourly	$32.78	16.5	May - June
Kalachi, Monique	McKinley	Other Hourly-Afterschool Teacher	Hourly	$32.78	24	May - June
Kaloustian, Ohannes	Instruction	Coordinating/Overseeing SYETP	Hourly	$19.87	160	June
Kaloustian, Tiffany	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Kaloustian, Tiffany	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Karapetian, Lusine	Harte ATB	Additional hours/summer	Hourly	$22.05	36	June
Kaur, Harjot	JBHS	Writing of English Guide	Hourly	$32.78	2	May
Keeler, Fred	Jordan	Department Chair	Stipend	$1433.00	1	May
Kelly, Laury	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
King, Denise	Providencia	GLAD planning	Hourly	$32.78	10	June
King, Denise	Providencia	Grade level math planning	Hourly	$32.78	10	June
King, Denise	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Kienlen, Susan	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Kienlen, Susan	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
King, Robert Jonathan	JBHS	Planning/Attendance at SkillsUSA	Hourly	$32.78	40	August – May
Klebba, Michelle	Jordan	Science Collaboration Day 1	Hourly	$32.78	4	May
Knight, Cari	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May
Knight, Cari	Instruction	Writing Assessments for Math	Hourly	$32.78	6	June
Knight, Cari	Luther	GATE Curriculum Writing	Hourly	$32.78	12	June
Knoop, Julie	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June
Koontz, James	Muir	ELA Collections Training	Hourly	$32.78	6	May
Kuester, Danielle	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Kuester, Danielle	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Kuester, Danielle	McKinley	EIA Training	Hourly	$32.78	16	May
Kuester, Danielle	McKinley	Leadership meeting	Hourly	$32.78	6.5	June
Kuester, Danielle	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Kuester, Danielle	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Kuglen, Samuel	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Kurihara, Peggy	Health	Extra Hours	Hourly	$78.91	6	May

Lawmaster, Melissa	Miller CC	Coverage Early Release	Hourly	$16.43	1	May
Lenwand, Milagros	Bret Harte CC	Sub CC Teacher	Hourly	$16,43	3	June
LeMaster, Anna	BHS	ELA Collections Training	Hourly	$32.78	6	May
Lemons, Julie	Roosevelt ATB	Additional hours/summer	Hourly	$20.02	176	June
Lerner, Lia	Adult	Summer School	Hourly	$38.90	33.75	May - June
Lerner, Lia	Adult	LARAEC Meetings	Hourly	$22.30	10	June
Lerner, Lia	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Levy Austin, Susan	Muir	ELA Collections Training	Hourly	$32.78	6	May
Levy Austin, Susan	Muir	Summer Boot Camp	Hourly	$44.19	3	June
Leyva, Georgina Rosas	Provid CC	Extra help early rels day	Hourly	$16.43	2.5	May
Lightfoot, Richard	JBHS	Planning/Attendance at SkillsUSA	Hourly	$32.78	40	August – May
Lindquist, Gail	Emerson CC	Summer Hours	Hourly	$16.43	16	May
Lindquist, Gail	Washington CC	Late Parent Pick Up	Hourly	$16.43	1	May
Lindquist, Gail	Emerson CC	Summer Program Teacher	Hourly	$16.43	176	June
Line, Sara	Instruction	Moving classrooms	Hourly	$32.78	18	June
Lohr, Jason	BHS	ELA Collections Training	Hourly	$32.78	6	May
Lohr, Jason	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Lohr, Jason	BHS	Elaboration on Evidence	Hourly	$32.78	3	June
Longtain, Rosanne	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Lorenz, Linda	Providencia	Grade level math planning	Hourly	$32.78	10	June
Lorenz, Linda	Providencia	GLAD planning	Hourly	$32.78	10	June
Lorenz, Linda	Providencia	PBIS Planning	Hourly	$32.78	4	June
Luciani, Jane	Health	Extra Hours	Hourly	$77.17	6	May
Ludwick, Brian	Luther	Intervention – LCAP	Hourly	$44.19	3	May
Lukic, Aleksia	Jordan	Summer Intervention	Hourly	$44.19	60	June
Lukic, Aleksia	Harte	Intervention Teaching	Hourly	$44.19	51	May
Lundy, Kristen	Roosevelt	Intervention planning	Hourly	$32.78	4.25	May
Lundy, Kristen	Roosevelt	Intervention Teaching	Hourly	$44.19	11	May
Lundy, Nicholas	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May
Madera, Cynthia	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Madera Herrera, Maria	Instruction	Writing Assessments/Math	Hourly	$32.78	12	June
Madera Herrera, Maria	Disney	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Macias, Sara	Emerson ATB	Additional hours	Hourly	$19.08	3	May
Macias, Sara	Emerson ATB	Additional hours	Hourly	$19.08	75	June
Madera Herrera, Maria	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Maddern, Geralyn	Harte	Intervention Teaching	Hourly	$44.19	34	May
Marcy, Cathy	McKinley	EIA Training	Hourly	$32.78	16	May
Marino, Erin	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Marshlian, Jacqueline	Adult	Summer School	Hourly	$38.90	33.75	May - June
Marshlian, Jacqueline	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June

Martinez, Allison	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Martinez, Briana	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Martirosyan, Anna	Mann CC	Moving classrooms	Hourly	$32.78	9	June
Matic, Marichelle	Instruction	Writing Assessments/Math	Hourly	$32.78	12	June
Matic, Marichelle	Edison	Math Intervention Night	Hourly	$32.78	2	April
Matic, Marichelle	Edison	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Mayes, Jessica	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Mayes, Jessica	JBHS	Planning Time for EL Workshop	Hourly	$32.78	4	June
Mc Clellan, Lynn	Providencia	Grade level math planning	Hourly	$32.78	10	June
McHorney, Deborah	Instruction	ELA Collections Training	Hourly	$32.78	6	May
McHorney, Suzanne	Luther	Elaboration on Evidence	Hourly	$32.78	3	June
McHorney, Suzanne	Luther	ELA Collections Training	Hourly	$32.78	6	May
McHorney, Suzanne	Instruction	Writing Assessments for Math	Hourly	$32.78	6	June
McHorney, Suzanne	Luther	GATE Curriculum Writing	Hourly	$32.78	12	June
McKeith, Crystal	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
McKeith, Michelle	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
McKeith, Michelle	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
McKenna, Janet	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
McKenna, Janet	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
McMahon, Amanda	JBHS	ELA Collections Training	Hourly	$32.78	6	May
McMahon, Amanda	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June
McMahon, Amanda	JBHS	Secondary Classrm Management	Hourly	$32.78	3	June
McMenamin, Patrick	BHS	Summer Coaching	Hourly	$17.38	14	June
McMurry, Catherine	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
McMurry, Catherine	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
McMurry, Catherine	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
McNiff, Paul	BHS	ELA Collections Training	Hourly	$32.78	6	May
McZeal, Diana	Spec Ed	Intervention Teaching	Hourly	$44.19	10	May
McZeal, Diana	Spec Ed	Intervention Teaching	Hourly	$44.19	10	June
Melchor, Leslie	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Melchor, Lesli	Disney	To participate in Cur. Spec. interv.	Hourly	$32.78	4	June
Mercado, John	BHS	ELA Collections Training	Hourly	$32.78	6	May
Metcalf, Diane	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Meza, Abraham	Adult	Summer School	Hourly	$38.90	66.5	May - June
Meza, Manuela	Adult	CASAS meetings	Hourly	$22.30	18	June
Meza, Manuela	Adult	Summer Assignment	Hourly	$38.90	4.5	June
Mieliwocki, Rebecca	Instruction	Middle School Science Collab.	Hourly	$32.78	6	May
Mieliwocki, Rebecca	Instruction	Mentor Training	Hourly	$32.78	6	June
Mieliwocki, Rebecca	Instruction	ELA Collections Training	Hourly	$32.78	6	May
Mieliwocki, Rebecca	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June

Michalopoulos, Angie	Spec Ed	Pre-school initial assessments	Hourly	$81.34	18	July
Michalopoulos, Angie	Spec Ed	Pre-school initial assessments	Hourly	$81.34	30	July
Michalopoulos, Angie	Spec Ed	Pre-school initial assessments	Hourly	$81.34	42	June
Mitchell, Rosemary	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Mixon, Laura	McKinley	EIA Training	Hourly	$32.78	16	May
Mixon, Laura	McKinley	Leadership meeting	Hourly	$32.78	6.5	June
Morgan, Kalissa	Health	Extra Hours	Hourly	$45.23	6	May
Morgan, Kelsey	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Morgan, Kelsey	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Moses, Jennifer	Muir	Science Collaboration Day 1	Hourly	$32.78	4	May
Mucha, Michele	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Mulloy, Shawn	McKinley	Other Hourly-Afterschool Teacher	Hourly	$32.78	24	May - June
Mulloy, Shawn	McKinley	Leadership meeting	Hourly	$32.78	6.5	June
Nanyan, Anahit	Emerson ATB	Additional hours/summer	Hourly	$21.03	88	June
Napier, Clara	Stevenson	Teacher Coverage	Daily	$132.00	1	May
Norberg, Mark	Muir	ELA Collections Training	Hourly	$32.78	6	May
Noss, Marianne	Adult	Summer School	Hourly	$38.90	67.5	May - June
Noss, Marianne	Adult	Staff Dev. New books/curriculum	Hourly	$22.30	2	June
Ochoa, Elizabeth	Edison CC	Extra time early release	Hourly	$16.43	1	May
Ochoa, Margaret	BHS	Summer Coaching	Hourly	$17.38	7.2	June
Ohrt, Kelly	Providencia	Grade level math planning	Hourly	$32.78	10	June
Ohrt, Kelly	Providencia	GLAD planning	Hourly	$32.78	10	June
O'Keefe, Heather	Muir	Science Collaboration Day 1	Hourly	$32.78	4	May
Oliver, Yvonne	Adult	Summer School	Hourly	$38.90	33.75	May - June
Oliver, Yvonne	Instruction	ILA Intervention	Hourly	$44.19	120	August - May
Ouelette, Ann	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Ouelette, Ann	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Ouelette, Ann	Harte	Moving classrooms	Hourly	$32.78	18	June
Pacino, Lori	Jordan	Summer Intervention	Hourly	$44.19	20	June
Palmisano, Michele	Edison	Math Intervention Night	Hourly	$32.78	2	April
Palomo, Casey	BHS	ELA Collections Training	Hourly	$32.78	6	May
Pamperin, Melissa	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Pamperin, Melissa	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Pamperin, Melissa	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Papagiannopulos, Marsha	Miller	Intervention Teaching	Hourly	$44.19	2	May
Papavasiliou, Demetrula	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Peebles, John	JBHS	CIF Playoffs	Game	$185.00	7	May – June
Pelayo, Diana	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Pelayo, Gricelda	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Peltekian, Veronica	JBHS	Summer Retail Marketing	Hourly	$43.41	60	June

Peltekian, Veronica	JBHS	Summer Retail Marketing	Hourly	$43.41	30	July
Perry, Tamara	Jefferson ATB	Additional Hourly	Hourly	$18.14	24	April – May
Perry, Tamara	Jefferson ATB	Other Hourly-Moving Classrooms	Hourly	$32.78	24	April - May
Pham, Xuan	Instruction	Moving classrooms	Hourly	$32.78	18	June
Pham, Xuan	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Pham, Xuan	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Pham, Xuan	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Pham, Xuan	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Pham, Xuan	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Pham, Xuan	Harte	Moving classrooms	Hourly	$32.78	18	June
Pham, Xuan	Harte	Leadership Summit	Hourly	$32.78	6	June
Pohlman, Amanda	McKinley	Other Hourly-Afterschool Teacher	Hourly	$32.78	24	May - June
Pomfret, Jill	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Postik, Talin	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Powell, Latorria	Providencia	Grade level math planning	Hourly	$32.78	10	June
Przebieda, Jasson	Instruction	Moving classrooms	Hourly	$32.78	18	June
Rapp, Trevor	CDS	ELA Collections Training	Hourly	$32.78	6	May
Real, Edwin	JBHS	Summer Coaching	Hourly	$17.38	172.61	June – August
Redfearn, Connie	Roosevelt ATB	Additional Hourly	Hourly	$22.05	5	May
Reed, Sarah	Jordan	Science Collaboration Day 1	Hourly	$32.78	4	May
Reynolds, Emily	McKinley	EIA Training	Hourly	$32.78	16	May
Rhoads, Diana	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Rhoads, Diana	Harte	Moving classrooms	Hourly	$32.78	18	June
Rice, Kenneth	Muir	Elaboration on Evidence	Hourly	$32.78	3	June
Rios, Martha	Jordan	ELA Collections Training	Hourly	$32.78	6	May
Riner, Justin	Muir	ELA Collections Training	Hourly	$32.78	6	May
Rippee, Nicole	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Rippee, Nicole	Instruction	Writing Assessments/Math	Hourly	$32.78	12	June
Rippee, Nicole	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Rippee, Nicole	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Rippee, Nicole	Harte	Leadership Summit	Hourly	$32.78	6	June
Rippee, Nicole	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Rippee, Nicole	Harte	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Rippee, Nicole	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Rippee, Nicole	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Rivera, Stephen	Providencia	Other Hourly – Leadership mtg	Hourly	$32.78	5	May
Rivera, Stephen	Providencia	Grade level math planning	Hourly	$32.78	10	June
Rivers, Toluca	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Robman, Samantha	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Rodney, John	Muir	Elaboration on Evidence	Hourly	$32.78	3	June

Rohwer, Roberta	Mann CC	Moving classrooms	Hourly	$32.78	9	June
Rothacher, John	Muir	ELA Collections Training	Hourly	$32.78	6	May
Rothacher, Lynn	Muir	ELA Collections Training	Hourly	$32.78	6	May
Ruben, Jennifer	Instruction	Moving classrooms	Hourly	$32.78	18	June
Runyan, Steven	Harte CC	Additional hours	Hourly	$16.48	2.25	June
Sanchez, Juliana	Disney	Kindergarten assessments	Hourly	$32.78	6	August
Sanchez, Susan	Health	Extra Hours	Hourly	$57.84	6	May
Sandifer, Amanda	BHS	Summer Coaching	Hourly	$17.38	86.31	June
Santoyo, Jeanne	Adult	APEX Training	Hourly	$22.30	2	May
Santoyo, Jeanne	Adult	Summer School	Hourly	$38.90	30	May - June
Santoyo, Jeanne	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Sardarian, Astghik	Adult	Summer School	Hourly	$38.90	33.75	May - June
Schackne, Jessica	Luther	Intervention – LCAP	Hourly	$44.19	3	May
Schackne, Jessica	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May
Schackne, Jessica	Luther	GATE Curriculum Writing	Hourly	$32.78	12	June
Schackne, Jessica	Instruction	Writing Assessments for Math	Hourly	$32.78	6	June
Scharf, Roxanne	Instruction	Other Hourly-Project GLAD	Hourly	$32.78	36	June
Scharf, Roxanne	McKinley	EIA Training	Hourly	$32.78	16	May
Scharf, Roxanne	McKinley	EIA Training	Hourly	$32.78	8	June
Scheerer, Teresa	Disney	Kindergarten assessments	Hourly	$32.78	6	August
Scheetz, Carol	Adult	Summer School Assignment	Hourly	$38.90	15	June
Schindler, Mary	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Schindler, Mary	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Setaghian, Josephina	BH CC	CC Sub Teacher Site Class Cvg	Hourly	$16.43	126	June
Setaghian, Natalie	BHS	ELA Collections Training	Hourly	$32.78	6	May
Shah, Tracy	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Shah, Tracey	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Shah, Tracey	Harte	Mentor Training	Hourly	$32.78	6	June
Shaughnessy, Jennifer	Instruction	ASES Planning	Hourly	$32.78	35	May
Shaughnessy, Jennifer	Instruction	ASES Planning	Hourly	$32.78	25	June
Shaw, Allison	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Sheldon, Amy	Instruction	Moving classrooms	Hourly	$32.78	18	June
Shim, Julie	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Shim, Julie	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Shim, Julie	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Sigler, Sean	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Sigler, Sean	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Silva, Josefina	Edison ATB	Additional hours	Hourly	$23.17	2	May
Snowden, Dawn	JBHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Snowden, Dawn	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June

Snowden, Dawn	JBHS	Secondary Classrm Management	Hourly	$32.78	3	June
Solis, Sandra	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Solis, Sandra	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Solis, Sandra	Edison	Math Intervention Night	Hourly	$32.78	2	April
Sorensen, Tracy	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Stanley, Michael	BHS	Perf Arts – Instrumental Music	Stipend	$767.36	1	August – December
Steele, Barbara	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Steele, Barbara	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May
Steele, Barbara	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Steele, Barbara	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Steinberg, Steven	Roosevelt ATB	Summer Housr	Hourly	$16.43	3.5	May
Steinberg, Steven	Edison ATB	Summer sub cc teacher	Hourly	$16.43	32.5	June
Stewart, Jenna	BHS	Planning Time for EL Workshop	Hourly	$32.78	4	June
Stewart, Lola	Providencia	Grade level math planning	Hourly	$32.78	10	June
Stilgenbauer, Kymberly	Edison ATB	Additional summer hours	Hourly	$19.08	176	June
Sturgis, Danielle	Instruction	CS Benchmark Training	Hourly	$32.78	4	June
Sturgis, Danielle	Stevenson	Mentor Training	Hourly	$32.78	4	June
Sturgis, Danielle	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Sturgis, Danielle	Instruction	Hattie Visible Learning Workshop	Hourly	$32.78	12	June
Sullivan, Cindy	Providencia	Grade level math planning	Hourly	$32.78	10	June
Sullivan, Cindy	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Sullivan, Jill	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Sullivan, Jill	JBHS	Writing of English Guide	Hourly	$32.78	2	June
Sunde, Desiree	JBHS	ELA Collections Training	Hourly	$32.78	6	May
Sunde, Desiree	JBHS	Mentor Training/Planning	Hourly	$32.78	4	June
Sutter, Sandra	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Taylor, Latoya	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Taylor, Latoya	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Thomas, Samantha	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Thompson, Desiree	Harte	Other Hourly-Benchmark/NGSS	Hourly	$32.78	3	May5
Thompson, Wendy	Harte	Other Hourly-C3 Framework	Hourly	$32.78	3	May
Timmons, Christy	McKinley	Other Hourly – Parent ELD	Hourly	$32.78	12	May
Timoney, Jennifer	McKinley	Other Hourly-Afterschool Teacher	Hourly	$32.78	24	May - June
Timoney, Jennifer	McKinley	Leadership meeting	Hourly	$32.78	6.5	June
Tineo, Deidra	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Tobin, Jill	JBHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Tobin, Jill	JBHS	Elaboration on Evidence	Hourly	$32.78	3	June
Tobin, Jill	JBHS	Secondary Classrm Management	Hourly	$32.78	3	June
Tobin, Randy	Emerson CC	Sub cc teacher	Hourly	$16.43	15.75	June
Topalian, Talar	Instruction	CS Benchmark Training	Hourly	$32.78	4	June

Topalian, Talar	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Topalian, Talar	Instruction	Writing Assessments/Math	Hourly	$32.78	12	June
Topalian, Talar	Providencia	PBIS Planning	Hourly	$32.78	4	June
Topalian, Talar	Providencia	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Topalian, Talar	Instruction	Project GLAD PD	Hourly	$32.78	36	June
Tracey, Leatrice	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Trujillo, Yolanda	Instruction	Moving classrooms	Hourly	$32.78	18	June
Turner, Caroline	Muir	Science Collaboration Day 1	Hourly	$32.78	4	May
Valle, Jose	Instruction	Writing Pacing Guide	Hourly	$32.78	10	June
Van Krieken, Loren	Jordan	Summer Intervention	Hourly	$44.19	60	June
Varma, Arti	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Varma, Arti	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Vasquez, Jonathan	Adult	Verdugo Jobs Center Meetings	Hourly	$22.30	30	June
Vasquez, Jonathan	Adult	Additional hours	Hourly	$40.16	4	June
Vats, Monika	Spec Ed	Assessment for Student	Hourly	$70.66	6	July – August
Vats, Monika	Spec Ed	Support for CAPDOTS Program	Hourly	$55.36	19	June
Vats, Monika	Spec Ed	Intervention	Hourly	$70.66	12	June
Vezina, David	JBHS	Planning/Attendance at SkillsUSA	Hourly	$32.78	40	August – May
Vorachak, Sonlay	Jordan	Intervention	Hourly	$44.19	20	January – May
Vournas, Anastasia	Muir	Science Collaboration Day 1	Hourly	$32.78	4	May
Wahe, Debra	Spec Ed	Planning	Hourly	$32.78	4	June
Wahe, Debra	Spec Ed	Intervention	Hourly	$44.19	20	June
Wahe, Debra	Spec Ed	Planning	Hourly	$32.78	2	July
Wahe, Debra	Spec Ed	Intervention	Hourly	$44.19	13.5	July
Walden, Melissa	BHS	ELA Collections Training	Hourly	$32.78	6	May
Walker, Amy	Providencia	Grade level math planning	Hourly	$32.78	10	June
Walker, Amy	Providencia	PBIS Planning	Hourly	$32.78	4	June
Walker, Kathy	McKinley	EIA Training	Hourly	$32.78	16	May
Warren, William	Jordan	Playground Supervision	Hourly	$32.78	1	May
Warren, William	Jordan	Supporting ELs Prof Development	Hourly	$32.78	3	June
Watts, Joshua	Luther	Science Collaboration Day 1	Hourly	$32.78	4	May
Watts, Joshua	Instruction	Writing Assessments for Math	Hourly	$32.78	6	June
Watts, Joshua	Luther	GATE Curriculum Writing	Hourly	$32.78	12	June
Webb, Roseanne	McKinley	EIA Training	Hourly	$32.78	16	May
Webb, Roseanne	McKinley	Leadership meeting	Hourly	$32.78	6.5	June
Weiner, Alexis	JBHS	Writing of English Guide	Hourly	$32.78	2	June
Wertlieb, Jessica	Muir	Summer Boot Camp	Hourly	$44.19	3	June
Wiebler, Megan	Roosevelt ATB	Summer hours	Hourly	$21.03	108	May - June
Wiebler, Megan	Edison	Math Intervention Night	Hourly	$32.78	2	April
Winstein, Deborah	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June

Winstein, Deborah	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Winstein, Deborah	Instruction	Report Card Review/Training	Hourly	$32.78	12	June
Winstein, Deborah	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Winstein, Deborah	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Wisehaupt, Jamie	Jordan	Science Collaboration Day 1	Hourly	$32.78	4	May
Wollerton, Alicia	Providencia	Grade level math planning	Hourly	$32.78	10	June
Wong, Diana	McKinley	EIA Training	Hourly	$32.78	16	May
Wood, Elizabeth	Edison	Math Intervention Night	Hourly	$32.78	2	April
Wright, Rhonda	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Yantz, Georgan	Instruction	Writing Assessments/Math	Hourly	$32.78	12	June
Yantz, Georgan	Jefferson	Gate Curriculum Writing/2 days	Hourly	$32.78	12	June
Yarijanyan, Ashkhen	Adult	Supporting ELs Prof Development	Hourly	$32.78	3	June
Yarijanyan, Ashkhen	Adult	Elaboration on Evidence/Prof.Dev.	Hourly	$32.78	3	June
Youn, Kyung	Instruction	Miller ELA Parent Night	Hourly	$32.78	1.5	June
Youn, Kyung	Instruction	Miller ELA Parent Night/planning	Hourly	$32.78	3	June
Zadoorian, Selin	BHS	Supporting ELs Prof Development	Hourly	$32.78	3	June
Zadoorian, Selin	BHS	ELA Collections Training	Hourly	$32.78	6	May
Zadoorian, Selin	BHS	Secondary Classrm Management	Hourly	$32.78	3	June
Zadoorian, Selin	BHS	Elaboration on Evidence	Hourly	$32.78	3	June
Zaragoza, Jose	Adult	Summer School	Hourly	$38.90	15	May – June
Zehnpfennig, Mary	Instruction	Teacher Benchmark PD	Hourly	$32.78	4	June
Zenian, Arlene	Miller	Other Hourly Science/STEAM	Hourly	$32.78	6	May
Zepeda, Delores	Disney CC	Overtime	Hourly	$16.43	1	April
Zimny, Pamela	Adult	Summer School	Hourly	$38.90	30	May - June

Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Retirement								
ANDREWS, Jamie	Instructional Assistant-Special Education	01.0-33100.0-57700-11100-2110-2130000	.750	32-VI	D	08-10-17		Providencia Elementary Employed since 03-04-2002
Resignation								
ABU-ATA, Natasha	Instructional Assistant-Special Education	01.0-33100.0-57700-11200-2110-4310000	.750	32-II	D	05-26-17		Burbank High School
GONZALEZ, Jeanette	Instructional Assistant-English Language Development	01.0-01500.0-47600-10000-2110-2060000 01.0-01501.0-47600-10000-2110-2060000	.90628 .03122	32-III	D	07-07-17		Jefferson Elementary
OGBENI, Ngozi	Instructional Assistant-Severe Behavioral II	01.0-65000.0-57500-11100-2110-5170000	.8125	45-II	D	05-25-17		Magnolia Park School
SODER-RICHARDS, Jill	Instructional Assistant-Parent Education	11.0-00639.0-41103-10000-2110-5330000	.4313	31-VI	E	05-29-17		Burbank Adult School
YEGHYAIAN, Reneh	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2100000	.375	32-IV	D	08-10-17		Miller Around the Bell
Layoff								
SPARKS, Tracey	Instructional Assistant-Special Education	01.0-65000.0-57700-11200-2110-4323000	.53125	32-VI	D	07-18-17		Burroughs High School
Leave								
BARILLAS, Otto	Lead Custodian-Secondary	01.0-00100.0-00000-82100-2210-4320000	1.00	40-VI	A	06-01-17	06-30-17	Burroughs High School Paid Catastrophic Sick
Additional Compensation for Longevity								
ALVAREZ BENJUMEA, Carlos	Custodian	01.0-00100.0-00000-82100-2210-4320000	1.00	35-VI	A	06-01-17		Burroughs High School 10 yrs., $83/mo.
AVANISIAN, Jerman	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	1.00	32-VI	A	06-01-17		Horace Mann Children's Center 20 yrs., $163/mo.
HOM, Susan	School Office Manager Elementary	01.0-00000.0-00000-27000-2410-2060000	1.00	43-VI	A	06-01-17		Jefferson Elementary 20 yrs., $163/mo.
LOPEZ SANCHEZ, Celestino	Custodian	01.0-00100.0-00000-82100-2210-3200000	1.00	35-VI	A	06-01-17		Luther Middle School 10 yrs., $83/mo.

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Additional Compensation for Longevity (Continued)								
MACLAREN, M'Lisa	Food Services Operations Technician	13.0-53100.0-00000-37001-2410-7490000	1.00	44-VI	A	06-01-17		Food Services 10 yrs., $83/mo.
Change of Assignment – Classification/Location/FTE								
BARILLAS, Sergio	Lead Custodian-Secondary	01.0-00100.0-00000-82100-2210-3210000	1.00	40-V	A	06-07-17		Jordan Middle School
BURTON, Cynthia	Instructional Assistant	01.0-00000.0-11100-10000-2110-2130000	.3125	30-VI	D	08-14-17		Providencia Elementary
GREGORIAN, Helga	Information Technology Systems Analyst	01.0-00000.0-00000-77000-2410-7730000	1.00	63-VI	A	07-01-17		Technology Services Due to reclass process
JIMENEZ, Juan	Grounds Technician	01.0-00100.0-00000-82200-2210-7520000	1.00	40-V	A	06-19-17		Facilities Services
LEPATAN, Paul	Lead Technology Support Specialist	01.0-00000.0-00000-77000-2410-7730000	1.00	61-V	A	07-01-17		Technology Services
MAGALLANES, Josephine	Campus Supervision Assistant	01.0-00000.0-00000-83000-2210-4320000	1.00	35-VI	D	08-14-17		Burroughs High School
MESROBY, Arpi	Instructional Assistant-Special Education	01.0-65000.0-57700-11200-2110-2150000	.750	32-III	D	08-14-17		Stevenson Elementary
NASRALLAH, Nancy	Instructional Assistant-English Language Development	01.0-01500.0-47600-10000-2110-2050000 01.0-01501.0-47600-10000-2110-2050000	.4375 .3125	32-II	D	08-14-17		Bret Harte Elementary
NAVARRO, Mark	Campus Supervision Assistant	01.0-00000.0-00000-83000-2210-4320000	1.00	35-VI	D	08-14-17		Burroughs High School
PADILLA, David	Custodian	01.0-00100.0-00000-82100-2210-3210000	1.00	35-I	D	06-22-17		Jordan Middle School
RIVAS, Yvonne	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2020000	.53125	32-I	D	08-11-17		Edison Around the Bell
SARAH, Amal	Instructional Assistant-Special Education	01.0-65000.0-57500-11200-2110-3223000	.8125	32-VI	D	06-26-17		John Muir Middle School
VELASQUEZ, Maria	Food Service Assistant	13.0-53100.0-00000-37000-2210-3220000 13.0-53100.0-00000-37000-2210-3220000	.250 .3438	27-VI 27-VI	D D	08-14-17 08-14-17		John Muir Middle School John Muir Middle School
VELEZ, Anabel	Serving Kitchen Operator	13.0-53100.0-00000-37000-2210-2150000	.625	32-V	D	08-14-17		Stevenson Elementary

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Change of Assignment – Classification/Location/FTE (Continued)								
WINDLER, Elizabeth	School Office Manager-High School	01.0-00000.0-00000-27000-2410-4320000	1.00	43-VI	A	07-01-17		Burroughs High School
Change of Assignment – Classification/Location/FTE in Lieu of Layoff								
ANGUINO, Anna	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2140000	.750	32-VI	D	07-18-17		Roosevelt Around the Bell
ESCARCEGA, Stella	Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11100-2110-2093000	.625	35-II	D	07-18-17		McKinley Elementary
MICHAELS, Alma	Instructional Assistant-Special Education	01.0-65000.0-57700-11200-2110-2030000	.750	32-VI	D	07-18-17		Emerson Elementary
Election – Monthly								
ALEXAN, Lousia	Secretary	11.0-00639.0-41100-27000-2410-5330000 11.0-63910.0-41102-27000-2410-5330000 11.0-63910.0-41101-27000-2410-5330000 11.0-63910.0-41106-27000-2410-5330000 11.0-63910.0-41104-27000-2410-5330000 11.0-63910.0-41104-27000-2410-5335000	.280 .250 .180 .160 .110 .020	35-I	B	07-17-17		Burbank Adult School
CASTILLO, Carol	Office Assistant-Elementary	01.0-00000.0-00000-27000-2410-2050000	1.00	34-I	C	06-12-17		Bret Harte Elementary
MORENO, Virginia	Community Resource Assistant	01.0-01501.0-47600-27000-2410-2090000 01.0-30100.0-47600-27000-2410-2099000	.50 .50	31-I	D	08-01-17		McKinley Elementary
Election – Additional Assignment								
ERLICH, Jill	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.4375	32-IV	A	06-06-17		Horace Mann Children's Center
Election – Hourly								
AGHAKHANIAN, Armond	School Board Member	01.0-00000.0-00000-71100-2390-7560000		507.00	F	07-01-17	06-30-18	Superintendent's Office
ALVAREZ, Margarita	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-IV	A	06-11-17	06-11-17	Burbank High School
ALVAREZ B, Luis	Painter	01.0-81500.0-00000-81100-2240-7523100		48-VI	A	06-10-17	06-10-17	Facilities Services

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
ALVAREZ BENJUMEA, Carlos	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Burroughs High School
ARELLANO, Celina	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-I	G	06-01-17	06-30-17	Children's Center
ARTERO, Sonia	Custodian	01.0-90708.0-81000-50002-2240-7528000 01.0-00100.0-00000-82100-2240-7521000		35-VI	A	06-01-17 06-03-17	06-30-17 06-03-17	Burroughs High School
ARZUMANYAN, Anahit	Bilingual Translator	13.0-53100.0-00000-37000-2230-7490000		15.92	G	05-01-17	06-30-17	Food Services
AVENDANO, Mario	Custodian	01.0-00100.0-00000-82100-2240-7521000		35-III	A	05-06-17	05-06-17	Facilities Services
AVILA. Juan	Intervention Specialist-At Risk Students	01.0-30100.0-00000-29450-2940-3219000		53-V	D	06-05-17	06-22-17	Jordan Middle School
AYALA, Christian	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-VI	A	06-10-17	06-10-17	Edison Elementary
AYALA, Jose	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-VI	A	06-01-17	06-30-17	Facilities Services
AYALA, Joseph	Senior Grounds Technician	01.0-00100.0-00000-82200-2240-7521000		47-VI	A	06-02-17	06-03-17	Facilities Services
BABAIAN, Agatia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-I	D	06-01-17	06-30-17	Edison Around the Bell
BARILLA, Sergio	Custodian	01.0-90902.0-81000-50002-2240-7528000		35-VI	A	05-01-17	05-31-17	Jordan Middle School
BARRAZA, Emigdio	Community Resource Assistant	01.0-00000.0-00000-27000-2440-2091000		31-VI	D	05-03-17	05-03-17	McKinley Elementary
BELTRAN, Guillermo	Lead Custodian-Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	05-19-17	05-19-17	John Muir Middle School
BURKHART, Megan	Senior Secretary	01.0-00000.0-00000-27000-2430-4310000		40-V	B	06-26-17	06-30-17	Burbank High School
CARVAJAL, Guillermo	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-VI	A	06-01-17	06-30-17	Miller Elementary
CASTILLO, Carol	Office Assistant-Elementary	01.0-00000.0-00000-27000-2430-2050000		34-I	C	06-01-17	06-30-17	Bret Harte Elementary
CASTILLO-CABRERA, Jose	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Burbank High School

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
CECENA, Carmen	Custodian	01.0-00100.0-00000-82100-2260-7520000		35-I	G	05-30-17	05-31-17	Facilities Services
CHAVEZ, Edith	Intervention Specialist for At Risk Students	01.0-30100.0-00000-31100-2230-2169000		53-3	D	06-05-17	06-30-17	Washington Elementary
CHILDS, Jennifer	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2060000 12.0-90602.0-11100-10000-2130-7547000		32-VI	D	05-01-17 06-01-17	05-26-17 06-30-17	Jefferson Around the Bell Edison Around the Bell
CONTRERAS, Caleb	Campus Supervision Assistant	01.0-00000.0-11100-10009-2990-2091000		14.89	D	05-23-17	05-25-17	McKinley Elementary
CUBILLAS, Ana	Instructional Assistant-Children's Center	12.0-61050.0-00010-10000-2140-2160000		32-VI	A	05-01-17	06-30-17	Washington Children's Center
DE LA CRUZ, Johanna	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-I	G	06-15-17	06-30-17	Children's Center
DEMIRCHYAN, Goar	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-VI	D	06-01-17	06-30-17	Emerson Around the Bell
DIAZ, Juan	Senior Custodian	01.0-00000.0-00000-82100-2240-2091000		36-VI	A	05-03-17	05-03-17	McKinley Elementary
DUARTE, Ignacio	Technology Support Specialist I	01.0-00000.0-00000-77000-2400-7730077		20.98	G	05-01-17	06-30-17	Technology Services
DUMANSKY, Lisa	Instructional Assistant-Children's Center	12.0-61050.0-00010-10000-2130-2050000		32-VI	C	06-26-17	06-26-17	Bret Harte Children's Center
EGGLESTON, Deborah	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2090000		13.78	G	05-01-17	05-26-17	McKinley Around the Bell
ERMINO, Gilda	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2140-5080000		13.78	G	05-25-17	05-26-17	Horace Mann Children's Center
ESGARCEGA, Stella	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2160000		32-I	G	05-01-17	05-26-17	Children's Center
FARAZDAGHI, Marlene	Typist Clerk III	01.0-00000.0-00000-27000-2460-4310000		35-I	H	04-10-17	05-25-17	Burbank High School
FELDMAN-BOOTE, Alicia	Library Coordinator	01.0-00000.0-00000-24200-2240-7421000		39-VI	A	05-01-17	05-30-17	Instructional Services
FERGUSON, Steven	School Board Member	01.0-00000.0-00000-71100-2390-7560000		507.00	F	07-01-17	06-30-18	Superintendent's Office

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
FLORES LOPEZ, Vilma	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-IV	A	05-12-17 06-01-17	05-12-17 06-30-17	Miller Elementary
FRIEDMAN, Brenda	Instructional Assistant-	12.0-90602.0-11100-10000-2130-7547000 12.0-90602.0-11100-10000-2130-2140000		32-VI	C	06-01-17 05-01-17	06-30-17 05-26-17	Roosevelt Around the Bell
FRINTNER, Steven	School Board Member	01.0-00000.0-00000-71100-2390-7560000		507.00	F	07-01-17	06-30-18	Superintendent's Office
FUGUEMANN, Rosalinda	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2140000 12.0-90602.0-11100-10000-2130-2100000		32-I	G	05-01-17	05-26-17	Children's Center
GALOUSTIAN, Anahid	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2050000		32-VI	D	06-26-17	06-30-17	Bret Harte Children's Center
GARCIA, Manuel	Custodian	01.0-00100.0-00000-82100-2260-7520000		35-I	G	05-30-17	05-317	Facilities Services
GILCHRIST, Emmanuel	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-VI	A	05-28-17 06-01-17	05-25-17 06-30-17	Burbank Adult School
GOMEZ LOPEZ, Sandra	Custodian	01.0-00100.0-00000-82100-2260-7521000		35-I	G	05-15-17		Facilities Services
GONZALEZ, Gissele	Custodian	01.0-00100.0-00000-82100-2260-7521000		35-I	G	06-14-17		Facilities Services
GONZALEZ, Valdez	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-01-17	05-31-17	McKinley Elementary
GUEFFROY, Katherine	Educational Interpreter III	01.0-65000.0-57700-11104-2130-7440000		54-VI	D	06-01-17 07-01-17	06-30-17 08-31-17	Special Education
GUNAWAN, Henry	Adult Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-IV	B	05-01-17	06-30-17	Technology Services
GUTIERREZ, Lourdes	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2050000 12.0-90602.0-11100-10000-2140-2020000 12.0-90602.0-11100-10000-2130-7547000		32-VI	D	05-01-17 05-01-17 06-01-17	05-26-17 05-30-17 06-30-17	Bret Harte Around the Bell Edison Around the Bell Roosevelt Around the Bell
HANADA, Shigeko	Elementary School Aide	01.0-00000.0-11100-10009-2940-2091000		16-III	D	05-03-17	05-03-17	McKinley Elementary
HARTOONIANS, Jaklin	Food Service Assistant	13.0-53100.0-00000-37000-2230-4310000		27-I	D	05-01-17	05-28-17	Burbank High School
HARTOUN MARDIRSAN, Odet	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-I	D	06-01-17	06-30-17	Roosevelt Around the Bell
HAYCRAFT, Laura	School Office Manager Typist Clerk III	01.0-00000.0-00000-72000-2460-7550000		43-I 35-I	G	06-05-17		Human Resources

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Election – Hourly (Continued)								
HERNANDEZ, Bryan	Technology Support Specialist I Technology Support Specialist II	01.0-00000.0-00000-77000-2430-7730077 01.0-00000.0-00000-77000-2440-7730077 01.0-00000.0-00000-77000-2430-7730000		20.98 25.60	F F	05-01-17 06-01-17 06-01-17	05-31-17 06-30-17 06-30-17	Technology Services
HERNANDEZ, Margarita	Custodian	01.0-00100.0-00000-82100-2260-7521000		35-I	G	06-05-17		Facilities Services
HOANG, Phi	Technology Support Specialist I	01.0-00000.0-00000-77000-2440-7730077		49-III	A	06-01-17	06-30-17	Technology Services
HOLLERAN, Scott	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000		28.93	F	06-01-17	06-29-17	Burbank Adult School
INDZHEYAN, Gohar	Typist Clerk III	01.0-00000.0-00000-27000-2460-4320000		35-I	H	01-30-17 04-03-17	03-30-17 05-12-17	Burroughs High School
JIMENEZ-JACOBO, Mireya	Campus Supervision Assistant	01.0-00000.0-11100-10009-2990-2091000		14.89	G	05-23-17	05-25-17	McKinley Elementary
JOHNSON, Matthew	Instructional Technology Media Specialist	01.0-00000.0-00000-24200-2230-7421000		38-I	D	07-16-17	07-16-17	Washington Elementary
JEAN, Lori	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2050000		32-VI	A	06-01-17	06-23-17	Bret Harte Children's Center
KEOSSIAN, Suzi	Instructional Assistant Children's Center	12.0-90602.0-11100-10000-2130-2090000		32-I	G	05-01-17	05-26-17	Children's Center
KOO, Clarissa	Accounting Clerk III-Accounts Payable	01.0-00000.0-00000-72000-2440-7471000		40-I	A	05-01-17	06-30-17	Fiscal Services
KRUEGER, Joseph	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2140000 12.0-90602.0-11100-10000-2130-7547000		32-VI	D	05-26-17 06-01-17	05-26-17 06-30-17	Roosevelt Around the Bell
LARA, Jose	Custodian	01.0-00100.0-00000.82100-2260-7520000		35-I	G	05-01-17	05-31-17	Facilities Services
LEDEZMA, Reina	Lead Custodian-Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	06-01-17	06-30-17	Luther Middle School
LEON, Oscar	Lead Custodian-Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	06-01-17	06-30-17	Burbank High School
LEPATAN, Paul	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-VI	A	05-01-17	06-30-17	Technology Services

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Election – Hourly (Continued)								
LEYVA, Georgina	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2160000 12.0-90602.0-11100-10000-2130-7547000		32-I	D	05-26-17 06-01-17	05-26-17 06-02-17	Washington Around the Bell Emerson Around the Bell
LINARES, Edgar	Custodian	01.0-90902.0-81000-50002-2240-7528000		35-VI	A	05-01-17	05-31-17	Stevenson Elementary
LING, Andrew	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-IV	A	05-01-17	06-30-17	Technology Services
LOPEZ, Anastasia	Custodian	01.0-00100.0-00000-82100-2260-7521000		35-I	G	05-12-17		Facilities Services
LOPEZ SANCHEZ, Celestino	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Luther Middle School
LUNDBERG, Nuria	Bilingual Translator	13.0-53100.0-00000-37000-2230-7490000		15.92	G	05-01-17	06-30-17	Food Services
MACIAS ROMERO, Oscar	Senior Custodian	01.0-00100.0-00000-82100-2240-7521000		36-IV	A	05-03-17	05-03-17	Washington Elementary
MACIEL-BROWN, Joanmarie	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-VI	D	05-01-17	05-31-17	Emerson Around the Bell
MAGANA, Rafael	Custodian	01.0-90902.0-81000-50002-2240-7528000		35-VI	A	05-01-17	05-31-17	Roosevelt Elementary
MAI, Yen	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-VI	D	06-01-17	06-30-17	Edison Around the Bell
MARANDO, Shannon	Typist Clerk III	01.0-00000.0-00000-24200-2260-4310000		35-I	H	05-02-17	06-15-17	Burbank High School
MARTIN, Susan	Instructional Assistant-Children's Center	12.0-61050.1-00010-10000-2130-5300000		32-V	D	06-01-17	06-30-17	Monterey Children's Center
MARTINEZ, Cinthia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000 12.0-61050.0-00010-10000-2130-2050000		32-III	D	05-30-17 06-01-17	05-30-17 06-14-17	Emerson Around the Bell Bret Harte Children's Center
MARTINEZ SANCHEZ, Early	Custodian	01.0-00100.0-00000-82100-2260-7521000		35-I	G	05-30-17		Facilities Services
McDONALD, Cheryl	Campus Supervision Assistant	01.0-90904.0-00000-83000-2240-4328500		35-VI	D	05-01-17	05-31-17	Burroughs High School
McDONALD, Rebekah	Instructional Assistant-Translator DHH	01.0-65000.0-57700-11104-2160-7440000		33-I	G	06-05-17		Special Education

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Election – Hourly (Continued)								
MELIKIAN, Lilia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-III	D	06-01-17	06-30-17	Edison Around the Bell
MENDEZ ZEPEDA, Luis	Continuation High School/CDS Senior Custodian	01.0-01500.0-00000-83000-2240-5480000 01.0-00100.0-00000-82100-2240-7521000		36-VI	A	04-01-17 06-07-17	06-30-17 06-07-17	Monterey High School
MENDOZA, Beth	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-III	D	06-01-17	06-30-17	Roosevelt Around the Bell
MENDOZA, Eduardo	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000 12.0-90602.0-11100-10000-2130-7547000		32-III	D	05-31-17 06-01-17	05-31-17 06-30-17	Roosevelt Around the Bell
MERINO RAMOS, Jossy	Custodian	01.0-00100.0-00000-82100-2260-7521000		35-I	G	06-13-17		Facilities Services
MILLO, Jennifer	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-III	D	06-01-17	06-30-17	Emerson Around the Bell
MIRELES, Perla	Behavior Interventionist	01.0-65000.0-57500-31420-2230-5480000		L-IV	C	06-05-17 07-01-17	06-30-17 07-14-17	Special Education
MOLINA, Ricardo	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-V	A	05-10-17	05-22-17	John Muir Middle School
MONZON, Marlene	School Aide	01.0-00000.0-11100-10009-2990-2052000		10.50	G	03-01-17	05-26-17	Bret Harte Elementary
MOORE, Jennifer	School Office Manager	01.0-00000.0-00000-27000-2430-2091000 01.0-00000.0-00000-27000-2440-2091000 01.0-90711.0-00000-27000-2430-2158000		43-I	Q	05-03-17 05-15-17	05-03-17 05-31-17	McKinley Elementary Stevenson Elementary
	Typist Clerk III	01.0-90201.0-00000-27000-2430-2098000		35-I		05-01-17	05-05-17	McKinley Elemtentary
MORSE, Christy	Typist Clerk III	01.0-00000.0-00000-31100-2260-3200000		35-I	H	08-25-16	10-07-17	Luther Middle School
MURILLO, Erica	Food Service Assistant	13.0-53100.0-00000-37000-2230-3220000		27-II	D	08-01-17	05-30-18	Muir Middle School
NAVARRO, Mark	Campus Supervision Assistant	01.0-90904.0-00000-83000-2230-4328100		35-I	D	05-01-17	05-31-17	Burroughs High School
NORRINGTON, Vanessa	Behavior Interventionist	01.0-65000.0-57500-31420-2230-5480000		L-IV	C	06-05-17 07-01-17	06-30-17 07-14-17	Special Education
NUNO, Julie	School Office Manager-Elementary	12.0-61050.0-00000-27000-2430-2160000 12.0-61050.1-00000-27000-2430-2160000		43-II	A	05-01-17	06-30-17	Washington Children's Center

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Election – Hourly (Continued)								
OGANIAN, Sedik	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2050000 12.0-90602.0-11100-10000-2130-7547000		32-I	G	05-01-17 06-01-17	05-26-17 06-30-17	Children's Center
ORELLANA, Edgar	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Burroughs High School
PAIGE, Della	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-20-17	05-20-17	Providencia Elementary
PATEL, Hemlattabahen	School Aide	12.0-90602.0-11100-10009-2990-2010000		10.50	G	05-01-17	05-26-17	Disney Around the Bell
PARE, Mayuree	Food Service Assistant	13.0-53100.0-00000.37000-2260-7490000		27-I	G	06-13-17		Food Services
PARRIS, Edwin	Technology Support Specialist I Technology Support Specialist II	01.0-00000.0-00000-77000-2430-7730077 01.0-00000.0-00000-77000-2440-7730077 01.0-00000.0-00000-77000-2430-7730000		20.98 25.60	F F	05-01-17 05-10-17 06-01-147	05-31-17 06-30-17 06-30-17	Technology Services
PEREZ, Joseph	Lead Custodian-Secondary	01.0-00100.0-81000-50001-2240-4311000		40-VI	A	05-27-17	05-27-17	Burbank High School
PETRIE, Jon	Plasterer/ Cement Finisher	01.0-81500.0-00000-81100-2240-7523000		48-VI	A	06-10-17	06-10-17	Facilities Services
PINILLA, George	Campus Supervision Assistant	01.0-00000.0-11100-10009-2990-2091000		14.89	G	05-23-17	05-25-17	McKinley Elementary
PORTILLO, Carlos	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Burbank High School
POWELL, Cheryl	Senior Secretary	01.0-65200.0-50010-27000-2430-7440000 01.0-65000.0-50010-27000-2430-7440000		40-II	A	06-01-17	06-30-17	Special Education
POZOS, Angelica	Instructional Assistant-Children's Center	12.0-61050.0-00010-10000-2130-2050000		32-III	D	06-01-17	06-30-17	Bret Harte Children's Center
POZOS, Salvador	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Jordan Middle School
RAMOS, Jasselt	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Burbank High School
RAMOS, Mabel	School Aide	01.0-00000.0-11100-10009-2990-2091000		10.50	G	05-01-17	05-26-17	McKinley Elementary
REYNOLDS, Roberta	School Board Member	01.0-00000.0-00000-71100-2390-7560000		507.00	F	07-01-17	06-30-18	Superintendent's Office
RIOS, Marina	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-VI	C	06-15-17	06-30-17	Emerson Around the Bell

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Election – Hourly (Continued)								
RIVAS, Yvonne	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-I	G	06-01-17	06-30-17	Children's Center
RODRIGUEZ, Lisa	Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11905-2160-7440000		35-I	H	10-11-16	12-23-16	Special Education
RODRIGUEZ, Sergio	Locksmith	01.0-81500.0-00000-81100-2240-7523000		48-VI	A	06-10-17	06-10-17	Facilities Services
RODRIQUEZ-AVILA, Arlene	Adult ELD Office Specialist	11.0-63910.0-41102-27000-2430-5330000		35-V	E	05-30-17 06-01-17 06-01-17	05-31-17 06-12-17 06-29-17	Burbank Adult School
ROSALES, Hector	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Luther Middle School
RUIZ DE CASTILLO, Alicia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2050000		32-I	G	05-01-17	05-26-17	Children's Center
	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2160-7440000		40-I	H	03-13-17	05-25-17	Miller Elementary
RUNYAN, Steven	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000		32-III	D	05-30-17	06-30-17	Emerson Around the Bell
RUSSO, Jeff	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-III	A	04-22-17	04-22-17	Jefferson Elementary
SALEH, Farhad	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-VI	A	06-01-17	06-30-17	Technology Services
SANDOVAL, Efren	Lead Custodian-Secondary	01.0-00000.0-00000-82100-2240-3211000 01.0-90708.0-81000-50002-2240-7528000		40-VI	A	05-15-17 06-09-17	05-15-17 06-09-17	Jordan Middle School
SHAW, Maureen	Campus Supervision Assistant	01.0-00000.0-11100-10009-2990-2091000		14.89	G	05-23-17	05-25-17	McKinley Elementary
	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2020000		32-I	G	05-01-17	05-26-17	Children's Center
SHAW, Susan	Instructional Media Specialist- Middle School	01.0-00000.0-00000-24200-2230-3221000		39-VI	B	07-01-17	07-31-17	John Muir Middle School
SHEARER, Sandra	School Office Manager	01.0-65000.0-50010-27000-2460-7440000		43-I	H	12-09-16	4-05-17	Special Education
SHOEMAKE, Linda	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000		28.08	G	05-30-17	06-29-17	Burbank Adult School
TABET, Charlene	School Board Member	01.0-00000.0-00000-71100-2390-7560000		507.00	F	07-01-17	06-30-18	Superintendent's Office

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
TAHMAZYAN, Anahit	Instructional Assistant-Children's Center	12.0-61050.0-00010-10000-2130-2050000		32-VI	D	06-15-17	06-30-17	Bret Harte Children's Center
TORRES, Consuelo	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Burbank High School
TOWNSEND, Kathleen	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2050000		32-VI	A	06-01-17	06-30-17	Bret Harte Children's Center
TRACE, Timothy	Grounds Technician	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	06-03-17	06-03-17	Facilities Services
UBALDI, Joshua	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000		28.93	F	05-30-17	06-29-17	Burbank Adult School
URIBE, Rudy	Grounds Technician	01.0-90708.0-81000-50002-2240-7528000		40-IV	A	06-03-17	06-03-17	Facilities Services
VALLES, Fidel	Custodian	01.0-00000.0-00000-82100-2240-3211000		35-VI	A	05-15-17	05-15-17	Jordan Middle School
VAZQUEZ, Isidoro	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	06-01-17	06-30-17	Miller Elementary
WHITNEY, Marilyn	Instructional Assistant-Special Education	01.0-65200.0-50010-27000-2430-7440000		32-I	H	10-03-16	05-25-17	Special Education
WILKEN, Tonya	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000 12.0-90602.0-11100-10000-2130-2020000		32-VI	A	06-01-17 05-01-17	06-30-17 05-26-17	Edison Around the Bell
WILLIAMS, Randal	Fee Based Teacher	01.0-00639.0-41120-10000-2130-5331000		28.08	G	05-30-17	06-29-17	Burbank Adult School
WILLIAMS-BAER, Maureen	Office Assistant-Elementary	01.0-00000.0-00000-72000-2430-7450000		34-VI	C	06-20-17	06-28-17	Student Services
YAEGER, Kathy	Senior Administrative Secretary	01.0-00100.0-00000-81000-2440-7521000		55-VI	A	06-07-17	06-07-17	Facilities Services
YEGHYAIAN, Reneh	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2100000 12.0-90602.0-11100-10000-2130-7547000		16.00	D	05-01-17 06-01-17	05-26-17 06-30-17	Miller Around the Bell Edison Around the Bell
ZELAYA, Raul	Lead Custodian-Secondary	01.0-90902.0-81000-50002-2240-7528000 01.0-90708.0-81000-50002-2240-7528000		40-VI	A	05-01-17 05-01-17	05-31-17 06-03-17	John Muir Middle School
ZINALVAND, Ayda	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2160000		32-VI	A	05-01-17	06-30-17	Washington Children's Center

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Summer School								
AGAZARYAN, Taline	Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11100-2130-5480000		35-VI	D	06-05-17	07-07-17	Washington Elementary
CORNEJO, Juan	Instructional Assistant-English Language Development	01.0-42030.0-47600-10012-2130-5480000		32-II	D	06-05-17	06-08-17	McKinley Elementary
GIUMELLI, Silvia	Adult Learning Center Technician	11.0-63910.0-41106-10000-2130-5331000		35-VI	E	05-30-17	06-29-17	Burbank Adult School
KHACHIKYAN, Lilit	Instructional Assistant-English Language Development	01.0-42030.0-47600-10012-2130-7429000		32-III	D	06-05-17	07-07-17	McKinley Elementary
LEIVA, Nereyda	Instructional Assistant-Special Education	01.0-01500.0-11100-10000-2130-5480000		32-IV	D	06-05-17	07-14-17	Burroughs High School
McDONALD, Kailey	Instructional Assistant-Special Education	01.0-65000.0-57700-11100-2130-5480000		32-III	D	06-13-17	07-07-17	Washington Elementary
MICHAELS, Alma	Instructional Assistant-Special Education	01.0-01500.0-11100-10000-2130-5480000		32-VI	D	06-05-17	07-14-17	Burroughs High School
NANEZ ARCIVA, Brenda	Serving Kitchen Operator	13.0-53100.0-00000-37000-2230-7498000		32-I	F	06-05-17	07-13-17	Luther Middle School
PANAMENO, Christian	Instructional Assistant-Special Education	01.0-01500.0-11100-10000-2130-5480000		32-II	D	06-05-17	07-14-17	Burroughs High School
WILLIAMS, Kimberly	Food Service Supervisor II	13.0-53100.0-00000-37009-2330-7498000		B-VII	D	05-30-17	07-13-17	Burroughs High School
YAEGER, Shannon	Instructional Assistant-Special Education	01.0-65000.0-57500-11106-2130-5480000		13.78	G	06-05-17	07-14-17	Burbank Adult School FACTS
ZAMUDIO, Maria	Instructional Assistant-English Language Development	01.0-90904.0-11100-10000-2130-2018700		32-VI	D	06-05-17	07-13-17	McKinley Elementary
Election – Student Helpers								
AGUILAR, Jose	Student Helper	12.0-90602.0-00000-27000-2933-7547000		10.50	F	05-01-17	06-30-17	Children's Center
BLANCHARD-KYLE, Conner	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education
BRISENO, Deanna	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Student Helpers (Continued)								
DANG, Peyton	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education
MARTINEZ, Amy	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education
NAVARETTE, Karla	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education
ROMAN, Arianna	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education
SANCHEZ-AMADO, Sebastian	YETP	01.0-65200.0-57700-11100-2933-7440000		10.50	F	05-01-17	06-30-17	Special Education
Election – Walk on Coach								
BROWN, Kevin	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-12-17	Burbank High School
CAMPOS, Taryn	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		101/game	F	05-01-17	05-31-17	Burroughs High School
DAVIS, LeVon	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		101/game	F	05-01-17	05-31-17	Burroughs High School
EMAMJOMEH, Mojgahn	Short Term- Performing Arts	01.0-90904.0-17011-41000-2171-4318700		12.83	F	06-01-17	06-30-17	Burbank High School
EMERSON, Catarina	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
FELIX, Ryan	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	06-30-17	Burroughs High School
FRIAS, Paul	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	06-30-17	Burroughs High School
HART, Robert	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4310000		185/game	F	05-01-17	05-31-17	Burbank High School
HERNANDEZ, Bea	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
KIRAKOSYAN, Gor	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
KUKAWSKI, John	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	06-30-17	Burroughs High School
LANDRY, Melissa	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	06-30-17	Burroughs High School
LEMUS, Manuel	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
MARSHALL, Enrique	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
MAY, Nathan	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School

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Personnel Report No. 17-18-01 July 20, 2017 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Walk on Coach (Continued)								
McHORNEY. Michael	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		101/game	F	05-01-17	05-31-17	Burroughs High School
ORTEGA-JENNISON, Martin	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	08-31-17	Burroughs High School
ORTIZ, Christopher	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
OUNDJIAN, Jennifer	Short Term- Performing Arts	01.0-90904.0-17007-41001-2171-4328600		12.83	F	05-01-17	05-31-17	Burroughs High School
PETKO, Milosh	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	05-01-17	05-31-17	Burroughs High School
POTTS, Jamayne	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
RAPOSA, Gilbert	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4310000		185/game	F	05-01-17	05-31-17	Burbank High School
ROJO, Karl	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
ROJO, Kevin	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
SANDOVAL, Antonio	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	06-30-17	Burroughs High School
SHERWOOD, Craig	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000 01.0-90904.0-15001-42000-2171-4328100		185/game 12.83	F	05-01-17 06-01-17	05-31-17 06-30-17	Burroughs High School
SMITH, Roger	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
TANIGAWA, Maile	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	05-01-17	06-30-17	Burroughs High School
TANIGAWA, Westley	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		185/game	F	05-01-17	05-31-17	Burroughs High School
TERMURIAN, Ani	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
TUBERT, Sarah	Short Term- Athletic	01.0-90901.0-15001-42000-2171-4318000		12.83	F	06-01-17	06-30-17	Burbank High School
VILLAGRAN, Luis	Short Term- Athletic	01.0-90904.0-15001-42000-2171-4328100		12.83	F	06-01-17	06-30-17	Burroughs High School

Signature Anita Solank 7-5-17

Title: Director, Human Resources Services

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BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 05/23/2017 & 06/19/2017

PO Number	Vendor	Description	Site	Fund	Total Amount
17000057	WRIGHT'S SUPPLY INC	C/O 1: INCREASE BY $1,500.00; 2016-17 BLANKET; MAINTENANCE & REPAIR MATERIALS	FACILITIES PLANNING SERVICES	010	$6,500.00
17000067	QUINTRON SYSTEMS INC	C/O 1: ADDITIONAL WORK; 1314-050 NETWORK INFRASTRUCTURE & 21ST CENTURY PROJECT @ JBHS; BD 4/21/16	TECHNOLOGY SERVICES	210	$1,277,057.49
17000280	DIY HOME CENTER-BURBANK	C/O 3: INCREASE BY $1,500.00; 2016-17 BLANKET; MAINTENANCE, GROUNDS & CUSTODIAL SUPPLIES	FACILITIES PLANNING SERVICES	010	$12,000.00
17000373	GRAINGER INC	C/O 1: INCREASE ORDER BY $80.28; 2016-17 BLANKET ORDER; PRINT CENTER SUPPLIES	FACILITIES SERVICES	010	$1,080.28
17000374	ULINE - Attn: ACCOUNTS RECEIVABLES	C/O 1: INCREASE ORDER BY $3,300.00; 2016-17 BLANKET ORDER; PRINT CENTER SUPPLIES	FACILITIES SERVICES	010	$5,800.00
17000376	UNITED SITE SERVICES	C/O1: INC $75; 16-17 BLANKET; PORTABLE TOILET RENTALS@MUIR & PROV; CITY OF BURBANK - JOINT USE FUNDS	FACILITIES SERVICES	010	$7,575.00
17000457	AVIS RENT-A-CAR	C/O 3: INCREASE BY $181.00; 2016-17 BLANKET ORDER; ATHLETIC TRANSPORTATION	BURBANK HIGH SCHOOL	010	$4,447.00
17000474	FILE KEEPERS, LLC	C/O 2: INCREASE BY $17.00; 2016-2017 BLANKET ORDER; DOCUMENT SHREDDING SERVICE	INSTRUCTIONAL SERVICES	010	$117.00
17000499	IMAGE SOURCE	C/O 1: INCREASE BY $30,000; 2016-17 BLANKET ORDER; COPIER MANAGED PRINT SERVICES; BD APRVD 6-4-15	FISCAL SERVICES	010	$332,960.00
17000645	UNITED PARCEL SERVICE	C/O 1: INCREASE ORDER BY $600.00; 2016-17 BLANKET ORDER; UPS PICK-UPS	VARIOUS SITES	010	$1,100.00
17000772	IMAGE SOURCE	C/O 2: INCREASE BY $300.00; 2016-17 BLANKET; STAPLES AND VARIOUS SUPPLIES; PRINT SHOP COPIERS	WAREHOUSE	010	$10,300.00
17000929	CITY TREASURER	C/O 2: INCREASE BY $6,500.00; 2016-2017 BLANKET ORDER; LANDFILL FACILITY USE	FACILITIES SERVICES	010	$19,350.00
17001305	BOYS & GIRLS CLUB OF BURBANK	C/O 2: INCREASE BY $17,586.25; 2016-17 AGREEMENT FOR ASES PROGRAM; ASES FUNDS; BOARD APPROVED 9/1/16	INSTRUCTIONAL SERVICES	010	$308,561.25
17001338	WAXIE SANITARY SUPPLY	C/O 1: INC. BY $3000; 16-17 BLANKET; CUSTODIAL SUPPLIES; NIPA PB #100489-01; CHILD DEVELOPMENT FUNDS	HORACE MANN CHILDREN´S CENTER	120	$7,755.77
17001709	WESTERN FENCE & SUPPLY CO.	C/O 1: REDUCE BY $6,668.91; BID 1617-001-TR PERM MODULAR CLASSROOM FENCING; EMERSON; BD 5/19/16	FACILITIES SERVICES	210	$12,851.09
17001710	WESTERN FENCE & SUPPLY CO.	C/O 1: REDUCE BY $4,866.92; BID 1617-001-TR PERM MODULAR CLASSROOM FENCING; ROOSEVELT; BD 5/19/16	FACILITIES SERVICES	210	$25,683.08

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
17001711	WESTERN FENCE & SUPPLY CO.	C/O 1: REDUCE BY $5,387.27; BID 1617-001-TR PERM MODULAR CLASSROOM FENCING; WASHINGTON; BD 5/19/16	FACILITIES SERVICES	210	$21,389.73
17001736	PACIFIC MEDICAL WASTE	C/O 1: INCREASE BY $75.00; MEDICAL WASTE DISPOSAL	BURBANK ADULT SCHOOL	110	$775.00
17001758	KIDS PHYSICAL THERAPY INC	C/O 2: INC BY $750.00; CONSULTANT; PHYSICAL THERAPY; SP ED; BD 6/16/16, 12/15/16, 1/19/17 & 5/18/17	SPECIAL EDUCATION	010	$110,750.00
17001780	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	C/O 1: INCREASE BY $2,592.00; ONLINE TESTING MATERIALS; CELDT TESTING	INSTRUCTIONAL SERVICES	010	$13,652.00
17001812	BOYD, JACOB	C/O 1: INCREASE BY $1,800.00; CONSULTANT AGREEMENT; MUSIC LESSONS; BOARD APPROVED 9/1/17	ROOSEVELT ELEMENTARY	010	$19,800.00
17002591	FILE KEEPERS, LLC	C/O 1: INCREASE BY 11.25; DOCUMENT SHREDDING SERVICE; ONE TIME FUNDS	JEFFERSON ELEMENTARY	010	$36.00
17002724	DURHAM SCHOOL SERVICES	C/O 1: INCREASE BY $207.65: STUDENT TRANSPORTATION; CATALINA CLASSIC CRUISES; GENERAL FUND	MUIR MIDDLE SCHOOL	010	$813.75
17002866	DURHAM SCHOOL SERVICES	C/0 1: INCREASE BY $588.30; STUDENT TRANSPORTATION; MUSEUM OF TOLERANCE; ACCOUNTS RECEIVABLE	JORDAN MIDDLE SCHOOL	010	$2,941.50
17002944	FOUR WINDS	C/O 1: INCREASE BY $87.50; STUDENT TRANSPORTATION; HART HIGH SCHOOL; ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$585.50
17002958	DURHAM SCHOOL SERVICES	C/O 1: INCREASE $203.72; STUDENT TRANS; PLACENTIA PRESBYTERIAN & DISNEYLAND; ACCT RECEIVABLE/GIFT	JORDAN MIDDLE SCHOOL	010	$4,744.12
17002984	OPTERRA ENERGY SERVICES INC	C/O 2: INCREASE BY $782,637; CONSTRUCTION/ENERGY SVS/ENERGY RELATED CAP IMPROVEMENT; BD 3/19/15	FACILITIES SERVICES	210	$5,568,272.00
17003089	DURHAM SCHOOL SERVICES	C/O 1: INCREASE BY $92.55; STUDENT TRANSPORTATION; CABRILLO MARINE MUSEUM; GIFTS	PROVIDENCIA ELEMENTARY	010	$619.56
17003396	DURHAM SCHOOL SERVICES	C/O 1: INCREASE BY $102.00; STUDENT TRANSPORTATION; UNDERWOOD FAMILY FARMS; GIFT FUNDS	EMERSON ELEMENTARY	010	$1,002.78
17003419	MASSADI ENTERPRISES	C/O 1: INCREASE BY $21,340.00; DSA INSPECTION SERVICES; VARIOUS SITES; BOARD APPROVED 12/17/15	FACILITIES SERVICES	210	$34,604.00
17003770	CORNEJO'S AUTOMOTIVE	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$557.00
17003771	CORNEJO'S AUTOMOTIVE	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$598.93
17003772	YALE/CHASE EQUIPMENT AND SERVICES, INC	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$1,053.66

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17003822	FOUR WINDS	C/O 1: INCREASE BY $773.00; STUDENT TRANSPORTATION; HART HS/MAGIC MOUNTAIN; ACCOUNTS RECEIVABLE	MUIR MIDDLE SCHOOL	010	$2,319.00
17003854	TRANSIT SYSTEMS UNLIMITED, INC	C/O 1: INCREASE BY $2000; 16-17 BLANKET; STUDENT TRANSPORTATION - ATHLETICS; ACCOUNTS RECEIVABLE	BURBANK HIGH SCHOOL	010	$3,000.00
17003935	CORNEJO'S AUTOMOTIVE	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$405.94
17003938	MECHANIC'S TRAILER & LIFT GATE REPAIRS, INC.	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$426.57
17004017	SCHOOL SPECIALTY	OFFICE FURNITURE	PERSONNEL SERVICES	010	$2,126.90
17004026	NINYO AND MOORE	CO1: INC $24,672; GEOTCHNCL, MATERIAL & SPECIAL INSP @ STEVENSON MODULARS; PHASEII(BOND); BD 3/16/17	FACILITIES SERVICES	210	$34,894.00
17004064	FERGUSON ENTERPRISES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$90.27
17004066	YALE/CHASE EQUIPMENT AND SERVICES, INC	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$93.16
17004073	GUARDNOW, INC.	C/O 1: CANCEL PO; SECURITY SERVICES; BHS GRADUATION	BURBANK HIGH SCHOOL	010	$3,000.00
17004108	WEST SHIELD ADOLESCENT SERVICES	C/O 1: INC $3,500; CONSULTANT; ESCORT TRANSPORTATION SRVS; SPECIAL ED; BD 6/16, 12/15, 4/20 & 5/18	SPECIAL EDUCATION	010	$20,500.00
17004112	SPORTS FACILITIES GROUP INC	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$510.00
17004113	ACCOUSTICAL MATERIAL	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$112.83
17004115	EWING IRRIGATION PRODUCTS	IRRIGATION REPAIR	FACILITIES SERVICES	010	$296.13
17004176	MONTGOMERY HARDWARE COMPANY	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$1,060.31
17004177	IDR ENVIRONMENTAL SERVICES	HAZARDOUS WASTE TRANSPORTATION AND DISPOSAL; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$761.13
17004179	THE SHERWIN-WILLIAMS CO	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$129.04
17004180	INTERMOUNTAIN LOCK & SUPPLY CO	PROFESSIONAL DEVELOPMENT REGISTRATION	FACILITIES SERVICES	010	$40.00
17004188	THE SHERWIN-WILLIAMS CO	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$144.74
17004189	EWING IRRIGATION PRODUCTS	IRRIGATION REPAIR	FACILITIES SERVICES	010	$209.92
17004190	ACCOUSTICAL MATERIAL	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$266.07
17004213	RUSSELL SIGLER INC	C/O 1: CANCEL ORDER; AIR CONDITIONING REPAIR EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$3,703.71

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17004214	YALE/CHASE EQUIPMENT AND SERVICES, INC	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$131.55
17004218	DeSOTO SALES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$71.32
17004227	THE SHERWIN-WILLIAMS CO	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$574.02
17004241	MULTI-HEALTH SYSTEMS	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$287.10
17004242	GRAY, VANESSA	CONSULTANT AGREEMENT; ZUMBA CLASSES; SUMMER ATB; GIFT FUNDS; BOARD APPROVED 5/4/17	CHILD DEVELOPMENT SERVICES	010	$512.00
17004243	MASSADI ENTERPRISES	DSA INSPECTION SERVICES; DAVID STARR JORDAN; BOARD APPROVED 4/20/17	BURBANK ADULT SCHOOL	110	$17,000.00
17004244	DICK BLICK CO	ART SUPPLIES	JORDAN MIDDLE SCHOOL	010	$397.20
17004245	CERVANTES, GREGORY	CONSULTANT AGREEMENT; DJ SERVICES; 5TH GRADE; GIFT FUNDS; BOARD APPROVED 5/4/17	EMERSON ELEMENTARY	010	$300.00
17004246	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$240.15
17004247	ELESCO	ANNUAL LIFE SAFETY SYSTEM PREVENTATIVE MAINTENANCE INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS	MILLER ELEMENTARY	010	$513.13
17004248	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	OFFICE SUPPLIES	BURBANK ADULT SCHOOL	010	$131.84
17004249	ELESCO	SEMI ANNUAL LIFE SAFETY SYSTEM PREVENTATIVE MAINTENANCE INSPECTION; ON-GOING & MAJOR MAINT. FUNDS	WASHINGTON ELEMENTARY	010	$513.13
17004250	ELESCO	SEMI ANNUAL LIFE SAFETY SYSTEM PREVENTATIVE MAINTENANCE INSPECTION; ON-GOING & MAJOR MAINT. FUNDS	JORDAN MIDDLE SCHOOL	010	$513.13
17004251	ELESCO	FC1617-088 SEMI ANNUAL LIFE SAFETY SYSTEM PREVENTATIVE MAINTENANCE; ON-GOING & MAJOR MAINT. FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$2,260.78
17004252	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	SPECIAL ED/ESY CLASSROOM SUPPLIES	BRET HARTE ELEMENTARY	010	$402.51
17004253	ELESCO	FC1617-089 SEMI ANNUAL LIFE SAFETY SYSTEM PREVENTATIVE MAINTENANCE; ON-GOING & MAJOR MAINT. FUNDS	BURBANK HIGH SCHOOL	010	$2,260.78
17004254	DISCOUNT SCHOOL SUPPLY	SPECIAL ED/ESY/PRESCHOOL CLASSROOM SUPPLIES	BRET HARTE CHILDREN´S CENTER	010	$256.92
17004255	GLOBAL EQUIPMENT CO	SCHOOL EQUIPMENT; FILTERED WATER COOLERS & FILLING STATIONS; ACCOUNTS RECEIVABLE FUNDS	MUIR MIDDLE SCHOOL	010	$5,230.22

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17004256	TUNDRA SPECIALTIES	FOOD SERVICE REPAIR MATERIAL; BHS	FACILITIES PLANNING SERVICES	130	$398.60
17004257	REFRIGERATION SUPPLIES DIST	FOOD SERVICE REPAIR MATERIAL; JORDAN	FACILITIES PLANNING SERVICES	130	$13.57
17004258	INDUSTRIAL ELECTRIC COMMERCIAL PARTS & SERVICE,	FOOD SERVICE REPAIR MATERIAL; LUTHER	FACILITIES PLANNING SERVICES	130	$224.26
17004259	TOTAL CORPORATE SECURITY	SECURITY SERVICES; BHS GRADUATION	BURBANK HIGH SCHOOL	010	$3,036.00
17004260	JCL TRAFFIC	TRAFFIC CONTROL SERVICES; BHS GRADUATION	BURBANK HIGH SCHOOL	010	$1,857.70
17004261	EVERYTHING MEDICAL, LLC	NURSE SUPPLIES; SP ED/ESY	BRET HARTE ELEMENTARY	010	$93.11
17004262	EDUCATION THROUGH MUSIC L.A.	CONSULTANT AGREEMENT; INSTRUMENTAL MUSIC PROGRAM; GIFT FUNDS; BOARD APPROVED 7/21/16	WASHINGTON ELEMENTARY	010	$18,335.00
17004263	FAST DEER BUS CHARTER INC	STUDENT TRANSPORTATION; LANCASTER HIGH SCHOOL; ACCOUNTS RECEIVABLE	BURBANK HIGH SCHOOL	010	$828.85
17004264	AVIS RENT-A-CAR	STUDENT TRANSPORTATION; VARIOUS LOCATIONS; ATHLETICS; ACCOUNTS RECEIVABLE	BURBANK HIGH SCHOOL	010	$799.87
17004265	JON'S WINDOW & AWNING INC	FC1617-090 FURNISH AND INSTALL AWNINGS AT COMMUNITY DAY SCHOOL; ON-GOING & MAJOR MAINTENANCE FUNDS	COMMUNITY DAY SCHOOL	010	$1,626.35
17004266	UME FEDERAL CREDIT UNION	CLASSROOM FURNITURE; MODULARS	STEVENSON ELEMENTARY	010	$2,643.75
17004267	LOWE'S HOME IMPROVEMENT	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$276.71
17004270	DeSOTO SALES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$350.52
17004271	C R LAURENCE CO	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$1,103.72
17004272	COMMERCIAL DOOR METAL SYSTEMS INC	FC1617-091 FURNISH AND INSTALL GYM DOOR AT JBHS; ON-GOING & MAJOR MAINTENANCE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$2,466.00
17004273	ZIEMBA + PRIETO ARCHITECTS	ARCHITECTURAL & ENGINEERING SERVICES @ MAGNOLIA PARK; SHADE STRUCTURES; BD 5/18/17	FACILITIES SERVICES	010	$15,950.00
17004274	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; SIERRA MADRE PLAYHOUSE; GIFT FUNDS	MILLER ELEMENTARY	010	$868.30
17004275	ZIEMBA + PRIETO ARCHITECTS	ARCHITECTURAL & ENGINEERING SERVICES @ STEVENSON ES; BD APPR 4/20/17	FACILITIES SERVICES	250	$31,860.00
17004276	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; ASES	PROVIDENCIA ELEMENTARY	010	$487.70
17004277	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; ASES	PROVIDENCIA ELEMENTARY	010	$139.75
17004278	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; ASES	DISNEY ELEMENTARY	010	$234.40

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17004279	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; ASES	LUTHER BURBANK MIDDLE SCHOOL	010	$313.11
17004280	PICKETT, JONELLE	TEACHER REIMBURSEMENT FOR SUPPLIES	BURBANK HIGH SCHOOL	010	$145.60
17004281	LA PARTY RENTS, INC.	EQUIPMENT RENTAL; BHS GRADUATION	BURBANK HIGH SCHOOL	010	$25,647.65
17004282	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2016-17 BLANKET ORDER; "ONLINE" OFFICE SUPPLIES; EL SUMMER SCHOOL	INSTRUCTIONAL SERVICES	010	$300.00
17004283	FOUR WINDS	STUDENT TRANSPORTATION; UNIVERSAL STUDIOS; ACCOUNTS RECEIVABLE	MUIR MIDDLE SCHOOL	010	$550.00
17004284	S & S WORLDWIDE	CLASSROOM SUPPLIES; CHILD DEVELOPMENT FUNDS	WASHINGTON CHILDREN´S CENTER	120	$127.81
17004285	RUSSELL SIGLER INC	AIR CONDITIONING REPAIR EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,749.59
17004286	GOPHER SPORT	PLAYGROUND SUPPLIES; ASES	PROVIDENCIA ELEMENTARY	010	$400.25
17004287	PREHISTORIC, INC.	CONSULTANT AGREEMENT; REPTILE PRESENTATIONS; GIFT FUNDS; BOARD APPROVED 5/4/17	ROOSEVELT ELEMENTARY	010	$600.00
17004288	MERWIN, AMELIA	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES	MUIR MIDDLE SCHOOL	010	$28.38
17004289	MILLER, GREG	REIMBURSEMENT TO PRINCIPAL FOR OFFICE SUPPLIES	MUIR MIDDLE SCHOOL	010	$24.99
17004290	HARKINS, CHRISTINE	REIMBURSEMENT TO SCHOOL NURSE FOR OFFICE SUPPLIES	MUIR MIDDLE SCHOOL	010	$325.16
17004291	LAILAH IMAIL-GALLEGOS	REIMBURSEMENT TO ROP TEACHER FOR MEETING SUPPLIES	ROP - Admin	010	$103.12
17004292	COMMERCIAL DOOR METAL SYSTEMS INC	FC1617-092 FURNISH AND INSTALL DOORS AT STEVENSON ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	STEVENSON ELEMENTARY	010	$4,704.00
17004293	COMMERCIAL DOOR METAL SYSTEMS INC	FC1617-093 FURNISH & INSTALL DOOR AT LUTHER ELECTRICAL ROOM; ON-GOING & MAJOR MAINTENANCE FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$3,142.00
17004294	COMMERCIAL DOOR METAL SYSTEMS INC	FC1617-094 FURNISH AND INSTALL DOOR AT EMERSON ES; ON-GOING & MAJOR MAINTENANCE FUNDS	EMERSON ELEMENTARY	010	$4,030.00
17004295	APEX LEARNING	SOFTWARE LICENSE SUBSCRIPTION; SUMMER SCHOOL; LOTTERY FUNDS	INSTRUCTIONAL SERVICES	010	$5,000.00
17004296	SHIFFLER EQUIPMENT SALES, INC	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$1,629.76
17004297	FERGUSON ENTERPRISES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$212.04
17004300	THE TORO COMPANY	GROUNDS EQUIPMENT MAINTENANCE	FACILITIES SERVICES	010	$101.50
17004301	SCHOOL NURSE SUPPLY INC	HEALTH SUPPLIES	Health Services	010	$1,026.60
17004302	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	TECHNOLOGY SERVICES	010	$1,889.25
17004303	WILLIAM V MACGILL & COMPANY	SUPPLIES; HEALTH SERVICES	Health Services	010	$1,8

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17004304	KING, JONATHAN	REIMBURSEMENT TO TEACHER FOR LIGHTS & MOUNTINGS FOR AUDITORIUM PROJECT; GIFT FUNDS	JORDAN MIDDLE SCHOOL	010	$10,500.26
17004305	S & S WORLDWIDE	CLASSROOM SUPPLIES; SUMMER ATB; CHILD DEVELOPMENT FUNDS	ROOSEVELT ELEMENTARY	120	$20.58
17004306	TRANSIT SYSTEMS UNLIMITED, INC	STUDENT TRANSPORTATION; OCEAN INSTITUTE; ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$1,030.00
17004307	TRANSIT SYSTEMS UNLIMITED, INC	STUDENT TRANSPORTATION; OCEAN INSTITUTE; ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$1,030.00
17004308	AUDIO REHAB, INC.	INSTRUMENT REPAIR; FILM LA FUNDS	INSTRUCTIONAL SERVICES	010	$125.00
17004309	CROWN CITY BUSES, INC.	STUDENT TRANSPORTATION; GARDENS OF PARADISE; ACCOUNTS RECEIVABLE	BURBANK HIGH SCHOOL	010	$606.70
17004310	REFRIGERATION HARDWARE SUPPLY CORP	FACILITY REPAIR MATERIAL; DISNEY ELEMENTARY	FACILITIES PLANNING SERVICES	130	$123.63
17004311	REFRIGERATION HARDWARE SUPPLY CORP	FACILITY REPAIR MATERIAL; ROOSEVELT ELEMENTARY	FACILITIES PLANNING SERVICES	130	$272.29
17004312	REFRIGERATION HARDWARE SUPPLY CORP	FACILITY REPAIR MATERIAL; BURBANK HIGH SCHOOL	FACILITIES PLANNING SERVICES	130	$68.21
17004313	MB DANCE, INC. aka GARRI DANCE STUDIOS	CONSULTANT AGREEMENT; DANCE INSTRUCTION; GIFT FUNDS; BOARD APPROVED 3/2/17	DISNEY ELEMENTARY	010	$6,750.00
17004314	DIDAX INC	INSTRUCTIONAL MATERIALS; LCFF EIA-LEP FUNDS	BRET HARTE ELEMENTARY	010	$156.27
17004315	LAKESHORE CURRICULUM MATERIAL	INSTRUCTIONAL MATERIALS; LCFF EIA-LEP FUNDS	BRET HARTE ELEMENTARY	010	$227.03
17004316	WAWRYCHUK, AMY	BTA CLAIM FOR DAMAGE OF VEHICLE	BUSINESS OFFICE	010	$338.00
17004317	APEX LEARNING	SOFTWARE LICENSE SUBSCRIPTION; SUMMER SCHOOL; LOTTERY FUNDS	INSTRUCTIONAL SERVICES	010	$6,250.00
17004323	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENTS FOR TRANSPORTATION; SPECIAL EDUCATION; BOARD APPROVED 2/16/17	SPECIAL EDUCATION	010	$4,122.50
17004324	GOODS, HENRY	CONSULTANT AGREEMENT; JORDAN MURAL PROJECT; GIFT FUNDS; BOARD APPROVED 5/4/17	JORDAN MIDDLE SCHOOL	010	$2,500.00
17004325	TOURCOACH CHARTER & TOURS TRANSPORTATION	STUDENT TRANSPORTATION; MOCA; ACCOUNTS RECEVEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$739.04
17004326	APPLE COMPUTER ED SALES	COMPUTER EQUIPMENT; DESKTOP; ACCOUNTS RECEIVABLE FUNDS	JORDAN MIDDLE SCHOOL	010	$1,905.49
17004327	FOUR WINDS	STUDENT TRANSPORTATION; DISNEYLAND; ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$3,000.00
17004328	FOUR WINDS	STUDENT TRANSPORTATION; MOCA MUSEUM; ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$510.50
17004329	FOUR WINDS	STUDENT TRANSPORTATION; KNOTT'S BERRY FARM; ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$1,100.00
17004330	COUNTY OF LOS ANGELES PUBLIC HEALTH	ENVIRONMENTAL/HEALTH PERMITS FOR 17-18 BURBANK HIGH AND JOHN BURROUGHS HIGH SWIMMING POOLS	ADMINISTRATIVE OFFICES	010	$1,168.00

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17004331	RODRIGUEZ, ROSIE	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES; MONTEREY CHILDREN'S CENTER	CHILD DEVELOPMENT SERVICES	120	$42.30
17004332	PALLARES, ANTONIA	REIMBURSEMENT TO CHILDREN'S CENTER SUPERVISOR FOR PROMOTION MATERIALS; WASHINGTON CHILDREN'S CENTER	CHILD DEVELOPMENT SERVICES	120	$100.26
17004333	PALLARES, ANTONIA	REIMBURSEMENT TO CHILDREN'S CENTER SUPERVISOR FOR PROMOTION MATERIALS; BRET HARTE CHILDREN'S CENTER	CHILD DEVELOPMENT SERVICES	120	$98.58
17004334	PALLARES, ANTONIA	REIMBURSEMENT TO CHILDREN'S CENTER SUPERVISOR FOR PROMOTION MATERIALS; WASHINGTON CHILDREN'S CENTER	CHILD DEVELOPMENT SERVICES	120	$36.54
17004335	HERNANDEZ, GLORIA	REIMBURSEMENT TO TEACHER FOR PROMOTION PARTY SUPPLIES; WASHINGTON CHILDREN'S CENTER	CHILD DEVELOPMENT SERVICES	120	$21.64
17004336	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENTS FOR NEURO-PSYCHOLOGICAL EVALUATION; SPECIAL EDUCATION; BD 5/1/17	SPECIAL EDUCATION	010	$6,000.00
17004337	SPECIAL EDUCATION PARENT	REIMBURSEMENT TO PARENTS FOR TUITION; SPECIAL EDUCATION; BOARD APPROVED 5/18/17	SPECIAL EDUCATION	010	$2,049.00
17004338	LOS ANGELES COUNTY TAX COLLECTOR	UNSECURED PROPERTY TAX BILL; PARKING FACILITY AT PROVIDENCIA ES LEASED TO DELUXE DIGITAL STUDIOS	BUSINESS OFFICE	010	$36.20
17004339	FILE KEEPERS, LLC	DOCUMENT SHREDDING SERVICE	BURBANK ADULT SCHOOL	110	$33.75
17004340	GENERAL BINDING CORP	LAMINATOR MAINTENANCE AGREEMENT	JOHN BURROUGHS HIGH SCHOOL	010	$392.26
17004341	KING, JONATHAN	CONSULTANT; DESIGN & SUPERVISION OF JORDAN AUDITORIUM LIGHTING PROJECT; GIFT FUNDS; BRD APPR 5/4/17	JORDAN MIDDLE SCHOOL	010	$2,000.00
17004342	EDUCATIONAL TESTING SERVICE	2017 CAASPP PRE-ID DATA SERVICES	INSTRUCTIONAL SERVICES	010	$2,153.25
17004343	SUNBELT RENTALS, INC.	CONTRACTED SERVICES	FACILITIES SERVICES	010	$365.18
17004349	MPI MILLER PLUMBING INC	1617-051 #6 PERM MODULAR CLASSROOMS; PHASEII; PLUMBING, SITE UTILITIES; HARTE (BOND); BD 4/20/17	FACILITIES SERVICES	210	$40,000.00
17004350	MPI MILLER PLUMBING INC	1617-052 #6 PERM MODULAR CLASSROOMS; PHASEII; PLUMB/SITE UTILITIES; JEFFERSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$5,000.00
17004351	MPI MILLER PLUMBING INC	1617-053 #6 PERM MODULAR CLASSROOMS; PHASEII; PLUMB/SITE UTILITIES; STEVENSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$110,000.00

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17004352	THOUSAND PINES OUTDOOR EDUCATORS LLC	DEPOSIT; THOUSAND PINES OUTDOOR SCIENCE SCHOOL; BOARD APPROVED 9-15-16; GIFT	STEVENSON ELEMENTARY	010	$1,880.00
17004353	CALEX ENGINEERING CO	1617-052R2 #9 PERM MODULAR BLDGS; PHASEII; SITE CLEAR, EARTHWORK @ JEFFERSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$260,000.00
17004354	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENTS FOR TRAVEL EXPENSES; SPECIAL EDUCATION; BOARD APPROVED 4/20/17	SPECIAL EDUCATION	010	$2,400.00
17004355	M. WILSON CO. CONTRACTORS	1617-051 #3 PERM MODULAR CLASSROOMS; PHASEII; CONSTRUCTION; HARTE (BOND); BD 4/20/17	FACILITIES SERVICES	210	$12,000.00
17004356	M. WILSON CO. CONTRACTORS	1617-052 #3 PERM MODULAR CLASSROOMS; PHASEII; CONSTRUCTION; JEFFERSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$240,000.00
17004357	M. WILSON CO. CONTRACTORS	1617-053 #3 PERM MODULAR CLASSROOMS; PHASEII; CONSTRUCTION; STEVENSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$200,000.00
17004358	BEST CONTRACTING SERVICES	1617-051 #4 PERM MODULAR CLASSROOMS; PHASEII; ROOFING, SHEET METAL; HARTE (BOND); BD 4/20/17	FACILITIES SERVICES	210	$3,000.00
17004359	BEST CONTRACTING SERVICES	1617-052 #4 PERM MODULAR CLASSROOMS; PHASEII; ROOFING, SHEET METAL; JEFFERSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$3,000.00
17004360	BEST CONTRACTING SERVICES	1617-053 #4 PERM MODULAR CLASSROOMS; PHASEII; ROOFING, SHEET METAL; STEVENSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$223,000.00
17004361	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; ROSEMEAD HS; GENERAL FUND	JOHN BURROUGHS HIGH SCHOOL	010	$899.67
17004362	GGG DEMOLITION, INC	1617-053 #1 PERM MODULAR CLASSROOMS; PHASEII; DEMO, ABATEMENT; STEVENSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$54,900.00
17004363	GGG DEMOLITION, INC	1617-052 #1 PERM MODULAR CLASSROOMS; PHASEII; DEMO, ABATEMENT; JEFFERSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$58,000.00
17004364	YALE/CHASE EQUIPMENT AND SERVICES, INC	EQUIPMENT REPAIR PARTS; ON-GOING AND MAJOR MAINTENANCE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$1,245.37
17004365	COSCO FIRE PROTECTION INC	FACILITY REPAIR; ON-GOING AND MAJOR MAINTENANCE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$175.00
17004366	COSCO FIRE PROTECTION INC	FACILITY REPAIR; ON-GOING AND MAJOR MAINTENANCE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$626.00
17004367	PMC CONCRETE CONTRACTORS INC	1617-052 #2 PERM MODULAR CLASSROOMS; PHASEII; BLDG/SITE CONCRETE; JEFFERSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$437,000.00

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17004368	PMC CONCRETE CONTRACTORS INC	1617-053 #2 PERM MODULAR CLASSROOMS; PHASEII; BLDG/SITE CONCRETE; STEVENSON (BOND); BD 4/20/17	FACILITIES SERVICES	210	$442,000.00
17004369	FERGUSON ENTERPRISES, INC.	DRINKING FOUNTAIN; ON-GOING AND MAJOR MAINTENANCE FUNDS	BRET HARTE ELEMENTARY	010	$1,854.29
17004370	SAGONA'S ALL-CITY BACKFLOW, INC	BACKFLOW PREVENTION DEVICE TESTING & CERTIFICATION; ON-GOING AND MAJOR MAINTENANCE FUNDS	VARIOUS SITES	010	$840.00
17004371	NEW HORIZONS CONTRACTING INC	FC1617-095 MOLD REMEDIATION SERVICES AT MILLER ES; ON-GOING & MAJOR MAINTENANCE FUNDS	MILLER ELEMENTARY	010	$14,860.00
17004372	ANDERSON, LAURA	CONSULTANT AGREEMENT; PEACEFUL PLAYGROUND PROGRAM; BOARD APPROVED 7/21/16	JEFFERSON ELEMENTARY	010	$1,250.00
17004373	ACADEMIC INNOVATIONS LLC	INSTRUCTIONAL SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$344.52
17004374	UHL, JAMES	CONSULTANT AGREEMENT; STAFF TRAINING FOR PRINCIPALS' INSTITUTE; BOARD APPROVED 5/18/17	SUPERINTENDENT ´S OFFICE	010	$892.50
17004375	AMAZON CAPITAL SERVICES	BOOKS; ROP FUNDS	INSTRUCTIONAL SERVICES	010	$266.21
17004376	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	MILLER ELEMENTARY	010	$1,300.00
17004377	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	JOHN BURROUGHS HIGH SCHOOL	010	$2,010.00
17004378	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	MILLER ELEMENTARY	010	$2,345.00
17004379	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	STEVENSON ELEMENTARY	010	$1,080.00
17004380	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	BURBANK HIGH SCHOOL	010	$1,005.00
17004381	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	MUIR MIDDLE SCHOOL	010	$3,025.00
17004382	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	EMERSON ELEMENTARY	010	$1,905.00
17004383	ENCORP	INDOOR AIR QUALITY INSPECTION; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 5/19/16	BRET HARTE ELEMENTARY	010	$1,775.00

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 05/23/2017 & 06/19/2017

PO Number	Vendor	Description	Site	Fund	Total Amount
		PO Count:	**186**	**Total:**	**$10,244,216.48**

Printed between 05/23/2017 & 06/19/2017

BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	147	$1,122,592.30
110	Adult Education Fund	3	$17,808.75
120	Child Development Fund	8	$8,203.48
130	Cafeteria Fund	6	$1,100.56
210	Building Fund	21	$9,062,651.39
250	Capital Facilities Fund	1	$31,860.00
		Total:	**$10,244,216.48**

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000024	PLUMBING WHOLESALE OUTLET INC	2017-18 BLANKET; PLUMBING SUPPLIES	FACILITIES PLANNING SERVICES	010	$4,000.00
18000025	PRAXAIR	2017-18 BLANKET; EQUIPMENT REPAIRS & FACILITY REPAIR MATERIAL	FACILITIES PLANNING SERVICES	010	$1,750.00
18000026	PREMIUM QUALITY LIGHTING	2017-18 BLANKET; LAMPS, BULBS & ELECTRICAL SUPPLIES	FACILITIES PLANNING SERVICES	010	$5,000.00
18000027	RAMCO	2017-18 BLANKET; CONCRETE DISPOSAL	FACILITIES PLANNING SERVICES	010	$1,000.00
18000028	REFRIGERATION SUPPLIES DIST	2017-18 BLANKET; HEATING & AIR CONDITIONING REPAIR MATERIALS	FACILITIES PLANNING SERVICES	010	$10,000.00
18000029	RUSSELL SIGLER INC	2017-18 BLANKET; HVAC SUPPLIES	FACILITIES PLANNING SERVICES	010	$30,000.00
18000030	SMARDAN SUPPLY BURBANK	2017-18 BLANKET; PLUMBING SUPPLIES	FACILITIES PLANNING SERVICES	010	$5,000.00
18000031	STOCK BUILDING SUPPLY	2017-18 BLANKET; FACILITY REPAIR MATERIALS	FACILITIES PLANNING SERVICES	010	$4,000.00
18000032	STUMBAUGH & ASSOCIATES INC	2017-18 BLANKET; FACILITY REPAIR MATERIALS	FACILITIES PLANNING SERVICES	010	$1,500.00
18000033	TOOL TIME	2017-18 BLANKET; SUPPLIES, TOOLS	FACILITIES PLANNING SERVICES	010	$5,000.00
18000034	TRI SIGNAL INTEGRATION INC.	2017-18 BLANKET; FACILITY REPAIR MATERIAL	FACILITIES PLANNING SERVICES	010	$2,000.00
18000035	UNITED RENTALS NORTHWEST INC	2017-18 BLANKET; EQUIPMENT RENTAL	FACILITIES PLANNING SERVICES	010	$1,000.00
18000036	US AIR CONDITIONING DISTRIBUTORS	2017-18 BLANKET; HVAC SUPPLIES	FACILITIES PLANNING SERVICES	010	$10,000.00
18000037	WESTERN TIRE OF BURBANK INC	2017-18 BLANKET; DISTRICT VEHICLE REPAIRS	FACILITIES PLANNING SERVICES	010	$12,500.00
18000038	WRIGHT'S SUPPLY INC	2017-18 BLANKET; MAINTENANCE & REPAIR MATERIALS	FACILITIES PLANNING SERVICES	010	$5,000.00
18000039	SAGE PUBLICATIONS	MAGAZINE SUBSCRIPTION	INSTRUCTIONAL SERVICES	010	$117.00
18000040	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$1,351.35
18000041	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$75.03
18000042	CRYSTAL SPRINGS BOOKS	INSTRUCTIONAL SUPPLIES	JEFFERSON ELEMENTARY	010	$283.18

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000043	REALLY GOOD STUFF ORDER PROCESSING DEPT	CLASSROOM SUPPLIES	EMERSON ELEMENTARY	010	$114.78
18000044	PRO-ED	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$186.03
18000045	LOS ANGELES TIMES MEDIA GROUP	2017-2018 BLANKET AGREEMENT; NEWSPAPER ADVERTISING	INSTRUCTIONAL SERVICES	010	$1,500.00
18000046	SMART & FINAL STORES CORP	2016-17 BLANKET ORDER; MEETING SUPPLIES	INSTRUCTIONAL SERVICES	010	$1,000.00
18000047	CURRICULUM ASSOCIATES INC	INSTRUCTIONAL MATERIALS	JEFFERSON ELEMENTARY	010	$291.83
18000048	CURRICULUM ASSOCIATES INC	INSTRUCTIONAL MATERIALS	EMERSON ELEMENTARY	010	$194.55
18000049	ACUFF, LINDA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,707.56
18000050	ADKINS, BONNIE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000051	MONROE, STEVEN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000052	ALEXSON, JOYCE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,707.56
18000053	FLEINER, DEBORAH	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$4,458.90
18000054	HAWLEY, CHRISTINE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,141.12
18000055	KULCHIN, LAURIE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000056	LEVY-STEINER, SUSAN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000057	MARGVE, GABRIEL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000058	MARTYN, DONNA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,141.12
18000059	NICHOLS, MARTHA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000060	O'BRIEN,, MARYANNE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000061	PADILLA, ADA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,707.56
18000062	RONDINELLA, TINA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,057.24
18000063	SHERWOOD, BRIAN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000064	SMALLENBURG, ROBERT	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000065	TYLER, KAY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,354.52
18000066	FINNEGAN, CAROL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$6,114.36
18000067	GIBBONS, DONNA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$7,671.83
18000068	TAHMASIAN, AVIGEL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$6,164.88
18000069	BROOKS, AUDREY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$5

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000070	JENSEN, ARDYTH	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$3,141.12
18000071	NAZARI, EMMA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$2,707.56
18000072	STARKS, PATRICIA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$5,025.96
18000073	KOERTGEN, KAREN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	120	$6,575.76
18000074	THIPAYABOONTHONG, CHALEEPORN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	610	$2,351.76
18000075	McHORNEY, ROSEMARIE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,896.56
18000076	NEXUS IS INC	1415-039 TECHNOLOGY UNIT PRICE BID; ERATE TECH ELECTRONICS; Y18 NETWORK EQUIP@JORDAN; BD 3/16/17	TECHNOLOGY SERVICES	210	$55,939.34
18000077	NEXUS IS INC	1415-039 TECHNOLOGY UNIT PRICE BID; ERATE TECH ELECTRONICS; Y18 NETWORK EQUIP@STEVENSON; BD 3/16/17	STEVENSON ELEMENTARY	210	$33,435.77
18000078	NEXUS IS INC	1415-039 TECHNOLOGY UNIT PR BID; ERATE TECH ELECTRONICS; Y18 NETWORK EQUIP@PROVIDENCIA; BD 3/16/17	PROVIDENCIA ELEMENTARY	210	$31,216.26
18000079	NEXUS IS INC	1415-039 TECHNOLOGY UNIT PRICE BID; ERATE TECH ELECTRONICS; Y18 NETWORK EQUIP@MCKINLEY; BD 3/16/17	MC KINLEY ELEMENTARY	210	$40,367.13
18000080	NEXUS IS INC	1415-039 TECHNOLOGY UNIT PRICE BID; ERATE TECH ELECTRONICS; Y18 NETWORK EQUIP@DISNEY; BD 3/16/17	DISNEY ELEMENTARY	210	$39,066.32
18000081	SOUTHWEST SCHOOL & OFFICE SUPPLY	2017-18 BLANKET ORDER "ONLINE" SCHOOL SUPPLIES	JEFFERSON ELEMENTARY	010	$5,000.00
18000082	SOUTHWEST SCHOOL & OFFICE SUPPLY	2017-18 BLANKET ORDER "ONLINE" SCHOOL SUPPLIES	EMERSON ELEMENTARY	010	$6,000.00
18000083	SOUTHWEST SCHOOL & OFFICE SUPPLY	2017-18 BLANKET ORDER "ONLINE" SCHOOL SUPPLIES	STEVENSON ELEMENTARY	010	$6,000.00
18000084	SOUTHWEST SCHOOL & OFFICE SUPPLY	2017-18 BLANKET ORDER "ONLINE" SCHOOL SUPPLIES	WASHINGTON ELEMENTARY	010	$4,500.00
18000085	SOUTHWEST SCHOOL & OFFICE SUPPLY	2017-18 BLANKET ORDER "ONLINE" SCHOOL SUPPLIES	SUPERINTENDENT ´S OFFICE	010	$1,000.00
18000086	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	EDISON ELEMENTARY	010	$2,000.00
18000087	BENCHMARK EDUCATION COMPANY	TEXTBOOKS; ADOPTED; LOTTERY FUNDS; BOARD APPROVED 4/21/17	INSTRUCTIONAL SERVICES	010	$0.01
18000088	BENCHMARK EDUCATION COMPANY	TEXTBOOKS; ADOPTED; LOTTERY FUNDS; BOARD APPROVED 4/21/17	JEFFERSON ELEMENTARY	010	$7,702.13
18000089	BENCHMARK EDUCATION COMPANY	TEXTBOOKS; ADOPTED; LOTTERY FUNDS; BOARD APPROVED 4/21/17	PROVIDENCIA ELEMENTARY	010	$871.82
18000090	BENCHMARK EDUCATION COMPANY	TEXTBOOKS; ADOPTED; LOTTERY FUNDS; BOARD APPROVED 4/21/17	STEVENSON ELEMENTARY	010	$7,702.13
18000091	BENCHMARK EDUCATION COMPANY	TEXTBOOKS; ADOPTED; LOTTERY FUNDS; BOARD APPROVED 4/21/17	EMERSON ELEMENTARY	010	$15,404.25
18000092	CITY TREASURER	2017-18 BLANKET ORDER; BOARD MEETING VIDEO TAPING SERVICES	SUPERINTENDENT ´S OFFICE	010	$20,(

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000093	LOS ANGELES TIMES MEDIA GROUP	2017-18 BLANKET ORDER; LEGAL ADVERTISEMENTS	SUPERINTENDENT ´S OFFICE	010	$1,000.00
18000094	LOS ANGELES DAILY NEWS	2017-18 BLANKET ORDER; NEWSPAPER ADVERTISING	SUPERINTENDENT ´S OFFICE	010	$2,000.00
18000095	SHERWOOD, CRAIG	2017-18 BLANKET ORDER; ADVERTISING ON "BURBANKNBEYOND" WEBSITE	SUPERINTENDENT ´S OFFICE	010	$500.00
18000096	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$750.00
18000097	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	JEFFERSON ELEMENTARY	010	$10,000.00
18000098	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	EMERSON ELEMENTARY	010	$6,000.00
18000099	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	STEVENSON ELEMENTARY	010	$7,000.00
18000100	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	WASHINGTON ELEMENTARY	010	$4,500.00
18000101	BERDICIA, EDGARDO	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000102	GIBSON, KAREN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000103	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	MILLER ELEMENTARY	010	$6,500.00
18000104	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2017-2018 BLANKET ORDER "ONLINE" OFFICE SUPPLIES	ROOSEVELT ELEMENTARY	010	$1,000.00
18000105	SOUTHWEST SCHOOL & OFFICE SUPPLY	2017-18 BLANKET ORDER "ONLINE" SCHOOL SUPPLIES	ROOSEVELT ELEMENTARY	010	$8,000.00
18000106	QUINTRON SYSTEMS INC	BID 1314-050 21ST CENTURY CLASSROOM EQUIPMENT & NETWORK CABLING PROJECT @ STEVENSON; BD 4/20/17	STEVENSON ELEMENTARY	210	$223,936.33
18000107	PRO-ED	TESTING MATERIALS; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$214.60
18000108	NATIONAL GEOGRAPHIC EXPLORER	MAGAZINE SUBSCRIPTIONS	STEVENSON ELEMENTARY	010	$2,388.93
18000109	WORTHINGTON DIRECT, INC	OFFICE FURNITURE	BURBANK ADULT SCHOOL	110	$9,328.07
18000111	COMPLETE BUSINESS SYSTEMS	2017-18 EQUIPMENT SERVICE CONTRACT; DUPLO DUPLICATOR	EDISON ELEMENTARY	010	$650.00
18000112	COMPLETE BUSINESS SYSTEMS	2017-18 EQUIPMENT SERVICE CONTRACT; DUPLO DUPLICATOR	JEFFERSON ELEMENTARY	010	$650.00
18000113	COMPLETE BUSINESS SYSTEMS	2017-18 EQUIPMENT SERVICE CONTRACT; DUPLO DUPLICATOR	WASHINGTON ELEMENTARY	010	$650.00
18000114	COMPLETE BUSINESS SYSTEMS	2017-18 EQUIPMENT SERVICE CONTRACT; DUPLO DUPLICATOR	MUIR MIDDLE SCHOOL	010	$2,600.00
18000115	COMPLETE BUSINESS SYSTEMS	2017-18 EQUIPMENT SERVICE CONTRACT; DUPLO DUPLICATOR	MUIR MIDDLE SCHOOL	010	$595.00
18000116	SCHOOL OUTFITTERS	OFFICE FURNITURE	MC KINLEY ELEMENTARY	010	$517.44
18000117	CBFS-CAMBRIDGE BUSINESS FORMS SVCS	PRINTING; INSTRUCTIONAL MATERIALS	EMERSON ELEMENTARY	010	$243.08
18000118	SNOOK, MARILYN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,568.28

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000119	PRO-ED	TESTING MATERIALS; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$239.69
18000120	CDW-G - COMPUTER DISCOUNT WHSE	AUDIO VISUAL EQUIPMENT; PROJECTORS; BUILDING FUNDS	JORDAN MIDDLE SCHOOL	210	$2,626.37
18000121	CREATEFORLESS LLC	INSTRUCTIONAL MATERIALS; CTE INCENTIVE GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$120.18
18000122	UNITED PARCEL SERVICE	2017-18 BLANKET ORDER; UPS PICK-UPS	WAREHOUSE	010	$800.00
18000123	TEXTBOOK WAREHOUSE INC	TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/15	PROVIDENCIA ELEMENTARY	010	$146.01
18000124	LEGO EDUCATION	INSTRUCTIONAL MATERIALS; CTE INCENTIVE GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$6,143.21
18000125	PITSCO EDUCATION	INSTRUCTIONAL SUPPLIES; PERKINS GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$907.76
18000126	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$154.21
18000127	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$1,101.37
18000128	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$426.43
18000129	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$271.41
18000130	SWANER HARDWOOD INC	INSTRUCTIONAL SUPPLIES; WOOD; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$1,469.09
18000131	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; MONITORS; ROP FUNDS	BURBANK HIGH SCHOOL	010	$306.77
18000132	CPM EDUCATIONAL PROGRAM	TEXTBOOKS; ADOPTED; MATH; LOTTERY FUNDS; BD 4/21/16	INSTRUCTIONAL SERVICES	010	$40,559.06
18000133	FRAMEIT PHOTOGRAPHY	2017-18 BLANKET ORDER; PHOTOGRAPHY	SUPERINTENDENT ´S OFFICE	010	$500.00
18000134	ELECTRONIX EXPRESS	INSTRUCTIONAL SUPPLIES; CTE INCENTIVE GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$73.80
18000135	PITSCO EDUCATION	CLASSROOM SUPPLIES; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$1,297.34
18000136	CPM EDUCATIONAL PROGRAM	TEXTBOOKS; ADOPTED; MATH; LOTTERY FUNDS; BD 4/21/16	INSTRUCTIONAL SERVICES	010	$43,017.19
18000137	MUSICIAN'S FRIEND INC	INSTRUCTIONAL EQUIPMENT; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$207.58
18000138	MUSICIAN'S FRIEND INC	INSTRUCTIONAL EQUIPMENT; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$92.86
18000139	ANATOMY WAREHOUSE	INSTRUCTIONAL EQUIPMENT; PERKINS GRANT	BURBANK HIGH SCHOOL	010	$615.72
18000140	B & H PHOTO-VIDEO	INSTRUCTIONAL EQUIPMENT AND SUPPLIES; PERKINS GRANT	BURBANK HIGH SCHOOL	010	$911.30
18000141	HANDWRITING WITHOUT TEARS	CLASSROOM SUPPLIES	ROOSEVELT ELEMENTARY	010	$506.35
18000142	HANDWRITING WITHOUT TEARS	CLASSROOM SUPPLIES	ROOSEVELT ELEMENTARY	010	$286.62
18000143	CDW-G - COMPUTER DISCOUNT WHSE	TECHNOLOGY SUPPLIES	EMERSON ELEMENTARY	010	$25.11
18000144	VIRCO MFG CO.	CLASSROOM FURNITURE	MC KINLEY ELEMENTARY	010	$6,442.65
18000145	VIRCO MFG CO.	CLASSROOM FURNITURE	STEVENSON ELEMENTARY	250	$4,7

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000146	VIRCO MFG CO.	CLASSROOM FURNITURE	JEFFERSON ELEMENTARY	250	$5,156.21
18000147	B & H PHOTO-VIDEO	PHOTOGRAPHY EQUIPMENT; PERKINS GRANT	JORDAN MIDDLE SCHOOL	010	$4,696.66
18000148	IDESIGN SOLUTIONS	3D PRINTER AND SUPPLIES; PERKINS GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$2,289.18
18000149	IDESIGN SOLUTIONS	3D PRINTING SUPPLIES; CTE INCENTIVE GRANT	Luther Cafeteria	010	$640.33
18000150	PRO LINE GYM FLOORS INC.	FC1718-002 GYM FLOOR MAINTENANCE AT JBHS & BHS; ON-GOING & MAJOR MAINTENANCE FUNDS	VARIOUS SITES	010	$9,750.00
18000151	RUSSELL SIGLER INC	AIR CONDITIONING REPAIR EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$3,720.74
18000152	BRAINPOP	ANNUAL SITE SOFTWARE LICENSE; BOARD APPROVED 6/15/17	STEVENSON ELEMENTARY	010	$2,395.00
18000153	VIRCO MFG CO.	CLASSROOM FURNITURE	DISNEY ELEMENTARY	250	$5,940.86
18000154	VIRCO MFG CO.	CLASSROOM FURNITURE	EMERSON ELEMENTARY	250	$6,271.11
18000155	NORTHERN SPEECH SERVICES	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$617.01
18000156	ANDERSON, LORI	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000157	BINKLEY, GRETA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$12,000.00
18000158	BISHOP, GEORGETTE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,141.12
18000159	BRITZ, JANET	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$11,731.68
18000160	BUNCH TED	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000161	CAFFERTY, SHELLEY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,707.56
18000162	CHAMBERS, JEANI	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,354.52
18000163	CLAUSEN, JANE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000164	DeBOER, DEIDRE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,141.12
18000165	DENNIS, MARILYN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,528.59
18000166	DEVIN, SUSAN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.92
18000167	DICKSON, KELLEY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,571.32
18000168	DOGGETT, IGNACIA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000169	ENGLISH, CAROLYN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000170	ENGLISH, MICHAEL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36

BOARD DETAIL REPORT

Printed between 05/23/2017 & 06/19/2017

PO Number	Vendor	Description	Site	Fund	Total Amount
18000171	ESCALANTE, DANNI	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000172	FEILER, FRANCES	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000173	FELIX, JESUS De FRANCISCO ACOSTA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000174	FINK, NANCY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000175	FINNEGAN, BARRY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000176	FOXMAN, LEANNE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000177	FRAIZER, REX	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,568.28
18000178	GASCICH, NANCY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,023.71
18000179	GINNETTI, DEBORAH	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000180	GUDZIN, JAY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000181	HERRERA, SUSAN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000182	HOLMES, LINDA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000183	JORDAN, KATHRYN M	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000184	CENGAGE LEARNING	TEXTBOOKS; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$241.77
18000185	KASUBOWSKI, LINDA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,707.56
18000186	KAVANAUGH, ROBERTA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000187	KEIM, CYNTHIA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000188	KEMP, DAVE L	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,354.52
18000189	LEHMAN, BARBARA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$392.42
18000190	LICURSI, KATHY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000191	MACKEY, DEBORAH	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000192	MADRIGAL, MARITZA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,141.12
18000193	MAGANA, JOSE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000194	MASSON, DEBRA A	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000195	McGEE, MARCIA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$4,904.79
18000196	McMEINS, PAMELA L	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000197	MCNALLY, JACQUELINE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,5

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000198	BASTIAN, ROBERT	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000199	BELL, ROSEANNE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000200	MILLER, JOYCE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,354.52
18000201	OSSIFF, JOHN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000202	OTIS, LINDA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$689.92
18000203	PATENAUDE, KATHLEEN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000204	PERRY, TWILIA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000205	REITHMILLER, LISA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000206	RIOS, EDWIN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000207	SEEMAN, REGINE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000208	SEGOVIA, LAUREEN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000209	SILVERMAN, STEVEN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000210	STRONG, LINDA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000211	U S BANK	2017-18 BLANKET ORDER; GENERAL OBLIGATION BONDS ADMINISTRATION FEES	BUSINESS OFFICE	400	$1,250.00
18000212	SMALLWOOD, NANCY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000213	SUBIA, JOSE LUIS	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,707.56
18000214	SULLIVAN, TIMOTHY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000215	THOMAS, ROBERT	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000216	VALADEZ, SANDY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,069.76
18000217	VANDER BORGHT, SUSAN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000218	WITT, JACKIE	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,568.28
18000219	WYDRA, DOREEN K	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000220	WYDRA, HARVEY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000221	YOUNG, LINDA	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000222	ALLEN, DAVID L	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000223	ALLEN, TERRY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$4,013.01

BOARD DETAIL REPORT

Printed between 05/23/2017 & 06/19/2017

PO Number	Vendor	Description	Site	Fund	Total Amount
18000224	BREMMER, KATHRYN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000225	CASELLA, SUSAN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,012.52
18000226	COOK, FREDERICK	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000227	EVERHART, MICHAEL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,114.36
18000228	MARGVE, GABRIEL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,350.68
18000229	QUAYLE, HELEN	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000230	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000231	FRENCH, GAIL	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,575.76
18000232	GRAVES, KELLY	2017-18 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,054.56
18000233	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000234	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000235	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000236	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000237	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000238	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000239	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000240	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000241	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000242	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000243	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000244	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	INSTRUCTIONAL SERVICES	010	$0.01
18000245	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	DISNEY ELEMENTARY	010	$0.01
18000246	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	EMERSON ELEMENTARY	010	$0.01
18000247	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	BRET HARTE ELEMENTARY	010	$0.01
18000248	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	MC KINLEY ELEMENTARY	010	$0.01
18000249	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	MILLER ELEMENTARY	010	$0.01
18000250	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	PROVIDENCIA ELEMENTARY	010	$0.01
18000251	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	STEVENSON ELEMENTARY	010	$0.01
18000252	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	WASHINGTON ELEMENTARY	010	$0.01
18000253	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	JEFFERSON ELEMENTARY	010	$3,503.95
18000254	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	2017-2018 ELEMENTARY MATH TEXTBOOKS; ADOPTED; GO MATH; BOARD APPROVED 5/7/16	STEVENSON ELEMENTARY	010	$3,503.95
18000255	LOZANO SMITH	PROFESSIONAL SERVICES; SPECIALIZED LEGAL SERVICES IN FACILITIES & CONSTRUCTION; BD APPR 6-15-17	FISCAL SERVICES	010	$50,000.00
18000255	LOZANO SMITH	PROFESSIONAL SERVICES; SPECIALIZED LEGAL SERVICES IN FACILITIES & CONSTRUCTION; BD APPR 6-15-17	FISCAL SERVICES	210	$50,000.00
18000257	FILE KEEPERS, LLC	2017-2018 BLANKET ORDER; DOCUMENT SHREDDING SERVICE	FISCAL SERVICES	010	$1,000.00
18000258	FILE KEEPERS, LLC	2017-2018 BLANKET ORDER; DOCUMENT SHREDDING SERVICE	MONTEREY HIGH SCHOOL	010	$100.00
18000259	FILE KEEPERS, LLC	2017-2018 BLANKET ORDER; DOCUMENT SHREDDING SERVICE	SPECIAL EDUCATION	010	$300.00
18000260	LEADER NEWSPAPERS GENERAL MAIL FACILITY	2017-18 BLANKET ORDER; PUBLIC HEARING NOTICE ADS	FISCAL SERVICES	010	$800.00
18000261	REALLY GOOD STUFF ORDER PROCESSING DEPT	BOOKS	STEVENSON ELEMENTARY	010	$228.34
18000262	CHEFS' TOYS	CULINARY SUPPLIES; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$205.83

BOARD DETAIL REPORT

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PO Number	Vendor	Description	Site	Fund	Total Amount
18000263	CARSON-DELLOSA PUBLISHING CO	CLASSROOM SUPPLIES	DISNEY ELEMENTARY	010	$95.71
18000264	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$131.27
18000265	ACADEMIC THERAPY PUBLICATIONS ARENA PRESS	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$336.49
18000266	SCHOLASTIC MAGAZINES SCHOLASTIC INC	MAGAZINE SUBSCRIPTIONS	MUIR MIDDLE SCHOOL	010	$317.53
18000268	SCHOLASTIC INC.	MAGAZINE SUBSCRIPTIONS	MUIR MIDDLE SCHOOL	010	$354.93
18000269	SCHOLASTIC READING COUNTS/	MAGAZINE SUBSCRIPTION	MUIR MIDDLE SCHOOL	010	$336.23
18000270	GOLD COAST SERVICE INC.	MAGAZINE SUBSCRIPTIONS	MUIR MIDDLE SCHOOL	010	$358.60

PO Count: **244** **Total:** **$1,460,913.76**

Printed between 05/23/2017 & 06/19/2017

BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	127	$427,348.58
110	Adult Education Fund	1	$9,328.07
120	Child Development Fund	8	$37,949.45
210	Building Fund	8	$476,587.52
250	Capital Facilities Fund	4	$22,136.00
400	Special Res./for Cap. Outlay	1	$1,250.00
610	Cafeteria Fund (Enterprise)	1	$2,351.76
670	Self Insurance Fund	95	$483,962.38
		Total:	**$1,460,913.76**

7/20/2017

To the Superintendent of Schools:

Request for the authorization of the following warrants is presented for your approval subject to the action of the Board of Education.

Warrants	Payroll		Warrants	Commercial	
5203465	5203470		23817561	23817583	
1794648	1795256		23820705	23820755	
1811647	1811652		327511	327511	
5211197	5211209		23823728	23823750	
5211691	5211742		23826349	23826382	
5214037	5214041		328071	328071	
5217061	5217121		23828620	23828644	
5221310	5221315		328669	328745	
5222124	5222135		23832009	23832051	
5229564	5229621		328913	328913	
5222448	5222601		23834849	23834923	
5226116	5226119		23840294	23840297	
5231030	5231210		329343	329343	
5239961	5240084		23844415	23844491	
5240650	5240663		23847863	23847898	
5242555	5242571		329959	329960	
5242812	5242835		23850482	23850513	
5243397	5243433		23854099	23854183	
5244297	5244320		23857722	23857726	
5246237	5246261		331148	331161	
5249845	5249856		23859965	23860011	
5254464	5254473		23864622	23864643	
5248214	5248264		23867875	23867919	
5203779	5203922		331741	331741	
5207301	5207306		23874337	23874339	
1823195	1823865		23876637	23876658	
1847406	1847529		23880365	23880412	
1876335	1876739		23883235	23883261	
1895522	1896124		23886821	23886848	
1912959	1912963				
1921893	1922007				
1943637	1943909				

5/23/17 - 6/23/17 **$ 11,054,453.60** **5/24/17 - 6/26/17** **$ 9,679,331.31**

BURBANK UNIFIED SCHOOL DISTRICT
Human Resources Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Anita Schackmann, Director, Human Resources Services
PREPARED BY:	Cindy Quiterio, Senior Administrative Secretary
SUBMITTED BY:	Cindy Quiterio, Senior Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Agreement for Professional Services

Background:
The Burbank Unified School District has the need for legal services and support in areas related to labor and employment matters. Fagen Friedman & Fulfrost LLP will provide District staff with services intended to support the District with such needs.

Discussion/Issues:
Fagen Friedman & Fulfrost LLP will provide legal services in regard to education law, public agency law, personnel, employee relations, and other District matters which may include arbitration, administrative and court proceedings as requested by the District.

Fiscal Impact:
For the period July 21, 2017 through June 30, 2018, the District hereby agrees to pay the Law Firm in connection with the above referenced services as at the following hourly rates:

	2017-18
Associates	$ 215–245 per hour
Partners	$ 275-310 per hour
Of-Counsel	$ 310 per hour
Paralegals/Law Clerk	$ 135-165 per hour
Paralegals/Law Clerk (Bar Admitted Outside CA)	$ 205 per hour
Education Consultant	$ 185 per hour
Communication Services Consultant	$ 245 per hour

Recommendation:
Anita Schackmann, Director, Human Resources, recommends that the Board of Education approve an agreement between Burbank Unified School District and Fagen Friedman & Fulfrost LLP to perform specific services, effective July 21, 2017 through June 30, 2018, not to exceed $40,000 (01.0-00000.0-00000-72000-5820-7401000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.



AGREEMENT FOR LEGAL SERVICES

This agreement is by and between Burbank Unified School District ("Client") and the law firm of Fagen Friedman & Fulfrost LLP ("Attorney"). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective July 21, 2017 through June 30, 2018:

1. CONDITIONS. This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

2. SCOPE OF SERVICES. Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client's inquiries.

3. CLIENT'S DUTIES. Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills on time and to keep Attorney advised of Client's address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.

4. CONSULTANT SERVICES. Attorney may provide consulting services in addition to or in support of the legal services provided pursuant to this Agreement, through qualified non-attorney Communication Services and Education Consultants. These services are intended to support Client with communications work or educational consultant services related to labor and employment matters, special education and student matters, high-profile litigation and settlement agreements, in addition to employee, community, inter-governmental and media relations.

5. EMAIL COMMUNICATIONS/CLOUD-BASED COMPUTING. In order to provide Client with efficient and convenient legal services, Attorney will frequently communicate and transmit documents using e-mail. In addition, Attorney uses a cloud computing service with servers located in a facility other than Attorney's office. Most of Attorney's electronic data, including emails and documents, are stored in this manner. Although Attorney will take reasonable precautions to keep email and other electronic data confidential and secure, because technology and cyber threats continue to evolve, there may be risks communicating and storing electronic data in this manner, including risks related to confidentiality and security. By entering into this Agreement, Client is consenting to such e-mail transmissions with Client and Client's representatives and agents, as well as to having communications, documents and electronic data pertinent to Client's matter(s) stored through a cloud-based service.

6. LEGAL FEES AND BILLING PRACTICES. Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney's prevailing rates for all time spent on Client's matter by Attorney's legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney's number of years of experience.

The rates on this schedule are subject to change on 30 days' written notice to client. If Client declines to pay any increased rates, Attorney will have the right to withdraw as Attorney for Client. The time charged will include the time Attorney spends on telephone calls relating to Client's matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is

reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.

7. COSTS AND OTHER CHARGES. (a) Attorney will incur various costs and expenses in performing legal services under this Agreement. Except as otherwise stated, Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. These include fees fixed by law or assessed by public agencies, messenger and other delivery fees, out of office copying/ reproduction costs, and travel costs (including mileage charged at the standard IRS rate, parking, transportation, meals and hotel costs, if applicable), and other similar items. The following costs shall not be charged:

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Mileage	IRS Standard Rate

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

8. BILLING STATEMENTS. Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

9. DISCHARGE AND WITHDRAWAL. Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. Following the conclusion of Attorney's representation of Client, Attorney will, upon Client's request, deliver to Client the Client file(s) and property in Attorney's possession, whether or not Client has paid for all services. If Client has not requested delivery of the files, Attorney may destroy all such files in its possession seven (7) years after the conclusion of the representation.

10. DISCLAIMER OF GUARANTEE AND ESTIMATES. Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

11. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

12. MODIFICATION BY SUBSEQUENT AGREEMENT. This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

13. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

14. MEDIATION CLAUSE. If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

15. EFFECTIVE DATE. This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

Burbank Unified School District	Fagen Friedman & Fulfrost LLP
_____	
Matt Hill, Superintendent	Chris Keeler, Managing Partner
DATE:_____	DATE: June 20, 2017



PROFESSIONAL RATE SCHEDULE

Burbank Unified School District
July 21, 2017 through June 30, 2018

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate:

Associate	$215 - $245 per hour
Partner	$275 - $310 per hour
Of-Counsel	$310 per hour
Paralegal/Law Clerk	$135 - $165 per hour
Paralegal/Law Clerk *(Bar Admitted Outside CA)*	$205 per hour
Education Consultant	$185 per hour
Communication Services Consultant	$245 per hour

Travel time shall be charged only from the attorney's nearest office to the destination and shall be prorated if the assigned attorney travels for two or more clients on the same trip. If Client requests a specific attorney, Client agrees to pay for all travel time of that specific attorney in connection with the matter.

2. ON-SITE LEGAL SERVICES

At Client's discretion and by prior arrangement of Client and Attorney, Attorney may provide regularly scheduled on-site legal services ("Office Hours") to address legal issues that may arise in Client's day-to-day operations. Office Hours, which include time Attorney spends at Client's facility as well as travel time, shall be provided at a reduced hourly rate of 90% of the Attorney's standard hourly rate.

3. COSTS AND EXPENSES

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

Burbank Unified School District
Business Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Terri Harvey, Purchasing Technician
SUBMITTED BY:	Terri Harvey, Purchasing Technician
DATE:	July 20, 2017
SUBJECT:	Ratification of Master Contract for Nonpublic, Nonsectarian Agency

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Background:

The Special Education Department requests the following Master Contract be ratified by the Board of Education. Because the Burbank Unified School District has not contracted with this Nonpublic Agency in the past, it was not included on the list of Master Contract Renewals that were approved by the Board on June 15, 2017.

Discussion/Issues:

The following Master Contract for special education services to be provided by a Nonpublic Agency (NPA).

Fiscal Impact:

Costs are included under the blanket order for service agreements for Nonpublic, Nonsectarian Schools and Agencies that was approved by the Board of Education on June 15, 2017.

Agency	Master Contract	Contract Period
Therapists Unlimited	PS231	07/01/17 – 06/30/18

Recommendation:

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by Therapists Unlimited, Nonpublic, Nonsectarian Agency (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Business Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Claudia Simancas, Buyer
SUBMITTED BY:	Claudia Simancas, Buyer
DATE:	July 20, 2017
SUBJECT:	Approval of Amended Agreement for Professional Services

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Background:

Special Education is required to provide transportation to students per their Individual Educational Program (IEP). On occasion, students are transported by G & S Transit Management, Inc. (dba: City Cab). The Special Education Department has a long history of working with this company to provide said services.

Discussion/Issues:

The G & S Transit Management, Inc. agreement was approved by the Board of Education on June 16, 2016, for an amount not to exceed $75,000.00. On April 20, 2017, the Board of Education approved an increase of $12,000.00. However, the Special Education Department has had to utilize their transportation services more than anticipated. Therefore, the Board of Education will need to increase the budget.

Fiscal Impact:

An additional $20,000.00 for a total not to exceed $107,000.00. This is an increase from $87,000.00 to $107,000.00.

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the agreement between the Burbank Unified School District and G & S Transit Management, Inc. (dba: City Cab) for transportation services for Special Education Students on an as needed basis, effective July 1, 2016, through June 30, 2017, not to exceed $107,000.00 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Please note that is an increase from $87,000.00 to $107,000.00.

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	July 20, 2017
SUBJECT:	Approval of Amended District Memberships 2017-2018

Background:

The membership to Costco for Fiscal Services Department, District use.

Discussion/Issues:

Costco has been added to the list of memberships which was approved by the Board of Education on June 15, 2017.

Fiscal Impact:

Organization	Site	Amount	Appropriation#
Costco	Fiscal Services	$110	01.0-00000.0-00000-72000-5310-7471000

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the amended District Memberships for the 2017-2018 school year, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Reimbursement of Parent for Transportation (Special Education)

Background:
Student #960027566 currently attends a Non Public School (NPS) in the local area. Per Student's Individualized Educational Plan (IEP), Student is eligible to receive related services of transportation to and from school. Students' Parent has agreed to transport Student to and from school for the 2017-2018 school year.

Discussion/Issues:
The District is obligated to reimburse Student's Parent for mileage costs. This requirement meets the District's obligation to provide a Free and Appropriate Public Education (FAPE) at no cost to parents.

Fiscal Impact:
The estimated cost for the (to-and-from school) reimbursement of mileage to Student's Parent is $6,506; effective July 5, 2017 through June 30, 2018.

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, ratify the mileage reimbursement to the parents of special education student #960027566 to transport student from home to the Non Public School (NPS) then from NPS to home (two round trips per day – 60.8 miles), not to exceed $6,506 (01.0-65000.0-50010-36000-5813-7440000), effective July 5, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Reimbursement for Parent Transportation (Special Education)

Background:
Student #960001352 currently attends a Non Public School (NPS) outside the local area. Per Student's Individualized Educational Plan (IEP), Student's parent is eligible to receive related services of travel reimbursement to cover two round trips to visit the student per calendar year.

Discussion/Issues:
The District is obligated to reimburse Student's Parent for travel related costs. This requirement meets the District's obligation to provide a Free and Appropriate Public Education (FAPE) at no cost to parents.

Fiscal Impact:
The estimated cost for the reimbursement for travel to Student's Parent is $1,500.

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education, ratify the travel reimbursement to the parents of special education student #960001352 to cover two parent visit/trip per calendar year, not to exceed $1,500 (01.0-65000.0-50010-36000-5813-7440000), effective June 13, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Agreement for Professional Services

Background:
The purpose of this agreement for professional services is to conduct an Assistive Technology assessment and assessment report for one special education student.

Discussion/Issues:
At Student# 25572's Individual Education Plan (IEP) meeting held in June, 2017, it was determined that an Assistive Technology Assessment Report would be necessary to determine if this student has been receiving appropriate Assistive Technology services and/or if the student requires more specialized services in order to access the curriculum. Providing this assessment meets the District's obligation to provide a Free and Appropriate Public Education (FAPE) at no cost to parents (§300.502). It was necessary to contract out for these services due to the current caseload levels of the two District Assistive Technology Specialists.

Fiscal Impact:
Not to exceed $1,700

Recommendation:
Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Jennifer Strom, to provide an Assistive Technology Assessment Report for special education student # 25572, not to exceed $ 1,700 (01.0-65000.0-57700-11900-5850-7440000), effective July 21, 2017 through November 15, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

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BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 3rd of July 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Jennifer Strom hereinafter referred to as "Consultant."

Payee's Name: Jennifer Strom Daytime Phone Number 626-375-2085

Mailing Address:

Sponsoring Administrator: Tom Kissinger, Assistant Superintendent, Instructional Services

Board Approval: July 20, 2017

Account Code: 01.0-65000.0-57700-11900-5850-7440000

The assignment will ☐ will not require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $1,700.00.
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 7/21/17 and terminating on 11/15/17
4. Consultant will provide the following services:

   Provide training and services, not to exceed 20 hours

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17
Fiscal Services Administrator Date

Jennifer Strom 7-5-17
Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

JENNIFER STROM
ASSISTIVE TECHNOLOGY ASSESSMENTS & CONSULTING

Jen@JenStrom.com

Professional Experience

Assistive Technology Consultant
Private Practice November 2015 – Present

- Provide Assistive Technology (AT) and Alternative Augmentative Communication (AAC) assessments and consulting services to students in both public and private school settings
- Collaborate with IEP Teams to create effective implementation plans
- Facilitate training for students, staff, and families on equipment and programming assigned to students

Burbank Unified School District
Program Specialist II, SH/AT Specialist September 2014-November 2015
AT Assessor November 2015-June2016

- Coordinated Assistive Technology Department assessments, services, and equipment procurement and maintenance
- Conducted multiple assistive technology assessments referred by district IEP teams for students grades PreK-12 with both high and low-incidence needs
- Managed organization of equipment orders and updates, as well as team implementation plans
- Conducted Alternative Augmentative Communication (AAC) assessments in collaboration with site Speech and Language Pathologists
- Conducted equipment and program trainings to support recommendations for school staff, student, and parents
- Provided coaching and consultation to the newly-appointed AT TOSA to support AT assessments and recommendations

Claremont Unified School District February 2014-September 2014
Teacher on Special Assignment

- Assisted in the coordination of placement, services, and moving of assistive technology equipment for students participating in program transfer
- Worked with student Individualized Educational Program teams to determine placement and services for students attending Non-Public Schools
- Conducted Parent Information Meetings and site visits

Claremont Unified School District/Danbury August 2009- February 2014
SDC Teacher (OI)/Assistive Technology Assessor, Grades PreK-8

- Completed District assistive technology assessments for students ranging in age from Pre-Kindergarten – 12th grade

- Prepared engaging and accessible lessons utilizing both low and high-tech equipment and materials
- Maintained high standards in creating appropriate Individualized Educational Program (IEP) goals and objectives, ensuring all elements of a student's IEP complied with State and Federal mandates
- Conducted staff trainings on the topics of Rigor, Unique Learning Systems, and Common Core District Resources

Related Experience

- Adjunct Professor, Claremont Graduate University, *Innovative Technology* and *Communication and Health Care Issues of Students with Moderate/Severe Disabilities* (Spring 2016 - Present)
- Master Teacher, Claremont Graduate University (Summer 2012, Fall 2014)
- Teacher, Special Day Class (SH, K-2) Little Lake City School District (2007-2009)

Education and Training

- B.A. in English Literature, with a minor in Digital Media
  California Polytechnic University, Pomona, June 2006
- M.A. in Education with Sub-Plan of Special Education
  Claremont Graduate University, January 2009
- Clear Level II Education Specialist Instruction Credential, Mod/Severe
  National University, January 2013
- Clear Level II Education Specialist Instruction Credential, Physical/Health
  California State University, Los Angeles, August 2014
- Assistive Technology Specialist Certification – Susan Simmons and Associates, West End SELPA
- Alternative Augmentative Communication Certification – West End SELPA
- RESNA Certified Assistive Technology Professional, December 2017

Conference Presentations

- Guest Presenter, Susan Simmons and Associates, Winter 2016
  Expanding Your AT Toolbox – Accessibility Equipment and Programs for Students with Physical Needs
- Guest Presenter, California State University Los Angeles, Winter 2014
  Assistive Technology in the Classroom
- Presenter for Claremont Technology Conference, 2011
  Successfully Integrating Technology in the Classroom
- Presenter for Conductibility Annual Conference, 2011
  Conductive Education in the Classroom – Keys to Successful Collaboration

Additional Information

- Featured Blogger/Presenter for Council for Exceptional Children, 2010
- President of the Orange County chapter of the Autism Speaks/Cure Autism Now Foundation, 2006-2007

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Instructional Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Instructional Consultant Services

Background:

The purpose of the Instructional Consultant Services is to enrich student learning. Consultants are selected based on their qualifications regarding specific subject areas. When a consultant is selected, the consultant, company/organization must complete the required paperwork by the District to ensure that District students receive the services they require. All consultant requests must be approved by the Board of Education prior to services being rendered

Discussion/Issues:

Sites submit the required paperwork to Instructional Services. Work must not begin until the site receives a confirmation of Board approval from Instructional Services. If the Consultant assignment requires unsupervised contact with student(s) during the contract period, the Consultant will be required to provide Department of Justice fingerprint clearance through the District's Human Resources Services.

Fiscal Impact:

There is no fiscal impact.

Recommendation:

Tom Kissinger, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD—AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES
RATIFICATION/APPROVAL OF INSTRUCTIONAL CONSULTANT SERVICES

Board Meeting Date: July 22, 2017

Site	Name	Purpose	Dates	Cost	Appropriation Number & Program Name
Miller Disney Washington Harte Stevenson	Laura Anderson	Mrs. Anderson will continue to provide further instruction and training in the Peaceful Playground Program. She will be working with yard supervisors, staff, and students at Stevenson to further reinforce the playground program.	8/14/17 through 5/24/18	Amounts are determined by site. Amounts are "not to exceed" for the school year. Consultant is to be paid on a monthly basis.	Miller - $1250 (Miller Discretionary) 010-00000.0-11100-10000-5850-2101000 Disney - $1250 (Disney Discretionary) 010-00000.0-11100-10000-5850-2011000 Washington - $1250 (Washington Discretionary) 010-00000.0-11100-10000-5850-2161000 Harte - $4000 (Gift & Discretionary) 010-90201.0-11100-10000-5850-2058200 $3000 010-00000.0-11100-10000-5850-2051000 $1000 Stevenson - $2000.00 (PTA Gift Fund) 010-90201.0-11100-10000-5810-2158200
Disney Harte	Robyn Kreisberg	Mrs.Kreisberg received a BA in music and piano from CSUN. She has been a music teacher in our District since 1998. She will be providing music instruction for all students at Disney and Harte in grades K-5.	8/14/17 through 5/24/18	Amounts are determined by site. Amounts are "not to exceed" for the school year. Consultant is to be paid on a monthly basis.	Disney - $ 3000 (Disney Booster Gift Acct.) 010-90201.0-11100-10000-5850-2018700 Harte - $2100 (Harte PTA Gift Acct) 010-90201.0-11100-10000-5850-2058200
Disney Miller	Box Cars and One Eyed Jacks	Established in 1994, Box Cars and One-Eyed Jacks is a company dedicated to inspiring and motivating teachers and children through exciting, hands on Literacy/Mathematical games. Box Cars and One-Eyed Jacks workshops are designed to give teachers many new exciting literacy/math games and strategies to implement into their curriculum, planning, and use in the classroom. At Disney, they will provide two full day workshops for teachers and one parent night for Math. At Miller, they will provide one ½ day workshop for teachers and one parent night for literacy.	9/25 to 9/28/17 3/28 to 3/29/18	Not to exceed Disney $6000 Miller $5000	010-30100.0-11100-10000-5810-2019000 (Disney Title 1) 010-30100.0-00000-24950-5810-2019000 ($4500 – Miller Title 1 PD Funds) 010-30100.0-00000-24950-5810-7429000 ($500 – District Parent Involvement Funds)

Disney	Jackson Consulting	Jill Johnson earned her MA degree in Educational Management from the University of La Verne. In 2005, Ms. Jackson opened Jackson Consulting. Jackson Consulting is a professional development company that focuses on the how-to for teachers on the 11 skills every K-12 student must master to become proficient in writing informational text. These writing skills can be transferred to any curriculum. At Disney, she will provide the staff with writing skills that will help student achieve proficiency.	8/8/17	Not to exceed $8723	010-00000.0-11100-10000-5850-2011000 (Disney Discretionary Funds)
Instructional Services	Accelerated Learning/ STEMscopes	Accelerated Learning in conjunction with Rice University, has created the most widely used PreK-12 science curriculum in Texas, STEMscopes – and it's now available nationally. Each curriculum is supported by STEMcoach, a professional development portfolio offering a community that allows teachers to share best practices and lessons while learning from experts in the field. BUSD teachers will benefit from this professional development opportunity.	7/21/17 through 6/30/18	Not to exceed $6000	010-00010.0-11100-10000-5810-7420010 (District One Time Funds)
Harte	Drama Maniacs	Drama Maniacs is a drama and theatre enrichment program with a focus on developing confidence, creativity and character through student-created projects. Workshops include rehearsals for short scenes, improvisation activities, lessons on drama skills, theatre games, music and movement activities, script reading, monologues and children's literature. They will provide 5 – 45 minute drama classes to students in grades K – 5 at Harte.	7/14/17 through 5/24/18	Not to exceed $10,000	010-90201.0-11100-100000-5810-2058200 (Harte PTA Gift Account)
Special Education	Suzan Dunbar	Suzan Dunbar will provide assistance in specialized aspects of the Workability Program for Special Education students. Her duties will include monitoring the workability budget making sure the program is in compliance with the policies and procedures. She will also be developing quarterly reports, and assisting with preparing the final budget reports	8/1/17 through 6/30/18	Not to exceed $1000	010-65000.0-57700-11900-5850-7400000 (Special Education)
Washington	Garri Dance Studio	Garri Dance Studio provides dance instruction to help meet the needs of students to be expressive and active to help in maintaining health, fitness and well-being. They will provide a six week, school-wide dance program with a final performance for families at the end.	1-21-18 through 3/16/18	Not to exceed $3375	010-90201.0-11100-10000-5810-2168200 (Washington PTA Gift Fund)
Miller Jefferson	Corwin Press	Kristin Anderson, Director of Professional Learning at Corwin Publishing, is well versed in the work of John Hattie and is a season presenter of his work. Corwin has signed an exclusive partnership with John Hattie's group. Ms Anderson will be providing 3 professional development workshops to the teachers at Miller and Jefferson. These workshops will help the school to	8/8/17 through 5/24/18	Not to exceed $21,500	010-30100.0-00000-21400-5810-2109000 (Miller Title 1 Funds)

		focus on the instructional practices that matter most in improving student achievement.			
Harte	Darrell Bishop	Mr. Bishop will provide services to support the Bret Harte Variety Show. He will provide musical direction, choreography and rehearsals of opening act number, the writing, directing and rehearsals of the show.	8/14/17 through 5/24/18	Not to exceed $3500	010-90201.0-11100-41004-5850-2058200 (Harte PTA Gift Fund)
Mc Kinley	Deana Hippie	Ms Hippie is a credentialed teacher that specializes in Step up to Writing. Mrs. Hippie will work for a total of 3 weeks through the school year with every teacher at McKinley. She will help implement our adopted writing program and help teachers with strategies to improve writing in all grades. She will work with teachers also on meeting the writing needs of students in our sub-groups as well.	9/18/17 through 5/31/18	Not to exceed $13,000	010-62640.0-11401-21504-5810-7429000 (Educator Effectiveness Grant)

Miller 271

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 2nd day of June 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Anderson - Peaceful Playgrounds hereinafter referred to as "Consultant."

Payee's Name: Laura Anderson Social Security or Federal I.D. # Daytime Phone Number 310-270-7459

Mailing Address: 816 N Avon Street, Burbank, CA 91505

Sponsoring Administrator: Judy Hession, Principal, Miller Elementary

Board Approval: July 20, 2017

Account Code: 01.0-00000.0-11100-10000-5850-2101000 (Miller Discretionary Fund)

The assignment ☐ **will** ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of not to exceed $1,250.00.
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 8/14/2017 and terminating on 5/24/2018.
4. Consultant will provide the following services:

   Ms. Anderson will provide further instruction and training in the Peaceful Playground Program. Mrs. Anderson will work with playground supervisors, teachers, and students to further reinforce the program for Miller Elementary School.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17
Fiscal Services Administrator Date

Laura Anderson 6/9/17
Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing. Revised 08/10

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BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 8th of June 2016 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Payee's Name: Laura Anderson Social Security or Federal I.D. # Daytime Phone Number818-846-7531

Mailing Address: 2540 N. Myers Street, Burbank, California, 91505

Sponsoring Administrator: Molly Hwang

Board Approval: July 20, 2017

Account Code: 01.0-00000.0-11100-10000-5850-2011000

The assignment **will** ☐ **will not** X require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 1,250.00
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: August 14, 2017 and terminating on May 24, 2018.
4. Consultant will provide the following services:

   Peaceful Playground instruction, assistance and support ongoing throughout the year at a rate of $50.00 an hour, not to exceed $1,250.00

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17 Laura Anderson 6/22/17

Fiscal Services Administrator Date Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Washington

273-7401

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 27th of June, 2017 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Payee's Name: Laura Anderson Social Security or Federal I.D. # Daytime Phone Number 310 270-745

Mailing Address: 2540 N. Myers Street, Burbank, CA 91504

Sponsoring Administrator: Brandi Young, Principal

Board Approval: July 20, 2017

Account Code: 01.0-00000.0-11100-10000-5850-2161000

The assignment ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $1,250.00 ($125 per month for 10 months)
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 8/14/2017 and terminating on 5/23/2018
4. Consultant will provide the following services:

   Mrs. Anderson will continue to provide further instruction and training in the Peaceful Playground Program. She will be working with the yard supervisors, staff and students to further reinforce the program for elementary schools.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17
Fiscal Services Administrator Date

Laura Anderson 6/27/17
Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

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BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this _____ day of _ 20__ by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Laura Anderson | [redacted] | 818-846-6733
Payee's Name (Person or Company) | Social Security or Federal I.D. # | Daytime Phone Number

Mailing Address: 2450 N Myers St Burbank CA 91504
City State Zip

Sponsoring Administrator: Martha Walter Principal M. Walter Bret Harte
Print Name Title Signature Location

Board Approval Date: 7-20-17 Account Code: 01.0-90201.0-11100-10000-5850-2058200 $3000
01.0-00000.0-11100-10000-5820-2051000 $1000

The assignment will ☐ will not ☒ require contact with student(s) unsupervised during the contract period stated. If it does, the Consultant will be contacted by HR and provided the DOJ form. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 50.00 per hour ☒ / per day ☐ / per session ☐ for a total not to exceed $ 4000.00.
2. The term of the Agreement shall be the period commencing on August 14, 2017 and terminating on May 24, 2018.
3. Consultant will provide the following services:

   Ms. Anderson will continue to provide further instruction and training in the Peaceful Playground Program. She will be working with the Yard Supervisors and the students to further reinforce the program at Bret Harte.
4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas O Kissinger 7-21-17 | Laura Anderson 6/20/17
Fiscal Services Administrator Date | Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

Revised 08/08

Stevenson

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 7 of July 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Payee's Name: Laura Anderson Social Security or Federal I.D. # Daytime Phone Number

Mailing Address: 2540 N. Myers St. Burbank, CA. 91504

Sponsoring Administrator: Christina Desiderio, Principal

Board Approval: July 20, 2017

Account Code: 010-90201.0-11100-10000-5810-2158200

The assignment **will** ☐ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 2000.00
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 8/3/17 and terminating on 12/31/17.
4. Consultant will provide the following services:

   Peaceful Playgrounds Program

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7/21/17 Laura Anderson 07.07

Fiscal Services Administrator Date Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Laura Anderson
816 North Avon St.
Burbank, CA 91505
818 846-7531

Education

2007 Professional Development training from Peaceful Playgrounds, L.A.

1991-1992 Crossroads School University of the Nations Kona, Hawaii

1985-1987 Graduate of California Theological Seminary Fresno, CA
M.A. Biblical Studies

1981-1984 Graduate of University of California Santa Barbara
B.A. Liberal Studies

Work Experience

2010-2014 Peaceful Playground Consultant for Burbank Unified School District

2007-2010 Peaceful Playground Coordinator at Roosevelt Elementary School, Burbank

2005-present Women's Ministry Coordinator at Calvary Chapel Burbank

2001-2003 Children's Ministry Coordinator at Calvary Chapel Burbank
Responsibilities: Curriculum development for ages 2-12 years
Purchasing of all equipment and learning resources
Training and oversight of 25 volunteer staff
Weekly instruction for children ages 2-12 years

1996-2001 Children's Ministry Coordinator at the International Church of Prague, Czech Republic
Responsibilities: Ordering, purchasing and coordinating curriculum overseas
Training and oversight of 20 volunteer staff
Weekly instruction for children 2-12 years

1993-1994 Children Ministry trainer at Calvary Teams Bible School in Szeged, Hungary
Women's Ministry trainer for students from Eastern and Western Europe

1991-1993 Children's Ministry trainer at Calvary Teams Bible School in Millstatt, Austria
Women's Ministry Trainer for students from Eastern and Western Europe

1986-present Calvary Chapel pastor's wife in Santa Barbara, Prague and Burbank
Responsibilities: Leadership development, teaching, prayer, counseling, events,

1981-1991 Weekly Children's Ministry teacher and grade level coordinator at Calvary Chapel Santa Barbara

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BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 8th of June 2016 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Robyn Kreisberg hereinafter referred to as "Consultant."

Payee's Name: Robyn Kreisberg Social Security or Federal I.D. # Daytime Phone Number 818-567-0900

Mailing Address: 321 N. Beachwood Drive, Burbank, California, 91506

Sponsoring Administrator: Molly Hwang

Board Approval: August July 20, 2017

Account Code: 01.0-90201.0-11100-10000-5850-2018700

The assignment **will** ☐ **will not** X require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 3,000.00
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: August 14, 2017 and terminating on May 24, 2018.
4. Consultant will provide the following services:

   Music Instruction for all grades-kindergarten through fifth grade-for the 2017-2018 school year. Payment for weekly music instruction not to exceed $3,000.00.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger
Fiscal Services Administrator Date

Robyn Kreisberg 6-22-17
Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Hall 278 2

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this ____ day of____20____ by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Robyn Kreisberg hereinafter referred to as "Consultant."

Robyn Kreisberg	[illegible]	818-567-0900
Payee's Name (Person or Company)	Social Security or Federal I.D. #	Daytime Phone Number

Mailing Address: 321 N Beachwood, Burbank	California	91506
City	State	Zip

Sponsoring Administrator: Martha Walter	Principal	M Walter	Bret Harte
Print Name	Title	Signature	Location

Board Approval Date: 7-20-17 Account Code: 01.0-90201.0-11100-10000-5850-2058200

The assignment will ☐ will not ☒ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 1,050.00 per hour ☐ / per day ☒ / per session ☐ for a total not to exceed **$ 2100.00**.
2. The term of the Agreement shall be the period commencing on **August 14, 2017** and terminating on **May 24, 2018**.
3. Consultant will provide the following services:

   Vocal music instruction to Kindergarten and first grade students. She will teach vocal music instruction 30 minutes per week. Visual Arts/Performing Arts standards in vocal music will be addressed and State/District adopted materials will be used.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger		Robyn Kreisberg	6-20-17
Fiscal Services Administrator	Date	Consultant	Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Robyn Kreisberg
321 N. Beachwood Dr.
Burbank, CA 91506
Home 818-567-0900
Cell 818-427-7390
Fax 818-567-0900
E-mail bystander@pacbell.net

Objective:

Music instruction for elementary level education

Experience and skills:

Played cello in orchestra throughout Junior High & Senior High
Sang in choirs and accompanied choir on piano
Piano accompanist for local musical theater ensembles
Music counselor at local camps in Stamford, CT
Piano lessons from age 7 – 22 with various instructors
Music counselor at The Braille Institute Youth Center Los Angeles 1975 – 1977

Certified Yamaha Music School teacher 1978 – 1986 for children ages 3 – 10 in Century City, CA with director Anne Pittel 310-826-0405

Private piano and guitar teacher 1980 – present

Attended the Lehman Engel/BMI Musical Theater Workshop at the L.A. Music Center 1993- 1995

Composer for the family musical "Big Tush, Little Tush" produced by the Groundlings and The Secret Rose Theater and various productions nationwide 1991 - present

Volunteer Music Coordinator for PTA functions, talent shows and school programs at Walt Disney Elementary 1991- 1998

Musical Director and music teacher at Temple Beth Emet, Burbank, CA 1998 – present with Rabbi Mark Sobel 818-843-4787

Music teacher at the following schools in Burbank, CA:

Walt Disney Elementary 1998 – present
Bret Harte Elementary 2006 – present
Edson Elementary 2000 – present

Duties include part time instruction 1 – 2 days per week 7 – 8 hours per week in half-hour slots, grades K – 4 using piano, guitar and various instruments to give general music education and appreciation, ear training, singing, musical terms, symbol recognition and music history. I teach tonette to 3rd graders, recorder to 4th graders and choir to 5th graders. Students participate at Thanksgiving, Winter Holiday programs, Special Curriculum programs and Promotions.

Education:

State University of New York at Potsdam. Music major.
Hunter College of New York. Music major.
CSUN – BA degree in music (piano) 1976

Disney 280

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 8th day of November 2016 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Box Cars and One Eyed Jacks hereinafter referred to as "Consultant."

Payee's Name: Box Cars and One Eyed Jacks Social Security or Federal I.D. # 48-1287684 Daytime Phone Number: 780-440-6284

Mailing Address: Box Cars and One Eyed Jacks, 17920 105 Ave. NW (Suite 101), Edmonton, AB, Canada, T55 2H2

Sponsoring Administrator: Molly Hwang

Board Approval: July 20, 2017

Account Code: 010-30100-0-11100-10000-5810-201-9000

The assignment will ☐ will not X require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $6,000.00 not to exceed
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: September 25, 2017and terminating on September 28, 2017.
4. Consultant will provide the following services:

   Two Teacher Professional Development Day for grades K-2 and 3-5 on Math Engagement Strategies and Parent Informational Night with a focus on math practice, fluency and games.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A Kissinger 7-2-17
Fiscal Services Administrator Date

Consultant June 27/2017
Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Miller 281

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 2nd of June 2017 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Jane or John Felling – Box Cars and One Eyed Jacks hereinafter referred to as "Consultant."

Box Cars and One Eyed Jacks

Payee's Name: Jane felling Social Security or Federal I.D. # 98-1287684 Daytime Phone Number 780-440-6284

Mailing Address: 17920 105 Ave. NW (Suite 101) Edmonton, AB, Canada T5S 2H2

Sponsoring Administrator: Judy Hession, Principal, Miller Elementary

Board Approval: July 20, 2017

Account Code: 01.0-301000-00000-24950-5810-7429000-Title 1 Parent Ed: $500
01.0-30100.0-00000-21400-5810-2109000 - Title 1 Teacher Professional Development: not to exceed $4,500

The assignment ☐ **will** ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of not to exceed $5,000.
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: September 28, 2017 and terminating on September 29, 2017.
4. Consultant will provide the following services:

   Literacy Family Night workshop for parents and students to promote reading literacy through games, strategies, and manipulatives. Staff will be provided with professional development on implementation of these strategies in the classroom.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A Kissinger 7-21-17
Fiscal Services Administrator Date

Jane Felling June 5/17
Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Jane Felling M.Ed, B.Ed(After Degree) BPE

Jane is a founder and co-owner of Box Cars and One-Eyed Jacks. She has co-authored all 14 books in the Box Cars & One-Eyed Jacks teacher resource series as well as having co-authored both of the Domino Games teacher resource series.

Jane began her teaching career in 1983 as an elementary classroom teacher in an urban setting, noted for providing an inclusive model for special education students who were also assigned to her class. Later, she moved to a rural setting. She co-founded Box Cars and One-Eyed Jacks in the early 1990's. Since then, she has presented at National, State and Provincial Conventions, District Professional Development Days, teacher workshops, parent workshops and has provided model lessons in schools throughout North America and Australia.

The workshops Jane presents are well received by teachers, students and parents because they are engaging, informative, fun and hands-on. In her workshops, teachers learn a variety of games and activities, closely tied to state and national curriculum standards that integrate easily with the learning resources teachers are already using. Teachers come away with knowledge and skills that enable them to easily implement a games teaching strategy. Their students benefit by engaging in interesting, challenging, easily differentiated, brain friendly activities which help them improve their academic achievement. In addition to learning new games and activities, teachers also learn "tips" on classroom management and organization that increase student on task time, decrease student disruptions and reduce teachers' preparation time.

Jane is passionate about making a difference in the education of all students. She believes students learn best when they are engaged and challenged. Her master's thesis delved deeply into the topic of Games as a Teaching Strategy. Recent findings in Brain Learning Research supports what she has known for many years.

John Felling
Box Cars And One-Eyed Jacks Inc.
#101 - 17920 105 Ave NW,
Edmonton, Alberta, Canada, T5S2H5
johnboxc@telus.net
1-866-342-3386

MA 1987 San Diego State University
Ed Cert. 1978 University of Manitoba
BPE 1976 University of Manitoba

Business Owner/Consultant 2010 - Present (Box Cars And One-Eyed Jacks Inc., Edmonton, Canada)
Teacher/Administrator 1986-2010 (Black Gold Regional School Division, Nisku, Alberta, Canada)
Teacher 1979-1986 (Black Gold Regional School Division, Nisku, Alberta, Canada)

Recent Speaking Engagements:
Association for Supervision and Curriculum Development (ASCD) National Conference, San Antonio 2010, Anaheim 2006
National Council of Teachers of Mathematics (NCTM) National Conference, Indianapolis 2012
National Beyond School Hours National Conference, San Francisco 2012
National Afterschool Associations (NAA) National Conference, Washington DC, 2011
CAMT (Conference for the Advancement of Mathematics Teaching - Texas), July 2009 - 2012 inclusive
Raising Student Achievement (RSA) Conference, St. Charles IL, December 2009 - 2012 inclusive
GETCA Greater Edmonton Teachers' Convention - Edmonton February 2009, 2010, 2012
NCTCA North Central Teachers' Convention - Edmonton February 2007-2012 inclusive
NETCA North East Teachers' Convention - Edmonton February 2008-2012 inclusive
CCTCA Calgary City Teachers Convention - Calgary February 2011
Operation Exodus (Hope for New York) - New York 2009
21st Century After School Programming Inservice - St. Louis Mo., November 2008, 2009
Omaha Public Schools district-wide math in-service January 28-29, 2010.

Teacher and School Administrator at the elementary and middle school levels for Black Gold Regional School Division No. 18, Alberta, Canada from 1979 to 2010. Some recent career highlights include:

- Lead administrator for the committee overseeing schools reconfiguration for Beaumont, Alberta 2006 - 2007 (reconfiguration occurred with no major problems after a process of consultation and information sharing).
- Administrator Mentor to new and aspiring administrators for Black Gold Regional School Division No. 18. Nisku, Alberta.
- Chairperson Black Gold Regional Schools Administrators' Association 2006 - 2008.
- Chairperson Elementary Section, Black Gold Regional Schools Administrators' Association 2004 - 2006.

Author of the book;
Daily Physical Education "No Sweat" for the Classroom Teacher (published 2009)

Biography
The workshops John presents are engaging, informative, fun and hands-on. In his workshops, teachers learn a variety of games and activities, closely tied to state and national curriculum standards that integrate easily with the learning resources teachers are already using. John brings a wealth of knowledge, insights, tips and humor to his presentations, gained through his 30 years of experience as an educator and educational leader. John has taught grades 2 through 8 in addition to his school responsibilities as principal and district responsibilities as mentor/trainer of new and aspiring principals. Throughout his career and evolving educational roles, John has never left the classroom, choosing to teach at least 25% of each year. As a result, he understands fully the current issues and concerns of teachers. More recently, John has become a co-owner of Box Cars And One-Eyed Jacks, mainly focusing on providing teacher workshops and training new Box Cars consultants. He has also authored the book *Daily Physical Education – "No Sweat" For Classroom Teachers* and is currently working on authoring *Active Learning*, a series of books designed to help teachers add a physical activity component to their Math and Language Arts classes.

box cars and one-eyed jacks®

17920 105 Ave. (Suite 101)
Edmonton, Alberta T5S 2H5
Canada
Tel: (780) 440-6284
Fax: (780) 440-1619

QUOTE

Quote No.: 167568
Date: 06/22/2017
Page: 1
Ship Date:

Sold To:

CA-Burbank Unified SD
Accounts Payable
1900 West Olive Ave.
Burbank, CA 91506-2460

Ship To:

Walt Disney Elementary School
Attn: Molly Hwang

Business No.: 98-1287684

Item No.	Quantity	Unit	Description	Tax	Unit Price	Amount
			Professional Development Services, John and Jane Felling September 25, 2017 - Full Day Math Workshop, Grades K-2 September 26, 2017 - Full Day Math Workshop, Grades 3-5 September 28, 2017 - Evening Family Math Night *Includes all expenses			6,000.00

Shipped by

Comments

Sold By:

Total Amount 6,000.00

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 8th of June 2016 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Payee's Name: Jackson Consulting, Inc. Social Security or Federal I.D. # 61-1742105 Daytime Phone Number: 888-586-4862

Mailing Address: 556 S. Fair Oaks Avenue #364, Pasadena, CA, 91105

Sponsoring Administrator: Molly Hwang

Board Approval: July 20, 2017

Account Code: 01.0-00000.0-11100-10000-5850-2011000

The assignment will ☐ will not X require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants:
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 8,723.00.
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: August 8, 2017 and terminating on August 8, 2017.
4. Consultant will provide the following services:
4. Jill Johnson will provide a full day of professional development to Disney staff on how to write informational text with students. Emphasis will be on deconstructing writing prompts, generating a thesis statement, finding big ideas and supporting details and writing across the content. This is an area of need identified by staff and parents based on data analysis.

The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.

5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Fiscal Services Administrator — Date 7-24-17

Consultant — Date 7/3/17

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed form to the Assistant Superintendent, Business Services for processing. Revised 08/10

CURRICULUM VITAE

Jill M. Jackson

556 South Fair Oaks Avenue #364
Pasadena, CA 91105
(626) 827-4469
jill@jackson-consulting.com
www.jackson-consulting.com

ACADEMIC PREPARATION

MA Education Educational Management	University of La Verne	1999
BA Liberal Studies English Emphasis	University of Redlands	1995

RELEVANT PROFESSIONAL EXPERIENCE

Managing Director, Owner
Jackson Consulting, August 2005 – present
Pasadena, CA

Educational Services Manager – Professional Development
CORE (Consortium on Reading Excellence), March 2005 – August 2005
Emeryville, CA

Professional Programs Manager/Consultant Development Specialist
CORE (Consortium on Reading Excellence), 2004 – Present
Emeryville, CA

Senior Educational Consultant
CORE (Consortium on Reading Excellence), 2002 – 2004
Emeryville, CA

Educational Consultant
CORE (Consortium on Reading Excellence), 1999 – 2002
Emeryville, CA

Reading Specialist
Temple City Unified School District, 2001-2002
Temple City, CA

School Site Administrator
Temple City Unified School District, 2001-2002
Temple City, CA

Summer School Site Administrator
Temple City Unified School District, 1999-2000

Classroom Teacher
Temple City Unified School District, 1995 – 2001
Temple City, CA

CERTIFICATIONS

Licensed	CA Administrative Services Credential
Certified	California, Clear Multiple Subject Credential

PROFESSIONAL DEVELOPMENT AND PROGRAM IMPLEMENTATION EXPERIENCE INCLUDES:

Key Note Addresses

Professional Association for Childhood Education (PACE) 42nd Annual Education Conference	Anaheim, CA
Plain Talk About Reading	New Orleans, LA
New York State's SETRC Professional Development Series	Albany, NY
BTSA Colloquium Special Speaker	Palmdale, CA
2009 North Dakota Reading Association's Spring Conference (Keynote Speaker)	Minot, ND
Bureau of Indian Education's Spring Literacy Leadership Institute	Phoenix, AZ
A Symposium: Achieving School Change	Reno, NV
Utah Council of the International Reading Association (UCIRA)	Salt Lake City, UT
Fifth Annual National Reading First Conference	Nashville, TN
Fourth Annual National Reading First Conference	St. Louis, MO
Bureau of Indian Affairs Institutes 2008 - Present	Various
California Secondary Literacy Conference	San Francisco, CA
Idaho Reading First Leadership and Coaching Collaborative Institute	Boise, ID
North Dakota Reading Summer Symposium	Bismarck, ND
Utah Reading First Coaching and Advanced Coaching Institute	Salt Lake City, UT
South Dakota Literacy Leadership and Coaching Collaborative	TBD
Montana Reading Institute	Helena, MT
Wyoming Reading First Summer Institute	Jackson Hole, WY
2008 California Reading Association Conference	Sacramento, CA
2009 North Dakota Spring Literacy Conference	Minot, ND

Pre-K through 12th Grade Professional Development Series for Literacy Leaders, Literacy Coaches, Classroom Teachers and Specialists – *Complete list available upon request*

Department of Education, District of Columbia
American Institutes for Research, District of Columbia
National Reading First Technical Assistance Center
Bureau of Indian Affairs/Education
Human Services, Inc., IN
Western Region Reading First Technical Assistance Center, OR
Special Education Training & Resource Center, NY
Alaska Department of Education, AK
New Mexico Department of Education, NM
Virginia State Department of Education, VA
Montana State Department of Education, MT
Maryland State Department of Education, MA
South Dakota Department of Education, SD
North Dakota Department of Education, ND
Idaho State Department of Education, ID
Wyoming Department of Education, WY
Nevada Department of Education, NV
Utah Department of Education, UT
Hawaii Department of Education, HI
Miami Dade Schools, FL
Tinley Park Community Consolidated School District #146, IL
West Contra Costa School District, CA
Palmdale School District, CA
Patterson School District, NJ
Roosevelt School District, AZ
Yakima School District, WA
Carbon II Schools, WY
Albany County Schools, WY
Big Horn County School District #1, WY
Alameda School District, CA
Gilroy Unified School District, CA
Bay Area School Reform Collaborative, CA
Compton Unified School District, CA
San Bernardino Unified School District, CA
Adelanto School District, CA
Sikeston Public Schools, MO
Atlanta Public Schools, GA
Norwalk-La Mirada School District, CA
Shannon County Schools, SD
Kadoka Area Schools, SD
Orange Unified School District, CA
San Bruno School District, CA
Caldwell School District, ID
Burbank Unified School District, CA

Concrete School District, WA
Longfellow Elementary, SD
White River Elementary, SD
Washoe County School District, NV
Toppenish School District, WA
Fremont County School District #25, WY
Caldwell School District, ID

Pre-K through 12th Grade Technical Assistance and Demonstration Sites – *Complete list available upon request*
Waiakea Elementary, HI
Kihei Elementary, HI
Allen School, CA
Paden School, CA
Westridge Elementary, WA
Concrete Elementary, WA
Charleston Elementary, MS
Ralph Witters Elementary, WY
Lincoln Elementary, WY
Jackson Elementary, WY
Rendezvous Intermediate, WY
Ruidoso Municipal School District, NM
Minidoka County School District, ID
Andes Central School, SD
Martin Grade School, SD
Lodge Grass Elementary School, MT
East Evergreen Elementary School, MT
East Canyon Elementary, ID
West Canyon Elementary, ID
Thayer Elementary, MO
Lakevue Elementary, ID
Central Canyon Elementary, ID
Paul Elementary, ID
Morningside Elementary, MT
Ponderosa Elementary, MT
Newman Elementary, MT
White Mountain Elementary, NM
Nob Hill Elementary, NM
Sierra Vista Primary School, NM
Lot Whitcomb Elementary, OR
Faulconer Chapman Elementary, OR
Henry Clay Elementary School, VA
Gandy Intermediate, VA
Alice Smith Elementary, NV
Lower Brule Indian School, SD
Coeur d'Alene Tribal School, ID
Wagner Elementary, SD
McLaughlin Elementary, SD
Lakeside Elementary, MT
Cubero Elementary, NM
East Minico Middle School, ID

West Minico Middle School, ID
Minico High School, ID

Books

Get Some Guts, Coach!
Get a Backbone, Principal!
How to Teach Students to Critically Think About Text
How to Teach Students to Write Informational Text
How to Coach Teachers to Teach (Almost) Anything (released August 15, 2017)

INTERVIEWS & PUBLICATIONS

"An Interview with Jill Jackson", Michael F. Shaughnessy, www.educationnews.org, 2007
"An Interview with Jill Jackson: Coaching, Learning and Mentoring", Michael F. Shaughnessy, www.educationnews.org, 2008
Research to Practice Update, New Mexico Journal of Reading, March 2011
Literacy Leadership Seminar, Jackson Consulting, 2007/2011
Literacy Coaching Seminar, Jackson Consulting, 2008/2011
Advanced Literacy Coaching Seminar, Jackson Consulting 2008
Literacy Leader/Coach Collaborative, Jackson Consulting, 2008
Teaching Reading Series for K-12 Educators, Jackson Consulting, 2009
Differentiating Instruction: Increasing the Reach and Intensity of Targeted Instruction, Jackson Consulting, 2011

PROFESSIONAL ORGANIZATIONS & MEMBERSHIPS

National Association of Women Business Owners (NAWBO)
National Association of Women Business Owners (NAWBO) – Los Angeles Chapter
University of Redlands Alumni Board of Directors
University of Redlands Town and Gown
Alpha Theta Phi Alumni Association
International Reading Association
StudentsFirst.org

Jackson Consulting
556 S. Fair Oaks Avenue #364
Pasadena, CA 91105
(888)586-4862
jill@jackson-consulting.com
www.jackson-consulting.com

INVOICE

BILL TO
Walt Disney Elemenetary
(Burbank USD)
1220 W. Orange Grove Avenue
Burbank, California 91506
USA

SHIP TO
Walt Disney Elemenetary
(Burbank USD)
1220 W. Orange Grove
Avenue
Burbank, California 91506
USA

INVOICE # 2016-464
DATE 06/28/2017
DUE DATE 08/14/2017
TERMS Net 30

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/08/2017	**PDT - Jill Jackson** Professional Development - Teacher	1	7,400.00	7,400.00
08/08/2017	**How to...Write Informational Text** How to Teach Students to Write Informational Text	27	49.00	1,323.00

Thank you so much!

BALANCE DUE **$8,723.00**

ALL SALES FINAL

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 20th day of July, 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Accelerate Learning/STEMscopes hereinafter referred to as "Consultant."

Accelerate Learning/STEMscopes	46-4015703	800-531-0864
Payee's Name (Person or Company)	Social Security or Federal I.D. #	Daytime Phone Number

Mailing Address: P. O. Box 732464	Dallas, TX	75373-2464
City	State	Zip

Sponsoring Administrator: Sharon Cuseo	Asst. Sup't Sharon Cuseo	Instruction
Print Name	Title Signature	Location

Board Approval Date: July 20, 2017 Account Code: 01.0-00010.0-11100-10000-5810-7420010

The assignment will ☐ will not ☒ require contact with student(s) unsupervised during the contract period stated. If it does, the Consultant will be contacted by HR and provided the DOJ form. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $_____ per hour ☐ / per day ☐ / per session ☒ for a total not to exceed $ 6,000.00.
2. The term of the Agreement shall be the period commencing on July 21, 2017 and terminating on June 30, 2018.
3. Consultant will provide the following services:

   Professional development training to provide effective NGSS implementation of the STEMscopes curriculum.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17 — Fiscal Services Administrator / Date

[signature] 6/8/17 — Consultant / Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

Revised 08/08

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 15th day of June 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and **Drama Maniacs** hereinafter referred to as "Consultant."

Drama Maniacs	45-4188087	818.303-1713
Payee's Name (Person or Company)	Social Security or Federal I.D. #	Daytime Phone Number

Mailing Address: 8365 La Tuna Canyon Rd (City) CA (State) 91352 (Zip)

Sponsoring Administrator: Martha Walter (Print Name) Principal (Title) M. Walter (Signature) Bret Harte (Location)

Board Approval Date: 7-20-17 Account Code: 01.090201.0-11100-10000-5810-2058200

The assignment will ☒ will not ☐ require contact with student(s) unsupervised during the contract period stated. If it does, the Consultant will be contacted by HR and provided the DOJ form. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 10,000.00 per hour ☐ / per day ☒ / per session ☐ for a total not to exceed $ 10,000.00.
2. The term of the Agreement shall be the period commencing on August 14, 2017 and terminating on May 24, 2018.
3. Consultant will provide the following services:

   Drama and theatre enrichment program with focus on developing confidence, creativity and character through student created projects.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A Kissinger 7-21-17

Fiscal Services Administrator Date

Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

Revised 08/08

WELCOME TO DRAMA MANIACS!

ARE YOU CRAZY ABOUT DRAMA?

We LOVE drama, and our mission is to make our students as crazy about drama as we are!!



DRAMA MANIACS IS A DRAMA ENRICHMENT PROGRAM FOR KIDS AND TEENS WITH AN EMPHASIS ON DEVELOPING...

CONFIDENCE

Drama Maniacs students feel successful while playing and performing in our safe, supportive learning environment. They learn that what they have to say is as important as how they say it!

CREATIVITY

Our students know that their ideas matter. In our Kid-Created Productions at Drama Maniacs, our students are the writers, directors, and STARS of their own productions!

AND CHARACTER

Teamwork and collaboration is integral to our classes and productions. Not only do we teach our student-performers how to create dynamic characters onstage, but we also want them to be aware of how their personal character and behavior contribute to the group dynamic. At Drama Maniacs, we like to work hard and play hard!

DID WE MENTION DRAMA MANIACS IS ALSO INSANELY FUN!?!

IN-SCHOOL PROGRAM

DOES YOUR SCHOOL HAVE CREATIVE KIDS?!?
DO YOU HAVE SCHOOL FUNDS THAT YOU WANT TO PUT TOWARDS A MEANINGFUL DRAMA ENRICHMENT PROGRAM?

At Drama Maniacs, we offer a variety of exciting and engaging In-School Programs, and we can even tailor our curriculum to focus on your school's desired standards and themes. We can work with any budget to create an In-School Program that will suit your school's needs and make your students CRAZY about drama!!!

DRAMA WORKSHOPS

Workshops can include rehearsals for short "kid-created" scenes including improvisation activities, lessons on drama skills (blocking, stage directions, character, improv, projection/articulation etc.). theatre games, music and movement activites, children's literature, and extension activities (writing and/or drawing about the scene, characters, and/or skills learned in class). **Curriculum aligns with California Content Standards**

"KID-CREATED" SHOWS

Classes can include rehearsals for a "kid-created" show (play or musical) with improvisation activities, lessons on specific drama skills (blocking/stage directions, character, improv, projection/articulation etc.), theatre games, music and movement activities, singing & dancing (musicals only), children's literature, and extension activities (writing and/or drawing about the show's story, characters, and/or skills learned in class). Session culminates in final performance of "kid-created" shows!

CLICK HERE to read more about our In-School Program in action!!!

CONTACT US TO GET OUR INSANELY FUN PROGRAM STARTED AT YOUR SCHOOL!

CONTACT US BACK

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 20th day of July, 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Suzan Dunbar hereinafter referred to as "Consultant."

Suzan Dunbar	suzandunbar@hotmail.com	626-372-2348
Payee's Name (Person or Company)	Email	Daytime Phone Number

Mailing Address: 11636 Rio Hondo Parkway	El Monte	CA	91732
	City	State	Zip

Sponsoring Administrator: Matt Hill	Superintendent		Special Education
Print Name	Title	Signature	Location

Board Approval Date: 07/20/17 Account Code: 01.0-65000.0-57700-11900-5850-740000

The assignment will ☐ will not ☐ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $_____ per hour ☐ / per day ☐ / per session ☒ for a total not to exceed $ 1,000.00.
2. The term of the Agreement shall be the period commencing on 08/01/17 and terminating on 06/30/18.
3. Consultant will provide the following services:

   Assistance in specialized aspects of the workability program for special education students.

4. The Consultant shall provide an invoice to the Special Education department of the time spent in providing the services and preparing the products required by this Agreement. Consultant will submit invoices on a monthly basis and will be paid after the invoice has been processed.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas P. Kissinger 4-21-17
Tom Kissinger, Asst. Superintendent — Date

Consultant — 1/10/17 Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 15 of June 2017 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Garri Dance Studio hereinafter referred to as "Consultant."

Payee's Name: Garri Dance Studio Social Security or Federal I.D. # 27-1551047 Daytime Phone Number (818) 846-4390

Mailing Address: 3715 W. Magnolia Boulevard, Burbank, CA 91504

Sponsoring Administrator: Brandi Young

Board Approval: July 20, 2017

Account Code: 010-90201-0-11100-10000-5810-216-8200

The assignment (will) ☐ will not require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $3375.00
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: January 24, 2018 and terminating on March 16, 2018
4. Consultant will provide the following services:

   Dance instruction (6-weeks, 30-50 minutes per grade level, depending on the grade level. This dance instruction is for the entire student body (Pre-K to 5th grade, including all SPED students.) A final production will be given to the Washington community.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17
Fiscal Services Administrator Date

Megan Baade 6/15/17
Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

GarriDanceStudio

3715 W. MAGNOLIA BLVD. BURBANK, CA 91505
818.846.4390

*Call to schedule your FREE trial lesson today 818-84(
439(*

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GDS

History



Jean Hartman & Peg E. Garri



Garri Dance Studio 1958



Garri Dance Studio's current location in the beautiful Magnolia Park District of Burbank

Garri Dance Studio, located in Burbank, California, was founded in 1958 by Peg Garri. Peg was a talented, well-rounded dancer working for many years as an MGM Stock Dancer alongside popular entertainers such as Shirley Temple and Donald O'connor. Miss Peggy left the performance world to pursue another dream; to open a dance studio with the intention of serving her community while allowing herself more time to spend with her family.

Garri Dance Studio's current artistic director, Megan Baade, is no new-comer to Garri Dance Studio. GDS has remained a second home for Megan since he first dance lesson at the age of three. After dancing at Garri Dance Studio for 15 years, under the instruction of various teachers including GDS founder, Peg Garri, Megan began teaching at several studios throughout the Los Angeles area, including Garri Dance Studio. Megan has performed in local, national and international venues including her most recent MWR Tour throughout several Military Bases in Eastern Europe in 2002-2003. In 2004, Megan enthusiastically took the reins from the founder's daughter, Marybeth Costanzo, and immediately began pouring new energy and ideas into this already popular and loved Burbank Dance Studio. In 2007, 2011, 2012 and 2014 Megan Baade was honored to receive the Burbank Leader Reader's Choice award for "Best Dance Instructor". Garri Dance Studio has also been voted "Best Dance Studio" under Megan's direction for eight consecutive years in 2007, 2008, 2009, 2010, 2011, 2012, 2013 and 2014.

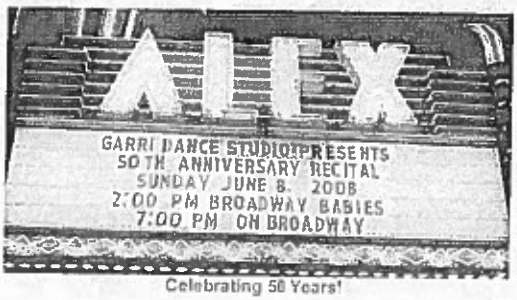
In September 2007, Garri Dance Studio moved into a new home conveniently located in Burbank, California in the heart of the beautiful Magnolia Park District. Megan thoughtfully designed and renovated the new studio facility to better suit the needs of her growing dance studio family. The new studio location offers three beautiful dance rooms with sprung wood dance floors, exposed brick, natural light, high beam ceilings and ample parking in the rear of the building. Parents and guests wait for their dancers in the studio lobby while viewing classes in progress on a closed circuit television system or shopping for dance necessities in the studio dance shop. Megan also implemented many new programs that run simultaneously providing many convenien options welcomed by studio families. Newly added programs include music, theatre, and specialty workshops for students of all ages and levels. A private music studio is located on site for one on one music instruction in piano, voice, guitar and more.

An exciting annual dance recital is just one of the many great events put on by Garri Dance Studio each year and is attended by studio families as well as local community members and Garri Dance Alumni. The 50th annual recital began Garri Dance Studio's on-going run at the Historic Alex Theatre in Glendale. Over the last several years, Garri Dance Studio has worked closely partnering with Burbank Unified School District and surrounding schools to provide California Standards Based Dance Classes and exciting after school programs for young students.

Garri Dance Studio truly has something for everyone! Peg Garri, Marybeth Costanzo, and Megan Baade have shared one common goal... to instill the love of dance within their students and to surround them in a positive environment where they can express themselves creatively and artistically. Garri Dance Studio's dynamic teaching staff is working hard to provide each and every student with all the necessary tools to enjoy dance and music for a lifetime!



Megan Baade (Director of Garri Dance Studio) & Marybeth Costanzo (Daughter of studio founder, Peg Garri)



Celebrating 50 Years!

© 2004-2005 Garri Dance Studio. All content property of Garri Dance Studio

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BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 8th day of June 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Corwin Press, Inc hereinafter referred to as "Consultant."

Payee's Name: Corwin Press, Inc. Social Security or Federal I.D. #: Daytime Phone Number 805-410-7481

Mailing Address: 2455 Teller Road, Thousand Oaks, California 91320

Sponsoring Administrator: Judy Hession/Peter Knapik

Board Approval: Thursday, July 20, 2017

Account Code: 010-30100.0-00000-21400-5810-2109000 (Miller Title I)

The assignment ☐ **will** ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of not to exceed $21,500
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 8/8/2017 and terminating on 5/24/2018 .
4. Consultant will provide the following services:

To provide 3 professional development workshops on Visible Learning to up to 75 certificated teachers. Participants will learn about John Hattie's work and the Visible Learning approach, gather data to assess their school's progress towards becoming a Visible Learning School, and devise a plan for moving forward. The workshops will help the school to focus on the instructional practices that matter most in improving student achievement.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A. Kissinger 7-21-17

Fiscal Services Administrator Date

Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing. Revised 08/10

BJR0505

AGREEMENT FOR CONSULTING SERVICES

This Agreement for Consulting Services ("Agreement") is entered into this 8th day of June, 2017 (the "Effective Date"), by and between **Corwin Press, Inc.**, a SAGE Publications, Inc. company, with offices at 2455 Teller Road, Thousand Oaks, California 91320 ("Corwin") and **Burbank USD**, with offices at 1900 W OLIVE AVE, BURBANK, CA 91506("Customer").

1. Services. Customer desires to contract with Corwin for the furnishing of services related to the Customer's professional learning needs (the "Services"); and Corwin desires to provide such Services to the Customer as further described in the Proposal attached hereto as **Exhibit A**. Customer may request to reschedule the date of a speaking event and if approved by Corwin, Customer will reimburse Corwin for any additional costs or expenses incurred by Corwin and/or the speaker of such event. Customer acknowledges and agrees that Corwin is the exclusive provider of the Visible Learning (VL) program in North America and that any Services related to the VL program will be subject to Corwin's agreement with Cognition Education Limited, the licensor of such VL program.
2. Term and Termination. The term of this Agreement will commence in the 2017-2018 school year and will remain in effect for one year or until Corwin has completed the Services described in Exhibit A. Either party may terminate this Agreement without cause upon sixty (60) calendar days' advance written notice. In the event of termination by Customer, Corwin shall be paid any fees then due and expenses incurred as of the effective date of termination including, without limitation, speakers' fees and costs, Corwin's non-refundable travel costs, and non-refundable venue deposits. Said amounts will be paid by Customer to Corwin within ten (10) days of the termination date. Notwithstanding anything herein to the contrary, should the VL program become unavailable or Corwin's rights to the VL program are subsequently modified, and Corwin is unable to substitute the Services related to the VL program on terms acceptable to Customer, Corwin shall have the right to immediately terminate this Agreement.
3. Compensation. Corwin will be paid at the rates outlined in Exhibit A. Customer will pay Corwin all amount due hereunder within thirty (30) days of receipt of invoice.
4. Warranties. Corwin represents and warrants (i) that it will perform the Services using qualified personnel and in accordance with applicable industry standards; and (ii) that it will comply with any and all applicable rules, laws and regulations, court or administrative orders or decrees of any federal, provincial, local or other governmental unit which has jurisdiction in such circumstance.
5. Indemnification. Each party will indemnify, defend and hold harmless the other party, its affiliates, and their officers, directors, employees and agents from and against all obligations of any nature whatsoever (including all reasonable attorneys' fees) resulting from a party's failure to perform in accordance with any of the terms of this Agreement.
6. Force Majeure. Notwithstanding any other provision of this Agreement, in the event that the performance of any obligation under this Agreement by Corwin is prevented due to acts of God or any other cause beyond its reasonable control (including the unavailability of a speaker for an event), Corwin shall not be responsible to the Customer for failure or delay in performance of its obligations under this Agreement. Moreover, in the event a speaker becomes unavailable to attend a speaking event, Corwin may, at its sole discretion, substitute the speaker and/or reschedule the speaking event.
7. Notices. All notices required or permitted hereunder will be in writing and will be sent by registered or certified mail, return receipt requested, to the party to whom such notice is directed, at its address as set forth above, or to such other address as such party will have designated by notice hereunder. Notices will be deemed given on the date received.
8. Ownership/Rights. Corwin will own or hold the necessary rights to any materials or other work product created, developed or distributed by Corwin (or the assigned speakers) under this Agreement including, without limitation, any event handouts or materials (collectively, "Materials"). No rights to any of the Materials shall be conveyed to Customer; provided, however, that Customer shall be permitted to use the Materials solely in connection with the speaking event provided by Corwin hereunder. Moreover, in no event shall Customer be permitted to: (a) alter, reproduce, distribute or otherwise use any Materials provided by Corwin under this Agreement, in whole or in part, in any manner whatsoever; or (b) photograph, audio tape, video tape, or otherwise record or broadcast an event, presentation or any of the Services provided by Corwin under this Agreement, in whole or in part, in any manner whatsoever. Customer's use of any and all copyrighted materials provided by Corwin to Customer in relation to the VL program shall be subject to the terms and conditions set forth herein and any other terms binding on Corwin. Notwithstanding anything herein to the contrary, Customer acknowledges and agrees that Visible Learning Plus is the trademark of, and is distributed and used under license from, Cognition Education Limited. No rights to any of the foregoing shall be conveyed to a party except as expressly set forth herein. Moreover, no rights to any of the materials provided by Corwin shall be conveyed to Customer, provided, however, that Customer shall be permitted to use the materials solely in connection with the Services described in **Exhibit A**.
9. Subcontracting. Corwin may engage subcontractors to perform the Services including, without limitation, speakers to deliver presentations at a speaking event.
10. Additional Services. Customer agrees that any interest for additional Services relating to Customer's professional learning needs will be directed to and contracted with Corwin. For the avoidance of doubt, such Customer interest will not be directed to any Corwin speaker, trainer, or consultant.

11. Confidentiality. Customer agrees that, except with the prior written consent of an authorized representative of Corwin, it may only disclose the terms of this Agreement to a third party who shall agree to maintain said terms as confidential and who has a legitimate business purpose to receive such information. In the event Customer or any of its authorized representatives or agents are required by law or compelled by legal process to disclose the terms of this Agreement to any other third party, it shall provide Corwin with prompt written notice of such requirement prior to the actual disclosure so that Corwin may seek an appropriate protective order.

12. Miscellaneous. This Agreement constitutes the entire agreement between Corwin and Customer, and supersedes all prior agreements, representations and understandings of the parties whether written or oral. No amendment, supplement, or modification of this Agreement will be effective unless executed in writing by both Corwin and Customer. In the event of a conflict between a term of this Agreement and a term of Exhibit A, the term of this Agreement will control. Additionally, in the event of a conflict between a term of this Agreement and any ancillary Customer document, form or agreement, the term of this Agreement will control. The invalidity or unenforceability of any particular provision of this Agreement will not affect the other provisions, and this Agreement will be construed in all respects as if any invalid or unenforceable provision were omitted. This Agreement shall be governed by the laws of the State of California without regard to conflicts of laws. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, will be settled by arbitration in Ventura County, California and administered by the American Arbitration Association in accordance with its then-existing Commercial Arbitration Rules. This Agreement may be executed in counterparts, each of which will be deemed the original, all of which together will constitute one and the same instrument. A faxed copy or other electronic copy will be deemed as an original.

Accepted and agreed to by:

Customer

Peter Knapick

Date: 6/29/17

Corwin

_____

Dave West
Executive Director, Sales

Date: _____

Exhibit A: See attached Proposal

CORWIN
A SAGE Company

Miller and Jefferson ES

Corwin Visible Learning Proposal

PART I: Introduction

An education magazine once said of Professor John Hattie: "He's not the new messiah, but for many policymakers he comes close." Hattie's book, *Visible Learning* (2008), turned the education field on its head and went on to become one of the most influential and best-selling education books of all time. Through Cognition Education, a New Zealand-based consulting organization, his ideas have been implemented in school systems around the world, from Sweden to Shanghai.

Reflecting upon the many new challenges facing schools today, and the need for research-based best practices that are proven to yield more than a year's growth in achievement over a year's time, there is an inherent urgency to focus on what works BEST. Schools around the world have adopted the Visible Learning model and the results have been extraordinary in both student achievement and teacher effectiveness. The change required in Miller and Jefferson ES at a system level can happen through the John Hattie's framework of Visible Learning.

Corwin, one of the nation's leading publishers and providers of professional learning resources for K-12 educators, has signed an exclusive 3-year partnership agreement with Cognition Education to bring Hattie's Visible Learning^{plus} program to the United States and Canada.

John Hattie's work has fundamentally changed what we know about what works in education. Now, through Corwin's partnership with Cognition Education, we are able to make the Visible Learning^{plus} program available to help schools focus on the practices that matter most in improving student achievement.

Visible Learning is based on a meta-analysis of 1,079 research reviews and counting, comprising more than 50,000 individual studies—the largest meta-analysis ever conducted in the field of education. Hattie identified the major factors and practices that influenced student achievement, from family background to teacher training to specific instructional practices. He then went a step further and calculated *how much of an effect* each factor had on students. He ranked the effect sizes, and from those rankings he determined the educational practices that result in the biggest gains in student achievement—as well as the practices that have no discernible impact, or sometimes even a negative impact.

"What Hattie found was that the single most effective method for improving student achievement was giving students 100% visibility into what they are learning and why," says Deb Masters, Director of Visible Learning^{plus} for Cognition Education. "When students are in a Visible Learning school, they are able to articulate what they are learning, their progress toward their learning goals, what the next step is, and how they are going to get there—to the extent that they can accurately predict how well they will perform on tests, because they know what they know and also what they *don't* know and still need to learn."

To get our students to think critically and ask good questions, they have to have information about which to think critically and ask good questions. Without high quality information (i.e., background knowledge

and content knowledge), effective strategies for acquiring that high quality information, and practice applying that content to other contexts, students will not be able to engage in academic content at a deep level even if you masterfully implement all four of the previously mentioned strategies: clear learning intentions, obtainable success criteria, novel experiences, and practice across different contexts.

The Visible Learning^{plus} program includes a three-part foundational series of seminars in which participants learn about Hattie's work and the Visible Learning approach, gather data to assess their school's progress toward becoming a Visible Learning school, and devise a plan for moving forward.

"I am delighted to be part of the Visible Learning^{plus} partnership with Corwin as I see great synergies between the work of our two organizations," says John Hattie. "With a focus on strategies for system improvement as well as the wealth of publications and authors that Corwin publishes, the foundation is set for a long association and long-term impact on schools across North America."

Corwin is prepared to stand beside your organization in developing interactive, student-centered schools with high academic and cultural expectations for all students.

Sincerely,

Kristin R. Anderson

Kristin Anderson

Global Director of Consulting and Evaluation

Corwin

PART II: CORE COMPONENTS

Professional Development

Visible Learning^{plus} is an in-depth school change model of professional learning and development. This particular series of workshops were designed for school-based teams to systematically examine effective instructional practices in order to determine the "impact" on student achievement and learning. By considering the effects of the practices of teachers and leaders, schools will be able to make substantial gains in student achievement.

The success of any student relies largely on how well he or she is engaged with his or her own learning. Our consultant will take district and school leaders through a proven, data-reliant assessment— school by school, teacher by teacher— to design a customized program of instruction that will result in measurable results within 3 months, across all curriculum.

School change begins with leadership at the state, district, and school level. Through Visible Learning^{plus}, our consultant will identify the mind frames leaders need to have in order to impact student achievement and instruction, and coach teachers toward adoption and implementation of the principles.

The following is an expansive inventory of the professional development and services Corwin will offer the Health Sciences High School and Middle College:

Instructional Audit

Between Evidence into Action days one and two, practitioners will be given the opportunity to conduct a self-audit of their building's/district's progress. Each school leader will enter this data into a system that will generate a custom report on how well their school is performing against the strands of Visible Learning.

The Visible Learning^{plus} Professional Learning and Change Program

> *"Collective capacity is when groups get better – school cultures, district cultures and government cultures. The big collective capacity and the one that ultimately counts is when they get better conjointly– collective, collaborative capacity. Collective capacity generates emotional commitment and the technical expertise that no amount of individual capacity working alone can come close to matching ... The speed of effective change increases exponentially."*
>
> *-- Sir Michael Fullan,*
> *All Systems Go: The Change Imperative for Whole System Improvement*

a. Foundation Day Seminar

All leaders and teachers should attend the Foundation Day to understand the baseline research and the practices of Visible Learning. As a result of attending this one day seminar, participants will identify and discuss the most important messages from the Visible Learning research, learn about the five strands of Visible Learning, and know the difference between the influences that 'do' and 'do not' make a significant difference to student achievement. The seminar provides practical activities and take-away tools.

Learning Intentions:
During this seminar participants will learn:

- The key philosophy of Visible Learning and the major factors that influence student learning and achievement
- The importance of effect sizes as a useful way to measure progress
- The key characteristics of assessment capable learners (students who can answer: Where am I going? How am I going? Where to next?)
- The mind frames leaders need to have in order to impact student achievement and instruction
- The role of feedback
- The importance of learning intentions and success criteria

Overview of the Foundation Day
Session 1: *Visible Learning Research*- Participants will review a summary of the Visible Learning research and will know which things do and do not make a significant difference on student achievement.
Session 2: *Visible Learners*-Participants will understand the characteristics of an assessment-capable learner and how to develop learners with these characteristics in schools.
Session 3: *Know thy Impact*: Participants will learn how to calculate an effect size and consider what data in the school is available to calculate effect sizes.
Session 4: *Feedback*: Participants will review the role of feedback and its potential impact on student learning and achievement. Additionally, participants will consider the role of assessment in providing feedback to teachers about their teaching.
Session 5: *Mindframes*: Participants will understand the mindframes required to have Visible Learning truly working within a school and classroom.

b. Visible Learning into Action for Teachers I

95% of everything we do in classrooms works. But what works best? What is it worth spending our time, energy, and resources on? In this seminar, teachers will learn what makes the greatest difference. Evidence will be gathered from teacher's classes to understand the impact that they are having on learners and to determine what they can do to work smarter rather than harder.
Visible Learning into Action for Teachers I focuses on helping teachers develop assessment-capable learners. Teachers will be introduced to a range of tools and strategies to help develop assessment capable learners, including effect sizes. Teachers will leave this session with a Visible Learning impact cycle to implement in their schools.

Learning Intentions
By the end of the day, teachers will:

- Understand the concept of "teacher as evaluator"
- Understand the core concepts of two Visible Learning strands: *Visible Learning* and *Know thy Impact*
- Analyze the types of evidence that can be used to understand the needs of their students

- Know how to plan and carry out a Visible Learning impact cycle

Overview of Visible Learning into Action for Teachers I
Session 1: *Teachers as Evaluators*: Teachers will reflect on their ability to evaluate the impact of their instructional practices on student learning.
Session 2: *Visible Learners*: Teachers will reflect on the key characteristics of students who are Visible Learners.
Session 3: *Know thy Impact*: Teachers will learn to use and calculate effect sizes as a means of assessing instructional quality and student growth.
Session 4: *Visible Learning Impact Cycle:* Teachers will learn how to plan and construct a Visible Learning Impact Cycle in preparation for day 2 of the Visible Learning into Action for Teachers training

c. Visible Learning into Action for Teachers II

This session will build off the work of Visible Learning into Action for Teachers I. Key questions that teachers will reflect upon include: *To what extent am I an inspired, passionate and impactful teacher? Do I have a Visible Learning classroom?* Teachers will be introduced to a new set of tools, strategies and resources, and they will have time to plan their next impact cycle, which will focus on further developing their teaching and their Visible Learning^{plus} classroom.

Learning Intentions
By the end of the day teachers will:

- Have gained insights into how others have implemented Visible Learning^{plus} into their school/district context
- Understand the core concepts of two of the Visible Learning strands: *Visible Learning* and *Know thy Impact*
- Analyze the types of evidence that can be used to understand the needs of their students
- Know how to plan and carry out a Visible Learning^{plus} impact cycle

Overview of Visible Learning into Action for Teachers II
Session 1: *Sharing Impact Cycles:* Teachers will engage in a collaborative sharing discussion regarding the impact cycle that they created following Visible Learning for Teachers I
Session 2: *Mind frames:* Teachers will reflect upon key "ways of thinking" that are most likely to have major impacts on student learning
Session 3: *Inspired and Passionate Teacher:* Teachers will review key resources and gather data to identify their ability to engage in inspired and passionate teaching

PART III: INVESTMENT

Corwin recommends that Miller and Jefferson ES provides its teachers with a solid foundation in Visible Learning through deeply and thoroughly implementing the Visible Learning^{plus} work outlined in this proposal.

Foundation Series	Date	
Foundation Day	August 8th	$7,500.00
Visible Learning into Action I	August 9th	$6,500.00
Visible Learning into Action II	TBD 2017-18	$7,500.00
Resources (require workbooks for each session)		$5,625.00

Note on Resources: Total cost of resources will be added once the final number of participants is determined. Final contract price will also include the cost of shipping and taxes.

Date	Workshop / Service	Consultant	Workshop Price	Est #	Required Resources	Resources Price	Total Price
FOUNDATION SERIES							
TBD SY 2017-18	**Foundation Day** All staff	TBD	$7,500	75	1. Foundation Day Workbook ISBN: 9781483352305, $25,00/per participant	$25.00	$9,375
TBD SY 2017-18	**Visible Learning into Action I** Teachers	TBD	$6,500	75	1. Visible Learning Into Action I Workbook ISBN: 9781483356785, $25.00/per participant	$25.00	$8,375
TBD SY 2017-18	**Visible Learning into Action II** Teachers	TBD	$7,500	75	1. Visible Learning Into Action II Workbook ISBN: 9781483356792, $25.00/per participant	$25.00	$9,375
INSIDE SERIES AND IMPLEMENTATION SUPPORT							
						Estimated Shipping	$560.27
						TOTAL	$27,685.27

Please note:

- *Investment above includes an estimate of Shipping Fees for books and resources and may vary based on rates that are applied at the time the order is shipped. A separate PO for books and resources will be requested and are required without a signed contract. Resources and books will be invoiced separately from professional development services. Books and resources will be shipped approximately 30 days prior to engagement; please notify Corwin with specific delivery requests. Expedited shipping will apply should the client request it.*
- *Copying and distribution of any handouts is the Client's responsibility.*
- *Consultant will hold above date(s) on his/her calendar for 30 days, at which time he/she may need to release the hold for another Client. Corwin recommends moving to contract within 30 days, if possible, so as to secure this date on his/her calendar.*
- *All payments indicated above are exclusive of all federal, state, local and foreign taxes, levies and assessments. The Client will be responsible for the payment of all such taxes, levies and assessments imposed by any taxing authority, and taxes will be included at the time of invoice; tax exempt form should be included with PO and signed contract, if applicable.*

WHAT'S NEXT?

It has been my pleasure working with you to bring this unique opportunity to learn to your staff.

Our next steps are as follows...let's:

- ✓ **Set up a time to review this proposal** to make sure it is exactly what you need to provide to your colleagues and the decision-makers that will be involved in the process.
- ✓ **Hold dates with the Consultant(s),** which we should do now to assure that we can provide the work on the dates you need! We don't need to have a signed contract in order to hold dates with a Consultant.
- ✓ **Make time for an introduction to your Client Engagement Manager Emily Malatesta,** who will be working with you through the contract process and will be your day-to-day contact to make sure the day goes off without a hitch!

Please contact me at your earliest convenience.

Warm regards,

Brian Roy

Professional Development Manager West, PD Solutions

Office: 850 N Naomi St, Burbank, CA 91505

Headquarters: 2455 Teller Road, Thousand Oaks, CA 91320

Cell: 805.490.9873

Office: 805-410-7646

CORWIN
A SAGE Company

Helping educators make the greatest impact.

CORWIN 25 YEARS
A SAGE Company



Dave began his career in education as a middle school teacher. His experience now includes time spent as a middle school assistant principal, high school associate principal, and director of credit-recovery programs. Selected multiple times as a 'Senior Choice' winner when graduating seniors selected him as a person who dramatically influenced their lives, Dave has proven himself to be someone who connects with youth in a meaningful and significant way.

In his former district, Dave was instrumental in implementing power standards and performance assessments. His efforts to augment a more effective credit recovery model transformed Ben Davis High School (enrollment 3,400 grades 10-12), which was a middle of the road high school in terms of diplomas awarded. By focusing on differentiated goals for students based on specific proficiency measures, Ben Davis High School was able to improve its graduation rate 14% in just over four years.

Since 2003, Dave has used his experience and expertise to implement effective practices that help elementary through high school students experience achievement gain. His core areas of focus include: Powering and Prioritizing Standards, Common Formative Assessments, building Authentic Performance Tasks, effective use of Scoring Guides, Data Teams™, Rigorous Curriculum Design™, and Effective Grading Practices. Dave has been a teacher and coach to classroom educators and leaders across the country and internationally. He has also assisted districts in the past few years through a process to identify essential Common Core State Standards and their relationship with state and local assessment results.

Dave has also done extensive work around helping schools build effective collaborative teams, through a focus on adult actions such as adhering to specific protocols and norms of collaboration.

Dave has worked with groups as small as three and keynoted for as many as five hundred. He has worked recently in districts adopting new grading policies and practices: Des Moines (Iowa) Public Schools and Tri-Creek Schools (Lowell, Indiana).

Published multiple times in various publications such as *Principal Leadership and Educational Leadership*, Dave has also presented at various national conferences such as ASCD, National Staff Development Council (NSDC), National Association of Secondary School Principals, and National School Boards Association (NSBA). His upcoming book, *Effective Grading Practices for Secondary Teachers*, (Corwin Press, August 2014) focuses on practical grading practices to reduce failure.

David stays busy with his beautiful and supportive wife, Kristen, and three boys (9, 4, and 2). Kristen works full time and does most of the raising of the children and he is extremely grateful for her every day.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 3rd day of July 2017 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Darrell Bishop hereinafter referred to as "Consultant."

Darrell Bishop		818.415.7393
Payee's Name (Person or Company)	Social Security or Federal I.D. #	Daytime Phone Number

Mailing Address: 7328 Irvine Ave	North Hollywood	CA	91605
City	State		Zip

Sponsoring Administrator: Martha Walter	Principal	M Walter	Bret Harte
Print Name	Title	Signature	Location

Board Approval Date: 7-20-17 Account Code: 010-90201.0-11100-41004-5850-2058200

The assignment will ☒ will not ☐ require contact with student(s) unsupervised during the contract period stated. If it does, the Consultant will be contacted by HR and provided the DOJ form. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 3500.00 per hour ☐ / per day ☒ / per session ☐ for a total not to exceed **$ 3500.00**.
2. The term of the Agreement shall be the period commencing on August 14, 2017 and terminating on May 24, 2018.
3. Consultant will provide the following services:

   Emcee Audition, musical direction, choreography and rehearsals for Opening Act number, writing, direction of the show script, Directing show rehearsals, Managing & coordinating tech rehearsals and performances.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A Kissinger	7-21-17	Darrell Bishop	7-6-17
Fiscal Services Administrator	Date	Consultant	Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

Revised 08/08

Darrell Bishop

7328 Irvine Ave.
North Hollywood, California 91605
Ph: 818-415-7393
email: dbishop17@ymail.com

To: Bret Harte Elementary PTA
Burbank Unified School District
1900 West Olive Ave.
Burbank, CA. 91506

From: Darrell Bishop
Artistic Director (*Independent Contractor*)

Director for the 2017 Bret Harte Variety Show.

Work includes the following:

November 2016:	Emcee Auditions
December 2016:	Musical direction, choreography, and rehearsals for the Opening Act number. the writing, direction and rehearsals of the show script.
January 2017:	Directing Show Rehearsals
February 2017:	Managing and coordinating Tech rehearsals and Performances

The agreed compensation for this work over the past 4 years has been determined to be $3000. This payment is due on or before the final performance on February 10, 2017.

Thank you.

Sincerely,

Darrell Bishop

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of 2017 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and hereinafter referred to as "Consultant."

Deana Hippie — 951-660-4019
Payee's Name (Person or Company) — Social Security or Federal I.D. # — Daytime Phone Number

Mailing Address: 325 Hawkins-Cummins Road, Paris, Kentucky 40361

Sponsoring Administrator: Sharon Cuseo
Print Name Liz Costella — Title: Principal
Board Approval Date: 7-20-17 — Account Code: 01.0-62640.0-11401-21504-5810-7429000

The assignment **will X will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 750 per day plus expenses ☒ / per day x / per session for a total not to exceed $3,000
2. The term of the Agreement shall be the period commencing September 18, 2017 and terminating on May 31, 2018.
3. Consultant will provide the following services:

   Professional development for writing strategies and demonstration lessons. Mrs. Hippie will work with every grade level in developing writing lesson, rubrics, strategies for student subgroups and a scope and sequence for each grade.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Thomas A Kissinger — 7-21-17
Fiscal Services Administrator — Date

Deana Hippie — 31 May 2017
Consultant — Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Deana Hippie
325 Hawkins-Cummins Road
Paris, Kentucky 40361

Cell phone: 951.660.4019
E-mail: dhwritestuff@earthlink.net

Education:

June 1972	Cal Poly, Pomona Bachelor of Science Social Science Major, Humanities Minor, California Elementary Credential, Life
June 1975	Cal Poly, Pomona: California Secondary Credential, Life
September 1974 – July 1990	University of California Extension, 50 Units in various disciplines

Experience:

September 1972 – June 1973	Substitute Teacher, Corona-Norco Unified School District, K-9
September 1973 – June 1979	Teacher, Corona Jr. High School, English, Social Science 7, 8, 9
September 1979 – June 1982	Director of Activities, Corona High School
September 1982 – June 2006	Teacher, Corona High School, English 9, 10, 11, 12; English Language Arts Mastery, Journalism, Mac Lab, Nova Net

Staff Development and Training

Member Riverside Office of Education Data Team 2008-2009 School Year

Certified Independent Trainer *Step Up to Writing, Teachers and Tools* Training

Lead Teacher, Committee to Develop District Language Arts Standards in Writing K – 12 1999

District Writing Assessment Secondary Scoring Team 1975 – 2006

District Writing Assessment Scoring Leader, Grades 6, 8, 9, 10 1999 - 2006

Member of Secondary Writing Cadre 2002 – 2006

More Recent Trainings

Step Up to Writing Trainings Eds 2, 3, 4 2006 – Present
Independent Contractor for Voyager-Sopris
Trainings in many districts nationwide, including BUSD

Workshop Presenter 2014 – 2016
Life Long Learning, California
Writing to Meet Common Core Standards; Foundational Skills for Informational/Explanatory Text; Literary Analysis Strategies

Workshop Presenter 2006 - 2009
United States Department of Education Teacher to Teacher Corps
Foundation Skills for Expository Writing
The Persuasive Essay
Supporting the Emerging Writer
Narrative Writing: Telling Our Stories

Publications:

Co-author *Step Up to Writing Companion Guide for Secondary Schools*

Note Taking Made Easy, Scholastic Publications, March 2010

Awards:

2000	The Corona Chamber of Commerce Award of Excellence in Education
2004	Teacher of the Year Corona High School
2004	Teacher of the Year Corona-Norco Unified School District
2005	Teacher of the Year Riverside County, California

Burbank Unified School District
Department of Safety and Student Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Brian O'Rourke, Director, Safety and Student Services
PREPARED BY:	Brian O'Rourke, Director, Safety and Student Services
SUBMITTED BY:	Beverley Lawrence, Safety and Student Services, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Agreement for Special Services

Background:
The District contracts with an interpreting company to provide an interpreter/translator as an impartial party for expulsion hearings and or special conferences with students and families when it is requested by the parent to assist with language barriers in understanding proceedings or specific documentation.

Discussion/Issues:
Interpreters are used during expulsion hearings when English is not their home language and the District is required to provide an impartial translator who is certified (in specific cases) and insured to interpret hearings/conferences and provide translation for the family.

Fiscal Impact:
Not to exceed $1,200.00 funded through Student Services Non-Instructional Consultants/Independent Contractors (Non-employees) account string.

Recommendation:
Brian O'Rourke, Director, Safety and Student Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and LRA Interpreters, Inc., to provide Interpreters/translators to student/families during expulsion hearings/conferences relative to Safety and Student Services on an as needed basis, effective August 1, 2017 through June 30, 2017, not to exceed $1,200.00 (01.0 00000.0 00000 72000 5850 7451000) and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 1st day of August, 2017 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Language Resources of America, LRA Interpreters, Inc hereinafter referred to as "Consultant."

Language Resources of America, LRA Interpreters, Inc	95-4400992	323-933-1006
Payee's Name (Person or Company)	Social Security or Federal I.D. #	Daytime Phone Number

Mailing Address: 1405 N San Fernando Rd #202 Burbank, CA 91504
City State Zip

Sponsoring Administrator: Brian O'Rourke Director, Safety and Student Services District Office
Print Name Title Signature Location

Board Approval Date: July 20, 2017 Account Code: 01.0-00000.0-00000-72000-5810-745-1000

The assignment **will** ☐ **will not** ☒ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

Per fee schedule provided to District on 6/5/2017

1. The Consultant agrees to perform the following services for the District, at a rate of $_____ per hour ☐ / per day ☐ / per session ☐ for a total not to exceed $ 1,200.00.
2. The term of the Agreement shall be the period commencing on 8/01/2017 and terminating on 6/30/2017.
3. Consultant will provide the following services:

   Interpreters/translators for Student Services expulsion hearings/conferences, as needed.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Fiscal Services Administrator Date

Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Burbank Unified School District
Child Development Program

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Stephanie Fields, Coordinator, Child Development
SUBMITTED BY:	Gabriella Platten, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Los Angeles Universal Preschool Quality Start Grant - Horace Mann Children's Center

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Background:

Los Angeles Universal Preschool (LAUP) will provide coaching, professional development and technical assistance as determined by LAUP to improve the Horace Mann Children's Center's rating as measured by the Quality Continuum Framework. Horace Mann will also receive a professional development incentive of $2,000 (participation grant) to be used to cover staffing costs including, but not limited to, substitute teachers hired when staff is attending professional development workshops.

Discussion/Issues:
Quality Start Los Angeles (QSLA) is a recently funded initiative by the California Department of Education. QSLA is a new quality rating and improvement system for preschools in Los Angeles County. The Los Angeles Universal Preschools Quality Start Grant will provide funding to administer the QSLA grant to improve the quality of Horace Mann Children's Center. LAUP will provide the assessments, technical assistance, coaching, professional development, monetary incentives and assign ratings to the program.

Fiscal Impact:

There will be no fiscal impact to the program. Parent fees support the operation of the program.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and Los Angeles Universal Preschool (LAUP) to provide quality assessments, technical assistance, coaching, and professional development for the Horace Mann Children's Center, as well as a $2,000 professional development incentive effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

LOS ANGELES UNIVERSAL PRESCHOOL
QUALITY START LOS ANGELES GRANT

This Quality Start Los Angeles (QSLA) Grant ("Grant" or "Agreement") is entered into effective as of the last date of execution set forth below by and between **Burbank Unified School District** operating a daycare center under the name **Horace Mann Preschool Center** located at 3401 Scott Rd., Burbank, CA 91504 ("Grantee"), a licensed California child care provider and **Los Angeles Universal Preschool**, a California non-profit public benefit corporation, ("LAUP"), with its principal place of business at 888 S. Figueroa St., Suite 800, Los Angeles, CA 90017 (each individually a "Party", and collectively the "Parties").

RECITALS

WHEREAS, FIRST 5 LA has awarded LAUP funding to administer the QSLA Grant to improve the quality of early childhood education programs in Los Angeles County;

WHEREAS, LAUP will provide quality assessments, technical assistance, coaching, professional development, monetary incentives and assign tier ratings to these programs to improve the overall quality of preschool as measured by certain quality elements ("Quality Rating Tier");

WHEREAS, Grantee wishes to participate in the Grant and receive quality improvement coaching, technical assistance and monetary incentives (collectively, "Benefits") in order to improve or maintain its Quality Rating Tier position on the CA-QRIS Quality Continuum Framework: Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5 (Exhibit A).

NOW THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements hereinafter contained, the Parties agree as follows:

1. TERM AND TERMINATION

1.1 Term. This Grant and all Exhibits attached shall commence on July 1, 2017 ("Effective Date") and shall end on June 30, 2018. Either party may terminate this Agreement for any reason with written notice.

1.2 Compliance with Agreement. Upon the Effective Date, Grantee will be eligible to receive the Benefits (Exhibit B) rendered pursuant to this Agreement. In order to receive Benefits, Grantee must at all times be in compliance with the terms of this Agreement including the Benefits Eligibility Requirements listed on Exhibit C. LAUP may suspend or terminate the Grant at any time for non-compliance with this Agreement, or any other event which LAUP deems reasonable for suspension or termination. Notice of suspension or termination will be delivered in writing.

1.3 Reduction of Benefits. Grantee acknowledges that LAUP's performance under this Agreement is wholly reliant on LAUP's receipt of funding from FIRST 5 LA. LAUP

may reduce Benefits to Grantee for any reason including, but not limited to, LAUP's loss or reduction of funding from FIRST 5 LA. Any changes or reductions in Benefits will be noticed to Grantee in writing. Any changes to the Benefits will supersede and replace any previous Benefits described in previous amendments to this Agreement.

2. PROGRAM PAYMENTS AND BENEFITS

2.1 Program Benefits. During the term of this Agreement, Grantee shall receive Program Benefits as provided in Exhibit B and in accordance with the terms and conditions of this Agreement.

2.2 Participation Grant. Grantees are eligible to receive a one-time "Participation Grant" as outlined in Exhibit B upon contract execution of a QSLA Grant but not if such Grant has been entered into previously.

2.3 Account Funding. Grantee must establish and report payments made pursuant to this Grant from an account separate from any other current or previous accounts established to receive funds from any other grant from LAUP (if any) in order to receive funds under this Grant.

2.4 Quality Tier Assignment. Upon the initial assignment of a Quality Tier Rating ("Initial Tier Rating") based on the elements listed on Exhibit A, Grantee is eligible to receive either a "Quality Improvement Grant" or "Quality Achievement Award", depending on the Initial Tier achieved. Payments will be made in accordance with the terms in Exhibit B and disbursed after the Initial Tier Rating is issued. Grantees who received a Quality Tier Rating pursuant to a previous Grant are also eligible to receive either a "Quality Improvement Grant" or "Quality Achievement Award" to be disbursed during the terms of this Agreement.

3. REPORTS AND REPORTING REQUIREMENTS

3.1 Reports. Grantee must submit all reports as required by the Reporting Schedule (Exhibit D).

3.2 Proof of Transactions. In addition to the reporting requirements contained in this Agreement, LAUP may periodically request proof of a transaction to evaluate the appropriateness of costs to the Agreement pursuant to State guidelines (including cost allocation guidelines). This information, if requested, must be provided within 30 calendar days of such request.

3.3 Document Requests. Grantee agrees to submit to LAUP any and all information and documents needed to comply with the Program, including data specifically identified by the Quality Continuum Framework Data Collection Fields (Exhibit G).

3.4 Reporting Licensing Violations. Grantee must submit to LAUP copies of any Community Care Licensing Division Facility Evaluation Reports or Complaint Investigation Reports

within fourteen (14) days of receiving any licensing violations. Grantee must submit a Letter of Deficiency Citations Cleared for any violations received or discovered during a licensing compliance review.

4. BUDGET AND EXPENDITURE GUIDELINES

4.1 Allowable Expenditures. All expenditures of funds disbursed pursuant to this Grant must meet the Expenditure Guidelines attached as Exhibit E. Expenses incurred by Grantee after suspension or termination of the Agreement are not allowable unless expressly authorized in the notice of suspension or termination. Types of expenses incurred after suspension or termination which may be authorized by LAUP include but are not limited to:

Expenses resulting from obligations which: (1) were properly incurred by Grantee before the effective date of the suspension or termination, but were not incurred in anticipation of it, and in the case of termination, are non-cancellable; AND (2) would be allowable if the Agreement expired normally at the end of the funding period in which the suspension or termination takes place.

4.2 Expenditure Verification. Within thirty (30) days of request, Grantee agrees to provide sufficient information to allow LAUP to determine if expenditures were made in accordance with the Expenditure Guidelines (Exhibit E).

4.3 Return of Funds. LAUP may request, and the Grantee shall remit within 30 days if requested, any unallowed expenditures not made in accordance with Expenditure Guidelines (Exhibit E).

5. BOOKS AND RECORDS

5.1 Maintaining Records. Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with generally accepted accounting principles consistently applied. LAUP, the State or their authorized representatives shall have access to such records for audit processes during the term of this Agreement and for five years following Agreement completion. In the event any work is subgranted or subcontracted, Grantee shall similarly require each sub grantee and subcontractor to maintain and allow access for audit purposes.

5.2 Effect of Litigation. Grantee agrees that if any litigation, claim, or audit is started before the expiration of the records retention period established above, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved and final action taken.

6. INSURANCE AND LIABILITY.

6.1 General Liability Insurance. LAUP and Grantee shall secure and maintain comprehensive general liability insurance in the amount of One Million Dollars ($1,000,000) per

occurrence with coverage for incidental contracts for center-based sites, and Three Hundred Thousand Dollars ($300,000) per occurrence with coverage for incidental contracts for family child cares, for the duration of this Agreement. Grantee shall name LAUP as an additional insured under its policy. Further, the Certificate of Insurance shall provide that insurance may not be canceled, non-renewed, or the subject of material change in coverage or available limits of coverage, except on 30 days' prior written notice.

6.2 Indemnification. Grantee agrees to indemnify and hold harmless LAUP and its officers, agents and employees from any and all contractors, subcontractors, laborers, employees, independent contractors, agents, or other persons, firms or corporations furnishing or supplying work, services, materials or supplies in connection with the performance of this Grant and from any and all claims and losses occurring or resulting to any person, firm or corporation that may be injured or damaged by Grantee in the performance of this Grant.

6.3 Insurance Obligations Not a Limit on Indemnification. LAUP's insurance obligations set forth above are independent of LAUP's indemnification and other obligations under this Agreement and shall not be construed or interpreted in any way to restrict, limit, or modify Grantee's indemnification or other obligations or to limit Grantee's liability under this Agreement.

7. CONFIDENTIALITY

7.1 Confidentiality of Records. The Parties agree to maintain the confidentiality of all records resulting from the provision of services under this Agreement in accordance with applicable federal and state laws and regulations. Either party may disclose the records and data resulting from the provision of services under this Agreement only if the records or data presented are either in aggregate form or some other form which removes all identifying personal information.

8. RELATIONSHIP OF PARTIES

8.1 No Joint Venture. It is expressly understood and agreed by the Parties that Grantee is not for any purpose an employee or agent of LAUP, and that all of the personnel employed by the Grantee will be employees or agents of the Grantee and will not be employees or agents of LAUP. Grantee understands that it does not have the authority to do anything for or on behalf of LAUP, including, but not limited to, holding itself out as LAUP, entering into agreements, notes or other instruments, purchasing, acquiring or disposing of any property, or incurring any other obligation or liability on behalf of LAUP.

9. GENERAL PROVISIONS

9.1 Modifications. No amendment or modification of this Grant shall be valid unless it is in writing and signed by all the Parties to this Grant.

9.2 No Assignment. Grantee may not assign any of its rights or delegate any of its duties under this Grant without prior written consent of LAUP. Despite LAUP's consent, no assignment will release Grantee from any of its obligations or alter any of its primary obligations to be performed under the Grant.

9.3 Notice of Changes in Ownership of Location. Any changes in ownership or location of the Grantee eligible for Benefits under this Grant must be noticed to LAUP at least sixty (60) days in advance of the proposed change. Changes in ownership or location void this Grant and LAUP has sole discretion whether to extend or modify this Grant to continue Benefits to the new owner or site.

9.4 Choice of Law. This Grant shall be governed by and interpreted in accordance with the laws of the State of California.

9.5 No Discrimination. No person, on the grounds of race, creed, color, national origin, age, sex, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.

9.6 Waiver. No right under this Grant shall be waived merely by delaying or failing to exercise that right. Consent to one act shall not be considered consent to any other or subsequent acts. Any waiver of a default under this Grant must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Grant.

9.7 Severability. If any term or provision of this Grant is found to be illegal or unenforceable then, notwithstanding, this Grant shall remain in full force and effect and such term shall be deemed stricken.

9.8 Notices. Any notice or other communication given pursuant to this Grant shall be regarded as effectively delivered if delivered in writing to the address of the other party set forth below (or another address later designated by that party in a notice under this section), using one of the following methods of delivery: regular U.S. postal mail, personal delivery, Registered or Certified Mail (return receipt requested and postage prepaid), nationally recognized overnight courier and facsimile.

If to LAUP: William Sperling
General Counsel
888 S. Figueroa Street, Suite 800
Los Angeles, California 90017

If to Grantee: Stephanie Fields
Burbank Unified School District
1900 W. Olive
Burbank, California 91506

9.9 Entire Agreement. This Grant and all Exhibits contains the entire Grant and understanding between the Parties as to the subject matter hereof. Further, this Grant supersedes any and all prior or contemporaneous statements or representations by LAUP concerning the subject matter of this Grant.

9.10 Attorney's Fees. In any action brought to enforce or interpret any provision of this Grant, the losing party shall pay the prevailing party's reasonable attorney fees and costs.

9.11 Survival. The rights and obligations created by this Grant with respect to duties of the Grantee after termination of this Grant will survive the termination of this Grant for a period of time until those rights and obligations are met.

9.12 Independent of Other Agreements. This Grant is separate and independent of any other grants or agreements which have existed, currently exist, or may exist between the Parties ("Other Agreements"). No rights, obligations, or terms of this Grant shall be affected by any Other Agreements, nor shall any rights, obligations or terms of any Other Agreements be affected by the terms of this Grant.

By the signatures below, each Party warrants that:

1. They are the authorized signatory for the Party bound by this Grant
2. They have read and understood the terms and conditions of this Grant and agree to abide by these terms and conditions.

For The Grantee:

Signature: _____

Name: _____

Title: _____

Date: _____

For Los Angeles Universal Preschool:

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT A

CA-QRIS QUALITY CONTINUUM FRAMEWORK: RATING MATRIX WITH ELEMENTS AND POINTS FOR CONSORTIA COMMON TIERS 1, 3, AND 5

CA-QRIS Quality Continuum Framework

Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5

ELEMENT	BLOCK (Common Tier 1) Licensed In-Good Standing	2 POINTS	3 POINTS	4 POINTS	5 POINTS
CORE I: CHILD DEVELOPMENT AND SCHOOL READINESS					
1. Child Observation	☐ Not required	☐ Program uses evidence-based child assessment/observation tool annually that covers all five domains of development	☐ Program uses valid and reliable child assessment/ observation tool aligned with CA *Foundations & Frameworks*[1] twice a year	☐ DRDP (minimum twice a year) and results used to inform curriculum planning	☐ Program uses DRDP twice a year and uploads into DRDP Tech and results used to inform curriculum planning
2. Developmental and Health Screenings	☐ Meets Title 22 Regulations	☐ Health Screening Form (Community Care *Licensing form LIC 701 "Physician's Report - Child Care Centers" or equivalent)* used at entry, then: 1. Annually **OR** 2. Ensures vision and hearing screenings are conducted annually	☐ Program works with families to ensure screening of all children using a **valid and reliable developmental screening tool** at entry and as indicated by results thereafter **AND** ☐ Meets Criteria from point level 2	☐ Program works with families to ensure screening of all children using the **ASQ** at entry and as indicated by results thereafter **AND** ☐ Meets Criteria from point level 2	☐ Program works with families to ensure screening of all children using the **ASQ & ASQ-SE**, if indicated, at entry, then as indicated by results thereafter **AND** ☐ Program staff uses children's screening results to make referrals and implement intervention strategies and adaptations as appropriate **AND** ☐ Meets Criteria from point level 2
CORE II: TEACHERS AND TEACHING					
3. Minimum Qualifications for Lead Teacher/ Family Child Care Home (FCCH)	☐ Meets Title 22 Regulations [**Center:** 12 units of Early Childhood Education (ECE)/Child Development (CD) **FCCH:** 15 hours of training on preventive health practices]	☐ **Center:** 24 units of ECE/CD[2] **OR** Associate Teacher Permit ☐ **FCCH:** 12 units of ECE/CD **OR** Associate Teacher Permit	☐ 24 units of ECE/CD + 16 units of General Education **OR** Teacher Permit **AND** ☐ 21 hours professional development (PD) annually	☐ Associate's degree (AA/AS) in ECE/CD (or closely related field) **OR** AA/AS in any field plus 24 units of ECE/CD **OR** Site Supervisor Permit **AND** ☐ 21 hours PD annually	☐ Bachelor's degree in ECE/CD (or closely related field) **OR** BA/BS in any field plus/with 24 units of ECE/CD (or Master's degree in ECE/CD) **OR** Program Director Permit **AND** ☐ 21 hours PD annually
4. Effective Teacher-Child Interactions: CLASS Assessments (*Use tool for appropriate age group as available)	☐ Not Required	☐ Familiarity with CLASS for appropriate age group as available by one representative from the site	☐ Independent CLASS assessment by reliable observer to inform the program's professional development/improvement plan	☐ Independent CLASS assessment by reliable observer with minimum CLASS scores: **Pre-K** ▪ Emotional Support - 5 ▪ Instructional Support –3	☐ Independent assessment with CLASS with minimum CLASS scores: **Pre-K** ▪ Emotional Support – 5.5 ▪ Instructional Support – 3.5 ▪ Classroom Organization – 5.5

[1] Approved assessments are: Creative Curriculum GOLD, Early Learning Scale by National Institute of Early Education Research (NIEER), and Brigance Inventory of Early Development III.

[2] For all ECE/CD units, the core 8 are desired but not required.

Note: Point values are not indicative of Tiers 1-5 but reflect a range of points that can be earned toward assigning a tier rating (see Total Point Range).

ELEMENT	BLOCK (Common Tier 1) Licensed In-Good Standing	2 POINTS	3 POINTS	4 POINTS	5 POINTS
				▪ Classroom Organization – 5 **Toddler** ▪ Emotional & Behavioral Support – 5 ▪ Engaged Support for Learning – 3.5 **Infant** ▪ Responsive Caregiving (RC) – 5.0	**Toddler** ▪ Emotional & Behavioral Support – 5.5 ▪ Engaged Support for Learning – 4 **Infant** ▪ Responsive Caregiving (RC) – 5.5
CORE III: PROGRAM AND ENVIRONMENT - Administration and Leadership					
5. **Ratios and Group Size** (Centers Only beyond licensing regulations)	☐ **Center**: Title 22 Regulations **Infant** Ratio of 1:4 **Toddler Option** Ratio of 1:6 **Preschool** Ratio of 1:12 ☐ **FCCH**: Title 22 Regulations *(excluded from point values in ratio and group size)*	☐ **Center - Ratio: Group Size** **Infant/Toddler** – 4:16 **Toddler** – 3:18 **Preschool** – 3:36	☐ **Center - Ratio: Group Size** **Infant/Toddler**– 3:12 **Toddler** – 2:12 **Preschool**– 2:24	☐ **Center - Ratio: Group Size** **Infant/Toddler** – 3:12 or 2:8 **Toddler** – 2:10 **Preschool** – 3:24 or 2:20	☐ **Center - Ratio: Group Size** **Infant/Toddler** – 3:9 or better **Toddler** – 3:12 or better **Preschool** – 1:8 ratio and group size of no more than 20
6. **Program Environment Rating Scale(s)** (Use tool for appropriate setting: ECERS-R, ITERS-R, FCCERS-R)	☐ Not Required	☐ Familiarity with ERS and every classroom uses ERS as a part of a Quality Improvement Plan	☐ Assessment on the whole tool. Results used to inform the program's Quality Improvement Plan	☐ Independent ERS assessment. All subscales completed and averaged to meet overall score level of 5.0	☐ Independent ERS assessment. All subscales completed and averaged to meet overall score level of 5.5 OR Current National Accreditation approved by the California Department of Education
7. **Director Qualifications** (Centers Only)	☐ 12 units ECE/CD+ 3 units management/ administration	☐ 24 units ECE/CD + 16 units General Education +/with 3 units management/ administration **OR** Master Teacher Permit	☐ Associate's degree with 24 units ECE/CD +/with 6 units management/ administration and 2 units supervision **OR** Site Supervisor Permit **AND** ☐ 21 hours PD annually	☐ Bachelor's degree with 24 units ECE/CD +/with 8 units management/ administration **OR** Program Director Permit **AND** ☐ 21 hours PD annually	☐ Master's degree with 30 units ECE/CD including specialized courses +/with 8 units management/ administration, **OR** Administrative Credential **AND** ☐ 21 hours PD annually
TOTAL POINT RANGES					
Program Type	**Common-Tier 1**	**Local-Tier 2**[3]	**Common-Tier 3**	**Common-Tier 4**	**Local-Tier 5**[4]
Centers 7 Elements for 35 points	**Blocked** (No Point Value) – Must Meet All Elements	**Point Range** 8 to 19	**Point Range** 20 to 25	**Point Range** 26 to 31	**Point Range** 32 and above
FCCHs 5 Elements for 25 points	**Blocked** (No Point Value) – Must Meet All Elements	**Point Range** 6 to 13	**Point Range** 14 to 17	**Point Range** 18 to 21	**Point Range** 22 and above

[3]Local-Tier 2: Local decision if Blocked or Points and if there are additional elements

[4] Local-Tier 5: Local decision if there are additional elements included California Department of Education, February 2014 Updated May 28, 2015; Effective July 1, 2015

EXHIBIT B

QUALITY IMPROVEMENT GRANT AND QUALITY ACHIEVEMENT AWARD

Grantees with a Quality Tier Rating 1 – 2:

1. LAUP will provide coaching, professional development and technical assistance as determined by LAUP to improve Grantee's quality rating as measured by the CA-QRIS Quality Continuum Framework: Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5 **(**Exhibit A).

2. LAUP will provide the following funds (Quality Improvement Grant) based on the Quality Tier Rating as follows:

Tier 1 Centers	$1,000 per site for quality improvements in accordance with the Expenditure Guidelines (Exhibit E) and in consultation with LAUP coaching staff
Tier 2 Centers	$2,000 per site or quality improvements in accordance with the Expenditure Guidelines (Exhibit E) and in consultation with LAUP coaching staff

Grantees with a Quality Tier Rating Tier 3 -5:

1. LAUP will provide coaching, professional development and technical assistance as determined by LAUP to improve Grantee's quality rating as measured by the CA-QRIS Quality Continuum Framework: Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5 **(**Exhibit A).

2. LAUP will provide the following funds (Quality Achievement Award) based on the Quality Tier Rating as follows:

Tier 3 Centers	$4,000 per site for quality improvements in accordance with the Expenditure Guidelines (Exhibit E)
Tier 4 Centers	$6,000 per site or quality improvements in accordance with the Expenditure Guidelines (Exhibit E)
Tier 5 Centers	$8,000 per site or quality improvements in accordance with the Expenditure Guidelines (Exhibit E)

EXHIBIT C

BENEFITS ELIGIBILITY REQUIREMENTS

Eligibility Requirements

Grantee agrees:

1. To accept all services provided by LAUP or any subcontractor of LAUP including, but not limited to, coaching and professional development, and will comply with all requirement(s) of this Agreement.

2. To use reasonable best effort(s) to implement any of the action plans resulting from the coaching efforts of LAUP.

3. To share any and all information and documents needed to comply with this Agreement.

4. To remain in "Good Standing" with the California Community Care Licensing Division. Good Standing is defined as a licensed child care center or family child care home that currently does not have or in the past 12 months has not had any of the following: a) a non-compliance conference; (b) an administrative action taken or in the process of being taken (includes denied application, denied exemption, temporary suspension order, expedited revocation action, revocation action, or exclusion action that is being initiated, in process, or already taken); and (c) a probationary license.

5. To the posting of Grantee's tiered rating in the public domain.

6. To be in reasonable condition to operate including having sufficient enrollment and attendance to benefit from the Quality Improvements being implemented.

EXHIBIT D

REPORTING SCHEDULE

Report	Due Date
QSLA Expenditure Report (Exhibit F)	June 30, 2018

EXHIBIT E

EXPENDITURE GUIDELINES

Acceptable Uses of the QSLA Grant Funds are for program enhancement and include, but are not limited to:

Staffing
1. Compensation
2. Benefits
3. Paid preparation and planning time
4. Workshop/conference fees
5. Monthly Staff meeting materials

Program Needs
1. Classroom/Instructional materials (ex. art supplies, books, fine motor materials, tricycles)
2. Curriculum materials
3. Developmental screenings or assessments
4. Teacher resource books (ex. CLASS manual)

Family Engagement
1. Parent involvement activities
2. Facilitation of children's transition to kindergarten
3. Coordination of social services for children and families

QSLA Grant Funds may not be used to supplant other public funding sources including, but not limited to, any state or federal funding. Prohibited expenses include, but are not limited to, the following:

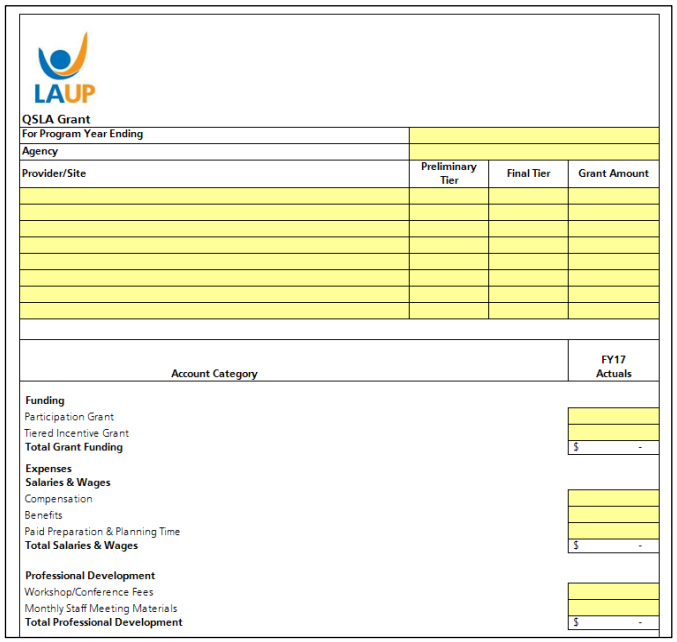
1. Travel expenses (except local mileage costs for QSLA Grant Fund Activities)
2. Purchase of vehicles or other transportation equipment;
3. Capital Improvements
4. Bad debts, including losses arising from uncollectible accounts and any related legal costs;
5. Costs of amusement or entertainment that do not benefit children
6. Costs incurred after the Contract has been terminated;
7. Fundraising costs;
8. Personal or business loans including finance charges;
9. Non-sufficient funds/overdraft and ATM usage bank charges;
10. Investment management costs;
11. Costs of organization of a nonprofit corporation such as incorporation fees or consultant fees;
12. Public relations consultant fees;
13. Costs of legal, consulting and accounting services incurred in prosecution; and
14. Compensation to the members of the board of directors, if applicable

EXHIBIT F

EXPENDITURE REPORT

Instructions for Expenditure Report

There are 2 pages in this report. Click on the tabs at the bottom of the file to change pages.
YELLOW BOXES are required input fields.



QSLA Grant

For Program Year Ending			
Agency			
Provider/Site	Preliminary Tier	Final Tier	Grant Amount

Account Category	FY17 Actuals
Funding	
Participation Grant	
Tiered Incentive Grant	
Total Grant Funding	$ -
Expenses	
Salaries & Wages	
Compensation	
Benefits	
Paid Preparation & Planning Time	
Total Salaries & Wages	$ -
Professional Development	
Workshop/Conference Fees	
Monthly Staff Meeting Materials	
Total Professional Development	$ -

Required information (please answer all questions)	
Program Year	Enter the program year.
Agency Name and Provider	Enter the agency name and provider(s).
Preliminary Tier	Enter your assigned preliminary tier rating of 1 at contract execution
Final Tier	Enter your final assigned tier rating upon completion of assessment
Grant Amount	This amount will be automatically populated.

Fiscal Year: July 1, 2017 - 06/30/2018
Centers
Quality Improvement Grant - Tier 1 $1,000 per site
Quality Improvement Grant - Tier 2 $2,000 per site
Quality Achievement Award - Tier 3 $4,000 per site
Quality Achievement Award - Tier 4 $6,000 per site
Quality Achievement Award - Tier 5 $8,000 per site

Required information (please answer all questions)	
FYxx Actual	Enter actual expenses incurred for fiscal year.
Participation Grant	Enter the participation grant award.
Tiered Incentive Grant	Enter the total estimated incentive grant funding.
Expense Categories	Enter the budgeted expenses under the each category.



QSLA Grant

For Program Year Ending			
Agency			
Provider/Site	**Preliminary Tier**	**Final Tier**	**Grant Amount**

Account Category	**FY17 Actuals**
Funding	
Participation Grant	
Tiered Incentive Grant	
Total Grant Funding	$ -
Expenses	
Salaries & Wages	
Compensation	
Benefits	
Paid Preparation & Planning Time	
Total Salaries & Wages	$ -
Professional Development	
Workshop/Conference Fees	
Monthly Staff Meeting Materials	
Total Professional Development	$ -
Program Materials	
Classroom/Instructional Materials	
Curriculum Materials	
Developmental Screenings or Assessments	
Teacher Resource Books	
Total Program Materials	$ -
Family Engagement	
Parent Involvement Activities/Meetings	
Facilitation of Children's Transition to Kindergarten-Materials & Activities	
Social Services Assistance and Referral	
Total Family Engagement	$ -
Total Expenses	$ -
Excess / (Deficit)	$ -

EXHIBIT G

QUALITY CONTINUUM FRAMEWORK DATA COLLECTION FIELDS

Category 1: Comprehensive Assessment System

1. Use of child assessment/observation tool
2. Use of DRDP
3. Use of DRDP Tech
4. Child assessment/observation tool if not DRDP
5. Health screening used at entry
6. Health screening used annually after entry
7. Annual vision screening
8. All children screened for vision
9. Annual hearing screening
10. All children screened for hearing
11. Health Screening Tool
12. Health Screening Name
13. Health Screening Company
14. Health Screening Year/Version
15. Work with families for health screening
16. Use of ASQ
17. Work with families on ASQ
18. Use of ASQ-SE
19. Work with families on ASQ-SE
20. Health screening results used to implement intervention strategies/adaptations as appropriate

Category 2: Teachers and Teaching

1. Title 22 Satisfaction
2. Copy of Teacher's Postsecondary Transcript
3. Copy of class rosters
4. Teacher's highest degree
5. Teacher's major
6. Teacher permit information (number and type)
7. Number of Core 8 ECE units completed
8. Number of ECE units completed
9. Number of GE units completed
10. CLASS training completion
11. Staff indicated CLASS informed program's PD plan
12. Copy of Program's Professional Development Plan
13. Number of Hours PD
14. CLASS scores

For Category 3: Program and Environment

1. Teacher: Child ratio (Center only)
2. FCC Title 22 Ratio regulations met
3. ERS subscales
4. ERS average
5. Director familiarity with ERS
6. Director's highest degree (Center only)
7. Director's Postsecondary transcripts (all colleges attended)
8. Director's core ECE units (Center only)
9. Director's GE units (Center only)
10. Director's management/administration units (Center only)
11. Director's supervision units (Center only)
12. Director has administrative credential
13. Director's professional growth hours
14. Director's permit information (number and type)

Burbank Unified School District
Child Development Program

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Stephanie Fields, Coordinator, Child Development
SUBMITTED BY:	Gabriella Platten, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Los Angeles Universal Preschool Quality Start Grant – Monterey Infant Center

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Background:

Los Angeles Universal Preschool (LAUP) will provide coaching, professional development and technical assistance as determined by LAUP to improve the Monterey Infant Center's rating as measured by the Quality Continuum Framework. Monterey Infant Center will also receive a professional development incentive of $2,000 (participation grant) to be used to cover staffing costs including, but not limited to, substitute teachers hired when staff is attending professional development workshops.

Discussion/Issues:
Quality Start Los Angeles (QSLA) is a recently funded initiative by the California Department of Education. QSLA is a new quality rating and improvement system for preschools in Los Angeles County. The Los Angeles Universal Preschools Quality Start Grant will provide funding to administer the QSLA grant to improve the quality of Monterey Infant Center. LAUP will provide the assessments, technical assistance, coaching, professional development, monetary incentives and assign ratings to the program.

Fiscal Impact:

There will be no fiscal impact to the program. Parent fees support the operation of the program.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and Los Angeles Universal Preschool (LAUP) to provide quality assessments, technical assistance, coaching, and professional development for the Monterey Infant Center, as well as a $2,000 professional development incentive effective July 1, 2017 through June 30, 2018, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

LOS ANGELES UNIVERSAL PRESCHOOL
QUALITY START LOS ANGELES GRANT

This Quality Start Los Angeles (QSLA) Grant ("Grant" or "Agreement") is entered into effective as of the last date of execution set forth below by and between **Burbank Unified School District** operating a daycare center under the name **Monterey Infant Center** located at 1915 Monterey Avenue, Burbank, CA 91506 ("Grantee"), a licensed California child care provider and **Los Angeles Universal Preschool**, a California non-profit public benefit corporation, ("LAUP"), with its principal place of business at 888 S. Figueroa St., Suite 800, Los Angeles, CA 90017 (each individually a "Party", and collectively the "Parties").

RECITALS

WHEREAS, FIRST 5 LA has awarded LAUP funding to administer the QSLA Grant to improve the quality of early childhood education programs in Los Angeles County;

WHEREAS, LAUP will provide quality assessments, technical assistance, coaching, professional development, monetary incentives and assign tier ratings to these programs to improve the overall quality of preschool as measured by certain quality elements ("Quality Rating Tier");

WHEREAS, Grantee wishes to participate in the Grant and receive quality improvement coaching, technical assistance and monetary incentives (collectively, "Benefits") in order to improve or maintain its Quality Rating Tier position on the CA-QRIS Quality Continuum Framework: Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5 (Exhibit A).

NOW THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements hereinafter contained, the Parties agree as follows:

1. TERM AND TERMINATION

1.1 Term. This Grant and all Exhibits attached shall commence on July 1, 2017 ("Effective Date") and shall end on June 30, 2018. Either party may terminate this Agreement for any reason with written notice.

1.2 Compliance with Agreement. Upon the Effective Date, Grantee will be eligible to receive the Benefits (Exhibit B) rendered pursuant to this Agreement. In order to receive Benefits, Grantee must at all times be in compliance with the terms of this Agreement including the Benefits Eligibility Requirements listed on Exhibit C. LAUP may suspend or terminate the Grant at any time for non-compliance with this Agreement, or any other event which LAUP deems reasonable for suspension or termination. Notice of suspension or termination will be delivered in writing.

1.3 Reduction of Benefits. Grantee acknowledges that LAUP's performance under this Agreement is wholly reliant on LAUP's receipt of funding from FIRST 5 LA. LAUP

may reduce Benefits to Grantee for any reason including, but not limited to, LAUP's loss or reduction of funding from FIRST 5 LA. Any changes or reductions in Benefits will be noticed to Grantee in writing. Any changes to the Benefits will supersede and replace any previous Benefits described in previous amendments to this Agreement.

2. PROGRAM PAYMENTS AND BENEFITS

2.1 Program Benefits. During the term of this Agreement, Grantee shall receive Program Benefits as provided in Exhibit B and in accordance with the terms and conditions of this Agreement.

2.2 Participation Grant. Grantees are eligible to receive a one-time "Participation Grant" as outlined in Exhibit B upon contract execution of a QSLA Grant but not if such Grant has been entered into previously.

2.3 Account Funding. Grantee must establish and report payments made pursuant to this Grant from an account separate from any other current or previous accounts established to receive funds from any other grant from LAUP (if any) in order to receive funds under this Grant.

2.4 Quality Tier Assignment. Upon the initial assignment of a Quality Tier Rating ("Initial Tier Rating") based on the elements listed on Exhibit A, Grantee is eligible to receive either a "Quality Improvement Grant" or "Quality Achievement Award", depending on the Initial Tier achieved. Payments will be made in accordance with the terms in Exhibit B and disbursed after the Initial Tier Rating is issued. Grantees who received a Quality Tier Rating pursuant to a previous Grant are also eligible to receive either a "Quality Improvement Grant" or "Quality Achievement Award" to be disbursed during the terms of this Agreement.

3. REPORTS AND REPORTING REQUIREMENTS

3.1 Reports. Grantee must submit all reports as required by the Reporting Schedule (Exhibit D).

3.2 Proof of Transactions. In addition to the reporting requirements contained in this Agreement, LAUP may periodically request proof of a transaction to evaluate the appropriateness of costs to the Agreement pursuant to State guidelines (including cost allocation guidelines). This information, if requested, must be provided within 30 calendar days of such request.

3.3 Document Requests. Grantee agrees to submit to LAUP any and all information and documents needed to comply with the Program, including data specifically identified by the Quality Continuum Framework Data Collection Fields (Exhibit G).

3.4 Reporting Licensing Violations. Grantee must submit to LAUP copies of any Community Care Licensing Division Facility Evaluation Reports or Complaint Investigation Reports

within fourteen (14) days of receiving any licensing violations. Grantee must submit a Letter of Deficiency Citations Cleared for any violations received or discovered during a licensing compliance review.

4. BUDGET AND EXPENDITURE GUIDELINES

4.1 Allowable Expenditures. All expenditures of funds disbursed pursuant to this Grant must meet the Expenditure Guidelines attached as Exhibit E. Expenses incurred by Grantee after suspension or termination of the Agreement are not allowable unless expressly authorized in the notice of suspension or termination. Types of expenses incurred after suspension or termination which may be authorized by LAUP include but are not limited to:

Expenses resulting from obligations which: (1) were properly incurred by Grantee before the effective date of the suspension or termination, but were not incurred in anticipation of it, and in the case of termination, are non-cancellable; AND (2) would be allowable if the Agreement expired normally at the end of the funding period in which the suspension or termination takes place.

4.2 Expenditure Verification. Within thirty (30) days of request, Grantee agrees to provide sufficient information to allow LAUP to determine if expenditures were made in accordance with the Expenditure Guidelines (Exhibit E).

4.3 Return of Funds. LAUP may request, and the Grantee shall remit within 30 days if requested, any unallowed expenditures not made in accordance with Expenditure Guidelines (Exhibit E).

5. BOOKS AND RECORDS

5.1 Maintaining Records. Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with generally accepted accounting principles consistently applied. LAUP, the State or their authorized representatives shall have access to such records for audit processes during the term of this Agreement and for five years following Agreement completion. In the event any work is subgranted or subcontracted, Grantee shall similarly require each sub grantee and subcontractor to maintain and allow access for audit purposes.

5.2 Effect of Litigation. Grantee agrees that if any litigation, claim, or audit is started before the expiration of the records retention period established above, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved and final action taken.

6. INSURANCE AND LIABILITY.

6.1 General Liability Insurance. LAUP and Grantee shall secure and maintain comprehensive general liability insurance in the amount of One Million Dollars ($1,000,000) per

occurrence with coverage for incidental contracts for center-based sites, and Three Hundred Thousand Dollars ($300,000) per occurrence with coverage for incidental contracts for family child cares, for the duration of this Agreement. Grantee shall name LAUP as an additional insured under its policy. Further, the Certificate of Insurance shall provide that insurance may not be canceled, non-renewed, or the subject of material change in coverage or available limits of coverage, except on 30 days' prior written notice.

6.2 Indemnification. Grantee agrees to indemnify and hold harmless LAUP and its officers, agents and employees from any and all contractors, subcontractors, laborers, employees, independent contractors, agents, or other persons, firms or corporations furnishing or supplying work, services, materials or supplies in connection with the performance of this Grant and from any and all claims and losses occurring or resulting to any person, firm or corporation that may be injured or damaged by Grantee in the performance of this Grant.

6.3 Insurance Obligations Not a Limit on Indemnification. LAUP's insurance obligations set forth above are independent of LAUP's indemnification and other obligations under this Agreement and shall not be construed or interpreted in any way to restrict, limit, or modify Grantee's indemnification or other obligations or to limit Grantee's liability under this Agreement.

7. CONFIDENTIALITY

7.1 Confidentiality of Records. The Parties agree to maintain the confidentiality of all records resulting from the provision of services under this Agreement in accordance with applicable federal and state laws and regulations. Either party may disclose the records and data resulting from the provision of services under this Agreement only if the records or data presented are either in aggregate form or some other form which removes all identifying personal information.

8. RELATIONSHIP OF PARTIES

8.1 No Joint Venture. It is expressly understood and agreed by the Parties that Grantee is not for any purpose an employee or agent of LAUP, and that all of the personnel employed by the Grantee will be employees or agents of the Grantee and will not be employees or agents of LAUP. Grantee understands that it does not have the authority to do anything for or on behalf of LAUP, including, but not limited to, holding itself out as LAUP, entering into agreements, notes or other instruments, purchasing, acquiring or disposing of any property, or incurring any other obligation or liability on behalf of LAUP.

9. GENERAL PROVISIONS

9.1 Modifications. No amendment or modification of this Grant shall be valid unless it is in writing and signed by all the Parties to this Grant.

9.2 No Assignment. Grantee may not assign any of its rights or delegate any of its duties under this Grant without prior written consent of LAUP. Despite LAUP's consent, no assignment will release Grantee from any of its obligations or alter any of its primary obligations to be performed under the Grant.

9.3 Notice of Changes in Ownership of Location. Any changes in ownership or location of the Grantee eligible for Benefits under this Grant must be noticed to LAUP at least sixty (60) days in advance of the proposed change. Changes in ownership or location void this Grant and LAUP has sole discretion whether to extend or modify this Grant to continue Benefits to the new owner or site.

9.4 Choice of Law. This Grant shall be governed by and interpreted in accordance with the laws of the State of California.

9.5 No Discrimination. No person, on the grounds of race, creed, color, national origin, age, sex, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.

9.6 Waiver. No right under this Grant shall be waived merely by delaying or failing to exercise that right. Consent to one act shall not be considered consent to any other or subsequent acts. Any waiver of a default under this Grant must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Grant.

9.7 Severability. If any term or provision of this Grant is found to be illegal or unenforceable then, notwithstanding, this Grant shall remain in full force and effect and such term shall be deemed stricken.

9.8 Notices. Any notice or other communication given pursuant to this Grant shall be regarded as effectively delivered if delivered in writing to the address of the other party set forth below (or another address later designated by that party in a notice under this section), using one of the following methods of delivery: regular U.S. postal mail, personal delivery, Registered or Certified Mail (return receipt requested and postage prepaid), nationally recognized overnight courier and facsimile.

If to LAUP: William Sperling
General Counsel
888 S. Figueroa Street, Suite 800
Los Angeles, California 90017

If to Grantee: Stephanie Fields
Burbank Unified School District
1900 W. Olive Avenue
Burbank, CA 91506

9.9 Entire Agreement. This Grant and all Exhibits contains the entire Grant and understanding between the Parties as to the subject matter hereof. Further, this Grant supersedes any and all prior or contemporaneous statements or representations by LAUP concerning the subject matter of this Grant.

9.10 Attorney's Fees. In any action brought to enforce or interpret any provision of this Grant, the losing party shall pay the prevailing party's reasonable attorney fees and costs.

9.11 Survival. The rights and obligations created by this Grant with respect to duties of the Grantee after termination of this Grant will survive the termination of this Grant for a period of time until those rights and obligations are met.

9.12 Independent of Other Agreements. This Grant is separate and independent of any other grants or agreements which have existed, currently exist, or may exist between the Parties ("Other Agreements"). No rights, obligations, or terms of this Grant shall be affected by any Other Agreements, nor shall any rights, obligations or terms of any Other Agreements be affected by the terms of this Grant.

By the signatures below, each Party warrants that:

1. They are the authorized signatory for the Party bound by this Grant
2. They have read and understood the terms and conditions of this Grant and agree to abide by these terms and conditions.

For The Grantee:

Signature: _____

Name: _____

Title: _____

Date: _____

For Los Angeles Universal Preschool:

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT A

CA-QRIS QUALITY CONTINUUM FRAMEWORK: RATING MATRIX WITH ELEMENTS AND POINTS FOR CONSORTIA COMMON TIERS 1, 3, AND 5

CA-QRIS Quality Continuum Framework

Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5

ELEMENT	BLOCK (Common Tier 1) Licensed In-Good Standing	2 POINTS	3 POINTS	4 POINTS	5 POINTS
CORE I: CHILD DEVELOPMENT AND SCHOOL READINESS					
1. Child Observation	☐ Not required	☐ Program uses evidence-based child assessment/observation tool annually that covers all five domains of development	☐ Program uses valid and reliable child assessment/ observation tool aligned with CA *Foundations & Frameworks*[1] twice a year	☐ DRDP (minimum twice a year) and results used to inform curriculum planning	☐ Program uses DRDP twice a year and uploads into DRDP Tech and results used to inform curriculum planning
2. Developmental and Health Screenings	☐ Meets Title 22 Regulations	☐ Health Screening Form (Community Care *Licensing form LIC 701 "Physician's Report - Child Care Centers" or equivalent)* used at entry, then: 1. Annually **OR** 2. Ensures vision and hearing screenings are conducted annually	☐ Program works with families to ensure screening of all children using a **valid and reliable developmental screening tool** at entry and as indicated by results thereafter **AND** ☐ Meets Criteria from point level 2	☐ Program works with families to ensure screening of all children using the **ASQ** at entry and as indicated by results thereafter **AND** ☐ Meets Criteria from point level 2	☐ Program works with families to ensure screening of all children using the **ASQ & ASQ-SE**, if indicated, at entry, then as indicated by results thereafter **AND** ☐ Program staff uses children's screening results to make referrals and implement intervention strategies and adaptations as appropriate **AND** ☐ Meets Criteria from point level 2
CORE II: TEACHERS AND TEACHING					
3. Minimum Qualifications for Lead Teacher/ Family Child Care Home (FCCH)	☐ Meets Title 22 Regulations [**Center:** 12 units of Early Childhood Education (ECE)/Child Development (CD) **FCCH:** 15 hours of training on preventive health practices]	☐ **Center:** 24 units of ECE/CD[2] **OR** Associate Teacher Permit ☐ **FCCH:** 12 units of ECE/CD **OR** Associate Teacher Permit	☐ 24 units of ECE/CD + 16 units of General Education **OR** Teacher Permit **AND** ☐ 21 hours professional development (PD) annually	☐ Associate's degree (AA/AS) in ECE/CD (or closely related field) **OR** AA/AS in any field plus 24 units of ECE/CD **OR** Site Supervisor Permit **AND** ☐ 21 hours PD annually	☐ Bachelor's degree in ECE/CD (or closely related field) **OR** BA/BS in any field plus/with 24 units of ECE/CD (or Master's degree in ECE/CD) **OR** Program Director Permit **AND** ☐ 21 hours PD annually
4. Effective Teacher-Child Interactions: CLASS Assessments (*Use tool for appropriate age group as available)	☐ Not Required	☐ Familiarity with CLASS for appropriate age group as available by one representative from the site	☐ Independent CLASS assessment by reliable observer to inform the program's professional development/improvement plan	☐ Independent CLASS assessment by reliable observer with minimum CLASS scores: **Pre-K** ▪ Emotional Support - 5 ▪ Instructional Support –3	☐ Independent assessment with CLASS with minimum CLASS scores: **Pre-K** ▪ Emotional Support – 5.5 ▪ Instructional Support – 3.5 ▪ Classroom Organization – 5.5

[1] Approved assessments are: Creative Curriculum GOLD, Early Learning Scale by National Institute of Early Education Research (NIEER), and Brigance Inventory of Early Development III.

[2] For all ECE/CD units, the core 8 are desired but not required.

Note: Point values are not indicative of Tiers 1-5 but reflect a range of points that can be earned toward assigning a tier rating (see Total Point Range).

ELEMENT	BLOCK (Common Tier 1) Licensed In-Good Standing	2 POINTS	3 POINTS	4 POINTS	5 POINTS
				▪ Classroom Organization – 5 **Toddler** ▪ Emotional & Behavioral Support – 5 ▪ Engaged Support for Learning – 3.5 **Infant** ▪ Responsive Caregiving (RC) – 5.0	**Toddler** ▪ Emotional & Behavioral Support – 5.5 ▪ Engaged Support for Learning – 4 **Infant** ▪ Responsive Caregiving (RC) – 5.5
CORE III: PROGRAM AND ENVIRONMENT - Administration and Leadership					
5. **Ratios and Group Size** (Centers Only beyond licensing regulations)	☐ **Center**: Title 22 Regulations **Infant** Ratio of 1:4 **Toddler Option** Ratio of 1:6 **Preschool** Ratio of 1:12 ☐ **FCCH**: Title 22 Regulations *(excluded from point values in ratio and group size)*	☐ **Center - Ratio: Group Size** **Infant/Toddler** – 4:16 **Toddler** – 3:18 **Preschool** – 3:36	☐ **Center - Ratio: Group Size** **Infant/Toddler**– 3:12 **Toddler** – 2:12 **Preschool**– 2:24	☐ **Center - Ratio: Group Size** **Infant/Toddler** – 3:12 or 2:8 **Toddler** – 2:10 **Preschool** – 3:24 or 2:20	☐ **Center - Ratio: Group Size** **Infant/Toddler** – 3:9 or better **Toddler** – 3:12 or better **Preschool** – 1:8 ratio and group size of no more than 20
6. **Program Environment Rating Scale(s)** (Use tool for appropriate setting: ECERS-R, ITERS-R, FCCERS-R)	☐ Not Required	☐ Familiarity with ERS and every classroom uses ERS as a part of a Quality Improvement Plan	☐ Assessment on the whole tool. Results used to inform the program's Quality Improvement Plan	☐ Independent ERS assessment. All subscales completed and averaged to meet overall score level of 5.0	☐ Independent ERS assessment. All subscales completed and averaged to meet overall score level of 5.5 OR Current National Accreditation approved by the California Department of Education
7. **Director Qualifications** (Centers Only)	☐ 12 units ECE/CD+ 3 units management/ administration	☐ 24 units ECE/CD + 16 units General Education +/with 3 units management/ administration **OR** Master Teacher Permit	☐ Associate's degree with 24 units ECE/CD +/with 6 units management/ administration and 2 units supervision **OR** Site Supervisor Permit **AND** ☐ 21 hours PD annually	☐ Bachelor's degree with 24 units ECE/CD +/with 8 units management/ administration **OR** Program Director Permit **AND** ☐ 21 hours PD annually	☐ Master's degree with 30 units ECE/CD including specialized courses +/with 8 units management/ administration, **OR** Administrative Credential **AND** ☐ 21 hours PD annually
TOTAL POINT RANGES					
Program Type	**Common-Tier 1**	**Local-Tier 2**[3]	**Common-Tier 3**	**Common-Tier 4**	**Local-Tier 5**[4]
Centers 7 Elements for 35 points	**Blocked** (No Point Value) – Must Meet All Elements	**Point Range** 8 to 19	**Point Range** 20 to 25	**Point Range** 26 to 31	**Point Range** 32 and above
FCCHs 5 Elements for 25 points	**Blocked** (No Point Value) – Must Meet All Elements	**Point Range** 6 to 13	**Point Range** 14 to 17	**Point Range** 18 to 21	**Point Range** 22 and above

[3]Local-Tier 2: Local decision if Blocked or Points and if there are additional elements

[4] Local-Tier 5: Local decision if there are additional elements included California Department of Education, February 2014 Updated May 28, 2015; Effective July 1, 2015

EXHIBIT B

QUALITY IMPROVEMENT GRANT AND QUALITY ACHIEVEMENT AWARD

Grantees with a Quality Tier Rating 1 – 2:

1. LAUP will provide coaching, professional development and technical assistance as determined by LAUP to improve Grantee's quality rating as measured by the CA-QRIS Quality Continuum Framework: Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5 **(**Exhibit A).

2. LAUP will provide the following funds (Quality Improvement Grant) based on the Quality Tier Rating as follows:

Tier 1 Centers	$1,000 per site for quality improvements in accordance with the Expenditure Guidelines (Exhibit E) and in consultation with LAUP coaching staff
Tier 2 Centers	$2,000 per site or quality improvements in accordance with the Expenditure Guidelines (Exhibit E) and in consultation with LAUP coaching staff

Grantees with a Quality Tier Rating Tier 3 -5:

1. LAUP will provide coaching, professional development and technical assistance as determined by LAUP to improve Grantee's quality rating as measured by the CA-QRIS Quality Continuum Framework: Rating Matrix with Elements and Points for Consortia Common Tiers 1, 3, and 5 **(**Exhibit A).

2. LAUP will provide the following funds (Quality Achievement Award) based on the Quality Tier Rating as follows:

Tier 3 Centers	$4,000 per site for quality improvements in accordance with the Expenditure Guidelines (Exhibit E)
Tier 4 Centers	$6,000 per site or quality improvements in accordance with the Expenditure Guidelines (Exhibit E)
Tier 5 Centers	$8,000 per site or quality improvements in accordance with the Expenditure Guidelines (Exhibit E)

EXHIBIT C

BENEFITS ELIGIBILITY REQUIREMENTS

Eligibility Requirements

Grantee agrees:

1. To accept all services provided by LAUP or any subcontractor of LAUP including, but not limited to, coaching and professional development, and will comply with all requirement(s) of this Agreement.

2. To use reasonable best effort(s) to implement any of the action plans resulting from the coaching efforts of LAUP.

3. To share any and all information and documents needed to comply with this Agreement.

4. To remain in "Good Standing" with the California Community Care Licensing Division. Good Standing is defined as a licensed child care center or family child care home that currently does not have or in the past 12 months has not had any of the following: a) a non-compliance conference; (b) an administrative action taken or in the process of being taken (includes denied application, denied exemption, temporary suspension order, expedited revocation action, revocation action, or exclusion action that is being initiated, in process, or already taken); and (c) a probationary license.

5. To the posting of Grantee's tiered rating in the public domain.

6. To be in reasonable condition to operate including having sufficient enrollment and attendance to benefit from the Quality Improvements being implemented.

EXHIBIT D

REPORTING SCHEDULE

Report	Due Date
QSLA Expenditure Report (Exhibit F)	June 30, 2018

EXHIBIT E

EXPENDITURE GUIDELINES

Acceptable Uses of the QSLA Grant Funds are for program enhancement and include, but are not limited to:

Staffing
1. Compensation
2. Benefits
3. Paid preparation and planning time
4. Workshop/conference fees
5. Monthly Staff meeting materials

Program Needs
1. Classroom/Instructional materials (ex. art supplies, books, fine motor materials, tricycles)
2. Curriculum materials
3. Developmental screenings or assessments
4. Teacher resource books (ex. CLASS manual)

Family Engagement
1. Parent involvement activities
2. Facilitation of children's transition to kindergarten
3. Coordination of social services for children and families

QSLA Grant Funds may not be used to supplant other public funding sources including, but not limited to, any state or federal funding. Prohibited expenses include, but are not limited to, the following:

1. Travel expenses (except local mileage costs for QSLA Grant Fund Activities)
2. Purchase of vehicles or other transportation equipment;
3. Capital Improvements
4. Bad debts, including losses arising from uncollectible accounts and any related legal costs;
5. Costs of amusement or entertainment that do not benefit children
6. Costs incurred after the Contract has been terminated;
7. Fundraising costs;
8. Personal or business loans including finance charges;
9. Non-sufficient funds/overdraft and ATM usage bank charges;
10. Investment management costs;
11. Costs of organization of a nonprofit corporation such as incorporation fees or consultant fees;
12. Public relations consultant fees;
13. Costs of legal, consulting and accounting services incurred in prosecution; and
14. Compensation to the members of the board of directors, if applicable

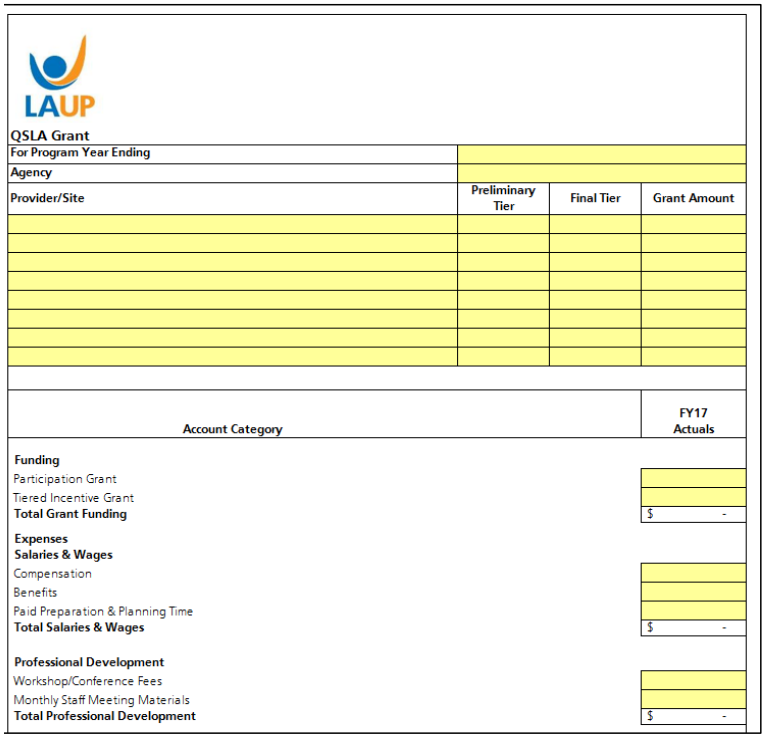
EXHIBIT F

EXPENDITURE REPORT

Instructions for Expenditure Report

There are 2 pages in this report. Click on the tabs at the bottom of the file to change pages.

YELLOW BOXES are required input fields.



QSLA Grant

For Program Year Ending			
Agency			
Provider/Site	Preliminary Tier	Final Tier	Grant Amount

Account Category	FY17 Actuals
Funding	
Participation Grant	
Tiered Incentive Grant	
Total Grant Funding	$ -
Expenses	
Salaries & Wages	
Compensation	
Benefits	
Paid Preparation & Planning Time	
Total Salaries & Wages	$ -
Professional Development	
Workshop/Conference Fees	
Monthly Staff Meeting Materials	
Total Professional Development	$ -

Required information (please answer all questions)	
Program Year	Enter the program year.
Agency Name and Provider	Enter the agency name and provider(s).
Preliminary Tier	Enter your assigned preliminary tier rating of 1 at contract execution
Final Tier	Enter your final assigned tier rating upon completion of assessment
Grant Amount	This amount will be automatically populated.

Fiscal Year: Upon Contract Execution - 06/30/2018
Centers
Quality Improvement Grant - Tier 1 $1,000 per site
Quality Improvement Grant - Tier 2 $2,000 per site
Quality Achievement Award - Tier 3 $4,000 per site
Quality Achievement Award - Tier 4 $6,000 per site
Quality Achievement Award - Tier 5 $8,000 per site

Required information (please answer all questions)	
FYxx Actual	Enter actual expenses incurred for fiscal year.
Participation Grant	Enter the participation grant award.
Tiered Incentive Grant	Enter the total estimated incentive grant funding.
Expense Categories	Enter the budgeted expenses under the each category.



QSLA Grant

For Program Year Ending			
Agency			
Provider/Site	**Preliminary Tier**	**Final Tier**	**Grant Amount**

Account Category	**FY17 Actuals**
Funding	
Participation Grant	
Tiered Incentive Grant	
Total Grant Funding	$ -
Expenses	
Salaries & Wages	
Compensation	
Benefits	
Paid Preparation & Planning Time	
Total Salaries & Wages	$ -
Professional Development	
Workshop/Conference Fees	
Monthly Staff Meeting Materials	
Total Professional Development	$ -
Program Materials	
Classroom/Instructional Materials	
Curriculum Materials	
Developmental Screenings or Assessments	
Teacher Resource Books	
Total Program Materials	$ -
Family Engagement	
Parent Involvement Activities/Meetings	
Facilitation of Children's Transition to Kindergarten-Materials & Activities	
Social Services Assistance and Referral	
Total Family Engagement	$ -
Total Expenses	$ -
Excess / (Deficit)	$ -

EXHIBIT G

QUALITY CONTINUUM FRAMEWORK DATA COLLECTION FIELDS

Category 1: Comprehensive Assessment System

1. Use of child assessment/observation tool
2. Use of DRDP
3. Use of DRDP Tech
4. Child assessment/observation tool if not DRDP
5. Health screening used at entry
6. Health screening used annually after entry
7. Annual vision screening
8. All children screened for vision
9. Annual hearing screening
10. All children screened for hearing
11. Health Screening Tool
12. Health Screening Name
13. Health Screening Company
14. Health Screening Year/Version
15. Work with families for health screening
16. Use of ASQ
17. Work with families on ASQ
18. Use of ASQ-SE
19. Work with families on ASQ-SE
20. Health screening results used to implement intervention strategies/adaptations as appropriate

Category 2: Teachers and Teaching

1. Title 22 Satisfaction
2. Copy of Teacher's Postsecondary Transcript
3. Copy of class rosters
4. Teacher's highest degree
5. Teacher's major
6. Teacher permit information (number and type)
7. Number of Core 8 ECE units completed
8. Number of ECE units completed
9. Number of GE units completed
10. CLASS training completion
11. Staff indicated CLASS informed program's PD plan
12. Copy of Program's Professional Development Plan
13. Number of Hours PD
14. CLASS scores

For Category 3: Program and Environment

1. Teacher: Child ratio (Center only)
2. FCC Title 22 Ratio regulations met
3. ERS subscales
4. ERS average
5. Director familiarity with ERS
6. Director's highest degree (Center only)
7. Director's Postsecondary transcripts (all colleges attended)
8. Director's core ECE units (Center only)
9. Director's GE units (Center only)
10. Director's management/administration units (Center only)
11. Director's supervision units (Center only)
12. Director has administrative credential
13. Director's professional growth hours
14. Director's permit information (number and type)

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Amended Agreement for Professional Services, gkkworks Architects, Playground Equipment, Bret Harte Elementary School (Bond Fund)

Background:

The Board of Education approved a list of five architectural firms to provide professional assistance in the design and engineering of the facility program projects. District administration was authorized to allocate different projects based on which firm is deemed the best fit for the type and size of each project. gkkworks was one of those firms. On October 2, 2014, the Board of Education approved an agreement for professional services with gkkworks to provide architectural and engineering services for the replacement and/or installation of new HVAC and low voltage systems at 5 Elementary Schools.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On June 23, 2016, the Board of Education approved an amended professional services agreement with gkkworks for architectural and design services for Ralph Waldo Emerson and Theodore Roosevelt Elementary Schools. Bret Hart will be the next site to receive new playground equipment.

As part of the installation of new playground equipment at Bret Harte, it will be necessary to have architectural and engineering services for the placement, drainage, American with Disabilities Act (ADA) and Division of State Architect compliance for the play equipment and structural calculations.

Fiscal Impact:

$22,500 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve the amended agreement between Burbank Unified School District and gkkworks, to provide additional architectural, engineering services for the playground equipment at Bret Harte Elementary School effective, July 21,2017 through July 21, 2018, not to exceed $24,750,which includes reimbursables, (21.0-00000-0-91006-85000-6205-205-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

gkkworks

planning | architecture | construction

155 South Fair Oaks Avenue | PASADENA | CA 91105
626 666 6906 | 626 666 3940 fax | www.gkkworks.com

June 2, 2017

RECEIVED
FACILITIES SERVICES
2017 JUN -5 AM 6:54
BURBANK UNIFIED
SCHOOL DISTRICT

Mr. David Jaynes
Assistant Superintendent of Business Services
Burbank Unified School District
19000 West Olive Avenue
Burbank, California 91506

Re: A/E Services Fee Proposal: New Playground Equipment
Bret Harte Elementary School
Burbank Unified School District

Dear Mr. Jaynes:

gkkworks is pleased to submit our A/E Services fee proposal for the above referenced project.

Scope
Addition of two playground equipment areas at the school site, one with shade structure(s). Equipment will be by District-selected vendor, who will provide structural engineering on the play equipment and shade structure(s) as required by DSA.

Services include development of construction documents, DSA submittal/review/approval, bidding, construction administration and close out.

Anticipated Milestones and Schedule

• 100% Construction Documents / DSA Submittal	4 weeks
• DSA Review / Approval	TBD
• Bidding	TBD
• Construction	TBD
• Close Out	TBD

Proposed Fee

- Our proposed lump sum fee proposal for this work is **$22,500**

Reviewed/Approved By _____ Date 6/5/17

_____ / /

To A/P - Purchasing / /

gkkworks

planning | architecture | construction

Notes, Exclusions, Assumptions

- No Structural, MEP or Landscape Design services are anticipated or included in this proposal.
- No playground "ball walls" are included in the project.

Please feel free to contact me with any questions at (626) 666-6906 (ext. 2003) or via email at vpetito@gkkworks.com. Thank you for the opportunity to submit our proposal to the Burbank Unified School District.

Very truly yours,

Vincent Hanna Petito, AIA, LEED AP
Principal

cc: BUSD - Rick Nolette
BUSD – Kurt Hauffe
BUSD – Cathy Weissman
Blair Ripplinger, gkkworks
Javan Nabili, gkkworks

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Ratification of Amended Agreement for Professional Services, gkkworks Architects, New Modular Classrooms, Bret Harte, Thomas Jefferson, Robert Louis Stevenson Elementary Schools (Bond Fund)

Background:

The Board of Education approved a list of five architectural firms to provide professional assistance in the design and engineering of the facility program projects. On October 2, 2014, the Board of Education approved a Professional Services agreement with gkkworks to provide Architectural and Engineering services for HVAC, Energy Management Service (EMS), master clock, public address and fire alarm systems to Ralph Waldo Emerson, Bret Harte, Thomas Jefferson and George Washington and Theodore Roosevelt elementary schools. Proposed Modular Classrooms are being added at these school sites.

On December 18, 2014, the Board of Education approved an additional agreement between the District and gkkworks to provide Architectural and Engineering Services for New Modular Classrooms at Ralph Waldo Emerson, Bret Harte, Thomas Jefferson, George Washington and Theodore Roosevelt Elementary Schools.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

During the "town hall" meeting process, there was discussion and input amongst stakeholders regarding the impact, locations, community concerns and other factors that would be effected by the installation of permanent modular classroom building. During this community out-reach process and for other various reasons, the District has decided to modify the previously approved Division of State Architect, approved

architectural drawings for three sites, Bret Harte, Thomas Jefferson and Robert Louis Stevenson Elementary Schools.

Per the direction of the District, gkkworks proposes to revise architectural drawing as an additional service and re-submit to the Division of State Architect (DSA), as indicated below:

Scope
- Per the direction of the District: Delete four modular classrooms, two on each floor of the two story building.
  The project construction documents are currently DSA approved.
  In addition to gkkworks, this revision includes work from the following engineering disciplines and firms:
  - Electrical Engineer — Pacific Engineers
  - Civil Engineer — FPL Associates
  - Plumbing Engineer — Costa Associates

Scope
- Per the direction of the District: Revise one modular classroom into four "Small Group Instruction" rooms; Delete sink; Revise window type at six classrooms.
  The project construction documents are currently DSA approved.
  In addition to gkkworks, this revision includes work from the following engineering disciplines and firms:
  - Electrical Engineer — Pacific Engineers
  - Civil Engineer — FPL Associates
  - Plumbing Engineer — Costa Associates

Scope
- Per the direction of the District: Delete two modular classrooms; Add additional "rear door" to the remaining classrooms, and corresponding exterior walkway around the buildings; Revise one modular classroom into four "Small Group Instruction" rooms, and delete sink at this classroom.
  The project construction documents are currently DSA approved.
  In addition to gkkworks, this revision includes work from the following engineering disciplines and firms:
  - Electrical Engineer — Pacific Engineers
  - Civil Engineer — FPL Associates
  - Plumbing Engineer — Costa Associates

This item is a ratification because the changes in the design drawings by the Architect had to receive Division of State Architect (DSA) approval before they could be implemented into the buildings that were already in production with Silver Creek Industries in order to meet the construction schedule.

Fiscal Impact:

$34,640 (Bond Fund) PO 17004143

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an amended agreement between Burbank Unified School District and gkkworks Architects, pursuant to the proposals dated May 2, 2017, to provide additional architectural and engineering services for reconfigured new modular classrooms pursuant to the gkkworks Master Agreement for Architectural Services for HVAC, dated December 19, 2014, not to exceed $38,104, which includes reimbursable's, effective May 3, 2017 through May 3, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented as follows:

Bret Harte, $12,760 (21.092163-0-00000-85000-6205-205-0000), Bond Fund;
Thomas Jefferson, $7,210 (21.0-92164-0-00000-85000-6205-206-0000) Bond Fund, and
Robert Louis Stevenson, $14,670 (21.0-92168-0-00000-85000-6205-214-0000)

RECEIVED
FACILITIES SERVICES
2017 MAY -3 PM 12:22
BURBANK UNIFIED
SCHOOL DISTRICT

gkkworks | planning | architecture | construction

155 South Fair Oaks Avenue | PASADENA | CA 91105
626 666 6906 | 626 666 3940 fax | www.gkkworks.com

May 2, 2017

Mr. David Jaynes
Assistant Superintendent of Business Services
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

Re: Additional Services Request: Miscellaneous Revisions
Modular Classroom Replacement Project, Bret Harte Elementary School
Burbank Unified School District
10189-003-00, Phase 902

Dear Mr. Jaynes:

gkkworks hereby presents this Additional Services Request for architectural and engineering design services for the above referenced project.

Scope

- Per the direction of the District: Delete four modular classrooms, two on each floor of the two story building.
  The project construction documents are currently DSA approved.
  In addition to gkkworks, this revision includes work from the following engineering disciplines and firms:
  - Electrical Engineer — Pacific Engineers
  - Civil Engineer — FPL Associates
  - Plumbing Engineer — Costa Associates

Deliverables

- Revised construction documents for DSA submittal and approval (as a Plan Revision), and construction.

Proposed Fee

- Our proposed lump sum fee proposal for this additional work is $12,760.

Notes, Exclusions, Assumptions

- The permanent modular building drawings and engineering will be revised by Silver Creek Industries.
- All other services and expenses are included in our "Agreement for Architectural Services" with the District dated December 19, 2014.

Reviewed/Approved By _____ Date 5/3/17
_____ / /
To A/P - Purchasing / /

gkkworks

planning | architecture | construction

Please feel free to contact me with any questions at 626.666.6906 (Ext.2003) or via email at vpetito@gkkworks.com. Thank you for the opportunity to submit our proposal to the Burbank Unified School District.

Very truly yours,

Vincent Hanna Petito, AIA, LEEP AP
Principal

cc: BUSD – Rick Nolette
BUSD – Kurt Hauffe
BUSD – Cathy Weissman
Blair Ripplinger, gkkworks
Javan Nabili, gkkworks

RECEIVED
FACILITIES SERVICES
2017 MAY -3 PM 1:22
BURBANK UNIFIED
SCHOOL DISTRICT

gkkworks

planning | architecture | construction

155 South Fair Oaks Avenue | PASADENA | CA 91105
626 666 6906 | 626 666 3940 fax | www.gkkworks.com

May 3, 2017

Mr. David Jaynes
Assistant Superintendent of Business Services
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

Re: **Additional Services Request: Miscellaneous Revisions**
Modular Classroom Replacement Project, Thomas Jefferson Elementary School
Burbank Unified School District
10189-004-00, Phase 902

Dear Mr. Jaynes:

gkkworks hereby presents this Additional Services Request for architectural and engineering design services for the above referenced project.

Scope
- Per the direction of the District: Revise one modular classroom into four "Small Group Instruction" rooms; Delete sink; Revise window type at six classrooms.
  The project construction documents are currently DSA approved.
  In addition to gkkworks, this revision includes work from the following engineering disciplines and firms:
  - Electrical Engineer — Pacific Engineers
  - Civil Engineer — FPL Associates
  - Plumbing Engineer — Costa Associates

Deliverables
- Revised construction documents for DSA submittal and approval (as a Plan Revision), and construction.

Proposed Fee
- Our proposed lump sum fee proposal for this additional work is $7,210.

Notes, Exclusions, Assumptions
- The permanent modular building drawings and engineering will be revised by Silver Creek Industries.
- All other services and expenses are included in our "Agreement for Architectural Services" with the District dated December 19, 2014.

Reviewed/Approved By _____ Date 5/3/17
_____ / /
To A/P - Purchasing / /

gkkworks

planning | architecture | construction

Please feel free to contact me with any questions at 626.666.6906 (Ext.2003) or via email at vpetito@gkkworks.com. Thank you for the opportunity to submit our proposal to the Burbank Unified School District.

Very truly yours,

Vincent Hanna Petito, AIA, LEEP AP
Principal

cc: BUSD – Rick Nolette
BUSD – Kurt Hauffe
BUSD – Cathy Weissman
Blair Ripplinger, gkkworks
Javan Nabili, gkkworks

gkkworks

planning | architecture | construction

155 South Fair Oaks Avenue | PASADENA | CA 91105
626 666 6906 | 626 666 3940 fax | www.gkkworks.com

May 1, 2017

Mr. David Jaynes
Assistant Superintendent of Business Services
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

Re: Additional Services Request: Miscellaneous Revisions
Modular Classroom Replacement Project, Robert Stevenson Elementary School
Burbank Unified School District
10189-005-00, Phase 902

BURBANK UNIFIED SCHOOL DISTRICT
2017 MAY -3 PM 1:25
RECEIVED
FACILITIES SERVICES

Dear Mr. Jaynes:

gkkworks hereby presents this Additional Services Request for architectural and engineering design services for the above referenced project.

Scope

- Per the direction of the District: Delete two modular classrooms; Add additional "rear door" to the remaining classrooms, and corresponding exterior walkway around the buildings; Revise one modular classroom into four "Small Group Instruction" rooms, and delete sink at this classroom.
  The project construction documents are currently DSA approved.
  In addition to gkkworks, this revision includes work from the following engineering disciplines and firms:
  - Electrical Engineer — Pacific Engineers
  - Civil Engineer — FPL Associates
  - Plumbing Engineer — Costa Associates

Deliverables

- Revised construction documents for DSA submittal and approval (as a Plan Revision), and construction.

Proposed Fee

- Our proposed lump sum fee proposal for this additional work is $14,670.

Notes, Exclusions, Assumptions

- The permanent modular building drawings and engineering will be revised by Silver Creek Industries.
- All other services and expenses are included in our "Agreement for Architectural Services" with the District dated December 19, 2014.

Reviewed/Approved By _____ Date 5/3/17

To A/P Purchasing ___/___/___

gkkworks

planning | architecture | construction

Please feel free to contact me with any questions at 626.666.6906 (Ext.2003) or via email at vpetito@gkkworks.com. Thank you for the opportunity to submit our proposal to the Burbank Unified School District.

Very truly yours,

Vincent Hanna Petito, AIA, LEEP AP
Principal

cc: BUSD – Rick Nolette
BUSD – Kurt Hauffe
BUSD – Cathy Weissman
Blair Ripplinger, gkkworks
Javan Nabili, gkkworks

5.17.17	gkkworks Add Services- Modular Phase II Modificatins						
			re-design				
	Bret Harte	delete classrooms					$ 12,760.00
	Thomas Jefferson	Revise Windows, Delete Sink,Sub-divide Classroom					$ 7,210.00
	RL Stevenson	Delete Classrooms, Add rear door, Sub-divide Classrooms					$ 14,670.00
	Total						$ 34,640.00

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Ratification of Amended Agreement for Professional Services, Ninyo & Moore, Geotechnical, Materials Testing and Special Inspection, Modular Buildings, Robert Louis Stevenson Elementary School (Bond Fund)

Background:

Ninyo & Moore is a licensed geotechnical and environmental sciences consultant the District has selected to provide the required services. On October 17, 2013, the Board of Education approved a list of firms to provide on-call hazardous materials consulting services. Staff solicited proposals from two of those firms. Ninyo and Moore provided the lowest overall proposals for these services.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

Ninyo & Moore will provide the following services for various modular projects:

Scope of Services service will be performed in general accordance with the California Code of Regulations Title 24. Based on our understanding of the proposed construction and our review of the project Test and Inspections form, we propose to provide the following scope of services:

Project coordination, technical support, and management, including review of the project plans

and specifications, distribution of test reports, and work scheduling.

Regular distribution of test and inspection reports to the Project Inspector, DSA Field Representative, Structural Engineer/Architect, and Construction Manager, in accordance with Title 24.

Attendance at pre-construction meetings and as-requested field meetings.

Field geotechnical support for observation of grading operations.

Field technician services for compaction testing.

Concrete sampling and testing, including checking slump and temperature, as well as air content (where required), and casting a set of cylinders in accordance with the project specifications.

Concrete batch plant inspection services to verify use of required mix designs.

Load testing of post installed anchors.

Structural steel and welding special inspection services at the project sites and at the fabrication shops.

Non-destructive testing of welds including ultrasonic and magnetic particle testing.

Preparation of progress reports and field memoranda to document the items inspected, as well as preparation of cylinder test data sheets.

Laboratory testing, including proctor density, concrete compression testing and bend/tensile testing of rebar specimens sampled in the field.

Ninyo & Moore has provided the District with a proposal dated June 7, 2017 to provide additional materials testing and inspection services at Robert Louis Stevenson Elementary for an additional $10,222.

This is a ratification because Ninyo & Moore was asked to do additional materials and inspection services based on requests from the field inspectors in order to maintain project schedule.

Fiscal Impact:

$24,000 (Bond Fund) PO 17004026

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an amended agreement for professional services between Burbank Unified School District and Ninyo & Moore, pursuant to proposal 210085003, dated June 7, 2017 to provide additional geotechnical, materials testing and special inspection services at Robert Louis Stevenson Elementary School (210-00000-0-91008-85000-6282-215-0000) PO 17004026, effective June 8, 2017 through June 8, 2019, not to exceed $24,000, Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

Ninyo & Moore
Geotechnical & Environmental Sciences Consultants

July 11, 2017
Project No. 210085003

Mr. Kurt Hauffe
Burbank Unified School District
510 S. Shelton Street
Burbank, California 91506

Subject: Revised Budget Status for Geotechnical, Materials Testing, and Special Inspection Services Stevenson Elementary School Permanent Modular Buildings Burbank, California

Reference: Ninyo & Moore, 2017, Proposal for Geotechnical, Materials Testing and Special Inspection Services, Jefferson, Harte, and Stevenson Elementary Schools Permanent Modular Classrooms Projects, Burbank, California, dated February 24.

Dear Mr. Hauffe:

Per your authorization and request, we are providing geotechnical, materials testing, and special inspection services for the above referenced project. To date, we have been providing our services on an as-requested basis as scheduled by the project inspectors, Mr. Fred Reyes and Mr. Craig Cohn. We anticipate exceeding our approved budget of $24,672. Several days of unanticipated soils and concrete testing services were requested during the course of construction, as well as additional testing of rebar and concrete cylinders. During the preparation of our referenced letter dated February 24, 2017, we did not anticipate the additional field services as plans and specifications for the project were unavailable.

Based on the information described above, our revised estimated fee for geotechnical, materials testing, and special inspection during construction is approximately $48,672 (forty eight thousand six hundred seventy-two dollars). The following describes our budget status:

Revised Total Estimated Fee	$ 48,672
Current Approved Budget	$ 24,672
Requested Budget Increase (difference)	$ 24,000

Therefore, we request that our total budget be increased by $24,000. In order to have written authorization for the additional expenditure, please sign and return one copy of this letter to our office at your earliest convenience.

We appreciate the opportunity to be of service on this project.

Respectfully submitted,
NINYO & MOORE

Jared B. Recla
Senior Project Engineer

Alfred "Tino" Rodriguez
Principal, Construction Services

JBR/AR/mlc

Distribution: (1) Addressee (via e-mail)

Authorized by:

Signature

Date

Print Name and Title

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Amended Agreement for Professional Services, H2 Environmental, Additional Environmental Abatement Horace Mann Children's Center Modernization (Bond Fund)

Background:

On November 5, 2015, the Board of Education approved an award of contract, lease-leaseback guaranteed maximum price to Scorpio Enterprises, dba AireMasters Air conditioning, for the modernization of Horace Mann Children's Center Phase I. Professional services for geotechnical, materials testing and special inspection services will be required throughout the construction process as required by the Division of State Architect (DSA). H2 Environmental is a licensed geotechnical and environmental sciences consultant the District has selected to provide the required services.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

During the on-going modernization project at Horace Mann Children's Center, as more areas of the campus undergo demolition and modernization, it became necessary to have additional environmental abatement and monitoring services. On October 17, 2013, the Board of Education approved a list of firms to provide on-call hazardous materials consulting services. Staff solicited proposals from two of those firms. H2 Environmental was one of the firms selected. On March 3, 2016, the Board of Education approved an agreement for professional services with H2 Environmental for environmental abatement and monitoring services at Horace Mann Children's Center.

Pursuant to proposal No. 1966917AM dated June 27, 2017, H2 Environmental has provided the following services for the Horace Mann Children's Center Modernization Phase I project:

- Asbestos and Lead Air Monitoring/Project Oversight for additional buildings pursuant to proposal 1966917AM dated June 27, 2017 and prepare close out report.

Fiscal Impact:

$11,625 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve an amended professional services agreement between Burbank Unified School District and H2 Environmental, to provide additional asbestos and lead air monitoring services, effective July 21, 2017, through July 21, 2017, not to exceed $11,625(21.0-94001.0-00000-85000-6282-508-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

H2 ENVIRONMENTAL
CONSULTING SERVICES, INC.

RECEIVED
BURBANK UTILITIES SERVICES
2017 JUN 28 AM 6:30
BURBANK UNIFIED
SCHOOL DISTRICT

June 27, 2017

Mr. Kurt Hauffe
Burbank Unified School District
510 South Shelton Street
Burbank, California 91506

RE: **H2 Environmental Proposal No. 1966917 AM**
Asbestos and Lead Air Monitoring/Project Oversight
Horace Mann Children's Center
3401 Scott Road
Burbank, California 91504

Dear Mr. Hauffe,

We appreciate your consideration of H2 Environmental Consulting Services (H2 Environmental) for the provision of professional services on the project referenced above. Per our communication on this project, we have evaluated your technical requirements and have developed the following fee proposal. H2 Environmental recognizes the scope of work to include asbestos and lead air monitoring/project oversight for the above-referenced facility. Work is scheduled for **16 shifts** to be scheduled following your commitment, then requires **16 days** at the facility. The close out documentation will be presented to you within **Two Weeks** of the completion of the project. The cost of said services will be **$11,625.00**. Please see cost estimate breakdown attached. H2 Environmental Consulting Services, Inc.'s terms of payment are Net 30 days upon receipt of invoice. A signed, completed copy of this proposal returned to us will serve as H2 Environmental Consulting Services' formal notice to proceed. If you have any questions please do not hesitate to contact me at (909) 628-0369.

Sincerely,
H2 Environmental Consulting Services, Inc.

W. Thomas Haley
Vice President

Reviewed/Approved By — Date 6/28/17
To A/P - Purchasing — / /

ACCEPTED By: **Burbank Unified School District** **$ 11,625.00**

BY: _____
(PRINT NAME) (SIGNATURE)

_____
(TITLE) (DATE) (P. O. NUMBER)

13122 6th Street • Chino, CA 91710
(909) 628-0369 • Fax (909) 613-5845 • H2Environmental.com

H2 ENVIRONMENTAL CONSULTANTS

Hazardous Materials Cost Estimate

Asbestos and Lead Air Monitoring/Project Oversight
Burbank Unified School District
Horace Mann Children's Center
3401 Scott Road
Burbank, California 91504
June 27, 2017
1966917 AM

Asbestos and Lead

Asbestos and Lead Air Monitoring/Project Oversight
Cost Break Down is as follows:

Field Inspector	$ 500.00	16	**$ 8,000.00**
Set of 5 TEM AHERA Air Clearance Samples (24 Hr. Turnaround time)	$400.00ea	5	**$2,000.00**
Lead Samples (Air/Wipe) (24 Hour Turnaround time)	$25.00ea	49	**$ 1,225.00**
Lead Waste Characterization (72 Hr. Turnaround time)	$350.00ea	1	**$350.00**
Report Preparation Field Inspector	$ 50.00	1	**$ 50.00**

Project Monitoring/Management Summary of Services
A California Certified Site Surveillance Technician will perform project management and daily air monitoring services during the asbestos and lead related activities at **Horace Mann Children's Center** in the city of Burbank, CA. The schedule has been determined at this time to be **16** shifts, however scheduling solely depends on the abatement contractor's crew size and equipment. Additional site visits are $500.00 each.

TOTAL PROFESSIONAL FEES **$ 11,625.00**

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	August 4, 2016
SUBJECT:	Ratification of Amended Agreement for Professional Services, H2 Environmental, Additional Environmental Abatement Horace Mann Children's Center Modernization (Bond Fund)

Background:

On November 5, 2015, the Board of Education approved an award of contract, lease-leaseback guaranteed maximum price to Scorpio Enterprises, dba AireMasters Air conditioning, for the modernization of Horace Mann Children's Center Phase I. Professional services for geotechnical, materials testing and special inspection services will be required throughout the construction process as required by the Division of State Architect (DSA). H2 Environmental is a licensed geotechnical and environmental sciences consultant the District has selected to provide the required services.

District-Wide Goals for 2016-2017:

7.1 Provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.5 Develop and implement access to facilities and programs in accordance with AB1266.

7.6 Monitor, update, and communicate changes to District policies to ensure compliance.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

Discussion/Issues:

During the on-going modernization project at Horace Mann Children's Center, as more areas of the campus undergo demolition and modernization, it became necessary to have additional environmental abatement and monitoring services. On October 17, 2013, the Board of Education approved a list of firms to provide on-call hazardous materials consulting services. Staff solicited proposals from two of those firms. H2 Environmental was one of the firms selected. On March 3, 2016, the Board of Education approved an agreement for professional services with H2 Environmental for environmental abatement and monitoring services at Horace Mann Children's Center.

H2 Environmental has provided the following services for the Horace Mann Children's Center Modernization Phase I project:

- Asbestos and Lead Air Monitoring/Project Oversight for additional buildings pursuant to proposals dated April 21, 2016 and prepare close out report.

Fiscal Impact:

$1,930 (Bond Fund)

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify an amended professional services agreement between Burbank Unified School District and H2 Environmental, to provide additional asbestos and lead air monitoring services, effective August 5, 2016, through August 5, 2017, not to exceed $1,930 (21.0-94001.0-00000-85000-6282-508-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Horace Mann Children's Center (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

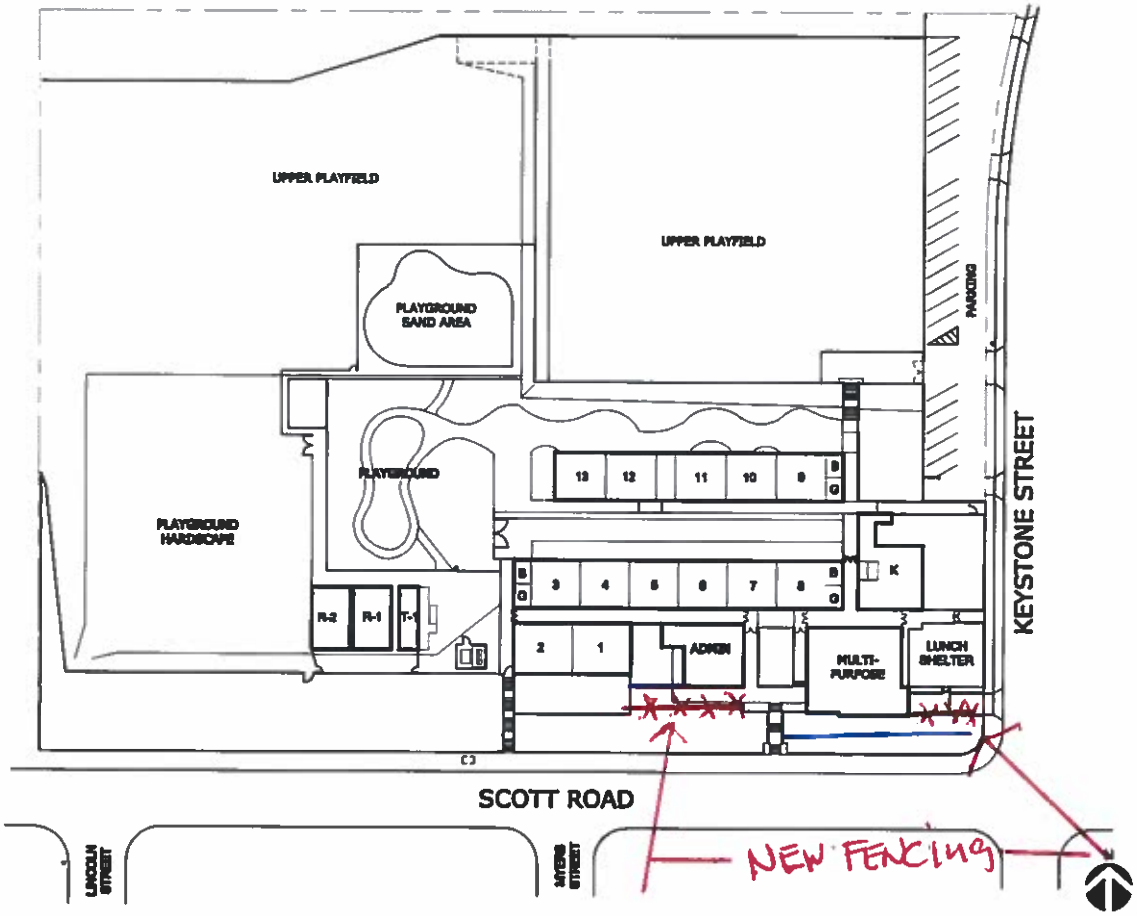
On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources. On May 4,2017, the Board of Education approved the extension of the 1516-056, Fencing Unit Price Bid for Public Works Contracts with Pilgrim Fence.

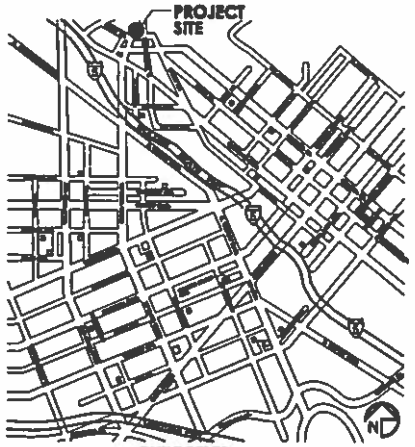
Fiscal Impact:

$13,434.97 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing at Horace Mann Children's Center, (210-00000-0-9xxxx-85000-3170-508-0000) Bond Fund, not to exceed $13,434.97, effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented





KEYNOTES:

1. FIRE HYDRANT
2. FIRE DEPARTMENT CONNECTION
3. ON-SITE FIRE DEPARTMENT DRY STANDPIPE
4. ELECTRICAL PULL BOX
5. ELECTRICAL TRANSFORMER AND SWITCHBOARD
6. WATER CONNECTION AND SHUT-OFF
7. GAS CONNECTION AND SHUT-OFF

SITE DIAGRAM - HORACE MANN CHILDREN'S CENTER

ADDRESS: 3401 SCOTT ROAD, BURBANK, CA. 91504
COUNTY: LOS ANGELES COUNTY
DATE: FEBRUARY 8, 2010

PILGRIM FENCE CO

RECEIVED
FACILITIES SERVICES
2017 JUN 13 AM 8:07
BURBANK UNIFIED
SCHOOL DISTRICT

Project: Bid 1516-056, 2017 Fencing Unit Price Bid for Public Works Contracts
Site Name: HORACE MANN CHILD DEVELOPMENT CENTER
Address: BURBANK, CA

Date: June 12, 2017

Item No.		Price	Quantity	Total Cost
	GROUP A 4' H CL FENCE (1" MESH)			
101	50-100	$69 plf		$0
102	101-200	$55 plf		$0
103	201-300	$50 plf		$0
104	301-500	$44 plf		$0
105	Negotiate	$44.66 plf	151	$6,743.66
106	Corner Post Make Up	$525 ea	12	$6,300
	GROUP A 6' H CL FENCE (1" MESH)			
107	50-100	$74 plf		$0
108	101-200	$60 plf		$0
109	201-300	$56 plf		$0
110	301-500	$50 plf		$0
111	Negotiate	$50 plf		$0
112	Corner Post Make Up	$625 ea		$0
	GROUP A 8' H CL FENCE (1" MESH)			
113	50-100	$82 plf		$0
114	101-200	$70 plf		$0
115	201-300	$68 plf		$0
116	301-500	$64 plf		$0
117	Negotiate	$51.00 plf		$0
118	Corner Post Make Up	$925 ea		$0
	GROUP A 10' H CL FENCE (1" MESH)			
119	50-100	$130 plf		$0
120	101-200	$115 plf		$0
121	201-300	$92 plf		$0
122	301-500	$88 plf		$0
123	Negotiate	$88 plf		$0
124	Corner Post Make Up	$1,200 ea		$0
	Sub Total Group A			**$13,043.66**

Fencing - 12/18

Reviewed/Approved By — Date 6/13/17

To A/P - Purchasing

PILGRIM FENCE CO

	GROUP F 10' H ROLL GATES INCLUDING HARDWARE				
255	4'-0" WIDE GALVANIZED 1" MESH	$3,200	ea		$0
256	4'-0" WIDE GALVANIZED 2" MESH	$2,955	ea		$0
257	6'-0" WIDE GALVANIZED 1" MESH	$3,600	ea		$0
258	6'-0" WIDE GALVANIZED 2" MESH	$3,335	ea		$0
259	8'-0" WIDE GALVANIZED 1" MESH	$4,000	ea		$0
260	8'-0" WIDE GALVANIZED 2" MESH	$3,720	ea		$0
261	10'-0" WIDE GALVANIZED 1" MESH	$4,650	ea		$0
262	10'-0" WIDE GALVANIZED 2" MESH	$4,280	ea		$0
	Sub Total GROUP F				**$0**
	GROUP G 2' WIDE CLOSE UP, PER DETIAL #203 (2" MESH)				
263	6'-0" TALL	$300	ea		$0
264	8'-0" TALL	$350	ea		$0
	Sub Total GROUP G				**$0**
	GROUP H BOLLARDS (PER DETIAL #201 & #202)				
265	2" DIAMETER FOR HVAC PROTECTION	$600	pr		$0
266	4" DIAMETER FOR TRAFFIC	$425	ea		$0
267	6" DIAMETER FOR TRAFFIC	$650	ea		$0
	Sub Total GROUP H				**$0**
	GROUP I TIME & MATERIALS WORK				
268	HOURLY RATE PER 2-MAN CREW	$225	hr		$0
269	HOURLY RATE PER 3-MAN CREW	$295	hr		$0
	Sub Total GROUP G				**$0**
	GROUP J UNFORSSEN CONDITIONS				
270	SUBCONTRACOR LABOR COST		COST	20%	$0
271	MATERIALS COST		COST	15%	$0
272	BONDING COST	$13,043.66	COST	3%	$391.31
	Sub Total GROUP H				**$391**

GRAND TOTAL $13,434.97

Pilgrim Fence Co.

ESTABLISHED 1949

Pilgrim Fence Company
3275 E. FLORENCE AVE. HUNTINGTON PARK CA 90255
Telephone (323) 582-8191 Fax (323) 582-2016
License # 360110 www.pilgrimfence.com

TO: Burbank Unified School District
1900 W Olive Ave.
Burbank, CA

Project: Horace Mann
Project Address:
Burbank, CA 91504

Date: 6/12/2017	Billing Address:	
Contact Person: Kurt Hauffe		
Phone Number: 818-729-5500	City / State / Zip Code:	
Fax Number: 818-729-5501	Mobile / Job Site Phone Numbers: 714-925-7878	
Approximate Starting Date: 2017	Approximate Completion Date: 2017	LOG#

SCOPE OF WORK: Pilgrim Fence Company is pleased to submit this proposal for work as listed below:

INSTALL ☑ REPAIR ☐ RELOCATE ☐ REMOVE ☐

Labor and Materials to install fence & gates:

Install 84' x 3'6" high chain link fence over existing curb.
2" Diamond, 9 gauge galvanized chain link wire fabric.
1 7/8" O.D. posts set into existing sleeves at 5' on center maximum. With top and bottom rails.
Install 63' x 3' high and 4' x 4' highs sections of chain link fence over existing curb.
2" Diamond, 9 gauge galvanized chain link wire fabric.
2 3/8" O.D. terminal and 1 7/8" O.D. posts cored into concrete curb at 10' on center maximum.
With top and bottom rails.

EXCLUSIONS:

SPECIAL PROVISIONS:

Prevailing wages and special equipment included. Performance and Payment Bond included.

TOTAL COST: $ 13,434.97

TERMS: _____
(To be determined by Corporate Credit)

Price is valid for 30 days

By signature below, the customer acknowledges that he/she has read and accepts the Contract terms and conditions set forth on page 2 and inclusive of any attachments.

Accepted by:

_____
(Company Name)

By: Arthur Kert
Its: Project Manager
Print Name and Title Date:

By: _____
Its: _____
Print Name and Title Date:

TERMS AND CONDITIONS

1. **General Terms.** PILGRIM FENCE COMPANY, INC. or its subsidiary ("CONTRACTOR") agrees to provide the labor and materials (collectively the "WORK") specified on the proposal set forth on the reverse side hereof (the "front page") within a reasonable time. BUYER agrees to pay the amount shown in current U.S. funds upon substantial completion of the work per the payment terms on the reverse side hereof.
2. **Installation of Fence.** Unless otherwise agreed to in writing, BUYER shall fully cooperate in allowing CONTRACTOR'S installation of the fence by doing each of the following: (a) clearing a sufficient working area of all obstructions and removable hazards; (b) surveying, grading, locating and staking the fence line and by verifying all property lines and identifying all utility lines; (c) notifying CONTRACTOR'S crew of all potential work area hazards; (d) coordinating CONTRACTOR'S work with the activities of all other persons at the job site, including others contractors, crews, supervisors, architects and owners; and (e) obtaining all appropriate building permits or other form of governmental permission. The estimated completion date shall be extended for as long as BUYER fails to comply with this provision, and for all delays reasonably beyond CONTRACTOR'S control. BUYER shall be deemed to have accepted the goods and work performed upon payment in full.
3. **Payment, Default and Remedies.** If BUYER does not make payment in full upon substantial completion, CONTRACTOR may pursue any and all collection activity it deems necessary to collect on BUYER'S obligation. BUYER shall be responsible for all costs of collection, including but not limited to, all collection agency charges, court costs, attorneys' fees and lien fees, and all costs and attorneys' fees incurred in collecting upon any judgment. Interest will accrue on all unpaid balances, lien expenses, collection expenses and attorneys' fees from the date incurred at the rate of twenty-one percent (21%) per year or at the highest rate allowed by applicable law. CONTRACTOR may apply all payment or portions thereof to any outstanding attorney fees, court costs, collection expenses, interest and principal as CONTRACTOR, in its sole discretion, deems appropriate. This Agreement shall be construed in accordance with the laws of the State and County in which the project is located.
4. **Changes and BUYER'S Cancellation.** If BUYER requests any change in the type, quality or quantity of the fencing to be provided by CONTRACTOR hereunder, BUYER shall pay, in addition to the purchase price shown on the front page, CONTRACTOR'S standard charge for all additional fence and for such additional labor material and travel expenses as are incurred by CONTRACTOR in connection with such change. If, prior to CONTRACTOR'S delivery of the fencing, BUYER cancels such delivery of the fencing, BUYER shall be obligated to pay CONTRACTOR, as liquidated damages and a restocking fee, but not as a penalty, the amount equal to twenty-five percent (25%) of the CONTRACTOR'S standard charge for all special order materials. After CONTRACTOR has begun delivery of the fence, but before installation has begun, BUYER may cancel this Agreement by paying CONTRACTOR, as liquidated damages and as a restocking and transportation fee, but not as a penalty, the amount equal to fifty percent (50%) of the purchase price shown on the front page.
5. **Cumulative Remedies.** To the greatest extent permitted by applicable law, BUYER'S obligation hereunder and all of CONTRACTOR'S rights and remedies provided by herein and/or by applicable law, are cumulative, and CONTRACTOR shall be entitled to exercise any and all rights and remedies. BUYER acknowledges that its obligation to pay CONTRACTOR is an independent covenant, and BUYER acknowledges that it shall have no offset rights and may not withhold payment of any monies owing to CONTRACTOR hereunder. Nothing herein, however, shall be construed to release CONTRACTOR from any obligation which it may owe to BUYER.
6. **Lien Rights.** BUYER acknowledges that CONTRACTOR has and may exercise all lien rights against the property upon which the work is performed. To the greatest extent permitted by law, BUYER and/or OWNER hereby waive any and all objections to any defects in any such lien documents. Contractor's exercise or non-exercise of such lien rights will not alter or amend this Agreement or release any of Buyer's obligations hereunder.
7. **Amendments; Waivers; Entire Agreement.** Except by a specific written document executed by the parties hereto, none of the terms, covenants, representations, warranties or conditions hereof may be waived, amended, modified, superseded or canceled. Forbearance or delay shall not be deemed a waiver. A single or partial exercise of any right or remedy shall not preclude further exercise thereof or of any other right or remedy. Any written waiver shall be strictly construed and shall not be extendable. This Agreement contains the parties' entire understanding and supersedes and replaces all prior and contemporaneous agreements and understandings, oral written or implied. All documents and instruments created hereafter and concerning this transaction, including any one or more work orders or purchase orders, shall not prevail over the terms of this Agreement.
8. **Limited Warranty.** All goods, supplied are warranted to be fit for the intended purposes for which such goods are used for a period of one (1) year. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION OF THE GOODS AND WORK TO BE PERFORMED AS CONTAINED ON THE FRONT PAGE. BUYER shall have no claim for incidental, consequential, special or proximate damages.
9. **Indemnity.** To the greatest extent permitted by law, BUYER shall indemnify, defend, hold and save CONTRACTOR (and its officers, shareholders, directors, agents, employees, servants and independent contractors) harmless from all claims and expenses, including court costs and attorneys' fees, for damages or injuries to persons or property which are related in any manner, directly or indirectly to this Agreement or to the fence (including its location) regardless of whether the injury or damage is caused in part by CONTRACTOR'S negligence or any other act or omission of CONTRACTOR or it agents, provided however, that BUYER shall not be obligated to indemnify CONTRACTOR for his sole negligence or willful misconduct.
10. **Successors and Assigns.** This Agreement shall be binding upon and shall inure to the benefit of the heirs, personal representatives, successors and assigns of the parties hereto.
11. **Severability.** If any provision of this Agreement is held unenforceable, CONTRACTOR may sever from this Agreement the language which makes such provision unenforceable and this Agreement shall be construed as if it did not contain the language and the rights and obligations of the parties shall be enforced accordingly. Alternatively, CONTRACTOR , at its sole option, may cancel this entire Agreement.
12. **Headings.** All paragraph headings and other headings set forth in this Agreement are for reference only and shall not be considered in interpreting the intent of the parties with respect to the matters set forth in this Agreement.
13. **Representations and Warranties.** Despite any agency capacity, the person signing this Agreement, personally and on behalf of BUYER, warrants and affirms to CONTRACTOR that the person signing this Agreement for any entity has full authority to do so and to thereby bind such entity.
14. **BUYER MUST HAVE A CURRENT CREDIT APPLICATION ON FILE WITH CONTRACTOR.** All credit and financial information provided by BUYER to Contractor is true, accurate and complete, contains no material omissions, and may be reasonably relied upon by CONTRACTOR.

AGREEMENT: As per terms and conditions set forth, We, Western Fence & Supply Co. propose to furnish and install fence as per Diagram Plan and Material listed hereon. This is a Contract between two parties and will be effective when accepted. Buyer to assume full responsibility for any and all underground wire, pipes, and/or utilities of any type, in the event the fence is not paid for in 60 days, seller has the title right to remove said fence and return to the Company. In the event of cancellation, buyer agrees to forfeit fifty percent (50%) of contract price to cover preparations made by Western Fence & Supply Co. The merchandise listed hereon shall remain the property of the seller until paid for by cash, at which time title will pass to purchaser. If the account is assigned to an attorney or collection agency for collection, then and in that event, the buyer agrees to pay reasonable attorney fees, court costs and other collection costs. In the event buyer authorized extra work other than stated herein, he shall pay on the basis of cost of labor and material upon presentation of itemized statement

-Contractor's are required by law to be licensed and regulated by the Contractors State License Board. Any questions concerning the responsibilities of the contractor may be referred to the Registrar of the Board whose address is , Contractors' State License Board, 1002 N Street, Sacramento, California 95814.

CONTRACTOR'S LICENSE LAW, #7018

NOTICE-Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier or other person who helps improve you property but is not paid for his work or supplies, has a right to enforce a claim against your property. This means that, after a court hearing, your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness. This can happen even if you have paid your own contractor in full, if the subcontractor, laborer or supplier remains unpaid.

CONTRACTOR'S LICENSE LAW, #7019

NOTICE TO OWNER--Under the Mechanics' Lien Law, any contractor, laborer, Material man 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 of 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

SELLER SHALL NOT BE RESPONSIBLE for any delay or inability to perform hereunder arising out of strikes, lock-outs, acts of God, or the public enemy, accidents, boycotts, material shortages, disturbed labor conditions, delayed delivery of materials from sellers suppliers, force majeure, inclement weather, fire, floods, freight embargoes, caused incident to national emergency, war, or other causes beyond the reasonable control of Seller, whether of like or different character.

Buyer shall assume full responsibility for correct location or fence and as to property line and has versified diagram and dimensions on reverse side

Buyer shall obtain all permits and variances as may be required

TERMS; Balance due & payable on completion & shall bear an initial penalty of 5% on the existing unpaid balance if payment not received within 10 days of completions plus 1 1/2% per month interest charge.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources. On May 4,2017, the Board of Education approved the extension of the 1516-056, Fencing Unit Price Bid for Public Works Contracts with Pilgrim Fence.

On June 2, 2016, the Board of Education approved an award of contract to Pilgrim Fence which did not include this particular section of fencing due to vegetation growth. This contract is for installation on the Delaware Place side of John Muir along the southern property line.

Fiscal Impact:

$24,047.20 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing at John Muir Middle School (210-00000-0-9xxxx-85000-3170-322-0000) Bond Fund, not to exceed $24,047.20, effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented

PILGRIM FENCE CO

Project: Bid 1516-056, 2017 Fencing Unit Price Bid for Public Works Contracts
Site Name: JOHN MUIR MIDDLE SCHOOL
Address: 1111 N. KENNETH ROAD

RECEIVED
ITIES SERVICES
2017 JUN 13 AM 7:31
BURBANK UNIFIED
SCHOOL DISTRICT

Date: 6/12/2017

Item No.

		Quantity		Total Cost
	GROUP B 6' H CL FENCE (2" MESH)			
125	50-100	$58 plf		$0
126	101-200	$49 plf		$0
127	201-300	$45 plf		$0
128	301-500	$43 plf		$0
129	Negotiate	$18 plf		$0
130	Corner Post Make Up	$625 ea		$0
	GROUP B 8' H CL FENCE (2" MESH)			
131	50-100	$64 plf		$0
132	101-200	$55 plf		$0
133	201-300	$50 plf		$0
134	301-500	$48 plf	390	$18,720
135	Negotiate	$42 plf		$0
136	Corner Post Make Up	$925 ea	2	$1,850
	GROUP B 10' H CL FENCE (2" MESH)			
137	50-100	$75 plf		$0
138	101-200	$64 plf		$0
139	201-300	$62 plf		$0
140	301-500	$58 plf		$0
141	Negotiate	$58 plf		$0
142	Corner Post Make Up	$1,200 ea		$0
	Sub Total Group B			**$20,570**

BOND - FENCING 17/18

Reviewed/Approved By — Date 6/13/17

To A/P - Purchasing

6/13 Kimi ✓

PILGRIM FENCE CO

Project: Bid 1516-056, 2017 Fencing Unit Price Bid for Public Works Contracts
Site Name: JOHN MUIR MIDDLE SCHOOL
Address: 1111 N. KENNETH ROAD

Date: June 12, 2017

Item No.					
		Quantity			Total Cost
	GROUP D 4' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS				
171	50-100	$15	plf		$0
172	101-200	$10	plf		$0
173	201-300	$10	plf		$0
174	301-500	$10	plf		$0
175	Negotiate	$10	plf		$0
	GROUP D 6' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS				
176	50-100	$15	plf		$0
177	101-200	$10	plf		$0
178	201-300	$10	plf		$0
179	301-500	$10	plf		$0
180	Negotiate	$10	plf		$0
	GROUP D 8' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS				
181	50-100	$18	plf		$0
182	101-200	$13	plf		$0
183	201-300	$13	plf		$0
184	301-500	$13	plf		$0
185	Negotiate	$7.12	plf	390	$2,776.80
	GROUP D 10' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS				
186	50-100	$20	plf		$0
187	101-200	$18	plf		$0
188	201-300	$18	plf		$0
189	301-500	$18	plf		$0
190	Negotiate	$18	plf		$0
	Sub Total GROUP D				**$2,776.80**

PILGRIM FENCE CO

	GROUP F 10' H ROLL GATES INCLUDING HARDWARE				
255	4'-0" WIDE GALVANIZED 1" MESH	$3,200	ea		$0
256	4'-0" WIDE GALVANIZED 2" MESH	$2,955	ea		$0
257	6'-0" WIDE GALVANIZED 1" MESH	$3,600	ea		$0
258	6'-0" WIDE GALVANIZED 2" MESH	$3,335	ea		$0
259	8'-0" WIDE GALVANIZED 1" MESH	$4,000	ea		$0
260	8'-0" WIDE GALVANIZED 2" MESH	$3,720	ea		$0
261	10'-0" WIDE GALVANIZED 1" MESH	$4,650	ea		$0
262	10'-0" WIDE GALVANIZED 2" MESH	$4,280	ea		$0
	Sub Total GROUP F				**$0**
	GROUP G 2' WIDE CLOSE UP, PER DETIAL #203 (2" MESH)				
263	6'-0" TALL	$300	ea		$0
264	8'-0" TALL	$350	ea		$0
	Sub Total GROUP G				**$0**
	GROUP H BOLLARDS (PER DETIAL #201 & #202)				
265	2" DIAMETER FOR HVAC PROTECTION	$600	pr		$0
266	4" DIAMETER FOR TRAFFIC	$425	ea		$0
267	6" DIAMETER FOR TRAFFIC	$650	ea		$0
	Sub Total GROUP H				**$0**
	GROUP I TIME & MATERIALS WORK				
268	HOURLY RATE PER 2-MAN CREW	$225	hr		$0
269	HOURLY RATE PER 3-MAN CREW	$295	hr		$0
	Sub Total GROUP G				**$0**
	GROUP J UNFORSSEN CONDITIONS				
270	SUBCONTRACOR LABOR COST		COS	20%	$0
271	MATERIALS COST		COS	15%	$0
272	BONDING COST	$23,346.80	COS	3%	$700.40
	Sub Total GROUP H				**$700.40**

GRAND TOTAL $24,047.20

Pilgrim Fence Co.

ESTABLISHED 1949

Pilgrim Fence Company
3275 E. FLORENCE AVE. HUNTINGTON PARK CA 90255
Telephone (323) 582-8191 Fax (323) 582-2016
License # 360110 www.pilgrimfence.com

TO: Burbank Unified School District
1900 W Olive Ave.
Burbank, CA

Project: John Muir MS
Project Address: 1111 N Kenneth Rd.
Burbank, CA 91504

Date: 6/12//2017	Billing Address:	
Contact Person: Kurt Hauffe		
Phone Number: 818-729-5500	City / State / Zip Code:	
Fax Number: 818-729-5501	Mobile / Job Site Phone Numbers: 714-925-7878	
Approximate Starting Date: 2017	Approximate Completion Date: 2017	LOG#

SCOPE OF WORK: Pilgrim Fence Company is pleased to submit this proposal for work as listed below:

INSTALL ☑ REPAIR ☐ RELOCATE ☐ REMOVE ☑

Labor and Materials to install fence & gates:

Remove 390' x 8' high chain link fence fabric and framework over existing retaining walls.
Install 390' x 8' high chain link fence and framework over existing retaining walls.
2" Diamond, 9 gauge galvanized chain link wire fabric. Paint existing posts as needed to stop rust and sleeve over with larger diameter posts. Install new top and bottom rails.

Performance & payment bond.....$700.40

EXCLUSIONS:

Overtime.

SPECIAL PROVISIONS:

Prevailing wages and special equipment included. Performance and Payment Bond included.

TOTAL COST: $ 24,047.20

TERMS: _____
(To be determined by Corporate Credit)

Price is valid for 30 days

By signature below, the customer acknowledges that he/she has read and accepts the Contract terms and conditions set forth on page 2 and inclusive of any attachments.

By: Arthur Kert
Its: Project Manager
Print Name and Title _____ Date:

Accepted by:
_____
(Company Name)
By: _____
Its: _____ _____
Print Name and Title Date:

TERMS AND CONDITIONS

1. **General Terms.** PILGRIM FENCE COMPANY, INC. or its subsidiary ("CONTRACTOR") agrees to provide the labor and materials (collectively the "WORK") specified on the proposal set forth on the reverse side hereof (the "front page") within a reasonable time. BUYER agrees to pay the amount shown in current U.S. funds upon substantial completion of the work per the payment terms on the reverse side hereof.
2. **Installation of Fence.** Unless otherwise agreed to in writing, BUYER shall fully cooperate in allowing CONTRACTOR'S installation of the fence by doing each of the following: (a) clearing a sufficient working area of all obstructions and removable hazards; (b) surveying, grading, locating and staking the fence line and by verifying all property lines and identifying all utility lines; (c) notifying CONTRACTOR'S crew of all potential work area hazards; (d) coordinating CONTRACTOR'S work with the activities of all other persons at the job site, including others contractors, crews, supervisors, architects and owners; and (e) obtaining all appropriate building permits or other form of governmental permission. The estimated completion date shall be extended for as long as BUYER fails to comply with this provision, and for all delays reasonably beyond CONTRACTOR'S control. BUYER shall be deemed to have accepted the goods and work performed upon payment in full.
3. **Payment, Default and Remedies.** If BUYER does not make payment in full upon substantial completion, CONTRACTOR may pursue any and all collection activity it deems necessary to collect on BUYER'S obligation. BUYER shall be responsible for all costs of collection, including but not limited to, all collection agency charges, court costs, attorneys' fees and lien fees, and all costs and attorneys' fees incurred in collecting upon any judgment. Interest will accrue on all unpaid balances, lien expenses, collection expenses and attorneys' fees from the date incurred at the rate of twenty-one percent (21%) per year or at the highest rate allowed by applicable law. CONTRACTOR may apply all payment or portions thereof to any outstanding attorney fees, court costs, collection expenses, interest and principal as CONTRACTOR, in its sole discretion, deems appropriate. This Agreement shall be construed in accordance with the laws of the State and County in which the project is located.
4. **Changes and BUYER'S Cancellation.** If BUYER requests any change in the type, quality or quantity of the fencing to be provided by CONTRACTOR hereunder, BUYER shall pay, in addition to the purchase price shown on the front page, CONTRACTOR'S standard charge for all additional fence and for such additional labor material and travel expenses as are incurred by CONTRACTOR in connection with such change. If, prior to CONTRACTOR'S delivery of the fencing, BUYER cancels such delivery of the fencing, BUYER shall be obligated to pay CONTRACTOR, as liquidated damages and a restocking fee, but not as a penalty, the amount equal to twenty-five percent (25%) of the CONTRACTOR'S standard charge for all special order materials. After CONTRACTOR has begun delivery of the fence, but before installation has begun, BUYER may cancel this Agreement by paying CONTRACTOR, as liquidated damages and as a restocking and transportation fee, but not as a penalty, the amount equal to fifty percent (50%) of the purchase price shown on the front page.
5. **Cumulative Remedies.** To the greatest extent permitted by applicable law, BUYER'S obligation hereunder and all of CONTRACTOR'S rights and remedies provided by herein and/or by applicable law, are cumulative, and CONTRACTOR shall be entitled to exercise any and all rights and remedies. BUYER acknowledges that its obligation to pay CONTRACTOR is an independent covenant, and BUYER acknowledges that it shall have no offset rights and may not withhold payment of any monies owing to CONTRACTOR hereunder. Nothing herein, however, shall be construed to release CONTRACTOR from any obligation which it may owe to BUYER.
6. **Lien Rights.** BUYER acknowledges that CONTRACTOR has and may exercise all lien rights against the property upon which the work is performed. To the greatest extent permitted by law, BUYER and/or OWNER hereby waive any and all objections to any defects in any such lien documents. Contractor's exercise or non-exercise of such lien rights will not alter or amend this Agreement or release any of Buyer's obligations hereunder.
7. **Amendments; Waivers; Entire Agreement.** Except by a specific written document executed by the parties hereto, none of the terms, covenants, representations, warranties or conditions hereof may be waived, amended, modified, superseded or canceled. Forbearance or delay shall not be deemed a waiver. A single or partial exercise of any right or remedy shall not preclude further exercise thereof or of any other right or remedy. Any written waiver shall be strictly construed and shall not be extendable. This Agreement contains the parties' entire understanding and supersedes and replaces all prior and contemporaneous agreements and understandings, oral written or implied. All documents and instruments created hereafter and concerning this transaction, including any one or more work orders or purchase orders, shall not prevail over the terms of this Agreement.
8. **Limited Warranty.** All goods, supplied are warranted to be fit for the intended purposes for which such goods are used for a period of one (1) year. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION OF THE GOODS AND WORK TO BE PERFORMED AS CONTAINED ON THE FRONT PAGE. BUYER shall have no claim for incidental, consequential, special or proximate damages.
9. **Indemnity.** To the greatest extent permitted by law, BUYER shall indemnify, defend, hold and save CONTRACTOR (and its officers, shareholders, directors, agents, employees, servants and independent contractors) harmless from all claims and expenses, including court costs and attorneys' fees, for damages or injuries to persons or property which are related in any manner, directly or indirectly to this Agreement or to the fence (including its location) regardless of whether the injury or damage is caused in part by CONTRACTOR'S negligence or any other act or omission of CONTRACTOR or it agents, provided however, that BUYER shall not be obligated to indemnify CONTRACTOR for his sole negligence or willful misconduct.
10. **Successors and Assigns.** This Agreement shall be binding upon and shall inure to the benefit of the heirs, personal representatives, successors and assigns of the parties hereto.
11. **Severability.** If any provision of this Agreement is held unenforceable, CONTRACTOR may sever from this Agreement the language which makes such provision unenforceable and this Agreement shall be construed as if it did not contain the language and the rights and obligations of the parties shall be enforced accordingly. Alternatively, CONTRACTOR , at its sole option, may cancel this entire Agreement.
12. **Headings.** All paragraph headings and other headings set forth in this Agreement are for reference only and shall not be considered in interpreting the intent of the parties with respect to the matters set forth in this Agreement.
13. **Representations and Warranties.** Despite any agency capacity, the person signing this Agreement, personally and on behalf of BUYER, warrants and affirms to CONTRACTOR that the person signing this Agreement for any entity has full authority to do so and to thereby bind such entity.
14. **BUYER MUST HAVE A CURRENT CREDIT APPLICATION ON FILE WITH CONTRACTOR.** All credit and financial information provided by BUYER to Contractor is true, accurate and complete, contains no material omissions, and may be reasonably relied upon by CONTRACTOR.

AGREEMENT: As per terms and conditions set forth, We, Western Fence & Supply Co. propose to furnish and install fence as per Diagram Plan and Material listed hereon. This is a Contract between two parties and will be effective when accepted. Buyer to assume full responsibility for any and all underground wire, pipes, and/or utilities of any type, in the event the fence is not paid for in 60 days, seller has the title right to remove said fence and return to the Company. In the event of cancellation, buyer agrees to forfeit fifty percent (50%) of contract price to cover preparations made by Western Fence & Supply Co. The merchandise listed hereon shall remain the property of the seller until paid for by cash, at which time title will pass to purchasor. If the account is assigned to an attorney or collection agency for collection, then and in that event, the buyer agrees to pay reasonable attorney fees, court costs and other collection costs. In the event buyer authorized extra work other than stated herein, he shall pay on the basis of cost of labor and material upon presentation of itemized statement

-Contractor's are required by law to be licensed and regulated by the Contractors State License Board. Any questions concerning the responsibilities of the contractor may be referred to the Registrar of the Board whose address is ; Contractors' State License Board, 1002 N Street, Sacramento, California 95814.

CONTRACTOR'S LICENSE LAW, #7018

NOTICE-Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier or other person who helps improve you property but is not paid for his work or supplies, has a right to enforce a claim against your property. This means that, after a court hearing, your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness. This can happen even if you have paid your own contractor in full, if the subcontractor, laborer or supplier remains unpaid.

CONTRACTOR'S LICENSE LAW, #7019

NOTICE TO OWNER–Under the Mechanics' Lien Law, any contractor, laborer, Material man 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 of 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

SELLER SHALL NOT BE RESPONSIBLE for any delay or inability to perform hereunder arising out of strikes, lock-outs, acts of God, or the public enemy, accidents, boycotts, material shortages, disturbed labor conditions, delayed delivery of materials from sellers suppliers, force majeure, inclement weather, fire, floods, freight embargoes, caused incident to national emergency, war, or other causes beyond the reasonable control of Seller, whether of like or different character.

Buyer shall assume full responsibility for correct location or fence and as to property line and has versified diagram and dimensions on reverse side

Buyer shall obtain all permits and variances as may be required

TERMS; Balance due & payable on completion & shall bear an initial penalty of 5% on the existing unpaid balance if payment not received within 10 days of completions plus 1 1/2% per month interest charge.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Phase II, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Modular Classroom Buildings, Perimeter Fencing, Thomas Jefferson Elementary Schools (Bond Fund)

Background:

In the spring of 2013, Bond Measure "S" was passed by the voters in Burbank. A part of Measure "S" included the replacement of aging existing portable classroom with permanent modular classroom buildings. Facilities will be removing the ageing portable classroom buildings and replacing them with new modular classroom building that will require less maintenance which will provide relief to the general fund and provide more modern teaching facilities for our schools.

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016.
On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to

cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder was:

Western Fence dba Pilgrim Fence

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

Fiscal Impact:

$33,965 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of perimeter and modular fencing, Thomas Jefferson Elementary School, not to exceed $33,965 (21.0-00000-0-91008-85000-6170-215-0000) effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	David Jaynes, Assistant Superintendent, Administrative Services
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	May 5, 2016
SUBJECT:	Award of Future Contracts, Bid # 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Pilgrim Fence, Various Sites, (Various Funds)

Background:

The District is pursuing a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016.

District-Wide Goals for 2014-2015:

7.1 Provide a clean, safe, and energy efficient learning environment for all students.

7.2 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates.

7.5 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan.

Discussion/Issues:

The Notice Inviting Bids for 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

A Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

District staff and consultants reviewed the unit price bid and the sample project cost estimate and deemed the unit price per unit line items to be in line and comparable to the District's prior fencing unit bid pricing.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

Fiscal Impact:

To be determined as per each individual scope of work at each site.

Recommendation:

David Jaynes, Assistant Superintendent Business Services, recommends that the Board of Education award future public works contracts for fencing construction services to Pilgrim Fence, based on the results of Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contracts, as presented.

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Jefferson Elementary School
Address: 1900 North 67th Street, Burbank, CA

Date: March 8, 2017

RECEIVED
BURBANK UNIFIED SCHOOL DISTRICT
2017 JUN 16 AM 6:17
BUSINESS SERVICES

Item No.		Price		Quantity	Total Cost
	GROUP A 4' H CL FENCE (1" MESH)				
~~101~~	50-100	$69	plf		$0
102	101-200	$55	plf		$0
103	201-300	$50	plf		$0
104	301-500	$44	plf		$0
105	Negotiate	$42	plf		$0
106	Corner Post Make Up	$525	ea		$0
	GROUP A 6' H CL FENCE (1" MESH)				
107	50-100	$74	plf	8	$592
108	101-200	$60	plf		$0
109	201-300	$56	plf		$0
110	301-500	$50	plf		$0
111	Negotiate	$50	plf		$0
112	Corner Post Make Up	$625	ea	8	$5,000
	GROUP A 8' H CL FENCE (1" MESH)				
113	50-100	$82	plf		$0
114	101-200	$70	plf		$0
115	201-300	$68	plf		$0
116	301-500	$64	plf		$0
117	Negotiate	$64	plf		$0
118	Corner Post Make Up	$925	ea		$0
	GROUP A 10' H CL FENCE (1" MESH)				
119	50-100	$130	plf		$0
120	101-200	$115	plf		$0
121	201-300	$92	plf		$0
122	301-500	$88	plf		$0
123	Negotiate	$88	plf		$0
124	Corner Post Make Up	$1,200	ea		$0
	Sub Total Group A				**$5,592**

Reviewed/Approved By — Date 6/20/17

To A/P - Purchasing

6/16 BONDS - FENCING

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Jefferson Elementary School
Address: 1900 North 67th Street, Burbank, CA

Date: 3/8/2017

Item No.		Quantity		Total Cost
	GROUP B 6' H CL FENCE (2" MESH)			
125	50-100	$58 plf		$0
126	101-200	$49 plf		$0
127	201-300	$45 plf		$0
128	301-500	$43 plf		$0
129	Negotiate	$43 plf		$0
130	Corner Post Make Up	$625 ea		$0
	GROUP B 8' H CL FENCE (2" MESH)			
131	50-100	$64 plf		$0
132	101-200	$55 plf		$0
133	201-300	$50 plf		$0
134	301-500	$48 plf		$0
135	Negotiate	$48 plf		$0
136	Corner Post Make Up	$925 ea		$0
	GROUP B 10' H CL FENCE (2" MESH)			
137	50-100	$75 plf		$0
138	101-200	$64 plf		$0
139	201-300	$62 plf		$0
140	301-500	$58 plf		$0
141	Negotiate	$58 plf		$0
142	Corner Post Make Up	$1,200 ea		$0
	Sub Total Group B			**$0**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Jefferson Elementary School
Address: 1900 North 67th Street, Burbank, CA

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP C 4' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
143	50-100	$54 plf		$0
144	101-200	$44 plf		$0
145	201-300	$40 plf		$0
146	301-500	$35 plf		$0
147	Negotiate	$35 plf		$0
148	Replacement Posts	$5 plf		$0
149	Corner Post Make Up	$575 ea		$0
	GROUP C 6' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
150	50-100	$54 plf		$0
151	101-200	$44 plf		$0
152	201-300	$40 plf		$0
153	301-500	$35 plf		$0
154	Negotiate	$35 plf		$0
155	Replacement Posts	$6 plf		$0
156	Corner Post Make Up	$675 ea		$0
	GROUP C 8' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
157	50-100	$55 plf		$0
158	101-200	$50 plf		$0
159	201-300	$50 plf		$0
160	301-500	$44 plf		$0
161	Negotiate	$38 plf		$0
162	Replacement Posts	$8 plf		$0
163	Corner Post Make Up	$810 ea		$0
	GROUP C 10' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
164	50-100	$107 plf		$0
165	101-200	$95 plf		$0
166	201-300	$85 plf		$0
167	301-500	$75 plf		$0
168	Negotiate	$70 plf		$0
169	Replacement Posts	$9 plf		$0
170	Corner Post Make Up	$1,125 ea		$0
	Sub Total GROUP C			**$0**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Jefferson Elementary School
Address: 1900 North 67th Street, Burbank, CA

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP D 4' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
172	50-100	$15 plf		$0
173	101-200	$10 plf		$0
174	201-300	$10 plf		$0
175	301-500	$10 plf		$0
176	Negotiate	$10 plf		$0
	GROUP D 6' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
177	50-100	$15 plf		$0
178	101-200	$10 plf		$0
179	201-300	$10 plf		$0
180	301-500	$10 plf		$0
181	Negotiate	$10 plf		$0
	GROUP D 8' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
182	50-100	$18 plf		$0
183	101-200	$13 plf		$0
184	201-300	$13 plf		$0
185	301-500	$13 plf		$0
186	Negotiate	$13 plf		$0
	GROUP D 10' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
187	50-100	$20 plf		$0
188	101-200	$18 plf		$0
189	201-300	$18 plf		$0
190	301-500	$18 plf		$0
191	Negotiate	$18 plf		$0
	Sub Total GROUP D			**$0**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Jefferson Elementary School
Address: 1900 North 67th Street, Burbank, CA

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP E 4' H SWING GATES INCLUDING POSTS AND HARDWARE			
192	4'-0" WIDE GALVANIZED 1" MESH	$1,560 ea		$0
193	4'-0" WIDE GALVANIZED 2" MESH	$1,545 ea		$0
194	6'-0" WIDE GALVANIZED 1" MESH	$1,775 ea		$0
195	6'-0" WIDE GALVANIZED 2" MESH	$1,740 ea		$0
196	8'-0" WIDE GALVANIZED 1" MESH	$2,000 ea		$0
197	8'-0" WIDE GALVANIZED 2" MESH	$1,960 ea		$0
198	10'-0" WIDE GALVANIZED 1" MESH	$2,100 ea		$0
199	10'-0" WIDE GALVANIZED 2" MESH	$2,050 ea		$0
	GROUP E 6' H SWING GATES INCLUDING POSTS AND HARDWARE			
200	4'-0" WIDE GALVANIZED 1" MESH	$1,650 ea	2	$3,300
201	4'-0" WIDE GALVANIZED 2" MESH	$1,640 ea		$0
202	6'-0" WIDE GALVANIZED 1" MESH	$1,865 ea		$0
203	6'-0" WIDE GALVANIZED 2" MESH	$1,830 ea		$0
204	8'-0" WIDE GALVANIZED 1" MESH	$2,040 ea		$0
205	8'-0" WIDE GALVANIZED 2" MESH	$1,975 ea		$0
206	10'-0" WIDE GALVANIZED 1" MESH	$2,125 ea		$0
207	10'-0" WIDE GALVANIZED 2" MESH	$2,080 ea		$0
	GROUP E 8' H SWING GATES INCLUDING POSTS AND HARDWARE			
208	4'-0" WIDE GALVANIZED 1" MESH	$1,800 ea	2	$3,600
209	4'-0" WIDE GALVANIZED 2" MESH	$1,780 ea		$0
210	6'-0" WIDE GALVANIZED 1" MESH	$1,880 ea	2	$3,760
211	6'-0" WIDE GALVANIZED 2" MESH	$1,940 ea		$0
212	8'-0" WIDE GALVANIZED 1" MESH	$2,110 ea		$0
213	8'-0" WIDE GALVANIZED 2" MESH	$2,058 ea		$0
214	10'-0" WIDE GALVANIZED 1" MESH	$2,330 ea		$0
215	10'-0" WIDE GALVANIZED 2" MESH	$2,200 ea		$0

PILGRIM FENCE CO

	GROUP E 10' H SWING GATES INCLUDING POSTS AND HARDWARE (no transom)			
216	4'-0" WIDE GALVANIZED 1" MESH	$1,990 ea		$0
217	4'-0" WIDE GALVANIZED 2" MESH	$1,950 ea		$0
218	6'-0" WIDE GALVANIZED 1" MESH	$2,450 ea		$0
219	6'-0" WIDE GALVANIZED 2" MESH	$2,400 ea		$0
220	8'-0" WIDE GALVANIZED 1" MESH	$2,860 ea		$0
221	8'-0" WIDE GALVANIZED 2" MESH	$2,775 ea		$0
222	10'-0" WIDE GALVANIZED 1" MESH	$3,250 ea		$0
223	10'-0" WIDE GALVANIZED 2" MESH	$3,090 ea		$0
	GROUP E 10' H SWING GATES INCLUDING POSTS AND HARDWARE (with transom)			
224	4'-0" WIDE GALVANIZED 1" MESH	$2,065 ea		$0
225	4'-0" WIDE GALVANIZED 2" MESH	$2,080 ea		$0
226	6'-0" WIDE GALVANIZED 1" MESH	$2,670 ea		$0
227	6'-0" WIDE GALVANIZED 2" MESH	$2,620 ea		$0
228	8'-0" WIDE GALVANIZED 1" MESH	$3,090 ea		$0
229	8'-0" WIDE GALVANIZED 2" MESH	$3,000 ea		$0
230	10'-0" WIDE GALVANIZED 1" MESH	$3,445 ea		$0
231	10'-0" WIDE GALVANIZED 2" MESH	$3,290 ea		$0
	Sub Total GROUP E			**$10,660**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Jefferson Elementary School
Address: 1900 North 67th Street, Burbank, CA

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP F 4' H ROLL GATES INCLUDING HARDWARE			
232	4'-0" WIDE GALVANIZED 1" MESH	$2,400 ea		$0
233	4'-0" WIDE GALVANIZED 2" MESH	$2,255 ea		$0
234	6'-0" WIDE GALVANIZED 1" MESH	$2,600 ea		$0
235	6'-0" WIDE GALVANIZED 2" MESH	$2,455 ea		$0
236	8'-0" WIDE GALVANIZED 1" MESH	$2,800 ea		$0
237	8'-0" WIDE GALVANIZED 2" MESH	$2,635 ea		$0
238	10'-0" WIDE GALVANIZED 1" MESH	$3,250 ea		$0
239	10'-0" WIDE GALVANIZED 2" MESH	$3,090 ea		$0
	GROUP F 6' H ROLL GATES INCLUDING HARDWARE			
240	4'-0" WIDE GALVANIZED 1" MESH	$2,500 ea		$0
241	4'-0" WIDE GALVANIZED 2" MESH	$2,390 ea		$0
242	6'-0" WIDE GALVANIZED 1" MESH	$2,740 ea		$0
243	6'-0" WIDE GALVANIZED 2" MESH	$2,610 ea		$0
244	8'-0" WIDE GALVANIZED 1" MESH	$3,000 ea		$0
245	8'-0" WIDE GALVANIZED 2" MESH	$2,820 ea		$0
246	10'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
247	10'-0" WIDE GALVANIZED 2" MESH	$3,310 ea		$0
	GROUP F 8' H ROLL GATES INCLUDING HARDWARE			
249	4'-0" WIDE GALVANIZED 1" MESH	$2,900 ea		$0
250	4'-0" WIDE GALVANIZED 2" MESH	$2,710 ea		$0
251	6'-0" WIDE GALVANIZED 1" MESH	$3,220 ea		$0
252	6'-0" WIDE GALVANIZED 2" MESH	$3,020 ea		$0
253	8'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
254	8'-0" WIDE GALVANIZED 2" MESH	$3,330 ea		$0
255	10'-0" WIDE GALVANIZED 1" MESH	$4,200 ea		$0
256	10'-0" WIDE GALVANIZED 2" MESH	$3,820 ea		$0

PILGRIM FENCE CO

	GROUP F 10' H ROLL GATES INCLUDING HARDWARE			
257	4'-0" WIDE GALVANIZED 1" MESH	$3,200 ea		$0
258	4'-0" WIDE GALVANIZED 2" MESH	$2,955 ea		$0
259	6'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
260	6'-0" WIDE GALVANIZED 2" MESH	$3,335 ea		$0
261	8'-0" WIDE GALVANIZED 1" MESH	$4,000 ea		$0
262	8'-0" WIDE GALVANIZED 2" MESH	$3,720 ea		$0
263	10'-0" WIDE GALVANIZED 1" MESH	$4,650 ea		$0
264	10'-0" WIDE GALVANIZED 2" MESH	$4,280 ea		$0
	Sub Total GROUP F			**$0**
	GROUP G 2' WIDE CLOSE UP, PER DETIAL #203 (2" MESH)			
265	6'-0" TALL	$300 ea		$0
266	8'-0" TALL	$350 ea		$0
	Sub Total GROUP G			**$0**
	GROUP H BOLLARDS (PER DETIAL #201 & #202)			
265	2" DIAMETER FOR HVAC PROTECTION	$600 pr		$0
266	4" DIAMETER FOR TRAFFIC	$425 ea		$0
267	6" DIAMETER FOR TRAFFIC	$650 ea		$0
	Sub Total GROUP H			**$0**
	GROUP I TIME & MATERIALS WORK			
265	HOURLY RATE PER 2-MAN CREW	$225 hr	10	$2,250
266	HOURLY RATE PER 3-MAN CREW	$295 hr		$0
	Sub Total GROUP G			**$2,250**
	GROUP J UNFORSSEN CONDITIONS			
265	SUBCONTRACOR LABOR COST	$650.00 COS	20%	$780
266	MATERIALS COST	$11,908.00 COS	15%	$13,694
267	BONDING COST	$32,976.20 COS	3%	$989
	Sub Total GROUP H			**$15,463**

GRAND TOTAL $33,965

BID FORM

1900 W. Olive Avenue – Purchasing Services
Burbank, CALIFORNIA 91506-2460

Bid Package: 11

Dear Board Members:

The undersigned doing business under the firm name of:

Pilgrim Fence Company

hereby propose and agree to enter into a Contract, to furnish any and all labor, materials, applicable taxes, equipment and services for the completion of Work described hereinafter and in the Contract Documents:

Permanent Modular Classrooms For Jefferson Elementary School
1900 North 6th Street Burbank, CA 91505
Bid # 1617-052

prepared by:

gkkworks 155 South Fair Oaks Pasadena, CA 91105

A). Total without allowance specified in section 01 21 00 for the specified bid package included in this Bid Form:

Thirty one thousand, nine hundred sixty five Dollars

($ 31,965.00) including all applicable taxes, permits and licenses.

B). Allowance value specified in section 01 21 00 for the specified bid package included in this Bid Form:

Two thousand 00/100 Dollars

($ 2000.00).

Failure to include the correct dollar amount for the allowance will result in the rejection of your proposal.

C). For the total sum of (add A & B above)

Thirty three thousand, nine hundred sixty five Dollars

($ 33,965.00) including all applicable taxes, allowance, permits and licenses.

Alternates:
All requested Alternates shall be bid. **In the event there is no cost change, bidders must write in 0.00 in each applicable Alternate line below.** The bid alternate lump sum price includes the furnishing of labor, services, tools, equipment, materials, appurtenances, and incidentals necessary to provide products complete in place and fully functional and per the plans and specifications.

A complete description of bid items are set forth in Section 01 2300 – Alternates.

Additive Alternate #1 ($ 0.00)

Additive Alternate #2 ($ 0.00)

The undersigned hereby designates as the office to which such Notice of Award of Contract may be mailed, faxed, or delivered:
3275. E. Florence Ave
Huntington Park, CA 90255

Our Public Liability and Property Damage Insurance is placed with:
West American Insurance Co

Our Workers' Compensation Insurance is placed with:
Everest National Insurance Co

Circular letters, bulletins, addenda, etc., bound with the specifications or issued during the time of bidding are included in the bid, and, in completing the Contract, they are to become a part thereof.

The receipt of the following addenda to the specifications is acknowledged:

Addendum No. 1 Date 2-9-17 Addendum No. 2 Date 2-10-17

Addendum No. _____ Date _____ Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

This bid may be withdrawn at any time prior to the scheduled time for the opening of bids or any authorized postponement thereof.

A bidder shall not submit a bid unless the bidder's California contractor's license number appears clearly on the bid, the license expiration date and class are stated, and the bid contains a statement that the representations made therein are made under penalty of perjury. Any bid submitted by a contractor who is not licensed pursuant to Business and Professions Code section 7028.15 shall be considered nonresponsive and shall be rejected. Any bid not containing the above information may be considered nonresponsive and may be rejected.

NOTE: Each bid must give the full business address of the bidder and be signed by bidder with bidder's usual signature. Bids by partnerships must furnish the full name of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature. Bids by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of the officer signing on behalf of a corporation shall be furnished.

The undersigned declares under penalty of perjury under the laws of the State of California that the representations made in this bid are true and correct.

Print or Type Name : Arthur Kert

Title: Estimator

Name of Company as Licensed: Western Fence & Supply Co; DBA: Pilgrim Fence Co.

Business Address: 3275 E Florence Ave.

Huntington Park, CA 90255

Telephone Number: 323-595-0889

California Contractor License No.: 360110

Class and Expiration Date: C13 7/31/2018

State of Incorporation, if Applicable: CA

( ) Evidence of authority to bind corporation is attached.

Dated: March 7, 2017

Signed: [signature]

If bidder is a corporation, affix corporation seal to the right.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Modular Classroom Buildings, Perimeter Fencing, Bret Harte Elementary Schools (Bond Fund)

Background:

In the spring of 2013, Bond Measure "S" was passed by the voters in Burbank. A part of Measure "S" included the replacement of aging existing portable classroom with permanent modular classroom buildings. Facilities will be removing the ageing portable classroom buildings and replacing them with new modular classroom building that will require less maintenance which will provide relief to the general fund and provide more modern teaching facilities for our schools.

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016.
On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to

cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder was:

Western Fence dba Pilgrim Fence

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

Fiscal Impact:

$234,816 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of perimeter and modular fencing, BretHarte Elementary School, not to exceed $234,816 (21.0-00000-0-91008-85000-6170-215-0000) effective July 21, 2017 through July 21, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	David Jaynes, Assistant Superintendent, Administrative Services
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	May 5, 2016
SUBJECT:	Award of Future Contracts, Bid # 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Pilgrim Fence, Various Sites, (Various Funds)

Background:

The District is pursuing a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016.

District-Wide Goals for 2014-2015:

7.1 Provide a clean, safe, and energy efficient learning environment for all students.

7.2 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates.

7.5 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan.

Discussion/Issues:

The Notice Inviting Bids for 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

A Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

District staff and consultants reviewed the unit price bid and the sample project cost estimate and deemed the unit price per unit line items to be in line and comparable to the District's prior fencing unit bid pricing.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

Fiscal Impact:

To be determined as per each individual scope of work at each site.

Recommendation:

David Jaynes, Assistant Superintendent Business Services, recommends that the Board of Education award future public works contracts for fencing construction services to Pilgrim Fence, based on the results of Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contracts, as presented.

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Bret Harte Elementary School
Address: 3200 West Jefferies

Date: March 8, 2017

BURBANK UNIFIED SCHOOL DISTRICT
RECEIVED
2017 JUN 16 AM 6:17
FACILITIES SERVICES

Item No.		Price	Quantity	Total Cost
	GROUP A 4' H CL FENCE (1" MESH)			
101	50-100	$69 plf		$0
102	101-200	$55 plf		$0
103	201-300	$50 plf		$0
104	301-500	$44 plf		$0
105	Negotiate	$42 plf		$0
106	Corner Post Make Up	$525 ea		$0
	GROUP A 6' H CL FENCE (1" MESH)			
107	50-100	$74 plf		$0
108	101-200	$60 plf	276	$16,560
109	201-300	$56 plf		$0
110	301-500	$50 plf		$0
111	Negotiate	$50 plf		$0
112	Corner Post Make Up	$625 ea	22	$13,750
	GROUP A 8' H CL FENCE (1" MESH)			
113	50-100	$82 plf		$0
114	101-200	$70 plf		$0
115	201-300	$68 plf		$0
116	301-500	$64 plf		$0
117	Negotiate	$64 plf	700	$44,800
118	Corner Post Make Up	$925 ea	16	$14,800
	GROUP A 10' H CL FENCE (1" MESH)			
119	50-100	$130 plf		$0
120	101-200	$115 plf		$0
121	201-300	$92 plf		$0
122	301-500	$88 plf		$0
123	Negotiate	$88 plf		$0
124	Corner Post Make Up	$1,200 ea		$0
	Sub Total Group A			**$89,910**

Reviewed/Approved By — Date

To A/P - Purchasing

4/16 BONDS - FENCING -

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Bret Harte Elementary School
Address: 3200 West Jefferies

Date: 3/8/2017

Item No.		Quantity		Total Cost
	GROUP B 6' H CL FENCE (2" MESH)			
125	50-100	$58 plf		$0
126	101-200	$49 plf		$0
127	201-300	$45 plf		$0
128	301-500	$43 plf		$0
129	Negotiate	$43 plf		$0
130	Corner Post Make Up	$625 ea		$0
	GROUP B 8' H CL FENCE (2" MESH)			
131	50-100	$64 plf		$0
132	101-200	$55 plf		$0
133	201-300	$50 plf		$0
134	301-500	$48 plf		$0
135	Negotiate	$48 plf		$0
136	Corner Post Make Up	$925 ea		$0
	GROUP B 10' H CL FENCE (2" MESH)			
137	50-100	$75 plf		$0
138	101-200	$64 plf		$0
139	201-300	$62 plf		$0
140	301-500	$58 plf		$0
141	Negotiate	$58 plf		$0
142	Corner Post Make Up	$1,200 ea		$0
	Sub Total Group B			**$0**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Bret Harte Elementary School
Address: 3200 West Jefferies

Date: March 8, 2017

Item No.

		Quantity		Total Cost
	GROUP C 4' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
143	50-100	$54 plf		$0
144	101-200	$44 plf		$0
145	201-300	$40 plf		$0
146	301-500	$35 plf		$0
147	Negotiate	$35 plf		$0
148	Replacement Posts	$5 plf		$0
149	Corner Post Make Up	$575 ea		$0
	GROUP C 6' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
150	50-100	$54 plf		$0
151	101-200	$44 plf		$0
152	201-300	$40 plf		$0
153	301-500	$35 plf		$0
154	Negotiate	$35 plf		$0
155	Replacement Posts	$6 plf		$0
156	Corner Post Make Up	$675 ea		$0
	GROUP C 8' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
157	50-100	$55 plf		$0
158	101-200	$50 plf		$0
159	201-300	$50 plf		$0
160	301-500	$44 plf		$0
161	Negotiate	$38 plf		$0
162	Replacement Posts	$8 plf		$0
163	Corner Post Make Up	$810 ea		$0
	GROUP C 10' H CL FENCE REMOVAL & RELOCATION OF EXISTING FENCE AND POSTS			
164	50-100	$107 plf		$0
165	101-200	$95 plf		$0
166	201-300	$85 plf		$0
167	301-500	$75 plf		$0
168	Negotiate	$70 plf		$0
169	Replacement Posts	$9 plf		$0
170	Corner Post Make Up	$1,125 ea		$0
	Sub Total GROUP C			**$0**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Bret Harte Elementary School
Address: 3200 West Jefferies

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP D 4' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
172	50-100	$15 plf		$0
173	101-200	$10 plf		$0
174	201-300	$10 plf		$0
175	301-500	$10 plf		$0
176	Negotiate	$10 plf		$0
	GROUP D 6' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
177	50-100	$15 plf		$0
178	101-200	$10 plf		$0
179	201-300	$10 plf		$0
180	301-500	$10 plf		$0
181	Negotiate	$10 plf		$0
	GROUP D 8' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
182	50-100	$18 plf		$0
183	101-200	$13 plf		$0
184	201-300	$13 plf		$0
185	301-500	$13 plf		$0
186	Negotiate	$13 plf		$0
	GROUP D 10' H CL FENCE DEMOLISH & HAUL AWAY EXISTING FENCE AND POSTS			
187	50-100	$20 plf		$0
188	101-200	$18 plf		$0
189	201-300	$18 plf		$0
190	301-500	$18 plf		$0
191	Negotiate	$18 plf		$0
	Sub Total GROUP D			**$0**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Bret Harte Elementary School
Address: 3200 West Jefferies

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP E 4' H SWING GATES INCLUDING POSTS AND HARDWARE			
192	4'-0" WIDE GALVANIZED 1" MESH	$1,560 ea		$0
193	4'-0" WIDE GALVANIZED 2" MESH	$1,545 ea		$0
194	6'-0" WIDE GALVANIZED 1" MESH	$1,775 ea		$0
195	6'-0" WIDE GALVANIZED 2" MESH	$1,740 ea		$0
196	8'-0" WIDE GALVANIZED 1" MESH	$2,000 ea		$0
197	8'-0" WIDE GALVANIZED 2" MESH	$1,960 ea		$0
198	10'-0" WIDE GALVANIZED 1" MESH	$2,100 ea		$0
199	10'-0" WIDE GALVANIZED 2" MESH	$2,050 ea		$0
	GROUP E 6' H SWING GATES INCLUDING POSTS AND HARDWARE			
200	4'-0" WIDE GALVANIZED 1" MESH	$1,650 ea	5	$8,250
201	4'-0" WIDE GALVANIZED 2" MESH	$1,640 ea		$0
202	6'-0" WIDE GALVANIZED 1" MESH	$1,865 ea		$0
203	6'-0" WIDE GALVANIZED 2" MESH	$1,830 ea		$0
204	8'-0" WIDE GALVANIZED 1" MESH	$2,040 ea		$0
205	8'-0" WIDE GALVANIZED 2" MESH	$1,975 ea		$0
206	10'-0" WIDE GALVANIZED 1" MESH	$2,125 ea	2	$4,250
207	10'-0" WIDE GALVANIZED 2" MESH	$2,080 ea		$0
	GROUP E 8' H SWING GATES INCLUDING POSTS AND HARDWARE			
208	4'-0" WIDE GALVANIZED 1" MESH	$1,800 ea	6	$10,800
209	4'-0" WIDE GALVANIZED 2" MESH	$1,780 ea		$0
210	6'-0" WIDE GALVANIZED 1" MESH	$1,880 ea	2	$3,760
211	6'-0" WIDE GALVANIZED 2" MESH	$1,940 ea		$0
212	8'-0" WIDE GALVANIZED 1" MESH	$2,110 ea		$0
213	8'-0" WIDE GALVANIZED 2" MESH	$2,058 ea		$0
214	10'-0" WIDE GALVANIZED 1" MESH	$2,330 ea		$0
215	10'-0" WIDE GALVANIZED 2" MESH	$2,200 ea		$0

PILGRIM FENCE CO

	GROUP E 10' H SWING GATES INCLUDING POSTS AND HARDWARE (no transom)				
216	4'-0" WIDE GALVANIZED 1" MESH	$1,990	ea		$0
217	4'-0" WIDE GALVANIZED 2" MESH	$1,950	ea		$0
218	6'-0" WIDE GALVANIZED 1" MESH	$2,450	ea		$0
219	6'-0" WIDE GALVANIZED 2" MESH	$2,400	ea		$0
220	8'-0" WIDE GALVANIZED 1" MESH	$2,860	ea		$0
221	8'-0" WIDE GALVANIZED 2" MESH	$2,775	ea		$0
222	10'-0" WIDE GALVANIZED 1" MESH	$3,250	ea		$0
223	10'-0" WIDE GALVANIZED 2" MESH	$3,090	ea		$0
	GROUP E 10' H SWING GATES INCLUDING POSTS AND HARDWARE (with transom)				
224	4'-0" WIDE GALVANIZED 1" MESH	$2,065	ea		$0
225	4'-0" WIDE GALVANIZED 2" MESH	$2,080	ea		$0
226	6'-0" WIDE GALVANIZED 1" MESH	$2,670	ea		$0
227	6'-0" WIDE GALVANIZED 2" MESH	$2,620	ea		$0
228	8'-0" WIDE GALVANIZED 1" MESH	$3,090	ea		$0
229	8'-0" WIDE GALVANIZED 2" MESH	$3,000	ea		$0
230	10'-0" WIDE GALVANIZED 1" MESH	$3,445	ea		$0
231	10'-0" WIDE GALVANIZED 2" MESH	$3,290	ea		$0
	Sub Total GROUP E				**$27,060**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts
Site Name: Bret Harte Elementary School
Address: 3200 West Jefferies

Date: March 8, 2017

Item No.		Quantity		Total Cost
	GROUP F 4' H ROLL GATES INCLUDING HARDWARE			
232	4'-0" WIDE GALVANIZED 1" MESH	$2,400 ea		$0
233	4'-0" WIDE GALVANIZED 2" MESH	$2,255 ea		$0
234	6'-0" WIDE GALVANIZED 1" MESH	$2,600 ea		$0
235	6'-0" WIDE GALVANIZED 2" MESH	$2,455 ea		$0
236	8'-0" WIDE GALVANIZED 1" MESH	$2,800 ea		$0
237	8'-0" WIDE GALVANIZED 2" MESH	$2,635 ea		$0
238	10'-0" WIDE GALVANIZED 1" MESH	$3,250 ea		$0
239	10'-0" WIDE GALVANIZED 2" MESH	$3,090 ea		$0
	GROUP F 6' H ROLL GATES INCLUDING HARDWARE			
240	4'-0" WIDE GALVANIZED 1" MESH	$2,500 ea		$0
241	4'-0" WIDE GALVANIZED 2" MESH	$2,390 ea		$0
242	6'-0" WIDE GALVANIZED 1" MESH	$2,740 ea		$0
243	6'-0" WIDE GALVANIZED 2" MESH	$2,610 ea		$0
244	8'-0" WIDE GALVANIZED 1" MESH	$3,000 ea		$0
245	8'-0" WIDE GALVANIZED 2" MESH	$2,820 ea		$0
246	10'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
247	10'-0" WIDE GALVANIZED 2" MESH	$3,310 ea		$0
	GROUP F 8' H ROLL GATES INCLUDING HARDWARE			
249	4'-0" WIDE GALVANIZED 1" MESH	$2,900 ea		$0
250	4'-0" WIDE GALVANIZED 2" MESH	$2,710 ea		$0
251	6'-0" WIDE GALVANIZED 1" MESH	$3,220 ea		$0
252	6'-0" WIDE GALVANIZED 2" MESH	$3,020 ea		$0
253	8'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
254	8'-0" WIDE GALVANIZED 2" MESH	$3,330 ea		$0
255	10'-0" WIDE GALVANIZED 1" MESH	$4,200 ea		$0
256	10'-0" WIDE GALVANIZED 2" MESH	$3,820 ea		$0

PILGRIM FENCE CO

	GROUP F 10' H ROLL GATES INCLUDING HARDWARE			
257	4'-0" WIDE GALVANIZED 1" MESH	$3,200 ea		$0
258	4'-0" WIDE GALVANIZED 2" MESH	$2,955 ea		$0
259	6'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
260	6'-0" WIDE GALVANIZED 2" MESH	$3,335 ea		$0
261	8'-0" WIDE GALVANIZED 1" MESH	$4,000 ea		$0
262	8'-0" WIDE GALVANIZED 2" MESH	$3,720 ea		$0
263	10'-0" WIDE GALVANIZED 1" MESH	$4,650 ea		$0
264	10'-0" WIDE GALVANIZED 2" MESH	$4,280 ea		$0
	Sub Total GROUP F			**$0**
	GROUP G 2' WIDE CLOSE UP, PER DETIAL #203 (2" MESH)			
265	6'-0" TALL	$300 ea	1	$300
266	8'-0" TALL	$350 ea		$0
	Sub Total GROUP G			**$300**
	GROUP H BOLLARDS (PER DETIAL #201 & #202)			
265	2" DIAMETER FOR HVAC PROTECTION	$600 pr		$0
266	4" DIAMETER FOR TRAFFIC	$425 ea		$0
267	6" DIAMETER FOR TRAFFIC	$650 ea	2	$1,300
	Sub Total GROUP H			**$1,300**
	GROUP I TIME & MATERIALS WORK			
265	HOURLY RATE PER 2-MAN CREW	$225 hr	80	$18,000
266	HOURLY RATE PER 3-MAN CREW	$295 hr	120	$35,400
	Sub Total GROUP G			**$53,400**
	GROUP J UNFORSSEN CONDITIONS			
265	SUBCONTRACOR LABOR COST	$0.00 COS	20%	$0
266	MATERIALS COST	$48,701.50 COS	15%	$56,007
267	BONDING COST	$227,976.73 COS	3%	$6,839
	Sub Total GROUP H			**$62,846**

GRAND TOTAL $234,816

BID FORM

1900 W. Olive Avenue – Purchasing Services
Burbank, CALIFORNIA 91506-2460

Bid Package: 11

Dear Board Members:

The undersigned doing business under the firm name of:

Pilgrim Fence Company

hereby propose and agree to enter into a Contract, to furnish any and all labor, materials, applicable taxes, equipment and services for the completion of Work described hereinafter and in the Contract Documents:

Permanent Modular Classrooms For Bret Harte Elementary School
3200 West Jeffries Ave. Burbank, CA 91505
Bid # 1617-051

prepared by:

gkkworks 155 South Fair Oaks Pasadena, CA 91105

A). Total without allowance specified in section 01 21 00 for the specified bid package included in this Bid Form:

Two hundred fourteen thousand, eight hundred sixteen 00/100 Dollars

($ 214,816) including all applicable taxes, permits and licenses.

B). Allowance value specified in section 01 21 00 for the specified bid package included in this Bid Form:

Twenty thousand 00/100 Dollars

($ 20,000).

Failure to include the correct dollar amount for the allowance will result in the rejection of your proposal.

C). For the total sum of (add A & B above)

Two hundred thirty four thousand, eight hundred sixteen 00/100 Dollars

($ 234,816.00) including all applicable taxes, allowance, permits and licenses.

Alternates:
All requested Alternates shall be bid. **In the event there is no cost change, bidders must write in 0.00 in each applicable Alternate line below.** The bid alternate lump sum price includes the furnishing of labor, services, tools, equipment, materials, appurtenances, and incidentals necessary to provide products complete in place and fully functional and per the plans and specifications.

A complete description of bid items are set forth in Section 01 2300 – Alternates.

Additive Alternate #1 ($ 0 00)

Additive Alternate #2 ($ 0. 00)

The undersigned hereby designates as the office to which such Notice of Award of Contract may be mailed, faxed, or delivered:
3275 E. Florence Ave
Huntington Park, CA 90255

Our Public Liability and Property Damage Insurance is placed with:
West American Insurance Company

Our Workers' Compensation Insurance is placed with:
Everest National Insurance Company

Circular letters, bulletins, addenda, etc., bound with the specifications or issued during the time of bidding are included in the bid, and, in completing the Contract, they are to become a part thereof.

The receipt of the following addenda to the specifications is acknowledged:

Addendum No. 1 Date 2-9-17 Addendum No. 2 Date 2-16-17

Addendum No. _____ Date _____ Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

This bid may be withdrawn at any time prior to the scheduled time for the opening of bids or any authorized postponement thereof.

A bidder shall not submit a bid unless the bidder's California contractor's license number appears clearly on the bid, the license expiration date and class are stated, and the bid contains a statement that the representations made therein are made under penalty of perjury. Any bid submitted by a contractor who is not licensed pursuant to Business and Professions Code section 7028.15 shall be considered nonresponsive and shall be rejected. Any bid not containing the above information may be considered nonresponsive and may be rejected.

NOTE: Each bid must give the full business address of the bidder and be signed by bidder with bidder's usual signature. Bids by partnerships must furnish the full name of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature. Bids by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of the officer signing on behalf of a corporation shall be furnished.

The undersigned declares under penalty of perjury under the laws of the State of California that the representations made in this bid are true and correct.

Print or Type Name : Arthur Kert

Title: Estimator

Name of Company as Licensed: Western Fence & Supply Co; DBA: Pilgrim Fence Co.

Business Address: 3275 E Florence Ave

Huntington Park, CA 90255

Telephone Number: 323-595-0839

California Contractor License No.: 360110

Class and Expiration Date: C13 7/31/2018

State of Incorporation, if Applicable: CA

( ) Evidence of authority to bind corporation is attached.

Dated: March 7, 2017

Signed: [signature]

If bidder is a corporation, affix corporation seal to the right.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Burbank Adult School (Bond Fund)

Background:

Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On June 2, 2016 the Board of Education approved an Award of Contract, Pilgrim Fence, Bid 1516-056,

2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

The fencing project at Burbank Adult School has been inspected and accepted as complete by the District.

Fiscal Impact:

$69,700 PO 17001279 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Burbank Adult School, not to exceed $69,700 (210-92036-0-00000-85000-6170-533-0000) PO 17001279, Bond Fund, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	David Jaynes, Assistant Superintendent, Administrative Services
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 2, 2016
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2014-2015:

7.1 Provide a clean, safe, and energy efficient learning environment for all students.

7.2 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates.

7.5 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

Fiscal Impact:

David Starr Jordan, $148,556, Bond Fund;
Luther Burbank, $220,186, Bond Fund,
John Muir, $136,079, Bond Fund, and
Burbank Adult, $69,700

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School, not to exceed $574,611 effective June 3, 2016 through June 3, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows:

David Starr Jordan, $148,556 (21.0-xxxxx.x-x-85000-6170-321-0000) Bond Fund;
Luther Burbank, $220,186 (21.0-xxxxx.x-x-85000-6170-320-0000) Bond Fund;
John Muir, $136,079 (21.0xxxxx.x-x-85000-6170-322-0000) Bond Fund, and
Burbank Adult, $69,790 (21.0-xxxxx-x-85000-6170-533-0000) Bond Fund

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School (Bond Fund)

Background:

Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On June 2, 2016 the Board of Education approved an Award of Contract, Pilgrim Fence, Bid 1516-056,

2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

The fencing project at John Muir Middle School has been inspected and accepted as complete by the District.

Fiscal Impact:

$137,933 PO 17001278 Bond Fund

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School, not to exceed $137,933 (210-92033-0-85000-6170-321-0000) PO 17001278, Bond Fund, as presented.

There was one change order to the contract for $1,854 PO17001278.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	David Jaynes, Assistant Superintendent, Administrative Services
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 2, 2016
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2014-2015:

7.1 Provide a clean, safe, and energy efficient learning environment for all students.

7.2 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates.

7.5 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

Fiscal Impact:

David Starr Jordan, $148,556, Bond Fund;
Luther Burbank, $220,186, Bond Fund,
John Muir, $136,079, Bond Fund, and
Burbank Adult, $69,700

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School, not to exceed $574,611 effective June 3, 2016 through June 3, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows:

David Starr Jordan, $148,556 (21.0-xxxxx.x-x-85000-6170-321-0000) Bond Fund;
Luther Burbank, $220,186 (21.0-xxxxx.x-x-85000-6170-320-0000) Bond Fund;
John Muir, $136,079 (21.0xxxxx.x-x-85000-6170-322-0000) Bond Fund, and
Burbank Adult, $69,790 (21.0-xxxxx-x-85000-6170-533-0000) Bond Fund

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 15, 2017
SUBJECT:	Ratification of Change Order # 1, Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, John Muir Middle School, (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2016-2017:

7.1 Provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.5 Develop and implement access to facilities and programs in accordance with AB1266.

7.6 Monitor, update, and communicate changes to District policies to ensure compliance.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

On June 2, 2016, the Board of Education awarded a contract to Pilgrim Fence for fencing installation at David Starr Jordan, Luther Burbank, John Muir and Burbank Adult Schools.

During the course of construction, the District requested an additional 8' swing gate be installed that was not in the original scope of work. This is a ratification because the work was directed to be done during the main construction to meet project schedule and the change order proposal was given to the District May 24, 2017.

Fiscal Impact:

$1,854, Bond Fund, PO 17001278

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an additive change order to Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of a gate, John Muir Middle School, not to exceed $1,854 (21.0-92033-0-00000-85000-6170-322-0000) Bond Fund, effective May 1, 2017 through May 1, 2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Luther Burbank Middle School (Bond Fund)

Background:

Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On June 2, 2016 the Board of Education approved an Award of Contract, Pilgrim Fence, Bid 1516-056,

2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

The fencing project at Luther Burbank has been inspected and accepted as complete by the District.

Fiscal Impact:

$220,186 PO 17001276 Bond Fund

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Luther Burbank Middle School, not to exceed $220,186 (210-92032-0-85000-6170-321-0000) PO 17001276, Bond Fund, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	David Jaynes, Assistant Superintendent, Administrative Services
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 2, 2016
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2014-2015:

7.1 Provide a clean, safe, and energy efficient learning environment for all students.

7.2 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates.

7.5 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

Fiscal Impact:

David Starr Jordan, $148,556, Bond Fund;
Luther Burbank, $220,186, Bond Fund,
John Muir, $136,079, Bond Fund, and
Burbank Adult, $69,700

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School, not to exceed $574,611 effective June 3, 2016 through June 3, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows:

David Starr Jordan, $148,556 (21.0-xxxxx.x-x-85000-6170-321-0000) Bond Fund;
Luther Burbank, $220,186 (21.0-xxxxx.x-x-85000-6170-320-0000) Bond Fund;
John Muir, $136,079 (21.0xxxxx.x-x-85000-6170-322-0000) Bond Fund, and
Burbank Adult, $69,790 (21.0-xxxxx-x-85000-6170-533-0000) Bond Fund

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Acceptance of Notice of Completion, Shade Structures Inc., Thomas Jefferson Elementary School (Bond Fund)

Background:

Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

Due to seismic concerns in late 2015, staff decided to postpone the installation of new playground equipment and accompanying shade structures. Once geologic studies were completed, the installation of

the playground equipment commenced and the two shade structures were procured and installed in keeping with the Measure "S" promise of new playground equipment, District-wide. Further, in keeping with the Measure "S" promise, two new DSA (Division of State Architect) approved 30' X 30' shade structures were installed over the playground equipment to provide shade for the students at both the upper and lower playground areas.

On October 6, 2016, the Board of Education approved an Award of Contract, Shade Structures Inc., Thomas Jefferson Elementary School (Bond Fund) for the procurement and installation of two shade structure over the playground equipment.

The shade structure project at Thomas Jefferson Elementary has been inspected and accepted as complete by the District.

Fiscal Impact:

$41,777.19 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion Shade Structures, Inc., Thomas Jefferson Elementary School, not to exceed $41,777.19 (21.092124.0-00000-85000-6170-206-0000) PO 17004067, Bond Fund, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	October 6, 2016
SUBJECT:	Ratification of Award of Contract, Shade Structures Inc., Thomas Jefferson Elementary School (Bond Fund)

Background:

On May 19, 2016, the Board of Education approved an award of contract, CUPCCAA Bid 1516-063, Playground Equipment, Concrete Replacement, Frederick Towers, Demolition of Play Equipment, Canopies, Thomas Jefferson Elementary (Bond Fund) in preparation of the installation of two new play equipment and shade structures at Thomas Jefferson Elementary School.

District-Wide Goals for 2016-2017:

7.1 Provide a clean, safe, and energy-efficient learning environment for all students and employees

7.4 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.5 Develop and implement access to facilities and programs in accordance with AB1266.

7.6 Monitor, update, and communicate changes to District policies to ensure compliance.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

Discussion/Issues:

Due to seismic concerns in late 2015, staff decided to postpone the installation of new playground equipment and accompanying shade structures. Once geologic studies were completed, the installation of the playground equipment commenced and the two shade structures were procured and installed in keeping with the Measure "S" promise of new playground equipment, District-wide. Further, in keeping with the Measure "S" promise, two new DSA (Division of State Architect) approved 30' X 30' shade structures

were installed over the playground equipment to provide shade for the students at both the upper and lower playground areas.

Fiscal Impact:

$41,777.19 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an award of contract, Shade Structures, Inc., for the procurement and installation of two shade structures, not to exceed $41,777.19 (21.092124.0-00000-85000-6170-206-0000) Bond Fund, effective October 1, 2016 through October 1, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Acceptance of Notice of Completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan Middle School (Bond Fund)

Background:

Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On June 2, 2016 the Board of Education approved an Award of Contract, Pilgrim Fence, Bid 1516-056,

2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

The fencing project at David Starr Jordan has been inspected and accepted as complete by the District.

Fiscal Impact:

$155,070 PO 17001275 Bond Fund

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education accept a notice of completion, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, not to exceed $155,070 (210-00000-0-91xxx-85000-6170-321-0000) PO 17001275, Bond Fund, as presented.

There was one change order to the contract for $6,514, PO 17001275

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	David Jaynes, Assistant Superintendent, Administrative Services
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 2, 2016
SUBJECT:	Approval of Award of Contract, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2014-2015:

7.1 Provide a clean, safe, and energy efficient learning environment for all students.

7.2 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates.

7.5 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder is:

Pilgrim Fence submitted the only bid on the sample project. Pilgrim Fence will be held to this pricing on all contracts for the next year and then the Consumer Price Index (CPI) may be used to adjust pricing for the following four years.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with Pilgrim Fence for fencing construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

Fiscal Impact:

David Starr Jordan, $148,556, Bond Fund;
Luther Burbank, $220,186, Bond Fund,
John Muir, $136,079, Bond Fund, and
Burbank Adult, $69,700

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of fencing, David Starr Jordan, Luther Burbank, John Muir Middle Schools, Burbank Adult School, not to exceed $574,611 effective June 3, 2016 through June 3, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows:

David Starr Jordan, $148,556 (21.0-xxxxx.x-x-85000-6170-321-0000) Bond Fund;
Luther Burbank, $220,186 (21.0-xxxxx.x-x-85000-6170-320-0000) Bond Fund;
John Muir, $136,079 (21.0xxxxx.x-x-85000-6170-322-0000) Bond Fund, and
Burbank Adult, $69,790 (21.0-xxxxx-x-85000-6170-533-0000) Bond Fund

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Technology Information Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	February 16, 2017
SUBJECT:	Ratification of Change Order # 1, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, David Starr Jordan Middle School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2016-2017:

7.1 Provide a clean, safe, and energy-efficient learning environment for all students andemployees.

7.4 Ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before schoolstarts.

7.5 Develop and implement access to facilities and programs in accordance with AB1266.

7.6 Monitor, update, and communicate changes to District policies to ensurecompliance.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder was Pilgrim Fence.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

On June 2, 2016, the Board of Education approved an awarded a contract to Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Thomas Jefferson, Providencia and George Washington Elementary Schools, for the installation of fencing at all three sites.

This additional work performed by Pilgrim Fence at David Starr Jordan Middle school was originally included in the Opterra Lease-Leaseback project scope of work. As Pilgrim Fence was already mobilized at David Starr Jordan installing perimeter fencing, Opterra was notified that a parking lot pedestrian gate, drop rods and tennis posts would be de-scoped from the Opterra contract and Pilgrim Fence would do the work as an additive change order which will result in a deductive change order to the Opterra Lease-Leaseback PO 17001443.

Fiscal Impact:

$6,514 (Bond Fund) PO 17001275

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify additive Change Order # 1 between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of temporary fencing and other items, David Starr Jordan Middle School, not to exceed $6,514 (21.0-92031-0-00000-85000-6170-321-0000) Bond Fund, PO 17001275, effective, August 1, 2016 through August 17, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314 as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Technology Information Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Ratification of Change Order # 2, Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Thomas Jefferson, Elementary School (Bond Fund)

Background:

The District pursued a qualified company for fencing public works contracts. A Notice Inviting Bids for Bid # 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, March 31, 2016 and April 7, 2016. A mandatory job walk was held on April 2, 2016. On May 5, 2016, the Board of Education approved an award of future contracts, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

The Notice Inviting Bids for Bid 1516-056, 2016 Fencing Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

The Districts purchasing department received one bid by the bid opening deadline of 2:00 pm, April 21, 2016. The qualifying bidder was Pilgrim Fence.

On May 5, 2016, the Board of Education approved the award of future contracts under Bid 1516-056, Fencing Unit Price Bid for Public Works Contracts to Pilgrim Fence for various sites, using various funding sources.

On June 16, 2016, the Board of Education awarded a contract to Pilgrim Fence, Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, Thomas Jefferson, Providencia and George Washington Elementary Schools (Bond Fund).

Due to seismic studies in late 2015, staff decided to postpone the installation of new playground equipment and accompanying shade structures. Once geologic studies were completed, the installation of the playground equipment commenced and the two shade structures were procured and installed in keeping with the Measure "S" promise of new playground equipment, District-wide.

As part of the new playground equipment and shade structures installation, it became necessary to have temporary fencing installed to segregate construction activities from the student and staff population for safety purposes.

Pilgrim Fence, the District's fencing contractor, was contacted and asked to provide the necessary temporary fencing based on the District's unit price bid with Pilgrim. Pilgrim fence was able to provide materials and installation of the temporary fencing materials with a 6 month rental period, for a not to exceed $3,440, concurrently while installing permanent fencing at Jefferson Elementary School site with no impact to the original fencing or playground installation schedule. On October 6, 2016, the Board of Education approved change order # 1 for $3,440.00 for the cost of the temporary fencing.

As construction of the fencing continued, the District directed the contractor to make additional changes to the contracted scope of work which included installation of teather ball posts, custom fabric for a custom gate and replacing a double swing gate will a rolling gate, and the deletion of a pedestrian gate. The result of these changes are an additive change order for $2,363.83.

Fiscal Impact:

$2,363.83 (Bond Fund) PO 17001302

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify additive Change Order # 2 between Burbank Unified School District and Pilgrim Fence, Inc., Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts, for the installation of various district requested changes, Thomas Jefferson Elementary School, not to exceed $2,363.83, (21.0-92024-0-00000-85000-6170-321-0000) Bond Fund, PO 17001302, effective, August 1 2016 through August 17, 2017, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314.

7/3/2017	PILGRIM FENCE	JEFFERSON	
CO#2	INSTALL TEATHERBALL POSTS	$ 2,548.18	
	CUSTOM FABRIC CUSTOM GATE HEIGHT	$ 691.00	
	REPLACE DOUBLE SWING GATE WITH ROLL	$ 1,510.00	
	DELETE PEDESTRIAN GATE	$ (2,385.35)	
	NO BONDING < $25k		
CO#2	REVISED PROPOSAL 7/3/17	$ 2,363.83	
CO#1	ALREADY APPROVED BY THE BOE 10/6/16	$ 3,440.00	

PILGRIM FENCE CO

RECEIVED
FACILITIES SERVICES
2017 JUL -6 AM 6:54
BURBANK UNIFIED
SCHOOL DISTRICT

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts Change Orders
Site Name: THOMAS JEFFERSON ES
Address: 1900 NORTH 6TH ST

Date: July 5, 2017

Item No.		Quantity		Total Cost
	GROUP E 4' H SWING GATES INCLUDING POSTS AND HARDWARE			
192	4'-0" WIDE GALVANIZED 1" MESH	$1,560 ea		$0
193	4'-0" WIDE GALVANIZED 2" MESH	$1,545 ea		$0
194	6'-0" WIDE GALVANIZED 1" MESH	$1,775 ea		$0
195	6'-0" WIDE GALVANIZED 2" MESH	$1,740 ea		$0
196	8'-0" WIDE GALVANIZED 1" MESH	$2,000 ea		$0
197	8'-0" WIDE GALVANIZED 2" MESH	$1,960 ea		$0
198	10'-0" WIDE GALVANIZED 1" MESH	$2,100 ea		$0
199	10'-0" WIDE GALVANIZED 2" MESH	$2,050 ea		$0
	GROUP E 6' H SWING GATES INCLUDING POSTS AND HARDWARE			
200	4'-0" WIDE GALVANIZED 1" MESH	$1,650 ea		$0
201	4'-0" WIDE GALVANIZED 2" MESH	$1,640 ea		$0
202	6'-0" WIDE GALVANIZED 1" MESH	$1,865 ea		$0
203	6'-0" WIDE GALVANIZED 2" MESH	$1,830 ea		$0
204	8'-0" WIDE GALVANIZED 1" MESH	$2,040 ea		$0
205	8'-0" WIDE GALVANIZED 2" MESH	$1,975 ea		$0
206	10'-0" WIDE GALVANIZED 1" MESH	$2,125 ea		$0
207	10'-0" WIDE GALVANIZED 2" MESH	$2,080 ea		$0
	GROUP E 8' H SWING GATES INCLUDING POSTS AND HARDWARE			
208	4'-0" WIDE GALVANIZED 1" MESH	$1,800 ea	-1	-$1,800
209	4'-0" WIDE GALVANIZED 2" MESH	$1,780 ea		$0
210	6'-0" WIDE GALVANIZED 1" MESH	$1,880 ea		$0
211	6'-0" WIDE GALVANIZED 2" MESH	$1,940 ea		$0
212	8'-0" WIDE GALVANIZED 1" MESH	$2,110 ea		$0
213	8'-0" WIDE GALVANIZED 2" MESH	$2,058 ea		$0
214	10'-0" WIDE GALVANIZED 1" MESH	$2,330 ea		$0
215	10'-0" WIDE GALVANIZED 2" MESH	$2,200 ea		$0

PILGRIM FENCE CO

	GROUP E 10' H SWING GATES INCLUDING POSTS AND HARDWARE (no transom)			
216	4'-0" WIDE GALVANIZED 1" MESH	$1,990 ea		$0
217	4'-0" WIDE GALVANIZED 2" MESH	$1,950 ea		$0
218	6'-0" WIDE GALVANIZED 1" MESH	$2,450 ea		$0
219	6'-0" WIDE GALVANIZED 2" MESH	$2,400 ea		$0
220	8'-0" WIDE GALVANIZED 1" MESH	$2,860 ea		$0
221	8'-0" WIDE GALVANIZED 2" MESH	$2,775 ea		$0
222	10'-0" WIDE GALVANIZED 1" MESH	$3,250 ea		$0
223	10'-0" WIDE GALVANIZED 2" MESH	$3,090 ea		$0
	GROUP E 10' H SWING GATES INCLUDING POSTS AND HARDWARE (with transom)			
224	4'-0" WIDE GALVANIZED 1" MESH	$2,065 ea		$0
225	4'-0" WIDE GALVANIZED 2" MESH	$2,080 ea		$0
226	6'-0" WIDE GALVANIZED 1" MESH	$2,670 ea		$0
227	6'-0" WIDE GALVANIZED 2" MESH	$2,620 ea		$0
228	8'-0" WIDE GALVANIZED 1" MESH	$3,090 ea		$0
229	8'-0" WIDE GALVANIZED 2" MESH	$3,000 ea		$0
230	10'-0" WIDE GALVANIZED 1" MESH	$3,445 ea	-2	-$6,890
231	10'-0" WIDE GALVANIZED 2" MESH	$3,290 ea		$0
	Sub Total GROUP E			**-$8,690**

PILGRIM FENCE CO

Project: Bid 1516-056, 2016 Fencing Unit Price Bid for Public Works Contracts Change Orders
Site Name: THOMAS JEFFERSON ES
Address: 1900 NORTH 6TH ST

Date: July 5, 2017

Item No.		Quantity		Total Cost
	GROUP F 4' H ROLL GATES INCLUDING HARDWARE			
232	4'-0" WIDE GALVANIZED 1" MESH	$2,400 ea		$0
233	4'-0" WIDE GALVANIZED 2" MESH	$2,255 ea		$0
234	6'-0" WIDE GALVANIZED 1" MESH	$2,600 ea		$0
235	6'-0" WIDE GALVANIZED 2" MESH	$2,455 ea		$0
236	8'-0" WIDE GALVANIZED 1" MESH	$2,800 ea		$0
237	8'-0" WIDE GALVANIZED 2" MESH	$2,635 ea		$0
238	10'-0" WIDE GALVANIZED 1" MESH	$3,250 ea		$0
239	10'-0" WIDE GALVANIZED 2" MESH	$3,090 ea		$0
	GROUP F 6' H ROLL GATES INCLUDING HARDWARE			
240	4'-0" WIDE GALVANIZED 1" MESH	$2,500 ea		$0
241	4'-0" WIDE GALVANIZED 2" MESH	$2,390 ea		$0
242	6'-0" WIDE GALVANIZED 1" MESH	$2,740 ea		$0
243	6'-0" WIDE GALVANIZED 2" MESH	$2,610 ea		$0
244	8'-0" WIDE GALVANIZED 1" MESH	$3,000 ea		$0
245	8'-0" WIDE GALVANIZED 2" MESH	$2,820 ea		$0
246	10'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
247	10'-0" WIDE GALVANIZED 2" MESH	$3,310 ea		$0
	GROUP F 8' H ROLL GATES INCLUDING HARDWARE			
248	4'-0" WIDE GALVANIZED 1" MESH	$2,900 ea		$0
249	4'-0" WIDE GALVANIZED 2" MESH	$2,710 ea		$0
250	6'-0" WIDE GALVANIZED 1" MESH	$3,220 ea		$0
251	6'-0" WIDE GALVANIZED 2" MESH	$3,020 ea		$0
252	8'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
253	8'-0" WIDE GALVANIZED 2" MESH	$3,330 ea		$0
254	10'-0" WIDE GALVANIZED 1" MESH	$4,200 ea	2	$8,400
255	10'-0" WIDE GALVANIZED 2" MESH	$3,820 ea		$0
	GROUP F 10' H ROLL GATES INCLUDING HARDWARE			
256	4'-0" WIDE GALVANIZED 1" MESH	$3,200 ea		$0

PILGRIM FENCE CO

257	4'-0" WIDE GALVANIZED 2" MESH	$2,955 ea		$0
258	6'-0" WIDE GALVANIZED 1" MESH	$3,600 ea		$0
259	6'-0" WIDE GALVANIZED 2" MESH	$3,335 ea		$0
260	8'-0" WIDE GALVANIZED 1" MESH	$4,000 ea		$0
261	8'-0" WIDE GALVANIZED 2" MESH	$3,720 ea		$0
262	10'-0" WIDE GALVANIZED 1" MESH	$4,650 ea		$0
263	10'-0" WIDE GALVANIZED 2" MESH	$4,280 ea		$0
	Sub Total GROUP F			**$8,400**
	GROUP G 2' WIDE CLOSE UP, PER DETIAL #203 (2" MESH)			
264	6'-0" TALL	$300 ea		$0
265	8'-0" TALL	$350 ea		$0
	Sub Total GROUP G			**$0**
	GROUP H BOLLARDS (PER DETIAL #201 & #202)			
266	2" DIAMETER FOR HVAC PROTECTION	$600 pr		$0
267	4" DIAMETER FOR TRAFFIC	$425 ea		$0
268	6" DIAMETER FOR TRAFFIC	$650 ea		$0
	Sub Total GROUP H			**$0**
	GROUP I TIME & MATERIALS WORK			
269	HOURLY RATE PER 2-MAN CREW	$225 hr	7	$1,575
270	HOURLY RATE PER 3-MAN CREW	$295 hr		$0
	Sub Total GROUP G			**$1,575**
	GROUP J UNFORSSEN CONDITIONS			
271	SUBCONTRACOR LABOR COST	CO	20%	$0.00
272	MATERIALS COST	$938.11 CO	15%	$1,078.83
273	BONDING COST	$2,363.83 CO	0%	$0.00
	Sub Total GROUP H			**$1,078.83**

GRAND TOTAL $2,363.83

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Slurry Seal and Striping, Ralph Waldo Emerson Elementary School (Bond Fund)

Background:

A Notice Inviting Bids for Bid # 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts was sent to all qualifying contractors on the District's California Uniform Public Construction Cost Accounting Act (CUPCCAA) list and advertised in The Burbank Leader on November 13 and 20, 2013. A Mandatory Job Walk was held on November 25, 2013. The District received four bids by the December 10, 2013 deadline. On January 16, 2014, the Board of Education awarded future contracts for asphalt to Universal Asphalt based on the results of that bid. Qualifying Bids received were as follows:

Ben's Asphalt:	$372,385.00
California Paving:	$210,345.00 - Withdrew
Century Paving:	$263,160.00
Universal Asphalt:	$256,625.00

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

A provision in Bid 1314-032, cites the contract term is one (1) year after award of bid, and may be extended for an additional one (1) year period in accordance with provisions contained in the Education Code. An additional provision in the bid allows adjustments, if approved by the District for subsequent years, will not exceed the percentage change in the Consumer Price Index (CPI) for the Los Angeles area, for the year ending December 19, 2014, proceeding the renewal year. By submitting a bid, the successful bidder agreed that it is willing to provide such contract extensions under these terms if requested by the District, at the District's sole discretion. The District has requested that Universal Asphalt Co., Inc. extend the contract period

by one (1) year beginning January 16, 2015 to January 16, 2016.

Universal Asphalt Co., Inc. has provided the District with a revised unit price bid # 1314-032 dated January 21, 2015, with no increase in pricing for the extended contract period.

Further, Universal Asphalt has provided the District with a Memo of Understanding dated January 21, 2015 agreeing to provide the District their supplier asphalt material quotes with each project that is bid. Pursuant to that provision, material quotes are attached.

Universal Asphalt has provided the District with a proposal dated June 19, 2016 for the slurry seal finish and striping at Ralph Waldo Emerson Elementary School.

Fiscal Impact:

$15,604 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for slurry seal and striping at Ralph Waldo Emerson Elementary School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, effective July 21, 2017 through July 21, 2018, not to exceed $15,604 (210-00000-0-9xxx-85000-6170-203-0000)Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

BUSD BID #1314-032

2013 ASPHALT UNIT PRICE BID
INDIVIDUAL PROJECT QUOTE

Project Name: **RALPH EMERSON ELEMENTARY SLURRY SEAL AND STRIPING** Date: June 19, 2016

Site Name: Ralph Emerson Elementary

Address: 720 E. Cypress Ave.

Pricing Requested by (District Contact): **KURT HAUFFE / CATHY WEISSMAN**

Item #	Description		Bid Price	Quantity	Total Cost
	Group A.1 1" Cap over Existing A.C. Surface: Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
101	Step One Price per Sq. Ft.	500-3,000 sf	2.00		0.00
102	Step Two Price per Sq. Ft.	3,000-6,000 sf	1.20		0.00
103	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.95		0.00
104	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.90		0.00
105	Step Five Price per Sq. Ft.	Over 20,000 sf	0.77		0.00
	Group A.2 2" Cap over Existing A.C. Surface: Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
106	Step One Price per Sq. Ft.	500-3,000 sf	2.50		0.00
107	Step Two Price per Sq. Ft.	3,000-6,000 sf	1.65		0.00
108	Step Three Price per Sq. Ft.	6,000-12,000 sf	1.45		0.00
109	Step Four Price per Sq. Ft.	12,000-20,000 sf	1.35		0.00
110	Step Five Price per Sq. Ft.	Over 20,000 sf	1.25		0.00
	Group B.1 3" A.C. Black Top-not including base or sub-grade preparation: Qualities below Step one will be contracted on a time and materials basis under				
111	Step One Price per Sq. Ft.	500-3,000 sf	3.25		0.00
112	Step Two Price per Sq. Ft.	3,000-6,000 sf	2.15		0.00
113	Step Three Price per Sq. Ft.	6,000-12,000 sf	1.85		0.00
114	Step Four Price per Sq. Ft.	12,000-20,000 sf	1.75		0.00
115	Step Five Price per Sq. Ft.	Over 20,000 sf	1.62		0.00
	Group B.2 4" A.C. Black Top-not including base or sub-grade preparation. Qualities below Step one will be contracted on a time and materials basis under				
116	Step One Price per Sq. Ft.	500-3,000 sf	3.75		0.00
117	Step Two Price per Sq. Ft.	3,000-6,000 sf	2.70		0.00
118	Step Three Price per Sq. Ft.	6,000-12,000 sf	2.35		0.00
119	Step Four Price per Sq. Ft.	12,000-20,000 sf	2.20		0.00
120	Step Five Price per Sq. Ft.	Over 20,000 sf	2.10		0.00
	Group B.3 6" A.C. Black Top-not including base or sub-grade preparation. Qualities below Step one will be contracted on a time and materials basis under				
121	Step One Price per Sq. Ft.	500-3,000 sf	5.40		0.00
122	Step Two Price per Sq. Ft.	3,000-6,000 sf	3.64		0.00
123	Step Three Price per Sq. Ft.	6,000-12,000 sf	3.50		0.00
124	Step Four Price per Sq. Ft.	12,000-20,000 sf	3.27		0.00
125	Step Five Price per Sq. Ft.	Over 20,000 sf	3.20		0.00

BURBANK UNIFIED SCHOOL DISTRICT
2016 JUN 20 AM 8:17
RECEIVED
FACILITIES SERVICES

Reviewed/Approved By _____ Date 6/20/16

To A/P - Purchasing _____ / /

17/8 Rmm - Asphalt - Smt. 6/20

	Group C. Portable Building ADA Ramp Transition (Measured at Ramp Face)				
126	Step One 4" max height (Per Details 2101 and 2102)	EA	800.00		0.00
127	Step Two 4-6" height (per Details 2101 and 2102)	EA	1,000.00		0.00
128	Step Three 6-8: height (per Details 2101 and 2102)	EA	1,200.00		0.00
129	Step Four 8-10" height (per Details 2101 and 2102)	EA	1,500.00		0.00
	Group D.1 4" Base. Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
130	Step One Price per Sq. Ft.	500-3,000 sf	1.00		0.00
131	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.75		0.00
132	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.55		0.00
133	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.40		0.00
134	Step Five Price per Sq. Ft.	Over 20,000 sf	0.35		0.00
	Group D.2 6" Base. Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
135	Step One Price per Sq. Ft.	500-3,000 sf	1.10		0.00
136	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.85		0.00
137	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.65		0.00
138	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.50		0.00
139	Step Five Price per Sq. Ft.	Over 20,000 sf	0.45		0.00
	Group E. 2 Coasts Seal Coat				
140	Step One Price per Sq. Ft.	500-3,000 sf	0.50		0.00
141	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.30		0.00
142	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.18		0.00
143	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.17		0.00
144	Step Five Price per Sq. Ft.	Over 20,000 sf	0.11	91,900	10,109.00
145	Minimum Charge		1,500.00		0.00
	Group F.1 Traffic Striping-One Coat White, Yellow, or Blue				
146	4" (10cm) Wide Line	Per Lf.	0.45	2200	990.00
147	6" (15cm) Wide Line	Per Lf.	0.65		0.00
148	8" (21cm) Wide Line	Per Lf.	0.80		0.00
149	12" (31cm) Wide Line	Per Lf.	1.20		0.00
150	Traffic Arrow (per detail 2103)	EA	30.00	3	90.00
151	Handicap Symbol (per detail 2104)	EA	65.00	2	130.00
152	Curb Painting	Per Lf.	1.25		0.00
153	Minimum Charge		600.00		0.00
	Group F.2 Striping for Outdoor Play Areas: White, Yellow, Blue, or Red				
154	Play Circle (per Detail 2105)	EA	60.00	9	540.00
155	Play Circle Cross (per Detail 2105)	EA	70.00	2	140.00
156	Tetherball (per Detail 2105)	EA	50.00	6	300.00
157	Hopscotch (per Detail 2105)	EA	75.00	3	225.00
158	Ball Wall (per Detail 2105)	EA	80.00	3	240.00
159	Four Square (per Detail 2105)	EA	80.00	5	400.00
160	Basketball (per Detail 2105)	EA	280.00	3	840.00
161	Volleyball (per Detail 2105)	EA	160.00	5	800.00
162	U.S. Map (per Detail 2106)	EA	2,800.00		0.00
163	2" Wide Marking for Outdoor Play Areas	Per Lf.	0.35		0.00
164	Minimum Charge		800.00	1	800.00

	Group G. Parking Signage (Per details)			
165	Entry Sign-Fence (Detail 2107)	EA	125.00	0.00
166	Stall Sign (No Van Access) Fence Mounted (Detail 2108)	EA	125.00	0.00
167	Stall Sign (With Van Access) Fence Mounted (Detail 2108)	EA	125.00	0.00
168	Upgrade Price (Post Mount)	EA	150.00	0.00
	Group H. Parking Bumpers (Installed)			
169	4' Parking Bumpers (Per Detail 2109)	EA	40.00	0.00
170	6' Parking Bumpers (Per Detail 2109)	EA	48.00	0.00
171	Relocation of Existing Bumper, Incl. New Anchorage	EA	25.00	0.00
	Group I. Petromat: Qualities below Step one will be contracted on a time and materials basis under price group category Q.			
172	Step One Price per Sq. Ft.	500-3,000 sf	0.80	0.00
173	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.55	0.00
174	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.40	0.00
175	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.25	0.00
176	Step Five Price per Sq. Ft.	Over 20,000 sf	0.20	0.00
	Group J. Redwood headers-Includes all splices, stakes, etc.			
177	Step One Price 2" x 4" (Detail 2110)	plf	3.50	0.00
178	Step Two Price 2" x 6" (Detail 2110)	plf	4.50	0.00
	Group K. Pulverize Existing Asphalt			
179	Step One Price per Sq. Ft.	8,000-20,000 sf	0.50	0.00
180	Step Two Price per Sq. Ft.	20,000-40,000 sf	0.30	0.00
181	Step Three Price per Sq. Ft.	Over 40,000 sf	0.28	0.00
182	Minimum Charge for Quantities below 8,000 sf		5,500.00	
	Group L.1 Removal of Existing Concrete up to 4" thick - (Unreinforced): Qualities below Step one will be contracted on a time and materials basis under price group			
183	Step One Price per Sq. Ft.	500-1,000 sf	3.50	0.00
184	Step Two Price per Sq. Ft.	1,000-3,000 sf	1.90	0.00
185	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.15	0.00
186	Step Four Price per Sq. Ft.	6,000-12,000 sf	0.90	0.00
187	Step Five Price per Sq. Ft.	Over 12,000 sf	0.85	0.00
	Group L.2 Removal of Existing Concrete up to 4" thick (Reinforced): Qualities below Step one will be contracted on a time and materials basis under price group			
188	Step One Price per Sq. Ft.	500-1,000 sf	4.50	0.00
189	Step Two Price per Sq. Ft.	1,000-3,000 sf	2.40	0.00
190	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.50	0.00
191	Step Four Price per Sq. Ft.	6,000-12,000 sf	1.25	0.00
192	Step Five Price per Sq. Ft.	Over 12,000 sf	1.15	0.00
	Group L.3 Removal of Existing Asphalt up to 4" thick: Qualities below Step one will be contracted on a time and materials basis under price group category T.			
193	Step One Price per Sq. Ft.	500-1,000 sf	3.10	0.00
194	Step Two Price per Sq. Ft.	1,000-3,000 sf	1.85	0.00
195	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.13	0.00
196	Step Four Price per Sq. Ft.	6,000-12,000 sf	0.80	0.00
197	Step Five Price per Sq. Ft.	Over 12,000 sf	0.45	0.00
198	Per additional inch of thickness	psf	0.12	0.00

	Group M. Sawcutting			
199	Concrete (per lf)	Under 20 lf	350.00	0.00
200	Concrete (per lf)	Over 200 lf	1.50	0.00
201	Asphalt (per lf)	Under 200 lf	350.00	0.00
202	Asphalt (per lf)	Over 200 lf	350.00	0.00
203	Minimum Charge			
	Group N. Removal of Existing Sod			
204	Step One Price per Sq. Ft.	0-500 sf	1.50	0.00
205	Step Two Price per Sq. Ft.	500-1,000 sf	1.10	0.00
206	Step Three Price per Sq. Ft.	1,000-3,000 sf	0.85	0.00
207	Step Four Price per Sq. Ft.	3,000-6,000 sf	0.80	0.00
208	Step Five Price per Sq. Ft.	6,000-12,000 sf	0.75	0.00
209	Step Six Price Per Sq. Ft.	Over 12,000 sf	0.70	0.00
	Group O. Grading, Scarifying, Recompacting, etc.			
210	Manual Grading	psf	0.15	0.00
211	Mcahine Fine Grading	psf	0.15	0.00
212	Cut/Fill On Site Soil	pcy	18.00	0.00
	Group P. Excavate and Export Native Soils			
213	Step One Price Per Cubic Yard	0-6 cy	50.00	0.00
214	Step Two Price Per Cubic Yard	6-20 cy	45.00	0.00
215	Step Three Price Per Cubic Yard	20-100 cy	45.00	0.00
216	Step Four Price Per Cubic Yard	100-200 cy	40.00	0.00
217	Step Five Price Per Cubic Yard	Over 200 cy	35.00	0.00
	Group Q. Small Paving Projects, Asphalt Crack Repair, Pot Hole Patching, etc.			
218	Hourly Rate (per 3 man crew)	per hour	400.00	0.00
219	Material Cost Asphalt	per ton	90.00	0.00
220	Material Cost Base	per ton	15.00	0.00
221	Material Cost Petromat	psf	0.60	0.00
	Group R. Rubberized Crack Repair (includes specified preparaton)			
222	Step One Price per Lf.	0-500 lf	3.00	0.00
223	Step Two Price per Sq. Lf.	500-2,000 lf	1.75	0.00
224	Step Three Price per Sq. Lf.	2,000-4,000 lf	1.50	0.00
225	Step Four Price per Sq. Lf.	4,000-6,000 lf	1.35	0.00
226	Step Five Price per Sq. Lf.	Over 6,000 lf	1.25	0.00
	Group S. Cold Planing			
227	Machine Cold Planing per hour		300.00	0.00

	Group T. Unforseen Conditions			
228	Mark up for Sub-Contractors or Labor (percent markup)		%12_____	
229	Mark up for Materials (percent markup) (Maynot exceed 15%)		%12_____	
230	General Laborer	phr	70	0
231	Operating Engineer	phr	78	0
232	Teamster	phr	78	0
233	Foreman	phr	85	0
234	Superintendent	phr	85	0
235	2 man survey crew	phr	300	0
236	3 man survey crew	phr	450	0
237	Estimator/Scheduler	phr	70	0
238	Temporary Fence Driven Posts	plf	6	0
239	Temporary Fence T-Stand 10' panel	each	60	0
240	Temporary toilet	per month	280	0
241	Mark up for Bonding when required (percent mark up)		%1_____	

PROJECT TOTAL: $15,604.00

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Slurry Seal and Striping, Providencia Elementary School (Bond Fund)

Background:

A Notice Inviting Bids for Bid # 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts was sent to all qualifying contractors on the District's California Uniform Public Construction Cost Accounting Act (CUPCCAA) list and advertised in The Burbank Leader on November 13 and 20, 2013. A Mandatory Job Walk was held on November 25, 2013. The District received four bids by the December 10, 2013 deadline. On January 16, 2014, the Board of Education awarded future contracts for asphalt to Universal Asphalt based on the results of that bid. Qualifying Bids received were as follows:

Ben's Asphalt:	$372,385.00
California Paving:	$210,345.00 - Withdrew
Century Paving:	$263,160.00
Universal Asphalt:	$256,625.00

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

A provision in Bid 1314-032, cites the contract term is one (1) year after award of bid, and may be extended for an additional one (1) year period in accordance with provisions contained in the Education Code. An additional provision in the bid allows adjustments, if approved by the District for subsequent years, will not exceed the percentage change in the Consumer Price Index (CPI) for the Los Angeles area, for the year ending December 19, 2014, proceeding the renewal year. By submitting a bid, the successful bidder agreed that it is willing to provide such contract extensions under these terms if requested by the District, at the District's sole discretion

Universal Asphalt Co., Inc. has provided the District with a revised unit price bid # 1314-032 dated January 21, 2015, with no increase in pricing for the extended contract period.

Further, Universal Asphalt has provided the District with a Memo of Understanding dated January 21, 2015 agreeing to provide the District their supplier asphalt material quotes with each project that is bid. Pursuant to that provision, material quotes are attached.

Universal Asphalt has provided the District with a proposal dated June 20, 2016 for the slurry seal finish and striping at Providencia Elementary School.

Fiscal Impact:

$14,708.50 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for slurry seal and striping at Ralph Waldo Emerson Elementary School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, effective July 21, 2017 through July 21, 2018, not to exceed $14,708.50 (210-00000-0-9xxx-85000-6170-213-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

BUSD BID #1314-032

BURBANK UNIFIED SCHOOL DISTRICT

2016 ASPHALT UNIT PRICE BID
INDIVIDUAL PROJECT QUOTE

RECEIVED
FACILITIES SERVICES
2017 JUN 21 AM 6:24
BURBANK UNIFIED SCHOOL DISTRICT

Project Name: **PROVIDENCIA ELEMENTARY SCHOOL SLURRY SEAL AND STRIPING** Date: **JUNE 20, 2017**
Site Name: PROVIDENCIA ELEMENTARY SCHOOL
Address: 1919 N. ONTARIO STREET, BURBANK

Pricing Requested by (District Contact): **KURT HAUFFE / CATHY WEISSMAN**

Item #	Description		Bid Price	Quantity	Total Cost
	Group A.1 1" Cap over Existing A.C. Surface: Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
101	Step One Price per Sq. Ft.	500-3,000 sf	2.00		0.00
102	Step Two Price per Sq. Ft.	3,000-6,000 sf	1.20		0.00
103	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.95		0.00
104	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.90		0.00
105	Step Five Price per Sq. Ft.	Over 20,000 sf	0.77		0.00
	Group A.2 2" Cap over Existing A.C. Surface: Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
106	Step One Price per Sq. Ft.	500-3,000 sf	2.50		0.00
107	Step Two Price per Sq. Ft.	3,000-6,000 sf	1.65		0.00
108	Step Three Price per Sq. Ft.	6,000-12,000 sf	1.45		0.00
109	Step Four Price per Sq. Ft.	12,000-20,000 sf	1.35		0.00
110	Step Five Price per Sq. Ft.	Over 20,000 sf	1.25		0.00
	Group B.1 3" A.C. Black Top-not including base or sub-grade preparation: Qualities below Step one will be contracted on a time and materials basis under				
111	Step One Price per Sq. Ft.	500-3,000 sf	3.25		0.00
112	Step Two Price per Sq. Ft.	3,000-6,000 sf	2.15		0.00
113	Step Three Price per Sq. Ft.	6,000-12,000 sf	1.85		0.00
114	Step Four Price per Sq. Ft.	12,000-20,000 sf	1.75		0.00
115	Step Five Price per Sq. Ft.	Over 20,000 sf	1.62		0.00
	Group B.2 4" A.C. Black Top-not including base or sub-grade preparation. Qualities below Step one will be contracted on a time and materials basis under				
116	Step One Price per Sq. Ft.	500-3,000 sf	3.75		0.00
117	Step Two Price per Sq. Ft.	3,000-6,000 sf	2.70		0.00
118	Step Three Price per Sq. Ft.	6,000-12,000 sf	2.35		0.00
119	Step Four Price per Sq. Ft.	12,000-20,000 sf	2.20		0.00
120	Step Five Price per Sq. Ft.	Over 20,000 sf	2.10		0.00
	Group B.3 6" A.C. Black Top-not including base or sub-grade preparation. Qualities below Step one will be contracted on a time and materials basis under				
121	Step One Price per Sq. Ft.	500-3,000 sf	5.40		0.00
122	Step Two Price per Sq. Ft.	3,000-6,000 sf	3.64		0.00
123	Step Three Price per Sq. Ft.	6,000-12,000 sf	3.50		0.00
124	Step Four Price per Sq. Ft.	12,000-20,000 sf	3.27		0.00
125	Step Five Price per Sq. Ft.	Over 20,000 sf	3.20		0.00

Reviewed/Approved By — Date 6/14/17 — 17/18

to A/P - Purchasing

BOND ASPHALT

	Group C. Portable Building ADA Ramp Transition (Measured at Ramp Face)				
126	Step One 4" max height (Per Details 2101 and 2102)	EA	800.00		0.00
127	Step Two 4-6" height (per Details 2101 and 2102)	EA	1,000.00		0.00
128	Step Three 6-8: height (per Details 2101 and 2102)	EA	1,200.00		0.00
129	Step Four 8-10" height (per Details 2101 and 2102)	EA	1,500.00		0.00
	Group D.1 4" Base. Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
130	Step One Price per Sq. Ft.	500-3,000 sf	1.00		0.00
131	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.75		0.00
132	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.55		0.00
133	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.40		0.00
134	Step Five Price per Sq. Ft.	Over 20,000 sf	0.35		0.00
	Group D.2 6" Base. Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
135	Step One Price per Sq. Ft.	500-3,000 sf	1.10		0.00
136	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.85		0.00
137	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.65		0.00
138	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.50		0.00
139	Step Five Price per Sq. Ft.	Over 20,000 sf	0.45		0.00
	Group E. 2 Coasts Seal Coat				
140	Step One Price per Sq. Ft.	500-3,000 sf	0.50		0.00
141	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.30		0.00
142	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.18		0.00
143	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.17		0.00
144	Step Five Price per Sq. Ft. ONE COAT	Over 20,000 sf	0.11	95,000.00	10,450.00
145	Minimum Charge		1,500.00		0.00
	Group F.1 Traffic Striping-One Coat White, Yellow, or Blue				
146	4" (10cm) Wide Line	Per Lf.	0.45	1030	463.50
147	6" (15cm) Wide Line	Per Lf.	0.65		0.00
148	8" (21cm) Wide Line	Per Lf.	0.80		0.00
149	12" (31cm) Wide Line	Per Lf.	1.20		0.00
150	Traffic Arrow (per detail 2103)	EA	30.00	7	210.00
151	Handicap Symbol (per detail 2104)	EA	65.00	2	130.00
152	Curb Painting	Per Lf.	1.25		0.00
153	Minimum Charge		600.00		0.00
	Group F.2 Striping for Outdoor Play Areas: White, Yellow, Blue, or Red				
154	Play Circle (per Detail 2105)	EA	60.00		0.00
155	Play Circle Cross (per Detail 2105)	EA	70.00	2	140.00
156	Tetherball (per Detail 2105)	EA	50.00	4	200.00
157	Hopscotch (per Detail 2105)	EA	75.00	1	75.00
158	Ball Wall (per Detail 2105)	EA	80.00	1	80.00
159	Four Square (per Detail 2105)	EA	80.00	6	480.00
160	Basketball (per Detail 2105)	EA	280.00	5	1,400.00
161	Volleyball (per Detail 2105)	EA	160.00	5	800.00
162	U.S. Map (per Detail 2106)	EA	2,800.00		0.00
163	2" Wide Marking for Outdoor Play Areas	Per Lf.	0.35	800	280.00
164	Minimum Charge		800.00		0.00

	Group G. Parking Signage (Per details)			
165	Entry Sign-Fence (Detail 2107)	EA	125.00	0.00
166	Stall Sign (No Van Access) Fence Mounted (Detail 2108)	EA	125.00	0.00
167	Stall Sign (With Van Access) Fence Mounted (Detail 2108)	EA	125.00	0.00
168	Upgrade Price (Post Mount)	EA	150.00	0.00
	Group H. Parking Bumpers (Installed)			
169	4' Parking Bumpers (Per Detail 2109)	EA	40.00	0.00
170	6' Parking Bumpers (Per Detail 2109)	EA	48.00	0.00
171	Relocation of Existing Bumper, Incl. New Anchorage	EA	25.00	0.00
	Group I. Petromat: Qualities below Step one will be contracted on a time and materials basis under price group category Q.			
172	Step One Price per Sq. Ft.	500-3,000 sf	0.80	0.00
173	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.55	0.00
174	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.40	0.00
175	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.25	0.00
176	Step Five Price per Sq. Ft.	Over 20,000 sf	0.20	0.00
	Group J. Redwood headers-includes all splices, stakes, etc.			
177	Step One Price 2" x 4" (Detail 2110)	plf	3.50	0.00
178	Step Two Price 2" x 6" (Detail 2110)	plf	4.50	0.00
	Group K. Pulverize Existing Asphalt			
179	Step One Price per Sq. Ft.	8,000-20,000 sf	0.50	0.00
180	Step Two Price per Sq. Ft.	20,000-40,000 sf	0.30	0.00
181	Step Three Price per Sq. Ft.	Over 40,000 sf	0.28	0.00
182	Minimum Charge for Quantities below 8,000 sf		5,500.00	
	Group L.1 Removal of Existing Concrete up to 4" thick - (Unreinforced): Qualities below Step one will be contracted on a time and materials basis under price group			
183	Step One Price per Sq. Ft.	500-1,000 sf	3.50	0.00
184	Step Two Price per Sq. Ft.	1,000-3,000 sf	1.90	0.00
185	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.15	0.00
186	Step Four Price per Sq. Ft.	6,000-12,000 sf	0.90	0.00
187	Step Five Price per Sq. Ft.	Over 12,000 sf	0.85	0.00
	Group L.2 Removal of Existing Concrete up to 4" thick (Reinforced): Qualities below Step one will be contracted on a time and materials basis under price group			
188	Step One Price per Sq. Ft.	500-1,000 sf	4.50	0.00
189	Step Two Price per Sq. Ft.	1,000-3,000 sf	2.40	0.00
190	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.50	0.00
191	Step Four Price per Sq. Ft.	6,000-12,000 sf	1.25	0.00
192	Step Five Price per Sq. Ft.	Over 12,000 sf	1.15	0.00
	Group L.3 Removal of Existing Asphalt up to 4" thick: Qualities below Step one will be contracted on a time and materials basis under price group category T.			
193	Step One Price per Sq. Ft.	500-1,000 sf	3.10	0.00
194	Step Two Price per Sq. Ft.	1,000-3,000 sf	1.85	0.00
195	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.13	0.00
196	Step Four Price per Sq. Ft.	6,000-12,000 sf	0.80	0.00
197	Step Five Price per Sq. Ft.	Over 12,000 sf	0.45	0.00
198	Per additional inch of thickness	psf	0.12	0.00

	Group M. Sawcutting			
199	Concrete (per lf)	Under 20 lf	350.00	0.00
200	Concrete (per lf)	Over 200 lf	1.50	0.00
201	Asphalt (per lf)	Under 200 lf	350.00	0.00
202	Asphalt (per lf)	Over 200 lf	350.00	0.00
203	Minimum Charge			
	Group N. Removal of Existing Sod			
204	Step One Price per Sq. Ft.	0-500 sf	1.50	0.00
205	Step Two Price per Sq. Ft.	500-1,000 sf	1.10	0.00
206	Step Three Price per Sq. Ft.	1,000-3,000 sf	0.85	0.00
207	Step Four Price per Sq. Ft.	3,000-6,000 sf	0.80	0.00
208	Step Five Price per Sq. Ft.	6,000-12,000 sf	0.75	0.00
209	Step Six Price Per Sq. Ft.	Over 12,000 sf	0.70	0.00
	Group O. Grading, Scarifying, Recompacting, etc.			
210	Manual Grading	psf	0.15	0.00
211	Mcahine Fine Grading	psf	0.15	0.00
212	Cut/Fill On Site Soil	pcy	18.00	0.00
	Group P. Excavate and Export Native Soils			
213	Step One Price Per Cubic Yard	0-6 cy	50.00	0.00
214	Step Two Price Per Cubic Yard	6-20 cy	45.00	0.00
215	Step Three Price Per Cubic Yard	20-100 cy	45.00	0.00
216	Step Four Price Per Cubic Yard	100-200 cy	40.00	0.00
217	Step Five Price Per Cubic Yard	Over 200 cy	35.00	0.00
	Group Q. Small Paving Projects, Asphalt Crack Repair, Pot Hole Patching, etc.			
218	Hourly Rate (per 3 man crew)	per hour	400.00	0.00
219	Material Cost Asphalt	per ton	90.00	0.00
220	Material Cost Base	per ton	15.00	0.00
221	Material Cost Petromat	psf	0.60	0.00
	Group R. Rubberized Crack Repair (includes specified preparaton)			
222	Step One Price per Lf.	0-500 lf	3.00	0.00
223	Step Two Price per Sq. Lf.	500-2,000 lf	1.75	0.00
224	Step Three Price per Sq. Lf.	2,000-4,000 lf	1.50	0.00
225	Step Four Price per Sq. Lf.	4,000-6,000 lf	1.35	0.00
226	Step Five Price per Sq. Lf.	Over 6,000 lf	1.25	0.00
	Group S. Cold Planing			
227	Machine Cold Planing per hour		300.00	0.00

	Group T. Unforseen Conditions			
228	Mark up for Sub-Contractors or Labor (percent markup)		%12_____	
229	Mark up for Materials (percent markup) (Maynot exceed 15%)		%12_____	
230	General Laborer	phr	70	0
231	Operating Engineer	phr	78	0
232	Teamster	phr	78	0
233	Foreman	phr	85	0
234	Superintendent	phr	85	0
235	2 man survey crew	phr	300	0
236	3 man survey crew	phr	450	0
237	Estimator/Scheduler	phr	70	0
238	Temporary Fence Driven Posts	plf	6	0
239	Temporary Fence T-Stand 10' panel	each	60	0
240	Temporary toilet	per month	280	0
241	Mark up for Bonding when required (percent mark up)		%1_____	
	PROJECT TOTAL:			$14,708.50

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Phase II Modulars, Intercom Clock & Signal Service, Bid 1516-059, 2016 Low Voltage Unit Price Bid for Public Works Contracts, Fire Alarm, Conduit, Data, Phone Infrastructure Installation, Bret Harte, Thomas Jefferson and Robert Louis Stevenson Elementary Schools (Bond Fund)

Background:

The District is pursued a qualified company for low voltage public works contracts. A Notice Inviting Bids for Bid 1516-059, 2016 Low Voltage Unit Price Bidding for Public Works Contract, was advertised in the Burbank Independent, April 28, 2016 and May 5, 2016. A mandatory job walk was held on May 6, 2016.

On May 19, 2016, the Board of Education approved an award of Future Contracts, Bid # 1516-059, 2016 Low Voltage Unit Price Bid for Public Works Contracts, Intercom Clock & Signal Service.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

The Notice Inviting Bids for 1516-059, 2016 Low Voltage Unit Price Bidding for Public Works Contract or the development of a Unit Price Bid does not commit the District to award a contract or pay any costs incurred in the preparation of the bid. The District reserved the right to accept all or part of the bid or to

cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

Using a unit price bidding process will allow the District to enter into contracts with the awarded bidder without using a lengthy formal bid process for each public works project. Staff will bring all future public works contracts with the successful bidder for low voltage construction services to the Board of Education for approval of each scope of work at each District School site.

The District reserved the right to accept all or part of the bid or to cancel the bid in part or in its entirety. The District further reserved the right to negotiate changes in the bid that it considers to be in the best interest of the District.

Because of the nature of Unit Price Bid contracting, both the District's Facilities and Technology Departments are able to take advantage of having a contractor that performs work spanning multiple trades and scopes of work complete work for differing, but complimentary scopes of work in an effective construction delivery method.

Intercom Clock and Signal will be able to provide fire alarm upgrades for facilities while providing conduit and data infrastructure pathways for technology at the same time for the three new modular classroom projects, thus minimizing the impact to the site and providing a timely schedule completion

Fiscal Impact:

$521,114.35 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Intercom Clock and Signal Service for installation of low voltage fire alarm upgrades and data infrastructure, Bid 1516-059, 2016 Low Voltage Unit Price Bidding for Public Works Contracts, Phase II Modular Classrooms, not to exceed $521,114.35 Bond Fund, effective July 21, 2017 through July 21,,2018, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented as follows:

Facilities:

Bret Harte, $114,967.41 (21.0-00000-0-91008-85000-6230-205-0000) Bond Fund;
Thomas Jefferson, $91,509.40 (21.0-00000-0-91008-85000-6230-206-0000) Bond Fund, and
Robert Louis Stevenson, $92,683.94 (21.0-00000-0-91008-85000-6230-215-0000) Bond Fund

Technology:

Bret Harte, $ 89,988.12 (21.0-00000-0-91008-85000-6249-205-0000) Bond Fund;
Thomas Jefferson, $56924.23 (21.0-00000-0-91008-85000-6249-206-0000) Bond Fund, and
Robert Louis Stevenson, $75,041.25 (21.0-00000-0-91008-6249-215-0000) Bond Fund

7/11/2017	INTERCOM CLOCK AND SIGNAL			
		FACILITIES	TECHNOLOGY	
	BRET HARTE	$ 114,967.41	$ 89,988.12	$ 204,955.53
	THOMAS JEFFERSON	$ 91,509.40	$ 56,924.23	$ 148,433.63
	R.L. STEVENSON	$ 92,683.94	$ 75,041.25	$ 167,725.19
	TOTAL	$ 299,160.75	$ 221,953.60	$ 521,114.35
	FACILITIES CONSISTS OF FIRE ALARM, CLOCK, INTERCOM			
	TECHNOLOGY CONSISTS OF DATA, AND PHONES			

TECH =

RECEIVED
FACILITIES SERVICES

BURBANK UNIFIED SCHOOL DISTRICT
Low Voltage Unit Price Bid Sheet

FACILITIES =

Name of Contractor Submitting Bid: ICS Service Co
Project: Harte New Portable Buildings
Scope: Intercom;Phone;Speakers;Clocks;Data;Fire Alarm to conduit/pathways provided by others
Date: 02-27-17

BURBANK UNIFIED SCHOOL DISTRICT

Item No.	Description	Qty	Bid Price		Extended
	Group A. EMT Conduit and Accessories				
101	3/4"		$ 0.54	plf	$ $0.00
102	3/4" additional bends/sweeps		$ 1.98	each	$ $0.00
103	3/4" l.b. fitting		$ 7.78	each	$ $0.00
104	1"		$ 0.95	plf	$ $0.00
105	1" additional bends/sweeps		$ 312.00	each	$ $0.00
106	1" l.b. fitting		$ 9.80	each	$ $0.00
107	1 1/2"		$ 1.88	plf	$ $0.00
108	1 1/2" additional bends/sweeps		$ 4.91	each	$ $0.00
109	1 1/2" l.b. fitting		$ 18.88	each	$ $0.00
110	2"		$ 2.22	plf	$ $0.00
111	2" additional bends/sweeps		$ 6.66	each	$ $0.00
112	2" l.b. fitting		$ 31.36	each	$ $0.00
113	3/4"		$ 0.54	plf	$ $0.00
114	3/4" additional bends/sweeps		$ 1.98	each	$ $0.00
115	3/4" l.b. fitting		$ 7.78	each	$ $0.00
116	3/4" Meyers hub		$ 4.76	each	$ $0.00
117	3/4" compression fitting		$ 0.84	each	$ $0.00
118	1"		$ 0.95	plf	$ $0.00
119	1" additional bends/sweeps		$ 3.12	each	$ $0.00
120	1" l.b. fitting		$ 9.80	each	$ $0.00
121	1" Meyers hub		$ 5.88	each	$ $0.00
122	1" Compression fitting		$ 1.12	each	$ $0.00
123	1 1/2"		$ 1.88	plf	$ $0.00
124	1 1/2"" additional bends/sweeps		$ 4.91	each	$ $0.00
125	1 1/2"" l.b. fitting		$ 18.88	each	$ $0.00
126	1 1/2"" Meyers hub		$ 8.51	each	$ $0.00
127	1 1/2"" Compression fitting		$ 2.02	each	$ $0.00
128	2"		$ 2.21	plf	$ $0.00
129	2" additional bends/sweeps		$ 6.66	each	$ $0.00
130	2" l.b. fitting		$ 31.36	each	$ $0.00
131	2" Meyers hub		$ 11.59	each	$ $0.00
132	2" Compression fitting		$ 2.91	each	$ $0.00
133	1"		$ 0.95	plf	$ $0.00
134	1" additional bends/sweeps		$ 3.12	each	$ $0.00
135	1 1/2"		$ 1.88	plf	$ $0.00
136	1 1/2"" additional bends/sweeps		$ 4.91	each	$ $0.00
137	2"		$ 2.22	plf	$ $0.00
138	2" additional bends/sweeps		$ 6.66	each	$ $0.00
139	Penetration to vault/slab		$ 448.00	each	$ $0.00

Reviewed/Approved By _____ Date 6-30-17

To A/P - Purchasing ____/____/____

Group B: Trenching

140	12"x 24" trench. Grass/ Dirt Location		$	53.20	plf	$ $0.00
141	12"x 24" trench. Concrete Location		$	72.24	plf	$ $0.00
142	12"x 24" trench. Asphalt Location		$	66.08	plf	$ $0.00

Group C: Underground Concrete Pull Boxes:

143	12" x 18" c 36" w/concrete cover		$	672.00	plf	$ $0.00
144	24" x 36" x36" w/concrete cover		$	1,008.00	plf	$ $0.00
145	24" x 36" x 36" w/traffic rate cover		$	1,680.00	plf	$ $0.00

Group D: Above Ground Steel Pullboxes Rated NEMA 3R:

146	8 x 8 x 6		$	21.28	each	$ $0.00
147	12 x 12 x 6		$	30.24	each	$ $0.00
148	18 x 18 x 8		$	114.24	each	$ $0.00
149	24 x 24 x 8		$	140.00	each	$ $0.00
150	30 x 30 x 10		$	403.20	each	$ $0.00
151	36 x 36 x 12		$	492.80	each	$ $0.00

Group E: Metallic Raceway (Wiremold)

152	Raceway V700		$	1.93	plf	$ $0.00
153	90° flat elbow for V700		$	2.62	each	$ $0.00
154	V717 90° internal elbow for V700		$	3.56	each	$ $0.00
155	V5748 Single Gang Box for V700		$	10.74	each	$ $0.00
156	V5748-2 Single Gang Box for V700		$	19.38	each	$ $0.00
157	V5738A Outlet Box for V700		$	15.96	each	$ $0.00
158	V5785 Box Connector for V700		$	5.32	each	$ $0.00
159	V5715 Tee Fitting for V700		$	6.55	each	$ $0.00
160	V718 Outside 90 for V700		$	3.14	each	$ $0.00
161	V2000 Base and Cover		$	35.84	each	$ $0.00
162	V2011 Flat 90 for V2000		$	7.52	each	$ $0.00
163	V2015 Tee for V2000		$	19.66	plf	$ $0.00
164	V2018 External 90 for V2000		$	5.94	each	$ $0.00
165	V2010AC Entrance End Fitting for V2000		$	21.28	each	$ $0.00
166	V2048 Single Gang Box for V2000		$	23.52	each	$ $0.00
167	V2048-2 Double Gang Box for V2000		$	30.24	each	$ $0.00

Group F: Terminal Cabinets

168	Interior Surface Mount 18 x 18 x 6		$	48.16	each	$ $0.00
169	Interior Surface Mount 18 x 24 x 6		$	96.32	each	$ $0.00
170	Interior Surface Mount 24 x 24 x 6		$	154.56	each	$ $0.00
171	Exterior Surface Mount 18 x 18 x 6		$	114.24	each	$ $0.00
172	Exterior Surface Mount 18 x 24 x 6		$	140.00	each	$ $0.00
173	Exterior Surface Mount 24 x 24 x 6		$	492.80	each	$ $0.00

Group G: Installed Assembly; Seismic Expansion Joint (whip) Connection

174	1"		$ 212.80	each	$	$0.00
175	1 1/2"		$ 224.00	each	$	$0.00
176	2"		$ 252.00	each	$	$0.00

Group H: Installed Assembly; Roof Penetrations

177	1"		$ 123.20	each	$	$0.00
178	1 1/2"		$ 140.00	each	$	$0.00
179	2"		$ 156.80	each	$	$0.00

Group I: Fire Alarm Improvements

180	Wire (1) Westpenn D990	5000	$ 0.24	plf	$	$1,200.00
181	Wire (2) Westpenn D990	0	$ 0.50	plf	$	$0.00
182	Wire (1) Westpenn D990 and (2) #12 Stranded	0	$ 0.64	plf	$	$0.00
183	Wire (1) Westpenn D990 and (4) #12	0	$ 0.99	plf	$	$0.00
184	Wire (2) Westpenn D990 and (4) #12	0	$ 1.24	plf	$	$0.00
185	Wire (2) Westpenn D990 and (8) #12	0	$ 1.99	plf	$	$0.00
186	Wire (2) #12	0	$ 0.38	plf	$	$0.00
187	Wire (4) #12	5000	$ 0.74	plf	$	$3,700.00
188	Wire (1) Westpenn 991	2000	$ 0.21	plf	$	$420.00
189	Material Up Charge to Add 991 to line items 180-185	0	$ 0.21	plf	$	$0.00
190	Material Up Charge for WP AQ-225 in items 180-185	2000	$ 0.23	plf	$	$460.00
191	System Sensor SPR- Speaker		$ 24.67	each	$	$0.00
192	System Sensor SPRK Speaker WP	6	$ 55.42	each	$	$332.52
193	System Sensor SPSR Wall Speaker Strobe	20	$ 64.54	each	$	$1,290.80
194	System Sensor SR- Strobe Only	3	$ 36.83	each	$	$110.49
195	Silent Knight IDP-PULL-DA Manual Pull Station	0	$ 68.93	each	$	$0.00
196	IDP-HEAT- Heat Detector with Base		$ 49.33	each	$	$0.00
197	IDP-PHOTO Smoke Detector with Base	48	$ 61.50	each	$	$2,952.00
198	IDP-HEAT-HT High Temp Heat Detector w base	1	$ 49.33	each	$	$49.33
199	System Sensor 5602/IDP MiniMon Heat Detector with Monitor Module		$ 50.35	each	$	$0.00
200	System Sensor DNR with IDP-PHOTO		$ 131.78	each	$	$0.00
201	Silent Knight RPS-1000 with (2) 7 amp/hr battery	1	$ 579.84	each	$	$579.84
202	Silent Knight 5815XL Loop Board	1	$ 309.52	each	$	$309.52
203	Silent Knight IFP-2000ECS	1	$ 3,074.89	each	$	$3,074.89
204	Silent Knight RA-2000		$ 417.65	each	$	$0.00
205	Silent Knight RPS-2000		$ 1,270.50	each	$	$0.00
206	IDP-Mini Mon Monitor Module	8	$ 37.85	each	$	$302.80
207	IDP-Relay Control Module	5	$ 56.77	each	$	$283.85
208	IDP-P-Duct Rduct Housing & Smoke Detector		$ 188.54	each	$	$0.00
209	Silent Knight- ECS-RCU-2000 Remote Voice	0	$ 1,196.16	each	$	$0.00
210	Silent Knight- ECS-RPU Remote Mic		$ 856.92	each	$	$0.00
211	Silent Knight- ECS-125	0	$ 1,486.76	each	$	$0.00
212	Silent Knight-CE-4- 4 circuit expander	1	$ 190.31	each	$	$190.31
213	Silent Knight- ECS-50	1	$ 758.25	each	$	$758.25
214	Silent Knight- RBB with (2) 40 Amp/Hr Battery	0	$ 307.15	each	$	$0.00
215	Silent Knight AB-55 with (2) 55 Amp/Hr Battery		$ 432.51	each	$	$0.00
216	Silent Knight RPT-TP Network Repeater		$ 506.85	each	$	$0.00
217	Silent Knight- IPDACT-2UD Communicator		$ 489.28	each	$	$0.00

Group J: Data System Data Cabling J-Hook Support System:

218	J-Hook (small) mounted to existing structure directly		$	3.06	each	$	$0.00
219	J-Hook (small) and independent support system		$	12.43	each	$	$0.00
220	J-Hook (large) mounted to existing structure directly	300	$	3.89	each	$	$1,167.00
221	J-Hook (large) and independent support system	300	$	13.27	each	$	$3,981.00

Group K: Integrated Comm. System:

222	Install pull string in common pull w/cable		$	0.05	plf	$	$0.00
223	1 Westpenn 355 Cable: common pathway/pull	15000	$	0.17	plf	$	$2,550.00
224	Each Additional 355 cable in common pull		$	0.17	plf	$	$0.00
225	Material upcharge for Westpenn 355AQC Cable		$	0.03	plf	$	$0.00
226	1 Westpenn 436 Cable: common pathway/pull	2000	$	1.63	plf	$	$3,260.00
227	Each Additional 436 cable in common pull		$	1.63	plf	$	$0.00
228	1 25 pair gel-filled cable: common pathway/pull	5200	$	1.29	plf	$	$6,708.00
229	Each Additional 25 pair gel-filled cable in common pull		$	1.29	plf	$	$0.00
230	1 Westpenn 298 Cable: common pathway/pull		$	0.11	plf	$	$0.00
231	Each Additional 298 cable in common pull		$	0.11	plf	$	$0.00
232	1 Westpenn 291 Cable: common pathway/pull		$	0.06	plf	$	$0.00
233	Each Additional 291 cable in common pull		$	0.06	plf	$	$0.00
234	Material upcharge for Westpenn 291AQC Cable		$	0.07	plf	$	$0.00
235	1 Westpenn 290 Cable: common pathway/pull		$	0.10	plf	$	$0.00
236	Each Additional 290 cable in common pull		$	0.10	plf	$	$0.00
237	Bogen MCWESS CR Handset w/AT219-4 (wall or desk)		$	76.98	each	$	$0.00
238	Bogen MCDS3 Master/Admin Handset (desk)		$	690.23	each	$	$0.00
239	Int. Ceiling Speaker Ass. EZ-95 with S8T725/Grill	20	$	53.37	each	$	$1,067.40
240	Lowel PC712 ; MC701; Bogen S8T725		$	182.36	each	$	$0.00
241	Interior wall Clock Speaker Combo						
242	Lowel CB8-4; JG8X Bogen S8T725 Interior Surface		$	78.30	each	$	$0.00
243	Wall/Ceiling Speaker Assembly						
244	Lowel CB8-6; SQLK8L with Atlas APF15T- Exterior	6	$	193.10	each	$	$1,158.60
245	Surface Wall/Ceiling Speaker Assembly						
246	Bogen WBS8T725 Speaker		$	36.56	each	$	$0.00
247	Siemons S-89 and S-661 Block		$	18.82	each	$	$0.00
248	Desktop AM-FM-CASS-CD Player		$	310.00	each	$	$0.00
249	Complete Bogen Quantum 72 Port Headend		$	13,597.00	each	$	$0.00
250	Bogen Quantum 24 Expansion	1	$	1,776.00	each	$	$1,776.00
251	Communications System Backboard	2	$	68.00	each	$	$136.00
252	Cisco FX-O Bogen Link		$	0.00	each	$	$0.00
250	Bogen HTA-125 Amplifier		$	780.16	each	$	$0.00
251	Bogen HTA-250 Amplifier		$	1,256.26	each	$	$0.00
252	Bogen Quantum Card		$	4,900.10	each	$	$0.00

Group L: Program Clock System Improvements:

253	pull string in common pull w/cable	2000	$ 0.05	plf	$	$100.00
254	1 ADL- 163S Cable: common pathway/pull	0	$ 0.28	plf	$	$0.00
255	Each Additional 163Scable in common pull		$ 0.28	plf	$	$0.00
256	4 #12 Gauge Stranded Common Pathway Pull	2000	$ 0.74	plf	$	$1,480.00
257	1 Westpenn 245 AQC Cable: common pathway/pull		$ 0.67	plf	$	$0.00
258	Each Additional 245 AQC cable in common pull		$ 0.67	plf	$	$0.00
259	Lathem PS-8-24 power supply and relays	1	$ 212.04	each	$	$212.04
260	Lathem SS-12-RFA-B-24VAC clock	20	$ 129.15	each	$	$2,583.00
261	Lathem SS-10-RFA-B-24VAC clock		$ 162.53	each	$	$0.00
262	Lathem S-Ring	20	$ 40.55	each	$	$811.00
263	Miscellaneous Control Relay Assembly	1	$ 35.00	each	$	$35.00
264	Lathem SAM-5788	0	$ 13.63	each	$	$0.00

Group M: General Security System Improvements

265	Install pull string in common pull w/cable		$ 0.05	plf	$	$0.00
266	(1) Genesis 1104 Cable: common pathway/pull		$ 0.10	plf	$	$0.00
267	Each Additional Genesis 1104 in common pull		$ 0.10	plf	$	$0.00
268	1 Westpenn AQ-244 in common pathway pull		$ 0.47	plf	$	$0.00
269	Each additional Westpenn AQ-244 in common pull		$ 0.47	plf	$	$0.00
270	DMP XR550 Control Panel		$ 517.94	each	$	$0.00
271	DMP 481 LX-BUS Zone Expansion		$ 51.63	each	$	$0.00
272	DMP 460 Plain Interface Adapter Card		$ 77.05	each	$	$0.00
273	DMP 321 Transformer		$ 14.86	each	$	$0.00
274	DMP 7060 Keypad		$ 107.73	each	$	$0.00
275	DMP 7063 Keypad		$ 146.92	each	$	$0.00
276	DMP 714 Loop Zone Expander		$ 45.55	each	$	$0.00
277	DMP P16000 Motion Detector		$ 56.09	each	$	$0.00
278	DMP FMCWE Auxiliary Power		$ 24.21	each	$	$0.00
279	Sentrol 1076 DN Door Contact/EMS Sensor		$ 21.62	each	$	$0.00
280	DMP 462DC LXBUS with internet adapter		$ 227.06	each	$	$0.00
281	7 amp hour battery		$ 18.92	each	$	$0.00
282	(1) 472 Hardwireless Interface Card		$ 64.74	each	$	$0.00
283	(1) RJ-31X Outlet		$ 2.92	each	$	$0.00
284	DMP 7073 Keypad		$ 217.33	each	$	$0.00
285	DMP 461 Interface Adaptor		$ 64.74	each	$	$0.00
286	DMP 1100RP		$ 198.56	each	$	$0.00
287	DMP 708 Bus Extender		$ 283.84	each	$	$0.00
288	DMP SX-350 PIR		$ 53.38	each	$	$0.00

	Group N: Time, Materials, and Unforseen Conditions					
289	Unlisted Mat'l Cost Mark-up (may not exceed 15%)	$46,443.88	12%	%	$	$52,017.15
290	Subcontractor Cost Markup		12.00	%	$	$0.00
291	Communications/Fire Alarm Certified Tech/Installer	1250	$ 84.00	phr	$	$105,000.00
292	Inside Wireman		$ 97.85	phr	$	$0.00
293	Estimator/Designer	16	$ 55.00	phr	$	$880.00
294	Cad Drafter		$ 55.00	phr	$	$0.00
295	2nd Shift Adder to Line 291 per hour		$ 10.00	phr	$	$0.00
296	2nd Shift Adder to Line 292 per hour		$ 10.00	phr	$	$0.00
	Sub Total				$	$200,936.79
297	Markup for Bonding (Jobs over $25,000)		2%	%		$4,018.74
	Grand Total					$204,955.53

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BURBANK UNIFIED
SCHOOL DISTRICT

BURBANK UNIFIED SCHOOL DISTRICT
Low Voltage Unit Price Bid Sheet

Name of Contractor Submitting Bid: ICS Service Co

Project: Jefferson New Portable Buildings

Scope: Intercom;Phone;Speakers;Clocks;Data;Fire Alarm to conduit/pathways provided by others

Date: 02-27-17

Item No.	Description	Qty	Bid Price		Extended
	Group A. EMT Conduit and Accessories				
101	3/4"		$ 0.54	plf	$ $0.00
102	3/4" additional bends/sweeps		$ 1.98	each	$ $0.00
103	3/4" l.b. fitting		$ 7.78	each	$ $0.00
104	1"		$ 0.95	plf	$ $0.00
105	1" additional bends/sweeps		$ 312.00	each	$ $0.00
106	1" l.b. fitting		$ 9.80	each	$ $0.00
107	1 1/2"		$ 1.88	plf	$ $0.00
108	1 1/2" additional bends/sweeps		$ 4.91	each	$ $0.00
109	1 1/2" l.b. fitting		$ 18.88	each	$ $0.00
110	2"		$ 2.22	plf	$ $0.00
111	2" additional bends/sweeps		$ 6.66	each	$ $0.00
112	2" l.b. fitting		$ 31.36	each	$ $0.00
113	3/4"		$ 0.54	plf	$ $0.00
114	3/4" additional bends/sweeps		$ 1.98	each	$ $0.00
115	3/4" l.b. fitting		$ 7.78	each	$ $0.00
116	3/4" Meyers hub		$ 4.76	each	$ $0.00
117	3/4" compression fitting		$ 0.84	each	$ $0.00
118	1"		$ 0.95	plf	$ $0.00
119	1" additional bends/sweeps		$ 3.12	each	$ $0.00
120	1" l.b. fitting		$ 9.80	each	$ $0.00
121	1" Meyers hub		$ 5.88	each	$ $0.00
122	1" Compression fitting		$ 1.12	each	$ $0.00
123	1 1/2"		$ 1.88	plf	$ $0.00
124	1 1/2"" additional bends/sweeps		$ 4.91	each	$ $0.00
125	1 1/2"" l.b. fitting		$ 18.88	each	$ $0.00
126	1 1/2"" Meyers hub		$ 8.51	each	$ $0.00
127	1 1/2"" Compression fitting		$ 2.02	each	$ $0.00
128	2"		$ 2.21	plf	$ $0.00
129	2" additional bends/sweeps		$ 6.66	each	$ $0.00
130	2" l.b. fitting		$ 31.36	each	$ $0.00
131	2" Meyers hub		$ 11.59	each	$ $0.00
132	2" Compression fitting		$ 2.91	each	$ $0.00
133	1"		$ 0.95	plf	$ $0.00
134	1" additional bends/sweeps		$ 3.12	each	$ $0.00
135	1 1/2"		$ 1.88	plf	$ $0.00
136	1 1/2"" additional bends/sweeps		$ 4.91	each	$ $0.00
137	2"		$ 2.22	plf	$ $0.00
138	2" additional bends/sweeps		$ 6.66	each	$ $0.00
139	Penetration to vault/slab		$ 448.00	each	$ $0.00

Reviewed/Approved By — Date 6/30/17

To A/P - Purchasing

Group B: Trenching

140	12"x 24" trench. Grass/ Dirt Location		$	53.20	plf	$ $0.00
141	12"x 24" trench. Concrete Location		$	72.24	plf	$ $0.00
142	12"x 24" trench. Asphalt Location		$	66.08	plf	$ $0.00

Group C: Underground Concrete Pull Boxes:

143	12" x 18" c 36" w/concrete cover		$	672.00	plf	$ $0.00
144	24" x 36" x36" w/concrete cover		$	1,008.00	plf	$ $0.00
145	24" x 36" x 36" w/traffic rate cover		$	1,680.00	plf	$ $0.00

Group D: Above Ground Steel Pullboxes Rated NEMA 3R:

146	8 x 8 x 6		$	21.28	each	$ $0.00
147	12 x 12 x 6		$	30.24	each	$ $0.00
148	18 x 18 x 8		$	114.24	each	$ $0.00
149	24 x 24 x 8		$	140.00	each	$ $0.00
150	30 x 30 x 10		$	403.20	each	$ $0.00
151	36 x 36 x 12		$	492.80	each	$ $0.00

Group E: Metallic Raceway (Wiremold)

152	Raceway V700		$	1.93	plf	$ $0.00
153	90° flat elbow for V700		$	2.62	each	$ $0.00
154	V717 90° internal elbow for V700		$	3.56	each	$ $0.00
155	V5748 Single Gang Box for V700		$	10.74	each	$ $0.00
156	V5748-2 Single Gang Box for V700		$	19.38	each	$ $0.00
157	V5738A Outlet Box for V700		$	15.96	each	$ $0.00
158	V5785 Box Connector for V700		$	5.32	each	$ $0.00
159	V5715 Tee Fitting for V700		$	6.55	each	$ $0.00
160	V718 Outside 90 for V700		$	3.14	each	$ $0.00
161	V2000 Base and Cover		$	35.84	each	$ $0.00
162	V2011 Flat 90 for V2000		$	7.52	each	$ $0.00
163	V2015 Tee for V2000		$	19.66	plf	$ $0.00
164	V2018 External 90 for V2000		$	5.94	each	$ $0.00
165	V2010AC Entrance End Fitting for V2000		$	21.28	each	$ $0.00
166	V2048 Single Gang Box for V2000		$	23.52	each	$ $0.00
167	V2048-2 Double Gang Box for V2000		$	30.24	each	$ $0.00

Group F: Terminal Cabinets

168	Interior Surface Mount 18 x 18 x 6		$	48.16	each	$ $0.00
169	Interior Surface Mount 18 x 24 x 6		$	96.32	each	$ $0.00
170	Interior Surface Mount 24 x 24 x 6		$	154.56	each	$ $0.00
171	Exterior Surface Mount 18 x 18 x 6		$	114.24	each	$ $0.00
172	Exterior Surface Mount 18 x 24 x 6		$	140.00	each	$ $0.00
173	Exterior Surface Mount 24 x 24 x 6		$	492.80	each	$ $0.00

Group G: Installed Assembly; Seismic Expansion Joint (whip) Connection

174	1"		$	212.80	each	$	$0.00
175	1 1/2"		$	224.00	each	$	$0.00
176	2"		$	252.00	each	$	$0.00

Group H: Installed Assembly; Roof Penetrations

177	1"		$	123.20	each	$	$0.00
178	1 1/2"		$	140.00	each	$	$0.00
179	2"		$	156.80	each	$	$0.00

Group I: Fire Alarm Improvements

180	Wire (1) Westpenn D990	4250	$	0.24	plf	$	$1,020.00
181	Wire (2) Westpenn D990	0	$	0.50	plf	$	$0.00
182	Wire (1) Westpenn D990 and (2) #12 Stranded	0	$	0.64	plf	$	$0.00
183	Wire (1) Westpenn D990 and (4) #12	0	$	0.99	plf	$	$0.00
184	Wire (2) Westpenn D990 and (4) #12	0	$	1.24	plf	$	$0.00
185	Wire (2) Westpenn D990 and (8) #12	0	$	1.99	plf	$	$0.00
186	Wire (2) #12	0	$	0.38	plf	$	$0.00
187	Wire (4) #12	4250	$	0.74	plf	$	$3,145.00
188	Wire (1) Westpenn 991	1500	$	0.21	plf	$	$315.00
189	Material Up Charge to Add 991 to line items 180-185	0	$	0.21	plf	$	$0.00
190	Material Up Charge for WP AQ-225 in items 180-185	1500	$	0.23	plf	$	$345.00
191	System Sensor SPR- Speaker		$	24.67	each	$	$0.00
192	System Sensor SPRK Speaker WP	2	$	55.42	each	$	$110.84
193	System Sensor SPSR Wall Speaker Strobe	9	$	64.54	each	$	$580.86
194	System Sensor SR- Strobe Only	3	$	36.83	each	$	$110.49
195	Silent Knight IDP-PULL-DA Manual Pull Station	0	$	68.93	each	$	$0.00
196	IDP-HEAT- Heat Detector with Base		$	49.33	each	$	$0.00
197	IDP-PHOTO Smoke Detector with Base	23	$	61.50	each	$	$1,414.50
198	IDP-HEAT-HT High Temp Heat Detector w base	23	$	49.33	each	$	$1,134.59
199	System Sensor 5602/IDP MiniMon Heat Detector with Monitor Module		$	50.35	each	$	$0.00
200	System Sensor DNR with IDP-PHOTO		$	131.78	each	$	$0.00
201	Silent Knight RPS-1000 with (2) 7 amp/hr battery	0	$	579.84	each	$	$0.00
202	Silent Knight 5815XL Loop Board	1	$	309.52	each	$	$309.52
203	Silent Knight IFP-2000ECS	1	$	3,074.89	each	$	$3,074.89
204	Silent Knight RA-2000	0	$	417.65	each	$	$0.00
205	Silent Knight RPS-2000		$	1,270.50	each	$	$0.00
206	IDP-Mini Mon Monitor Module	0	$	37.85	each	$	$0.00
207	IDP-Relay Control Module	0	$	56.77	each	$	$0.00
208	IDP-P-Duct Rduct Housing & Smoke Detector		$	188.54	each	$	$0.00
209	Silent Knight- ECS-RCU-2000 Remote Voice	0	$	1,196.16	each	$	$0.00
210	Silent Knight- ECS-RPU Remote Mic	0	$	856.92	each	$	$0.00
211	Silent Knight- ECS-125	0	$	1,486.76	each	$	$0.00
212	Silent Knight-CE-4- 4 circuit expander	0	$	190.31	each	$	$0.00
213	Silent Knight- ECS-50	0	$	758.25	each	$	$0.00
214	Silent Knight- RBB with (2) 40 Amp/Hr Battery	0	$	307.15	each	$	$0.00
215	Silent Knight AB-55 with (2) 55 Amp/Hr Battery		$	432.51	each	$	$0.00
216	Silent Knight RPT-TP Network Repeater		$	506.85	each	$	$0.00
217	Silent Knight- IPDACT-2UD Communicator		$	489.28	each	$	$0.00

Group J: Data System Data Cabling J-Hook Support System:

218	J-Hook (small) mounted to existing structure directly		$	3.06	each	$ $0.00
219	J-Hook (small) and independent support system		$	12.43	each	$ $0.00
220	J-Hook (large) mounted to existing structure directly	135	$	3.89	each	$ $525.15
221	J-Hook (large) and independent support system	135	$	13.27	each	$ $1,791.45

Group K: Integrated Comm. System:

222	Install pull string in common pull w/cable		$	0.05	plf	$ $0.00
223	1 Westpenn 355 Cable: common pathway/pull	3000	$	0.17	plf	$ $510.00
224	Each Additional 355 cable in common pull		$	0.17	plf	$ $0.00
225	Material upcharge for Westpenn 355AQC Cable		$	0.03	plf	$ $0.00
226	1 Westpenn 436 Cable: common pathway/pull	1500	$	1.63	plf	$ $2,445.00
227	Each Additional 436 cable in common pull		$	1.63	plf	$ $0.00
228	1 25 pair gel-filled cable: common pathway/pull	3000	$	1.29	plf	$ $3,870.00
229	Each Additional 25 pair gel-filled cable in common pull		$	1.29	plf	$ $0.00
230	1 Westpenn 298 Cable: common pathway/pull		$	0.11	plf	$ $0.00
231	Each Additional 298 cable in common pull		$	0.11	plf	$ $0.00
232	1 Westpenn 291 Cable: common pathway/pull		$	0.06	plf	$ $0.00
233	Each Additional 291 cable in common pull		$	0.06	plf	$ $0.00
234	Material upcharge for Westpenn 291AQC Cable		$	0.07	plf	$ $0.00
235	1 Westpenn 290 Cable: common pathway/pull		$	0.10	plf	$ $0.00
236	Each Additional 290 cable in common pull		$	0.10	plf	$ $0.00
237	Bogen MCWESS CR Handset w/AT219-4 (wall or desk)		$	76.98	each	$ $0.00
238	Bogen MCDS3 Master/Admin Handset (desk)		$	690.23	each	$ $0.00
239	Int. Ceiling Speaker Ass. EZ-95 with S8T725/Grill	9	$	53.37	each	$ $480.33
240	Lowel PC712 ; MC701; Bogen S8T725		$	182.36	each	$ $0.00
241	Interior wall Clock Speaker Combo					
242	Lowel CB8-4; JG8X Bogen S8T725 Interior Surface		$	78.30	each	$ $0.00
243	Wall/Ceiling Speaker Assembly					
244	Lowel CB8-6; SQLK8L with Atlas APF15T- Exterior	2	$	193.10	each	$ $386.20
245	Surface Wall/Ceiling Speaker Assembly					
246	Bogen WBS8T725 Speaker		$	36.56	each	$ $0.00
247	Siemons S-89 and S-661 Block	6	$	18.82	each	$ $112.92
248	Desktop AM-FM-CASS-CD Player		$	310.00	each	$ $0.00
249	Complete Bogen Quantum 72 Port Headend		$	13,597.00	each	$ $0.00
250	Bogen Quantum 24 Expansion	1	$	1,776.00	each	$ $1,776.00
251	Communications System Backboard	2	$	68.00	each	$ $136.00
252	Cisco FX-O Bogen Link		$	0.00	each	$ $0.00
250	Bogen HTA-125 Amplifier		$	780.16	each	$ $0.00
251	Bogen HTA-250 Amplifier		$	1,256.26	each	$ $0.00
252	Bogen Quantum Card		$	4,900.10	each	$ $0.00

Group L: Program Clock System Improvements:

253	pull string in common pull w/cable	1800	$ 0.05	plf	$	$90.00
254	1 ADL- 163S Cable: common pathway/pull	0	$ 0.28	plf	$	$0.00
255	Each Additional 163Scable in common pull		$ 0.28	plf	$	$0.00
256	4 #12 Gauge Stranded Common Pathway Pull	1800	$ 0.74	plf	$	$1,332.00
257	1 Westpenn 245 AQC Cable: common pathway/pull		$ 0.67	plf	$	$0.00
258	Each Additional 245 AQC cable in common pull		$ 0.67	plf	$	$0.00
259	Lathem PS-8-24 power supply and relays	1	$ 212.04	each	$	$212.04
260	Lathem SS-12-RFA-B-24VAC clock	9	$ 129.15	each	$	$1,162.35
261	Lathem SS-10-RFA-B-24VAC clock		$ 162.53	each	$	$0.00
262	Lathem S-Ring	9	$ 40.55	each	$	$364.95
263	Miscellaneous Control Relay Assembly	1	$ 35.00	each	$	$35.00
264	Lathem SAM-5788	0	$ 13.63	each	$	$0.00

Group M: General Security System Improvements

265	Install pull string in common pull w/cable		$ 0.05	plf	$	$0.00
266	(1) Genesis 1104 Cable: common pathway/pull		$ 0.10	plf	$	$0.00
267	Each Additional Genesis 1104 in common pull		$ 0.10	plf	$	$0.00
268	1 Westpenn AQ-244 in common pathway pull		$ 0.47	plf	$	$0.00
269	Each additional Westpenn AQ-244 in common pull		$ 0.47	plf	$	$0.00
270	DMP XR550 Control Panel		$ 517.94	each	$	$0.00
271	DMP 481 LX-BUS Zone Expansion		$ 51.63	each	$	$0.00
272	DMP 460 Plain Interface Adapter Card		$ 77.05	each	$	$0.00
273	DMP 321 Transformer		$ 14.86	each	$	$0.00
274	DMP 7060 Keypad		$ 107.73	each	$	$0.00
275	DMP 7063 Keypad		$ 146.92	each	$	$0.00
276	DMP 714 Loop Zone Expander		$ 45.55	each	$	$0.00
277	DMP P16000 Motion Detector		$ 56.09	each	$	$0.00
278	DMP FMCWE Auxiliary Power		$ 24.21	each	$	$0.00
279	Sentrol 1076 DN Door Contact/EMS Sensor		$ 21.62	each	$	$0.00
280	DMP 462DC LXBUS with internet adapter		$ 227.06	each	$	$0.00
281	7 amp hour battery		$ 18.92	each	$	$0.00
282	(1) 472 Hardwireless Interface Card		$ 64.74	each	$	$0.00
283	(1) RJ-31X Outlet		$ 2.92	each	$	$0.00
284	DMP 7073 Keypad		$ 217.33	each	$	$0.00
285	DMP 461 Interface Adaptor		$ 64.74	each	$	$0.00
286	DMP 1100RP		$ 198.56	each	$	$0.00
287	DMP 708 Bus Extender		$ 283.84	each	$	$0.00
288	DMP SX-350 PIR		$ 53.38	each	$	$0.00

	Group N: Time, Materials, and Unforseen Conditions					
289	Unlisted Mat'l Cost Mark-up (may not exceed 15%)	$28,350.97	12%	%	$	$31,753.09
290	Subcontractor Cost Markup		12.00	%	$	$0.00
291	Communications/Fire Alarm Certified Tech/Installer	1025	$ 84.00	phr	$	$86,100.00
292	Inside Wireman		$ 97.85	phr	$	$0.00
293	Estimator/Designer	16	$ 55.00	phr	$	$880.00
294	Cad Drafter		$ 55.00	phr	$	$0.00
295	2nd Shift Adder to Line 291 per hour		$ 10.00	phr	$	$0.00
296	2nd Shift Adder to Line 292 per hour		$ 10.00	phr	$	$0.00
	Sub Total				$	$145,523.17
297	Markup for Bonding (Jobs over $25,000)		2%	%		$2,910.46
	Grand Total					$148,433.63

MECH-
FACILITIES=

BURBANK UNIFIED SCHOOL DISTRICT
Low Voltage Unit Price Bid Sheet

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BURBANK UNIFIED
SCHOOL DISTRICT

Name of Contractor Submitting Bid: ICS Service Co
Project: Stevenson New Portable Buildings
Scope: Intercom;Phone;Speakers;Clocks;Data;Fire Alarm to conduit/pathways provided by others
Date: 02-27-17

Item No.	Description	Qty	Bid Price		Extended
	Group A. EMT Conduit and Accessories				
101	3/4"		$ 0.54	plf	$ $0.00
102	3/4" additional bends/sweeps		$ 1.98	each	$ $0.00
103	3/4" l.b. fitting		$ 7.78	each	$ $0.00
104	1"		$ 0.95	plf	$ $0.00
105	1" additional bends/sweeps		$ 312.00	each	$ $0.00
106	1" l.b. fitting		$ 9.80	each	$ $0.00
107	1 1/2"		$ 1.88	plf	$ $0.00
108	1 1/2" additional bends/sweeps		$ 4.91	each	$ $0.00
109	1 1/2" l.b. fitting		$ 18.88	each	$ $0.00
110	2"		$ 2.22	plf	$ $0.00
111	2" additional bends/sweeps		$ 6.66	each	$ $0.00
112	2" l.b. fitting		$ 31.36	each	$ $0.00
113	3/4"		$ 0.54	plf	$ $0.00
114	3/4" additional bends/sweeps		$ 1.98	each	$ $0.00
115	3/4" l.b. fitting		$ 7.78	each	$ $0.00
116	3/4" Meyers hub		$ 4.76	each	$ $0.00
117	3/4" compression fitting		$ 0.84	each	$ $0.00
118	1"		$ 0.95	plf	$ $0.00
119	1" additional bends/sweeps		$ 3.12	each	$ $0.00
120	1" l.b. fitting		$ 9.80	each	$ $0.00
121	1" Meyers hub		$ 5.88	each	$ $0.00
122	1" Compression fitting		$ 1.12	each	$ $0.00
123	1 1/2"		$ 1.88	plf	$ $0.00
124	1 1/2"" additional bends/sweeps		$ 4.91	each	$ $0.00
125	1 1/2"" l.b. fitting		$ 18.88	each	$ $0.00
126	1 1/2"" Meyers hub		$ 8.51	each	$ $0.00
127	1 1/2"" Compression fitting		$ 2.02	each	$ $0.00
128	2"		$ 2.21	plf	$ $0.00
129	2" additional bends/sweeps		$ 6.66	each	$ $0.00
130	2" l.b. fitting		$ 31.36	each	$ $0.00
131	2" Meyers hub		$ 11.59	each	$ $0.00
132	2" Compression fitting		$ 2.91	each	$ $0.00
133	1"		$ 0.95	plf	$ $0.00
134	1" additional bends/sweeps		$ 3.12	each	$ $0.00
135	1 1/2"		$ 1.88	plf	$ $0.00
136	1 1/2"" additional bends/sweeps		$ 4.91	each	$ $0.00
137	2"		$ 2.22	plf	$ $0.00
138	2" additional bends/sweeps		$ 6.66	each	$ $0.00
139	Penetration to vault/slab		$ 448.00	each	$ $0.00

Reviewed/Approved By — Date 6/2017
To A/P - Purchasing

Group B: Trenching

140	12"x 24" trench. Grass/ Dirt Location		$	53.20	plf	$ $0.00
141	12"x 24" trench. Concrete Location		$	72.24	plf	$ $0.00
142	12"x 24" trench. Asphalt Location		$	66.08	plf	$ $0.00

Group C: Underground Concrete Pull Boxes:

143	12" x 18" c 36" w/concrete cover		$	672.00	plf	$ $0.00
144	24" x 36" x36" w/concrete cover		$	1,008.00	plf	$ $0.00
145	24" x 36" x 36" w/traffic rate cover		$	1,680.00	plf	$ $0.00

Group D: Above Ground Steel Pullboxes Rated NEMA 3R:

146	8 x 8 x 6		$	21.28	each	$ $0.00
147	12 x 12 x 6		$	30.24	each	$ $0.00
148	18 x 18 x 8		$	114.24	each	$ $0.00
149	24 x 24 x 8		$	140.00	each	$ $0.00
150	30 x 30 x 10		$	403.20	each	$ $0.00
151	36 x 36 x 12		$	492.80	each	$ $0.00

Group E: Metallic Raceway (Wiremold)

152	Raceway V700		$	1.93	plf	$ $0.00
153	90° flat elbow for V700		$	2.62	each	$ $0.00
154	V717 90° internal elbow for V700		$	3.56	each	$ $0.00
155	V5748 Single Gang Box for V700		$	10.74	each	$ $0.00
156	V5748-2 Single Gang Box for V700		$	19.38	each	$ $0.00
157	V5738A Outlet Box for V700		$	15.96	each	$ $0.00
158	V5785 Box Connector for V700		$	5.32	each	$ $0.00
159	V5715 Tee Fitting for V700		$	6.55	each	$ $0.00
160	V718 Outside 90 for V700		$	3.14	each	$ $0.00
161	V2000 Base and Cover		$	35.84	each	$ $0.00
162	V2011 Flat 90 for V2000		$	7.52	each	$ $0.00
163	V2015 Tee for V2000		$	19.66	plf	$ $0.00
164	V2018 External 90 for V2000		$	5.94	each	$ $0.00
165	V2010AC Entrance End Fitting for V2000		$	21.28	each	$ $0.00
166	V2048 Single Gang Box for V2000		$	23.52	each	$ $0.00
167	V2048-2 Double Gang Box for V2000		$	30.24	each	$ $0.00

Group F: Terminal Cabinets

168	Interior Surface Mount 18 x 18 x 6		$	48.16	each	$ $0.00
169	Interior Surface Mount 18 x 24 x 6		$	96.32	each	$ $0.00
170	Interior Surface Mount 24 x 24 x 6		$	154.56	each	$ $0.00
171	Exterior Surface Mount 18 x 18 x 6		$	114.24	each	$ $0.00
172	Exterior Surface Mount 18 x 24 x 6		$	140.00	each	$ $0.00
173	Exterior Surface Mount 24 x 24 x 6		$	492.80	each	$ $0.00

Group G: Installed Assembly; Seismic Expansion Joint (whip) Connection

174	1"		$ 212.80	each	$	$0.00
175	1 1/2"		$ 224.00	each	$	$0.00
176	2"		$ 252.00	each	$	$0.00

Group H: Installed Assembly; Roof Penetrations

177	1"		$ 123.20	each	$	$0.00
178	1 1/2"		$ 140.00	each	$	$0.00
179	2"		$ 156.80	each	$	$0.00

Group I: Fire Alarm Improvements

180	Wire (1) Westpenn D990	4500	$ 0.24	plf	$	$1,080.00
181	Wire (2) Westpenn D990	0	$ 0.50	plf	$	$0.00
182	Wire (1) Westpenn D990 and (2) #12 Stranded	0	$ 0.64	plf	$	$0.00
183	Wire (1) Westpenn D990 and (4) #12	0	$ 0.99	plf	$	$0.00
184	Wire (2) Westpenn D990 and (4) #12	0	$ 1.24	plf	$	$0.00
185	Wire (2) Westpenn D990 and (8) #12	0	$ 1.99	plf	$	$0.00
186	Wire (2) #12	0	$ 0.38	plf	$	$0.00
187	Wire (4) #12	4500	$ 0.74	plf	$	$3,330.00
188	Wire (1) Westpenn 991	2000	$ 0.21	plf	$	$420.00
189	Material Up Charge to Add 991 to line items 180-185	0	$ 0.21	plf	$	$0.00
190	Material Up Charge for WP AQ-225 in items 180-185	2000	$ 0.23	plf	$	$460.00
191	System Sensor SPR- Speaker		$ 24.67	each	$	$0.00
192	System Sensor SPRK Speaker WP	2	$ 55.42	each	$	$110.84
193	System Sensor SPSR Wall Speaker Strobe	13	$ 64.54	each	$	$839.02
194	System Sensor SR- Strobe Only	2	$ 36.83	each	$	$73.66
195	Silent Knight IDP-PULL-DA Manual Pull Station	0	$ 68.93	each	$	$0.00
196	IDP-HEAT- Heat Detector with Base		$ 49.33	each	$	$0.00
197	IDP-PHOTO Smoke Detector with Base	31	$ 61.50	each	$	$1,906.50
198	IDP-HEAT-HT High Temp Heat Detector w base	1	$ 49.33	each	$	$49.33
199	System Sensor 5602/IDP MiniMon Heat Detector with Monitor Module		$ 50.35	each	$	$0.00
200	System Sensor DNR with IDP-PHOTO		$ 131.78	each	$	$0.00
201	Silent Knight RPS-1000 with (2) 7 amp/hr battery	1	$ 579.84	each	$	$579.84
202	Silent Knight 5815XL Loop Board	1	$ 309.52	each	$	$309.52
203	Silent Knight IFP-2000ECS	1	$ 3,074.89	each	$	$3,074.89
204	Silent Knight RA-2000	1	$ 417.65	each	$	$417.65
205	Silent Knight RPS-2000		$ 1,270.50	each	$	$0.00
206	IDP-Mini Mon Monitor Module	8	$ 37.85	each	$	$302.80
207	IDP-Relay Control Module	2	$ 56.77	each	$	$113.54
208	IDP-P-Duct Rduct Housing & Smoke Detector		$ 188.54	each	$	$0.00
209	Silent Knight- ECS-RCU-2000 Remote Voice	0	$ 1,196.16	each	$	$0.00
210	Silent Knight- ECS-RPU Remote Mic	1	$ 856.92	each	$	$856.92
211	Silent Knight- ECS-125	0	$ 1,486.76	each	$	$0.00
212	Silent Knight-CE-4- 4 circuit expander	1	$ 190.31	each	$	$190.31
213	Silent Knight- ECS-50	1	$ 758.25	each	$	$758.25
214	Silent Knight- RBB with (2) 40 Amp/Hr Battery	0	$ 307.15	each	$	$0.00
215	Silent Knight AB-55 with (2) 55 Amp/Hr Battery		$ 432.51	each	$	$0.00
216	Silent Knight RPT-TP Network Repeater		$ 506.85	each	$	$0.00
217	Silent Knight- IPDACT-2UD Communicator		$ 489.28	each	$	$0.00

Group J: Data System Data Cabling J-Hook Support System:

218	J-Hook (small) mounted to existing structure directly		$ 3.06	each	$	$0.00
219	J-Hook (small) and independent support system		$ 12.43	each	$	$0.00
220	J-Hook (large) mounted to existing structure directly	195	$ 3.89	each	$	$758.55
221	J-Hook (large) and independent support system	195	$ 13.27	each	$	$2,587.65

Group K: Integrated Comm. System:

222	Install pull string in common pull w/cable		$ 0.05	plf	$	$0.00
223	1 Westpenn 355 Cable: common pathway/pull	6000	$ 0.17	plf	$	$1,020.00
224	Each Additional 355 cable in common pull		$ 0.17	plf	$	$0.00
225	Material upcharge for Westpenn 355AQC Cable		$ 0.03	plf	$	$0.00
226	1 Westpenn 436 Cable: common pathway/pull	2000	$ 1.63	plf	$	$3,260.00
227	Each Additional 436 cable in common pull		$ 1.63	plf	$	$0.00
228	1 25 pair gel-filled cable: common pathway/pull	5200	$ 1.29	plf	$	$6,708.00
229	Each Additional 25 pair gel-filled cable in common pull		$ 1.29	plf	$	$0.00
230	1 Westpenn 298 Cable: common pathway/pull		$ 0.11	plf	$	$0.00
231	Each Additional 298 cable in common pull		$ 0.11	plf	$	$0.00
232	1 Westpenn 291 Cable: common pathway/pull		$ 0.06	plf	$	$0.00
233	Each Additional 291 cable in common pull		$ 0.06	plf	$	$0.00
234	Material upcharge for Westpenn 291AQC Cable		$ 0.07	plf	$	$0.00
235	1 Westpenn 290 Cable: common pathway/pull		$ 0.10	plf	$	$0.00
236	Each Additional 290 cable in common pull		$ 0.10	plf	$	$0.00
237	Bogen MCWESS CR Handset w/AT219-4 (wall or desk)		$ 76.98	each	$	$0.00
238	Bogen MCDS3 Master/Admin Handset (desk)		$ 690.23	each	$	$0.00
239	Int. Ceiling Speaker Ass. EZ-95 with S8T725/Grill	13	$ 53.37	each	$	$693.81
240	Lowel PC712 ; MC701; Bogen S8T725		$ 182.36	each	$	$0.00
241	Interior wall Clock Speaker Combo					
242	Lowel CB8-4; JG8X Bogen S8T725 Interior Surface		$ 78.30	each	$	$0.00
243	Wall/Ceiling Speaker Assembly					
244	Lowel CB8-6; SQLK8L with Atlas APF15T- Exterior	2	$ 193.10	each	$	$386.20
245	Surface Wall/Ceiling Speaker Assembly					
246	Bogen WBS8T725 Speaker		$ 36.56	each	$	$0.00
247	Siemons S-89 and S-661 Block	6	$ 18.82	each	$	$112.92
248	Desktop AM-FM-CASS-CD Player		$ 310.00	each	$	$0.00
249	Complete Bogen Quantum 72 Port Headend		$ 13,597.00	each	$	$0.00
250	Bogen Quantum 24 Expansion	1	$ 1,776.00	each	$	$1,776.00
251	Communications System Backboard	2	$ 68.00	each	$	$136.00
252	Cisco FX-O Bogen Link		$ 0.00	each	$	$0.00
250	Bogen HTA-125 Amplifier		$ 780.16	each	$	$0.00
251	Bogen HTA-250 Amplifier		$ 1,256.26	each	$	$0.00
252	Bogen Quantum Card		$ 4,900.10	each	$	$0.00

Group L: Program Clock System Improvements:

253	pull string in common pull w/cable	2000	$	0.05	plf	$ $100.00
254	1 ADL- 163S Cable: common pathway/pull	0	$	0.28	plf	$ $0.00
255	Each Additional 163Scable in common pull		$	0.28	plf	$ $0.00
256	4 #12 Gauge Stranded Common Pathway Pull	2000	$	0.74	plf	$ $1,480.00
257	1 Westpenn 245 AQC Cable: common pathway/pull		$	0.67	plf	$ $0.00
258	Each Additional 245 AQC cable in common pull		$	0.67	plf	$ $0.00
259	Lathem PS-8-24 power supply and relays	1	$	212.04	each	$ $212.04
260	Lathem SS-12-RFA-B-24VAC clock	13	$	129.15	each	$ $1,678.95
261	Lathem SS-10-RFA-B-24VAC clock		$	162.53	each	$ $0.00
262	Lathem S-Ring	13	$	40.55	each	$ $527.15
263	Miscellaneous Control Relay Assembly	1	$	35.00	each	$ $35.00
264	Lathem SAM-5788	0	$	13.63	each	$ $0.00

Group M: General Security System Improvements

265	Install pull string in common pull w/cable		$	0.05	plf	$ $0.00
266	(1) Genesis 1104 Cable: common pathway/pull		$	0.10	plf	$ $0.00
267	Each Additional Genesis 1104 in common pull		$	0.10	plf	$ $0.00
268	1 Westpenn AQ-244 in common pathway pull		$	0.47	plf	$ $0.00
269	Each additional Westpenn AQ-244 in common pull		$	0.47	plf	$ $0.00
270	DMP XR550 Control Panel		$	517.94	each	$ $0.00
271	DMP 481 LX-BUS Zone Expansion		$	51.63	each	$ $0.00
272	DMP 460 Plain Interface Adapter Card		$	77.05	each	$ $0.00
273	DMP 321 Transformer		$	14.86	each	$ $0.00
274	DMP 7060 Keypad		$	107.73	each	$ $0.00
275	DMP 7063 Keypad		$	146.92	each	$ $0.00
276	DMP 714 Loop Zone Expander		$	45.55	each	$ $0.00
277	DMP P16000 Motion Detector		$	56.09	each	$ $0.00
278	DMP FMCWE Auxiliary Power		$	24.21	each	$ $0.00
279	Sentrol 1076 DN Door Contact/EMS Sensor		$	21.62	each	$ $0.00
280	DMP 462DC LXBUS with internet adapter		$	227.06	each	$ $0.00
281	7 amp hour battery		$	18.92	each	$ $0.00
282	(1) 472 Hardwireless Interface Card		$	64.74	each	$ $0.00
283	(1) RJ-31X Outlet		$	2.92	each	$ $0.00
284	DMP 7073 Keypad		$	217.33	each	$ $0.00
285	DMP 461 Interface Adaptor		$	64.74	each	$ $0.00
286	DMP 1100RP		$	198.56	each	$ $0.00
287	DMP 708 Bus Extender		$	283.84	each	$ $0.00
288	DMP SX-350 PIR		$	53.38	each	$ $0.00

	Group N: Time, Materials, and Unforseen Conditions					
289	Unlisted Mat'l Cost Mark-up (may not exceed 15%)	$34,456.32	12%	%	$	$38,591.08
290	Subcontractor Cost Markup		12.00	%	$	$0.00
291	Communications/Fire Alarm Certified Tech/Installer	1055	$ 84.00	phr	$	$88,620.00
292	Inside Wireman		$ 97.85	phr	$	$0.00
293	Estimator/Designer	16	$ 55.00	phr	$	$880.00
294	Cad Drafter		$ 55.00	phr	$	$0.00
295	2nd Shift Adder to Line 291 per hour		$ 10.00	phr	$	$0.00
296	2nd Shift Adder to Line 292 per hour		$ 10.00	phr	$	$0.00
	Sub Total				$	$164,436.42
297	Markup for Bonding (Jobs over $25,000)		2%	%		$3,288.73
	Grand Total					$167,725.15

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract with Quintron Systems, Inc. for Additional Network Cabling at Luther Middle School for Z-Space Lab (CTE Fund)

Background:
One of the components of the Measure S Bond provides technology upgrades throughout the District. On March 20, 2014, the Board of Education approved an Award of Contract for Bid #1314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid with Quintron Systems, Inc. On March 16, 2017, the Board of Education approved the extension of this contract through March 17, 2018.

District Wide Goals for 2017-2018:
7.7 Continue construction/modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.
8.3 Complete upgrading the infrastructure at all sites to provide access to Wi-Fi services and 21st century classrooms and identify funding resources for future refresh.

Discussion/Issues:
An amendment to the contract for Quintron Systems, Inc., under Bid 314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid was approved by the Board of Education April 21, 2016. Using Quintron's amended contract, the District would like to install additional network cabling at Luther Middle School to allow the Z-Space computer lab to move to new location.

Fiscal Impact:
The fiscal impact is $4,480.40. Quintron Systems, Inc., submitted contract quotes for the network cabling project. Please see attached spreadsheet with the cost breakdown.

Recommendation:
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education award a construction contract to Quintron Systems, Inc. for Bid 1314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid for the Network Cabling project at Luther Middle School for Z-Space Lab, not to exceed $4,928.44, including a 10% contingency amount (01.0-06350.0-60000-85000-6249-7910000) (CTE Fund), effective July 21, 2017, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

QUINTRON

QUINTRON® Integrated Systems Division



Burbank USD
Luther MS
BID # 1314-050

ADDITIONAL CABLING
Room 410 ZLAB

Prepared by:
Quintron Systems
Carlo Minassian

This proposal contains proprietary and confidential information of Quintron Systems, Inc. and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this proposal, without the prior written consent of Quintron Systems, Inc.

QUINTRON

July 6, 2017

Roberto Jurado
Director of IT
Burbank Unified School District
510 South Shelton Street
Burbank, CA 91506

RE: Additional cabling for Room 410 ZLab

This letter is intended to summarize the basis on which we propose to furnish all labor and materials necessary to complete the project as it is stated in documents provided to Quintron.

SBE Certification # 48872 Exp. 4/30/2019
C7 License # 292173 Exp. 7/31/2019

CORPORATE OFFICE
2105 SOUTH BLOSSER ROAD
SANTA MARIA • CALIFORNIA • 93458-7311
OFFICE (805) 928-4343 • FAX (805) 928-5775

SO. CAL OFFICE
1524 HIGHLAND AVE.
DUARTE • CALIFORNIA • 91010-2831
OFFICE (626) 531-2885 • FAX (626) 531-2886

WWW.QUINTRON.COM C-7 LICENSE# 292173 SPIN#143007824 DIR#1000001304 SBE CERT# 00488872

QUINTRON

Scope of Work

Cabling

1. Provide and install (12) Cat6 Cables to Room 410
2. Provide and install (12) Cat6 Jacks
3. Provide and install (1) 24 Port Patch Panel
4. Provide and install (3) 4 Port Faceplates
5. Provide and install (1) 2" Conduit
6. Provide and install (2) 2" Sleeves
7. Please refer to the Matrix for footages and additional information

Project Summary

Lump Sum (Tax included)..... **$4,480.40**
(See matrix for details)

Approved by:

Quintron Systems Inc.

Signature: Jennifer Nuna

Title: REGIONAL MANAGER

Date: 7/6/17

Approved by:

Burbank USD

Signature: _____

Title: _____

Date: _____

QUINTRON

QUINTRON STANDARD ASSUMPTIONS

Unless specifically noted otherwise, this proposal ASSUMES:

1. All existing equipment to be incorporated into the new system(s) is operable and suitable for the intended purpose.

2. Wiring is to be installed as the design dictates, where required and as Quintron has designed.

3. No area in which Quintron is to install equipment is classified as hazardous or explosive.

4. This proposal excludes liquidated damages, including those which may be agreed upon by the Owner and General Contractor or other subcontractors on the project.

5. This proposal is based on the completion of the entire scope of work. A reduction in the amount of work to be completed will increase the price of the individual work function.

6. All work related to this proposal will be conducted during Quintron's normal business hours.

If we can be of any other assistance, please do not hesitate to call us.

Thank you,

Carlo Minassian
Project Manager
Quintron Systems Inc.
Integrated Systems Division
gluna@quintron.com
(626) 531-2879 office
(626) 531-2886 fax
(626) 802-0496 Cell

Quintron...When Failure Is Not An Option.

BUSD BID 1314-050

INDIVIDUAL PROJECT QUOTE

ERATE 2014 TECHNOLOGY INFRASTRUCTURE, NETWORK, WIRELESS AND CABLING UNIT PRICE BID

QUANTITY AND COST TAKE-OFF

QUINTRON SYSTEMS, INC.

Project Name: BUSD BID 1314-050 7/6/2017

Site Name: Luther Burbank Middle School

Address: 3700 Jeffries Ave, Burbank, CA 91505

District Contact: Roberto Jurado

NOTE: Room 410 Z Lab

Item No.	Description	Bid Price		Project Qty.	Ext. Price
	Group A: Core Switches				
100	Core Switch Complete (See Group A Requirements)	$ 12,650.18	each		$ -
101	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 1 meter	$ 44.53	each		$ -
102	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 3 meters	$ 51.65	each		$ -
103	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 10 meters	$ 233.18	each		$ -
104	10 Gb, Copper Direct Attach Fan out Cable with 4 integrated SFP+ and 1 QSFP+ transceivers, 3m	$ 196.73	each		$ -
	Group B: Distribution Switches				
105	Distribution Switch Complete (See Group B Requirements)	$ 12,335.67	each		$ -
106	10 Gb, 10GBASE-LR, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP+	$ 675.08	each		$ -
107	1 Gb, 1000BASE-LX, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP	$ 270.53	each		$ -
108	1 Gb, 1000BASE-LX/LH, IEEE 802.3 SM, 1550 nm Long Wave Length, 80 km, LC SFP	$ 1,351.38	each		$ -
109	1 Gb, 1000BASE-T, IEEE 802.3 Cat5, Copper Twisted Pair, 100 m, RJ 45 SFP	$ 79.93	each		$ -
	Group C: Access Switches				
110	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G.	$ 1,372.24	each		$ -
111	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G-POE.	$ 1,640.02	each		$ -
112	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G.	$ 1,946.07	each		$ -
113	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G-POE.	$ 2,366.87	each		$ -
114	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G.	$ 1,619.63	each		$ -
115	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G-POE.	$ 1,887.96	each		$ -
116	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G.	$ 2,192.62	each		$ -
117	Access Switch. (48) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G-POE.	$ 2,614.45	each		$ -
118	Short stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$ 80.86	each		$ -
119	Medium stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$ 36.89	each		$ -

120	Long stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$	51.65	each		$	-
121	10 Gb, 10GBASE-SR, IEEE 802.3 MM, 850 nm , 33/82/300/550 m, LC SFP+	$	336.93	each		$	-
122	1 Gb, 1000BASE-SX, IEEE 802.3 MM, 850 nm Short Wave Length, 220/550 m, LC SFP	$	129.11	each		$	-
123	1 Gb, 1000BASE-LX, MM, 1310 nm Long Wave Length, 2 km, LC SFP	$	270.53	each		$	-
	Group D: Compact Switches						
124	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports and power brick	$	1,101.92	each		$	-
125	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports, PoE, and PoE power brick	$	1,101.92	each		$	-
126	Rack Mount Kit for D2	$	96.67	each		$	-
	Group E: Wireless Access Points						
127	Enterprise Wireless Access Point w/ Dual Radio 802.11ac Complete (See Group E Requirements)	$	757.59	each		$	-
128	Oberon Outdoor/NEMA Access Point Enclosure. IP66 Specification.	$	178.46	each		$	-
	Group F: Wireless Controllers						
129	Wireless Controller Solution Complete (See Group F Requirements)	$	115,954.46	each		$	-
	Group G: Network Management System						
130	Network Management System Complete (See Group G Requirements)	$	109,069.89	each		$	-
	Group H: Network Access Control System						
131	NAC Solution Complete (See Group H Requirements)	$	169,111.70	each		$	-
	Group I: Training						
132	Training Vouchers (See Group I Requirements)	$	6,020.00	each		$	-

	Group J: UPS and PDU - Eaton 9P, 5P and ePDU Series						
133	10kW, Rackmount 208V UPS - See Group J, Option 208V1	$	6,207.35	each		$	-
134	Extended Battery Module for 10kW, 208V UPS Above	$	1,184.98	each		$	-
135	5.4kW, Rackmount 208V UPS - See Group J, Option 208V2	$	4,084.71	each		$	-
136	Extended Battery Module for 5.4kW, 208V UPS Above	$	1,181.05	each		$	-
137	2700W, Rackmount 120V UPS - See Group J, Option 120V1	$	1,386.30	each		$	-
138	Extended Battery Module for 2700W, 120V UPS Above	$	871.83	each		$	-
139	1920W, Rackmount 120V UPS - See Group J , Option 120V2	$	1,398.91	each		$	-
140	Extended Battery Module for 1920W, 120V UPS Above	$	639.51	each		$	-
141	1440W, Rackmount 120V UPS - See Group J, Option 120V3	$	914.55	each		$	-
142	Extended Battery Modfule for 1440W, 120V UPS Above	$	639.51	each		$	-
143	1000W, Rackmount 120V UPS - See Group J, Option 120V4	$	734.61	each		$	-
144	Extended Battery Modfule for 1000W, 120V UPS Above	$	639.51	each		$	-
145	2700W, Rackmount 120V UPS - See Group J, Option 120V5	$	1,386.30	each		$	-
146	1920W, Rackmount 120V UPS - See Group J , Option 120V6	$	1,183.47	each		$	-
147	1440W, Rackmount 120V UPS - See Group J, Option 120V7	$	833.61	each		$	-
148	2-Post Rail Kit for 120V UPS Systems	$	138.20	each		$	-
149	Eaton Environmental Monitoring Probe	$	242.66	each		$	-
150	Eaton G3 Vertical Monitored ePDU. L6-30R Input. (36) C13 Grip, (6) C19 Grip Output. 208V.	$	812.39	each		$	-
151	Eaton G3 Vertical Monitored ePDU. L5-30R Input. (30) 5-20R Output. 110V.	$	694.96	each		$	-
152	ePDU Environmental Monitoring Probe	$	153.80	each		$	-
153	Eaton Horizontal Monitored ePDU. 1U. 5-15R Input. (6) 5-15R Output. 110V.	$	409.75	each		$	-
154	Eaton Horizontal Monitored ePDU. 1U. 5-20R Input. (12) 5-20R Output. 110V.	$	445.73	each		$	-
155	Eaton Horizontal Monitored ePDU. 1U. L6-30R Input. (6) C13 Grip, (4) C19 Grip Output. 208V.	$	560.78	each		$	-
156	Eaton Horizontal Monitored ePDU. 1U. L6-20R Input. (12) C13 Grip Output. 208V.	$	473.92	each		$	-
157	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (12) 5-15R	$	181.88	each		$	-
158	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (10) 5-20R, (2) 5-15R	$	224.62	each		$	-
159	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 10' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	143.29	each		$	-
160	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
161	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
162	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
163	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
164	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	740.65	each		$	-
165	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
166	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.47	each		$	-
167	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-
168	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
169	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
170	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
171	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
172	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
173	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
174	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.00	each		$	-
175	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-

	Group Z: NEC SV8300 Phone System and Handsets							
176	SV8300 SIP Basic Plus Package	$	4,900.39	each		$	-	
177	CHS2U-US / System Chassis	$	735.08	each		$	-	
178	PZ-BS11 / BUS Blade	$	199.43	each		$	-	
179	PZ-VM21 / Internal Modem	$	185.69	each		$	-	
180	CD-16DLCA / 16 Port Digital Blade	$	396.65	each		$	-	
181	CD-8COTBH / 8 Port CO Blade	$	603.24	each		$	-	
182	CD-8LCAH / 8 Port Analog Blade	$	396.65	each		$	-	
183	CHS2U Joint Bracket Kit	$	74.72	each		$	-	
184	CHS1U RACK Mount Kit / Rack Mount Set	$	91.20	each		$	-	
185	CHS2U RACK Mount Kit / Rack Mount Set	$	51.10	each		$	-	
186	RS Console CA-A	$	84.06	each		$	-	
187	Installation Cable	$	80.21	each		$	-	
188	CHS1U INT Battery Kit	$	266.99	each		$	-	
189	CHS2U INT Battery Kit	$	179.10	each		$	-	
190	LS-SYS-PORT Capacity-LIC	$	48.35	each		$	-	
191	LS-SYS-IPPAD16-LIC	$	199.43	each		$	-	
192	LS-TRK-P2PCCIS-LIC	$	102.19	each		$	-	
193	LS-NW-CCIS-LIC	$	157.12	each		$	-	
194	LS-SYS-R7-LIC	$	871.29	each		$	-	
195	DTL-24D-1 (BK)	$	270.85	each		$	-	
196	DTL-12D-1 (BK)	$	251.07	each		$	-	
197	DTL-12PA-1 (BK)	$	311.51	each		$	-	
198	DTL-2E-1 (BK)	$	191.74	each		$	-	
199	DESI Labels	$	131.31	each		$	-	
	Group K: EMT Conduit and Accessories, Installed (Round quantity up to nearest 10' increment)							
200	1"	$	3.03	plf		$	-	
201	1" additional bends/sweeps	$	14.87	each		$	-	
202	1" l.b. fitting	$	31.46	each		$	-	
203	1 1/2"	$	6.03	plf		$	-	
204	1 1/2" additional bends/sweeps	$	15.85	each		$	-	
205	1 1/2" l.b. fitting	$	49.70	each		$	-	
206	2"	$	6.74	plf	10	$	67.40	
207	2" additional bends/sweeps	$	26.39	each		$	-	
208	2" l.b. fitting	$	76.99	each		$	-	
209	2 1/2"	$	11.14	plf		$	-	
210	2 1/2" additional bends/sweeps	$	37.28	each		$	-	
211	2 1/2" l.b. fitting	$	91.81	each		$	-	

	Group L: Rigid Conduits and Accessories, Installed (Round quantity up to nearest 10' increment)						
212	1"	$	6.44	plf		$	-
213	1" additional bends/sweeps	$	33.22	each		$	-
214	1" l.b. fitting installed	$	40.82	each		$	-
215	1" Meyers hub installed	$	43.96	each		$	-
216	1" Compression fitting installed	$	27.71	each		$	-
217	1 1/2"	$	9.39	plf		$	-
218	1 1/2"" additional bends/sweeps	$	38.43	each		$	-
219	1 1/2"" l.b. fitting installed	$	76.54	each		$	-
220	1 1/2"" Meyers hub installed	$	67.17	each		$	-
221	1 1/2"" Compression fitting installed	$	39.64	each		$	-
222	2"	$	10.04	plf		$	-
223	2" additional bends/sweeps	$	48.10	each		$	-
224	2" l.b. fitting installed	$	89.64	each		$	-
225	2" Meyers hub installed	$	60.65	each		$	-
226	2" Compression fitting installed	$	51.19	each		$	-
227	2 1/2"	$	14.98	plf		$	-
228	2 1/2" additional bends/sweeps	$	65.33	each		$	-
229	2 1/2" l.b. fitting installed	$	146.06	each		$	-
230	2 1/2" Meyers hub installed	$	80.28	each		$	-
231	2 1/2" Compression fitting installed	$	138.99	each		$	-
	Group M: Above Ground Steel Pullboxes Rated NEMA 3R, Installed						
232	8x8x6	$	105.64	each		$	-
233	12x12x6	$	180.46	each		$	-
234	18x18x8	$	343.75	each		$	-
235	24x24x8	$	463.20	each		$	-
236	30x30x10	$	493.83	each		$	-
237	36x36x12	$	756.20	each		$	-
	Group N: Non-Metallic Raceway (Wiremold)						
238	Series 2900 Uniduct	$	8.70	plf		$	-
239	Single Device Box NM2048	$	32.90	each		$	-
240	Double Device Box NM2048-2	$	37.30	each		$	-
241	Flat Elbow 2911	$	10.46	each		$	-
242	Internal Elbow 2917	$	10.46	each		$	-
243	Tee Fitting 2915	$	10.46	each		$	-
244	Drop Ceiling Connector 2986	$	10.68	each		$	-
245	External Elbow 2918	$	10.46	each		$	-
246	Cover Clip 2906	$	10.44	each		$	-
247	Blank End Fitting 2910	$	10.46	each		$	-
248	Series 5500 Tri Channel	$	28.22	plf		$	-
249	End Cap 5510	$	23.35	each		$	-
250	Tee 5515	$	63.39	each		$	-

251	External Elbow 5518	$	50.06	each		$	-
252	Transition Tap 5574	$	53.02	each		$	-
253	Internal Elbow 5517	$	48.27	each		$	-
254	Device Bracket	$	57.20	each		$	-
255	Three Device Bracket 5550	$	44.89	each		$	-
	Group O: Terminal Cabinets, Installed						
256	Interior Surface Mount 18x18x6	$	434.34	each		$	-
257	Interior Surface Mount 18x24x6	$	718.97	each		$	-
258	Interior Surface Mount 24x24x6	$	627.75	each		$	-
259	Exterior Surface Mount 18x18x6	$	565.22	each		$	-
260	Exterior Surface Mount 18x24x6	$	698.27	each		$	-
261	Exterior Surface Mount 24x24x6	$	802.24	each		$	-
	Group P1: Install Assembly; Seismic Expansion Joint (whip) Connection						
262	1"	$	45.39	each		$	-
263	1 1/2"	$	80.11	each		$	-
264	2"	$	125.58	each		$	-
265	2 1/2"	$	259.69	each		$	-
	Group P2: Installed Assembly; Roof Penetratons						
266	1"	$	132.50	each		$	-
267	1 1/2"	$	134.98	each		$	-
268	2"	$	142.10	each		$	-
269	2 1/2"	$	150.11	each		$	-
	Group P3: Installed Assembly, Device/Outlet, with Box by Others						
270	S Video L, Surface Single Gang	$	-	each		$	-
271	S Video L, Wiremold 2900	$	-	each		$	-
272	S Video L, Wiremold 5500	$	-	each		$	-
273	S Video L2, Surface Single Gang	$	-	each		$	-
274	S Video L2, Wiremold 2900	$	-	each		$	-
275	S Video L2, Wiremold 5500	$	-	each		$	-
276	Single TV, Surface Single Gang	$	-	each		$	-
277	Single TV, Wiremold 2900	$	-	each		$	-
278	Single TV, Wiremold 5500	$	-	each		$	-
	Group P4: Installed Assembly, Device/Outlet, Includes Box						
279	Duplex Outlet Box Surface Mount Assembly	$	33.00	each		$	-
280	4-Plex Outlet Box Surfacwe Mount Assembly	$	37.40	each		$	-
281	Single Gang, Wiremold 2900	$	10.12	each		$	-
282	Single Gang, Wiremold 5500	$	25.30	each		$	-
283	Dual Gang Wiremold 2900	$	13.20	each		$	-
284	Dual Gang Wiremold 5500	$	25.30	each		$	-

285	S Video L, Surface Single Gang	$	-	each		$	-
286	S Video L, Wiremold 2900	$	-	each		$	-
287	S Video L, Wiremold 5500	$	-	each		$	-
288	S Video L2, Surface Single Gang	$	-	each		$	-
289	S Video L2, Surface Single Gang	$	-	each		$	-
290	S Video L2, Wiremold 2900	$	-	each		$	-
291	S Video L2, Wiremold 5500	$	-	each		$	-
292	Single TV, Wiremold 2900	$	-	each		$	-
293	Single TV, Wiremold 5500	$	-	each		$	-
	Group Q: Data System Innerduct, Installed (Round quantity up to nearest 10' increment)						
294	1" diameter	$	3.75	plf		$	-
295	1 1/4" diameter	$	3.91	plf		$	-
296	1 1/2" diamter	$	4.31	plf		$	-
297	2" diameter	$	4.99	plf		$	-
	Group R: Data Sytem Fiber Optic Backbone Cabling, Installed (Round quantity up to nearest 10' increment)						
298	6 strand tight buffered OFNR OM3 multimode	$	5.12	plf		$	-
299	Each additional cable (above) in common path	$	3.53	plf		$	-
300	6 strand loose tube OFNR OM3 multimode	$	5.43	plf		$	-
301	Each additional cable (above) in common path	$	3.84	plf		$	-
302	6 strand tight buffered OFNP OM3 multimode	$	5.04	plf		$	-
303	Each additional cable (above) in common path	$	3.45	plf		$	-
304	6 strand loose tube OFNP OM3 multimode	$	5.57	plf		$	-
305	Each additional cable (above) in common path	$	3.98	plf		$	-
306	12 strand tight buffered OFNR OM3 multimode	$	6.78	plf		$	-
307	Each additional cable (above) in common path	$	5.19	plf		$	-
308	12 strand loose tube OFNR OM3 multimode	$	7.09	plf		$	-
309	Each additional cable (above) in common path	$	5.51	plf		$	-
310	12 strand tight buffered OFNP OM3 multimode	$	6.79	plf		$	-
311	Each additional cable (above) in common path	$	5.20	plf		$	-
312	12 strand loose tube OFNP OM3 multimode	$	6.67	plf		$	-
313	Each additional cable (above) in common path	$	5.09	plf		$	-
314	6 strand tight buffered OFNR OM4 multimode	$	5.72	plf		$	-
315	Each additional cable (above) in common path	$	4.13	plf		$	-
316	6 strand loose tube OFNR OM4 multimode	$	5.58	plf		$	-
317	Each additional cable (above) in common path	$	3.99	plf		$	-
318	6 strand tight buffered OFNP OM4 multimode	$	5.54	plf		$	-
319	Each additional cable (above) in common path	$	3.95	plf		$	-
320	6 strand loose tube OFNP OM4 multimode	$	6.29	plf		$	-
321	Each additional cable (above) in common path	$	4.70	plf		$	-

322	12 strand tight buffered OFNR OM4 multimode	$	7.84	plf		$	-
323	Each additional cable (above) in common path	$	6.25	plf		$	-
324	12 strand loose tube OFNR OM4 multimode	$	7.17	plf		$	-
325	Each additional cable (above) in common path	$	5.59	plf		$	-
326	12 strand tight buffered OFNP OM4 multimode	$	8.07	plf		$	-
327	Each additional cable (above) in common path	$	6.48	plf		$	-
328	12 strand loose tube OFNP OM4 multimode	$	8.25	plf		$	-
329	Each additional cable (above) in common path	$	6.67	plf		$	-
330	6 strand tight buffered OFNR singlemode	$	4.93	plf		$	-
331	Each additional cable (above) in common path	$	3.34	plf		$	-
332	6 strand loose tube OFNR singlemode	$	5.65	plf		$	-
333	Each additional cable (above) in common path	$	4.07	plf		$	-
334	6 strand tight buffered OFNP singlemode	$	4.44	plf		$	-
335	Each additional cable (above) in common path	$	2.85	plf		$	-
336	6 strand loose tube OFNP singlemode	$	5.67	plf		$	-
337	Each additional cable (above) in common path	$	4.09	plf		$	-
338	12 strand tight buffered OFNR singlemode	$	6.51	plf		$	-
339	Each additional cable (above) in common path	$	4.93	plf		$	-
340	12 strand loose tube OFNR singlemode	$	7.24	plf		$	-
341	Each additional cable (above) in common path	$	5.65	plf		$	-
342	12 strand tight buffered OFNP singlemode	$	6.15	plf		$	-
343	Each additional cable (above) in common path	$	4.57	plf		$	-
344	12 strand loose tube OFNP singlemode	$	7.11	plf		$	-
345	Each additional cable (above) in common path	$	5.52	plf		$	-
346	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNR jacket (12 strands total)	$	6.30	plf		$	-
347	Each additional cable (above) in common path	$	4.71	plf		$	-
348	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNR jacket (12 strands total)	$	7.02	plf		$	-
349	Each additional cable (above) in common path	$	5.43	plf		$	-
350	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNP jacket (12 strands total)	$	10.85	plf		$	-
351	Each additional cable (above) in common path	$	9.26	plf		$	-
352	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNP jacket (12 strands total)	$	8.57	plf		$	-
	Group S: Data Sytem Copper Station, Installed (Round quantity up to nearest 10' increment)						
353	1-cable: base cost common pathway/pull (up to 10) CAT6	$	2.77	plf	800	$	2,216.00
354	Each additional cable in common pathway pull	$	0.54	plf	1000	$	540.00
355	11-cables: base cost common pathway/pull (up to 30) CAT 6	$	0.73	plf		$	-
356	Each additional cable in common pathway pull	$	0.62	plf		$	-
357	31-cables: base cost common pathway/pull (up to 50) CAT 6	$	0.65	plf		$	-
358	Each additional cable in common pathway pull	$	0.62	plf		$	-
359	Material Upgrade charge to use underground rated cabe	$	0.46	plf		$	-
359.5	Material Upgrade charge to use plenum rated cable	$	0.16	plf	1800	$	288.00

360	1-cable: base cost common pathway/pull (up to 10) CAT6A	$	3.21	plf		$	-
361	Each additional cable in common pathway pull	$	0.82	plf		$	-
362	11-cables: base cost common pathway/pull (up to 30) CAT 6A	$	1.03	plf		$	-
363	Each additional cable in common pathway pull	$	0.90	plf		$	-
364	31-cables: base cost common pathway/pull (up to 50) CAT 6A	$	0.93	plf		$	-
365	Each additional cable in common pathway pull	$	0.90	plf		$	-
366	Material Upgrade charge to use underground rated cabe	$	0.56	plf		$	-
366.5	Material Upgrade charge to use plenum rated cable	$	0.25	plf		$	-
	Group T: Data Sytem System Cords, Installed						
367	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	8.05	each		$	-
368	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	8.05	each		$	-
369	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	8.35	each		$	-
370	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	9.37	each		$	-
371	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	10.38	each		$	-
372	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	12.63	each		$	-
373	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	19.35	each		$	-
374	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	24.43	each		$	-
375	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	13.20	each		$	-
376	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	13.20	each		$	-
377	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	13.20	each		$	-
378	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	14.12	each		$	-
379	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	15.05	each		$	-
380	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	17.11	each		$	-
381	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	23.60	each		$	-
382	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	30.25	each		$	-
383	1m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.83	each		$	-
384	1m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	59.45	each		$	-
385	2m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.42	each		$	-
386	2m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.03	each		$	-
387	3m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	70.99	each		$	-
388	3m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.30	each		$	-
389	5m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	82.94	each		$	-
390	5m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	78.68	each		$	-
391	1m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	45.24	each		$	-
392	1m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	48.54	each		$	-
393	2m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	47.93	each		$	-
394	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.25	each		$	-
395	3m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	50.63	each		$	-
396	3m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.72	each		$	-

397	5m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	60.93	each		$	-
398	5m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	64.23	each		$	-
399	1m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.10	each		$	-
400	1m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.64	each		$	-
401	2m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.40	each		$	-
402	2m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	60.93	each		$	-
403	3m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.35	each		$	-
404	3m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	62.20	each		$	-
405	5m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	68.17	each		$	-
406	5m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	69.68	each		$	-
407	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	72.03	each		$	-
408	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	73.54	each		$	-
409	10m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.00	each		$	-
410	10m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.77	each		$	-
	Group U: Data System Patch Panels, Installed						
411	12 port Cat 6, 1U	$	192.18	each		$	-
412	24 port Cat 6, 1U	$	273.35	each	1	$	273.35
413	48 port Cat 6, 2U	$	535.25	each		$	-
414	48 port Cat 6, 1U, High Density	$	429.80	each		$	-
415	12 port Cat 6A, 1U	$	427.94	each		$	-
416	24 port Cat 6A, 1U	$	427.94	each		$	-
417	48 port Cat 6A, 2U	$	833.91	each		$	-
418	48 port Cat 6A, 1U, High Density	$	728.54	each		$	-
419	0-12 port Fiber Optic, Loaded to 6	$	501.42	each		$	-
420	0-72 port Fiber Optic, Loaded to 12	$	696.04	each		$	-
421	72-144 port Fiber Optic, Loaded to 72	$	888.06	each		$	-
422	Each additional load of 6 in 3 items directly above	$	111.90	each		$	-
	Group V: Data System Equipment Racks/Cabinet, Installed						
423	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. Plexi Front Door. Mfg# DWR-18-26PD	$	836.19	each		$	-
424	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. No Door. Mfg# DWR-18-26	$	708.07	each		$	-
425	Middle Atlantic DWR Fan Kit for 26" Deep DWR. Mfg# DWR-FK26	$	131.05	each		$	-
426	Middle Atlantic DWR Solid Front Door. Mfg# FD-18	$	136.38	each		$	-
427	Middle Atlantic DWR Plexi Front Door. Mfg# PFD-18	$	225.71	each		$	-
428	Middle Atlantic DWR 25% Open Area Front Door. Mfg# VFD-18	$	203.77	each		$	-
429	Middle Atlantic DWR 64% Open Area Front Door. Mfg# LVFD-18	$	237.82	each		$	-
430	Middle Atlantic Horizontal Cable Manager. 1U, 2" Deep. Mfg# PHCM-1-2	$	34.81	each		$	-
431	Middle Atlantic Horizontal Cable Manager. 1U, 4" Deep. Mfg# PHCM-1-4	$	36.64	each		$	-
432	Middle Atlantic Horizontal Cable Manager. 2U, 3" Deep. Mfg# PHCM-2-3	$	39.93	each		$	-

433	UCoustic 7250 Acoustic Wall Mount Cabinet 12U. Mfg# UC4-12AWB-AA	$	1,975.48	each		$	-
434	UCoustic 7250 Acoustic Wall Mount Cabinet 18U. Mfg# UC4-18AWB-AA	$	2,285.48	each		$	-
435	UCoustic 7250 Acoustic Wall Mount Cabinet 21U. Mfg# UC4-21AWB-AA	$	2,318.96	each		$	-
436	Ucoustic Air Outlet Acoustic Chamber (Top). Mfg# UC4-TAC-AA	$	221.00	each		$	-
437	Ucoustic Air Inlet Acoustic Chamber (Bottom). Mfg# UC4-BAC-AA	$	221.00	each		$	-
438	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 20"-34". Mfg# FC2N-111E-C52-B	$	2,904.98	each		$	-
439	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 34"-60". Mfg# FC2N-111E-C62-B	$	3,068.74	each		$	-
440	Chatsworth F Series TeraFrame Gen 3, 42 U, Front to Back Air Flow. Mfg# FC2N-113E-C42-B	$	2,582.22	each		$	-
441	Chatsworth Floor Anchor Kit. (4) 1/2” Concrete Anchors, Hardware Kit. Mfg# 40604-003	$	16.21	each		$	-
442	Chatsworth Bottom Panel for 27.6" Wide Cabinet. Mfg# 39132-C01	$	224.48	each		$	-
443	Chatsworth Air Dam for 42U, 27.6" Wide Cabinet. Mfg# 39085-C11	$	295.88	each		$	-
444	Chatsworth Vertical Exhaust Duct, 14-20" for 27.6" Wide Cabinet. Mfg# 39177-703	$	546.45	each		$	-
445	Chatsworth Vertical Exhaust Duct, 20-34" for 27.6" Wide Cabinet. Mfg# 39177-704	$	567.85	each		$	-
446	Chatsworth Vertical Exhaust Duct, 34-60" for 27.6" Wide Cabinet. Mfg# 39177-705	$	783.54	each		$	-
447	Chatsworth Finger Cable Manager for 42U Cabinet with 27.6" Width. Black. Mfg# 39112-C11	$	268.68	each		$	-
448	Chatsworth Front-to-Rear Cable Manager for 27'6" Wide Cabinet. Mfg# 39077-C00	$	113.86	each		$	-
449	Chatsworth Cable Lashing Bracket for 6-Slide Cabinet. Mfg# 39124-C00	$	64.16	each		$	-
450	Chatsworth Ring Cable Manager for 42U, 27.6" Wide Cabinet. Black. Mfg# 39088-C00	$	131.42	each		$	-
451	Chatsworth Full Height Dual PDU Bracket for 42U Cabinet. Mfg# 39086-C00	$	64.61	each		$	-
452	Chatsworth 1U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30139-719	$	60.83	each		$	-
453	Chatsworth 2U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30130-719	$	61.91	each		$	-
454	Chatsworth 3U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30131-719	$	84.07	each		$	-
455	Floor Mount 42U Open Frame Rack	$	949.60	each		$	-
456	Chatsworth Cable Runway. Universal, 12”W x 9’-11.5”L. Mfg# 10250-712	$	191.49	each		$	-
457	Chatsworth Cable Runway. E-Bend, 12”W. Mfg# 10822-712	$	145.11	each		$	-
458	Chatsworth Cable Runway. Outside Radius Bend, 12”W. Mfg# 10723-712	$	108.23	each		$	-
459	Chatsworth Cable Runway. Corner Bracket, 15” x 15”. Mfg# 11959-715	$	91.24	each		$	-
460	Chatsworth Cable Runway. Wall Angle Support Kit, 12”W. Mfg# 11421-712	$	36.26	each		$	-
461	Chatsworth Cable Runway. Triangular Support Bracket, 12”W. Mfg# 11746-712	$	52.15	each		$	-
462	Chatsworth Cable Runway. Center Support Kit, 12”W. Mfg# 12362-712	$	53.11	each		$	-
463	Chatsworth Cable Runway. Threaded Rod, 5/8-11 x 6’L. Mfg# 11440-002	$	40.57	each		$	-
464	Chatsworth Cable Runway. I-Beam Clamp, 5/8 -11. Mfg# 10557-003	$	39.67	each		$	-
465	Chatsworth Cable Runway. Threaded Ceiling Kit (2 shown). Mfg# 11310-003	$	39.53	each		$	-
466	Chatsworth Cable Runway. Cabinet Elevation Kit, 4”-6”. Mfg# 10506-716	$	88.65	each		$	-
467	Chatsworth Cable Runway. Foot Kit. Mfg# 11309-001	$	62.12	each		$	-
468	Chatsworth Cable Runway. Rack Mounting Plate, 12”W. Mfg# 10595-712	$	44.63	each		$	-
469	Chatsworth Cable Runway. Rack Elevation Kit, 4”-6”. Mfg# 10506-706	$	48.89	each		$	-
470	Chatsworth Cable Runway. Cross Member Radius Drop, 12”W. Mfg# 12100-712	$	43.33	each		$	-
471	Chatsworth Cable Runway. End Caps, 1 Pair. Mfg# 10642-001	$	20.73	each		$	-
472	Chatsworth Cable Runway. Dividers, 25 Pack. Mfg# 13392-712	$	117.83	each		$	-
473	Chatsworth Cable Runway. Butt Splice Kit. Mfg# 11301-001	$	22.67	each		$	-
474	Chatsworth Cable Runway. Junction Splice Kit. Mfg# 11302-001	$	23.06	each		$	-
475	Chatsworth Cable Runway. D-Ring Kit, 10 Pack. Mfg# 13396-208	$	45.60	each		$	-

	Group W: Data System Data Outlet Components Installed						
476	Wall/Face Plate: 1 port/1 gang	$	8.72	each		$	-
477	Wall/Face Plate: 2 port/1 gang	$	8.72	each		$	-
478	Wall/Face Plate: 3 port/1 gang	$	8.72	each		$	-
479	Wall/Face Plate: 4 port/1 gang	$	8.72	each	3	$	26.16
480	Wall/Face Plate: 6 port/1 gang	$	8.72	each		$	-
481	Wall/Face Plate: 4 port/2 gang	$	11.15	each		$	-
482	Wall/Face Plate: 8 port/2 gang	$	11.15	each		$	-
483	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6	$	10.79	each	12	$	129.48
484	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6A	$	14.30	each		$	-
	Group X: Data System Data Cabling J-Hook Support System						
485	J-Hook (small) mounted to existing structure directly	$	1.86	each		$	-
486	J-Hook (small) and independent support system	$	3.72	each	20	$	74.40
487	J-Hook (large) mounted to existing structure directly	$	2.48	each		$	-
488	J-Hook (large) and independent support system	$	4.34	each	10	$	43.40
	Group AA: Time and Materials and Unforeseen Conditions						
489	Labor- Certified Technician	$	75.00	hour		$	-
490	Labor- Installer Inside Wireman Journeyman	$	100.00	hour	4	$	400.00
491	Labor- Installer Inside Wireman Apprentice	$	60.00	hour	4	$	240.00
492	Labor- Communication System Journeyman	$	70.00	hour		$	-
493	Labor- Communication System Apprentice	$	60.00	hour		$	-
494	Labor- Drafting/Estimator	$	125.00	hour		$	-
495	Labor- Advanced Certified Networking Engineer (ECA, CCIE, MASE Level)	$	204.75	hour		$	-
496	Labor- Certified Networking Engineer (ECE, CCNP, ASE Level)	$	173.25	hour		$	-
497	Labor- Advanced Certified Systems Engineer (MCSE)	$	173.25	hour		$	-
	Group AB: Underground Conduit						
498	2” Underground PVC Schedule 40	$	7.83	plf		$	-
499	2” Underground PVC Schedule 40 90 degree sweeps	$	68.02	each		$	-
500	Penetrations to vault or slab.	$	184.67	each		$	-
	Group AC: Sawcutting at Trenches						
501	Sawcut and Trenching 24” Deep 12” Wide, Asphalt, incld. Repair to original Condition.	$	116.88	plf		$	-
502	Sawcut and Trenching 24” Deep 12” Wide, Concrete, incld. Repair to original Condition.	$	132.00	plf		$	-
503	Sawcut and Trenching 24” Deep 12” Wide, Tuff, incld. Repair to original Condition.	$	118.80	plf		$	-
	Group AD: Miscellaneous						
504	2” Sleeves	$	58.00	each	2	$	116.00
505	X-Ray of Concrete Masonary Wall and 2 1/2” Core Drill	$	687.50	each		$	-
506	4” EMT	$	35.34	plf		$	-

507	2.5" Core Drill	$	309.38	each		$	-
	Group AE: Phone System Cabling						
508	Siemons S-66 Block (split 50) with Holder Installed and Terminated	$	26.03	each		$	-
509	25 Pair PVC Jacket	$	4.39	plf		$	-
510	Additional cable in same pathway in line item above	$	2.81	plf		$	-
511	Material Upcharge for Plenum Rated in line item above	$	4.57	plf		$	-
512	Material Upcharge for Gel Filled Rated in line item above.	$	4.69	plf		$	-
513	50 Pair PVC Jacket	$	5.37	plf		$	-
514	Additional cable in same pathway in line item above	$	3.78	plf		$	-
515	Material Upcharge for Plenum Rated in line item above	$	5.74	plf		$	-
516	Material Upcharge for Gel Filled Rated	$	5.67	plf		$	-
517	4’ x 4’ Plywood Back board, fire treated, painted, installed.	$	239.20	each		$	-
	Group AF: Electrical Wiring and Outlets						
518	1” Conduit with 30AMP 3Wire for 30A208V Circuit, installed	$	23.22	plf		$	-
519	1” Conduit with 40AMP 3Wire for 30A208V Circuit, installed	$	24.92	plf		$	-
520	½” Conduit with 20Amp 3 Wire, 120V Circuit, installed	$	16.15	plf		$	-
521	Duplex 20 AMP Electrical Outlet, installed	$	30.65	each		$	-
522	Electrical Outlet 220V, exact prong to be determined in field	$	60.07	each		$	-
	Group AG: Unforeseen Conditions (See Group AA for Details)						
523	Mark-up for subs/labor (percent markup)		10.00%	%		$	-
524	Materials (percent markup)		15.00%	%		$	-
	Group AA: Time and Materials and Unforeseen Conditions Detail						
526	5500 Flat Elbow 5511FO (Material & Labor)	$	57.97			$	-
527	5500 Flush Dual RJ Connector Faceplate 5507FRJ (Material & Labor)	$	12.73			$	-
528	Undergrond Pull Box with Traffic railed Conver	$	2,750.00			$	-
529	Rack Elevation Kits (Part Number CPI 10506-706)	$	45.34			$	-
530	4" 45 Degree Bend Radius EMT	$	145.34			$	-
531	4" 90 Degree Bend Radius EMT	$	130.09			$	-
532	Bogen Media Master 4000-MM-4000-4D	$	54,954.43			$	-
532.1	Bogen Media Master MM-5000D	$	108,227.77			$	-
533	Bogen Media Master Mpeg 2-MM1281	$	2,678.75			$	-
533.1	Bogen Media Master MM-1289HD-CT	$	8,762.05			$	-
534	Bogen Media Master Encoder-MM1280	$	10,129.75			$	-
534.1	Bogen Media Master Encoder-MM-1581HD	$	8,394.36			$	-
535	Bogen Media Master Master Addresable Control-MM-1210	$	2,251.06			$	-
536	Bogen Media Master 1274 High Definition Decoder-MM-1274	$	1,620.75			$	-
537	Catalyst 4500-X 32 Port 10GE IP, Base, Front to back cool	$	17,794.85			$	-
538	Catalyst 4500-X 750W AC front to back power cool	$	936.62			$	-

539	Catalyst 4500-X IPBASE to Enterprise Service upgrade	$	3,746.46		$	-
540	10GBase-LR SFP Module	$	1,921.03		$	-
541	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	49.68		$	-
542	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable	$	51.58		$	-
543	Twinax Cable, passive 38awg cable assembly, 2M	$	93.62		$	-
544	1000Base-T SFP	$	231.78		$	-
545	Catalyst 2960-X (48) POE ports/ 2 SFP+ / 370W	$	4,323.07		$	-
546	Catalyst 2960-X (48) POE ports/ 2 SFP / 370W	$	3,667.44		$	-
547	Catalyst 2960-X (24) POE ports/ 2 SFP+ / 370W	$	3,199.13		$	-
548	Catalyst 2960-X (24) POE ports/ 2 SFP / 370W	$	2,543.50		$	-
548.1	2960-CX Switch 8 GE, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8TC-L	$	1,264.80		$	-
548.2	2960-CX Switch, 8 GE PoE+, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8PC-L	$	1,381.87		$	-
549	Flex-Stack hot swapable module	$	559.63		$	-
550	Flex-Stack Cable 1M	$	93.66		$	-
551	Flex-Stack Cable 3M	$	127.93		$	-
552	10GBase-SR SFP Module	$	512.77		$	-
553	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	26.72		$	-
554	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 1ft length	$	4.91		$	-
555	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 3ft length	$	5.30		$	-
556	10Base-CU SFP+ 1.5M	$	190.72		$	-
557	Catalst 3560 Switch 8 GE POE 2 uplink	$	1,575.46		$	-
558	19in rack mount kit for 3560	$	34.74		$	-
559	1000BASE-SX SFP	$	213.22		$	-
560	Wireless AP 802.11 AC internal Ant - Installed	$	695.49		$	-
560.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Int Ant; B Reg Domain. MFG Part. # AIR-AP2802I-B-K9	$	789.15		$	-
561	Wireless AP 802.11 AC external Ant	$	1,113.77		$	-
561.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Ext Ant; B Reg Domain. MFG Part. # AIR-AP2802E-B-K9	$	1,207.44		$	-
562	Dipole Antenna 2.4ghz	$	18.26		$	-

						$	-
563	Crestron System 4K Classroom - Speakers, Controller, Switchers, Projector Mounts, AMP, Microphone, Cabling, Programming (Projector and Screen provided by District)	$	6,261.43			$	-
564	Chatsworth (CPI) 7FT Equipment Rack 55053-703	$	352.52			$	-
565	Wiremold Ceiling Entrance-5510D	$	55.71			$	-
566	Ortronics Trackjack Blank Module-OR-42100002X	$	0.25			$	-
567	Wiremold Cover Clip-5506	$	7.01			$	-
568	Wiremold Base Clip-5506B	$	4.66			$	-
569	Wiremold Blank 5507B	$	2.76			$	-
570	Material Upcharge for Gel Filled Rated Fiber cable	$	2.48			$	-
571	1" Seal tite Flexible Metal Conduit	$	72.29			$	-
572	Deep Strut	$	34.52			$	-
573	Shallow Unistrut	$	28.44			$	-
574	Ceiling Stringer With J-Hooks	$	27.78			$	-
575	Extron System WVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
576	Extron System PVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
577	Revolab Wireless Microphone - (1) HD Dual Channel, (2) HD Microphone Wearable	$	1,102.31			$	-
578	Bonding when required percent markup (Jobs Over $25,000)		1.50%	%		$	66.21

GRAND TOTAL	**$**	**4,480.40**

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Montgomery Hardware Company, General Services Administration (GSA) Schedule GS-07F-0326T, William McKinley Elementary School (Bond Fund)

Background:

In the spring of 2013, Bond Measure "S" was passed by the voters in Burbank. A part of Measure "S" the safety, security and protection of students and staff is paramount. To fulfill that promise, the District has engaged with various providers for the procurement and installation of additional security hardware at Theodore Roosevelt Elementary School as the "beta" test site for the implementation of new security hardware installation which will be deployed District-Wide over the next 2 years.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

As a continuation of the Bond portion of Measure "S", District staff has worked closely with General Services Administration (GSA) approved providers to participate in procuring and installing various state-of-the-art door hardware, security and locking mechanisms for the safety and security of students and staff throughout the District. Montgomery Hardware Company is an approved GSA authorized Federal Supply Scheduled dealer who is familiar with the District and has provided the District with quote # 406114 for GS07-F-0326T, which is federally approved procurement schedule.

Fiscal Impact:

$197,746.68 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Technology Information Officer, recommends that the Board of Education approve an award of contract, GSA Schedule # GS-07F-0326T to Montgomery Hardware Co. for the procurement and installation of hardware pursuant to quote # 406114 dated June 7, 2017 between Burbank Unified School District at William S. McKinley Elementary School, not to exceed $197,746.68 (21.0-00000-0-91003-85000-6250-209-0000) Bond Fund, effective July 21, 2017 through July 21, 2018, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Montgomery Hardware Co.
Established 1917
Doors and Frames, Door Hardware, Security Products and Installation

8777 Lanyard Court
Rancho Cucamonga, CA 91730
Tel: (909) 204-4000 Fax: (909) 204-4001

RECEIVED
FACILITIES SERVICES
2017 JUN 8 AM 7:14
BURBANK UNIFIED
SCHOOL DISTRICT

% Limit

Quote

Quote # : **406114**
Quote Date : **Jun 2, 2017**
Expiration Date : **Jul 2, 2017**

Customer:
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

Ship To:
William McKinley Elementary School
349 W. Valencia Avenue
Burbank, CA 91506

Tel: 818-729-4400 Fax: 818-558-5334

Account Code : 20076

Customer Job # :
Salesperson : Chris Montgomery
Order Name :

Purchase Order # :
Shipped Via : Common Carrier

REF.: MCKINLEY ES ADA SECURITY UPGRADE
GSA SCHEDULE #GS-07F-0326T 2%20 NET 30 DAY TERMS

Qty	Product Description	Unit Price	Extended Price
4	HMD 6070 1-3/4" 16GA A60 NonRated PrimeCoat Honeycomb Seamless Flush ***GSA OPEN MARKET ITEM***	1,150.00	4,600.00
1	WD WDMA-Cust-A 6070 1-3/4" PG-Birch 5-Ply 90Min Unfinished MineralCore BevelEdges Flush ***GSA OPEN MARKET ITEM***	1,230.00	1,230.00
1	WD WDMA-Cust-A 3070 1-3/4" PG-Birch 5-Ply 90Min Unfinished MineralCore BevelEdges Flush ***GSA OPEN MARKET ITEM***	615.00	615.00
15	Hinges 5BB1HW 4 1/2 x 4 1/2 630 ***GSA OPEN MARKET ITEM***	35.19	527.85
24	Hinges 5BB1HW 4 1/2 x 4 1/2 NRP 630 ***GSA OPEN MARKET ITEM***	37.18	892.32
3	Hinges 5BB1HW 5 x 5 NRP 630 ***GSA OPEN MARKET ITEM***	51.88	155.64
4	Exit Device AX CDSI PA XP99EO 425-SNB (QTY-2) 954 WH US26D ***GSA SIN# 246-36***	1,189.32	4,757.28
30	Fire Exit Device AX PA XP99L-F x 996L-R&V 06 425-SNB (QTY-2) 954 WH RHR US26D WITH -2SI DOUBLE CYLINDER SECURITY INDICATOR ***GSA SIN# 246-36***	1,727.74	51,832.20
4	Mullion KR4954-XP 7'6" 154 STABILIZER KIT SP28 ***GSA OPEN MARKET ITEM***	654.07	2,616.28
2	Fire Rated Mullion KR9954-XP 7'6" 154 STABILIZER KIT SP28 ***GSA OPEN MARKET ITEM***	861.97	1,723.94
4	Wall Mounting Kit MT54 SP28 ***GSA OPEN MARKET ITEM***	87.21	348.84

Reviewed/Approved By
Date
6/6/17
To A/P - Purchasing

BOND -

210 - [illegible]

Montgomery Hardware Co.
Established 1917
Doors and Frames, Door Hardware, Security Products and Installation

8777 Lanyard Court
Rancho Cucamonga, CA 91730
Tel: (909) 204-4000 Fax: (909) 204-4001

Quote

Quote # : **406114**
Quote Date : **Jun 2, 2017**
Expiration Date : **Jul 2, 2017**

Qty	Product Description	Unit Price	Extended Price
1	LD Cover Plate Kit 050589 US28 ***GSA OPEN MARKET ITEM***	24.65	24.65
5	98 CDSI Conversion Kit 3' 040078 626 ***GSA OPEN MARKET ITEM***	175.06	875.30
7	99 CDSI Conversion Kit 3' 040082 626 ***GSA OPEN MARKET ITEM***	175.06	1,225.42
1	Lockset L9050L 06N L283-711 L583-363 RHR 626 ***GSA SIN# 246-36***	476.28	476.28
3	Lockset L9070L 06N RHR 626 ***GSA SIN# 246-36***	414.56	1,243.68
24	Lockset L9071L 06N L283-711 RHR 626 ***GSA SIN# 246-36***	474.24	11,381.76
2	Lockset L9080L 06N RHR 626 ***GSA SIN# 246-36***	414.56	829.12
2	Lockset L9456L 06N L283-722 L583-363 RHR 626 ***GSA SIN# 246-36***	489.94	979.88
7	Lockset ND53JD RHO 626 ***GSA SIN# 246-36***	277.32	1,941.24
30	Thumb Turn Cylinder XB11-979 626 ***GSA OPEN MARKET ITEM***	52.96	1,588.80
39	Cylinder Turn 09-900 1 1/4" NH 629 WITH XB11-720 ***GSA OPEN MARKET ITEM***	80.51	3,139.89
32	Cylinder Housing 30-007 626 ***GSA OPEN MARKET ITEM***	34.17	1,093.44
6	Cylinder Housing 26-094 626 ***GSA OPEN MARKET ITEM***	40.43	242.58
40	Rim Cylinder Housing 20-079 626 ***GSA OPEN MARKET ITEM***	29.61	1,184.40
90	Cylinder Core 20-740-XP 626 ***GSA SIN# 246-36***	68.79	6,191.10
90	Construction Core 23-030-MHC-ICC	0.00	0.00
6	Closer 4011 REG RH AL ***GSA SIN# 246-35-4***	267.94	1,607.64
72	Closer 4111 EDA RH AL ***GSA SIN# 246-35-4***	267.94	19,291.68
4	Closer 4111 HEDA RH AL ***GSA SIN# 246-35-4***	283.75	1,135.00
10	Closer 4111 SCUSH RH AL ***GSA SIN# 246-35-4***	315.35	3,153.50
4	Closer 4111 SHCUSH RH AL	346.94	1,387.76

Montgomery Hardware Co.
Established 1917
Doors and Frames, Door Hardware, Security Products and Installation

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Rancho Cucamonga, CA 91730
Tel: (909) 204-4000 Fax: (909) 204-4001

Quote

Quote # : **406114**
Quote Date : **Jun 2, 2017**
Expiration Date : **Jul 2, 2017**

Qty	Product Description	Unit Price	Extended Price
	GSA SIN# 246-35-4		
8	Vandal Resistant Pull VR910NL US32D ***GSA OPEN MARKET ITEM***	133.47	1,067.76
5	Set Auto Flush Bolts FB31P US32D ***GSA OPEN MARKET ITEM***	99.71	498.55
9	Set Constant Latching Bolts FB51P US32D ***GSA OPEN MARKET ITEM***	99.71	897.39
14	Dust Proof Strike DP2 US26D ***GSA OPEN MARKET ITEM***	17.76	248.64
1	Kickplate 8400 10" x 34" US32D ***GSA OPEN MARKET ITEM***	23.63	23.63
2	Kickplate 8400 10" x 35" US32D ***GSA OPEN MARKET ITEM***	24.32	48.64
56	Floor Stop FS439 US32D ***GSA OPEN MARKET ITEM***	8.60	481.60
26	Stop FS18L ***GSA OPEN MARKET ITEM***	8.32	216.32
2	Wall Bumper WS407CCV US32D ***GSA OPEN MARKET ITEM***	1.65	3.30
9	Door Silencer SR64 GRY ***GSA OPEN MARKET ITEM***	0.17	1.53
3	Overhead Door Stop 904S US32D ***GSA SIN# 246-36***	170.83	512.49
9	Cylinder Guard K-24 26D ***GSA OPEN MARKET ITEM***	8.65	77.85
21	Threshold 546A 36" ***GSA OPEN MARKET ITEM***	31.33	657.93
12	Threshold 546A 72" ***GSA OPEN MARKET ITEM***	62.67	752.04
12	Astragal 55AA 84" ***GSA OPEN MARKET ITEM***	96.50	1,158.00
12	Length of Astragal 155AA 84" ***GSA OPEN MARKET ITEM***	101.31	1,215.72
21	Gasket 429A 1 x 36" 2 x 84" ***GSA OPEN MARKET ITEM***	117.35	2,464.35
11	Gasket 429A 1 x 72" 2 x 84" ***GSA OPEN MARKET ITEM***	138.06	1,518.66
20	Door Seal 188SBK 1 x 36" 2 x 84" ***GSA OPEN MARKET ITEM***	20.19	403.80
34	Door Seal 188SBK 1 x 72" 2 x 84"	23.75	807.50

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Doors and Frames, Door Hardware, Security Products and Installation

8777 Lanyard Court
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Tel: (909) 204-4000 Fax: (909) 204-4001

Quote

Quote # : **406114**
Quote Date : **Jun 2, 2017**
Expiration Date : **Jul 2, 2017**

Qty	Product Description	Unit Price	Extended Price
	GSA OPEN MARKET ITEM		
21	Length of Rain Drip 142AA 40"	19.28	404.88
	GSA OPEN MARKET ITEM		
12	Length of Rain Drip 142AA 76"	33.74	404.88
	GSA OPEN MARKET ITEM		
3	Weatherstrip 328AA 84"	39.82	119.46
	GSA OPEN MARKET ITEM		
9	Weatherstrip 8780N 1 x 72" 2 x 84"	32.36	291.24
	GSA OPEN MARKET ITEM		
45	Sweep 8192AA 36"	9.63	433.35
	GSA OPEN MARKET ITEM		

Description	Price
Installation - JLM	40,600.00
GSA SIN# 246-1000	
Bond	1,632.03

Pre-Tax Total	:	185,234.01
LOSAS - Los Angeles CO	:	12,512.67
Quote Total	:	**197,746.68**

Customer Accepts Above Pricing & Payment Terms.

Signed: _____ Dated: _____

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Approval of Award of Contract, Universal Asphalt, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, Slurry Seal and Striping, Luther Burbank Middle School (Bond Fund)

Background:

A Notice Inviting Bids for Bid # 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts was sent to all qualifying contractors on the District's California Uniform Public Construction Cost Accounting Act (CUPCCAA) list and advertised in The Burbank Leader on November 13 and 20, 2013. A Mandatory Job Walk was held on November 25, 2013. The District received four bids by the December 10, 2013 deadline. On January 16, 2014, the Board of Education awarded future contracts for asphalt to Universal Asphalt based on the results of that bid. Qualifying Bids received were as follows:

Ben's Asphalt:	$372,385.00
California Paving:	$210,345.00 - Withdrew
Century Paving:	$263,160.00
Universal Asphalt:	$256,625.00

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

A provision in Bid 1314-032, cites the contract term is one (1) year after award of bid, and may be extended for an additional one (1) year period in accordance with provisions contained in the Education Code. An additional provision in the bid allows adjustments, if approved by the District for subsequent years, will not exceed the percentage change in the Consumer Price Index (CPI) for the Los Angeles area, for the year ending December 19, 2014, proceeding the renewal year. By submitting a bid, the successful bidder agreed that it is willing to provide such contract extensions under these terms if requested by the District, at the District's sole discretion. The District has requested that Universal Asphalt Co., Inc. extend the contract period

by one (1) year beginning January 16, 2015 to January 16, 2016.

Universal Asphalt Co., Inc. has provided the District with a revised unit price bid # 1314-032 dated January 21, 2015, with no increase in pricing for the extended contract period.

Further, Universal Asphalt has provided the District with a Memo of Understanding dated January 21, 2015 agreeing to provide the District their supplier asphalt material quotes with each project that is bid. Pursuant to that provision, material quotes are attached.

Universal Asphalt has provided the District with a proposal dated June 20, 2016 for the slurry seal finish and striping at Luther Burbank Middle School.

Fiscal Impact:

$25,591.75 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education approve a construction contract between Burbank Unified School District and Universal Asphalt Co., Inc. for slurry seal and striping at Luther Burbank Middle School, Bid 1314-032, 2013 Asphalt Unit Price Bidding for Public Works Contracts, effective July 21, 2017 through July 21, 2018, not to exceed $25,591.75 (210-00000-0-9xxx-85000-6170-320-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

BUSD BID #1314-032

2013 ASPHALT UNIT PRICE BID
INDIVIDUAL PROJECT QUOTE

RECEIVED
FACILITIES SERVICES
2017 JUN 21 AM 6:24
BURBANK UNIFIED
SCHOOL DISTRICT

Project Name: **LUTHER MIDDLE SCHOOL SLURRY SEAL AND STRIPING** Date: June 20, 2017
Site Name: LUTHER MIDDLE SCHOOL
Address: 3700 W. JEFFRIES, BURBANK

Pricing Requested by (District Contact): **KURT HAUFFE / CATHY WEISSMAN**

Item #	Description	Bid Price	Quantity	Total Cost
	Group A.1 1" Cap over Existing A.C. Surface: Qualities below Step one will be contracted on a time and materials basis under price group category Q.			
101	Step One Price per Sq. Ft.	500-3,000 sf	2.00	0.00
102	Step Two Price per Sq. Ft.	3,000-6,000 sf	1.20	0.00
103	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.95	0.00
104	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.90	0.00
105	Step Five Price per Sq. Ft.	Over 20,000 sf	0.77	0.00
	Group A.2 2" Cap over Existing A.C. Surface: Qualities below Step one will be contracted on a time and materials basis under price group category Q.			
106	Step One Price per Sq. Ft.	500-3,000 sf	2.50	0.00
107	Step Two Price per Sq. Ft.	3,000-6,000 sf	1.65	0.00
108	Step Three Price per Sq. Ft.	6,000-12,000 sf	1.45	0.00
109	Step Four Price per Sq. Ft.	12,000-20,000 sf	1.35	0.00
110	Step Five Price per Sq. Ft.	Over 20,000 sf	1.25	0.00
	Group B.1 3" A.C. Black Top-not including base or sub-grade preparation: Qualities below Step one will be contracted on a time and materials basis under			
111	Step One Price per Sq. Ft.	500-3,000 sf	3.25	0.00
112	Step Two Price per Sq. Ft.	3,000-6,000 sf	2.15	0.00
113	Step Three Price per Sq. Ft.	6,000-12,000 sf	1.85	0.00
114	Step Four Price per Sq. Ft.	12,000-20,000 sf	1.75	0.00
115	Step Five Price per Sq. Ft.	Over 20,000 sf	1.62	0.00
	Group B.2 4" A.C. Black Top-not including base or sub-grade preparation. Qualities below Step one will be contracted on a time and materials basis under			
116	Step One Price per Sq. Ft.	500-3,000 sf	3.75	0.00
117	Step Two Price per Sq. Ft.	3,000-6,000 sf	2.70	0.00
118	Step Three Price per Sq. Ft.	6,000-12,000 sf	2.35	0.00
119	Step Four Price per Sq. Ft.	12,000-20,000 sf	2.20	0.00
120	Step Five Price per Sq. Ft.	Over 20,000 sf	2.10	0.00
	Group B.3 6" A.C. Black Top-not including base or sub-grade preparation. Qualities below Step one will be contracted on a time and materials basis under			
121	Step One Price per Sq. Ft.	500-3,000 sf	5.40	0.00
122	Step Two Price per Sq. Ft.	3,000-6,000 sf	3.64	0.00
123	Step Three Price per Sq. Ft.	6,000-12,000 sf	3.50	0.00
124	Step Four Price per Sq. Ft.	12,000-20,000 sf	3.27	0.00
125	Step Five Price per Sq. Ft.	Over 20,000 sf	3.20	0.00

17/18 BOND, ASPHALT

Reviewed/Approved By — Date 6/21/17

To A/P - Purchasing

	Group C. Portable Building ADA Ramp Transition (Measured at Ramp Face)				
126	Step One 4" max height (Per Details 2101 and 2102)	EA	800.00		0.00
127	Step Two 4-6" height (per Details 2101 and 2102)	EA	1,000.00		0.00
128	Step Three 6-8: height (per Details 2101 and 2102)	EA	1,200.00		0.00
129	Step Four 8-10" height (per Details 2101 and 2102)	EA	1,500.00		0.00
	Group D.1 4" Base. Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
130	Step One Price per Sq. Ft.	500-3,000 sf	1.00		0.00
131	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.75		0.00
132	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.55		0.00
133	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.40		0.00
134	Step Five Price per Sq. Ft.	Over 20,000 sf	0.35		0.00
	Group D.2 6" Base. Qualities below Step one will be contracted on a time and materials basis under price group category Q.				
135	Step One Price per Sq. Ft.	500-3,000 sf	1.10		0.00
136	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.85		0.00
137	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.65		0.00
138	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.50		0.00
139	Step Five Price per Sq. Ft.	Over 20,000 sf	0.45		0.00
	Group E. 2 ~~Coasts~~ Seal Coat				
140	Step One Price per Sq. Ft.	500-3,000 sf	0.50		0.00
141	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.30		0.00
142	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.18		0.00
143	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.17		0.00
144	Step Five Price per Sq. Ft. ONE COAT	Over 20,000 sf	0.11	172,000	18,920.00
145	Minimum Charge		1,500.00		0.00
	Group F.1 Traffic Striping-One Coat White, Yellow, or Blue				
146	4" (10cm) Wide Line	Per Lf.	0.45	6000	2,700.00
147	6" (15cm) Wide Line	Per Lf.	0.65		0.00
148	8" (21cm) Wide Line	Per Lf.	0.80		0.00
149	12" (31cm) Wide Line	Per Lf.	1.20		0.00
150	Traffic Arrow (per detail 2103)	EA	30.00		0.00
151	Handicap Symbol (per detail 2104)	EA	65.00	4	260.00
152	Curb Painting	Per Lf.	1.25		0.00
153	Minimum Charge		600.00		0.00
	Group F.2 Striping for Outdoor Play Areas: White, Yellow, Blue, or Red				
154	Play Circle (per Detail 2105)	EA	60.00		0.00
155	Play Circle Cross (per Detail 2105)	EA	70.00		0.00
156	Tetherball (per Detail 2105)	EA	50.00		0.00
157	Hopscotch (per Detail 2105)	EA	75.00		0.00
158	Ball Wall (per Detail 2105)	EA	80.00		0.00
159	Four Square (per Detail 2105)	EA	80.00		0.00
160	Basketball (per Detail 2105)	EA	280.00	13	3,640.00
161	Volleyball (per Detail 2105)	EA	160.00		0.00
162	U.S. Map (per Detail 2106)	EA	2,800.00		0.00
163	2" Wide Marking for Outdoor Play Areas	Per Lf.	0.35	205	71.75
164	Minimum Charge		800.00		0.00

	Group G. Parking Signage (Per details)			
165	Entry Sign-Fence (Detail 2107)	EA	125.00	0.00
166	Stall Sign (No Van Access) Fence Mounted (Detail 2108)	EA	125.00	0.00
167	Stall Sign (With Van Access) Fence Mounted (Detail 2108)	EA	125.00	0.00
168	Upgrade Price (Post Mount)	EA	150.00	0.00
	Group H. Parking Bumpers (Installed)			
169	4' Parking Bumpers (Per Detail 2109)	EA	40.00	0.00
170	6' Parking Bumpers (Per Detail 2109)	EA	48.00	0.00
171	Relocation of Existing Bumper, Incl. New Anchorage	EA	25.00	0.00
	Group I. Petromat: Qualities below Step one will be contracted on a time and materials basis under price group category Q.			
172	Step One Price per Sq. Ft.	500-3,000 sf	0.80	0.00
173	Step Two Price per Sq. Ft.	3,000-6,000 sf	0.55	0.00
174	Step Three Price per Sq. Ft.	6,000-12,000 sf	0.40	0.00
175	Step Four Price per Sq. Ft.	12,000-20,000 sf	0.25	0.00
176	Step Five Price per Sq. Ft.	Over 20,000 sf	0.20	0.00
	Group J. Redwood headers-includes all splices, stakes, etc.			
177	Step One Price 2" x 4" (Detail 2110)	plf	3.50	0.00
178	Step Two Price 2" x 6" (Detail 2110)	plf	4.50	0.00
	Group K. Pulverize Existing Asphalt			
179	Step One Price per Sq. Ft.	8,000-20,000 sf	0.50	0.00
180	Step Two Price per Sq. Ft.	20,000-40,000 sf	0.30	0.00
181	Step Three Price per Sq. Ft.	Over 40,000 sf	0.28	0.00
182	Minimum Charge for Quantities below 8,000 sf		5,500.00	
	Group L.1 Removal of Existing Concrete up to 4" thick - (Unreinforced): Qualities below Step one will be contracted on a time and materials basis under price group			
183	Step One Price per Sq. Ft.	500-1,000 sf	3.50	0.00
184	Step Two Price per Sq. Ft.	1,000-3,000 sf	1.90	0.00
185	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.15	0.00
186	Step Four Price per Sq. Ft.	6,000-12,000 sf	0.90	0.00
187	Step Five Price per Sq. Ft.	Over 12,000 sf	0.85	0.00
	Group L.2 Removal of Existing Concrete up to 4" thick (Reinforced): Qualities below Step one will be contracted on a time and materials basis under price group			
188	Step One Price per Sq. Ft.	500-1,000 sf	4.50	0.00
189	Step Two Price per Sq. Ft.	1,000-3,000 sf	2.40	0.00
190	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.50	0.00
191	Step Four Price per Sq. Ft.	6,000-12,000 sf	1.25	0.00
192	Step Five Price per Sq. Ft.	Over 12,000 sf	1.15	0.00
	Group L.3 Removal of Existing Asphalt up to 4" thick: Qualities below Step one will be contracted on a time and materials basis under price group category T.			
193	Step One Price per Sq. Ft.	500-1,000 sf	3.10	0.00
194	Step Two Price per Sq. Ft.	1,000-3,000 sf	1.85	0.00
195	Step Three Price per Sq. Ft.	3,000-6,000 sf	1.13	0.00
196	Step Four Price per Sq. Ft.	6,000-12,000 sf	0.80	0.00
197	Step Five Price per Sq. Ft.	Over 12,000 sf	0.45	0.00
198	Per additional inch of thickness	psf	0.12	0.00

	Group M. Sawcutting			
199	Concrete (per lf)	Under 20 lf	350.00	0.00
200	Concrete (per lf)	Over 200 lf	1.50	0.00
201	Asphalt (per lf)	Under 200 lf	350.00	0.00
202	Asphalt (per lf)	Over 200 lf	350.00	0.00
203	Minimum Charge			
	Group N. Removal of Existing Sod			
204	Step One Price per Sq. Ft.	0-500 sf	1.50	0.00
205	Step Two Price per Sq. Ft.	500-1,000 sf	1.10	0.00
206	Step Three Price per Sq. Ft.	1,000-3,000 sf	0.85	0.00
207	Step Four Price per Sq. Ft.	3,000-6,000 sf	0.80	0.00
208	Step Five Price per Sq. Ft.	6,000-12,000 sf	0.75	0.00
209	Step Six Price Per Sq. Ft.	Over 12,000 sf	0.70	0.00
	Group O. Grading, Scarifying, Recompacting, etc.			
210	Manual Grading	psf	0.15	0.00
211	Mcahine Fine Grading	psf	0.15	0.00
212	Cut/Fill On Site Soil	pcy	18.00	0.00
	Group P. Excavate and Export Native Soils			
213	Step One Price Per Cubic Yard	0-6 cy	50.00	0.00
214	Step Two Price Per Cubic Yard	6-20 cy	45.00	0.00
215	Step Three Price Per Cubic Yard	20-100 cy	45.00	0.00
216	Step Four Price Per Cubic Yard	100-200 cy	40.00	0.00
217	Step Five Price Per Cubic Yard	Over 200 cy	35.00	0.00
	Group Q. Small Paving Projects, Asphalt Crack Repair, Pot Hole Patching, etc.			
218	Hourly Rate (per 3 man crew)	per hour	400.00	0.00
219	Material Cost Asphalt	per ton	90.00	0.00
220	Material Cost Base	per ton	15.00	0.00
221	Material Cost Petromat	psf	0.60	0.00
	Group R. Rubberized Crack Repair (includes specified preparaton)			
222	Step One Price per Lf.	0-500 lf	3.00	0.00
223	Step Two Price per Sq. Lf.	500-2,000 lf	1.75	0.00
224	Step Three Price per Sq. Lf.	2,000-4,000 lf	1.50	0.00
225	Step Four Price per Sq. Lf.	4,000-6,000 lf	1.35	0.00
226	Step Five Price per Sq. Lf.	Over 6,000 lf	1.25	0.00
	Group S. Cold Planing			
227	Machine Cold Planing per hour		300.00	0.00

	Group T. Unforseen Conditions			
228	Mark up for Sub-Contractors or Labor (percent markup)		%12_____	
229	Mark up for Materials (percent markup) (Maynot exceed 15%)		%12_____	
230	General Laborer	phr	70	0
231	Operating Engineer	phr	78	0
232	Teamster	phr	78	0
233	Foreman	phr	85	0
234	Superintendent	phr	85	0
235	2 man survey crew	phr	300	0
236	3 man survey crew	phr	450	0
237	Estimator/Scheduler	phr	70	0
238	Temporary Fence Driven Posts	plf	6	0
239	Temporary Fence T-Stand 10' panel	each	60	0
240	Temporary toilet	per month	280	0
241	Mark up for Bonding when required (percent mark up)		%1_____	
	PROJECT TOTAL:			$25,591.75

0Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Cathy Weissman, Project Accounting Technician
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	July 20, 2017
SUBJECT:	Ratification of Award of Contract, CUPCCAA Bid # 1718-008, New Horizons Contracting, Abatement, Horace Mann Children's Center, Phase II, Buildings B&C (Bond Fund)

Background:

California Education Code Section 17406, provides that Lease-leaseback design/build projects can be constructed pursuant to the provisions as set forth in Education Code Section 17406, which authorizes School District Governing Boards, without advertising for bids, to lease property currently owned by a School District to any person, firm, or corporation for a minimum of $1 per year as long as such lease requires the other party to construct (or provide for the construction of) a building or buildings upon the subject property and that title to the subject property and the buildings vest in the School District at the expiration of the lease. This statutory language requires that School Districts first lease its property to a chosen design/build contractor.

District-Wide Goals for 2017-2018:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On November 5, 2015, the Board of Education awarded a Lease-Leaseback Guaranteed Maximum Price (GMP), Modernization/HVAC Phase I, Scorpio Enterprises Inc., dba AireMasters Air Conditioning, Horace Mann Children's Center. During the course of this modernization project, it became necessary to deploy New Horizons Contracting to perform various materials identification and abatement procedures. It is most cost effective for the District to contract directly with New Horizons, rather than have New Horizons sub to the general contractor, AireMasters on this project. New Horizons is a District preferred vendor.

All work will be performed by NHC personnel in accordance with the written work procedures and governmental regulatory agencies including the Environmental Protection Agency (EPA), the Occupational Safety and Health Administration (OSHA), the National Occupational Safety and Health (NIOSH), the California Department of

Industrial Relations, Division of Occupation Safety and Health (Cal/OSHA), The California Department of Public Health (CDPH), the South Coast Air Quality Management District (SCAQMD) and the Los Angeles Fire Department (LAFD).

This item is a ratification because it was necessary to mobilize New Horizons to do demolition and abatement during the course of the modernization project in order to maintain the project schedule.

Fiscal Impact:

$97,290 (Bond Fund)

Recommendation:

Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify an award of contract between Burbank Unified School District and New Horizons Contracting, CUPCCA Bid # 1718-008, for abatement Horace Mann Children's Center, effective May 30, 2017 through May 30, 2018, not to exceed $97,290 (21.0-0-00000-9xxxx-85000-6282-508-0000) Bond Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Date: July 10, 2017, 2017

Kurt Hauffe
President
Hauffe Comapnay Inc
714-925-7878

RECEIVED
FACILITIES SERVICES
2017 JUL 10 AM 11:34
BURBANK UNIFIED
SCHOOL DISTRICT

Subject: Asbestos & Lead Abatement Proposal
Horace Mann ES – Phase 2 (Building B and Building C)
3401 Scott Road
Burbank CA

Proposal # NHC17-115086
DIR # 1000006184

Scope of work

New Horizons Contracting Inc. (NHC) is pleased to present the following proposal for the asbestos and lead abatement services for the above mention address based on the information provided during the site visit on May 30, 2017.

1. Build a full containment to include the entire work area location. (If Applicable)
2. All work performed to be done following the abatement plan for subject location.
3. Perform removal and disposal of asbestos-containing flooring materials from building B and building C for the above subject location.
4. Perform removal and disposal of identified asbestos-containing HVAC materials from multiple classrooms in for subject location.
5. Perform removal and disposal of identified asbestos-containing transite flue pipes materials from multiple classrooms in for subject location.
6. Perform removal and disposal of identified asbestos-containing window putty materials from multiple classrooms in for subject location.
7. Perform removal and disposal of identified asbestos-containing ceiling drywall materials from administration area - Building C for subject location.
8. Perform removal and disposal of identified lead-containing windows materials from multiple classrooms in for subject location.
9. Perform removal and disposal of identified lead-containing door materials from multiple classrooms in for subject location.
10. Perform removal and disposal of identified lead-containing ceramic wall tile materials from restrooms and water fountain areas in for subject location.
11. Remove all containments upon completion of project.
12. Owner to provide access to all locations.
13. Owner to provide and/or designate lay down areas for equipment and material storage.
14. Work to be done in a single mobilization.
15. Work not stated in scope of work will not be performed by New Horizons until receiving approval from Sean Jordan with Airemasters.

Work Procedures

- The work area (s) will have appropriate signage at entry/exit points into the regulated contained working areas.
- The work area (s) will be demarcated with barrier tape and/or "Danger Asbestos Tape".
- Containment (s) will be constructed to include the following inside and/or outside the contained work areas:

1. A two-stage decontamination chamber system will be set-up at the entrance to the regulated work area.
2. Polyethylene 4 mil thick sheeting will cover all walls.
3. Critical barriers will be placed on doors, windows, openings and HVAC system.
4. Negative air machines will be installed inside the work area for negative pressure.
    - The materials will be removed and discarded from the contained work area using wet removal methods by hand.
    - All work procedures to consist in the use of amended water and HEPA vacuuming during removal activities and clean-up procedures.

Transportation and Disposal

All waste materials will be removed from the work area and properly packaged, labeled and manifested to be disposed of in an approved landfill.
NHC will be responsible for the disposal of materials within our scope of work.

Mobilization

The mobilization phase, which includes agency notifications and staging of supplies, will begin upon receipt of signed proposal copy and will serve as client's formal authorization "Notice to Proceed" to NHC.

A. Agency Notifications: This regulatory notice allows for the standard notification to the proper local, state and federal agencies of the work to be performed, prior to the start of the abatement project.
B. Staging of Supplies: Supplies will be staged in a neat and orderly manner and will be coordinated with the designated owner's representative.

Governing Regulations

All work will be performed by NHC personnel in accordance with the written work procedures and governmental regulatory agencies including the Environmental Protection Agency (EPA), the Occupational Safety and Health Administration (OSHA), the National Occupational Safety and Health (NIOSH), the California Department of Industrial Relations, Division of Occupation Safety and Health (Cal/OSHA), The California Department of Public Health (CDPH), the South Coast Air Quality Management District (SCAQMD) and the Los Angeles Fire Department (LAFD).

Conditions and Clarifications

a) NHC is responsible for all applicable fees to regulatory agencies.
b) NHC is responsible for all disposal costs in our scope of work.

c) NHC assumes no responsibility for damaged caused by any conditions existing on or before the date NHC performs its work.
d) NHC is not responsible for work not stated in our scope of work.
e) The client/owner at no costs will provide water and power to NHC.
f) The designated work area will be off limits to all unauthorized personnel.
g) This proposal does not include bonds for this project.
h) NHC is not responsible to damaged surfaces caused by abatement activities and use of industry materials for abatement work as duct tape, staples and adhesive-spray.
i) This proposal is for demolition only.
j) NHC **HAS NOT** included the price for post abatement clearance sampling in this price.
All clearance sampling and/or monitoring will be performed and subcontracted by a third-party consultant licensed by Cal/OSHA as requested by the client.

Payment Terms

- Payment is due in full 30 days from completion of project.
- Any payment due and unpaid for more than 30 days, shall bear interest from the date payment was due at the lesser of eighteen percent (18%) per annum or the maximum rate permitted by law. The Client will be responsible for any attorney's fees and collections costs NHC incurs in enforcing collection.
- The client shall, upon NHC written request provide NHC with any information that is necessary or relevant for NHC to evaluate, give notice of or enforce mechanics lien rights. This information shall include a correct statement of the record legal title to the property on which the work is being performed, Client's interest in such property as of the date the proposal (described below) is signed and, within five (5) days after any change, information concerning such change.

Contract Price and Payment

The below pricing includes the costs of all labor, material, notifications, transportation, and a single mobilization.
NHC anticipates this project to be completed in approximately 7-10 business days.

Price.....$47895.00

Add Alternate #1

1. Perform removal and disposal of asbestos-containing flooring materials from building B and building C.

Price.....$39410.00

Add Alternate #2

1. **Perform removal and disposal of lead-containing ceramic tiles from interior restrooms in the administration areas and adjacent hallway.**
2. **Perform removal and disposal of lead-containing window frames in hallway corridor.**

3. **Perform removal and disposal of asbestos-containing floor tiles in hallway corridor. Price.....$9985.00**

Grand Total $97290.00

Please sign where indicated below, if you agree to accept this proposal and authorize NHC to perform the work. You should retain a copy for your records and return a signed copy via fax and/or email and mail the original executed proposal to NHC office.

We trust that we have interpreted your needs accurately, and look forward to perform our services in regards to this project.

Should you have any questions please feel free to contact me on my mobile 626-941-8907 or in our office at (909) 590-2121 Ext 305

Respectfully Submitted,

Fidel Flores
NEW HORIZONS CONTRACTING, INC.
Project Manager/Estimator
fidel@nhcontracting.com

AUTHORIZED and ACCEPTED By:

_____
Name and Title

_____
Signature

_____
Date

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Roberto Jurado, Director, Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Award of Contract with Quintron Systems, Inc. for Bogen Override and Additional Network Cabling at John Burroughs High School (Bond Fund)

Background:
One of the components of the Measure S Bond provides technology upgrades throughout the District. On March 20, 2014, the Board of Education approved an Award of Contract for Bid #1314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid with Quintron Systems, Inc. On March 16, 2017, the Board of Education approved the extension of this contract through March 17, 2018.

District Wide Goals for 2017-2018:
7.7 Continue construction/modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.
8.3 Complete upgrading the infrastructure at all sites to provide access to Wi-Fi services and 21st century classrooms and identify funding resources for future refresh.

Discussion/Issues:
The original scope of work for the 21st Century project at John Burroughs High School did not include the Bogen override component, which is a safety feature that turns off classroom audio if an important message is broadcast by the office. The ratification of this new project will allow the JBHS 21st Century and Cabling project to complete on schedule before the start of school and include the Bogen override feature. This new contract also includes additional cabling which has been requested by the school site, including network connectivity and wireless access around the Press Box area of the JBHS Memorial Field.

Fiscal Impact:
The fiscal impact is $87,487.80. Quintron Systems, Inc., submitted contract quotes for the network cabling project. Please see attached spreadsheet with the cost breakdown.

Recommendation:
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify a construction contract with Quintron Systems, Inc., for Bid 1314-050, E-Rate 2014 Technology, Infrastructure, Network, Wireless and Cabling Unit Price Bidding for Public Works for the Bogen Override and Network Cabling project at John Burroughs High School, not to exceed $96,236.58, including a 10% contingency amount (21.0-00000.0-93000/93001-85000-4450/6249-4320000) (Bond Fund), effective June 27, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

QUINTRON

QUINTRON® Integrated Systems Division



Burbank USD
John Burroughs High School
BID # 1314-050

BOGEN OVERRIDE AND ADDITIONAL CABLING

Prepared by:

Quintron Systems

Carlo Minassian

CORPORATE OFFICE
2105 SOUTH BLOSSER ROAD
SANTA MARIA • CALIFORNIA • 93458-7311
OFFICE (805) 928-4343 • FAX (805) 928-5775

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1524 HIGHLAND AVE.
DUARTE • CALIFORNIA • 91010-2831
OFFICE (626) 531-2885 • FAX (626) 531-2886

WWW.QUINTRON.COM C-7 LICENSE# 292173 SPIN#143007824 DIR#1000001304 SBE CERT# 00488872

This proposal contains proprietary and confidential information of Quintron Systems, Inc. and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this proposal, without the prior written consent of Quintron Systems, Inc.

QUINTRON

June 27, 2017

Roberto Jurado
Director of IT
Burbank Unified School District
510 South Shelton Street
Burbank, CA 91506

RE: Bogen Override and Additional Cabling

This letter is intended to summarize the basis on which we propose to furnish all labor and materials necessary to complete the project as it is stated in documents provided to Quintron.

SBE Certification # 48872 Exp. 4/30/2017
C7 License # 292173 Exp. 7/31/2017

Scope of Work

Cabling Will Provide and Install

- Provide and install Internal AP drop in the MDF
- Provide and install ASB Room AP Drop.
- Provide and install (2) Data in each Rooms 1-202, 2-211, 2-226, 2-311, 2-326, 1-126, 1-120, 1-123, 1-122, 1-116, 1-143, 1-218, 1-233, 7-114, 5-113 and swim offices.
- Provide and install (5) Ceiling Drop Rm 1-123.
- Provide and install (4) L brackets for WAP.
- Provide and install (1) AP drop swim/water polo meets.
- Provide and install (1) AP drop RM 4-104.
- Provide and install Override PA for all class rooms and labor.
- Provide and install (14) Wall mount Speakers total of 7 RMs with hard lid ceiling.
- Provide and install SM Fiber from Bldg 5 to press box in the Field. Provide install Fiber LIU's, panels and connectors (Assuming Quintron can run a pull line from press box cabinet to the pull box underneath bleachers).
- Provide and install (2) Oberon Boxes outside the press box. (it will include all necessary Cat6 cable and components.
- Provide and install (22) Legrand for class rooms with no TV Cabinets.
- Provide and install all necessary conduit work and wiremold to complete any items listed above. Please refer to the Matrix for footages and quantities.

QUINTRON

Project Summary

Lump Sum (Tax included)..... **$87,487.80**
(See matrix for details)

Approved by:

Quintron Systems Inc.

Signature: [signature]

Title: REGIONAL MANAGER

Date: 6/27/17

Approved by:

Burbank USD

Signature: [signature]

Title: DIRECTOR OF IT

Date: ~~DIRECTOR OF IT~~ 6/27/17

QUINTRON

QUINTRON STANDARD ASSUMPTIONS

Unless specifically noted otherwise, this proposal ASSUMES:

1. All existing equipment to be incorporated into the new system(s) is operable and suitable for the intended purpose.

2. Wiring is to be installed as the design dictates, where required and as Quintron has designed.

3. No area in which Quintron is to install equipment is classified as hazardous or explosive.

4. This proposal excludes liquidated damages, including those which may be agreed upon by the Owner and General Contractor or other subcontractors on the project.

5. This proposal is based on the completion of the entire scope of work. A reduction in the amount of work to be completed will increase the price of the individual work function.

6. All work related to this proposal will be conducted during Quintron's normal business hours.

If we can be of any other assistance, please do not hesitate to call us.

Thank you,

Carlo Minassian
Project Manager
Quintron Systems Inc.
Integrated Systems Division
gluna@quintron.com
(626) 531-2879 office
(626) 531-2886 fax
(626) 673.1680 Cell

Quintron...When Failure Is Not An Option.

BUSD BID 1314-050

INDIVIDUAL PROJECT QUOTE

ERATE 2014 TECHNOLOGY INFRASTRUCTURE, NETWORK, WIRELESS AND CABLING UNIT PRICE BID

QUANTITY AND COST TAKE-OFF

QUINTRON SYSTEMS, INC.

Project Name: BUSD BID 1314-050 5/9/2017

Site Name: John Bourroughs High School

Address: 1920 West Clark Ave, CA 91506

District Contact: Roberto Jurado

NOTE: Change Order

Item No.	Description	Bid Price		Project Qty.	Ext. Price
	Group A: Core Switches				
100	Core Switch Complete (See Group A Requirements)	$ 12,650.18	each		$ -
101	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 1 meter	$ 44.53	each		$ -
102	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 3 meters	$ 51.65	each		$ -
103	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 10 meters	$ 233.18	each		$ -
104	10 Gb, Copper Direct Attach Fan out Cable with 4 integrated SFP+ and 1 QSFP+ transceivers, 3m	$ 196.73	each		$ -
	Group B: Distribution Switches				
105	Distribution Switch Complete (See Group B Requirements)	$ 12,335.67	each		$ -
106	10 Gb, 10GBASE-LR, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP+	$ 675.08	each		$ -
107	1 Gb, 1000BASE-LX, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP	$ 270.53	each		$ -
108	1 Gb, 1000BASE-LX/LH, IEEE 802.3 SM, 1550 nm Long Wave Length, 80 km, LC SFP	$ 1,351.38	each		$ -
109	1 Gb, 1000BASE-T, IEEE 802.3 Cat5, Copper Twisted Pair, 100 m, RJ 45 SFP	$ 79.93	each		$ -
	Group C: Access Switches				
110	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G.	$ 1,372.24	each		$ -
111	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G-POE.	$ 1,640.02	each		$ -
112	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G.	$ 1,946.07	each		$ -
113	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G-POE.	$ 2,366.87	each		$ -
114	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G.	$ 1,619.63	each		$ -
115	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G-POE.	$ 1,887.96	each		$ -
116	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G.	$ 2,192.62	each		$ -
117	Access Switch. (48) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G-POE.	$ 2,614.45	each		$ -
118	Short stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$ 80.86	each		$ -
119	Medium stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$ 36.89	each		$ -

120	Long stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$	51.65	each		$	-
121	10 Gb, 10GBASE-SR, IEEE 802.3 MM, 850 nm , 33/82/300/550 m, LC SFP+	$	336.93	each		$	-
122	1 Gb, 1000BASE-SX, IEEE 802.3 MM, 850 nm Short Wave Length, 220/550 m, LC SFP	$	129.11	each		$	-
123	1 Gb, 1000BASE-LX, MM, 1310 nm Long Wave Length, 2 km, LC SFP	$	270.53	each		$	-
	Group D: Compact Switches						
124	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports and power brick	$	1,101.92	each		$	-
125	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports, PoE, and PoE power brick	$	1,101.92	each		$	-
126	Rack Mount Kit for D2	$	96.67	each		$	-
	Group E: Wireless Access Points						
127	Enterprise Wireless Access Point w/ Dual Radio 802.11ac Complete (See Group E Requirements)	$	757.59	each	3	$	2,272.77
128	Oberon Outdoor/NEMA Access Point Enclosure. IP66 Specification.	$	178.46	each		$	-
	Group F: Wireless Controllers						
129	Wireless Controller Solution Complete (See Group F Requirements)	$	115,954.46	each		$	-
	Group G: Network Management System						
130	Network Management System Complete (See Group G Requirements)	$	109,069.89	each		$	-
	Group H: Network Access Control System						
131	NAC Solution Complete (See Group H Requirements)	$	169,111.70	each		$	-
	Group I: Training						
132	Training Vouchers (See Group I Requirements)	$	6,020.00	each		$	-

	Group J: UPS and PDU - Eaton 9P, 5P and ePDU Series						
133	10kW, Rackmount 208V UPS - See Group J, Option 208V1	$	6,207.35	each		$	-
134	Extended Battery Module for 10kW, 208V UPS Above	$	1,184.98	each		$	-
135	5.4kW, Rackmount 208V UPS - See Group J, Option 208V2	$	4,084.71	each		$	-
136	Extended Battery Module for 5.4kW, 208V UPS Above	$	1,181.05	each		$	-
137	2700W, Rackmount 120V UPS - See Group J, Option 120V1	$	1,386.30	each		$	-
138	Extended Battery Module for 2700W, 120V UPS Above	$	871.83	each		$	-
139	1920W, Rackmount 120V UPS - See Group J , Option 120V2	$	1,398.91	each		$	-
140	Extended Battery Module for 1920W, 120V UPS Above	$	639.51	each		$	-
141	1440W, Rackmount 120V UPS - See Group J, Option 120V3	$	914.55	each		$	-
142	Extended Battery Modfule for 1440W, 120V UPS Above	$	639.51	each		$	-
143	1000W, Rackmount 120V UPS - See Group J, Option 120V4	$	734.61	each		$	-
144	Extended Battery Modfule for 1000W, 120V UPS Above	$	639.51	each		$	-
145	2700W, Rackmount 120V UPS - See Group J, Option 120V5	$	1,386.30	each		$	-
146	1920W, Rackmount 120V UPS - See Group J , Option 120V6	$	1,183.47	each		$	-
147	1440W, Rackmount 120V UPS - See Group J, Option 120V7	$	833.61	each		$	-
148	2-Post Rail Kit for 120V UPS Systems	$	138.20	each		$	-
149	Eaton Environmental Monitoring Probe	$	242.66	each		$	-
150	Eaton G3 Vertical Monitored ePDU. L6-30R Input. (36) C13 Grip, (6) C19 Grip Output. 208V.	$	812.39	each		$	-
151	Eaton G3 Vertical Monitored ePDU. L5-30R Input. (30) 5-20R Output. 110V.	$	694.96	each		$	-
152	ePDU Environmental Monitoring Probe	$	153.80	each		$	-
153	Eaton Horizontal Monitored ePDU. 1U. 5-15R Input. (6) 5-15R Output. 110V.	$	409.75	each		$	-
154	Eaton Horizontal Monitored ePDU. 1U. 5-20R Input. (12) 5-20R Output. 110V.	$	445.73	each		$	-
155	Eaton Horizontal Monitored ePDU. 1U. L6-30R Input. (6) C13 Grip, (4) C19 Grip Output. 208V.	$	560.78	each		$	-
156	Eaton Horizontal Monitored ePDU. 1U. L6-20R Input. (12) C13 Grip Output. 208V.	$	473.92	each		$	-
157	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (12) 5-15R	$	181.88	each		$	-
158	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (10) 5-20R, (2) 5-15R	$	224.62	each		$	-
159	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 10' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	143.29	each		$	-
160	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
161	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
162	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
163	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
164	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	740.65	each		$	-
165	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
166	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.47	each		$	-
167	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-
168	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
169	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
170	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
171	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
172	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
173	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
174	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.00	each		$	-
175	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-

	Group Z: NEC SV8300 Phone System and Handsets							
176	SV8300 SIP Basic Plus Package	$	4,900.39	each		$	-	
177	CHS2U-US / System Chassis	$	735.08	each		$	-	
178	PZ-BS11 / BUS Blade	$	199.43	each		$	-	
179	PZ-VM21 / Internal Modem	$	185.69	each		$	-	
180	CD-16DLCA / 16 Port Digital Blade	$	396.65	each		$	-	
181	CD-8COTBH / 8 Port CO Blade	$	603.24	each		$	-	
182	CD-8LCAH / 8 Port Analog Blade	$	396.65	each		$	-	
183	CHS2U Joint Bracket Kit	$	74.72	each		$	-	
184	CHS1U RACK Mount Kit / Rack Mount Set	$	91.20	each		$	-	
185	CHS2U RACK Mount Kit / Rack Mount Set	$	51.10	each		$	-	
186	RS Console CA-A	$	84.06	each		$	-	
187	Installation Cable	$	80.21	each		$	-	
188	CHS1U INT Battery Kit	$	266.99	each		$	-	
189	CHS2U INT Battery Kit	$	179.10	each		$	-	
190	LS-SYS-PORT Capacity-LIC	$	48.35	each		$	-	
191	LS-SYS-IPPAD16-LIC	$	199.43	each		$	-	
192	LS-TRK-P2PCCIS-LIC	$	102.19	each		$	-	
193	LS-NW-CCIS-LIC	$	157.12	each		$	-	
194	LS-SYS-R7-LIC	$	871.29	each		$	-	
195	DTL-24D-1 (BK)	$	270.85	each		$	-	
196	DTL-12D-1 (BK)	$	251.07	each		$	-	
197	DTL-12PA-1 (BK)	$	311.51	each		$	-	
198	DTL-2E-1 (BK)	$	191.74	each		$	-	
199	DESI Labels	$	131.31	each		$	-	
	Group K: EMT Conduit and Accessories, Installed (Round quantity up to nearest 10' increment)							
200	1"	$	3.03	plf	100	$	303.00	
201	1" additional bends/sweeps	$	14.87	each	2	$	29.74	
202	1" l.b. fitting	$	31.46	each	4	$	125.84	
203	1 1/2"	$	6.03	plf		$	-	
204	1 1/2" additional bends/sweeps	$	15.85	each		$	-	
205	1 1/2" l.b. fitting	$	49.70	each		$	-	
206	2"	$	6.74	plf		$	-	
207	2" additional bends/sweeps	$	26.39	each		$	-	
208	2" l.b. fitting	$	76.99	each		$	-	
209	2 1/2"	$	11.14	plf		$	-	
210	2 1/2" additional bends/sweeps	$	37.28	each		$	-	
211	2 1/2" l.b. fitting	$	91.81	each		$	-	

	Group L: Rigid Conduits and Accessories, Installed (Round quantity up to nearest 10' increment)						
212	1"	$	6.44	plf		$	-
213	1" additional bends/sweeps	$	33.22	each		$	-
214	1" l.b. fitting installed	$	40.82	each		$	-
215	1" Meyers hub installed	$	43.96	each		$	-
216	1" Compression fitting installed	$	27.71	each		$	-
217	1 1/2"	$	9.39	plf		$	-
218	1 1/2"" additional bends/sweeps	$	38.43	each		$	-
219	1 1/2"" l.b. fitting installed	$	76.54	each		$	-
220	1 1/2"" Meyers hub installed	$	67.17	each		$	-
221	1 1/2"" Compression fitting installed	$	39.64	each		$	-
222	2"	$	10.04	plf		$	-
223	2" additional bends/sweeps	$	48.10	each		$	-
224	2" l.b. fitting installed	$	89.64	each		$	-
225	2" Meyers hub installed	$	60.65	each		$	-
226	2" Compression fitting installed	$	51.19	each		$	-
227	2 1/2"	$	14.98	plf		$	-
228	2 1/2" additional bends/sweeps	$	65.33	each		$	-
229	2 1/2" l.b. fitting installed	$	146.06	each		$	-
230	2 1/2" Meyers hub installed	$	80.28	each		$	-
231	2 1/2" Compression fitting installed	$	138.99	each		$	-
	Group M: Above Ground Steel Pullboxes Rated NEMA 3R, Installed						
232	8x8x6	$	105.64	each		$	-
233	12x12x6	$	180.46	each		$	-
234	18x18x8	$	343.75	each		$	-
235	24x24x8	$	463.20	each		$	-
236	30x30x10	$	493.83	each		$	-
237	36x36x12	$	756.20	each		$	-
	Group N: Non-Metallic Raceway (Wiremold)						
238	Series 2900 Uniduct	$	8.70	plf		$	-
239	Single Device Box NM2048	$	32.90	each		$	-
240	Double Device Box NM2048-2	$	37.30	each		$	-
241	Flat Elbow 2911	$	10.46	each		$	-
242	Internal Elbow 2917	$	10.46	each		$	-
243	Tee Fitting 2915	$	10.46	each		$	-
244	Drop Ceiling Connector 2986	$	10.68	each		$	-
245	External Elbow 2918	$	10.46	each		$	-
246	Cover Clip 2906	$	10.44	each		$	-
247	Blank End Fitting 2910	$	10.46	each		$	-
248	Series 5500 Tri Channel	$	28.22	plf		$	-
249	End Cap 5510	$	23.35	each		$	-
250	Tee 5515	$	63.39	each		$	-

251	External Elbow 5518	$	50.06	each		$	-
252	Transition Tap 5574	$	53.02	each		$	-
253	Internal Elbow 5517	$	48.27	each		$	-
254	Device Bracket	$	57.20	each		$	-
255	Three Device Bracket 5550	$	44.89	each		$	-
	Group O: Terminal Cabinets, Installed						
256	Interior Surface Mount 18x18x6	$	434.34	each		$	-
257	Interior Surface Mount 18x24x6	$	718.97	each		$	-
258	Interior Surface Mount 24x24x6	$	627.75	each		$	-
259	Exterior Surface Mount 18x18x6	$	565.22	each		$	-
260	Exterior Surface Mount 18x24x6	$	698.27	each		$	-
261	Exterior Surface Mount 24x24x6	$	802.24	each		$	-
	Group P1: Install Assembly; Seismic Expansion Joint (whip) Connection						
262	1"	$	45.39	each		$	-
263	1 1/2"	$	80.11	each		$	-
264	2"	$	125.58	each		$	-
265	2 1/2"	$	259.69	each		$	-
	Group P2: Installed Assembly; Roof Penetratons						
266	1"	$	132.50	each		$	-
267	1 1/2"	$	134.98	each		$	-
268	2"	$	142.10	each		$	-
269	2 1/2"	$	150.11	each		$	-
	Group P3: Installed Assembly, Device/Outlet, with Box by Others						
270	S Video L, Surface Single Gang	$	-	each		$	-
271	S Video L, Wiremold 2900	$	-	each		$	-
272	S Video L, Wiremold 5500	$	-	each		$	-
273	S Video L2, Surface Single Gang	$	-	each		$	-
274	S Video L2, Wiremold 2900	$	-	each		$	-
275	S Video L2, Wiremold 5500	$	-	each		$	-
276	Single TV, Surface Single Gang	$	-	each		$	-
277	Single TV, Wiremold 2900	$	-	each		$	-
278	Single TV, Wiremold 5500	$	-	each		$	-
	Group P4: Installed Assembly, Device/Outlet, Includes Box						
279	Duplex Outlet Box Surface Mount Assembly	$	33.00	each		$	-
280	4-Plex Outlet Box Surfacwe Mount Assembly	$	37.40	each		$	-
281	Single Gang, Wiremold 2900	$	10.12	each		$	-
282	Single Gang, Wiremold 5500	$	25.30	each		$	-
283	Dual Gang Wiremold 2900	$	13.20	each		$	-
284	Dual Gang Wiremold 5500	$	25.30	each		$	-

285	S Video L, Surface Single Gang	$	-	each		$	-
286	S Video L, Wiremold 2900	$	-	each		$	-
287	S Video L, Wiremold 5500	$	-	each		$	-
288	S Video L2, Surface Single Gang	$	-	each		$	-
289	S Video L2, Surface Single Gang	$	-	each		$	-
290	S Video L2, Wiremold 2900	$	-	each		$	-
291	S Video L2, Wiremold 5500	$	-	each		$	-
292	Single TV, Wiremold 2900	$	-	each		$	-
293	Single TV, Wiremold 5500	$	-	each		$	-
	Group Q: Data System Innerduct, Installed (Round quantity up to nearest 10' increment)						
294	1" diameter	$	3.75	plf		$	-
295	1 1/4" diameter	$	3.91	plf		$	-
296	1 1/2" diamter	$	4.31	plf		$	-
297	2" diameter	$	4.99	plf		$	-
	Group R: Data Sytem Fiber Optic Backbone Cabling, Installed (Round quantity up to nearest 10' increment)						
298	6 strand tight buffered OFNR OM3 multimode	$	5.12	plf		$	-
299	Each additional cable (above) in common path	$	3.53	plf		$	-
300	6 strand loose tube OFNR OM3 multimode	$	5.43	plf		$	-
301	Each additional cable (above) in common path	$	3.84	plf		$	-
302	6 strand tight buffered OFNP OM3 multimode	$	5.04	plf		$	-
303	Each additional cable (above) in common path	$	3.45	plf		$	-
304	6 strand loose tube OFNP OM3 multimode	$	5.57	plf		$	-
305	Each additional cable (above) in common path	$	3.98	plf		$	-
306	12 strand tight buffered OFNR OM3 multimode	$	6.78	plf		$	-
307	Each additional cable (above) in common path	$	5.19	plf		$	-
308	12 strand loose tube OFNR OM3 multimode	$	7.09	plf		$	-
309	Each additional cable (above) in common path	$	5.51	plf		$	-
310	12 strand tight buffered OFNP OM3 multimode	$	6.79	plf		$	-
311	Each additional cable (above) in common path	$	5.20	plf		$	-
312	12 strand loose tube OFNP OM3 multimode	$	6.67	plf		$	-
313	Each additional cable (above) in common path	$	5.09	plf		$	-
314	6 strand tight buffered OFNR OM4 multimode	$	5.72	plf		$	-
315	Each additional cable (above) in common path	$	4.13	plf		$	-
316	6 strand loose tube OFNR OM4 multimode	$	5.58	plf		$	-
317	Each additional cable (above) in common path	$	3.99	plf		$	-
318	6 strand tight buffered OFNP OM4 multimode	$	5.54	plf		$	-
319	Each additional cable (above) in common path	$	3.95	plf		$	-
320	6 strand loose tube OFNP OM4 multimode	$	6.29	plf		$	-
321	Each additional cable (above) in common path	$	4.70	plf		$	-

322	12 strand tight buffered OFNR OM4 multimode	$	7.84	plf		$	-
323	Each additional cable (above) in common path	$	6.25	plf		$	-
324	12 strand loose tube OFNR OM4 multimode	$	7.17	plf		$	-
325	Each additional cable (above) in common path	$	5.59	plf		$	-
326	12 strand tight buffered OFNP OM4 multimode	$	8.07	plf		$	-
327	Each additional cable (above) in common path	$	6.48	plf		$	-
328	12 strand loose tube OFNP OM4 multimode	$	8.25	plf		$	-
329	Each additional cable (above) in common path	$	6.67	plf		$	-
330	6 strand tight buffered OFNR singlemode	$	4.93	plf	1200	$	5,916.00
331	Each additional cable (above) in common path	$	3.34	plf		$	-
332	6 strand loose tube OFNR singlemode	$	5.65	plf		$	-
333	Each additional cable (above) in common path	$	4.07	plf		$	-
334	6 strand tight buffered OFNP singlemode	$	4.44	plf		$	-
335	Each additional cable (above) in common path	$	2.85	plf		$	-
336	6 strand loose tube OFNP singlemode	$	5.67	plf		$	-
337	Each additional cable (above) in common path	$	4.09	plf		$	-
338	12 strand tight buffered OFNR singlemode	$	6.51	plf		$	-
339	Each additional cable (above) in common path	$	4.93	plf		$	-
340	12 strand loose tube OFNR singlemode	$	7.24	plf		$	-
341	Each additional cable (above) in common path	$	5.65	plf		$	-
342	12 strand tight buffered OFNP singlemode	$	6.15	plf		$	-
343	Each additional cable (above) in common path	$	4.57	plf		$	-
344	12 strand loose tube OFNP singlemode	$	7.11	plf		$	-
345	Each additional cable (above) in common path	$	5.52	plf		$	-
346	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNR jacket (12 strands total)	$	6.30	plf		$	-
347	Each additional cable (above) in common path	$	4.71	plf		$	-
348	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNR jacket (12 strands total)	$	7.02	plf		$	-
349	Each additional cable (above) in common path	$	5.43	plf		$	-
350	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNP jacket (12 strands total)	$	10.85	plf		$	-
351	Each additional cable (above) in common path	$	9.26	plf		$	-
352	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNP jacket (12 strands total)	$	8.57	plf		$	-
	Group S: Data Sytem Copper Station, Installed (Round quantity up to nearest 10' increment)						
353	1-cable: base cost common pathway/pull (up to 10) CAT6	$	2.77	plf	2000	$	5,540.00
354	Each additional cable in common pathway pull	$	0.54	plf	8000	$	4,320.00
355	11-cables: base cost common pathway/pull (up to 30) CAT 6	$	0.73	plf		$	-
356	Each additional cable in common pathway pull	$	0.62	plf		$	-
357	31-cables: base cost common pathway/pull (up to 50) CAT 6	$	0.65	plf		$	-
358	Each additional cable in common pathway pull	$	0.62	plf		$	-
359	Material Upgrade charge to use underground rated cabe	$	0.46	plf		$	-
359.5	Material Upgrade charge to use plenum rated cable	$	0.16	plf	10000	$	1,600.00

360	1-cable: base cost common pathway/pull (up to 10) CAT6A	$	3.21	plf		$	-
361	Each additional cable in common pathway pull	$	0.82	plf		$	-
362	11-cables: base cost common pathway/pull (up to 30) CAT 6A	$	1.03	plf		$	-
363	Each additional cable in common pathway pull	$	0.90	plf		$	-
364	31-cables: base cost common pathway/pull (up to 50) CAT 6A	$	0.93	plf		$	-
365	Each additional cable in common pathway pull	$	0.90	plf		$	-
366	Material Upgrade charge to use underground rated cabe	$	0.56	plf		$	-
366.5	Material Upgrade charge to use plenum rated cable	$	0.25	plf		$	-
	Group T: Data Sytem System Cords, Installed						
367	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	8.05	each		$	-
368	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	8.05	each		$	-
369	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	8.35	each		$	-
370	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	9.37	each		$	-
371	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	10.38	each		$	-
372	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	12.63	each		$	-
373	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	19.35	each		$	-
374	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	24.43	each		$	-
375	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	13.20	each		$	-
376	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	13.20	each		$	-
377	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	13.20	each		$	-
378	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	14.12	each		$	-
379	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	15.05	each		$	-
380	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	17.11	each		$	-
381	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	23.60	each		$	-
382	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	30.25	each		$	-
383	1m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.83	each		$	-
384	1m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	59.45	each		$	-
385	2m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.42	each		$	-
386	2m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.03	each		$	-
387	3m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	70.99	each		$	-
388	3m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.30	each		$	-
389	5m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	82.94	each		$	-
390	5m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	78.68	each		$	-
391	1m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	45.24	each		$	-
392	1m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	48.54	each		$	-
393	2m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	47.93	each		$	-
394	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.25	each		$	-
395	3m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	50.63	each		$	-
396	3m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.72	each		$	-

397	5m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	60.93	each		$	-
398	5m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	64.23	each		$	-
399	1m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.10	each		$	-
400	1m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.64	each		$	-
401	2m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.40	each		$	-
402	2m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	60.93	each		$	-
403	3m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.35	each		$	-
404	3m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	62.20	each		$	-
405	5m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	68.17	each		$	-
406	5m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	69.68	each		$	-
407	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	72.03	each		$	-
408	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	73.54	each		$	-
409	10m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.00	each		$	-
410	10m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.77	each		$	-
	Group U: Data System Patch Panels, Installed						
411	12 port Cat 6, 1U	$	192.18	each		$	-
412	24 port Cat 6, 1U	$	273.35	each	3	$	820.05
413	48 port Cat 6, 2U	$	535.25	each		$	-
414	48 port Cat 6, 1U, High Density	$	429.80	each		$	-
415	12 port Cat 6A, 1U	$	427.94	each		$	-
416	24 port Cat 6A, 1U	$	427.94	each		$	-
417	48 port Cat 6A, 2U	$	833.91	each		$	-
418	48 port Cat 6A, 1U, High Density	$	728.54	each		$	-
419	0-12 port Fiber Optic, Loaded to 6	$	501.42	each	1	$	501.42
420	0-72 port Fiber Optic, Loaded to 12	$	696.04	each		$	-
421	72-144 port Fiber Optic, Loaded to 72	$	888.06	each		$	-
422	Each additional load of 6 in 3 items directly above	$	111.90	each		$	-
	Group V: Data System Equipment Racks/Cabinet, Installed						
423	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. Plexi Front Door. Mfg# DWR-18-26PD	$	836.19	each		$	-
424	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. No Door. Mfg# DWR-18-26	$	708.07	each		$	-
425	Middle Atlantic DWR Fan Kit for 26" Deep DWR. Mfg# DWR-FK26	$	131.05	each		$	-
426	Middle Atlantic DWR Solid Front Door. Mfg# FD-18	$	136.38	each		$	-
427	Middle Atlantic DWR Plexi Front Door. Mfg# PFD-18	$	225.71	each		$	-
428	Middle Atlantic DWR 25% Open Area Front Door. Mfg# VFD-18	$	203.77	each		$	-
429	Middle Atlantic DWR 64% Open Area Front Door. Mfg# LVFD-18	$	237.82	each		$	-
430	Middle Atlantic Horizontal Cable Manager. 1U, 2" Deep. Mfg# PHCM-1-2	$	34.81	each		$	-
431	Middle Atlantic Horizontal Cable Manager. 1U, 4" Deep. Mfg# PHCM-1-4	$	36.64	each		$	-
432	Middle Atlantic Horizontal Cable Manager. 2U, 3" Deep. Mfg# PHCM-2-3	$	39.93	each		$	-

433	UCoustic 7250 Acoustic Wall Mount Cabinet 12U. Mfg# UC4-12AWB-AA	$	1,975.48	each		$	-
434	UCoustic 7250 Acoustic Wall Mount Cabinet 18U. Mfg# UC4-18AWB-AA	$	2,285.48	each		$	-
435	UCoustic 7250 Acoustic Wall Mount Cabinet 21U. Mfg# UC4-21AWB-AA	$	2,318.96	each		$	-
436	Ucoustic Air Outlet Acoustic Chamber (Top). Mfg# UC4-TAC-AA	$	221.00	each		$	-
437	Ucoustic Air Inlet Acoustic Chamber (Bottom). Mfg# UC4-BAC-AA	$	221.00	each		$	-
438	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 20"-34". Mfg# FC2N-111E-C52-B	$	2,904.98	each		$	-
439	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 34"-60". Mfg# FC2N-111E-C62-B	$	3,068.74	each		$	-
440	Chatsworth F Series TeraFrame Gen 3, 42 U, Front to Back Air Flow. Mfg# FC2N-113E-C42-B	$	2,582.22	each		$	-
441	Chatsworth Floor Anchor Kit. (4) 1/2” Concrete Anchors, Hardware Kit. Mfg# 40604-003	$	16.21	each		$	-
442	Chatsworth Bottom Panel for 27.6" Wide Cabinet. Mfg# 39132-C01	$	224.48	each		$	-
443	Chatsworth Air Dam for 42U, 27.6" Wide Cabinet. Mfg# 39085-C11	$	295.88	each		$	-
444	Chatsworth Vertical Exhaust Duct, 14-20" for 27.6" Wide Cabinet. Mfg# 39177-703	$	546.45	each		$	-
445	Chatsworth Vertical Exhaust Duct, 20-34" for 27.6" Wide Cabinet. Mfg# 39177-704	$	567.85	each		$	-
446	Chatsworth Vertical Exhaust Duct, 34-60" for 27.6" Wide Cabinet. Mfg# 39177-705	$	783.54	each		$	-
447	Chatsworth Finger Cable Manager for 42U Cabinet with 27.6" Width. Black. Mfg# 39112-C11	$	268.68	each		$	-
448	Chatsworth Front-to-Rear Cable Manager for 27'6" Wide Cabinet. Mfg# 39077-C00	$	113.86	each		$	-
449	Chatsworth Cable Lashing Bracket for 6-Slide Cabinet. Mfg# 39124-C00	$	64.16	each		$	-
450	Chatsworth Ring Cable Manager for 42U, 27.6" Wide Cabinet. Black. Mfg# 39088-C00	$	131.42	each		$	-
451	Chatsworth Full Height Dual PDU Bracket for 42U Cabinet. Mfg# 39086-C00	$	64.61	each		$	-
452	Chatsworth 1U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30139-719	$	60.83	each		$	-
453	Chatsworth 2U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30130-719	$	61.91	each		$	-
454	Chatsworth 3U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30131-719	$	84.07	each		$	-
455	Floor Mount 42U Open Frame Rack	$	949.60	each		$	-
456	Chatsworth Cable Runway. Universal, 12”W x 9’-11.5”L. Mfg# 10250-712	$	191.49	each		$	-
457	Chatsworth Cable Runway. E-Bend, 12”W. Mfg# 10822-712	$	145.11	each		$	-
458	Chatsworth Cable Runway. Outside Radius Bend, 12”W. Mfg# 10723-712	$	108.23	each		$	-
459	Chatsworth Cable Runway. Corner Bracket, 15” x 15”. Mfg# 11959-715	$	91.24	each		$	-
460	Chatsworth Cable Runway. Wall Angle Support Kit, 12”W. Mfg# 11421-712	$	36.26	each		$	-
461	Chatsworth Cable Runway. Triangular Support Bracket, 12”W. Mfg# 11746-712	$	52.15	each		$	-
462	Chatsworth Cable Runway. Center Support Kit, 12”W. Mfg# 12362-712	$	53.11	each		$	-
463	Chatsworth Cable Runway. Threaded Rod, 5/8-11 x 6’L. Mfg# 11440-002	$	40.57	each		$	-
464	Chatsworth Cable Runway. I-Beam Clamp, 5/8 -11. Mfg# 10557-003	$	39.67	each		$	-
465	Chatsworth Cable Runway. Threaded Ceiling Kit (2 shown). Mfg# 11310-003	$	39.53	each		$	-
466	Chatsworth Cable Runway. Cabinet Elevation Kit, 4”-6”. Mfg# 10506-716	$	88.65	each		$	-
467	Chatsworth Cable Runway. Foot Kit. Mfg# 11309-001	$	62.12	each		$	-
468	Chatsworth Cable Runway. Rack Mounting Plate, 12”W. Mfg# 10595-712	$	44.63	each		$	-
469	Chatsworth Cable Runway. Rack Elevation Kit, 4”-6”. Mfg# 10506-706	$	48.89	each		$	-
470	Chatsworth Cable Runway. Cross Member Radius Drop, 12”W. Mfg# 12100-712	$	43.33	each		$	-
471	Chatsworth Cable Runway. End Caps, 1 Pair. Mfg# 10642-001	$	20.73	each		$	-
472	Chatsworth Cable Runway. Dividers, 25 Pack. Mfg# 13392-712	$	117.83	each		$	-
473	Chatsworth Cable Runway. Butt Splice Kit. Mfg# 11301-001	$	22.67	each		$	-
474	Chatsworth Cable Runway. Junction Splice Kit. Mfg# 11302-001	$	23.06	each		$	-
475	Chatsworth Cable Runway. D-Ring Kit, 10 Pack. Mfg# 13396-208	$	45.60	each		$	-

	Group W: Data System Data Outlet Components Installed							
476	Wall/Face Plate: 1 port/1 gang	$	8.72	each		$	-
477	Wall/Face Plate: 2 port/1 gang	$	8.72	each	15	$	130.80
478	Wall/Face Plate: 3 port/1 gang	$	8.72	each		$	-
479	Wall/Face Plate: 4 port/1 gang	$	8.72	each	4	$	34.88
480	Wall/Face Plate: 6 port/1 gang	$	8.72	each	20	$	174.40
481	Wall/Face Plate: 4 port/2 gang	$	11.15	each		$	-
482	Wall/Face Plate: 8 port/2 gang	$	11.15	each		$	-
483	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6	$	10.79	each	100	$	1,079.00
484	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6A	$	14.30	each		$	-
	Group X: Data System Data Cabling J-Hook Support System							
485	J-Hook (small) mounted to existing structure directly	$	1.86	each		$	-
486	J-Hook (small) and independent support system	$	3.72	each	55	$	204.60
487	J-Hook (large) mounted to existing structure directly	$	2.48	each		$	-
488	J-Hook (large) and independent support system	$	4.34	each	45	$	195.30
	Group AA: Time and Materials and Unforeseen Conditions							
489	Labor- Certified Technician	$	75.00	hour		$	-
490	Labor- Installer Inside Wireman Journeyman	$	100.00	hour	16	$	1,600.00
491	Labor- Installer Inside Wireman Apprentice	$	60.00	hour	16	$	960.00
492	Labor- Communication System Journeyman	$	70.00	hour	192	$	13,440.00
493	Labor- Communication System Apprentice	$	60.00	hour	175	$	10,500.00
494	Labor- Drafting/Estimator	$	125.00	hour		$	-
495	Labor- Advanced Certified Networking Engineer (ECA, CCIE, MASE Level)	$	204.75	hour		$	-
496	Labor- Certified Networking Engineer (ECE, CCNP, ASE Level)	$	173.25	hour		$	-
497	Labor- Advanced Certified Systems Engineer (MCSE)	$	173.25	hour		$	-
	Group AB: Underground Conduit							
498	2” Underground PVC Schedule 40	$	7.83	plf		$	-
499	2” Underground PVC Schedule 40 90 degree sweeps	$	68.02	each		$	-
500	Penetrations to vault or slab.	$	184.67	each		$	-
	Group AC: Sawcutting at Trenches							
501	Sawcut and Trenching 24” Deep 12” Wide, Asphalt, incld. Repair to original Condition.	$	116.88	plf		$	-
502	Sawcut and Trenching 24” Deep 12” Wide, Concrete, incld. Repair to original Condition.	$	132.00	plf		$	-
503	Sawcut and Trenching 24” Deep 12” Wide, Tuff, incld. Repair to original Condition.	$	118.80	plf		$	-
	Group AD: Miscellaneous							
504	2” Sleeves	$	58.00	each		$	-
505	X-Ray of Concrete Masonary Wall and 2 1/2” Core Drill	$	687.50	each		$	-
506	4” EMT	$	35.34	plf		$	-

507	2.5" Core Drill	$	309.38	each		$	-
	Group AE: Phone System Cabling						
508	Siemons S-66 Block (split 50) with Holder Installed and Terminated	$	26.03	each		$	-
509	25 Pair PVC Jacket	$	4.39	plf		$	-
510	Additional cable in same pathway in line item above	$	2.81	plf		$	-
511	Material Upcharge for Plenum Rated in line item above	$	4.57	plf		$	-
512	Material Upcharge for Gel Filled Rated in line item above.	$	4.69	plf		$	-
513	50 Pair PVC Jacket	$	5.37	plf		$	-
514	Additional cable in same pathway in line item above	$	3.78	plf		$	-
515	Material Upcharge for Plenum Rated in line item above	$	5.74	plf		$	-
516	Material Upcharge for Gel Filled Rated	$	5.67	plf		$	-
517	4’ x 4’ Plywood Back board, fire treated, painted, installed.	$	239.20	each		$	-
	Group AF: Electrical Wiring and Outlets						
518	1” Conduit with 30AMP 3Wire for 30A208V Circuit, installed	$	23.22	plf		$	-
519	1” Conduit with 40AMP 3Wire for 30A208V Circuit, installed	$	24.92	plf		$	-
520	½” Conduit with 20Amp 3 Wire, 120V Circuit, installed	$	16.15	plf		$	-
521	Duplex 20 AMP Electrical Outlet, installed	$	30.65	each		$	-
522	Electrical Outlet 220V, exact prong to be determined in field	$	60.07	each		$	-
	Group AG: Unforeseen Conditions (See Group AA for Details)						
523	Mark-up for subs/labor (percent markup)		10.00%	%		$	-
524	Materials (percent markup)		15.00%	%	$ 31,717.10	$	36,474.67
	Group AA: Time and Materials and Unforeseen Conditions Detail						
526	5500 Flat Elbow 5511FO (Material & Labor)	$	57.97			$	-
527	5500 Flush Dual RJ Connector Faceplate 5507FRJ (Material & Labor)	$	12.73			$	-
528	Undergrond Pull Box with Traffic railed Conver	$	2,750.00			$	-
529	Rack Elevation Kits (Part Number CPI 10506-706)	$	45.34			$	-
530	4" 45 Degree Bend Radius EMT	$	145.34			$	-
531	4" 90 Degree Bend Radius EMT	$	130.09			$	-
532	Bogen Media Master 4000-MM-4000-4D	$	54,954.43			$	-
532.1	Bogen Media Master MM-5000D	$	108,227.77			$	-
533	Bogen Media Master Mpeg 2-MM1281	$	2,678.75			$	-
533.1	Bogen Media Master MM-1289HD-CT	$	8,762.05			$	-
534	Bogen Media Master Encoder-MM1280	$	10,129.75			$	-
534.1	Bogen Media Master Encoder-MM-1581HD	$	8,394.36			$	-
535	Bogen Media Master Master Addresable Control-MM-1210	$	2,251.06			$	-
536	Bogen Media Master 1274 High Definition Decoder-MM-1274	$	1,620.75			$	-
537	Catalyst 4500-X 32 Port 10GE IP, Base, Front to back cool	$	17,794.85			$	-
538	Catalyst 4500-X 750W AC front to back power cool	$	936.62			$	-

539	Catalyst 4500-X IPBASE to Enterprise Service upgrade	$	3,746.46		$ -
540	10GBase-LR SFP Module	$	1,921.03		$ -
541	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	49.68		$ -
542	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable	$	51.58		$ -
543	Twinax Cable, passive 38awg cable assembly, 2M	$	93.62		$ -
544	1000Base-T SFP	$	231.78		$ -
545	Catalyst 2960-X (48) POE ports/ 2 SFP+ / 370W	$	4,323.07		$ -
546	Catalyst 2960-X (48) POE ports/ 2 SFP / 370W	$	3,667.44		$ -
547	Catalyst 2960-X (24) POE ports/ 2 SFP+ / 370W	$	3,199.13		$ -
548	Catalyst 2960-X (24) POE ports/ 2 SFP / 370W	$	2,543.50		$ -
548.1	2960-CX Switch 8 GE, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8TC-L	$	1,264.80		$ -
548.2	2960-CX Switch, 8 GE PoE+, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8PC-L	$	1,381.87		$ -
549	Flex-Stack hot swapable module	$	559.63		$ -
550	Flex-Stack Cable 1M	$	93.66		$ -
551	Flex-Stack Cable 3M	$	127.93		$ -
552	10GBase-SR SFP Module	$	512.77		$ -
553	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	26.72		$ -
554	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 1ft length	$	4.91		$ -
555	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 3ft length	$	5.30		$ -
556	10Base-CU SFP+ 1.5M	$	190.72		$ -
557	Catalst 3560 Switch 8 GE POE 2 uplink	$	1,575.46		$ -
558	19in rack mount kit for 3560	$	34.74		$ -
559	1000BASE-SX SFP	$	213.22		$ -
560	Wireless AP 802.11 AC internal Ant - Installed	$	695.49		$ -
560.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Int Ant; B Reg Domain. MFG Part. # AIR-AP2802I-B-K9	$	789.15		$ -
561	Wireless AP 802.11 AC external Ant	$	1,113.77		$ -
561.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Ext Ant; B Reg Domain. MFG Part. # AIR-AP2802E-B-K9	$	1,207.44		$ -
562	Dipole Antenna 2.4ghz	$	18.26		$ -

						$	-
563	Crestron System 4K Classroom - Speakers, Controller, Switchers, Projector Mounts, AMP, Microphone, Cabling, Programming (Projector and Screen provided by District)	$	6,261.43			$	-
564	Chatsworth (CPI) 7FT Equipment Rack 55053-703	$	352.52			$	-
565	Wiremold Ceiling Entrance-5510D	$	55.71			$	-
566	Ortronics Trackjack Blank Module-OR-42100002X	$	0.25			$	-
567	Wiremold Cover Clip-5506	$	7.01			$	-
568	Wiremold Base Clip-5506B	$	4.66			$	-
569	Wiremold Blank 5507B	$	2.76			$	-
570	Material Upcharge for Gel Filled Rated Fiber cable	$	2.48			$	-
571	1" Seal tite Flexible Metal Conduit	$	72.29			$	-
572	Deep Strut	$	34.52			$	-
573	Shallow Unistrut	$	28.44			$	-
574	Ceiling Stringer With J-Hooks	$	27.78			$	-
575	Extron System WVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
576	Extron System PVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
577	Revolab Wireless Microphone - (1) HD Dual Channel, (2) HD Microphone Wearable	$	1,102.31			$	-
578	Bonding when required percent markup (Jobs Over $25,000)		1.50%	%		$	1,293.34

GRAND TOTAL	**$**	**87,515.80**

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Rick Nolette, Chief Facilities and Information Technology Officer
PREPARED BY:	Roberto Jurado, Director, Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	July 20, 2017
SUBJECT:	Ratification of Award of Contract with Quintron Systems, Inc. for Bogen Override and Additional Network Cabling at Luther Middle School (Bond Fund)

Background:
One of the components of the Measure S Bond provides technology upgrades throughout the District. On March 20, 2014, the Board of Education approved an Award of Contract for Bid #1314-050, E-Rate Technology Infrastructure, Network, Wireless and Cabling Unit Price Bid with Quintron Systems, Inc. On March 16, 2017, the Board of Education approved the extension of this contract through March 17, 2018.

District Wide Goals for 2017-2018:

7.7 Continue construction/modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

8.3 Complete upgrading the infrastructure at all sites to provide access to Wi-Fi services and 21st century classrooms and identify funding resources for future refresh.

Discussion/Issues:
The original scope of work for the 21st Century project at Luther Middle School did not include the Bogen override component, which is a safety feature that turns off classroom audio if an important message is broadcast by the office. The ratification of this new project will allow the Luther 21st Century and Cabling project to complete on schedule before the start of school and include the Bogen override feature. This new contract also includes additional cabling which has been requested by the school site.

Fiscal Impact:
The fiscal impact is $54,527.68. Quintron Systems, Inc., submitted contract quotes for the network cabling project. Please see attached spreadsheet with the cost breakdown.

Recommendation:
Rick Nolette, Chief Facilities and Information Technology Officer, recommends that the Board of Education ratify a construction contract with Quintron Systems, Inc., for Bid 1314-050, E-Rate 2014 Technology, Infrastructure, Network, Wireless and Cabling Unit Price Bidding for Public Works for the Bogen Override and Network Cabling project at Luther Middle School, not to exceed $59,980.45, including a 10% contingency amount (21.0-00000.0-93000/93001-85000-4450/6249-3200000) (Bond Fund), effective June 27, 2017, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

QUINTRON

QUINTRON® Integrated Systems Division



Burbank USD
Luther MS
BID # 1314-050

BOGEN OVERRIDE AND ADDITIONAL CABLING

Prepared by:
Quintron Systems
Carlo Minassian

This proposal contains proprietary and confidential information of Quintron Systems, Inc. and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this proposal, without the prior written consent of Quintron Systems, Inc.

QUINTRON

June 22, 2017

Roberto Jurado
Director of IT
Burbank Unified School District
510 South Shelton Street
Burbank, CA 91506

RE: Bogen Override and Additional Cabling

This letter is intended to summarize the basis on which we propose to furnish all labor and materials necessary to complete the project as it is stated in documents provided to Quintron.

SBE Certification # 48872 Exp. 4/30/2019
C7 License # 292173 Exp. 7/31/2019

QUINTRON

Scope of Work

Cabling

1. Provide and install (2) Outdoor AP's Outside Room 703 and outside MDF Bldg.
2. Provide and install (10) Full set of 10 Drops at PE Girls Gym Class Room plus conduit work needed to the IDF.
3. Provide and install (10) Full set of 10 Drops at PE Boys Gym Class Room plus conduit work needed to the IDF
4. Provide and install Additional cabling in room 704.
5. Provide and install (2) New Creston units.
6. Provide and install Override PA for all class rooms and labor.
7. Provide and instali (3) Legrand Boxes Boys and Girls Gym and Library.
8. Provide and install (4) Wall mount Speakers. Boys and Girls Gym.
9. Provide and install all necessary conduit work and wiremold to complete any items listed above. Please refer to the Matrix for footages and quantities.

Project Summary

Lump Sum (Tax included)..... **54,527.68**
(See matrix for details)

Approved by:

Quintron Systems Inc.

Signature: _____

Title: REGIONAL MANAGER

Approved by:

Burbank USD

Signature: _____

Title: DIRECTOR OF IT

QUINTRON

Date: 6/27/17

Date: 6/27/17

QUINTRON STANDARD ASSUMPTIONS

Unless specifically noted otherwise, this proposal ASSUMES:

1. All existing equipment to be incorporated into the new system(s) is operable and suitable for the intended purpose.

2. Wiring is to be installed as the design dictates, where required and as Quintron has designed.

3. No area in which Quintron is to install equipment is classified as hazardous or explosive.

4. This proposal excludes liquidated damages, including those which may be agreed upon by the Owner and General Contractor or other subcontractors on the project.

5. This proposal is based on the completion of the entire scope of work. A reduction in the amount of work to be completed will increase the price of the individual work function.

6. All work related to this proposal will be conducted during Quintron's normal business hours.

If we can be of any other assistance, please do not hesitate to call us.

Thank you,

Carlo Minassian
Project Manager
Quintron Systems Inc.
Integrated Systems Division
gluna@quintron.com
(626) 531-2879 office
(626) 531-2886 fax
(626) 802-0496 Cell

Quintron...When Failure Is Not An Option.

BUSD BID 1314-050

INDIVIDUAL PROJECT QUOTE

ERATE 2014 TECHNOLOGY INFRASTRUCTURE, NETWORK, WIRELESS AND CABLING UNIT PRICE BID

QUANTITY AND COST TAKE-OFF

QUINTRON SYSTEMS, INC.

Project Name: BUSD BID 1314-050 6/25/2017

Site Name: Luther Burbank Middle School

Address: 3700 Jeffries Ave, Burbank, CA 91505

District Contact: Roberto Jurado

NOTE: Change Order

Item No.	Description	Bid Price		Project Qty.	Ext. Price
	Group A: Core Switches				
100	Core Switch Complete (See Group A Requirements)	$ 12,650.18	each		$ -
101	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 1 meter	$ 44.53	each		$ -
102	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 3 meters	$ 51.65	each		$ -
103	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 10 meters	$ 233.18	each		$ -
104	10 Gb, Copper Direct Attach Fan out Cable with 4 integrated SFP+ and 1 QSFP+ transceivers, 3m	$ 196.73	each		$ -
	Group B: Distribution Switches				
105	Distribution Switch Complete (See Group B Requirements)	$ 12,335.67	each		$ -
106	10 Gb, 10GBASE-LR, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP+	$ 675.08	each		$ -
107	1 Gb, 1000BASE-LX, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP	$ 270.53	each		$ -
108	1 Gb, 1000BASE-LX/LH, IEEE 802.3 SM, 1550 nm Long Wave Length, 80 km, LC SFP	$ 1,351.38	each		$ -
109	1 Gb, 1000BASE-T, IEEE 802.3 Cat5, Copper Twisted Pair, 100 m, RJ 45 SFP	$ 79.93	each		$ -
	Group C: Access Switches				
110	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G.	$ 1,372.24	each		$ -
111	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G-POE.	$ 1,640.02	each		$ -
112	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G.	$ 1,946.07	each		$ -
113	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G-POE.	$ 2,366.87	each		$ -
114	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G.	$ 1,619.63	each		$ -
115	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G-POE.	$ 1,887.96	each		$ -
116	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G.	$ 2,192.62	each		$ -
117	Access Switch. (48) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G-POE.	$ 2,614.45	each		$ -
118	Short stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$ 80.86	each		$ -
119	Medium stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$ 36.89	each		$ -

120	Long stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$	51.65	each		$	-
121	10 Gb, 10GBASE-SR, IEEE 802.3 MM, 850 nm , 33/82/300/550 m, LC SFP+	$	336.93	each		$	-
122	1 Gb, 1000BASE-SX, IEEE 802.3 MM, 850 nm Short Wave Length, 220/550 m, LC SFP	$	129.11	each		$	-
123	1 Gb, 1000BASE-LX, MM, 1310 nm Long Wave Length, 2 km, LC SFP	$	270.53	each		$	-
	Group D: Compact Switches						
124	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports and power brick	$	1,101.92	each		$	-
125	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports, PoE, and PoE power brick	$	1,101.92	each		$	-
126	Rack Mount Kit for D2	$	96.67	each		$	-
	Group E: Wireless Access Points						
127	Enterprise Wireless Access Point w/ Dual Radio 802.11ac Complete (See Group E Requirements)	$	757.59	each		$	-
128	Oberon Outdoor/NEMA Access Point Enclosure. IP66 Specification.	$	178.46	each	4	$	713.84
	Group F: Wireless Controllers						
129	Wireless Controller Solution Complete (See Group F Requirements)	$	115,954.46	each		$	-
	Group G: Network Management System						
130	Network Management System Complete (See Group G Requirements)	$	109,069.89	each		$	-
	Group H: Network Access Control System						
131	NAC Solution Complete (See Group H Requirements)	$	169,111.70	each		$	-
	Group I: Training						
132	Training Vouchers (See Group I Requirements)	$	6,020.00	each		$	-

	Group J: UPS and PDU - Eaton 9P, 5P and ePDU Series						
133	10kW, Rackmount 208V UPS - See Group J, Option 208V1	$	6,207.35	each		$	-
134	Extended Battery Module for 10kW, 208V UPS Above	$	1,184.98	each		$	-
135	5.4kW, Rackmount 208V UPS - See Group J, Option 208V2	$	4,084.71	each		$	-
136	Extended Battery Module for 5.4kW, 208V UPS Above	$	1,181.05	each		$	-
137	2700W, Rackmount 120V UPS - See Group J, Option 120V1	$	1,386.30	each		$	-
138	Extended Battery Module for 2700W, 120V UPS Above	$	871.83	each		$	-
139	1920W, Rackmount 120V UPS - See Group J , Option 120V2	$	1,398.91	each		$	-
140	Extended Battery Module for 1920W, 120V UPS Above	$	639.51	each		$	-
141	1440W, Rackmount 120V UPS - See Group J, Option 120V3	$	914.55	each		$	-
142	Extended Battery Modfule for 1440W, 120V UPS Above	$	639.51	each		$	-
143	1000W, Rackmount 120V UPS - See Group J, Option 120V4	$	734.61	each		$	-
144	Extended Battery Modfule for 1000W, 120V UPS Above	$	639.51	each		$	-
145	2700W, Rackmount 120V UPS - See Group J, Option 120V5	$	1,386.30	each		$	-
146	1920W, Rackmount 120V UPS - See Group J , Option 120V6	$	1,183.47	each		$	-
147	1440W, Rackmount 120V UPS - See Group J, Option 120V7	$	833.61	each		$	-
148	2-Post Rail Kit for 120V UPS Systems	$	138.20	each		$	-
149	Eaton Environmental Monitoring Probe	$	242.66	each		$	-
150	Eaton G3 Vertical Monitored ePDU. L6-30R Input. (36) C13 Grip, (6) C19 Grip Output. 208V.	$	812.39	each		$	-
151	Eaton G3 Vertical Monitored ePDU. L5-30R Input. (30) 5-20R Output. 110V.	$	694.96	each		$	-
152	ePDU Environmental Monitoring Probe	$	153.80	each		$	-
153	Eaton Horizontal Monitored ePDU. 1U. 5-15R Input. (6) 5-15R Output. 110V.	$	409.75	each		$	-
154	Eaton Horizontal Monitored ePDU. 1U. 5-20R Input. (12) 5-20R Output. 110V.	$	445.73	each		$	-
155	Eaton Horizontal Monitored ePDU. 1U. L6-30R Input. (6) C13 Grip, (4) C19 Grip Output. 208V.	$	560.78	each		$	-
156	Eaton Horizontal Monitored ePDU. 1U. L6-20R Input. (12) C13 Grip Output. 208V.	$	473.92	each		$	-
157	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (12) 5-15R	$	181.88	each		$	-
158	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (10) 5-20R, (2) 5-15R	$	224.62	each		$	-
159	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 10' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	143.29	each		$	-
160	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
161	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
162	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
163	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
164	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	740.65	each		$	-
165	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
166	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.47	each		$	-
167	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-
168	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
169	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
170	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
171	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
172	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
173	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
174	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.00	each		$	-
175	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-

	Group Z: NEC SV8300 Phone System and Handsets							
176	SV8300 SIP Basic Plus Package	$	4,900.39	each		$	-	
177	CHS2U-US / System Chassis	$	735.08	each		$	-	
178	PZ-BS11 / BUS Blade	$	199.43	each		$	-	
179	PZ-VM21 / Internal Modem	$	185.69	each		$	-	
180	CD-16DLCA / 16 Port Digital Blade	$	396.65	each		$	-	
181	CD-8COTBH / 8 Port CO Blade	$	603.24	each		$	-	
182	CD-8LCAH / 8 Port Analog Blade	$	396.65	each		$	-	
183	CHS2U Joint Bracket Kit	$	74.72	each		$	-	
184	CHS1U RACK Mount Kit / Rack Mount Set	$	91.20	each		$	-	
185	CHS2U RACK Mount Kit / Rack Mount Set	$	51.10	each		$	-	
186	RS Console CA-A	$	84.06	each		$	-	
187	Installation Cable	$	80.21	each		$	-	
188	CHS1U INT Battery Kit	$	266.99	each		$	-	
189	CHS2U INT Battery Kit	$	179.10	each		$	-	
190	LS-SYS-PORT Capacity-LIC	$	48.35	each		$	-	
191	LS-SYS-IPPAD16-LIC	$	199.43	each		$	-	
192	LS-TRK-P2PCCIS-LIC	$	102.19	each		$	-	
193	LS-NW-CCIS-LIC	$	157.12	each		$	-	
194	LS-SYS-R7-LIC	$	871.29	each		$	-	
195	DTL-24D-1 (BK)	$	270.85	each		$	-	
196	DTL-12D-1 (BK)	$	251.07	each		$	-	
197	DTL-12PA-1 (BK)	$	311.51	each		$	-	
198	DTL-2E-1 (BK)	$	191.74	each		$	-	
199	DESI Labels	$	131.31	each		$	-	
	Group K: EMT Conduit and Accessories, Installed (Round quantity up to nearest 10' increment)							
200	1"	$	3.03	plf	200	$	606.00	
201	1" additional bends/sweeps	$	14.87	each	2	$	29.74	
202	1" l.b. fitting	$	31.46	each	4	$	125.84	
203	1 1/2"	$	6.03	plf		$	-	
204	1 1/2" additional bends/sweeps	$	15.85	each		$	-	
205	1 1/2" l.b. fitting	$	49.70	each		$	-	
206	2"	$	6.74	plf		$	-	
207	2" additional bends/sweeps	$	26.39	each		$	-	
208	2" l.b. fitting	$	76.99	each		$	-	
209	2 1/2"	$	11.14	plf		$	-	
210	2 1/2" additional bends/sweeps	$	37.28	each		$	-	
211	2 1/2" l.b. fitting	$	91.81	each		$	-	

	Group L: Rigid Conduits and Accessories, Installed (Round quantity up to nearest 10' increment)						
212	1"	$	6.44	plf		$	-
213	1" additional bends/sweeps	$	33.22	each		$	-
214	1" l.b. fitting installed	$	40.82	each		$	-
215	1" Meyers hub installed	$	43.96	each		$	-
216	1" Compression fitting installed	$	27.71	each		$	-
217	1 1/2"	$	9.39	plf		$	-
218	1 1/2"" additional bends/sweeps	$	38.43	each		$	-
219	1 1/2"" l.b. fitting installed	$	76.54	each		$	-
220	1 1/2"" Meyers hub installed	$	67.17	each		$	-
221	1 1/2"" Compression fitting installed	$	39.64	each		$	-
222	2"	$	10.04	plf		$	-
223	2" additional bends/sweeps	$	48.10	each		$	-
224	2" l.b. fitting installed	$	89.64	each		$	-
225	2" Meyers hub installed	$	60.65	each		$	-
226	2" Compression fitting installed	$	51.19	each		$	-
227	2 1/2"	$	14.98	plf		$	-
228	2 1/2" additional bends/sweeps	$	65.33	each		$	-
229	2 1/2" l.b. fitting installed	$	146.06	each		$	-
230	2 1/2" Meyers hub installed	$	80.28	each		$	-
231	2 1/2" Compression fitting installed	$	138.99	each		$	-
	Group M: Above Ground Steel Pullboxes Rated NEMA 3R, Installed						
232	8x8x6	$	105.64	each		$	-
233	12x12x6	$	180.46	each		$	-
234	18x18x8	$	343.75	each		$	-
235	24x24x8	$	463.20	each		$	-
236	30x30x10	$	493.83	each		$	-
237	36x36x12	$	756.20	each		$	-
	Group N: Non-Metallic Raceway (Wiremold)						
238	Series 2900 Uniduct	$	8.70	plf		$	-
239	Single Device Box NM2048	$	32.90	each		$	-
240	Double Device Box NM2048-2	$	37.30	each		$	-
241	Flat Elbow 2911	$	10.46	each		$	-
242	Internal Elbow 2917	$	10.46	each		$	-
243	Tee Fitting 2915	$	10.46	each		$	-
244	Drop Ceiling Connector 2986	$	10.68	each		$	-
245	External Elbow 2918	$	10.46	each		$	-
246	Cover Clip 2906	$	10.44	each		$	-
247	Blank End Fitting 2910	$	10.46	each		$	-
248	Series 5500 Tri Channel	$	28.22	plf		$	-
249	End Cap 5510	$	23.35	each		$	-
250	Tee 5515	$	63.39	each		$	-

251	External Elbow 5518	$	50.06	each		$	-
252	Transition Tap 5574	$	53.02	each		$	-
253	Internal Elbow 5517	$	48.27	each		$	-
254	Device Bracket	$	57.20	each		$	-
255	Three Device Bracket 5550	$	44.89	each		$	-
	Group O: Terminal Cabinets, Installed						
256	Interior Surface Mount 18x18x6	$	434.34	each		$	-
257	Interior Surface Mount 18x24x6	$	718.97	each		$	-
258	Interior Surface Mount 24x24x6	$	627.75	each		$	-
259	Exterior Surface Mount 18x18x6	$	565.22	each		$	-
260	Exterior Surface Mount 18x24x6	$	698.27	each		$	-
261	Exterior Surface Mount 24x24x6	$	802.24	each		$	-
	Group P1: Install Assembly; Seismic Expansion Joint (whip) Connection						
262	1"	$	45.39	each		$	-
263	1 1/2"	$	80.11	each		$	-
264	2"	$	125.58	each		$	-
265	2 1/2"	$	259.69	each		$	-
	Group P2: Installed Assembly; Roof Penetratons						
266	1"	$	132.50	each		$	-
267	1 1/2"	$	134.98	each		$	-
268	2"	$	142.10	each		$	-
269	2 1/2"	$	150.11	each		$	-
	Group P3: Installed Assembly, Device/Outlet, with Box by Others						
270	S Video L, Surface Single Gang	$	-	each		$	-
271	S Video L, Wiremold 2900	$	-	each		$	-
272	S Video L, Wiremold 5500	$	-	each		$	-
273	S Video L2, Surface Single Gang	$	-	each		$	-
274	S Video L2, Wiremold 2900	$	-	each		$	-
275	S Video L2, Wiremold 5500	$	-	each		$	-
276	Single TV, Surface Single Gang	$	-	each		$	-
277	Single TV, Wiremold 2900	$	-	each		$	-
278	Single TV, Wiremold 5500	$	-	each		$	-
	Group P4: Installed Assembly, Device/Outlet, Includes Box						
279	Duplex Outlet Box Surface Mount Assembly	$	33.00	each		$	-
280	4-Plex Outlet Box Surfacwe Mount Assembly	$	37.40	each		$	-
281	Single Gang, Wiremold 2900	$	10.12	each		$	-
282	Single Gang, Wiremold 5500	$	25.30	each		$	-
283	Dual Gang Wiremold 2900	$	13.20	each		$	-
284	Dual Gang Wiremold 5500	$	25.30	each		$	-

285	S Video L, Surface Single Gang	$	-	each		$	-
286	S Video L, Wiremold 2900	$	-	each		$	-
287	S Video L, Wiremold 5500	$	-	each		$	-
288	S Video L2, Surface Single Gang	$	-	each		$	-
289	S Video L2, Surface Single Gang	$	-	each		$	-
290	S Video L2, Wiremold 2900	$	-	each		$	-
291	S Video L2, Wiremold 5500	$	-	each		$	-
292	Single TV, Wiremold 2900	$	-	each		$	-
293	Single TV, Wiremold 5500	$	-	each		$	-
	Group Q: Data System Innerduct, Installed (Round quantity up to nearest 10' increment)						
294	1" diameter	$	3.75	plf		$	-
295	1 1/4" diameter	$	3.91	plf		$	-
296	1 1/2" diamter	$	4.31	plf		$	-
297	2" diameter	$	4.99	plf		$	-
	Group R: Data Sytem Fiber Optic Backbone Cabling, Installed (Round quantity up to nearest 10' increment)						
298	6 strand tight buffered OFNR OM3 multimode	$	5.12	plf		$	-
299	Each additional cable (above) in common path	$	3.53	plf		$	-
300	6 strand loose tube OFNR OM3 multimode	$	5.43	plf		$	-
301	Each additional cable (above) in common path	$	3.84	plf		$	-
302	6 strand tight buffered OFNP OM3 multimode	$	5.04	plf		$	-
303	Each additional cable (above) in common path	$	3.45	plf		$	-
304	6 strand loose tube OFNP OM3 multimode	$	5.57	plf		$	-
305	Each additional cable (above) in common path	$	3.98	plf		$	-
306	12 strand tight buffered OFNR OM3 multimode	$	6.78	plf		$	-
307	Each additional cable (above) in common path	$	5.19	plf		$	-
308	12 strand loose tube OFNR OM3 multimode	$	7.09	plf		$	-
309	Each additional cable (above) in common path	$	5.51	plf		$	-
310	12 strand tight buffered OFNP OM3 multimode	$	6.79	plf		$	-
311	Each additional cable (above) in common path	$	5.20	plf		$	-
312	12 strand loose tube OFNP OM3 multimode	$	6.67	plf		$	-
313	Each additional cable (above) in common path	$	5.09	plf		$	-
314	6 strand tight buffered OFNR OM4 multimode	$	5.72	plf		$	-
315	Each additional cable (above) in common path	$	4.13	plf		$	-
316	6 strand loose tube OFNR OM4 multimode	$	5.58	plf		$	-
317	Each additional cable (above) in common path	$	3.99	plf		$	-
318	6 strand tight buffered OFNP OM4 multimode	$	5.54	plf		$	-
319	Each additional cable (above) in common path	$	3.95	plf		$	-
320	6 strand loose tube OFNP OM4 multimode	$	6.29	plf		$	-
321	Each additional cable (above) in common path	$	4.70	plf		$	-

322	12 strand tight buffered OFNR OM4 multimode	$	7.84	plf		$	-
323	Each additional cable (above) in common path	$	6.25	plf		$	-
324	12 strand loose tube OFNR OM4 multimode	$	7.17	plf		$	-
325	Each additional cable (above) in common path	$	5.59	plf		$	-
326	12 strand tight buffered OFNP OM4 multimode	$	8.07	plf		$	-
327	Each additional cable (above) in common path	$	6.48	plf		$	-
328	12 strand loose tube OFNP OM4 multimode	$	8.25	plf		$	-
329	Each additional cable (above) in common path	$	6.67	plf		$	-
330	6 strand tight buffered OFNR singlemode	$	4.93	plf		$	-
331	Each additional cable (above) in common path	$	3.34	plf		$	-
332	6 strand loose tube OFNR singlemode	$	5.65	plf		$	-
333	Each additional cable (above) in common path	$	4.07	plf		$	-
334	6 strand tight buffered OFNP singlemode	$	4.44	plf		$	-
335	Each additional cable (above) in common path	$	2.85	plf		$	-
336	6 strand loose tube OFNP singlemode	$	5.67	plf		$	-
337	Each additional cable (above) in common path	$	4.09	plf		$	-
338	12 strand tight buffered OFNR singlemode	$	6.51	plf		$	-
339	Each additional cable (above) in common path	$	4.93	plf		$	-
340	12 strand loose tube OFNR singlemode	$	7.24	plf		$	-
341	Each additional cable (above) in common path	$	5.65	plf		$	-
342	12 strand tight buffered OFNP singlemode	$	6.15	plf		$	-
343	Each additional cable (above) in common path	$	4.57	plf		$	-
344	12 strand loose tube OFNP singlemode	$	7.11	plf		$	-
345	Each additional cable (above) in common path	$	5.52	plf		$	-
346	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNR jacket (12 strands total)	$	6.30	plf		$	-
347	Each additional cable (above) in common path	$	4.71	plf		$	-
348	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNR jacket (12 strands total)	$	7.02	plf		$	-
349	Each additional cable (above) in common path	$	5.43	plf		$	-
350	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNP jacket (12 strands total)	$	10.85	plf		$	-
351	Each additional cable (above) in common path	$	9.26	plf		$	-
352	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNP jacket (12 strands total)	$	8.57	plf		$	-
	Group S: Data Sytem Copper Station, Installed (Round quantity up to nearest 10' increment)						
353	1-cable: base cost common pathway/pull (up to 10) CAT6	$	2.77	plf	500	$	1,385.00
354	Each additional cable in common pathway pull	$	0.54	plf	3000	$	1,620.00
355	11-cables: base cost common pathway/pull (up to 30) CAT 6	$	0.73	plf		$	-
356	Each additional cable in common pathway pull	$	0.62	plf		$	-
357	31-cables: base cost common pathway/pull (up to 50) CAT 6	$	0.65	plf		$	-
358	Each additional cable in common pathway pull	$	0.62	plf		$	-
359	Material Upgrade charge to use underground rated cabe	$	0.46	plf		$	-
359.5	Material Upgrade charge to use plenum rated cable	$	0.16	plf	3500	$	560.00

360	1-cable: base cost common pathway/pull (up to 10) CAT6A	$	3.21	plf		$	-
361	Each additional cable in common pathway pull	$	0.82	plf		$	-
362	11-cables: base cost common pathway/pull (up to 30) CAT 6A	$	1.03	plf		$	-
363	Each additional cable in common pathway pull	$	0.90	plf		$	-
364	31-cables: base cost common pathway/pull (up to 50) CAT 6A	$	0.93	plf		$	-
365	Each additional cable in common pathway pull	$	0.90	plf		$	-
366	Material Upgrade charge to use underground rated cabe	$	0.56	plf		$	-
366.5	Material Upgrade charge to use plenum rated cable	$	0.25	plf		$	-
	Group T: Data Sytem System Cords, Installed						
367	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	8.05	each		$	-
368	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	8.05	each		$	-
369	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	8.35	each		$	-
370	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	9.37	each		$	-
371	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	10.38	each		$	-
372	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	12.63	each		$	-
373	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	19.35	each		$	-
374	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	24.43	each		$	-
375	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	13.20	each		$	-
376	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	13.20	each		$	-
377	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	13.20	each		$	-
378	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	14.12	each		$	-
379	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	15.05	each		$	-
380	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	17.11	each		$	-
381	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	23.60	each		$	-
382	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	30.25	each		$	-
383	1m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.83	each		$	-
384	1m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	59.45	each		$	-
385	2m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.42	each		$	-
386	2m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.03	each		$	-
387	3m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	70.99	each		$	-
388	3m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.30	each		$	-
389	5m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	82.94	each		$	-
390	5m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	78.68	each		$	-
391	1m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	45.24	each		$	-
392	1m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	48.54	each		$	-
393	2m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	47.93	each		$	-
394	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.25	each		$	-
395	3m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	50.63	each		$	-
396	3m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.72	each		$	-

397	5m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	60.93	each		$	-
398	5m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	64.23	each		$	-
399	1m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.10	each		$	-
400	1m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.64	each		$	-
401	2m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.40	each		$	-
402	2m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	60.93	each		$	-
403	3m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.35	each		$	-
404	3m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	62.20	each		$	-
405	5m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	68.17	each		$	-
406	5m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	69.68	each		$	-
407	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	72.03	each		$	-
408	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	73.54	each		$	-
409	10m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.00	each		$	-
410	10m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.77	each		$	-
	Group U: Data System Patch Panels, Installed						
411	12 port Cat 6, 1U	$	192.18	each		$	-
412	24 port Cat 6, 1U	$	273.35	each	2	$	546.70
413	48 port Cat 6, 2U	$	535.25	each		$	-
414	48 port Cat 6, 1U, High Density	$	429.80	each	1	$	429.80
415	12 port Cat 6A, 1U	$	427.94	each		$	-
416	24 port Cat 6A, 1U	$	427.94	each		$	-
417	48 port Cat 6A, 2U	$	833.91	each		$	-
418	48 port Cat 6A, 1U, High Density	$	728.54	each		$	-
419	0-12 port Fiber Optic, Loaded to 6	$	501.42	each		$	-
420	0-72 port Fiber Optic, Loaded to 12	$	696.04	each		$	-
421	72-144 port Fiber Optic, Loaded to 72	$	888.06	each		$	-
422	Each additional load of 6 in 3 items directly above	$	111.90	each		$	-
	Group V: Data System Equipment Racks/Cabinet, Installed						
423	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. Plexi Front Door. Mfg# DWR-18-26PD	$	836.19	each		$	-
424	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. No Door. Mfg# DWR-18-26	$	708.07	each		$	-
425	Middle Atlantic DWR Fan Kit for 26" Deep DWR. Mfg# DWR-FK26	$	131.05	each		$	-
426	Middle Atlantic DWR Solid Front Door. Mfg# FD-18	$	136.38	each		$	-
427	Middle Atlantic DWR Plexi Front Door. Mfg# PFD-18	$	225.71	each		$	-
428	Middle Atlantic DWR 25% Open Area Front Door. Mfg# VFD-18	$	203.77	each		$	-
429	Middle Atlantic DWR 64% Open Area Front Door. Mfg# LVFD-18	$	237.82	each		$	-
430	Middle Atlantic Horizontal Cable Manager. 1U, 2" Deep. Mfg# PHCM-1-2	$	34.81	each		$	-
431	Middle Atlantic Horizontal Cable Manager. 1U, 4" Deep. Mfg# PHCM-1-4	$	36.64	each		$	-
432	Middle Atlantic Horizontal Cable Manager. 2U, 3" Deep. Mfg# PHCM-2-3	$	39.93	each		$	-

433	UCoustic 7250 Acoustic Wall Mount Cabinet 12U. Mfg# UC4-12AWB-AA	$	1,975.48	each		$	-
434	UCoustic 7250 Acoustic Wall Mount Cabinet 18U. Mfg# UC4-18AWB-AA	$	2,285.48	each		$	-
435	UCoustic 7250 Acoustic Wall Mount Cabinet 21U. Mfg# UC4-21AWB-AA	$	2,318.96	each		$	-
436	Ucoustic Air Outlet Acoustic Chamber (Top). Mfg# UC4-TAC-AA	$	221.00	each		$	-
437	Ucoustic Air Inlet Acoustic Chamber (Bottom). Mfg# UC4-BAC-AA	$	221.00	each		$	-
438	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 20"-34". Mfg# FC2N-111E-C52-B	$	2,904.98	each		$	-
439	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 34"-60". Mfg# FC2N-111E-C62-B	$	3,068.74	each		$	-
440	Chatsworth F Series TeraFrame Gen 3, 42 U, Front to Back Air Flow. Mfg# FC2N-113E-C42-B	$	2,582.22	each		$	-
441	Chatsworth Floor Anchor Kit. (4) 1/2” Concrete Anchors, Hardware Kit. Mfg# 40604-003	$	16.21	each		$	-
442	Chatsworth Bottom Panel for 27.6" Wide Cabinet. Mfg# 39132-C01	$	224.48	each		$	-
443	Chatsworth Air Dam for 42U, 27.6" Wide Cabinet. Mfg# 39085-C11	$	295.88	each		$	-
444	Chatsworth Vertical Exhaust Duct, 14-20" for 27.6" Wide Cabinet. Mfg# 39177-703	$	546.45	each		$	-
445	Chatsworth Vertical Exhaust Duct, 20-34" for 27.6" Wide Cabinet. Mfg# 39177-704	$	567.85	each		$	-
446	Chatsworth Vertical Exhaust Duct, 34-60" for 27.6" Wide Cabinet. Mfg# 39177-705	$	783.54	each		$	-
447	Chatsworth Finger Cable Manager for 42U Cabinet with 27.6" Width. Black. Mfg# 39112-C11	$	268.68	each		$	-
448	Chatsworth Front-to-Rear Cable Manager for 27'6" Wide Cabinet. Mfg# 39077-C00	$	113.86	each		$	-
449	Chatsworth Cable Lashing Bracket for 6-Slide Cabinet. Mfg# 39124-C00	$	64.16	each		$	-
450	Chatsworth Ring Cable Manager for 42U, 27.6" Wide Cabinet. Black. Mfg# 39088-C00	$	131.42	each		$	-
451	Chatsworth Full Height Dual PDU Bracket for 42U Cabinet. Mfg# 39086-C00	$	64.61	each		$	-
452	Chatsworth 1U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30139-719	$	60.83	each		$	-
453	Chatsworth 2U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30130-719	$	61.91	each		$	-
454	Chatsworth 3U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30131-719	$	84.07	each		$	-
455	Floor Mount 42U Open Frame Rack	$	949.60	each		$	-
456	Chatsworth Cable Runway. Universal, 12”W x 9’-11.5”L. Mfg# 10250-712	$	191.49	each		$	-
457	Chatsworth Cable Runway. E-Bend, 12”W. Mfg# 10822-712	$	145.11	each		$	-
458	Chatsworth Cable Runway. Outside Radius Bend, 12”W. Mfg# 10723-712	$	108.23	each		$	-
459	Chatsworth Cable Runway. Corner Bracket, 15” x 15”. Mfg# 11959-715	$	91.24	each		$	-
460	Chatsworth Cable Runway. Wall Angle Support Kit, 12”W. Mfg# 11421-712	$	36.26	each		$	-
461	Chatsworth Cable Runway. Triangular Support Bracket, 12”W. Mfg# 11746-712	$	52.15	each		$	-
462	Chatsworth Cable Runway. Center Support Kit, 12”W. Mfg# 12362-712	$	53.11	each		$	-
463	Chatsworth Cable Runway. Threaded Rod, 5/8-11 x 6’L. Mfg# 11440-002	$	40.57	each		$	-
464	Chatsworth Cable Runway. I-Beam Clamp, 5/8 -11. Mfg# 10557-003	$	39.67	each		$	-
465	Chatsworth Cable Runway. Threaded Ceiling Kit (2 shown). Mfg# 11310-003	$	39.53	each		$	-
466	Chatsworth Cable Runway. Cabinet Elevation Kit, 4”-6”. Mfg# 10506-716	$	88.65	each		$	-
467	Chatsworth Cable Runway. Foot Kit. Mfg# 11309-001	$	62.12	each		$	-
468	Chatsworth Cable Runway. Rack Mounting Plate, 12”W. Mfg# 10595-712	$	44.63	each		$	-
469	Chatsworth Cable Runway. Rack Elevation Kit, 4”-6”. Mfg# 10506-706	$	48.89	each		$	-
470	Chatsworth Cable Runway. Cross Member Radius Drop, 12”W. Mfg# 12100-712	$	43.33	each		$	-
471	Chatsworth Cable Runway. End Caps, 1 Pair. Mfg# 10642-001	$	20.73	each		$	-
472	Chatsworth Cable Runway. Dividers, 25 Pack. Mfg# 13392-712	$	117.83	each		$	-
473	Chatsworth Cable Runway. Butt Splice Kit. Mfg# 11301-001	$	22.67	each		$	-
474	Chatsworth Cable Runway. Junction Splice Kit. Mfg# 11302-001	$	23.06	each		$	-
475	Chatsworth Cable Runway. D-Ring Kit, 10 Pack. Mfg# 13396-208	$	45.60	each		$	-

	Group W: Data System Data Outlet Components Installed						
476	Wall/Face Plate: 1 port/1 gang	$	8.72	each		$	-
477	Wall/Face Plate: 2 port/1 gang	$	8.72	each	9	$	78.48
478	Wall/Face Plate: 3 port/1 gang	$	8.72	each		$	-
479	Wall/Face Plate: 4 port/1 gang	$	8.72	each	4	$	34.88
480	Wall/Face Plate: 6 port/1 gang	$	8.72	each	2	$	17.44
481	Wall/Face Plate: 4 port/2 gang	$	11.15	each		$	-
482	Wall/Face Plate: 8 port/2 gang	$	11.15	each		$	-
483	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6	$	10.79	each	80	$	863.20
484	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6A	$	14.30	each		$	-
	Group X: Data System Data Cabling J-Hook Support System						
485	J-Hook (small) mounted to existing structure directly	$	1.86	each		$	-
486	J-Hook (small) and independent support system	$	3.72	each	30	$	111.60
487	J-Hook (large) mounted to existing structure directly	$	2.48	each		$	-
488	J-Hook (large) and independent support system	$	4.34	each	30	$	130.20
	Group AA: Time and Materials and Unforeseen Conditions						
489	Labor- Certified Technician	$	75.00	hour		$	-
490	Labor- Installer Inside Wireman Journeyman	$	100.00	hour	8	$	800.00
491	Labor- Installer Inside Wireman Apprentice	$	60.00	hour	8	$	480.00
492	Labor- Communication System Journeyman	$	70.00	hour	190	$	13,300.00
493	Labor- Communication System Apprentice	$	60.00	hour	148	$	8,880.00
494	Labor- Drafting/Estimator	$	125.00	hour		$	-
495	Labor- Advanced Certified Networking Engineer (ECA, CCIE, MASE Level)	$	204.75	hour		$	-
496	Labor- Certified Networking Engineer (ECE, CCNP, ASE Level)	$	173.25	hour		$	-
497	Labor- Advanced Certified Systems Engineer (MCSE)	$	173.25	hour		$	-
	Group AB: Underground Conduit						
498	2” Underground PVC Schedule 40	$	7.83	plf		$	-
499	2” Underground PVC Schedule 40 90 degree sweeps	$	68.02	each		$	-
500	Penetrations to vault or slab.	$	184.67	each		$	-
	Group AC: Sawcutting at Trenches						
501	Sawcut and Trenching 24” Deep 12” Wide, Asphalt, incld. Repair to original Condition.	$	116.88	plf		$	-
502	Sawcut and Trenching 24” Deep 12” Wide, Concrete, incld. Repair to original Condition.	$	132.00	plf		$	-
503	Sawcut and Trenching 24” Deep 12” Wide, Tuff, incld. Repair to original Condition.	$	118.80	plf		$	-
	Group AD: Miscellaneous						
504	2” Sleeves	$	58.00	each		$	-
505	X-Ray of Concrete Masonary Wall and 2 1/2” Core Drill	$	687.50	each		$	-
506	4” EMT	$	35.34	plf		$	-

507	2.5" Core Drill	$	309.38	each		$	-
	Group AE: Phone System Cabling						
508	Siemons S-66 Block (split 50) with Holder Installed and Terminated	$	26.03	each		$	-
509	25 Pair PVC Jacket	$	4.39	plf		$	-
510	Additional cable in same pathway in line item above	$	2.81	plf		$	-
511	Material Upcharge for Plenum Rated in line item above	$	4.57	plf		$	-
512	Material Upcharge for Gel Filled Rated in line item above.	$	4.69	plf		$	-
513	50 Pair PVC Jacket	$	5.37	plf		$	-
514	Additional cable in same pathway in line item above	$	3.78	plf		$	-
515	Material Upcharge for Plenum Rated in line item above	$	5.74	plf		$	-
516	Material Upcharge for Gel Filled Rated	$	5.67	plf		$	-
517	4’ x 4’ Plywood Back board, fire treated, painted, installed.	$	239.20	each		$	-
	Group AF: Electrical Wiring and Outlets						
518	1” Conduit with 30AMP 3Wire for 30A208V Circuit, installed	$	23.22	plf		$	-
519	1” Conduit with 40AMP 3Wire for 30A208V Circuit, installed	$	24.92	plf		$	-
520	½” Conduit with 20Amp 3 Wire, 120V Circuit, installed	$	16.15	plf		$	-
521	Duplex 20 AMP Electrical Outlet, installed	$	30.65	each		$	-
522	Electrical Outlet 220V, exact prong to be determined in field	$	60.07	each		$	-
	Group AG: Unforeseen Conditions (See Group AA for Details)						
523	Mark-up for subs/labor (percent markup)		10.00%	%		$	-
524	Materials (percent markup)		15.00%	%	$ 9,118.50	$	10,486.28
	Group AA: Time and Materials and Unforeseen Conditions Detail						
526	5500 Flat Elbow 5511FO (Material & Labor)	$	57.97			$	-
527	5500 Flush Dual RJ Connector Faceplate 5507FRJ (Material & Labor)	$	12.73			$	-
528	Undergrond Pull Box with Traffic railed Conver	$	2,750.00			$	-
529	Rack Elevation Kits (Part Number CPI 10506-706)	$	45.34			$	-
530	4" 45 Degree Bend Radius EMT	$	145.34			$	-
531	4" 90 Degree Bend Radius EMT	$	130.09			$	-
532	Bogen Media Master 4000-MM-4000-4D	$	54,954.43			$	-
532.1	Bogen Media Master MM-5000D	$	108,227.77			$	-
533	Bogen Media Master Mpeg 2-MM1281	$	2,678.75			$	-
533.1	Bogen Media Master MM-1289HD-CT	$	8,762.05			$	-
534	Bogen Media Master Encoder-MM1280	$	10,129.75			$	-
534.1	Bogen Media Master Encoder-MM-1581HD	$	8,394.36			$	-
535	Bogen Media Master Master Addresable Control-MM-1210	$	2,251.06			$	-
536	Bogen Media Master 1274 High Definition Decoder-MM-1274	$	1,620.75			$	-
537	Catalyst 4500-X 32 Port 10GE IP, Base, Front to back cool	$	17,794.85			$	-
538	Catalyst 4500-X 750W AC front to back power cool	$	936.62			$	-

539	Catalyst 4500-X IPBASE to Enterprise Service upgrade	$	3,746.46		$ -
540	10GBase-LR SFP Module	$	1,921.03		$ -
541	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	49.68		$ -
542	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable	$	51.58		$ -
543	Twinax Cable, passive 38awg cable assembly, 2M	$	93.62		$ -
544	1000Base-T SFP	$	231.78		$ -
545	Catalyst 2960-X (48) POE ports/ 2 SFP+ / 370W	$	4,323.07		$ -
546	Catalyst 2960-X (48) POE ports/ 2 SFP / 370W	$	3,667.44		$ -
547	Catalyst 2960-X (24) POE ports/ 2 SFP+ / 370W	$	3,199.13		$ -
548	Catalyst 2960-X (24) POE ports/ 2 SFP / 370W	$	2,543.50		$ -
548.1	2960-CX Switch 8 GE, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8TC-L	$	1,264.80		$ -
548.2	2960-CX Switch, 8 GE PoE+, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8PC-L	$	1,381.87		$ -
549	Flex-Stack hot swapable module	$	559.63		$ -
550	Flex-Stack Cable 1M	$	93.66		$ -
551	Flex-Stack Cable 3M	$	127.93		$ -
552	10GBase-SR SFP Module	$	512.77		$ -
553	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	26.72		$ -
554	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 1ft length	$	4.91		$ -
555	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 3ft length	$	5.30		$ -
556	10Base-CU SFP+ 1.5M	$	190.72		$ -
557	Catalst 3560 Switch 8 GE POE 2 uplink	$	1,575.46		$ -
558	19in rack mount kit for 3560	$	34.74		$ -
559	1000BASE-SX SFP	$	213.22		$ -
560	Wireless AP 802.11 AC internal Ant - Installed	$	695.49		$ -
560.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Int Ant; B Reg Domain. MFG Part. # AIR-AP2802I-B-K9	$	789.15		$ -
561	Wireless AP 802.11 AC external Ant	$	1,113.77		$ -
561.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Ext Ant; B Reg Domain. MFG Part. # AIR-AP2802E-B-K9	$	1,207.44		$ -
562	Dipole Antenna 2.4ghz	$	18.26		$ -

						$	-
563	Crestron System 4K Classroom - Speakers, Controller, Switchers, Projector Mounts, AMP, Microphone, Cabling, Programming (Projector and Screen provided by District)	$	6,261.43		2	$	12,522.86
564	Chatsworth (CPI) 7FT Equipment Rack 55053-703	$	352.52			$	-
565	Wiremold Ceiling Entrance-5510D	$	55.71			$	-
566	Ortronics Trackjack Blank Module-OR-42100002X	$	0.25			$	-
567	Wiremold Cover Clip-5506	$	7.01			$	-
568	Wiremold Base Clip-5506B	$	4.66			$	-
569	Wiremold Blank 5507B	$	2.76			$	-
570	Material Upcharge for Gel Filled Rated Fiber cable	$	2.48			$	-
571	1" Seal tite Flexible Metal Conduit	$	72.29			$	-
572	Deep Strut	$	34.52			$	-
573	Shallow Unistrut	$	28.44			$	-
574	Ceiling Stringer With J-Hooks	$	27.78			$	-
575	Extron System WVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
576	Extron System PVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
577	Revolab Wireless Microphone - (1) HD Dual Channel, (2) HD Microphone Wearable	$	1,102.31			$	-
578	Bonding when required percent markup (Jobs Over $25,000)		1.50%	%		$	805.83

GRAND TOTAL	**$**	**54,527.68**

QUINTRON

QUINTRON® Integrated Systems Division



Burbank USD
Luther MS
BID # 1314-050

BOGEN OVERRIDE AND ADDITIONAL CABLING

Prepared by:
Quintron Systems
Carlo Minassian

This proposal contains proprietary and confidential information of Quintron Systems, Inc. and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this proposal, without the prior written consent of Quintron Systems, Inc.

QUINTRON

June 22, 2017

Roberto Jurado
Director of IT
Burbank Unified School District
510 South Shelton Street
Burbank, CA 91506

RE: Bogen Override and Additional Cabling

This letter is intended to summarize the basis on which we propose to furnish all labor and materials necessary to complete the project as it is stated in documents provided to Quintron.

SBE Certification # 48872 Exp. 4/30/2019
C7 License # 292173 Exp. 7/31/2019

CORPORATE OFFICE
2105 SOUTH BLOSSER ROAD
SANTA MARIA • CALIFORNIA • 93458-7311
OFFICE (805) 928-4343 • FAX (805) 928-5775

SO. CAL OFFICE
1524 HIGHLAND AVE.
DUARTE • CALIFORNIA • 91010-2831
OFFICE (626) 531-2885 • FAX (626) 531-2886

WWW.QUINTRON.COM C-7 LICENSE# 292173 SPIN#143007824 DIR#1000001304 SBE CERT# 00488872

QUINTRON

Scope of Work

Cabling

1. Provide and install (2) Outdoor AP's Outside Room 703 and outside MDF Bldg.
2. Provide and install (10) Full set of 10 Drops at PE Girls Gym Class Room plus conduit work needed to the IDF.
3. Provide and install (10) Full set of 10 Drops at PE Boys Gym Class Room plus conduit work needed to the IDF
4. Provide and install Additional cabling in room 704.
5. Provide and install (2) New Creston units.
6. Provide and install Override PA for all class rooms and labor.
7. Provide and instali (3) Legrand Boxes Boys and Girls Gym and Library.
8. Provide and install (4) Wall mount Speakers. Boys and Girls Gym.
9. Provide and install all necessary conduit work and wiremold to complete any items listed above. Please refer to the Matrix for footages and quantities.

Project Summary

Lump Sum (Tax included)..... **54,527.68**
(See matrix for details)

Approved by:

Quintron Systems Inc.

Signature: _____

Title: REGIONAL MANAGER

Approved by:

Burbank USD

Signature: _____

Title: DIRECTOR OF IT

QUINTRON

Date: 6/27/17

Date: 6/27/17

QUINTRON STANDARD ASSUMPTIONS

Unless specifically noted otherwise, this proposal ASSUMES:

1. All existing equipment to be incorporated into the new system(s) is operable and suitable for the intended purpose.

2. Wiring is to be installed as the design dictates, where required and as Quintron has designed.

3. No area in which Quintron is to install equipment is classified as hazardous or explosive.

4. This proposal excludes liquidated damages, including those which may be agreed upon by the Owner and General Contractor or other subcontractors on the project.

5. This proposal is based on the completion of the entire scope of work. A reduction in the amount of work to be completed will increase the price of the individual work function.

6. All work related to this proposal will be conducted during Quintron's normal business hours.

If we can be of any other assistance, please do not hesitate to call us.

Thank you,

Carlo Minassian
Project Manager
Quintron Systems Inc.
Integrated Systems Division
gluna@quintron.com
(626) 531-2879 office
(626) 531-2886 fax
(626) 802-0496 Cell

Quintron...When Failure Is Not An Option.

BUSD BID 1314-050

INDIVIDUAL PROJECT QUOTE

ERATE 2014 TECHNOLOGY INFRASTRUCTURE, NETWORK, WIRELESS AND CABLING UNIT PRICE BID

QUANTITY AND COST TAKE-OFF

QUINTRON SYSTEMS, INC.

Project Name: BUSD BID 1314-050 6/25/2017

Site Name: Luther Burbank Middle School

Address: 3700 Jeffries Ave, Burbank, CA 91505

District Contact: Roberto Jurado

NOTE: Change Order

Item No.	Description		Bid Price		Project Qty.		Ext. Price
	Group A: Core Switches						
100	Core Switch Complete (See Group A Requirements)	$	12,650.18	each		$	-
101	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 1 meter	$	44.53	each		$	-
102	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 3 meters	$	51.65	each		$	-
103	10 Gb, pluggable copper cable assembly with integrated SFP+ transceivers, 10 meters	$	233.18	each		$	-
104	10 Gb, Copper Direct Attach Fan out Cable with 4 integrated SFP+ and 1 QSFP+ transceivers, 3m	$	196.73	each		$	-
	Group B: Distribution Switches						
105	Distribution Switch Complete (See Group B Requirements)	$	12,335.67	each		$	-
106	10 Gb, 10GBASE-LR, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP+	$	675.08	each		$	-
107	1 Gb, 1000BASE-LX, IEEE 802.3 SM, 1310 nm Long Wave Length, 10 km, LC SFP	$	270.53	each		$	-
108	1 Gb, 1000BASE-LX/LH, IEEE 802.3 SM, 1550 nm Long Wave Length, 80 km, LC SFP	$	1,351.38	each		$	-
109	1 Gb, 1000BASE-T, IEEE 802.3 Cat5, Copper Twisted Pair, 100 m, RJ 45 SFP	$	79.93	each		$	-
	Group C: Access Switches						
110	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G.	$	1,372.24	each		$	-
111	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP ports. See Group C, Option 24-1G-POE.	$	1,640.02	each		$	-
112	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G.	$	1,946.07	each		$	-
113	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP ports. See Group C, Option 48-1G-POE.	$	2,366.87	each		$	-
114	Access Switch. (24) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G.	$	1,619.63	each		$	-
115	Access Switch. (24) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 24-10G-POE.	$	1,887.96	each		$	-
116	Access Switch. (48) 10/100/100 RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G.	$	2,192.62	each		$	-
117	Access Switch. (48) 10/100/100 PoE RJ45 Ports, (2) or more SFP+ ports. See Group C, Option 48-10G-POE.	$	2,614.45	each		$	-
118	Short stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$	80.86	each		$	-
119	Medium stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$	36.89	each		$	-

120	Long stacking cable for connecting adjacent access switches w/ stacking module if applicable. See Group C.	$	51.65	each		$	-
121	10 Gb, 10GBASE-SR, IEEE 802.3 MM, 850 nm , 33/82/300/550 m, LC SFP+	$	336.93	each		$	-
122	1 Gb, 1000BASE-SX, IEEE 802.3 MM, 850 nm Short Wave Length, 220/550 m, LC SFP	$	129.11	each		$	-
123	1 Gb, 1000BASE-LX, MM, 1310 nm Long Wave Length, 2 km, LC SFP	$	270.53	each		$	-
	Group D: Compact Switches						
124	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports and power brick	$	1,101.92	each		$	-
125	12-port 10/100/1000 policy-enabled switch with 2 SFP combo ports, PoE, and PoE power brick	$	1,101.92	each		$	-
126	Rack Mount Kit for D2	$	96.67	each		$	-
	Group E: Wireless Access Points						
127	Enterprise Wireless Access Point w/ Dual Radio 802.11ac Complete (See Group E Requirements)	$	757.59	each		$	-
128	Oberon Outdoor/NEMA Access Point Enclosure. IP66 Specification.	$	178.46	each	4	$	713.84
	Group F: Wireless Controllers						
129	Wireless Controller Solution Complete (See Group F Requirements)	$	115,954.46	each		$	-
	Group G: Network Management System						
130	Network Management System Complete (See Group G Requirements)	$	109,069.89	each		$	-
	Group H: Network Access Control System						
131	NAC Solution Complete (See Group H Requirements)	$	169,111.70	each		$	-
	Group I: Training						
132	Training Vouchers (See Group I Requirements)	$	6,020.00	each		$	-

	Group J: UPS and PDU - Eaton 9P, 5P and ePDU Series						
133	10kW, Rackmount 208V UPS - See Group J, Option 208V1	$	6,207.35	each		$	-
134	Extended Battery Module for 10kW, 208V UPS Above	$	1,184.98	each		$	-
135	5.4kW, Rackmount 208V UPS - See Group J, Option 208V2	$	4,084.71	each		$	-
136	Extended Battery Module for 5.4kW, 208V UPS Above	$	1,181.05	each		$	-
137	2700W, Rackmount 120V UPS - See Group J, Option 120V1	$	1,386.30	each		$	-
138	Extended Battery Module for 2700W, 120V UPS Above	$	871.83	each		$	-
139	1920W, Rackmount 120V UPS - See Group J , Option 120V2	$	1,398.91	each		$	-
140	Extended Battery Module for 1920W, 120V UPS Above	$	639.51	each		$	-
141	1440W, Rackmount 120V UPS - See Group J, Option 120V3	$	914.55	each		$	-
142	Extended Battery Modfule for 1440W, 120V UPS Above	$	639.51	each		$	-
143	1000W, Rackmount 120V UPS - See Group J, Option 120V4	$	734.61	each		$	-
144	Extended Battery Modfule for 1000W, 120V UPS Above	$	639.51	each		$	-
145	2700W, Rackmount 120V UPS - See Group J, Option 120V5	$	1,386.30	each		$	-
146	1920W, Rackmount 120V UPS - See Group J , Option 120V6	$	1,183.47	each		$	-
147	1440W, Rackmount 120V UPS - See Group J, Option 120V7	$	833.61	each		$	-
148	2-Post Rail Kit for 120V UPS Systems	$	138.20	each		$	-
149	Eaton Environmental Monitoring Probe	$	242.66	each		$	-
150	Eaton G3 Vertical Monitored ePDU. L6-30R Input. (36) C13 Grip, (6) C19 Grip Output. 208V.	$	812.39	each		$	-
151	Eaton G3 Vertical Monitored ePDU. L5-30R Input. (30) 5-20R Output. 110V.	$	694.96	each		$	-
152	ePDU Environmental Monitoring Probe	$	153.80	each		$	-
153	Eaton Horizontal Monitored ePDU. 1U. 5-15R Input. (6) 5-15R Output. 110V.	$	409.75	each		$	-
154	Eaton Horizontal Monitored ePDU. 1U. 5-20R Input. (12) 5-20R Output. 110V.	$	445.73	each		$	-
155	Eaton Horizontal Monitored ePDU. 1U. L6-30R Input. (6) C13 Grip, (4) C19 Grip Output. 208V.	$	560.78	each		$	-
156	Eaton Horizontal Monitored ePDU. 1U. L6-20R Input. (12) C13 Grip Output. 208V.	$	473.92	each		$	-
157	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (12) 5-15R	$	181.88	each		$	-
158	TrippLite 12-Outlet, 15-ft cord, 3840 joules, Rackmount Surge Suppressor, (10) 5-20R, (2) 5-15R	$	224.62	each		$	-
159	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 10' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	143.29	each		$	-
160	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
161	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
162	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
163	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
164	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	740.65	each		$	-
165	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
166	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.47	each		$	-
167	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-
168	Middle Atlantic High-Density Slim Power Strip. 15 Amp. 20' cord w/NEMA5-15P plug. MOV surge + EMI filter. 8 Outlets.	$	148.21	each		$	-
169	Chatsworth eConnect Monitored Vertical PDU. IEC C20 Input. (24) 5-20R Output. 110V.	$	767.19	each		$	-
170	Chatsworth eConnect Monitored Vertical PDU. L5-20P Input. (24) 5-20R Output. 110V.	$	740.65	each		$	-
171	Chatsworth eConnect Monitored Vertical PDU. L5-30P Input. (36) 5-20R Output. 110V.	$	833.55	each		$	-
172	Chatsworth eConnect Monitored Vertical PDU. L6-20P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
173	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (24) C13, (6) C19. 208V.	$	780.46	each		$	-
174	Chatsworth eConnect Monitored Vertical PDU. L6-30P Input. (30) C13, (6) C19. 208V.	$	833.00	each		$	-
175	Eaton Intelligent Power Manager. Gold edition: support for unlimited IP addresses.	$	2,199.81	each		$	-

	Group Z: NEC SV8300 Phone System and Handsets							
176	SV8300 SIP Basic Plus Package	$	4,900.39	each		$	-	
177	CHS2U-US / System Chassis	$	735.08	each		$	-	
178	PZ-BS11 / BUS Blade	$	199.43	each		$	-	
179	PZ-VM21 / Internal Modem	$	185.69	each		$	-	
180	CD-16DLCA / 16 Port Digital Blade	$	396.65	each		$	-	
181	CD-8COTBH / 8 Port CO Blade	$	603.24	each		$	-	
182	CD-8LCAH / 8 Port Analog Blade	$	396.65	each		$	-	
183	CHS2U Joint Bracket Kit	$	74.72	each		$	-	
184	CHS1U RACK Mount Kit / Rack Mount Set	$	91.20	each		$	-	
185	CHS2U RACK Mount Kit / Rack Mount Set	$	51.10	each		$	-	
186	RS Console CA-A	$	84.06	each		$	-	
187	Installation Cable	$	80.21	each		$	-	
188	CHS1U INT Battery Kit	$	266.99	each		$	-	
189	CHS2U INT Battery Kit	$	179.10	each		$	-	
190	LS-SYS-PORT Capacity-LIC	$	48.35	each		$	-	
191	LS-SYS-IPPAD16-LIC	$	199.43	each		$	-	
192	LS-TRK-P2PCCIS-LIC	$	102.19	each		$	-	
193	LS-NW-CCIS-LIC	$	157.12	each		$	-	
194	LS-SYS-R7-LIC	$	871.29	each		$	-	
195	DTL-24D-1 (BK)	$	270.85	each		$	-	
196	DTL-12D-1 (BK)	$	251.07	each		$	-	
197	DTL-12PA-1 (BK)	$	311.51	each		$	-	
198	DTL-2E-1 (BK)	$	191.74	each		$	-	
199	DESI Labels	$	131.31	each		$	-	
	Group K: EMT Conduit and Accessories, Installed (Round quantity up to nearest 10' increment)							
200	1"	$	3.03	plf	200	$	606.00	
201	1" additional bends/sweeps	$	14.87	each	2	$	29.74	
202	1" l.b. fitting	$	31.46	each	4	$	125.84	
203	1 1/2"	$	6.03	plf		$	-	
204	1 1/2" additional bends/sweeps	$	15.85	each		$	-	
205	1 1/2" l.b. fitting	$	49.70	each		$	-	
206	2"	$	6.74	plf		$	-	
207	2" additional bends/sweeps	$	26.39	each		$	-	
208	2" l.b. fitting	$	76.99	each		$	-	
209	2 1/2"	$	11.14	plf		$	-	
210	2 1/2" additional bends/sweeps	$	37.28	each		$	-	
211	2 1/2" l.b. fitting	$	91.81	each		$	-	

	Group L: Rigid Conduits and Accessories, Installed (Round quantity up to nearest 10' increment)						
212	1"	$	6.44	plf		$	-
213	1" additional bends/sweeps	$	33.22	each		$	-
214	1" l.b. fitting installed	$	40.82	each		$	-
215	1" Meyers hub installed	$	43.96	each		$	-
216	1" Compression fitting installed	$	27.71	each		$	-
217	1 1/2"	$	9.39	plf		$	-
218	1 1/2"" additional bends/sweeps	$	38.43	each		$	-
219	1 1/2"" l.b. fitting installed	$	76.54	each		$	-
220	1 1/2"" Meyers hub installed	$	67.17	each		$	-
221	1 1/2"" Compression fitting installed	$	39.64	each		$	-
222	2"	$	10.04	plf		$	-
223	2" additional bends/sweeps	$	48.10	each		$	-
224	2" l.b. fitting installed	$	89.64	each		$	-
225	2" Meyers hub installed	$	60.65	each		$	-
226	2" Compression fitting installed	$	51.19	each		$	-
227	2 1/2"	$	14.98	plf		$	-
228	2 1/2" additional bends/sweeps	$	65.33	each		$	-
229	2 1/2" l.b. fitting installed	$	146.06	each		$	-
230	2 1/2" Meyers hub installed	$	80.28	each		$	-
231	2 1/2" Compression fitting installed	$	138.99	each		$	-
	Group M: Above Ground Steel Pullboxes Rated NEMA 3R, Installed						
232	8x8x6	$	105.64	each		$	-
233	12x12x6	$	180.46	each		$	-
234	18x18x8	$	343.75	each		$	-
235	24x24x8	$	463.20	each		$	-
236	30x30x10	$	493.83	each		$	-
237	36x36x12	$	756.20	each		$	-
	Group N: Non-Metallic Raceway (Wiremold)						
238	Series 2900 Uniduct	$	8.70	plf		$	-
239	Single Device Box NM2048	$	32.90	each		$	-
240	Double Device Box NM2048-2	$	37.30	each		$	-
241	Flat Elbow 2911	$	10.46	each		$	-
242	Internal Elbow 2917	$	10.46	each		$	-
243	Tee Fitting 2915	$	10.46	each		$	-
244	Drop Ceiling Connector 2986	$	10.68	each		$	-
245	External Elbow 2918	$	10.46	each		$	-
246	Cover Clip 2906	$	10.44	each		$	-
247	Blank End Fitting 2910	$	10.46	each		$	-
248	Series 5500 Tri Channel	$	28.22	plf		$	-
249	End Cap 5510	$	23.35	each		$	-
250	Tee 5515	$	63.39	each		$	-

251	External Elbow 5518	$	50.06	each		$	-
252	Transition Tap 5574	$	53.02	each		$	-
253	Internal Elbow 5517	$	48.27	each		$	-
254	Device Bracket	$	57.20	each		$	-
255	Three Device Bracket 5550	$	44.89	each		$	-
	Group O: Terminal Cabinets, Installed						
256	Interior Surface Mount 18x18x6	$	434.34	each		$	-
257	Interior Surface Mount 18x24x6	$	718.97	each		$	-
258	Interior Surface Mount 24x24x6	$	627.75	each		$	-
259	Exterior Surface Mount 18x18x6	$	565.22	each		$	-
260	Exterior Surface Mount 18x24x6	$	698.27	each		$	-
261	Exterior Surface Mount 24x24x6	$	802.24	each		$	-
	Group P1: Install Assembly; Seismic Expansion Joint (whip) Connection						
262	1"	$	45.39	each		$	-
263	1 1/2"	$	80.11	each		$	-
264	2"	$	125.58	each		$	-
265	2 1/2"	$	259.69	each		$	-
	Group P2: Installed Assembly; Roof Penetratons						
266	1"	$	132.50	each		$	-
267	1 1/2"	$	134.98	each		$	-
268	2"	$	142.10	each		$	-
269	2 1/2"	$	150.11	each		$	-
	Group P3: Installed Assembly, Device/Outlet, with Box by Others						
270	S Video L, Surface Single Gang	$	-	each		$	-
271	S Video L, Wiremold 2900	$	-	each		$	-
272	S Video L, Wiremold 5500	$	-	each		$	-
273	S Video L2, Surface Single Gang	$	-	each		$	-
274	S Video L2, Wiremold 2900	$	-	each		$	-
275	S Video L2, Wiremold 5500	$	-	each		$	-
276	Single TV, Surface Single Gang	$	-	each		$	-
277	Single TV, Wiremold 2900	$	-	each		$	-
278	Single TV, Wiremold 5500	$	-	each		$	-
	Group P4: Installed Assembly, Device/Outlet, Includes Box						
279	Duplex Outlet Box Surface Mount Assembly	$	33.00	each		$	-
280	4-Plex Outlet Box Surfacwe Mount Assembly	$	37.40	each		$	-
281	Single Gang, Wiremold 2900	$	10.12	each		$	-
282	Single Gang, Wiremold 5500	$	25.30	each		$	-
283	Dual Gang Wiremold 2900	$	13.20	each		$	-
284	Dual Gang Wiremold 5500	$	25.30	each		$	-

285	S Video L, Surface Single Gang	$	-	each		$	-
286	S Video L, Wiremold 2900	$	-	each		$	-
287	S Video L, Wiremold 5500	$	-	each		$	-
288	S Video L2, Surface Single Gang	$	-	each		$	-
289	S Video L2, Surface Single Gang	$	-	each		$	-
290	S Video L2, Wiremold 2900	$	-	each		$	-
291	S Video L2, Wiremold 5500	$	-	each		$	-
292	Single TV, Wiremold 2900	$	-	each		$	-
293	Single TV, Wiremold 5500	$	-	each		$	-
	Group Q: Data System Innerduct, Installed (Round quantity up to nearest 10' increment)						
294	1" diameter	$	3.75	plf		$	-
295	1 1/4" diameter	$	3.91	plf		$	-
296	1 1/2" diamter	$	4.31	plf		$	-
297	2" diameter	$	4.99	plf		$	-
	Group R: Data Sytem Fiber Optic Backbone Cabling, Installed (Round quantity up to nearest 10' increment)						
298	6 strand tight buffered OFNR OM3 multimode	$	5.12	plf		$	-
299	Each additional cable (above) in common path	$	3.53	plf		$	-
300	6 strand loose tube OFNR OM3 multimode	$	5.43	plf		$	-
301	Each additional cable (above) in common path	$	3.84	plf		$	-
302	6 strand tight buffered OFNP OM3 multimode	$	5.04	plf		$	-
303	Each additional cable (above) in common path	$	3.45	plf		$	-
304	6 strand loose tube OFNP OM3 multimode	$	5.57	plf		$	-
305	Each additional cable (above) in common path	$	3.98	plf		$	-
306	12 strand tight buffered OFNR OM3 multimode	$	6.78	plf		$	-
307	Each additional cable (above) in common path	$	5.19	plf		$	-
308	12 strand loose tube OFNR OM3 multimode	$	7.09	plf		$	-
309	Each additional cable (above) in common path	$	5.51	plf		$	-
310	12 strand tight buffered OFNP OM3 multimode	$	6.79	plf		$	-
311	Each additional cable (above) in common path	$	5.20	plf		$	-
312	12 strand loose tube OFNP OM3 multimode	$	6.67	plf		$	-
313	Each additional cable (above) in common path	$	5.09	plf		$	-
314	6 strand tight buffered OFNR OM4 multimode	$	5.72	plf		$	-
315	Each additional cable (above) in common path	$	4.13	plf		$	-
316	6 strand loose tube OFNR OM4 multimode	$	5.58	plf		$	-
317	Each additional cable (above) in common path	$	3.99	plf		$	-
318	6 strand tight buffered OFNP OM4 multimode	$	5.54	plf		$	-
319	Each additional cable (above) in common path	$	3.95	plf		$	-
320	6 strand loose tube OFNP OM4 multimode	$	6.29	plf		$	-
321	Each additional cable (above) in common path	$	4.70	plf		$	-

322	12 strand tight buffered OFNR OM4 multimode	$	7.84	plf		$	-
323	Each additional cable (above) in common path	$	6.25	plf		$	-
324	12 strand loose tube OFNR OM4 multimode	$	7.17	plf		$	-
325	Each additional cable (above) in common path	$	5.59	plf		$	-
326	12 strand tight buffered OFNP OM4 multimode	$	8.07	plf		$	-
327	Each additional cable (above) in common path	$	6.48	plf		$	-
328	12 strand loose tube OFNP OM4 multimode	$	8.25	plf		$	-
329	Each additional cable (above) in common path	$	6.67	plf		$	-
330	6 strand tight buffered OFNR singlemode	$	4.93	plf		$	-
331	Each additional cable (above) in common path	$	3.34	plf		$	-
332	6 strand loose tube OFNR singlemode	$	5.65	plf		$	-
333	Each additional cable (above) in common path	$	4.07	plf		$	-
334	6 strand tight buffered OFNP singlemode	$	4.44	plf		$	-
335	Each additional cable (above) in common path	$	2.85	plf		$	-
336	6 strand loose tube OFNP singlemode	$	5.67	plf		$	-
337	Each additional cable (above) in common path	$	4.09	plf		$	-
338	12 strand tight buffered OFNR singlemode	$	6.51	plf		$	-
339	Each additional cable (above) in common path	$	4.93	plf		$	-
340	12 strand loose tube OFNR singlemode	$	7.24	plf		$	-
341	Each additional cable (above) in common path	$	5.65	plf		$	-
342	12 strand tight buffered OFNP singlemode	$	6.15	plf		$	-
343	Each additional cable (above) in common path	$	4.57	plf		$	-
344	12 strand loose tube OFNP singlemode	$	7.11	plf		$	-
345	Each additional cable (above) in common path	$	5.52	plf		$	-
346	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNR jacket (12 strands total)	$	6.30	plf		$	-
347	Each additional cable (above) in common path	$	4.71	plf		$	-
348	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNR jacket (12 strands total)	$	7.02	plf		$	-
349	Each additional cable (above) in common path	$	5.43	plf		$	-
350	6 strand OM3 multimode and 6 strand singlemode within tight buffered OFNP jacket (12 strands total)	$	10.85	plf		$	-
351	Each additional cable (above) in common path	$	9.26	plf		$	-
352	6 strand OM3 multimode and 6 strand singlemode within loose tube OFNP jacket (12 strands total)	$	8.57	plf		$	-
	Group S: Data Sytem Copper Station, Installed (Round quantity up to nearest 10' increment)						
353	1-cable: base cost common pathway/pull (up to 10) CAT6	$	2.77	plf	500	$	1,385.00
354	Each additional cable in common pathway pull	$	0.54	plf	3000	$	1,620.00
355	11-cables: base cost common pathway/pull (up to 30) CAT 6	$	0.73	plf		$	-
356	Each additional cable in common pathway pull	$	0.62	plf		$	-
357	31-cables: base cost common pathway/pull (up to 50) CAT 6	$	0.65	plf		$	-
358	Each additional cable in common pathway pull	$	0.62	plf		$	-
359	Material Upgrade charge to use underground rated cabe	$	0.46	plf		$	-
359.5	Material Upgrade charge to use plenum rated cable	$	0.16	plf	3500	$	560.00

360	1-cable: base cost common pathway/pull (up to 10) CAT6A	$	3.21	plf		$	-
361	Each additional cable in common pathway pull	$	0.82	plf		$	-
362	11-cables: base cost common pathway/pull (up to 30) CAT 6A	$	1.03	plf		$	-
363	Each additional cable in common pathway pull	$	0.90	plf		$	-
364	31-cables: base cost common pathway/pull (up to 50) CAT 6A	$	0.93	plf		$	-
365	Each additional cable in common pathway pull	$	0.90	plf		$	-
366	Material Upgrade charge to use underground rated cabe	$	0.56	plf		$	-
366.5	Material Upgrade charge to use plenum rated cable	$	0.25	plf		$	-
	Group T: Data Sytem System Cords, Installed						
367	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	8.05	each		$	-
368	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	8.05	each		$	-
369	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	8.35	each		$	-
370	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	9.37	each		$	-
371	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	10.38	each		$	-
372	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	12.63	each		$	-
373	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	19.35	each		$	-
374	Cat 6 Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	24.43	each		$	-
375	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 0.5 Ft. Length	$	13.20	each		$	-
376	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 1 Ft. Length	$	13.20	each		$	-
377	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 3 Ft. Length	$	13.20	each		$	-
378	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 5 Ft. Length	$	14.12	each		$	-
379	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 7 Ft. Length	$	15.05	each		$	-
380	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 10 Ft. Length	$	17.11	each		$	-
381	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 15 Ft. Length	$	23.60	each		$	-
382	Cat 6A Snagless Unshielded (UTP) Network Patch Cable - Gray. 25 Ft. Length	$	30.25	each		$	-
383	1m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.83	each		$	-
384	1m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	59.45	each		$	-
385	2m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.42	each		$	-
386	2m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	63.03	each		$	-
387	3m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	70.99	each		$	-
388	3m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	67.30	each		$	-
389	5m LC-SC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	82.94	each		$	-
390	5m LC-LC 40/100Gb 50/125 OM4 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	78.68	each		$	-
391	1m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	45.24	each		$	-
392	1m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	48.54	each		$	-
393	2m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	47.93	each		$	-
394	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.25	each		$	-
395	3m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	50.63	each		$	-
396	3m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	51.72	each		$	-

397	5m LC-SC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	60.93	each		$	-
398	5m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	64.23	each		$	-
399	1m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.10	each		$	-
400	1m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.64	each		$	-
401	2m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	59.40	each		$	-
402	2m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	60.93	each		$	-
403	3m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	58.35	each		$	-
404	3m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	62.20	each		$	-
405	5m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	68.17	each		$	-
406	5m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	69.68	each		$	-
407	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	72.03	each		$	-
408	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	73.54	each		$	-
409	10m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.00	each		$	-
410	10m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	76.77	each		$	-
	Group U: Data System Patch Panels, Installed						
411	12 port Cat 6, 1U	$	192.18	each		$	-
412	24 port Cat 6, 1U	$	273.35	each	2	$	546.70
413	48 port Cat 6, 2U	$	535.25	each		$	-
414	48 port Cat 6, 1U, High Density	$	429.80	each	1	$	429.80
415	12 port Cat 6A, 1U	$	427.94	each		$	-
416	24 port Cat 6A, 1U	$	427.94	each		$	-
417	48 port Cat 6A, 2U	$	833.91	each		$	-
418	48 port Cat 6A, 1U, High Density	$	728.54	each		$	-
419	0-12 port Fiber Optic, Loaded to 6	$	501.42	each		$	-
420	0-72 port Fiber Optic, Loaded to 12	$	696.04	each		$	-
421	72-144 port Fiber Optic, Loaded to 72	$	888.06	each		$	-
422	Each additional load of 6 in 3 items directly above	$	111.90	each		$	-
	Group V: Data System Equipment Racks/Cabinet, Installed						
423	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. Plexi Front Door. Mfg# DWR-18-26PD	$	836.19	each		$	-
424	Middle Atlantic Wall Mounted Cabinet, 18 U, 26” Deep. No Door. Mfg# DWR-18-26	$	708.07	each		$	-
425	Middle Atlantic DWR Fan Kit for 26" Deep DWR. Mfg# DWR-FK26	$	131.05	each		$	-
426	Middle Atlantic DWR Solid Front Door. Mfg# FD-18	$	136.38	each		$	-
427	Middle Atlantic DWR Plexi Front Door. Mfg# PFD-18	$	225.71	each		$	-
428	Middle Atlantic DWR 25% Open Area Front Door. Mfg# VFD-18	$	203.77	each		$	-
429	Middle Atlantic DWR 64% Open Area Front Door. Mfg# LVFD-18	$	237.82	each		$	-
430	Middle Atlantic Horizontal Cable Manager. 1U, 2" Deep. Mfg# PHCM-1-2	$	34.81	each		$	-
431	Middle Atlantic Horizontal Cable Manager. 1U, 4" Deep. Mfg# PHCM-1-4	$	36.64	each		$	-
432	Middle Atlantic Horizontal Cable Manager. 2U, 3" Deep. Mfg# PHCM-2-3	$	39.93	each		$	-

433	UCoustic 7250 Acoustic Wall Mount Cabinet 12U. Mfg# UC4-12AWB-AA	$	1,975.48	each		$	-
434	UCoustic 7250 Acoustic Wall Mount Cabinet 18U. Mfg# UC4-18AWB-AA	$	2,285.48	each		$	-
435	UCoustic 7250 Acoustic Wall Mount Cabinet 21U. Mfg# UC4-21AWB-AA	$	2,318.96	each		$	-
436	Ucoustic Air Outlet Acoustic Chamber (Top). Mfg# UC4-TAC-AA	$	221.00	each		$	-
437	Ucoustic Air Inlet Acoustic Chamber (Bottom). Mfg# UC4-BAC-AA	$	221.00	each		$	-
438	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 20"-34". Mfg# FC2N-111E-C52-B	$	2,904.98	each		$	-
439	Chatsworth F Series TeraFrame Gen 3, 42 U, Vertical Exhaust 34"-60". Mfg# FC2N-111E-C62-B	$	3,068.74	each		$	-
440	Chatsworth F Series TeraFrame Gen 3, 42 U, Front to Back Air Flow. Mfg# FC2N-113E-C42-B	$	2,582.22	each		$	-
441	Chatsworth Floor Anchor Kit. (4) 1/2” Concrete Anchors, Hardware Kit. Mfg# 40604-003	$	16.21	each		$	-
442	Chatsworth Bottom Panel for 27.6" Wide Cabinet. Mfg# 39132-C01	$	224.48	each		$	-
443	Chatsworth Air Dam for 42U, 27.6" Wide Cabinet. Mfg# 39085-C11	$	295.88	each		$	-
444	Chatsworth Vertical Exhaust Duct, 14-20" for 27.6" Wide Cabinet. Mfg# 39177-703	$	546.45	each		$	-
445	Chatsworth Vertical Exhaust Duct, 20-34" for 27.6" Wide Cabinet. Mfg# 39177-704	$	567.85	each		$	-
446	Chatsworth Vertical Exhaust Duct, 34-60" for 27.6" Wide Cabinet. Mfg# 39177-705	$	783.54	each		$	-
447	Chatsworth Finger Cable Manager for 42U Cabinet with 27.6" Width. Black. Mfg# 39112-C11	$	268.68	each		$	-
448	Chatsworth Front-to-Rear Cable Manager for 27'6" Wide Cabinet. Mfg# 39077-C00	$	113.86	each		$	-
449	Chatsworth Cable Lashing Bracket for 6-Slide Cabinet. Mfg# 39124-C00	$	64.16	each		$	-
450	Chatsworth Ring Cable Manager for 42U, 27.6" Wide Cabinet. Black. Mfg# 39088-C00	$	131.42	each		$	-
451	Chatsworth Full Height Dual PDU Bracket for 42U Cabinet. Mfg# 39086-C00	$	64.61	each		$	-
452	Chatsworth 1U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30139-719	$	60.83	each		$	-
453	Chatsworth 2U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30130-719	$	61.91	each		$	-
454	Chatsworth 3U Single-Sided Horizontal Cable Manager for 19" Wide Racks. Mfg# 30131-719	$	84.07	each		$	-
455	Floor Mount 42U Open Frame Rack	$	949.60	each		$	-
456	Chatsworth Cable Runway. Universal, 12”W x 9’-11.5”L. Mfg# 10250-712	$	191.49	each		$	-
457	Chatsworth Cable Runway. E-Bend, 12”W. Mfg# 10822-712	$	145.11	each		$	-
458	Chatsworth Cable Runway. Outside Radius Bend, 12”W. Mfg# 10723-712	$	108.23	each		$	-
459	Chatsworth Cable Runway. Corner Bracket, 15” x 15”. Mfg# 11959-715	$	91.24	each		$	-
460	Chatsworth Cable Runway. Wall Angle Support Kit, 12”W. Mfg# 11421-712	$	36.26	each		$	-
461	Chatsworth Cable Runway. Triangular Support Bracket, 12”W. Mfg# 11746-712	$	52.15	each		$	-
462	Chatsworth Cable Runway. Center Support Kit, 12”W. Mfg# 12362-712	$	53.11	each		$	-
463	Chatsworth Cable Runway. Threaded Rod, 5/8-11 x 6’L. Mfg# 11440-002	$	40.57	each		$	-
464	Chatsworth Cable Runway. I-Beam Clamp, 5/8 -11. Mfg# 10557-003	$	39.67	each		$	-
465	Chatsworth Cable Runway. Threaded Ceiling Kit (2 shown). Mfg# 11310-003	$	39.53	each		$	-
466	Chatsworth Cable Runway. Cabinet Elevation Kit, 4”-6”. Mfg# 10506-716	$	88.65	each		$	-
467	Chatsworth Cable Runway. Foot Kit. Mfg# 11309-001	$	62.12	each		$	-
468	Chatsworth Cable Runway. Rack Mounting Plate, 12”W. Mfg# 10595-712	$	44.63	each		$	-
469	Chatsworth Cable Runway. Rack Elevation Kit, 4”-6”. Mfg# 10506-706	$	48.89	each		$	-
470	Chatsworth Cable Runway. Cross Member Radius Drop, 12”W. Mfg# 12100-712	$	43.33	each		$	-
471	Chatsworth Cable Runway. End Caps, 1 Pair. Mfg# 10642-001	$	20.73	each		$	-
472	Chatsworth Cable Runway. Dividers, 25 Pack. Mfg# 13392-712	$	117.83	each		$	-
473	Chatsworth Cable Runway. Butt Splice Kit. Mfg# 11301-001	$	22.67	each		$	-
474	Chatsworth Cable Runway. Junction Splice Kit. Mfg# 11302-001	$	23.06	each		$	-
475	Chatsworth Cable Runway. D-Ring Kit, 10 Pack. Mfg# 13396-208	$	45.60	each		$	-

	Group W: Data System Data Outlet Components Installed						
476	Wall/Face Plate: 1 port/1 gang	$	8.72	each		$	-
477	Wall/Face Plate: 2 port/1 gang	$	8.72	each	9	$	78.48
478	Wall/Face Plate: 3 port/1 gang	$	8.72	each		$	-
479	Wall/Face Plate: 4 port/1 gang	$	8.72	each	4	$	34.88
480	Wall/Face Plate: 6 port/1 gang	$	8.72	each	2	$	17.44
481	Wall/Face Plate: 4 port/2 gang	$	11.15	each		$	-
482	Wall/Face Plate: 8 port/2 gang	$	11.15	each		$	-
483	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6	$	10.79	each	80	$	863.20
484	Snap In (8 position/8 conductor) RJ45 outlet/jack Cat 6A	$	14.30	each		$	-
	Group X: Data System Data Cabling J-Hook Support System						
485	J-Hook (small) mounted to existing structure directly	$	1.86	each		$	-
486	J-Hook (small) and independent support system	$	3.72	each	30	$	111.60
487	J-Hook (large) mounted to existing structure directly	$	2.48	each		$	-
488	J-Hook (large) and independent support system	$	4.34	each	30	$	130.20
	Group AA: Time and Materials and Unforeseen Conditions						
489	Labor- Certified Technician	$	75.00	hour		$	-
490	Labor- Installer Inside Wireman Journeyman	$	100.00	hour	8	$	800.00
491	Labor- Installer Inside Wireman Apprentice	$	60.00	hour	8	$	480.00
492	Labor- Communication System Journeyman	$	70.00	hour	190	$	13,300.00
493	Labor- Communication System Apprentice	$	60.00	hour	148	$	8,880.00
494	Labor- Drafting/Estimator	$	125.00	hour		$	-
495	Labor- Advanced Certified Networking Engineer (ECA, CCIE, MASE Level)	$	204.75	hour		$	-
496	Labor- Certified Networking Engineer (ECE, CCNP, ASE Level)	$	173.25	hour		$	-
497	Labor- Advanced Certified Systems Engineer (MCSE)	$	173.25	hour		$	-
	Group AB: Underground Conduit						
498	2” Underground PVC Schedule 40	$	7.83	plf		$	-
499	2” Underground PVC Schedule 40 90 degree sweeps	$	68.02	each		$	-
500	Penetrations to vault or slab.	$	184.67	each		$	-
	Group AC: Sawcutting at Trenches						
501	Sawcut and Trenching 24” Deep 12” Wide, Asphalt, incld. Repair to original Condition.	$	116.88	plf		$	-
502	Sawcut and Trenching 24” Deep 12” Wide, Concrete, incld. Repair to original Condition.	$	132.00	plf		$	-
503	Sawcut and Trenching 24” Deep 12” Wide, Tuff, incld. Repair to original Condition.	$	118.80	plf		$	-
	Group AD: Miscellaneous						
504	2” Sleeves	$	58.00	each		$	-
505	X-Ray of Concrete Masonary Wall and 2 1/2” Core Drill	$	687.50	each		$	-
506	4” EMT	$	35.34	plf		$	-

507	2.5" Core Drill	$	309.38	each		$	-
	Group AE: Phone System Cabling						
508	Siemons S-66 Block (split 50) with Holder Installed and Terminated	$	26.03	each		$	-
509	25 Pair PVC Jacket	$	4.39	plf		$	-
510	Additional cable in same pathway in line item above	$	2.81	plf		$	-
511	Material Upcharge for Plenum Rated in line item above	$	4.57	plf		$	-
512	Material Upcharge for Gel Filled Rated in line item above.	$	4.69	plf		$	-
513	50 Pair PVC Jacket	$	5.37	plf		$	-
514	Additional cable in same pathway in line item above	$	3.78	plf		$	-
515	Material Upcharge for Plenum Rated in line item above	$	5.74	plf		$	-
516	Material Upcharge for Gel Filled Rated	$	5.67	plf		$	-
517	4’ x 4’ Plywood Back board, fire treated, painted, installed.	$	239.20	each		$	-
	Group AF: Electrical Wiring and Outlets						
518	1” Conduit with 30AMP 3Wire for 30A208V Circuit, installed	$	23.22	plf		$	-
519	1” Conduit with 40AMP 3Wire for 30A208V Circuit, installed	$	24.92	plf		$	-
520	½” Conduit with 20Amp 3 Wire, 120V Circuit, installed	$	16.15	plf		$	-
521	Duplex 20 AMP Electrical Outlet, installed	$	30.65	each		$	-
522	Electrical Outlet 220V, exact prong to be determined in field	$	60.07	each		$	-
	Group AG: Unforeseen Conditions (See Group AA for Details)						
523	Mark-up for subs/labor (percent markup)		10.00%	%		$	-
524	Materials (percent markup)		15.00%	%	$ 9,118.50	$	10,486.28
	Group AA: Time and Materials and Unforeseen Conditions Detail						
526	5500 Flat Elbow 5511FO (Material & Labor)	$	57.97			$	-
527	5500 Flush Dual RJ Connector Faceplate 5507FRJ (Material & Labor)	$	12.73			$	-
528	Undergrond Pull Box with Traffic railed Conver	$	2,750.00			$	-
529	Rack Elevation Kits (Part Number CPI 10506-706)	$	45.34			$	-
530	4" 45 Degree Bend Radius EMT	$	145.34			$	-
531	4" 90 Degree Bend Radius EMT	$	130.09			$	-
532	Bogen Media Master 4000-MM-4000-4D	$	54,954.43			$	-
532.1	Bogen Media Master MM-5000D	$	108,227.77			$	-
533	Bogen Media Master Mpeg 2-MM1281	$	2,678.75			$	-
533.1	Bogen Media Master MM-1289HD-CT	$	8,762.05			$	-
534	Bogen Media Master Encoder-MM1280	$	10,129.75			$	-
534.1	Bogen Media Master Encoder-MM-1581HD	$	8,394.36			$	-
535	Bogen Media Master Master Addresable Control-MM-1210	$	2,251.06			$	-
536	Bogen Media Master 1274 High Definition Decoder-MM-1274	$	1,620.75			$	-
537	Catalyst 4500-X 32 Port 10GE IP, Base, Front to back cool	$	17,794.85			$	-
538	Catalyst 4500-X 750W AC front to back power cool	$	936.62			$	-

539	Catalyst 4500-X IPBASE to Enterprise Service upgrade	$	3,746.46		$ -
540	10GBase-LR SFP Module	$	1,921.03		$ -
541	8m LC-SC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable - Yellow	$	49.68		$ -
542	8m LC-LC 9/125 OS1 Duplex Singlemode PVC Fiber Optic Cable	$	51.58		$ -
543	Twinax Cable, passive 38awg cable assembly, 2M	$	93.62		$ -
544	1000Base-T SFP	$	231.78		$ -
545	Catalyst 2960-X (48) POE ports/ 2 SFP+ / 370W	$	4,323.07		$ -
546	Catalyst 2960-X (48) POE ports/ 2 SFP / 370W	$	3,667.44		$ -
547	Catalyst 2960-X (24) POE ports/ 2 SFP+ / 370W	$	3,199.13		$ -
548	Catalyst 2960-X (24) POE ports/ 2 SFP / 370W	$	2,543.50		$ -
548.1	2960-CX Switch 8 GE, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8TC-L	$	1,264.80		$ -
548.2	2960-CX Switch, 8 GE PoE+, uplinks: 2 x 1G SFP and 2 x 1G copper LAN Base. MFG Part. # 2960CX-8PC-L	$	1,381.87		$ -
549	Flex-Stack hot swapable module	$	559.63		$ -
550	Flex-Stack Cable 1M	$	93.66		$ -
551	Flex-Stack Cable 3M	$	127.93		$ -
552	10GBase-SR SFP Module	$	512.77		$ -
553	2m LC-LC 10Gb 50/125 OM3 Duplex Multimode PVC Fiber Optic Cable - Aqua	$	26.72		$ -
554	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 1ft length	$	4.91		$ -
555	Cat6 Snaglass Unshielded (UTP) Netwrok Patch Cable-Gray 3ft length	$	5.30		$ -
556	10Base-CU SFP+ 1.5M	$	190.72		$ -
557	Catalst 3560 Switch 8 GE POE 2 uplink	$	1,575.46		$ -
558	19in rack mount kit for 3560	$	34.74		$ -
559	1000BASE-SX SFP	$	213.22		$ -
560	Wireless AP 802.11 AC internal Ant - Installed	$	695.49		$ -
560.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Int Ant; B Reg Domain. MFG Part. # AIR-AP2802I-B-K9	$	789.15		$ -
561	Wireless AP 802.11 AC external Ant	$	1,113.77		$ -
561.1	802.11ac Wave 2 Ctrlr AP 4x4:3SS w/CleanAir; Ext Ant; B Reg Domain. MFG Part. # AIR-AP2802E-B-K9	$	1,207.44		$ -
562	Dipole Antenna 2.4ghz	$	18.26		$ -

						$	-
563	Crestron System 4K Classroom - Speakers, Controller, Switchers, Projector Mounts, AMP, Microphone, Cabling, Programming (Projector and Screen provided by District)	$	6,261.43		2	$	12,522.86
564	Chatsworth (CPI) 7FT Equipment Rack 55053-703	$	352.52			$	-
565	Wiremold Ceiling Entrance-5510D	$	55.71			$	-
566	Ortronics Trackjack Blank Module-OR-42100002X	$	0.25			$	-
567	Wiremold Cover Clip-5506	$	7.01			$	-
568	Wiremold Base Clip-5506B	$	4.66			$	-
569	Wiremold Blank 5507B	$	2.76			$	-
570	Material Upcharge for Gel Filled Rated Fiber cable	$	2.48			$	-
571	1" Seal tite Flexible Metal Conduit	$	72.29			$	-
572	Deep Strut	$	34.52			$	-
573	Shallow Unistrut	$	28.44			$	-
574	Ceiling Stringer With J-Hooks	$	27.78			$	-
575	Extron System WVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
576	Extron System PVS 200D - Speakers, Controller, Switchers, Projector Mounts, Cabling, Programming (Projector and Screen provided by District)	$	5,215.00			$	-
577	Revolab Wireless Microphone - (1) HD Dual Channel, (2) HD Microphone Wearable	$	1,102.31			$	-
578	Bonding when required percent markup (Jobs Over $25,000)		1.50%	%		$	805.83

GRAND TOTAL	**$**	**54,527.68**