

LOWELL JOINT SCHOOL DISTRICT
11019 Valley Home Avenue, Whittier, CA 90603

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
August 10, 2020

Call to Order	President Schambeck called the meeting to order at 6:31 p.m. using video conference via zoom meeting ID #817 0023 8542 for the Regular Board Meeting of the Board of Trustees, in compliance with Government Code 54953.
Topics Not on the Agenda	None.
Closed Meeting	President Schambeck declared the meeting recessed to closed session via video conference zoom meeting at 6:33 p.m.
Call to Order	<p>President Schambeck called the meeting to order at 7:30 p.m. via video conference zoom meeting ID # 817 0023 8542 for the Regular Board Meeting of the Board of Trustees, in compliance with Government Code 54953</p> <p>The flag salute was led by David Bennett, Assistant Superintendent of Facilities and Operations.</p> <p>Trustees Present: Fred W. Schambeck, William A. Hinz, Melissa A. Salinas, Anastasia M. Shackelford, Karen L. Shaw</p> <p>Trustees Absent: None</p> <p>Staff Present: Jim Coombs, Superintendent of Schools, Andrea Reynolds, Assistant Superintendent of Administrative Services; Sheri McDonald, Assistant Superintendent of Educational Services; and David Bennett, Assistant Superintendent of Facilities and Operations</p> <p>Staff Absent: None.</p>
Reporting Out Action (if any) Taken in Closed Session	None.
Introduction / Welcome	President Schambeck welcomed guests, staff members present, LJEA President Allison Fonti, CSEA President, Darleene Pullen and Leslie Mangold, CSEA lead negotiator.
Acknowledgement of Correspondence	None.

Approval of Agenda	It was moved, seconded, and carried by unanimous roll call vote, (5-0) to approve the August 10, 2020, Board agenda.
Approval of Minutes	It was moved, seconded, and carried by unanimous roll vote, (5-0) to approve the minutes from the June 22, 2020, Regular Board Meeting.
Topics Not on the Agenda	None.
Timely Information from the Board and Superintendent	None.
Approval to Amend the Schedule of Regular Meetings of the Board of Trustees of the Lowell Joint School District, 2020 Organizational Year, Adding September 28, 2020, as a Regular Board Meeting	It was moved, seconded, and carried by unanimous roll vote (5- 0) to approve the amended Schedule of Regular Meetings of the Board of Trustees of the Lowell Joint School District, 2020 Organizational Year, Adding September 28, 2020, as a Regular Board Meeting, and that the Superintendent or designee be authorized to execute the necessary documents.
2020/21 Budget Update	<p>Andrea Reynolds, assistant superintendent of business services, reviewed the updated 2020/2021 budget due to the State budget adoption. She reviewed the multi-year projections changes to the 2020/20201 adopted budget due to the State budget adoption, the multi-year general fund summary with the state adopted budget and the multi-year projections changes to the 2020/21 adopted budget due to the State budget adoption.</p> <p>Mr. Hinz asked for clarification on receiving revenue form the government but seeing the difference in the cash flow impact. Ms. Reynolds stated that the reserves in place address the cash flow management with borrowing from within from other funds until we receive the apportionment from the State. She stated that we are worse cash flow wise but better budget wise.</p> <p>Mr. Schambeck referred to other districts close by and their personnel layoffs and asked if there would be any layoffs this year due to the budget changes. Ms. Reynolds stated that there would not be any plans to lay off personnel this year.</p>
Public Hearing and Adoption of Resolution 2020/21 No. 802 Authorizing Inter-fund Cash Transfers for the 2020/21 and 2021/22 Fiscal Years	<p>The public hearing was opened at 7:46 p.m. and closed at 7:47 p.m. with no comments from the public.</p> <p>It was moved, seconded, and carried by unanimous roll vote (5- 0) to adopt Resolution 2020/21 No. 802 Authorizing Inter-fund Cash Transfers for the 2020/21 and 2021/22 Fiscal Years, and that the Superintendent or designee be authorized to execute the necessary documents.</p>

Approval of Revised Scope Amendment to Provide Architectural/Engineering Services for Olita Elementary School with PBK Architects for Anticipated Maintenance/ Modernization Project

It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve revised Scope Amendment to Provide Architectural/Engineering Services for Olita Elementary School with PBK Architects for Anticipated Maintenance/ Modernization Projects be approved to be re-executed by both parties on the prescribed Architectural Agreement contract form, at the financial impact of \$12,500, form funding source Measure LL General Obligation Fund – 21.0, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Revised Scope Amendment to Provide Architectural/Engineering Services for Jordan Elementary School with Ghataode Bannon Architects (GBA) for Anticipated Maintenance/ Modernization Projects

It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve revised Scope Amendment to Provide Architectural/Engineering Services for Jordan Elementary School with Ghataode Bannon Architects (GBA) for Anticipated Maintenance/ Modernization Projects Amendment No. 2, Ghataode Bannon (GBA) Architects, Portables to Permanent Buildings Project 2.0, Jordan Elementary School effective August 11, 2020, through August 11, 2022, not to exceed \$575,100 (21.0-00000-0-00000-85000-6210-000004) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of Board of Trustees Take Official Action to Either Reaffirm Their Approval of the April 6 Developer Fee Increases, or Direct Staff to Work With Legal Counsel to Rescind These Fee Increases to be Brought Back to a Future Board Meeting

It was moved, seconded, and carried by unanimous roll vote (5– 0) reaffirm their approval of the April 6 developer fee increases, and that the Superintendent or designee be authorized to execute the necessary documents.

Approval of the 2020/21 Consolidated Application

Dr. McDonald, Assistant Superintendent of Educational Services presented the consolidation application for approval. She stated that this would normally be done in June but was postponed. This application is what allows us to apply for federal dollars for Title I, II, III, IV monies. The application includes the budget update expenditures for the federal dollars from the last three years along with the application itself for the federal dollars, certifies protected prayer and assurances that the federal laws will be followed with the compliances that we are applying for.

It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve the 2020/21 Consolidated Application, and its submission to the California Department of Education, and authorized the Superintendent or designee to execute the necessary documents

Approval of Professional Services Agreement, RMA Group, Geological

It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve a Professional Services Agreement, RMA Group, Geotechnical Investigation and Reporting, Jordan Elementary School, effective August 11, 2020 through August 11, 2021, not to exceed \$14,485 (21.0-00000-0-00000-85000-6282-

Investigation and Reporting, Jordan Elementary	000004) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.
Approval of Professional Services Agreement, Adkan Engineers, Topographical Survey, Modernization Project, Macy Elementary School	It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve a Professional Services Agreement, Adkan Engineering., Topographical Survey, Modernization Project, Macy Elementary School, effective August 11, 2020 through August 11, 2021, not to exceed \$14,920 (21.0-00000-0-00000-85000-6282-0000006) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.
Approval of Professional Services Agreement, Sub-Surfacing Imaging Services, Util-Locate, Modernization Project, Macy Elementary School	It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve the Professional Services Agreement, Util-Locate, Sub-surfacing Imaging, Macy Elementary School, effective August 11, 2020 through August 11, 2021, not to exceed \$8,800 (21.0-00000-0-00000-85000-6282-0000004) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents
Ratification of Professional Services Agreement, CF Environmental, Hazardous Materials Survey, Testing, El Portal Elementary School	It was moved, seconded, and carried by unanimous roll vote (5– 0) to ratify the Professional Services Agreement, CF Environmental, Hazardous Materials Survey, Testing, El Portal Elementary School, effective February 24, 2020 through February 24, 2021, not to exceed \$27,147.35(21.0-00000-0-00000-85000-6282-0000001) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.
Ratification of Professional Services Agreement, Koury Engineering & Testing, Materials Testing, Soil Compaction, Maybrook Interim Housing Project	It was moved, seconded, and carried by unanimous roll vote (5– 0) to ratify the Professional Services Agreement, Koury Engineering & Testing, Materials Testing, Soils Compaction, Maybrook Elementary School, effective October 1, 2019, through October 1, 2020, not to exceed \$38,637.25 (21.0-00000-0-00000-85000-6282-0000015) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.
Approval of Amended Professional Services Agreement, Ghataode Bannon Architects (GBA), Districtwide Master Plan	It was moved, seconded, and carried by unanimous roll vote (5– 0) to a Professional Services Agreement, Ghataode Bannon (GBA) Architects, Districtwide Master Plan, effective August 11,2020 through August 11, 2022, not to exceed \$39,900 (21.0-00000-0-00000-85000-6210-0000004) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.
Ratification of Award of Contract, Saldana Landscape for Additional Areas at the Maybrook Interim Housing Project	It was moved, seconded, and carried by unanimous roll vote (5– 0) to ratify an Award of Contract, Saldana Landscape, Additional Area, Maybrook Elementary School, effective July 1, 2020 through July 1, 2021, not to exceed \$10,707 (21.0-00000-0-00000-85000-6230-0000015) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.
Ratification of Award of Contract, Intercom Clock and Signal Service (ICS) for	It was moved, seconded, and carried by unanimous roll vote (5– 0) to ratify an Award of Contract, Intercom Clock and Signal Service, Technology Infrastructure, Existing Buildings, Maybrook Elementary School, effective

Technology Infrastructure in Existing Buildings at the Maybrook Interim Housing Project	February 2, 2020 through February 2, 2021, not to exceed \$19,890 (21.0-00000-0-00000-85000-6249-0000015) Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents
Custodial Supplies (Placentia Yorba Linda Unified School District Bid #218-09)	It was moved, seconded, and carried by unanimous roll vote (5– 0) to approve a piggyback agreement with Glasby Maintenance Supply Company for the purchase of custodial supplies, Glasby Maintenance Supply Company has proposed to provide these products under the same terms and conditions as the contract awarded to them by PYLUSD, Printed copies of the bid documents are available for review at the Facilities & Operations office by contacting Denise Soto, Secretary Technician, Facilities & Operations at (562) 902-4290, and authorized the Superintendent or designee to execute the necessary documents and issue the requisite purchase order(s).
Approval of Piggyback Contract with Silver Creek Industries, Inc. for the Purchase and Installation of Division of State Architect (DSA) Approved Portable Buildings (CEPU, #N15-2017/18)	It was moved, seconded, and carried by unanimous roll vote, (5 – 0) to approve the Piggyback Contract with Silver Creek Industries, Inc. for the Purchase and Installation of Division of State Architect (DSA) Approved Portable Buildings at Jordan Elementary School, at a financial impact TBD, funding source Measure LL General Obligation Fund – Fund 21.0, and that the Superintendent or designee be authorized to execute the necessary documents.
Consent Calendar	It was moved, seconded, and carried by unanimous roll vote, (5 – 0), to approve/ratify the following items, under a consent procedure.
Approval to Pay the Whittier Area Chamber of Commerce Annual Membership for the 2020/21 School Year	Approved the ratification of the invoice for membership dues totaling \$450.00 for the 2020/21 school year for the Whittier Area Chamber of Commerce be ratified, and that the Superintendent or designee be authorized to execute the necessary documents.
Acceptance of Donations	Ratified the acceptance of donations as listed: Tru Form Plastics - 20,000 Face Shields at a value of \$50,000.00, and requested a letter of appreciation be written to the donors.
Approval of Supervised Internship Agreement with California State University of Long Beach, Effective July 1, 2020	Approved the supervised internship agreement with California State University of Long Beach, effective July 1, 2020, at no cost to the district, and that the Superintendent or designee be authorized to execute the necessary documents
Approval of Student Teaching Agreement with San Diego State University, Effective August 1, 2020, through June 30, 2025	Approved the Student Teaching Agreement with San Diego State University, effective August 1, 2020, through June 30, 2025, at no cost to the district, and that the Superintendent or designee be authorized to execute the necessary documents.

Ratification of 2020/21 Lowell Joint School District Reopening Continuum	Approved the ratification of the 2020/21 Lowell Joint School District Reopening Continuum, and that the Superintendent be authorized to execute the necessary documents.
Approval of the 2020/21 Lowell Joint Distance Learning Plan Guide	Approved the 2020/21 Lowell Joint Distance Learning Plan Guide, which is in compliance with all aspect of AB 77 and seeks to meet the needs of Lowell Joint Students as we work together throughout this unprecedented pandemic, and that the Superintendent be authorized to execute the necessary documents.
Approval of Consultant Agreement with Debra Lees to provide support for the Lowell Sustainable Science Literacy Garden at the Maybrook Campus during 2020-2021 School Year	Approved the consultant agreement with Mrs. Debra Lees to provide support for the Lowell Joint Sustainable Science Literacy Garden at the Maybrook Campus for the 2020/2021 school year, at the not to exceed amount of \$14,000.00, to be paid from the Title IV Student Support and Academic Enrichment funds, and that the Superintendent or designee be authorized to execute the agreement.
Purchase Order Report 2020/21 #1	Approved Purchase Order Report 2020-21 #1, as attached, which lists all warrants issued June 11, 2020, through July 28, 2020.
Warrant Listing Report 2020/21 #1	Approved Warrant Listing Report 2020-21 #1, as attached, which lists all warrants issued June 12, 2020, through July 28, 2020.
Approval of Professional Services Agreement, Hauffe Company Inc., (HCI) for Program Management Services, District Wide (Capital Outlay Projects Fund)	Approved the Agreement with Hauffe Company Inc., (HCI), for Program Management Services, Districtwide, effective September 1, 2020, through August 31, 2021, not to exceed \$125,000 (40.0-00000-0-00000-85000-6282-0000012) Capital Outlay Projects Fund, (40.0) and that the Superintendent or designee be authorized to execute the necessary documents.
Approval of Agreement with Colleen R. Patterson, for Specialized Consulting Services	Approved the agreement with Colleen R. Patterson, not to exceed one hundred (100) hours, and that the Superintendent or designee be authorized to execute the necessary documents.
Employer-Employee Relations/Personnel Report 2020/21 #1 Which Includes Hiring, Resignations, Contract Adjustments, and Retirements for Certificated, Classified, and Confidential Employees	Ratified Employer-Employee Relations/Personnel Report 2020/21 #1, as attached, which includes hiring, resignations, contract adjustments, and retirements for certificated, classified, and confidential employees.
Approval of Agreement with Franchise Consulting/Derek	Approved the Agreement with Franchise Consulting/Derek Francis to Provide Professional Development during 2020-2021 School Year, not to exceed

Francis to Provide Professional Development during 2020-2021 School Year

\$1900.00, to be funded from CARES funding, and that the Superintendent be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Saldana Landscape, Maybrook Interim Housing Project

Accepted a Notice of Completion, Saldana Landscape, Maybrook Elementary School, \$102,731 (PO 85621), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Intercom Clock and Signal Service, (ICS) Maybrook Interim Housing Project

Accepted a Notice of Completion, Intercom Clock and Signal Service, (ICS), Maybrook Elementary School, \$149,000.00 (PO 85619), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Core Contracting, Maybrook Interim Housing Project

Accepted a Notice of Completion, Core Contracting, Maybrook Elementary School, \$726,438.08 (PO 85617), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Moreno Valley Construction (MVC), Maybrook Interim Housing Project

Accepted a Notice of Completion, Moreno Valley Construction (MVC), Maybrook Elementary School, \$159,000.00 (PO 85620), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Fairchild Plumbing and Mechanical, Maybrook Interim Housing Project

Accepted a Notice of Completion, Fairchild Plumbing and Mechanical, Maybrook Elementary School, \$199,871.47 (PO 85618), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents.

Acceptance of Notice of Completion, Construction Electric, Maybrook Interim Housing Project

Accepted a Notice of Completion, Construction Electric, Maybrook Elementary School, \$483,716.77 (PO 85616), Measure LL (21.0 Bond Fund), and that the Superintendent or designee be authorized to execute the necessary documents..

Board Member/
Superintendent Comments

Mr. Coombs thanked Cathy Weissman, bond contracts and accounting compliant manager, for all of her hard work in ensuring the details with the Measure LL bond work.

Mr. Coombs acknowledged that the nutrition services group has feed 125,600 meals since March of 2020.

Mrs. Shackelford wanted to state as a matter of public record and as a teacher herself, she prides herself in building relationships with her kids with mutual trust and respect. Distance learning handicaps her in a way that prevents her

from getting to know her students in a way that builds that rapport and so moving forward with this school year she is filled with nervousness and trepidation. She noted that there is a difference between high school and elementary teachers. Their challenges are different but equally hard. She can't begin to fathom how elementary teachers will begin to do this and wanted let the Lowell Joint teachers to know how incredible proud she is of them and wishes them best for this school year. The Board truly appreciates all of the amazing creative geniuses that work to serve our students from all levels.

Mr. Schambeck added to Mrs. Shackelford comment that he has three grandchildren in Lowell Joint district. They are equally nervous about what is going to come up with the start of school beginning with distance learning.

Adjournment

President Schambeck declared the meeting adjourned at 8:20 p.m. in accordance with Government Code Section 54956.9 (a, b, c) and indicated no further public action would be taken

Date Approved:

9-14-2020



Clerk/President/Secretary to the Board of Trustees

Recess and/or closed session to be called at the discretion of the Board. Meetings of the Board shall adjourn at or before 11:00 p.m. unless approved by a majority vote of the Board.

Materials related to this agenda submitted to the Board of Trustees less than 72 hours prior to the meeting are available for public inspection by contacting the Superintendent's Office at 11019 Valley Home Avenue, Whittier, CA 90603, or (562) 902-4203 during normal business hours.

The next scheduled Lowell Joint School District Board of Trustees Meeting is Monday September 14, 2020.



Lowell Joint School District

Tradition of Excellence Since 1906
Home of Scholars and Champions



SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF TRUSTEES OF THE LOWELL JOINT SCHOOL DISTRICT 2020 ORGANIZATIONAL YEAR

Unless otherwise specified, all meetings are held at 7:30 p.m. in the Board Room of the District Office, located at 11019 Valley Home, Whittier, California.

First and Only Regular Meeting in January, 2020	Monday, January 13 (2 nd Monday)
First and Only Regular Meeting in February, 2020	Tuesday, February 11 (2 nd Tuesday)
First and Only Regular Meeting in March, 2020	Monday, March 2
First and Only Regular Meeting in April, 2020	Monday, April 6
First and Only Regular Meeting in May, 2020	Monday, May 4
First Regular Meeting in June, 2020	Monday, June 8 (2 nd Monday)
Second Regular Meeting in June, 2020	Thursday, June 22 (4 th Monday)
JULY – DARK	
First and Only Regular Meeting in August, 2020	Monday, August 10 (2 nd Monday)
First Regular Meeting in September, 2020	Monday, September 14 (2 nd Monday)
Second Regular Meeting in September, 2020	Monday, September 28 (4 th Monday)
First and Only Regular Meeting in October, 2020	Monday, October 5
First and Only Regular Meeting in November, 2020	Monday, November 2
First and Only Regular Meeting in December, 2020 (Organizational Meeting)	Monday, December 14 (2 nd Monday)

**LOWELL JOINT SCHOOL DISTRICT
RESOLUTION 2020/21 No. 802**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LOWELL JOINT SCHOOL DISTRICT OF LOS ANGELES AND
ORANGE COUNTIES, CALIFORNIA, AUTHORIZING
INTER-FUND CASH TRANSFERS**

WHEREAS, the Governing Board of the Lowell Joint School District authorizes the Assistant Superintendent of Administrative Services to make inter-fund cash transfers between District funds whenever such transfers are needed to permit payment of obligations; and,

WHEREAS, the amount transferred will be used to cover budgeted expenses incurred in the identified funds; and;

WHEREAS, the Governing Board approved transfers in the amount not to exceed \$900,000 between the General Fund (01), Cafeteria Fund (13), Deferred Maintenance Fund (14), Building Fund (21), Capital Facilities Fund (25); and; Special Reserve Fund for Capital Outlay (40).

NOW, THEREFORE BE IT RESOLVED, this resolution is adopted for the purpose of expediting the processing of inter-fund transfers, and shall remain in effect for a period of one year, from July 1, 2020, to June 30, 2021, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of the Lowell Joint School District;

APPROVED AND ADOPTED this 10th day of August 2020, by the following vote:

AYES: Fred Schambeck, William Hinz, Melissa Salinas, Anastasia Shackelford, Karen Shaw

NOES: None

ABSENT: None

ABSTAIN: None

I, Jim Coombs, Secretary to the Board of Trustees of the Lowell Joint School District of Los Angeles and Orange Counties, California, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 10th day of August 2020, and passed by a unanimous vote of those present.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 10th day of August 2020.



Jim Coombs

Secretary to the Board of Trustees



Proposal No: 20-1277-P

July 16, 2020

Lowell Joint School District
11537 Grovedale Dr
Whittier, CA 90604

Attention: David Bennett, Assistant Superintendent, Facilities and Operations

Subject: Proposal for a Geotechnical Investigation
Jordan Elementary School
10654 Jordan Rd
Whittier, CA

In response to your request, we propose to perform a geotechnical engineering investigation for the Jordan Elementary School Additions project.

PROJECT UNDERSTANDING

Based on our review of the campus master plan and information provided by Ghataode Bannon Architects, LLP, we understand that the project will consist of construction of modular Administration, Kindergarten and Classroom Buildings. Therefore we have prepared this proposal to outline the scope of work required to provide a geotechnical engineering investigation to support the planned development, in accordance with the project, the 2019 CBC and CGS Note 48 Checklist for the Review of Engineering Geology and Seismology Reports for California Public Schools, Hospitals, and Essential Services Buildings requirements.

SCOPE OF WORK

Our services will consist of office research, field exploration, laboratory testing, review of the compiled data, and preparation of a written report containing recommendations developed in accordance to generally accepted engineering and geologic principles and practices.

OFFICE RESEARCH

Our office research will consist of the following:

- Review of literature to obtain background information of regional geology, seismicity and groundwater.
- Review of State of California Alquist-Priolo Earthquake Fault Zone and Seismic Hazard Zone maps.
- Review of Safety Elements of city and county general plans.
- Examination of aerial photographs.



- Contacting of underground service alert to locate onsite utility lines.

FIELD INVESTIGATION

The field exploration will consist of the following:

- Reconnaissance mapping of the site
- Marking proposed points of subsurface exploration with white paint or white stakes and contacting Underground Service Alert for mark-out of underground utilities. We will also scan the proposed boring locations with ground penetrating radar. We would also request any existing utility plans and request that maintenance personnel be present during our markout to reduce the chances of encountering underground utilities.
- Drilling of approximately 6 exploratory borings to a maximum depth of 50 feet.
- Logging of the borings and identification of the various earth materials encountered during the exploration.
- Samples of the major earth units will be obtained and the in-place density of the various strata encountered in the exploration will be determined.

LABORATORY TESTING

Laboratory testing will be performed in accordance to the specifications of ASTM International. The following laboratory tests will be performed on the major soil and bedrock types encountered during the exploration.

- Atterberg limits
- Moisture and density of drive tube samples
- Direct shear test
- Expansion index test
- Laboratory moisture determination
- Maximum density - optimum moisture density
- R-value
- Sand equivalent
- Soluble sulfate analysis
- Corrosion analysis (pH and resistivity)

Laboratory testing of any hazardous materials or substances that may be encountered is not included within this scope of services.



GEOTECHNICAL ENGINEERING ANALYSIS AND REPORT PREPARATION

A written report will be prepared presenting the results of the office research, field exploration, laboratory testing and engineering analysis. It will include information on the nature, distribution and strength of the existing soils, and recommendations for grading procedures and design criteria for corrective measures, when necessary. The report will also include a description of the geology of the site and conclusions and recommendations regarding the effect of geologic conditions on the proposed development.

Specific items that will be addressed in our report will include:

- Regional geology and seismicity, groundwater, site soil and geologic conditions, and flooding potential.
- Recommendations regarding earthwork, grading and fill placement.
- Earthwork shrinkage and subsidence.
- Recommendations for removals and over-excavation.
- Anticipated excavation characteristics of earth units.
- Subdrain, drainage and moisture proofing recommendations.
- Stability of cut, fill and temporary slopes.
- Seismic design parameters and evaluation of secondary seismic hazards including the potential for soil liquefaction.
- Recommendations for design of foundations, slabs on grade, and concrete flatwork.
- Preliminary corrosion evaluation.
- Utility trench backfill recommendations.
- Preliminary structural pavement sections.
- Recommendations for grading and post grading geotechnical observation and testing.

The report will also include logs of <trenches and borings>, a geologic map showing the locations of points of subsurface exploration, and other attachments.

Our recommendations will be consistent with sound engineering and geologic practices and shall incorporate federal, state and local laws, codes, ordinances and regulations which, in our professional opinion, are applicable at the time that our professional services are rendered.



TERMS

We propose to perform the previously described services on a fixed fee basis for the following amounts:

Geotechnical Office Research and Field Exploration	\$6,760.00
Geotechnical Laboratory Testing	\$2,725.00
Geotechnical Engineering Analysis and Report Preparation	\$5,000.00
TOTAL	\$14,485.00

Our estimate may vary due to circumstances that may develop during the course of the work or due to unanticipated or changed conditions. If a change in the scope of work becomes necessary due to unforeseen conditions, which will increase the charges, we will obtain your authorization before proceeding.

Invoices for our services will be rendered at the completion of the work and upon completion of the report. Invoices are due and payable upon presentation. Should the duration of the job exceed one month, monthly invoices will be presented for services performed.

Any amount not paid within 30 days of the date due will bear interest at a rate of 18% per annum. In the event legal action is instituted to enforce this agreement, the prevailing party will be entitled to reasonable attorney fees.

PROFESSIONAL INSURANCE

We maintain the following insurance coverage. Certificates of insurance will be provided upon request. However, our professional liability insurance carrier (errors and omissions) will not name any additional insured.

General liability	\$1,000,000.00 limit
Professional Liability	\$1,000,000.00 limit
Workmen's Compensation	\$1,000,000.00 limit



CLOSURE

Thank you for the opportunity to submit this proposal. We look forward to working with you on this project and can begin our work upon receipt of your notice to proceed and receipt of a signed copy of this proposal authorizing us to perform these professional services. If you have any questions regarding this proposal please contact the undersigned Project Manager.

Authorized By:
Lowell Joint School District

(Signature)

(Title)

(Date)

Respectfully submitted,
RMA Group, Inc.

Kenneth Dowell, PG, CEG
Project Geologist

adkan ENGINEERS

CIVIL ENGINEERING • SURVEYING • PLANNING

6879 AIRPORT DRIVE, RIVERSIDE, CA 92504
Tel: 951.688.0241 • Fax: 951.688.0599

www.adkan.com

July 7, 2020

Lowell JSD
11019 Valley Home Ave
Whittier, CA 90603

Re: Macy Elementary School, 2301 Russel Sr, La Habra, CA 90631

Subject: Your Request for Civil Engineering and Land Surveying Services

Lowell JSD:

adkan ENGINEERS is pleased to present this proposal for the required Civil Engineering and Land Surveying Services on the above referenced project. We have prepared a detailed proposal for you to review. We have reviewed your planned outcome and believe that we are qualified to team up with you for the successful completion of this project. The outlined items within this proposal address the normal scope of services for related projects of equal size. However, if you feel there are additional items required, please contact me and I will amend this proposal to include those concerns.

If this proposal meets with your approval and you wish to proceed, please notify me and we can commence with work immediately upon execution of our standard client-consultant contract via DocuSign.

adkan ENGINEERS is committed to making your project a success. We appreciate the opportunity to offer this proposal and look forward to working with you on this project. If you should have any questions, please do not hesitate to contact me at 951.688.0241, Eric@adkan.com

Sincerely,

**adkan
ENGINEERS**



Eric Karre P.L.S.

Project Understanding

This proposal is submitted to Lowell JSD (the Client) by Adkan Engineers (Adkan) for Surveying Services associated with the property located at 2301 Russel Sr, La Habra, CA 90631.
APN's 017-051-02 and 017-051-01

This proposal is based on an email received on July 6, 2020 from David Bannon with GB Architects requesting a site topography for the above referenced property. A detailed description of the included items is shown below in the Scope of Services.

This proposal excludes any costs for reproduction, map reductions (except as specified herein), agency fees, fees of any other consultants that may be required, and any special studies that are not explicitly described in the Scope of Services. The preparation of any special reports is not included within this proposal.

Client agrees to pay a late charge of 1.5% per month or an annual rate of 12 percent (12%) of any unpaid balance commencing thirty (30) days after the date of the original billing. Client agrees consultant shall have the right to consider such default in payment a material breach of this entire agreement and, upon written notice, the duties, obligations, and responsibilities of consultant under this agreement are terminated. In such event, client shall promptly pay consultant. In the event all or any portion of the work prepared or partially prepared by consultant be suspended, abandoned or terminated, client shall pay consultant for all fees, charges and services on an hourly basis of time provided on the project through termination inclusive of ten percent (10%) for all categories not billed against.

A Schedule of Hourly Fee Rates is provided for reference as Exhibit A herein.

Scope of Services

Site Topography

\$ 14,920.00

This category provides for the preparation of a site topography showing the following items.

- Topographic Survey with a contour interval of six inches (6"), mapping all existing improvements including concrete flatwork, buildings, parking lots, street improvements, above ground evidence of utilities, curbs, gutters, ramps, playgrounds.
- Streets will be measured at full width with 50' stationing and any above ground references of utilities will be shown. (School frontage of Russel St. and Macy St.)
- Property boundary will be drafted from record documents and will NOT be surveyed. Additional costs will apply if the property is to be surveyed and a Preliminary Title Report less than 30 days old will need to be provided in order to provide a quote.

Project Total

\$14,920.00

EXCLUSIONS

1. This contract does not include a boundary survey, the filing of corner record(s), the filing of record of survey(s) or the setting or preservation of survey monuments or any part of a contract specification that requires or gives a procedure of such item(s). Those items, if required by law and or requested by the contractor, shall be billed on an hourly basis at Adkan's current rates in addition to the fixed fee dollar amount(s) shown hereon.

[Handwritten signature]
1-27-20

Appendix A

Schedule of Hourly Billing Rates

Effective October 1, 2018 to July 31, 2020

ENGINEERING SERVICES

Principal in Charge	\$190.00/hr
Senior Project Manager	170.00/hr
Project Manager	150.00/hr
Senior Engineer	140.00/hr
Associate Engineer	130.00/hr
Staff Engineer	125.00/hr
Senior Civil Designer	120.00/hr
Associate Civil Designer	115.00/hr
Civil Designer	110.00/hr
Junior Civil Designer	105.00/hr
Engineering Technician II	100.00/hr
Engineering Technician I	95.00/hr
Engineering Aide	90.00/hr

REIMBURSABLE ITEMS

Clerical/Administrative/Courier	\$60.00/hr
B&W Plot	1.00/sheet
Color Plot	10.00/sheet
Mylars	15.00/sheet
Travel/Subsistence	
(Per Diem-Per Man)	\$150.00
Vehicle Use (Per Mile)	0.57
Other Expenses - including	
Special Consultants, Agency	
Fees, Outside Blueprints, Outside	
Delivery Service, etc.	Cost + 15%
Expert Witness or Litigation	
Consultation (4-hour min.)	\$300.00/hr

SURVEYING SERVICES

Principal in Charge	\$190.00/hr
Land Surveyor/Chief of Parties	170.00/hr
Senior Office Surveyor/Supervisor	150.00/hr
Office Surveyor/Supervisor	130.00/hr
Survey Project Mapper	115.00/hr
Survey Drafter	100.00/hr
Survey Technician	90.00/hr
Survey Aide	80.00/hr
*One Man Survey Crew	205.00/hr
*Two Man Survey Crew	285.00/hr
*Three Man Survey Crew	365.00/hr

*Survey Crews are billed out at 2 hour increments with a minimum charge of 4 hours.

PLANNING SERVICES

Principal Planner	\$170.00/hr
Senior Planner	150.00/hr
Associate Planner	130.00/hr
Staff Planner	110.00/hr
Planning Drafter	100.00/hr
Planning Technician	90.00/hr
Planning Aide	80.00/hr

STORM WATER/SWPPP SERVICES

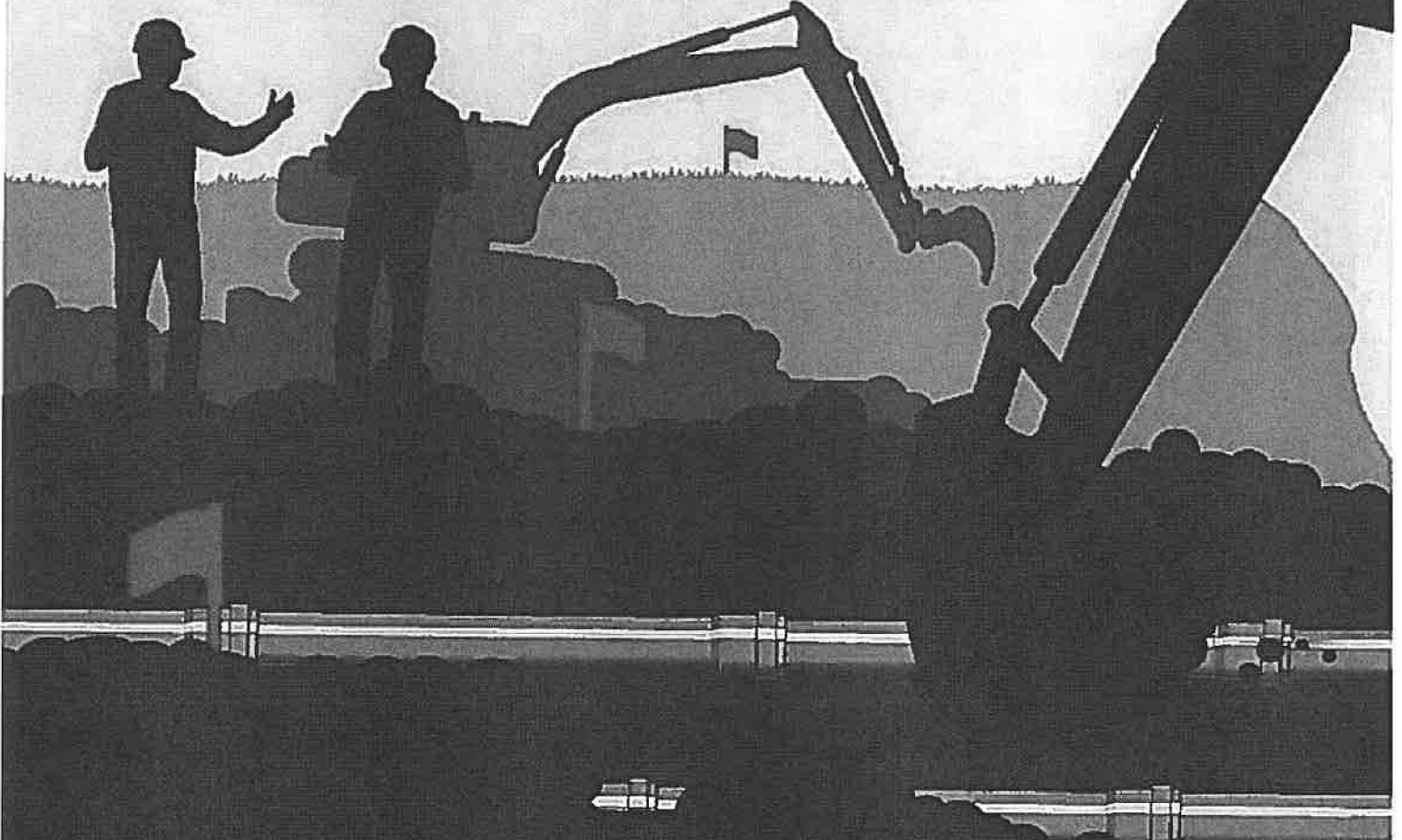
Senior Storm Water Engineer	\$140.00/hr
Storm Water Engineer	130.00/hr
Qualified SWPPP Developer (QSD)	120.00/hr
Storm Water Designer	110.00/hr
Qualified SWPPP Practitioner (QSP)	100.00/hr
Storm Water Technician	90.00/hr
Storm Water Aide	80.00/hr

Appendix A (cont.)**Schedule of Hourly Billing Rates**
Effective October 1, 2018 to July 31, 2020

The following "Special Conditions" are to be considered a part of the "Provisions of Agreement" stated in the Agreement between Client and Consultant (contract).

1. Invoices are due and payable upon receipt. There will be a charge of 1% per month on any unpaid balances after 30 days of invoice date. Should the payment of Invoices be in excess of 30 days, this office reserves the right to bill all overdue and future work on an hourly basis at our current rates and the fixed fee dollar amount shall become null & void.
2. Agency and client meetings, appeals, lobbying, processing, pick-up and deliveries by us and all other charges not specifically covered by the final contractual agreement will be billed as a reimbursable expense on a time and material basis.
3. Any and all modifications to the plans that are required as a result of local agency, client or title company review and are not due to omissions by the consultant are beyond the scope of this proposal, the client will be notified & billed on a "Time and Materials" Work Order or other negotiated basis.
4. Any and all projects which the client desires consultant to begin work on prior to the receipt of the final conditions of approval, will be subject to review and re-negotiation of fee schedule for any and all services that are required to comply with said conditions of approval.
5. All construction staking contracts shall be based upon final signed construction documents. All proposals based upon preliminary drawings are subject to review and adjustment upon receipt of approved plans.
6. Boundary surveys shall be performed on a "Time and Materials" basis unless otherwise stated in proposal. Unusual and/or unforeseen field circumstances will result in additional costs.
7. Field modifications to the plans may result in additional charges for survey services. In any case, the cost for those modifications shall be the responsibility of the client.
8. If any legal action needs to be taken to interpret the provisions of this agreement or to collect on any unpaid balances, the client agrees to pay all reasonable legal fees and costs of collection to the extent permitted by California law. Client agrees such payments shall be made immediately following entry of judgment.
9. Note that use and reliance of existing monuments of record are a requirement of a property survey. If monuments of record do not exist in the field, property surveys may be subject to additional costs to be borne by the Client.
10. Client understands that these rates are subject to change in accordance with organized labor wage increases.
11. This proposal does not include a Boundary Survey, the filing of a Record of Survey or the filing of Corner Records or the setting or preservations of Survey Monuments or any part of a contract specification that requires or gives a procedure of such items, unless it is specifically outlined as an item within the scope of services outlined hereon.
12. All hourly rates are based on general insurance limits of \$2,000,000 Commercial General Liability, \$1,000,000 Automobile Liability, \$4,000,000 Umbrella Liability, \$1,000,000 Workers Compensation Liability and \$2,000,000 Professional Liability claim/aggregate with a \$50,000 deductible. Any projects requiring excess limits will be subject to increases in hourly rates.

UTIL LOCATE



(888)88-LOCATE

"Call Before You Excavate"



Subsurface Utility Investigation Services

Utility Locating

Ground Penetrating Radar

Utility mapping

Surface Concrete Scanning GPR

CCTV - Pipe Inspection

Utility Potholing

Damage Prevention Assesment

Emergency Services



BID-PROPOSAL

UTIL-LOCATE
(714) 521-5393 (714) 421-4325 FAX

DATE: 7/7/20

Private Prevailing Wage

OWNER/ AUTHORIZED REPRESENTATIVE	NAME:	TBD
	CLIENT:	Lowell Joint School District
	ADDRESS:	11019 Valley Home Ave, Whittier, CA 90603
	PHONE:	Cell: 714-697-3836
	EMAIL ADDRESS:	dbannon@qbarchitects.net

PROJECT NAME: Macy Elementary Locating Survey

PROJECT ADDRESS: 2301 Russell St, La Habra, CA 90631, CA 90603

SPECIAL INSTRUCTIONS: Locate all existing detectable Utilililes or Utility on site map work limits shown below provided by client as per RFP.

WE HEREBY PROPOSE TO FURNISH THE FOLLOWING WORK:

Underground (Sub-Surface) Utility-line Locating, Field Mapping and AutoCAD Services.

Standard Utility Locating Investigation Work:

Util-Locate will perform subsurface Utility-line Investigation of Water, Gas, Electric, Communications, Sewer and Storm-drain utility-lines (Excluding irrigation) using Electromagnetic detection and GPR. The instruments that will be used to conduct this survey can detect pipelines down-to 8'-10' deep; with horizontal-accuracy in the proximity of 92% - 97% and "hand-dig" tolerance of 24" on either side of the line. All markings shall be made according to the APWA Uniform Color-code using water based paint, symbolized with arrows & letters identifying their location (Example: ← E →). Non-metallic PVC plastic, Concrete-clay or Tranzite-pipes are not traceable using standard EM Locating-methods; a 512Hz transmitter may be inserted into a non-metallic pipe or conduit with a minimum open access of 3" inches in diameter. This method cannot be applied to potable water or gas-lines. GPR (Ground Penetrating Radar) equipment maybe utilized to locate most other subsurface utilities regardless of pipeline type. It is equipped with an antenna which can penetrate to locate down up to 10' feet deep in ideal soil conditions. The size of the substructures cannot be determined in this investigation. GPR technology is limited though in its' ability to perform under certain soil-types such as clay, wet and or organic fill-soils. Since every jobsites' soil composition is diverse, effectiveness will be determined at the time of the field investigation. If any of the area to be scanned is under concrete and has steel reinforcement, it can affect the penetration of the GPR equipment. Keep in mind that GPR can be an ideal tool for locating subsurface utility-lines, but cannot be specifically identified. Other limitations, disclosures, terms & conditions will follow throughout this contract agreement. (See Pg.3 below for additional Terms and considerations)

INCLUDED IN SUBSURFACE INVESTIGATION SERVICE: Travel-Time, Field Work, Tools & Materials, Opening All Accessible Utility Structures, Field Ground markings, Manhole Dips, EM methods, GPR of N/C utilities.

CLIENT: Lowell Joint School District
PROJECT NAME: Macy Elementary Locating Survey
PROJECT ADDRESS: 2301 Russell St, La Habra, CA 90631, CA 90603



TERMS AND CONSIDERATIONS

IF UTILITY LOCATING SERVICES are provided from our estimated scope of work the following considerations will apply:

Locate all "DETECTABLE" underground utilities using standard Electromagnetic (EM) utility locator as follows;

All main water supply lines and associated branch lines made of Conductive metal or water lines installed with a "tracer wire".

Our services do not include irrigation lines and associated control valves unless specified on contract.

All sewer/waste lines/Storm Drains If access is available by electromagnetic location utilizing a 512 Hz sonde or by "line of site method" if no access is available. Any drain size larger than 8" inches will require a special drain robot and subject to a higher rate.

All power lines. Our services do not include the location of abandoned/extra conduit containing no interior cable.

All Communication lines. Our services do include non-conductive fiber optic lines (lines without a metallic shield) not installed with a "tracer wire".

All gas lines made of metal and gas lines installed with a "tracer wire".

Indications found during utility locating will be marked directly on the surface utilizing the APWA Uniform Color Code. All Utility locating marks will be made in accordance with the CGA Best Practices.

Depth measurements provided are "just estimates" and may vary based on a number of factors. The only way to really verify the exact depth of a utility is to POTHOLE the line. If exact depth of a utility is required, potholing should be performed via vacuum excavation and is not part of this estimate. Util-Locate, Inc. does not have the ability to locate utility specifically excluded by this document (non-conductive fiber optic line, etc.). Ground Penetrating Radar (GPR) is used in conjunction with standard utility locating equipment and may be used to try to detect lines and is included in quote. Concrete scanning is an additional charge. Please contact us if you need these lines included in your estimate of services.

When Performing Ground Penetrating Radar (GPR) for concrete/masonry structures is provided in our estimate. The following scope of work and considerations apply;

There shall be a minimum of 8 inches clearance around the perimeter of the scanning area to accommodate the antenna. Indications at structure intersections (wall corners, wall to floor, Etc.) May be impossible to locate if the antenna cannot pass over them. The scanning surface must be flat and relatively smooth. No Water shall be present on the scanning surface and concrete shall not be less than 1 year old/Green concrete.

Under the best conditions, GPR can penetrate up to 12 inches of concrete/masonry. This maximum depth decreases as reinforcing steel congestion increases. The density of the material being scanned can also limit the depth of penetration.

GPR data, under most circumstances does not allow the interpretation of an indications size, only the center location of the indication and embedment depth. Indications such as reinforcing steel or conduit spaced closer than two inches on center may show up as one indication.

When dealing with multiple layers of reinforcing steel or conduit, layers below the top layer (closest layer to the scanning surface) may be obscured from view. In most cases our technicians can adjust the equipment to compensate for these situations, but the result will depend on the size and spacing of the indications.

Mapping Disclosure - Util-Locate is not a licensed Civil Engineer or Surveyor in-order for our mapping-work to be certified. We map the utility-locations as accurately as possible by using measuring & mapping tools. Our mapping work is to show all surveyed utilities & give our client a basic overview of the project they are engaging in and to help assess what to expect when designing or performing the preliminary site-work.

Cancel without notice - All cancellations without a 48 hour notice will be billed as a four hour minimum. If a technician is scheduled to perform a service and no work is performed, a four hour minimum charge shall apply (show-up) charge.

Working Hours - Util-Locate, regular work week is Monday - Friday is 7:00 am - 5:00 pm. Any work scheduled to be performed outside of normal work hours is subject to overtime rates.

PAYMENT TERMS - PAYMENT TERMS - 30 days net. The client agrees invoices rendered for professional or technical services are due when received. Invoices will be deemed past due if unpaid within thirty (30) days from date of invoice and any balance due after 45(forty five) days will be charged 15 % per month until paid in full. All invoice errors or necessary corrections shall be submitted to Util-Locate within (15) days of receipt of the invoice; thereafter the client acknowledges the invoice is correct and valid for payment due to Util-Locate, reserves the right to terminate services to the client without notice if the clients account is not paid currently. Upon such a termination of services, the entire amount accrued for all services performed shall immediately become due and payable to Util-Locate. The company or responsible party requesting UTIL-LOCATE's services guarantees payment of all indebtedness incurred by them for rendered service, whether now due or hereafter incurred. The service requestor/responsible party also agrees to pay reasonable collection and/or attorney's fees incurred in the collection of such indebtedness. Please note that a signature by a company representative validates the work provided and the guarantee shall remain in full force and effect. The validity, its construction, interpretation and enforcement of this agreement and the rights of the parties hereto shall be determined under, governed by, and constructed in accordance with the laws of the State of California. The client waives any and all claim against Util-Locate, its subsidiaries, affiliates, servants and agents in connection with termination of work/services pursuant to this.

CERTIFIED PAYROLL - Certified payroll requests will have a processing fee applied to each invoice of \$100.00 - LCP (additional \$50.00)

New clients: are COD and must submit credit card payment prior to dispatch. NOTE: We will not process payment until work has been completed.

NOTE: Util-LOCATE will not schedule or dispatch any technicians for proposed work - unless the proposal is "signed" and returned to us in a timely manner prior to starting work.

CONTRACTUAL ADDITIONS - Util-Locate will undertake professional responsibility for only the services provided pursuant to this agreement, and only pursuant to the terms and conditions of the agreement. In particular, and without limitation, Util-Locate, will not be responsible for delays or other matters beyond its control within reason; for inaccurate or incomplete information provided to it by Client, co-consultants or other reasonably reliable sources; for the conditions of which it was not actually informed; for unauthorized modifications to or deviations from Util-Locate, Instruments of service or the use of un-finalized Instruments of service for any purposes including bidding or cost estimating; for the speculation of products or equipment for purposes consistent with the manufacturer's published literature; for materials and equipment decisions made by others; for the services and Instruments of service provided by others even if incorporated into Util-Locate's Instruments of service for ease of reference or otherwise; for the performance of the projects contractors and materials suppliers means, methods, techniques, sequences or procedures, including without limitation investigation or demolition procedures and safety precautions and programs; and for the actions or inactions of others including utility companies, other consultants and governmental or quasigovernmental agencies.

The services being provided for by Util-Locate, does not relieve the Client of the responsibility of having to comply with California Government Code 55-4216-4216.9. It is expressly understood by the Client that Util-Locate, services are not a substitute for compliance with California Government Code 554216-4216.9.

In recognition of the relative risks, rewards and benefits of the project to both the Client and Util-Locate, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, Util-Locate's, total liability to the Client and to any other third party for any and all injuries, claims, losses, expenses, damages or claims of expenses arising out of this agreement from any cause or causes that shall not exceed Util-Locate's, fee. Such causes include, but are not limited to, Util-Locate's, negligence, short liability, breach of contract or warranty.

The Client waives all rights against Util-Locate, for damages caused by fire, water, wind, or any other perils to the extent covered by any type of property insurance applicable to the claimed damage or loss. This waiver of subrogation shall be effective even though that person or entity would otherwise have a duty of indemnification.

CLIENT:
PROJECT NAME:
PROJECT ADDRESS:

Lowell Joint School District
Macy Elementary Locating Survey
2301 Russell St, La Habra, CA 90631, CA 90603

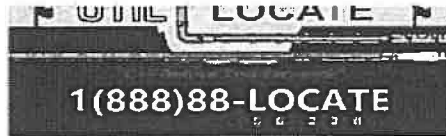


**Exhibit (Work Limits)
Image Provided**



CLIENT:
PROJECT NAME:
PROJECT ADDRESS:

Lowell Joint School District
Macy Elementary Locating Survey
2301 Russell St, La Habra, CA 90631, CA 90603



UTIL-LOCATE - BID PROPOSAL

DATE: 7/7/20 **Private** **Prevailing Wage** (Please Indicate Type of Work)
CLIENT: Lowell Joint School District
PROJECT NAME: Macy Elementary Locating Survey
PROJECT ADDRESS: 2301 Russell St, La Habra, CA 90631, CA 90603

Underground (Sub-Surface) Utility-line Locating, Field Mapping and AutoCAD Services.
CONTRACT AMOUNT \$8,800.00

****CLIENT MUST PROVIDE AUTOCAD, DWG FILE, OR PDF****

Potholing is "highly recommended" to expose and document the exact: depth, size, direction, and material of pipe or line.
 - Check Box For A Potholing Estimate

This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

DISCLAIMER: Util-Locate's Technicians are Professional Competent Multiple Utility-line Locators. All work will be performed diligently to the up-most best effort of competence in subsurface investigating. All investigative-work is subject to any uncontrollable geophysical condition of the jobsite and to the EM science in-which, all infrastructures may not be detectable. There are no guarantees that every underground pipeline and or cable line will be found in this investigation due to this unperfected science. (See Pg.3 for our Terms and Considerations)

THIS IS A BID PROPOSAL WITH A GENERAL DESCRIPTION OF THE PROJECT AND COST

ACCEPTANCE OF PROPOSAL / CONTRACT AGREEMENT

You hereby authorized the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof.

Company/Owner/Authorized Representative

(Signature) DATE: _____

(Print Name)

July 14, 2020

Mr. David Bennett
Assistant Superintendent, Facilities and Operations
Lowell Joint School District
11019 Valley Home Ave,
Whittier, CA 90603

Re: Architectural Services
Districtwide Master Plan

Dear David,

Chataode Bannon Architects (GBA) is pleased to submit this proposal to provide architectural services to prepare a Districtwide Master Plan. The proposed scope of service is as follows:

SCOPE OF SERVICE

- Planning Considerations
 - Capacity Analysis
 - Apply District standard student load factor to existing and proposed classroom counts.
 - Facility Condition Assessments using the following components:
 - School Aerial
 - The aerial is used to reference buildings, hardscape/landscape, and play fields areas. In the Site Masterplan the aerial is scaled to confirm location of existing and proposed facilities.
 - School Info
 - Includes information about the school facility such as address, year constructed/modernized. Square footage, site size, current enrollment, and grade levels served.
 - Greatest Needs
 - A summary of items that were discussed and noted as the highest need.
 - Facility Condition Assessment
 - Includes a description of building and grounds issues identified in the site walk survey, interviews with school site Principals and maintenance staff and meetings with the facility department staff.
 - Facility Condition Index (FCI). Assign a numerical value to the existing condition.
 - FCI 0 New or Recently Modernized

- Deferred maintenance, carpet, paint touch-up, etc.
 - FCI 1 Minor Modernization
 - Repairing or touching up the existing finishes and systems. New paint, carpet, ceiling tiles, casework repair, re-lamping light fixtures, etc.
 - FCI 2 Standard Modernization
 - Remove and replace existing finishes down to the studs. New wall finishes, ceilings, flooring, casework, doors and hardware, plumbing, HVAC, electrical power and low voltage.
 - FCI 3 Major Modernization
 - Includes scope of work defined in the Standard Modernization plus re-configuring or re-programming interior spaces. Repairing significant dry-rot or termite damage. Replacing exterior finishes. New windows.
 - FCI 4 Replacement
 - Remove and Replace
- Scope Recommendations
 - Phase 1.0
 - HVAC
 - Electrical Distribution and Service
 - Roofing
 - Fire Alarm
 - Sewer
 - Phase 2.0
 - Portable to Permanent/New Construction
 - Resolve "Gray" Space Non-Certified Construction
 - Phase 3.0
 - Modernization
 - Prioritizations
- Program Costs
 - Budget Estimates
 - Projected Construction, Soft and Escalation Costs
- Master Plan Diagrams
 - El Portal Elementary
 - Jordan Elementary
 - Macy Elementary
 - Meadow Green Elementary
 - Olita Elementary
 - Rancho Starbuck Intermediate

FEE

The proposed fee is \$38,000 with monthly billings on a percentage of completion basis.

REIMBURSABLE EXPENSES

GBA shall provide the District with three copies of the final report. Printing, at the request of the District, beyond the above-mentioned sets is a reimbursable expense. Travel and printing for GBA in-house coordination is at GBA's expense. Reimbursable expenses shall be billed at cost plus 5%.

Please call if you have any questions.

Sincerely,



David Bannon, AIA
Partner

July 14, 2020

Accepted by:

Lowell Joint School District
Mr. David Bennett
Assistant Superintendent, Facilities and Operations

Date:

R:\GBA Projects\Lowell Joint School District\Master Plan 2020\Districtwide Master Plan Proposal 200714.doc

SALDANA LANDSCAPE DESIGN INC
 POBOX 23435
 LOS ANGELES, CA 90023
 (323) 447-2059
 gsaldana21@yahoo.com



Invoice 1012

BILL TO
 David Bennet
 Whittier School District
 11537 GROVEDALE DR
 WHITTIER, CA 90604

DATE 07/15/2020	PLEASE PAY \$10,707.00	DUE DATE 08/14/2020
--------------------	---------------------------	------------------------

ACTIVITY	QTY	AMOUNT
WORK DESCRIPTION	1	0.00
THIS IS THE INVOICR FOR THE ADDITIONAL WORK BETWEEN BUNGALOWS A7 - A8 AND A2-A3. WE WILL INSTALL DG, IRRIGATION LINES AND INSTALL ONE VALVES TO WATER THE NEW SHRUBS WE ARE INSTALLING. PHASE 3 AND PHASE 4 ESTIMATE HAS CHANGE FROM ORIGINAL TO REFLECT THE CHANGES PER DAVID'S REQUEST.		
IRRIGATION:IRRIGATION	1	2,311.00
IRRIGATION AND SOD TOP SOIL, SPRINKLERS AND PIPING, DELIVERY COST OF GOODS, SHOP DRAWING, AND WATER CALCULATION.		
SCH 40 PIPE	10	230.00
SCHEDULE 40 PIPE 3/4"		
PVC FITTINGS	1	100.00
TEE, COUPLING, NIPPLES, ELLS, ECT...		
VALVES	1	200.00
SUPERIOR 1 "		
BOX RECTANGULAR	1	60.00
STANDARD RECTANGULAR VALVE BOX WITH GREEN LID		
VALVE WIRE	0.20	50.00
VALVE 12 AWG		
WATER PROOF CONNECTORS	0.20	9.00
WATER PROOF CONNECTORS		
2X4 EDGING	6	156.00
RED WOOD 2X4X16		
DRIP HOSE	1	250.00
DRIP HOSE		
SHRUBS	20	180.00
SHRUBS		
DG	20	2,600.00
DECOMPOSE GRANITE		
EQUIPMENT RENTAL	1	280.00
EQUIPMENT RENTAL		
LABOR	4	2,620.00
TRENCH FOR LATERAL LINE TO WATER SHRUBS AND INSTALL BUBBLERS		

ACTIVITY	QTY	AMOUNT
LABOR CLEAR ALL DRY WOODY MATERIAL AND ROUGH GRADE	0.50	340.00
LABOR INSTALLING DG AND COMPACTING	7	4,641.00
LABOR INSTALLING RED WOOD EDGING	0.50	340.00
LABOR PLANTING PLANT MATERIAL	0.50	340.00
DISCOUNT DISCOUNT	1	-4,000.00

TOTAL DUE

\$10,707.00

THANK YOU.



ICS Service Company
 PO Box 5255
 Riverside, CA 92517

Phone: 951-683-3637 Fax: 951-683-3034

www.icsservice.net

Invoice

Date	Invoice #
2/27/2020	33509

Bill To
Lowell Joint School District 11019 Valley Home Ave. Whittier, CA 90603

P.O. No.	Terms	Project
	Net 30	Maybrook Data

Quantity	Description	Rate	Amount
50	Cat-6 Inserts Blue	0.00	0.00T
12,500	Category 6 PVC Cable	0.00	0.00T
3	Extreme CAT6 24 Port Patch Panel	0.00	0.00T
1	Open Fram Rack	0.00	0.00T
2	Enclosed Frame	0.00	0.00T
1	Wiremold Lot	0.00	0.00T
1	Securing devices Lot	0.00	0.00T
1	Labor	19,890.00	19,890.00
	Maybrook-		
	We demoed 1 cabinet in main office and installed open frame rack.		
	We ran (2) sets of 4 data drops in back room area of office.		
	We installed (1) enclosed IDF in area of existing IDF in each of (2) buildings. (to replace wall bracket type and for area for district to install switches)		
	We installed in each of 14 classrooms the following: (1) dual drop for teacher and (1) singular drop for WAP.		
	Sales Tax- Los Angeles		0.00

<i>Thank You for your Business!</i>		Total	\$19,890.00

STAFF PRESENTATIONS

- Deputy Superintendent Candy Plahy presented information on the local indicators and the results pertaining to the California State Dashboard.

CONSENT CALENDAR

1. Approved/ratified purchase orders in the following amounts: **(2017/2018)** – General Fund (01), \$3,233,417.07; Child Development Fund (12), \$146,842.51; Cafeteria Fund (13), \$2,221,985.94; Deferred Maintenance Fund (14), \$16,340.00; Capital Facilities Fund (25), \$111,397.95; Schools Facilities Fund/Prop 47 Fund (39), \$5,834,883.47.
2. Approved warrant listings in the following amounts: Warrant Registers #802901 through 819712 and #598313 through 599313; current year expenditures (August 27, 2017 through September 23, 2017) \$11,052,407.05; total prior year expenditures, \$4,400,939.46 (2016-2017); and payroll registers 2A, \$1,362,041.37 and 2B, \$2,730,804.63.
3. Accepted as complete the project(s) listed and authorized filing Notice(s) of Completion. (See attached.)
4. Designated textbooks as obsolete and approve disposal.
5. Approved/ratified the Consultant Services Agreement(s) – Maintenance and Facilities – as listed in accordance with Board Policy No. 4124, Retention of Consultants. (See attached.)
6. Approved Change Order No. 1 to Bid No. 218-07, New Dimensions General Construction for the roof fascia repair project at Esperanza High School, Purchase Order # 801357.
7. Approved the District annual membership in the California School Funding Coalition for the 2017-18 school year.
8. Awarded Bid No. 218-08 to Glasby Maintenance Supply for janitorial supplies from October 11, 2017 through June 30, 2018.
9. Ratified Amendment No. 1 to Agreement No. 42965 with OCDE for Data Center Site Services from July 1, 2017 to June 30, 2018.
10. Approved amendment to the contract awarded to Blackboard, Inc. pursuant to RFP 2017-06, to provide Notification and App Systems, effective July 1, 2017 to June 30, 2020.
11. Ratified renewal of contract year 3 of 3 from July 1, 2017 through January 31, 2018, per Bid No. 215-02, Individualized Transportation Services, to Chapin Tolley Brown dba Child Shuttle.
12. Approved the annual renewal of the Seat Advisor Box Office License Agreement for the period commencing October 24, 2017 to October 23, 2018.
13. Approved/ratified Independent Contractor Agreements – Educational Services – as listed in accordance with Board Policy No. 4124, Retention of Consultants. (See attached.)
14. Approved/ratified special education master contracts, individual services contracts and related services. (Individual contracts on file.) (See attached.)

CONSENT CALENDAR (Continued)

22. Authorized contract renewal per Bid No. 216-02 for Plumbing Services with Wicketts International Plumbing Contractors, effective July 1, 2018 through June 30, 2019.
23. Authorized Professional Services Agreement renewal with Cooperative Strategies for Administration of Community Facilities District (CFD) No. 1 from July 1, 2018 to June 30, 2019.
24. Approved Resolution No. 33 to authorize the use of temporary interfund borrowings for the 2018-19 fiscal year. (See attached.)
25. Authorized agreement renewal with North Orange County Regional Occupational Program for use of facilities for the 2018-19 school year.
26. Authorized contract renewal with Isite Software, effective July 1, 2018 through June 30, 2019.
27. Authorized annual agreement renewal with Education Management Systems for the Integrated Point of Sale and Free and Reduced Lunch Application Systems, effective July 1, 2018 through June 30, 2019.
28. Renewed the pest control agreement with Pest Options, effective July 1, 2018 to June 30, 2019.
29. Authorized renewal of RFP No. 2018-01 with Goldstar Foods for the purchase of fresh bread, effective July 1, 2018 through June 30, 2019.
30. Approved renewal of the lease agreement with Oliver Packaging for meal tray heat sealer equipment and supplies, effective July 1, 2018 through June 30, 2019.
31. Approved Bid No. 219-01 to Clearbrook Farms for the purchase and delivery of Dairy and Juice Products, effective July 1, 2018 through June 30, 2019.
32. Approved Request for Proposal No. 2019-01 for Purchase and Delivery of Pizza to Papa Johns, effective July 1, 2018 through June 30, 2019.
33. Authorized the purchase of new cafeteria service equipment from Arrow Restaurant Equipment for El Dorado High School.
34. Authorized contract renewal with Glasby Maintenance Supply for Janitorial Supplies, effective July 1, 2018 through June 30, 2019.
35. Approved the agreement with General Auction Company to conduct public auctions, effective July 1, 2018 through June 30, 2019.
36. Approved the agreement with Tycoon Materials for the removal and processing of district electronic waste, effective July 1, 2018 through June 30, 2019.
37. Approved the Joint Powers Agreement with Orange County Department of Education for Courier Service, effective July 1, 2018 through June 30, 2019.
38. Reclassified records listed as Class 1-permanent to Class 3-disposable and authorize the destruction of these Class 3 records in accordance with legal codes and administrative regulations.

CONSENT CALENDAR

1. Accepted as complete the project(s) listed and authorized filing Notice(s) of Completion. (See attached.)
2. Authorized Professional Services Agreement renewal for Administration of Community Facilities District (CFD) No. 1 with Cooperative Strategies, effective July 1, 2019 to June 30, 2020.
3. Reclassified records listed as Class 1-permanent to Class 3-disposable and authorized the destruction of these Class 3 records in accordance with legal codes and administrative regulations.
4. Authorized contract renewal for Janitorial Supplies with Glasby Maintenance Supply, effective July 1, 2019 through June 30, 2020.
5. Authorized contract renewal for Blanket Field Trip coverage with Myers-Stevens & Toohy & Co., Inc., effective July 1, 2019 through June 30, 2020.
6. Approved Participation Agreement No. 48075 for SMAA participation with Orange County Superintendent of Schools, effective July 1, 2019 through June 30, 2020.
7. Approved/ratified Independent Contractor Agreements – Educational Services – as listed in accordance with Board Policy No. 4124, Retention of Consultants. (See attached.)
8. Approved special education individual services contracts and related services. (Individual contract on file.) (See attached.)
9. Approved the APEX Learning price quote for the subscription purchase of a digital learning system for the 2019 – 2020 school year.
10. Approved the Pre-Order Acceptance Quote #Q-MM939193 with SmartMusic for the 2019 – 2020 school year.
11. Approved the Software License and Professional Development Agreement with BASE Education, LLC effective August 1, 2019, through July 31, 2020.
12. Approved the Canvas Services Order Form #Q-66388-1 with Instructure, Inc. for the 2019 – 2020 school year.
13. Approved the renewal quote for Educational Resources with Shmoop University, Inc. for all secondary and alternative education schools in the Placentia-Yorba Linda Unified School District effective September 11, 2019, through September 10, 2020.
14. Approved Agreement with FilmEd Academy of the Arts for Esperanza High School, El Dorado High School, and Yorba Linda High School for the 2019 – 2020 school year.
15. Approved the school-sponsored field trips as listed in accordance with Board Policy No. 6153, School-Sponsored Trip. (See attached.)
16. Accepted gifts as listed, such action being in compliance with Education Code Section 41032. and directed the Superintendent to send letters of appreciation. (See attached.)

CONSENT CALENDAR (Continued)

6. Approved contract renewal for Janitorial supplies with Glasby Maintenance Supply, effective July 1, 2020 through October 10, 2020.
7. Reclassified records listed as Class 1-permanent to Class 3-disposable and approved the destruction of these Class 3 records in accordance with legal codes and administrative regulations.
8. Approved agreement renewal for Software Maintenance and Technical Support with Eagle Software, effective July 1, 2020 through June 30, 2021.
9. Approved renewal of the agreement with Follett, Inc. for the Destiny Library Management System for all schools, effective July 1, 2020 through June 30, 2021.
10. Approved Amendment No. 4 to the agreement with OCDE for Data Center Site Services, effective July 1, 2020 to June 30, 2021.
11. Approved renewal of the support services agreement for the Business Information, Human Resources, and Imaging Systems with OCDE, effective July 1, 2020, through June 30, 2021.
12. Approved renewal of the Virtual District Membership with SchoolStream, a division of Right Response, LLC, from July 1, 2020 through June 30, 2021.
13. Approved the Software License and Professional Development Agreement with BASE Education, LLC.
14. Approved the agreement with APEX Learning for a subscription purchase of a digital learning system for the 2020-2021 school year.
15. Ratified the agreement with Motif Motion for the creation of a virtual senior celebration video for the Class of 2020.
16. Approved the Agreement with Bell Educational Solutions for professional management and leadership services on an interim basis for the period of July 1, 2019, through June 30, 2020.
17. Approved 2020-2021 Consolidated Application for submission to the California Department of Education.
18. Approved Classified Human Resources Report. (See attached.)
19. Approved Certificated Human Resources Report. (See attached.)

Approved the above listed recommendations.

Action: Carried Motion: Mrs. Karin Freeman
 Second: Mrs. Judi Carmona

Ayes: Eric Padget, Judi Carmona, Karin Freeman, Carol Downey, Carrie Buck (via roll call)
Noes: None
Abstained: None

TO: Dr. Greg Plutko, Superintendent
FROM: David Giordano, Assistant Superintendent, Business Services
SUBJECT: **BID NO. 218-09, JANITORIAL SUPPLIES**
DATE: June 2, 2020

BACKGROUND: On October 10, 2017, the Board awarded Bid No. 218-09 for District janitorial supplies on an as needed basis to Glasby Maintenance Supply. The award of the bid was valid through June 30, 2020. The existing bid expires October 10, 2020. The District will send out a new bid in September 2020 and submit approval for award of the new bid at the Board of Education meeting in October 2020. Glasby Maintenance Supply has agreed to renew the agreement through October 10, 2020.

RATIONALE: Extension of the bid through October 10, 2020 will allow the District sites and departments to continue to purchase janitorial supplies on an as needed basis.

FUNDING: General Fund (0101) \$100,000

BOARD FOCUS AREA: This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

RECOMMENDATION: Approve contract renewal for janitorial supplies with Glasby Maintenance Supply, effective July 1, 2020 through October 10, 2020.

PREPARED BY: Don Rosales, Director, Purchasing

TO: Dr. Greg Plutko, Superintendent
FROM: David Giordano, Assistant Superintendent, Business Services
SUBJECT: **BID NO. 218-09, JANITORIAL SUPPLIES**
DATE: June 4, 2019

BACKGROUND: On October 10, 2017, the Board awarded Bid No. 218-09 for District Janitorial Supplies on an as-needed basis to Glasby Maintenance Supply. The award of the bid was valid through June 30, 2019, with options to renew the bid for an additional two years. Glasby Maintenance Supply has agreed to renew the agreement through June 30, 2020, and has requested a 3% increase in pricing for all items in the bid. Glasby Maintenance Supply has provided documentation from their manufacturers showing industry increases in pricing for goods and supplies. Bid No. 218-09 includes language allowing for product price increases based on the Consumer Price Index of up to 3%, with documentation from the vendor proving such increases.

RATIONALE: Extension of the bid through June 30, 2020 will allow the District sites and departments to continue to purchase janitorial supplies during the fiscal year on an as-needed basis. This will be contract renewal year 3 of 3.

FUNDING: General Fund (0101) \$400,000

BOARD FOCUS AREA: This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

RECOMMENDATION: Authorize contract renewal for Janitorial Supplies with Glasby Maintenance Supply, effective July 1, 2019 through June 30, 2020.

PREPARED BY: Don Rosales, Director, Purchasing

Placentia-Yorba Linda Unified School District

MEMO

TO: Dr. Greg Plutko, Superintendent
FROM: David Giordano, Assistant Superintendent, Business Services
SUBJECT: BID NO. 218-09, GLASBY MAINTENANCE SUPPLY
DATE: June 19, 2018

BACKGROUND: On October 10, 2017, the Board awarded Bid No. 218-09 for Janitorial Supplies on an as-needed basis to Glasby Maintenance Supply. The award of the bid was valid through June 30, 2018, with options to renew the bid for an additional two years. Glasby Maintenance Supply has agreed to renew the agreement through June 30, 2019, and has requested a 2.5% increase in pricing for all items in the bid. Glasby Maintenance Supply has provided documentation from their manufacturers showing industry increases in pricing for goods and supplies. Bid No. 218-09 includes language allowing for product price increases based on the Consumer Price Index of up to 3%, with documentation from the vendor proving such increases.

RATIONALE: Extension of the bid through June 30, 2019 will allow district sites and departments to continue to purchase janitorial supplies during the fiscal year on an as-needed basis. This will be contract renewal year two of three.

FUNDING: General Fund (01) \$400,000

BOARD FOCUS AREA: This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

RECOMMENDATION: Authorize contract renewal with Glasby Maintenance Supply for Janitorial Supplies, effective July 1, 2018 through June 30, 2019.

PREPARED BY: Don Rosales, Director, Purchasing

TO: Dr. Greg Plutko, Superintendent
FROM: David Giordano, Assistant Superintendent, Business Services
SUBJECT: JANITORIAL SUPPLIES BID NO. 218-08 TO GLASBY MAINTENANCE SUPPLY
DATE: October 10, 2017

BACKGROUND: The District advertised and received bids for janitorial supplies needed during the fiscal year. The bid will be utilized on an as needed basis by sites and departments. The District received four bids against this solicitation. After review of all bids, staff determined that Glasby Maintenance Supply is the most responsive bidder to provide the lowest overall pricing for the items specified by the District. The term of the initial contract is through June 30, 2018, with two optional one-year extensions. Consideration will be given at each renewal for pricing increases and decreases based on the Consumer Pricing Index.

RATIONALE: Award of Bid No. 218-08 for various custodial supplies will enable the District to respond to the ongoing janitorial supply needs of school sites and departments and comply with legal bid mandates.

FUNDING: General Fund (01) \$400,000

BOARD FOCUS AREA: This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

RECOMMENDATION: Award Bid No. 218-08 to Glasby Maintenance Supply for janitorial supplies from October 11, 2017 through June 30, 2018.

PREPARED BY: Donald Rosales, Director, Purchasing

AFFIDAVIT OF PUBLICATION

STATE OF CALIFORNIA,)
) ss.
County of Orange)

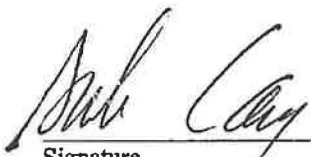
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **The Orange County Register**, a newspaper of general circulation, published in the city of Santa Ana, County of Orange, and which newspaper has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, under the date of November 19, 1905, Case No. A-21046, that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

August 10, 17, 2017

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

Executed at Santa Ana, Orange County, California, on

Date: August 17, 2017



Signature

The Orange County Register
625 N. Grand Ave.
Santa Ana, CA 92701
(714) 796-2209

PROOF OF PUBLICATION

NOTICE CALLING FOR BIDS
PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT
1301 E. Orange Harbor Ave
Placentia, CA 92870
BID Number 218-09 - District Janitorial Supplies
NOTICE IS HEREBY GIVEN that Placentia-Yorba Linda Unified School District of Orange County, California, will receive up to, but not later than 10:00:00 A.M., on August 29, 2017, sealed bids for the award of a contract for District Janitorial Supplies.
Bid documents are available at the Placentia-Yorba Linda Unified School District Purchasing Department, or can be downloaded from the District's Purchasing Department webpage.
Each bid must conform and be responsive to the bid and contract documents which are contained in the bid and on file in the Purchasing Department.
No bidders may withdraw their bids for a period of Ninety (90) days after the date set for the opening of bids or after approval of the Placentia-Yorba Linda Unified School District Governing Board.
The District reserves the right to accept or reject any and all bids and to waive any irregularities or informalities in the bids or the bid process.
Donald Rosales
Director of Purchasing
Publish: August 10, 2017 and August 17, 2017
Orange County Register 10993082



GLASBY Maintenance Supply Co.
116 E. Orangethorpe Ave.
Anaheim, CA 92801



PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT

**BID 218-09
District Janitorial Supplies**

Notice Inviting Bids

BID DUE DATE

Tuesday, August 29, 2017 at 10:00:00 A.M.

SUBMIT PROPOSALS TO:

**Purchasing Department
PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT
1301 E. Orangethorpe Avenue
Warehouse Building, 2nd floor
Placentia, California 92870
Phone: 714-985-8470
Fax: 714-985-8764**

NOTICE CALLING FOR BIDS

**PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT
1301 E. Orangethorpe Ave
Placentia, CA 92870**

BID Number 218-09 – District Janitorial Supplies

NOTICE IS HEREBY GIVEN that Placentia-Yorba Linda Unified School District of Orange County, California, will receive up to, but not later than 10:00:00 A.M., on August 29, 2017, sealed bids for the award of a contract for District Janitorial Supplies.

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The District reserves the right to accept or reject any and all bids and to waive any irregularities or informalities in the bids or the bid process.

Donald Rosales
Director of Purchasing

Publish: August 10, 2017 and August 17, 2017

Placentia-Yorba Linda Unified School District
Technology Department
BID 2018-09 – District Janitorial Supplies



Attention Bidders: If you downloaded this request for proposal from the Purchasing Department webpage, please email this sheet to Donna Schumaker at dschumaker@pylud.org or fax to 714-985-8764

Company Name: Glasby Maintenance Supply
Representative Name: Paul Edwards
Title: Sales Manager
Address: 116 E. Orangethorpe Ave
City: Anaheim
State/Zip Code: Ca 92801
Phone Number: 714-738-5121 cell 714-801-8913
Fax Number: 714-447-8854
Email Address: paul.edwards@sbcglobal.net

Please contact Donald Rosales, Director of Purchasing at drosales@pylud.org or Donna Schumaker at dschumaker@pylud.org if you have any questions regarding this RFP. The above information will be used to send addendums for this request for proposal to all potential bidders who received the proposal from the District.

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SPECIAL PROVISIONS

Bid # 218-09 – District Janitorial Supplies

1. SCOPE

This bid is for the furnishing and delivery of items considered District janitorial supplies. The supplies listed in this bid will be on an as needed basis. The quantities of each item will vary based on orders from the District's school sites, Maintenance and Facilities Department and District departments. The District and any other school or community college district will have the opportunity to order from this bid in quantities necessary to maintain its operations. Timing, and quantity needed, will be determined solely by each district choosing to use this bid for their own supplies, and not by the Supplier. Supplier must have a minimum of five (5) years' experience in furnishing and delivery of such supplies.

2. AWARD/EVALUATION

The District intends to award to the responsible bidder submitting the lowest responsive bid. The District reserves the right to award one or more contracts per category as set forth in the Bid Form Price Sheet if it is determined to be in its best interest to do so. The District reserves the right to reject any or all bids, or to waive any irregularities in the bids or in the bidding process.

3. CONTRACT PERIOD

The term of this agreement for the delivery of the District Janitorial Supplies described in this bid is for one year with the option to renew for two additional years after the expiration of the first year. The initial term of the bid is from Governing Board approval through June 30, 2018. If the District desires to renew the term of the agreement, the District and vendor will agree to the additional term, and the term will commence only after Board approval is received.

4. PRICES

Pricing shall be bid as set forth in the Bid Form Price Sheet. Do not include applicable state and federal taxes and fees. The District's Accounts Payable Department will pay applicable state and federal taxes after auditing invoices.

No price changes are permitted during the first year of the contract after which prices quoted may be subject to adjustment (increase or decrease) in accordance with corresponding changes in the Consumers Price Index. The total price shall not be increased more than the Consumers Price Index for the greater Los Angeles/Riverside/Orange County metropolitan area or three percent (3%), whichever is less, as published by the U.S. Dept. of Labor, Bureau of Labor Statistics at: <http://www.bls.gov/cpi/>. In the event of a price decline, or should Supplier sell the same supplies under similar quantity and delivery conditions to the State of California, or any other public agency in the State of California, at prices below those specified herein, such lower prices are to be immediately extended to the District. In addition, within 24 hours of any price decrease, the District shall be notified in writing of such changes and pending orders shall reflect the newer price.

5. ORDERING PROCESS

- a) The District's Purchasing Department shall place orders on an as needed basis, primarily on-line, but also with the options to place orders by fax, by phone, or via email.
- b) Deadline to place orders shall be 4 p.m. for second business day delivery.
- c) An order confirmation must be sent on-line, via fax or email once order has been placed.
- d) On-line access to Supplier website must have password security.
- e) No item is to be substituted without District's prior written approval.
- f) During Bidding NO contact is to be made by Supplier to any District site except the Purchasing Department.
- g) Orders placed must be delivered by the Supplier in the units of issuance as specified on the Bid Form Price Sheet. There shall be no restrictions as to minimum or maximum quantities placed.
- h) The District and any other school or community college district using this contract will place orders in its own name and will schedule deliveries to its facilities. Each order will reference this bid. Each district will place orders through the purchase order process.

6. ONLINE ORDERING SYSTEM

- a) As a condition of award, the successful bidder must have an electronic ordering system capable of XML interface with eSchoolMall, the districts electronic order aggregator. All fees and/or charges associated with such interface shall be the sole responsibility of the successful bidder. Contacted at: Eschool Mall 877-969-7246 (toll free) info@esmsolutions.com
- b) Ordering system shall operate during normal District business hours and shall allow 24 hour access.
- c) Supplier shall grant access to individual users by validating unique usernames and passwords.
- d) Supplier shall provide contract prices whenever costs are shown.
- e) Supplier shall allow users to check on the delivery status of a previously placed order.
- f) Supplier shall provide on-line, e-mail or fax confirmation when an order is successfully placed.
- g) Supplier shall have the ability to have internal account management in order to create, update, and maintain ship-to information.
- h) At any time after the submittal of bids, Supplier must be able to demonstrate its web based

on-line capabilities at the District's designated locations. Failure to provide this requirement will be cause for rejection of the Supplier's bid.

7. DISCREPANCIES

- a) All discrepancies are to be submitted to Supplier via fax, on-line, or by email.
- b) All order discrepancies shall be handled between the Purchasing Department and Supplier, and not the individual sites.
- c) Discrepancy items are to be picked up within 3 to 5 business days from time of notification or submittal of discrepancy.
- d) Hard copies of credit memos on discrepancy items shall be issued within thirty (30) days of receipt of return and mailed to the District, attention Accounts Payable.
- e) Items received incorrectly by District due to Supplier error are to be replaced by Supplier.
- f) Items received incorrectly by District due to District error will be re-ordered by District.

8. DELIVERY AND PERFORMANCE

- a) Delivery and performance shall be made as authorized by purchase order and referencing this bid. The Supplier shall furnish products specified in the bid during the period of the contract at the contract prices allowed and in effect at time of the order.
- b) Supplier will be required to make deliveries at the time specified in vehicles suitable for the purpose intended and said vehicles shall be equipped as required by applicable laws, rules, regulations, with all components necessary to successfully complete delivery.
- c) Supplier awarded this contract, or any portion thereof, shall deliver supplies within forty-eight (48) hours from the time the order is placed. The District reserves the right to order from a Supplier of choice for those items which cannot be delivered F.O.B. to the District within forty-eight (48) hours by the Supplier, and Supplier shall be responsible for any additional costs that result due to its failure to deliver in a timely inanner.
- d) Supplier shall be liable for any damage or citations that may be incurred as a result of any accidents. In addition, the District reserves the right to cancel the contract for delivery in a negligent manner while delivering.
- e) The Supplier shall be responsible for all damages to persons or property that occur as a result of its fault or negligence in connection with the performance under this contract and shall take all necessary measures and be responsible for the proper care and protection of supplies delivered.
- f) All items ordered shall be delivered to the "direct delivery" address of the authorized District location.

- g) Once order has been delivered, the ability to review and print proof of delivery must be available within 24 hours of delivery. The proof of delivery must include a signature of the person who signed for the delivery (if applicable), the Purchase Order number, the date of delivery, and the tracking number if order was not shipped via Supplier truck.
- h) All orders for in stock items must be delivered within 48 hours.
- i) Deliveries may not be left without obtaining signature of a school site, administrative site or Central Warehouse representative.
- j) All deliveries shall include off loading and inside delivery. Delivery vehicles must be equipped with a lift gate, hand truck, or other apparatus necessary to complete inside delivery.
- k) All orders must include packing slip in or on package number one (1). Packing slip shall include purchase order number.

9. F.O.B. DESTINATION

All quoted prices listed on the Bid Form Price Sheet shall be F.O.B. destination, freight prepaid, no charge.

10. NO GUARANTEE TO MINIMUM/MAXIMUM QUANTITY

The District does not guarantee that a minimum or maximum amount will be purchased. The District will not consider a bid to be responsive to this solicitation if a minimum quantity purchase is required by the Supplier.

11. ESTIMATED EXPENDITURE: Total expenditures under this contract are unknown as the contract will be based on purchases by school sites and departments as needed. Although no guarantee can be made on the total dollar amount purchased per year, the total dollar value of the contract is estimated to be \$300,000.00 per year. Vendor agrees to furnish more or less at the unit prices quoted in accordance with actual requirements throughout the contract period.

12. INVOICES

- 1. All invoices are to be mailed to the District in weekly batches only, attention Accounts Payable. Supplier may also be required to submit invoices via electronic transmission, i.e., email.
- 2. Statements are to be mailed or emailed to the District on a monthly basis only, attention Accounts Payable.
- 3. All invoices are to include the following:
 - a. Invoice number and date
 - b. Purchase Order Number
 - c. Requisition Number
 - d. Supplier Order Number
 - e. Date of order

- f. Date order was delivered
- g. Items and quantities ordered
- h. Ship to name and address
- i. Contract price of each item shipped
- j. Delivery charge (not to be combined with supply cost when computing tax)
- k. Tax rate
- l. Tax amount
- m. Total invoice amount

- 4. Under no circumstances shall the District be liable for any late fees or interest charges.
- 5. Serial numbers must be provided for all equipment if applicable.

13. TRAINING

In the event the District uses the on-line ordering system, the Supplier shall provide training to District staff who will be users of the web based on-line ordering system, at no additional cost to the District. Training is to be comprehensive of all aspects of the system and its full operational capabilities. Training shall be available to all users and shall be provided prior to the release of the custom on-line ordering system for District user access to begin ordering. The training dates shall be determined at a later date and the training sessions shall be conducted at one or more locations defined by the District. Training shall be provided on an as needed basis for the term of the contract.

The District will notify Supplier if additional training sessions are necessary during the term of the contract. The Supplier shall have dedicated customer service representatives available to the District Monday through Friday during normal business hours (8:00 a.m. – 3:30 p.m.) to coordinate training and all customer service needs. Phone support for all user training issues shall be available to the District during these hours. Training manuals shall be available for District users of the system at the training sessions. One training manual shall be provided by the Supplier to each DISTRICT employee participating in the training sessions. Throughout the term of the contract, the Supplier shall be required to provide, upon request by the District at no additional charge, printed user manuals detailing on-line ordering system operations, features, etc.

14. BILLINGS, DISCOUNTS AND PAYMENTS

Supplier will bill in accordance with the instructions noted in this bid. All delivery tickets for District's must be signed by a District representative. Payments will be made within sixty (60) days after receipt of product in acceptable condition, or receipt of an acceptable, correct invoice, whichever is later. All payments are subject to routine processing times or those indicated on the purchase order of the ordering agencies.

15. INDEMNITY

The Supplier will be required to indemnify and hold harmless the District, its Governing Board, officers, agents, and employees from every claim or demand made, and every liability, loss, damage, or expense, of any nature whatsoever, which may be incurred by reason of:

- (a) Any injury to or death of any person(s) or damage to, loss or theft

of any property sustained by the Supplier or any person, firm or corporation employed by the Supplier, either directly or by independent contract, upon or in connection with the work called for in this AGREEMENT, except for liability resulting from the sole active negligence, or willful misconduct of the District.

(b) Any injury to or death of any person(s) or damage, loss or theft of any property caused by any act, neglect, default or omission of the Supplier, or any person, firm, or corporation employed by the Supplier, either directly or by independent contract, arising out of, or in any way connected with the work covered by this Agreement, whether said injury or damage occurs either on or off District's property, if the liability arose due to the negligence or willful misconduct of anyone employed by the Supplier, either directly or by independent contract,

The Supplier, at Supplier's 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 Governing Board, 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 Governing Board, officers, agents or employees in any action, suit or other proceedings as a result thereof.

16. WARRANTIES AND GUARANTEES

Supplier expressly warrants that the supplies covered in the contract are 1) free of liens or encumbrances, 2) merchantable and good for the ordinary purposes for which they are used, and 3) fit for the particular purpose for which they are intended.

17. HAZARDOUS CHEMICAL/MSDS SHEETS

The Supplier shall have available, and shall furnish to the District, Material Safety Data Sheets (MSDS) for each hazardous substance and all chemical products provided in this bid and used in the performance of this contract. The provision of the MSDS must be in accordance with the requirements of California Labor Code Sections 6380 through 6399, General Industry Safety Order Section 5194, and Title 8, California Code of Regulations. The MSDS for each substance must be sent to the place of shipment or provision of goods and services, and a copy must also be sent to each District.

18. SUBSTITUTIONS

(a) Should the Supplier wish to request prior to bid opening any substitution of an "equal" supply or equipment specified, the Supplier shall submit a written request and include their substituted item, with all literature, documentation and information proving equivalency. If the substituted item is acceptable, and a contract is awarded to the vendor requesting the substitution, the District will approve the product and notify the vendor. It is expressly understood and agreed to by the Supplier that the District reserves the right to reject any such proposed substituted item. It is further expressly understood and agreed by Supplier that in the event the District rejects a proposed "equal" product, the contracted Supplier must provide the originally specified item designated by brand name or trade name. With respect to all proposed substitutions of "equal" products, the Supplier shall submit all pertinent and appropriate data substantiating its request for substitutions. District shall only consider substitution requests from the Supplier submitting the

bid. The District is not responsible for locating or securing any information which is not included in such substantiating data. The burden of proof as to the quality or suitability of proposed substituted items shall be borne by the Supplier. The District shall be the sole judge as to the quality and suitability of proposed substituted items, and decisions of the District shall be final and conclusive. These time limitations shall be complied with strictly, and in no case will an extension of time for completion be granted because of the Supplier's failure to request the substitution of an item at the times and in the manner set forth herein.

(b) In the event Supplier furnishes a product other than what was specified by the District and which has been accepted by the District and which later is defective, then Supplier at its sole cost and expense shall furnish District the originally specified item or fully replace with new the defective product at District's discretion.

19. CRIMINAL RECORDS CHECK

Education Code Section 45125.1 provides that if the employees of any entity that has a contract with a school District may have any contact with pupils, those employees shall submit or have submitted their fingerprints in a manner authorized by the Department of Justice together with a fee determined by the Department of Justice to be sufficient to reimburse the Department for its costs incurred in processing the application. The Supplier shall not permit an employee to come in contact with District's pupils until the Department of Justice has ascertained that the employee has not been convicted of a violent or serious felony. The Supplier shall certify in writing to the Governing Board of the District that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony. Criminal Records Check Certification by SUPPLIER is included in the bid documents.

20. TOBACCO FREE POLICY

Supplier has been advised and is aware that the District has adopted a Board Policy which prohibits the use of tobacco products, including smokeless tobacco, anywhere on DISTRICT property. Supplier shall be responsible for the enforcement of District's tobacco-free policy among all Supplier's employees and subcontractors while on District property. Supplier understands and agrees that should any employee or subcontractor of Supplier violate the District's Board Policy after having already been warned once for violating District's tobacco-free policy, Supplier shall remove the individual for the duration of the Agreement. Supplier shall not be entitled to any additional compensation and/or time for such removal.

21. GOVERNING LAW

The laws of the State of California and the County of Orange shall govern all aspects of the bid.

22. OWNERSHIP OF BIDS. All bids submitted become property of the Placentia-Yorba Linda Unified School District. The District reserves the right to make use of any and all information or ideas contained in the bids. These bids when submitted become public information and are subject the Freedom of information requests from the general public. Any ideas, trade secrets, or proprietary or confidential information submitted by the vendor must be stamped as such; however, this may not preclude the District from releasing such information if requested to do so. Entire bids designated as confidential may be rejected by the District.

23. TERMS AND CONDITIONS. The terms and conditions of this Bid are applicable and considered part of the agreement.

INFORMATION FOR BIDDERS

WARNING:

READ THIS DOCUMENT CAREFULLY.

1. Preparation of Bid Form. Bids shall be submitted on the prescribed Bid Form, completed in full. All bid items and statements shall be properly and legibly filled out. Numbers shall be stated both in words and in figures where so indicated, and where there is a conflict in the words and the figures, the words shall control over the numbers. The signatures of all persons shall be in longhand and in ink. Prices, wording and notations must be in ink or typewritten.

2. Form and Delivery of Bids. The bid must conform and be responsive to all bid documents and shall be made on the Bid Form provided, and the complete bid, together with the Bid Form Price Sheet and any and all additional materials as required, shall be enclosed in a sealed envelope, addressed and hand delivered or mailed to **Placentia-Yorba Linda Unified School District, Purchasing Department, 1301 E. Orangethorpe Ave., Warehouse Building 2nd Floor, Placentia, CA 92870, Attn: Donald Rosales, Director of Purchasing**, and must be received on or before the bid deadline (Public Contract Code Section 20112). The envelope shall be plainly marked in the upper left hand corner with the bidder's name, the bid number and the date and time for the opening of bids. **It is the bidder's sole responsibility to ensure that its bid is received prior to the bid deadline.** In accordance with Government Code Section 53068, any bid received after the scheduled closing time for receipt of bids shall be returned to the bidder unopened. At the time and place set forth for the opening of bids, the sealed bids will be opened and publicly read aloud.

3. Bid Security. Not required.

4. Signature. Any signature required on bid documents must be signed in the name of the bidder and must bear the signature of the person or persons duly authorized to sign these documents. Where indicated, if bidder is a corporation, the legal name of the corporation shall first be set forth, together with two signatures: one from among the chairman of the board, president or vice president and one from among the secretary, chief financial officer, or treasurer. Alternatively, the signature of other authorized officers or agents may be affixed, if duly authorized by the corporation. Such documents shall include the title of such signatories below the signature and shall bear the corporate seal. Where indicated, in the event that the bidder is a joint venture or partnership, there shall be submitted with the bid certifications signed by authorized officers of each of the parties to the joint venture or partnership, naming the individual who shall sign all necessary documents for the joint venture or partnership and, should the joint venture or partnership be the successful bidder, who shall act in all matters relative to the joint venture or partnership. If bidder is an individual, his/her signature shall be placed on such documents.

5. Modifications. Changes in or additions to any of the bid documents, alternative proposals, or any other modifications which are not specifically called for in the bid documents may result in the rejection of the bid as being nonresponsive. No oral, telephonic, facsimile or electronic modification of any of the bid documents will be considered.

6. Erasures, Inconsistent or Illegible Bids. The bid submitted must not contain any erasures, interlineations, or other corrections unless each such correction is authenticated by affixing the initials of the person(s) signing the bid in the margin immediately adjacent to the correction. In the event of inconsistency between words and numbers in the bid, words shall control numbers. In the event that any bid is unintelligible, illegible or ambiguous, the bid may be rejected as being nonresponsive.

7. Examination of Bid Documents. At its own expense and prior to submitting its bid, each bidder shall examine all bid documents; familiarize itself with all applicable federal, state and local laws, ordinances, rules, regulations and codes; determine the character, quality, and quantities of the supplies to be provided; and correlate its observations, investigations, and determinations with all requirements of the bid. The District shall not be liable for any loss sustained by the successful bidder resulting from any variance between the actual conditions and data given in the bid documents. Bidder agrees that the submission of a bid shall be incontrovertible evidence that the bidder has complied with all the requirements of this provision of the Information for Bidders.

8. Withdrawal of Bids. Any bid may be withdrawn, either personally or by written request signed by the bidder, at any time prior to the scheduled closing time for receipt of bids. The bid security for a bid withdrawn prior to the scheduled closing time for receipt of bids, in accordance with this paragraph, shall be returned. No bidder may withdraw any bid for a period of thirty (30) calendar days after the date set for the opening of bids.

9. Agreement. The Agreement which the successful bidder will be required to execute is included in the bid documents.

10. Interpretation of Bid Documents. If any bidder is in doubt as to the true meaning of any part of the bid documents, or finds discrepancies in, or omissions from the bid documents, a written request for an interpretation or correction thereof must be submitted to the Placentia-Yorba Linda Unified School District ten (10) days before bid deadline. No requests shall be considered after this time. The bidder submitting the written request shall be responsible for its prompt delivery. Any interpretation or correction of the bid documents will be made solely at District's discretion and only by written addendum duly issued by the District, and a copy of such addendum will be hand delivered or mailed or faxed to each bidder known to have received a set of the bid documents. No person is authorized to make any oral interpretation of any provision in the bid documents, nor shall any oral interpretation of bid documents be binding on the District. If there are discrepancies of any kind in the bid documents, the interpretation of the District shall prevail. SUBMITTAL OF A BID WITHOUT A REQUEST FOR CLARIFICATIONS SHALL BE INCONTROVERTIBLE EVIDENCE THAT THE BIDDER HAS DETERMINED THAT THE BID DOCUMENTS ARE ACCEPTABLE AND SUFFICIENT FOR BIDDING AND COMPLETING THE WORK; AND THAT BIDDER IS CAPABLE OF READING, FOLLOWING AND COMPLETING THE WORK IN ACCORDANCE WITH THE BID DOCUMENTS.

11. Bidders Interested in More Than One Bid. No person, firm or corporation shall be allowed to make, or file, or be interested in more than one bid for the same work unless alternate bids are specifically called for by the District. A person, firm, or corporation that has submitted a

sub-proposal to a bidder, or that has quoted prices of materials to a bidder, is not thereby disqualified from submitting a proposal or quoting prices to other bidders or submitting a bid.

12. Award of Contract. The District reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding process. The award of the contract, if made by the DISTRICT, will be by action of the Governing Board and to the lowest responsive and responsible bidder per category as set forth in the Bid Form Price Sheet. Each bidder should carefully review and complete the Bid Form Price Sheet in order to be considered a responsive and responsible bidder. If two identical low bids are received from responsive and responsible bidders, the District will determine which bid will be accepted pursuant to Public Contract Code Section 20117. In the event an award of the contract is made to a bidder, and such bidder fails or refuses to execute the Agreement and provide the required documents within five (5) working days after the notice of award of the contract to bidder, the District may award the contract to the next lowest responsive and responsible bidder or reject all bidders.

13. Competency of Bidders. In selecting the lowest responsive and responsible bidder, consideration will be given not only to the financial standing but also to the general competency of the bidder for the performance of the work. By submitting a bid, each bidder agrees that the District, in determining the successful bidder and its eligibility for the award, may consider the bidder's experience and facilities, conduct and performance under other contracts, financial condition, reputation in the industry, and other factors which could affect the bidder's performance. To this end, each bid shall be supported by a statement of the bidder's experience on the form entitled "INFORMATION REQUIRED OF BIDDER."

The District may also consider the qualifications and experience of the manufacturers who are to furnish the principal items of supplies proposed under the bid. Operating costs, maintenance considerations, performance data and guarantees of supplies may also be considered by the District. In this regard, the District may conduct such investigations as the District deems necessary to assist in the evaluation of any bid. The District reserves the right to reject the bid of any bidder who does not pass any such evaluation to the satisfaction of the District.

14. Term of the Contract. The term of the contract awarded to the successful bidder shall be one year with two (2) one year options to renew by the District.

15. Termination. The District may terminate this contract at any time for any reason with 30 days' notice to the vendor. Because the Placentia-Yorba Linda Unified School District terminates the contract, this does not preclude the vendor from meeting obligations to other agencies that have entered into a contract with the vendor utilizing the piggyback clause.

16. Insurance and Workers' Compensation. The successful bidder shall be required to furnish certificates and endorsements evidencing that the required insurance is in effect. District may request that such certificates and endorsements are completed on District's provided forms. In accordance with the provisions of Section 3700 of the Labor Code, the successful bidder shall secure the payment of compensation to all employees. The successful bidder who has been awarded the contract shall sign and file with District prior to performing the work, the Workers' Compensation Certificate included as a part of the bid documents. Labor Code section 1861.

17. Licenses and Permits. Each bidder shall be required to have all valid licenses and permits at the time of the bid opening.

18. Anti-Discrimination. In connection with all work performed under this bid, there shall be no unlawful discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age, marital status, physical disability, mental disability, or medical condition. The successful bidder agrees to comply with applicable Federal and State laws including, but not limited to, the California Fair Employment and Housing Act, beginning with Government Code Section 12900 and Labor Code Section 1735. In addition, the successful bidder agrees to require like compliance by any subcontractors used by such bidder.

19. Hold Harmless/Indemnification and Insurance. The successful bidder awarded the contract will be required to indemnify and hold harmless the DISTRICT, its Governing Board, officers, agents, and employees and provide the required insurance as set forth in the Special Provisions.

20. Drug-Free Workplace Certification. Pursuant to Government Code Sections 8350, et seq., the successful bidder will be required to execute a Drug-Free Workplace Certification upon execution of the Agreement. The bidder will be required to take positive measures outlined in the certification in order to ensure the presence of a drug-free workplace. Failure to abide with the conditions set forth in the Drug-Free Workplace Act could result in penalties including termination of the Agreement or suspension of payment thereunder.

21. Noncollusion Declaration. In accordance with the provisions of Section 7106 of the Public Contract Code, each bid must be accompanied by a noncollusion declaration.

22. Tobacco-Free Policy. The successful bidder shall agree to enforce a tobacco-free work site.

23. Criminal Records Check. The successful bidder will be required to comply with the applicable requirements of Education Code Section 45125.1 with respect to fingerprinting of employees and must complete the Criminal Records Check Certification.

24. Protests. Bidders may file a protest with the Director of Purchasing before award of contract to any vendor. The bidder must include in their protest a detailed explanation of the protest, proof that such protest is valid, supporting documentation as to why the protest should be reviewed, and the action that the vendor feels should be taken. Protests must be received no later than five (5) calendar days after the opening of proposals. The District will review all documentation received from the vendor filing the protest and make a decision on the validity of the protest. The District's decision shall be final.

Any bidder submitting a Proposal may file a protest of the district's intent to award the Contract provided that each and all of the following conditions are met:

1. The protest must be submitted in writing to the district (email is not acceptable), before 4 p.m. of the fifth business day following proposal opening.
2. The initial protest document must contain a complete statement of any and all basis for the protest, including without limitation all facts, supporting documentation, legal authorities and argument in support of the grounds for the protest; any matters not set forth in the written protest shall be deemed waived. All factual contentions must be supported by competent, admissible and creditable evidence.
3. The protest must refer to the specific portions of all documents which form the basis for the protest.
4. The protest must include the name, address and telephone number of the person representing the protesting party.
5. Any protest not conforming to the foregoing shall be rejected by the district as invalid. Provided that a protest is filed in strict conformity with the foregoing, the district's Assistant Superintendent, Business Services, or such individual(s) as may be designated by him/her, shall review and evaluate the basis of the protest. Either the district's Assistant Superintendent, Business Services or other individual designated by him/her shall provide the bidder submitting the protest with a written statement concurring with or denying the protest within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.
6. The district's Board will render a final determination and disposition of a protest by taking action to adopt, modify or reject the disposition of an award as reflected in the written statement of the Assistant Superintendent, Business Services or his/her designee. Action by the district's Board relative to an award shall be final and not subject to appeal or reconsideration by the district, any employee or officer of the district or the district's Board.
7. The rendition of a written statement by the Assistant Superintendent, Business Services (or his/her designee) and action by the district's Board to adopt, modify or reject the disposition of the award reflected in such written statement shall be express conditions precedent to the institution of any legal or equitable proceedings relative to the bidding process, the district's intent to award the Contract, the district's disposition of any protest or the district's decision to reject all proposals received.
8. The procedure and time limits set forth in this paragraph are mandatory and are the Bidder's sole and exclusive remedy in the event of a protest. Failure to comply with these procedures shall constitute a waiver of any right to further pursue the protest, including filing a Government Code Claim or legal proceedings.

25. Cooperative Purchasing/Other Agencies Clause. The bidder must agree to supply Orange County school and community college districts pursuant to Sections 20118 and 20652 of the Public Contract Code with the products and pricing listed on the bid when submitted and awarded. Other public school districts, community college districts, and public agencies

throughout the State of California may also purchase identical items at the same unit price(s) subject to the same terms and conditions pursuant to Sections 20118 and 20652 of the Public Contract Code. Sales tax will be added by the District onto the purchase order as applicable. The Placentia-Yorba Linda Unified School District waives its right to require other districts/subsequent piggyback users to draw their warrants in favor of the District or make notification of the use of this bid, and authorizes each district/subsequent piggyback users to order directly from the successful bidder and make payment directly to the successful bidder.

Acceptance or rejection of this clause will not affect the outcome of this bid.

Piggyback option granted Yes

Piggyback option not granted _____

S P E C I F I C A T I O N S

PROPOSAL SPECIFICATIONS AND REQUIREMENT

The listed specifications and manufacturer brands for the janitorial supplies are the type and brands currently used by the Placentia-Yorba Linda Unified School District school sites and departments. The specifications and manufacturer names are not meant to preclude any vendor from participating in this bid; however, the District will not consider pricing for brands that are not common to the industry. Vendors who bid their company brand products must designate the item as an alternate item and provide documentation showing equivalency of the product to the products listed in the product description. The District cannot guarantee if the purchase of the janitorial supplies will be more or less than what is stated in this bid, and quantities are based on the number of products the District purchased in previous school years.

The custodial supplies will be purchased on an as needed basis, in singular or multiple quantities, by District school sites and departments. Vendors must ensure that they have a working online ordering systems that sites have access to for ordering supplies. The District is considering a transition to a different ordering method beginning July 01, 2018 and vendors must have a system in place for district wide ordering. **All quantities must be shipped to the location designated on the purchase order from ESchoolMall.**

1. Each bidder will review the items on the listed page and bid as specified or offer an alternate product that meets or exceeds the listed product.
2. The District reserves the right to award a contract to one or multiple vendors. The award will be made to the vendor offering the lowest prices after considering the products offered and pricing. Notwithstanding, the District reserves the right to award the bid as deemed necessary and in best interest of the District.
3. Deliveries will be made to the District Warehouse or district school sites. The District will provide a listing of addresses to the vendor(s) receiving a contract against this bid.
4. All supplies will be purchased on an as needed basis, and may be in quantities of one or in multiple quantities. All items will be purchased with a District Purchase Order via the District Office or through ESchoolMall. **Vendors are to not accept verbal orders, orders from requisitions, or fax orders from any department or site.** The Purchasing Department will forward a District Purchase Order to the vendor once all approvals are received and a Purchase Order is generated.
5. The quantities listed on the bid page are estimates only and in no way guarantee the total number of items purchased in a given year.
6. The term of this base contract is for one year beginning after Board approval through June 30, 2018 and may be extended by mutual written agreement of both parties and upon Board approval, for a renewal term not to exceed two additional one year periods.
7. Pricing submitted by the vendors must include all delivery charges to the District.

Placentia - Yorba Linda Unified School District
 Bid # 218-08 Bid Sheet
 09/15

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Super Coach Pro 6 Vacuum Filter Bags-10/Package	Pro Team	Pkg	137	\$ 6.88	\$
Super Coach Pro 10 Vacuum Filter Bags-10/Package	Pro Team	Pkg	264	\$ 8.49	\$
Super Coach Vacuum Filter Paper Bags- 10/Package	Pro Team	Pkg	141	\$ 8.49	\$
Super Quarter Vacuum Filter Paper Bags- 10/Package	Pro Team	Pkg	22	\$ 6.88	\$
Yellow Caddy Bag for 32 Gal Can	Continental	Ea.	3	\$ 22.95	\$
12" Angle Broom w/Handle	Supreme	Ea.	33	\$ 4.66	\$
Blue Flagged Duo Sweep Upright Broom 4108214	Carlisle	Ea.	26	\$ 14.49	\$
39" Lobby Corn Broom	Supreme	Ea.	167	\$ 2.33	\$
5' Milwaukee Broom Handle	Gordon Brush	Ea.	11	\$ 9.37	\$
24" Milwaukee Stiff Center/Soft Border Push Broom	Gordon Brush	Ea.	3	\$ 18.01	\$
24" Milwaukee Stiff Push Broom- Outdoors	Gordon Brush	Ea.	8	\$ 18.01	\$
Wood To Wood Premium Furniture Polish	Carroll Company/Tom Shirley	Qt.	9	\$ 10.98	\$
8" Black Bristle Counter Brush	Carlisle	Ea.	0	\$ 4.84	\$
CobWeb Dome Brush	Carlisle	Ea.	64	\$ 3.95	\$
Hi-Low Deck Brush	Carlisle	Ea.	0	\$ 9.90	\$
Cone Toilet Bowl Brush	Tolco	Ea.	15	\$ 2.08	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Acrylic Toilet Bowl Swab	Supreme	Ea.	174	\$.65	\$
Nylon Toothbrush	Carlisle	Ea.	0	\$ 1.32	\$
Stainless Steel Toothbrush	Carlisle	Ea.	5	\$ 1.32	\$
Iron Hand Scrub Brush	Carlisle	Ea.	0	\$ 2.36	\$
Drain Brush for Waterless Urinal	Bobrick	Ea.	16	\$ 9.75	\$
Blue Window Washing Bucket	Continental	Ea.	1	\$ 17.85	\$
10 Quart Gray Plastic Pail with Handle	Continental	Ea.	27	\$ 5.93	\$
Off-Base 20oz Baseboard Stripping Gel	Bruhin	Ea./20oz	120	\$ 4.96	\$
Renue Encapsulation Carpet Cleaner	Glasby	Gal.	337	\$ 14.12	\$
Break Out Floor Stripper- 5 Gal Pail	Glasby	Pail	62	\$ 33.93	\$
Super Glas Sealer/Finish- 5 Gal Pail	Glasby	Pail	94	\$ 65.50	\$
Gel Vandalism 15oz Aero Graffiti Remover	Claire	Ea/15oz	108	\$ 3.81	\$
Claire 6oz Aerosol Gum Remover	Claire	Ea/6oz	183	\$ 2.17	\$
Oops Deodorant Absorbent- 24 Bags/Case	Mission Labs	Cs/24 Bags	4	\$ 47.74	\$
Barrier Impregnating Sealer	Glasby	Gal.	19	\$ 31.74	\$
Ajax 21oz Scouring Powder	Glasby	Ea	72	\$ 1.60	\$
Stainless Steel 15oz Aerosol Clnr/Polish	Bruhin	Ea/15oz	165	\$ 4.68	\$
Terragreen Kick Toilet Bowl Cleaner Quart	Bruhin	Cs.	25	\$ 35.40	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
16" x 16" Blue Microfiber Towels- 12/Pkg	Peerless	Pkg	188	\$ 7.18	\$
16" x 16" Green Microfiber Towels- 12/Pkg	Peerless	Pkg	154	\$ 7.18	\$
Yellow Treated 24"x24" Dust Cloths- 50/P	Atlantic Mills	Pkg	163	\$ 8.31	\$
Solo Pleated 3.5oz Water Cups- 50/Tub	Solo	Tube	354	\$ 2.42	\$
All Laundry Detergent 19lb Pail	Drackett	Pail	12	\$ 36.16	\$
Joy Dishwashing Detergent 38oz Bottle	Proctor & Gamble	Ea.	42	\$ 4.81	\$
TC 400ml Black Spray Soap Dispenser	TC/Rubbermaid	Ea.	266	\$.01	\$
TC 400ml Metallic Instant Hand Sanitizer Dispenser	TC/Rubbermaid	Ea.	57	\$.01	\$
T850TBK Integra Roll Towel Dispenser	San Jamar	Ea.	150	\$ 34.44	\$
White Plastic Toilet Seat Cover Dispenser	Draco	Ea.	10	\$ 5.37	\$
GP Rollmaster Toilet Paper Dispenser 56759	Georgia Pacific	Ea.	42	\$ 17.22	\$
Large Black Long Handle Dust Pan-Jumbo	De'amo	Ea.	41	\$ 14.75	\$
RM#2531 Long Handle Dust Pan	Rubbermaid	Ea.	50	\$ 8.15	\$
12" Metal Dust Pan	Continental	Ea.	0	\$ 3.68	\$
Moldex Ear Plugs- Pair	Moldex	Set of 2	200	\$.16	\$
Large Nitrile Unlined Gloves- Pair	impact	Pair	15	\$ 2.12	\$
Large Powder Free Vinyl Exam Gloves- 100/Box	Lifeguard	Box	111	\$ 2.59	\$
Medium Powder Free Vinyl Exam Gloves- 100/Box	Lifeguard	Box	251	\$ 2.59	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Small Powder Free Vinyl Exam Gloves- 100/Box	Lifeguard	Box	50	\$ 2.59	\$
Large Yellow Rubber Gloves- Pair	Safety Zone	Pair	19	\$.55	\$
Medium Yellow Rubber Gloves- Pair	Safety Zone	Pair	8	\$.55	\$
X-Large Yellow Rubber Gloves- Pair	Safety Zone	Pair	13	\$.55	\$
Medium Blue Nitrile Powder Free Gloves- 100/Box	Lifeguard	Box	122	\$ 4.24	\$
Large Blue Nitrile Powder Free Gloves- 100/Box	Lifeguard	Box	214	\$ 4.24	\$
X-Large Blue Nitrile Powder Free Gloves- 100/Box	Lifeguard	Box	204	\$ 4.24	\$
ANSI Approved Antifog Safety Goggles	Safety Zone	Ea.	14	\$ 1.90	\$
5' Metal Threaded Wood Handle	Supreme	Ea.	27	\$ 2.73	\$
5' Tapered Wood Handle	Supreme	Ea.	9	\$ 2.77	\$
Dust Mop Handle	Supreme	Ea.	25	\$ 5.37	\$
Extension Duster Handle for Coh Web Duster	Carlisle	Ea.	17	\$ 3.97	\$
Quick Change #770 Wood Wet Mop Handle	Supreme	Ea.	82	\$ 5.25	\$
Quick Change 60" Fiberglass Wet Mop Handle	Supreme	Ea.	42	\$ 8.27	\$
#164 Blue Janitors Cart w/Yellow Trash Bag	Continental	Ea.	0	\$ 124.96	\$
Putty Knife 1 1/2"	Tolco	Ea.	0	\$ 2.38	\$
33" x 40" 19 mic Black Liners- 250/Case	Republic Bag-Domestic Only	Cs.	1620	\$ 17.50	\$
24" x 24" 8 mic Clear Liners- 1000/Case	Republic Bag-Domestic Only	Cs.	187	\$ 15.00	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
43" x 47" 1.2 mil Black Liners- 100/Case	Republic Bag-Domestic Only	Cs.	37	\$ 18.27	\$
Kraft Waxed Sanitary Wall Liners- 500/CS	Rochester Midland	Cs.	12	\$ 18.25	\$
3M#8210 Dust/Respirator Mask- 20/Box	3M	Box	29	\$ 14.48	\$
Mat, Anderson #200 Waterhog Classic Charcoal 3'x5'	Anderson Mat	Ea.	19	\$ 59.77	\$
Mat, Anderson #200 Waterhog Classic Charcoal 4'x6'	Anderson Mat	Ea.	6	\$ 94.04	\$
16oz Cotton Rove Wet Mop	Supreme	Ea.	117	\$ 1.93	\$
24oz Cotton Rove Wet Mop	Supreme	Ea.	501	\$ 2.75	\$
Medium Blue Microfiber String Wet Mop Refill	Golden Star	Ea.	24	\$ 6.10	\$
Large Blue Microfiber String Wet Mop Refill	Golden Star	Ea.	67	\$ 7.92	\$
Large Blue / White Rayon Finish Mop Refill	Supreme	Ea.	10	\$ 6.05	\$
Tuway MMS-K18 Bucketless Finish Mop System	Tuway	Ea.	1	\$ 134.38	\$
Tuway MMS-18Zi Blue 18" Microfiber Mop Refill	Tuway	Ea.	30	\$ 3.18	\$
35 Quart Yellow Mop Bucket	Delamo	Ea.	0	\$ 37.04	\$
8026 Yellow Downpress Mop Wringer	Delamo	Ea.	4	\$ 46.66	\$
35 Quart Yellow Combo Mop Bucket w/Downpress Wring	Delamo	Ea.	4	\$ 72.05	\$
35 Quart Blue Combo Mop Bucket w/Downpress Wringer	Delamo	Ea.	0	\$ 77.60	\$
35 Quart Red Dirty Water Bucket for Mop Buckets	Delamo	Ea.	1	\$ 21.15	\$
Once Over Water Spot Remover	Caroll Company	Qt.	16	\$ 9.56	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Paws Stripping Strap On Shoes	PAWS	Pair	22	\$ 11.78	\$
15" Stiff Poly Scrub Brush w/4101B Plate	Carlisle	Ea.	1	\$ 51.18	\$
16" Pad Holder w/ANP-92 Plate	Malish	Ea.	4	\$ 58.62	\$
Blue Microfiber Hand Pad	TuWay	Ea.	5	\$ 2.25	\$
Medium 3 Piece Yellow Rain Suit	Safety Zone	Ea.	4	\$ 9.31	\$
Large 3 Piece Yellow Rain Suit	Safety Zone	Ea.	6	\$ 9.31	\$
X-Large 3 Piece Yellow Rain Suit	Safety Zone	Ea.	6	\$ 9.31	\$
2X-Large 3 Piece Yellow Rain Suit	Safety Zone	Ea.	4	\$ 9.31	\$
Gillmore Insulated Plastic Pistol Grip Hose Nozzle	Gillmore	Ea.	14	\$ 10.95	\$
4-Way Metal Universal Water Key	Christy's	Ea.	31	\$ 4.84	\$
5" x 36" Microfiber Dust Mop Refill Green & White	C.P.I	Ea.	5	\$ 15.20	\$
5" x 60" Microfiber Dust Mop Refill Green & White	C.P.I	Ea.	4	\$ 24.68	\$
5" x 36" Metal Dust Mop Frame	Supreme	Ea.	3	\$ 4.41	\$
5" x 60" Metal Dust Mop Frame	Supreme	Ea.	2	\$ 6.90	\$
Jet-O-Cide Lemon Disinf/Deod.15.5oz Aero	Bruin	Ea/15.5oz	92	\$ 4.18	\$
AirX66 Odor/Urine Digester	Bullen	Qt.	47	\$ 5.58	\$
AirX66 Odor/Urine Digester	Bullen	Gal.	54	\$ 17.92	\$
Nilium Odor Counteractant Quart	Nilodor	Cs.	110	\$ 37.52	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
3M#6472 Doodlebug Pad Holder w/Pads	3M	Ea.	25	\$ 33.36	\$
17" Microfiber Carpet Yarn Pads	C.P.I.	Ea.	24	\$ 18.98	\$
3M #8541 Brown Doodlebug Pads	3M	Ea.	196	\$ 1.82	\$
AP#86 H.D. Green Hand Pad	Americo	Ea.	424	\$.39	\$
3M# 8440 White Doodlebug Pads	3M	Ea.	35	\$ 1.82	\$
19" Heavy Duty Black Stripping Pads- 5 Box	Americo	Box	32	\$ 19.28	\$
17" Brown Strip Pads- 5/Box	Americo	Box	13	\$ 12.05	\$
17" Green Scrubbing Pads- 5/Box	Americo	Box	21	\$ 12.05	\$
17" White Polishing Pads- 5/Box	Americo	Box	2	\$ 12.05	\$
Toilet Bowl Plunger	Suprema	Ea.	9	\$ 3.02	\$
Poly Gloss 19oz Aerosol Furniture Polish	Glasby	Ea/19oz	74	\$ 3.80	\$
Pro Team 107304 Super CoachPro 10 Hepa Vacuum w/	Pro Team	Ea.	1	\$ 313.33	\$
Pro Team 107308 Super CoachPro 6 Hepa Vacuum w/T	Pro Team	Ea.	1	\$ 313.33	\$
Pro Team 2 Piece Aluminum Bend Wand	Pro Team	Ea.	5	\$ 39.18	\$
Pro Team 14" EZ Glide Floor Tool w/Brush	Pro Team	Ea.	11	\$ 37.29	\$
Pro Team 50' Yellow Extension Power Cord	Pro Team	Ea.	23	\$ 23.93	\$
Pro Team Gray Super Coach Micro Cloth Bag	Pro Team	Ea.	1	\$ 22.78	\$
Pro Team Gray Quarter Vacuum Micro Cloth Bag	Pro Team	Ea.	1	\$ 18.85	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Pro Team Double Swivel Elbow Cuff	Pro Team	Ea.	4	\$ 7.08	\$
Pro Team Swivel Cuff	Pro Team	Ea.	3	\$ 4.46	\$
Pro Team Vacuum Hose with Cuffs	Pro Team	Ea.	12	\$ 19.56	\$
Pro Team Super Coach Pro 6 Gray Micro Filter Bag	Pro Team	Ea.	2	\$ 18.85	\$
Pro Team Super Coach Pro 10 Gray Micro Filter Bag	Pro Team	Ea.	13	\$ 22.78	\$
Pro Team Hepa Replacement Filters for Pro 6 & 10 Vacs	Pro Team	Pkg.	47	\$ 8.50	\$
Pro Team Hepa Dome Filter For Super Coach Vacuum	Pro Team	Ea.	3	\$ 8.50	\$
Pro Team 17" Crevice Tool	Pro Team	Ea.	1	\$ 7.29	\$
Pro Team 3" Dust Brush	Pro Team	Ea.	4	\$ 6.52	\$
Razor Blade Scraper	Barber	Ea.	117	\$ 1.10	\$
Single Edge Razor Blades- 100/Box	Barber	Box	9	\$ 5.87	\$
Bobrick Stainless Steel Feminine Wall Disposal	Bobrick	Ea.	24	\$ 25.59	\$
#4 Sanitary Napkins- 250/Case	Rochester Midland	Cs.	10	\$ 38.58	\$
Hand Sanitizer Wipes- 300 Tub	PDI- Profes. Disposables Int.	Tub	738	\$ 8.26	\$
Dial 4oz Hand Sanitizer Bottle	Dial	Ea.	1	\$ 1.80	\$
Dial 7.5oz Hand Sanitizer Desk Pump	Dial	Ea.	14	\$ 3.32	\$
TC 400ml Spray Hand Sanitizer- 12/Case	Rubbermaid	Cs.	10	\$ 92.84	\$
Yellow "Closed" Wet Floor Sign	Continental	Ea.	4	\$ 8.88	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Yellow "Caution" Wet Floor Sign	Continental	Ea.	6	\$ 8.88	\$
Rubbermaid 9S1600YL Closed Hanging Sign	Rubbermaid	Ea.	4	\$ 25.87	\$
TC 400ml Antibacterial Spray Soap- 12/CS	Rubbermaid	Cs.	42	\$ 69.96	\$
TC 400ml Spray Lotion Soap- 12/Case	Rubbermaid	Cs.	417	\$ 60.24	\$
AP#33 Yellow/White Scrub Sponge	Americo	Ea.	20	\$.78	\$
AP#74 Yellow/Green Scrub Sponge	Americo	Ea.	554	\$.75	\$
W3PK Sponge 6" x 4" x 1 1/2"	Hydra Sponge	Ea.	123	\$ 1.09	\$
Soil Out Spot Remover- Gallon	Chemcor	Gal.	31	\$ 7.50	\$
24oz Plastic Spray Bottle	Tolco	Ea.	104	\$.43	\$
24-32oz Red/White Plastic Trigger Sprayer	Tolco	Ea.	601	\$.49	\$
32oz Plastic Spray Bottle	Tolco	Ea.	332	\$.54	\$
Root Lowell 2 Gal Pressure Sprayer #1996	RL Flomaster/Root Lowell	Ea.	7	\$ 45.27	\$
Brass Squeegee Handle w/12 Chan & Rub	Ettore	Ea.	4	\$ 13.88	\$
Brass Squeegee Handle w/18 Chan & Rub	Ettore	Ea.	16	\$ 15.42	\$
12" Rubber Refill Blade Only	Ettore	Ea.	6	\$ 2.21	\$
18" Rubber Refill Blade Only	Ettore	Ea.	15	\$ 2.64	\$
Unger 22" Moss Floor Squeegee	Unger	Ea.	9	\$ 17.80	\$
Platinum II Facial 2-Ply Tissue- 30 Box/CS	Royal Paper	Cs.	227	\$ 15.45	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
1/2 Fold Toilet Seat Covers- 250/Package	Lifeguard	Pkg.	3	\$ 1.10	\$
1/2 Fold Toilet Seat Covers-250/Pkg 20/CS	Lifeguard	Cs.	235	\$ 22.00	\$
Optima #580 Split Core 2-Ply Toilet Paper	Allied Paper West	Cs.	1585	\$ 41.50	\$
22" x 44" Laundered Bordered Bath Towel	Wiper Central	DZ/Pkg.	1	\$ 22.74	\$
25# Carton White Recycled White Knit Rags	Wiper Central	Box	1	\$ 43.00	\$
Prep-a! Blue Wiper Towel #95014	MDI	Cs.	49	\$ 35.30	\$
#434 Platinum I Natural Roll Towel- 12x600'	Royal Paper	Cs.	1893	\$ 26.56	\$
#405 Platinum II White M-Fold Towel- 4000	Royal Paper	Cs.	198	\$ 17.25	\$
Mouse Stick-Em Glue Boards- 2/Pkg	Eaton	Pkg.	34	\$ 1.61	\$
Rat Stick-Em Glue Boards- 2/Pkg	Eaton	Pkg.	12	\$ 3.83	\$
25 Gallon Beige Trash Can	Continental	Ea.	27	\$ 38.75	\$
28 Quart Beige Trash Can	Continental	Ea.	214	\$ 3.80	\$
32 Gallon Gray Huskee Trash Can	Continental	Ea.	156	\$ 19.90	\$
Huskee Trash Can Dolly with Wheel 3255	Continental	Ea.	4	\$ 24.50	\$
32" E-Z Reacher Trash Grabber	Arcca Industry	Ea.	78	\$ 10.70	\$
Red Cherry Deod. Flat Urinal Screen	Impact	Ea.	42	\$.95	\$
Wave 3D Mango Urinal Screens- 10/Case	Fresh	Cs.	87	\$ 16.34	\$
Wave 3D Cucumber Melon Urinal Screens- 10/Case	Fresh	Cs.	18	\$ 16.34	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
White Vinegar	Hybco	Gal.	16	\$ 2.68	\$
Air Layed Wypall Wiper- 1008/Case	Legacy	Cs.	0	\$ 57.46	\$
Cat 74 Bobrick Universal Key	Bobrick	Ea.	49	\$.85	\$
K-N16 Towel Dispenser Key	San Jamar	Ea.	12	\$.60	\$
K-CR Crown Universal Key- Rollmaster Dispenser	Continental	Ea.	30	\$.85	\$
P20B Premium Black 20" Ostrich Feather Duster	Lambskin Specialties	Ea.	7	\$ 10.75	\$
26" Lambswool Duster	Lambskin Specialties	Ea.	3	\$ 4.25	\$
#3 Maxima 256 Cleaner/Disinfectant Dilution System-4x1	Brulin	Cs.	164	\$ 104.35	\$
#4 Terragreen Blue Glass Cleaner Dilution System-4x1/C	Brulin	Cs.	32	\$ 110.10	\$
#7 815MX Cleaner/Degreaser Dilution System- 4x1 Gal/C	Brulin	Cs.	124	\$ 72.05	\$
#3 Maxima 256 Cleaner/Disinfectant Spray Bottle Label	Brulin	Ea.	113	\$.01	\$
#4 Terragreen Blue Glass Cleaner Spray Bottle Label	Brulin	Ea.	102	\$.01	\$
#7 815MX Cleaner/Degreaser Spray Bottle Label	Brulin	Ea.	128	\$.01	\$
Ettore 14" Strip Washer w/T- Bar	Ettore	Ea.	3	\$ 13.51	\$
Ettore 18" Strip Washer w/T- Bar	Ettore	Ea.	4	\$ 14.82	\$
Ettore 14" Gold Glove Washer Sleeve Only	Ettore	Ea.	0	\$ 8.01	\$
Ettore 18" Gold Glove Washer Sleeve Only	Ettore	Ea.	0	\$ 9.58	\$
Ettore 4" Long Handle Floor Scraper	Ettore	Ea.	3	\$ 16.58	\$

Product Description	Manufacturer	Unit of Measure	Estimated Usage	Price (OEM)	Price (Sub)
Ettore 4" Refill Blades- 10/Package	Ettore	Pkg.	11	\$ 6.20	\$
Ettore 4'-8' Aluminum Telescoping Pole	Ettore	Ea.	8	\$ 26.70	\$
Glad Hand Pink Lotion Soap- Gallon	Glasby	Gal.	90	\$ 4.55	\$
Pumie Scouring Bar Sticks	US Pumice	Ea.	236	\$ 1.86	\$
Safeguard Encapsulating Carpet Spotter	Daley International	Qt.	233	\$ 4.44	\$
10" Truck Wash Brush	Carlisle	Ea.	0	\$ 10.64	\$

Other Fees	Price
Price for Delivery per order Free	None No charge
Minimum Order Price	None No min order

Delivery	Days
Once order is placed how many days for delivery?	Same day or next day delivery

Same day or next day delivery
 Paul Edwards

B I D P A G E

Vendors that submit a proposal against the items listed on the products page and in the proposal pages must be aware that Placentia-Yorba Linda Unified School District reserves the right to award this proposal to one vendor or multiple vendors.

BID FORM

Name of Bidder: GLASBY MAINTENANCE Supply Co.

To: Placentia-Yorba Linda Unified School District, acting by and through its Governing Board,
herein called the "DISTRICT."

1. The undersigned bidder, having become familiarized with all the following documents including but not limited to the Notice Calling for Bids, Information for Bidders, Bid Form, Bid Form Price Sheet, Information Required of Bidder, Noncollusion Declaration, Workers' Compensation Certificate, Agreement, Drug-Free Workplace Certification, Criminal Records Check Certification, all insurance requirements, and Special Provisions, specifications, and all modifications, addenda and amendments, if any (hereinafter Bid Documents), the local conditions affecting performance and the cost of performance, hereby proposes and agrees to be bound by all the terms and conditions of the Bid Documents and agrees to perform, within the time stipulated, everything required to be performed, and to provide and furnish and pay for any and all of the labor, materials, supplies, tools, equipment, and all applicable taxes, utility and transportation services necessary to perform and complete in a good workmanlike manner everything required to be performed in accordance with all applicable laws, codes, regulations, ordinances and any other legal requirements in connection with the following:

Bid No. 218-09: JANITORIAL SUPPLIES

All in strict conformity with the Bid Documents, including Addenda Nos. _____, _____, _____ on file at the office of the **Placentia-Yorba Linda Unified School District** for the sums as set forth in this Bid Form.

2. It is understood that the DISTRICT reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process. Bidder agrees that this bid shall remain open and not be withdrawn for the period specified in the Information for Bidders.

3. It is understood and agreed that if written notice of the award of a contract is mailed, faxed, or delivered to the bidder, the bidder will execute and deliver to the **Placentia-Yorba Linda Unified School District** the Agreement and will also furnish and deliver to the **Placentia-Yorba Linda Unified School District** certificates and endorsements of insurance, the Workers' Compensation Certificate, Drug-Free Work Place Certification, and the Criminal Records Check Certification, within five (5) working days of the notice of award of the contract.

4. Communications conveying notice of award of the contract, requests for additional information or other correspondence should be addressed to the bidder at the address stated below.

5. The name(s) of all persons interested in the bid as principals are as follows:

PAT GLASBY - PRESIDENT

Paul Edwards - Sales Manager

6. The bidder hereby warrants that the bidder has all appropriate licenses and permits to perform the work as specified in the Bid Documents and that such licenses and permits will be in force and effect throughout the contract.

7. In submitting this bid, the bidder offers and agrees that if the bid is accepted, it will assign to the DISTRICT all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Business & Professions Code Section 16700, et seq.) arising from purchases of goods, materials, or services by the bidder for sale to the DISTRICT pursuant to the bid. Such assignment shall be made and become effective at the time the DISTRICT tender final payment under the contract. (Public Contract Code Section 7103.5; Government Code Section 4450, 4451 and 4552).

8. The bidder hereby certifies that it is, and at all times during the performance of work hereunder shall be, in full compliance with the provisions of the Immigration Reform and Control Act of 1986 ("IRCA") in the hiring of its employees, and the bidder shall indemnify, hold harmless and defend the DISTRICT against any and all actions, proceedings, penalties or claims arising out of the bidder's failure to comply strictly with the IRCA.

9. It is understood and agreed that if requested by the DISTRICT, the bidder shall furnish a notarized financial statement, references, and other information required by the DISTRICT sufficiently comprehensive to permit an appraisal of bidder's ability to perform the work.

10. Time is of the essence.

11. The required noncollusion declaration properly notarized is attached as required by Public Contract Code Section 7106. Bidder understands and agrees that failure to submit a completed and signed affidavit will render the bidder automatically nonresponsive.

12. The Information Required of Bidder form has been fully completed and is attached hereto.

13. The Bid Form Price Sheet for all supplies is attached to the Bid Form and is part of the Bid Form. Failure to complete the Bid Form and the Bid Form Price Sheet per category in their entirety will render a bidder nonresponsive.

The undersigned hereby declares that all of the representations of this bid are made under penalty of perjury under the laws of the State of California.

Individual Name: _____

Signed by: _____

Print Name: _____

Date: _____

Business Address: _____

Telephone: _____

Partnership Name: _____

Signed by: _____

Print Name: _____

Date: _____

Business Address: _____

Telephone: _____

Other Partner(s): _____

.....
Corporation Name: WARD A. GLASBY, INC

(a C Corporation¹)

Business Address: 116 E. ORANGETHORPE AVE

ANAHEIM, CA 92801

Telephone: 714 738-5121

Signed by: W. Glasby, President, Date: 8/24/17

Print Name: PAT GLASBY, President

Signed by: Betty Glasby, Secretary, Date: 8-24-17

Print Name: Betty Glasby, Secretary

[Seal]

¹ A corporation awarded the contract shall furnish evidence of its corporate existence and evidence that the officer signing the Agreement and bonds is duly authorized to do so.

**NONCOLLUSION DECLARATION
TO BE EXECUTED BY AND SUBMITTED WITH BID**

I, PAT GLASBY, declare that I am the party making the foregoing proposal, that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the proponent has not directly or indirectly induced or solicited any other proponent to put in a false or sham proposal and has not directly or indirectly colluded, conspired, connived, or agreed with any proponent or anyone else to put in a sham proposal, or that anyone shall refrain from responding; that the proponent has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix any overhead, profit, or cost element of the proposal price, or of that of any other proponent, or to secure any advantage against the public body awarding the Contract of anyone interested in proposed Contract; that all statements contained in the proposal are true, and, further, that the proponent has not, directly or indirectly, submitted his or her proposal price of 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 declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

8-24-17

Date

GLASBY MAINTENANCE Supply Co

Name of Vendor

PAT GLASBY

Printed name of Authorized Company Representative

W Glasby

Signature of Authorized Company Representative

CONTRACTOR'S CERTIFICATE REGARDING
WORKERS' COMPENSATION FORM

Labor Code Section 3700 in relevant part provides:

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

1. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
2. 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 employees.
3. For any county, city, city and county, municipal corporation, public Owner, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the director of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which, on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702.

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

W. P. Glasby
(Signature)

PAT GLASBY
(Print)

8-24-17
(Date)

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 submitted with the Supplier's bid.

PURCHASE ORDERS FOR BOARD APPROVAL
August 10, 2020

NO#	VENDOR	DESCRIPTION	AMOUNT
85898	COLLEGE BOARD	AP COMPUTER SCIENCE TESTS	\$850.00
85899	LA HABRA AREA CHAMBER OF COMMERCE	2020-21 MEMBERSHIP DUES	\$350.00
85900	TYNKER	TYNKER PREMIUM PLAN 20-21	\$17,010.00
85901	SENTRY SIGNS AND PRINTING	VINYL FLOOR STICKERS-SOCIAL DISTANCING	\$958.13
85902	ICS SERVICE COMPANY	MAYBROOK-MONITORING SERVICE	\$136.90
85903	BACKFLOW TESTING SERVICES	BACKFLOW TESTING	\$750.00
85904	SENTRY PRINTING	DESK SHIELD	\$250.00
85905	CAL SPORTS	BASKETBALL RIMS	\$636.02
85906	ALPHABET SIGNS, INC.	4" MARQUEE LETTERS-MAYBROOK	\$150.00
85907	ARAMARK	NEW EMPLOYEES-SHIRTS	\$268.86
85908	CALIFORNIA SCHOOL BOARD ASSOCIATION	2020-21 MEMBERSHIP DUES	\$7,777.00
85909	SPYGLASS	CONSULTANT SVCS-COST REDUCTION	\$24,433.52
85910	CDW-GOVERNMENT	WALL MOUNT BRACKETS FOR CISCO TELEPHONES	\$939.51
85911	SENTRY SIGNS AND PRINTING	OLITA, DO, M&O COMMUNITY THANK YOU BANNERS	\$551.88
85912	LEARNING OVATIONS, INC.	A2I TECHNOLOGY AND PRO DEV SUPPORT SYSTEM-MA, MG, OL	\$60,000.00
85913	ROCHESTER 100	NICKY'S FOLDERS-STUDENT COMMUNICATION FOLDERS	\$250.00
85914	GIGAKOM	CLOUD MANAGED INDOOR AP-SCHOOL SITES	\$27,408.92
85915	TIBURON TELECOMMUNICATION	FIBER OPTIC CABLE AND NETWORK-DISTRICT OFFICE	\$6,412.65
85916	MOSAIC NETWORK, INC.	COVITALITY UNIVERSAL SCREEN TO SUPPORT STUDENTS	\$4,717.00
85917	HOUGHTON MIFFLIN HARCOURT	READING COUNTS AND READING INVENTORY CURRICULUM	\$2,416.00
85918	HOUGHTON MIFFLIN HARCOURT	READING INVENTORY TRANSITION SUBSCRIPTION	\$2,400.00
85919	DATA IMPRESSIONS	LIGHTSPEED RELAY 1 YEAR SERVICE	\$10,811.59
85920	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -EL PORTAL	\$10,000.00
85921	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -JORDAN	\$10,000.00
85922	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -MACY	\$12,000.00
85923	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -MEADOW GREEN	\$13,000.00
85924	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -OLITA	\$10,000.00
85925	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -RANCHO STARBUCK	\$15,000.00
85926	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -MAINTENANCE	\$2,500.00
85927	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -CURRICULUM	\$1,000.00
85928	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -SPECIAL EDUC	\$3,000.00
85929	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -SUPERINTENDENT	\$1,000.00
85930	SOUTHWEST SCHOOL SUPPLY	20/21 OPEN PURCHASE ORDER ASSIGNED -FISCAL	\$2,500.00
85931	CSM CONSULTING	E-RATE SERVICES CATEGORY 2 BILLING	\$1,691.44
85932	FM THOMAS	AC UNIT REPAIR FOR RANCHO MULTI USE ROOM	\$1,768.47
85933	IMPEX TECHNOLOGIES	2020-21 NUTANIX 2 YEAR SUBSCRIPTION	\$17,936.42
85934	JIVE COMMUNICATIONS	TECHNOLOGY-ALGO ADAPTOR	\$417.06
85935	CLINT'S REFRIGERATION	MAYBROOK-SUPPLIES, HEATERS	\$4,200.00
85936	SOUTHWEST SCHOOL SUPPLY	2020/21 OPEN PURCHASE ORDER	\$2,000.00
85937	SOUTHWEST SCHOOL SUPPLY	2020/21 OPEN PURCHASE ORDER	\$500.00
85938	A-1	2020/21 OPEN PURCHASE ORDER-Maintenance	\$12,000.00
85939	AAA ELECTRIC MOTOR	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85940	AUTOZONE	2020/21 OPEN PURCHASE ORDER-Maintenance	\$500.00
85941	BEE GONE	2020/21 OPEN PURCHASE ORDER-Maintenance	\$2,000.00
85942	BEST LAWNMOWERS	2020/21 OPEN PURCHASE ORDER-Maintenance	\$8,000.00
85943	BUG FLIP	2020/21 OPEN PURCHASE ORDER-Maintenance	\$10,000.00
85944	CANNING'S HARDWARE	2020/21 OPEN PURCHASE ORDER-Maintenance	\$2,500.00
85945	CINTAS	2020/21 OPEN PURCHASE ORDER-Maintenance	\$14,000.00
85946	CITY OF LA HABRA	2020/21 OPEN PURCHASE ORDER-Maintenance	\$18,000.00
85947	DANIEL'S TIRE SERVICES	2020/21 OPEN PURCHASE ORDER-Maintenance	\$4,000.00
85948	DECKER EQUIPMENT	2020/21 OPEN PURCHASE ORDER-Maintenance	\$1,000.00
85949	EAST WHITTIER GLASS	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85950	GANAHL LUMBER	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85951	GLASBY MAINTENANCE SUPPLY	2020/21 OPEN PURCHASE ORDER-Maintenance	\$110,000.00
85952	GREEN'S SECURITY	2020/21 OPEN PURCHASE ORDER-Maintenance	\$2,500.00
85953	HOME DEPOT CREDIT CARD	2020/21 OPEN PURCHASE ORDER-Maintenance	\$10,000.00
85954	HOME DEPOT PRO/SUPPLY WORKS	2020/21 OPEN PURCHASE ORDER-Maintenance	\$75,000.00
85955	HUNTINGTON HARDWARE CO.	2020/21 OPEN PURCHASE ORDER-Maintenance	\$7,500.00
85956	ICS	2020/21 OPEN PURCHASE ORDER-Maintenance	\$2,000.00
85957	IMPERIAL SPRINKLER SUPPLY	2020/21 OPEN PURCHASE ORDER-Maintenance	\$12,000.00
85958	JAMES HARDWARE	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85959	LOWE'S	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85960	PDQ RENTAL CENTER	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85961	PEST OPTIONS	2020/21 OPEN PURCHASE ORDER-Maintenance	\$5,000.00
85962	PLUMBING WHOLESALE OUTLET	2020/21 OPEN PURCHASE ORDER-Maintenance	\$8,000.00
85963	SHERWIN WILLIAMS COMPANY	2020/21 OPEN PURCHASE ORDER-Maintenance	\$10,000.00

"B" WARRANTS FOR BOARD APPROVAL ON:
August 10, 2020

"B" WARRANT DOCUMENTS : 100 - 152, 1790 - 2074, 3000 - 3143

1,489,147.86

THE FOLLOWING "B" WARRANT VOUCHERS ARE INCLUDED IN THE ABOVE SEQUENCE OF NUMBERS SUBMITTED FOR APPROVAL. ANY INTERRUPTIONS IN THE SEQUENCE ARE DUE TO THE VOUCHER BEING HELD FOR AUDIT BY LACOE AND RELEASED AT A LATER DATE. THE 3000s INDICATE A NUTRITION SERVICES PAYABLE. THE 100s INDICATE NEW FISCAL YEAR 2020-2021 PAYABLES.

NO.	VENDOR	AMOUNT
100	CALPERS-MEDICAL PREMIUMS- JULY 2020	298,483.71
101	CALPERS-NON PERS-MEDICAL PREMIUMS- JULY 2020	8,539.39
102	DELTA DENTAL- RETIREE PREMIUMS -JULY 2020	1,753.72
103	LA HABRA AREA CHAMBER OF COMMERCE-MEMBERSHIP DUES	350.00
104	MOBYMAX-MG, SOFTWARE LICENSES	6,990.00
105	NIC PARTNERS-TECH SUPPLIES	4,864.68
106	ORANGE CO SCHOOL BOARD ASSOC.-MEMBERSHIP	250.00
107	AERIES SOFTWARE-DISTRICT, CONTRACT SVCS	11,392.14
108	CSBA-VOLUNTARY DEDUCTIONS-JULY 2020	7,777.00
109	CODESP-BUS SVCS, SUPPLIES	2,200.00
110	DATA IMPRESSIONS - TECHNOLOGY SERVICE	9,873.60
111	CSEA-VOLUNTARY DEDUCTIONS-JULY 2020	1,352.00
112	MONOPRICE, INC.-TECH, SUPPLIES	310.07
113	TYNKER-DISTRICT SITES, SOFTWARE LICENSES	17,010.00
114	WARE DISPOSAL-DISTRICT SITES, WASTE DISPOSAL	1,393.63
115	FRONTIER-DISTRICT COMMUNICATIONS, UTILITIES/FAX	61.21
116	SO CAL GAS CO.-OLITA-UTILITIES, JUNE 2020	14.79
117	SO CAL EDISON-MAYBROOK, UTILITIES, JUNE 2020	1,951.57
118	TIME WARNER CABLE-TECH, UTILITIES, JUNE 2020	492.16
119	SUBURBAN WATER CO-JORDAN, UTILITIES, JUN-JUL 2020	6,296.86
120	READY REFRESH NESTLE-DO, SUPPLIES	64.47
121	QUADIENT LEASING-DO-MAILING POSTAGE	1,999.15
122	RAPTOR-SITES, ANNUAL ACCESS SERVICES	3,390.00
123	SPARKLETTS WATER-RS, SUPPLIES	2.99
124	THE HARTFORD-PREMIUM-8/2020-10/2020	142.32
126	FRONTIER-DISTRICT COMMUNICATIONS, UTILITIES/FAX	1,069.74
127	SO CAL GAS-MG, RS, M&O- UTILITIES, JUNE 2020	93.48
128	SO CAL EDISON-EP, MA, RS-UTILITIES JUNE 2020	12,490.13
129	TIME WARNER CABLE-TECH, UTILITIES, JULY 2020	5,143.08
130	BUG FLIP-NUTRITION SVCS, SERVICE CALLS	75.00
131	DANIELS TIRE SVC-MAINT, SERVICES	184.15
132	GALLAGHER THERAPY-CONTRACT SVCS	1,483.50
133	OCDE - SPECIAL ED. CONTRACT SERVICES	3,399.86
	EARLY RETIREE REIMBURSEMENTS	
134	DAWN AANDAHL	525.39
135	BRENT ALLSMAN	506.24
136	ELIZABETH KANESHIRO	948.67
137	SHELLEY MARKER	525.39
138	PENNY MAYERCHECK	1,189.78

139	RONALD RANDOLPH	630.56
140	GAYLE ROGERS	245.78
141	CLAUDIA SCHALCHLIN	525.39
142	REBECCA STEPHENSON	525.39
143	EMILY WAKEFIELD	525.39
144	HOLLY WOLFE	525.39
145	THE HOME DEPOT - MAINTENANCE SUPPLIES	13,463.15
150	BEARCOM - SUPPLIES/ MEADOW GREEN	1,611.43
151	CAL SCHOOL & SPORT - SUPPLIES	636.02
152	BRUCE PATILLO - EARLY RETIREE REIMBURSEMENT	506.24
1790	DECKER EQUIPMENT-MAINT-SUPPLIES	244.56
1856	DEBRA LEES-MAYBROOK, CONTRACT SVCS	1,400.00
1879	BEST LAWNMOWER-GROUNDS, SUPPLIES	624.64
1895	APPLIED BEST PRACTICES - MAYBROOK/ CONTRACT	2,400.00
1896	ERICKSON-HALL CONSTRUCTION-OLITA, CONTRACT SVCS	96,913.30
1897	PACIFIC PREMIER BANK-OLITA, BOND ESCROW ACCT	7,895.00
1901	GALLAGHER PEDIATRIC-SPEC ED, CONTRACT SVCS	2,816.50
1902	ICS SERVICE CO-MAYBROOK, CONTRACT SVCS	6,451.31
1906	NIGRO & NIGRO - FINAL BILLING 2018-19 AUDIT	2,200.00
1907	ERICKSON-HALL CONSTRUCTION-OLITA, CONTRACT SVCS	53,095.50
1908	DIVISION OF STATE ARCHITECT-OLITA, CLOSEOUT FEE	806.25
1909	ATKINSON ANDELSON LOYA-DISTRICT CONTRACT SVCS	5,726.25
1910	BUG FLIP - SERVICES/ MAINTENANCE, ALL SITES	1,440.00
1911	GLASBY MAINTENANCE-MATERIALS, SUPPLIES	13,848.67
1912	HOME DEPOT PRO-M&O, SUPPLIES, MATERIALS	3,484.86
1913	MCI VERIZON-DISTRICT, UTILITIES	20.80
1914	MONOPRICE, INC.-TECH, SUPPLIES	368.45
1915	ORANGE CO DEPT ED-SPEC ED, TUITION SVCS	9,121.26
1916	LA HABRA ROTARY CLUB-SUPT. -MEMBERSHIP	100.00
1917	QUADIENT LEASING USA-DISTRICT, POSTAGE METER	481.72
1918	SPARKLETTS-RS, SUPPLIES	2.99
1919	SCHOOL SERVICES OF CA-BUS SVCS, JUNE 2020 SVC	305.00
1921	FRONTIER - MONTHLY UTILITIES/ SERVICE	58.36
1922	HOME DEPOT PRO-M&O, SUPPLIES, MATERIALS	282.72
1923	THE SHERWIN-WILLIAMS CO. - MAINTENANCE/ SUPPLIES	36.66
1924	UNITED REFRIGERATION INC. - MAINTENANCE/ SUPPLIES	23.71
1925	COUNTY OF ORANGE - MARCH PRIMARY ELECTION	15,759.84
1926	AUDRA SCHAAP-OLITA, PURCHASE REIMBURSEMENT	74.60
1927	LEADER SERVICES-SPEC ED, CONTRACT SVCS	1,270.99
1928	ANYWHERE CART-TECH, SUPPLIES	613.20
1929	APPLE-TECH, SUPPLIES	197.05
1930	CITY OF LA HABRA-FUEL SUPPLIES	1,150.83
1931	ELITE MODULAR LEASING-MAYBROOK, CONTRACT SVC	10,279.00
1932	ERICKSON-HALL CONSTRUCTION-MAYBROOK, CONTRACT SVCS	18,254.08
1933	HAUFFE CO.-CAPITAL OUTLAY, CONTRACT SVCS	10,416.00
1934	HAUFFE CO.-MAYBROOK, CONTRACT SVCS	7,056.00
1935	THE STANDARD-VOLUNTARY DEDUCTIONS-JUNE 2020	5,274.00

1936	AMERICAN FIDELITY ASSURANCE-JUNE 2020	18,072.59
1937	QUADIENT LEASING USA-DISTRICT, POSTAGE METER	3,000.00
1938	UNUM LIFE INSURANCE-Q3 2020 PREMIUM	542.73
1939	HANCOCK PARK & DELONG, INC.-CAP OUTLAY-CONTRACT SVC	250.00
1940	READYREFRESH NESTLE-DO-WATER, SUPPLIES	24.04
1941	SCHOOL SERVICES OF CA-BUS SVCS, CONF ATTENDANCE	660.00
1942	TARGET SPECIALTY PRODUCTS-GROUNDS, SUPPLIES	209.34
1948	PEST OPTIONS-MACY, RS-SERVICE CALLS	240.00
1949	SO CAL EDISON-EP, MA-UTILITIES, MAY 2020	3,652.25
1950	SO CAL GAS-EP, OLITA-UTILITIES, MAY 2020	109.15
1951	ABE'S PLUMBING-MACY, SUPPLIES	7,000.00
1953	COLLEGE BOARD-RS, SUPPLIES	850.00
1954	KAMI NOTABLE, INC.-SPEC ED, CONTRACT SVCS	1,000.00
1955	CITY OF LA HABRA-FUEL SUPPLIES	767.62
1956	FRONTIER - MONTHLY UTILITIES/ SERVICE-MAY 2020	800.61
1957	SO CAL GAS-JO, MG, RS, MAINT-UTILITIES, MAY 2020	120.73
1958	SO CAL EDISON-RS, UTILITIES, MAY 2020	3,659.19
1959	TIME WARNER CABLE-DISTRICT, UTILITIES/SVC	2,087.25
1960	WALTERS WHOLESALE ELECTRIC - BOND/ CONTRACT	1,777.44
1961	SOUTHWEST SCHOOL SUPPLY - RANCHO STARBUCK SUPPLIES	2,439.54
1962	SOUTHWEST SCHOOL SUPPLY - M&O OFFICE SUPPLIES	1,401.34
1963	SOUTHWEST SCHOOL SUPPLY - MAYBROOK SUPPLIES	204.70
1964	SOUTHWEST SCHOOL SUPPLY - OLITA SUPPLIES	82.13
1965	SOUTHWEST SCHOOL SUPPLY - MACY SUPPLIES	1,726.87
1966	SOUTHWEST SCHOOL SUPPLY - JORDAN SUPPLIES	436.23
1967	SOUTHWEST SCHOOL SUPPLY - EL PORTAL SUPPLIES	128.81
1968	SOUTHWEST SCHOOL SUPPLY - MEADOW GREEN SUPPLIES	954.16
1969	SOUTHWEST SCHOOL SUPPLY - CURRICULUM SUPPLIES	829.89
1970	SOUTHWEST SCHOOL SUPPLY - DISTRICT OFFICE SUPPLIES	38.54
1971	SOUTHWEST SCHOOL SUPPLY - FISCAL SUPPLIES	696.08
1973	SENTRY SIGNS AND PRINTING - FACILITIES/ FLOOR	958.13
1974	THE SPYGLASS GROUP - TECHNOLOGY SERVICES	24,433.52
1986	SCHOOLS FIRST FED. CREDIT UNION- VOL. DEDUCTIONS	20,280.00
1987	ATKINSON, ANDELSON, LOYA, RUUD & ROMO - LEGAL SERVICE	3,427.50
1988	FULLERTON SCHOOL DISTRICT - SUPPLIES	90.00
	EARLY RETIREE REIMBURSEMENTS	
1976	DAWN AANDAHL	525.39
1977	BRENT ALLSMAN	506.24
1978	ELIZABETH KANESHIRO	948.67
1979	SHELLEY MARKER	525.39
1980	PENNY MAYERCHECK	1,189.78
1981	RONALD RANDOLPH	630.56
1982	GAYLE ROGERS	245.78
1983	CLAUDIA SCHALCHLIN	525.39
1984	REBECCA STEPHENSON	525.39
1985	EMILY WAKEFIELD	525.39
1989	HOLLY WOLFE	525.39

1990	KING OFFICE SERVICES-MAYBROOK, CONTRACT SVC	6,760.00
1991	SO CAL GAS CO.-UTILITIES, JUNE 2020	65.68
1991	ORANGE CO DEPT OF ED-SPEC ED, CONTRACT SVCS	4,622.50
1992	VERIZON WIRELESS-DISTRICT UTILITIES JUNE 2020	524.41
1992	BEHAVIOR & EDUCATION-SPEC ED, CONTRACT SVCS	110.00
1993	CITY OF LA HABRA-OLITA, UTILITIES, JUNE 2020	2,558.76
1994	SO CAL EDISON-JOR, M&O-UTILITIES, JUNE 2020	5,049.79
1995	SUBURBAN WATER-MG, RS, UTILITIES, JUNE 2020	15,309.52
1996	LEARNING OVATIONS, INC.-DISTRICT WIDE, LICENSES	60,000.00
1997	BEHAVIOR & EDUCATION-SPEC ED, CONTRACT SVCS	12,026.66
1998	NMK CORPORATION-TECH, SUPPLIES	821.25
1999	ICS SERVICE CO-JORDAN, SUPPLIES	196.90
2002	TARGET SPECIALTY PRODUCTS-GROUNDS, SUPPLIES	2,089.57
2004	BEE GONE BEE REMOVAL-OLITA, SERVICE CALL	75.00
2006	SO CAL GAS-MACY, UTILITIES, JUNE 2020	60.88
2007	SO CAL EDISON-MACY, MG, UTILITIES, JUNE 2020	1,983.11
2008	AMERICAN EXPRESS-DISTRICT, SUPPLIES PURCHASES	1,667.88
2009	CONSTRUCTION ELECTRIC-MAYBROOK-CONTRACT SVC	16,374.93
2010	CORE CONTRACTING-MAYBROOK-CONTRACT SVCS	174,458.01
2011	ERICKSON-HALL-MAYBROOK, CONTRACT SVCS	4,975.00
2012	GHATODE BANNON ARCHITECTS-CONTRACT SVCS	12,760.86
2013	GHATODE BANNON ARCHITECTS-CONTRACT SVCS	11,469.15
2014	HAUFEE CO.-M&O, CONTRACT SERVICES	10,416.00
2015	HOWARD TECH SOLUTIONS-MAYBROOK, SUPPLIES	24,733.70
2016	BACKFLOW TESTING-EP, MACY, OL-SUPPLIES	750.00
2017	CSM CONSULTING-TECH, SUPPLIES	3,816.44
2018	DAILY JOURNAL CORP.-NEWSPAPER AD	194.53
2019	F.M. THOMAS AIR CONDITIONING-M&O, SUPPLIES	1,768.47
2020	FULLERTON SCHOOL DISTRICT - PRINTING SUPPLIES	975.00
2021	CRISTIAN BOGDAN-MILEAGE REIMBURSEMENT	42.21
2022	WENDI RAPP-MILEAGE REIMBURSEMENT	69.60
2023	JOHN ZAPPULLA-TECH, MILEAGE REIMBURSEMENT	26.47
2026	ONYX PAVING CO-CAPITAL OUTLAY, MAYBROOK	22,670.00
2027	PROJECT SUPPORT SERVICES-CONTRACT SVCS	891.65
2028	SALDANA LANDSCAPE-MAYBROOK, CONTRACT SVCS	26,724.45
2029	SYLVIA LEE-CLASSROOM PURCHASE REIMBURSEMENT	800.92
2030	MICHELLE VALDEZ-MACY, CLASSROOM PURCH REIMBURSEMENT	418.00
2031	PEAP-EP, SUPPLIES	208.00
2032	FEEDING DREAMS-NUTRITION SVCS, CONTRACT SVCS	3,000.00
2034	D&D EDUCATION CONSULTANTS-CONTRACT SVCS	2,086.46
2036	SUBURBAN WATER-MACY, UTILITIES, JUNE 2020	3,351.94
2037	SO CAL GAS CO.-EP-UTILITIES, JUNE 2020	50.03
2038	SO CAL EDISON-OLITA, UTILITIES, JUNE 2020	1,205.28
2039	KATHRYN HAAS-SPEC ED, CONTRACT SERVICE	1,173.48
2040	ARAMARK - DISTRICT OFFICE/ TECH. SUPPLIES	269.42
2041	CDW GOVERNMENT-MAYBROOK, CONTRACT SVCS	939.51
2042	CONSTRUCTION ELECTRIC-MAYBROOK/ CONTRACT	16,374.93
2043	ERICKSON-HALL-MAYBROOK/ CONTRACT SERVICE	109,178.75

2044	GHATAODE BANNON ARCHITECTS-CONTRACT SERVICE	913.50
2045	HAUFEE CO.-M&O, CONTRACT SERVICES	1,008.00
2046	PACIFIC PREMIER BANK-OLITA, BOND-CONTRACT SVC	5,746.25
2047	LEADER SERVICES - SPECIAL ED. CONTRACT SERVICE	722.43
2048	MCI A VERIZON CO. - MONTHLY UTILITIES/ SERVICE	16.69
2049	EAST WHITTIER CITY SCHOOL DISTRICT - CONTRACT	22,805.00
2050	LUNA INK (PAUL LUNA)-RS, GRAPHIC DESIGN SERVICES	1,571.15
2051	UTIL-LOCATE-BOND, JORDAN- CONTRACT SVCS	12,800.00
2052	QUADIENT LEASING-DO-MAIL MACHINE FINAL LEASE TAXES	82.48
2053	SENTRY SIGNS/PRINTING-DO-BANNERS	551.88
2054	JILLIAN JACOBSEN - CONSULTANT/ SERVICES	375.00
2055	SO CAL NEWS GROUP-BOND-OLITA NOTICE OF: AD	848.00
2056	SOUTHWEST SCHOOL SUPPLY-RS, SUPPLIES	121.85
2057	BUG FLIP-DISTRICT WIDE-SERVICE CALLS	45.00
2058	CANNINGS HARDWARE LA HABRA-RS, MO-SUPPLIES	113.02
2060	SOUTHWEST SCHOOL SUPPLY-MACY, SUPPLIES	58.63
2062	CA. DEPT OF TAX & FEE-Q2 2020 SALES/USE TAX	262.00
2063	SOUTHEAST CONSTRUCTION - MAINTENANCE SUPPLIES	88.07
2064	WARE DISPOSAL - MONTHLY TRASH SERVICE	280.64
2065	THE HOME DEPOT PRO INST. - MAINTENANCE SUPPLIES	1,904.78
2066	GLASBY MAINTENANCE SUPPLY CO. - SUPPLIES	19,075.60
2067	KATHERINE ATKINSON - PURCHASE REIMBURSEMENT	16.00
2069	FED EX - MAIL SERVICES	145.00
2070	FULLERTON SCHOOL DISTRICT - SUPPLIES	450.00
2074	CINTAS CORPORATION - SUPPLIES	3,041.50
3000	EMS LINQ INC-NUTRITION SVCS, SUPPLIES	1,175.00
3001	SAN MATEO-FOSTER CITY SCHOOL DIST-NUTRITION SVCS	244.75
3118	CHRIS HAMABE - NUTRITION SERVICES/ MEAL REFUND	26.38
3128	NORMA SALAZAR - NUTRITION SERVICES/ MEAL REFUND	30.50
3130	CAROL STYX - NUTRITION SERVICES/ MEAL REFUND	49.25
3131	MAGDALENA ROSAS - NUTRITION SERVICES/ MEAL REFUND	250.75
3132	CHRIS FRIEBUS-NUTRITION SVCS REFUND	7.75
3133	CHARLENE MARSHALL-NUTRITION SVCS REFUND	10.20
3134	NANCY RODRIGUEZ-NUTRITION SVCS REFUND	7.08
3135	ELMA ZUNIGA - NUTRITION SERVICES/ MEAL REFUND	34.00
3136	BUG FLIP-NUTRITION SVCS, SERVICE CALLS	180.00
3137	BERNIER REFRIGERATION-NUTRITION, SERVICE CALL	1,197.19
3138	DRIFTWOOD DAIRY-NUTRITION SVCS, JUNE 2020	5,991.18
3139	GOLD STAR FOODS-NUTRITION, SUPPLIES	10,552.37
3140	P&R PAPER SUPPLY CO-NUTRITION SVCS, SUPPLIES	362.92
3141	VALPRO, INC.-NUTRITION, SUPPLIES	5,736.51
3142	LADY BUGS ENVIRONMENTAL-NUTRITION SVCS, SVC CALL	55.00
3143	CO OF LOS ANGELES-NUTRITION SVCS, FEES	197.00

LOWELL JOINT SCHOOL DISTRICT
EMPLOYER-EMPLOYEE RELATIONS PERSONNEL REPORT 2020/2021 #1

August 10, 2020

I. CERTIFICATED EMPLOYEES

A. 2020/2021 CONTRACTS

<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>CLASS/COL/STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
Andres, Paolo	08/10/20	C5/S2	RS	7/8 grade science teacher. Temporary Contract.
Brander, Holly	08/10/20	C4/S7	DO	Early Literacy Coach. Probationary Year 2
Carrillo, Valerie	08/10/20	C2/S4	JO	3rd grade teacher. Probationary Year 2
Carty, Lyn	08/10/20	C5/S1	EP	4/5 grade teacher Temporary Contract
Casey, Kaleen	08/10/20	C4/S3	MA	Kindergarten teacher. Probationary Year 2.
CdeBaca, Denise	08/10/20	C5/S7	OL	Speech Language Pathologist. Probationary year 2
Cheng, Allison	08/10/20	C5/S1	DO	Choral Teacher. Probationary year 1.
Evenson, Amanda	08/10/20	C3/S3	MG	Kindergarten grade teacher. Probationary Year 2
Galang, Bianca	08/10/20	C5/S4	EP	ABA Classroom Teacher. Probationary year 2 contract.
Galli, Jessica	08/10/20	C5/S4	RS	7/8 grade science teacher. Probationary year 2.
Garduno, Adam	08/10/20	C4/S2	RS	7/8 grade math teacher. Temporary Contract.
Gonzalez, Trisha	08/10/20	C1/S6	DO	District Nurse Probationary Year 1
Goss, Brittany	08/10/20	C3/S2	RS	7/8 grade English Teacher. Temporary contract.
Hammond, Maddison	08/10/20	C4/S3	OL	TK-2 Moderate Special Education Teacher. Probationary year 2
Jacobs, Diana	08/10/20	C4/S4	JO	1 st grade teacher. Temporary Contract
Kosareff, Breana	08/10/20	C3/S3	JO	4 th grade teacher. Probationary Year 2
Kuitems, Naomi	08/10/20	C3/S2	MG	1 st grade teacher Temporary Contract
Kuitems, Naomi	08/10/20	C3/S2	MG	1 st grade teacher. Temporary Contract
Langer, Garrick	08/10/20	C4/S3	RS	7/8 grade science teacher. Temporary Contract.
Lou, Charlene	08/10/20	C5/S7	RS	7/8 grade science teacher. Temporary contract.
McNeff, Michelle	08/10/20	C5/S3	EP1	4 th grade teacher. Probationary Year 2.
Mgrdichian, Jennifer	08/10/20	C4/S2	EP	20% 6 th grade teacher. Temporary contract.
Miller, Cameron	08/10/20	C3/S4	RS	Band Teacher. 100% Temporary Contract.
Montiel, Shaina	08/10/20	C3/S2	JO	Resource Specialist Teacher. Probationary Year 1.
Montoya, Maya	08/10/20	C5/S3	OL	4 th grade teacher. Temporary Contract.
Moreno, Rebecca	08/10/20	C4/S3	OL	RSP teacher. Probationary year 1
Pagano, Breanne	08/10/20	C5/S6	RS	7/8 grade English/ Drama Teacher. Temporary contract.
Palmas, Victoria	08/10/20	C4/S4	JO	1/2 Dual Language Teacher. Temporary Contract
Pfaff, Heather	08/10/20	C4/S5	JO	1/2 grade teacher. Temporary contract.
Praefke, Amie	08/10/20	C4/S3	EP	20% 6 th grade teacher. Temporary assignment ending December 11, 2020
Rivera, Yovanna	08/10/20	C1/S1	JO	TK/K Dual Language Teacher Temporary Contract
Rodriguez, Brenda	08/10/20	C4/S2	JO	K Dual Immersion Teacher. Temporary Contract
Shun-Hernandez, Tiffany	08/10/20	C3/S2	JO	2 nd grade teacher. Temporary contract.
Valdez, Michelle	08/10/20	C4/S7	MA	5 th grade teacher. Probationary year 2
Yi, Cara	08/10/20	C5/S2	RS	7/8 grade Math Teacher. Temporary Contract.

B. MANAGEMENT

Coombs, Jim	07/01/20		DO	Contract June 2019 through June 2022
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Cukro, Matthew	07/01/20	Column 7	MG	Principal
Esparza, Rhonda	07/01/20	Column 5	DO	Director of Education Services
Howe, Nathan	07/01/20	Column 7	DO	Intermediate Assistant Principal.
Igarta, Kaleo	07/01/20	Column 7	DO	Director of Special Education
Jacobsen, Patricia	07/01/20	Column 2	MA	Principal
Linda Takacs	07/01/20	Column 7	RS	Principal. Longevity
McDonald, Sheri	07/01/20	Column 2	DO	Asst Supt Educational Services, Longevity
Sermeno, David	07/01/20	Column 7	EP	Principal. Probationary year 2.
Van Hoogmoed, Krista	07/01/20	Column 7	OL	Principal Longevity
Wissman, Marikatherine	07/01/20	Column 6	JO	Principal Longevity

C. DISTRICT OFFICE

Johnson, Kelly	08/01/20	Column 7	DO	Psychologist
Heinrich, Kari	07/01/20	Column 7	DO	Program Specialist Longevity
Luna, Adam	08/01/20	Column 5	DO	Psychologist
Mack, Christopher	08/01/20	Column 2	DO	Psychologist. Probationary year 2
Mendoza, Jasmine	08/01/20	Column 2	DO	Psychologist. Probationary year 2

D. CHANGE OF STATUS

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENTS
EID: RR0478465	08/10/2020	09/04/2020		FFCRA Leave (Mondays & Fridays)
Lavin, Lindsey	08/20/2020	10/01/2020	RS	(AB375) FMLA maternity
Simmons, Rebecca	08/10/2020	08/14/2020	MG	(AB375) FMLA maternity
Simmons, Rebecca	08/17/2020	09/28/2020	MG	(AB375) FMLA Baby bonding leave
Suzuki, Angela	08/10/2020	09/18/2020	EP	(AB375) FMLA Baby bonding leave

E. RETIREMENT

NAME	EFFECTIVE DATE	SITE	COMMENTS
Jacobsen, Susan	08/10/2020	MG	Retirement Option II

F. EXTRA DUTY PAY/STIPENDS

NAME/ EMPLOYEE ID	EFFECTIVE DATE	END DATE	SITE	COMMENTS
Champion, Rebecca	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.
Cheng, Allison	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend for Elementary School Choral Program. To be paid from General Fund.
Gonzalez, Tricia	08/10/20	05/28/21	DO	To be paid \$55.00 per month, not to exceed \$550.00, for mileage stipend. To be paid from General Fund.
Heinrich, Kari	08/01/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.

Hultberg, Darcie	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.
Igarta, Kaleo	08/01/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.
Miller, Cameron	08/10/20	05/28/21	RS	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend for Elementary School Band Program. To be paid from General Fund.
Takacs, Whitney	07/01/20	06/30/21	RS	To be paid 1/10 th of her salary (C5/S9) for additional work days for the 2020-21 school year. To be paid from Supplemental Grant Funding.
Ubeda-Kim, Maria	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.
White, Nancy	08/10/20	05/28/21	DO	To be paid \$55.00 per month, not to exceed \$550.00, for mileage stipend. To be paid from General Fund.
Malm, Amanda	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.
Brander, Holly	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund
Pagano, Breanna	08/10/20	05/28/21	DO	To be paid \$30.00 per month, not to exceed \$300.00, for mileage stipend. To be paid from General Fund.
Takacs, Whitney	08/10/20	05/28/21	RS	To be paid a total of \$200.00 monthly, not to exceed \$2,000.00, for supervision of intern counselors. To be paid from Mental Health and out of Home Care funds.
Luna, Adam	08/10/20	05/28/21	DO	To be paid a total of \$200.00 monthly, not to exceed \$2,000.00, for supervision of intern psychologists. To be paid from Mental Health and out of Home Care funds.
Van Diest, Scott	08/10/20	05/28/21	RS	To be paid \$200.00 monthly, not to exceed \$2,000.00 for serving as Yearbook Coordinator. To be paid from the Rancho-Starbuck Yearbook Account
Miller, Camerson	08/10/20	05/28/21	RS	To be paid \$200.00 monthly, not to exceed \$2,000.00 for serving as Yearbook Coordinator. To be paid from the Rancho-Starbuck Yearbook Account
Irving, Tamara	08/10/20	05/28/21	RS	To be paid \$5000.00 per month, not to exceed \$5,000, for serving as ASB Coordinator. To be paid from the Rancho-Starbuck General Site Account.
Irving, Tamara	08/10/20	05/28/21	RS	To be paid \$150.00 per month, not to exceed \$1,500.00 for serving as an Intervention Coordinator. To be paid from Supplemental Funds.
Anderson, Ryan	08/10/20	05/28/21	RS	To be paid \$450.00 per month, not to exceed \$4500.00 for assisting the Technology Director as a Technology Lead to Administer and Support District-wide Educational Technology. To Be Paid From General Fund Technology Budget.

G. CERTIFICATED SALARIES FOR 2020-2021**

<u>NAME</u>	<u>SITE</u>	<u>CLASS</u>	<u>STEP</u>	<u>COMMENTS</u>
Abell, Amy	El Portal	5	20	
Aguilar, Barbara	Rancho Starbuck	5	15	
Aldecoa, Kelly	Macy	5	24	

Allsman, Kathryn Iiams	Olita	5	26	
Anderson, Ryan	Rancho Starbuck	5	20	
Andres, Paolo	Rancho Starbuck	5	2	
Arreguin, Barbara	Rancho Starbuck	4	15	
Austin, Stephanie	Rancho Starbuck	5	14	
Ayers, La Reina Weaver	Olita	5	26	
Ballard, Nicole	Macy	5	14	
Behura, Sylvia Lucia	Rancho Starbuck	5	24	
Bernhard, Carol	Macy	5	24	
Blackler, Samantha	District Office	5	11	
Borsari, Julie	Olita	5	13	
Brander, Holly	District Office	4	7	
Brimmage, Mary	El Portal	5	15	
Brooks, Kimberly	El Portal	5	21	
Campbell, Kaitlyn	El Portal	5	10	50% (50% Tenured, 50% Leave of Absence – Tenured at 100%).
Carrillo, Valerie	Jordan	2	4	
Carty, Lyn	El Portal	5	1	
Casey, Kaleen	Macy	4	3	
Castillo, Barbara	El Portal	4	16	
Cazares, Ariana	Rancho Starbuck	5	8	
Cdebaca, Denise	District Office	5	7	
Champion ,Rebecca	District Office	5	18	
Chavez, Karen	Olita	5	24	
Cheng, Allison	District Office	5	1	
Chittum, Eric	Rancho Starbuck	5	26	
Christerson ,Carin	Rancho Starbuck	4	8	60% (30% tenured / 30% temporary)
Coleman, Deborah	Olita	5	20	
Coleman, Rachel	Macy	5	16	
Cooke, Kristen	Jordan	5	15	
Crabtree, Gail	Meadow Green	5	16	
Daniel, Kari	El Portal	5	26	
De La Haye, Melissa	El Portal	5	9	
Desmond ,Andrea	Jordan	5	26	
Dinnen, Dyanna	Olita	5	10	40% (40% Tenured, 60% Leave of Absence – Tenured at 100%).
Evenson, Amanda	Meadow Green	3	3	
Farrens, Sylvia	District Office	5	15	
Felton, Leslie	Jordan	5	26	
Fonti, Allison	Macy	5	25	
Galang, Bianca	El Portal	5	4	
Galli, David	Rancho Starbuck	5	8	
Galli, Jessica	Rancho Starbuck	5	4	
Garduno, Adam	Rancho Starbuck	4	2	
Ghabour, Kylee	Meadow Green	3	10	
Gober, Kristen	Meadow Green	5	23	
Gonzalez, Tricia	District Office	1	6	
Goss ,Brittany	Rancho Starbuck	3	2	
Guerrero, Rachel	El Portal	5	14	

Gunsalus, Lecia	Jordan	5	10	
Hammond, Maddison	Olita	4	3	
Haworth, Gracia Marie	Olita	5	26	
Herman, Teresa	El Portal	5	20	80% (80% Tenured, 20% Leave of Absence – Tenured at 100%).
Hernandez, Javier	Jordan	4	12	
Higgins, Kelly	Macy	5	16	
Huff, Kenneth	Rancho Starbuck	5	17	
Hultberg, Darcie	District Office	5	13	80% (80% Tenured, 20% Leave of Absence – Tenured at 100%).
Ilinsky, Christina	El Portal	5	18	
Irving, Tamara	Rancho Starbuck	5	22	
Jacobs, Diana	Jordan	4	4	
Jacobsen, Susan Royer	Meadow Green	4	26	
Jeffrey, Kimberlee	El Portal	4	20	
Kane, Carolyn	El Portal	5	20	
Karr, Krista	Meadow Green	5	26	
Kosareff, Breaua	Jordan	3	3	
Kudler, Laurie	Macy	5	26	
Kuitems, Naomi	Meadow Green	3	2	
Langer, Garrick	Rancho Starbuck	4	3	
Lauprecht, Robert	Jordan	5	12	
Lavin, Lindsey	Rancho Starbuck	5	10	
Lee, Sylvia	Macy	4	6	
Lickfelt, Robert	Olita	4	12	
Liles, Amy	Jordan	5	21	
Lisowski Martinez, Paula	Meadow Green	5	26	
Lou, Charlene	Rancho Starbuck	5	7	
Malm, Amanda	District	4	8	
Mangold ,Leslie	Meadow Green	5	25	
Mangold, Christian	Macy	5	25	
Mayhew, Julie	Rancho Starbuck	5	26	
McNeff, Michelle	El Portal	5	3	
McTeggart, Amy	Macy	4	25	
Mgrdichian, Jennifer	El Portal	4	2	20% Contract
Michael-Bohen, Michelle	Olita	5	22	60% (60% Tenured, 40% Leave of Absence – Tenured at 100%).
Milazzo, Angela	Macy	5	20	
Miller, Cameron	Rancho Starbuck	3	4	
Miller, Stefanie	Meadow Green	5	12	
Montes, Emily	Rancho Starbuck	5	8	
Montiel, Shaina	Jordan	3	2	
Montoya, Maya	Olita	5	3	
Moreno, Rebecca	Olita	4	3	
Morrison, Deanna	Meadow Green	5	25	
Naples, Deborah	Olita	5	13	
Navarro-Diaz, Yolanda	Meadow Green	5	22	
Needham, Deborah	Macy	5	26	
Nichols, Jean	El Portal	4	20	
Nunez, Sarah	Rancho Starbuck	5	11	

Oke, Melissa A	Rancho Starbuck	4	9	
Ospital, Jeffrey	Rancho Starbuck	5	10	
Pagano, Breanne	Rancho Starbuck	5	6	
Paine, Jennifer	Olita	5	18	
Palmas, Victoria	Jordan	4	4	
Palmer, Margaret	Olita	5	25	
Peloquin, Karen	Olita	5	22	
Perez, Susannah M	Meadow Green	4	14	
Perumean, Stacy D	Meadow Green	5	11	
Petrakis, Kerri Lynn	Macy	5	19	
Pfaff, Heather	Jordan	4	5	
Pimper, Shelly	Macy	5	24	
Pinney, Marci	El Portal	5	22	
Praefke, Amy	El Portal	4	3	20% Contract
Remme, Laura	El Portal	5	23	
Rivera, Yovanna	Jordan	1	1	
Robertson, Vicki	Meadow Green	5	24	
Rodriguez, Brenda	Jordan	4	2	
Rodriguez, Mayra	Meadow Green	5	14	
Roshan, Rita Kathleen	Rancho Starbuck	5	25	
Roth, Julie	Macy	5	19	
Russell, Anne E	Olita	5	14	
Rutledge, Stephanie Martin	Macy	5	25	
Ryan, Tara	Rancho Starbuck	5	26	
Sachs, Theadora	Rancho Starbuck	5	23	
Saieva, Alyson	Olita	5	20	
Sandoval, Cheri	Olita	5	21	
Shaw, Mary Elizabeth	Macy	4	26	
Shun-Hernandez, Tiffany	Jordan	3	2	
Simons, Rebecca	Meadow Green	5	15	
Smith, Rebecca Lynn	El Portal	5	26	
Stark Padilla, Brooke	Olita	5	19	
Suzuki, Angela Kim	El Portal	5	16	80% (80% Tenured, 20% Leave of Absence – Tenured at 100%).
Takacs, Whitney	Rancho Starbuck	5	9	
Telarico, Valerie Susan	El Portal	5	23	
Toice, Susan	Meadow Green	5	23	
Tolmasoff, Susan F	Meadow Green	4	6	
Tyner, Bonnie	Macy	5	26	
Ubeda-Kim, Maria L	District Office	5	10	
Ulloa, Nicole M	Jordan	4	12	
Valdez, Michelle	Macy	4	7	
Van Diest, Scott	Rancho Starbuck	5	22	
Van Vliet, Ronita	Meadow Green	5	21	
Vanderlee, Michelle J	Meadow Green	4	6	
Wartian, Lillian Elaine	Meadow Green	5	26	
White, Nancy	District Office	3	21	
Wilkins, Melissa	Meadow Green	4	5	

Wood, Carrie	El Portal	5	16	50% (50% Tenured, 50% Leave of Absence – Tenured at 100%).
Yi, Cara	Rancho Starbuck	5	2	

*It is further recommended that these individuals be approved for substitute teaching at the rate of \$131.00 per day and/or \$35.00 an hour rate (not to exceed six hours) as applicable and to include: Professional Development, Saturday School, Site Support Duties and Intervention

**It is further recommended that the individuals listed in Certificated Salaries for 2020-2021 is approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I or LCFE Supplemental Grant Funds.

**It is further recommended that individuals listed in Certificated Salaries for 2020-2021 serve as home school teachers, if needed, for the 2020-2021 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2020-2021 school year.

H.

Employment of substitutes effective 08/12/2020 for the 2020-2021 school year @ 131 per day and \$65.50 per half day rate and \$35.00 per hour* (not to exceed six hours) as applicable and to include: professional development, Saturday school, and site support duties, and \$170 long term sub rate.

Allsman, Brent	Childress, Whittany	Hung, Eugene	Ocanas, David	Silva, Kathie
Anderson, Tammy	Cortes, Samantha	Jacobsen, Brennan	Ochoa, Raquel	Tari, Debi
Ashdown, Daniel	Conforti, Tammy	Jarvis, Melanie	O'Neil, Mary	Thompson, Kelsie
Aulet-Leon, Dominique	Dankert, Marian	Kimes, Betty	Opfer, Debbie	Vega, Sandy
Beiderwell, Elizabeth	Davila, Alexandra	Kushi, Yumi	Park, Kristine	Watkins, Kyli
Belk-Dumont, Juliette	Davis, Summer	Lees, Debra	Penuelas, Christian	Windust, Julie
Bishop, Davette C	DeBruijn, Lisa	Lopez, James	Perez, Jennifer	Wybaczynsky, Neely
Brooks, Edward	Dunsmore, Clay	Lowden, Casie	Peterson, Monica	Yoder, Tyler
Browning, Erin	Fuller, Duke	Maruyama, Ryan	Pilkington, Felicia	Young, Joanne
Brunier, Robert	Garcia, Patricia	McCoy, Stacey	Praefke, Amy	Zarate, Laurie
Buckner, Iris	Gonzales, Ilene	McCullough, Jennifer	Preciado, Rosana	Sauceda, Antoinette
Carr, Candice	Gonzalez, Carolyn	Mgrdichian, Jennifer	Prentiss, Joey	Saunders, Juliette
Cerda, Erin	Green, Georgia	Milton, Lisa	Quezada, Joshua	Scott, Susan
Charman, Lauren	Halte, Kristin	Montemayor, Kathleen	Quinlan, Dyana	Marin, Claudia
Chen, Marcia	Haworth, Acacia	Morrison, Dana	Reza, Isabel	
Cheng, Katlyn	Haworth, Raenicia	Mosqueda, Journey	Serrano, Christine	

I.

SUBSTITUTE CHANGE OF PAY

NAME	EFFECTIVE DATE	END DATE	SITE	COMMENT
Amie Praefke	08/10/2020	09/18/2020	EP	To be paid special long term rate of \$170.00 for El Portal Elementary School for Sixth grade classroom (Monday – Thursdays)
Davilla, Alexandra	08/10/2020	05/29/2020	MG	To be paid special long term rate of \$170.00 for Meadow Green Elementary School for TK grade teaching position
Hung, Eugene	08/20/2020	10/01/2020	RS	To be paid special long term rate of \$170.00 for Rancho Starbuck Intermediate School for Math teaching position

Krisitine Park	08/10/2020	08/14/2020	MG	To be paid special long term rate of \$170.00 for Meadow Green Elementary School for Sixth grade teaching position
Krisitine Park	08/17/2020	09/28/2020	MG	To be paid special long term rate of \$170.00 for Meadow Green Elementary School for Sixth grade teaching
Serrano, Chrisitine	08/10/2020	09/04/2020	OL	To be paid special long term rate of \$170.00 for Olita Elementary School for Fourth grade teaching position (Mondays & Fridays)

*It is further recommended that these individuals be approved for substitute teaching at the rate of \$131.00 per day and/or \$35.00 an hour rate (not to exceed six hours) as applicable and to include: Professional Development, Saturday School, Site Support Duties and Intervention

**It is further recommended that the individuals listed in Certificated Salaries for 2020-2021 is approved to instruct in the Intervention Programs. The rate of pay is \$35.00/hour and will be paid from Title I or LCCFF Supplemental Grant Funds.

**It is further recommended that individuals listed in Certificated Salaries for 2020-2021 serve as home school teachers, if needed, for the 2020-2021 school year at a rate of \$35.00/hour, not to exceed five hours per week, per student. Mileage will be paid at the IRS Standard Mileage Rate for the 2020-2021 school year.

II. CLASSIFIED EMPLOYEES 8/10/2020

A. MONTHLY – GENERAL FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
EID # YE2248190	07/07/20	12/31/20			FFCRA Leave/Tuesdays and Wednesdays
EID # BG7397987	07/31/20	12/31/20			FFCRA Leave/Fridays
Arcega, Aida	04/09/21		R23/S4	MA	Office Manager/Step Increase
Armijo, Jessica	08/07/20		R21/S5	RS	Day Custodian/Step Increase/Correction to EER #12
Cardenas, Roberto	10/22/20		R18/S4	JO	Night Custodian/Step Increase
Garcia, Hector	12/07/20		R20/S5	MNT	Groundskeeper/Step Increase
Lord, Dixie	07/06/20	07/24/20	R27/S1	RS	Systems Aide/Temporary Summer Assignment
Lord, Dixie	07/28/20		R23/S3	RS	Office Manager/Temporary Increase of Hours
Mao, Alan	01/22/21		MGT R2/S8	DO	Director of Educational and Information Technology/Step Increase
Martin, Jordan	08/12/20		MGT R6/S4	DO	Occupational Therapist/Step Increase
Pattillo, Bruce	06/30/20			MNT	Maintenance General/Resignation due to Retirement
Reynolds, Andrea	07/17/20		MGT R1/S7	DO	Assistant Superintendent of Administrative Services/Correction to EER #11
Rivera, Ismael	10/09/20		R18/S4	RS	Night Custodian/Step Increase
Schaap, Audra	09/07/20		R23/S8 +7.5%	OL	Office Manager/Longevity Increase
Weissman, Catherine	02/03/21		MGT R8/S2	DO	Bond Contracts and Accounting Manager/Step Increase
Zappulla, John M.	03/23/21		R22/S4	DO	Systems Technician/Step Increase

III. HOURLY – GENERAL FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
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Allen, Pauline	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Allsman, Marcella	08/13/20		R14/S2	OL	Special Education Support Aide/Step Increase
Argueta, Cindy	10/09/20		R16/S4	OL	Instructional Assistant - ABA/Step Increase
Ayers, Becca	08/13/20		R14/S2	OL	Instructional Assistant/Step Increase
Bonilla, Carmen	08/14/20		R16/S4	OL	Instructional Assistant - ABA/Step Increase
Border, Barbara	08/15/20		R14/S5	OL	Instructional Assistant/Step Increase
Bullard, April	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Bullard, April	07/28/20	06/30/21	R16/S3	RS	Clerk Typist/Temporary Increase of Hours
Bullard, April	04/16/21		R16/S4	RS	Clerk Typist/Step Increase
Cacioppo, Alexis	08/15/20		R16/S4	EP	Instructional Assistant - ABA/Step Increase
Castro, Jenny	01/06/21		R16/S2	EP	Instructional Assistant - ABA/Step Increase
Cobb, Zachary	07/01/20		R28/S1	DO	Maintenance General - Painter/ Substitute
Davis, Christina	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Estrada, Elizabeth	12/03/20		R14/S5	OL	Bilingual Instructional Assistant/Step Increase
Fiscus, Regina	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Flores, Maria	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Francis, Annalisa	08/08/20		R20/S7	DO	Nurse's Assistant/Performance Recognition Increase
Garcia, Lisa	05/16/21		R16/S4	OL	Clerk Typist/Step Increase
Garcia, Olivia	08/13/20		R15/S3	MG	Instructional Assistant/Step Increase
Hanenburg, Cindy	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Hendrickson, Jill	09/05/20		R15/S8 +7.5%	MG	Instructional Assistant/Longevity Increase
Herman, Kathy	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Hutcherson, Janel	12/02/20		R16/S3	JO	Clerk Typist/Step Increase
Jan, Sarah	08/13/20		R14/S4	MA	Instructional Assistant - RSP/Step Increase
Johnson, Fleur	12/02/20		R14/S3	OL	Special Education Support Aide/Step Increase
Kennedy, Joelle	08/17/20		R16/S4	EP	Instructional Assistant - ABA/Step Increase
Leanguerrero, Robyn	03/21/21		R20/S5	MG	Library Media Technician/Step Increase
Leanguerrero, Robyn	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Lepe, Caroline	11/13/20		R14/S3	MG	Bilingual Instructional Assistant/Step Increase

Lickfelt, Rebecca	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Lord, Dixie	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Meza Soto, Katie	12/02/20		R15/S2	OL	Instructional Assistant/Step Increase
Mize, Kelly	08/13/20		R14/S5	EP	Instructional Assistant - RSP/Step Increase
Montanez, Laurie	05/01/21		R15/S3	OL	Special Education Support Aide/Step Increase
Munoz, Lauren	01/11/21		R14/S5	RS	Special Education Support Aide/Step Increase
Nava, Rudy	07/09/20		R18/S4	DO	Night Custodian/Step Increase
Rickenbacker, Kim	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Rickenbacker, Kimberly	04/16/21		R16/S4	EP	Clerk Typist/Step Increase
Scott, Susan	04/29/21		R14/S8 +5%	OL	Intervention Aide/Longevity Increase
Serrano, Tena	07/06/20	07/24/20	R17/S1	DO	Systems Aide/Temporary Summer Assignment
Serrano, Tena	07/28/20	06/30/21	R18/S8 +5%	RS	School Clerk-Intermediate/Temporary Increase of Hours
Smith, Grady	08/12/20		R16/S2	EP	Instructional Assistant - ABA/Step Increase
Valdez, Veronica	08/13/20		R15/S2	MG	Instructional Assistant/Step Increase
Van Hoogmoed, Danielle	01/06/21		R15/S2	OL	Instructional Assistant/Step Increase
Vasquez, Randi	07/01/20	06/30/21		DO	Systems Aide/Temporary Increase of Hours
Vasquez, Randi	09/21/20		R14/S4	DO	Systems Aide/Step Increase
Vazquez, Maricela	08/12/20		R14/S4	OL	Special Education Support Aide/Step Increase
Villarino, Kathleen P.	10/23/20		R14/S3	MA	Instructional Assistant/Step Increase
Williams, Andrea	08/14/20		R16/S4	OL	Instructional Assistant - ABA/Step Increase

IV. HOURLY – CAFETERIA FUND

<u>NAME/ EMPLOYEE ID#</u>	<u>EFFECTIVE DATE</u>	<u>END DATE</u>	<u>RANGE/ STEP</u>	<u>SITE</u>	<u>COMMENTS</u>
Abbond, Karey	08/14/20		R7/S4	JO	Cafeteria Worker/Step Increase
Alarid, Emily	05/01/21		R7/S4	EP	Cafeteria Worker/Step Increase
Castro, Nathan	01/07/21		R7/S3	JO	Cafeteria Worker/Step Increase
Garcia-Pompa, Nancy	10/28/20		R7/S3	RS	Cafeteria Worker/Step Increase/Correction to EER #12
Goodenow, Arlene	05/01/21		R7/S4	MA	Cafeteria Worker/Step Increase