

11.2





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**Agenda Item Details**

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.2 Approval of the Minutes of the Special Board Meeting of March 15, 2017
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Staff recommends approval of the Minutes of the Special Board Meeting of March 15, 2017
Minutes	<a href="#">View Minutes</a> for Mar 15, 2017 - RSD Special Board Meeting

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**Public Content**

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Speaker:

Rationale:

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**Administrative Content**

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**Executive Content**

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*





**Rio School District  
Minutes  
Special Board Meeting  
March 15, 2017  
Office of Student and Family Support Services  
3300 Cortez Street  
Oxnard, CA 93036  
Open Session: 4:00 p.m.**

**Members present**

Eleanor Torres, Ramon Rodriguez, Joe Esquivel

**Meeting called to order at 4:02 PM**

**1. Preliminary Business-4:00 p.m.**

**1.1 Call to Order-4:00 p.m**

President Esquivel called the meeting to order at 4:07 p.m.

**1.2 Pledge of Allegiance**

Dr. Puglisi led the flag salute.

**1.3 Roll Call**

Trustee Torres took the roll. Trustee Eisenhower and Martinez-Cortes were absent.

**2. Approval of the Agenda**

**2.1 Agenda corrections, additions, and modifications.**

**2.2 Approval of the Agenda**

The agenda was approved as presented.

**Motion by Ramon Rodriguez, second by Eleanor Torres.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Ramon Rodriguez, Joe Esquivel**

**3. Communications**

**3.1 Superintendent Reports**

Superintendent Puglisi reviewed the outline of the meeting.

**3.2 Public Comment Procedures for receiving communication from the public on topics that fall under the subject jurisdiction of the Governing Board. 1. Special Board Meeting - A member of the public may address the Governing Board on any item(s) on the agenda. (Each person speaking may not exceed a total of three minutes on each item). The speaker may**

choose to speak during public comment or at the time of the agenda item prior to board consideration. These presentations are limited to three minutes or a total of twenty minutes.

**4. Information**

**4.1 Review of School Site Plans**

Oscar Hernandez, Assistant Superintendent of Educational Services, instructed the board members the process.

**5. Adjournment**

**5.1 Adjournment**

President Esquivel adjourned the meeting at 5:02 p.m.

**Approved on this 19th day of April, 2017.**

\_\_\_\_\_  
John Puglisi, Ph.D., Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date









**Agenda Item Details**

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.3 Approval of the Minutes of the Regular Board Meeting of March 15, 2017
Access	Public
Type	Action (Consent), Minutes
Minutes	<a href="#">View Minutes</a> for Mar 15, 2017 - RSD Regular Board Meeting

**Public Content**

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Speaker:

Rationale:

**Administrative Content**

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**Executive Content**

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**Rio School District**  
**Minutes**  
**Regular Board Meeting**  
**March 15, 2017**  
Office of Student and Family Support Services  
3300 Cortez Street  
Oxnard, CA 93036  
Closed Session: 5:00 p.m.  
Open Session: 6:00 p.m.

**Members present**

Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel

**Meeting called to order at 5:03 PM**

1.1 Call to Order

President Esquivel called the meeting to order at 5:03 p.m.

1.2 Pledge of Allegiance

President Esquivel led the flag salute.

1.3 Roll Call

Trustee Torres called the roll.

2. Approval of the Agenda

2.1 Agenda Correction, Additions, Modifications

There were no corrections made to the agenda.

2.2 Approval of the Agenda

Staff recommends approval as presented

**Motion by Eleanor Torres, second by Ramon Rodriguez.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Ramon Rodriguez, Joe Esquivel**

3. Public Comment-Closed Session

3.1 Public Comment (Closed Session) The public may address the Board concerning items that are scheduled for discussion during the closed session only. These presentations are limited to three minutes each, or a total of fifteen minutes in all.

Public comments were heard from Marisela Valdez.

4. Closed Session- President Esquivel adjourned the meeting into closed session at 5:14 p.m.

4.1 Conference with Legal Counsel—Anticipated Litigation, pursuant to Government Code Section 54956.9(d)(2). Potential number of cases: 1 (significant exposure to litigation based upon receipt of a claim). Liability Claim, pursuant to Government Code Section 54956.95. Claimant: (Specify name or state name is unspecified pursuant to Government Code Section 54961). Agency claimed against: Rio School District.

4.2 Conference with Legal Counsel-Pending Litigation-Subdivision (a) Government Code 54956.9 Case No: OH 2016121089

4.4 Conference with Real Property Negotiators, pursuant to California Government Code 54954.5(b) and 54956.8; Property: District Office, 2500 E. Vineyard Ave, Oxnard, CA 93036; Agency Negotiators: Dr. John Puglisi, District Superintendent, and Dr. Joel Kirschenstein, Special Consultant to District; Negotiation Party: None at this time; Under Negotiation: Price and Terms of Payment

4.5 Conference with Real Property Negotiators, pursuant to California Government Code 54954.5(b) and 54956.8; Property: El Rio School Site 2417 E. Vineyard Ave, Oxnard; Agency Negotiators: John Puglisi, Superintendent and Joel Kirschenstein, Consultant; Under Negotiation: Price and terms of payment for sale of the El Rio School Site.

4.6 Conference with Real Property Negotiators, pursuant to Government Code § 54956.8 Property: Those parcels identified by APNs 133-0- 041-015 through 045 and 133-0- 042-015 through 045 located in Oxnard, CA Agency negotiators: Dr. John Puglisi, District Superintendent, and Dr. Joel Kirschenstein, special consultant to District Negotiating party: Beedy Street Properties, LLC Under negotiation: price and terms of payment

4.7 Public Employee Performance Evaluation [Government Code 54957] Title: Staffing 2016/2017 and 2017/2018

5. Reconvene Open Session 6:00 p.m.

5.1 Report of Closed Session

President Esquivel reconvened the meeting at 6:38 p.m.

President Esquivel state the following action took place in closed session:

**By vote of 4-0 the board took action to expel student No. 5064139.**

6. Presentations/Recognitions

6.1 Rio Vista Naval Engineering Challenge

Mr. Matt Klinefelter, Principal, Rio Vista Middle School, presented students that won the Naval Engineering Challenge. Students received certificates and brought the project that won second place in the challenge. Mrs. Argend, teacher, explained the process. Students receiving certificates are Isaac Camarillo, Javier Medina, Jarek Tarleton, Jessica Villafana, and Sitali Sanchez.

## 7. Communications

### 7.1 Acknowledgement of Correspondence to the Board

There was no written correspondence.

### 7.2 Board Member Reports

There were no board member reports.

### 7.3 Organizational Reports-RTA/CSEA/Other

Organizational reports were heard from Marisela Valdez, President of RTA and Henry Carreon, President of CSEA.

### 7.4 Superintendent Report

Superintendent Puglisi provided a Master Plan and STEAM school update.

7.5 Public Comment-Board meetings are meetings of the Governing Board held in public, not public forums, and will be held in a civil, orderly and respectful manner. All public comments or questions should be addressed to the board through the board president. To assure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker card. Cards are available at the meeting and on the District website. Cards must be submitted to the Secretary or Clerk of the Board. The speaker may choose to speak during public comment or at the time of the agenda item prior to board consideration. The Governing Board may place limitations on the total time to be devoted to each topic if it finds that the number of speakers would impede the Board's ability to conduct its business in a timely manner. Procedures for receiving communication from the public on topics that fall under the subject jurisdiction of the Governing Board. A member of the public may address the Governing Board on any item(s) on the agenda or non-agenda items. Each person speaking may not exceed a total of three minutes on each item. The speaker may choose to speak during public comment or at the time of the agenda item prior to board consideration. These presentations are limited to three minutes or a total of twenty minutes.

There were no public comments.

## 8. Information

### 8.1 Business Services Report

Kristen Pifko, Assistant Superintendent of Business Services, provided an update on the following:

- Child Nutrition

### 8.2 Educational Services Report

Oscar Hernandez, Assistant Superintendent of Educational Services, provided an update on the following:

- Youth Truth Survey Results

- California School Dashboard

### 8.3 First Reading of CSBA Board Policies

Superintendent Puglisi provided information regarding the process for updating policies.

#### 8.4 First Reading of CSBA Recommended Policy and Resolution Regarding Undocumented Students and Safe Have School Districts

Superintendent Puglisi explained the process that needs to be discussed and reviewed. Action will be taken at the next meeting.

#### 9. Discussion/Action

##### 9.1 Authorizing the District to Proceed with a Construction management Multi-Prime Delivery Method for the Construction of the RiverPark West K-8 STEAM School Project, and Approval of Amendment to Balfour Beatty Construction's Existing Contract with the District.

Staff recommends approval of the construction manager multi-prime contractor project delivery method, and approval of the attached amendment to Balfour Beatty's existing contract.

**Motion by Eleanor Torres, second by Ramon Rodriguez.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

##### 9.2 Approval of Resolution No. 1617/22 Declaring the District's Intention to Sell the District Office to the Private Sector, including, but not limited to, Disposition by Sale, Lease, or Exchange), Subject to Certain Conditions

It is recommended that the Board approve the attached resolution declaring the District's intention to dispose of the District Office to the Private Sector in the event that the District is unable to consummate a transaction with the Public Sector, and authorizing District staff to take such action as may be required to effectuate the purpose of the resolution, including soliciting bids from the Private Sector. If applicable, any offers for the District Office from the Private Sector will be brought to the Board for consideration and potential approval on June 7, 2018.

**Motion by Edith Martinez-Cortes, second by Joe Esquivel.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

##### 9.3 Approval of Single Plan for Student Achievement for Rio Vista, Rio del Mar, Rio Rosales, Rio del Norte, Rio Plaza, Rio Lindo, Rio Real and Rio del Valle

Educational Services recommends Board approval of the Single Plans for Student Achievement for the following schools: Rio Vista, Rio del Mar, Rio Rosales, Rio del Norte, Rio del Valle, Rio Lindo, Rio Plaza and Rio Real.

**Motion by Eleanor Torres, second by Joe Esquivel.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

#### 9.4 Permission to Solicit Grocery Bids for Child Nutrition Services Items

Staff recommends approving the Child Nutrition Department to solicit grocery bids for Child Nutrition Services Items

**Motion by Edith Martinez-Cortes, second by Ramon Rodriguez.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

#### 9.5 Approval of proposal from Channel Islands Roofing, Inc. for the repair of the District Office Building due to heavy rain.

It is recommended that the Proposal be approved to alleviate repair the roof of the District Office Building.

**Motion by Eleanor Torres, second by Joe Esquivel.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

#### 9.6 Approval of Proposal from Earth Systems for the geotechnical observation and testing during rough grading of the new STEAM K-8 School.

It is recommended that the proposal by Earth Systems be approved in order to proceed with the construction of the STEAM Academy.

**Motion by Eleanor Torres, second by Edith Martinez-Cortes.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

#### 9.7 Approval of proposal from Earth Systems for special inspections and materials testing services

It is recommended that the proposal from Earth Systems be approved to provide special testing for the STEAM Academy.

**Motion by Eleanor Torres, second by Edith Martinez-Cortes.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

#### 9.8 Request for Notice of Award for Reed Mechanical Systems work on Building D HVAC Pilot at Rio Real.

It is recommended that Reed Mechanical Systems be awarded the bid for the HVAC Pilot at Rio Real.

**Motion by Eleanor Torres, second by Ramon Rodriguez.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

9.9 Request for Notice of Award for Reed Mechanical Systems work on Building F HVAC Pilot at Rio Del Norte Elementary School.

It is recommended that Reed Mechanical Systems receive the Notice of Award for HVAC work at Rio Del Norte.

**Motion by Eleanor Torres, second by Ramon Rodriguez.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

9.10 Approval of the 2016-2017 Second Interim Budget

It is recommended that the Second Interim Budget be approved for 2016-2017.

**Motion by Eleanor Torres, second by Ramon Rodriguez.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

10. Consent

10.1 Approval of the Consent Agenda

**Motion by Ramon Rodriguez, second by Edith Martinez-Cortes.**

**Final Resolution: Motion Carries**

**Yes: Eleanor Torres, Edith Martinez-Cortes, Ramon Rodriguez, Joe Esquivel**

10.2 Approval of the Minutes of the Regular Board Meeting of February 15, 2017

10.3 Approval of Donation Report

Resolution: Staff recommends approval of the Donation Report

10.4 Ratification of the Commercial Warrant

Resolution: Approve Commercial Warrant Register for February 1, 2017 through March 2, 2017

10.5 March Personnel Report

Resolution: It is recommended the board take action to approve the personnel report for March as presented.

10.6 Mentor Induction Program Contract Services

10.7 CSUCI Nursing Services Agreement



10.8 Approval of Contract Extension for Diane DeLaurentis-Artist in Residence

10.9 Proposal for a Preliminary Geotechnical Engineering Study from NV5

10.10 Approval of proposal and contract with Fence Factory for installation of fence at Rio Rosales

10.11 Approval of invoices from Kiwitt's General Building for the ground preparation for the Garden Project.

10.12 Rio del Norte HVAC Pilot Project

11. Organizational Business

11.2 Future Meeting Dates: April 19, 2017

12. Adjournment

12.1 Adjournment

President Esquivel adjourned the meeting at 8:38 p.m.

**Approved on this 19th day of April, 2017.**

\_\_\_\_\_  
John Puglisi, Ph.D., Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date



**11.4**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.4 Approval of Donation Report
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Staff recommends approval of the Donation Report

### Public Content

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Speaker: Superintendent Puglisi

#### Rationale:

It is recommended the Governing Board accept the following donations:

Site	Donor	Use of Donation	Amount
Rio Vista	Pacific Fundraisers	Incentives	53.50
Rio del Valle	Wells Fargo	Incentives	187.34
Rio del Valle	Custom Sports	Incentives	70.70
Rio Rosales	Lifetouch	Incentives	506.00
Rio Rosales	Lifetouch	Incentives	442.00
Rio Real	Lifetouch	Incentives	660.00

### Administrative Content

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### Executive Content

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### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.5 Ratification of the Commercial Warrant
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	2,498,967.83
Budgeted	Yes
Budget Source	Various Funds as listed below.
Recommended Action	Approve Commercial Warrant Register for March 2, 2017 through April 5, 2017

### Public Content

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Speaker: Kristen Pifko

#### Rationale:

Pursuant to Education Codes 42632 – 42633, all payments from the funds of the district shall be made by written order of the Governing Board. The District provides all detailed listing of all payments made to the Governing Board for ratification and details as necessary.

The District processed payment to vendors since the last meeting of the Governing Board for a total amount of \$2,498,967.83 which include processing payments for all funds of the District in the following amounts:

Fund 010 General Fund	\$1,957,168.74
Fund 130 Cafeteria Fund	268,078.51
Fund 211 Building Fund	243,689.80
Fund 251 Capital Facilities – Residential	615.00
Fund 490 – Capital Projects Fund for Blen	29,849.00
Total	\$2,499,401.05
Less Unpaid Tax Liability	-433.22
Net	\$2,498,967.83

[Commercial Warrant.pdf \(6,682 KB\)](#)

### Administrative Content

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### Executive Content

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## ReqPay12a

## Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025230	03/02/2017	UNITED WATER CONSERVATION DIST.	010-5540		6.12
5009025231	03/02/2017	Ventura Co Schools SFA/CO	130-2200		1,943.96
5009025232	03/02/2017	Josefina Carrillo	010-5200		121.89
5009025233	03/02/2017	Amy M. Murphy	010-5200		626.27
5009025234	03/02/2017	Sofia G. Lopez	010-5200		167.41
5009025235	03/02/2017	Cameron L. Ohi	010-4300		23.03
5009025236	03/02/2017	Stephanie Castro	010-5200		168.48
5009025237	03/02/2017	Desmond L. Webster	010-5800		100.00
5009025238	03/02/2017	Architecture for Education Incorporated	211-6219		50,096.85
5009025239	03/02/2017	Allied Avocados & Citrus, Inc.	130-4710		4,183.00
5009025240	03/02/2017	ARC	251-5800		282.00
5009025241	03/02/2017	AXIOM, INC.	010-5800		6,000.00
5009025242	03/02/2017	Channel Islands Roofing, Inc.	010-5610		250.00
5009025243	03/02/2017	COGGS TIRE SERVICE	010-5610		17.29
5009025244	03/02/2017	Environmental Health Division c/o DIELI MURAWKA HOWE	211-5800		2,611.00
5009025245	03/02/2017	SASS/MESTMAKER INSURANCE	010-5450		270.00
5009025246	03/02/2017	Engage! Learning, Inc.	010-5800		12,548.06
5009025247	03/02/2017	Famcon Pipe & Supply	010-4300		11.41
5009025248	03/02/2017	GIBBS INTERNATIONAL	010-4300		2,401.45
5009025249	03/02/2017	Grainger	010-4300	2,836.62	
			010-4325	20.41	2,857.03
5009025250	03/02/2017	HOME DEPOT CREDIT SERVICES	010-4300	2,785.73	
			010-4325	68.91	
			010-4360	1,239.87	
			010-5630	9.48	4,103.99
5009025251	03/02/2017	JOHNSTONE SUPPLY	010-4300		190.18
5009025252	03/02/2017	Kimball Midwest	010-4300		942.48
5009025253	03/02/2017	LEO MARTINEZ	010-4300		1,347.84
5009025254	03/02/2017	McKay Conant Hoover Inc	211-5800		2,100.00
5009025255	03/02/2017	Roger A Morgenthaler	010-4300	2,674.28	
			010-4400	3,990.72	6,665.00
5009025256	03/02/2017	Pacific Earth Resources DBA Pacific Sod	010-4360		703.07
5009025257	03/02/2017	SC FUELS	010-4300		1,831.82
5009025258	03/02/2017	Smith Pipe & Supply	010-4360		65.42
5009025259	03/02/2017	SUNRISE PHYSICAL THERAPY	010-4300		415.52
5009025260	03/02/2017	PETROLEUM TELECOM DBA TELECOM COMMUNICATIONS	010-4300		78.66
5009025261	03/02/2017	VENTURA REFRIGERATION SALES & SERVICE	130-5600		168.96
5009025262	03/02/2017	YAMA LAWNMOWER REPAIR	010-4360	72.00	
			010-5610	58.15	130.15
5009025263	03/06/2017	Charles Fichtner	010-5200		125.19
5009025264	03/06/2017	Maria M. Hernandez	010-4300		155.06

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

ESCAPE ONLINE

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ReqPay12a

Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025265	03/06/2017	Lisa Martinez-Casta	010-5200		100.00
5009025266	03/06/2017	Rebecca Rocha	010-5200		176.90
5009025267	03/06/2017	Nicole L. Flaherty	010-5200		100.00
5009025268	03/06/2017	Jacquelyn Fonseca	010-5200		26.42
5009025269	03/06/2017	Pamela Waltmann	010-5200		18.78
5009025270	03/06/2017	Kylie M. Francis	010-5200		100.00
5009025271	03/06/2017	Lacey Piper	130-5200		77.78
5009025272	03/06/2017	Scott R. Barlow	010-4300		38.21
5009025273	03/06/2017	Maria K. Story	010-5200		21.13
5009025274	03/06/2017	Alejandra Serrano	010-5200		275.89
5009025275	03/06/2017	Olivia Alonso	010-5200		149.79
5009025276	03/06/2017	360 Degree Custome Inc.	010-5100		59,856.25
5009025277	03/06/2017	AT&T	010-5900	1,851.69	
			130-5900	15.62	1,867.31
5009025278	03/06/2017	Julie Avnit	211-5800		2,800.00
5009025279	03/06/2017	Broadview Networks	010-5900		7,024.74
5009025280	03/06/2017	Carlo Andre Godoy dba Godoy Studios	010-5800		6,375.00
5009025281	03/06/2017	Golden State Alarms, Inc.	010-5610		465.96
5009025282	03/06/2017	GREATAMERICA FINANCIAL SVCS	010-5610		286.57
5009025283	03/06/2017	Precision Graphic Solutions	010-9320		1,852.42
5009025284	03/06/2017	KELLY PAPER STORE	010-4300		139.31
5009025285	03/06/2017	KENCO CONSTRUCTION SERVICES	211-5800		8,500.00
5009025286	03/06/2017	KONICA MINOLTA PREMIER FINANCE	010-5612	4,498.78	
			130-5612	408.98	4,907.76
5009025287	03/06/2017	Blaine Kutin	010-5800		927.45
5009025288	03/06/2017	Learning Priority, Inc	010-5800		4,500.00
5009025289	03/06/2017	O'Reilly Auto Parts	010-4300		1,496.12
5009025290	03/06/2017	P & R Paper Supply Co., Inc.	130-9320		10,369.25
5009025291	03/06/2017	PASSAGEWAY, INC.	010-5100	794.58	
			010-5800	2,577.20	3,371.78
5009025292	03/06/2017	Pegasus, Transit Inc	010-5800		1,760.00
5009025293	03/06/2017	SC FUELS	010-4300	1,739.00	
			010-4360	130.28	
			130-4300	159.85	
			Unpaid Tax	2.62	2,031.75
5009025294	03/06/2017	School Bus Parts Co.	010-4300		40.70
5009025295	03/06/2017	Ventura County SELPA	010-5800		11,756.13
5009025296	03/06/2017	Sunbelt Flooring, Inc.	010-5610		9,569.00
5009025297	03/06/2017	Steve Sunnarborg	010-5800		3,837.50
5009025298	03/06/2017	SYSCO VENTURA	130-4710		93,018.95
5009025299	03/06/2017	Gwen Thomas	010-3710		1,350.34
5009025300	03/06/2017	Ventura County Office of Education	010-5200		240.00
5009025301	03/06/2017	Sharlene Wilson	010-3710		1,350.34
5009025302	03/07/2017	Sandra Morales	010-5200		100.00
5009025303	03/07/2017	Nicole L. Flaherty	010-4300		15.29

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

ESCAPE GREEN

ReqPay12a

Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025304	03/07/2017	Yesenia Viera	010-5200		192.48
5009025305	03/07/2017	Adam L. Erickson	010-5200		1,396.41
5009025306	03/07/2017	Lillian Hernandez	010-5200		611.75
5009025307	03/07/2017	Jaclyn A. Russell	010-5200		271.14
5009025308	03/07/2017	Amy Smith	010-5200		464.45
5009025309	03/07/2017	Maureen Hayes	010-5200		363.39
5009025310	03/07/2017	The Abundant Table	130-4710		224.00
5009025311	03/07/2017	Acer American Corporation	010-4300		227.07
5009025312	03/07/2017	Dominos Pizza	130-4710		3,013.48
5009025313	03/07/2017	THE GAS COMPANY	010-5530		1,072.53
5009025314	03/07/2017	Global Equity Communications	010-5800		1,105.00
5009025315	03/07/2017	Harvest Santa Barbara	130-4710		1,523.00
5009025316	03/07/2017	William Venegas Hip Hop Mindset	010-5800		2,940.00
5009025317	03/07/2017	KONICA MINOLTA PREMIER FINANCE	010-5612		1,893.18
5009025318	03/07/2017	Puritan Bakery Inc.	130-4710		8,848.33
5009025319	03/07/2017	RIO PLAZA WATER COMPANY #518	010-5540		2,039.78
5009025320	03/07/2017	Hekar Rivera	010-5800		2,800.00
5009025321	03/07/2017	Ventura County SELPA	010-5800		47,320.00
5009025322	03/07/2017	Sunbelt Flooring, Inc.	010-5610		23,969.00
5009025323	03/07/2017	SYSCO VENTURA	130-4710		33,827.25
5009025324	03/07/2017	THE BERRY MAN, INC.	130-4710		15,069.59
5009025325	03/07/2017	Underwood Family Farms	010-5800		696.00
5009025326	03/07/2017	Ventura County Office of Education	010-5800		3,680.00
5009025327	03/09/2017	Patricia Howell-Avila	010-5200		167.41
5009025328	03/09/2017	Patricia Cabrera	010-5200		108.56
5009025329	03/09/2017	Katy Young	010-5200		100.00
5009025330	03/09/2017	Courtney A. Downing	010-5200		186.58
5009025331	03/09/2017	Luisa F. Fernandez	010-4300		44.86
5009025332	03/09/2017	Camille Izvarin	010-5200		288.90
5009025333	03/09/2017	Dominos Pizza	130-4710		2,959.78
5009025334	03/09/2017	Driftwood Dairy	130-4710		23,344.14
5009025335	03/09/2017	Fry's Electronics customer #70893	010-4300		120.35
5009025336	03/09/2017	KONICA MINOLTA BUSINESS SOLUTIONS USA, INC.	010-5612		556.46
5009025337	03/09/2017	Douglas L. Morris	211-6101		9,120.00
5009025338	03/09/2017	Nee Quaison Sackey	010-5800		694.37
5009025339	03/09/2017	OFFICE DEPOT	010-4300		135.99
5009025340	03/09/2017	Puritan Bakery Inc.	130-4710		273.35
5009025341	03/09/2017	Ventura County SELPA	010-5800		2,000.00
5009025342	03/09/2017	THE BERRY MAN, INC.	130-4710		36,350.63
5009025343	03/09/2017	U.S. Bank Corporate Payment Systems	010-4200	149.23	
			010-4300	8,623.57	
			010-5200	2,905.04	
			010-5920	30.86	11,708.70
5009025344	03/09/2017	Varidesk, LLC	010-4300		534.60

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Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025345	03/09/2017	Ventura County Office of Education	010-5200	960.00	
			010-5800	11,254.50	
			010-5804	53.00	
			130-5800	53.00	12,320.50
5009025346	03/09/2017	VCSBA	010-5200		60.00
5009025347	03/09/2017	Victor Rios	010-5800		1,800.00
5009025348	03/09/2017	Manuel M. Munoz DBA VIDA NEWSPAPER	010-5800		1,050.00
5009025349	03/09/2017	VIRCO MFG.	010-4400		5,156.23
5009025350	03/13/2017	ALLIED STORAGE CONTAINERS	010-4400		3,211.92
5009025351	03/13/2017	AMAZON.COM CORPORATE CREDIT	010-4300		1,727.18
5009025352	03/13/2017	AMERICAN BUILDING COMFORT	010-5610		1,593.47
5009025353	03/13/2017	Aswell Trophy	010-4300	8.62	
			010-5800	189.10	197.72
5009025354	03/13/2017	The Center for Effective Philanthropy, Inc.	010-5800		4,000.00
5009025355	03/13/2017	ID Products	010-4300		453.43
5009025356	03/13/2017	JONES SCHOOL SUPPLY CO., INC.	010-4300		120.75
5009025357	03/13/2017	Jostens	010-5800		2,150.27
5009025358	03/13/2017	KONICA MINOLTA BUSINESS SOLUTIONS USA, INC.	010-5612		374.37
5009025359	03/13/2017	Marcus Lopez	010-5800		450.00
5009025360	03/13/2017	Sam's Club Direct	010-4300	2,217.19	
			010-9320	334.80	
			130-4300	246.29	
			130-4710	133.37	2,931.65
5009025361	03/13/2017	U.S. Bank Corporate Payment Systems	010-4300	2,938.24	
			010-5200	3,594.80	
			010-5800	69.90	
			130-4300	23.60	6,626.64
5009025362	03/13/2017	Ventura County Office of Education	010-5200	340.00	
			010-5800	3,609.51	3,949.51
5009025363	03/13/2017	WORTHINGTON DIRECT, INC.	010-4300		299.95
5009025364	03/14/2017	United of Omaha Life Ins. Co.	010-9534		565.80
5009025365	03/14/2017	SISC FINANCE	010-9516	9,633.27	
			010-9534	507,846.82	
			010-9537	37,289.81	554,769.50
5009025366	03/14/2017	Beth Lindley	010-4300		55.79
5009025367	03/14/2017	Andres C. Sanchez	010-4300		79.72
5009025368	03/14/2017	Matthew Klinefelter	010-4300		94.75
5009025369	03/14/2017	Scott R. Barlow	010-4300		430.74
5009025370	03/14/2017	APPLIED BACKFLOW TECHNOLOGIES	010-5540		380.00
5009025371	03/14/2017	BARON INDUSTRIES	010-4300		289.36
5009025372	03/14/2017	CCP Industries	010-4300		329.42

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Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025373	03/14/2017	CHILD DEVELOPMENT INCORPORATED	010-5100	3,342.99	
5009025374	03/14/2017	COASTAL OCCUPATIONAL MEDICAL GROUP	010-5800 010-5800	1,642.72	4,985.71 180.00
5009025375	03/14/2017	COGGS TIRE SERVICE	010-5610		54.96
5009025376	03/14/2017	City Of Oxnard-City Treasurer	010-5561		72.80
5009025377	03/14/2017	Ewing Irrigation Products Inc	010-4360		216.19
5009025378	03/14/2017	Fence Factory	010-5630		523.98
5009025379	03/14/2017	FGL Environmental	010-5800		81.00
5009025380	03/14/2017	Fry's Electronics customer #70893	010-4300		53.84
5009025381	03/14/2017	GIBBS INTERNATIONAL	010-5610		490.00
5009025382	03/14/2017	Golden State Alarms, Inc.	010-5610		1,181.48
5009025383	03/14/2017	Grainger	010-4300	281.09	
5009025384	03/14/2017	HOME DEPOT CREDIT SERVICES	010-4360 010-4300	119.39	400.48
5009025385	03/14/2017	JOHNSTONE SUPPLY	010-4360	574.68	
5009025386	03/14/2017	LAZEL	010-4360	934.68	1,509.36
5009025387	03/14/2017	McCARTY & SON'S TOWING	010-4300		231.80
5009025388	03/14/2017	Ford Credit Dept 67-434	010-5610		219.90
5009025389	03/14/2017	O'Reilly Auto Parts	130-7438	115.99	4,601.61
5009025390	03/14/2017	Pacific Equipment	130-7439	530.95	646.94
5009025391	03/14/2017	PRAXAIR DISTRIBUTION INC	010-4300		603.77
5009025392	03/14/2017	REPUBLIC ELEVATOR COMPNAY	010-4300		59.85
5009025393	03/14/2017	SC FUELS	010-5620		47.28
5009025394	03/14/2017	SERVICE PRO-FIRE PROTECTION, I	010-4300	1,578.06	283.42
5009025395	03/14/2017	Story Power	010-4360	250.53	
5009025396	03/14/2017	TAFT ELECTRIC	130-4300	46.15	1,874.74
5009025397	03/14/2017	PETROLEUM TELECOM DBA TELECOM COMMUNICATIONS	010-5620		45.00
5009025398	03/14/2017	Trebron Company	010-5800		1,125.00
5009025399	03/14/2017	TUBBS BROTHERS PLUMBING DBA HAROLD'S FAST ROOTER & PLUMB	010-5610		4,779.74
5009025400	03/14/2017	Ventura County Star	010-4300		710.34
5009025401	03/14/2017	WESTERN PSYCHOLOGICAL SERVICES	010-5800		11,423.12
5009025402	03/16/2017	Dana Mainzer	010-5610		2,618.00
	Cancelled on 03/24/2017		Cancelled		83.33
5009025403	03/16/2017	Lourdes Sepulveda-Gallegos	010-4300	300.00	
5009025404	03/16/2017	The Abundant Table	010-5200	114.12	414.12
5009025405	03/16/2017	Aswell Trophy	130-4710		224.00
5009025406	03/16/2017	CASA PACIFICA	010-5800		668.00
			010-5100	816.43	

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## Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025408	03/16/2017	CASA PACIFICA	010-5800	2,671.57	3,488.00
5009025407	03/16/2017	C D W GOVERNMENT, INC.	010-4400		1,849.57
5009025408	03/16/2017	The Center for Effective Philanthropy, Inc.	010-5800		7,200.00
5009025409	03/16/2017	Curriculum Associates, Inc.	010-4300		181.89
5009025410	03/16/2017	Diane DeLaurante	010-5800		950.00
5009025411	03/16/2017	EBS HEALTHCARE	010-5100	20,282.83	
			010-5800	1,242.83-	19,040.00
5009025412	03/16/2017	KONICA MINOLTA BUSINESS SOLUTIONS USA, INC.	010-5612	5,327.82	
			130-5612	187.18	5,515.00
5009025413	03/16/2017	Myers, Widders, Gibson, Jones	010-5802	13,866.57	
			251-5802	333.00	14,199.57
5009025414	03/16/2017	OFFICE DEPOT	010-4300	18,476.61	
			130-4300	58.83	18,534.44
5009025415	03/16/2017	PACIFIC COAST SOUND AND COMMUNICATIONS, INC	010-5610	180.00	
			010-5800	178.76	358.76
5009025416	03/16/2017	Pacific NW Publishing	010-4300		285.73
5009025417	03/16/2017	PERMA BOUND	010-4200	829.99	
			010-4300	382.91	1,212.90
5009025418	03/16/2017	SUN TRUST	010-7438	2,092.23	
			010-7439	5,916.27	
			490-7438	2,426.04	
			490-7439	11,481.46	21,916.00
5009025419	03/16/2017	Traffic Technologies, LLC	010-4300		3,885.79
5009025420	03/16/2017	Ventura County Office of Education	010-5800	26,432.75	
			010-5804	636.00	27,068.75
5009025421	03/16/2017	Ventura County Star	010-5800		764.00
5009025422	03/16/2017	STEVE ZOLOTAS DBA WEST OAKS PEST CONTROL	010-5620		503.00
5009025423	03/16/2017	Western Psychological Services	010-4300		209.00
5009025424	03/16/2017	YAMA LAWMOWER REPAIR	010-4360		38.77
5009025425	03/20/2017	Juan de Dios M. Toledo	010-5200		39.00
5009025426	03/20/2017	Cesar Rosales	010-5200		332.97
5009025427	03/20/2017	Ryan E. Delaway	010-5200		54.38
5009025428	03/20/2017	Kristen Pifko	010-5200		56.07
5009025429	03/20/2017	Scott R. Barlow	010-4300		1,187.79
5009025430	03/20/2017	Architecture for Education Incorporated	211-6219		4,952.44
5009025431	03/20/2017	PEARSON EDUCATION, INC.	010-4300		98.59
5009025432	03/20/2017	Allied Avocados & Citrus, Inc,	130-4710		943.00
5009025433	03/20/2017	AT&T	010-5900		61.60
5009025434	03/20/2017	AT&T	010-5900		114.14
5009025435	03/20/2017	California Lutheran University CRLP	010-5800		9,720.00
5009025436	03/20/2017	CHILD DEVELOPMENT INCORPORATED	010-5100	4,663.32	

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Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025436	03/20/2017	CHILD DEVELOPMENT INCORPORATED	010-5800	2,291.52	6,954.84
5009025437	03/20/2017	CITY OF OXNARD	010-5540		7,580.18
5009025438	03/20/2017	COASTAL OCCUPATIONAL MEDICAL GROUP	010-5800		255.00
5009025439	03/20/2017	SOUTHERN CALIF. EDISON	010-5520		42,742.35
5009025440	03/20/2017	Encore Data Products	010-4300		728.18
5009025441	03/20/2017	Environmental Testing Assoc.	010-5800		1,495.00
5009025442	03/20/2017	Fred Pryor Seminars	010-5200		147.00
5009025443	03/20/2017	Frontier Communications	010-5900		55.85
5009025444	03/20/2017	HARRIS WATER CONDITIONING	010-5540		60.93
5009025445	03/20/2017	William Venegas Hip Hop Mindset	010-5800		2,030.00
5009025446	03/20/2017	Kiwitt General Building	010-5800		22,100.00
5009025447	03/20/2017	Blaine Kuttin	010-5800		1,030.50
5009025448	03/20/2017	Laptop Screen International	010-4300		1,514.19
5009025449	03/20/2017	MIND Research Institute	010-5800		1,166.33
5009025450	03/20/2017	Nee Qualson Sackey	010-5800		852.99
5009025451	03/20/2017	PEARSON	010-4300		170.98
5009025452	03/20/2017	Pegasus, Transit Inc	Cancelled		1,035.00
Cancelled on 04/04/2017					
5009025453	03/20/2017	PERMA BOUND	010-4200	162.93	
			010-4211	144.61	
5009025454	03/20/2017	Redondo Union High School	010-4300	545.21	852.75
5009025455	03/20/2017	SC FUELS	010-5800		30.00
			010-4300	1,418.20	
5009025456	03/20/2017	SCHOOL TECH SUPPLY	010-4360	221.56	1,639.76
5009025457	03/20/2017	UNITED WATER CONSERVATION DIST.	010-4300		184.67
			010-5540		2,357.95
5009025458	03/20/2017	Vantage Learning USA LLC	010-5800		19,775.00
5009025459	03/20/2017	Ventura County Office of Education	010-5800		121,382.30
5009025460	03/20/2017	Wenger	010-4300		915.53
5009025461	03/20/2017	West Coast Electric Motors	010-5610		600.00
5009025462	03/21/2017	Sheryl Preclado	010-4300		691.59
5009025463	03/21/2017	Antony L. Lyons	010-5200		185.65
5009025464	03/21/2017	Architecture for Education Incorporated	211-6219		17,487.15
5009025465	03/21/2017	AE Group Mechanical Engineers	211-6250		840.00
5009025466	03/21/2017	AT&T	010-5900	1,817.86	
			130-5900	.06	
			Unpaid Tax	4.22	1,822.14
5009025467	03/21/2017	BALFOUR BEATTY CONSTRUCTION	211-6272		40,640.00
5009025468	03/21/2017	California Sport Design	010-4300		329.40
5009025469	03/21/2017	CANON BUSINESS SOLUTIONS, INC.	010-5612		55.11
5009025470	03/21/2017	City Of Oxnard-City Treasurer	010-5561		257.84
5009025471	03/21/2017	E J Harrison & Sons	010-5560		155.98

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## Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025472	03/21/2017	Fry's Electronics customer #70893	010-4300		198.04
5009025473	03/21/2017	GOPHER SPORTS	010-4300		553.44
5009025474	03/21/2017	HARRIS WATER CONDITIONING	010-5540		48.75
5009025475	03/21/2017	PBS Distribution	010-5800		3,160.00
5009025476	03/21/2017	SYSCO VENTURA	130-4710		6,373.79
5009025477	03/23/2017	Robin A. Van Eyk	010-5200		297.10
5009025478	03/23/2017	Patricia Howell-Avila	010-5200		332.97
5009025479	03/23/2017	Esther E. Carcamo	010-5800		12.00
5009025480	03/23/2017	William W. Almstrom	010-5200		319.68
5009025481	03/23/2017	Adam L. Erickson	010-5200		345.25
5009025482	03/23/2017	Jessica Zarate-Martinez	010-5200		48.36
5009025483	03/23/2017	Leann M. Guzik	010-4300		79.43
5009025484	03/23/2017	Maristella S. LaMorena	010-5200		150.00
5009025485	03/23/2017	AT&T	010-5900	29.91	
			130-5900	30.97	60.88
5009025486	03/23/2017	Bertrand Music	010-5800		98.18
5009025487	03/23/2017	C D W GOVERNMENT, INC.	010-4300	1,031.84	
			010-4400	945.39	1,977.23
5009025488	03/23/2017	CALIFORNIA LUTHERAN UNIVERSITY	010-5200		700.00
5009025489	03/23/2017	E J Harrison & Sons	010-5560		5,636.66
5009025490	03/23/2017	FEDEX	010-5900		117.70
5009025491	03/23/2017	Flaghouse, Inc.	010-4300		608.18
5009025492	03/23/2017	Jostens	010-4300		304.41
5009025493	03/23/2017	Laptop Screen International	010-4300		1,503.20
5009025494	03/23/2017	Michael Lorimer	010-5800		2,808.38
5009025495	03/23/2017	MJP COMPUTERS	010-4300		984.90
5009025496	03/23/2017	PARADIGM HEALTHCARE SERVICES	010-5800		428.76
5009025497	03/23/2017	PERMA BOUND	010-4200		2,422.51
5009025498	03/23/2017	SCHOOL SPECIALTY	010-4300		5,244.77
5009025499	03/23/2017	Smith Pipe & Supply	010-4360		249.03
5009025500	03/23/2017	Southwest School & Office Supply	010-4300	87.30	
			010-9920	588.37	673.67
5009025501	03/23/2017	School Specialty	010-4300		13.96
5009025502	03/23/2017	Spriego, Inc.	010-5800		2,380.00
5009025503	03/23/2017	SUN TRUST	010-7438	2,398.21	
			010-7439	6,781.54	
			490-7438	2,780.85	
			490-7439	13,160.65	25,121.25
5009025504	03/27/2017	Leslie T. Pimental	010-5200		254.27
5009025505	03/27/2017	Karen Mattson	010-4300		346.72
5009025506	03/27/2017	Wanda Kelly	010-4300		45.48
5009025507	03/27/2017	Kathryn Aragon	010-5200		332.92
5009025508	03/27/2017	Antony L. Lyons	010-5200		135.00
5009025509	03/27/2017	Katherine Muller	010-5200		150.00
5009025510	03/27/2017	Leann M. Guzik	010-4300		63.32

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Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025511	03/27/2017	Faye C. Vea	010-5200		150.00
5009025512	03/27/2017	David R. Romano	010-5200		342.68
5009025513	03/27/2017	Assistance League School	010-5100	11,054.06	
5009025514	03/27/2017	SAGE PUBLICATIONS INC.	010-5800	6,245.94	17,300.00
5009025515	03/27/2017	Durham Transportation	010-4300		404.20
5009025516	03/27/2017	Fry's Electronics customer #70893	010-5800		1,325.13
5009025517	03/27/2017	THE GAS COMPANY	010-4300		546.25
5009025518	03/27/2017	JOHNSTONE SUPPLY	010-5530		805.96
5009025519	03/27/2017	PEARSON	010-4300		1,091.42
5009025520	03/27/2017	SCHOLASTIC BOOK CLUBS, INC.	010-4300		3,834.93
5009025521	03/27/2017	SCHOOL NURSE SUPPLY, INC.	010-4300		627.00
5009025522	03/27/2017	School Service Inc	010-4300	177.07	1,859.67
5009025523	03/27/2017	SUPER DUPER PUBLICATIONS	Unpaid Tax	10.97-	166.10
5009025524	03/27/2017	Teacher College, Columbia Univ	010-4300		321.90
5009025525	03/27/2017	TOLEDO PHYSICAL EDUCATION SUPPLY CO INC	010-5200		825.00
			010-4300	1,521.91	
5009025526	03/27/2017	Troxell Communications	Unpaid Tax	103.69-	1,418.22
5009025527	03/27/2017	U.S. Bank Corporate Payment Systems	010-4300		355.58
			010-4300	1,721.28	
			010-5200	2,716.36	
5009025528	03/27/2017	WORTHINGTON DIRECT, INC.	010-5800	200.00	4,636.64
5009025529	03/29/2017	Gilbert Acosta	010-4300		699.90
5009025530	03/29/2017	Marylou Almill	010-3710		2,025.51
5009025531	03/29/2017	SALLY ALVARADO	010-3710		2,025.51
5009025532	03/29/2017	BARBARA ALVIDREZ	010-3710		2,025.51
5009025533	03/29/2017	Maria Angeles	010-3710		2,025.51
5009025534	03/29/2017	Wayne Antrobus	010-3710		2,025.51
5009025535	03/29/2017	Sharon Bellman	010-3710		2,025.51
5009025536	03/29/2017	SHIRLEY BROWN	010-3710		2,025.51
5009025537	03/29/2017	Julie Burchmore	010-3710		2,025.51
5009025538	03/29/2017	Jonathan Castillo	010-3710		2,025.51
5009025539	03/29/2017	GAYLE COLEMAN	010-3710		2,025.51
5009025540	03/29/2017	John Cort	010-3710		2,025.51
5009025541	03/29/2017	Aria B Crane	010-3710		2,025.51
5009025542	03/29/2017	Kathleen Crowe	010-3710		2,025.51
5009025543	03/29/2017	David Davidson	010-3710		2,025.51
5009025544	03/29/2017	LaVerne Edgar	010-3710		2,025.51
5009025545	03/29/2017	Catherine Espinoza	010-3710		2,025.51
5009025546	03/29/2017	Carolee Felch	010-3710		2,025.51
5009025547	03/29/2017	Jaenne Foster	010-3710		2,025.51
5009025548	03/29/2017	KATHLEEN FRANKLIN	010-3710		2,025.51
5009025549	03/29/2017	Susanne Frank	010-3710		2,025.51
5009025550	03/29/2017	Ruth Fraser	010-3710		2,025.51

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

ESCAPE

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025551	03/29/2017	JARREL FULLER	010-3710		2,025.51
5009025552	03/29/2017	Claudene Garmon	010-3710		2,025.51
5009025553	03/29/2017	Sharon Gibson	010-3710		2,025.51
5009025554	03/29/2017	Geoff Godfrey	010-3710		2,025.51
5009025555	03/29/2017	Maria L. Godinez	010-3710		2,025.51
5009025556	03/29/2017	Helene Gollub	010-3710		2,025.51
5009025557	03/29/2017	CAROLYN GRACE	010-3710		2,025.51
5009025558	03/29/2017	Susan Hamada	010-3710		2,025.51
5009025559	03/29/2017	Milton R. Harmon	010-3710		2,025.51
5009025560	03/29/2017	Jean Keller	010-3710		2,025.51
5009025561	03/29/2017	Harold Kennedy	010-3710		2,025.51
5009025562	03/29/2017	Jo Ann Kennedy	010-3710		2,025.51
5009025563	03/29/2017	Georgia Kerns	010-3710		2,025.51
5009025564	03/29/2017	LAURA KRALL	010-3710		2,025.51
5009025565	03/29/2017	Meredith Kruger	010-3710		2,025.51
5009025566	03/29/2017	RENEE LANE	010-3710		2,025.51
5009025567	03/29/2017	Christina Leonard	010-3710		2,025.51
5009025568	03/29/2017	CONNIE LOMELI	010-3710		2,025.51
5009025569	03/29/2017	BEN LUCE	010-3710		2,025.51
5009025570	03/29/2017	Marcia Marino	010-3710		2,025.51
5009025571	03/29/2017	Shirley McCafferty	010-3710		2,025.51
5009025572	03/29/2017	Virginia Nedelev	010-3710		2,025.51
5009025573	03/29/2017	Phil Otero	010-3710		2,025.51
5009025574	03/29/2017	RUDY PALAZUELOS	010-3710		2,025.51
5009025575	03/29/2017	YVONNE RILEY	010-3710		2,025.51
5009025576	03/29/2017	Jose Rodriguez	010-3710		2,025.51
5009025577	03/29/2017	SALLIE SANCHEZ	010-3710		2,025.51
5009025578	03/29/2017	Darlene Senros	010-3710		2,025.51
5009025579	03/29/2017	Linda Shaffer	010-3710		2,025.51
5009025580	03/29/2017	Andrea Shaub	010-3710		2,025.51
5009025581	03/29/2017	John Sherk	010-3710		2,749.41
5009025582	03/29/2017	LYNN SILVIERA	010-3710		2,025.51
5009025583	03/29/2017	CAROL SPRACKLEN	010-3710		2,025.51
5009025584	03/29/2017	BEVERLY STARK	010-3710		2,025.51
5009025585	03/29/2017	ROY SWICKARD	010-3710		2,025.51
5009025586	03/29/2017	Virginia Swickard	010-3710		2,025.51
5009025587	03/29/2017	Eleanor Syrett	010-3710		2,025.51
5009025588	03/29/2017	Gwen Thomas	010-3710		2,025.51
5009025589	03/29/2017	HELEN TORRES	010-3710		2,025.51
5009025590	03/29/2017	Christina Valdivia	010-3710		2,025.51
5009025591	03/29/2017	Kathy Vargason	010-3710		2,025.51
5009025592	03/29/2017	Lenora Weinerth	010-3710		2,025.51
5009025593	03/29/2017	Darylene Williams	010-3710		2,025.51
5009025594	03/29/2017	Sharlene Wilson	010-3710		2,025.51
5009025595	03/29/2017	Mike Wittlin	010-3710		2,025.51
5009025596	03/30/2017	Manuela Chacon Gonzales	010-5200		11.24

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

ESCAPE ONLINE

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## Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025597	03/30/2017	Martha Neary	010-5200		702.04
5009025598	03/30/2017	Maria M. Hernandez	010-5200		385.00
5009025599	03/30/2017	Nora Alfaro	010-5200		50.29
5009025600	03/30/2017	Maria Carranza-Casimiro	010-5200		66.73
5009025601	03/30/2017	Annie Gratton	010-5200		342.60
5009025602	03/30/2017	Kyle Henschel	010-5200		183.70
5009025603	03/30/2017	Christie Barnes	010-5200		322.88
5009025604	03/30/2017	Joseph Stewart	010-5200		253.97
5009025605	03/30/2017	Acer American Corporation	010-4300		40.06
5009025606	03/30/2017	AMERICAN EXPRESS	010-4300	558.12	
			010-5600	828.00	
			010-5800	1,911.31	
			010-5920	158.85	
			130-4300	358.64	3,814.92
5009025607	03/30/2017	ARC	211-5800		2,748.55
5009025608	03/30/2017	Atkinson, Andelson, Loya, Ruud & Romo	010-5802		6,467.95
5009025609	03/30/2017	BOYS & GIRLS CLUBS OF GREATER OXNARD & PORT HUENEME	010-5100	32,515.87	
5009025610	03/30/2017	Calif School Empl Assoc., #329	010-5800	8,324.13	40,840.00
5009025611	03/30/2017	CANON BUSINESS SOLUTIONS, INC.	010-9539		5,489.00
			010-5612		547.94
5009025612	03/30/2017	C D W GOVERNMENT, INC.	010-4300		2,916.58
5009025613	03/30/2017	SASS/MESTMAKER INSURANCE	010-5450		160.00
5009025614	03/30/2017	Ralph D'Oliveira	010-4300		128.02
5009025615	03/30/2017	Diane DeLaurantis	010-5800		950.00
5009025616	03/30/2017	LOS ANGELES DODGERS ATTN LUKE WILLON	010-5800		5,810.00
5009025617	03/30/2017	Earth Systems Consultants	211-5800		2,487.00
5009025618	03/30/2017	Fry's Electronics customer #70893	010-4300		31.20
5009025619	03/30/2017	Green Thumb Nursery	010-4300		137.70
5009025620	03/30/2017	ID WHOLESALER	010-4300	130.91	
5009025621	03/30/2017	Jostens	Unpaid Tax	9.41-	121.50
5009025622	03/30/2017	LAKESHORE	010-5800		9.84
5009025623	03/30/2017	Lakeshore	010-4300		3,350.72
5009025624	03/30/2017	Laptop Screen International	010-4300		30.82
			010-4300	133.58	
5009025625	03/30/2017	Lego Education	Unpaid Tax	8.95-	124.63
5009025626	03/30/2017	Mobile Ed Productions, Inc.	010-4300		1,139.97
5009025627	03/30/2017	NASCO	010-5800		400.00
5009025628	03/30/2017	OTC BRANDS, INC.	010-4300		191.48
			010-4300	421.84	
5009025629	03/30/2017	OXNARD ELEM SCHOOL DISTRICT	Unpaid Tax	30.34-	391.50
5009025630	03/30/2017	P & R Paper Supply Co., Inc.	010-5800		3,242.21
			130-9320		8,904.16

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

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Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025631	03/30/2017	Ventura County Watershed Protection District	010-5640		14,652.00
5009025632	03/30/2017	SC FUELS	010-4300	1,767.78	
			010-4360	91.23	
			130-4300	124.74	1,963.75
5009025633	03/30/2017	Tax Deferred Services Corporate Office Suite 209	010-9539		71,290.00
5009025634	03/30/2017	THERAPRODUCT	010-4300	26.89	
			Unpaid Tax	1.39-	25.50
5009025635	03/30/2017	U.S. Bank Corporate Payment Systems	010-4300	5,630.06	
			010-5200	9,336.54	
			010-5600	50.00-	
			010-5800	64.75-	
			010-5815	1,030.50	
			010-5820	63.54	
			130-4710	49.49	
			130-5200	417.72	16,413.10
5009025636	03/30/2017	VAVRINEK, TRINE, DAY & CO., LL P	010-5803		2,700.00
5009025637	03/30/2017	Ventura County Office of Education	010-5800		19,659.09
5009025638	03/30/2017	VENTURA COUNTY SHERIFFS DEPT. BUSINESS OFFICE	010-5800		13,467.30
5009025639	04/03/2017	Leslie T. Pimentel	010-5200		166.93
5009025640	04/03/2017	Sara Juarez	010-5200		162.00
5009025641	04/03/2017	Sandra VonCannon-Legaspi	010-4300		185.94
5009025642	04/03/2017	Michelle Duckett	010-5200		23.97
5009025643	04/03/2017	Jacquelyn Fonseca	010-5200		60.67
5009025644	04/03/2017	Pamela Gonzalez	010-5200		24.18
5009025645	04/03/2017	Robert W. Guynn	010-4300		248.63
5009025646	04/03/2017	Scott R. Barlow	010-4300		21.22
5009025647	04/03/2017	Ignacio Mendoza III	010-4300		38.65
5009025648	04/03/2017	360 Degree Custome Inc.	010-5100		56,680.00
5009025649	04/03/2017	AMAZON.COM CORPORATE CREDIT	010-4300		2,198.45
5009025650	04/03/2017	AMERICAN EXPRESS	010-5200		15,922.90
5009025651	04/03/2017	Assistance League School	010-5100	5,527.03	
			010-5800	3,122.97	8,650.00
5009025652	04/03/2017	Dave Beng Associates, Inc of CA	010-4400		2,839.20
5009025653	04/03/2017	Broadview Networks	010-5900		7,024.74
5009025654	04/03/2017	Central Drug Scan, Inc.	010-5800		159.00
5009025655	04/03/2017	CITY OF OXNARD	010-5540		760.35
5009025656	04/03/2017	Demco	010-4300		198.70
5009025657	04/03/2017	Discount School Supply	010-4300		236.52
5009025658	04/03/2017	EBS HEALTHCARE	010-5100	11,361.37	
			010-5800	702.37-	10,659.00
5009025659	04/03/2017	SOUTHERN CALIF. EDISON	010-5520		7,477.50
5009025660	04/03/2017	Ellen Smith	010-5800		1,738.92
5009025661	04/03/2017	Follett Educational Services	010-4200		734.13

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ESCAPE ONLINE

ReqPay12a

Board Report

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025662	04/03/2017	FOLLETT SCHOOL SOLUTIONS, INC.	010-4200		1,994.71
5009025663	04/03/2017	Frontier Communications	010-5900		60.61
5009025664	04/03/2017	Fun and Function	010-4300	3,827.90	
5009025665	04/03/2017	THE GAS COMPANY	Unpaid Tax	275.31-	3,552.59
5009025666	04/03/2017	GREATAMERICA FINANCIAL SVCS	010-5530		3,174.16
5009025667	04/03/2017	Kruger, Bensen, Ziemer, Architects, Inc.	010-5610		286.57
5009025668	04/03/2017	Learning Priority, Inc	211-6219		98,021.60
5009025669	04/03/2017	The Math Learning Center	010-5800		4,500.00
5009025670	04/03/2017	OFFICE DEPOT	010-5800		4,100.00
5009025671	04/03/2017	OXNARD ELEM SCHOOL DISTRICT	010-4300	4,415.68	
5009025672	04/03/2017	SC FUELS	130-4300	862.88	5,268.56
			010-5800		8,484.43
			010-4300	1,434.13	
			010-4360	127.50	
5009025673	04/03/2017	SCHOOL SPECIALTY	130-4300	46.75	1,608.38
5009025674	04/03/2017	Teachers for the Study of Educational Institutions	010-4300		32.52
5009025675	04/03/2017	Tetra Tech Inc	010-5800		4,095.00
			211-8101	8.07	
			211-8135	688.03	
5009025676	04/03/2017	U.S. Bank Corporate Payment Systems	211-8147	589.11	1,285.21
			010-4300	379.74	
5009025677	04/03/2017	Ventura County Office of Education	010-5200	5,659.71	6,039.45
			010-5200	1,200.00	
5009025678	04/03/2017	VENTURA REFRIGERATION SALES & SERVICE	010-5800	19,942.50	21,142.50
			130-5600		344.15
5009025679	04/03/2017	Manuel M. Munoz DBA VIDA NEWSPAPER	010-5800		3,200.00
5009025680	04/04/2017	Wanda Kelly	010-4300		219.31
5009025681	04/04/2017	Abby S. King	010-5200		340.46
5009025682	04/04/2017	Katy Young	010-5200		150.00
5009025683	04/04/2017	Melissa Navamete	010-5200		102.08
5009025684	04/04/2017	Maria K. Story	010-1102		18.59
5009025685	04/04/2017	ASCD	010-5300		239.00
5009025686	04/04/2017	AT&T	010-5900		61.60
5009025687	04/04/2017	AT&T	010-5900		124.14
5009025688	04/04/2017	CANON BUSINESS SOLUTIONS, INC.	010-5612		759.61
5009025689	04/04/2017	CITY OF OXNARD	010-5540		4,310.34
5009025690	04/04/2017	Ralph D'Oliveira	010-5800		325.00
5009025691	04/04/2017	SOUTHERN CALIF. EDISON	010-5520		16,923.04
5009025692	04/04/2017	FOOD SHARE, INC.	010-4300		191.32
5009025693	04/04/2017	Fry's Electronics customer #70893	010-4300		35.35
5009025694	04/04/2017	Harvest Santa Barbara	130-4710		3,747.00

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

ETCAPE

Checks Dated 03/02/2017 through 04/05/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5009025695	04/04/2017	JBS International	010-5800		19,084.73
5009025696	04/04/2017	Michael Lorimer	010-5800		4,637.12
5009025697	04/04/2017	MAXIM STAFFING SOLUTIONS	010-5800		225.00
5009025698	04/04/2017	OFFICE DEPOT	010-4300		162.62
5009025699	04/04/2017	Puritan Bakery Inc.	130-4710		8,369.41
5009025700	04/04/2017	REPUBLIC ELEVATOR COMPNAY	010-5620		283.42
5009025701	04/04/2017	RIO PLAZA WATER COMPANY #518	010-5540		3,415.52
5009025702	04/04/2017	SCHOOL-TECH, INC	010-4300		184.67
5009025703	04/04/2017	STEVENSON'S RESTAURANT EQUIP.	130-4300		112.49
5009025704	04/04/2017	Teachers for the Study of Educational Institutions	010-5800		3,510.00
5009025705	04/04/2017	Tolman & Wiker	010-5450		2,556.00
			<b>Total Number of Checks</b>	<b>476</b>	<b>2,500,086.16</b>

	Count	Amount
Cancel	2	1,118.33
<b>Net Issue</b>		<b>2,498,967.83</b>

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
010	General Fund	434	1,957,188.74
130	Cafeteria Fund	41	268,078.51
211	Building Fund	14	243,689.80
251	CAPITAL FACILITIES - RESIDENTI	2	615.00
490	Capital Projects Fund for Blen	2	29,849.00
<b>Total Number of Checks</b>		<b>474</b>	<b>2,498,401.05</b>
<b>Less Unpaid Tax Liability</b>			<b>433.22-</b>
<b>Net (Check Amount)</b>			<b>2,498,967.83</b>

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



**11.6**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.6 EdLeader 21 Annual Subscription 2017/2018
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	6,000.00
Budget Source	General Fund
Recommended Action	Staff recommends approval of the Edleader 21 Annual Subscription.
Goals	Goal 2-Engage parents and other District stakeholders in the development of meaningful partnerships to support student learning.

### Public Content

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Speaker: Superintendent Puglisi

#### Rationale:

EdLeader21 is a national network of school and district leaders focused on integrating the 5Cs (critical thinking, communication, collaboration, creativity and caring) into education. This professional development for leaders will support District office and school level management in assisting the Rio School in becoming a World class learning organization.

### Administrative Content

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### Executive Content

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*



**11.7**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.7 Personnel Report
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	It is recommended the board take action to accept and approve the April personnel report as presented.
Goals	Goal 5-Recruit, hire, train, and retain exemplary employees who are caring, committed, collaborative, creative and critical thinkers.

### Public Content

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Speaker: Carolyn Bernal

Rationale: The Human Resources Department presents the personnel report for approval for the month of April 2017.

[PERSReport-April192017.pdf \(66 KB\)](#)

### Administrative Content

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### Executive Content

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*





**RIO SCHOOL DISTRICT**

**April 19, 2017**

**Certificated Personnel Report**

**Certificated Resignation:**

Hayes, Maureen, Middle School Teacher, (1.0) FTE, effective 6/30/2017

Lagomarsino, DaNell, Elementary Teacher, (1.0) FTE, effective 6/30/2017

Sorensen, Jay, Elementary Teacher/TOSA, (1.0) FTE, effective 6/30/2017

**Classified Personnel Report**

**Classified Leave of Absence:**

Catigan, Jeannie, Instructional Assistant/Special Education, Rio Del Norte, (5.75) hours, effective 3/17/17 - 4/7/17

**Classified Promotion:**

Zavala, Joe, Night Custodian, Rio Rosales, (8) hours, effective 4/20/17

**Certificated Ratification of Employment:**

Arce, Joseph, Part-time Bus Driver, MOT, (5) hours, effective 4/20/17



**11.8**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.8 Renewal of NEWSELA Agreement for 2017-2018 School Year
Access	Public
Type	Action (Consent)
Preferred Date	Apr 19, 2017
Absolute Date	Apr 19, 2017
Fiscal Impact	Yes
Dollar Amount	36,000.00
Budget Source	LCFF Funds
Recommended Action	Staff recommends Board approval of NEWSELA license agreement for 2017-2018 school year.
Goals	Goal 1-Improved student achievement at every school and every grade in all content areas

### Public Content

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Speaker: Oscar Hernandez

#### Rationale:

[Newsela](#) is an innovative way for students in grades 2-8 to build reading comprehension with nonfiction that's always relevant: daily news. It features articles written at multiple levels of text complexity and quizzes to test reading comprehension. The Newsela PRO District license renewal includes the following:

- Unlimited Teachers per Student with School and District Binder
- District Binder access for select colleagues in the district
- Principal Binder access for select colleagues in each school
- Administrative access for select colleagues in each school
- Onboarding and training package through Newsela Community team
- Unlimited teacher-student relationships across all schools
- Teacher Binder access for all users - assessment tools
- Writing tools for all users - Newsela Write and interactive annotation
- PRO Assign instructions on all assignments

Newsela helps students climb the staircase of reading complexity from elementary through high school by providing daily news articles written at five levels of difficulty. Newsela adapts to each student's reading ability so they always get just-right content while having the power to stretch themselves. Articles are paired with quizzes aligned to the new Common Core State Standards so teachers can track their students' progress on a daily basis. Teacher tools make it easy to assign articles, review student quizzes and track Common Core mastery.

[NEWSELA Agreement 2017-2018.pdf \(178 KB\)](#)

### Administrative Content

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Newsela  
 475 10th Avenue, 4th Floor  
 New York, NY 10018  
 United States of America  
[proteam@newsela.com](mailto:proteam@newsela.com)  
 855-711-0118

Quote No. 00029855  
 PRO Team Rep: Sarah Dabah  
 Date: March 13, 2017  
 Expiration: April 12, 2017  
 Payment Terms: Net 30 Days

To Rio School District  
 2500 Vineyard Ave  
 Oxnard CA 93036  
 United States

License Start Date: July 1, 2017

License End Date: 12-month Subscription

Qty	Product Code	Description	Unit Price	Line Total
1.00		Newsela PRO District License	\$36,000.00	\$36,000.00
		Total		\$36,000.00

**Comment** Newsela PRO District License includes:

- Unlimited Teachers per Student with School and District Binder
- District Binder access for select colleagues in the district
- Principal Binder access for select colleagues in each school
- Administrative access for select colleagues in each school
- Onboarding and training package through Newsela Community team
- Unlimited teacher-student relationships across all schools
- Teacher Binder access for all users - assessment tools
- Writing tools for all users - Newsela Write and interactive annotation
- PRO Assign instructions on all assignments
- Click-to-chat support for all users at support.newsela.com

The subscription shall commence on the Start Date indicated and continue for the initial subscription period specified. Thereafter this Agreement will automatically renew for consecutive periods equal in length to the initial subscription period, but not less than 12 months, unless either party provides the other party with written notice of cancellation at least thirty (30) days prior to the end of the then current subscription period.

If you are receiving this through DocuSign please sign below. If you have just received the document through email then to Accept this quotation, please have an authorized employee email [proteam@newsela.com](mailto:proteam@newsela.com) with the subject line, "Approved: Quote #00029855"

Please include with the approval the name, email, and phone number for the main billing contact.

Please note that certain services/products are subject to applicable state sales tax. If you wish to claim

**an exemption, please provide us with a copy of your state sales tax exemption certificate.**

**Authorized Signature:**

**Date of Signature:**

**Newsela Signature:**

**Date of Signature:**









## Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.9 Approval of Engage 2 Learn Year 2 Agreement
Access	Public
Type	Action (Consent)
Preferred Date	Apr 19, 2017
Absolute Date	Apr 19, 2017
Fiscal Impact	Yes
Dollar Amount	36,770.00
Budget Source	Title I and LCFF
Recommended Action	Staff recommends board approval of Engage 2 Learn year 2 agreement
Goals	Goal 1-Improved student achievement at every school and every grade in all content areas

## Public Content

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Speaker: Oscar Hernandez

### Rationale:

Phase one was the visit to Walker Elementary school in April 2016, to achieve four goals: experience the school implementing the model so we could observe how it functions at each grade level to develop the "end in mind" mindset, develop relationships with Walker teachers and administration to create a partnership as we move forward into our launch of E2L, face-to-face meeting with engage2learn for Q & A and to develop a roadmap for success at Plaza, and develop long-term student collaboration with students at Walker. We accomplished three of the four goals, with the fourth goal to come.

As previously proposed, Plaza is rolling out PBL with engage2learn over the next three years. Phase one was the visit to Walker Elementary School during year one. Year one (phase two) involves our Walker team of teachers (representing a teacher from each grade level), and a second teacher from each grade level as the secondary team member receiving E2L professional development. Our Walker team provides internal support for our implementation of E2L. Through five onsite professional development days and nine in-class coaching days for 12 teachers and one administrator, we launched E2L at Plaza at the beginning of the 2016-2017 school year. Year two (phase three), the 2017-2018 school year, will mirror year one in with regards to training as we bring on the remaining teachers into the ELM process. Year three (phase four) is our coaching year, as needed, to assure fidelity and longevity of the program.

Phase three, scaling up the engage 2 learn model of instruction, is the training and coaching for the 2017-2018 school year scheduled for June 5 through June 8, 2017, one training day in September, followed by nine site-based coaching days spread throughout the year, grouped to reduce costs. As stated, the purpose of this phase is to train and coach the remaining 14 teachers and bring the program to full scale. Using these funds for this professional development does not affect the commitment or the funds we have dedicated to our art and performing arts programs, field trips, classroom supplies, supplemental classroom materials and online subscriptions, technology integration, library purchases, behavior incentive program, reading incentive program, RtI support personnel and materials, or our ELD program. Based upon these facts, Engage Learning, Inc. E2L Framework Proposal -Year 2 for Rio Plaza Elementary School is respectfully submitted for your approval.

The cost of this training is outlined in the proposal under base fees at \$27,250 and will be charged to the following accounts: Total cost including training/coaching, online resources and substitute pay is \$36,770.00



Rio Plaza	2018 LCFF, 40%
Education Services	Title I, 60%

The cost for eStudio online resources of \$2,800 will be paid by LCFF site funds.  
Substitute pay of \$6,720 for the intercession training, June 5 through 8, 2017, will be paid as follows:

Rio Plaza	2018 LCFF, 50%
Education Services	Title I, 50%

[RioPlaza2LTrainingandCoaching 2017-18.pdf \(125 KB\)](#)

### **Administrative Content**

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### **Executive Content**

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# Rio Plaza Elementary School

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e2L Learning Framework Training and Coaching Proposal  
Prepared: January 10, 2017



[www.engage2learn.org](http://www.engage2learn.org)

# e2L Framework Customized Training and Coaching

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Engage2learn proposes to provide five (5) days of in-district training and nine (9) days of in-district coaching in the e2L Framework to a team consisting of up to ten (10) teachers and two (2) administrators from Rio Plaza Elementary School.

## e2L Deliverables

- Training for up to 10 teachers and 2 administrators on the e2L Learning Framework processes for: design protocols, learning protocols, facilitation tools and unpacking the standards during the 5 days of in-district training
- Instructional Coaching and technical assistance for up to 10 teachers and 2 administrators on the e2L Framework processes during 9 days of in-district coaching.
- Virtual Coaching for up to 50 hours on curriculum design
- Access to all e2L resources, videos, and the standards-based curriculum designed in eStudio

## e2L eStudio Information

Access to the full eStudio Site may include such materials as:

- Design platform and database of curriculum units based on the California Standards and College & Career Readiness Standards searchable by keyword, standards, status, grade and subject
- Database of refresher videos for professional learning on all aspects of curriculum writing and facilitating e2L Learning Framework protocols
- Interactive capabilities for participating in discussions, blogging, posing specific questions and getting answers from e2L Learning Framework practitioners
- Suggested reading/video/unit ideas posted regularly, free webinars, video-conferences, and profiles of highlighted student work
- Downloadable templates for curriculum writing, student planning and project management, team contracts, rubrics, parent communications, protocol posters, communication stand cards, etc.
- Links to engaging learning tools for students and resources on current global and local projects

## Fees for services

Service	Time	Fees
e2L Learning Framework Training	5 total days (1 e2L facilitator per day - up to 10 teachers)	\$13,750*
e2L Learning Framework Coaching	9 total days (1 e2L coach per day)	\$13,500*



e2L eStudio Online Resources	1 year subscription	no charge (included for 1 year)
e2L eStudio Online Resources	Annual Subscription after Year 1	\$2,800/per campus per year

\*Fees above do not include cost for travel and expenses. Travel and expenses will be billed to the district at a rate of \$500/day of onsite training and coaching. Any increase in the scope of services will be addressed in a separate contract agreement. Travel time will not be billed under this agreement. Fees will be invoiced at the midpoint and again at the completion of the project.

## Additional Terms

- A. This Agreement constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this Agreement. Any change in the scope of services and/or fees will be addressed in an addendum to this Agreement effective only when executed by both parties hereto.
- B. Responsibilities of engage2learn include performing all research, planning, facilitation, presentation, and additional duties necessary for the successful completion of the project described in this proposal within the reasonable timeframe allotted in this proposal. Responsibilities of the district include providing and arranging for all meetings including expenses associated with those meetings and communications to participating parties.
- C. Either party may terminate this Agreement with or without cause upon thirty (30) days written notice to the other party. Engage2learn shall be entitled to compensation for all services provided up to the effective date of termination.
- D. Other than as expressly set out in this Agreement and the exhibits attached hereto, all warranties, express or implied, including, without limitation, any warranties of merchantability or fitness for a particular purpose are disclaimed.
- E. District agrees that its exclusive remedy, and engage2learn entire liability with respect to this training, shall be termination of this Agreement as set forth herein. District further agrees that engage2learn shall not be liable to District for any damages, including any lost time, expenses, or other incidental or consequential damages arising out of its use or inability to use this training or the breach of any express or implied warranty, even if engage2learn has been advised of the possibility of those damages.
- F. District acknowledges and agrees to the binding terms that this training is being provided for the benefit of the district only, and it is not permissible for the district or any district personnel to perform this training in whole or in any part thereof to others that are not a part of the district.
- G. This contract is subject to force majeure, and is contingent on strikes, accidents, acts of God, weather conditions, inability to secure labor, fire regulations or restrictions imposed by any government or governmental agency, or other delays beyond the control of the parties. If delivery of any training provided

for herein as scheduled is prevented by force majeure, then the parties shall cooperate in rescheduling without penalty to either party.

H. Engage2learn maintains all registered copyright privileges on this unique proprietary, custom-designed process that no other company provides. There are no other agents, dealers, or educational consulting firms of any kind authorized to sell, promote, or facilitate in any way engage2learn products or services. Use of this material without express written authorization is strictly prohibited.



\_\_\_\_\_  
Signature of District Representative

Shannon K. Buerk, CEO

\_\_\_\_\_  
Printed Name/Title

January 10, 2017  
Date

\_\_\_\_\_  
Date

EIN#- 45-4211320

**11.10**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.10 Approval of Migrant Debate Team Overnight Field Trip to Bakersfield, CA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 19, 2017
Absolute Date	Apr 19, 2017
Fiscal Impact	No
Budget Source	Ventura County Office of Education Migrant Funds
Recommended Action	It is recommended that the Governing Board approves this field trip on May 5-7, 2017, to Bakersfield, California. Speech and Debate equips students with outstanding communication and critical thinking skills that lead to a lifelong journey of success and leadership.

### Public Content

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Speaker: Wanda Kelly/Oscar Hernandez

#### Rationale:

The Migrant Education Program is requesting approval of a field trip outside of Ventura County pursuant to Governing Board Policy, No. 6153 (Instruction – Field Trips). The requested field trip is to Bakersfield, California on May 5, 6, and 7, 2017. The eight participating middle school students will be part of the Migrant Education Program State Debate/Speech Conference.

The transportation, hotel accommodations and meals will be paid for entirely by the Ventura County Office of Education Migrant Education Program.

The purpose of the field trip is for the Rio Migrant Debate students to compete against other regional first place winners in debate. There will be districts participating in this conference from all over the state. The students will leave on Friday, May 5th and return to school on Monday, May 8, 2017.

### Administrative Content

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### Executive Content

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**11.11**







### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.11 Williams Quarterly Complaint Report
Access	Public
Type	Action (Consent)
Preferred Date	Apr 19, 2017
Absolute Date	Apr 19, 2017
Fiscal Impact	No
Budgeted	No
Budget Source	Not Applicable
Recommended Action	Staff recommends Board approval of William quarterly complaint report
Goals	Goal 3-Create welcoming and safe environments where students attend and are connected to their school

### Public Content

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Speaker: Oscar Hernandez

#### Rationale:

Education Code Section 35186 (d) requires a school district to report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

[UCP Quarterly Report April 2017.pdf \(24 KB\)](#)

### Administrative Content

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### Executive Content

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**Quarterly Report on Williams Uniform Complaints**  
**[Education Code Section 35186]**  
**Fiscal Year 2016-17**

**District:** Rio School District

**Person completing this form:** John Puglisi

**Title:** Superintendent

**Quarterly Report Submission Date:**     **October 2016**                      **(7/1/16 to 9/30/16)**  
 (check one)                                     **January 2017**                      **(10/1/16 to 12/31/16)**  
      **April 2017**                              **(1/1/17 to 3/31/17)**  
      **July 2017**                                 **(4/1/17 to 6/30/17)**

**Date for information to be reported publicly at governing board meeting:** April 19, 2017

**Please check the box that applies:**

- No complaints were filed with any school in the district during the quarter indicated above.**
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.**

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
<b>Textbooks and Instructional Materials</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Teacher Vacancy or Misassignment</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Facilities Conditions</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>

John Puglisi  
**Name of District Superintendent**

\_\_\_\_\_  
**Signature of District Superintendent**



**11.12**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.12 Approval of contract with Ventura County Sheriff's Office for a School Resource Officer at Rio Del Valle Middle School.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	28,219.40
Budgeted	Yes
Budget Source	General Fund
Recommended Action	Staff recommends the approval of the Contract with the Ventura County Sheriff's Office and Rio School District for an SRO at Rio Del Valle Middle School for the 2017/2018 school year.
Goals	<p>Goal 3-Create welcoming and safe environments where students attend and are connected to their school</p> <p>Goal 2-Engage parents and other District stakeholders in the development of meaningful partnerships to support student learning.</p>

### Public Content

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Speaker: Kristen Pifko

**Rationale:** For the past few years, Rio Del Valle Middle school has received support in the form of a School Resource Officer for 37 weeks, on Tuesdays and Thursdays. The partnership benefits the District and the students by providing increased safety on campus and an opportunity for open communications between students, staff, and the Sheriff's Department.

This item is a contract to continue the existing and successful program for the 2017-2018 school year.

[Oxnard Contract for SRO.pdf \(311 KB\)](#)

### Administrative Content

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### Executive Content

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March 15, 2017

Rio School District  
Attn: Kristin Pifko  
2500 East Vineyard Avenue  
Oxnard, CA 93036

Thank you for your agreement to contract law enforcement services with the Ventura County Sheriff's Office, which encompasses one deputy sheriff as a School Resource Officer at Rio Del Valle Middle School for 37 weeks beginning September 6, 2017. This includes 18 Tuesdays at 8 hours each, and 19 Thursdays at 4 hours each. This partnership benefits the District and the students by providing increased safety on campus and an opportunity for open communications between students, staff, and the Sheriff's Department.

The anticipated billing for the contracted service period of September 6, 2017 through June 30, 2018, for Rio School District will be **\$28,219.40** (18 weeks @ 8 hrs/Tuesdays + 19 weeks @ 4 hrs/Thursdays = 220 hrs x \$128.27/hour). This figure is an estimate only and may vary when the actual associated costs are known. Also, this figure does not include any additional costs associated with summer school, special events, modifications of schedules, or unforeseen incidents where the SRO is requested to stay beyond normal hours. The figure also does not include costs associated with filling behind the SRO should he/she need to take a day off and coverage is requested.

The contract is contingent upon Rio School District agreeing to pay the fee listed above. The Ventura County Sheriff's Office will maintain control and responsibility for the deputy's duties and actions. By signing below, the district is agreeing to the terms and conditions outlined above (upon signature, please return to me via email at [todd.inglis@ventura.org](mailto:todd.inglis@ventura.org)).

Sincerely,

Todd Inglis, Captain  
Patrol Services, West – Headquarters  
805 654 2881  
[todd.inglis@ventura.org](mailto:todd.inglis@ventura.org)

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Rio School District

Date



**11.13**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.13 Approval of Proposal from Servpro Ventura to disinfect all public spaces at schools.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	25,754.60
Budgeted	Yes
Budget Source	Maintenance
Recommended Action	Staff recommends approving the proposal from Servpro for disinfecting the schools to end the spread of the Norovirus.
Goals	<p>Goal 3-Create welcoming and safe environments where students attend and are connected to their school</p> <p>Goal 1-Improved student achievement at every school and every grade in all content areas</p>

### Public Content

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Speaker: Kristen Pifko

**Rationale:** During the month of March 2017, the Rio School District experienced an outbreak of Norovirus. The district consulted with Ventura County Public Health. One of the directives from public health was that all public spaces be disinfected nightly with a bleach solution. The district first offered extra work to our own employees. However, we did not have enough employees able to complete the necessary tasks at all school sites. Therefore, the district contracted with ServPro. Between March 15, 2017 and March 31, 2017, Servpro sent technicians to Rio school sites to disinfect the public spaces, including all classrooms, playground equipment, benches, etc. The district believes that this additional support reduced the spread of the virus.

[Servpro invoice.pdf \(128 KB\)](#)

### Administrative Content

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### Executive Content

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**Servpro Ventura**

2646 Palma Dr. Ste.298  
Ventura, CA 93003

(805) 656-3911

EIN # 26-3924530

**Recap by Room**

Estimate: 2017-03-22-1320

3/15/17	500.00	2.26%
3/16/17	1,803.90	8.15%
3/17/17	1,803.90	8.15%
3/18/17	1,803.90	8.15%
3/20/17	1,803.90	8.15%
3/21/17	1,803.90	8.15%
3/22/17	1,803.90	8.15%
3/23/17	1,803.90	8.15%
3/24/17	1,803.90	8.15%
3/27/17	1,803.90	8.15%
3/28/17	1,803.90	8.15%
3/29/17	1,803.90	8.15%
<hr/>		
<b>Subtotal of Areas</b>	<b>22,146.80</b>	<b>100.00%</b>
<hr/>		
<b>Total</b>	<b>22,146.80</b>	<b>100.00%</b>

3/30/17  
3/31/17

1803.90  
1803.90  
 25,754.60





**11.14**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.14 Approval of Draft proposal, FCC Form 470 for e-rate from Broadview Networks
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	65,999.40
Budgeted	Yes
Recommended Action	Staff recommends the approval of the e-rate proposal from Boardview Networks.

### Public Content

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Speaker: Kristen Pifko

Rationale: CSM, the district's e-rate consultant, informed the district that Voice Services are once again eligible for e-rate discounts. The district prepared and submitted a Form 470 Application for funding.

The Form 470 invited providers to bid on voice services for 555 Hosted VoIP users. Four providers submitted bids to the district. The bids were scored according to the bid guidelines. Broadview was selected based on cost.

Staff recommends approval of the recommendation to award the VoIP contract to Broadview.

[USAC Invoice Draft.pdf \(1,618 KB\)](#)

### Administrative Content

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### Executive Content

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DRAFT



**FCC Form 470 – Funding Year 2017**

Form 470 Application Number: 170053091  
RIOESD470FY2017C1

**Billed Entity**

RIO ELEMENTARY SCHOOL DISTRICT  
2500 E VINEYARD AVENUE  
OXNARD, VENTURA, CA 93036  
805-485-3111

**Contact Information**

Charnell Kemanian  
ckemanian@cscentral.com  
888-944-7798

Billed Entity Number: 143812  
FCC Registration Number: 0009770074

**Application Type**

Applicant Type: School District  
Recipients of Services: Pre-K; Public School; Public School District

Number of Eligible Entities: 17

**Consulting Firms**

Name	Consultant Registration Number	Phone Number	Email
CSM Consulting Inc.	16043564	909-652-9104	kfriends@cscentral.com

**Consultants**

Name	Phone Number	Email
Ashlee Horold	888-944-7798	ahorold@cscentral.com
Cathy Benham	909-944-7798	cbenham@cscentral.com
Charnell Kemanian	888-944-7798	ckemanian@cscentral.com
David Cichella	888-944-7798	dcichella@cscentral.com
Diana Malcor	888-944-7798	dmalcor@cscentral.com
Jennifer Jimenez	888-944-7798	jjimenz@cscentral.com
Linda Smith	888-944-7798	llsmith@cscentral.com
Lisa Tracy	888-944-7798	ltracy@cscentral.com
Maddie Walker	888-944-7798	mwalker@cscentral.com
Shawn Farley	888-944-7798	sfarley@cscentral.com
Tamara Clark	888-944-7798	tclark@cscentral.com

**RFPs**

Id	Name
3409183	RioESD YR 20 470 Additional Information

**Category One Service Requests**

Service Type	Function	Other	Minimum Capacity	Maximum Capacity	Entities	Quantity	Unit	Installation and Initial Configuration?	Maintenance and Technical Support?	Associated RFPs
Internet Access and/or Telecommunications	Voice Service (Analog, Digital, Interconnected VOIP, etc)				17	555	Users	Yes	Yes	3409183

DRAFT

**DRAFT**

**Description of Other Functions**

Id	Name
----	------

**Narrative**

**\*\*Note that the District has 17 entities\*\* Voice Services - District is seeking an estimated minimum 555 Hosted VoIP users districtwide. Quote without transport, voice will run on existing Wide Area Network circuits. Include handset lease/purchase costs separate from monthly service charge. Indicate eligibility for CA Teleconnect Fund discounts. District requires the ability to add & remove users for duration of contract. NO RFP, See additional Information sheet that was provided.**

**Category Two Service Requests**

Service Type	Function	Manufacturer	Other	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
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**Description of Other Manufacturers**

Id	Name
----	------

**Narrative**

**Technical Contact**

**State and Local Procurement Restrictions**

**Applicant may consider multi-year and/or contracts with voluntary extensions. Any voluntary contract extensions must be identified within the awarded contract and must be of a specified number and duration. Contracts with automatic or evergreen contract extension terms will not be considered. Applicant may consider contracts with flexible terms to allow for growth/reduction in services to accommodate an increase/decrease in the number of sites, users, and/or bandwidth. Service Providers submitting proposals in response to this FCC Form 470 must be in compliance with the rules and orders governed by the Federal Communications Commission. Failure to be in compliance and remain in compliance may result in the denial of discount funding, and/or cancellation of funding commitments, and/or could result in civil or criminal prosecution by law enforcement authorities. Service Providers submitting proposals must do so in good faith of compliance with the Lowest Corresponding Price (LCP) Rule (see 47 CFR Part 54 Section 54.500(?)). Service Providers submitting proposals must be in full compliance with USAC's Free Services Advisory <http://www.usac.org/sl/applicants/step02/free-services-advisory.aspx>. Any offering of free services must be clearly identified in service providers' bids. Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC timely, Applicant will only be responsible for paying its non-discounted share. The Service Provider acknowledges that all pricing and technology infrastructure information in its contract shall be considered as public and non-confidential pursuant to CFR Part 54 Section 504 (2)(i)(ii).**

**Recipients of Service**

Billed Entity Number	Billed Entity Name
143812	RIO ELEMENTARY SCHOOL DISTRICT

Customer: RIO SCHOOL DISTRICT  
Deal Number: 1493459151

**Acknowledgements & Authorizations**

By signing this Order Form and Agreement, Customer authorizes Broadview Networks, Inc. ("Company") to provide it with the "Services", at the locations and for the rates set forth above, and agrees to pay Company said rates for such Services at such locations, for the full Contract Term. The Services shall be provided in accordance with Company Tariffs maintained on file with applicable federal and state regulatory authorities (the "Tariffs"), the Master Terms and Conditions and the Product-Specific Terms and Conditions available on Company's website and the "DETAILED PROPOSAL" attached hereto, all of which are expressly incorporated by reference herein. Rates and charges are exclusive of taxes, surcharges and fees, which in addition to applicable non-recurring and other charges, are set forth in Company Tariffs and on Company's "Standard Pricing Schedules" (also available on Company's website), as modified from time to time.

The Master Terms and Conditions and Product-Specific Terms and Conditions can be found at:

- Master Terms and Conditions:  
[http://corporate.broadviewnet.com/customer-terms-and-conditions/Master\\_TC.pdf](http://corporate.broadviewnet.com/customer-terms-and-conditions/Master_TC.pdf)
- E911 Policy:  
[http://corporate.broadviewnet.com/customer-terms-and-conditions/E911\\_Policy.pdf](http://corporate.broadviewnet.com/customer-terms-and-conditions/E911_Policy.pdf)
- OfficeSuite® Terms and Agreements:  
[http://corporate.broadviewnet.com/customer-terms-and-conditions/OfficeSuite\\_TC.pdf](http://corporate.broadviewnet.com/customer-terms-and-conditions/OfficeSuite_TC.pdf)

Customer agrees to furnish such letters of agency/authorization to Company as shall be required in connection with the Services. Customer authorizes Company to contact credit references, to obtain credit reports through credit bureaus and to undertake such investigation as shall be reasonable and necessary to verify Customer's credit history.

Customer acknowledges as follows and represents that the undersigned is authorized to make such acknowledgement and to execute this Order Form and Agreement on its behalf.

- I have read and agree to the Master Terms and Conditions
- I have read and agree to the Product-Specific Terms and Conditions
- I understand that this Order Form and Agreement is for a term of 3 years and that early termination charges may apply if it is terminated early
- I have read and understand the VoIP Notification, Important Customer Information Regarding Emergency Services - 911 Dialing (available at <http://www.broadviewnet.com/About-Broadview-Networks/customer-terms-conditions/>)

Kristin Pifko  
Authorized Signature

Kristin Pifko  
Printed Name

Assistant Superintendent for Business Services  
Title

October 1, 2015  
Date

E-Rate Bid Assessment Worksheet  
Funding Year 2017

District Name Rio Elementary School District

Bid # (if applicable) N/A

Form 470# 17005309.1

Bid Due Date and Time N/A

Allowable Contract Date 1/9/2017

Project or Service Description	Function	Min Capacity	Max Capacity	Entities	Quantity	Units
Voice Service (VoIP)				17	555	Users

**VOICE SERVICES:** District is seeking an estimated minimum 555 Hosted VoIP users districtwide. Quotes without transport, voice will run on existing Wide Area Network circuits. Include handset/lease/purchase costs separate from monthly service charge. Indicate eligibility for CA Teleconnect Fund discounts. District requires the ability to add & remove users for duration of contract. NO RFP. See additional information sheet that was provided.

**NARRATIVE**

Directions: Each factor is worth the same number of points as the weighting percentage. Vendors are rated on how well they meet each factor. The entries for all factors are then totaled for each vendor. The winning bidder is the one with the highest number of total points. The cost of E-Rate eligible goods and services must be weighted most heavily.

555 lines per month	555 lines per month	555 lines per month	555 lines per month	
			**NO Phones	**NO Phones
\$ 5,499.95	\$ 4,712.25	\$ 6,997.50	\$ 5,950.00	
\$ 7,500.00	\$ 75.00	\$ 119.00	\$ 1,275.00	
\$ 65,999.40	\$ 64,347.00	\$ 84,579.00	\$ 88,270.88	
<b>Total</b>				
Points Available	30	25	30	43

Cost of E-rate eligible service  
Cost of E-rate OTC eligible service  
Cost of E-rate ineligible service  
Total Cost of Services to District - Year 1\*

- 1. Cost of eligible goods and services (Must have the most points)
- 2. Cost of eligible OTC goods and services
- 3. Total cost of service to District\*
- 4. Vendor quote meets district's minimum specifications\*\*
- 5. Experience with district
- 6. Ability to deliver service at start of funding year
- 7. Ability to deliver service throughout district geographic region
- 8. Financial stability

Total Points:

50	45	40	40	43	0
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\* Total cost can include district man hours for training, transition of services, etc.  
\*\*Per USAC Schools and Libraries News Brief dated December 3, 2010: "Applicants can have a bid evaluation criterion for preferred make and model or for adherence to local IT standards in their bid evaluation matrix."

**Winning Bidder:**

Disqualified Bidders and reasons for disqualification:

Vendor Selected: Broadview  
Approved By: Kathryn Aragon 3/29/17  
Title: 403 for 17  
Date:



**11.15**





### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.15 Proposal from Tetra Tech to Prepare Off-Site Signing and Striping Modification Plans for RiverPark West STEAM School
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	7,300.00
Budgeted	Yes
Budget Source	Measure G Funds
Recommended Action	Staff recommends approving the proposal from Tetra Tech to prepare plans and documentation for city approval of re-striping the round-about at the Rio STEAM Academy.
Goals	Goal 3-Create welcoming and safe environments where students attend and are connected to their school

### Public Content

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Speaker:  
Kristen Plfko

#### Rationale:

As part of the California Department of Education review of the school site for the Rio STEAM Academy, it was requested that the roundabout in front of the school be re-striped from two lanes to one lane. This concept was approved by the City of Oxnard. In order to move forward to bid the road work to re-stripe the street, formal city approval and plans are required. The district would like our consultant, Tetra Tech to prepare the necessary documents.

In order to make the school drop-off safer and more efficient for the students, the roundabout needs to be re-striped.

[Tetra Tech Proposal.pdf \(180 KB\)](#)

### Administrative Content

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### Executive Content

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board*





C495-7398rev1  
100-SBA-T33903

March 31, 2017

Dr. John Puglisi  
Rio School District  
2500 Vineyard Avenue  
Oxnard, California 93036

**Subject: Proposal to Prepare Off-Site Signing and Striping Modification Plans for the RiverPark West K-8 STEAM School Project**

Dear Dr. Puglisi:

Tetra Tech, Inc. (Tetra Tech) is pleased to present this proposal to the Rio School District (RSD) to prepare off-site signing and striping modification plans for the RiverPark West K-8 STEAM School Project.

It is our understanding that the California Department of Education (CDE) is requiring the Ventura Road/Forrest Park Boulevard intersection, located directly adjacent to the school site, to be restriped from a multi-lane roundabout to a single-lane roundabout. Associated striping modifications will include lane reductions on Ventura Road and Forrest Park Boulevard approaching the roundabout. City of Oxnard Traffic Engineering staff have reviewed and approved the roundabout capacity analysis (February 16, 2016) and the roundabout striping design concept plans (February 3, 2017).

## **SCOPE OF WORK**

We propose to perform the following three tasks.

**Task 1** – Obtain most recent project site plan in CAD format from the project civil engineer. Conduct a field review of existing signs and pavement markings and update base plans prepared in 2005 for the RiverPark development to reflect current conditions (in possession with Stantec).

**Task 2** – Prepare 85% signing and striping modification plans at a scale of 1"=40' to conform to the guidelines and requirements of the City of Oxnard, 2014 CAMUTCD and Caltrans specifications. Submit plans to the City of Oxnard for review.

**Task 3** – Prepare 100% plans, specifications and cost estimate for inclusion into project improvements plans.

## **SCHEDULE**

Tasks 1 and 2 can be completed in three weeks after receipt of authorization from RSD. Task 3 can be completed in two weeks after receipt of comments from the City of Oxnard.

## **ESTIMATED PRICE**

Tetra Tech proposes to perform the agreed scope of services on a lump sum basis for \$7,300. This price will not be exceeded without your prior authorization.

**Tetra Tech, Inc.**

5383 Hollister Avenue, Suite 130, Santa Barbara, CA 93111  
Tel 805.681.3100 Fax 805.681.3108 [www.tetrattech.com](http://www.tetrattech.com)



## CONTRACTUAL TERMS AND CONDITIONS

We propose to perform these services in accordance with the terms and conditions of Consulting Services Contract dated January 29, 2015 between RSD and Tetra Tech and the agreed scope of services in this proposal. Tetra Tech will begin implementation of the proposed scope of work immediately following receipt of written authorization from you acknowledging your acceptance of this proposal and a purchase order from RSD.

If you have any questions regarding our proposal, please contact Jim Steele at (805) 681-6302 or by email at [jim.steele@tetratech.com](mailto:jim.steele@tetratech.com) or Randy Westhaus at (805) 681-3101 or by email at [randy.westhaus@tetratech.com](mailto:randy.westhaus@tetratech.com). We appreciate this opportunity to present our proposal for your very important K-8 STEAM School project.

Sincerely,

**TETRA TECH, INC.**

A handwritten signature in black ink that reads 'James R. Steele'.

James R. Steele  
Project Manager

A handwritten signature in black ink that reads 'Randy T. Westhaus'.

Randy T. Westhaus, P.E.  
California Schools Director

California Professional Geologist No. 5963  
California Certified Engineering Geologist No. 1906  
California Certified Hydrogeologist No. 247

cc: Lewis, Marilyn. (Tt SBA)

**11.16**







## Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.16 Request for Additional Services for K-8 STEAM School by Architecture For Education, Inc. Civil Engineer on the Grading Phase
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	14,000.00
Budgeted	Yes
Budget Source	General Fund
Recommended Action	Staff recommends approving the additional work by the Civil Engineer for the grading of the new K-8 STEAM school.
Goals	Goal 3-Create welcoming and safe environments where students attend and are connected to their school

## Public Content

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Speaker:  
Kristen Pifko

Rationale: MSL Engineering is the Civil Engineer for the grading phase of the K-8 STEAM school and contracted with A4E. Additional services have been requested that were not part of their original contract. Such services include a review and update of the DSA first plan check civil drawings.

[A4E Invoice.pdf \(833 KB\)](#)

## Administrative Content

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## Executive Content

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March 13, 2017

Kristen Pifko  
Assistant Superintendent of Business Services  
Rio School District  
2500 East Vineyard Ave.  
Oxnard, CA 93219

RE: Request for Additional Services for K-8 STEAM School  
Rio School District

Dear Kristen,

The civil engineer for the Rio K-8 campus is requesting an additional \$14,000 in fees, to cover his costs in working with Shea Homes on this project. This work is necessary to make sure that Shea completes work as required by their Agreement with the District. Please see copy of attached agreement.

The engineer's work has been considerable and I ask you to approve his request. Thank you and best regards,  
Sincerely,

Gaylaird Christopher, AIA  
Architecture for Education Incorporated

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Kristen Pifko                      Date  
Assistant Superintendent of Business Services

cc. Controller



Rachel Adams, Architect, LEED AP  
Architecture for Education  
65 N. Catalina Avenue  
Pasadena, CA 91106

RE: Rio School District New Rio K-8 STEAM School  
At 2999 and 3001 N. Ventura Boulevard in the City of Oxnard  
Rough Grading Phase Civil Engineering Additional Services Proposal #6

Dear Rachel,

The following are our proposed fees for the Rio School District New Rio K-8 STEAM School civil engineering additional services for the rough grading phase of this project as authorized by Gaylaird Christopher at our 07-26-16 meeting at the District Office. These additional services are not a part of our original March 25, 2015 AIA C401-2007 contract with A4E, or our January 22, 2016 proposal #5 to you which was never signed:

<u>Item</u>	<u>Subtotal Cost</u>	<u>Description of Services</u>
1.	\$ 2,000.00	Review grading plans prepared by Huitt-Zollars received by MSL on 05-26-16, 08-18-16, and 09-13-16 and an earthwork exhibit prepared by Proforma received by MSL on 09-21-16. Provide recommendations with respect to our 04-08-16 prepared Sheets C1.00 and C1.11 that were submitted to DSA for first plan check.
2.	\$ 2,000.00	Review an asbuilt rough grading plan, site photos, certification letters and reports, and compaction reports prepared by others and note any problem areas or apparent items that are missing.
3.	\$ 8,000.00	Update our 04-08-16 DSA first plan check civil drawings to reflect the work shown on the accepted asbuilt plan package described in item #2 above.
4.	\$ 2,000.00	Provide email and telephone coordination services.
5.	<b>\$14,000.00</b>	<b>Grand Total Fee</b>

The following items are not considered a part of the above described services:

- A) Attendance at meetings away from our office unless described above.
- B) Payment of outside plan check or any job related fees.
- C) Submit packages to the City, or other reviewing/approving agency, for plan check and approval in person.
- D) Items specifically not listed in the Description of Services above.

This proposal is valid through May 14, 2017.

Invoices will be sent and progress payments shall be made consistent with the percentage of work completed.

Authorized additional services will be charged at a fixed fee with approval in writing prior to starting work.

Including development of cubic yard estimate of imported soil required to raise grades of Huitt-Zollars approved plan to grades shown on MSL's Final DSA Approved Civil Drawings and Specifications.



NEW RIO K-8 STEAM SCHOOL ROUGH GRADING PHASE  
CIVIL ENGINEERING PROPOSAL #6 (CONTINUED)

MSL JN 15010E  
November 14, 2016  
Page 2 of 2

We appreciate this opportunity to be of service to you. If this meets with your approval, please sign and return one copy for invoicing purposes. This work has already been started per Gaylaird Christopher's verbal authorization at our 07-26-16 meeting at the District Office.

Sincerely,  
MSL ENGINEERING, INC.

*Mark S. Lamoureux*  
Mark S. Lamoureux, President, P.E., P.L.S.

Digitally signed by Gaylaird Christopher, AIA  
DN: cn=Gaylaird Christopher, AIA, o=Architecture for Education Incorporated, ou=President, email=gchristopher@architecture4e.com, c=US  
Date: 2017.03.08 16:53:42 -08'00'

Approved: \_\_\_\_\_  
Rachel Adams, Architect, LEED AP  
Architecture for Education



**11.17**







## Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	11.17 Resolution No. 1617/25 Finding that Public Contract Code Section 20111.6 Applies to the Construction of the Rio STEAM Academy, and Approving a Standardized Prequalification package for the Project.
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Budget Source	N/A
Recommended Action	Staff recommends the approval of the Resolution and Prequalification package.
Goals	<p>Goal 3-Create welcoming and safe environments where students attend and are connected to their school</p> <p>Goal 1-Improved student achievement at every school and every grade in all content areas</p>

## Public Content

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Speaker: Kristen Pflko

### Background:

Public Contract Code ("PCC") Section 20111.6 provides that California school districts must prequalify prospective bidders for public works projects if: (1) the school district has an average daily attendance of 2,500 or more students; (2) the public project involves the construction, reconstruction, erection, alteration, renovation, improvement, demolition or repair work of a publicly owned, leased or operated facility; (3) the public project involves a projected expenditure of more than \$1,000,000.00; and (4) the project will be funded, in whole or in part, with money acquired through the Leroy F. Greene School Facilities Act of 1998 (Education Code Sections 17070.10, *et seq.*) or any future bonds issued by the State of California.

Recently, the District obtained final Division of State Architect ("DSA") approval for the construction of the Rio STEAM Academy (submitted to DSA as the "Rio STEAM K-8 Campus"). PCC Section 20111.6 is applicable to the construction of the Rio STEAM Academy for the following reasons. First, the District's average daily attendance is approximately 4,900 students. Second, the Rio STEAM Academy project will involve the construction and erection of a publicly-owned facility. The District is in the process of acquiring the site, and the existing escrow is anticipated to close within the next 30 days. Third, the Rio STEAM Academy involves a projected expenditure of more than \$1,000,000.00. Total construction costs for phase I of the construction are estimated to be \$26,399,246.00 and total construction costs for phase II of the construction are estimated to be \$7,059,799.00, for a total estimate of \$33,459,045.00. Finally, the District intends to seek funding from the State of California for the project.

Because PCC Section 20111.6 applies to the construction of the Rio STEAM Academy, the District's Board of Trustees (the "Board") must adopt and implement a uniform system of rating prospective bidders on the basis of completed standardized questionnaires and financial statements (which must be verified under oath by the bidders). The questionnaire, financial statement and uniform rating system must cover, at a minimum, the standardized questionnaire and model guidelines for rating bidders developed by the Department of Industrial Relations (the "DIR"). PCC § 20111.6(d). The attached resolution makes a finding that PCC Section 20111.6 is applicable to the Rio STEAM Academy, and adopts a uniform system of rating the bidders based upon the prequalification package attached to the resolution. The prequalification package covers the minimum criteria set forth in the DIR model guidelines, plus several additional questions generated by the District's construction manager, architect, real property consultant, and legal counsel.

PCC Section 20111.6 generally applies to all prime contractors and certain subcontractors. However, on March 15, 2017, pursuant to Action Item No. 9.1, the Board elected to proceed with a construction manager multi-prime delivery method for the construction of the Rio STEAM Academy. Therefore, the prequalification package will be applicable to all trade packages.



**Financial Impact:**

No new financial impact, although adoption of a prequalification package is required in order to obtain State funding for this project. Out-of-pocket expenses to the District include the construction manager's fee, architect's fee, real property consultant's fee, and legal fees, all of which have already been approved and accounted for in prior Board actions.

**Rationale:** The District must adopt a prequalification package in accordance with PCC Section 20111.6. The attached package has been developed by the District's construction manager, architect, real property consultant, and legal counsel. The package exceeds the minimum requirements established by the DIR by incorporating additional questions, but requires the same passage rate on each section of the questionnaire as the model form (e.g., 75% passage rate on Section C). In this manner, the District can obtain more information about the prospective bidders, all while evaluating them in accordance with the DIR standards.

[2017.4.19 - resolution re K-8 STEAM prequalification package \(1\).pdf \(218 KB\)](#)

[Rio K8 prequal - template - final clean.pdf \(604 KB\)](#)

**Administrative Content**

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**Executive Content**

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*



**RIO SCHOOL DISTRICT**

**RESOLUTION NO. 1617/25**

**FINDING THAT PUBLIC CONTRACT CODE SECTION 20111.6  
APPLIES TO THE CONSTRUCTION OF THE RIO STEAM  
ACADEMY, AND APPROVING A STANDARDIZED  
PREQUALIFICATION PACKAGE FOR THE PROJECT**

---

**WHEREAS**, for the last four years, the Rio School District (“District”) has been in the process of planning the construction of a new kindergarten to eighth grade school in the newly developed RiverPark community, which school is commonly known as the Rio STEAM Academy; and

**WHEREAS**, the District’s architect previously submitted the plans for the Rio STEAM Academy to the Division of State Architect (“DSA”) for review and approval, with such plans submitted under the designation “Rio STEAM K-8 Campus”; and

**WHEREAS**, the District recently obtained final DSA approval for the construction of the Rio STEAM Academy (the “Project”); and

**WHEREAS**, Public Contract Code (“PCC”) Section 20111.6 provides that California school districts must prequalify prospective bidders for public works projects if: (1) the school district has an average daily attendance of 2,500 or more students; (2) the public project involves the construction, reconstruction, erection, alteration, renovation, improvement, demolition or repair work of a publicly owned, leased or operated facility; (3) the public project involves a projected expenditure of more than \$1,000,000.00; and (4) the project will be funded, in whole or in part, with money acquired through the Leroy F. Greene School Facilities Act of 1998 (Education Code Sections 17070.10, *et seq.*) or any future bonds issued by the State of California; and

**WHEREAS**, PCC Section 20111.6 is applicable to the Project because (1) the District’s average daily attendance is approximately 4,900 students; (2) the Project will involve the construction and erection of a publicly-owned facility because the site is a designated school site, the District is in the process of acquiring the site, and the existing escrow is anticipated to close within the next 30 days; (3) the Project involves a projected expenditure of more than \$1,000,000.00 because the total construction costs for phase I of the construction are estimated to be \$26,399,246.00 and total construction costs for phase II of the construction are estimated to be \$7,059,799.00, for a total estimate of \$33,459,045.00; and (4) the District intends to seek funding from the State of California for the Project; and

**WHEREAS**, because PCC Section 20111.6 applies to the Project, the District’s Board of Trustees (“Board”) must adopt and implement a uniform system of rating prospective bidders on the basis of completed standardized questionnaires and financial statements, which must be verified under oath by the bidders, and which must cover, at a minimum, the standardized

questionnaire and model guidelines for rating bidders developed by the Department of Industrial Relations (the "DIR"); and

**WHEREAS**, the District authorized the preparation of a prequalification package that covers the minimum criteria set forth in the DIR model guidelines, plus several additional questions generated by the District's construction manager, architect, real property consultant, and legal counsel (the "Prequalification Package"), which Prequalification Package is attached hereto as Exhibit "A" and incorporated herein by reference; and

**WHEREAS**, PCC Section 20111.6 applies, at a minimum, to the following prospective bidders: all prime contractors with a general engineering contractor's license (an "A" license); all prime contractors with a general building contractor's license (a "B" license); and all prime contractors and subcontractors with a mechanical, electrical and plumbing specialty (a "MEP specialty") with any of the following "C" licenses: C-4 (boiler, hot water heating and steam fitting), C-7 (low voltage systems contractor), C-10 (electrical), C-16 (fire protection), C-20 (warm-air heating, ventilating and air conditioning), C-34 (pipeline), C-36 (plumbing), C-38 (refrigeration), C-42 (sanitation system), C-43 (sheet metal), and C-46 (solar); and

**WHEREAS**, at a regularly-held Board meeting on March 15, 2017, pursuant to Action Item No. 9.1, the Board elected to proceed with a construction manager multi-prime delivery method for the Project, thereby rendering the Prequalification Package applicable to all trade packages for the Project; and

**WHEREAS**, the District previously complied with the California Environmental Quality Act (California Public Resources Code Sections 21000, *et seq.*) ("CEQA") and the CEQA Guidelines (California Code of Regulations, Title 14, Sections 15000, *et seq.*), inclusive of filing a Notice of Determination for the Project on or about June 24, 2016;

**NOW, THEREFORE**, be it hereby resolved that:

1. The foregoing recitals are true and correct.
2. The Board hereby finds that PCC Section 20111.6 is applicable to the Project, and adopts the Prequalification Package as the uniform system of rating bidders for the Project. The District's administration, staff, and/or consultants, as applicable, shall apply the Prequalification Package for all trade packages associated with the Project. To the extent, if any, that notification of the Prequalification Package has been made available to prospective bidders in advance of the adoption of this Resolution, inclusive of any publication of notices, the Board ratifies such notifications.
3. The Board hereby delegates authority to the Superintendent, or the Superintendent's designee, to take such further action as may be necessary to effectuate the purpose of this Resolution, including, but not limited to, providing copies of the Prequalification Package to prospective bidders; receiving, reviewing, and scoring prequalification submittals; notifying prospective bidders of their prequalification status (*i.e.*, prequalified or not prequalified);

receiving, reviewing, and resolving any appeals; and initiating the process for receiving bids from prequalified contractors, including issuing notices to bid. Notwithstanding the foregoing, the Board shall receive an update on the prequalified bidders. Moreover, the District shall comply with all laws related to review and approval of any bids, and final approval of any and all bids for the Project shall remain with the Board.

---

**PASSED AND ADOPTED** by the Board of Trustees at a regular meeting held on the 19th day of April, 2017, by the following vote on roll call:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Joe Esquivel,  
President of the Board of Trustees

---

Eleanor Torres,  
Clerk of the Board of Trustees

**EXHIBIT "A"**

**RIO STEAM ACADEMY  
PREQUALIFICATION PACKAGE**





**PREQUALIFICATION INSTRUCTIONS, RULES AND FORMS**

**FOR**

**PROSPECTIVE BIDDERS**

**REGARDING**

**THE RIO STEAM K8 CAMPUS**

**Deadline for Prequalification Submittals:**

**1:00 p.m. on May 2, 2017**

**Deliver Prequalification Submittals To:**

**Rio School District**

**Attn.: Kristen Pifko, Assistant Superintendent of Business Services**

**2500 E. Vineyard Avenue, Suite #100**

**Oxnard, California 93036**

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**EXHIBITS**

**“A” – QUESTIONNAIRE**

**“B” – INTERVIEW QUESTIONS**

**PREQUALIFICATION INSTRUCTIONS, RULES AND FORMS  
FOR PROSPECTIVE BIDDERS  
REGARDING THE RIO STEAM K8 CAMPUS**

**I. SUMMARY**

This Prequalification Instructions, Rules and Forms for Prospective Bidders package (this “Prequalification Package”) has been prepared on behalf of Rio School District (the “District”). This Prequalification Package is intended to elicit prequalification submittals (“Submittals”), including completed prequalification questionnaires and financial statements, from qualified contractors and subcontractors interested in bidding on the Rio STEAM K8 Campus, (the “Project”). This Prequalification Package only applies to this specific Project. The District’s Board of Trustees (the “Board”) determined that the Project, which is more fully described below in Section II(C), is subject to the mandatory prequalification procedures set forth in Public Contract Code (“PCC”) Section 20111.6. Furthermore, the Board has approved a construction manager multi-prime delivery method for the Project, which means that the District will separately bid each individual trade of work (instead of retaining one general contractor). Accordingly, the District will only accept bids from prequalified general contractors with an A or B license; prequalified mechanical, engineering, and plumbing subcontractors with the below-specified C licenses; and any other prequalified prime contractors (*i.e.*, any other contractors and subcontractors interested in bidding on a specific trade for the Project).

**II. GENERAL INFORMATION**

**A. Overview of PCC Section 20111.6**

Pursuant to PCC Section 20111.6, California school districts must prequalify prospective bidders for certain public works projects. The prequalification requirement applies only if: (1) the school district has an average daily attendance of 2,500 or more students; (2) the public project involves the construction, reconstruction, erection, alteration, renovation, improvement, demolition or repair work of a publicly owned, leased or operated facility; (3) the public project involves a projected expenditure of more than \$1,000,000.00; and (4) the project will be funded, in whole or in part, with money acquired through the Leroy F. Greene School Facilities Act of 1998 (Education Code Sections 17070.10, *et seq.*) or any future bonds issued by the State of California. If the school district’s governing board determines that PCC Section 20111.6 is applicable to a project, then the school district must adopt and implement a uniform system of rating prospective bidders on the basis of completed standardized questionnaires and financial statements (which must be verified under oath by the bidders).

All prime contractors (contractors who contract directly with the school district) and certain subcontractors (contractors who contract directly with the prime contractors) must be prequalified in order to bid on the Project. In general, the following prospective bidders must be prequalified:

- all prime contractors with a general engineering contractor’s license (an “A” license);
- all prime contractors with a general building contractor’s license (a “B” license); and
- all prime contractors and subcontractors with a mechanical, electrical and plumbing specialty (a “MEP specialty”) with any of the following “C” licenses:
  - C-4 (boiler, hot water heating and steam fitting),
  - C-7 (low voltage systems contractor),
  - C-10 (electrical),
  - C-16 (fire protection),
  - C-20 (warm-air heating, ventilating and air conditioning),
  - C-34 (pipeline),
  - C-36 (plumbing),
  - C-38 (refrigeration),
  - C-42 (sanitation system),
  - C-43 (sheet metal), and
  - C-46 (solar).

If PCC Section 20111.6 is applicable to a project, then a school district can only accept bids from and award bids to prequalified prime contractors and MEP specialty subcontractors.

## **B. Brief Description of District**

The District is an elementary school district in Ventura County (the “County”), California. The District covers approximately 15.5 square miles, including a portion of the City of Oxnard and certain unincorporated territory in the County. The District is governed by a five-member Board. Currently, the District provides K-8 public education to more than 4,900 students in six elementary and two middle schools. The District intends to construct a new K-8 school, as further explained below.

## **C. Brief Description of Project**

The Project involves construction of a new K-8 STEAM School in the recently developed Riverpark community, inclusive of site improvements, and construction of administrative, classroom and multipurpose buildings. The Project, which is commonly known as the Rio STEAM Academy, is further described in the Scope of Work and related DSA-approved plans and specifications. The Scope of Work, plans and specifications, and the bid package will be made available upon issuance of the notice inviting bids. **The Project will be constructed pursuant to a construction manager multi-prime delivery method, with each individual trade of work separately bid.**

**NOTE:** THE ISSUANCE OF THIS PREQUALIFICATION PACKAGE IS NOT A GUARANTEE THAT THE DISTRICT WILL PROCEED WITH THE PROJECT WITHIN THE ANTICIPATED TIMEFRAME OR EVER. THE DISTRICT RESERVES THE RIGHT TO POSTPONE, DELAY, SUSPEND OR TERMINATE ITS PLANS WITH RESPECT TO THE PROJECT, AND NO PROSPECTIVE BIDDERS SHALL HAVE ANY CLAIMS WHATSOEVER AGAINST THE DISTRICT REGARDING ANY ADJUSTMENTS OR MODIFICATIONS TO OR ANY TERMINATION OF THE DISTRICT'S PLANS WITH RESPECT TO THE PROJECT.

**D. Prequalification Is a Prerequisite to Bidding on Project**

The District's Board of Trustees (the "Board") has determined that the Project is subject to the mandatory prequalification procedures set forth in PCC Section 20111.6. Furthermore, as stated above, the Board has approved a construction manager multi-prime delivery method for this Project, which means that the District will separately bid each individual trade of work. Accordingly, the following contractors and subcontractors must be prequalified in order to bid on the Project:

- all prime contractors, *i.e.*, all contractors and subcontractors interested in bidding on the Project for any specific trade of work;
- all prime contractors with a general engineering contractor's license (an "A" license);
- all prime contractors with a general building contractor's license (a "B" license); and
- all prime contractors and subcontractors with a MEP specialty (*i.e.*, the above-referenced mechanical, electrical and plumbing "C" licenses).

This Prequalification Package is applicable to *every* prime contractor intending to submit a bid to the District for *any* portion of the Project. Additionally, each prime contractor must carefully consider which subcontractors are necessary for the portion of work the contractor intends to bid and determine whether those subcontractors need to be prequalified. All MEP specialty subcontractors requiring prequalification must submit a separate Submittal.

**NOTE:** EACH PRIME CONTRACTOR IS SOLELY RESPONSIBLE FOR ITS COMPLIANCE WITH THE PROVISIONS OF THIS SECTION. THE DISTRICT WILL REJECT ANY AND ALL BIDS BY PRIME CONTRACTORS WHO ARE NOT PREQUALIFIED FOR THE PROJECT BUT ARE REQUIRED TO BE PREQUALIFIED UNDER PCC SECTION 20111.6. IF A PRIME CONTRACTOR DESIRES TO SUBMIT A JOINT BID WITH ANOTHER CONTRACTOR, BOTH PRIME CONTRACTORS MUST BE INDIVIDUALLY AND SEPARATELY PREQUALIFIED.

**NOTE:** IF THE DISTRICT AWARDS A CONTRACT TO A PRIME CONTRACTOR THAT LISTED IN ITS BID A MEP SPECIALTY SUBCONTRACTOR

THAT WAS NOT PREQUALIFIED UNDER PCC SECTION 20111.6, THEN THE PRIME CONTRACTOR WILL BE REQUIRED TO SUBSTITUTE THE LISTED BUT NOT PREQUALIFIED MEP SPECIALITY SUBCONTRACTOR FOR A PREQUALIFIED MEP SPECIALITY SUBCONTRACTOR AT NO ADDITIONAL COST TO THE DISTRICT.

**NOTE:** IN NO EVENT SHALL THE DISTRICT BE LIABLE TO A PRIME CONTRACTOR FOR ANY COSTS, EXPENSES, LOST PROFITS, OR OTHER ALLEGED DAMAGES CAUSED BY THE PRIME CONTRACTOR'S FAILURE TO COMPLY WITH THE PROVISIONS OF THIS SECTION, INCLUDING, BUT NOT LIMITED TO, THE COSTS OF REPLACING A SUBCONTRACTOR.

**NOTE:** PREQUALIFICATION IS NOT IN LIEU OF, DOES NOT SUPERSEDE AND DOES NOT GUARANTEE COMPLIANCE WITH ANY ADDITIONAL PREREQUISITES, CONDITIONS, OR TERMS OF THE BID DOCUMENTS. IF PREQUALIFIED, ALL BIDDERS ARE ADVISED TO CAREFULLY REVIEW AND COMPLY WITH ALL REQUIREMENTS SET FORTH IN THE BID DOCUMENTS.

### **III. PREQUALIFICATION SUBMITTALS**

All prospective bidders must comply with the below requirements in order to ensure that their Submittals will be considered by the District.

#### **A. Prequalification Submittal Requirements**

##### **1. Required Documents**

To seek prequalification for the Project, each prospective bidder must timely submit the following documents to the District:

- a. the standardized prequalification questionnaire, which is attached as Exhibit "A" (the "Questionnaire");
- b. the financial statement (the "Financial Statement") which is requested in Exhibit "A";
- c. all supporting documentation requested in the Financial Statement;
- d. all other supporting documentation requested in the Questionnaire;
- e. an acknowledgement of any addenda to this Prequalification Package, which is included in Exhibit "A"; and

f. the oath, signed under penalty of perjury, which is included at the end of Exhibit "A."

**NOTE:** A PROSPECTIVE BIDDER THAT PURPOSEFULLY OR INADVERTENTLY FAILS TO INCLUDE ANY REQUESTED INFORMATION IN ITS SUBMITTAL MAY BE AUTOMATICALLY DISQUALIFIED FROM BIDDING ON THE PROJECT.

**2. Additional Instructions for Submittals**

Prospective bidders must:

- a. completely, accurately and legibly answer all questions in the Questionnaire;
- b. clearly label all supporting documentation as specified in the Questionnaire;
- c. submit all supporting documentation in the order specified in the Questionnaire (*e.g.*, submit all requested exhibits in order requested, including submitting exhibit cover pages and a statement that the exhibit was intentionally omitted, if applicable);
- d. submit all documentation on standard 8½-inch by 11-inch paper;
- e. place **four (4) hard copies and one (1) electronic copy** (*i.e.*, on a flash drive) of the complete Submittal in a sealed envelope;
- f. label the sealed envelope as follows:

**Prequalification Submittal for Rio School District**

Attention: Kristen Pifko, Assistant Superintendent of  
Business Services  
Project Name: Rio STEAM K8 Campus  
Contractor: \_\_\_\_\_  
Contractor Address: \_\_\_\_\_  
Contractor's Email: \_\_\_\_\_  
Contractor's Phone: \_\_\_\_\_

; and



g. deliver the entire Submittal to the District office at 2500 E. Vineyard Avenue, Suite #100, Oxnard, California 93036 by 1:00 p.m. on May 2, 2017 (the “Submittal Deadline”). The Submittal may be hand delivered, delivered by courier, or mailed; provided that the District must receive all Submittals by the Submittal Deadline.

### **3. No Modifications to Prequalification Forms**

Prospective bidders must use the forms included in this Prequalification Package. Prospective bidders cannot modify or alter the Questionnaire, Financial Statement or other documents set forth herein. The District will reject any Submittals that contain modified documents or alternate documents.

### **4. No Reliance on Prior Submittals**

Prospective bidders must timely submit a complete Submittal to the District in accordance with this Prequalification Package. Prospective bidders cannot rely upon any prior prequalification submittals or the prior provision of relevant documentation to the District, or cross reference those prior documents in lieu of submitting a complete Submittal to the District.

### **5. Ongoing Duty to Provide Accurate, Complete Information**

Submittals must contain accurate, complete information. In no event shall a prospective bidder withhold pertinent information or provide false or misleading information. If any information provided by a prospective bidder becomes inaccurate, false, or misleading, then the prospective bidder must immediately notify the District in writing and provide the accurate information to the District under penalty of perjury (*i.e.*, with a new certification, as set forth in Section H of Exhibit “A”).

### **6. Submittals Become District Property**

Upon receipt, all Submittals shall be deemed District property. The District shall not be obligated to return a Submittal or a copy of a Submittal to a prospective bidder. The District will maintain the confidentiality of the Submittals in accordance with applicable law and any pertinent District policy. Notwithstanding the foregoing, the District may destroy or otherwise dispose of a Submittal without prior notice and without any right of recourse to the applicable prospective bidder.

### **7. District’s Right to Verify Documents**

Although the Submittal will be the primary basis of determining whether a prospective bidder is prequalified, the District expressly reserves the right to examine other available sources, including, but not limited to, conducting Uniform Commercial Code searches; interviewing past and present project owners, architects, construction managers and similar

parties; and verifying financial information with the prospective bidder's independent accountant. Prospective bidders must acknowledge and consent to these communications in Section G of the Questionnaire.

#### **B. Addenda to Prequalification Package**

The District may issue an addendum or addenda to this Prequalification Package. All prospective bidders are responsible for reviewing the District's website to determine whether an addendum or addenda have been issued. Under no circumstances will the District be responsible for informing prospective bidders about any addendum or addenda in any manner beyond posting the applicable documents on the District's website. If the District elects to email or otherwise deliver an addendum to prospective bidders, such action shall not be construed as an agreement by the District to email or otherwise deliver future addenda to prospective bidders. Prospective bidders must acknowledge in their Submittals the receipt of any addenda. In the event that the District issues an addendum less than 72 hours before the Submittal Deadline, the addendum will state an extension of the Submittal Deadline.

**NOTE:** PROSPECTIVE BIDDERS ARE SOLELY RESPONSIBLE FOR KEEPING THEMSELVES APPRISED OF ANY ADDENDA, INCLUDING ANY EXTENSIONS OF THE SUBMITTAL DEADLINE. THE DISTRICT WILL NOT GRANT INDIVIDUAL EXTENSIONS OF THE SUBMITTAL DEADLINE OR PERMIT RESUBMISSIONS OF SUBMITTALS TO ANY PROSPECTIVE BIDDER WHO FAILED TO REVIEW OR ACKNOWLEDGE ANY ADDENDA OR FAILED TO INDEPENDENTLY NOTICE THAT THE SUBMITTAL DEADLINE WAS EXTENDED. PROSPECTIVE BIDDERS MAY MODIFY THEIR SUBMITTALS PRIOR TO THE SUBMITTAL DEADLINE BY COMPLYING WITH THE REQUIREMENTS OF SECTION III(C) BELOW.

#### **C. Modification of Prequalification Submittal**

A prospective bidder may modify a Submittal that it has already submitted to the District *only* if the prospective bidder (1) submits the modified, complete Submittal to the District by the Submittal Deadline, and (2) simultaneously provides the District with written notice that the modified Submittal supersedes the prior Submittal. Any modified Submittal must be a complete Submittal that fully complies with the instructions set forth in this Prequalification Package. The District will replace any prior Submittal with a modified Submittal that is complete, timely submitted and complies with this Prequalification Package's instructions. The District will reject any modified Submittal that is incomplete, not timely received, or otherwise does not comply with this Prequalification Package's instructions. If the District rejects a modified Submittal, then the District will review and evaluate the prior Submittal (unless the prospective bidder withdraws the prior Submittal in accordance with Section III(D), below).

**NOTE:** A PROSPECTIVE BIDDER THAT PROPERLY MODIFIES ITS SUBMITTAL SHALL ONLY HAVE ANY RIGHTS TO APPEAL THE DISTRICT'S

DECISION OR LACK OF DECISION REGARDING THE MODIFIED SUBMITTAL, AND SHALL NOT HAVE ANY RIGHTS OF APPEAL WITH RESPECT TO THE ORIGINAL SUBMITTAL. CONVERSELY, A PROSPECTIVE BIDDER THAT ATTEMPTS TO MODIFY ITS SUBMITTAL BUT FAILS TO TIMELY OR PROPERLY DO SO, SHALL ONLY HAVE APPEAL RIGHTS WITH RESPECT TO THE ORIGINAL SUBMITTAL.

**D. Withdrawal of Prequalification Submittal**

At any time prior to the awarding of bids for the Project, a prospective bidder may withdraw its Submittal by providing the District with written notice of the withdrawal. The written notice must be delivered to Kristen Pifko, Assistant Superintendent, at the District offices. If the District receives the withdrawal notice prior to the District's review of the Submittal, then the District will not review the Submittal. If the District receives the withdrawal notice during the District's review of the Submittal, then the District will cease its review of the Submittal. If the District receives the withdrawal notice after the District's review of the Submittal, and the District determined that the prospective bidder was prequalified, then the District will cancel the prospective bidder's prequalified status.

**NOTE:** A PROSPECTIVE BIDDER THAT WITHDRAWS ITS SUBMITTAL SHALL NOT HAVE ANY RIGHTS TO APPEAL THE DISTRICT'S DECISION OR LACK OF DECISION REGARDING THE PROSPECTIVE BIDDER'S PREQUALIFICATION FOR THE PROJECT.

**IV. DISTRICT'S EVALUATION OF PREQUALIFICATION SUBMITTALS**

**A. District's Review of Submittal for Timeliness**

The District will review each Submittal for timeliness of delivery and receipt. The District will reject as non-responsive any Submittals submitted after the Submittal Deadline. Prospective bidders are solely responsible for timely delivery and receipt of the Submittal, regardless of external factors such as traffic, parking issues, weather, lines at the District's reception desk, problems with couriers, or other matters. Prospective bidders are encouraged to deliver their Submittals to the District well in advance of the Submittal Deadline, and to otherwise factor in contingencies (such as traffic, difficulty in finding parking, *etc.*) when arranging for delivery of the Submittals.

**NOTE:** THE DISTRICT SHALL IN NO MANNER WHATSOEVER BE RESPONSIBLE FOR THE TIMELINESS OF SUBMITTALS. ADDITIONALLY, THE DISTRICT'S DETERMINATION OF TIMELINESS SHALL BE CONCLUSIVE. THE DISTRICT WILL NOT CONSIDER ARGUMENTS THAT THE DISTRICT'S METHOD OF CALCULATING TIMELINESS IS ERRONEOUS OR FLAWED (*E.G.*, THAT THE DISTRICT'S CLOCK IS INACCURATE). AS STATED ABOVE, PROSPECTIVE BIDDERS ARE ENCOURAGED TO DELIVER THEIR SUBMITTALS TO THE

DISTRICT WELL IN ADVANCE OF THE SUBMITTAL DEADLINE IN ORDER TO AVOID A REJECTION OF THEIR SUBMITTALS FOR UNTIMELINESS.

**B. District's Review of Submittal for Responsiveness**

In addition to reviewing each Submittal for timeliness, the District will review each Submittal for all other components of responsiveness. The District will reject any Submittals that are not complete or otherwise do not comply with this Prequalification Package's requirements.

Specifically, the District will reject as non-responsive the following:

1. any Submittal with a revised or altered Questionnaire (*i.e.*, a questionnaire that has been changed, such as by adding or deleting provisions in the original questionnaire);
2. any Submittal with an alternative Questionnaire (*i.e.*, a questionnaire different than the one provided in this Prequalification Package, such as a questionnaire for another school district);
3. any Submittal with an incomplete Questionnaire (*e.g.*, prospective bidder fails to respond to all questions or fails to fully respond to all questions);
4. any Submittal that omits the requested financial information;
5. any Submittal that omits any other requested exhibit or attachment;
6. any Submittal without the signed certification and oath under penalty of perjury; and
7. any Submittal that otherwise fails to comply with this Prequalification Package's requirements.

In the event that the District determines that a Submittal is non-responsive, then the District will provide the prospective bidder written notice of such determination by regular mail and electronic mail (the "Notice of Non-Responsive Submittal").

**NOTE: THE DISTRICT RESERVES THE RIGHT TO WAIVE ANY IRREGULARITY IN A TIMELY SUBMITTAL THAT, IN THE DISTRICT'S SOLE DISCRETION, DOES NOT CONSTITUTE A MATERIAL DEVIATION FROM THE REQUIREMENTS OF THIS PREQUALIFICATION PACKAGE.**

### **C. Scored Interview Questions**

The Questionnaire requires the prospective bidder to provide the District with certain information regarding its prior public works and private projects, including the contact information of the owner, construction manager, and other parties associated with the project. In addition to evaluating the Questionnaire, Financial Statement, and related financial documentation, the District will interview contacts from at least two of each prospective bidder's prior projects. For example, if a prospective bidder performed work as a prime contractor on any of the listed projects, then the District will contact any construction manager for the prior project and at least one other contact associated with a prior project. If the prospective bidder performed work as a subcontractor on any of the listed projects, then the District will contact a general contractor from a project and at least one other contact associated with a prior project.

**NOTE:** THE INTERVIEW QUESTIONS, SET FORTH IN EXHIBIT "B," ARE PROVIDED TO PROSPECTIVE BIDDERS FOR INFORMATIONAL PURPOSES ONLY. THE DISTRICT WILL CONDUCT ALL INTERVIEWS. PROSPECTIVE BIDDERS ARE NOT REQUIRED TO TAKE ANY ACTION WITH RESPECT TO POTENTIAL INTERVIEWS. DISTRICT INTERVIEWERS MAY ASK THE INTERVIEWEES WHETHER PROSPECTIVE BIDDERS CONTACTED THE INTERVIEWEES IN ADVANCE OF THE INTERVIEWS AND ATTEMPTED TO INFLUENCE THEIR ANSWERS. THE DISTRICT RESERVES THE RIGHT TO DISQUALIFY ANY PROSPECTIVE BIDDER IF THE DISTRICT DETERMINES, IN ITS SOLE DISCRETION, THAT THE PROSPECTIVE BIDDER ATTEMPTED TO IMPROPERLY INFLUENCE AN INTERVIEWEE.

**NOTE:** CONTRACTORS AND SUBCONTRACTORS WHO PREVIOUSLY WORKED ON PUBLIC PROJECTS AS A SUBCONTRACTOR MUST PROVIDE THE REQUESTED LIST OF PRIOR PUBLIC WORKS PROJECTS BY LISTING THE NATURE AND VALUE OF THE RELEVANT SUBCONTRACTED WORK; THE GENERAL CONTRACTOR, WITH ALL CONTACT INFORMATION; AND THE OWNER OF THE PROJECT.

### **D. District's Determination of Prequalification Status**

The District will review every timely responsive Submittal to determine whether the prospective bidder is "prequalified" or "not prequalified" (*i.e.*, disqualified). First, the District will review the information set forth in Section B of the Questionnaire to determine whether the prospective bidder is automatically disqualified. Next, if the prospective bidder is not automatically disqualified, then the District will review each section of the Questionnaire and each appendix, and score each section in accordance with the directions set forth in the Questionnaire. Certain sections in the Questionnaire will not be scored, but must be completed (*e.g.*, the prospective bidder's contact information in Section A). Subsequently, the District may independently verify certain information, such as financial information, provided by the

prospective bidder. Finally, the District will conduct and score interviews of persons associated with the prospective bidder's past public works projects, as set forth in Exhibit "B."

The minimum number of points required for prequalification is set forth below.

Category	Total Possible Points	Minimum Points for Prequalification
Section A	<i>Information only</i>	<i>Information only *</i>
Section B	<i>Automatic disqualification</i>	<i>Automatic disqualification *</i>
Section C	160	120
Section D	85	60
Section E & Exhibit B	150	90 **
Section F	<i>Addenda acknowledgment</i>	<i>Addenda acknowledgment *</i>
Section G	<i>Authorizations</i>	<i>Authorizations *</i>
Section H	<i>Oath</i>	<i>Oath *</i>
<b>TOTAL</b>	<b>395</b>	<b>270</b>

\* These sections are mandatory and must be completed by the prospective bidders, even though no points are awarded for these sections.

\*\* Prospective bidders must provide references for prior construction projects in Section E of the Questionnaire. The District will interview at least two of those references and score their responses using the information provided in Exhibit "B".

#### **E. Notice of Prequalification Status**

The District intends to provide each prospective bidder a written notice of prequalification status ("Notice of Prequalification Status") before or on **May 12, 2017**. The District will send the Notice of Prequalification Status by electronic mail to the address provided in the prospective bidder's Submittal. If the Notice of Prequalification Status states that a prospective bidder is prequalified, then that prospective bidder is eligible to submit bids for work on the Project. If the Notice of Prequalification Status states that a prospective bidder is not prequalified, then the notice will specify the basis for the disqualification.

### **V. APPEALS**

#### **A. Rights to Appeal District's Determination of Prequalification Status**

A prospective bidder shall have no rights to appeal the District's prequalification decision if:

1. the District determined that the Submittal was received after the Submittal Deadline;
2. the prospective bidder withdrew its Submittal;

3. the prospective bidder submitted a modified Questionnaire; or
4. the prospective bidder submitted an alternative questionnaire.

A prospective bidder shall have rights to appeal the District's prequalification decision only if:

1. the District determined that the Submittal was timely received, but not otherwise responsive (*e.g.*, the prospective bidder received a Notice of Non-Responsive Submittal indicating that the Submittal was incomplete or otherwise did not comply with the provisions of this Prequalification Package), but the prospective bidder can demonstrate that the Submittal, as originally submitted, was in fact complete and otherwise complied with the provisions of this Prequalification Package;

2. the District determined that the Submittal was timely received and responsive, yet further determined that the prospective bidder was automatically disqualified (*i.e.*, the prospective bidder received a Notice of Prequalification Status that indicated the prospective bidder was disqualified based upon the information set forth in Section B of the Questionnaire), but the prospective bidder can demonstrate the District incorrectly determined the automatic disqualification (based upon the information set forth in Section B); or

3. the District determined that the Submittal was timely received and responsive, yet further determined that the prospective bidder was not prequalified (*i.e.*, the prospective bidder received a Notice of Prequalification Status that indicated the prospective bidder failed to obtain the minimum number of points for prequalification), but the prospective bidder can demonstrate that the District did not correctly calculate the prospective bidder's score and the actual score in each category is sufficient to prequalify the prospective bidder.

#### **B. Instructions for Submitting an Appeal**

If the prospective bidder has a right to appeal as set forth in Section V(A) above, then the prospective bidder shall submit any such appeal (the "Appeal") in accordance with the following provisions of this Section V(B):

1. the Appeal must be in writing on 8½-inch by 11-inch paper;
2. the Appeal must clearly provide the following information in a cover letter or similar document at the beginning of the Appeal: (a) the prospective bidder's name, mailing address, phone number, and email address;

(b) the name of the project for which prequalification was sought; (c) the fact that the prospective bidder is appealing the District's prequalification decision; (d) the type of notice that the prospective bidder received from the District (e.g., Notice of Non-Responsive Submittal or Notice of Prequalification Status); and (e) the date the Appeal is being submitted to the District and a brief statement substantiating the prospective bidder's position that the Appeal is timely submitted;

3. the Appeal must then specify in reasonable detail any alleged errors by the District that constitute the basis of the Appeal (e.g., if the prospective bidder received a Notice of Non-Responsive Submittal, then the prospective bidder must provide reasonably detailed information demonstrating that the original Submittal was responsive);

4. the Appeal must include all facts in support of the Appeal;

5. the Appeal must include all documentation in support of the Appeal, with all such documentation clearly labeled and referenced throughout the Appeal (e.g., clearly label first document as "Exhibit 1" and reference in footnotes or in parentheses throughout the text all places where Exhibit 1 is relevant to the prospective bidder's Appeal);

6. the Appeal must specify whether the prospective bidder requests a hearing (if the Appeal does not specify that the prospective bidder requests a hearing, then the District reserves the right to render a decision solely based upon the papers submitted with the Appeal);

7. the Appeal must include a certification, signed by an authorized representative of the prospective bidder, stating: "The undersigned hereby certifies under penalty of perjury under the laws of the State of California that (a) all information included in this appeal is true and correct, and (b) the undersigned is a duly-authorized representative of the prospective bidder filing this appeal.";

8. the Appeal must be enclosed in a sealed envelope, with the following information on the outside of the envelope:

Appeal re: Prequalification Submittal for Rio School District

Attention: Kristen Pifko, Assistant Superintendent of  
Business Services  
Project Name: Rio STEAM K8 Campus  
Contractor: \_\_\_\_\_  
Contractor Address: \_\_\_\_\_



Contractor Email: \_\_\_\_\_  
Contractor Phone: \_\_\_\_\_

; and

9. the Appeal must be hand delivered to the front desk of the District office at 2500 E. Vineyard Avenue, Suite #100, Oxnard, California 93036 no later than **1:00 p.m. on May 17, 2017** (the “Appeals Deadline”). Prospective bidders are solely responsible for timely delivery and receipt of the Appeal, regardless of external factors such as traffic, parking issues, weather, lines at the District’s reception desk, problems with couriers, or other matters. Prospective bidders are encouraged to deliver their Appeals to the District well in advance of the Appeals Deadline, and to otherwise factor in contingencies (such as traffic, difficulty in finding parking, *etc.*) when arranging for delivery of the Appeals.

**NOTE: THE PROSPECTIVE BIDDER IS SOLELY RESPONSIBLE FOR COMPLIANCE WITH THE PROVISIONS IN THIS SECTION. THE DISTRICT’S DETERMINATION OF TIMELINESS SHALL BE CONCLUSIVE. THE DISTRICT WILL NOT CONSIDER ARGUMENTS THAT THE DISTRICT’S METHOD OF CALCULATING TIMELINESS IS ERRONEOUS OR FLAWED (E.G., THAT THE DISTRICT’S CLOCK IS INACCURATE). AS STATED ABOVE, PROSPECTIVE BIDDERS ARE ENCOURAGED TO DELIVER THEIR APPEALS TO THE DISTRICT WELL IN ADVANCE OF THE APPEALS DEADLINE IN ORDER TO AVOID A REJECTION OF THE APPEALS FOR UNTIMELINESS. IF THE PROSPECTIVE BIDDER FAILS TO TIMELY SUBMIT AN APPEAL, THEN THE BIDDER SHALL CONCLUSIVELY BE DEEMED TO HAVE WAIVED ALL RIGHTS OF APPEAL, WHETHER ADMINISTRATIVE, JUDICIAL OR OTHERWISE.**

### **C. Appeal Review**

The District shall review all Appeals that are submitted before the Appeals Deadline, provided that the Appeal was filed by a prospective bidder with a right of appeal. The District will not review any late Appeals or any Appeals filed by prospective bidders who do not have a right of appeal.

The following provisions apply to the District’s review of an Appeal:

1. if the prospective bidder’s Appeal alleges that the District incorrectly determined that the Submittal was non-responsive, then the District will review the Appeal to determine whether the Submittal, as originally submitted, was responsive, and if the District determines that the Submittal was incorrectly classified as non-responsive, then the District will review the Submittal to determine whether the prospective bidder is prequalified;

2. if the prospective bidder's Appeal alleges that the District incorrectly determined that the prospective bidder was automatically disqualified, then the District will review the Appeal to determine whether, based upon the original Submittal, the prospective bidder should not have been automatically disqualified, and if the District determines that the prospective bidder was incorrectly categorized as automatically disqualified, then the District will review the Submittal to determine whether the prospective bidder is prequalified; and

3. if the prospective bidder's Appeal alleges that the District incorrectly determined that the prospective bidder was not prequalified, then the District will review the Appeal to determine whether the bidder's score was incorrectly calculated and, if so, whether the prospective bidder should have been prequalified based upon the correct calculation of the bidder's score.

**NOTE: THE DISTRICT WILL CONSIDER ALL RELEVANT INFORMATION WHEN REVIEWING APPEALS. THE DISTRICT WILL NOT CONSIDER IRRELEVANT OR SUPERFLUOUS INFORMATION IN ITS REVIEW OF APPEALS. APPEALS SHOULD BE BASED UPON FACTUAL INFORMATION, NOT OPINION OR CONJECTURE. PRIOR TO FILING THEIR APPEALS, IT IS RECOMMENDED THAT PROSPECTIVE BIDDERS CAREFULLY REVIEW THEIR APPEALS TO DETERMINE WHETHER THEY HAVE PROVIDED CONCISE, FACTUAL, PERTINENT INFORMATION TO SUPPORT THEIR POSITIONS, AND COMPLIED WITH ALL REQUIREMENTS FOR FILING AN APPEAL.**

#### **D. Appeal Hearing**

An Appeal hearing is an opportunity for the prospective bidder to discuss its Appeal with the District. However, the prospective bidder should include all pertinent information in its written Appeal.

If a prospective bidder requests a hearing in its Appeal, then the District will schedule the hearing at a specified time, date and location within the District. The prospective bidder may request certain times and dates for the hearing on its Appeal, but the District reserves the right to unilaterally schedule the hearing based upon multiple factors, including, but not limited to, the number and complexity of Appeals that the District receives, the timeline for initiating the bid process, the availability of space for hearings, the District's other obligations and any other relevant considerations. Therefore, prospective bidders may wish to ensure that multiple authorized representatives are familiar with the Submittal and the Appeal, and otherwise able to attend and participate in any hearing. In the event that the prospective bidder cannot appear at the hearing, the District will make a decision about the Appeal solely based upon the written Appeal.

Appeal hearings will be informal, but all parties shall conduct themselves in a professional, courteous and respectful manner. The District may establish reasonable time limits and other reasonable rules for any Appeal hearings.

**E. District Decisions regarding Appeals**

The District intends to provide a written notice of its decision regarding the Appeal (the “Notice of Appeal Decision”), inclusive of a Notice of Prequalification Status specifying the District’s prequalification determination **on or before May 22, 2017**. The District will provide the prospective bidder with the Notice of Appeal Decision by email at the address included in the Submittal.

**NOTE: IF A PROSPECTIVE BIDDER WAS INITIALLY CLASSIFIED AS NON-RESPONSIVE OR DISQUALIFIED, AND ON APPEAL THE DISTRICT DETERMINED IT WAS NECESSARY TO REVIEW THAT PROSPECTIVE BIDDER’S SUBMITTAL FOR PREQUALIFICATION STATUS, THEN THAT BIDDER WILL HAVE A SEPARATE RIGHT OF APPEAL WITH RESPECT TO THE DISTRICT’S DETERMINATION OF PREQUALIFICATION STATUS. THIS SEPARATE RIGHT OF APPEAL SHALL BE SUBJECT TO THE TIMELINES AND PROCEDURES SET FORTH HEREIN. FOR EXAMPLE, IF THE DEADLINE FOR AN APPEAL SET FORTH IN SECTION V(B)(9) IS FOUR CALENDAR DAYS AFTER THE DISTRICT’S NOTICE OF PREQUALIFICATION STATUS SET FORTH IN SECTION IV(E), THEN THE PROSPECTIVE BIDDER WILL HAVE FOUR CALENDAR DAYS AFTER RECEIPT OF THE DISTRICT’S DETERMINATION OF PREQUALIFICATION STATUS TO SUBMIT A SEPARATE APPEAL.**

**NOTE: THE FILING OF AN APPEAL AND THE RECEIPT OF A NOTICE OF APPEAL DECISION ARE PREREQUISITES TO THE FILING OF ANY CLAIM WHATSOEVER AGAINST THE DISTRICT CONCERNING A SUBMITTAL OR THE DISTRICT’S DECISION REGARDING THE PROSPECTIVE BIDDER’S PREQUALIFICATION TO BID ON THE PROJECT.**

**VI. DISCLOSURES TO PROSPECTIVE BIDDERS**

**A. Prospective Bidders’ Requests for Further Information**

Prospective bidders may request further information about this Prequalification Package by placing their questions in writing and sending them, by email, to:

Kristen Pifko, Assistant Superintendent, [kpifko@rioschools.org](mailto:kpifko@rioschools.org)

with a cc to

Dennis Kuykendall, [dkuykendall@balfourbeattyus.com](mailto:dkuykendall@balfourbeattyus.com).

Prospective bidders shall not communicate with any other District representative (e.g., Board member, superintendent, other administrator, staff person or consultant) about this Prequalification Package. Prospective bidders shall include the following subject line for all questions regarding this package: "Questions regarding Prequalification Package – Rio STEAM K8 Campus." All questions must be received by the District at least three calendar days before the Submittal Deadline. The District reserves the right not to respond to any questions received after this time. Moreover, regardless of when a question is submitted, the District reserves the right to only respond to questions of general relevance. If the District elects not to answer any questions, then such decision shall not be the basis of any Appeal. If the District elects to answer any questions, then the District will issue an addendum with the answer, and, if deemed necessary in the District's sole discretion, extend the Submittal Deadline.

#### **B. Additional Review of Submittals by District**

The District reserves the right to seek additional information from a prospective bidder at any time, irrespective of whether that prospective bidder has already been prequalified. For example, if the District reasonably determines that information in the prospective bidder's Submittal may be false, inaccurate or misleading, then the District shall have the right to take whatever steps are necessary to rectify the situation, including, but not limited to, the following: (1) request supplemental documentation from the prospective bidder or other relevant parties to ascertain whether the Submittal included false, inaccurate or misleading information; and (2) if material information in the Submittal was false, inaccurate or misleading, then (a) rescind the contractor's or subcontractor's prequalification status, (b) terminate any agreement with the contractor or subcontractor for cause, and (c) recover any losses incurred by the District due to the false, inaccurate or misleading information. Furthermore, as stated hereinabove, the District's determination that a prospective bidder is prequalified shall not be in lieu of the prospective bidder's compliance with any bid documents for the Project.

#### **C. Public Records Act**

The California Public Records Act (Government Code Sections 6250, *et seq.*) provides the public with the right to access governmental records. Upon request, the governmental agency must allow a member of the public to inspect public records or provide copies of the records to the public, unless there is a legal reason for withholding or redacting the documents. Pursuant to PCC Section 20111.6, the answers in the Questionnaire, the Financial Statement and related financial documents included in the Submittal are not public records and are not subject to public inspection or disclosure. The District will keep such information confidential to the extent permitted by law and applicable District policy. However, the contents of the Submittal may be disclosed to third parties for the purpose of verification, investigation of any allegations, and in the process of any administrative or court proceedings. Moreover, PCC Section 20111.6 specifies that the names, addresses and contractor license numbers of

contractors and subcontractors applying for prequalification status are public records subject to disclosure.

**D. No Representations or Warranties**

The District reserves the right, in its sole discretion, to elect to proceed with the Project as planned, suspend or postpone the Project, or cancel the Project. The District provides no representation, warranty or guarantee that the Project will proceed as planned. Prospective bidders shall not rely upon the District's expectation to initiate the Project or the District's projected timeline for commencement of the Project. The District shall bear no liability to prospective bidders for costs in preparing Submittals or any other matter in the event that the District elects not to proceed with the Project.

**E. No Improper Influence of District Board or Staff**

Prospective bidders shall not in any way attempt to influence any member of the Board or any District employee or consultant. The District reserves the right to reject the Submittal of any party that violates this provision or appears to violate this provision, and, at any time, to seek any other remedy available at law or in equity for violation of this provision.

END OF INSTRUCTIONS –  
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**EXHIBIT “A”**  
**QUESTIONNAIRE**

# QUESTIONNAIRE

## SECTION A: CONTRACTOR INFORMATION

*Section A will not be scored. However, the entire section must be completed. If the entire section is not completed, then the contractor will be considered "non-responsive" and will not be scored for prequalification.*

1. **Contractor's Name** (Must be in the exact form that it appears on CSLB license)

\_\_\_\_\_

2. **Contractor's CSLB License Information** (List primary license first)

License Number	Classification	Expiration Date	Name of Qualifying Individual

3. **Contractor's DIR Registration Number** \_\_\_\_\_

4. **Contractor's Physical Address**

\_\_\_\_\_

5. **Contractor's Mailing Address** (If different than above)

\_\_\_\_\_

6. **Contractor's Main Telephone Number** \_\_\_\_\_

7. **Contractor's Main Facsimile Number** \_\_\_\_\_

8. **Contractor's Website** \_\_\_\_\_

9. **Contact Person #1** \_\_\_\_\_

**Email Address for Contact Person #1** \_\_\_\_\_

**Direct Telephone Line for Contact Person #1:** \_\_\_\_\_

10. **Contact Person #2** \_\_\_\_\_

**Email Address for Contact Person #2** \_\_\_\_\_

**Direct Telephone Line for Contact Person #2:** \_\_\_\_\_

11. **Type of Entity** (Check one box. This information must correspond with CSLB license.)

Corporation

Partnership

Limited Liability Company

Sole Proprietorship

12. Do you intend to bid on the Project as part of a joint venture?  Yes  No  
 (If you answered "yes," then you must answer sections 12(a-c). All bidders review 12(d).)

a. On what date did the joint venture commence? \_\_\_\_\_

b. What is the name of the firm, if any, that is the primary managing entity for the joint venture (exactly as it appears on CSLB license)? \_\_\_\_\_

c. List the name of all joint venture members exactly as the name appears on the joint venture member's CSLB license and their percentage ownership in the joint venture.

	Member's Official Name	% Ownership
Member 1		
Member 2		
Member 3		

d. Attach a copy of the joint venture agreement as "EXHIBIT 2." If not applicable, then insert a page stating that EXHIBIT 2 was intentionally omitted.

**NOTE:** EACH MEMBER OF A JOINT VENTURE MUST INDIVIDUALLY SUBMIT PREQUALIFICATION DOCUMENTS AND INDIVIDUALLY PREQUALIFY.

13. Current Structure of Contractor's Business (Complete only one section.)

a. Complete this section if contractor is a corporation.

i. What date was the corporation incorporated? \_\_\_\_\_

ii. Under the laws of what State? \_\_\_\_\_

iii. Indicate in Table A-1 below (A) the name of each person who is president, vice president, secretary, treasurer or other officer of the corporation or the owner of at least 10% of the corporation's stock, (B) the positions held by each person, (C) the dates that the person has been associated with the contractor, and (D) the person's social security number.

iv. Indicate in Table A-2 below (A) the name of each person listed in (iii) above who was an officer or owner of 10% or more of any other construction firm at any time during the last five years, (B) the positions held by each such person, (C) the official



name and address of the other firm (*e.g.*, the name on the CSLB license), and (D) the start and end dates of the person's affiliation with the other firm.

**b. Complete this section if the contractor is a partnership.**

- i. What date was the partnership formed? \_\_\_\_\_
- ii. Under the laws of what State? \_\_\_\_\_
- iii. Indicate in Table A-1 below (A) the name of each person who owns at least 10% of the partnership, (B) the positions held by each person, (C) the dates the person has been associated with contractor, and (D) the person's social security number.
- iv. Indicate in Table A-2 below (A) the name of each person listed in (iii) above who was an officer *or* an owner of 10% or more of any other construction firm at any time during the last five years, (B) the positions held by each such person, (C) the official name and address of the other firm (*e.g.*, the name on the CSLB license), and (D) the start and end dates of the person's affiliation with the other firm.

**c. Complete this section if the contractor is a limited liability company.**

- i. What date was the LLC formed? \_\_\_\_\_
- ii. Under the laws of which State? \_\_\_\_\_
- iii. Indicate in Table A-1 below (A) the name of each person who is member of the LLC and each person who owns at least 10% of the LLC, (B) the positions held by each person, (C) the dates that the person has been associated with the contractor, and (D) the person's social security number.
- iv. Indicate in Table A-2 below (A) the name of each person listed in (iii) above who was an officer *or* an owner of 10% or more of any other construction firm at any time during the last five years, (B) the positions held by each such person, (C) the official name and address of the other firm (*e.g.*, the name on the CSLB license), and (D) the start and end dates of the person's affiliation with the other firm.

**d. Complete this section if the contractor is a sole proprietorship.**

- i. Date business commenced? \_\_\_\_\_
- ii. State(s) in which business has operated? \_\_\_\_\_
- iii. Social security number of company owner? \_\_\_\_\_
- iv. Indicate in Table A-3 below (A) the positions held by the owner in any other construction firm within the last five years, (B) the official name and address of the other firm (*e.g.*, the name on the CSLB license), and (C) the start and end dates of the owner's affiliation with the other firm.

<b>TABLE A -1</b>				
<b>Name of person</b>	<b>Position with firm</b>	<b>Dates with firm (MM/YY- MM/YY)</b>	<b>% ownership</b>	<b>Social security number</b>

<b>TABLE A - 2</b>			
<b>Name of person</b>	<b>Position in other firm</b>	<b>Other firm's name and address</b>	<b>Dates with other firm (MM/YY- MM/YY)</b>

<b>TABLE A – 3</b>		
<b>Positions in other firms</b>	<b>Name and address of other firms</b>	<b>Dates with other firm (MM/YY-MM/YY)</b>

**NOTE:** CONTRACTORS MAY MAKE ADDITIONAL COPIES OF TABLES A-1, A-2 AND/OR A-3, IF NECESSARY.

***END OF SECTION A***

## **SECTION B: ESSENTIAL REQUIREMENTS FOR QUALIFICATION**

**Contractor will be immediately disqualified if the answer to any of questions 1 through 6 is "no."<sup>1</sup>  
Contractor will be immediately disqualified if the answer to any of questions 7 through 10 is "yes."**

1. Does your construction firm possess a valid and current California Contractor's license in good standing for the project or projects for which it intends to submit a bid?  
 Yes       No
  
2. Does your construction firm possess a valid and current California Department of Industrial Relations ("DIR") registration?  
 Yes       No
  
3. Does your firm currently have the following required insurance policies<sup>2</sup> with the specified policy limits:
  - a. Commercial general liability (CGL) insurance on an occurrence basis, including products and completed operations, property damage, bodily injury, personal injury and advertising injury with limits no less than \$5,000,000 per occurrence and in the aggregate;
  
  - b. Automobile liability insurance with limits no less than \$3,000,000 per accident for bodily injury and property damage;
  
  - c. Employer's liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease; and
  
  - d. Contractor's and high-risk subcontractor (e.g., storm water pollution prevention subcontractor) pollution legal liability and/or errors and omissions insurance with limits no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate? Yes       No
  
4. Does your construction firm have current workers' compensation insurance as required by the Labor Code or is your firm legally self-insured pursuant to Labor Code Sections 3700, *et seq.*?  
 Yes       No       The construction firm is exempt from this requirement because it has no employees

<sup>1</sup> A "no" answer to Question 5 will not be disqualifying if the contractor is exempt from complying with Question 5, for reasons explained in footnote 3.

<sup>2</sup> The bid documents may require different insurance limits and specific insurance provisions relevant to the particular trade and scope of work.

5. Have you attached a copy of a reviewed or audited financial statement with accompanying notes and supplemental information from your construction firm's most recent fiscal year as "EXHIBIT 5" (see Section F(3))?<sup>3</sup>
- Yes       No

**NOTE:** A FINANCIAL STATEMENT THAT IS NOT EITHER REVIEWED OR AUDITED IS NOT ACCEPTABLE. A LETTER VERIFYING AVAILABILITY OF A LINE OF CREDIT MAY ALSO BE ATTACHED. HOWEVER, IT WILL BE CONSIDERED AS SUPPLEMENTAL INFORMATION ONLY, AND IS NOT A SUBSTITUTE FOR THE REQUIRED FINANCIAL STATEMENT.

6. Have you attached as "EXHIBIT 6" a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states: (a) your current available bonding capacity, and (b) that your current bonding capacity is sufficient for the project for which you seek prequalification?<sup>4</sup>
- Yes       No

**NOTE:** NOTARIZED STATEMENT MUST BE FROM THE SURETY COMPANY, NOT AN AGENT OR BROKER.

7. At any time during the last five years, have any of your contractor's licenses been revoked?
- Yes       No
8. At any time during the last five years, has a surety firm completed a contract on your behalf, or paid for completion because your firm defaulted or was terminated by the project owner?
- Yes       No
9. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code Section 1777.1, Labor Code Section 1777.7 or any other provision of applicable law, or is it reasonably foreseeable that your firm will be ineligible to bid on or be awarded a public works contract within the next year?
- Yes       No

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<sup>3</sup> Public Contract Code Section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code Section 14837(d)(1), if the bid is "no more than 25% of the qualifying amount provided in Section 14837(d)(1)." Currently, the qualifying amount is \$10 million. Therefore, 25% of that amount is \$2.5 million.

<sup>4</sup> An additional notarized statement from the surety may be requested by the District at the time of submission of a bid.

10. At any time during the last five years, has your firm, or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract, or is your firm or any of its owners or officers currently in the process of being prosecuted for such a crime?
- Yes       No

***END OF SECTION B***

## **SECTION C: HISTORY AND ORGANIZATIONAL PERFORMANCE**

*Section C is divided into four subsections: C-1 "Business Structure; Leadership"; C-2 "Disputes"; C-3 "Civil and Criminal Lawsuits"; and C-4 "Financial Information; Bonding Capacity." Each subsection will be scored as set forth herein.*

### **SECTION C-1: BUSINESS STRUCTURE; LEADERSHIP**

1. At any time during the last three years, has there been any change in ownership of your firm?

Yes       No       Not applicable because contractor is a corporation whose shares are publicly traded

Yes = 0 points. No or not applicable = 5 points.

2. Is your firm a subsidiary, parent, holding company or affiliate of another construction firm (i.e., one firm owns 50% or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm)?

Yes       No

Yes = 0 points. No = 5 points.

3. Are any officers, partners or owners connected to any other construction firms (including if an owner, partner, or officer of your firm holds a similar position in another firm)?

Yes       No

Yes = 0 points. No = 5 points.

4. How many years has your firm been in business in California as a contractor under your present business name and license number? \_\_\_\_\_ Years

> 5 years = 5 points. 4 years = 3 points. 3 years = 2 points. < 3 years = 0 points.

5. At any time during the last five years, has your firm or any firm with which any of your firm's owners, partners or officers are associated received a notice of suspension or forfeiture from the California Secretary of State or the Franchise Tax Board?

Yes       No

Yes = 0 points. No = 5 points.

6. At any time during the last five years, was your firm the debtor in a bankruptcy case, whether voluntary or involuntary, or did your firm assign any or all of its assets for the benefit of any creditor, or is your firm currently the debtor in a bankruptcy case?

Yes       No

Yes = 0 points. No = 5 points.

7. At any time during the last five years, has your firm changed names or license numbers?  
 Yes       No

Yes = 0 points. No = 5 points.

8. At any time during the last five years, has any owner, partner or officer of your firm operated a construction firm under any other name?  
 Yes       No

Yes = 0 points. No = 5 points.

9. At any time during the last five years, has any CSLB license held by your firm or its responsible managing employee (RME) or responsible managing officer (RMO) been suspended?  
 Yes       No

Yes = 0 points. No = 5 points.

### **SECTION C-2: DISPUTES**

10. At any time during the last five years, has your firm received a notice of noncompliance or notice of default from any public agency regarding your work on a project and your firm DID NOT substantially prevail on this matter?  
 Yes       No

Yes = 0 points. No = 5 points.

11. At any time during the last five years, has your firm filed a request to withdraw or be released from a public agency bid?  
 Yes       No

Yes = 0 points. No = 5 points.

12. At any time during the last five years, was your firm placed on notice, penalized or assessed damages for improperly substituting a subcontractor while working on a public project?  
 Yes       No

Yes = 0 points. No = 5 points.

13. At any time during the last five years, has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?  
 Yes       No

Yes = 0 points. No = 5 points.



14. At any time during the last five years, has your firm, or any firm with which any of your firm's owners, officers or partners was or is associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason? **NOTE:** "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to Question 13 in Section A.

Yes  No

Yes = 0 points. No = 5 points.

15. At any time during the last five years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

Yes  No

Yes = 0 points. No = 5 points.

**NOTE:** Questions 7 and 8 refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a subcontractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.

16. At any time during the past five years, has any claim against your firm concerning your firm's work on a construction project been filed in court or arbitration and your firm DID NOT prevail on substantially all aspects of such claim?

Yes  No

Yes = 0 points. No = 5 points.

17. At any time during the past five years, has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration and your firm DID NOT prevail on substantially all aspects of such claim?

Yes  No

Yes = 0 points. No = 5 points.

18. At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default or to satisfy any claims made against a performance or payment bond issued on your firm's behalf in connection with a construction project, either public or private?

Yes  No

Yes = 0 points. No = 5 points.

19. At any time during the last five years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

Yes  No

Yes = 0 points. No = 5 points.

20. At any time during the last five years, has any surety company denied bond credit to your firm, or was your firm ever without a surety bond although one was required?

Yes  No

Yes = 0 points. No = 5 points.

21. At any time during the last five years, has anyone protested a bid that you submitted to a public agency that resulted in the rejection of your bid or all bids?

Yes  No

Yes = 0 points. No = 5 points.

22. At any time during the last five years, has your firm protested a bid that another party submitted to a public agency that did not result in the rejection of that bid or all bids?

Yes  No

Yes = 0 points. No = 5 points.

23. At any time during the last ten years, has a court, arbitrator, mediator or any other official tribunal found that your firm was liable for construction defects and that decision was not overturned on appeal?

Yes  No

Yes = 0 points. No = 5 points.

### **SECTION C-3: CIVIL AND CRIMINAL LAWSUITS**

24. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

Yes  No

Yes = 0 points. No = 5 points.

25. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

Yes  No

Yes = 0 points. No = 5 points.

26. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?  
 Yes       No

Yes = 0 points. No = 5 points.

### **SECTION C-4: FINANCIAL INFORMATION; BONDING CAPACITY**

27. State your firm's tax identification number: \_\_\_\_\_

This question is not scored, but must be completed.

28. State your firm's gross revenues for each of the last three years.

Year: _____	Amount: _____
Year: _____	Amount: _____
Year: _____	Amount: _____

This question is not scored, but must be completed.

29. Attach to this Questionnaire as "EXHIBIT 5" your construction firm's reviewed or audited financial statement for the most recent fiscal year, with accompanying notes and supplemental information.

**NOTE:** THE CPA MUST BE AN INDEPENDENT PARTY AND NOT AN EMPLOYEE OF THE CONTRACTOR. THE LETTER MUST BE CERTIFIED TO BE FREE OF ANY KNOWINGLY FALSE, FICTITIOUS OR FRAUDULENT INFORMATION AND SIGNED BY A PARTNER IN THE CPA FIRM AS WELL AS BY THE CONSTRUCTION FIRM'S PRESIDENT, CHIEF EXECUTIVE OFFICER OR CHIEF FINANCIAL OFFICER. FINALLY, THE LETTER MUST INCLUDE THE CPA'S LICENSE NUMBER.

This question is not scored, but must be completed.

30. Attach to this Questionnaire as "EXHIBIT 6" a notarized statement from the surety that would issue performance and payment bonds on behalf of your construction firm if the District awarded you a contract for the Project. The statement must include the name of the surety; the name, address, telephone number and email address of the surety agent; and a statement of your current bonding capacity. The statement must be from the surety, and not from a broker, agent or other representative of the surety.

**NOTE:** THE SURETY MUST BE AN ADMITTED INSURER AUTHORIZED BY THE CALIFORNIA DEPARTMENT OF INSURANCE TO CONDUCT BUSINESS AND ISSUE BONDS IN CALIFORNIA, AND MUST HAVE AN A.M. BEST KEY RATING GUIDE RATING OF A- OR BETTER.

This question is not scored, but must be completed.

31. If, at any time during the last five years, any surety other than the one listed in item 4 above has issued any performance or payment bond on behalf of your construction firm, please list below in Table F-2 the name of the surety, the surety's address, the dates on which the bonds were issued and the amount of the bonds:

TABLE F-2			
Surety Name	Address	Dates	Amount

No surety listed = 5 points. 1 surety listed = 3 points. Any other answer = 0 points.

32. At any time during the last five years, was your construction firm required to pay a premium of more than 1% for a performance and payment bond on any project(s) on which your firm worked?

Yes       No

If yes, state the percentage that your firm was required to pay: \_\_\_\_\_ %

Yes and higher than 1.10% = 0 points. Yes and no higher than 1.10% = 3 points. No = 5 points.

33. At any time during the last five years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

Yes       No

Yes = 0 points. No = 5 points.

34. At any time during the last ten years, did your firm receive a notice of tax lien from the Internal Revenue Service or the State of California, including, but not limited to, the Employment Development Department; get assessed penalties for failure to properly pay or withhold taxes; become the subject of a State or federal notice of tax levy; or otherwise fail to properly pay or withhold State or federal taxes, and your firm DID NOT prevail on substantially all aspects of this matter?

Yes  No

Yes = 0 points. No = 5 points.

35. Are there currently any outstanding judgment liens against your firm or any of its property (*i.e.*, a lien created when someone wins a lawsuit against you and records the judgment against your property) or anticipated to be filed against your firm?

Yes  No

Yes = 0 points. No = 5 points.

36. At any time during the last five years, was your firm the subject of any effort to collect delinquent debt in excess of \$100,000, and your firm DID NOT substantially prevail on such claim?

Yes  No

Yes = 0 points. No = 5 points.

***END OF SECTION C***

## **SECTION D: SAFETY; WORKERS' COMPENSATION; PREVAILING WAGE AND APPRENTICESHIP LAWS**

*Section D is divided into three subsections: D-1 "Safety and Health"; D-2 "Prevailing Wage Laws"; and D-3 "Apprenticeship Programs." Each subsection will be scored as set forth herein.*

### **SECTION D-1: SAFETY AND HEALTH**

1. At any time during the last five years, has the California Occupational Safety and Health Administration (Cal-OSHA) cited and assessed penalties against your firm for any "serious," "willful" or "repeat" violations of its safety or health regulations, and the citation was not overturned on appeal?

Yes       No

Yes = 0 points. No = 5 points.

2. At any time during the last five years, has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm, and the citation was not overturned on appeal?

Yes       No

Yes = 0 points. No = 5 points.

3. At any time during the last five years, has Cal-OSHA or federal OSHA cited and assessed penalties against any of your subcontractors for any "serious," "willful" or "repeat" violations of its safety or health regulations, and the citation was not overturned on appeal?

Yes       No

Yes = 0 points. No = 5 points.

4. At any time during the last five years, has the Environmental Protection Agency (federal or state), any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor, and the citation was not overturned on appeal?

Yes       No

Yes = 0 points. No = 5 points.

5. Does your firm currently have a safety plan in place which complies with the current OSHA standards?

Yes       No

Yes = 5 points. No = 0 points.

6. During the course of a project, how often do you require documented safety meetings to be held for construction employees and field supervisors (e.g., daily, weekly, once every two weeks, etc.)?

> daily = 5 points. < daily to ≥ weekly = 3 points. <weekly = 0 points.

7. During the course of a project, how often do you require a safety manager to inspect the project site (e.g., daily, weekly, once every two weeks, etc.)?

> daily = 5 points. < daily to ≥ weekly = 3 points. <weekly = 0 points.

8. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years. (Your workers' compensation insurance carrier issues an Experience Modification Rate to your firm on an annual basis.)

Current year: \_\_\_\_\_

Previous year: \_\_\_\_\_

Year prior to previous year: \_\_\_\_\_

Average of above 3 years: \_\_\_\_\_

For EMR average: ≤ .95 = 5 points. > .95 and ≤ 1.0 = 3 points. > 1.0 = 0 points.

9. At any time during the last five years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes  No

Yes = 0 points. No = 5 points.

10. During the last five years, has any public agency ever found that you violated its site safety and health program?

Yes  No

Yes = 0 points. No = 5 points.

11. During the last five years, has any public agency found that your construction firm violated its drug-free workplace or alcohol and tobacco policy (Gov. Code Sections 8350, *et seq.*)?

Yes  No

Yes = 0 points. No = 5 points.

12. Has any school district ever found that your construction firm failed to properly take the precautionary measures designed to ensure the safety of students (e.g., ensuring that contractors/subcontractors passed applicable background checks; installing and

maintaining barricaded work areas; providing for continual supervision and monitoring of all contractor employees (*see, e.g.*, Ed. Code Sections 45125.1 and 45125.2))?

Yes       No

Yes = 0 points. No = 5 points.

### **SECTION D-2: PREVAILING WAGE LAWS**

13. During the last five years, has there been more than one occasion in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with state prevailing wage laws? **NOTE:** This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by any of your subcontractors.

Yes       No

Yes = 0 points. No = 5 points.

14. During the last five years, has there been more than one occasion in which your own firm has been penalized or required to pay back wages for failure to comply with the federal prevailing wage laws (*i.e.*, the Davis Beacon requirements)?

Yes       No

Yes = 0 points. No = 5 points.

### **SECTION D-3: APPRENTICESHIP PROGRAMS**

15. Provide the name, address, telephone number, facsimile number and, if known, contact person and email address, of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any project for which you are awarded a contract by the District.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Facsimile Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Facsimile Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_



Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Facsimile Number: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

At least one approved apprenticeship program = 5 points. No program = 0 points.

16. Does your construction firm operate its own State-approved apprenticeship program?  
 Yes       No

If the answer to question 4 is yes, then please provide the following information.

Craft	Year that program was approved	For last 3 years, total # of persons employed as apprentices at your firm	For last 3 years, total # of persons who completed apprenticeship at your firm

**NOTE:** Attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s) as **EXHIBIT 7**.

If one or more persons completed approved program = 5 points.  
 If no program or no persons completed approved program = 0 points.

17. At any time during the last five years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?  
 Yes       No

Yes = 0 points. No = 5 points.

**END OF SECTION D**

## **SECTION E: RECENT CONSTRUCTION PROJECTS COMPLETED**

Please provide information about (a) your six most recently completed public works projects and (b) your three largest completed private projects within the last five years. If you were the prime contractor or general contractor on the project, use Form 1. If you were the subcontractor on the project, use Form 2. Please make copies of the appropriate form, and use one form per project. All information must be completed, and all names and contact information must be current.

Please note that the District intends to verify the information provided in this Section E, and to interview at least two contacts listed in this Section E. The interviews will be scored as set forth in Exhibit "B." Prospective bidders are not required to take any action with respect to potential interviews. District interviewers may ask the interviewees whether prospective bidders contacted them in advance of the interviews and attempted to influence their answers. Prospective bidders may be disqualified if the District determines, in its sole discretion, that prospective bidders attempted to influence any interviewees.

**FORM 1 – GENERAL CONTRACTORS OR PRIME CONTRACTORS**  
**MOST RECENT PROJECTS**

*Use this form for all projects in which you were the general or prime contractor. Make copies of this page and fill out one information sheet per contract. Names and references must be current and verifiable.*

Contract Date: \_\_\_\_\_

Original Contract Amount: \$ \_\_\_\_\_

Final Contract Amount: \$ \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Owner: \_\_\_\_\_

Project Owner's Contact Person: \_\_\_\_\_

Contact Person's Position/Title: \_\_\_\_\_

Contact Person's Current Telephone Number: \_\_\_\_\_

Contact Person's Current Email Address: \_\_\_\_\_

Architect or Engineer Firm: \_\_\_\_\_

Architect or Engineer Address: \_\_\_\_\_

Architect or Engineer Contact Person: \_\_\_\_\_

Contact Person's Position/Title: \_\_\_\_\_

Contact Person's Current Telephone Number: \_\_\_\_\_

Contact Person's Current Email Address: \_\_\_\_\_

Construction Manager Firm: \_\_\_\_\_

Construction Manager's Address: \_\_\_\_\_

Construction Manager Contact Person: \_\_\_\_\_

Contact Person's Position/Title: \_\_\_\_\_

Contact Person's Current Telephone Number: \_\_\_\_\_

Contact Person's Current Email Address: \_\_\_\_\_

Description of Project: \_\_\_\_\_

\_\_\_\_\_

Description of Contractor's Scope of Work: \_\_\_\_\_

\_\_\_\_\_

Original Scheduled Completion Date: \_\_\_\_\_

Time Extensions Granted (number of days): \_\_\_\_\_

Actual Date of Completion: \_\_\_\_\_

**FORM 2 – SUBCONTRACTORS**  
**MOST RECENT PROJECTS**

*Use this form for all projects in which you were the subcontractor. Make copies of this page and fill out one information sheet per contract. Names and references must be current and verifiable.*

Subcontract Date: \_\_\_\_\_

Original Subcontract Amount: \$ \_\_\_\_\_

Final Subcontract Amount: \$ \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Owner: \_\_\_\_\_

Project Owner's Contact Person (if known): \_\_\_\_\_

Contact Person's Position/Title: \_\_\_\_\_

Contact Person's Current Telephone Number: \_\_\_\_\_

Contact Person's Current Email Address: \_\_\_\_\_

General Contractor: \_\_\_\_\_

General Contractor's Address: \_\_\_\_\_

General Contractor's Contact Person: \_\_\_\_\_

Contact Person's Position/Title: \_\_\_\_\_

Contact Person's Current Telephone Number: \_\_\_\_\_

Contact Person's Current Email Address: \_\_\_\_\_

Construction Manager Firm (if known): \_\_\_\_\_

Construction Manager's Address: \_\_\_\_\_

Construction Manager Contact Person: \_\_\_\_\_

Contact Person's Position/Title: \_\_\_\_\_

Contact Person's Current Telephone Number: \_\_\_\_\_

Contact Person's Current Email Address: \_\_\_\_\_

Description of Project: \_\_\_\_\_

Description of Subcontractor's Scope of Work: \_\_\_\_\_

Original Scheduled Completion Date: \_\_\_\_\_

Time Extensions Granted (number of days): \_\_\_\_\_

Actual Date of Completion: \_\_\_\_\_

***END OF SECTION E***

**SECTION F: ADDENDA**

**This section is not scored, but must be completed.**

The prospective bidder acknowledges that it has received and examined any and all addenda issued in relation to this Prequalification Package and is thoroughly familiar with all contents thereof by entering the applicable addendum number in the space provided below:

- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_
- Addendum No. \_\_\_\_\_

***END OF SECTION F***

## **SECTION G: AUTHORIZATIONS**

This section is not scored, but must be completed.

I, the undersigned, certify and declare that:

1. **Accountant Release/Authorization:** I authorize Rio School District or its duly-authorized representative (the "District") to contact the below-referenced contractor's (the "Contractor's) licensed accounting firm to verify the audited or reviewed financial statement submitted with the Contractor's prequalification application. I understand that the financial statement is confidential information and not subject to public inspection.

2. **Present and Past Project Interviews:** I further hereby authorize the District to contact any project owner, school district, public agency, general contractor, subcontractor, architect, construction manager or other party that the District, in its sole discretion, desires to interview for the purposes of verifying or further evaluating the Contractor's prequalification submittal, and understand that I have provided the information set forth in Section I for this purpose.

3. **Public Information:** I acknowledge and consent to the District's search of public records, including, but not limited to, the Secretary of State records, Franchise Tax Board records, UCC records, state and federal court records, in order to verify information provided in the Contractor's prequalification submittal.

\_\_\_\_\_  
Name of Contractor (as it appears on CSLB license)

\_\_\_\_\_  
Printed Name of Authorized Representative

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
City and State where Signed

***END OF SECTION G***

**SECTION H: OATH**

**This section is not scored, but must be completed.**

I, the undersigned, certify and declare that:

- (a) I am a duly-authorized representative of the contractor submitting this Prequalification Submittal to the District;
- (b) on behalf of the contractor submitting this Prequalification Submittal to the District, I have read all the foregoing answers to this Prequalification Submittal and am knowledgeable about its contents, including, but not limited to, all exhibits attached hereto;
- (c) the matters stated in the questionnaire answers and the attachments are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true; and
- (d) in the event that any information provided herein becomes inaccurate, false or misleading, I will immediately notify the District and provide updated, accurate information in writing and under penalty of perjury.

I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

\_\_\_\_\_  
Name of Contractor (as it appears on CSLB license)

\_\_\_\_\_  
Printed Name of Authorized Representative

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
City and State where Signed

***END OF SECTION H***



## **SECTION I: EXHIBITS**

This section is not scored, but must be completed.

Please attach to your Submittal the following Exhibits, in the specified order.

<b>Exhibit #</b>	<b>Description/Directions</b>	<b>Attached?</b>
Exhibit 1	Please attach a copy of your license(s). Copies must be clearly legible.	
Exhibit 2	Please attach a copy of your joint venture agreement, if you intend to bid as a joint venture with another contractor. If not applicable, then please insert a page stating that "Exhibit 2 was intentionally omitted."	
Exhibit 3	Please attach a certificate of insurance evidencing your firm's compliance with the insurance requirements for this project. The certificate must include the limits and dates of coverage.	
Exhibit 4	Please attach a copy of the most recent Secretary of State certification indicating your firm's current standing.	
Exhibit 5	Please attach a copy of your firm's reviewed or audited financial statement with accompanying notes and supplemental information.	
Exhibit 6	Please attach a notarized statement from the admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, in accordance with Section C-4, question number 30, of the Questionnaire.	
Exhibit 7	Please attach evidence of your most recent California Apprenticeship Council approval(s), in accordance with Section D-3, question 16, or, if not applicable, please insert a page stating that "Exhibit 7 was intentionally omitted."	

***END OF SECTION I***

***AND***

***END OF PREQUALIFICATION PACKAGE***

## **EXHIBIT “B”**

### **SCORED INTERVIEW QUESTIONS**

Prospective bidders are not required to take any action with respect to potential interviews. District interviewers may ask the interviewees whether prospective bidders contacted them in advance of the interviews and attempted to influence their answers. The below interview questions are provided to prospective bidders for informational purposes only. The highest possible score for a single project is 150 points. The District will average the scores for each interview. An average score of less than 90 points will disqualify a prospective bidder from working on the Project.

## **Contractor – Scored Interview Questions**

1. **Relationships** – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor's performance in each of the following categories:

- a. Relationship with owner (5 points maximum); \_\_\_\_\_
- b. Relationship with design team (5 points maximum);
- c. Relationship with inspectors (5 points maximum); and
- d. Relationship with other contractors/subcontractors (5 points maximum).

2. **Quality Control** – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor's performance in each of the following categories:

- a. Provision of experienced supervisors (5 points maximum);
- b. Adequate staffing of the project (5 points maximum);
- c. Provision of sufficient equipment to perform the work in a timely manner (5 points maximum);
- d. Required supervision from owner or owner's agent(s) (5 points for minimal supervision to 0 points for excessive supervision required);
- e. Workmanship (5 points maximum);
- f. Installation (5 points maximum); and
- g. Coordination of subcontractors (5 points maximum).

3. **Schedule Control** – On a scale of 1 to 5, please rate the contractor's performance regarding the following:

- a. Maintaining and managing the project schedule (with 5 being the best level of performance); and
- b. Delays directly caused by contractor and not substantially caused by other contractors, the public agency or acts beyond the contractor's control (5 points for no delays directly caused by contractor and 0 points for multiple delays caused directly by contractor).<sup>1</sup>

4. **Cost Control** – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor's performance in each of the following categories:

- a. Maintaining the project budget; and
- b. Managing cost overruns effectively.

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<sup>1</sup> See Business & Professions Code Section 7119 (regarding contractor's obligation to show due diligence in completing contracted work, and stating that failure to do so gives CSLB cause to take disciplinary action against a license).

5. Communication – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor’s performance in each of the following categories:

- a. Clarity of communication, including in person, telephonic and written communication; and
- b. Timeliness of communication, including responsiveness to inquiries and proactive nature of any communication.

6. Documentation – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor’s performance in each of the following categories:

- a. Timeliness of documents (e.g., reports, change orders);
- b. Professionalism and sufficiency of documents (e.g., whether reports were complete and accurate); and
- c. Timeliness and sufficiency of close out documentation (e.g., DSA documentation).

7. Change Orders – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor’s performance in each of the following categories:

- a. The quality of change order work (5 points maximum);
- b. How well contractor integrated change order work into existing work (5 points maximum); and
- c. The excessiveness of change order requests not due to changes in the plans and specifications or other matters outside of contractor’s control (5 points for no excessive change order requests to 0 points for excessive change order requests).<sup>2</sup>

8. Claims; Violations – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor’s performance in each of the following categories:

- a. Are there any outstanding stop notices, liens or claims by the contractor on contracts for which notices of completion have been recorded? (5 points if none.)
- b. Were there any OSHA violations (Cal or federal) resulting in action associated with this contractor’s work on the project? (5 points if none.)
- c. Were there any other violations resulting in action associated with this contractor’s work on the project? (5 points if none.)
- d. Were there any issues with agency policy compliance (e.g., safety precautions for students and staff)? (5 points if none.)

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<sup>2</sup> See Business & Professions Code Section 7113 (stating that a contractor must complete a contract for the agreed-upon price, and that failure to do so gives CSLB cause to take disciplinary action against that contractor’s license).

9. **Project Satisfaction: Recommendation Level** – On a scale of 1 to 5 (with 5 being the best level of performance), please rate the contractor’s performance in each of the following categories:

- a. Your level of satisfaction with the contractor’s performance and the completed project;
- b. Your assessment as to whether the contractor’s experience comports with the District’s anticipated project (type, size and scope); and
- c. The degree to which you would recommend this contractor for work on future public works projects.

***END OF EXHIBIT B***



**11.18**







### Agenda Item Details

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Meeting	Apr 19, 2017 - RSD Regular Board Meeting
Category	11. Consent
Subject	Contract awarding to CDWG for network Cabinets and Installation under eRate
Access	Public
Type	Action (Consent)
Preferred Date	Apr 19, 2017
Absolute Date	Apr 19, 2017
Fiscal Impact	Yes
Dollar Amount	35,038.20
Recommended Action	Staff is recommending awarding the contract for network Cabinets and Installation to CDWG
Goals	Goal 3-Create welcoming and safe environments where students attend and are connected to their school

### Public Content

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Speaker: Kristen Pifko

#### Rationale:

**As part of the technology upgrade for new switches, the District released a Request for Proposal to purchase network Cabinets and installation at all our school sites. Four vendors submitted proposals, each of which was evaluated, as required by eRate, considering a number of factors including cost, experience with the K-12 education market, experience in surrounding school districts, and the degree to which the proposal met the District's needs. Based on this evaluation, staff is recommending that the contract for network Cabinets and installation be awarded to CDWG.**

**The District anticipates receiving eRate discounts of between 75% to 80% for this project.**

### Administrative Content

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### Executive Content

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*





