

AGENDA ITEM: Contracts

Prepared by: Kevin Bultema, Assistant Superintendent

☒ Consent

Board Date January 18, 2017

☐ Information Only

☐ Discussion/Action

Background Information

Per Board Policy 3312 Contracts, all Contracts shall be brought before the board for approval and/or ratification.

- A to Z Bus Sales (Transportation)
- Demsey Fillingier & Associates (Fiscal Services)
- EdFiles (Business Services)
- Franklin Construction (Facilities)

Educational Implications

Per Board Policy 3312 Contracts, the Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

The Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board.

Every contract entered into on behalf of the district shall be made available for public inspection, except when the law prohibits disclosure. No contract shall prohibit a district employee from disparaging the goods or services of any contracting party.

Fiscal Implications

Contracts shall be paid according to agreed upon terms noted.



3418 52nd Ave Sacramento CA 95823
(800) 458-6363
www.A-ZBus.com

Acct Manager: Tom Scheidt
Cell: +1 5599992281
Fax: (951) 781-9806
Email: tscheidt@a-zbus.com

Vehicle Quotation 15683

December 19, 2016

Company: Chico Unified School District
Mailing Street: 1163 East Seventh Street
Chico, CA 95928

Attn: Bob Ontiveros
Phone: (530) 891-3097 **Fax:** (530) 891-3149
Email: bontiveros@chicousd.org

Quantity: 1 **Fuel Type:** Diesel **Capacity:** 81 Amb 0 WC 0 CRS
Model: Blue Bird T3RE 3904 **Body Type:** Type S **Model Year:** 2017

Base		1	POWER,BAT CONTROL,DOME LIGHTS
1	All American Rear Engine, 259" Wheelbase	1	POWER,BAT CONTROL,ENTRANCE DOOR
		1	POWER,BAT CONTROL,WARNING LIGHTS
Body, Accessories		1	WIRING,VIDEO MONITORING SYSTEM
Body, Air Conditioning		Body, Fans	
1	PACKAGE,COMPRESSOR PREP,A/C,ISC/ISL	1	FAN,AUXILIARY,UPPER CENTER,6"
		1	FAN,AUXILIARY,UPPER LEFT,6"
Body, Compartments		Body, Floor	
1	BATTERY COMPARTMENT,ROLLER TRAY,CHAS MTD	1	COVERING,FLOOR,RUBBER,BLACK
1	COMPARTMENT,STORAGE,OVERHEAD,LOCKNG	1	PLYWOOD FLOOR 1/2IN THICK
1	LATCH,LOCKING,DOOR BATTERY CMPT	1	PLYWOOD FLOOR SCREWED DOWN
1	LUGGAGE CMPT LIGHT-PASS THRU CMPT	1	STEEL FLOOR TRIM
2	LUGGAGE CMPT LIGHT-SGL OR DBL CMPT	1	TRIM,AISLE,ALUMINUM
1	PASS THRU LUGGAGE CMPT 94 CU FT	1	WEAR PLATE,ENT DR,RUBBER,WHITE NOSE
1	SINGLE,LHMM,LUGGAGE,16 CU.FT.	Body, Headroom	
1	SINGLE,RHMM,LUGGAGE,16 CU.FT.	Body, Heaters	
1	SPRING,GAS,PASS-THRU LUGG CMPT DOOR	1	HEATER,12K,DRIVERS
2	SPRING,GAS,SINGLE DOOR,LUGGAGE BOX	1	HEATER,50K,LH,REAR,F/M
Body, Construction		1	HOSE,HTR,EPDM,W/CT CLAMPS
1	77IN HEADROOM REAR ENGINE	1	PUMP,HEATER WATER
1	BODY CONSTRUCTION FM/CMVSS 221	Body, Insulation	
1	GALVALUME I/S PNL,FULL HEM, TEXTURIZED	1	ACOUSTIC HEADLINING FULL LENGTH
Body, Doors		1	INSULATED DRIVERS AREA
1	BUZZER,L/H SIDE EMERG DOOR	1	INSULATION,BODY,POLYESTER/FIBERGLASS
1	DOOR CONTROL,AIR PWR,MOM SW,2-POS	Body, Lettering/Decals	
1	DOOR,ENGINE CMPT,PERFORATED	1	'STOP WHEN RED LIGHTS FLASH'
1	DOOR,ENT,OUTWARD OPENING W/AIR ACTUATOR	1	EMERGENCY DOOR ARROWS
1	EMERGENCY DOOR LS 28IN	1	LETTERING,"SCHOOL BUS" 8"/1" STROKE
1	FORWARD GRABRAIL	4	LETTERING,EMERGENCY EXIT,ABOVE EXIT
1	HANDRAIL,ENT DR,BARRIER 3.25 - 5.25	4	LETTERING,EMERGENCY,EXTERIOR,VINYL,BLACK
1	LATCHES,LOCKABLE,ACCESS DOORS	4	LETTERING,EMERGENCY,INTERIOR,VINYL,BLACK
1	LOCK,SECURITY,ENT DOOR	Body, Lights	
1	RETAINER SIDE EMERG DOOR LH	1	ALARM CONDITION,SCC,ENT DOOR OPEN
1	SLIDING BOLT VANDAL LOCK - SED	1	ALARM INDICATION,SCC,HEADLIGHTS & HORN
1	SPRING,GAS,NON-LOCKING	1	ARM CONDITION,SCC,ACC MAINTAINED
Body, Electrical		1	ARMING,SCC,10 MIN W/IGN OR WARN LGTS
1	CIRCUIT PROTECTION,BREAKERS,MANUAL RESET	1	DAYTIME RUN LGTS,W/ P/BRAKE DEACTIVATE
1	CIRCUITS,SPARE,BODY HARN,TWO,14 GA	1	DOME,2 ROW/2 SWITCHES,F & R,CONFIG
1	LIGHT,PILOT,EXIT		
1	POWER,BAT CONTROL,CLER/CSTR/ID LGTS		

1 DOOR SWITCH,STEPWELL LIGHT
 1 LAMPS,HAZARD,2-AMBER,6IN,ENG CMPT
 1 LIGHT,2 DOME,DRIVERS,SEPERATE SW
 1 LIGHT,4" BACKUP,LED,VANDAL RESIST
 1 LIGHT,4" LED,STOP/TAIL,VANDAL RESIST
 1 LIGHT,7" STOP/TAIL,LED
 1 LIGHT,STEPWELL,LED,ADA
 1 LIGHTS,CL/MK,LED,2 AMBER,2 RED
 1 LIGHTS,DIR,FRONT AMBER LED
 1 LIGHTS,DIR/MKR,SIDE,LED,FRT,BELT
 1 LIGHTS,DIR/MKR,SIDE,LED,REAR,BELT
 1 LIGHTS,DIRECTIONALS,RR,AMBER LED
 1 LIGHTS,DOME,15 CANDLEPOWER
 1 LIGHTS,ID,GROMMET MOUNT,LED
 1 LIGHTS,MKR,LED,INTERMEDIATE
 1 MARKER LGT CONTROL,STEPWELL LGT
 1 MONITOR,SLEEPING CHILD CHECK,DORAN
 1 WIRING,DIR,SIDE,FRONT,BELTLINE
 1 WIRING,DIR,SIDE,REAR,BELTLINE

Body, Mirrors

1 CAMERA,SYSTEM,BACK UP VIEW
 1 HEATED MIRROR,EXT,15 MIN TIMER
 1 MIRROR,CROSSVIEW,EYE-MAX LP
 1 MIRROR,EXT,OPEN VIEW,SPLIT SYSTEM
 1 MIRROR,REARVIEW,INT 6X30,W/MONITOR
 1 MIRROR,REARVIEW,REMOTE CONTROL

Body, Mud flaps

1 FENDERS FRONT RUBBER
 1 FENDERS REAR RUBBER
 1 FLAPS FRONT, FULL LENGTH
 1 FLAPS REAR WITH BB LOGO
 1 REAR MUDFLAP EXTENSION

Body, Paint

1 DISC WHLS PTD BOTH SIDES YELLOW
 1 EXTERIOR SOLID NSBY
 1 LOGO,BIRD,PAINTED,BLACK
 1 PAINT DESIGN,WHITE ROOF,12.5 IN
 1 PAINT, INTERIOR, ASTRO WHITE
 1 PAINT, YELLOW, ENTRANCE DOOR
 1 PAINT,BACKGRND,WARN LGT,BASE COLOR
 1 PAINT,HEADLIGHT BEZELS,BODY COLOR
 1 PAINT,RUBRAILS ONLY,FULL WIDTH BLACK

Body, Radio

1 RADIO,AM/FM/USB/MP3 W/PA
 1 SPEAKER,DLX,8 SPKR SYS W/WIRING
 1 WRG,2-WAY RADIO,CTR DASH MNT(07829)

Body, Reflectors

1 3" REFLECT,FRONT,INT & REAR,3M DIA GRADE
 2 VINYL,REFL,P/O WINDOW YELLOW,3M
 2 VINYL,REFL,ROOF HATCH,WHITE,3M
 1 VINYL,REFL,RR EMER WDW YELLOW,3M
 1 VINYL,REFL,SD EMER DR YELLOW,3M

Body, Safety Equipment

1 FAK,CALIFORNIA,METAL CASE
 1 FE 5 LB DRY W/HOSE (DRIVERS CPT)
 1 HOLDER,CERTIFICATE,7-5/8 X 9-1/4
 1 PACKAGE,STATE,CALIFORNIA
 1 TRIANGULAR WARNING DEVICE FLOOR

Body, Seats

2 BARRIER, 39 INCH HIGH BACK
 27 MODULE,BOARD,SEAT,CEW,7/16" OSB
 81 MODULE,CEW,BLACK,3-POINT QS,SEAT BELT
 27 MODULE,SEAT,CEW,COLOR,BROWN
 1 PANEL,MODESTY,BARRIER,DRIVER,LH
 1 PANEL,MODESTY,BARRIER,ENT DOOR
 1 SEAT BELT,DRV 3PT,SINGLE,RETRACT,BLACK
 2 SEAT,CEW,DAVENPORT,39
 20 SEAT,CEW,QS,39,GM,FM
 4 SEAT,CEW,QS,39,GM,FM,OVER W/H
 1 SEAT,CEW,QS,FLIP,39,GM,FM
 1 SEAT,DRVS,BSTRM,AIR,BROWN VINYL/FAB
 1 SHOCK,DUAL,BSTRM SEAT
 2 UPH,FIRE BLOCK,BROWN,BARRIER

Body, Side Panels

1 PANEL,SIDE,16 GA,25 3/4 SKIRT

Body, Step

1 STEPTREADS,ENT DR,N/ABR,WHITE NOSING
 1 STEPWELL PROTECTION
 1 STEPWELL, GALVANIZED

Body, Stop Arms

1 LOCATION,STOP ARM,REAR
 1 STOP ARM,ELEC,LED,HI-IN,CLUSTER
 1 WIRING,S/ARM,ELECT W/INDEP FLSHR

Body, Sun Visor

1 VISOR,ACRYLIC,LEFT SIDE,ADJUST,OPAQUE

Body, Switches

1 CONTROLS,CONFIG,W/L,OPT #4,8-LGT,RH
 1 INDICATOR,W/L SYSTEM,AMBER/RED
 1 LIGHTS,PILOT,W/L SYSTEM,LOC,RH
 1 SWITCH,DOOR CONTROL,LOC,RH
 1 SWITCH,EMERGENCY OVERRIDE
 1 SWITCH,NOISE SUPPRESSION,LATCHING
 1 SWITCH,W/L MASTER,LOC,RH
 1 SWITCH,W/L START,LOC,RH
 1 SWITCH,W/L START,MANUAL
 1 SWITCH,W/L,EM OVERRIDE,LOC,RH
 1 SWITCH,W/L,MASTER,GREEN PILOT

Body, Vents

2 VENT,SAFE FLEET,STANDARD
 2 WIRING,VENT,ROOF HATCH,BUZZER

Body, Warning Systems

1 HOODS,WARNING LIGHTS,INDIVIDUAL
 1 HORN,BACKING SAFETY,112 DB
 1 LIGHTS,WARN,LED,8-LGT,AMB/RED
 1 SEQUENCE,W/L SYSTEM,NON-SEQUENTIAL
 1 SYSTEM,WARN,8-LGT,N/SEQ
 1 WIRING,W/L SYSTEM,14 GA

Body, Windows

1 BUZZER,MID SEC,P/O WINDOW
 1 BUZZER,REAR EMERG WINDOW
 1 GLASS,ENT DR,LOWER,TINT,LAM
 1 GLASS,ENT DR,UPPER,TINT,LAM
 1 GLASS,SIDE EMER DR,DK TINT,TEMP
 1 VANDAL LOCK - REAR EMERGENCY WINDOW
 1 WDO ASSY,DRVR,GREEN TINT,LAM,BLK
 1 WINDOW,REAR EMERG,DK TINT,TEMP

- 1 WINDOW,REAR EMERGENCY
- 23 WINDOW,S/S,12",TEMP,TINT,BLK
- 2 WINDOW,S/S,P/O,12",TEMP,TINT,BLK
- 2 WIRING,P/O WINDOW,DRS BUZ ONLY

Body, Windsheld / Accessories

- 1 2 PC CURVED TINTED W/S

Body-Options

- 1 AIR HORN,MOUNTED UNDER FLOOR
- 1 CONSOLE MOUNT,ARM REST
- 1 HOLDER,CUP

Chassis, Accessories

Chassis, Alternator

- 1 ALTERNATOR,LEECE-NEVILLE,320 AMP

Chassis, Axles

- 1 AXLE,REAR,23K LBS,5.29
- 1 AXLE,STEER,HENDRICKSON NXT,14600 LBS
- 1 LUBRICATION,OIL,PETROLEUM,AXLE
- 1 SPACER,SPRNG,2IN,FRONT SUSP
- 1 SUSPENSION,AIR,REAR,HENDRICKSON,23K
- 1 SUSPENSION,SPRNG,FRT,SOFTEK,14600

Chassis, Batteries And Accessories

- 1 BATTERIES,GROUP 31,THREE
- 1 SWITCH,BATTERY DISCONNECT

Chassis, Brakes

- 1 ADJ,SLK,AUTO,MERITOR
- 1 BRAKE,EXHAUST,VGT
- 1 BRAKES,AIR,MERITOR,6"FRT/8.62"RR
- 1 BRAKES,ANTI-LOCK(ABS),AIR
- 1 CHAMBERS,BRAKE,AIR
- 1 DRYER,AIR,BENDIX AD-IP
- 1 OIL SLINGER
- 1 RESERVOIR,ADDITIONAL WET TANK
- 1 VALVE,DRAIN,MANUAL,AIR TANK

Chassis, Bumper

- 1 BUMPER,FRONT,STEEL 12IN
- 1 BUMPER,REAR,STEEL

Chassis, Controls

- 1 CRUISE CONTROL
- 1 GAUGE,MULTIFUNCTION,REAR ENG CMPNT

- 1 SWITCH,IGNITION,KEYED ALIKE

Chassis, Cooling System

- 1 ANTIFREEZE,ES COMPLEAT,CUMMINS (BLUE)
- 1 FILTER,COOLANT WATER
- 1 FLUID,TRANSMISSION,SYNTHETIC
- 1 HOSE,COOL,SILICONE,W/CON TENS CLMP

Chassis, Engines / Transmissions

- 1 2017 EMISSIONS ENGINE
- 1 AIR CLEANER,MULTI STAGE
- 1 ENGINE,CUM L9,DSL,300HP@860LB-FT
- 1 FUEL SENSE,ALLISON TCM PROGRAMMING
- 1 GOVERNOR,ROAD SPEED,75 MPH
- 1 TRANS,ALLISON,3000PTS,6 SPD,

Chassis, Exhaust

- 1 EXHAUST,PRIMARY,FLEX,SING CAN A/T,CUM
- 1 HI TEMPERATURE EXHAUST COOLING
- 1 REGEN SETTING,0-MPH

Chassis, Fuel System

- 1 FILTER,DIESEL,WIF,HEATED,PRIMER PUMP
- 1 FUEL SYSTEM,DSL,100 GAL BFR RH FILL
- 1 FUEL TANK DOOR,SPRING-LOADED,LOCKING

Chassis, Horn

Chassis, Instruments

- 1 GAUGE,AMMETER,FRONT
- 1 GAUGE,SPEEDOMETER, MILES

Chassis, Tires and Wheels

- 1 BALANCE FRONT WHEELS
- 1 CERTIFICATION,4-WHEEL ALIGNMENT
- 1 TIRES,HANKOOK,12R22.5,LRH,AH12
- 1 WHEEL WEIGHTS, ZINC
- 1 WHEELS,STEEL,8.25X22.5 DSC,HUB-PILO

Chassis, Tow Hooks

- 1 TOW HOOKS, FRONT

Chassis, Wheelbase

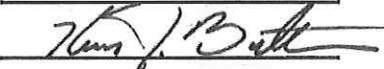
- 1 WHEELBASE,259 INCH

Distributor Options

- 1 Child Check-Mate system - On factory build
- 1 Fog lights in front bumper
- 1 Pressurized water leak test
- 1 FE/FAK/Decals - CA specs
- 1 Seon TL-4 GPS 4 head camera system, Installed
- 1 Transarctic MCC AC-1211R4
- 1 Hand held stop sign & holder
- 1 Lettering

Unit Price:	\$163,519.12
Taxable Amount:	\$163,519.12
7.500 % Sales Tax Total:	\$12,263.93
License:	N/A
Total Per Bus w/tax included:	\$175,783.05
Grant Per Bus:	
Trade In:	
Total Per Bus:	\$175,783.05
Deposit:	
Extended Amount for <u>1</u> Unit(s):	\$175,783.05

Terms:

Accepted By: 

Date: 12-22-16

By: Tom Scheidt

A-Z Bus Sales, Inc.

All pricing valid for 30 days, or availability of stock units at time of purchase order. Prices quoted herein are based upon Federal, State, and Local Laws and Regulations governing truck equipment and performance levels in effect as of the date hereof. Buyer will pay for any equipment or performance changes, modifications, or additions required by any changes in such laws or regulations subsequent to the date hereof at the increased cost to Seller.

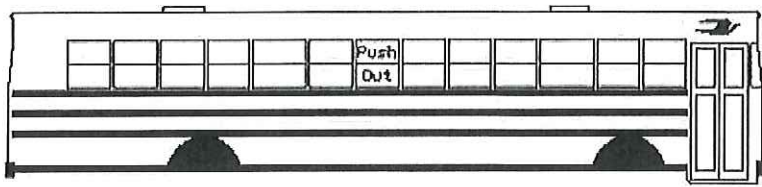
All pricing is based upon the Waterford Unified School District piggyback bid awarded to A-Z Bus Sales. A copy of all piggyback bid documents is available from A-Z Bus Sales, Incorporated.

WATERFORD USD CO-OP BID #17/01 PRICE RECONCILIATION

Blue Bird T3RE3904S 259" WB 81 Pax

Cummins ISL9 300 HP Allison 3000R PTS SEM

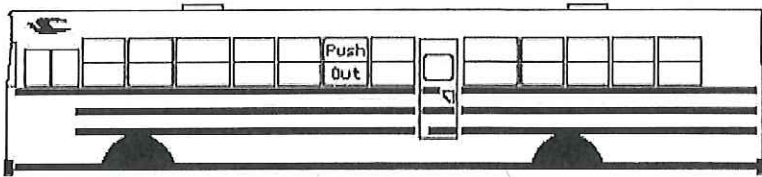
Base Waterford co-op pricing	\$157,625.18
4) Allison 300 PTS/SEM transmission with retarder ILO standard	\$6,122.00
13) On spot tire chains	\$2,485.00
16) Manual air drain valves ILO electric	(\$554.00)
20) Two 8D batteries ILO standard	\$242.00
21b) 320 amp alternator	\$987.00
24a) Seon camera system, installed	\$3,020.00
25) Reflective tape sides & rear	\$244.00
27b) LED 8way warning lights	\$525.00
27c) LED stop arm	\$163.00
29) Fog lights in front bumper	\$310.00
43a) 130 BTU freeblow air conditioning system	\$9,665.00
Child checkmate system	\$143.00
Discount	(\$17,458.06)
Total per bus + sales tax	\$163,519.12



SP: 20008 T3RE 3904, 81 CRP



BP: 5011345 T3RE 3904 259 HB





Scope of Work

Demsey, Filliger & Associates (DF&A) will provide Chico Unified School District with an actuarial report as of July 1, 2015, setting forth all District liabilities of the postretirement health benefit program, including a 50-year projection of District expenditures under the plan. Our report will contain the following information:

- Disclosure of the postretirement benefit obligations and Annual Required Contributions (ARC) in accordance with the GASB Other Postemployment Benefits (OPEB) accounting standard (GASB 45), for the fiscal years ending June 30, 2016 and 2017;
- Disclosures for the trust funds as may be required by GASB 43;
- Projected annual pay-as-you-go District expenditures for the next 50 years;
- Recommended level annual funding amounts, to pre-fund the obligations as a flat dollar amount, a constant percent increase each year, or a level percent of unfunded liability;
- Reconciliation of Accrued Liability with prior actuarial report;
- Roll-forward of Net OPEB Obligation to June 30, 2015;
- Breakdown of liability and expense components by employee/retiree group;
- Summary of plan provisions, actuarial assumptions, and certification.

In addition to the report, we provide ongoing assistance in the preparation or review of GASB 45 (OPEB) footnote disclosures at the time the District prepares its financial statements.

Fees

Our flat fee for the services listed above (including telephone support to explain and discuss the report) will be \$4,750, and is all-inclusive based on the scope of the project outlined above. No other expenses would be charged to the project, except as noted in the next section.

Optional services that would require additional charges

The \$4,750 does not include the cost (including any direct expenses) of an on-site presentation to the District's Board. An on-site presentation is not anticipated at this time.



Proposal Date: December 9, 2016

Prepared for:
Chico Unified School District
1163 East Seventh Street
Chico, CA 92780
Attn: Kat Anderson, Business Services

To assist in the scanning of:
District Permanent Paper Files (In-Active)

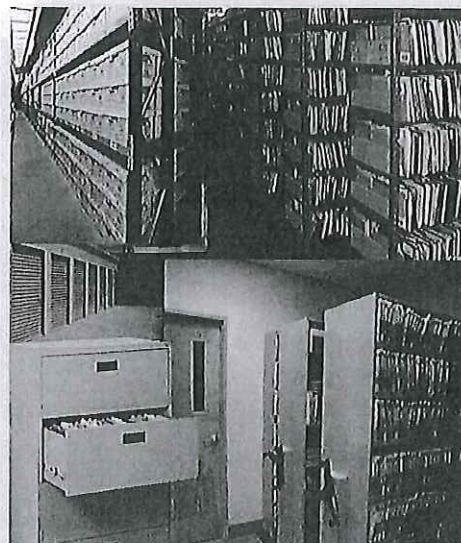
Prepared by: Aftab "AJ" Jiwani,
Program Director, Education Sector
Direct (714) 749-7990
Email: ajiwani@efilefolders.com



Our belief...The reason for our existence:
To Store, Organize and Manage Information...Not Paper!

We firmly believe that, all the valuable and necessary information, which currently resides in paper form, i.e., file storage boxes, file cabinets and records storage facilities, needs to be:

- Conveniently and **securely** accessible electronically from anywhere.
- The Information needs to be easily searchable.
- Needs to be formatted for Analysis, Reporting and Integration.
- Needs to be retrievable without ANY retrieval costs & hassles.
- It must be preserved and backed up.
(If it requires retention, it needs to be backed up)
- And Most of all...It must be available to all size budgets.



EdFiles
Fullerton, Fresno San Jose, San Diego, & Dallas, TX
Tel. 1-855-5-EdFiles or 1-657-217-3260— www.EdFiles.com

Proposed Project: (Scanning & Digitizing District's In-Active and Active Permanent Paper Files.

Dear Kat,

As per our meeting, EdFiles can pick up on an ongoing basis and **scan the following:**

_____ Std. Banker Boxes (See Image on page 4) (in-active stored permanent records)

_____ 48 Large Banker Boxes (See Image on page 4)

_____ Lateral File Cabinets (See Image on page 4) (active records, TBD)

_____ Vertical File Cabinets (See Image on page 4) active records, TBD)

(See pricing on page 4). While in-active files will be scanned, all departments will be trained to manage and maintain EdFiles for each student and employee files going forward! (see separate EdFiles proposal)

1. Files will be prepared for scanning by the removal of documents from boxes, file folders, pockets, fasteners, paper clips, staples and all other bindings. Any Post-its attached to documents will be relocated to an area on the document where it doesn't cover-up any other information
2. Files will be scanned at a resolution of 300 dpi for 100% legibility Guarantee!
3. Scanned files will be indexed per file folder:
(i.e. Employee First and Last Name and Employee)
4. Scanned files will be available in 2 locations
 - a. In our secure cloud drive
 - b. External Backup Hard Drive
5. After scanning, the in-active documents will be securely shredded in compliance with all relevant Ed code, unless otherwise instructed.

Why are you still storing paper?

Simple...
Paper file folders to eFileFolders

Originals, Retrieve & Store
Information...not Paper

www.efilefolders.com

1-855-eFileFolders
1-855-334-5336

www.eFileFolders.com
Store, Organize & Retrieve Information...not Paper!

EdFiles Project Roles:

EdFiles has set up an organization structure to ensure the successful completion of our scanning operation. For this project, we would anticipate having the following roles:

Project Manager – This individual is the main liaison between You (Customer) and EdFiles with respect to the implementation of the scanning project. This role includes responsibilities for staff management, work logs, scheduling and general management of the process.

Prep Personnel – Individuals who will be responsible to prepare the documents for scanning.

Scanning Technicians – Individuals who operate the scanners and are in charge of the physical scanning of documents. They also review the images prior to the batch moving to the index stations.

Data Entry Operators – Individuals who will perform data entry to index/name the documents.

Quality Assurance Specialist(s) – the QA specialist will review the batches and works with the prep, scanning and data entry personal to ensure that the images and data meet the high standards established for the project.

Quality Assurance Plan:

- EdFiles has an established quality control plan to ensure that its customers' documents are processed correctly and that image quality and data entry accuracy meets or exceeds its customer's expectations. The following measures will be put into place to ensure maximum image quality, data accuracy and overall project success.
- EdFiles utilizes Fujitsu, Canon and other leading document and data capture application for batch-level scanning and image processing. EdFiles provides image cleanup, including de-speckling, de-skewing and other image enhancements if needed.
- Document Prep personnel are trained to properly prepare documents in accordance with the specific project guidelines. Damaged documents are carefully handled and prepared for scanning.
- Documents are scanned and closely monitored at all times during the scanning process. The scanner hardware has ultrasonic double-feed detection technology to avoid undetected double-feeds. Problem images are rescanned.
- Detailed work logs are kept.

Security Plan Compliance:

- EdFiles has been involved in many document scanning projects involving sensitive information. We take security very seriously and employ all reasonable measures to ensure that our customer's documents and information are kept secure at all times.

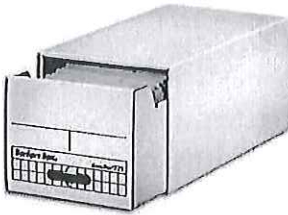
- All employees go through a background prescreening before hiring and must agree in writing to a non-disclosure and confidentiality clause as a condition of employment.

Scanning Project Pricing and Plan:

Project Duration: The actual duration is TBD. During the scanning period, all files are accessible on request within 60 minutes and are available in EdFiles & cloud drive.



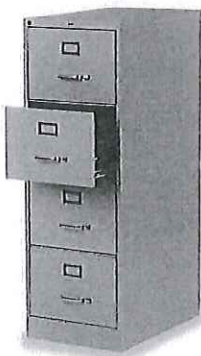
\$79 per standard Letter Legal 15x12x10



\$149 per (Large Legal) box 24x15x10







\$199 per Lateral File Cabinet Drawers



\$169 per Vertical File Cabinet Drawers

Our Prices includes, File Prep, Scanning, Indexing and Compliant Destruction with a Scanned File Audit Report.

<u>Types of Files</u>	<u>Estimated No. of Boxes and Drawers</u>	<u>Approximate Cost Estimate</u>
 Standard Banker Boxes	_____ Boxes (preliminary estimate...actual count will be determined upon pickup and separation of permanent records)	$\$79 \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$
 Lateral File Cabinet (Active Files)	_____ Lateral File Cabinets	$\$199 \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$
 Vertical Cabinets (Files)	_____ File Vertical Cabinets	$\$169 \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$
 Large Banker Box	_____ per (Large Legal) box 24x15x10	$\$149 \times \underline{48} = \$ \underline{7,152}$
Pick-Up		\$240
Return Delivery		\$240
Approximate Total		\$ <u>7,632</u>

Please note the above is an estimate template of boxes, actual quantity and cost will reflect exact count of boxes and cabinets picked up and scanned. *See separate proposal for the software tool and cloud drive for storing and managing scanned files going forward.*



Project Payment Terms:

Project Terms: PO Required

Flexible terms based on district policy.

Invoices will be submitted for the number of actual boxes we pick up.

Regards,



Aftab "AJ" Jiwani

Program Director, Education Sector

EdFiles

(714) 749-7990 Direct

**Customer Acceptance:**

We have read and approve the EdFiles, proposal to perform the work described.

Chico Unified School District

1163 East Seventh Street

Chico, CA 92780

Attn: Kat Anderson, Business Services

Approved by (print name): Marin J. Buttena

Title: Asst Superintendent, Bus. Services

Signature: [Handwritten Signature]

Date: 12-12-10

Return Mailing Address:

EdFiles

261 E. Imperial Hwy, #550

Fullerton, CA 92835

PART 1 - GENERAL

1.01 AGREEMENT

This Agreement made and entered into this _____ day of _____, 2016 by and between **Chico Unified School District** of Butte County, California, First Party, sometimes hereinafter called the Owner, and **Franklin Construction, Inc.** Second Party, sometimes hereinafter called the Contractor,

WITNESSETH: That the parties hereto mutually covenanted and agreed, and by these present do covenant and agree with each other, as follows:

1. The NOTICE TO CONTRACTORS, ACCEPTED PROPOSAL LIST OF SUBCONTRACTORS, INSTRUCTIONS TO BIDDERS, WORKER'S COMPENSATION INSURANCE CERTIFICATE, GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, LABOR AND MATERIAL PAYMENT BOND and PERFORMANCE BOND are attached to and are a part of this Agreement. The complete Contract also includes the Drawings, SWPPP and all modifications and amendments thereto. All Contract Documents are intended to cooperate so that any work called for in one and not mentioned in the other, or vice versa, is to be executed the same as if mentioned in all Contract Documents.
2. The said Contractor agrees to furnish all tools, equipment, apparatus, facilities, transportation, labor, and material, other than material, if any, agreed to be furnished by the District hereunder, necessary to perform and complete, and to perform and complete in a good and workmanlike manner, the **Site Work at Canyon View School Site, APN: 002-190-021-000 (Raley Blvd. and Bruce Rd.) Chico, Butte County, California**, as called for, and in the manner designated in, and in strict conformity with this Agreement, and with the Drawings and SWPPP and are hereby specifically referred to and made a part of this Agreement with like effect as if fully set forth herein.
3. It is understood and agreed that said tools, equipment, apparatus, facilities, transportation, labor, and material shall be furnished and said work performed and completed as required in said Drawings and SWPPP under the direction, and subject to the approval of, the Owner. The Owner shall have the right to accept or reject materials or workmanship, and to determine when the Contractor has complied with the conditions of the Contract.
4. The District agrees to pay and the Contractor agrees to accept, in full payment for the work above agreed to be done, the sum of

Three Hundred Forty Six Thousand, One Hundred Ninety Dollars

(\$ 346,190.00)

which sum is to be paid according to the provisions of the General Conditions.

6. Copies of the prevailing rate of per diem wages as determined by the Director of the Department of Industrial Relations in accordance with Labor Code Section 1773 are available as stated in the Notice to Contractors.
7. The Contractor agrees to comply with Labor Code Section 1775 (Payment of Prevailing Wage Rates) and Labor Code Section 1776 (Keeping Accurate Payroll Records) and Labor Code Section 1777.5, placing the responsibility for compliance with the statutory requirements for all apprenticeable occupations on the prime contractor. The Contractor shall comply with the requirements imposed by California Labor Code Sections 1720 through 1815 regarding public works projects and prevailing wage law. In particular, Labor Code sections 1725.5 (contractor registration requirements and criteria), 1771.1 (requirement to register with the Department of

Industrial Relations as a condition to bid work on any public works), and 1771.4 (project compliance monitoring).

IN WITNESS WHEREOF, the said Board of Trustees has caused this Agreement to be subscribed by its duly authorized officer in its behalf, and the said Party of the Second Part has signed this Agreement the day and year first above written.

Chico Unified School District
of Butte County, a Political
Subdivision of the State of California

By:  _____

Kevin Bultema, Assistant-Superintendent
Chico Unified School District

By:  _____

Rod Winkle, President
Franklin Construction, Inc.

* End Document 00 52 01*

CHICO UNIFIED SCHOOL DISTRICT
1163 E. 7th STREET
CHICO, CA 95928-5999

DATE: January 18, 2017

MEMORANDUM TO: Board of Education

FROM: Kelly Staley, Superintendent

SUBJECT: Classified Human Resources Actions

ACTION

NAME	CLASS/LOCATION/ASSIGNED HOURS	EFFECTIVE	COMMENTS
APPOINTMENT			
Alarcon, Karla	IPS-Classroom/Chapman/6.0	12/19/2016	Vacated Position
Bellante, Lynne	IPS-Classroom/Emma Wilson/4.0	12/21/2016	Vacated Position
Bennett, Kayla	IPS-Classroom/Emma Wilson/4.0	1/9/2017	Vacated Position
Billingsley, Carlie	Preschool Assistant/McManus/8.0	1/4/2017	New Position
Blaine, Kelsey	LT IA-Special Education/Marigold/6.0	12/19/2016- 6/7/2017	New LT Position
Boyd, Jennifer	Sr Office Assistant/MJHS/2.0	1/9/2017	Vacated Position
Burner, Elizabeth	IPS-Classroom/McManus/6.0	12/19/2016	Vacated Position
Carriere, Rebecca	IPS-Classroom/Sierra View/4.0	12/19/2016	Vacated Position
Church, Malcolm	IPS-Classroom/Loma Vista/6.0	12/19/2016	Vacated Position
Dunn, Valerie	Preschool Assistant/McManus/8.0	1/4/2017	Correct Start Date
France, Brandy	IPS-Healthcare/Loma Vista/6.0	12/19/2016	Vacated Position
Fraser, Emily	IPS-Classroom/Loma Vista/6.0	1/9/2017	Vacated Position
Ghiorso, Adam	LT IA-Special Education/Marigold/6.0	12/15/2016- 6/7/2017	New LT Position
Hess, Colleen	Elementary Guidance Specialist/ Marigold/2.5	12/9/2016	Vacated Position
Kearns, Mary	IA-Special Education/Citrus/3.0	12/9/2016	Vacated Position
Miller, Stephanie	IPS-Classroom/Emma Wilson/5.5	1/9/2017	Vacated Position
Newton, Mathilda	IA-Special Education/PVHS/5.0	1/9/2017	Vacated Position
Ordorica, Christina	Administrative Specialist/ Human Resources/8.0	12/28/2016	Vacated Position
Reise, Marcy	Campus Supervisor/CJHS/.5	1/9/2017	New Position
Rios, Rebecca	IPS-Healthcare/Parkview/6.0	12/19/2016	Vacated Position
Rothi, Antonia	Preschool Assistant/Chapman/8.0	1/5/2017	New Position
Soulliere, Diana	Office Assistant Elementary Attendance/Citrus/4.0	1/9/2017	Vacated Position
Thayer, Olivia	IPS-Classroom/MJHS/3.0	1/11/2017	Vacated Position
Thomas Melly, Megan	IPS-Healthcare/LCC/6.0	12/19/2016	Vacated Position
Vang, Tou	IPS-Classroom/Loma Vista/4.0	1/9/2017	Vacated Position
Vinson, Donna	Campus Supervisor/MJHS/1.0	12/21/2016	New Position
Wood, Rose	School Bus Driver-Type 2/	12/15/2016	Vacated Position

	Transportation/4.0		
Yang, Gregory	LT IPS-Classroom/Loma Vista/5.0	1/9/2017- 2/18/2017	During Absence of Incumbent
PROMOTION			
Catren, Michael	Sr Custodian/BJHS/8.0	1/9/2017	Vacated Position
Costello, Sean	Network Analyst/Info Tech/8.0	12/21/2016	Vacated Position
Kruger, Jaclyn	Business Manager/Business Office/8.0	1/3/2017	New Position
Novak, Deborah	Sr Office Assistant/PVHS/8.0	12/13/2016	Vacated Position
Sealey, Angie	Licensed Vocational Nurse/ Loma Vista/4.0	1/9/2017	New Position
LEAVE OF ABSENCE			
Bodnar, Charlotte	IPS-Healthcare/LCC/6.0	2/19/2017- 6/7/2017	Per CBA 5.12
Browne, Arthur	Sr Custodian/Loma Vista/8.0	1/24/2017- 2/28/2017	Per CBA 5.1
Jackson, Mark	IA-Special Education/CHS/6.5	3/25/2017- 4/3/2017	Per CBA 5.3.3
O'Kelley, Conner	IPS-Classroom/MJHS/6.0	1/9/2017-6/7/2017	Per CBA 5.12
Walsh, Kristina	Instructional Assistant/Citrus/3.5	12/23/2016- 6/7/2017	Per CBA 5.12
RESIGNATION/TERMINATION			
Ayala, Paola	IA-Special Education/CHS/2.5	12/2/2016	Voluntary Resignation
Bean, Emily	Parent Classroom Aide-Restr/ Hooker Oak/3.0	12/31/2016	Voluntary Resignation
Brown, Jeffrey	Custodian/CHS/8.0	12/15/2016	Voluntary Resignation
Chanturai-Woelbing, Sheviya	Elementary Guidance Specialist/ Sierra View/3.5	1/23/2017	Voluntary Resignation
Fitzstevens, Kyle	IPS-Classroom/CHS/6.0	1/6/2017	Voluntary Resignation
Greenwalt, Sean	School Bus Driver-Type 2/ Transportation/5.3	12/16/2016	39-Mo Re-employ List
Kirk, Sarena	LT IPS-Healthcare/LCC/6.0	1/13/2017	Voluntary Resignation
Krause, Michelle	IPS-Classroom/PVHS/6.5	1/2/2017	Voluntary Resignation
Novara, Ronald	School Bus Driver-Type 2/ Transportation/7.7	1/4/2017	PERS Retirement
RESIGNED ONLY POSITION LISTED			
Catren, Michael	Custodian/CHS/8.0	1/8/2017	Promotion
Costello, Sean	Computer Technician/Info Tech/8.0	12/20/2016	Promotion
Kruger, Jaclyn	Director-Fiscal Services/ Business Office/8.0	1/2/2017	Promotion
Newton, Mathilda	IPS-Visually Impaired/CHS/6.5	1/8/2017	Trans w/Decrease in Hours
Novak, Deborah	Office Assistant/PVHS/4.0	12/12/2016	Promotion
Thomas Melly, Megan	IPS-Healthcare/Loma Vista/5.5	12/18/2016	Trans w/Increase in Hours