

Contract Number:

1



Lawns Made Perfect®

## **LANDSCAPING PROPOSAL**

***Piner HS***

***PREPARED FOR: VPCS***

***Date 1/21/25***

## **Heavenly Greens**

*370 Umbarger Road*

*San Jose, CA 95111*

*Proposal Prepared By:*

*Steve Taylor*

*Cell Phone: 408-595-2105*

*Phone office: 408-600-2191*

*Fax: (408) 723-4952*

*E-Mail: [Staylor@heavenlygreens.com](mailto:Staylor@heavenlygreens.com)*

*Contractor License: 923094*

**CMAS Contract Number: 4-06-78-0031A**

**CMAS Expiration Date: 8/6/2026**



# Scope of Work

## G-Wing Courtyard Turf

### SITE PREPARATION & INSTALLATION: Area at School Classrooms

1. Heavenly Greens to install 94 ft of 2x4 composite nailer board.
2. Heavenly Greens to install 500 sqft of gopher wire to bare subgrade
3. Heavenly Greens to supply, and install up to 4" of permeable base rock for up to 500 sqft.
4. Heavenly Greens to install 500 sqft of Command Core artificial turf by Fieldturf complete with silica sand infill.
5. Includes prevailing wages.

### PRICING

Primary Scope- Assumes area will be graded to no more than 5" down from finished concrete edge			
ITEM	CMAS PRICE	QUANTITY	TOTAL
Gopher Wire	\$2.46	500 SF	\$1,230.00
Stabilized Crushed Stone Base	\$6.49	500 SF	\$3,245.00
Command CORE (Includes Infill)	\$14.08	500 SF	\$7,040.00
2"x 4" Composite Nailer Board	\$17.25	94 LF	\$1,621.50
<b>Subtotal</b>			<b>\$13,136.50</b>
10% contingency			\$1,313.65
Bond			\$289.00
<b>Scope Total</b>			<b>\$14,739.15</b>

- Our current **installation lead-time is approximately 4-8 weeks** - Contract signature date is used for lead-time scheduling purposes.
- 35% security deposit due at signing. 50% of remainder is due at start of job. Remainder due upon completion
- Scheduling will take place upon receipt of Purchase Order or receipt of this signed proposal and or contract accepting terms and authorizing work.  
Installations will not be started until deposit has been received and if a start of

- work/material check is required this must be received by the first workday.
- Pricing for the turf installation is based on a **Service Contract** and is valid for 60 days.
  - Any changes to this proposal/contract must be done so in writing with a change order.
  - Heavenly Greens portion of this project includes only those items listed above. Any additional work or requirements will result in additional cost.
  - Heavenly Greens is not responsible for permits or fees other than those negotiated in “scope of work” agreement.
  - Work must be performed during normal work hours. Any requirements to perform installations outside normal work hours including Saturdays will be at an additional charge.
  - Work stopped for any reason by client and Heavenly Greens crew has to return on a later date, there will be an additional charge for remobilization.
  - Heavenly Greens is not responsible for any crane lifts or traffic control need to load material unless expressly negotiated.
  - Heavenly Greens is not responsible for any work relating to moisture barrier.
  - There have been random cases of artificial turf being melted by highly reflective surfaces such as low-e window. Heavenly Greens does not warranty this damage should it occur.

**Company:** \_\_\_\_\_

**Customer Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Heavenly Greens Representative Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **COMPANY OVERVIEW**

Heavenly Greens has been Northern California's premier synthetic turf dealer for more than 15 years. During that time, Heavenly Greens has performed over 12,000 commercial, residential and military installations, making us the premier provider of synthetic landscaping for the Northern California area. Heavenly Greens only employs professional, experienced and trained personnel to handle sales, installation and customer care for all our landscape improvement projects.

Heavenly Greens provides professional installation to maintain a consistently high level of quality and to protect our customers' investments. Our company uses the latest equipment and offers an outstanding warranty to ensure every installation we complete always looks its best.

## **THE PRODUCT**

The products offered by Heavenly Greens are the same products being used by many military installations, large commercial and institutional complexes, as well as by the National Football League, Professional Baseball, college and high school sports teams. These organizations have done the research on the best turf options for their stringent requirements and have selected FieldTurf.

Heavenly Greens products were designed with a single goal in mind – to create an artificial surface that duplicates the look, feel and working conditions of real grass. After years of research and development, Heavenly Greens is unlike any other artificial turf. Instead of a dense, abrasive rug, the fiber surfaces are soft and silky, just like new blades of grass. People can slide, play, fall and tumble on a unique blend of specially treated polyethylene fibers without fear of abrasions.

### **People & Pet Friendly**

- Looks and Feels Just Like Real Grass
- Long Life Expectancy
- Superior Drainage Capabilities
- Rapid ROI From Water & Maintenance Savings
- Minimal Maintenance Required
- No Harmful Fertilizers or Pesticides Needed
- Non-Allergenic

- Does Not Stain Clothes

## **DEPENDABLE INSTALLATION**

Heavenly Greens is fully insured, licensed and bonded and with 12,000 installations, our crews have extensive experience working on commercial properties and military installations. Plus, our crews will use the proper procedures for gaining access to an installation/job site. Additionally, all Heavenly Greens' employees are required to undergo a rigorous training program before working on any project.

Our patented installation process includes polyethylene blades, and a sand and rubber infill that provides years of grass-like appearance and use, without the regular maintenance of natural grass. Also, 100% of all seams are stapled and glued using adhesives specifically recommended by the manufacturer. Once installed, our products are resistant to temperature extremes, drain quickly (faster than real grass at over 300 inches per hour), and are extremely low-maintenance.

## **ENVIRONMENTAL IMPACT**

Heavenly Greens has made a commitment towards having a positive impact on the environment. We use recycled crumb rubber, which is free of any metallic and polyester residue. Water use is nearly eliminated with Heavenly Greens, as it does not require any irrigation to retain its color and texture. Fuel consumption and noise concerns associated with lawn maintenance will be nonexistent. Heavenly Greens eliminates the need for fertilizers, pesticides or other harmful chemicals that adversely impact our earth's soil. Furthermore, exhaust from 2-cycle mowers and trimmers is reduced or eliminated.

## **Substantial Environmental Benefits**

- Dramatically Improves Water Conservation
- Water & Energy Efficient Landscaping
- Can Assist in Obtaining 12 to 18 LEED Points
- Minimizes Site Disturbance
- Enhances Erosion Control
- Improves Storm Water Management

## **LEED CERTIFICATION**

As a member of the U.S. Green Building Council, Heavenly Greens is proud to offer products that can significantly contribute to an installation's Leadership in Energy and Environmental Design (LEED) Certification. The LEED Green Building Rating System™ is a third-party certification program and the nationally accepted benchmark for sustainable green building and development practices. Heavenly Greens synthetic turf systems are designed to meet stringent LEED criteria and can assist in obtaining 12 to 18 points toward LEED certification. Additionally, all EasyTurf products are made from 100% recyclable materials.

## **CUSTOMER SERVICE GUARANTEE**

Heavenly Greens is a professional synthetic turf company with an outstanding dedication to customer satisfaction. Every installation begins with a free design consultation from one of our professional and knowledgeable design consultants who will provide guidance and recommendations regarding the project.

Each project is overseen by an experienced Heavenly Greens installation foreman. Customers will be advised on arrival times and contacted if schedule changes are necessary. Additionally, all projects are completed in as timely a manner as possible, and the installation area will be left clean with all left over materials removed.

## **WARRANTY**

Heavenly Greens products are warranted for a period of eight (8) years from the date of completed installation against all defects in workmanship and premature wear and tear, provided that the product is properly maintained. The manufacturer warranty provides for an eight (8) year guarantee from ultraviolet degradation due to normal exposure to the sun. Heavenly Greens synthetic lawns are the only products in the industry backed by a third-party insurer.

## **CARING FOR A HEAVENLY GREENS LAWN**

Minimum care is recommended to keep your turf performing as designed and wearing properly. This mostly concerns removing leaves and other debris, which can be done using a leaf rake or power blower. On rare occasions, infill material may be displaced in high-traffic areas or after periods of extreme rainfall and the use of a leaf rake may be necessary to relocate displaced infill.

## **SHOWCASE LOCATIONS**

Heavenly Greens & Field Turf have thousands of commercial and residential installations in the Northern California area with highly visible commercial locations including:

- San Francisco SPCA
- San Jose State University
- Sea Cloud Park Batting Cages – Foster City
- Plantronics, Santa Cruz
- Silicon Valley Humane Society
- Monterey SPCA
- Customer Residence – 5<sup>th</sup> Hole Spyglass Pebble Beach
- The Urban school, San Francisco
- Google Day Care Center
- Santa Clara University
- De Anza College
- Sierra College
- Canada College
- Achiever Christian School
- San Jose Boys & Girls Club
- Monterey Peninsula College
- Monterey SPCA
- And many more... \*

I welcome the opportunity to work with you on this project and any others that you may have in the future. Please feel free to contact me if you have any questions or if I can provide any additional information.

***Best Regards,***

***Steve Taylor***

***Heavenly Greens***

***370 Umbarger Rd***

***San Jose, Ca 95111***

***Cell: 408-595-2105***

***staylor@[heavenlygreens.com](mailto:staylor@heavenlygreens.com)***

***Showroom is opened – (M-F 8- 5:00)***

**\* HEAVENLY GREENS references are available on request. Please visit our website at**

**[www.heavenlygreens.com](http://www.heavenlygreens.com)**

Contract Number:

2

**PROJECT ASSIGNMENT  
(EXHIBIT A TO AGREEMENT FOR ARCHITECTURAL SERVICES)**

This Project Assignment is executed between SANTA ROSA HIGH SCHOOL DISTRICT (“District”) and Quattrocchi Kwok Architects (“Architect”) pursuant to the Master Agreement for Architectural Services (“Agreement”) between the Architect and the District dated July 14, 2023. By this reference, the Agreement is incorporated herein as if set forth in full.

**1. Project Description.**

Architectural Services for the Study of adding temporary portables at secondary sites.

**2. Basic Services.** The Architect will provide the following Basic Services noted below for the above-described Project.

**Basic Services Phases**

- X Schematic Design
- Design Development
- Preliminary Plans Value Engineering
- Preliminary Plans Phase Constructability Review
- Construction Documents
- Construction Drawings Value Engineering
- Construction Drawings Constructability Review
- Bidding
- Construction
- Post-Construction

**Design Consultants Included in Basic Services**

- Structural
- Civil
- On-Site
- Off-Site
- Mechanical
- Plumbing
- Electrical
- Telecommunications/Data
- Landscaping

Other: \_\_\_\_\_

**3. Design Requirements and Deliverables.** If applicable, the Architect will provide a list of all design requirements and deliverables to the District along with this executed Project Assignment. Said list will be attached to this Project Assignment as an exhibit and incorporated by reference herein.

**4. Project Construction Budget.** \_\_\_\_\_ Dollars (\$\_\_\_\_\_)

**5. Architect Services Budget.** \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

**6. Architect Compensation:**

**A. Contract Price.** \$13,000.00 Lump Sum Not to Exceed.

Dated: \_\_\_\_\_

**SANTA ROSA HIGH SCHOOL DISTRICT**

By: \_\_\_\_\_

Title: Associate Superintendent, Business Services

**ARCHITECT: QKA**

By: Kevin Chapin

Title: Principal/Studio Lead



January 15, 2025

Erik Oden  
Executive Director Facilities, Maintenance, and Operations  
Santa Rosa City Schools  
110 Stony Point Rd #210, Santa Rosa, CA 95401

RE: Santa Rosa City Schools High Schools Portable Study  
Project No.: 2444.00  
DSA App No.: N/A

Dear Erik,

Thank you for selecting QKA to provide architectural services for the study of adding temporary portables at all the high schools. These services are to be provided under the terms of our Master Agreement for Architectural Services dated July 14, 2023. We propose the scope of work, compensation and schedule as follows:

***Scope of Work:***

QKA will provide A study of how many temporary portables could be added to each of the five comprehensive high schools. QKA will meet with District staff, create preliminary sketches , review existing site conditions, meet with site staff (if needed) and make final drawings along with updated site capacities.

***Compensation:***

QKA proposes a fixed fee for this work of \$13,000. This includes all reimbursable expenses per the terms of our Master Agreement. The fee will be billed monthly on a percentage of completion

This fee is based on the scope of work and project budget described above. If the scope of work changes significantly from the basis of this proposal QKA will provide a proposal for additional services according to the terms of the Master Agreement.

***Schedule:***

We can begin work on this immediately upon approval of our agreement and propose to complete the study by February 14<sup>th</sup>, 2025.

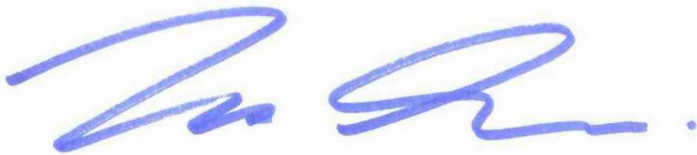
***Exclusions:***

The following scope of work not included in this proposal, but can be provided as an additional service if required:

- Engineering work. It is assumed that Civil and Electrical will be required any projects that come from this study. This could include path of travel improvements, fire water as well as electrical service upgrades to handle additional portable classrooms.
- Cost Estimating. Since this is a high-level study, comprehensive cost estimating will not be provided as part of the study.

We appreciate the opportunity to provide these services to the District. Please let us know if there are any questions or concerns regarding this proposal. If the scope of work, compensation and schedule are acceptable please return a signed copy of this proposal or an agreement for these services.

Sincerely,



Kevin Chapin Architect/LEED AP  
Principal/Studio Lead

cc: Van Pelt Construction Services  
encl. Scope of Services Appendix, Project Assignment form

\_\_\_\_\_  
Erik Oden  
Executive Director Facilities, Maintenance, and Operations

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

# SCOPE OF SERVICES APPENDIX

Tasks and Responsibilities Matrix		-- Provided By --			
Scope of Services		District's Responsibilities	- A/E Team -		
			Basic Services	Additional Services	Not Provided
<b>A.</b>	<b>Project Administration Services (throughout all phases)</b>				
1	Project Team Selection				
	- Selection of District's additional consultants (soils, seismic, geo-hazard, haz-mat, const. mgrs., financing, energy mgmt., schedule & claims analysts, legal, financing, inspectors, others.)				X
	- Coordination of District's additional consultants				X
2	Project Communications				
	- Develop / implement a Community Relations & Public Information plan	X			
	- Special school board presentations & community meetings			X	
	- Special status reports to Board & Oversight Committee			X	
	- Establish & maintain web page			X	
3	Project Administration meetings				
	- As required for A/E basic services		X		
	- Other than required for A/E basic services			X	
4	Agency consultations / approvals				
	- Local Fire Marshal				X
	- State Office of Reg. Services (DSA, SFM)				X
	- State Dept. of Education, School Facilities Planning				X
5	Prepare applications & supporting documents				
	- OPSC funding applications				X
	- Bond issue funding information				X
	- DSA applications				X
<b>B.</b>	<b>Programming, Planning &amp; Evaluation Services</b>				
1	Special investigations				
	- Geotechnical and soils engineering	X			X
	- Hazardous materials reports & studies	X			X
2	Investigation of unknown existing conditions				
	- Property surveys / building measurements (if not available from exist'g drawings)	X			
	- On-site utility studies (locations, condition, capacity, etc)	X			
	- Off-site utility studies (locations, condition, capacity, etc)	X			
3	Comprehensive ADA compliance study			X	
4	Develop detailed program				
	- Educational specifications/program, design criteria & standards				X
	- Detailed space/adjacency programming			X	
	- Food service plan/program				X
	- Equipment program				X
	- Construction cost estimate				X

		-- Provided By --			
		District's Responsibilities	- A/E Team -		
<b>Scope of Services</b>			Basic Services	Additional Services	Not Provided
5	Assistance with environmental, Negative Declaration & EIR studies				
	- Ecological studies and mitigation measures				x
	- Traffic, noise, off-site parking, etc.				x
	- Hearings and community meetings				x
<b>C.</b>	<b>Schematic Design Phase</b>				
1	Review of program and budget				X
2	Field verification of existing conditions				X
3	Code documentation & interpretations				X
4	Schematic site and building plans				X
5	Preliminary sections and elevations				X
6	Preliminary interior elevations of key spaces				X
7	Room data sheets and/or finish schedules				X
8	Preliminary selection of systems & materials				X
9	Develop approximate dimensions & areas				X
10	Preliminary description of engineering systems (mechanical, electrical, civil, structural)				X
11	Outline specifications of major materials, systems and equipment				X
12	Construction cost estimates				X
	- Unit cost estimate				X
	- Detailed cost estimate, value engineering or life-cycle cost analyses				X
13	Presentation models and/or renderings				X
14	In-house constructability reviews				X
15	Building Commissioning				X
<b>D.</b>	<b>Design Development Phase</b>				
1	Code documentation & interpretations				X
2	Plans, sections, interior and exterior elevations				X
3	Development of site plan				X
4	Development of landscape plan				X
5	Typical construction details				X
6	Equipment layouts				X
7	Developed description and drawings of engineering systems (mechanical, electrical, civil, structural)				X
8	Preliminary building specifications				X
9	Preliminary interior design (fixed furniture, furnishings and equipment included within construction contract)				X
10	Furniture, furnishings and equipment <u>not</u> included within construction contract				X
11	Construction cost estimates				
	- Unit cost estimate				X
	- Detailed cost estimate, value engineering or life-cycle cost analyses				X

		-- Provided By --			
		District's Responsibilities	- A/E Team -		Not Provided
<b>Scope of Services</b>			Basic Services	Additional Services	
12	Presentation models and/or renderings				X
13	In-house constructability reviews				X
14	Building Commissioning				X
<b>E.</b>	<b>Construction Documents Phase</b>				
1	Code documentation & interpretations				X
2	Preparation of building construction plans				X
3	Prepare color boards				X
4	Final building specifications				X
5	Furniture, furnishings and equipment				X
	- Included within construction contract				X
	- <u>Not</u> included within construction contract				X
6	Develop detailed documentation on Construction Phasing Program or Multiple Contract Delivery				X
7	Construction cost estimates				X
	- Update of DD phase cost estimate				X
	- Detailed cost estimate, value engineering or life-cycle cost analyses				X
8	Prepare bidding and procurement forms				X
9	Prepare Conditions of the Contract (Divisions 0 & 1)				X
10	Develop Project Manual				X
11	Presentation models and/or renderings				X
12	In-house constructability reviews				X
13	Documentation for verification of green building compliance (CHPS, LEED, etc.)				X
14	Building Commissioning				X
<b>F.</b>	<b>Other Design Services</b>				
1	Hazardous materials identification / determination of mitigation measures				X
2	FF&E design (furnishings & movable equipment)				X
3	Graphic & signage design				X
	- Fire/life safety graphics & signage				X
	- Other graphics & signage				X
4	Mock-Up services (workstations, classroom design, etc.)				X
<b>G.</b>	<b>Bidding Phase Services</b>				
1	Advertisement to potential bidders				X
2	Pre-qualification of bidders				X
3	Pre-bid conferences				X
4	Distribution of bidding documents following agency				X
5	Distribution of special bidding / bidding prior to agency approval / negotiation addenda				X
6	Response to bidders' questions and provide clarifications				X
7	Report / analysis of bidding results				X

		-- Provided By --			
		District's Responsibilities	- A/E Team -		Not Provided
<b>Scope of Services</b>			Basic Services	Additional Services	
8	Bid dispute resolution				X
9	Contract award processing				X
10	Multiple Contract Construction				X
<b>H.</b>	<b>Contract Administration Services</b>				X
1	Plan & manage move-in & out activities including temporary facilities				X
2	Site visits / observations				X
	- Scheduled meetings (at intervals appropriate for progress of work, unless scheduled otherwise)				X
	- Additional meetings				X
3	Review Contractors' safety programs				X
4	Coordination of other construction activities				X
	- Removal of non-conforming portables				X
	- Demolition and/or removal of other structures				X
	- Moving of utilities underground				X
	- Utility hookups				X
5	Multiple contract administration or multiple phase coordination efforts for single project				X
6	Submittals & substitutions				X
	- Review and respond to Contractors' proposed submittal schedules				X
	- Receive, process, distribute submittals, shop drawings, & substitutions				X
	- Review submittals and shop drawings				X
	- Review proposed substitutions				X
	- Review of substitution outside prescribed time period				X
	- Review of redundant submittals				X
7	Requests for Information / Clarifications				X
	- Receive, process & distribute requests				X
	- Evaluate and respond to requests				X
	- Review of information readily available				X
8	Change orders				X
	- Receive, process & distribute Change Orders				X
	- Changes stemming from A/E documents				X
	- Owner and contractor initiated changes				X
	- Review and analyze prices with contractors				X
	- Negotiate prices with contractors				X
9	Testing and inspection administration				X
10	Maintain official construction logs				X
	- Change order log				X
	- Request for Information (RFI) log				X
	- Submittal log				X

		-- Provided By --			
		District's Responsibilities	- A/E Team -		Not Provided
<b>Scope of Services</b>			Basic Services	Additional Services	
11	Construction cost accounting				
	- Maintain records of payments	X			
	- Maintain District construction related costs and budget	X			
	- Coordinate & assemble contractors' payment applications	X			
	- Approve & process contractors' payment applications		X		X
12	Interpretations and decisions				
	- Relating to construction documents/specifications				X
	- Relating to General Conditions				X
13	Project closeout				X
	- Preliminary and final punch lists				X
	- Punch lists in addition to preliminary and final				X
	- Multiple phased punch lists				X
	- Determination of payment withholdings				X
	- Issuance of Certificates of Substantial Completion				X
	- Securing and receipt of sureties				X
	- Receipt & review of warranties & manuals				X
	- Receipt & review of waivers of liens				X
	- Issuance of final Certificates of Payment				X
	- Project closeout with DSA				X
14	Construction tours (students & community)				X
15	Multiple Contract Construction				X
16	Construction administration services 60 days and beyond initial construction duration established by bidding documents.				X
17	Documentation for verification of green building compliance (CHPS, LEED, etc.)				X
18	Building Commissioning				X
<b>I.</b>	<b>Post-Construction &amp; Facility Operation Services</b>				
1	Record Drawings				
	- Develop record drawings				X
	- Review record drawings for completeness				X
	- Compile drawings				X
	- Update contract documents to incorporate changes				X
2	Warranty review (to be defined)				X
3	Detailed analysis or response to Contractor claims not due to fault of Architect				X
4	Staff training (operating & maintaining equipment and systems)				X
5	Post-construction facility reviews (operations & performance review)				X
	- Post occupancy facility review meeting				X
	- Document defects or deficiencies				X
	- Prepare instructions to Contractors for correction of defects				X
6	Documentation for verification of green building compliance (CHPS, etc.)				X



### Certificate Of Completion

Envelope Id: 4159F822-DB0E-43F8-BB69-BA1D2EB4BEED	Status: Completed
Subject: Complete with Docusign: 2_SRHS Portable Study_QKA Architect Project Assignment.docx.pdf	
Source Envelope:	
Document Pages: 11	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Jonette Johnson
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	4707 Mangles Boulevard
	Fairfield, CA 94534
	jonette.johnson@vpcsonline.com
	IP Address: 157.131.81.166

### Record Tracking

Status: Original	Holder: Jonette Johnson	Location: DocuSign
1/21/2025 12:56:32 PM	jonette.johnson@vpcsonline.com	

### Signer Events

Signer Events	Signature	Timestamp
Kevin Chapin	Kevin Chapin	Sent: 1/21/2025 12:57:08 PM
KevinC@qka.com		Viewed: 1/21/2025 1:05:50 PM
Principal/Studio Lead		Signed: 1/21/2025 1:06:45 PM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 107.194.244.17	

**Electronic Record and Signature Disclosure:**  
 Accepted: 1/21/2025 1:05:50 PM  
 ID: 8e320152-255e-42ad-a7be-e9eeb39e841d

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	1/21/2025 12:57:08 PM
Certified Delivered	Security Checked	1/21/2025 1:05:50 PM
Signing Complete	Security Checked	1/21/2025 1:06:45 PM
Completed	Security Checked	1/21/2025 1:06:45 PM

Payment Events	Status	Timestamps
----------------	--------	------------

### Electronic Record and Signature Disclosure

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Van Pelt Construction Services (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Van Pelt Construction Services:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [eric@vpcsonline.com](mailto:eric@vpcsonline.com)

### **To advise Van Pelt Construction Services of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [eric@vpcsonline.com](mailto:eric@vpcsonline.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from Van Pelt Construction Services**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [eric@vpcsonline.com](mailto:eric@vpcsonline.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with Van Pelt Construction Services**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [eric@vpcsonline.com](mailto:eric@vpcsonline.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Van Pelt Construction Services as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Van Pelt Construction Services during the course of your relationship with Van Pelt Construction Services.

Contract Number:

3

Invoice



Arntz Builders, Inc.

431 Payran St.  
Petaluma, CA 94952  
P: 707-835-2900

sam@arntzbuilders.com  
www.arntzbuilders.com

Invoice No.: 2300-106  
Invoice Date: 1/17/2025  
SRCS P.O.# TBD

TO: Santa Rosa City Schools  
Attn: Erik Oden  
110 Stony Point Ave  
Santa Rosa, CA 95401

PROJECT: Santa Rosa Middle School  
500 E St  
Santa Rosa, CA 95404

SCOPE: Repair Sink Holes at Santa Rosa Middle School

PROJECT INCLUDES: Saw cut and removal of AC at two sink holes. Remove compromised material, backfill with slurry. prep and pave to match existing.

COST SCHEDULE:	UNIT PRICE
Coordination and Supervision	\$1,500.00
Pothole, Hand dig, Cleanup	\$5,000.00
Argonaut Repairs	\$15,082.50

Qualifications:  
Exclusions: N/A

Sub-total	\$21,582.50
O/H & P	\$3,237.38
B&I	\$496.40
<b>TOTAL</b>	<b>\$25,316.27</b>

Thank you for your business!



# DAILY EXTRA WORK REPORT

Sub: ARGO Bill: 4.0 Job: 2024-022 \$9,755.94

## Santa Rosa City Schools

Contractor Job: 2024-022 - SRCS District Warehouse

Work Performed By: Argonaut Constructors (For Arntz Builders)

Description of Work: SR Middle Sinkhole Repair 12/30/2024

Cost Code **89006-800**

Signed

Report No.

Change Order **003**  
 Billing Number **4.0**  
 Report Date **1/06/2025**  
 Perform Date **12/30/2024**

### Labor Charges

Craft/Level	Employee Name	RT Hrs	OT/DT Hrs	Subs Units	RT Rate	OT/DT Rate	Subs Rate	Extended
L01 LBR LF8	JA Milani	8.00			151.580			1,212.640
L02 LBR LSE	E Cuevas	8.00			104.940			839.520
L03 OE O3	G Hall	8.00			149.460			1,195.680

### Labor Charges

RT Labor **3,247.84**  
 SC 9.00% **292.31**  
 OT/DT Labor **0.00**

### Equipment Charges

Equipment ID	Class	Make	Model	A1	A2	RT Hrs	OT Hrs	RT Rate	OT Rate	Delay Factor	Extended
E01 BH48	LDRRT	DEER	410L			8.00		96.670			773.360
E02 FT02	TRUCK	T&TT	12-20			8.00		62.640			501.120
E03 PT198	TRUCK	T&TT	20-28			8.00		62.640			501.120
E04 PT227	TRUCK	T&TT	06-12			8.00		48.250			386.000

Subtotal Labor **3,540.15**  
 Subsistence **0.00**  
 Other Expenses **0.00**  
 MU 35.00% **1,239.05**  
**Labor Total 4,779.20**

### Material/Specialist Work/Lump Sum or Unit Price Payment

Number	Date	Vendor Name and Description	Units	Unit Price	Extended
M01 87711	12/30/2024	Superior Supplies, Inc. / Tag #307942	2.000 CY	183.00000	366.00
M02 1	12/30/2024	Roy's Sewer Service Inc / Sewer Service Vac Truck 4 Hours	1.000 LS	1,800.00000	1,800.00

### Equipment Charges

Subtotal **2,161.60**  
 MU 15.00% **324.24**  
**Equipment Total 2,485.84**

### Material Charges

Subtotal **2,166.00**  
 MU 15.00% **324.90**  
**Material Total 2,490.90**

**Activity Total 9,755.94**

**Work Total 9,755.94**

### Subcontract Markup

MU 10.00% **975.59**

**Bill Subtotal 10,731.53**

## Argonaut Constructors

Accepted:

Customer:

Date:

Contractor:

Date:

Job Contact: John Carlisle 707-542-4862

**Bill Total + 10,731.53**

# Daily Time and Materials (T&M) Report

**Date:** 12/30/2024

**Foreman:** Milani, Jeffrey (10020)

Argonaut Constructors

## 2024-022 (SRCS District Warehouse Bldg)

89006-800 - SR Middle School Sinkhole Repair - 12/30/24

Quantity: 0.5 TM

### Notes:

Saw cut and remove AC in two locations. Use vac truck to remove all loose material down to solid material about 8 feet found no broken pipes backfilled with slurry. Second location found broken 4" pipe after video of pipe found it abandoned at both ends abandoned with cement on both sides.

Superior supplies 2 sack slurry 2 yards #307942

Roys sewer service vac truck 4HRS No tag number

Labor	Hours
10020 - Milani, Jeffrey	8
10021 - Cuevas, Enrique	8
10045 - Hall, Gilbert	8

Total Labor Hours: 24

Equipment	Hours
BH48 - 2017 JD 410L Rubber Tire BH	8
FT02 - 2019 Ford F550XL Flat Truck	8
PT198 - 2019 Intl 4300 Flatbed	8
PT227 - 2023 Chevrolet Silverado 2500H	8

Total Equipment Hours: 32



Argonaut

INVOICE

225604

GIL  
Job# 2024-22



P.O. Box 658 • Cotati, CA 94931  
Calif. Contractor's Lic. #491815

BILL TO	ARGONAUT	DATE	12/30/24
ADDRESS	SANTA ROSA MIDDLE SCHOOL	PHONE	707-4784598
JOB NAME AND LOCATION	HYDRO EXC.	<input type="checkbox"/> REG. TIME	
OPERATOR	RICH/MATT.	<input type="checkbox"/> OVERTIME	

QUANT.	DESCRIPTION OF WORK AND MATERIALS USED	PRICE	AMOUNT
	VACTRUCIL		
	HYDRO EXCAVATING TO LOCATE WATER PIPE.		
	(4 hrs)		
	JOB# 2024-022		

\$10.00 charge on all returned checks.

Balance due and payable within ten (10) days.

Finance charge of 1 1/2% per month, or an annual rate of 18% is applied to past due balance.

Signature

*[Handwritten Signature]*

I hereby acknowledge the satisfactory completion of the above described work.

NOVATO: (415) 892-5480  
 SAN RAFAEL: (415) 456-2320  
 MILL VALLEY: (415) 381-0256  
 PETALUMA: (707) 763-0226  
 COTATI: (707) 795-5656

TOTAL MATERIALS	
TAX	
TOTAL LABOR	
TOTAL AMT.	1,800 --

SUPERIOR SUPPLIES INC.  
 READY-MIX CONCRETE  
 40 RIDGEWAY AVENUE  
 SANTA ROSA, CALIFORNIA 95401  
 TELEPHONE: (707) 546-7864, FAX (707) 546-2106

SALES INVOICE

SOLD TO: ARGONAUT CONSTRUCTION  
 PO BOX 639  
 SANTA ROSA CA 95402

CUST ACCT: 7  
 INVOICE DATE 12-30-2024  
 INVOICE NO: 87711  
 PROJECT:  
 DEL ADD: ucart  
 P.O. NUMBER: 2024-022

ZONE CODE:

\*\*\*\*\*

TICKET DATE	PRODUCT CODE	PRODUCT DESCRIPTION	PLANT	TICKET	QUANTITY	PRICE	EXTENDED PRICE
12-30-2024	2S	2SK SAND	1	307942	2.00 cy	183.00	366.00

DISCOUNT ALLOWED ONLY IF INVOICE IS PAID IN FULL BY: 01-10-2025

\*\*\*\*\*

DISCOUNT AVAIL	TOTAL QUANTITY	SUB TOTAL	SALES TAX	INVOICE TOTAL
2.00	2.00 cy	366.00	33.86	399.86



# SUPERIOR SUPPLIES, INC.

## READY-MIX CONCRETE

40 RIDGEWAY AVENUE • SANTA ROSA, CALIFORNIA 95401

TELEPHONE:  
(707) 546-7864  
(707) 546-7865  
FAX (707) 546-2106

### DELIVERY

IN THE EVENT OF DELIVERY BEYOND THE CURB LINE, THE UNDERSIGNED ASSUMES LIABILITY AND RESPONSIBILITY FOR AUTHORIZING THE TRUCK(S) OF SUPERIOR SUPPLIES, INC. TO TRAVEL ON THE JOB SITE PREMISES OF PROPERTY ADJACENT THERETO AS A MEANS OF ACCESS TO THE DISCHARGE AREA AND SHALL INDEMNIFY AND HOLD HARMLESS SUPERIOR SUPPLIES, INC. AND ITS EMPLOYEES FROM ANY LOSS, COST, DAMAGE, OR EXPENSE IN MAKING DELIVERY AS AUTHORIZED AND DIRECTED.

### "NOTICE"

"UNDER THE MECHANICS' LIEN LAW (CALIF. CODE OF CIVIL PROCEDURE SECTION 8200 ET. SEQ.) ANY CONTRACTOR, SUBCONTRACTOR, LABORER, SUPPLIER OR OTHER PERSON WHO HELPS TO IMPROVE YOUR PROPERTY BUT IS NOT PAID FOR OR SUPPLIES, HAS A RIGHT TO ENFORCE CLAIM AGAINST YOUR PROPERTY, THIS MEANS THAT AFTER A COURT HEARING, YOUR PROPERTY COULD BE SOLD BY A COURT OFFICER AND THE PROCEEDS OF THE SALE USED TO SATISFY THE INDEBTEDNESS. THIS CAN HAPPEN EVEN IF YOU HAVE PAID YOUR OWN CONTRACTOR IN FULL, IF THE SUBCONTRACTOR, LABORER, OR SUPPLIER REMAINS UNPAID."

### TERMS

A FINANCE CHARGE OF 1 1/2% PER MONTH (18% PER ANNUM) WILL BE CHARGED ON ALL ACCOUNTS OVER 30 DAYS. IF LEGAL ACTION IS INSTITUTED TO ENFORCE THE TERMS OF THIS AGREEMENT, THE PREVAILING PARTY SHALL RECOVER ALL LEGAL FEES AND COSTS INCURRED THEREBY. RECEIVER AGREES TO ACCEPT RESPONSIBILITY FOR REDUCED STRENGTH DUE TO ADDED WATER ABOVE DESIGN REQUIREMENTS.

CAUTION! FRESHLY MIXED CEMENT, MORTAR, GROUT, OR CONCRETE MAY CAUSE SKIN IRRITATION. AVOID DIRECT CONTACT WHERE POSSIBLE AND WASH EXPOSED SKIN AREAS PROMPTLY WITH WATER.

SLUMP PLACED		ESTIMATE	<p style="font-size: small;">"UNDER THE MECHANICS' LIEN LAW (CALIF. CODE OF CIVIL PROCEDURE SECTION 8200 ET. SEQ.) ANY CONTRACTOR, SUBCONTRACTOR, LABORER, SUPPLIER OR OTHER PERSON WHO HELPS TO IMPROVE YOUR PROPERTY BUT IS NOT PAID FOR OR SUPPLIES, HAS A RIGHT TO ENFORCE CLAIM AGAINST YOUR PROPERTY, THIS MEANS THAT AFTER A COURT HEARING, YOUR PROPERTY COULD BE SOLD BY A COURT OFFICER AND THE PROCEEDS OF THE SALE USED TO SATISFY THE INDEBTEDNESS. THIS CAN HAPPEN EVEN IF YOU HAVE PAID YOUR OWN CONTRACTOR IN FULL, IF THE SUBCONTRACTOR, LABORER, OR SUPPLIER REMAINS UNPAID."</p> <p style="text-align: center;"><b>TERMS</b></p> <p>A FINANCE CHARGE OF 1 1/2% PER MONTH (18% PER ANNUM) WILL BE CHARGED ON ALL ACCOUNTS OVER 30 DAYS. IF LEGAL ACTION IS INSTITUTED TO ENFORCE THE TERMS OF THIS AGREEMENT, THE PREVAILING PARTY SHALL RECOVER ALL LEGAL FEES AND COSTS INCURRED THEREBY. RECEIVER AGREES TO ACCEPT RESPONSIBILITY FOR REDUCED STRENGTH DUE TO ADDED WATER ABOVE DESIGN REQUIREMENTS.</p> <p style="color: red; font-weight: bold; font-size: small;">CAUTION! FRESHLY MIXED CEMENT, MORTAR, GROUT, OR CONCRETE MAY CAUSE SKIN IRRITATION. AVOID DIRECT CONTACT WHERE POSSIBLE AND WASH EXPOSED SKIN AREAS PROMPTLY WITH WATER.</p>				LEAVE PLANT
LOAD TESTED		YES					ARRIVE JOB
TESTED BY		NO					START POUR
CYLINDERS TAKEN		YES					LEAVE JOB
CUSTOMER ID		LOT NO.	ARRIVE PLANT				
JOB NUMBER		P.O. NUMBER	BY:	CUSTOMER SIGNATURE <i>Enrique Mever</i>		TIME ON JOB	
SOLD TO		DELIVER TO		DRIVER	ALLOWED TIME		
ARGONAUT CONSTRUCTION		ucart		FOB PLANT	STAND BY TIME		
TICKET		UNIT OF MEASURE		UNIT PRICE	EXTENDED PRICE		
307942		cy		183 <sup>00</sup>			
QUANTITY THIS LOAD	QUANTITY ORDERED	QUANTITY DELIVERED	PRODUCT CODE	PRODUCT DESCRIPTION	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
2	2	2	25	2SK SAND	cy	183 <sup>00</sup>	
TRUCK	LOAD NO.	SLUMP	DUE AT JOB	TIME	DATE	DELIVERY CHARGE	
MT2	1	4-5		13:29	Dec 30, 2024	SUB TOTAL	
SUPERIOR SUPPLIES INC. WEIGHMASTER:				WATER ADDED AT CUSTOMERS REQUEST		TAX	
BJ MICHELLI				GALS/LIT		SUB TOTAL	
DELIVERY INSTRUCTIONS						STAND BY TIME	
JOB DESCRIPTION						GRAND TOTAL	

### BILLING

No. 307942      8

DRUM COUNTER START \_\_\_\_\_ DRUM COUNTER STOP \_\_\_\_\_

I certify by my signature below that this is a true and accurate record of my time.

Name Print \_\_\_\_\_

Signature \_\_\_\_\_

This Agreement Is Subject To A Standing Addendum Dated June 23, 2016. By accepting product, Customer agrees to be bound to the the terms of that Addendum.

### WEIGHMASTER CERTIFICATE

THIS IS TO CERTIFY that the above described commodity was weighed, measured or counted by a weighmaster, whose signature is on this certificate, who is a recognized authority of accuracy, as prescribed by Chapter 7 (commencing with Section 12700) of Division 5 of the California Business and Professions Code, administered by the division of Measurement Standards of the California Department of Food and Agriculture.

# DAILY EXTRA WORK REPORT

Sub: ARGO Bill: 5.0 Job: 2024-022 \$3,955.43

<b>Santa Rosa City Schools</b> Contractor Job: 2024-022 - SRCS District Warehouse Work Performed By: Argonaut Constructors (For Arntz Builders) Description of Work: SR Middle School Sinkhole Repair 12/31/2024										Change Order <b>003</b> Billing Number <b>5.0</b> Report Date <b>1/06/2025</b> Perform Date <b>12/31/2024</b>	
Report No.											
<b>Labor Charges</b>										<b>Labor Charges</b>	
Craft/Level	Employee Name	RT Hrs	OT/DT Hrs	Subs Units	RT Rate	OT/DT Rate	Subs Rate	Extended			
L01 LBR LF8	JA Milani	4.00			151.580			606.320	RT Labor	1,623.92	
L02 LBR LSE	E Cuevas	4.00			104.940			419.760	SC 9.00%	146.15	
L03 OE O3	G Hall	4.00			149.460			597.840	OT/DT Labor	0.00	
<b>Equipment Charges</b>										<b>Equipment Charges</b>	
Equipment ID	Class	Make	Model	A1	A2	RT Hrs	OT Hrs	RT Rate	OT Rate	Delay Factor	Extended
E01 BH48	LDRRT	DEER	410L			4.00		96.670			386.680
E02 FT02	TRUCK	T&TT	12-20			4.00		62.640			250.560
E03 PT198	TRUCK	T&TT	20-28			4.00		62.640			250.560
E04 PT227	TRUCK	T&TT	06-12			4.00		48.250			193.000
<b>Material/Specialist Work/Lump Sum or Unit Price Payment</b>										<b>Material Charges</b>	
Number	Date	Vendor Name and Description					Units	Unit Price	Extended		
M01 TAG#42236303	12/31/2024	Vulcan Materials / 1/2" AC 3.12 Ton					3.120 TN	90.00000	280.80	Subtotal	1,080.80
										MU 15.00%	162.12
										Equipment Total	1,242.92
										Subtotal	280.80
										MU 15.00%	42.12
										Material Total	322.92
										Activity Total	3,955.43
										Work Total	3,955.43
										<b>Subcontract Markup</b>	
										MU 10.00%	395.54
										Bill Subtotal	4,350.97
<b>Argonaut Constructors</b>							Accepted:				
							Customer:	Date:			
Job Contact: John Carlisle 707-542-4862							Contractor:	Date:	Bill Total +	<b>4,350.97</b>	

# Daily Time and Materials (T&M) Report

**Date:** 12/31/2024

**Foreman:** Milani, Jeffrey (10020)

Argonaut Constructors

## 2024-022 (SRCS District Warehouse Bldg)

89006-800 - SR Middle School Sinkhole Repair - 12/30/24

Quantity: 0.5 TM

### Notes:

Prep and pave back sink holes

Vulcan materials 1/2" AC 3.12 ton #42236303

### Labor

	Hours
10020 - Milani, Jeffrey	4
10021 - Cuevas, Enrique	4
10045 - Hall, Gilbert	4

Total Labor Hours: 12

### Equipment

	Hours
BH48 - 2017 JD 410L Rubber Tire BH	4
FT02 - 2019 Ford F550XL Flat Truck	4
PT198 - 2019 Intl 4300 Flatbed	4
PT227 - 2023 Chevrolet Silverado 2500H	4

Total Equipment Hours: 16



SHIP TO:  
**FOB TODD ROAD - WES - 1066293**  
**SANTA ROSA WAREHOUSE**  
**VARIOUS LOCATIONS**  
**SANTA ROSA,FOB TODD ROAD**  
**SANTA ROSA,CA,95407**

SOLD TO:  
**ARGONAUT CONSTRUCTORS.**  
**PO BOX 639**  
**SANTA ROSA, CA 95402**

To ensure proper credit, please include remittance or list invoice numbers on your check remittance and send to:  
**Syar Industries,LLC dba Calmat Co**  
**Lockbox 55572**  
**Los Angeles, CA 90074-5572, US**  
**Phone: 1-800-777-8752 or**  
**help@vmcmail.com**

CUSTOMER NO: **94431-213451**  
 INVOICE NO: **2514291**  
 INVOICE DATE: **12/31/2024**  
 INVOICE AMT: **306.07**  
 ORDER: **1066293**  
 DUE DATE: **01/15/2025**

# INVOICE

Invoices not paid according to our credit terms will be assessed a Finance Charge. Customer shall pay all cost of collection including but not limited to a reasonable attorney's fee for services rendered by suit or otherwise in collecting past due invoices.		TAXES:		PERCENT:	AMOUNT:	SALES TAX:	TOTAL PRODUCT:	<b>Pay this AMOUNT:</b>  <b>\$306.07</b>
TOTAL QUANTITY: 3.12		TOTAL LOADS: 1.00		CALIFORNIA 6.00%	16.86	25.27	280.80	
				SONOMA 1.25%	3.51		TOTAL FREIGHT: 0.00	
				AGRICULTURAL PRESERVATION 0.25%	0.70	FEEES: 0.00	TOTAL OTHER: 0.00	
				SONOMA COUNTY TRANSACTIONS 0.50%	1.40			
				OTHER 0.99%	2.80			
SALES REP		PO NUMBER		REF		CONTRACT NO.		TERMS
Nicholaus Holcomb		2024-022						NET 15th PROX - Payable in full by the 15th of each month following month of shipment
INVOICE #	INVOICE DATE	CUSTOMER NUMBER	LOCATION	LOCATION	ORDER	BILL OF LADING	FOB	
2514291	12/31/2024	94431-213451	5033-221	TODD RD SANTA ROSA BATCH HMA	1066293		PICKUP	

TICKET DETAIL						PRODUCT			FREIGHT			ADDED CHARGES			AMOUNT
SHIP DATE	TICKET	VEHICLE	CLASS	PROD CODE	DESCRIPTION	UOM	QTY	PRICE	UOM	QTY	PRICE	UOM	QTY	PRICE	AMOUNT
12/31/2024	42236303	PT198		330900L	1/2" CITY COARSE HMA PG 64-16 LAS	T	3.12	90.00							280.80

**SAVE TIME AND SAVE A TREE WITH EMAIL INVOICE DELIVERY!**  
 Receive your invoice faster and help save the environment by enrolling in our email invoicing service. With email, Invoices are sent in one easy to open file directly to your Inbox. To sign up, contact us at help@vmcmail.com or call us at 1-800-777-8752.

Contract Number:

4



We at PQBids are excited to offer our comprehensive web-based solution for the pre-qualification of prospective bidders. Our automated system is tailored to streamline the process, ensuring that it is compliant, reliable, and efficient.

### **Option 1 Full Service:**

**1 - Year Service: \$15,000**

**2 - Year Service: \$30,000**

**3 - Year Service: \$45,000**

1. Access to PQBids' automated online prequalification platform.
2. Prequalification of contractors using the DIR-approved questionnaire.
3. Conducting interviews for contractors' two previous projects.
4. In-house CPA review of contractors' financials for the past two years.
5. Verification of contractors' surety and accountant release letters.
6. Thorough verification of contractor licenses.
7. Confirmation of contractors' DIR Registration.
8. Visibility of approved contractors on the school district's website.
9. Full technical support.
10. Annual approval of contractors.
11. Districts Maintains its own Appeals procedures.
12. Management support for CUPCAA software.
13. Inclusion of online bidding and advertising.
14. Regular system updates and maintenance.
15. A user-friendly interface for Administrators and Contractors.
16. Customizable features to meet the district's unique needs. (Adder if needed)
17. Real-time data and performance analytics.
18. Continuous customer support.
19. Administrator training on system utilization.
20. Periodic efficiency and effectiveness reviews by PQBids.
21. Assistance in document collection from contractors. Customer Service Dept. 8am-5pm Mon-Friday

**Optional Full Service CUPCCAA Management (Option A):  
Additional \$3,000/Year**

- Verify all contractors' licenses.
- Verify all contractors DIR Registration.
- Verify contractors have the necessary insurance to work.
- We will additionally advertise once a year to designated approved construction trade journals for the districts, inviting all licensed contractors to register as well as all contractors that are already in PQBids database.

**Agreement and Acceptance:**

Please review the terms and conditions on our website, [pqbids.com](http://pqbids.com). *This proposal is valid for 30 days from the date above.* We are eager to assist **the Santa Rosa Unified School District** in establishing a structured and reliable prequalification process.

**For any inquiries or to discuss further, please contact us.**

**Option Selection:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**We appreciate your consideration and look forward to the possibility of collaborating with the Santa Rosa Unified School District.**