



January 6, 2023

Anna Trunnell  
Superintendent  
Santa Rosa Elementary SD  
211 Ridgeway Ave.  
Santa Rosa, CA 95401

Dear Anna:

On February 23, 2022 the State Allocation Board adjusted the Level I Developer Fees to reflect the 2022 RS Means Construction Index. It is important that your District keep its Developer Fee Justification Study current. Attached is an agreement to update your study to reflect the 2022 fee. Please email your signed agreement to [ecunningham@jschreder.com](mailto:ecunningham@jschreder.com) and we will begin the Study process.

We welcome the opportunity to utilize our 40 years of experience to assist the District in meeting its needs and look forward to working with you. Jack Schreder & Associates is an established and recognized educational consulting firm with a proven record in the successful completion of demographic and developer fee studies. For the past forty years, Jack Schreder & Associates has worked with districts throughout California to obtain construction and modernization funds, complete facilities plans, prepare student generation studies, and implement local funding programs which include mitigation and bond measures. The districts for which we have provided services represent a wide cross section of California school districts.

Please feel free to call or email if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elona Cunningham', written over a light-colored rectangular background.

Elona Cunningham

Attachment

**PROPOSAL/AGREEMENT TO PREPARE  
DEVELOPER FEE JUSTIFICATION STUDY  
for  
SANTA ROSA ELEMENTARY SCHOOL DISTRICT**

Prepared by:

Jack Schreder & Associates, Inc.  
2230 K Street  
Sacramento, California 95816  
(916) 441-0986

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## PURPOSE OF PROJECT

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The objective of this project is to determine if a reasonable relationship exists between new residential, commercial, and industrial development and the need for new and/or reconstructed school facilities in the Santa Rosa Elementary School District. The study will be documented to provide the District with the justification necessary to levy developer fees as authorized by Education Code Section 17620. The report will comply with any new legislative requirements to date, including SB 1693 and AB 3081 requirements.

## PROJECT METHODOLOGY

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The project that Jack Schreder & Associates, Inc. is proposing will be comprised of the following separate components:

- Component A:** Projection of the residential, commercial, and industrial development.
- Component B:** Identification of student yield factors for residential, commercial, and industrial development.
- Component C:** Generation of enrollment projections based on natural growth and new residential development.
- Component D:** Identification of existing facility capacity, facility needs, and facility costs based on enrollment projections. Class size reduction implementation may affect District capacity.
- Component E:** Preparation of documentation in compliance with current developer fee law.

## **COMPONENT A**

In order to identify the projected student impact of residential, commercial, and industrial development, it is necessary to assess the impact of development. This component of the study will identify the level of future residential, commercial, and industrial development anticipated to occur in the District.

As required to justify developer fees, the specific steps in this component are:

- Identify approved and tentative development projects on file with the county and city planning departments where applicable.
- Identify development potential for vacant and under-developed land.
- Identify city building densities, current zoning, and master plan designations to establish build-out potentials.
- Provide development projections for single family residential and multiple family residential development. Provide projections of commercial and industrial development by category.
- Determine the development impact on the District when pre-existing dwelling units are demolished and replaced by reconstructed dwelling units as it occurs within the District boundaries.
- Project fee revenues for residential, commercial and industrial based on the current maximum fee.

*District responsibility: Provide information regarding current and future projected residential development known to the District.*

## **COMPONENT B**

State default student yields will be utilized or student generation rates (SGR's) will be calculated to project the student impact of future development. The commercial/industrial SGR's will address employee generation factors, as provided by the San Diego Traffic Generation documentation (17621(e)(1)(B)).

## **COMPONENT C**

Enrollment projections for the District will be provided which are based on the levels of new residential development identified in Component A and the SGR's identified in Component B. The enrollment projections will utilize a cohort survival methodology and proposed residential development where applicable.

*District responsibility: Provide demographic information, including CBEDS enrollment for the current school year. Enrollments must be provided by grade level.*

## **COMPONENT D**

Once the enrollment projections are established, the District's ability to house future enrollments will be analyzed. The capacity of the District facility will be identified and future enrollments will be "loaded" into the facilities to determine if, and when, the capacity at each grade level organization will be exceeded. The effects of class size reduction program implementation will be determined. Costs for providing new facilities will be provided on a per dwelling unit, per student, and per square foot basis.

In addition to establishing the District's future facility needs and costs, the available facility funding sources will be identified.

*District responsibility: Provide a schematic fire drill map or SP1A of each District site, including any closed or unused sites. The schematic should include current class use, District loading policy, and any limitation to housing additional students (classroom use or school site size.) Portable classrooms must be identified for each site, including use, and ownership; if they are leased, terms of lease must be provided.*

## **COMPONENT E**

The information and conclusions identified in Components A through D will be included in a report to be delivered to the District upon completion of the project. The report will comply with the requirements of Education Code Section 17620.

## **CONSULTING FEES**

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Jack Schreder & Associates, Inc. will provide a digital (PDF) draft copy of the report for district review. After the report is finalized, a digital (PDF) final report will be provided to the district. Upon request, bound hard copies will be provided to the district. Jack Schreder & Associates, Inc. will provide step-by-step instructions to implement the fees. Model resolutions and Board policies for the public hearing process and the establishment of developer fees will also be provided.

### **Santa Rosa Elementary SD**

### **Price**

#### **Developer Fee Justification Study**

**\$6825**

*Note: Education Code Section 17620(a)(5) provides that developer fee revenues may be used to pay for the cost of preparing developer fee justification documentation.*

As a courtesy at **no cost to the District**, Jack Schreder & Associates, Inc. will provide a template for your District's 5-year plan as required by Government Code Sections 66006 and 66001. This plan is updated each year and must be available for public review by December 26<sup>th</sup> (180 days after close of previous fiscal year).

Upon the District's request, Jack Schreder & Associates, Inc. will assist the District with completing the plan. The cost for such assistance is \$185/hour, not to exceed 16 hours.

### **Additional Considerations**

- The quoted price does not include attendance at the Board meeting when the report is presented; this is an additional optional cost for the District.
- Visitations to the district following the completion of the draft will be reimbursed to the Consultant in the amount of \$185 an hour including travel time.
- Reproduction costs for bound hard copies of the final report will be reimbursed to the Consultant.
- Express mail expenses will be documented and reimbursed to the Consultant.

## TIME SCHEDULE

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The draft report which will include baseline data regarding District capacity, student yield information, classroom loading policies and class size reduction will be determined within 60 days of a signed agreement and receipt of requested information. The final report will be completed 15 days after receipt of the final draft from the District.

**This agreement is between the Santa Rosa Elementary SD and Jack Schreder & Associates, Inc.**

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Anna Trunnell  
Superintendent  
Santa Rosa Elementary SD



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Elona Cunningham  
Jack Schreder & Associates, Inc.

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Date

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January 6, 2023  
Date

Type text here

## PROFESSIONAL QUALIFICATIONS

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### **Elona Cunningham President**

Ms. Cunningham received her BS in Business Administration with a Minor in Spanish from Menlo College and her English/Spanish Bilingual Multiple Subject Teaching Credential from the University of San Francisco. Her work experience includes five years as a bilingual elementary school teacher in California. Before joining Jack Schreder and Associates in 1997, Ms. Cunningham worked at the corporate offices of J. Crew in New York and the Gap in San Francisco.

Ms. Cunningham has over 25 years of experience with school facility programs. Her experience includes all areas of school facility planning while specializing in securing facilities funding for school districts throughout the State of California. In order to maximize State funding, district's needs are evaluated and all available facility funding options are considered to maximize funding. Over the course of 25 years she has secured facilities funding for over 100 school districts totaling in excess of \$1 billion in facility funding. In order to secure facility funding, regular interaction with relevant State agencies is critical. Through regular communication and a presence in Sacramento, Ms. Cunningham has developed strong relationships with the Department of the State Architect, California Department of Education, and the Office of Public School Construction.

In addition, Ms. Cunningham prepares Level I Developer Fee Justification Studies and Level II School Facility Needs Assessments to assist with the impact of additional students generated from development projects.

### **Tamara Caspar Senior Consultant**

Ms. Caspar joined our firm in 1998 and has been indispensable in tracking and assisting districts with determining new construction and modernization eligibility and funding calculations. With over 24 years of experience serving as a liaison between School Districts, Architects, and State agencies, she is uniquely qualified to secure funding for eligible School Facility Program projects in a timely manner. Ms. Caspar has been successful in securing close to \$1 billion in state funding for California school districts. In addition to her eligibility and funding responsibilities, she has extensive experience with accounting and regulatory compliance, expenditure reporting and School Facility Program audit requirements.

**Liese Olukoya**  
**Funding Specialist-Charter School Facility Program**

Liese Olukoya began her career in the education arena as an instructor, after obtaining a BA and MA in English/Education and CA teaching credentials. Several years later, she transitioned to construction with a CTC from Minneapolis Technical Institute and further studies in CM at UC, Davis. Her focus turned to school construction upon entering State service with the OPSC, serving as a Project Manager for 5 years before moving to CDE School Facilities Division. There she reviewed and approved projects throughout the State, including all CSFP projects. She served as the CDE's charter school facilities specialist for many years, developing charter specific policies and procedures.

Following her departure from State service, she opened LOCFC, a consulting business specializing in this arena. In addition to providing other services, her firm successfully submitted 44 funding applications in the initial CSFP funding round. Of the 50 total projects receiving a Preliminary Apportionment by the SAB in early 2018, 22 were handled by LOCFC.

**Kim Go**  
**Consultant**

Ms. Go earned an Associate's Degree in Business from San Mateo Community College. She has over 10 years of accounting experience with Bay Area school districts, providing expertise in auditing, purchasing, bond reports, budgeting for school construction, parcel tax exemptions and balancing accounts. She began work in facilities and construction programs in 2011. Ms. Go provides our firm assistance with expenditure reporting, substantial progress documents and funding applications as well as general School Facility Program application needs.

**Emily Gallagher**  
**Administrative Assistant/Analyst**

Ms. Gallagher graduated from UC Davis in 2020 with a Major in English and received a Certificate of Outstanding Performance. She has worked in Education for over 6 years, teaching English as a Foreign language and advanced writing skills to Community College Students.

Ms. Gallagher recently joined our firm and is our liaison for the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facilities Grant Program Funding. In addition, she manages and leads our administrative needs while assisting with State eligibility and funding calculations as well as Developer Fee Justification studies.

## CLIENT LIST

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Jack Schreder & Associates, Inc. has worked with the following districts:

### FACILITY FUNDING/ CLASS SIZE REDUCTION

ABC  
Alhambra City Elementary  
Alpaugh Unified  
Antioch Unified  
Archoe Union Elementary  
Apple Valley Unified  
Aromas-San Juan Unified  
Banta Elementary  
Bayshore Elementary  
Bear Valley Unified  
Bellevue Union  
Benicia Unified  
Berkeley Unified  
Biggs Unified  
Big Lagoon  
Big Pine Unified  
Bishop  
Brawley Union Elementary  
Brawley Union High  
Buckeye Elementary  
Burbank Unified  
Butte Valley Unified  
Cabrillo Unified  
Calistoga Joint Unified  
Canyon Elementary  
Caruthers Union Elementary  
Central Union High  
Ceres Unified  
Chatom Union Elementary  
Cloverdale Unified  
Coarsegold Union  
Colusa Unified  
Corcoran Joint Unified  
Corning Union Elementary  
Delano Union Elementary  
Dos Palos Joint Union Elementary  
Eastern Sierra Unified

Empire Union  
Enterprise Elementary  
Escondido Union Elementary  
Etna Union High  
Fairfax Elementary  
Fillmore  
Firebaugh-Las Deltas Unified  
Forestville Union Elementary  
Fort Bragg Unified  
Galt High  
Gateway Unified  
Gonzales Union High  
Grant Elementary  
Grass Valley Elementary  
Greenfield Union Elementary  
Hamilton Union High  
Hart-Ransom Union  
Holtville Unified  
Hughson Union High  
Igo-Ono-Platina Union Elementary  
Imperial Unified  
Janesville Union  
John Swett Unified  
Johnstonville Elementary  
Kenwood Elementary  
Keppel Union  
Kerman Unified  
Kings Canyon Joint Unified  
King City Joint Union High  
King City Union Elementary  
Lassen High  
Laytonville Unified  
Le Grand Elementary  
Lewiston Elementary  
Liberty Elementary  
Linden Unified  
Live Oak Unified  
Lone Pine Unified  
Los Banos Unified  
Los Molinos Unified

Mammoth Unified	Saddleback Valley Unified
Manzanita Elementary	San Benito High
Marysville Joint Unified	San Bruno Park Elementary
McSwain Union Elementary	San Gabriel Unified
Merced City Elementary	San Lorenzo Unified
Middletown Unified	Santa Paula Elementary
Mt. Diablo Unified	Santa Rosa Elementary
Monson-Sultana Joint Union Elem	Santa Rosa High
Moreno Valley Unified	Scotts Valley Unified
Morgan Hill Unified	Selma Unified
Mother Lode Union Elementary	Sequoia High
Napa Valley Unified	Shaffer Union
National	Shasta Union Elementary
Newark Unified	Shasta Union High
North County Joint Union	Shoreline Unified
Elementary	Sierra-Plumas Joint Unified
Oak Grove Union Elementary	Sonora Union High
Oakdale Joint Union High	Soquel Union Elementary
Oakdale Union Elementary	Southern Kern Unified
Oakland Unified	Surprise Valley Joint Unified
Orange Unified	Susanville
Orcutt Union Elementary	Sylvan Union Elementary
Orick Elementary	Tahoe Truckee Unified
Orland Joint Union Elementary	Tulelake Basin Joint Unified
Orland Joint Union High	Tustin Unified
Palo Alto Unified	Ukiah Unified
Patterson Joint Unified	Victor Elementary
Pierce Joint Unified	Vista Unified
Planada Elementary	Washington Unified
Pleasant Ridge Union Elementary	Waterford Elementary
Plumas Unified	Weaver Union
Poway Unified	Weed Union Elementary
Ready Springs Union	West Side Union Elementary
Red Bluff Union Elementary	Western Placer Unified
Reef-Sunset Unified	Williams Unified
Red Bluff Union High	Willits Unified
Redding Elementary	Winters Joint Unified
Rescue Union Elementary	Winton Elementary
Richmond Elementary	Woodland Joint Unified
Rincon Valley Union Elementary	Wright Elementary
River Delta Unified	Yucaipa-Calimesa Joint Unified
Riverbank Unified	
Roseland Elementary	
Roseville Joint Union High	
Ross Valley Elementary	

DEVELOPER FEE STUDIES/YIELD  
STUDIES

Alameda City Unified  
Allensworth Elementary  
Alexander Valley Union Elementary  
Alpaugh Unified  
Alta-Dutch Flat Union Elementary  
Alview – Dairyland Union Elem.  
Alvina Elementary  
Analy Union High  
Anderson Union High  
Anderson Valley Unified  
Antelope Valley Union High  
Apple Valley Unified  
Arcadia Unified  
Arcohe Union Elementary  
Arena Union Elementary  
Armona Union Elementary  
Aromas-San Juan Unified  
Atascadero Unified  
Atwater Elementary  
Bangor Union Elementary  
Banta Elementary  
Bass Elementary  
Bear Valley Unified  
Bella Vista Elementary  
Bellevue Elementary  
Bellevue Union Elementary  
Bellflower Unified  
Belmont-Redwood Shores  
Elementary  
Benicia Unified  
Bennett Valley Union Elementary  
Beverly Hills Unified  
Big Lagoon Union Elementary  
Big Oak Flat-Groveland Unified  
Big Pine Unified  
Big Springs Union Elementary  
Biggs Unified  
Big Valley Joint Unified  
Bishop Union Elementary  
Bishop Joint Union High  
Black Butte Union Elementary  
Black Oak Mine Unified

Blue Lake Union Elementary  
Bogus Elementary  
Bonny Doon Union Elementary  
Bradley Union  
Brawley Union Elementary  
Brawley Union High  
Briggs Elementary  
Brittan Elementary  
Browns Elementary  
Buckeye Elementary  
Buellton Union Elementary  
Burbank Unified  
Butte Valley Unified  
Burlingame Elementary  
Butteville Union Elementary  
Cabrillo Unified  
Cajon Valley Union Elementary  
Calexico Unified  
Calipatria Unified  
Calistoga Joint Unified  
Cambrian Elementary  
Camino Union Elementary  
Camptonville Elementary  
Canyon Union Elementary  
Capay Joint Unified  
Caruthers Unified  
Caruthers Union Elementary  
Caruthers Union High  
Cascade Union Elementary  
Castle Rock Union Elementary  
Castro Valley Unified  
Central Union Elementary  
Central Union High  
Ceres Unified  
Charter Oak Unified  
Chicago Park Elementary  
Chinese Camp Elementary  
Chowchilla Union High  
Chualar Union Elementary  
Cinnabar Elementary  
Clay Joint Elementary  
Clear Creek Elementary  
Cloverdale Unified  
Coffee Creek Elementary  
Cold Spring Elementary

Columbia Elementary  
Columbia Union  
Colusa Unified  
Corcoran Joint Unified  
Cotati-Rohnert Park Unified  
Cottonwood Union Elementary  
Culver City Unified  
Curtis Creek Elementary  
Covina Valley Unified  
Delano Joint Union High  
Delano Union Elementary  
Delphic Elementary  
Delta Island Union Elementary  
Delta View Joint Union Elementary  
Denair Unified  
Dinuba Unified  
Dos Palos Oro- Loma Joint Union  
Dublin Unified  
Ducor Union Elementary  
Dunsmuir Elementary  
Dunsmuir Joint Union High  
Durham Unified  
East Nicolaus Joint Union High  
El Centro Elementary  
El Dorado Union High  
Emery Unified  
Enterprise Elementary  
Esparto Unified  
Etna Union High  
Eureka City Elementary  
Exeter Union Elementary  
Exeter Union High  
Fallbrook Union Elementary  
Fall River Joint Unified  
Feather Falls Union  
Ferndale Unified  
Fillmore Unified  
Firebaugh-Las Deltas Unified  
Flournoy Union Elementary  
Fontana Unified  
Forestville Union Elementary  
Forks of Salmon Elementary  
Fort Bragg Unified  
Fort Ross Elementary  
Fort Sage Unified

Fortuna Union Elementary  
Franklin Elementary  
French Gulch-Whiskeytown Elem  
Galt Joint Union High  
Gateway Unified  
Gazelle Union Elementary  
Gold Oak Union  
Gold Trail Union  
Golden Hills  
Golden Feather Union  
Gonzales Union High  
Gorman Elementary  
Gorman Unified  
Grant Elementary  
Grant Joint Union High  
Grass Valley Elementary  
Gravenstein Union Elementary  
Grossmont Union High  
Guadalupe Union Elementary  
Gustine Unified  
Grenada Elementary  
Guerneville Elementary  
Hamilton Union Elementary  
Hamilton Union High  
Hanford Elementary  
Hanford Joint Union High  
Happy Valley Union Elementary  
Harmony Union Elementary  
Hart-Ransom Union Elementary  
Hayward Unified  
Healdsburg Unified  
Hilmar Unified  
Holtville Unified  
Hornbrook Elementary  
Howell Mountain Elementary  
Hughes Elizabeth Lakes Union Elem  
Hughson Unified  
Hughson Union High  
Igo, Ono, Platina Union Elementary  
Imperial Unified  
Indian Diggings Elementary  
Indian Springs Elementary  
Irvine Unified  
Island Union Elementary  
Jamestown Elementary

Janesville Union Elementary  
John Swett Unified  
Johnstonville Elementary  
Julian Union High  
Junction Elementary (Shasta)  
Junction Elementary (Siskiyou)  
Kenwood Elementary  
Keppel Union Elementary  
Kerman Unified  
Keyes Union Elementary  
King City Joint Union High  
Kings Canyon Joint Unified  
Kings River Union Elementary  
Kings River-Hardwick Union Elem  
Kingsburg High  
Kingsburg Joint Union Elementary  
Kirkwood Elementary  
Kit Carson Union  
Klamath River Union Elementary  
Knightsen Elementary  
La Honda Pescadero Unified  
Lafayette Elementary  
Laguna Salida Union Elementary  
Lagunitas Elementary  
Lakeport Unified  
Lakeside Union Elementary  
Lake Tahoe Unified  
Lammersville Elementary  
Larkspur Elementary  
Las Lomas Elementary  
Lassen Union High  
Laton Joint Unified  
Latrobe  
Lawndale Elementary  
Le Grand Union Elementary  
Le Grand Union High  
Lemoore Union Elementary  
Lemoore Union High  
Lewiston Elementary  
Liberty Elementary (Petaluma)  
Liberty Elementary (Sonoma)  
Liberty Union High  
Linden Unified  
Lindsay Unified  
Little Shasta Elementary

Live Oak Unified  
Los Alamos Elementary  
Los Banos Unified  
Los Gatos- Saratoga Jt Union High  
Los Molinos Unified  
Los Olivos Elementary  
Lucia Mar Unified  
Lynwood Unified  
Magnolia Union Elementary  
Mammoth Unified  
Manhattan Beach Unified  
Marcum-Illinois Union  
Mariposa County Unified  
Mark West Union  
Martinez Unified  
Marysville Joint Unified  
Maxwell Unified  
McCabe Union Elementary  
McCloud Union Elementary  
McSwain Union Elementary  
Mendocino Unified  
Meadows Union Elementary  
Mendota Unified  
Menlo Park City Elementary  
Meridian Elementary  
Millbrae Elementary  
Millville Elementary  
Milpitas Unified  
Mojave Unified  
Monroe Elementary  
Monson-Sultana Joint Union Elem  
Montague Elementary  
Montebello Elementary  
Montecito Union Elementary  
Monte Rio Union Elementary  
Moreland Elementary  
Morgan Hill Unified  
Morongo Unified  
Mother Lode Union Elementary  
Mountain Union Elementary  
Mt. Diablo Unified  
Mt. Shasta Union  
Mulberry Elementary  
Mupu Elementary  
Napa Valley Unified

Novato Unified	Pollock Pines Elementary
Needles Unified	Portola Valley Elementary
Nevada City	Quartz Valley Elementary
Nevada Joint Union High	Raisin City Elementary
Newark Unified	Ravendale Elementary
New Jerusalem Elementary	Ravenswood City Elementary
Nicasio Elementary	Ready Springs Union
North County Joint Union	Red Bluff Union Elementary
North Cow Creek Elementary	Redding Elementary
Novato Unified	Redondo Beach Unified
Oak Grove Union Elementary	Reed Union Elementary
Oak Run Elementary	Reef Sunset Unified
Oakdale Joint Union High	Richfield Elementary
Oakdale Unified	Richgrove Elementary
Oakdale Union Elementary	Richmond Elementary
Oakland Unified	Rincon Valley Union Elementary
Oak View Union Elementary	Riverbank Unified
Ojai Unified	River Delta Unified
Old Adobe Union Elementary	Roberts Ferry Union Elementary
Orchard	Robla Elementary
Orcutt Union Elementary	Rockford Elementary
Orinda Union Elementary	Roseland Elementary
Orland Joint Unified	Ross Valley
Orland Joint Union Elementary	Rowland Unified
Orland Joint Union High	Sacramento City Unified
Oroville City Elementary	Saddleback Valley Unified
Oroville Union High	San Antonio Union Elementary
Pacheco Union Elementary	San Carlos Elementary
Pacific Grove Unified	San Bruno Park Elementary
Pacific Union Elementary	San Juan Union Elementary
Palermo Union	San Lorenzo Unified
Palmdale Elementary	San Lorenzo Valley Unified
Palo Alto Unified	San Lucas Union Elementary
Patterson Unified	San Mateo-Foster City
Pierce Joint Unified	San Mateo Union High
Piner-Olivet Union Elementary	San Rafael City Elementary
Pioneer Union Elementary	San Rafael City High
Pittsburg Unified	San Ramon Valley Unified
Placerville Union Elementary	Santa Clara Unified
Plainsburg Union Elementary	Santa Cruz City Elementary
Planada Elementary	Santa Cruz City High
Pleasant Ridge Union Elementary	Santa Maria Joint Union High
Pleasant View Elementary	Santa Maria-Bonita
Plumas Unified	Santa Paula Elementary
Point Arena Joint Union High	Saratoga Union Elementary

Sausalito Elementary  
Sausalito Marin City  
Sawyers Bar Elementary  
Scotts Valley Unified  
Sebastopol Union Elementary  
Seeley Union Elementary  
Seid Unified  
Selma Unified  
Sequoia Union High  
Shaffer Union Elementary  
Shasta Lake Union Elementary  
Shasta Union Elementary  
Shasta Union High  
Sierra-Plumas Joint Unified  
Siskiyou Union High  
Snowline Joint Unified  
Soledad Unified  
Somis Union Elementary  
Sonora Elementary  
Sonora Union  
Sonora Union High  
Soquel Union Elementary  
Soulsbyville Elementary  
South Bay Union Elementary  
South Pasadena Unified  
South San Francisco Unified  
Standard Elementary  
Stanislaus Union Elementary  
Strathmore Union Elementary  
Summerville Elementary  
Summerville High  
Sunol Glen Unified  
Surprise Valley Joint Elementary  
Susanville  
Sutter Union High  
Tamalpais Union High  
Tehachapi Unified  
Temple City Unified  
Thermalito Union  
Traver Joint Elementary  
Tres Pinos Union Elementary  
Trinity Union High  
Twain Harte-Long Barn Union  
Twin Hills Union Elementary  
Twin Ridges Elementary

Ukiah Unified  
Union Hill Elementary  
Visalia Unified  
Washington Union Elementary  
Washington Union High  
Weaver Union Elementary  
Weaverville Elementary  
Weed Union Elementary  
West Contra Costa Unified  
West Covina Unified  
West Fresno Elementary  
Western Placer Unified  
Westmorland Union Elementary  
Westwood Unified  
Whisman Elementary  
Whitmore Union Elementary  
Williams Unified  
Willits Unified  
Willow Creek Elementary  
Willow Grove Union Elementary  
Willows Unified  
Wilmar Union Elementary  
Winton Elementary  
Wiseburn Elementary  
Woodland Joint Unified  
Woodside Elementary  
Wright Elementary  
Yreka Union Elementary  
Yreka Union High  
Yuba City Unified

#### DEMOGRAPHIC/FACILITY PLANS

Alameda Unified  
Banta Elementary  
Bellflower Unified  
Bellevue Union Elementary  
Big Oak Flat-Groveland Unified  
Biggs Unified  
Big Valley Joint Unified  
Black Oak Mine Unified  
Brawley Elementary  
Brawley Union High  
Brittan Elementary  
Calistoga Joint Unified

Chico Unified  
Columbia Elementary  
Corning Union Elementary  
Delano Union Elementary  
Dos Palos Oro-Loma Joint Unified  
Dublin Unified  
Edison Elementary  
Esparto Unified  
Firebaugh-Las Deltas Unified  
Fort Bragg Unified  
Fort Sage Unified  
Galt Joint Union High  
Gateway Unified  
Glenn County Office of Education  
Golden Plains Unified  
Hamilton Union Elementary  
Hamilton Union High  
Happy Valley Union Elementary  
Hart-Ransom Union Elementary  
Hayward Unified  
Healdsburg Unified  
Imperial Unified  
Irvine Unified  
Jamestown Elementary  
Janesville Union  
John Swett Unified  
Johnstonville Elementary  
Kerman Unified  
Kings River Union Elementary  
Kingsburg Joint Union High  
Lassen High  
Le Grand Union High  
Los Banos Unified  
Mariposa County Unified  
Mark West Union  
Martinez Unified  
Moraga Elementary  
Morgan Hill Unified  
Mountain View Whisman  
Napa Valley Unified  
Norwalk-La Mirada Unified  
North Monterey County Unified  
Oakdale Unified  
Oakdale Joint Unified  
Orcutt Union Elementary

Orland Joint Unified  
Pacheco Union Elementary  
Patterson Unified  
Pierce Unified  
Plumas Unified  
Redondo Beach Unified  
Richmond Elementary  
Rincon Valley Union Elementary  
Riverbank Unified  
Robla Elementary  
Roseland Elementary  
Ross Valley Elementary  
Saddleback Valley Unified  
Saint Helena Unified  
San Carlos Elementary  
San Ramon Valley Unified  
West Contra Costa Unified  
West Covina Unified  
West Fresno Elementary  
Western Placer Unified  
Westmorland Union Elementary  
Westwood Unified  
Whisman Elementary  
Whitmore Union Elementary  
Williams Unified  
Willits Unified  
Willow Creek Elementary  
Willow Grove Union Elementary  
Willows Unified  
Wilmar Union Elementary  
Winton Elementary  
Wiseburn Elementary  
Woodland Joint Unified  
Woodside Elementary  
Wright Elementary  
Yreka Union Elementary  
Yreka Union High  
Yuba City Unified

#### REDEVELOPMENT ANALYSIS

Alameda City Unified  
Calaveras Unified  
Ceres Unified

Delano Union Elementary  
Franklin-McKinley Elementary  
Long Beach Unified  
Lucia Mar Unified  
Oakland Unified  
Riverbank Unified  
Sacramento City Unified

Southwest  
Santa Rosa Schools  
Tehachapi Unified  
Waterford Unified  
West Contra Costa Unified  
Winters Joint Unified



January 6, 2023

Anna Trunnell  
Superintendent  
Santa Rosa High SD  
211 Ridgeway Ave.  
Santa Rosa, CA 95401

Dear Anna:

On February 23, 2022 the State Allocation Board adjusted the Level I Developer Fees to reflect the 2022 RS Means Construction Index. It is important that your District keep its Developer Fee Justification Study current. Attached is an agreement to update your study to reflect the 2022 fee. Please email your signed agreement to [ecunningham@jschreder.com](mailto:ecunningham@jschreder.com) and we will begin the Study process.

We welcome the opportunity to utilize our 40 years of experience to assist the District in meeting its needs and look forward to working with you. Jack Schreder & Associates is an established and recognized educational consulting firm with a proven record in the successful completion of demographic and developer fee studies. For the past forty years, Jack Schreder & Associates has worked with districts throughout California to obtain construction and modernization funds, complete facilities plans, prepare student generation studies, and implement local funding programs which include mitigation and bond measures. The districts for which we have provided services represent a wide cross section of California school districts.

Please feel free to call or email if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elona Cunningham', written over a light-colored rectangular background.

Elona Cunningham

Attachment

**PROPOSAL/AGREEMENT TO PREPARE  
DEVELOPER FEE JUSTIFICATION STUDY  
for  
SANTA ROSA HIGH SCHOOL DISTRICT**

Prepared by:

Jack Schreder & Associates, Inc.  
2230 K Street  
Sacramento, California 95816  
(916) 441-0986

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## PURPOSE OF PROJECT

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The objective of this project is to determine if a reasonable relationship exists between new residential, commercial, and industrial development and the need for new and/or reconstructed school facilities in the Santa Rosa School District. The study will be documented to provide the District with the justification necessary to levy developer fees as authorized by Education Code Section 17620. The report will comply with any new legislative requirements to date, including SB 1693 and AB 3081 requirements.

## PROJECT METHODOLOGY

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The project that Jack Schreder & Associates, Inc. is proposing will be comprised of the following separate components:

- Component A:** Projection of the residential, commercial, and industrial development.
- Component B:** Identification of student yield factors for residential, commercial, and industrial development.
- Component C:** Generation of enrollment projections based on natural growth and new residential development.
- Component D:** Identification of existing facility capacity, facility needs, and facility costs based on enrollment projections. Class size reduction implementation may affect District capacity.
- Component E:** Preparation of documentation in compliance with current developer fee law.

## **COMPONENT A**

In order to identify the projected student impact of residential, commercial, and industrial development, it is necessary to assess the impact of development. This component of the study will identify the level of future residential, commercial, and industrial development anticipated to occur in the District.

As required to justify developer fees, the specific steps in this component are:

- Identify approved and tentative development projects on file with the county and city planning departments where applicable.
- Identify development potential for vacant and under-developed land.
- Identify city building densities, current zoning, and master plan designations to establish build-out potentials.
- Provide development projections for single family residential and multiple family residential development. Provide projections of commercial and industrial development by category.
- Determine the development impact on the District when pre-existing dwelling units are demolished and replaced by reconstructed dwelling units as it occurs within the District boundaries.
- Project fee revenues for residential, commercial and industrial based on the current maximum fee.

*District responsibility: Provide information regarding current and future projected residential development known to the District.*

## **COMPONENT B**

State default student yields will be utilized or student generation rates (SGR's) will be calculated to project the student impact of future development. The commercial/industrial SGR's will address employee generation factors, as provided by the San Diego Traffic Generation documentation (17621(e)(1)(B)).

## **COMPONENT C**

Enrollment projections for the District will be provided which are based on the levels of new residential development identified in Component A and the SGR's identified in Component B. The enrollment projections will utilize a cohort survival methodology and proposed residential development where applicable.

*District responsibility: Provide demographic information, including CBEDS enrollment for the current school year. Enrollments must be provided by grade level.*

## **COMPONENT D**

Once the enrollment projections are established, the District's ability to house future enrollments will be analyzed. The capacity of the District facility will be identified and future enrollments will be "loaded" into the facilities to determine if, and when, the capacity at each grade level organization will be exceeded. The effects of class size reduction program implementation will be determined. Costs for providing new facilities will be provided on a per dwelling unit, per student, and per square foot basis.

In addition to establishing the District's future facility needs and costs, the available facility funding sources will be identified.

*District responsibility: Provide a schematic fire drill map or SP1A of each District site, including any closed or unused sites. The schematic should include current class use, District loading policy, and any limitation to housing additional students (classroom use or school site size.) Portable classrooms must be identified for each site, including use, and ownership; if they are leased, terms of lease must be provided.*

## **COMPONENT E**

The information and conclusions identified in Components A through D will be included in a report to be delivered to the District upon completion of the project. The report will comply with the requirements of Education Code Section 17620.

## **CONSULTING FEES**

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Jack Schreder & Associates, Inc. will provide a digital (PDF) draft copy of the report for district review. After the report is finalized, a digital (PDF) final report will be provided to the district. Upon request, bound hard copies will be provided to the district. Jack Schreder & Associates, Inc. will provide step-by-step instructions to implement the fees. Model resolutions and Board policies for the public hearing process and the establishment of developer fees will also be provided.

### **Santa Rosa High SD**

### **Price**

#### **Developer Fee Justification Study**

**\$10275**

*Note: Education Code Section 17620(a)(5) provides that developer fee revenues may be used to pay for the cost of preparing developer fee justification documentation.*

As a courtesy at **no cost to the District**, Jack Schreder & Associates, Inc. will provide a template for your District's 5-year plan as required by Government Code Sections 66006 and 66001. This plan is updated each year and must be available for public review by December 26<sup>th</sup> (180 days after close of previous fiscal year).

Upon the District's request, Jack Schreder & Associates, Inc. will assist the District with completing the plan. The cost for such assistance is \$185/hour, not to exceed 16 hours.

### **Additional Considerations**

- The quoted price does not include attendance at the Board meeting when the report is presented; this is an additional optional cost for the District.
- Visitations to the district following the completion of the draft will be reimbursed to the Consultant in the amount of \$185 an hour including travel time.
- Reproduction costs for bound hard copies of the final report will be reimbursed to the Consultant.
- Express mail expenses will be documented and reimbursed to the Consultant.

## TIME SCHEDULE

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The draft report which will include baseline data regarding District capacity, student yield information, classroom loading policies and class size reduction will be determined within 60 days of a signed agreement and receipt of requested information. The final report will be completed 15 days after receipt of the final draft from the District.

**This agreement is between the Santa Rosa High SD and Jack Schreder & Associates, Inc.**

\_\_\_\_\_  
Anna Trunnell  
Superintendent  
Santa Rosa High SD

  
\_\_\_\_\_  
Elona Cunningham  
Jack Schreder & Associates, Inc.

\_\_\_\_\_  
Date

\_\_\_\_\_  
January 6, 2023  
Date

## PROFESSIONAL QUALIFICATIONS

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### **Elona Cunningham President**

Ms. Cunningham received her BS in Business Administration with a Minor in Spanish from Menlo College and her English/Spanish Bilingual Multiple Subject Teaching Credential from the University of San Francisco. Her work experience includes five years as a bilingual elementary school teacher in California. Before joining Jack Schreder and Associates in 1997, Ms. Cunningham worked at the corporate offices of J. Crew in New York and the Gap in San Francisco.

Ms. Cunningham has over 25 years of experience with school facility programs. Her experience includes all areas of school facility planning while specializing in securing facilities funding for school districts throughout the State of California. In order to maximize State funding, district's needs are evaluated and all available facility funding options are considered to maximize funding. Over the course of 25 years she has secured facilities funding for over 100 school districts totaling in excess of \$1 billion in facility funding. In order to secure facility funding, regular interaction with relevant State agencies is critical. Through regular communication and a presence in Sacramento, Ms. Cunningham has developed strong relationships with the Department of the State Architect, California Department of Education, and the Office of Public School Construction.

In addition, Ms. Cunningham prepares Level I Developer Fee Justification Studies and Level II School Facility Needs Assessments to assist with the impact of additional students generated from development projects.

### **Tamara Caspar Senior Consultant**

Ms. Caspar joined our firm in 1998 and has been indispensable in tracking and assisting districts with determining new construction and modernization eligibility and funding calculations. With over 24 years of experience serving as a liaison between School Districts, Architects, and State agencies, she is uniquely qualified to secure funding for eligible School Facility Program projects in a timely manner. Ms. Caspar has been successful in securing close to \$1 billion in state funding for California school districts. In addition to her eligibility and funding responsibilities, she has extensive experience with accounting and regulatory compliance, expenditure reporting and School Facility Program audit requirements.

**Liese Olukoya**  
**Funding Specialist-Charter School Facility Program**

Liese Olukoya began her career in the education arena as an instructor, after obtaining a BA and MA in English/Education and CA teaching credentials. Several years later, she transitioned to construction with a CTC from Minneapolis Technical Institute and further studies in CM at UC, Davis. Her focus turned to school construction upon entering State service with the OPSC, serving as a Project Manager for 5 years before moving to CDE School Facilities Division. There she reviewed and approved projects throughout the State, including all CSFP projects. She served as the CDE's charter school facilities specialist for many years, developing charter specific policies and procedures.

Following her departure from State service, she opened LOCFC, a consulting business specializing in this arena. In addition to providing other services, her firm successfully submitted 44 funding applications in the initial CSFP funding round. Of the 50 total projects receiving a Preliminary Apportionment by the SAB in early 2018, 22 were handled by LOCFC.

**Kim Go**  
**Consultant**

Ms. Go earned an Associate's Degree in Business from San Mateo Community College. She has over 10 years of accounting experience with Bay Area school districts, providing expertise in auditing, purchasing, bond reports, budgeting for school construction, parcel tax exemptions and balancing accounts. She began work in facilities and construction programs in 2011. Ms. Go provides our firm assistance with expenditure reporting, substantial progress documents and funding applications as well as general School Facility Program application needs.

**Emily Gallagher**  
**Administrative Assistant/Analyst**

Ms. Gallagher graduated from UC Davis in 2020 with a Major in English and received a Certificate of Outstanding Performance. She has worked in Education for over 6 years, teaching English as a Foreign language and advanced writing skills to Community College Students.

Ms. Gallagher recently joined our firm and is our liaison for the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facilities Grant Program Funding. In addition, she manages and leads our administrative needs while assisting with State eligibility and funding calculations as well as Developer Fee Justification studies.

## CLIENT LIST

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Jack Schreder & Associates, Inc. has worked with the following districts:

### FACILITY FUNDING/ CLASS SIZE REDUCTION

ABC  
Alhambra City Elementary  
Alpaugh Unified  
Antioch Unified  
Archoe Union Elementary  
Apple Valley Unified  
Aromas-San Juan Unified  
Banta Elementary  
Bayshore Elementary  
Bear Valley Unified  
Bellevue Union  
Benicia Unified  
Berkeley Unified  
Biggs Unified  
Big Lagoon  
Big Pine Unified  
Bishop  
Brawley Union Elementary  
Brawley Union High  
Buckeye Elementary  
Burbank Unified  
Butte Valley Unified  
Cabrillo Unified  
Calistoga Joint Unified  
Canyon Elementary  
Caruthers Union Elementary  
Central Union High  
Ceres Unified  
Chatom Union Elementary  
Cloverdale Unified  
Coarsegold Union  
Colusa Unified  
Corcoran Joint Unified  
Corning Union Elementary  
Delano Union Elementary  
Dos Palos Joint Union Elementary  
Eastern Sierra Unified

Empire Union  
Enterprise Elementary  
Escondido Union Elementary  
Etna Union High  
Fairfax Elementary  
Fillmore  
Firebaugh-Las Deltas Unified  
Forestville Union Elementary  
Fort Bragg Unified  
Galt High  
Gateway Unified  
Gonzales Union High  
Grant Elementary  
Grass Valley Elementary  
Greenfield Union Elementary  
Hamilton Union High  
Hart-Ransom Union  
Holtville Unified  
Hughson Union High  
Igo-Ono-Platina Union Elementary  
Imperial Unified  
Janesville Union  
John Swett Unified  
Johnstonville Elementary  
Kenwood Elementary  
Keppel Union  
Kerman Unified  
Kings Canyon Joint Unified  
King City Joint Union High  
King City Union Elementary  
Lassen High  
Laytonville Unified  
Le Grand Elementary  
Lewiston Elementary  
Liberty Elementary  
Linden Unified  
Live Oak Unified  
Lone Pine Unified  
Los Banos Unified  
Los Molinos Unified

Mammoth Unified	Saddleback Valley Unified
Manzanita Elementary	San Benito High
Marysville Joint Unified	San Bruno Park Elementary
McSwain Union Elementary	San Gabriel Unified
Merced City Elementary	San Lorenzo Unified
Middletown Unified	Santa Paula Elementary
Mt. Diablo Unified	Santa Rosa Elementary
Monson-Sultana Joint Union Elem	Santa Rosa High
Moreno Valley Unified	Scotts Valley Unified
Morgan Hill Unified	Selma Unified
Mother Lode Union Elementary	Sequoia High
Napa Valley Unified	Shaffer Union
National	Shasta Union Elementary
Newark Unified	Shasta Union High
North County Joint Union	Shoreline Unified
Elementary	Sierra-Plumas Joint Unified
Oak Grove Union Elementary	Sonora Union High
Oakdale Joint Union High	Soquel Union Elementary
Oakdale Union Elementary	Southern Kern Unified
Oakland Unified	Surprise Valley Joint Unified
Orange Unified	Susanville
Orcutt Union Elementary	Sylvan Union Elementary
Orick Elementary	Tahoe Truckee Unified
Orland Joint Union Elementary	Tulelake Basin Joint Unified
Orland Joint Union High	Tustin Unified
Palo Alto Unified	Ukiah Unified
Patterson Joint Unified	Victor Elementary
Pierce Joint Unified	Vista Unified
Planada Elementary	Washington Unified
Pleasant Ridge Union Elementary	Waterford Elementary
Plumas Unified	Weaver Union
Poway Unified	Weed Union Elementary
Ready Springs Union	West Side Union Elementary
Red Bluff Union Elementary	Western Placer Unified
Reef-Sunset Unified	Williams Unified
Red Bluff Union High	Willits Unified
Redding Elementary	Winters Joint Unified
Rescue Union Elementary	Winton Elementary
Richmond Elementary	Woodland Joint Unified
Rincon Valley Union Elementary	Wright Elementary
River Delta Unified	Yucaipa-Calimesa Joint Unified
Riverbank Unified	
Roseland Elementary	
Roseville Joint Union High	
Ross Valley Elementary	

DEVELOPER FEE STUDIES/YIELD  
STUDIES

Alameda City Unified  
Allensworth Elementary  
Alexander Valley Union Elementary  
Alpaugh Unified  
Alta-Dutch Flat Union Elementary  
Alview – Dairyland Union Elem.  
Alvina Elementary  
Analy Union High  
Anderson Union High  
Anderson Valley Unified  
Antelope Valley Union High  
Apple Valley Unified  
Arcadia Unified  
Arcohe Union Elementary  
Arena Union Elementary  
Armona Union Elementary  
Aromas-San Juan Unified  
Atascadero Unified  
Atwater Elementary  
Bangor Union Elementary  
Banta Elementary  
Bass Elementary  
Bear Valley Unified  
Bella Vista Elementary  
Bellevue Elementary  
Bellevue Union Elementary  
Bellflower Unified  
Belmont-Redwood Shores  
Elementary  
Benicia Unified  
Bennett Valley Union Elementary  
Beverly Hills Unified  
Big Lagoon Union Elementary  
Big Oak Flat-Groveland Unified  
Big Pine Unified  
Big Springs Union Elementary  
Biggs Unified  
Big Valley Joint Unified  
Bishop Union Elementary  
Bishop Joint Union High  
Black Butte Union Elementary  
Black Oak Mine Unified

Blue Lake Union Elementary  
Bogus Elementary  
Bonny Doon Union Elementary  
Bradley Union  
Brawley Union Elementary  
Brawley Union High  
Briggs Elementary  
Brittan Elementary  
Browns Elementary  
Buckeye Elementary  
Buellton Union Elementary  
Burbank Unified  
Butte Valley Unified  
Burlingame Elementary  
Butteville Union Elementary  
Cabrillo Unified  
Cajon Valley Union Elementary  
Calexico Unified  
Calipatria Unified  
Calistoga Joint Unified  
Cambrian Elementary  
Camino Union Elementary  
Camptonville Elementary  
Canyon Union Elementary  
Capay Joint Unified  
Caruthers Unified  
Caruthers Union Elementary  
Caruthers Union High  
Cascade Union Elementary  
Castle Rock Union Elementary  
Castro Valley Unified  
Central Union Elementary  
Central Union High  
Ceres Unified  
Charter Oak Unified  
Chicago Park Elementary  
Chinese Camp Elementary  
Chowchilla Union High  
Chualar Union Elementary  
Cinnabar Elementary  
Clay Joint Elementary  
Clear Creek Elementary  
Cloverdale Unified  
Coffee Creek Elementary  
Cold Spring Elementary

Columbia Elementary  
Columbia Union  
Colusa Unified  
Corcoran Joint Unified  
Cotati-Rohnert Park Unified  
Cottonwood Union Elementary  
Culver City Unified  
Curtis Creek Elementary  
Covina Valley Unified  
Delano Joint Union High  
Delano Union Elementary  
Delphic Elementary  
Delta Island Union Elementary  
Delta View Joint Union Elementary  
Denair Unified  
Dinuba Unified  
Dos Palos Oro- Loma Joint Union  
Dublin Unified  
Ducor Union Elementary  
Dunsmuir Elementary  
Dunsmuir Joint Union High  
Durham Unified  
East Nicolaus Joint Union High  
El Centro Elementary  
El Dorado Union High  
Emery Unified  
Enterprise Elementary  
Esparto Unified  
Etna Union High  
Eureka City Elementary  
Exeter Union Elementary  
Exeter Union High  
Fallbrook Union Elementary  
Fall River Joint Unified  
Feather Falls Union  
Ferndale Unified  
Fillmore Unified  
Firebaugh-Las Deltas Unified  
Flournoy Union Elementary  
Fontana Unified  
Forestville Union Elementary  
Forks of Salmon Elementary  
Fort Bragg Unified  
Fort Ross Elementary  
Fort Sage Unified

Fortuna Union Elementary  
Franklin Elementary  
French Gulch-Whiskeytown Elem  
Galt Joint Union High  
Gateway Unified  
Gazelle Union Elementary  
Gold Oak Union  
Gold Trail Union  
Golden Hills  
Golden Feather Union  
Gonzales Union High  
Gorman Elementary  
Gorman Unified  
Grant Elementary  
Grant Joint Union High  
Grass Valley Elementary  
Gravenstein Union Elementary  
Grossmont Union High  
Guadalupe Union Elementary  
Gustine Unified  
Grenada Elementary  
Guerneville Elementary  
Hamilton Union Elementary  
Hamilton Union High  
Hanford Elementary  
Hanford Joint Union High  
Happy Valley Union Elementary  
Harmony Union Elementary  
Hart-Ransom Union Elementary  
Hayward Unified  
Healdsburg Unified  
Hilmar Unified  
Holtville Unified  
Hornbrook Elementary  
Howell Mountain Elementary  
Hughes Elizabeth Lakes Union Elem  
Hughson Unified  
Hughson Union High  
Igo, Ono, Platina Union Elementary  
Imperial Unified  
Indian Diggings Elementary  
Indian Springs Elementary  
Irvine Unified  
Island Union Elementary  
Jamestown Elementary

Janesville Union Elementary  
John Swett Unified  
Johnstonville Elementary  
Julian Union High  
Junction Elementary (Shasta)  
Junction Elementary (Siskiyou)  
Kenwood Elementary  
Keppel Union Elementary  
Kerman Unified  
Keyes Union Elementary  
King City Joint Union High  
Kings Canyon Joint Unified  
Kings River Union Elementary  
Kings River-Hardwick Union Elem  
Kingsburg High  
Kingsburg Joint Union Elementary  
Kirkwood Elementary  
Kit Carson Union  
Klamath River Union Elementary  
Knightsen Elementary  
La Honda Pescadero Unified  
Lafayette Elementary  
Laguna Salida Union Elementary  
Lagunitas Elementary  
Lakeport Unified  
Lakeside Union Elementary  
Lake Tahoe Unified  
Lammersville Elementary  
Larkspur Elementary  
Las Lomas Elementary  
Lassen Union High  
Laton Joint Unified  
Latrobe  
Lawndale Elementary  
Le Grand Union Elementary  
Le Grand Union High  
Lemoore Union Elementary  
Lemoore Union High  
Lewiston Elementary  
Liberty Elementary (Petaluma)  
Liberty Elementary (Sonoma)  
Liberty Union High  
Linden Unified  
Lindsay Unified  
Little Shasta Elementary

Live Oak Unified  
Los Alamos Elementary  
Los Banos Unified  
Los Gatos- Saratoga Jt Union High  
Los Molinos Unified  
Los Olivos Elementary  
Lucia Mar Unified  
Lynwood Unified  
Magnolia Union Elementary  
Mammoth Unified  
Manhattan Beach Unified  
Marcum-Illinois Union  
Mariposa County Unified  
Mark West Union  
Martinez Unified  
Marysville Joint Unified  
Maxwell Unified  
McCabe Union Elementary  
McCloud Union Elementary  
McSwain Union Elementary  
Mendocino Unified  
Meadows Union Elementary  
Mendota Unified  
Menlo Park City Elementary  
Meridian Elementary  
Millbrae Elementary  
Millville Elementary  
Milpitas Unified  
Mojave Unified  
Monroe Elementary  
Monson-Sultana Joint Union Elem  
Montague Elementary  
Montebello Elementary  
Montecito Union Elementary  
Monte Rio Union Elementary  
Moreland Elementary  
Morgan Hill Unified  
Morongo Unified  
Mother Lode Union Elementary  
Mountain Union Elementary  
Mt. Diablo Unified  
Mt. Shasta Union  
Mulberry Elementary  
Mupu Elementary  
Napa Valley Unified

Novato Unified	Pollock Pines Elementary
Needles Unified	Portola Valley Elementary
Nevada City	Quartz Valley Elementary
Nevada Joint Union High	Raisin City Elementary
Newark Unified	Ravendale Elementary
New Jerusalem Elementary	Ravenswood City Elementary
Nicasio Elementary	Ready Springs Union
North County Joint Union	Red Bluff Union Elementary
North Cow Creek Elementary	Redding Elementary
Novato Unified	Redondo Beach Unified
Oak Grove Union Elementary	Reed Union Elementary
Oak Run Elementary	Reef Sunset Unified
Oakdale Joint Union High	Richfield Elementary
Oakdale Unified	Richgrove Elementary
Oakdale Union Elementary	Richmond Elementary
Oakland Unified	Rincon Valley Union Elementary
Oak View Union Elementary	Riverbank Unified
Ojai Unified	River Delta Unified
Old Adobe Union Elementary	Roberts Ferry Union Elementary
Orchard	Robla Elementary
Orcutt Union Elementary	Rockford Elementary
Orinda Union Elementary	Roseland Elementary
Orland Joint Unified	Ross Valley
Orland Joint Union Elementary	Rowland Unified
Orland Joint Union High	Sacramento City Unified
Oroville City Elementary	Saddleback Valley Unified
Oroville Union High	San Antonio Union Elementary
Pacheco Union Elementary	San Carlos Elementary
Pacific Grove Unified	San Bruno Park Elementary
Pacific Union Elementary	San Juan Union Elementary
Palermo Union	San Lorenzo Unified
Palmdale Elementary	San Lorenzo Valley Unified
Palo Alto Unified	San Lucas Union Elementary
Patterson Unified	San Mateo-Foster City
Pierce Joint Unified	San Mateo Union High
Piner-Olivet Union Elementary	San Rafael City Elementary
Pioneer Union Elementary	San Rafael City High
Pittsburg Unified	San Ramon Valley Unified
Placerville Union Elementary	Santa Clara Unified
Plainsburg Union Elementary	Santa Cruz City Elementary
Planada Elementary	Santa Cruz City High
Pleasant Ridge Union Elementary	Santa Maria Joint Union High
Pleasant View Elementary	Santa Maria-Bonita
Plumas Unified	Santa Paula Elementary
Point Arena Joint Union High	Saratoga Union Elementary

Sausalito Elementary  
Sausalito Marin City  
Sawyers Bar Elementary  
Scotts Valley Unified  
Sebastopol Union Elementary  
Seeley Union Elementary  
Seid Unified  
Selma Unified  
Sequoia Union High  
Shaffer Union Elementary  
Shasta Lake Union Elementary  
Shasta Union Elementary  
Shasta Union High  
Sierra-Plumas Joint Unified  
Siskiyou Union High  
Snowline Joint Unified  
Soledad Unified  
Somis Union Elementary  
Sonora Elementary  
Sonora Union  
Sonora Union High  
Soquel Union Elementary  
Soulsbyville Elementary  
South Bay Union Elementary  
South Pasadena Unified  
South San Francisco Unified  
Standard Elementary  
Stanislaus Union Elementary  
Strathmore Union Elementary  
Summerville Elementary  
Summerville High  
Sunol Glen Unified  
Surprise Valley Joint Elementary  
Susanville  
Sutter Union High  
Tamalpais Union High  
Tehachapi Unified  
Temple City Unified  
Thermalito Union  
Traver Joint Elementary  
Tres Pinos Union Elementary  
Trinity Union High  
Twain Harte-Long Barn Union  
Twin Hills Union Elementary  
Twin Ridges Elementary

Ukiah Unified  
Union Hill Elementary  
Visalia Unified  
Washington Union Elementary  
Washington Union High  
Weaver Union Elementary  
Weaverville Elementary  
Weed Union Elementary  
West Contra Costa Unified  
West Covina Unified  
West Fresno Elementary  
Western Placer Unified  
Westmorland Union Elementary  
Westwood Unified  
Whisman Elementary  
Whitmore Union Elementary  
Williams Unified  
Willits Unified  
Willow Creek Elementary  
Willow Grove Union Elementary  
Willows Unified  
Wilmar Union Elementary  
Winton Elementary  
Wiseburn Elementary  
Woodland Joint Unified  
Woodside Elementary  
Wright Elementary  
Yreka Union Elementary  
Yreka Union High  
Yuba City Unified

#### DEMOGRAPHIC/FACILITY PLANS

Alameda Unified  
Banta Elementary  
Bellflower Unified  
Bellevue Union Elementary  
Big Oak Flat-Groveland Unified  
Biggs Unified  
Big Valley Joint Unified  
Black Oak Mine Unified  
Brawley Elementary  
Brawley Union High  
Brittan Elementary  
Calistoga Joint Unified

Chico Unified  
Columbia Elementary  
Corning Union Elementary  
Delano Union Elementary  
Dos Palos Oro-Loma Joint Unified  
Dublin Unified  
Edison Elementary  
Esparto Unified  
Firebaugh-Las Deltas Unified  
Fort Bragg Unified  
Fort Sage Unified  
Galt Joint Union High  
Gateway Unified  
Glenn County Office of Education  
Golden Plains Unified  
Hamilton Union Elementary  
Hamilton Union High  
Happy Valley Union Elementary  
Hart-Ransom Union Elementary  
Hayward Unified  
Healdsburg Unified  
Imperial Unified  
Irvine Unified  
Jamestown Elementary  
Janesville Union  
John Swett Unified  
Johnstonville Elementary  
Kerman Unified  
Kings River Union Elementary  
Kingsburg Joint Union High  
Lassen High  
Le Grand Union High  
Los Banos Unified  
Mariposa County Unified  
Mark West Union  
Martinez Unified  
Moraga Elementary  
Morgan Hill Unified  
Mountain View Whisman  
Napa Valley Unified  
Norwalk-La Mirada Unified  
North Monterey County Unified  
Oakdale Unified  
Oakdale Joint Unified  
Orcutt Union Elementary

Orland Joint Unified  
Pacheco Union Elementary  
Patterson Unified  
Pierce Unified  
Plumas Unified  
Redondo Beach Unified  
Richmond Elementary  
Rincon Valley Union Elementary  
Riverbank Unified  
Robla Elementary  
Roseland Elementary  
Ross Valley Elementary  
Saddleback Valley Unified  
Saint Helena Unified  
San Carlos Elementary  
San Ramon Valley Unified  
West Contra Costa Unified  
West Covina Unified  
West Fresno Elementary  
Western Placer Unified  
Westmorland Union Elementary  
Westwood Unified  
Whisman Elementary  
Whitmore Union Elementary  
Williams Unified  
Willits Unified  
Willow Creek Elementary  
Willow Grove Union Elementary  
Willows Unified  
Wilmar Union Elementary  
Winton Elementary  
Wiseburn Elementary  
Woodland Joint Unified  
Woodside Elementary  
Wright Elementary  
Yreka Union Elementary  
Yreka Union High  
Yuba City Unified

#### REDEVELOPMENT ANALYSIS

Alameda City Unified  
Calaveras Unified  
Ceres Unified

Delano Union Elementary  
Franklin-McKinley Elementary  
Long Beach Unified  
Lucia Mar Unified  
Oakland Unified  
Riverbank Unified  
Sacramento City Unified

Southwest  
Santa Rosa Schools  
Tehachapi Unified  
Waterford Unified  
West Contra Costa Unified  
Winters Joint Unified

**ADDENDUM TO CONTRACT**

Between

Steve Smith

And

Santa Rosa City Schools

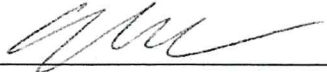
\*\*\*\*\*

This addendum to the original contract with (Steve Smith) approved on (9/14/2022), to provide (SPARQ Observatory Consultant) to Santa Rosa City Schools. *If services are not part of original contract include the new services here.*

The contract, under Item 3. Compensation, is amended to read: District agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to the CONTRACT, a total fee not to exceed \$11,000.00 dollars (\$). This is an increase of \$2,000.00.

IN WITNESS WHEREOF, the parties have executed this addendum on the day and year written February 22, 2023.

Contractor's Name

By: 

Name: Steve Smith

Date: 2/21/23

SANTA ROSA CITY SCHOOL DISTRICT  
(DISTRICT)

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

Lisa Cavin  
Associate Superintendent

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

**ADDENDUM TO CONTRACT**

Between

Blend Education LLC

And

Santa Rosa City Schools

\*\*\*\*\*

This addendum to the original contract with Blend Education LLC approved on (11/09/22 at the BOE), to provide teacher workshop and coaching days with individuals and small groups of teachers to Santa Rosa City Schools. *If services are not part of original contract include the new services here.*

The contract, under Item 3. Compensation, is amended to read: District agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to the CONTRACT, a total fee not to exceed 69,500 dollars (\$). This is an increase of \$ 30,000.

IN WITNESS WHEREOF, the parties have executed this addendum on the day and year written \_\_\_\_\_.

Contractor's Name

By: 

Name: Catlin R. Tucker

Date: 02/28/2023

SANTA ROSA CITY SCHOOL DISTRICT  
(DISTRICT)

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

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

# Blend Education LLC

## SERVICES AGREEMENT

This Services Agreement ("Agreement") is made and effective this 23<sup>rd</sup> day of February 2023 (the "Effective Date"), by and between Santa Rosa City Schools, a public school district located in Santa Rosa, California ("Client") and Blend Education LLC, a California limited liability company with its principal place of business at 3801 Clear Rdg., Santa Rosa, CA 95404 ("Provider").

WHEREAS, Provider leads workshops, seminars and speaking events on blended education and learning technologies (the "Services").

WHEREAS, Client wishes to engage Provider to provide the Services set forth on Exhibit A attached hereto (the "Engagement"), and Provider wishes to perform the Engagement, on such terms and conditions as are set forth in this Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, Client and Provider (each, a "Party," and collectively, the "Parties") agree as follows:

1. Term. The term of this Agreement shall begin on the Effective Date and end on the day following the last day of the Engagement.
2. Engagement. The Engagement shall take place as set forth on Exhibit A.
3. Payment. Client shall be responsible for paying Provider the fee set forth on Exhibit A (the "Engagement Fee"). The Engagement Fee shall be due in full within thirty (30) days following the date of the Engagement. Late payments may incur late fees and/or interest charges. Payments received more than 60 days after the Engagement are subject to a 15% late fee.
4. Costs and Expenses. Client shall reimburse Provider for the following out-of-pocket expenses: N/A.
5. Cancellation.
  - a. By Client. Client may cancel the Engagement by providing written notice to Provider. If Client cancels the Engagement more than two (2) weeks prior to the Engagement and the Engagement Fee has been paid, Client may receive a refund of fifty percent (50%) of the Engagement Fee. If Client cancels the Engagement more than two (2) weeks prior to the Engagement and the Engagement Fee has not been paid, fifty percent (50%) of the Engagement Fee plus reimbursement of any non-refundable travel expenses shall be due and payable to Provider within thirty (30) days following the date that Client provided written notice to Provider. If Client cancels the Engagement less than two (2)

weeks prior to the Engagement, no refunds will be available and the full Engagement Fee plus reimbursement of any non-refundable travel expenses incurred will be due within thirty (30) days of the date that Client provided written notice to Provider. Notwithstanding the foregoing, no penalties or fees shall apply if the Engagement is rescheduled to both party's satisfaction at least thirty (30) days prior to the original date of the Engagement.

- b. By Provider. Provider may cancel the Engagement by providing written notice to Client. If Provider cancels the Engagement and the Engagement Fee has been paid, Provider will refund the Engagement Fee. If Provider cancels the Engagement and the Engagement Fee has not been paid, no Engagement Fee will be due.

6. Intellectual Property Ownership. Title to, sole ownership of, and all rights and interest in Provider's intellectual property, including, without limitation, written materials, presentations, documents, copyrights, video or audio recordings, trademarks, trade names, trade secrets, and other proprietary rights (collectively, "Provider Intellectual Property") shall remain with Provider. Provider grants Client a nonexclusive, revocable, limited license to use the work product developed for the Engagement, which may include handouts and presentations (the "Work Product") for Client's internal uses only. Client and Client's employees, agents, directors, officers and any other related parties may not distribute, disseminate, copy or use Work Product for any other uses. Provider may include Work Product in Provider's portfolio and in Provider's marketing materials. Client may not record or take photographs of the Engagement without Provider's prior written consent. Provider reserves the right to use video or audio recordings, images and descriptions of the Engagement for Provider's marketing and other business needs, provided such use would not violate Section 7 below.

7. Confidentiality. Any information about either Party that is disclosed during the term of the Agreement and that is not publicly available will constitute confidential, trade secret and proprietary materials and information (the "Confidential Materials and Information"). Neither Party shall disclose, use or publish any Confidential Materials and Information, except in accordance with this Agreement or as otherwise authorized by the other Party in writing. Each Party shall take appropriate steps to protect the Confidential Materials and Information from any unauthorized use and disclosure.

8. Representations and Warranties. Client represents, warrants and covenants on its own behalf as follows:

Client has all necessary rights, power and authority to enter into this Agreement without violating any other agreement or commitment of any sort.

Client does not have any outstanding agreements, contracts or understandings, written or oral, that would prevent the Client or the Provider from effectively and lawfully carrying out the terms of this Agreement.

No consents or approvals are required in order to permit Client to consummate the transactions contemplated herein.

The execution and delivery of this Agreement by Client and Provider and the consummation of the transactions contemplated in this Agreement will not (i) violate any judgment, order, injunction, decree, regulation or ruling of any court or governmental entity by which Client is bound or (ii) conflict with, result in a breach of, or constitute a default under any contract or other material agreement or instrument to which Client is a party or by which Client may be bound.

The execution and delivery of this Agreement by Client and Provider and the consummation of the transactions contemplated in this Agreement will not any statute, ordinance or law or any rule, regulation, or decree of any foreign, federal, state, local or any other governmental entity applicable to Client or Provider.

Client agrees to execute and deliver such instruments and to take such other action as may be required to carry out the transactions contemplated by this Agreement.

9. Indemnification. Client shall indemnify, defend and hold harmless Provider and its directors, officers, shareholders, employees and agents from and against all third party actions, claims, liabilities, damages, losses, costs and expenses (including reasonable attorneys' fees and costs of discovery) resulting from any acts, errors, or omissions, whether active or passive, of Client, its agents, employees, and subcontractors, in performance of the Engagement. Client shall also indemnify, defend and hold harmless Provider and its directors, officers, shareholders, employees and agents from and against all third party actions, claims, liabilities, damages, losses, costs and expenses (including reasonable attorneys' fees and costs of discovery) resulting from any acts of Provider or of any Provider's agents, provided such acts were related to or arising from the Engagement.

10. Client Responsibility. Client shall insure its activities in connection with and during the term of the Agreement. Such insurance shall maintain, at a minimum, general liability and such other insurance as may be necessary to provide coverage for Client.

11. Independent Contractor. Provider is an independent contractor for all purposes, and Provider will control its performance of, and the details for accomplishing, the Engagement. This Agreement will not be construed to create a partnership, joint venture, agency or employment relationship between Client and Provider or any of Provider's agents, representatives or employees, and in no event will Provider or its agents, representatives or employees be deemed to be agents, representatives or employees of Client.

11. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of California.

12. Equitable Remedies. Provider will have the right to enforce this Agreement and any of its provisions by injunction, specific performance or other equitable relief, without having to post a bond or other consideration, in addition to all other remedies that Provider may have for a breach of this Agreement or of any representations and warranties contained herein.

13. Assignment. Neither Party may assign this Agreement or any obligation herein without the other Party's prior written consent. This Agreement shall be binding upon and inure to the benefit of the Parties herein and the respective heirs, executors, personal representatives, successors and assigns.

14. Entire Agreement. This Agreement, together with the Exhibit attached hereto and incorporated herein by reference, contain the entire understanding of the Parties, and supersedes any and all other agreements presently existing or previously made, written or oral, between the Parties concerning its subject matter. This Agreement may not be modified except by a writing signed by both Parties.

15. Notices. All notices, requests, demands, and other communications hereunder shall be deemed to have been duly given if delivered, emailed with receipt requested or mailed, to the other Party at the physical or email address set forth below.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

PROVIDER:

BY: Catlin Tucker  
Dr. Catlin R. Tucker, Principal

Date: February 23<sup>rd</sup>, 2023

Email address: bookcatlintucker@gmail.com

CLIENT: [INSERT NAME]

BY: Galbavem  
Name and title: Galbavem Albarero

Date: 2/27/23

Email address: galbavem@SICS.K12.ca.us

EXHIBIT A  
ENGAGEMENT AND ENGAGEMENT FEE

The Engagement to be provided under this Agreement is as follows:

Type (check all that apply)

- X Speaking Engagements
- X Phone and email support prior to and following the Engagements

Engagement Fee Details:

Coaching days at the rate of \$7500 per day, or \$3,750 per half-day

Total Engagement Fee of \$30,000

Engagement Details:

- Coaching will occur from March 2023 through May 2023 for a total of 4 in-person coaching days at Elsie Allen High School.

The Contractor shall:

- Provide 4 coaching days for teachers or teacher teams that was begun through January and February of 2023.
- Meet with individual teachers or small teams of teachers who teach the same subject/grade level and can collaborate on design.
- Support implementation with coaching, co-teaching, and/or written feedback using a blended learning rubric
- Coach will share templates and resources for implementation of Blended Learning

Expected Outcomes:

Classroom teachers will continue to plan lessons through goal setting and reflection. Teachers will be able to successfully engage students in a blended learning model that incorporates on-line learning with in-class learning and instruction. Lessons will be planned taking looking and removing barriers that might prohibit students from being successful.

Students will become more engaged in classroom activities, participating in discussions, and grow as independent learners when offered a choice of engaging activities. Students will be able to successfully communicate their learning and their understanding through an activity of their choice.

## PPPS Consultants, Inc.

P.O. Box 840.  
Elk Grove, CA 95759  
916-410-6355  
melvinweidner@aol.com

### AGREEMENT FOR SERVICES

#### Addendum #2 & 3

This agreement is made and entered into on, **Original Agreement – June 01, 2021** by and between the **Santa Rosa City Schools** (Client) and PPPS Consultants, Inc. (PPS) a California Corporation.

Inspector(s) are American Construction Inspector Association (ACIA) - Registered Construction Inspector (RCI) or Division of State Architect (DSA) Inspector or Non-Destructive Inspector or International Code Council (ICC) Combo Inspector or Certified Plan Review as CEPE or ICC and have agreed to provide such services. The Client hereby hires the Inspector and his Associates as an independent contractor and as a professional expert to provide inspection services for the construction for various projects. The inspector shall not be a member of the classified service, as that term is defined by Education Code Section 45103 or be considered an employee of the **Santa Rosa City Schools**.

#### SCOPE OF WORK

PPPS Consultants, Inc shall provide Project Inspection and/or Consultation services on various construction projects in accordance with the plans and specifications thereof and other provisions of the law. PPPS Consultants, Inc will provide an inspector for the project within the time frame of this contract at the rates described in EXHIBIT A.

Work to be performed on behalf of client is to be considered as an agent of client and extended the same liability releases as though they were acting as an employee. No release is granted for malicious acts.

#### INSURANCE(s)

PPS will provide insurance as required by client. General Liability Insurance, and Professional Liability Insurance (see Exhibit A for added premium).

#### COMPENSATION

PPS shall be compensated at a rate based on the attached fee schedule, EXHIBIT A. Inspection shall be on an hourly or monthly basis for the duration of the project, as determined by the Client.

PAYMENTS

The Inspector shall be paid no later than 30 day after submitting an invoice for work performed during the calendar month billing was submitted for. There shall be no withholding of State and Federal income taxes, social security, or other deductions.

SPECIAL CONDITIONS

Inspection schedule

Periodic inspections by PPPSC will perform inspections Monday thru Friday or as otherwise set forth in EXHIBIT A.

TERMINATION

Failure to perform

Upon failure to perform by either party, the other party may terminate this agreement upon two (2) weeks written notice.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE SUBSCRIBED THEIR SIGNATURES ON THE DAY, MONTH AND YEAR FIRST WRITTEN ABOVE.

Santa Rosa City Schools

\_\_\_\_\_

Santa Rosa City Schools  
211 Ridgway Avenue  
Santa Rosa, CA 95401

Date

PPPS Consultants, Inc

*Melvin Weidner*

02/28/2023

Melvin Weidner, President  
PPPS Consultants, Inc.  
P. O. Box 840.  
Elk Grove, CA 95759

Date

PPPS Consultants, Inc.  
P.O. Box 840.  
Elk Grove, CA 95759  
916-410-6355  
melvinweidner@aol.com

Addendum #02 and #03

Santa Rosa City Schools  
211 Ridgway Avenue  
Santa Rosa, CA 95401

Piner HS  
DSA File # 49-106  
DSA App #01-119189

### SCOPE OF WORK

PPPSC is to assist Client and Inspection Consults of the **Piner High School**. Inspections by **Thomas Durbrow** or by another approved Inspector.

Services for this project shall include:

Document review as requested:

- Approved project documents for full understanding of scope
- Submittal for specific materials
- Contractor's As-Builts
- Pay-Application
- Material and equipment delivered for project as provided by Contractor or Sub-Contractor
- Plan review

Inspection of all portions of work for compliance with Approved documents.

Regular on-site inspections of all work as requested.

Inspector will review or maintain project records as requested. This may include:

- Inspector shall maintain detailed record of all inspections
- Daily job log
- Progress reports
- Corresponding file
- Change order file
- Preliminary Change Order
- ASI File
- Shop Drawings
- Submittal file
- Laboratory Test
- Inspection file
- Site conference file
- Job memo file
- Construction progress activities report (photo file)
- Observe and record condition of equipment and materials



## PPPS Consultants, Inc.

P.O. Box 840.  
Elk Grove, CA 95759  
916-410-6355  
melvinweidner@aol.com

### AGREEMENT FOR SERVICES

#### Addendum #2 & 3

This agreement is made and entered into on, **Original Agreement – June 01, 2021** by and between the **Santa Rosa City Schools** (Client) and PPPS Consultants, Inc. (PPPS) a California Corporation.

Inspector(s) are American Construction Inspector Association (ACIA) - Registered Construction Inspector (RCI) or Division of State Architect (DSA) Inspector or Non-Destructive Inspector or International Code Council (ICC) Combo Inspector or Certified Plan Review as CEPE or ICC and have agreed to provide such services. The Client hereby hires the Inspector and his Associates as an independent contractor and as a professional expert to provide inspection services for the construction for various projects. The inspector shall not be a member of the classified service, as that term is defined by Education Code Section 45103 or be considered an employee of the **Santa Rosa City Schools**.

#### SCOPE OF WORK

PPPS Consultants, Inc shall provide Project Inspection and/or Consultation services on various construction projects in accordance with the plans and specifications thereof and other provisions of the law. PPPS Consultants, Inc will provide an inspector for the project within the time frame of this contract at the rates described in EXHIBIT A.

Work to be performed on behalf of client is to be considered as an agent of client and extended the same liability releases as though they were acting as an employee. No release is granted for malicious acts.

#### INSURANCE(s)

PPPS will provide insurance as required by client. General Liability Insurance, and Professional Liability Insurance (see Exhibit A for added premium).

#### COMPENSATION

PPPS shall be compensated at a rate based on the attached fee schedule, EXHIBIT A. Inspection shall be on an hourly or monthly basis for the duration of the project, as determined by the Client.

PAYMENTS

The Inspector shall be paid no later than 30 day after submitting an invoice for work performed during the calendar month billing was submitted for. There shall be no withholding of State and Federal income taxes, social security, or other deductions.

SPECIAL CONDITIONS

Inspection schedule

Periodic inspections by PPPSC will perform inspections Monday thru Friday or as otherwise set forth in EXHIBIT A.

TERMINATION

Failure to perform

Upon failure to perform by either party, the other party may terminate this agreement upon two (2) weeks written notice.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE SUBSCRIBED THEIR SIGNATURES ON THE DAY, MONTH AND YEAR FIRST WRITTEN ABOVE.

Santa Rosa City Schools

\_\_\_\_\_

Santa Rosa City Schools  
211 Ridgway Avenue  
Santa Rosa, CA 95401

Date

PPPS Consultants, Inc

*Melvin Weidner*

02/28/23

Melvin Weidner, President  
PPPS Consultants, Inc.  
P. O. Box 840.  
Elk Grove, CA 95759

Date

PPPS Consultants, Inc.  
P.O. Box 840.  
Elk Grove, CA 95759  
916-410-6355  
melvinweidner@aol.com

Addendum #01

Santa Rosa City Schools  
211 Ridgway Avenue  
Santa Rosa, CA 95401

Steele Lane ES  
DSA File # 49-106  
DSA App #01-119190

SCOPE OF WORK

PPPSC is to assist Client and Inspection Consults of the **Steele Lane Elementary School**.  
Inspections by **Thomas Durbrow** or by another approved Inspector.

Services for this project shall include:

Document review as requested:

- Approved project documents for full understanding of scope
- Submittal for specific materials
- Contractor's As-Builts
- Pay-Application
- Material and equipment delivered for project as provided by Contractor or Sub-Contractor
- Plan review

Inspection of all portions of work for compliance with Approved documents.

Regular on-site inspections of all work as requested.

Inspector will review or maintain project records as requested. This may include:

- Inspector shall maintain detailed record of all inspections
- Daily job log
- Progress reports
- Corresponding file
- Change order file
- Preliminary Change Order
- ASI File
- Shop Drawings
- Submittal file
- Laboratory Test
- Inspection file
- Site conference file
- Job memo file
- Construction progress activities report (photo file)
- Observe and record condition of equipment and materials

- Daily project quality control review

Notifications: Inspector shall notify Client of ongoing work and issue deviation notices when necessary.

Regular reporting to Client.

- Critical communication

INSPECTION FEES:

Base Fee: \$110.00 per hour

Estimated Hours: 248 hours

Original Base fee: \$43,560.00

Addendum #1. \$27,225.00 extends completion date to December 31, 2021. (55 Days)

Addendum #2. \$19,800.00 extends completion.

Addendum #3 \$4,290.00 extends completion date to December 31, 2022.

When working on site, a minimum charge of 4.5 hour will be assessed.

Original Fee is based on site work commencing June 12, 2021 and being completed October 15, 2021. This proposal will include extension of work completion on December 31, 2022.

Work week and workdays are Monday thru Friday unless otherwise arranged. Workday includes but not limited to review of:

- Plans, submittal, RFIs, ASIs, off-site travel, preparation of reports, phone and written communications and meetings.

Proposal also includes:

1. Coordination w/others and scheduling
  - a. Geotech as needed
  - b. Special Inspector as required
  - c. OSFM Deputy as required
2. Off-Site Inspections:
  - a. QA of Manufacture – The frames will be manufactured overseas but the fitout will occur at a nearby facility in Vallejo. Plan on visiting the manufacturing facility periodically for quality assurance. This will include:
    - i. Check Chain of Custody of manufactured outside of US
    - ii. Inspection Prior to cover/conceal

Client's Contact:

Attn: \_\_\_\_\_  
 Santa Rosa City Schools Date  
 211 Ridgway Avenue  
 Santa Rosa, CA 95401  
 email: \_\_\_\_\_

Office: \_\_\_\_\_  
 Cell: \_\_\_\_\_