

Proposal Date: 10/03/2023

Quote Number: JC-2023-280

Scope of Services:

EQUIPMENT SERVICED - OPERATING INSPECTIONS

- | | | |
|---|---|--|
| <input type="checkbox"/> Heat Pumps | <input checked="" type="checkbox"/> Rooftop Package Units | <input type="checkbox"/> Stand Alone Indoor AC Units |
| <input checked="" type="checkbox"/> Air Handlers | <input type="checkbox"/> Fan Coils | <input type="checkbox"/> Central Station Units |
| <input checked="" type="checkbox"/> Condensing Units | <input type="checkbox"/> Boiler/Hot Water Heaters | <input type="checkbox"/> Furnaces |
| <input type="checkbox"/> Water Pumps | <input type="checkbox"/> Cooling Towers | <input type="checkbox"/> Supply, Return & Exhaust Fans |
| <input type="checkbox"/> Pneumatic/ Electric Controls | | <input type="checkbox"/> Variable Frequency Drives |
| <input type="checkbox"/> Reciprocating Air/ Water-Cooled Compressors/Chillers | | <input type="checkbox"/> Helical-Rotary Chillers |
| <input type="checkbox"/> Centrifugal | | |

EQUIPMENT SERVICED - ANNUAL INSPECTIONS

- | | | |
|--|---|--|
| <input type="checkbox"/> Boilers (includes water side) | <input type="checkbox"/> Cooling Towers | <input type="checkbox"/> Centrifugal Chillers |
| <input type="checkbox"/> Boilers (excludes water side) | | <input type="checkbox"/> Helical-Rotary Chillers |
| | | <input type="checkbox"/> Chiller: Condenser Tube
Brushing |

EQUIPMENT SERVICED - COMMENTS:

AIR FILTERS

- Provided and replaced by Matrix HG, Inc.
 Provided by customer and replaced by Matrix HG, Inc.

- | | | | |
|--------------|--|--|--|
| Filter Type: | <input type="checkbox"/> High Efficiency | <input type="checkbox"/> Bag Type | <input type="checkbox"/> Charcoal Type |
| Frequency: | <input type="checkbox"/> Monthly | <input type="checkbox"/> Monthly | <input type="checkbox"/> Monthly |
| | <input type="checkbox"/> Bi-Monthly | <input type="checkbox"/> Bi-Monthly | <input type="checkbox"/> Bi-Monthly |
| | <input type="checkbox"/> Quarterly | <input type="checkbox"/> Quarterly | <input type="checkbox"/> Quarterly |
| | <input type="checkbox"/> Tri-Annually | <input type="checkbox"/> Tri-Annually | <input type="checkbox"/> Tri-Annually |
| | <input type="checkbox"/> Semi-Annually | <input type="checkbox"/> Semi-Annually | <input type="checkbox"/> Semi-Annually |
| | <input type="checkbox"/> Annually | <input type="checkbox"/> Annually | <input type="checkbox"/> Annually |

- Not included in Comments:

BELTS:

Matrix HG, Inc. will inspect condition and replace when necessary as:

- Included in contract price Extra to contract price

WATER TREATMENT

Matrix HG, Inc. will inspect the chemical feed system serving the cooling tower, boiler, and/or water cooled condensing units and will add chemicals when necessary as:

- Included in contract price Extra to contract price Not required for this contract

CONDENSER COIL CLEANING

Matrix HG, Inc. will clean the condenser coils annually as described below:

- Extra to contract price
 Included in contract price

Proposal Date: 10/03/2023

Quote Number: JC-2023-280

Terms & Conditions

TERMS:

This Agreement shall run for the period of 365 days (1 year); however, it may be cancelled or amended by either party upon thirty (30) days' written notice and is subject to the annual revision of prices.

No other Agreement expressed or implied oral or written, shall limit or qualify the terms of this Agreement unless evidenced by an additional written Agreement signed by both parties.

Our payment terms are Net 30 days from invoice date. A delinquent charge of 1.5% per month will be applied on any past due amounts. In the event collections action is taken, the Customer shall be obligated for collection costs including reasonable attorney's fees and court costs.

This proposal is subject to credit approval by the Matrix HG Accounting Department.

Service Shall Commence: _____

Customer Initials: _____

To be Completed by Customer, If left blank Agreement will start the first of the following month after approval

CONDITIONS:

All maintenance work will be scheduled by MATRIX HG, INC. at its discretion.

If a request for service or additional maintenance is made by Customer, Customer will be charged at standard labor rate per hour during normal working hours (8:00 – 4:30 p.m. Monday through Friday) and standard premium rate per hour for overtime, plus transportation charges and expenses.

Customer agrees to pay for any parts required under this Agreement other than those specifically included under Periodic Maintenance Service. The standard Company guarantee shall apply to all replacement parts. No warranty is made for loss of refrigerant.

Customer shall provide effective air filter service and water treatment service if not included as Optional Maintenance Functions under this agreement.

It is further understood that reasonable access will be provided to equipment. Any modifications necessary to provide access to equipment will be at Customer's expense.

MATRIX HG, Inc. will not be responsible for alterations, additions, adjustments or repairs by others.

MATRIX HG, Inc. is not responsible for loss of business, food spoilage, delays or repairs caused or necessitated by damage due to freezing, flooding, fire, willful abuse, accidents, unusual weather exposure, strikes, lock-outs, acts of God or acts of Government.

Cost of corrections in the design or installation of equipment will be at Customer's expense.

MATRIX HG, Inc. is not responsible for labor, material and/or equipment required, or recommended by insurance companies, governmental agencies or codes, or union regulations.



QUATTROCCHI KWOK
ARCHITECTS

September 25, 2023

Erik Oden
Director, Facilities
Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401

RE: Santa Rosa High School Softball Score Board
Project No.: 2217.00

Dear Erik,

The construction documents will be submitted to the Division of the State Architect on Friday, September 29th for review. There is a review fee associated with this review for \$2,347.50. QKA has paid this fee for the District and requests to be reimbursed. Attached is the DSA Fee Calculator form.

Please let me know if you have any questions regarding this request.

Sincerely,

Paul Gard Digitally signed by Paul Gard
DN: C=US, E=paulg@qka.com,
O=QKA, CN=Paul Gard
Date: 2023.09.25 06:27:47-07'00'

Paul Gard, QKA Project Manager

Cc:

MAIN:

636 Fifth Street, Santa Rosa, CA 95404

EAST BAY:

55 Harrison Street, Suite 525, Oakland, CA 94607

707.576.0829

A California Corporation

www.qka.com



Plan/Field Review Fee Calculator

Santa Rosa High School
Scoreboard at existing softball field
DSA #01-121214
DSA File #49-H7

- Project submitted to DSA
- on or after 5/1/2021
 - between 3/1/2019 and 4/30/2021
 - between 10/1/2017 and 2/28/2019
 - between 2/1/2016 and 9/30/2017
 - between 12/1/2014 and 1/31/2016
 - between 6/1/2013 and 11/30/2014
 - between 2/16/2010 and 5/31/2013
 - before 2/1/2010

Project Type: Select project type
School(K-12) ▼

Estimated Amt: 150000

Contracted Amt: 0

Construction Change Document Amt: 0

Check review(s) for project

- Access Compliance
- Fire & Life Safety
- Structural Safety

Calculate

Fees may be mailed or hand delivered. DSA also accepts payments by credit card or electronic check online through a third-party software run by Fiserv at DSA Filing, Invoice & Re-Exam Fees (www3.thepayplace.com/ca/dgsdsa/firfees). Proof of online payment must be submitted as directed in procedure *PR 20-02: Online Payments for Plan Review Filing Fees, Plan/Field Review Fee Invoices & Project Certification Re-Examination Fees*.

	Access Compliance	Fire & Life Safety	Structural Safety	Total Due
Filing Fee	\$750.00	\$450.00	\$1,147.50	\$2,347.50
Additional Fee	\$0.00	\$0.00	\$0.00	\$0.00
Further Fee	\$0.00	\$0.00	\$0.00	\$0.00

DGS Links

- [DGS Home](#)
- [DSA Home](#)
- [DSA News](#)

Tracker Links

[Plan Review Fee Calculator](#)

Schultz Brothers Van And Storage

701 Stewart Street Santa Rosa, California 95404
707-546-1616

TO: Felicia Silveira
Van Pelt Consulting
Santa Rosa City School District

FROM: Sandi Monroe
Schultz Brothers Bekins
Sandi@Bekinsantarosa.com
707-546-1616

DATE: September 15, 2023

RE: Relocation from 211 Ridgway Ave., Santa Rosa
portables to various schools

RELOCATION

September 20, 2023 On-site at 8:30-9:00 AM
211 Ridgway, Santa Rosa –
Various schools in Santa Rosa

2 Van/ 4 movers @ \$290.00 an hour x 8 hours	\$ 2,320.00
Fuel	<u>\$ 100.00</u>
Total	\$ 2,420.00

Valuation Coverage

Basic Liability

Basic Liability is the minimum coverage under which your goods can be released and is provided at no additional cost to you. Bekins' maximum liability for your shipment is established by multiplying the weight of the shipment by \$.60. Loss or damage will be compensated on the basis of the weight of the article multiplied by \$.60.

An example of basic liability coverage would be as follows:

Desk (150 LBS.) Basic Liability	\$90.00
---------------------------------	---------

Copier Liability

Basic Liability will be the only option available for all copiers moved.

_____ (Initial Here)

For All It's Worth ("FAIW")

The best protection in the industry, "For All It's Worth" coverage provides for repair, replacement or reimbursement (whichever is less) at today's replacement cost. No depreciation is applied. This coverage extends to pairs and sets. If Bekins cannot replace an exact duplicate to match other items in a pair or set, we will replace the pair or set and salvage rights may be exercised. Coverage can be purchased at the rate of \$.60 per \$100.00 of declared value with a \$30,000.00 minimum value declared. A mandatory \$250.00 deductible applies. You must insure the entire contents of the truck.

No liability shall be provided for the mechanical or electrical derangements of pianos, radios, phonographs, clock's, refrigerators, television sets, washing machines, dryer's, or other instruments of appliances unless evidence of external damage to such equipment.

_____ (Insert Value)

_____ (Initial Here)

PAYMENT OPTIONS

1. **C.O.D.** - Write a check at the end of the move or pay cash.

_____ (Initial)

2. **CREDIT CARD** - Please have all the credit card information into the office prior to the move.

_____ (Initial)

3. **BILLING** – A 50% deposit due upon acceptance of proposal with the remaining balance due at a net 10 days billing.

_____ (Initial)

(Signature of accepting proposal)

BrainPOP

Issued By Caroline Skidmore
 Email carolines@brainpop.com

Quote PDF (Created 9/19/2023 Date)
 Quote Number 00079024
 Account Name Santa Rosa City Schools

Bill To Name Santa Rosa City Schools
 Bill To 211 RIDGWAY AVENUE
 SANTA ROSA, CA 95401
 USA

Contact Name Bea Gonzales Email bgonzales@srcs.k12.ca.us

Please Note: If the person listed above is not the primary contact for your subscription, please let us know.

Product Name	Quantity	Description	Product Description	Discount	Sales Price	Subtotal
BrainPOP ELL School Subscription	1.00	Multi-Product Discount	School-wide access to BrainPOP ELL. Build vocabulary and grammar skills with 90 scaffolded lessons designed for your English language learners.	25.00%	USD 1,046.00	USD 784.50
BrainPOP School Combo Subscription	1.00	Multi-Site Discount	School-wide subscription to BrainPOP and BrainPOP Jr. gives you full access to over 1,200 topics across the curriculum, including grade-level movies with Pause Points, quizzes, challenges, and creative learning tools. Also includes access to BrainPOP Español and BrainPOP Français.	10.00%	USD 3,360.60	USD 3,024.54
BrainPOP School Combo Subscription	1.00	Multi-Site Discount	School-wide subscription to BrainPOP and BrainPOP Jr. gives you full access to over 1,200 topics across the curriculum, including grade-level movies with Pause Points, quizzes, challenges, and creative learning tools. Also includes access to BrainPOP Español and BrainPOP Français.	10.00%	USD 2,846.00	USD 2,561.40

Subtotal USD 7,252.60

Discount 12.16%

Grand Total USD 6,370.44

Provisions

Access Recipient	Product	Access Start Date	Access End Date	Provision Price
Proctor Terrace Elementary School	BrainPOP School Combo Subscription	8/12/2023	6/30/2024	USD 3,024.54
Cesar Chavez Language Academy	BrainPOP ELL School Subscription	10/1/2023	6/30/2024	USD 784.50
Cesar Chavez Language Academy	BrainPOP School Combo Subscription	10/1/2023	6/30/2024	USD 2,561.40

I accept the purchase of the items included herein. I understand that I will be invoiced for this order.

Name: _____ Authorized Signature: _____

BrainPOP

Title: _____ Date: _____

*Please include any applicable tax exemption certificates for the school/district along with your order.

Quote valid for 90 days. All amounts listed are in USD. This subscription is governed by the Terms of Use and Privacy Policy posted on www.brainpop.com, as amended from time to time. By accepting this quote, you agree to these terms. Changes/modifications to the terms must be approved and signed by an authorized representative of BrainPOP. Terms and conditions submitted with any Purchase Order shall not apply to this subscription. If the Customer has a signed agreement with BrainPOP that is applicable to this subscription, then that agreement will apply.

Remit to BrainPOP Accounts Receivable PO BOX 28119 | New York, NY 10087-8119 | Fax 866-867-6629
Please make all checks payable to 'BrainPOP'. Email: purchaseorders@brainpop.com

Proposal for Services by Community Matters Santa Rosa City Schools

Scope of Services: Safe School Ambassadors® Program Implementation

Community Matters will offer the following services and support to Santa Rosa City Schools for the 2023-24 school year. School sites will have the opportunity to implement, and invoices will only reflect the schools that participate in the program.

Elementary Safe School Ambassadors Program (SSA)

The Safe School Ambassadors® Program (SSA) is an evidence-based program that harnesses the power of students to prevent and stop bullying and mistreatment. It is considered a social-emotional learning program (SEL) and has been approved by many school districts as meeting their required criteria. The overarching goals of the Safe School Ambassadors (SSA) program are to build, maintain and sustain a positive school climate that empowers teachers to educate more effectively and students to learn and grow more successfully. The SSA program is a student-centered model that engages socially influential student leaders from the school's groups and cliques across campus. These leaders are carefully identified through student and staff surveys then invited to participate in an interactive program training along with several adults who serve as program mentors.

SSA Training Description

The SSA training gives student Ambassadors the skills and tools to resolve conflicts, defuse incidents, model acceptance, and support isolated and excluded students. Upon completion of the training, Ambassadors intervene with their peers to prevent and stop harassment, bullying and cyber bullying. They stop incidents before they escalate to physical harm and intentional injury.

Two-day interactive training, 6-6.5 hours per day, for 30-40 students in grades 4, 5 & 6. Adult to student ratio needs to be 1:6 or 1:7.

Expected Outcomes:

When the SSA program is implemented and delivered with fidelity, the following results are reported:

- Decreased incidents of bullying, harassment, cyber bullying, violence, exclusion and other forms of harmful behaviors and mistreatment
- Increased attendance and academic performance
- Improved relationships among and between students and adults
- Increased respect for diversity and different ways of thinking and acting
- Increased feelings of connectedness to school and each other

Program Materials and Support:

- Dedicated SSA website containing all workbooks, guides, and support resources to help implement and sustain the SSA program for a multi-year time frame. Among these materials: a Program Advisor Handbook for all aspects of program operations, a Family Group Facilitator Guide that contains activities and agendas for all post-training meetings, and Ambassador Workbooks that further skill development.
- Live coaching by phone, zoom, and/or email
- Regular e-newsletters

Cost Estimate:

Type of Training	Cost per Service	# *eligible sites below	Total Cost
SSA 2-day Elementary School Training	\$7,200	14	Up to a maximum of \$100,800

Abraham Lincoln

Albert F. Biella

Brook Hill

Helen Lehman

Hidden Valley

James Monroe

Learning House

Luther Burbank

Proctor Terrace

Steele Lane

Santa Rosa Accelerated Charter School

Santa Rosa Charter School for the Arts

Santa Rosa French–American Charter School

Cesar Chavez Language Academy

Authorized Signers:

Erica Vogel, Chief Executive Officer

Lisa August, Associate Superintendent

About Community Matters:

Community Matters is an internationally recognized, innovative, and thought-leading organization committed to improving the social-emotional climate of our nation's schools and communities. We have provided programs and services to over 2,000 schools in the U.S., Guam, Canada, Japan, Puerto Rico, and Paraguay.



2305 Circadian Way Santa Rosa CA 95407
 www.tropegroup.com main 707 546 8181
 Lic#822416 fax 707 546 1409

P R O P O S A L

DATE 08/24/23

PROPOSAL# 46493
 PROJECT# 130-674

QUOTE VALID THRU 08/29/23

CUSTOMER:

SANTA ROSA CITY SCHOOLS

225 & 210
 110 STONYPOINT RD
 SANTA ROSA CA 95401
 PH# 707.528.5331

INSTALL AT:

SANTA ROSA CITY SCHOOLS

225 & 210
 110 STONY POINT RD
 SANTA ROSA CA 95407

FAX NUMBER#	CUSTOMER P.O.#	SALESPERSON	TERMS	SHIP VIA
707.528.5698		CHRISTINA PRATT	NET 10	TGI

QTY	PRODUCT	DESCRIPTION	SELL EACH	SELL EXTEND
-----	---------	-------------	-----------	-------------

For suite 225

1	RDI	Installation Labor change order	1,725.00	1,725.00
	*	due to work stoppage		
	*	elevator down or in use by others		
	*	work area impacted by movers/ boxes, etc.		
	*	PREVAILING WAGE		
	*	@ Overtime rate		
	*	(work related to new to client product)		

For Suite 210

1	RDI	Installation labor change order	3,225.00	3,225.00
	*	due to work stoppage		
	*	elevator down or in use by others		
	*	work area impacted by movers/boxes, etc.		
	*	PREVAILING WAGE		
	*	@ Overtime rate		
	*	(work related to new to client product)		



2305 Circadian Way Santa Rosa CA 95407
 www.tropegroup.com main 707 546 8181
 Lic#822416 fax 707 546 1409

P R O P O S A L

DATE 08/24/23

PROPOSAL# 46493
 PROJECT# 130-674

QUOTE VALID THRU 08/29/23

CUSTOMER:

SANTA ROSA CITY SCHOOLS

225 & 210
 110 STONYPOINT RD
 SANTA ROSA CA 95401
 PH# 707.528.5331

INSTALL AT:

SANTA ROSA CITY SCHOOLS

225 & 210
 110 STONY POINT RD
 SANTA ROSA CA 95407

FAX NUMBER#	CUSTOMER P.O.#	SALESPERSON	TERMS	SHIP VIA
707.528.5698		CHRISTINA PRATT	NET 10	TGI

QTY	PRODUCT	DESCRIPTION	SELL EACH	SELL EXTEND
-----	---------	-------------	-----------	-------------

DISCOUNT PRICING REFLECTS PAYMENT VIA CHECK (NOT CREDIT CARD) .
 PROPOSAL IS SUBJECT TO ATTACHED TERMS AND CONDITIONS.

TOTAL PRODUCT	0.00
DELIV/INSTALL	4,950.00
TAX	457.89

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL 5,407.89

DATE: SEPTEMBER 12, 2023
 AMENDMENT NO. ONE
 TO: ERIK ODEN
 OWNER: SANTA ROSA CITY SCHOOLS
 PROJECT: SANTA ROSA CITY SCHOOLS FURNITURE STANDARDS
 PROJECT NO. 20230044

CONTRACT AMENDMENT

The following revisions shall be made part of the previously signed Agreement for Architectural Services between Santa Rosa City Schools and TLCD Architecture, dated July 10, 2023.

This amendment authorizes the design team inclusive of TLCD and One Workplace to proceed with discovering, creating, planning for pilots and catalog of furniture standards to be completed around June 1st 2024.

TLCD scope includes the following:

Documentation of Process

- Document the engagement and selection process from start to finish. Collect documentation in written, photo and image formats and combine into a Furniture Standards booklet. This booklet will serve as a log of the history of the project.

Pilot Planning and Creative Engagements

- With One Workplace on board after an RFSOQ selection process we will be working together to determine which space types the district can benefit the most from in a pilot opportunity.
- One Workplace will lead the Creative Engagements and TLCD will assist in facilitation and documentation of no more than seven (7) Creative Engagements held for Students at Santa Rosa City School locations. The data collected from these creative engagements will inform the priorities and goals for the pilots.
- Assist with synthesis of results of our Creative Engagements and make recommendations to the Furniture Committee as to which space types should be tested.
- Project management, meeting facilitation for consensus building for order placement. Assistance to the district for logistics planning and implementation of the pilots at various school sites.

Pilot Implementation, Testing and Feedback

- Facilitate education for teaching staff, administrators, and students around the new furniture featured in the pilot.

- Facilitate feedback loop for easy data sharing from teaching staff, administrators, and students.
- Assist with synthesis of feedback and document findings for evaluation of district for selection of product inclusion in furniture standards.

Furniture Standards

- Assist with selection and documentation of recommended furniture items for inclusion into the furniture standards for the district. Meetings to share and confirm items.
- Standards estimated to be completed around June 1st 2024.

Additional reimbursable expenses will be incurred for the chartered bus tour day with meals and refreshments as well as travel and expenses for student engagements.

DATE
09/12/2023

PAGE
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One Workplace scope includes engagement, planning and creating of pilots and catalog of furniture standards. See attached proposal for detail.

TLCD

Scope of Services Estimate:	Original	\$65,000	<i>SRLCS BOB Approval 6/20/23</i>
	Proposed Change	\$70,000	<i>SRLCS BOB Approval 9/27/23</i>
	New	\$135,000	

Reimbursable Expenses Estimate:	Original	\$2,500	
	Proposed Change	\$7,500	
	New	\$10,000	<i>presenting to BOB 10/11/23</i>

One Workplace

Scope of Services Estimate:	Proposed	\$48,890.40	<i>presenting to BOB 10/11/23</i>
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Total Compensation Estimate:	Original	\$65,000	
(not inclusive of reimbursables)	New	\$183,890.40	

In witness whereof, this Agreement has been executed effective September 27,
2023.

OWNER:
Santa Rosa City Schools

ARCHITECT:
TLCD Architecture
(A California Corporation)

Lisa August
Lisa August (Sep 28, 2023 09:46 PDT)

Stacey Walker

DATE
09/12/2023

~~Erik Oden~~ Lisa August, Associate Superintendent

Stacey Walker, Principal

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Sep 28, 2023

09/12/2023

Date

Date



September 7th, 2023

Santa Rosa City School District

RE: Design Studio Service Proposal
One Workplace Project 235351
TLCD Architecture
Stacey Walker, NCIDQ, IIDA, LEED AP

Dear Ms. Walker,

On behalf of One Workplace, we'd like to thank you for this opportunity to participate in the design of the Santa Rosa City School District Pilot Spaces and District Standards Catalog. We understand what a significant decision this is for you and how important it is to work with partners you can trust.

Our mission at One Workplace is to create spaces that inspire people and transform organizations with innovative solutions. We believe that the space around us greatly impacts our overall well-being and productivity. With each relationship, we work collaboratively with our clients to understand the design as well as the goals of the organization.

Our proposal seeks to further develop the relationship between TLCD Architecture, Santa Rosa City School District, and One Workplace. Our team will leverage our learning environments research and our expansive portfolio of products to tailor our solutions to meet your budget and aesthetic requirements.

We look forward to further demonstrating why we are the best partner for you throughout this journey. In the meantime, please feel free to contact us if you have any questions or require additional information.

Sincerely,

Gabriella Cannon

Gabriella Cannon
Senior Design Consultant | Workplace Studio
C: 415.310.3076
One Workplace | Santa Clara
gcannon@oneworkplace.com

cc: Nancy O'Grady



September 7th, 2023
Design Studio Service Proposal
One Workplace Project 235351
TLCD Architecture

SCOPE OF SERVICES

1. DISCOVER

- 1.1 Conduct Creative Engagement/Design Kickoff meeting at One Workplace, Oakland.
- 1.2 Conduct (5) Additional Creative Engagement Sessions at District School Locations.
- 1.3 Provide Synthesis of Creative Engagement findings.
- 1.4 Meet with TLCD Architecture and Santa Rosa City School District to review Creative Engagement findings. (1) Virtual meeting, (2) hours.
- 1.5 Create (5) Typical Base Plans.
- 1.6 Create (3) End User Surveys. (1) to be sent out prior to Pilot Spaces Install. (1) 2 weeks into the Pilots, (1) Post Pilots. Includes (2) days of on-site observation.
- 1.7 Synthesis of Survey Information and Observations.

2. CO-CREATE

- 2.1 Produce Layouts and Furniture Selections for 5 Typical Pilot Spaces with input from TLCD and SRCS. Each classroom will have (2) furniture and (2) layout options.
- 2.2 Produce (2) preliminary renderings for (5) Pilot Spaces. A total of (10) preliminary renderings.
- 2.3 Finish selections for (5) Pilot Spaces with input from TLCD and SRCS.
- 2.4 Produce layouts and final renderings for (5) Pilot Spaces.
- 2.5 Client sign-offs for final Pilot Space selections and product finishes prior to generating specifications. (1) Virtual meeting (2) hours in length included to review.
- 2.6 Propose Product Selections for SRCS Catalog resource with input from TLCD and SRCS. Include the following space types:
 - Special Ed/Life Skills
 - General Classroom
 - Cafeteria/Student Union/Multipurpose Room
 - Library/Media Center
 - Science
 - Breakouts
 - Lounge areas
 - Digital arts, gaming, computer lab
 - Wellness and Counseling
 - Administration (Typical office, conference, lobby/reception, lactation)
 - Nurses room
 - Staff Lounge



September 7th, 2023
Design Studio Service Proposal
One Workplace Project 235351
TLCD Architecture
Page 2

- Music
- Art
- Drama
- Makerspace/STEM/STEAM/Engineering rooms
- Outdoor (Learning, Gathering and Dining)
- General Storage
- Fitness

2.7 2D fit tests of the different space types included in SRCS Catalog resource. *See Line 2.2

3. VALIDATE

- 3.1 Generate final product specifications for (5) Pilot Spaces.
- 3.2 Produce installation documents/drawings for (5) Pilot Spaces.
- 3.3 Produce a final quote for (5) Pilot Spaces that shall be signed by Santa Rosa City Schools prior to order entry.
- 3.4 Compile Santa Rosa City Schools Standards Catalog. The Catalog will include a tabbed Excel file, and an accompanying PDF. The examples shown during our 9-6-23 meeting will serve as templates.

4. PROJECT DOCUMENTATION

- 4.1 Issue Final Pilot Space Validation Package
- 4.2 Issue Final Santa Rosa City Schools Standards Catalog.

5. MAKE

- 5.1 Designer present at pre-install meeting.

6. INSTALLATION

- 6.1 Designer available at time of installation.

7. ITERATION

- 7.1 Project Closeout.

FEES

We estimate that the fee for the stated Scope of Services will be \$48,890.40.



September 7th, 2023
 Design Studio Service Proposal
 One Workplace Project 235351
 TLCD Architecture
 Page 3

Scope of Services PHASE 1	Est. Hrs	Est. Fee
Discover (Programming)	87	\$12,980.00
Co-Create (Schematic Design)	129	\$16,320.00
Validate (Design Development)	87	\$10,980.00
Project Documentation (Specification)	9	\$1,080.00
Make (Implementation)	32	\$4,160.00
Additional Design Services	11	\$ 1,380.00
Expenses 4%		\$1,880.40
TOTAL	355	\$48,890.40

One minor revision that constitutes no more than 10% change in project scope shall be allowed with no increase to the fee. An addendum will be issued to TLCD Architecture for any additional work.

INVOICES

Invoices shall be submitted monthly. Payment is due and payable in full to One Workplace upon receipt of the invoice. A service charge of 1½% will be added to late payments over 30 days. In the event that One Workplace Studio invoices are not paid within 30 days of the invoice date, One Workplace shall have the right to suspend work on the project pending receipt of any such outstanding amount.

CONDITIONS

The program and proposed fees outlined for this project are based upon our present understanding of the area to be designed, the general objectives of your project and the scope of responsibility. Client agrees to cooperate in scheduling meetings and making decisions on our submissions without undue delay in order to permit completion of this project in a timely manner.

Should the scope of the program be modified or completion of this project be extended, we reserve the right to negotiate an adjustment to our proposed fees and to our scheduled commitments.

If any dispute, whether or not involving litigation, arises out of or relating to this Agreement, the prevailing party shall be entitled to recover all costs and expenses, including reasonable attorney's fees, incurred in enforcing any of the terms, conditions or provisions of this Agreement.

Either party may terminate this agreement at any time by giving written notice to the other and no charges other than those already incurred shall be payable.



September 7th, 2023
Design Studio Service Proposal
One Workplace Project 235351
TLCD Architecture
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ACCEPTANCE

If this proposal is accepted as set forth and the fees and conditions are agreed to, please sign and return one copy to our office as your authorization to begin work.

Gabriella Cannon

September 7, 2023

Gabriella Cannon
Senior Design Consultant
One Workplace

Date

Stacey Walker, NCIDQ, IIDA, LEED AP

Date

TLCD Architecture - Purchase Order Number



DATE SUBMITTED:



MOU APPLICATION FORM—OPERATIONAL TEAM 2017-25

(Applicable if appointed by Policy Team Member or if applying organization has completed all City requirements to be officially listed as an approved organization on the current CHOICE Cycle ^{XI} Request for Qualifications)

Effective July 1, 2012 agencies and individuals providing gang prevention/intervention services in Sonoma County are eligible to submit a Memorandum of Understanding (MOU) to participate and attend meetings of the Santa Rosa Violence Prevention Partnership (The Partnership) Operational Team. As a multi-disciplinary team established through CA Welfare and Institutions Code 830.1 and 827, all participating agencies must be, “qualified to provide a broad range of services related to the problems of juvenile crime and street crime.” An agency must be aligned with the strategic goals of the Partnership, provide one or more eligible services (as defined below) and adhere to the Operational Team’s high standards of personal conduct.

Information provided on this application will be reviewed and **must be approved** and fully executed prior to any agency staff attending an Operational Team meeting. **All applications are subject to approval by the Partnership Steering Committee.**

Email completed application to:

Madeline Brown, Senior Administrative Assistant, mbrown@srcity.org
(707) 543-4676

**Santa Rosa Violence Prevention Partnership
2017 – 2022 Strategic Plan**

Mission Statement

Strengthening youth and families to build safe communities by leading, mobilizing and aligning our community resources.

Vision Statement

Safe and healthy youth connected to their families, schools, communities and futures.

Core Values

- Value Youth
- Support Families
- Collaborate with Partners
- Strive for Equity
- Build Resilience

The purpose of this MOU is to document Santa Rosa City Schools’s [name of organization] intent to participate on the Santa Rosa Violence Prevention Partnership’s Operational Team. Anna Trunnell [authorized signatory] will provide leadership and assistance in the following areas:

1. Santa Rosa City Schools [name of organization] will make available Stacy Desideri as the primary representatives (Operational Team Member) for The Partnership’s Operational Team. Primary representative will fully participate as a member of the Operational Team and will attend all meetings as scheduled.

2. A secondary representative, Gustavo Mendoza, will attend in the absence of the Primary Operational Team representative; AND
3. agree to work towards The Partnership's 2017-2022 Strategic Goals and Focus Areas. further understands and accepts that The Partnership and its member agencies depend upon all Operational Team member to fully participate in the design and implementation of The Partnership's Strategic Implementation Plan. Less than full participation may adversely impact the ability of The Partnership to complete its Mission, Vision, and Values; AND
4. must maintain strict confidentiality regarding matters exchanged within the body of the Operational Team meetings. Additionally, participation is limited to those agencies that have an executed MOU in good standing with The Partnership; AND
5. aware that The Partnership must comply with the confidentiality laws prescribed in sections 827 and 830.1 of the California Welfare and Institutions Code, which are set forth in Attachment A. Operational Team Members hereby agree to abide by the confidentiality requirements in the course of their participation with the Operational Team. By signing this MOU, each member acknowledges that he or she will be bound by the terms of this MOU and the standing order issued by Judge Virginia Marcoida on February 26, 2016 attached hereto as Attachment B; AND
6. collaborate with other members of The Partnership to the extent possible in meeting the goals of The Partnership and in carrying out agreed upon programs; AND
7. fully understand that this MOU is a public commitment; AND
8. intend to participate as long as the Chair of the Partnership finds that its participation is useful. Either Party may terminate this agreement by giving 30 days prior written notice of such declaration; AND
9. will submit any changes in the agency's representatives in writing to Madeline Brown in a timely manner.

PRIMARY REPRESENTATIVE TO OPERATIONAL TEAM

Name: Stacy Desideri Title: Executive Director, SRCS
 Address: 211 Ridgway Avenue, Santa Rosa CA 95401
 Phone: 707-890-3800 x80413 E-mail: sdesideri@srcs.k12.ca.us

ALTERNATE REPRESENTATIVE TO OPERATIONAL TEAM

Name: Gustavo Mendoza Title: Coordinator
 Phone: 707-890-3800x80412 E-mail: gomendoza@srcs.k12.ca.us

Authorized Signatory Signature: _____ Date: 9/18/2023

Authorized Signatory Print Name: _____

Attachment A

Welfare and Institutions Code section 827

(a) (1) Except as provided in Section 828, a case file may be inspected only by the following:

(A) Court personnel.

(B) The district attorney, a city attorney, or city prosecutor authorized to prosecute criminal or juvenile cases under state law.

(C) The minor who is the subject of the proceeding.

(D) The minor's parents or guardian.

(E) The attorneys for the parties, judges, referees, other hearing officers, probation officers, and law enforcement officers who are actively participating in criminal or juvenile proceedings involving the minor.

(F) The county counsel, city attorney, or any other attorney representing the petitioning agency in a dependency action.

(G) The superintendent or designee of the school district where the minor is enrolled or attending school.

(H) Members of the child protective agencies as defined in Section 11165.9 of the Penal Code.

(I) The State Department of Social Services, to carry out its duties pursuant to Division 9 (commencing with Section 10000), and Part 5 (commencing with Section 7900) of Division 12, of the Family Code to oversee and monitor county child welfare agencies, children in foster care or receiving foster care assistance, and out-of-state placements, Section 10850.4, and paragraph (2).

(J) Authorized legal staff or special investigators who are peace officers who are employed by, or who are authorized representatives of, the State Department of Social Services, as necessary to the performance of their duties to inspect, license, and investigate community care facilities, and to ensure that the standards of care and services provided in those facilities are adequate and appropriate and to ascertain compliance with the rules and regulations to which the facilities are subject. The confidential information shall remain confidential except for purposes of inspection, licensing, or investigation pursuant to Chapter 3 (commencing with Section 1500) and Chapter 3.4 (commencing with Section 1596.70) of Division 2 of the Health and Safety Code, or a criminal, civil, or administrative proceeding in relation thereto. The confidential information may be used by the State Department of Social Services in a criminal, civil, or administrative proceeding. The confidential information shall be available only to the judge or hearing officer and to the parties to the case. Names that are confidential shall be listed in attachments separate to the general pleadings. The confidential information shall be sealed after the conclusion of the criminal, civil, or administrative hearings, and may not subsequently be released except in accordance with this subdivision. If the confidential information does not result in a criminal, civil, or administrative proceeding, it shall be sealed after the State Department of Social Services decides that no further action will be taken in the matter of suspected licensing violations. Except as otherwise provided in this subdivision, confidential information in the possession of the State Department of Social Services may not contain the name of the minor.

(K) Members of children's multidisciplinary teams, persons, or agencies providing treatment or supervision of the minor.

(L) A judge, commissioner, or other hearing officer assigned to a family law case with issues concerning custody or visitation, or both, involving the minor, and the following persons, if actively participating in the family law case: a family court mediator assigned to a case involving the minor pursuant to Article 1 (commencing with Section 3160) of Chapter 11 of Part 2 of Division 8 of the Family Code, a court-appointed evaluator or a person conducting a court-connected child custody evaluation, investigation, or assessment pursuant to Section 3111 or 3118 of the Family Code, and counsel appointed for the minor in the family law case pursuant to Section 3150 of the Family Code. Prior to allowing counsel appointed for the minor in the family law case to inspect the file, the court clerk may require counsel to provide a certified copy of the court order appointing him or her as the minor's counsel.

(M) A court-appointed investigator who is actively participating in a guardianship case involving a minor pursuant to Part 2 (commencing with Section 1500) of Division 4 of the Probate Code and acting within the scope of his or her duties in that case.

(N) A local child support agency for the purpose of establishing paternity and establishing and enforcing child support orders.

(O) Juvenile justice commissions as established under Section 225. The confidentiality provisions of Section 10850 shall apply to a juvenile justice commission and its members.

(P) Any other person who may be designated by court order of the judge of the juvenile court upon filing a petition.

(2) (A) Notwithstanding any other law and subject to subparagraph (A) of paragraph (3), juvenile case files, except those relating to matters within the jurisdiction of the court pursuant to Section 601 or 602, that pertain to a deceased child who was within the jurisdiction of the juvenile court pursuant to Section 300, shall be released to the public pursuant to an order by the juvenile court after a petition has been filed and interested parties have been afforded an opportunity to file an objection. Any information relating to another child or which could identify another child, except for information about the deceased, shall be redacted from the juvenile case file prior to release, unless a specific order is made by the juvenile court to the contrary. Except as provided in this paragraph, the presiding judge of the juvenile court may issue an order prohibiting or limiting access to the juvenile case file, or any portion thereof, of a deceased child only upon a showing by a preponderance of evidence that release of the juvenile case file or any portion thereof is detrimental to the safety, protection, or physical or emotional well-being of another child who is directly or indirectly connected to the juvenile case that is the subject of the petition.

(B) This paragraph represents a presumption in favor of the release of documents when a child is deceased unless the statutory reasons for confidentiality are shown to exist.

(C) If a child whose records are sought has died, and documents are sought pursuant to this paragraph, no weighing or balancing of the interests of those other than a child is permitted.

(D) A petition filed under this paragraph shall be served on interested parties by the petitioner, if the petitioner is in possession of their identity and address, and on the custodian of records. Upon receiving a petition, the custodian of records shall serve a copy of the request upon all interested parties that have not been served by the petitioner or on the interested parties served by the petitioner if the custodian of records possesses information, such as a more recent address, indicating that the service by the petitioner may have been ineffective.

(E) The custodian of records shall serve the petition within 10 calendar days of receipt. If any interested party, including the custodian of records, objects to the petition, the party shall file and serve the objection on the petitioning party no later than 15 calendar days of service of the petition.

(F) The petitioning party shall have 10 calendar days to file any reply. The juvenile court shall set the matter for hearing no more than 60 calendar days from the date the petition is served on the custodian of records. The court shall render its decision within 30 days of the hearing. The matter shall be decided solely upon the basis of the petition and supporting exhibits and declarations, if any, the objection and any supporting exhibits or declarations, if any, and the reply and any supporting declarations or exhibits thereto, and argument at hearing. The court may solely upon its own motion order the appearance of witnesses. If no objection is filed to the petition, the court shall review the petition and issue its decision within 10 calendar days of the final day for filing the objection. Any order of the court shall be immediately reviewable by petition to the appellate court for the issuance of an extraordinary writ.

(3) Access to juvenile case files pertaining to matters within the jurisdiction of the juvenile court pursuant to Section 300 shall be limited as follows:

(A) If a juvenile case file, or any portion thereof, is privileged or confidential pursuant to any other state law or federal law or regulation, the requirements of that state law or federal law or regulation prohibiting or limiting release of the juvenile case file or any portions thereof shall prevail. Unless a person is listed in subparagraphs (A) to (O), inclusive, of paragraph (1) and is entitled to access under the other state law or federal law or regulation without a court order, all those seeking access, pursuant to other authorization, to portions of, or information relating to the contents of, juvenile case files protected under another state law or federal law or regulation, shall petition the juvenile court. The juvenile court may only release the portion of, or information relating to the contents of, juvenile case files protected by another state law or federal law or regulation if disclosure is not detrimental to the safety, protection, or physical or emotional well-being of a child who is directly or indirectly connected to the juvenile case that is the subject of the petition. This paragraph shall not be construed to limit the ability of the juvenile court to carry out its duties in conducting juvenile court proceedings.

(B) Prior to the release of the juvenile case file or any portion thereof, the court shall afford due process, including a notice of and an opportunity to file an objection to the release of the record or report to all interested parties.

(4) A juvenile case file, any portion thereof, and information relating to the content of the juvenile case file, may not be disseminated by the receiving agencies to any persons or agencies, other than those persons or agencies authorized to receive documents pursuant to this section. Further, a juvenile case file, any portion thereof, and

information relating to the content of the juvenile case file, may not be made as an attachment to any other documents without the prior approval of the presiding judge of the juvenile court, unless it is used in connection with and in the course of a criminal investigation or a proceeding brought to declare a person a dependent child or ward of the juvenile court.

(5) Individuals listed in subparagraphs (A), (B), (C), (D), (E), (F), (H), and (I) of paragraph (1) may also receive copies of the case file. In these circumstances, the requirements of paragraph (4) shall continue to apply to the information received.

(b) (1) While the Legislature reaffirms its belief that juvenile court records, in general, should be confidential, it is the intent of the Legislature in enacting this subdivision to provide for a limited exception to juvenile court record confidentiality to promote more effective communication among juvenile courts, family courts, law enforcement agencies, and schools to ensure the rehabilitation of juvenile criminal offenders as well as to lessen the potential for drug use, violence, other forms of delinquency, and child abuse.

(2) Notwithstanding subdivision (a), written notice that a minor enrolled in a public school, kindergarten to grade 12, inclusive, has been found by a court of competent jurisdiction to have committed any felony or any misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense listed in Section 290 of the Penal Code, assault or battery, larceny, vandalism, or graffiti shall be provided by the court, within seven days, to the superintendent of the school district of attendance. Written notice shall include only the offense found to have been committed by the minor and the disposition of the minor's case. This notice shall be expeditiously transmitted by the district superintendent to the principal at the school of attendance. The principal shall expeditiously disseminate the information to those counselors directly supervising or reporting on the behavior or progress of the minor. In addition, the principal shall disseminate the information to any teacher or administrator directly supervising or reporting on the behavior or progress of the minor whom the principal believes needs the information to work with the pupil in an appropriate fashion, to avoid being needlessly vulnerable or to protect other persons from needless vulnerability.

Any information received by a teacher, counselor, or administrator under this subdivision shall be received in confidence for the limited purpose of rehabilitating the minor and protecting students and staff, and shall not be further disseminated by the teacher, counselor, or administrator, except insofar as communication with the juvenile, his or her parents or guardians, law enforcement personnel, and the juvenile's probation officer is necessary to effectuate the juvenile's rehabilitation or to protect students and staff.

An intentional violation of the confidentiality provisions of this paragraph is a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500).

(3) If a minor is removed from public school as a result of the court's finding described in subdivision (b), the superintendent shall maintain the information in a confidential file and shall defer transmittal of the information received from the court until the minor is returned to public school. If the minor is returned to a school district other than the one from which the minor came, the parole or probation officer having jurisdiction over the minor shall so notify the superintendent of the last district of attendance, who shall transmit the notice received from the court to the superintendent of the new district of attendance.

(c) Each probation report filed with the court concerning a minor whose record is subject to dissemination pursuant to subdivision (b) shall include on the face sheet the school at which the minor is currently enrolled. The county superintendent shall provide the court with a listing of all of the schools within each school district, within the county, along with the name and mailing address of each district superintendent.

(d) (1) Each notice sent by the court pursuant to subdivision (b) shall be stamped with the instruction: "Unlawful Dissemination Of This Information Is A Misdemeanor." Any information received from the court shall be kept in a separate confidential file at the school of attendance and shall be transferred to the minor's subsequent schools of attendance and maintained until the minor graduates from high school, is released from juvenile court jurisdiction, or reaches the age of 18 years, whichever occurs first. After that time the confidential record shall be destroyed. At any time after the date by which a record required to be destroyed by this section should have been destroyed, the minor or his or her parent or guardian shall have the right to make a written request to the principal of the school that the minor's school records be reviewed to ensure that the record has been destroyed. Upon completion of any requested review and no later than 30 days after the request for the review was received, the principal or his or her designee shall respond in writing to the written request and either shall confirm that the record has been destroyed or, if the record has not been destroyed, shall explain why destruction has not yet occurred.

(2) Except as provided in paragraph (2) of subdivision (b), no liability shall attach to any person who transmits or fails to transmit any notice or information required under subdivision (b).

(e) For purposes of this section, a "juvenile case file" means a petition filed in any juvenile court proceeding, reports of the probation officer, and all other documents filed in that case or made available to the probation officer in making his or her report, or to the judge, referee, or other hearing officer, and thereafter retained by the probation officer, judge, referee, or other hearing officer.

(f) The persons described in subparagraphs (A), (E), (F), (H), (K), (L), (M), and (N) of paragraph (1) of subdivision (a) include persons serving in a similar capacity for an Indian tribe, reservation, or tribal court when the case file involves a child who is a member of, or who is eligible for membership in, that tribe.

Welfare and Institutions Code section 830.1:

Notwithstanding any other provision of law, members of a juvenile justice multidisciplinary team engaged in the prevention, identification, and control of crime, including, but not limited to, criminal street gang activity, may disclose and exchange nonprivileged information and writings to and with one another relating to any incidents of juvenile crime, including criminal street gang activity, that may also be part of a juvenile court record or otherwise designated as confidential under state law if the member of the team having that information or writing reasonably believes it is generally relevant to the prevention, identification, or control of juvenile crime or criminal street gang activity. Every member of a juvenile justice multidisciplinary team who receives such information or writings shall be under the same privacy and confidentiality obligations and subject to the same penalties for violating those obligations as the person disclosing or providing the information or writings. The information obtained shall be maintained in a manner which ensures the protection of confidentiality.

As used in this section, "nonprivileged information" means any information not subject to a privilege pursuant to Division 8 (commencing with Section 900) of the Evidence Code.

As used in this section, "criminal street gang" has the same meaning as defined in Section 186.22 of the Penal Code.

As used in this section, "multidisciplinary team" means any team of three or more persons, the members of which are trained in the prevention, identification, and control of juvenile crime, including, but not limited to, criminal street gang activity, and are qualified to provide a broad range of services related to the problems posed by juvenile crime and criminal street gangs. The team may include, but is not limited to:

(a) Police officers or other law enforcement agents.

(b) Prosecutors.

(c) Probation officers.

(d) School district personnel with experience or training in juvenile crime or criminal street gang control.

(e) Counseling personnel with experience or training in juvenile crime or criminal street gang control.

(f) State, county, city, or special district recreation specialists with experience or training in juvenile crime or criminal street gang control.

(Cal. Welf. & Inst. Code § 830.1.)

Attachment B

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF SONOMA
IN AND FOR THE COUNTY OF SONOMA - JUVENILE DIVISION
STANDING ORDER
ISSUED DECEMBER 2015**

CITY OF SANTA ROSA GANG PREVENTION STRATEGY

The purpose of this order is to facilitate the provision of services to minors who have had contact with the Sonoma County Juvenile Probation Department, or are or have been wards or dependents of the court, by authorizing the Sonoma County Juvenile Probation Department to disclose to members of the Multi-Disciplinary Assessment & Referral Team (MDART), and for the members of the MDART to exchange amongst themselves, the following information: juvenile case file information as defined by Welfare and Institutions Code section 827, including privileged information such as mental health, education and substance abuse records made part of the juvenile case file.

The Court finds that the exchange of information will assist the MDART in formulating treatment plans for minors to prevent those minors from becoming involved in gang activity. For purposes of this order, "exchange" of information includes providing copies of the juvenile case file information.

The Court hereby finds that the best interest and needs of the children participating in the City of Santa Rosa Gang Prevention Strategy program outweighs the need for confidentiality, and therefore this order is consistent with Welfare and Institutions Code section 827. The Court further deems the MDART to be a multidisciplinary team pursuant to Welfare and Institution Code sections 827(k), 18986.40 and 18986.46.

IT IS SO ORDERED AS FOLLOWS:

The Sonoma County Juvenile Probation Department may exchange information in its possession which is confidential by virtue of Welfare and Institutions Code section 827 regarding minors who have had contact with the Sonoma County Juvenile Probation Department, or are or have been wards or dependents of the court, with members of the children's *Gang Prevention Strategy* multidisciplinary team, known as the Multidisciplinary Assessment & Referral Team (MDART) and the MDART members may exchange this information amongst themselves, under the following conditions:

1. The information is relevant to the treatment and services available to the minor through the program and is limited to information necessary to formulate a client's plan and to deliver services.
2. The Probation Department designee and the multi-disciplinary team leads (the assigned MDART case manager) will determine what information is relevant to the treatment and services available to the minor through the program and will limit further dissemination of the information amongst the MDART members to only that which meets these requirements.

3. The minor's parent(s) or guardian(s), and the minor to the extent applicable, have signed the Program Consent Form, including the Authorization for Release of Information and Records.
4. The Sonoma County Juvenile Probation Department shall not disclose the name(s) of any other minor(s) mentioned in the juvenile case file without a court order.
5. The head of each agency that is a member of the multidisciplinary team (MDART) shall sign a Memorandum of Understanding agreeing to maintain all information obtained pursuant to this order confidential and destroy any and all documents obtained pursuant to this order upon a minor's termination or graduation from the *Gang Prevention Strategy* program.
6. Each individual member of the MDART team shall sign an acknowledgment that they will be bound by this Standing Order and the MOU.
7. Pursuant to Welfare and Institution Code section 827(a)(4), members of the multidisciplinary team (MDART) shall not publish, disseminate or otherwise disclose any identifying or confidential information pertaining to any minors who have had contact with the Sonoma County Juvenile Probation Department, or are or have been wards or dependents of the court, except as provided herein.

DATED: December 2015

Virginia Marcoida, Superior Court Judge
Presiding Judge of the Superior Juvenile Court