

**CONTRACT NAME: AGREEMENT BETWEEN SCHOOL FACILITY
CONSULTANTS AND DAVIS JOINT UNIFIED SCHOOL DISTRICT**

BRIEF DESCRIPTION OF PLAN: This agreement provides DJUSD with consulting services to submit State School Facility Program (SFP) eligibility and funding applications. The consultants work with DJUSD to maximize eligibility for State funding for modernization of school facilities under the State School Facility Program.

SCHOOL FACILITY CONSULTANTS

1303 J STREET, SUITE 500
SACRAMENTO, CA 95814
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April 24, 2018

Mr. David Burke
Director of Facilities, Maintenance & Operations
Davis Joint Unified School District
1919 5th Street
Davis CA 95616

Subject: Estimate for Services

Dear Mr. Burke:

We appreciate the opportunity to present you this estimate to assist the Davis Joint Unified School District with the submittal of State School Facility Program (SFP) eligibility and funding applications. Based on our conversation, School Facility Consultants (SFC) proposes the following services:

- Update State SFP Modernization eligibility for Birch Lane Elementary, Fairfield Elementary, Pioneer Elementary, Willet Elementary, King Continuation High School, and Davis School for Independent Study:
 - Review site diagrams for square footage, classroom counts and age of facilities.
 - Review October 2017 CBEDS enrollment data.
 - Prepare and submit SAB 50-03, *Eligibility Determination* forms to the Office of Public School Construction (OPSC).
- Assist the District with the submittal of a State SFP Modernization Funding application for Birch Lane Elementary, Fairfield Elementary, Pioneer Elementary, Willet Elementary, King Continuation High School, and Davis School for Independent Study:
 - Prepare and submit State Allocation Board (SAB) forms and justification documents to the OPSC.
 - Work with project team to maximize the amount of the funding request for the Modernization projects.
- Establish baseline Modernization eligibility for Patwin Elementary School
 - Prepare Detailed Site Map/Diagram Documentation
 - Prepare Detailed Facility Inventory Review
 - Outline School Facility Program Regulation Exclusions for Applicable Facilities
 - Review October 2017 CBEDS enrollment data
 - Prepare and submit SAB 50-03, *Eligibility Determination* form(s) to the Office of Public School Construction (OPSC)

SFC proposes that we bill the fees for the services on a time and materials basis, "not to exceed" \$52,000 without prior approval from the District, per our Contract for Services with the District (copy attached).

We very much look forward to our continued work with you and the Davis Joint Unified School District.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Pettler", with a horizontal line extending to the right.

Matthew A. Pettler
Vice President



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**School Facility Consultants
Contract for Services with
Davis Joint Unified School District**

This document represents an agreement between **Davis Joint Unified School District**, herein referred to as the Client, and **School Facility Consultants**, herein referred to as the Contractor.

For the remuneration stipulated, the Contractor shall provide the following services:

- Assist Client to determine and maximize eligibility for State funding of new school construction and/or modernization of school facilities under the State School Facility Program.
- Assist Client with preparation and submittal of State applications required for eligible new construction and/or modernization projects.
- Work closely with the District, architect, and all applicable State Agency staffs to make certain all projects are moving through the approval process in a timely manner.
- Monitor meetings of the State Allocation Board and the Office of Public School Construction and Legislative Committees on issues affecting the District's applications.
- Assist Client with planning services, as requested by the Client, and as accepted by the Contractor.

For the services delineated above, the Client shall pay the Contractor at the rate schedule below. The fee shall cover all normal business expenses incurred in Sacramento by the Contractor on behalf of the Client. Client agrees that if it becomes necessary for a Consultant from School Facility Consultants to visit the Client, the Client will pay for travel time per the rate schedule below. Client also agrees to reimburse Contractor for all necessary and pre-approved travel expenses.

Hourly Rate Schedule

Principal	\$210 per hour
Director	\$195 per hour
Senior Consultant	\$185 per hour
Consultant	\$165 per hour
Research Analyst	\$135 per hour
Administrative Support	\$80 per hour

The District shall be responsible for reviewing and verifying all data included in documents, forms and reports prepared by the Contractor on behalf of the Client. The District shall be responsible for meeting any certification requirements and shall be responsible for consulting legal counsel as related to the preparation and submittal of documents, forms and reports.

It is understood that the Contractor shall function as an independent contractor without authority to obligate the Client or District for any indebtedness or other commitments. The Contractor will accurately and fairly represent the District's position.

The terms of the agreement shall remain in force unless mutually amended. This agreement may be terminated by either party upon 30 days written notice.

Bruce E. Colby
Chief Business Officer

School Facility Consultants

Davis Joint Unified School District

Matthew A. Pettler
Vice President
Date: _____



Authorized Representative
Date: 6/29/18