

Board Office Use: Legislative File Info.

File ID Number	12-0721
Committee	Facilities
Introduction Date	3-28-2012
Enactment Number	12-0984
Enactment Date	3-29-12 92



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

To Board of Education

From Tony Smith, Ed.D., Superintendent
Timothy White, Assistant Superintendent, Facilities Planning and Management

Board Meeting Date March 28, 2012

Subject Division of Facilities Planning and Management P.O's. Less than \$50,000.00

Action Requested: Ratification by the Board of Education of the attached contracts for the Division of Facilities Planning and Management.

File ID	Vendor Name	\$	Funding Source	Type	Site	Period	City
12-0705	911 Restorations	\$2,541.27	Measure A	P.O. Increase	Claremont Landscaping	6-28-11 thru 8-27-11	Richmond
12-0706	Associate Comfort Systems	\$13,900.00	Fund 35	P.O.	Skyline HS	12-12-11 thru 1-24-12	San Leandro
12-0707	Associate Comfort Systems	\$11,700.00	Fund 35	P.O.	MLK Jr. MS	11-28-11 thru 12-28- 12	San Leandro
12-0708	Bay City Mechanical	\$1,051.57	Measure B	P.O.	Chabot ES	2-27-12 thru 12-31-12	Richmond
12-0709	Best In the West Construction Cleanup	\$2,200.00	Measure B	P.O.	Elmhurst Mod	1-16-12 thru 6-30-12	Hayward
12-0710	California Business Systems	\$1,945.00	Measure A	P.O.	Facilities	1-3-12 thru 1-13-14	Oakland
12-0713	CDW-G	\$1,959.83	Measure B	P.O.	Urban Promise	3-1-12 thru 5-1-12	Verono Hills, IL
12-0714	Clearwire	\$1,285.00	Measure B	P.O.	Madison Health Centger	2-13-12 thru 12-31-12	San Jose
12-0715	Diablo Boiler	\$2,327.39	Measure B	P.O.	Chabot New Classroom	1-30-12 thru 12-31-12	Antioch
12-0717	Elation Systems	\$1,380.00	Measure B	P.O. Increase	Labor Compliance	6-30-11 thru 7-1-12	Oakland
12-0718	Eric Young	\$450.00	Measure A	P.O.	Elmhurst	3-2-12 thru 3-2-12	Oakland
12-0716	IVS Computer Technology	\$8,375.33	Measure A	P.O.	Claremont Landscaping	12-19-11 thru 12-30- 11	Bakersfield
12-0719	JDH Corrosin Consultants, Inc.	\$5,750.00	Measure B	P.O.	Montclair New Classroom	12-21-11 thru 5-1-12	Concord
12-0720	Leo's Professional Audio, Inc.	\$19,143.40	Measure B	P.O.	Highland ES	4-1-12 thru 8-15-12	Oakland
12-0721	Macy Movers, Inc.	\$5,610.00	Measure B	P.O.	Lowell Mod	3-1-11 thru 3-30-11	Oakland



OAKLAND UNIFIED
SCHOOL DISTRICT

121-0724	Maxut	\$2,042.25	Measure A	P.O.	Facilities	2-7-12 thru 2-16-12	Oakland
12-0726	North American Fence & Railing	\$425.00	Developer Fees	P.O.	Garfield Portable	10-15-2011 thru 2-29-12	Oakland
12-0727	PG&E Integrated Processing Center	\$5,000.00	Fund 35	P.O.	Facilities	1-4-12 thru 2-4-12	San Francisco
12-0728	PG&E Integrated Processing Center	\$150,000.00	Fund 35	P.O.	Facilities	12-15-11 thru 2-15-12	San Francisco
12-0729	Reed Brothers	\$348.86	Measure B	P.O.	Lowell Mod	2-14-12 thru 2-14-12	Oakland
12-0730	Safeplay by Design, Inc.	\$1,600.00	Measure B	P.O.	Laurel CDC	5-1-12 thru 12-31-13	Elk Grove
12-0731	Safeplay by Design, Inc.	\$900.00	Measure B	P.O.	Stonehurst CDC	5-1-12 thru 8-1-13	Elk Grove
1209732	Snader Associates	\$25,000.00	Fund 35	P.O.	La Escuelita	3-1-12 thru 12-31-12	San Rafael
11-3023	Southwest Interiors	\$45,000.00	Measure B	P.O.	Montera Mod	8-25-11 thru 8-25-12	Auburn
12-0733	SunEnergy	\$6,402.63	Fund 35	P.O.	Chabot Caldecott Tunnel Grant	2-13-12 thru 12-31-12	Oakland

Discussion:

Among the key purposes of the District's Facilities Master Plan is to provide an academic environment for the Oakland community that will give every student, educator, and community member using our facilities the best possible opportunity for learning.

Through implementation of the Facilities Master Plan, the District intends to improve the District's facilities in terms of structural integrity, safety, reliability of operating (mechanical) systems, access to modern resources, number and type of appropriate laboratories and specialized instruction rooms, opportunities for physical education, and attractiveness, such that the Oakland Public Schools are second to none. Operation of the District schools under the planned approach is intended to ensure safety, cleanliness, and orderliness for all individuals participating in the learning process.

The basic facility needs of students such as proper lighting, functional roofs, noise control and well maintained buildings, not only convey the message that we value our students and teachers but may foster a sense of school pride and community ownership which may improve attitudes towards learning. The implementation of the Facilities Master Plan is our first step in that direction.

Fiscal Impact:

Various

Recommendation:

The Board of Education is requested to approve the Facilities Planning and Management contracts and Purchase Order for the OUSD school sites.

Board Office Use: Legislative File Info.	
File ID Number	12-0721
Committee	Facilities
Introduction Date	3-28-2012
Enactment Number	
Enactment Date	



Memo

To Board of Education

From Tony Smith, Ed.D., Superintendent
Timothy White, Associate Superintendent, Facilities Planning and Management

Board Meeting Date March 13, 2012

Subject Purchase Order Increase, Amendment No. 1 - Macy Movers, Inc. - Lowell Middle School Modernization Project

Action Requested Approval by the Board of Education of Purchase Order Increase, Amendment No. 1 with Macy Movers, Inc. for Moving Services on behalf of the District at Lowell Middle School Modernization Project, in an amount not-to exceed \$350.00 increasing previous contract amount from \$5,260.00 to a not to exceed amount of \$6,610.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

Background The purchase order increase is to pay for outstanding invoices.

Local Business Participation Percentage 100.00%

Strategic Alignment Among the key purposes of the District's Facilities Master Plan is to provide an academic environment for the Oakland community that will give every student, educator, and community member using our facilities the best possible opportunity for learning.

Through implementation of the Facilities Master Plan, the District intends to improve the District's facilities in terms of structural integrity, safety, reliability of operating (mechanical) systems, access to modern resources,



number and type of appropriate laboratories and specialized instruction rooms, opportunities for physical education, and attractiveness, such that the Oakland Public Schools are second to none. Operation of the District schools under the planned approach is intended to ensure safety, cleanliness, and orderliness for all individuals participating in the learning process.

The basic facility needs of students such as proper lighting, functional roofs, noise control and well maintained buildings, not only convey the message that we value our students and teachers but may foster a sense of school pride and community ownership which may improve attitudes towards learning. The implementation of the Facilities Master Plan is our first step in that direction.

Recommendation

Approval by the Board of Education of Purchase Order Increase, Amendment No. 1 with Macy Movers, Inc. for Moving Services on behalf of the District at Lowell Middle School Modernization Project, in an amount not-to exceed \$350.00 increasing previous contract amount from \$5,260.00 to a not to exceed amount of \$6,610.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

Fiscal Impact

GO Bond-Measure B

Attachments

- Professional Services Contract including scope of work

Key Code:



AMENDMENT NO. 1 TO PURCHASE ORDER

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Macy Movers**. OUSD entered into an Agreement with CONTRACTOR for services on March 1, 2011, and the parties agree to amend that Agreement as follows:

1. Services:	<input type="checkbox"/> The scope of work is <u>unchanged</u> .	<input checked="" type="checkbox"/> The scope of work has <u>changed</u> .
If scope of work changed: Provide brief description of revised scope of work including description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary. <u>Attach revised scope of work.</u>		
The CONTRACTOR agrees to provide the following amended services: <u>The scope of the project is to pay outstanding invoices from the Lowell Middle School Modernization Project.</u>		
2. Terms (duration):	<input checked="" type="checkbox"/> The term of the contract is <u>unchanged</u> .	<input type="checkbox"/> The term of the contract has <u>changed</u> .
If term is changed: The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____, 20____.		
3. Compensation:	<input type="checkbox"/> The contract price is <u>unchanged</u> .	<input checked="" type="checkbox"/> The contract price has <u>changed</u> .
If the compensation is changed: The contract price is amended by		
<input checked="" type="checkbox"/> Increase of \$350.00 to original contract amount		
<input type="checkbox"/> Decrease of \$ _____ to original contract amount		
and the new contract total is <u>Five thousand, six hundred ten dollars and no cents (\$5,610.00)</u>		

4. **Remaining Provisions:** All other provisions of the Agreement, and prior Amendment(s) if any, shall remain unchanged and in full force and effect as originally stated.

5. **Amendment History:**

There are no previous amendments to this Agreement. This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase (Decrease)
			\$
			\$
			\$

6. **Approval:** This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Board of Education, and the Superintendent as their designee.

OAKLAND UNIFIED SCHOOL DISTRICT

CONTRACTOR

Jody London, President, Board of Education Date

Contractor Signature 03-13-12
Date

Edgar Rakestraw, Jr., Secretary
Board of Education Date
Date

Print Name, Title

Timothy White, Associate Superintendent
Facilities, Planning and Management Date

Amendment to Professional Services Contract

Page 2 of 2

1.1.1 "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR's entire Proposal is not made part of this Agreement.

SCOPE OF WORK

Contractor Name: Macy Movers, Inc.

Billing Rate: Three hundred fifty dollars and 00 cents (\$350.00)

1. **Goals or Objectives**
Pay outstanding invoices
2. **Description of Services to be Provided**
The scope of the project is to pay outstanding invoices from the Lowell Middle School Modernization Project.
3. **Deliverables**
NA.

AGREEMENT REQUEST FORM

DATE SUBMITTED: November 3, 2011 SUBMITTED BY: Larry Bridges

V059288

SECTION I. TYPE OF AGREEMENT (PLEASE CHECK ONE BOX)

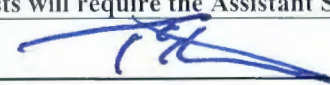
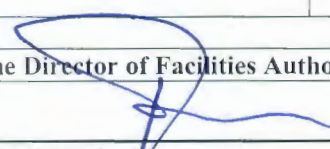
1.) A&E (Architects and Engineers) Contract	<input type="checkbox"/>	5.) "Small" (under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record) Contract	<input type="checkbox"/>	6.) Resolution Awarding Bid & Construction Contract	<input type="checkbox"/>
3.) Agreement for Professional Services-Testing Etc.	<input type="checkbox"/>	7.) Change Order	<input type="checkbox"/>
4.) Amendment to Agreement for Professional Services (Amendment #--)	<input type="checkbox"/>	8.) Purchase Order	<input checked="" type="checkbox"/>

LEGISLATIVE FILE
 File ID No. 12-0721
 Introduction Date 3-28-2012
 Enactment No. 12-0984
 Enactment Date 3-29-12

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

Local Business	Small Local Business	Small Local Resident Business	Total Percentage
100%	Yes	No	100%

All requests will require the Assistant Superintendent's and the Director of Facilities Authorization and Signature

	Date		Date
Timothy E. White Assistant Superintendent		Tadashi Nakadegawa Director of Facilities	<u>4/3/11</u>


SECTION III. AGREEMENT INFORMATION:

Project Name:	Lowell Modernization	Project No:	6004 <u>2049901811-</u>
Vendor Name:	Macy Movers, Inc	Vendor Contact:	Mark Macy <u>6276</u>
Vendor Phone Number:	510-444-0100 Direct	Vendor Mailing Address:	200 Victory Court Oakland, CA 94607
Agreement Start & Stop Dates:	Start: March 1, 2011 Stop: March 30, 2011	Amounts:	Current Contract Amount: <u>\$5,200.00</u> Not to Exceed Amount: <u>350.00</u> Revised Contract Amount: <u>5,610.00</u>
Has Work Started?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes give an explanation:	Has Work Been Completed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Certificate of Insurance Attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Date provided:	

For Construction Contracts \$15,000, please provide or attach the following:


- 1) Number of Bids Received, List of Bidders and Amounts (Bid Form) *(Attach Bid Documents)*
 - 2) Date(s) of Bid Advertisement _____
 - 3) Date of Bid Opening _____
 - 4) Name of Architect _____
 - 5) Liquidated damages per day _____
 - 6) Performance Bonds Attached _____
 - 7) Payment Bonds Attached _____
 - 8) Number of Phases _____
- (Sections 6 & 7 to be completed by Contract Administration department)

Scope of Work: Pay outstanding invoice for Lowell Middle school.


Jody London
 President, Board of Education

Discussion Information

Funding Source P.O. Increase


Edna Rakestraw, Jr.
 Board of Education

*Make Enquiry
 yahoo.com*

RECEIVED
11-14-2011

535-2063 FX

PAM



200 Victory Court • Oakland, California 94607-4610
(510) 444-0100

Del: LOAD DATE	12-13-10	INVOICE DATE	12-27-10
MANIFEST/BILL OF LADING NO.	n/a	REG/INVOICE NUMBER	12166
ORIGIN	Oakland, CA.		
DESTINATION	on premise		
SHIPPER	Lowell Middle School		

220.00

PAGE 01

BILL TO

Lowell Middle School
991 14th street
Oakland, CA. 94607

Attn: Larry 982-0866
LM - 10-25-11

MACY MOVERS

DESCRIPTION OF SERVICES

AMOUNT

300 1.5 cartons @ \$1.80 each
carton delivery

300.00
50.00

▼ TERMS OF INVOICE ▼

TOTAL CHARGES

350.00

LESS PAYMENT RECEIVED

NET DUE ►

350.00

5104448426

13:47

10/26/2011

Board Office Use: Legislative File Info.	
File ID Number	10-3030
Committee	Facilities
Introduction Date	1-4-2011
Enactment Number	11-0082
Enactment Date	1-12-11



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

To Board of Education

From Tony Smith, Ed.D., Superintendent
Timothy White, Assistant Superintendent, Facilities Planning and Management

Board Meeting Date January 12, 2011

Subject Division of Facilities Planning and Management P.O's. Less than \$50,000.00

Action Requested: Ratification by the Board of Education of the attached contracts for the Division of Facilities Planning and Management.

File ID	Vendor Name	\$	Funding Source	Type	Site	Period	City
10-3018	A & E Emaar	\$4,500.00	GO Bond-Measure B	PO	Fremont Mod	12-13-2010 thru 1-31-2011	Albany
10-3019	Bohm Environmental Services	\$14,941.00	Risk Management	P.O.	Claremont Gym Fire Repair	12-15-2010 thru 1-15-2011	Oakland
10-3020	Comfort by Design	\$9,800.00	GO Bond-Measure B	P.O.	Fremont Mod	1-1-2011 thru 9-30-2011	Pinole
10-3021	Diversified Flooring Services, Inc.	\$50,000.00	GO Bond-Measure B	PO	Montera Mod	8-31-2010 thru 9-30-2010	Foster City
10-3023	Hur Flooring Co.	\$49,999.00	Risk Management	PO	Claremont Gym Fire Repair	10-10-2010 thru 1-10-2011	Canoga Park
10-3027	Kam Yan & Associates	\$7,500.00	Developer Fees	PO	Skyline Stadium Light Pole Structural Upgrade	12-1-2010 thru 12-31-2011	Oakland
10-3025	Kam Yan & Associates	\$7,500.00	Developer Fees	PO	McClymonds Stadium Light Pole Structural Upgrade	12-1-2010 thru 1-15-2011	Oakland
10-3024	Kam Yan & Associates	\$7,500.00	Developer Fees	PO	Castlemont Stadium Light Pole Structural Upgrade	12-1-2010 thru 1-15-2011	Oakland
10-3026	Kam Yan & Associates	\$7,500.00	Developer Fees	PO	Oakland Tech Stadium Light Pole Structural	12-1-2010 thru 1-15-2011	Oakland



OAKLAND UNIFIED
SCHOOL DISTRICT

					Upgrade		
10-3029	Lee Signs	\$3,089.04	Developer Fees	PO Increase	Downtown Educational Complex	12-2-2010 thru 1-31-2011	Oakland
10-3030	Macy Movers, Inc.	\$5,260.00	GO Bond-Measure B	PO	Lowell Mod	12-8-2010 thru 12-31-2011	Oakland
10-3031	Masterpiece Painting	\$48,637.00	Risk Management	PO	Claremont Gym Fire Repair	12-15-2010 thru 1-15-2011	Oakland
10-3032	Playground Unlimited	\$37,473.25	GO Bond-Measure B	PO	Various Play Structures	12-1-2010 thru 1-15-2011	Sunnyvale
10-3033	Professional Cleaning Service	\$4,440.00	GO Bond-Measure B	PO	Montera Mod	1-12-2011 thru 12-31-2011	San Francisco
10-3034	SCA Environmental, Inc.	\$2,895.00	County School Facilities Fund	PO	Chabot Caldecott Tunnel Grant	1-13-2011 thru 12-31-2011	Oakland

Discussion:

Among the key purposes of the District's Facilities Master Plan is to provide an academic environment for the Oakland community that will give every student, educator, and community member using our facilities the best possible opportunity for learning.

Through implementation of the Facilities Master Plan, the District intends to improve the District's facilities in terms of structural integrity, safety, reliability of operating (mechanical) systems, access to modern resources, number and type of appropriate laboratories and specialized instruction rooms, opportunities for physical education, and attractiveness, such that the Oakland Public Schools are second to none. Operation of the District schools under the planned approach is intended to ensure safety, cleanliness, and orderliness for all individuals participating in the learning process.

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Fiscal Impact:

Various

Recommendation:

The Board of Education is requested to approve the Facilities Planning and Management contracts and Purchase Order for the OUSD school sites.

OAKLAND UNIFIED SCHOOL DISTRICT
Department of Facilities Planning & Management

V059288

AGREEMENT REQUEST FORM

DATE SUBMITTED: December 2, 2010 SUBMITTED BY: Larry Bridges

SECTION I. TYPE OF AGREEMENT (PLEASE CHECK ONE BOX)

1.) A&E (Architects and Engineers) Contract	<input type="checkbox"/>	5.) "Small"(under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record) Contract	<input type="checkbox"/>	6.) Resolution Awarding Bid & Construction Contract	<input type="checkbox"/>
3.) Agreement for Professional Services-Testing Etc.	<input type="checkbox"/>	7.) Change Order	<input type="checkbox"/>
4.) Amendment to Agreement for Professional Services (Amendment #--)		8.) Purchase Order	<input checked="" type="checkbox"/>

Fiscal Year: 2010-2011
Vendor Number: _____
P.O. Under \$50K:
Date Processed: 12-8-2010
To: MB 12810 To DR: _____

SECTION II LOCAL BUSINESS PARTICIPATION PERCENTAGE

Local Business	Small Local Business	Small Local Resident Business	Total Percentage
Yes	Yes		100 %

All requests will require the Assistant Superintendent's and the Director of Facilities Authorization and Signature

	Date		Date
Timothy E. White Assistant Superintendent		Tadashi Nakadegawa Director of Facilities	<u>12/2/10</u>

SECTION III. AGREEMENT INFORMATION:


Project Name:	Lowell Modernization	Project No:	6004 <u>2049901811-</u>
Vendor Name:	Macy Movers, Inc.	Vendor Contact:	Mark Macy <u>6274</u>
Vendor Phone Number:	510-444-0100	Vendor Mailing Address:	200 Victory Court Oakland, CA 94607
Agreement Start & Stop Dates:	Start: Stop:	Amounts:	Current Contract Amount: \$ 5,260.00 Not to Exceed Amount: \$ 5,260.00 Revised Contract Amount:
Has Work Started?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes give an explanation:	Has Work Been Completed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Certificate of Insurance Attached	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date provided:	

For Construction Contracts \$15,000, please provide or attach the following:


- | | |
|--|--|
| 1) Number of Bids Received, List of Bidders and Amounts (Bid Form) <i>(Attach Bid Documents)</i> | 6) Performance Bonds Attached _____ |
| 2) Date(s) of Bid Advertisement _____ | 7) Payment Bonds Attached _____ |
| 3) Date of Bid Opening _____ | 8) Number of Phases _____ |
| 4) Name of Architect _____ | |
| 5) Liquidated damages per day _____ | (Sections 6 & 7 to be completed by Contract Administration department) |

Scope of Work: Relocation furniture from a 2 story classroom building to portable classroom.

Discussion Information *(Needed to prepare Executive Summary)*


Gary Yee, President
Board of Education

Funding Source 10-3030
1-4-2011
11-0082
1-12-11
B9

Budget Number: _____

Edgar Rakestraw, Jr.
Secretary, Board of Education

RECEIVED
12-8-2010

MACY MOVERS, INC.

200 VICTORY COURT
OAKLAND, CA. 94607
PHONE 510-444-0100
FAX 510-444-8426

Shipper

West Oakland Middle
991 14th street
Oakland, CA. 94607

	<u>Origin</u>	<u>Destination</u>
Local move	15 classrooms Oakland, CA.	Exterior Portables Oakland, CA.

Services to be performed

West Oakland campus, 2 story classroom building. Relocate furniture contents of 15 classrooms to portable classrooms located at west end of building. Each classroom contains Approximately 30 student desks; 1 teacher's desk; 1 upright book shelf and 1 standing file cabinet. 8 classrooms upstairs, 7 downstairs.

Arrange relocated furniture into designated portable classroom with Teachers desk nearest blackboard. Place student desks in rows facing blackboard. Arrange standing file and book shelf adjacent and Behind teachers desk or to side as directed.

Relocate equipment from 2 project rooms from West Oakland campus to Lafayette school @ 1700 Market Street. 20 file cabinets. Office partitions, 10 desks and miscellaneous supply boxes.

Project requested for Christmas break school closure.

Detail of Charges for Service:

Local Move - 8 Men

West Oakland Classrooms	3,680.00
Program rooms	1580.00
Total Estimated Cost:	\$5,260.00

Macy Movers, Inc.
09/06/2010

(For) West Oakland Middle

**OAKLAND UNIFIED SCHOOL DISTRICT
Division of Facilities Planning & Management**

MOVE REQUEST FORM

DATE SUBMITTED: July 26, 2010 PROJECT MANAGER: Kenya Chatman

SECTION I. MOVE INFORMATION: (Move Request Form must be submitted two weeks prior to move).

School Site	Project Number	Contact Person	Contact Person Number
<u>LOWELL</u>	<u>06004</u>	<u>W6MS/KIPP</u>	<u>879-2093/879.2421</u>
Project Name	<u>MODERNIZATION @ LOWELL SITE.</u>		
Date of Move	<u>NOV. 2010 - MARCH 2012</u>	Date of Return	<u>MARCH 2012</u>

SECTION II. MOVE INFORMATION:

Type of Project	Please Check	Additional Information
Modernization	<input checked="" type="checkbox"/>	<u>Thanksgiving break - MOVE 10 CLASSROOMS to portables. Spring Break - MOVE 10 CLASSROOMS out & another 10 CLASSROOMS IN</u>
Portables / No. of Portables	<u>10</u>	
New Construction		
Computer Disconnect		
Electrical Disconnect		
Other		<u>MOVE BOOKS out of Library</u> <u>MOVE DESKS/CHAIRS EVERY PHASE (A)</u> <u>FOR COMPLETE MODERNIZATION.</u>

Type of Move (Please Provide A Detailed Justification)

Complete MODERNIZATION OF CAMPUS INCLUDING FLOORING.

Financial Data:

Moving Expenses Budget: _____
(Facilities Projects Only)

Moving Expense Budget: _____
(Non-Facilities) PO Number: _____ Approval Executive Cabinet Date

All moves requests will require the authorization & signature of Tadashi Nakadegawa Acting Director of Facilities:

Tadashi Nakadegawa Acting Director of Facilities 7/27/10 Date