

<b>Board Office Use: Legislative File Info.</b>	
File ID Number	13-0233
Committee	Facilities
Introduction Date	February 13, 2013
Enactment Number	13-0342
Enactment Date	2/13/13 OR



OAKLAND UNIFIED  
SCHOOL DISTRICT

Community Schools, Thriving Students

## Memo

**To** Board of Education

**From** Tony Smith, Ph.d., Superintendent  
Timothy White, Associate Superintendent, Facilities Planning and Management

**Board Meeting Date** February 13, 2013

**Subject** Amendment No. 3, Independent Consultant Agreement for Professional Services - Ninyo & Moore- Havenscourt New Cafeteria & Classroom Building Project

**Action Requested** Approval by the Board of Education of Amendment No. 3, Independent Consultant Agreement for Professional Services with Ninyo & Moore for Special Inspection Services on behalf of the District at Havenscourt New Cafeteria & Classroom Building, in an amount not-to exceed \$3,700.00 increasing previous contract amount from \$130,583.65 to a not to exceed amount of \$134,283.65 and revising the end date from June 30, 2011 through December 31, 2012 to December 31, 2014. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Background** The Division of State Architect requires independent T&I to ensure compliance with in-house review and CBC requirements.

**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 Amendment No. 3, Independent Consultant Agreement for Professional Services with Ninyo & Moore for Special Inspection Services on behalf of the District at Havenscourt New Cafeteria & Classroom Building, in an amount not-to exceed \$3,700.00 increasing previous contract amount from \$130,583.65 to a not to exceed amount of \$134,283.65 and revising the end date from June 30, 2011 through December 31, 2012 to December 31, 2014. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Fiscal Impact**

Measure B

**Attachments**

- Independent Contractors Agreement for Professional Services including scope of work

## AMENDMENT NO. 3 TO INDEPENDENT CONSULTANT CONTRACT

This Amendment is entered into between the Oakland Unified School District (OUSD) and Ninyo & Moore. OUSD entered into an Agreement with CONTRACTOR for services on August 12, 2010, and the parties agree to amend that Agreement as follows:

1. **Services:**       The scope of work is unchanged.                      **x The scope of work has changed.**  
**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. Attach revised scope of work.  
 The CONTRACTOR agrees to provide the following amended services: The scope of the project is to provide special inspection services for the Havenscourt Lunch Shelter.

2. **Terms (duration):**     The term of the contract is unchanged.                      **x The term of the contract has changed.**  
**If term is changed:** The contract term is extended by an additional Two years, and the amended expiration date is December 31, 2014.

3. **Compensation:**     The contract price is unchanged.                      **x The contract price has changed.**  
**If the compensation is changed:** The contract price is amended by  
     **x Increase of \$3,700.00 to original contract amount**  
      Decrease of \$ \_\_\_\_\_ to original contract amount  
 and the new contract total is One hundred thirty-four thousand, two hundred eighty-three dollars and sixty-five cents (\$134,283.65)

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. **X** This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase (Decrease)
1	6-22-2011	The scope of the project is to provide material testing and inspection services for the Havenscourt Interim Dining Project Phase (2).	\$13,410.00
2	4-25-2012	The base contract was for the temporary classrooms project while the new building was in design; Amendment No. 1 was for the interim kitchen and dining project because the existing cafeteria building needs to be demolished as the new building will be built at the current location of the existing cafeteria; Amendment No. 2 is for the construction of the New Classroom and Cafeteria main building. A cost for special inspections by Ninyo & Moore could not be provided until the plans and specifications for the new building were completed.	\$112,118.65

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.

955 HIGH STREET  
 OAKLAND, CA 94601  
 2013 JAN 10 PM 9 17  
 FACILITIES PLANNING  
 & MANAGEMENT  
 ACCOUNTING DEPARTMENT



OAKLAND UNIFIED SCHOOL DISTRICT

CONTRACTOR

David Kakishiba, President  
Board of Education

2/14/13  
Date

*[Signature]*

2/14/13  
Date

Edgar Rakestraw, Jr., Secretary  
Board of Education

Date  
Date

*[Signature]*

Timothy White, Associate Superintendent  
Facilities, Planning and Management

Date

*[Signature]* 1-8-13

Contractor Signature Date

Terence K. Wang, General Manager  
Print Name, Title

File ID Number: 13-0233  
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Enactment Date: 2/13/13  
By: OL

**EXHIBIT "A" Scope of Work**

**Contractor Name: Ninyo & Moore**

**Billing Rate: Three thousand, seven hundred dollars and no cents (\$3,700.00)**

**Description of Services to be Provided**

**1. Description of Services to be Provided**

Provide special inspection services for the Havenscourt Lunch Shelter.

**2. Specific Outcomes:**

Provide a safe and healthy environment for the students and staff.

**3. Alignment with District Strategic Plan:** Indicate the goals and visions supported by the services of this contract:

<input type="checkbox"/> Ensure a high quality instructional core	<input type="checkbox"/> Prepare students for success in college and careers
<input type="checkbox"/> Develop social, emotional and physical health	<input checked="" type="checkbox"/> Safe, healthy and supportive schools
<input checked="" type="checkbox"/> Create equitable opportunities for learning	<input checked="" type="checkbox"/> Accountable for quality
<input type="checkbox"/> High quality and effective instruction	<input type="checkbox"/> Full service community district

**Oakland Unified School District or the District verifies that the Contractor does not appear on the Excluded Parties List at [www.epls.gov/epls/search.do](http://www.epls.gov/epls/search.do).**

*Susie Butler-Berkley 1-10-2013*  
**Susie Butler-Berkley**  
**Contract Analyst**

## EXHIBIT A

November 15, 2012  
Proposal No. P-81826 B

Mr. Eric Scheuermann, Project Manager  
Oakland Unified School District  
955 High Street  
Oakland, California 94601

Subject: Proposal for Geotechnical Observation,  
Materials Testing and Special Inspection Services  
Havenscourt Middle School Phase 3 - Lunch Shelter Project  
1390 66th Avenue, Oakland, California  
OUSD Project No.: 07030; DSA Application No.:01-112954; File No.:1-29

Dear Mr. Scheuermann:

In accordance with your request, Ninyo & Moore is pleased to provide this proposal to perform Geotechnical Observation, Materials Testing & Special Inspection Services for the Havenscourt Middle School Phase 3 - Lunch Shelter project located at 1390 66<sup>th</sup> Avenue in Oakland, California. This proposal provides our cost estimate and scope of services based on our review of the DSA approved project plans, DSA-103 form, California Building Code, Title 24, and on our experience performing services on similar projects.

### PROJECT UNDERSTANDING

From the review of available project documents, we understand that Havenscourt Middle School Lunch Shelter project consists of eight drilled piers with tube steel column and metal roof with solar panels.

### SCOPE OF MATERIAL TESTING AND SPECIAL INSPECTION SERVICES

Specific to this contract, Ninyo & Moore is capable and experienced in providing the needed testing and inspection services. Based on our review of the project documents we will provide the following scope of services.

**SCOPES OF FIELD SERVICES INCLUDE:**

- Geotechnical Services include:
  - A review of the drilled pier recommendations provided by the existing geotechnical report to satisfy the Geotechnical Engineer-of-Record status.
  - Geotechnical observation for installation of drilled piers.
  - Preparation of daily field reports and reports of laboratory testing results, which will be issued to the Oakland Unified School District and their designated project team.
  - Preparation of a summary report which presents the results of our field observations, compaction testing, and laboratory testing, including our conclusions regarding compliance with the project plans and specifications.
- Structural concrete sampling and transporting test specimens to the laboratory for compression testing;
- Periodic batch plant inspection;
- Other – Management Oversight and Technical Support.

**SCOPES OF LABORATORY SERVICES INCLUDE:**

- Compressive strength testing of concrete.

**ASSUMPTIONS**

- Our services will be scheduled, and coordinated by the District's Project Inspector.
- The contractor and subcontractors will maintain a 40-hour work week during normal day-time work hours; and that weekend and overtime work has not been included in this cost proposal.
- We assume our services are subject to California prevailing wage law.
- It will not be necessary to sign a labor agreement with the Operating Engineers Union for this project, nor will Ninyo & Moore's technicians and inspectors need to be members of the Union.
- Site visits made by professional staff and our field technicians will be billed on a portal-to-portal basis, on a 2-hour minimum with a 4-hour increment.
- The DSA Project Inspector will perform inspection services including:
  - Placement of reinforcing steel, formwork and embedded elements
  - Placement of concrete



- Periodic concrete batch plant inspection will be required/performed during structural concrete pours; however, this was not noted on the DSA-103 sheet. Our proposal includes this service.
- Steel shop will be providing structural steel fabrication and welding inspection. Our cost estimate does not include shop fabrication and shop welding inspection. Therefore, we are not responsible for any shop fabrication and shop welding work.
- Services that are not included will be provided upon the District's written request.
- Additional laboratory testing will be provided upon request and written approval, and will be billed at the rates listed on our current fee schedule.

### PROPOSED ESTIMATED COST

SEE APPENDIX "A" FOR BREAKDOWN OF FEES

Task	Summary of Estimated Fees for Geotechnical Observation Materials Testing and Inspection Services	Estimated Fees
1	Consultation and Project Management	\$1,058
2	Field Services	\$1,680
3	Materials Testing	\$120
4	Final Verified Report Preparation	\$842
	<b>Amendment required for the Phase 3</b>	<b>\$3,700</b>

### ESTIMATE OF FEES

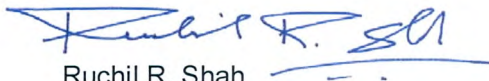
Our proposed time-and-materials fee estimate of phase 3 project for drilled pier observation, construction materials testing and special inspection services associated with this project, based on the scope of services as described above, is \$3,700 (Three Thousand Seven Hundred Dollars). A detailed estimate of fees is attached. Please note that at the time our estimate was calculated, a construction schedule was not available. Should the construction schedule require a lesser or greater amount of services than that estimated herein, the cost would vary accordingly. The actual cost of our services will depend largely on the requested site visits for our services, as well as impact of weather and work stoppages, all of which are beyond our control. When possible, we will combine inspection and testing services to reduce the cost of our services.

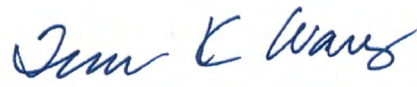


We will provide services on an as-needed basis and will require 24 hours notice for scheduling inspection and testing visits. Construction services are billed portal-to-portal from our Oakland office.

We sincerely appreciate being a part of the OUSD project team to implement this important Facility Bond program and very much look forward to the opportunity to continue to work with you on this project.

Sincerely,  
**NINYO & MOORE**

  
Ruchil R. Shah  
Sr. Staff Engineer

  
Terence K. Wang PE, GE  
Principal Engineer

RS/TKW/ayp

Attachments: Appendix A – Breakdown of Estimated Fees  
Schedule of Fees

Distribution: (1) Addressee (via e-mail)

1390 66th Avenue  
Oakland, California

November 15, 2012  
Proposal No. P-81826 B

**APPENDIX A - BREAKDOWN OF ESTIMATED FEE  
PROJECT: HAVENSCOURT MIDDLE SCHOOL LUNCH SHELTER**

<b>CONSULTATION AND PROJECT MANAGEMENT</b>				
Project Engineer/Geologist	6 hours	@	133 /hour	798
Administration, Word Processing, Misc.	4 hours	@	65 /hour	260
<b>Subtotal</b>				<b>\$ 1,058</b>
<b>FIELD SERVICES</b>				
Staff Engineer (Drilled Pier)	8 hours	@ \$	125 /hour	\$ 1,000
Field Technician (Concrete)	4 hours	@ \$	85 /hour	\$ 340
Batch Plant Observation (Concrete)	4 hours	@ \$	85 /hour	\$ 340
<b>Subtotal</b>				<b>\$ 1,680</b>
<b>MATERIALS TESTING</b>				
Concrete Compression Tests, C39	4 tests	@ \$	30 /test	\$ 120
<b>Subtotal</b>				<b>\$ 120</b>
<b>FINAL VERIFIED REPORT PREPARATION</b>				
Principal Engineer/Geologist	2 hours	@	155 /hour	310
Project Engineer/Geologist	4 hours	@	133 /hour	532
<b>Subtotal</b>				<b>\$ 842</b>
<b>TOTAL ESTIMATED FEE</b>				<b>\$ 3,700</b>

## SCHEDULE OF FEES

### HOURLY CHARGES FOR PERSONNEL

Principal Engineer/Geologist/Environmental Scientist .....	\$ 155
Senior Engineer/Geologist/Environmental Scientist.....	\$ 150
Senior Project Engineer/Geologist/Environmental Scientist .....	\$ 140
Project Engineer/Geologist/Environmental Scientist.....	\$ 133
Senior Staff Engineer/Geologist/Environmental Scientist .....	\$ 120
Staff Engineer/Geologist/Environmental Scientist.....	\$ 110
GIS Analyst.....	\$ 105
Field Operations Manager.....	\$ 105
Supervisory Technician .....	\$ 100
Nondestructive Examination Technician, UT, MT, LP .....	\$ 95
Senior Field/Laboratory Technician/Inspector.....	\$ 85
Field/Laboratory Technician .....	\$ 85
Concrete/Asphalt Batch Plant Inspector.....	\$ 85
Special Inspector (Asphalt, Concrete, Masonry, Steel, Welding, and Fireproofing).....	\$ 85
Technical Illustrator/CAD Operator.....	\$ 80
Information Specialist.....	\$ 80
Data Processing, Technical Editing, or Reproduction.....	\$ 65

### OTHER CHARGES

Concrete Coring Equipment (includes one technician) .....	\$ 145 /hr
PID/FID Usage.....	\$ 120 /day
Anchor load test equipment (includes technician) .....	\$ 89 /hr
Hand Auger Equipment .....	\$ 55 /day
Inclinometer Usage .....	\$ 32 /hr
Vapor Emission Kits.....	\$ 30 /kit
Level D Personal Protective Equipment (per person per day) .....	\$ 25 /p/d
Rebar Locator (Pachometer).....	\$ 22 /hr
Nuclear Density Gauge Usage.....	\$ 12 /hr
Field Vehicle Usage.....	\$ 10 /hr
Direct Project Expenses.....	Cost plus 15 %
Laboratory testing, geophysical equipment, and other special equipment provided upon request.	

### NOTES (Field Services)

For field and laboratory technicians and special inspectors, regular hourly rates are charged during normal weekday construction hours. Overtime rates at 1.5 times the regular rates will be charged for work performed outside normal construction hours and all day on Saturdays. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day or on Sundays and holidays. Lead time for any requested service is 24 hours. Field Technician rates are based on a 4-hour minimum. Special inspection rates are based on a 4-hour minimum for the first 4 hours and an 8-hour minimum for hours exceeding 4 hours. Field personnel are charged portal to portal.

### INVOICES

Invoices will be submitted monthly and are due upon receipt. A service charge of 1.0 percent per month may be charged on accounts not paid within 30 days.

### TERMS AND CONDITIONS

The terms and conditions of providing our consulting services include our limitation of liability and indemnities as presented in Ninyo & Moore's Work Authorization and Agreement.



**SCHEDULE OF FEES FOR LABORATORY TESTING**

<b>Soils</b>		<b>Concrete</b>	
Atterberg Limits, D 4318, CT 204 .....	\$ 180	Cement Analysis Chemical and Physical, C 109 .....	\$ 1,650
California Bearing Ratio (CBR), D 1883 .....	\$ 440	Compression Tests, 6x12 Cylinder, C 39 .....	\$ 30
Chloride and Sulfate Content, CT 417 & CT 422 .....	\$ 135	Concrete Mix Design Review, Job Spec .....	\$ 140
Consolidation, D 2435, CT 219 .....	\$ 275	Concrete Mix Design, per Trial Batch, 6 cylinder, ACI .....	\$ 750
Consolidation – Time Rate, D 2435, CT 219 .....	\$ 70	Concrete Cores, Compression (excludes sampling), C 42 .....	\$ 55
Direct Shear – Remolded, D 3080 .....	\$ 290	Drying Shrinkage, C 157 .....	\$ 250
Direct Shear – Undisturbed, D 3080 .....	\$ 250	Flexural Test, C 78 .....	\$ 100
Durability Index, CT 229 .....	\$ 150	Flexural Test, C 293 .....	\$ 55
Expansion Index, D 4829, UBC 18-2 .....	\$ 240	Flexural Test, CT 523 .....	\$ 100
Expansion Potential (Method A), D 4546 .....	\$ 180	Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI .....	\$ 250
Expansive Pressure (Method C), D 4546 .....	\$ 180	Jobsite Testing Laboratory .....	Quote
Geofabric Tensile and Elongation Test, D 4632 .....	\$ 165	Lightweight Concrete Fill, Compression, C 495 .....	\$ 55
Hydraulic Conductivity, D 5084 .....	\$ 300	Petrographic Analysis, C 856 .....	\$ 1,100
Hydrometer Analysis, D 422, CT 203 .....	\$ 190	Splitting Tensile Strength, C 496 .....	\$ 80
Moisture, Ash, & Organic Matter of Peat/Organic Soils .....	\$ 110	<b>Reinforcing and Structural Steel</b>	
Moisture Only, D 2216, CT 226 .....	\$ 30	Fireproofing Density Test, UBC 7-6 .....	\$ 70
Moisture and Density, D 2937 .....	\$ 50	Hardness Test, Rockwell, A-370 .....	\$ 80
Permeability, CH, D 2434, CT 220 .....	\$ 290	High Strength Bolt, Nut & Washer Conformance, set, A-32 .....	\$ 205
pH and Resistivity, CT 643 .....	\$ 160	Mechanically Spliced Reinforcing Tensile Test, ACI .....	\$ 95
Proctor Density D 1557, D 698, CT 216, & .....	\$ 260	Pre-Stress Strand (7 wire), A 416 .....	\$ 140
AASHTO T-180 (Rock corrections add \$80)		Chemical Analysis, A-36, A-615 .....	\$ 120
R-value, D 2844, CT 301 .....	\$ 425	Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	
Sand Equivalent, D 2419, CT 217 .....	\$ 110	No. 8 Rebar .....	\$ 55
Sieve Analysis, D 422, CT 202 .....	\$ 110	No. 11 Rebar .....	\$ 75
Sieve Analysis, 200 Wash, D 1140, CT 202 .....	\$ 90	No. 18 Rebar .....	\$ 150
Specific Gravity, D 854 .....	\$ 200	Structural Steel Tensile Test: Up to 200,000 lbs.	
Triaxial Shear, C.D, D 4767, T 297 .....	\$ 390	(machining extra), A 370 .....	\$ 105
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt. \$	\$ 330	Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI .....	\$ 80
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt. \$	\$ 190	Tensile Test for Fiberwrap (ASTM D-3039) .....	\$ 675
Triaxial Shear, U.U., D 2850 .....	\$ 140		
Unconfined Compression, D 2166, T 208 .....	\$ 100	<b>Asphalt Concrete</b>	
Wax Density, D 1188 .....	\$ 90	Asphalt Mix Design, Caltrans .....	\$ 2,200
		Asphalt Mix Design Review, Job Spec .....	\$ 150
<b>Roofing</b>		Extraction, % Asphalt, including Gradation, D 2172, CT 310 .....	\$ 215
Built-up Roofing, cut-out samples, D 2829 .....	\$ 165	Film Stripping, CT 302 .....	\$ 100
Roofing Materials Analysis, D 2829 .....	\$ 500	Hveem Stability and Unit Weight CTM or ASTM, CT 366 .....	\$ 195
Roofing Tile Absorption, (set of 5), UBC 15-5 .....	\$ 190	Marshall Stability, Flow and Unit Weight, T-245 .....	\$ 215
Roofing Tile Strength Test, (set of 5), UBC 15-5 .....	\$ 190	Maximum Theoretical Unit Weight, D 2041 .....	\$ 120
		Swell, CT 305 .....	\$ 165
		Unit Weight sample or core, D 2726, CT 308 .....	\$ 90
		<b>Aggregates</b>	
<b>Masonry</b>		Absorption, Coarse, C 127 .....	\$ 35
Brick Absorption, 24-hour submersion, C 67 .....	\$ 45	Absorption, Fine, C 128 .....	\$ 35
Brick Absorption, 5-hour boiling, C 67 .....	\$ 55	Clay Lumps and Friable Particles, C 142 .....	\$ 100
Brick Absorption, 7-day, C 67 .....	\$ 60	Cleanness Value, CT 227 .....	\$ 160
Brick Compression Test, C 67 .....	\$ 45	Crushed Particles, CT 205 .....	\$ 140
Brick Efflorescence, C 67 .....	\$ 45	Durability, Coarse, CT 229 .....	\$ 165
Brick Modulus of Rupture, C 67 .....	\$ 40	Durability, Fine, CT 229 .....	\$ 165
Brick Moisture as received, C 67 .....	\$ 35	Los Angeles Abrasion, C 131 or C 535 .....	\$ 180
Brick Saturation Coefficient, C 67 .....	\$ 50	Mortar making properties of fine aggregate, C 87 .....	\$ 275
Concrete Block Compression Test, 8x8x16, C 140 .....	\$ 60	Organic Impurities, C 40 .....	\$ 55
Concrete Block Conformance Package, C 90 .....	\$ 1,100	Potential Reactivity of Aggregate (Chemical Method), C 289 .....	\$ 390
Concrete Block Linear Shrinkage, C 426 .....	\$ 120	Sand Equivalent, CT 217 .....	\$ 90
Concrete Block Unit Weight and Absorption, C 140 .....	\$ 55	Sieve Analysis, Coarse Aggregate, C 136 .....	\$ 125
Cores, Compression or Shear Bond, CA Code .....	\$ 85	Sieve Analysis, Fine Aggregate (including wash), C 136 .....	\$ 125
Masonry Grout, 3x3x6 prism compression, UBC 21-18 .....	\$ 30	Sodium Sulfate Soundness (per size fraction), C 88 .....	\$ 160
Masonry Mortar, 2x4 cylinder compression, UBC 21-16 .....	\$ 30	Specific Gravity, Coarse, C 127 .....	\$ 75
Masonry Prism, half size, compression, UBC 21-17 .....	\$ 180	Specific Gravity, Fine, C 128 .....	\$ 110

Special preparation of standard test specimens will be charged at the technician's hourly rate.

Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.



# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)  
1/08/2013

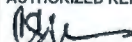
<b>PRODUCER</b> Dealey, Renton & Associates P. O. Box 12675 Oakland, CA 94604-2675 510 465-3090 Christine Silan	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
	<b>INSURERS AFFORDING COVERAGE</b>
<b>INSURED</b> Ninyo & Moore Geotechnical & Environmental Sciences Consultants 1956 Webster Street, Suite 400 Oakland, CA 94612	INSURER A: <b>Travelers Property Casualty Co</b>
	INSURER B: <b>American Automobile Ins. Co.</b>
	INSURER C: <b>Alterra Excess &amp; Surplus Insura</b>
	INSURER D:
	INSURER E:

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> OCP GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	6308986R247	10/03/12	10/03/13	EACH OCCURRENCE \$1,000,000 FIRE DAMAGE (Any one fire) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
	A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	8108986R247	10/03/12	10/03/13
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				
A	EXCESS LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$	CUP8986R247	10/03/12	10/03/13	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$ \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	WZP81002626	05/01/12	05/01/13	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	OTHER Professional & Contractor's Pollution Liab.	MAX7PL0000506	10/03/12	04/03/14	\$5,000,000 per Claim \$5,000,000 Annl Aggr.

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
**GENERAL LIABILITY POLICY EXCLUDES CLAIMS ARISING OUT OF THE PERFORMANCE OF PROFESSIONAL SERVICES.**  
 REF: N&M#401934002. Havenscourt New Cafeteria & Classroom Building. GENERAL LIABILITY/AUTOMOBILE LIABILITY  
 ADDITIONAL INSURED: Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives. Insurance is primary per policy form. Waiver of Subrogation applies to Commercial General Liability, Automobile Liability and Workers Compensation.

<b>CERTIFICATE HOLDER</b> Oakland Unified School District Attn: Susie Butler Berkley 955 High Street Oakland, CA 94601-0000	ADDITIONAL INSURED; INSURER LETTER:	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL <del>SEND BY MAIL</del> <b>30</b> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BY <del>MAIL</del> <b>PERSONAL DELIVERY</b> <del>BY MAIL</del> AUTHORIZED REPRESENTATIVE 
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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## SCHEDULED ADDITIONAL INSURED WRITTEN CONTRACT (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

**NAME OF PERSON(S) OR ORGANIZATION(S):**

Oakland Unified School District  
Attn: Susie Butler Berkley  
955 High Street  
Oakland, CA 94601-0000

**PROJECT/LOCATION OF COVERED OPERATIONS:**

Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives.

### PROVISIONS

1. The following is added to **SECTION II - WHO IS AN INSURED:**

The person or organization shown in the Schedule above is an additional insured on this Coverage Part, but:

- a. Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
- b. If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the "written contract requiring insurance" applies. The person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insurance provided to such additional insured is limited as follows:

- c. In the event that the Limits of Insurance of this Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the in-

surance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". This endorsement shall not increase the limits of Insurance described in Section III — Limits Of Insurance.

- d. This insurance does not apply to the rendering of or failure to render any "professional services" or construction management errors or omissions.
- e. This insurance does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to that additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.



## COMMERCIAL GENERAL LIABILITY

2. The following is added to Paragraph 4.a. of **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**:

The insurance provided to the additional insured shown in the Schedule above is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover. However, if you specifically agree in the "written contract requiring insurance" that this insurance provided to the additional insured under this Coverage Part must apply on a primary basis or a primary and non-contributory basis, this insurance is primary to "other insurance" available to the additional insured which covers that person or organization as a named insured for such loss, and we will not share with that "other insurance". But this insurance provided to the additional insured still is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under any "other insurance".

3. The following is added to **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS**:

### Duties Of An Additional Insured

As a condition of coverage provided to the additional insured:

The additional insured must give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

- i. How, when and where the "occurrence" or offense took place;
- ii. The names and addresses of any injured persons and witnesses; and
- iii. The nature and location of any injury or damage arising out of the "occurrence" or offense.

- b. If a claim is made or "suit" is brought against the additional insured, the additional insured must:

- i. Immediately record the specifics of the claim or "suit" and the date received; and
- ii. Notify us as soon as practicable.

The additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.

- c. The additional insured must immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
- d. The additional insured must tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover the additional insured for a loss we cover. However, this condition does not affect whether this insurance provided to the additional insured is primary to that other insurance available to the additional insured which covers that person or organization as a named insured.

4. The following is added to the **DEFINITIONS** Section:

"Written contract requiring insurance" means that part of any written contract or agreement with the person or organization shown in the Schedule above, under which you are required to include that person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

- a. After the signing and execution of the contract or agreement by you;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

Insured: Ninyo & Moore Geotechnical &

Policy Number: WZP81002626

Effective Date: 05/01/12

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF OUR RIGHT TO RECOVER FROM  
OTHERS ENDORSEMENT - CALIFORNIA**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be % of the California workers' compensation premium otherwise due on such remuneration.

**SCHEDULE**

**Person or Organization**

**Job Description**

Oakland Unified School District  
Attn: Susie Butler Berkley  
955 High Street  
Oakland, CA 94601-0000

Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives.

Countersigned by



Authorized Representative

Form WC 04 03 06  
Process Date:

(1) Printed in U.S.A.

Policy Expiration Date:





## AMENDMENT TO INDEPENDENT CONSULTANT AGREEMENT ROUTING FORM

Project Information			
Project Name	Havenscourt New Cafeteria & Classroom	Site	Havenscourt Middle School
Basic Directions			
Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.			
Attachment Checklist	<input type="checkbox"/> Proof of general liability insurance, including certificates and endorsements, if contract is over \$15,000 <input type="checkbox"/> Workers compensation insurance certification, unless vendor is a sole provider		

Contractor Information							
Contractor Name	Ninyo & Moore	Agency's Contact	Ruchil Shah				
OUSD Vendor ID #	V058012	Title	Project Manager				
Street Address	1956 Webster Street, Suite 400	City	Oakland	State	CA	Zip	94612
Telephone	510-633-5640	Policy Expires	10-3-2013				
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
OUSD Project #	07030						

Term			
Date Work Will Begin	8-12-2010	Date Work Will End By (not more than 5 years from start date)	12-31-2014

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$134,283.65
Pay Rate Per Hour (if Hourly)	\$	If Amendment, Changed Amount	\$ 3,700.00
Other Expenses		Requisition Number	

Budget Information				
If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.				
Resource #	Funding Source	Org Key	Object Code	Amount
7710	Measure B	2079003835	6252	\$3,700.00

Approval and Routing (in order of approval steps)							
Services cannot be provided before the contract is fully approved and a Purchase Order is issued. Signing this document affirms that to your knowledge services were not provided before a PO was issued.							
1.	Division Head		Charles Love	Phone	510-535-7081	Fax	510-5357-82
	Capital Program Contract & Accounting Manager						
	Signature			Date Approved	1-10-13		
2.	General Counsel, Department of Facilities Planning and Management						
	Signature			Date Approved	1-10-13		
3.	Associate Superintendent, Facilities Planning and Management						
	Signature			Date Approved	1-14-13		
4.	President, Board of Education						
	Signature			Date Approved			

Board Office Use: Legislative File Info.	
File ID Number	12-0982
Committee	Facilities
Introduction Date	4-25-2012
Enactment Number	12-1233
Enactment Date	4-25-12 RJ



OAKLAND UNIFIED  
SCHOOL DISTRICT

## Memo

To Board of Education

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

Board Meeting Date April 25, 2012

Subject Amendment No. 2, Independent Consultant Agreement for Professional Services - Ninyo & Moore- Havenscourt New Cafeteria & Classroom Building Project

**Action Requested** Approval by the Board of Education of Amendment No. 2, Independent Consultant Agreement for Professional Services with Ninyo & Moore for Special Inspection Services on behalf of the District at Havenscourt New Cafeteria & Classroom Building, in an amount not-to exceed \$112,118.65 increasing previous contract amount from \$18,465.00 to a not to exceed amount of \$130,583.65 and revising the end date from August 12, 2010 through June 30, 2011 to December 31, 2012. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Background** The Division of State Architect requires independent T&I to ensure compliance with in-house review and CBC requirements.

**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 Amendment No. 2, Independent Consultant Agreement for Professional Services with Ninyo & Moore for Special Inspection Services on behalf of the District at Havenscourt New Cafeteria & Classroom Building, in an amount not-to exceed \$112,118.65 increasing previous contract amount from \$18,465.00 to a not to exceed amount of \$130,583.65 and revising the end date from August 12, 2010 through June 30, 2011 to December 31, 2012. All remaining portions of the agreement shall remain in full force and effect as originally stated.

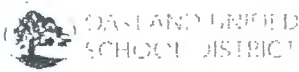
**Fiscal Impact**

Measure B

**Attachments**

- Independent Contractors Agreement including scope of work





## AMENDMENT NO. 2 TO INDEPENDENT CONSULTANT CONTRACT

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Ninyo & Moore**. OUSD entered into an Agreement with CONTRACTOR for services on **August 12, 2011**, and the parties agree to amend that Agreement as follows:

**1. Services:**       The scope of work is unchanged                       The scope of work has changed.  
**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. Attach revised scope of work.  
 The CONTRACTOR agrees to provide the following amended services: The base contract was for the temporary classrooms project while the new building was in design; Amendment No. 1 was for the interim kitchen and dining project because the existing cafeteria building needs to be demolished as the new building will be built at the current location of the existing cafeteria; Amendment No. 2 is for the construction of the New Classroom and Cafeteria main building. A cost for special inspections by Ninyo & Moore could not be provided until the plans and specifications for the new building were completed.

**2. Terms (duration):**       The term of the contract is unchanged.                       The term of the contract has changed.  
**If term is changed:** The contract term is extended by an additional Six months, and the amended expiration date is December 31, 2012.


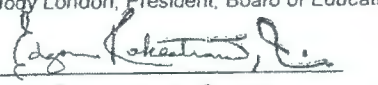
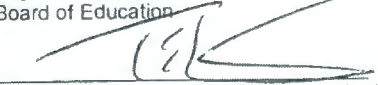
**3. Compensation:**       The contract price is unchanged.                       The contract price has changed.  
**If the compensation is changed:** The contract price is amended by  
     Increase of **\$112,118.65 to original contract amount**  
     Decrease of \$ \_\_\_\_\_ to original contract amount  
 and the new contract total is One hundred thirty thousand, five hundred eighty-three dollars and sixty-five cents (\$130,583.65)


**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)
1	6-22-2011	The scope of the project is to provide material testing and inspection services for the Havenscourt Interim Dining Project Phase (2).	\$13,410.00

**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 designees.

**OAKLAND UNIFIED SCHOOL DISTRICT**  
  
 Jody London, President, Board of Education      Date: 4/26/12  
  
 Edgar Rakestraw, Jr., Secretary  
 Board of Education      Date: 4/26/12  
  
 Timothy White, Associate Superintendent  
 Facilities, Planning and Management      Date: \_\_\_\_\_

**CONTRACTOR**  
  
 Contractor Signature      Date: April 4, 2012  
 Terence K. Wang, General Manager  
 Print Name, Title  
 File ID Number: 12-0982  
 Introduction Date: 4-25-12  
 Enactment Number: 12-1233  
 Enactment Date: 4-25-12  
 By: X2



**EXHIBIT "A" Scope of Work**

**Contractor Name:**

**Billing Rate:** One hundred twelve thousand, one hundred eighteen dollars and sixty-five cent

**1. Description of Services to be Provided**

Provide material and inspection services.

**2. Specific Outcomes:**

Accurate testing of all materials at the Havenscourt school site.

**3. Alignment with District Strategic Plan:** Indicate the goals and visions supported by the services of this contract:

<input type="checkbox"/> Ensure a high quality instructional core	<input type="checkbox"/> Prepare students for success in college and careers
<input checked="" type="checkbox"/> Develop social, emotional and physical health	<input checked="" type="checkbox"/> Safe, healthy and supportive schools
<input checked="" type="checkbox"/> Create equitable opportunities for learning	<input type="checkbox"/> Accountable for quality
<input type="checkbox"/> High quality and effective instruction	<input checked="" type="checkbox"/> Full service community district

March 8, 2012  
Proposal No. P-81826

Mr. Eric Scheuermann, Project Manager  
Oakland Unified School District  
955 High Street  
Oakland, California 94601

Subject: Proposal for Geotechnical Observation,  
Materials Testing and Special Inspection Services  
Havenscourt Middle School New Classroom and Cafeteria Building Phase 2 Project  
1390 66th Avenue, Oakland, California  
OUSD Project No.: 07030; DSA Application No.:01-111714; File No.:1-29

Dear Mr. Scheuermann:

In accordance with your request, Ninyo & Moore is pleased to provide this proposal to perform Geotechnical Observation, Materials Testing & Special Inspection Services for the Havenscourt Middle School New Classroom and Cafeteria Building project located at 1390 66<sup>th</sup> Avenue in Oakland, California. This proposal provides cost estimate and scope of services based on our review of the DSA approved project plans and specifications, DSA-103 form, the Specifications, California Building Code, Title 24, and on our experience performing services on similar projects.

#### PROJECT UNDERSTANDING

From review of the available project documents, we understand that Havenscourt Middle School

1-story cafeteria, site preparation and construction of a new 22,504 square foot, 2-story steel frame building with elevator. Ground floor will consist of cafeteria; kitchen and dining while second level will consist of six classrooms and restrooms. The building will have mat slab foundation, retaining wall and structural steel framing.

### **SCOPE OF MATERIAL TESTING AND SPECIAL INSPECTION SERVICES**

Specific to this contract, Ninyo & Moore is capable and experienced in providing the needed testing and inspection services. Based on our review of the project documents we will provide the following scope of services.

### **SCOPES OF FIELD SERVICES INCLUDE:**

- Geotechnical Services include:
  - Review existing geotechnical report and provide recommendation to satisfy the Geotechnical Engineer-of-Record.
  - Geotechnical field services to evaluate suitability of the exposed subgrade prior to placement of fill, aggregate base, or pavers, and to provide supplemental geotechnical recommendations, on an as-needed basis.
  - Field technician services for earthwork observation, documentation, sampling, and in-place density testing during subgrade preparation.
  - Laboratory testing of construction materials sampled in the field, including soils, and aggregates. Our anticipated tests include modified Proctor density, optimum moisture content, and sieve analysis.
  - Pick-up and transport construction material samples for testing at our laboratory.
  - Preparation of daily field reports and reports of laboratory testing results, which will be issued to the Oakland Unified School District and their designated project team.
  - Preparation of a summary report which presents the results of our field observations, compaction testing, and laboratory testing, including our conclusions regarding compliance with the project plans and specifications.
  
- Structural concrete sampling and transporting test specimens to the laboratory for compression testing;
- Periodic batch plant inspection;
- Structural steel welding including ultrasonic testing – shop and field operations;
- High strength bolts – field Inspection and lab testing;
- Anchors/dowels – testing at frequencies and values noted on the Structural drawings;
- Other – Management Oversight and Technical Support.

**SCOPES OF LABORATORY SERVICES INCLUDE:**

- Modified proctor density;
- Optimum moisture content;
- Compressive strength testing of concrete;
- Reinforcing steel – tensile and bend tests;
- High strength bolts – hardness, wedge and proof load tests.

**ASSUMPTIONS**

- Our services will be scheduled, and coordinated by the District's Project Inspector.
- The contractor and subcontractors will maintain a 40-hour work week during normal day-time work hours; and that weekend and overtime work has not been included in this cost proposal.
- We assume our services are subject to California prevailing wage law.
- It will not be necessary to sign a labor agreement with the Operating Engineers Union for this project, nor will Ninyo & Moore's technicians and inspectors need to be members of the Union.
- Site visits made by professional staff and our field technicians will be billed on a portal-to-portal basis, with a 2- hour minimum.
- The DSA Project Inspector will perform inspection services including:
  - Placement of reinforcing steel, formwork and embedded elements;
  - Placement of concrete;
  - Installation of post-installed anchors.
- Periodic concrete batch plant inspection will be required/performed during structural concrete pours; however, this was not noted on the DSA-103 sheet. Our proposal includes this service.
- Reinforcing steel identification, sampling, tagging and associated laboratory testing will be required/performed for structural concrete and masonry elements. Our proposal includes this service.
- Since steel shop schedules are not available, we anticipate a local Bay Area fabricator will be utilized for the structural and miscellaneous steel. We have based our estimate for shop welding inspection services on this and our prior experience with similar types of projects.
- Services that are not included will be provided upon the District's written request.
- Additional laboratory testing will be provided upon request and written approval, and will be billed at the rates listed on our current fee schedule.



**PROPOSED ESTIMATED COST**

SEE APPENDIX "A" FOR BREAKDOWN OF FEES

Task	Summary of Estimated Fees for Geotechnical Observation Materials Testing and Inspection Services	Estimated Fees
1.	Geotechnical Services	\$23,988
2.	Structural Concrete	\$26,600
3.	Structural Steel and Welding	\$52,695
4.	Load Testing Post-Installed Anchors/Dowels	\$4,424
5.	Management, Admin Support, Prepare and issue Final Report	\$7,340
	<b>Estimated Fees required for Phase 2</b>	<b>\$117,047</b>
	Estimated budget remaining from Phase 1	\$4,928.35
	<b>Amendment required for the Phase 2</b>	<b>\$112,118.65</b>

**ESTIMATE OF FEES**

Our proposed time-and-material fee estimate of phase 2 project for geotechnical observation, construction materials testing and special inspection services associated with this project, based on the scope of services as described above, is \$117,047 (One Hundred Seventeen Thousand and Forty Seven Dollars). Since, we estimate \$4,328.35 remaining from the phase 1 project that could be applied towards the phase 2 project, we request an Amendment Two of **\$112,118.65 (One Hundred and Twelve Thousand, One Hundred and Eighteen Dollars and Sixty-Five Cents)** for the subject project. A detailed estimate of fees is attached. Please note that a construction schedule was not available at the time our estimate was calculated. Should

herein, the cost would vary accordingly. The actual cost of our services will depend largely on the requested site visits for our services, as well as impact of weather and work stoppages, all of which are beyond our control. When possible, we will combine inspection and testing services to reduce the cost of our services.

We will provide services on an as-needed basis and will require 24 hours notice for scheduling inspection and testing visits. Construction services are billed portal-to-portal from our Oakland office.


1390 66<sup>th</sup> Avenue  
Oakland, California

March 8, 2012  
Proposal No. P-81826

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We sincerely appreciate being a part of the OUSD project team to implement this important Facility Bond program and very much look forward to the opportunity to continue to work with you on this project.

Sincerely,  
**NINYO & MOORE**

  
Ruchil R. Shah  
Sr. Staff Engineer

  
Terence K. Wang PE, GE  
Principal Engineer

RS/cab

Attachments: Appendix A – Breakdown of Estimated Fees  
Schedule of Fees

Distribution: (1) Addressee (via e-mail)

APPENDIX "A" P-81826						
ESTIMATED FEES FOR GEOTECHNICAL, MATERIALS TESTING AND SPECIAL INSPECTION SERVICES OAKLAND USD - HAVENSCOURT NEW CLASSROOM & CAFETERIA PHASE 2 PROJECT						
	Site Visits	Hours Per Visit	Quantity (Hrs./ Tests)	Rate	Fee	Subtotal
<b>GEOTECHNICAL TESTING SERVICES</b>						
Geotechnical services for imported fill compaction foundation subgrade observation field density testing AC/AB testing and preparation of Geotechnical Verified reports						
<b>Field Services</b>						
Sr Staff Engineer/Geologist	6	4	24	\$120	\$2,880	
Technician - full day visits	12	8	96	\$79	\$7,584	
Technician - 1/2 days Visits	16	4	64	\$79	\$5,056	
Nuclear Gauge			184	\$12	\$2,208	
<b>Laboratory Services</b>						
Compaction Curve (ASTM D1557)			3	\$260	\$780	
Sieve Analysis (ASTM C-422)			3	\$110	\$330	
Hveem				\$195	\$0	
R-Value				\$425	\$0	
<b>Review of Submittals, Data Compilation, Report Preparation, Project Coordination</b>						
Principal Engineer			10	\$155	\$1,550	
Sr Staff Engineer/Geologist			30	\$120	\$3,600	
<b>ESTIMATED SUBTOTAL</b>						<b>\$23,988</b>
<b>CAST-IN-PLACE CONCRETE/REINFORCING STEEL</b>						
We will sample concrete and reinforcing steel for laboratory testing per DSA-103. In addition, we will perform periodic batch plant inspection, we anticipate the batch plant will provide proper certification for automatic batching and current weighmasters certificate. Concrete cylinders will be cast for compressive strength testing at the frequency of 5 cylinders for each 50 cubic yards placed per mix per day. Per Specs 033000-16, two test cylinders shall be tested at 7-days and two shall be tested at 28-days. One cylinder will be "held" for potential future testing. All samples will be transported to our laboratory for testing. As is typical with DSA projects, we anticipate the IOR will observe the placement of formwork, reinforcing steel, concrete and anchor bolts.						
<b>Reinforcing Steel</b>						
Technician - Material ID, Tag and Sample	10	4	40	\$79	\$3,160	
<b>Structural Concrete</b>						
Technician - Periodic Batch Plant/Casting Concrete	20	4	80	\$79	\$6,320	
<b>Miscellaneous Concrete</b>						
Technician - Periodic Batch Plant/Casting Concrete	10	4	40	\$79	\$3,160	
<b>Sample Pick-Ups</b>						
Technician (when unable to coordinate with other activities)	20	2	40	\$79	\$3,160	
<b>Laboratory Services</b>						
Concrete Compression Tests (56 Sets of 5)			280	\$30	\$8,400	
Reinforcing Steel - Tensile and Bend Testing (20 Sets of 2)			40	\$110	\$4,400	
<b>ESTIMATED SUBTOTAL</b>						<b>\$28,600</b>
<b>STRUCTURAL STEEL</b>						
We will provide periodic and/or continuous welding inspection during shop and field operations including material ID and review of the WPS. Per DSA-103 we will also perform periodic inspection of cold formed steel and stairs/rails. Continuous inspection will be provided for Tension testing of the x-brace rods at the clearstory. We anticipate a local fabrication facility will be utilized within a 1 hour radius from the project site. Overtime, Doubletime Weekend, Holiday, Off Hours and/or Shift Work requiring our services is not anticipated.						
<b>Structural/Miscellaneous Steel - Shop Welding</b>						
Technician - Welding Inspection	30	8	240	\$79	\$18,960	
Technician - Ultrasonic Testing	10	4	40	\$95	\$3,800	
<b>High Strength Bolts Lab Testing (Set of 3 = 1 sample)</b>						
Hardness/Rockwell Test - Proof Load (nut, washer, bolt)			3	\$80	\$240	
Conformance Test - Wedge (nut, washer, bolt)			3	\$205	\$615	
<b>ESTIMATED SUBTOTAL</b>						<b>\$62,695</b>
<b>ANCHORS/DOWELS</b>						
We will perform load testing of the post installed anchors and dowels at intervals specified in the project drawings.						
<b>Load Testing</b>						
Technician - Load Testing	14	4	56	\$79	\$4,424	
<b>ESTIMATED SUBTOTAL</b>						<b>\$4,424</b>
<b>REPORTS, MANAGEMENT, AND ADMIN</b>						
Project Manager - Project Management, Review of Submittals, Meetings, etc.			40	\$120	\$4,800	
Administration - Word Processing, Misc.			10	\$44	\$440	
DSA Final Verified Reports by Responsible Engineer (DSA-291 & 292)			6	\$350	\$2,100	
<b>ESTIMATED SUBTOTAL</b>						<b>\$7,340</b>
<b>TOTAL ESTIMATED FEE FOR PHASE 2 PROJECT</b>						<b>\$117,047</b>
<b>ESTIMATED BUDGET REMAINING FROM PHASE 1 PROJECT</b>						<b>\$4,928.35</b>
<b>AMENDMENT REQUIRED FOR PHASE 2 PROJECT</b>						<b>\$112,118.65</b>



**SCHEDULE OF FEES**

**HOURLY CHARGES FOR PERSONNEL**

Principal Engineer/Geologist/Environmental Scientist.....	\$ 155
Senior Engineer/Geologist/Environmental Scientist.....	\$ 150
Senior Project Engineer/Geologist/Environmental Scientist.....	\$ 140
Project Engineer/Geologist/Environmental Scientist.....	\$ 133
Senior Staff Engineer/Geologist/Environmental Scientist.....	\$ 120
Staff Engineer/Geologist/Environmental Scientist.....	\$ 110
GIS Analyst.....	\$ 105
Field Operations Manager.....	\$ 105
Supervisory Technician.....	\$ 97
Nondestructive Examination Technician, UT, MT, LP.....	\$ 95
Senior Field/Laboratory Technician/Inspector.....	\$ 79
Field/Laboratory Technician.....	\$ 79
Concrete/Asphalt Batch Plant Inspector.....	\$ 79
Special Inspector (Asphalt, Concrete, Masonry, Steel, Welding, and Fireproofing).....	\$ 79
Technical Illustrator/CAD Operator.....	\$ 80
Information Specialist.....	\$ 80
Data Processing, Technical Editing, or Reproduction.....	\$ 65

**OTHER CHARGES**

Expert Witness Testimony.....	\$ 400 /hr
Concrete Coring Equipment (includes one technician).....	\$ 145 /hr
PID/FID Usage.....	\$ 120 /day
Anchor load test equipment (includes technician).....	\$ 89 /hr
Hand Auger Equipment.....	\$ 55 /day
Inclinometer Usage.....	\$ 32 /hr
Vapor Emission Kits.....	\$ 30 /kit
Level D Personal Protective Equipment (per person per day).....	\$ 25 /p/d
Rebar Locator (Pachometer).....	\$ 22 /hr
Nuclear Density Gauge Usage.....	\$ 12 /hr
Field Vehicle Usage.....	\$ 10 /hr
Direct Project Expenses.....	Cost plus 15 %
Laboratory testing, geophysical equipment, and other special equipment provided upon request	

**NOTES (Field Services)**

For field and laboratory technicians and special inspectors, regular hourly rates are charged during normal weekday construction hours. Overtime rates at 1.5 times the regular rates will be charged for work performed outside normal construction hours and all day on Saturdays. Rates at twice the regular rates will be charged for all work in excess of

an 8-hour minimum for hours exceeding 4 hours. Field personnel are charged portal to portal.

**INVOICES**

Invoices will be submitted monthly and are due upon receipt. A service charge of 1.0 percent per month may be charged on accounts not paid within 30 days.

**TERMS AND CONDITIONS**

The terms and conditions of providing our consulting services include our limitation of liability and indemnities as presented in Ninyo & Moore's Work Authorization and Agreement.

**SCHEDULE OF FEES FOR LABORATORY TESTING**  
**Laboratory Test, Test Designation, and Price Per Test**

<u>Soils</u>		<u>Concrete</u>	
Atterberg Limits, D 4318, CT 204 .....	\$ 180	Cement Analysis Chemical and Physical, C 109 .....	\$ 1,650
California Bearing Ratio (CBR), D 1883 .....	\$ 440	Compression Tests, 6x12 Cylinder, C 39 .....	\$ 30
Chloride and Sulfate Content, CT 417 & CT 422 .....	\$ 135	Concrete Mix Design Review, Job Spec .....	\$ 140
Consolidation, D 2435, CT 219 .....	\$ 275	Concrete Mix Design per Trial Batch, 6 cylinder, ACI .....	\$ 750
Consolidation - Time Rate, D 2435, CT 219 .....	\$ 70	Concrete Cores, Compression (excludes sampling), C 42 .....	\$ 55
Direct Shear - Remolded, D 3080 .....	\$ 290	Drying Shrinkage, C 157 .....	\$ 250
Direct Shear - Undisturbed, D 3080 .....	\$ 250	Flexural Test, C 78 .....	\$ 100
Durability Index, CT 229 .....	\$ 150	Flexural Test, C 293 .....	\$ 55
Expansion Index, D 4829, UBC 18-2 .....	\$ 240	Flexural Test, CT 523 .....	\$ 100
Expansion Potential (Method A), D 4546 .....	\$ 180	Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI .....	\$ 250
Expansive Pressure (Method C), D 4546 .....	\$ 180	Jobsite Testing Laboratory .....	Quote
Geofabric Tensile and Elongation Test, D 4632 .....	\$ 165	Lightweight Concrete Fill, Compression, C 495 .....	\$ 55
Hydraulic Conductivity, D 5084 .....	\$ 300	Petrographic Analysis, C 856 .....	\$ 1,100
Hydrometer Analysis, D 422, CT 203 .....	\$ 190	Splitting Tensile Strength, C 496 .....	\$ 80
Moisture, Ash, & Organic Matter of Peat/Organic Soils .....	\$ 110	<u>Reinforcing and Structural Steel</u>	
Moisture Only, D 2216, CT 226 .....	\$ 30	Fireproofing Density Test, UBC 7-6 .....	\$ 70
Moisture and Density, D 2937 .....	\$ 50	Hardness Test, Rockwell, A-370 .....	\$ 80
Permeability, CH, D 2434, CT 220 .....	\$ 290	High Strength Bolt, Nut & Washer Conformance set, A-32 .....	\$ 205
pH and Resistivity, CT 643 .....	\$ 160	Mechanically Spliced Reinforcing Tensile Test, ACI .....	\$ 95
Proctor Density D 1557, D 698, CT 216 & .....	\$ 260	Pre-Stress Strand (7 wire), A 416 .....	\$ 140
AASHTO T-180 (Rock corrections add \$80)		Chemical Analysis, A-36, A-615 .....	\$ 120
R-value, D 2844, CT 301 .....	\$ 425	Reinforcing Tensile or Bend up to No 11, A 615 & A 706	
Sand Equivalent, D 2419, CT 217 .....	\$ 110	No. 8 Rebar .....	\$ 55
Sieve Analysis, D 422, CT 202 .....	\$ 110	No. 11 Rebar .....	\$ 75
Sieve Analysis, 200 Wash, D 1140, CT 202 .....	\$ 90	No. 18 Rebar .....	\$ 150
Specific Gravity, D 854 .....	\$ 200	Structural Steel Tensile Test Up to 200,000 lbs	
Triaxial Shear, C, D, D 4767, T 297 .....	\$ 390	(machining extra), A 370 .....	\$ 105
Triaxial Shear, C, U., w/pore pressure, D 4767, T 2297 per pt. .....	\$ 330	Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI .....	\$ 80
Triaxial Shear, C, U., w/o pore pressure, D 4767, T 2297 per pt. .....	\$ 190	Tensile Test for Fiberwrap (ASTM D-3039) .....	\$ 675
Triaxial Shear, U, U., D 2850 .....	\$ 140		
Unconfined Compression, D 2166, T 208 .....	\$ 100	<u>Asphalt Concrete</u>	
Wax Density, D 1188 .....	\$ 90	Asphalt Mix Design Caltrans .....	\$ 2,200
		Asphalt Mix Design Review, Job Spec .....	\$ 150
<u>Roofing</u>		Extraction, % Asphalt, including Gradation, D 2172, CT 310 .....	\$ 215
Built-up Roofing, cut-out samples, D 2829 .....	\$ 165	Film Stripping, CT 302 .....	\$ 100
Roofing Materials Analysis, D 2829 .....	\$ 500	Hveem Stability and Unit Weight CTM or ASTM, CT 366 .....	\$ 195
Roofing Tile Absorption, (set of 5), UBC 15-5 .....	\$ 190	Marshall Stability, Flow and Unit Weight, T-245 .....	\$ 215
Roofing Tile Strength Test, (set of 5), UBC 15-5 .....	\$ 190	Maximum Theoretical Unit Weight, D 2041 .....	\$ 120
		Swell, CT 305 .....	\$ 165
<u>Masonry</u>		Unit Weight sample or core D 2726, CT 308 .....	\$ 90
Brick Absorption, 24-hour submersion, C 67 .....	\$ 45		
Brick Efflorescence, C 67 .....	\$ 45	Absorption, fine, C 128 .....	\$ 90
Brick Modulus of Rupture, C 67 .....	\$ 40	Clay Lumps and Friable Particles, C 142 .....	\$ 100
Brick Moisture as received, C 67 .....	\$ 35	Cleaness Value, CT 227 .....	\$ 160
Brick Saturation Coefficient, C 67 .....	\$ 50	Crushed Particles, CT 205 .....	\$ 140
Concrete Block Compression Test, 8x8x16, C 140 .....	\$ 60	Durability, Coarse, CT 229 .....	\$ 165
Concrete Block Conformance Package, C 90 .....	\$ 1100	Durability, Fine, CT 229 .....	\$ 165
Concrete Block Linear Shrinkage, C 426 .....	\$ 120	Los Angeles Abrasion, C 131 or C 535 .....	\$ 180
Concrete Block Unit Weight and Absorption, C 140 .....	\$ 55	Mortar making properties of fine aggregate, C 87 .....	\$ 275
Cores, Compression or Shear Bond, CA Code .....	\$ 85	Organic Impurities, C 40 .....	\$ 55
Masonry Grout, 3x3x6 prism compression, UBC 21-18 .....	\$ 30	Potential Reactivity of Aggregate (Chemical Method), C 289 .....	\$ 390
Masonry Mortar, 2x4 cylinder compression, UBC 21-16 .....	\$ 30	Sand Equivalent, CT 217 .....	\$ 90
Masonry Prism, half size, compression, UBC 21-17 .....	\$ 180	Sieve Analysis, Coarse Aggregate, C 136 .....	\$ 125
		Sieve Analysis, Fine Aggregate (including wash), C 136 .....	\$ 125
		Sodium Sulfate Soundness (per size fraction), C 88 .....	\$ 160
		Specific Gravity, Coarse, C 127 .....	\$ 75
		Specific Gravity, Fine, C 128 .....	\$ 110

Special preparation of standard test specimens will be charged at the technician's hourly rate.

Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

Oakland Unified School District  
Department of Facilities Planning & Management

Request for Signature

To: Tadashi Nakadegawa

Timothy White

From: Eric Scheuermann

Date: 3/12/12

Project Name: Havenscourt New Classroom and Cafeteria  
Bldg.

Project Number: 07030

Reason for Request: This amendment is for the New  
Classroom and Cafeteria project.

Project Manager Recommendation: Please sign





DESCRIPTIONS (Continued from Page 1)

GENERAL LIABILITY/AUTOMOBILE LIABILITY ADDITIONAL INSURED: Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives.

Insurance is primary per policy form.

Waiver of Subrogation applies to Commercial General Liability, Automobile Liability and Workers Compensation.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement changes the policy to which it is attached effective on the inception date of the policy unless a different date is indicated below.

(The following "attaching clause" needs to be completed only when this endorsement is issued subsequent to preparation of the policy )

This endorsement forms a part of Policy No. WZP80993464

Issued to: Ninyo & Moore Geotechnical &

By: American Automobile Ins. Co.

Premium (if any) TBD

We have a right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us).

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2-5% of the California workers compensation premium otherwise due on such remuneration.

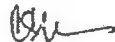
Schedule

Person or Organization

Job Description

Oakland Unified School District  
Attn: Susie Butler Berkley  
955 High Street  
Oakland, CA 94601

REF: Havenscourt Cafe & Classroom  
Bldg./401934001. Oakland Unified  
School District, its Directors,  
Officers, Employees, Agents, and  
Representatives.





THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## SCHEDULED ADDITIONAL INSURED - WRITTEN CONTRACT (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:  
COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

NAME OF PERSON(S) OR ORGANIZATION(S):

Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives.

PROJECT/LOCATION OF COVERED OPERATIONS: All Operations of the Named Insured.

### PROVISIONS

1. The following is added to SECTION II - WHO IS AN INSURED:

The person or organization shown in the Schedule above is an additional insured on this Coverage Part, but:

- a. Only with respect to liability for "bodily injury", "property damage" or "personal injury" and
- b. If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the

not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insured provided to such additional insured is limited as follows:

- c. In the event that the Limits of Insurance of this Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance" This

endorsement shall not increase the limits of insurance described in Section III - Limits Of Insurance.

- d. This insurance does not apply to the rendering of or failure to render any "professional services" or construction management errors or omissions.
- e. This insurance does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to that additional insured applies only to such

the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.

2. The following is added to Paragraph 4.a. of SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS:

The insurance provided to the additional insured shown in the Schedule above is excess over any valid and collectible "other

COMMERCIAL GENERAL LIABILITY

insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover. However, if you specifically agree in the "written contract requiring insurance" that this insurance provided to the additional insured under this Coverage Part must apply on a primary basis or a primary and non-contributory basis, this insurance is primary to "other insurance" available to the additional insured which covers that person or organization as a named insured for such loss, and we will not share with that "other insurance". But this insurance provided to the additional insured still is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under any "other insurance".

3. The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:

Duties Of An Additional Insured

As a condition of coverage provided to the additional insured:

- a. The additional insured must give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

place;

- ii. The names and addresses of any injured persons and witnesses; and
iii. The nature and location of any injury or damage arising out of the "occurrence" or offense.

- b. If a claim is made or "suit" is brought against the additional insured, the additional insured must:

- i. Immediately record the specifics of the claim or "suit" and the date received; and
ii. Notify us as soon as practicable.

The additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.

- c. The additional insured must immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
d. The additional insured must tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover the additional insured for a loss we cover. However, this condition does not affect whether this insurance provided to the additional insured is primary to that other insurance available to the additional insured which covers that person or organization as a named insured.

4. The following definition is added to the DEFINITIONS Section:

"Written contract requiring insurance" means that part of any written contract or agreement with the person or organization shown in the Schedule above under which you are required

provided that the bodily injury and property damage" occurs and the "personal injury" is caused by an offense committed:

- a. After the signing and execution of the contract or agreement by you;
b. While that part of the contract or agreement is in effect; and
c. Before the end of the policy period.



## AMENDMENT TO INDEPENDENT CONSULTANT AGREEMENT ROUTING FORM

Project Information			
<b>Project Name</b>	Havenscourt New Cafeteria & Classroom	<b>Site</b>	Havenscourt Middle School
Basic Directions			
Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.			
<b>Attachment Checklist</b>	<input type="checkbox"/> Proof of general liability insurance, including certificates and endorsements, if contract is over \$15,000 <input type="checkbox"/> Workers compensation insurance certification, unless vendor is a sole provider		

Contractor Information					
Contractor Name	Ninyo & Moore	Agency's Contact	Ruchil Shah		
OUSD Vendor ID #	V058012	Title	Project Manager		
Street Address	1956 Webster Street, Suite 400	City	Oakland	State	CA Zip 94612
Telephone	510-633-5640	Policy Expires	10-3-2012		
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
OUSD Project #	07030				

Term			
Date Work Will Begin	8-12-2010	Date Work Will End By <small>(not more than 5 years from start date)</small>	12-31-2012

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$130,583.65
Pay Rate Per Hour (If Hourly)	\$	If Amendment, Changed Amount	\$112,118.65
Other Expenses		Requisition Number	

Budget Information				
<i>If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.</i>				
Resource #	Funding Source	Org Key	Object Code	Amount
9299, 9399, 9499	Measure B	2079901812	6252	\$112,118.65

Approval and Routing (in order of approval steps)			
<small>Services cannot be provided before the contract is fully approved and a Purchase Order is issued. Signing this document affirms that to your</small>			
	<small>Division Head</small>	<small>Charles Love</small>	<small>510 519-6555 FAX 510 519-5673</small>
1.	<b>Capital Program Contract &amp; Accounting Manager</b>		
	Signature	Date Approved	4-9-12
2.	<b>General Counsel, Department of Facilities Planning and Management</b>		
	Signature	Date Approved	4.11.12
3.	<b>Associate Superintendent, Facilities Planning and Management</b>		
	Signature	Date Approved	
4.	<b>President, Board of Education</b>		
	Signature	Date Approved	



Board Office Use: Legislative File Info:	
File ID Number	11-1417
Committee	Facilities
Introduction Date	06-14-2011
Enactment Number	11-1259
Enactment Date	6-22-11



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 June 22, 2011

Subject Amendment No. 1 - Ninyo & Moore - Havenscourt New Classroom Project

**Action Requested** Approval by Board of Education of Amendment No. 1 with Ninyo & Moore for Additional compliance and testing services on behalf of the District for the Havenscourt New Classroom Project, increasing the contract by a not to exceed amount of \$13,410.00, increasing previous contract amount from \$5,055.00 to a not to exceed amount of \$18,465.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Background** DSA Requires independent T&I to ensure compliance with in-house review and CBC requirements.

**Participation Percentage**

**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



OAKLAND UNIFIED  
SCHOOL DISTRICT

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 Board of Education of Amendment No. 1 with Ninyo & Moore for Additional compliance and testing services on behalf of the District for the Havenscourt New Classroom Project, increasing the contract by a not to exceed amount of \$13,410.00, increasing previous contract amount from \$5,055.00 to a not to exceed amount of \$18,465.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

Fiscal Impact

The funding source for this project is General Obligation Bond-Measure A/C

Attachments

- Professional Services Contract including scope of work

Key Code:

2079901812-6252

**AMENDMENT NO. 1 TO PROFESSIONAL SERVICES CONTRACT**

This Amendment is entered into between the Oakland Unified School District (OUSD) and Ninyo & Moore. OUSD entered into an Agreement with CONTRACTOR for services on June 23, 2011, and the parties agree to amend that Agreement as follows:

1. **Services:**       The scope of work is unchanged.       The scope of work has changed.  
 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. Attach revised scope of work.  
 The CONTRACTOR agrees to provide the following amended services: The scope of the project is to provide material testing and inspection services for the Havenscourt Interim Dining Project Phase (2).

2. **Terms (duration):**     The term of the contract is unchanged.       The term of the contract has changed.  
 If term is changed:

3. **Compensation:**       The contract price is unchanged.       The contract price has changed.  
 If the compensation is changed: The contract price is amended by  
      Increase of \$13,410.00 to original contract amount  
      Decrease of \$ \_\_\_\_\_ to original contract amount  
 and the new contract total is Eighteen thousand, nine hundred and ten dollars (\$18,465.00)

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.

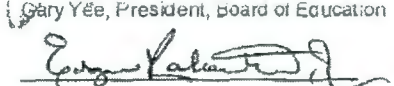
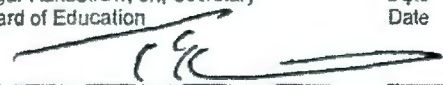
5. **Amendment History:**

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)
1	06-22-2011	The scope of the projects is to provide material testing and inspection services for the Havenscourt Interim Dining Project (Phase 2).	\$13,410.00

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

Gary Yee, President, Board of Education      Date: \_\_\_\_\_      Contractor Signature      Date \_\_\_\_\_  
      6/23/11      Terence K Wang, General Manager  
 Edgar Rakestraw, Jr., Secretary      Date      Print Name, Title  
 Board of Education      Date  
  
 Timothy White, Assistant Superintendent      Date \_\_\_\_\_  
 Facilities, Planning and Management

10946 AND. CA 94601  
 STREET  
 MAY 26 P 2: 32

PLANNING  
 MANAGEMENT  
 DEPARTMENT  
 P.O. No. \_\_\_\_\_

**Legislative File**  
 File ID Number: 11-1417  
 Introduction: 6-14-11  
 Enactment Number: 11-1259  
 Enactment Date: 6-22-11



**EXHIBIT "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: Ninyo & Moore**

Billing Rate: Thirteen Thousand Four Hundred and Ten Dollars (\$13,410.00)

**Description of Services to be Provided**

Ninyo & Moore will provide a maximum of 38 hours of services at a rate of (see Appendix "A" P-81724) per hour for a total not to exceed total amended amount of \$13,410.00, including all labor and materials.

1. **Goals or Objectives**  
DSA Requires independent T&I to ensure compliance with in-house review and CBC requirements.
2. **Description of Services to be Provided**  
The services are to provide material testing and inspection services for the Havenscourt Interim Dining Project, phase 3.
3. **Deliverables**  
Please refer to the attached proposal No. P-81724 for a breakdown and explanation of services.

May 16, 2011  
Proposal No. P-81724

Mr. Eric Scheuermann – Project Manager  
OUSD Facilities Planning and Management  
955 High St.  
Oakland, California 94601

**DRAFT**

Subject: Respond to request for proposal to provide:  
Materials Testing and Special Inspection Services,  
Interim Dining & Site Utilities Project at Havenscourt Middle School  
1390 66<sup>th</sup> Avenue, Oakland, CA. 94621  
OUSD Project # 07030-2

Dear Mr. Scheuermann:

**Ninyo & Moore** is pleased to submit this for proposal to provide materials testing and special inspection services for Havenscourt Middle School Interim Dining project listed above. This proposal provides cost estimates based on our review of the project plans, as stipulated in the California Building Code, Title 24, and our previous experience with similar projects of this nature.

The purpose of our services will be to provide you with field and laboratory data and information in order to assess compliance with the project plans and specifications. Included in this proposal

associated fees.

#### **PROJECT UNDERSTANDING AND PROPOSED CONSTRUCTION**

It is our understanding that this project will consist of selected site demolition, the installation of 4 portable buildings, approximately 1200 feet of new underground utilities lines, associated trenching, backfilling, and compaction. In addition to installing new asphalt concrete pavement, concrete cast in place, chain link fencing, gates, sanitary sewer systems, plumbing, fire protection and alarm and data communication lines.

**DRAFT**

The proposed portable buildings are expected to include a:

1. Relocatable Kitchen Truck (8'x20')
2. Relocatable Restroom (12'x32')
3. Relocatable Serving Unit (24'x40')
4. Relocatable Dining Unit (40'x48')

### SCOPE OF SERVICES

We understand the Project Inspector will coordinate our services on an as-needed basis. Based on our review of the project documents and our experience with similar projects, we anticipate our scope of services to include:

- Managing the project, including review and distribution of test data and daily field inspection reports.
- Performing field observation and in-place density testing on a full-time basis during utility trench backfilling operations.
- Performing field observation and in-place density testing during placement of aggregate base, and asphalt concrete.
- Laboratory testing of the materials used for fill, backfill, and pavement section, that may include Proctor density and optimum moisture content and Hveem stability and unit weight. Tests in addition to these may be performed, as appropriate.
- Reviewing concrete mix designs and welding procedures submitted by the contractor for compliance with the project documents.
- Sampling and labeling of construction materials such as reinforcing steel and high strength bolts.
- Performing visual inspection by our AWS/CWI-credentialed special inspector of structural steel site assembly and field welding.



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**DRAFT**

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- Batch plant inspection during production of structural concrete including checking mix design, monitoring batch weights, and communications with on-site personnel.
- Sampling of fresh concrete by our ACI-credentialed field technician, including measuring and recording slump, temperature, and batch times. One set of four cylinders will be cast for every 50 cubic yards of concrete placed or fraction thereof, per day.
- Pull and/or load testing by our technician of post-installed anchors.
- Laboratory testing of reinforcing steel and compressive strength of concrete.
- Preparing daily reports and test data sheets.
- Preparing Division of the State Architect (DSA) Final Verified Reports.

#### **ASSUMPTIONS**

- Based on our experience with similar projects, the following assumptions have been made in the preparation of our scope of services and fee estimate:
- The contractor and subcontractors will maintain a 40-hour workweek during normal daytime work hours; and that weekend and overtime work has not been included in this cost proposal.
- The Project Inspector will inspect reinforcing steel, concrete placement, and installation of
- We assume our services are subject to California prevailing wage law.
- Site visits made by professional staff and our field technicians will be billed on a portal-to-portal basis, with a 1-hour minimum.

**ESTIMATED FEE**

We propose to provide materials testing services on time-and-materials. Our estimated fee for the scope of services described herein is approximately \$11,175 (Eleven Thousand One Hundred Seventy Five Dollars) for the base scope of services. A detailed breakdown of our estimated fee is presented in the attached Appendix "A".

**AUTHORIZATION**

It is our understanding that this work will be completed under the contract terms between the District and Ninyo & Moore. If this proposal meets with your approval please provide a copy of the contract for our review and signature.

We appreciate the opportunity to present this proposal and look forward to working with you on this project. If you have any questions or require additional information, please contact us at (510) 633-5640.

Our goal at every point is to complete the assignment on-time, within budget, and to the satisfaction of our clients.

Respectfully Submitted,  
**NINYO & MOORE**

**DRAFT**

Dan Inferrera

Terence K. Wang, P.E., G.E.

DWI/TKW/csj

Attachment: Appendix "A" -- Breakdown of Estimated Fee

Distribution: (1) Addressee (via e-mail)

**DRAFT**

APPENDIX "A" P-81724						
ESTIMATED FEES FOR GEOTECHNICAL, MATERIALS TESTING AND SPECIAL INSPECTION SERVICES						
OAKLAND USD - HAVENSCOURT INTERIM DINING PROJECT						
	Site Visits	Hours Per Visit	Quantity (Hrs./ Tests)	Rate	Fee	Subtotal
<b>GEOTECHNICAL TESTING SERVICES</b>						
Geotechnical services Imported fill, recompaction, field density testing, AC/AB testing,						
<b>Field Services</b>						
Technician - full day visits	2	8	16	\$79	\$1,264	
Technician - 1/2 days Visits	4	4	16	\$79	\$1,264	
<b>Laboratory Services</b>						
Compaction Curve (ASTM D1557)			3	\$260	\$780	
Sieve Analysis (ASTM C-422)			1	\$110	\$110	
Hveem			1	\$195	\$195	
Geotechnical Final Report per DSA			1	\$350	\$350	
<b>ESTIMATED SUBTOTAL</b>						<b>\$3,963</b>
<b>CAST-IN-PLACE CONCRETE/REINFORCING STEEL</b>						
<b>FIELD TESTING</b>						
Casting of cylinders of compressive strength testing,						
Technician - 1/2 days Visits	2	4	8	\$79	\$632	
<b>Miscellaneous Concrete</b>						
Technician	1	4	4	\$79	\$316	
<b>Placement of Reinforcing Steel - typically performed by Project Inspector</b>						
Technician (Not included in this estimate.)	0	0	0	\$79	\$0	
<b>Sample pick-up after 24 hour cure period</b>						
Technician (when unable to coordinate with other activities)	3	2	6	\$79	\$474	
<b>LABORATORY TESTING</b>						
Compression Tests, (3 Sets of 4)			12	\$30	\$360	
Bend and Tensile Testing of Steel Reinforcement			6	\$110	\$660	
<b>Sample Steel Reinforcement</b>						
Technician - material, ID, Tag and sample, @ Fabricators	1	5	5	\$79	\$395	
<b>ESTIMATED SUBTOTAL</b>						<b>\$2,837</b>
<b>STRUCTURAL STEEL - welding &amp; high - strength bolting</b>						
Continuous inspection during structural welding field & shop.						
<b>Shop welding</b>						
Technician	1	8	8	\$79	\$632	
<b>Field Welding/NDT Level II</b>						
Technician	2	8	16	\$79	\$1,264	
<b>Miscellaneous welding - stairs, and etc.</b>						
Technician	1	4	4	\$79	\$316	
<b>ESTIMATED SUBTOTAL</b>						<b>\$1,264</b>
<b>ANCHORS/DOWELS</b>						
Inspection of the installation and load testing of the post installed anchors and dowels.						
<b>Installation of anchors, dowels - typically performed by Project Inspector</b>						
Technician	0	0	0	\$79	\$0	
<b>Load Testing (as required)</b>						
Technician	4	4	16	\$79	\$1,264	
<b>ESTIMATED SUBTOTAL</b>						<b>\$1,264</b>
<b>REPORTS, MANAGEMENT, AND ADMIN</b>						
Project Manager - Project Management, Review of Submittals, Meetings			3	\$139	\$417	
Administration, Word Processing, Misc.			3	\$44	\$132	
Lab. Final Verified Report by Responsible Engineer			1	\$350	\$350	
<b>ESTIMATED SUBTOTAL</b>						<b>\$899</b>
<b>TOTAL ESTIMATED FEE FOR TESTING AND INSPECTION SERVICES</b>						<b>\$11,175</b>

20% Contingency 2,235  
\$13,410



**SCHEDULE OF FEES – Prevailing Wage Projects**

**HOURLY CHARGES FOR PERSONNEL**

Principal Engineer/Geologist/Environmental Scientist.....	\$ 155
Senior Engineer/Geologist/Environmental Scientist.....	\$ 150
Senior Project Engineer/Geologist/Environmental Scientist.....	\$ 139
Project Engineer/Geologist/Environmental Scientist.....	\$ 133
Senior Staff Engineer/Geologist/Environmental Scientist.....	\$ 120
Staff Engineer/Geologist/Environmental Scientist.....	\$ 110
GIS Analyst.....	\$ 105
Field Operations Manager.....	\$ 105
Supervisory Technician.....	\$ 97
Nondestructive Examination Technician, UT, MT, LP.....	\$ 95
Senior Field/Laboratory Technician/Inspector.....	\$ 79
Field/Laboratory Technician.....	\$ 79
Concrete/Asphalt Batch Plant Inspector.....	\$ 79
Special Inspector (Asphalt, Concrete, Masonry, Steel, Welding, and Fireproofing).....	\$ 79
Technical Illustrator/CAD Operator.....	\$ 80
Information Specialist.....	\$ 80
Data Processing, Technical Editing, or Reproduction.....	\$ 44

**OTHER CHARGES**

Expert Witness Testimony.....	\$ 400 /hr
Concrete Coring Equipment (includes one technician).....	\$ 145 /hr
PID/FID Usage.....	\$ 120 /day
Anchor load test equipment (includes technician).....	\$ 89 /hr
Hand Auger Equipment.....	\$ 55 /day
Inclinometer Usage.....	\$ 32 /hr
Vapor Emission Kits.....	\$ 30 /kit
Level D Personal Protective Equipment (per person per day).....	\$ 25 /p/d
Rebar Locator (Pachometer).....	\$ 22 /hr
Nuclear Density Gauge Usage.....	\$ 12 /hr
Field Vehicle Usage.....	\$ 10 /hr
Direct Project Expenses.....	Cost plus 15%
Laboratory testing, geophysical equipment, and other special equipment provided upon request.	

**NOTES (Field Services)**

For field and laboratory technicians and special inspectors, regular hourly rates are charged during normal weekday construction hours. Overtime rates at 1.5 times the regular rates will be charged for work performed outside normal construction hours and all day on Saturdays. Rates at twice the regular rates will be charged for all work in excess of

an 8-hour minimum for hours exceeding 4 hours. Field personnel are charged per diem to provide

**INVOICES**

Invoices will be submitted monthly and are due upon receipt. A service charge of 1.0 percent per month may be charged on accounts not paid within 30 days.

**TERMS AND CONDITIONS**

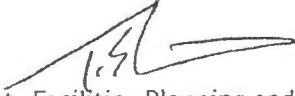
The terms and conditions of providing our consulting services include our limitation of liability and indemnities as presented in Ninyo & Moore's Work Authorization and Agreement.

Board Office Use: Legislative File Info.	
File ID Number	10-1834
Committee	Facilities
Introduction Date	8-3-2010
Enactment Number	10-1415
Enactment Date	8-11-10

(4)

## Memo

To Board of Education

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

Board Meeting Date August 11, 2010

Subject Professional Services Contract - Ninyo & Moore - Havenscourt New Classroom & Cafeteria Building Project

**Action Requested** Approval by the Board of Education for a Professional Services Agreement with Ninyo & Moore to provide material testing and inspection services for the Havenscourt Phase 1 Temporary Classroom Project on behalf of the District, at Havenscourt, in an amount not-to-exceed \$5,055.00. The term of this Agreement shall commence on August 12 and shall conclude no later than June 30, 2011.

**Background** Division of State Architect requires independent testing and inspection to ensure compliance with in-house review and California Building Code (CBC) requirements.

**Local Business Participation Percentage** 100.00% (Sole Source)

**Strategic Alignment** Among the key purposes of the District's Facilities Master Plan is to provide an 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

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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 for a Professional Services Agreement with Ninyo & Moore to provide material testing and inspection services for the Havenscourt Phase 1 Temporary Classroom Project on behalf of the District, at Havenscourt, in an amount not-to-exceed \$5,055.00. The term of this Agreement shall commence on August 12 and shall conclude no later than June 30, 2011.
- Fiscal Impact         The funding source for this project is GO Bond-Measure B.
- Attachments            • Professional Services Contract including scope of work
- Key Code:              2079901812-6265





OAKLAND UNIFIED  
SCHOOL DISTRICT

**PROFESSIONAL SERVICES FACILITIES CONTRACT**

This Agreement is entered into between the Oakland Unified School District (OUSD) and Ninyo & Moore (Contractor). OUSD is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent to perform such services. CONTRACTOR is specially trained, experienced, and competent to provide such services. The parties agree as follows:

1. **Services:** The CONTRACTOR shall provide the services as described in Exhibit "A," attached hereto and incorporated herein by this reference ("Services" or "Work").
2. **Terms:** CONTRACTOR shall commence work on **August 12, 2010**. The work shall be completed no later than **June 30, 2011**.
3. **Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Five thousand and fifty-five dollars and no cents (\$5,055.00)**. This sum shall be for full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to, labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.

If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to OUSD.

OUSD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for OUSD, except as follows: NA

Payment for the Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after the CONTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the portion of the Work for which payment is to be made. Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by OUSD shall be subject to audit by OUSD.

The granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by District and in that case must be replaced by CONTRACTOR without delay.

4. **Submittal of Documents:** CONTRACTOR shall not commence the Work under this Contract until CONTRACTOR has submitted and OUSD has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:
  - Signed Agreement
  - Workers' Compensation Certification
  - Insurance Certificates and Endorsements
5. **Equipment and Materials:** CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of the Agreement *except:* NA
6. **CONTRACTOR Qualifications / Performance of Services.**
  - a. **CONTRACTOR Qualifications.** CONTRACTOR is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and regulations, as they may apply.
  - b. **Standard of Care.** CONTRACTOR represents that CONTRACTOR has the qualifications and ability to perform the Services in a

*its profession for services to California school districts.*

7. **Notices/Invoicing:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

**OUSD Representative:**

Name: Timothy White  
 Site /Dept: Facilities Planning and Management  
 Address: 955 High Street  
Oakland, CA 947601  
 Phone: (510) 879-3664

**CONTRACTOR:**

Name: Dan Inferrera  
 Title: Project Manager  
 Address: 1956 Webster Street, Ste. 400  
1956 Oakland, CA 94612  
 Phone: (510) 633-5640

Notice shall be effective when received if personally served or, if mailed, three days after mailing. Either party must give written notice of a change in address. CONTRACTOR shall submit invoices in a form that includes the name of the person providing the service, the service performed, the date service was rendered, and the hours spent on the work.

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered

- officers, employees, agents, partner, or joint venture of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.
- 9. **Local, Small Local and Small Local Resident Business Enterprise Program (L/SL/SLRBE):** There is a twenty percent (20%) minimum participation requirement for all professional service contracts over the informal bidding threshold (Public Contract Code Section 20111). Contractors shall comply with the twenty percent (20%) local business participation requirement at a rate of ten percent (10%) local and 10% small local and/or small local resident business participation. The requirement may be wholly satisfied by a City of Oakland certified business. Business entities must be certified by the City of Oakland in order to earn credit toward meeting the twenty percent participation requirement. A copy of the District's S/SL/SLRBE Policy can be obtained for the OUSD website: [www.ousd.k12.ca.us](http://www.ousd.k12.ca.us)
  - a. For purposes of establishing a threshold for determining the application of the L/SL/SLRBE Program only, informal professional service contracts are valued at or under the current year's threshold pursuant to Public Contract Code Section 20111. (For 2009 the threshold is \$76,700, subject to change in 2010). All professional services contracts below the current threshold must include outreach to certified local firms such that a minimum of three local firms are included in the solicitation.
  - b. In light of the twenty percent L/SL/SLRBE participation requirement for formally bid professional service contracts, good faith effort documentation is not necessary
  - c. Upon satisfying the twenty percent requirement, a Contractor will earn two (2) preference points. Three additional preference points may be earned at a rate of one point for every additional ten percent participation up to fifty percent participation of the total contract dollars attributable to local certified firms.
  - d. *Joint Venture and Mentor Protégé Agreements.* If a professional services contractor is able to develop a Joint Venture or "Mentor-Protégé" relationship with a certified SLBE or SLRBE, the mentor or Joint Venture partners will enjoy the benefit of credits against the participation requirement. In order to earn credit for Joint Venture or Mentor-Protégé relationships, the Agreement must be submitted for approval by proposal due date for professional services contracts. Joint Venture Applications and elements of a District approved Mentor Protégé relation are available upon request.

10. **Insurance:**

10.1 Without in any way limiting CONTRACTOR's liability under any other section of this Agreement, CONTRACTOR will maintain in force, during the full term of the Agreement, insurance in the following amounts and coverage:

10.1.1 Workers' Compensation Employers' Liability limits not less than each \$1,000,000 each accident, per disease, and aggregate. CONTRACTOR's Workers' Compensation Insurance policy shall contain a Waiver of Subrogation. In the event CONTRACTOR is self-insured, it shall furnish Certificate of Permission to Self-Insure signed by Department of Industrial Relations Administration of Self-Insurance, State of California.

10.1.2 CONTRACTOR's right to self-insure is subject to approval by the District. As a condition to such approval, CONTRACTOR shall submit to the District evidence that CONTRACTOR maintains sufficient financial resources for said self-insurance.

10.1.3 Commercial General Liability Insurance or Business Owners Policy with limits not less than \$1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations. This liability insurance shall include but shall not be limited to protection against claims arising from

10.1.4 Comprehensive or Business Owners Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Owned and Non-owned and hired auto coverage, as applicable.

10.2 General Liability and Automobile Liability Insurance policies shall be endorsed to provide the following:

10.2.1 Name as Additional Insured District, its Directors, Officers, Employees, Agents, and Representatives.

10.2.2 That such policies are primary insurance to any other insurance available to the Additional Insured, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.

10.3 All policies shall be endorsed to provide thirty (30) days' advance written notice to District of cancellation, non-renewal or reduction in coverage, and certificates of all policies and endorsements shall be mailed to the following address:

Timothy E. White, Assistant Superintendent

Oakland Unified School District  
Department of Facilities Planning and Management  
955 High Street  
Oakland, California 94601

10.4 Insurance shall be provided by an admitted California insurance company with a current Best's Key Rating of A minus (A-) or better. Should any of the required insurance be provided under a claims-made form, CONTRACTOR shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of four years beyond the Agreement expiration, to the effect that, should occurrences during the Agreement term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.

10.5 Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general annual aggregate limit shall be double the occurrence or claims limits specified above.

10.6 Certificates of insurance evidencing all coverage's above shall be furnished to District before commencing any operations under this Agreement, with complete copies of policies promptly upon District request. Approval of the insurance by District shall not relieve or decrease the liability of CONTRACTOR hereunder.

10.7 District may, at its sole option, terminate this Agreement immediately, without notice to CONTRACTOR and without opportunity to cure the default, in the event of any lapse of required insurance coverage. District may, at its sole option, secure sufficient insurance coverage to replace any required insurance coverage, which has lapsed, and CONTRACTOR hereby acknowledges its liability to reimburse District for all costs associated with such replacement insurance coverage. CONTRACTOR shall be responsible for any and all uninsured losses.

10.8 If CONTRACTOR is an association, joint venture or partnership, the association, joint venture or partnership shall be insured by any one of the following methods:

10.8.1 Separate insurance policies issued with the association, joint venture or partnership as named insured; All insurance policies required by this Agreement of one of the participants to include the association, joint venture or partnership as named insured; The association, joint venture or partnership must be a named insured on all of the policies required by this Agreement.

11. **Licenses and Permits:** CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.
12. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
13. **Anti-Discrimination.** It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore the CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, the CONTRACTOR agrees to require like compliance by all its subcontractor(s).
14. **Drug-Free / Smoke Free Policy.** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use drugs on these sites.
  - a. any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement ;
  - b. CONTRACTOR shall indemnify, defend, and hold District, its directors, officers, agents, employees and representatives harmless from and against all claims, demands and judgments of any description arising out of or alleged to have arisen out of performance or nonperformance of the services under this Agreement to the extent that such claims, demands and judgments are the result of any error, omission or negligent act of CONTRACTOR or any person employed or agent engaged by CONTRACTOR.
  - c. CONTRACTOR shall place in its sub contracting / sub-consulting agreements and cause its sub-contractors / sub-CONTRACTORS to agree to indemnities, defense and insurance obligations in the exact form and substance of those contained herein, each naming the District as an additional beneficiary or insured.
16. **Copyright/Trademark/Patent/Ownership.** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans,



specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD.

17. **Suspension of Work:** District may, without cause, order CONTRACTOR, in writing, to suspend, delay or interrupt the Work, for such periods of time as District may determine, in its sole discretion. Suspension shall be effected by delivery to CONTRACTOR of notice of suspension specifying the extent to which performance of the Work under the Agreement is suspended, and the date upon which suspension becomes effective, which shall be no less than seven (7) calendar days from the date the notice of suspension is delivered.
18. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
19. **Termination:** OUSD may at any time terminate this Agreement upon written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
20. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
21. **OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors.** OUSD may evaluate the CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
  - a. Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
  - b. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
22. **Limitation of OUSD Liability.** Other than as provided in this Agreement, OUSD's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall OUSD be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.
23. **Confidentiality.** The CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.
24. **Conflict of Interest.** CONTRACTOR shall abide by and be subject to all applicable OUSD policies, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of OUSD to perform any service by this Agreement. CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to OUSD's attention in writing.

CONTRACTOR shall notify OUSD of any change in such information, and if the CONTRACTOR becomes any aware of any subsequent change in such information, which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD of this information.
25. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
26. **Litigation:** If any litigation is initiated to enforce or interpret this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs. This Agreement shall be performed in Oakland, CA and is governed by the laws of the State of California.
27. **Approval:** This Agreement is not effective and no payment shall be made to CONTRACTOR until it is approved. Approval requires signature by the State Administrator, the Board of Education, and/or the Interim Superintendent as their designee.
28. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
29. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
30. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

OAKLAND UNIFIED SCHOOL DISTRICT

CONTRACTOR





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EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR's entire Proposal is made part of this Agreement.

SCOPE OF WORK

**Contractor Name: Ninyo & Moore**

**Billing Rate: Five thousand and fifty-five dollars and no cents (\$5,055.00).**

**Description of Services to be Provided**

The scope of the project is to provide material testing and inspection services for the Havenscourt Phase 1 Temporary Classroom Project.

The attached proposal is incorporated into the contract to the extent that it is subordinate to and not inconsistent with the contract terms.

Notice: This page includes two separate forms.

Directions:

CONTRACTOR Type	Directions
Contractors with employees	<ul style="list-style-type: none"> <li>✓ Complete Workers' Compensation Certification below</li> <li>✓ Attach proof of general liability and workers' compensation insurance</li> </ul>
Contractors with no employees	<ul style="list-style-type: none"> <li>✓ Complete Workers' Compensation Certification below</li> <li>✓ Either attach proof of general liability insurance or, if eligible, complete request for waiver below.</li> </ul>

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

Check only one of the boxes below.

<input checked="" type="checkbox"/> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Contract.	<input type="checkbox"/> I do not employ anyone in the manner subject to the workers' compensation laws of California.
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CONTRACTOR Name: NINYO & MOORE

Contractor Signature: Terence K Wang Date: 6-9-10

Print Name and Title: TERENCE K WANG, GEN MGR

**GENERAL LIABILITY INSURANCE WAIVER REQUEST FORM**

The following conditions must be satisfied in order to qualify for a waiver of Oakland Unified School District's requirement of general liability insurance requirement:

1. Contract is for less than \$15,000
2. Good history with the District. If the contractor has worked with OUSD in the past they received a good evaluation and there were no prior complaints, problems or injuries from prior contracts.

I request a waiver of the general liability insurance requirement. I certify that I meet the above criteria.

CONTRACTOR Name: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Client#: 704

NINYOMOOR1

# ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)  
06/08/10

**PRODUCER**  
Dealey, Renton & Associates  
P. O. Box 12675  
Oakland, CA 94604-2675  
510 465-3090 Christine Silan

**INSURED**  
Ninyo & Moore Geotechnical &  
Environmental Sciences Consultants  
1956 Webster Street, Suite 400  
Oakland, CA 94612

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURERS AFFORDING COVERAGE**


INSURER A: American Automobile Ins. Co.  
INSURER B: Fireman's Fund Insurance Co.  
INSURER C: Lexington Ins. Co.  
INSURER D:  
INSURER E:

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> RR Cont CG2417 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	MZG80911156	10/03/09	10/03/10	EACH OCCURRENCE \$1,000,000 FIRE DAMAGE (Any one fire) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS -COMP/OP AGG \$2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS  <b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO	MZG80911156	10/03/09	10/03/10	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
B	<b>EXCESS LIABILITY</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	CGX71476790	10/03/09	10/03/10	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$ \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	WZP80982095	05/01/10	05/01/11	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER EA: EACH ACCIDENT \$1,000,000
C	<b>OTHER Professional &amp; Contractor's Pollution Liab.</b>	013001489	10/03/09	10/03/10	\$5,000,000 per Claim \$5,000,000 annl Aggr.

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
**GENERAL LIABILITY POLICY EXCLUDES CLAIMS ARISING OUT OF THE PERFORMANCE OF PROFESSIONAL SERVICES.**  
 REF: Havenscourt Phase I Temporary Classroom Project. Material Testing and Inspection Services.  
 (See Attached Descriptions)

<b>CERTIFICATE HOLDER</b>	<b>ADDITIONAL INSURED; INSURER LETTER:</b>	<b>CANCELLATION</b>
Oakland Unified School District Attn: Susie Butler-Berkley 955 High Street Oakland, CA 94601		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL SEND BY MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT. AUTHORIZED REPRESENTATIVE 



## DESCRIPTIONS (Continued from Page 1)

GENERAL LIABILITY/AUTOMOBILE LIABILITY ADDITIONAL INSURED: Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives.

Insurance is primary per policy form.

Waiver of Subrogation applies to Commercial General Liability, Automobile Liability and Workers Compensation.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Oakland Unified School District Attn: Susie Butler-Berkley 955 High Street Oakland, CA 94601	REF: Havenscourt Phase I Temporary Classroom Project. Material Testing and Inspection Services. GENERAL LIABILITY ADDITIONAL INSURED: Oakland Unified School District, its
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

Additional insureds, including those organizations apply:

Directors, Officers, Employees, Agents, and Representatives.

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization

engaged in performing operations as a principal as a part of the same project.

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

This endorsement changes the policy to which it is attached effective on the inception date of the policy unless a different date is indicated below.

(The following "attaching clause" needs to be completed only when this endorsement is issued subsequent to preparation of the policy.)

This endorsement forms a part of Policy No. WZP80982095

Issued to: Ninyo & Moore Geotechnical &

By: American Automobile Ins. Co.

Premium (if any) TBD

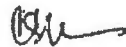
We have a right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us).

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2-5% of the California workers compensation premium otherwise due on such remuneration.

**Schedule**

<b>Person or Organization</b>	<b>Job Description</b>
Oakland Unified School District Attn: Susie Butler-Berkley 955 High Street Oakland, CA 94601	REF: Havenscourt Phase I Temporary Classroom Project. Material Testing and Inspection Services. Waiver of Subrogation applies in favour of:- Oakland Unified School District, its Directors, Officers, Employees, Agents, and Representatives.



# PROFESSIONAL SERVICES CONTRACT ROUTING FORM

## Project Information

**Project Name** Havenscourt New Classroom & Caf. Bldg. **Site** Havenscourt

## Basic Directions

Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.

**Attachment Checklist**  Proof of general liability insurance, including certificates and endorsements, if contract is over \$15,000  
 Workers compensation insurance certification, unless vendor is a sole provider

## Contractor Information

<b>Contractor Name</b>	Ninyo & Moore	<b>Agency's Contact</b>	Dan Infrerra		
<b>OUSD Vendor ID #</b>	V058012	<b>Title</b>	Project Manager		
<b>Street Address</b>	1956 Webster Street, Ste. 400	<b>City</b>	Oakland	<b>State</b>	CA <b>Zip</b> 94612
<b>Telephone</b>	(510) 633-5640	<b>Policy Expires</b>	10-3-2010		
<b>Contractor History</b>	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>OUSD Project #</b>	07030				

## Term

<b>Date Work Will Begin</b>	August 12, 2010	<b>Date Work Will End By</b> <small>(not more than 5 years from start date)</small>	June 30, 2011
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## Compensation

<b>Total Contract Amount</b>	\$	<b>Total Contract Not To Exceed</b>	\$ 5,055.00
<b>Pay Rate Per Hour (If Hourly)</b>	\$	<b>If Amendment, Changed Amount</b>	\$
<b>Other Expenses</b>		<b>Requisition Number</b>	




## Budget Information

If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.

Resource #	Resource Name	Org Key	Object Code	Amount
2122	GO Bond-Measure B	20799011812	6265	\$ 5,055.00

## Approval and Routing (In order of approval steps)

Services cannot be provided before the contract is fully approved and a Purchase Order is issued. Signing this document affirms that to your knowledge...

1.	Division <b>Capital Program Contract &amp; Accounting Manager</b>	<b>Signature</b>		<b>Date Approved</b>	6-16-10
2.	<b>General Counsel, Department of Facilities Planning and Management</b>	<b>Signature</b>		<b>Date Approved</b>	7-20-10
3.	<b>Assistant Superintendent, Facilities Planning and Management</b>	<b>Signature</b>		<b>Date Approved</b>	
4.	<b>President, Board of Education</b>	<b>Signature</b>		<b>Date Approved</b>	