

Board Office Use: Legislative File Info.	
File ID Number	11-3085
Committee	Facilities
Introduction Date	12-6-2011
Enactment Number	11-2551
Enactment Date	12-14-11



OAKLAND UNIFIED  
SCHOOL DISTRICT

Community Schools. Learning. Growing.

13

## Memo

**To** Board of Education

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

**Board Meeting Date** December 14, 2011

**Subject** Amendment No. 4, Professional Services Facilities Contract - Golden Associates Landscape - Claremont Middle School Landscaping Project

**Action Requested** Approval by the Board of Education of Amendment No. 4, Professional Services Facilities Contract with Golden Associates Landscaping for Landscape Architect Services on behalf of the District at Claremont Middle School, in an amount not-to exceed \$18,031.00 increasing previous contract amount from \$139,497.00 to a not to exceed amount of \$157,528.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Background** Changes were required to make revisions to planting, increase project scope and submittal to the Division of State Architect.

**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,



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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. 4, Professional Services Facilities Contract with Golden Associates Landscaping for Landscape Architect Services on behalf of the District at Claremont Middle School, in an amount not-to exceed \$18,031.00 increasing previous contract amount from \$139,497.00 to a not to exceed amount of \$157,528.00. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Fiscal Impact**

The funding sources for this project are Resource Codes: 9299, 9399 and 9499.

**Attachments**

- Professional Services Contract including scope of work

**Key Code:**

2019303891-6215

## AMENDMENT NO. 4 TO PROFESSIONAL SERVICES CONTRACT

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Golden Associates Landscape**. OUSD entered into an Agreement with CONTRACTOR for services on **January 17, 2009**, and the parties agree to amend that Agreement as follows:

<b>1. Services:</b>	<input type="checkbox"/> The scope of work is <u>unchanged</u> .	<input checked="" type="checkbox"/> <b>The scope of work has <u>changed</u>.</b>
<p><b>If scope of work changed:</b> Provide brief description of revised scope of work including description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary. <u>Attach revised scope of work.</u></p> <p>The CONTRACTOR agrees to provide the following amended services: <u>The scope of the project is to provide changes to designs as requested by the parent committee and field additions per the attached proposal.</u></p>		
<b>2. Terms (duration):</b>	<input checked="" type="checkbox"/> <b>The term of the contract is <u>unchanged</u>.</b>	<input type="checkbox"/> The term of the contract has <u>changed</u> .
<p><b>If term is changed:</b> The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____, 20____.</p>		
<b>3. Compensation:</b>	<input type="checkbox"/> The contract price is <u>unchanged</u> .	<input checked="" type="checkbox"/> <b>The contract price has <u>changed</u>.</b>
<p><b>If the compensation is changed:</b> The contract price is amended by</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> <b>Increase of \$18,031.00 to original contract amount</b></p> <p style="padding-left: 40px;"><input type="checkbox"/> Decrease of \$ _____ to original contract amount</p> <p>and the new contract total is <b><u>One hundred fifty-seven thousand, five hundred twenty-eight dollars and no cents (\$157,528.00)</u></b></p>		

**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	12-17-2009	The scope of the project is to provide additional design to include a rainwater catchment that requires a structural engineer. The attached proposal is incorporated into the contract to the extent that it is subordinate to and not inconsistent with the contract terms.	\$31,500.00
2	8-25-2010	The scope of the project is to design the projects for 2 Phases to have a portion of project complete in summer 2010. This work includes pre-bid meetings, construction submittal reviews and close out of Phase 1. Additional scope of work was added after design including Arborist to give report of ALL existing trees on site. Community Garden needs were changed after initial design was approved.	\$31,500.00
3	5-11-2011	The scope of the project is to provide additional funding due to changes to the project scope and the plan revisions request just before and after the last meeting with the Community Members. Add green house details, then remove greenhouse details for the plan set, add wood to bench, remove the existing basketball hoops, chin up bar and baseball backstop and replace with new equipment details and various other items described herein.	\$11,500.00

2011 OCT 31 P 4: 20  
 PLANNING  
 MANAGEMENT  
 DEPARTMENT  
 OAKLAND, CA 94601

2011 OCT 31 A 11: 07  
 PLANNING  
 MANAGEMENT  
 DEPARTMENT



- 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**

Jody London 12/15/11  
 Jody London, President, Board of Education Date

Edgar Rakestraw, Jr. 12/15/11  
 Edgar Rakestraw, Jr., Secretary Date  
 Board of Education Date

Timothy White \_\_\_\_\_  
 Timothy White, Assistant Superintendent Date  
 Facilities, Planning and Management

**CONTRACTOR**

Leslie B. Golden 10/24/11  
 Contractor Signature Date

LESLIE B. GOLDEN  
 Print Name, Title

**LEGISLATIVE FILE**

File ID Number 11-3085  
 Introduction Date 12-6-11  
 Enactment Number 11-2551  
 Enactment Date 12-14-11

13

## 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: Golden Associates Landscape

Billing Rate: Eighteen thousand, thirty-one dollars and no cents (\$18,031.00)

#### Description of Services to be Provided

1. **Goals or Objectives**  
Additional landscape design.
  2. **Description of Services to be Provided**  
The scope of the project is to provide changes to designs as requested by the parent committee and field additions per the attached proposal.
  3. **Deliverables**  
Revised design.
-



LANDSCAPE ARCHITECTURE URBAN DESIGN & PLANNING

Mr. Calvin Ransom  
Project Manager, OUSD  
955 High Street Oakland, CA 94601  
**RE: Amendment #5 Claremont Middle School**

October 13, 2011

Calvin,

Thank you for allowing me to submit the following proposal for extra services for the Claremont Middle School due to changes to plan revisions and the project scope. Changes required included the following: The revision of Historical gates due to the inaccuracy of installation and the request by parent groups, the change of planting at community garden and associated irrigation revision, additional scope of fencing design, additional scope of planting by parent's request along College Ave. and Miles Ave and additional construction support works.

The revision of Historical gates is \$3,000(Golden Associates \$1,000, KPW \$ 2,000), the revision of planting is \$ 1,000, the irrigation is \$500, the field report is \$1,500, walk through with parent group is \$ 1,000, additional scope of fencing design is \$ 1,000, additional scope of planting is \$ 500, and additional construction support \$ 1,000.

**Total Additional Fees requested – Not To Exceed \$ 17,237.00**

\$41,019 Original contract amount

\$55,478 Amendment #1 March 31<sup>st</sup> 2010

\$13,000 Amendment #2 Phase 1 Construction Documents

\$18,500 Amendment #3 Additional services

\$11,500 Amendment #4 Additional services

\$ 3,906 Amendment #5 Additional services

\$ 5,331 Amendment #5.1 Additional services previously provided

\$ 8,000 Amendment # 5.2 Additional services listed above

**\$ 155,528 Proposed NEW Contract Amount**

Sincerely,

4400 MARKET STREET, OAKLAND, CA 94608 TEL. 510 465 4030 FAX. 510 465 5325 CA  
LIC.2431



Ms. Calvin Ransom  
Project Manager, OUSD  
955 High Street Oakland, CA 94601  
**RE: Amendment #6 Claremont Middle School**

August 8, 2011

Calvin,

Thank you for allowing me to submit the following proposal for extra services for the Claremont Middle School due to changes to the project scope and plan revisions.. Changes required included the following: the Community Garden planters and size of beds and the relocation of the containers and associated irrigation, demolition, layout and planting changes.

The amount of work effort is \$4,000 and the additional DSA Permit Review Fee was \$ 787 and the Fire Department Review was \$544.

**Total Additional Fees requested - \$5,331.**

\$41,019 Original contract amount

\$55,478 Amendment #1 March 31<sup>st</sup> 2010

\$13,000 Amendment #2 Phase 1 Construction Documents

\$18,500 Amendment #3 Additional services

\$11,500 Amendment #4 Additional services

**\$4,700 Amendment #5 Additional Services previously provided**

**\$5,331 Amendment #6 Additional services listed above**

**\$149,528 Proposed NEW Contract Amount**

Sincerely,

Leslie Golden, RLA, LEED AP  
President



LANDSCAPE ARCHITECTURE URBAN DESIGN & PLANNING

Ms. Calvin Ransom  
Project Manager, OUSD  
955 High Street Oakland, CA 94601  
**RE: Amendment #5 Claremont Middle School**

July 1, 2011

Calvin,

Thank you for allowing me to submit the following proposal for extra services for the Claremont Middle School due to changes to the project scope and plan revisions. Field revisions and DSA fees.

**Total Additional Fees requested - \$4,700.**

\$41,019 Original contract amount

\$55,478 Amendment #1 March 31<sup>st</sup> 2010

\$13,000 Amendment #2 Phase 1 Construction Documents

\$18,500 Amendment #3 Additional services

\$11,500 Amendment #4 Additional services

**\$4,700 Amendment #5 Additional Services previously provided**

**\$144,197 Proposed NEW Contract Amount**

Sincerely,

Leslie Golden, RLA, LEED AP  
President



Board Office Use: Legislative File Info.	
File ID Number	11-0962
Committee	Facilities
Introduction Date	5-3-2011
Enactment Number	11-0823
Enactment Date	5-11-11 RZ



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** May 11, 2011

**Subject** Amendment No. 3 - Golden Associates Landscape - Claremont Middle School Landscape Project

**Action Requested** Approval by Board of Education of Amendment No. 3, Professional Services Facilities Contract with Golden Associates Landscape for Additional Landscaping Services on behalf of the District for the Claremont Middle School Landscape Project, increasing the contract by a not to exceed amount of \$11,500.00, increasing previous contract amount from \$127,997.00 to a not to exceed amount of \$139,497.00 and revising the end date from May 1, 2011 to December 31, 2011. All remaining portions of the agreement shall remain in full force and effect as originally stated.

**Background** This amendment is for the 4<sup>th</sup> Bore Grant give for Landscape Mitigation. The changes were required to add/remove greenhouse details, add wood to bench, removed existing athletic equipment and replace with new, revised planting, irrigation, demolition, layout, details cost estimate and specifications.

**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,



## OAKLAND UNIFIED SCHOOL DISTRICT

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 Board of Education of Amendment No. 3, Professional Services Facilities Contract with Golden Associates Landscape for Additional Landscaping Services on behalf of the District for the Claremont Middle School Landscape Project, increasing the contract by a not to exceed amount of \$11,500.00, increasing previous contract amount from \$127,997.00 to a not to exceed amount of \$139,497.00 and revising the end date from May 1, 2011 to December 31, 2011. 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 County School Facilities Grant

### Attachments

- Professional Services Contract including scope of work

### Key Code:

2019003891-6130



OAKLAND UNIFIED SCHOOL DISTRICT

expect Success

## AMENDMENT NO. 3 TO PROFESSIONAL SERVICES CONTRACT

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Golden Associates Landscape**. OUSD entered into an Agreement with CONTRACTOR for services on **December 17, 2009**, and the parties agree to amend that Agreement as follows:

<b>1. Services:</b>	<input type="checkbox"/> The scope of work is <u>unchanged</u> .	<input checked="" type="checkbox"/> The scope of work has <u>changed</u> .
<p><b>If scope of work changed:</b> Provide brief description of revised scope of work including description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary. <u>Attach revised scope of work.</u></p> <p>The CONTRACTOR agrees to provide the following amended services: <u>The scope of the project is to provide additional funding due to changes to the project scope and the pan revisions request just before and after the last meeting with the Community Members. Add green house details, then remove greenhouse details for the plan set, add wood to bench, remove the existing basketball hoops, chin up bar and baseball backstop and replace with new equipment details and various other items described herein.</u></p>		
<b>2. Terms (duration):</b>	<input checked="" type="checkbox"/> The term of the contract is <u>unchanged</u> .	<input type="checkbox"/> The term of the contract has <u>changed</u> .
<p><b>If term is changed:</b> The contract term is extended by an additional <b>Seven months (days/weeks/months)</b>, and the amended expiration date is <b>December 31, 2011</b>.</p>		
<b>3. Compensation:</b>	<input type="checkbox"/> The contract price is <u>unchanged</u> .	<input checked="" type="checkbox"/> The contract price has <u>changed</u> .
<p><b>If the compensation is changed:</b> The contract price is amended by</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> Increase of <b>\$11,500.00 to original contract amount</b></p> <p style="padding-left: 40px;"><input type="checkbox"/> Decrease of \$_____ to original contract amount</p> <p>and the new contract total is <b>One hundred thirty-nine thousand, four hundred ninety-seven dollars and no cents (\$139,497.00)</b></p>		

**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:

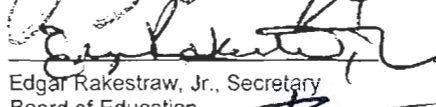
No.	Date	General Description of Reason for Amendment	Amount of Increase (Decrease)
1	12-17-2009	The scope of the project is to provide additional design to include a rainwater catchment that requires a structural engineer. The attached proposal is incorporated into the contract to the extent that it is subordinate to and not inconsistent with the contract terms.	\$31,500.00
2	8-25-2010	The scope of the project is to design the projects for 2 Phases to have a portion of project complete in summer 2010. This work includes pre-bid meetings, construction submittal reviews and close out of Phase 1. Additional scope of work was added after design including Arborist to give report of ALL existing trees on site. Community Garden needs were changed after initial design was approved.	\$31,500.00

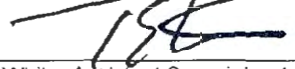
10946  
 HIGH STREET  
 OAKLAND, CA 94601  
 APR 18 P 12:45  
 PLANNING  
 MANAGEMENT  
 DEPARTMENT

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.

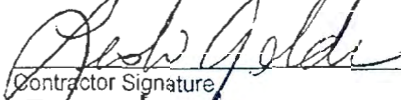
**OAKLAND UNIFIED SCHOOL DISTRICT**

  
\_\_\_\_\_  
Gary Yee, President, Board of Education      Date: 5/12/11

  
\_\_\_\_\_  
Edgar Rakestraw, Jr., Secretary  
Board of Education      Date: 5/12/11

  
\_\_\_\_\_  
Timothy White, Assistant Superintendent  
Facilities, Planning and Management      Date: \_\_\_\_\_

**CONTRACTOR**

  
\_\_\_\_\_  
Contractor Signature      Date: 4/16/11

President  
\_\_\_\_\_  
Print Name, Title

File ID Number: 11-0962  
Introduction Date: 5-3-11  
Enactment Number: 11-082.3  
Enactment Date: 5-11-11  
By: JS





## 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:** Golden Associates Landscape

**Billing Rate:** Eleven thousand, five hundred dollars and no cents (\$11,500.00)

**1. Goals or Objectives**

Revise plans

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

The scope of the project is to provide additional funding due to changes to the project scope and the plan revisions request just before and after the last meeting with the Community Members. Add green house details, then remove greenhouse details for the plan set, add wood to bench, remove the existing basketball hoops, chin up bar and baseball backstop and replace with new equipment details and various other items described herein.

**3. Deliverables**

Revise plans

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ATTN: SUSIE

Commercial Certificate of Insurance



FARMERS

Agency  
 Name: Joan Siering  
 & 4408 MARKET ST A  
 Address: Emeryville, CA 94608-3455  
 415-648-8700

Issue Date (MM/DD/YY) 11/23/2010

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 shown below.

SL 96 Dist. 01 Agent 360

Companies Providing Coverage:

Insured  
 Name: GOLDEN ASSOCIATES  
 & 4400 MARKET ST  
 Address: OAKLAND, CA 94608

- Company A Truck Insurance Exchange
- Company B Farmers Insurance Exchange
- Company C Mid-Century Insurance Company
- Company D

Coverages

This is to certify that 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. Limits shown may have been reduced by paid claims.

Co. Ltr.	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Policy Limits
A	General Liability * Commercial General Liability * - Occurrence Version Contractual - Incidental Only Owners & Contractors Prot.	602652786	09/01/2010	09/01/2011	General Aggregate \$ 4,000,000 Products-Comp/OPS Aggregate \$ 2,000,000 Personal & Advertising Injury Each Occurrence \$ 2,000,000 Fire Damage (Any one fire) \$ 2,000,000 Medical Expense (Any one person) \$ 75,000 \$ 5,000
A	Automobile Liability All Owned Commercial Autos * Scheduled Autos Hired Autos Non-Owned Autos Garage Liability	602652786	09/01/2010	09/01/2011	Combined Single Limit \$ 1,000,000 Bodily Injury (Per person) \$ Bodily Injury (Per accident) \$ Property Damage Garage Aggregate \$ 1,000,000 \$
	Umbrella Liability				Limit \$
	Workers' Compensation and Employers' Liability				Statutory Each Accident \$ Disease - Each Employee \$ Disease - Policy Limit \$

Description of Operations/Vehicles/Restrictions/Special items:  
 2004 TOYOTA PRIUS; VIN: JTDKB20UX40007545

Certificate Holder

Name: OAKLAND UNIFIED SCHL DISTRICT  
 & DEPT OF FACILITIES&PLNG MGMT  
 Address: 955 HIGH ST, OAKLAND, CA 94601

Cancellation

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative

11/23/10



LANDSCAPE ARCHITECTURE URBAN DESIGN & PLANNING

Ms. Kenya Chatman  
Project Manager, OUSD  
955 High Street Oakland, CA 94601  
**RE: Amendment #4R Claremont Middle School**

May 1, 2011

Kenya,

Thank you for allowing me to submit the following proposal for extra services for the Claremont Middle School due to changes to the project scope and plan revisions requested just before and after the last meeting with the Community Members. Changes required included the following: Add green house details, then remove greenhouse details from the plan set, add wood to bench, remove the existing handball hoop, chain up bar and baseball backstop and replace with new equipment details, , revise planting, irrigation, demolition, layout, details, cost estimate and specification multiple times

The amount of work effort thus far has been on our part has been \$20,755 – I would like to request an additional \$10,000. The structural engineer requested an additional \$3,000 for the DSA Submittal (if this charge can be considered an expense - we can credit \$2,500 from our unused reimbursable expenses). The DSA Permit Review Fee is \$952.

**Total Additional Fees requested - \$11,500.**

\$41,019 Original contract amount

\$55,478 Amendment #1 March 31<sup>st</sup> 2010

\$13,000 Amendment #2 Phase 1 Construction Documents

\$18,500 Amendment #3 Additional services listed above

**\$11,500 Amendment #4 Additional services listed above**

**\$139,497 Proposed NEW Contract Amount**

Sincerely,

Leslie Golden, RLA, LEED AP  
President



## AMENDMENT NO. 2 TO PROFESSIONAL SERVICES CONTRACT

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Golden Associates Landscape**. OUSD entered into an Agreement with CONTRACTOR for services on **December 17, 2009**, and the parties agree to amend that Agreement as follows:

1. <b>Services:</b>	<input type="checkbox"/> The scope of work is <u>unchanged</u> .	<input checked="" type="checkbox"/> <b>The scope of work has <u>changed</u>.</b>
If <b>scope of work changed</b> : Provide brief description of revised scope of work including description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary. <u>Attach revised scope of work</u> .		
The CONTRACTOR agrees to provide the following amended services: <b>The scope of the project is to design the projects for 2 Phases to have a portion of project complete in summer 2010. This work includes pre-bid meetings, construction submittal reviews and close out of Phase 1. Additional scope of work was added after design including Arborist to give report of ALL existing trees on site. Community Garden needs were changed after initial design was approved.</b>		
2. <b>Terms (duration):</b>	<input checked="" type="checkbox"/> <b>The term of the contract is <u>unchanged</u>.</b>	<input type="checkbox"/> The term of the contract has <u>changed</u> .
If <b>term is changed</b> : The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____, 20____.		
3. <b>Compensation:</b>	<input type="checkbox"/> The contract price is <u>unchanged</u> .	<input checked="" type="checkbox"/> <b>The contract price has <u>changed</u>.</b>
If the compensation is changed: The contract price is amended by		
<input checked="" type="checkbox"/> <b>Increase of \$31,500.00 to original contract amount</b>		
<input type="checkbox"/> Decrease of \$ _____ to original contract amount		
and the new contract total is <b>One twenty-seven thousand, nine hundred ninety-seven dollars and no cents (\$127,997.00)</b>		

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.

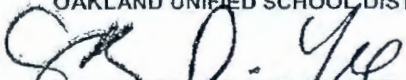
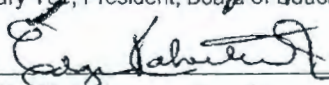
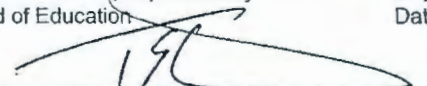
5. **Amendment History:**

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	12-17-2009	The scope of the project is to provide additional design to include a rainwater catchment that requires a structural engineer. The attached proposal is incorporated into the contract to the extent that it is subordinate to and not inconsistent with the contract terms.	\$31,500.00

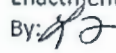
6. **Approval:** This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Board of Education, and the Superintendent as their designee.

**OAKLAND UNIFIED SCHOOL DISTRICT**

  
 Gary Yee, President, Board of Education      Date: 8/26/10  
  
 Edgar Rakestraw, Jr., Secretary  
 Board of Education      Date: 8/26/10  
  
 Timothy White, Assistant Superintendent  
 Facilities, Planning and Management      Date: \_\_\_\_\_

**CONTRACTOR**

  
 Contractor Signature      Date: 7/30/2010  
 Leslie B. Golden  
 Print Name, Title

File ID Number: 10-2042  
 Introduction Date: 8-17-10  
 Enactment Number: 10-1608  
 Enactment Date: 8-25-10  
 By: 





LANDSCAPE ARCHITECTURE URBAN DESIGN & PLANNING

Ms. Kenya Chatman  
Project Manager, OUSD  
955 High Street Oakland, CA 94601  
**RE: Amendment #3 Claremont Middle School**

June 30, 2010

Kenya,

Thank you for requesting the following proposal for changes to the Claremont Middle School scope of work. Per your email of Friday May 21, 2010 and verbal conversations, several additional scope increases were listed which we can include as extra services in our current contract. The following are additional changes which will represent additional work effort beyond the original scope:

- 1) Planting Plan Revisions add native trees at Miles \$500
  - 2) Trash Enclosure Trellis \$500
  - 3) Provide chain link fence top of bike enclosure \$500
  - 4) Provide a demonstration rain barrel. \$1,000
  - 5) Revise plans and cost estimates for Community Meetings (completed) \$1,000
  - 6) Redesign Community Garden per Community \$1000
  - 7) Revisions to for Outdoor Classroom Big Tree Court per Community \$1000
  - 8) Civil Engineer to address water control + coordination \$4,500
  - 9) Arborist Report + coordination \$3,000
  - 10) Tree Demo Plan \$2,000
  - 11) Revise Specifications \$1,000
  - 12) Revise Cost Estimates \$1,000
  - 13) Solar Power and green roof Research not charged
  - 14) Community Garden at Special Needs \$ 500
  - 15) Construction Administration \$1,000
- Total Additional Fees \$18,500**

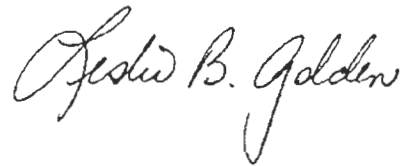
\$41,019 Original contract amount  
\$55,478 Amendment #1 March 31" 2010  
\$13,000 Amendment #2 Phase 1 Construction Documents  
**\$18,500 Amendment #3 Additional services listed above**

**\$127,997 Proposed NEW Contract Amount**

---

Please let me know if this proposal meets with your approval and we will proceed with the completion of the working documents.

Sincerely,

A handwritten signature in cursive script that reads "Leslie B. Golden". The signature is written in black ink and is positioned above the typed name.

Leslie Golden, RLA, LEED AP  
President

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

This Amendment is entered into between the Oakland Unified School District (OUSD) and **Golden Associates Landscape**. OUSD entered into an Agreement with CONTRACTOR for services on **December 17, 2009**, 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 additional design to include a rainwater catchment that requires a structural engineer. The attached proposal is incorporated into the contract to the extent that it is subordinate to and not inconsistent with the contract terms.

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 5 months (days/weeks/months), and the amended expiration date is May 1, 2011.

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 \$55,478.00 to original contract amount  
 Decrease of \$ \_\_\_\_\_ to original contract amount  
 and the new contract total is Ninety-six thousand, four hundred ninety-seven dollars and no cents (\$96,497.00)

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)
			\$
			\$
			\$

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

Gary Yee 5/27/10  
 Gary Yee, President, Board of Education Date  
Edgar Rakestraw, Jr. 5/27/10  
 Edgar Rakestraw, Jr., Secretary Date  
 Board of Education Date  
Timothy White \_\_\_\_\_  
 Timothy White, Assistant Superintendent Date  
 Facilities, Planning and Management

CONTRACTOR

Leslie Golden 4/28/10  
 Contractor Signature Date  
**LESLIE GOLDEN**  
 1900 S. WILSON STREET  
 OAKLAND, CA 94607  
 510-338-3333  
 PLANNING DEPARTMENT



LANDSCAPE ARCHITECTURE URBAN DESIGN & PLANNING

March 31, 2010

Ms. Kenya Chatman  
Project Manager, OUSD  
955 High Street  
Oakland, CA 94601

RE: Revisions to Original Claremont Contract

Kenya,  
Our original Contract amount was for \$41,019 dated December 19<sup>th</sup> 2009. As you are aware, we have had several changes to the scope of work over the last three months. We have revised our fee task schedule dated March 31<sup>st</sup> 2010 to reflect the current scope of work and the previously prepared work (some of which will be used in the final plans and some has been removed from the final plans). The new total fee including sub consultants and reimbursable expenses is \$96,497. We have been paid \$39,430 which shall be deducted from the total fee.

\$41,019 Original Contract Amount  
\$39,430 previously paid  
\$ 1,589 Amount left on original contract

\$41,019 previous contract amount  
**\$55,478 Additional Services Amount- see attached for breakdown**

\$96,497 Proposed NEW Contract Amount

If you have any questions please contact me.  
We are delighted to be starting the project again!

Sincerely,

Leslie Golden, ASLA, LEED AP  
resident

Partial Height: 32.0





OAKLAND UNIFIED  
SCHOOL DISTRICT

**PROFESSIONAL SERVICES FACILITIES CONTRACT**

This Agreement is entered into between the Oakland Unified School District (OUSD) and Golden Associates Landscape (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 December 17, 2009. The work shall be completed no later than December 17, 2010.
3. **Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Forty-one thousand, nineteen dollars and no cents (\$41,019)**. 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 professional manner, without the advice, control, or supervision of OUSD. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of 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: Leslie Golden  
 Title: Project Manager  
 Address: 4400 Market Street  
Oakland, CA 94608  
 Phone: 510-465-4030

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.



Timothy E. White, Assistant Superintendent  
Oakland Unified School District  
Department of Facilities Planning and Management  
955 High Street  
Oakland, California 94601

9.4 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.

9.5 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.

9.6 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.

9.7 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

9.8 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:

9.8.1 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.
15. **Indemnification:** CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from:
  - 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

Professional Services Contract

OAKLAND UNIFIED SCHOOL DISTRICT

*[Signature]*

President, Board of Education

Superintendent

*[Signature]*

Secretary,  
Board of Education

12/17/09  
Date

12/17/09  
Date

*[Signature]*

Assistant Superintendent,  
Department of Facilities Planning and Management

\_\_\_\_\_  
Date

CONTRACTOR

*[Signature]*

Contractor Signature

11/19/09  
Date

*[Signature]*

Print Name, Title

File ID Number	09-3275
Introduction Date	02-8-09
Enactment Number	
Enactment Date	



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: GOLDEN ASSOCIATES

Contractor Signature: *Leslie B. Golden* Date: 11/19/09

Print Name and Title: Leslie B. Golden

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with OUSD prior to performing any Work under this Contract.)

**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: \_\_\_\_\_





# AMENDMENT NO. 3 CONTRACT ROUTING FORM

## Project Information

Project Name	Claremont Middle School Landscaping	Site	Claremont Middle School
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## 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	Golden Associates Landscape	Agency's Contact	Leslie Golden
OUSD Vendor ID #	V059435	Title	Project Manager
Street Address	4400 Market Street	City	Oakland
		State	CA
		Zip	94608
Telephone	510-465-4030	Policy Expires	9-1-2011
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 #	07088		

## Term

Date Work Will Begin	12-17-2009	Date Work Will End By <small>(not more than 5 years from start date)</small>	12-31-2011
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## Compensation

Total Contract Amount	\$	Total Contract Not To Exceed	\$139,497.00
Pay Rate Per Hour (if Hourly)	\$	If Amendment, Changed Amount	\$ 11,500.00
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 #	Resource Name	Org Key	Object Code	Amount
3535	County School Facilities Fund (Fund 35)	2019003891	6130	\$11,500.00

## 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.

	Division Head	Charles Love	Phone	510-879-8389	Fax	510-879-3673
1.	Capital Program Contract & Accounting Manager					
	Signature		Date Approved	4-19-11		
2.	General Counsel, Department of Facilities Planning and Management					
	Signature		Date Approved	4.20.11		
3.	Assistant Superintendent, Facilities Planning and Management					
	Signature		Date Approved			
	President, Board of Education					
4.	Signature		Date Approved			



# Commercial Certificate of Insurance



**FARMERS**

Agency  
 Name • JOAN SIERING INSURANCE  
 & • 4408 MARKET STREET, STE A  
 • EMERYVILLE, CA 94608  
 Address • (510)550-1604 (888)235-8106 FAX

Issue Date (MM/DD/YY) 11/01/11

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 shown below.

St. 96 Dist. 01 Agent 360

### Companies Providing Coverage:

Insured  
 Name • GOLDEN ASSOCIATES  
 & • 4400 MARKET STREET  
 • OAKLAND, CA 94608  
 Address •

- Company **A** Truck Insurance Exchange  
Letter
- Company **B** Farmers Insurance Exchange  
Letter
- Company **C** Mid-Century Insurance Company  
Letter
- Company **D** \_\_\_\_\_  
Letter

### Coverages

This is to certify that 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. Limits shown may have been reduced by paid claims.

Co. Ltr.	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Policy Limits	
A	<input checked="" type="checkbox"/> General Liability <input checked="" type="checkbox"/> Commercial General Liability <input checked="" type="checkbox"/> - Occurrence Version Contractual - Incidental Only Owners & Contractors Prot.	602652786	09/01/11	09/01/12	General Aggregate Products-Comp/OPS Aggregate Personal & Advertising Injury Each Occurrence Fire Damage (Any one fire) Medical Expense (Any one person)	\$ 4,000,000 \$ 2,000,000 \$ 2,000,000 \$ 2,000,000 \$ 75,000 \$ 5,000
A	<input checked="" type="checkbox"/> Automobile Liability All Owned Commercial Autos <input checked="" type="checkbox"/> Scheduled Autos Hired Autos <input checked="" type="checkbox"/> Non-Owned Autos Garage Liability	602652786	09/01/11	09/01/12	Combined Single Limit Bodily Injury (Per person) Bodily Injury (Per accident) Property Damage Garage Aggregate	\$ 1,000,000 \$ \$ \$ 1,000,000 \$
	Umbrella Liability				Limit	\$
	Workers' Compensation and Employers' Liability				Statutory Each Accident Disease - Each Employee Disease - Policy Limit	\$ \$ \$

### Description of Operations/Vehicles/Restrictions/Special items:

LANDSCAPE & DESIGN BUSINESS/ 2004 TOYOTA PRIUS VIN: JTDKB20UX40007545.  
 ADDL INSURED FOR GL & AUTO LIABILITY: OAKLAND UNIFIED SCHOOL DISTRICT AND ITS DIRECTORS, OFFICERS, EMPLOYEES, AGENTS AND REPRESENTATIVES.

### Certificate Holder

Name • OAKLAND UNIFIED SCHOOL DIST.  
 & • CLAREMONT MIDDLE SCHOOL  
 • 955 HIGH ST  
 Address • OAKLAND, CA 94601-4404

### Cancellation

Should any of the above described policies be cancelled before the expiration date hereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

JOAN SIERING 11/01/2011  
 Authorized Representative



## PROFESSIONAL SERVICES CONTRACT ROUTING FORM

Project Information			
Project Name	Claremont Middle School Landscaping	Site	Claremont 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	Golden Associates Landscape	Agency's Contact	Leslie Golden		
OUSD Vendor ID #	V059435	Title	Project Manager		
Street Address	4400 Market Street	City	Oakland	State	CA Zip 94608
Telephone	510-465-4030	Policy Expires	4-1-2012		
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 #	07088				

Term			
Date Work Will Begin	1-17-2009	Date Work Will End By <small>(not more than 5 years from start date)</small>	12-31-2011

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$ 157,528.00
Pay Rate Per Hour (If Hourly)	\$	If Amendment, Changed Amount	\$ 18,031.00
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>				
Fund #	Resource Name	Org Key	Object Code	Amount
2122	GO Bond-Measure A	2019303891	6215	\$ 18,031.00
				\$

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 510-879-3673
	Capital Program Contract & Accounting Manager				
	Signature		Date Approved	11-2-4	
2.	General Counsel, Department of Facilities Planning and Management				
	Signature		Date Approved	11-2-11	
3.	Assistant Superintendent, Facilities Planning and Management				
	Signature		Date Approved		
4.	President, Board of Education				
	Signature		Date Approved		