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OAKLAND UNIFIED
SCHOOL DISTRICT
Community Schools, Thriving Students

Memo

To Board of Education
From Kyla Johnson-Trammell, Superintendent
 Tadashi Nakadegawa, Deputy Chief, Division of Facilities Planning and Management
Board Meeting Date February 22, 2023
Subject General Services Agreement – ACC Environmental Consultants – Kaiser Child Development Center Outdoor Learning Environment Project - Division of Facilities Planning and Management

Action Requested Approval by the Board of Education of Agreement for General Services Agreement by and between the District and **ACC Environmental Consultants**, Oakland, California, for the latter to provide hazardous material abatement consulting services of the project, including hazardous material abatement work having a direct bearing on the following: 1. Conversion of existing women’s’ restroom into an accessible unisex restroom; 2. Complete modernization of the fire alarm system throughout the campus to meet current code requirements, for the **Kaiser Child Development Center Outdoor Learning Environment Project**, in the not-to-exceed amount of **\$48,965.30**, which includes a not-to-exceed amount for Additional Services of **\$4,896.53** with the work scheduled to commence on **February 23, 2023**, and scheduled to last until **January 23, 2024**, pursuant to the Agreement.

Discussion Consultant was selected providing specially trained Inspector of Record Services. selected (a) based on demonstrated competence and professional qualifications (Government Code §4526), **and** (b) using a fair, competitive RFP selection process (Government Code §§4529.10 et seq.)

LBP (Local Business Participation Percentage) 100.00%

Recommendation Approval by the Board of Education of Agreement for General Services Agreement by and between the District and **ACC Environmental Consultants**, Oakland, California, for the latter to provide hazardous material abatement consulting services of the project, including hazardous material abatement work having a direct bearing on the following: 1. Conversion of existing women’s’ restroom into an accessible unisex restroom; 2. Complete modernization of the fire alarm system throughout the campus to meet current code requirements, for the **Kaiser Child Development Center Outdoor Learning Environment Project**, in the not-to-exceed amount of **\$48,965.30**, which includes a not-to-exceed amount for Additional Services of **\$4,896.53** with the work scheduled to commence on **February 23, 2023**, and scheduled to last until **January 23, 2024**, pursuant to the Agreement.

Fiscal Impact Fund 21 Building Fund, Measure Y

Attachments

- Contract Justification Form
- Agreement, including Exhibits
- Certificate of Insurance
- Routing Form



CONTRACT JUSTIFICATION FORM

This Form Shall Be Submitted to the Board Office With Every Agenda Contract.

Legislative File ID No. 22-2761

Department: Facilities Planning and Management

Vendor Name: ACC Environmental Consultants

Project Name Kaiser Child Development Center Outdoor Learning Environment Project Project No.: 21112

Contract Term: Intended Start: 2-23-2023 Intended End: January 23, 2024

Total Cost Over Contract Term: \$48,965.30

Approved by: Tadashi Nakadegawa

Is Vendor a local Oakland Business or has it met the requirements of the

Local Business Policy? Yes (No if Unchecked)

How was this contractor or vendor selected?

ACC Environmental Consultants was chosen directly based on scores through an RFP process.

Summarize the services or supplies this contractor or vendor will be providing.

ACC Environmental Consultants, to provide hazardous material abatement consulting services of the project, including hazardous material abatement work having a direct bearing on the following: 1. Conversion of existing women's restroom into an accessible unisex restroom; 2. Complete modernization of the fire alarm system throughout the campus to meet current code requirements., for the Kaiser Child Development Center Outdoor Learning Environment.

Was this contract competitively bid? Check box for "Yes" (If "No," leave box unchecked)

If "No," please answer the following questions:

1) How did you determine the price is competitive?

The district received proposals through an RFQ/P process, which includes review/scoring of proposals. ACC Environmental Consultants was selected based on the highest interview scores and because their prices were fair and reasonable compared to the prices submitted by the other responding consultants.

2) Please check the competitive bidding exception relied upon:

Construction Contract:

- Price is at or under UPCCAA threshold of \$60,000 (as of 1/1/19)
- CMAS contract [may only include “incidental work or service”] (Public Contract Code §§10101(a) and 10298(a)) – *contact legal counsel to discuss if applicable*
- Emergency contract (Public Contract Code §§22035 and 22050) – *contact legal counsel to discuss if applicable*
- No advantage to bidding (including sole source) – *contact legal counsel to discuss if applicable*
- Completion contract – *contact legal counsel to discuss if applicable*
- Lease-leaseback contract RFP process – *contact legal counsel to discuss if applicable*
- Design-build contract RFQ/RFP process – *contact legal counsel to discuss if applicable*
- Energy service contract – *contact legal counsel to discuss if applicable*
- Other: _____ – *contact legal counsel to discuss if applicable*

Consultant Contract:

- Architect, engineer, construction project manager, land surveyor, or environmental services – selected (a) based on demonstrated competence and professional qualifications (Government Code §4526), **and** (b) using a fair, competitive RFP selection process (Government Code §§4529.10 et seq.)
- Architect or engineer *when state funds being used* – selected (a) based on demonstrated competence and professional qualifications (Government Code §4526), (b) using a fair, competitive RFP selection process (Government Code §§4529.10 et seq.), **and** (c) using a competitive process consistent with Government Code §§4526-4528 (Education Code §17070.50)
- Other professional or specially trained services or advice – no bidding or RFP required (Public Contract Code §20111(d) and Government Code §53060) – *contact legal counsel to discuss if applicable*
- For services other than above, the cost of services is \$99,100 or less (as of 1/1/22)
- No advantage to bidding (including sole source) – *contact legal counsel to discuss if applicable*

Purchasing Contract:

- Price is at or under bid threshold of \$99,100 (as of 1/1/22)
- Certain instructional materials (Public Contract Code §20118.3)
- Data processing systems and supporting software – choose one of three lowest bidders (Public Contract Code §20118.1)

- Electronic equipment – competitive negotiation (Public Contract Code §20118.2) – *contact legal counsel to discuss if applicable*
- CMAS contract [may only include “incidental work or service”] (Public Contract Code §§10101(a) and 10298(a)) – *contact legal counsel to discuss if applicable*
- Piggyback contract for purchase of personal property (Public Contract Code §20118) – *contact legal counsel to discuss if applicable*
- Supplies for emergency construction contract (Public Contract Code §§22035 and 22050) – *contact legal counsel to discuss if applicable*
- No advantage to bidding (including sole source) – *contact legal counsel to discuss if applicable*
- Other: _____

Maintenance Contract:

- Price is at or under bid threshold of \$99,100 (as of 1/1/22)
- No advantage to bidding (including sole source) – *contact legal counsel to discuss*
- Other: _____

3) Explain in detail the facts that support the applicability of the exception marked above:

- Consultant is providing environmental services for the Kaiser Child Development Center Outdoor Learning Environment Project.

OAKLAND UNIFIED SCHOOL DISTRICT GENERAL SERVICES AGREEMENT

This GENERAL SERVICES AGREEMENT (“Agreement”) is made and entered into effective **February 23, 2023** (the “Effective Date”), by and between the Oakland Unified School District (“District”) and **ACC Environmental Consultants** (“Contractor”).

1. **Contractor Services.** Contractor agrees to provide the following services to District (collectively, the “Basic Services”) for the Kaiser Child Development Center Outdoor Learning Environment Project (“Project”): To provide environmental services which consist of hazardous material abatement consulting services of the project, asbestos and lead survey with report, hazardous materials specification, abatement oversight, and lead air samples. The Basic Services include all work described in the November 8, 2022, proposal, which is attached to this Agreement as *Exhibit A*. Contractor may only provide other services related to the Project (“Additional Services”) after authorized in writing by District. “Services” shall mean Basic and Additional Services.
2. **Contractor Qualifications.** Contractor represents and warrants to District that Contractor, and all of Contractor’s employees, agents or volunteers (the “Contractor Parties”), have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement. Contractor and any Contractor Parties performing services shall be competent to perform those services.
3. **Term.** The term for performance of the Services shall begin on **February 23, 2023**, and shall end on **January 23, 2024** (“Term”), except as otherwise stated in Section 4 below, and Contractor shall complete the Services within the Term. There shall be no extension of the Term without an amendment signed by all Parties and approved by the District’s governing board. Written notice by the District Superintendent or designee shall be sufficient to stop further performance of the Services by Contractor or the Contractor Parties. In the event of early termination, Contractor shall be paid for satisfactory Services performed to the date of termination. Upon payment by District, District shall be under no further obligation to Contractor, monetarily or otherwise, and District may proceed with the work in any manner District deems proper.
4. **Termination.** Either party may terminate this Agreement at any time by giving thirty (30) days advance written notice to the other party. Notwithstanding the foregoing, District may terminate this Agreement at any time by giving written notice to Contractor if Contractor materially breaches any of the terms of this Agreement, any act or omission of Contractor or the Contractor Parties exposes District to potential liability or may cause an increase in District’s insurance premiums, Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed because of Contractor’s insolvency. Such termination shall be effective immediately upon Contractor’s receipt of the notice.
5. **Payment of Fees for Services.** District agrees to pay Contractor based on the hourly rates listed in *Exhibit B* for Services satisfactorily performed. Contractor shall not increase these hourly rates over the course of this Agreement. Total fees paid by District to Contractor for Services under the Agreement shall not exceed **FORTY EIGHT THOUSAND NINE HUNDRED SIXTY-FIVE Dollars 30/100 (\$48,965.30)**, which consists of a not-to-exceed amount of **FORTY-FOUR THOUSAND SIXTY-EIGHT HUNDRED Dollars 77/100 (\$44,068.77)** for performance of the Basic Services, and a not-to-exceed contingency amount of **FOUR THOUSAND EIGHT HUNDRED NINETY-SIX DOLLARS 53/100 (\$4,896.53)** for performance of any Additional Services. Contractor shall perform all Services required by the Agreement even if the applicable not-to-exceed amount has

already been paid and no more payments will be forthcoming. Contractor acknowledges that the not-to-exceed amount for Basic Services, above, includes contingency compensation in the event that more time and costs than originally anticipated may be necessary to complete the Basic Services. District agrees to make payment within sixty (60) days of receipt of a detailed invoice from Contractor based on hours worked and hourly rates, including any additional supporting documentation that District reasonably requests. Contractor shall not be reimbursed directly for any of its expenses, as the fees to be paid under this Agreement include compensation for any and all of Contractor's expenses.

6. **Indemnity.** Contractor shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Trustees, members of the Board of Trustees (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, or willful misconduct of Contractor, the Contractor Parties or their respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees in the performance of or failure to perform Contractor's obligations under this Agreement, including, but not limited to Contractor's or the Contractor Parties' use of the site, Contractor's or the Contractor Parties' performance of the Services, Contractor's or the Contractor Parties' breach of any of the representations or warranties contained in this Agreement, or for injury to or death of persons or damage to property or delay or damage to the District or the District Parties. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.

7. **Equipment and Materials.** Contractor at its sole cost and expense shall provide and furnish all tools, labor, materials, equipment, transportation services and any other items (collectively, "Equipment") which are required or necessary to perform the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor or the Contractor Parties, even if such Equipment is furnished, rented or loaned to Contractor or the Contractor Parties by District. Furthermore, District may reject any Equipment or workmanship that does not conform to the requirements of this Agreement and Contractor must then promptly remedy or replace it at no additional cost to District and subject to District's reasonable satisfaction.

8. **Insurance.** Without in any way limiting Contractor's liability, or indemnification obligations set forth in Paragraph 6 above, Contractor shall secure and maintain throughout the Term of this Agreement the following insurance: (i) comprehensive general liability insurance with limits of not less than One Million \$1,000,000 each occurrence and Two Million \$2,000,000 in the aggregate; (ii) commercial automobile liability insurance with limits not less than One Million \$1,000,000 each occurrence and Two Million \$2,000,000 in the aggregate, if applicable; and (iii) worker's compensation insurance as required by Labor Code section 3200, *et seq.*, if applicable. Neither Contractor nor any of the Contractor Parties shall commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverages have been delivered to and approved by District. All insurance policies shall include an endorsement stating that District and District Parties are named additional insureds. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to District. If such a notice is not given or even if District receives a notice, District may, at its sole option, terminate this Agreement. All insurance policies shall include an endorsement stating that it is primary to any insurance or self-insurance maintained by District and shall waive

all rights of subrogation against District and/or the District Parties. A copy of the declarations page of Contractor's insurance policies shall be attached to this Agreement as proof of insurance.

9. **Independent Contractor Status.** Contractor is engaged in an independently established trade, occupation, or business to provide the Services required by this Agreement and is hereby retained to provide specialized services for District that are outside the usual course of District's business. Contractor is free from the control and direction of District in connection with the manner in which it provides the Services to District. Contractor understands and agrees that Contractor and the Contractor Parties shall not be considered officers, employees, agents, partners, or joint venturers of District, and are not entitled to benefits of any kind or nature normally provided to employees of District and/or to which District's employees are normally entitled.

10. **Taxes.** All payments made by District to Contractor pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from fees payable to Contractor, including FICA (social security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. 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 and the Contractor Parties and otherwise in connection with this Agreement.

11. **Fingerprinting/Criminal Background Investigation Certification.** Contractor and the Contractor Parties shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information which differs in any way from the information learned or provided pursuant to Section 45125.1, or Contractor or Contractor Parties add personnel who will provide Services under this Agreement, Contractor shall immediately notify District and prohibit any new personnel from interacting with District students until the fingerprinting and background check requirements have been satisfied and District determines whether any interaction is permissible.

12. **Tuberculosis Certification.** Contractor and the Contractor Parties shall at all times comply with the tuberculosis ("TB") certification requirements of Education Code section 49406. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

A. Contractor and Contractor Parties shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

B. The following Contractor and Contractor Parties shall have **more than limited contact** (as determined by District) with District students during the Term of this Agreement and, at no cost to District, have received a TB test in full compliance with the requirements of Education Code section 49406:

_____.

_____. [Attach and sign additional pages, as needed.]

Contractor shall maintain on file the certificates showing that the Contractor and Contractor Parties were examined and found free from active TB. These forms shall be regularly maintained and updated by Contractor and shall be available to District upon request or audit.

Contractor further agrees and acknowledges that all new personnel hired after the Effective Date of this Agreement by Contractor and Contractor Parties are subject to the TB certification requirements and shall be prohibited from having any contact with District students until the TB certification requirements have been satisfied and District determines whether any contact is permissible.

13. **Confidential Information.** Contractor shall maintain the confidentiality of, and protect from unauthorized disclosure, any and all individual student information received from the District, including but not limited to student names and other identifying information. Contractor shall not use such student information for any purpose other than carrying out the obligations under this Agreement. Upon termination of this Agreement, Contractor shall turn over to District all educational records related to the services provided to any District student pursuant to this Agreement.

14. **Assignment/Successors and Assigns.** Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of District. Subject to the foregoing, this Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the respective parties.

15. **Severability.** If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.

16. **Amendments.** The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties and approved by the governing board.

17. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California, excluding its choice of law rules. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Alameda, subject to transfer of venue under applicable State law, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

18. **Written Notice.** Written notice shall be deemed to have been duly served if delivered in person to Contractor at the address located next to the party signatures below, or if delivered at or sent by registered or certified or overnight mail to the last business address known to the person who sends the notice.

19. **Compliance with Law.** Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including but not limited to fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this Agreement and that failure to do so shall constitute material breach.

20. **Non-Discrimination.** There shall be no unlawful discrimination in the contracting of persons under this Agreement because of race, color, national origin, age, ancestry, religion, sex, or sexual orientation of such persons.

21. **Attorneys' Fees.** If any legal action is taken to interpret or enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other reasonable costs and expenses incurred in connection with that legal action.

22. **Liability of District.** Notwithstanding anything stated herein to the contrary, District shall not be liable for any special, consequential, indirect or incidental damages, including but not limited to lost profits in connection with this Agreement.

23. **Time.** Time is of the essence for performance of the Services under this Agreement.

24. **Waiver.** No delay or omission by District in exercising any right under this Agreement shall operate as a waiver of that or any other right and no single or partial exercise of any right shall preclude the District from any or further exercise of any right or remedy.

25. **Entire Agreement.** This Agreement is intended by the parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.

26. **Ambiguity.** The parties to this Agreement, and each of them, hereby represent that the language contained herein is to be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all parties shall be treated as equally responsible for such ambiguity.

27. **Execution of Other Documents.** The parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.

28. **Execution in Counterparts.** This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed agreement.

29. **Warranty of Authority.** The persons who have signed this Agreement warrant that they are legally authorized to do so on behalf of the respective parties, and by their signatures to bind the respective parties to this Agreement.

30. **Local Business.** Contractor shall comply with the requirements of the District's Local, Small Local, and Small Local Resident Business Enterprise Program, which may require a 50% minimum local participation requirement in the performance of this Agreement. A copy of this program may be obtained at www.ousd.k12.ca.us, under the Facilities Planning & Management Department drop down menu, at "Bids and Requests for Proposals."

31. **Forms.** The following forms, attached to the proposal, are incorporated into the contract:

- ~~Roof project certification (if required; see Public Contract Code §3006).~~
- Fingerprinting Notice and Acknowledgement.
- ~~Iran Contracting Act Certification.~~
- Workers' Compensation Certification.

- Drug-Free Workplace Certification.
- ~~Buy American Certification.~~
- Local Business Participation Form.

Within ten (10) days after award and before commencement of the services, the signed agreement and insurance documentation shall be submitted to the District.

32. **Mediation.** A party to this Agreement shall, as a condition precedent to initiating any litigation against the other party, demand mediation of any dispute. The parties shall endeavor to include any third party claimant in the mediation. The parties shall select a mediator and schedule the mediation within thirty (30) days of the initial demand for mediation. If the parties cannot agree on a mediator, the mediator shall be appointed by JAMS. The parties to the mediation, including the parties to this Agreement, shall pay equal shares of the mediator’s fees. Each party shall bear its own attorney’s fees related to the mediation.

DISTRICT:

OAKLAND UNIFIED SCHOOL DISTRICT

 _____ 2/23/2023

Mike Hutchinson, President
Board of Education Date

 _____ 2/23/2023

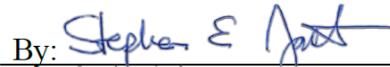
Kyla Johnson-Trammell, Superintendent
and Secretary, Board of Education Date

 _____ 1/23/2023

Tadashi Nakadegawa, Deputy Chief,
Facilities Planning and Management Date

CONTRACTOR:

ACC ENVIRONMENTAL CONSULTANTS

By:  _____

Name: Stephen Jackson
Title: Vice President
Date: January 20, 2022

Address for District Notices:

955 High Street
Oakland, CA 94601

Address for Contractor Notices:

7977 Capwell Drive, Suite 100
Oakland, CA 94621

Approved As To Form:

 _____ 1/20/23

OUSD Facilities Legal Counsel Date

Exhibit A

Scope of Basic Services



Approach

ACC agrees to provide all services as described under “**Section B. Basic Services**”. We understand that the primary role of the selected hazardous material abatement consultant will be to identify all hazardous material for the three permanent existing buildings on site, to produce construction documents for its abatement, removal and management of these materials associated with the construction project. And, that the consultant shall provide monitoring services during the construction phase of the project to insure activities comply with the contract documents and applicable laws and regulations. ACC will complete the full scope of work detailed in “**Section F. Statement of Work**”. ACC understands and is fully qualified to provide the full Scope of Work detailed in this RFP/Q.

ACC’s dedicated project manager, Steve Jackson will work with the District’s team to develop a detailed approach and work plan for each site and it’s identified project scope of work outlined in the RFQ/P.

Below is an example narrative of ACC’s general approach, safety and quality control measures to Hazardous Material Abatement Consulting Projects.

Field Survey Work: ACC will review existing survey reports and sample results available for each building. If the site inspection confirms that existing sampling is adequate and the data will be included on ACC material data forms as having already been sampled previous and this information will be included in the final report.

Upon the commencement of a hazardous materials survey, ACC will proceed in the following manner; 1) conduct a walk-through of the building take an inventory of all suspect building materials and components that will require testing for asbestos and/or lead and note each suspect material on the ACC’s Material Information Form; 2) While taking inventory of all suspect asbestos and/or hazardous materials or components that will require sampling, ACC will also be filling out the Building Information Form, which provides all the details on the make up of the structure, age, length, width, type of construction, square footage, make up of both interior and exterior walls, floors, ceilings and mechanical systems. Typically this form is used on commercial and more complex structures. 3) Upon completing the inventory of all suspect materials that will require sampling, ACC will inspect the site and determine the presence and number of suspect materials to be sampled at the site. 4) ACC will obtain the appropriate number of samples in accordance with the related material using appropriate methods for sampling. 5) Lastly ACC will construct a floor plan sketch of the property showing all rooms, bathrooms, closets, etc. so that material and sample locations in the report can located more easily by the reader.

The survey will identify all impacted hazardous materials, including, but not limited to:

1. Asbestos
2. Lead
3. Mercury
4. Polychlorinated Biphenyls (PCBs)
5. Refrigerants
6. Chemicals
7. Solvents
8. Heating oils and hydraulic fluids that might be disturbed by the building project.
9. Mold

Preparation of Survey Reports

Data collected during the survey is documented on ACC's Survey Data Forms, including the Material Information Form, Building Information Form and Chain of Custody with Sample Location Form. Quantities of materials, description of material locations and any damaged conditions of materials will be entered into final report. Sample results are entered into the report as soon as they are received from the laboratory.



A draft report is prepared and reviewed by the project manager (CAC and or CIH) and upon completion of the review the final Draft report is generated and provided to OUSD for review and comment. Upon completion and if there are no unanswered questions after review of the report, a final report will be issued including five (5) hard copies as well as an electronic version in PDF Format. **The report will contain all requirements listed in the RFQ/P and agreed upon with the District.**

Project Design: Design of Asbestos Containing Materials, Lead-Based Paint/Lead-Containing Materials and Other Hazardous Substances Methodologies and Specification and Monitoring Lead-Based Paint/Lead-Containing Materials, Asbestos and Other Hazardous Substances Abatement work will be prepared as needed based on our findings.

Abatement Design, Specification and Bidding Assistance: ACC provides cost effective and safe abatement methodologies incorporating the best project management principals in accordance with local, state and federal regulations. ACC will work with the District to develop comprehensive construction documents for the abatement and management process.

Laboratories

All outside laboratories used by ACC are fully accredited by DOHS and participate in NIOSH (PAT), AIHA, ELPAT, and NAVLAP. ACC selects outside laboratories based on accreditation, timeliness (contracted turn around time) and accuracy of samples submitted for analysis.

ACC works with these labs on a daily basis and is able to negotiate both best costs and services for all forms of sample analysis. All laboratories publish and follow approximately the same time frames for turn around of sample analysis. Ensuring the best service from the lab however requires the consultant to communicate properly with the labs as well as to execute best practices in obtaining samples and transmitting them to the laboratory.

Regulatory Compliance and Safety Observation

ACC project managers and technicians have all completed their asbestos and lead-based paint certification courses, as well as several other Hazardous Material certification courses (detailed in our Technical Certification chart in the attachments), which require them to possess and demonstrate a thorough knowledge of all applicable regulations. In addition, ACC holds semi-monthly staff meetings where any changes in regulations or enactment of new regulations are discussed.

ACC project management personnel have frequent contact with Air Quality Management District and Cal/OSHA inspectors who often visit our job sites. ACC's project managers always tour the site with the regulator and if requested make any suggested modifications. ACC has never had a project cited by a regulator.

Quality Assurance and Quality Control

ACC employs methods and tools that assure quality outcomes and quality controls for all of our work. ACC's staff will follow a comprehensive Quality Control Plan to guarantee that all required services are provided to OUSD as specified in this RFQ/P.

ACC has developed proprietary software programs for survey work to assist inspectors in the gathering and recording of information in standardized format. This certifies that our clients receive documentation that is consistent from project to project. Our Field Technicians use tablets in the field and upload project documentation to internal servers daily for review by project managers. Client access to daily documentation is available upon request.



Environmental Project Cost Estimate

Project Information

Hazardous Materials Consulting
 Kaiser Day Care
 25 South Hill Court
 Oakland, CA

Client Information

Colland Jang
 Oakland Unified School District
 955 High Street
 Oakland, CA 94601

ACC Project No.: 80478

Date Prepared: Tuesday, November 8, 2022

Scope of Work Description

ACC is pleased to provide this detailed fee schedule to provide the services outlined in Section F of the RFQ-P for Kaiser Day Care.

Task Number and Description	Unit Price	Units	Quantity	Amount
Task 1 - Survey and Report				
Asbestos and Lead Survey with Report	\$7,525.00	Each	1	\$7,525.00
PLM (asbestos bulk)	\$20.00	Samples	150	\$3,000.00
Lead Bulk Sample - Standard TAT	\$20.00	Each	40	\$800.00
PLM (Asb. Bulk) 400 Point Count - Standard TAT	\$75.00	Samples	12	\$900.00
Contingency	\$1,222.50	Each	1	\$1,222.50
			Task Sub-total:	\$13,447.50
Task 10 - Final Report				
Final Report	\$2,500.00	Each	1	\$2,500.00
Contingency	\$250.00	Each	1	\$250.00
			Task Sub-total:	\$2,750.00
Task 2 - Drawings				
CAD Draftsperson	\$110.00	Hours	20	\$2,200.00
Contingency	\$220.00	Each	1	\$220.00
			Task Sub-total:	\$2,420.00
Task 3 - Specifications				
Hazardous Materials Specification	\$1,000.00	Each	3	\$3,000.00
Contingency	\$300.00	Each	1	\$300.00
			Task Sub-total:	\$3,300.00
Task 4 - Meetings				
Senior Project Manager/Technical Oversight	\$188.00	Hours	12	\$2,256.00
Contingency	\$225.60	Each	1	\$225.60
			Task Sub-total:	\$2,481.60
Task 5 - Abatement Cost Estimates				
Senior Project Manager/Technical Oversight	\$188.00	Hours	4	\$752.00
Contingency	\$75.20	Each		\$0.00
			Task Sub-total:	\$752.00

www.accenv.com

Northern California: 7977 Capwell Drive, Suite 100 • Oakland, California 94621 • (510) 638-8400
 Southern California: 1055 Wilshire Blvd., Suite 1450 • Los Angeles, California 90017 • (213) 353-1240
 Washington: 24 Roy Street #432, Seattle, Washington 98109 • (800) 525-8838

Environmental Project Cost Estimate *(continued)*

Project Name: Hazardous Materials Consulting
Kaiser Day Care
25 South Hill Court
Oakland, CA

Jang, Colland
Oakland Unified School District
955 High Street
Oakland, CA 94601

ACC Project No.: 80478

Tuesday, November 8, 2022

Task Number and Description	Unit Price	Units	Quantity	Amount
Task 6, 7, 8 & 9 - Abatement Oversight Services				
Senior Project Manager/Technical Oversight	\$188.00	Hours	20	\$3,760.00
Abatement Oversight (8-hour Shift)	\$950.00	Each	14	\$13,300.00
PCM Sample - 24 hour	\$16.00	Samples	112	\$1,792.00
Lead Air Samples (24-hour)	\$25.00	Each	112	\$2,800.00
Contingency	\$2,162.20	Each	1	\$2,162.20
Task Sub-total:				\$23,814.20

Approved:

Total Environmental Consulting Services Cost: \$48,965.30

Name: _____
Signature: _____
Title: _____
Date: _____
PO Number: _____



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Exhibit B
Hourly Rates



2022 Annual Fee Schedule

Cost of labor services shall be as follows:

<i>Labor Classification</i>	Hourly
Subject Matter Expert / Expert Witness	\$ 350.00
Principal	\$ 285.00
Board Certified Industrial Hygienist	\$ 275.00
Professional Engineer	\$ 275.00
Computer Programmer	\$ 260.00
Professional Geologist	\$ 205.00
Senior Project Manager/Designer	\$ 188.00
Senior Project Manager/Technical Oversight	\$ 188.00
Project Manager / Project Geologist	\$ 165.00
Project Coordinator	\$ 105.00
Staff Geologist / Engineer	\$ 140.00
Project Scientist, Project Hygienist, or Technician, Level II	\$ 117.00
<i>(Overtime and/or Nights as defined below)</i>	\$ 146.00
<i>(Double-time and/or Weekends as defined below)</i>	\$ 175.00
Project Hygienist, or Technician, Level I	\$ 107.00
<i>(Overtime and/or Nights as defined below)</i>	\$ 134.00
<i>(Double-time and/or Weekends as defined below)</i>	\$ 160.00
Trainer	\$ 188.00
CAD Draftsperson	\$ 110.00
Administrative Support Personnel	\$ 85.00
Database Manager	\$ 170.00
Data Entry Clerk	\$ 85.00

These rates will apply between the hours of 6:00 AM and 8:00 PM Monday through Friday. Overtime (hours in excess of 8 and up to 12 in one working shift) and/or night hours (weekdays, Monday through Thursday 8:00 PM to 6:00 AM) shall be charged at 125% of the base rates above or as indicated under Technician I/II classifications. Double-time (hours in excess of 12 in one working shift) and/or Weekend hours (between 8:00 PM Friday and 6:00 AM Monday) shall be charged at 150% of the base rates quoted above or as indicated under Technician I/II classifications. In the event that the client requests ACC to respond to an emergency situation (i.e. asbestos spill, etc.) and ACC staff are pre-assigned to an existing project, the emergency response may be billed at 125% to compensate for overtime rates or 150% to compensate for double-time rates. Minimum charge for Technicians shall be four (4) hours per day.



CERTIFICATE OF LIABILITY INSURANCE

DATE(MMDD/YYYY)
12/16/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ISU INS SERV - BC ENV BROKERAGE 1037 Suncast Ln Ste 103 El Dorado Hills, CA 95762	CONTACT NAME: DINA ATHEY	FAX (A/C, No): (916)939-1085	
	PHONE (A/C, No, Ext): (916)939-1080	E-MAIL ADDRESS:	
INSURED ACC ENVIRONMENTAL CONSULTANTS, INC. 7977 CAPWELL DRIVE, SUITE 100 OAKLAND, CA 94621	INSURER(S) AFFORDING COVERAGE		NAIC#
	INSURER A:	ADMIRAL INSURANCE COMPANY A+	24856
	INSURER B:	UNITED FINANCIAL A+	11770
	INSURER C:	QBE INSURANCE CORPORATION A	39217
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MMDD/YYYY)	POLICY EXP (MMDD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			FEI-ECC-10782-09 CPL RETRO: 03/20/89	04/28/22	04/28/23	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> POLLUTION LIAB.						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> CLAIMS MADE						MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY \$ 5,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS			02447227-7	01/13/23	01/13/24	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$ 1,000,000
							BODILY INJURY (Per accident) \$ 1,000,000
							PROPERTY DAMAGE (Per accident) \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB			FEI-EXS-45085-00 INCL. GL.AUTO,WC	04/28/22	04/28/23	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N	N/A				PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<input checked="" type="checkbox"/> PROF. LIAB. <input checked="" type="checkbox"/> CLAIMS MADE			FEI-ECC-10782-09 RETRO: 03/20/89	04/28/22	04/28/23	\$ 5,000,000 OCCURRENCE \$ 5,000,000 AGGREGATE
C	<input checked="" type="checkbox"/> PROP/EQUIPMENT			2861463	05/01/22	05/01/23	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: 2111 INTERNATIONAL FIR ALARM PROJECT
OAKLAND UNIFIED SCHOOL DISTRICT AND ITS DIRECTORS, REPRESENTATIVES, OFFICERS, EMPLOYEES, TRUSTEES, AGENTS AND VOLUNTEERS HAVE BEEN NAMED AS ADDITIONAL INSURED WITH RESPECT TO THE GENERAL LIABILITY. PRIMARY COVERAGE APPLIES. THIRTY (30) DAY NOTICE APPLIES.
(BLANKET ENDORSEMENTS ATTACHED)

CERTIFICATE HOLDER OAKLAND UNIFIED SCHOOL DISTRICT 955 HIGH STREET OAKLAND, CA 94607	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---



Additional Insured – Owners, Lessees or Contractors – Scheduled Person or Organization

This endorsement, effective 04/28/2022 attaches to and forms a part of Policy Number FEI-ECC-10782-09.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

In consideration of an additional premium of \$Applied, this endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Any person(s) or organization(s) whom the Named Insured agrees, in a written contract, to name as an additional insured. However, this status exists only for the project specified in that contract.	Those project locations where this endorsement is required by contract.
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.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

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 other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.



ACC Environmental Consultants, Inc.; dba:
Ecologic Systems

Endorsement Number: 23

Additional Insured – Owners, Lessees or Contractors – Completed Operations

This endorsement, effective 04/28/2022 attaches to and forms a part of
Policy Number FEI-ECC-10782-09.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY

SCHEDULE

Name and Address of Person or Organization:
Any person(s) or organization(s) whom the Named Insured agrees, in a written contract, to name as an additional insured. However, this status exists only for the project specified in that contract.
Location And Description of Completed Operations:
Those project locations where this endorsement is required by contract.
Additional Premium: <u>\$Applied</u>

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section II – Who Is An Insured is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of “your work” at the location designated and described in the schedule of this endorsement performed for that insured and included in the “products-completed operations hazard”.



ACC Environmental Consultants, Inc.; dba:
Ecologic Systems

Endorsement Number: 29

Automatic Primary and Non-Contributory Insurance Endorsement Designated Work Or Project(s)

This endorsement, effective 04/28/2022 attaches to and forms a part of
Policy Number FEI-ECC-10782-09.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the Coverage Part(s) indicated below:

**COMMERCIAL GENERAL LIABILITY
CONTRACTORS POLLUTION LIABILITY
PROFESSIONAL LIABILITY**

SCHEDULE

Name of Person or Organization:

Any person(s) or organization(s) whom the *Named Insured* agrees, in a written contract, to provide Primary and/or Non-contributory status of this insurance. However, this status exists only for the project specified in that contract.

In consideration of an additional premium of \$Applied, and notwithstanding anything contained in this policy to the contrary, it is hereby agreed that this policy shall be considered primary to any similar insurance held by third parties in respect to work performed by you under any written contractual agreement with such third party. It is further agreed that any other insurance which the person(s) or organization(s) named in the schedule may have is excess and non-contributory to this insurance.



ACC Environmental Consultants, Inc.; dba:
Ecologic Systems

Endorsement Number: 5

Automatic Additional Insured – Owners, Lessees or Contractors

This endorsement, effective 04/28/2022 attaches to and forms a part of
Policy Number FEI-ECC-10782-09.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

In consideration of an additional premium of \$Applied, this endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY
CONTRACTORS POLLUTION LIABILITY**

SCHEDULE

Name of Person or Organization:

Any person(s) or organization(s) whom the *Named Insured* agrees, in a written contract, to name as an additional insured. However, this status exists only for the project specified in that contract.

The person or organization shown in this Schedule is included as an insured, but only with respect to that person's or organization's vicarious liability arising out of your ongoing operations performed for that insured.



DIVISION OF FACILITIES PLANNING AND MANAGEMENT ROUTING FORM

Project Information			
Project Name	Kaiser Child Development Center Outdoor Learning Environment Project	Site	812
Basic Directions			
Services cannot be provided until the contract is awarded by the Board or is entered by the Superintendent pursuant to authority delegated by the Board.			
Attachment Checklist	<input checked="" type="checkbox"/> Proof of general liability insurance, including certificates and endorsements, if contract is over \$15,000 <input checked="" type="checkbox"/> Workers compensation insurance certification, unless vendor is a sole provider		

Contractor Information			
Contractor Name	ACC Environmental Consultants	Agency's Contact	Kimberley Bunting
OUSD Vendor ID #	000230	Title	Project Manager
Street Address	7977 Capwell Drive Suite 100	City	Oakland
Telephone	510-638-8400	State	CA
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zip	94621
OUSD Project #	21112	Policy Expires	
		Worked as an OUSD employee?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Term of Original/Amended Contract			
Date Work Will Begin (i.e., effective date of contract)	2-23-2023	Date Work Will End By (not more than 5 years from start date; for construction contracts, enter planned completion date)	1-23-2024
		New Date of Contract End (If Any)	

Compensation/Revised Compensation			
If New Contract, Total Contract Price (Lump Sum)	\$	If New Contract, Total Contract Price (Not To Exceed)	\$48,965.30
Pay Rate Per Hour (if Hourly)	\$	If Amendment, Change in Price	\$
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
9655/9858	Fund 21/Measure Y	210-9655-0-9858-8500-6270-812-9180-9906-9999-21112	6270	\$48,965.30

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	Phone	510-535-7038	Fax
				510-535-7082
1.	Executive Director, Facilities Planning and Management			
	Signature	Date Approved	1/23/23	
2.	General Counsel, Department of Facilities Planning and Management			
	Signature Lozano Smith, approved as to form	Date Approved	1/20/23	
3.	Deputy Chief, Facilities Planning and Management			
	Signature	Date Approved	1/23/2023	
4.	Chief Financial Officer			
	Signature	Date Approved		
5.	President, Board of Education			
	Signature	Date Approved		