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Enactment Number	
Enactment Date	



**OAKLAND UNIFIED  
SCHOOL DISTRICT**  
Community Schools, Thriving Students

## Memo

**To** Board of Education

**From** Denise Gail Saddler, Ed.D., Interim Superintendent  
Preston Thomas, Chief Systems and Services Officer  
Pranita Ranbhise, Executive Director, Facilities Planning & Management

**Board Meeting Date** June 24, 2026

**Subject** Amendment No. 2- Master Agreement for General Services - Sandis Civil Engineers Surveyors and Planners - Elmhurst Middle School Planning & Feasibility Study - Division of Facilities Planning and Management

**Action Requested** Approval by the Board of Education of **Amendment No. 2, Master Agreement for General Services** by and between the **District and Sandis Civil Engineers Surveyors and Planners Oakland, CA**, for the latter to provide land surveying services for the **Elmhurst Middle School Planning & Feasibility Study**, in the not-to-exceed amount of **\$64,900.00**. The agreement shall commence on **June 25, 2026**, and shall end upon the completion of all assigned projects pursuant to the Agreement.

**Discussion** This Amendment is for Land Surveying Services for the Elmhurst Middle School Planning & Feasibility Study

**LBP** (Local Business Participation Percentage) 100.00%

**Recommendation** Approval by the Board of Education of Amendment No. 2, Master Agreement for General Services by and between the District and Sandis Civil Engineers Surveyors and Planners Oakland, CA, for the latter to provide land surveying services for the Elmhurst Middle School Planning & Feasibility Study, in the not-to-exceed amount of \$64,900.00. The agreement shall commence on June 25, 2026, and shall end upon the completion of all assigned projects pursuant to the Agreement.

**Fiscal Impact** Building Fund 21- Measure J

**Attachments**

- Amendment No. 2
- Routing Form
- File ID: 26-1432
- File ID: 26-1442

## AMENDMENT NO. 2 FOR PROJECT ASSIGNMENT

Pursuant to the Master Agreement for General Services (“Master Agreement”) between the Oakland Unified School District (“District”) and **Sandis Civil Engineers Surveyors and Planners** (“Contractor”), effective **June 25, 2026** (“Agreement”), the District and Contractor agree to amend the Master Agreement to add services for the **Elmhurst Middle School Planning & Feasibility Study** (the “Project”).

1. **Services.** The terms of the Master Agreement are incorporated into, and govern, this amendment and apply to the Project except as may be provided otherwise by this amendment. Contractor shall perform the services selected under Section 1(a) for the Project in accordance with the terms and conditions of the Agreement and this Project Assignment (the “Services”) and as further described in Contractor's proposal attached hereto and incorporated herein as *Exhibit 1*. The Services shall include all labor, materials, supervision, equipment, and incidentals necessary to fully and properly perform the Services, and shall be completed (a) in accordance with the terms of this Agreement; (b) with the degree of skill, care, and diligence normally exercised by professionals in the same field; and (c) to the reasonable satisfaction of the District. All surveys provided under this Project Assignment must be prepared and signed by a California Registered Land Surveyor. The District retains the right to self-perform or to contract with others for services similar or identical to those provided under this Agreement. Any terms and conditions contained in Contractor’s proposal, other than those defining the scope of work and price, shall be of no force and effect.

- a. **Scope of Services.**

1.  **Record Boundary Survey.** Consultant shall gather boundary and monument information from previous surveys as well as from City and County records. Consultant shall review title report provided by the District to confirm the boundary and easements.
2.  **Field Topographic Survey.** The mapping shall include but not limited to:
  - 2.1 Mapping of school properties shall extend out to the face of curbs opposite the District property for all streets surrounding the site.
  - 2.2 Building footprints of existing structures with building corner spot elevations.
  - 2.3 Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies).
  - 2.4 Spot elevations at top and bottom landing of each side of exterior stairways and corner spot elevations at landing 5 feet from top and bottom nosing of stair (if applicable).
  - 2.5 Surveys will be required to have accurate locations of all utilities above and below grade.
  - 2.6 Identify locations of all utilities by type (i.e., power, gas, sanitary, storm, sewer, telephone, domestic water, irrigation, telecommunication, etc.).
  - 2.7 Acquire the depth of all gravity utility systems.

2.8 Locate surface and underground utility manhole, vault, transformer, switchgear, cleanouts, etc.

2.9 Identify utility box locations and show all underground pull boxes.

2.10 Locate main point of entry for communication utilities.

3.  **Utility Locating.** Consultant shall collect existing utility maps from controlling agencies. Consultant shall retain a utility locating service to trace, mark and record know utilities within the site.

4.  **Base Map Preparation.** Base Maps shall be at a scale of 1"=20' using AutoCAD. Ground surface shall be illustration using 1-foot contours and spot elevations to the nearest 0.01 foot. The map shall indicate constructed features and trees as well as boundary and easement information. Contractor shall provide both CAD and PDF versions to the District upon completion.

**Other Services**

Additional Services specifically described below and approved by the Parties:

N/A

2. **Compensation and Fee Schedule**

For Services satisfactorily performed, and based on invoices properly documented and submitted, Contractor shall be compensated in an amount not to exceed **Sixty-Four Thousand Nine Hundred Dollars and No Cents (\$64,900.00)**, which represents Contractor's estimate of the maximum total cost of Services for the Project, based on its fee stated in its proposal as shown in *Exhibit 1*. If contractor's proposal includes hourly rates it shall bill at such rates against the total not to exceed amount. The foregoing not to exceed amount shall, if noted in the proposal, include contingency compensation in the event that more time and costs may be necessary to complete the services. Such contingency shall only be used at the District's consent if Contractor demonstrates additional costs due to additional work directed by the District beyond the scope of Services or a significant delay in the Project's completion date requiring extended services. Any unused contingency amount shall be retained by the District.

**Reimbursables.** Contractor's total reimbursement for reimbursable expenses shall not exceed the amount indicated on Contractor's proposal which is Contractor's estimate of the maximum total cost of Reimbursable Expenses on Project. If no such amount is indicated, no reimbursement shall be due.

3. This Project Assignment, together with the Agreement and incorporated documents expressly identified herein, constitutes the entire agreement of the Parties relating to the Project described herein.


4. Notwithstanding anything to the contrary in the Agreement, the term of the Agreement shall continue and apply to include such time as necessary to complete any project that is assigned under the Agreement.

**DISTRICT:**

**Oakland Unified School District**

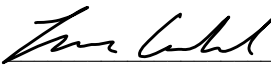
\_\_\_\_\_  
Jennifer Brouhard, President,  
Board of Education

\_\_\_\_\_  
Denise Saddler, Interim Superintendent & Secretary  
of the Board of Education


  
\_\_\_\_\_  
[Preston Thomas \(Jun 2, 2026 19:36:39 PDT\)](#)  
Preston Thomas, Chief Systems & Services Officer

**CONTRACTOR:**

\_\_\_\_\_  
Sandis

By:   
Name: Laura Cabral  
Title: Vice President  
Date: 05/29/26

**Approval as to form:**

  
\_\_\_\_\_  
James Traber, Esq.  
Facilities Counsel

Date: 6/2/2026



**MAY 20, 2026**

**Oakland Unified School District**  
RFP for Land Surveying Services at Elmhurst Middle School

**Sandis Civil Engineers Surveyors Planners**  
636 9th Street, Oakland, CA 94607

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March 20, 2026

Preston Thomas, Chief Systems and Services Officer  
Department of Facilities Planning and Management  
Oakland Unified School District  
955 High Street, Oakland, CA 94601

**RE: Oakland Unified School District RFP for Land Surveying Services at Elmhurst Middle School, Project #26044**

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Dear Preston,

Sandis Civil Engineers Surveyors Planners (Sandis) is pleased to submit our proposal for the Oakland Unified School District (District) RFP for Land Surveying Services at Elmhurst Middle School (Project).

**Sandis Experience** Sandis has provided similar surveying services for local K-12 Districts, including a significant number of projects with the Oakland Unified School District. We understand the unique needs of K-12 school district clients and work with district staff and stakeholders to achieve project goals. Our recent survey and utility locating projects with the Oakland Unified School District include, but are not limited to: East Oakland Pride, Garfield Elementary, Harriett Tubman CDC, Highland CDC, Oakland Academy of Knowledge, and many more.

**Sandis Personnel** With decades of experience providing surveying services to school districts, we are confident we can provide the District with surveying and utility locating services. Proposed **Principal-in-Charge Laura Cabral, PLS** and **Sr. Project Manager Chris Cintean, PLS** have worked with the District on previous projects and are familiar with staff and District operations. As a team, we are committed to open channels of communication and will work to respond to the District within 24 hours.

We will bring our decades of industry experience to every project and work to deliver the highest quality surveying services. Our previous work with the District will help inform our services on this contract, allowing us to begin work without delay. We are eager to continue our working relationship with the District by providing Land Surveying Services at Elmhurst Middle School.

**Sandis received a copy of the District's Agreement attached as EXHIBIT A to the RFP. Sandis has reviewed the indemnity provisions in EXHIBIT A and insurance requirements contained in the Agreement. If given the opportunity to contract with the District, Sandis has no objections to the use of the Agreement.**

Additionally, Sandis certifies that no official or employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to the District.

We take pride in the work we do, and in providing surveying for the cities and public agencies that make our communities. I, Laura Cabral, Vice President, am legally authorized to contractually bind Sandis. Thank you in advance for your consideration, I assure you, we are the team for this project.

Thank you,

**Laura Cabral, PLS**

Vice President, Principal-in-Charge  
Cell: 408.564.3181 | Fax: 510.873.8868  
lcabral@sandis.net  
636 9th Street, Oakland, CA 94607

**Chris Cintean, PLS**

Sr. Project Manager, Primary Contact  
Cell: 209.603.6757 | Fax: 510.873.8868  
ccintean@sandis.net  
636 9th Street, Oakland, CA 94607

**Legal Name**

Sandis Civil Engineers  
Surveyors Planners

**Office**

636 9th Street  
Oakland, CA 94607  
P: 510.873.8866  
F: 510.873.8868  
www.sandis.net

**Additional Offices**

Campbell, CA  
Modesto, CA  
Santa Cruz, CA  
Roseville, CA  
Spokane, WA

**Primary Contact**

Chris Cintean, PLS  
Sr. Project Manager  
209.603.6757  
ccintean@sandis.net

**Firm Type**

California Corporation

**Year Established**

1965

**Years in Business**

60

**Number of Employees**

140

**Sandis' In-House Services**

Surveying and Mapping  
Utility Locating  
Construction Staking  
Civil Engineering  
Traffic Engineering  
3D Laser Scanning  
QSP/QSD  
Planning

**FIRM BACKGROUND AND SERVICES**

Sandis is a professional services firm specializing in land surveying, civil engineering, traffic engineering, stormwater management, QSP/D, utility locating, 3D laser scanning, construction staking, and planning. Established in Northern California in 1965, Sandis is a California Corporation comprised of 140 employees. Sandis' expertise is expansive. We service public and private clients in the academic, civic, public works, hospitality, healthcare, justice, corporate, and commercial sectors. Sandis' designs achieve economic, social and ecological sustainability.

**CAPACITY AND RESOURCES**

Our capacity to flexibly manage intense workloads and fast turnarounds is unrivaled. Sandis has a diverse team of professional engineers, exceptional office support staff and managers, and 14 locally dispatched survey crews. The team presented in this proposal is a highly experienced group of individuals who are well-versed with projects of a similar size and complexity. We are dedicated to supporting the project throughout the contract period. Our internal project management processes and software keep projects on track and on budget, facilitating a high-quality product.

**SENIOR OFFICIALS**

Sandis is led by a dedicated and experienced team, each with decades of experience in the engineering and surveying industry. Sandis' senior officials include the following:

Name	Role
Jeff Setera, PE, QSD/P, LEED AP	President, Principal
Laura Cabral, PLS	Vice President, Principal
Bruce Chu	Business Development
Chad Browning, PE, QSD/P, LEED AP	Vice President of Operations
Nate Dickinson, PE, QSD/P	Associate Principal, Director of Engineering
Mike Kuykendall, PE, QSD/P, LEED AP	Associate Principal, Director of Engineering
Ron Sanzo, PE, TE, PTOE	Associate Principal, Director of Engineering
David Angers	Associate Principal, Director of Survey

**KEY PERSONNEL**

Sandis' key personnel leading this contract are all California Licensed Surveyors with years of educational campus facility projects. Our key personnel include:

Name	Role	Licenses
Laura Cabral, PLS	Principal-in-Charge, QA/QC	PLS California #7756
Chris Cintean, PLS	Sr. Project Manager, Survey	PLS California #8941
Felipe Vera, PLS	Project Manager, Utility Locating	PLS California #8600
Alexi Rosichan, PLS	Sr. Project Surveyor	PLS California #9965

Additional information regarding the qualifications and relevant experience of Sandis' key personnel can be found in the resumes included in the Appendix.

## COMMITMENT TO COMMUNICATION AND SUCCESSFUL TASK MANAGEMENT

Successful projects start with clear communication and teamwork. Sandis' project management approach emphasizes responsiveness, transparency, and coordination. Our team commits to responding to District communications within 24 hours, and we are dedicated to maintaining open channels of communication throughout each project phase.

We are proud of our established relationship with the District and our understanding of its unique operational needs. Our team will continue to build on this foundation, working closely with District administration and facilities staff to develop project scopes, confirm deliverables, and set priorities and milestones.

## STAFFING CAPACITY AND RESOURCES

Sandis maintains offices throughout Northern California, including Oakland, Campbell, and Modesto, allowing our teams to respond quickly to project needs. With 14 surveying field crews and a fully equipped utility locating department, Sandis has the capacity to mobilize immediately and manage multiple school site improvement projects concurrently and without delay.

Our field crews are supported by a network of California licensed Professional Land Surveyors, mapping technicians, and CAD specialists who are experienced with campus environments, modernization programs, and active K-12 facilities. This internal structure allows Sandis to scale staffing efficiently based on project size and schedule while maintaining consistent quality and communication. To further enhance coordination, Sandis utilizes LiquidPlanner, a cloud-based project management tool that provides real-time visibility into project progress, resource allocation, and deadlines. This platform enables proactive scheduling, efficient task tracking, and immediate response to District priorities.

Sandis delivers precise, timely, and reliable results for every assignment. Our team is fully equipped with the staffing depth, resources, and experience necessary to perform comprehensive site surveys, mapping, and utility locating services for the Oakland Unified School District.

## SCHEDULE MANAGEMENT

Sandis applies a structured project management system that emphasizes early task definition, resource allocation, and quality control. Each project begins with a clear scope, confirmation, and schedule review led by Sr. Project Manager Chris Cintean, PLS and Principal-in-Charge Laura Cabral, PLS. Tasks and milestones are logged and tracked through internal project management tools to ensure accountability and on-time delivery. This software puts all of our engineering and survey operations into a single database. We can review the progress on any project, down to the task level of detail.

Our project teams work in the software all day long, updating progress, adding more detail to the work plans and updating completed documents (calculations, reports, plans, maps). This allows project managers to maintain a high level of understanding on where a project is in its life cycle, allowing teams to ramp up or begin work on multiple and concurrent projects with the right-sized team and resources.

Quality Assurance is performed on every project through Sandis' established QA/QC procedures, which are tailored to each client's standards. Principal-in-Charge Laura Cabral, PLS and Sr. Project Manager Chris Cintean, PLS oversee contract management, staffing assignments, and adherence to schedule and budget goals. This structured approach supports concurrent management of multiple task orders while maintaining the flexibility to adapt to District needs.

## HANDLING PROJECT DELAYS

With decades of experience serving educational facilities across Northern California, Sandis understands the processes and challenges that may affect a project schedule. Our approach is to identify potential obstacles early, coordinate proactively with the relevant agencies and stakeholders, and keep the District informed at every step. When unforeseen delays occur, we immediately communicate impacts and mitigation options—ensuring transparency, maintaining progress, and safeguarding project quality.

## RECENT K-12 PROJECTS

Sandis has over six decades of experience in the surveying industry and has successfully completed hundreds of surveying projects for K-12 clients including the Oakland Unified School District, the Santa Clara Unified School District, the Berkeley Unified School District, and more. The following table features a non-exhaustive list of Sandis' recent K-12 projects.

School District	Recent K-12 Project Experience	
Oakland	Manzanita Community School	Topographic Survey, Utility Locating
	Bella Vista Elementary School	Topographic Survey, Utility Locating
	Piedmont Elementary School	Topographic Survey, Utility Locating
	Bridges Academy	Topographic Survey, Utility Locating
	Stonehurst Elementary School	Topographic Survey, Utility Locating
	Reach Academy	Topographic Survey, Utility Locating
	Highland CDC	Topographic Survey, Utility Locating
	Jefferson ECE	Topographic Survey, Utility Locating
	Oakland Academy of Knowledge	Topographic Survey, Utility Locating
	Harriet Tubman CDC	Topographic Survey, Utility Locating
	Castlemont High School Field	Construction Staking, QSD/P
	Garfield Elementary	Record and Boundary Surveying, Utility Locating
	Global Family Elementary	Topographic Survey
	Sequoia Elementary	Topographic Survey, Utility Locating
	Rudsdale High School	Topographic Survey, Utility Locating
	East Oakland Pride	Record and Boundary Surveying, Utility Locating
	Laurel CDC	Record Boundary Survey, Topographic Survey, Base Map, Utility Locating
	Thornhill Elementary	Topographic Survey, Construction Documentation/Admin
	Melrose Leadership Academy	Record Boundary and Topographic Survey
	Kaiser Elementary	Record Boundary, Topographic Survey, Utility Locating
Santa Clara	Wilcox High School	Topographic Survey, Utility Locating, Civil Engineering
	Agnews Campus & Zanker Road	Surveying, Civil Engineering, Traffic Engineering
	Peterson Middle School	Surveying, Utility Locating
	Patrick Henry School Site	Topographic & Boundary Survey, Record of Survey, Utility Locating
	Santa Clara High School	Supplemental Topographic Survey
	Buscher Middle School	Utility Locating
	Wilson School	Utility Locating
Berkeley	Franklin Preschool	ADA Topographic Survey, Boundary Survey
	Sylvia Mendez Elementary School	ADA Topographic Survey, Boundary Survey
	Berkeley High School Parking Lot	ADA Topographic Survey, Boundary Survey, Utility Locating

## OAKLAND UNIFIED SCHOOL DISTRICT MODERNIZATION PROJECTS (2023 - 2024)

Under a contract for school modernization projects, Sandis provided the Oakland Unified School District with land surveying and utility locating services for modernization projects on several campuses.

In 2023, Sandis provided topographic surveying and mechanical utility locating for the following modernization projects:

### Manzanita Community School

Campus-yard and landscape upgrades accommodated new outdoor learning/play zones as part of the District's site improvement initiative.

### Bella Vista Elementary School

Site improvement work supported modernization of campus outdoor infrastructure and recreation spaces under the District's multi-site-improvement program.

### Piedmont Avenue Elementary School

Site improvements included upgrades to play surfaces, pathways, and utility infrastructure as part of the District's modernization efforts.

### Client Reference

#### Muhanad Amous

Oakland Unified School District  
955 High Street, Oakland, CA 94601  
408.613.5703  
Muhanad.amous@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$53,878



Piedmont Avenue Elementary School

In 2024, Sandis provided topographic surveying and utility locating services for modernization projects at the following school campuses:

### Bridges Academy

The project included upgrades to outdoor play areas and creation of a new nature-exploration zone as part of the District's Living Schoolyards initiative.

### Stonehurst Elementary

Phase II site improvements introduced new outdoor classrooms, play surfaces, pathways, and drainage infrastructure as part of the campus modernization program.

### Reach Academy

Improvements at REACH Academy included playground upgrades, new safety surfacing, and landscape and irrigation enhancements to support a more engaging outdoor environment.

### Client Reference

Jonah Ortega, Project Engineer  
Oakland Unified School District  
955 High Street  
Oakland, CA 94601  
510.449.3388  
jonah.ortega@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$43,780



Bridges Academy

In 2024, Sandis also provided topographic surveying and mechanical utility locating for the following campus projects:

### Harriet Tubman Child Development Center

A campus-wide playground revitalization featuring updated nature-play elements, new surfacing, drainage and irrigation improvements as part of the District's site-improvement program.

### Jefferson ECE

A play-area upgrade on the campus with removal of old structures, installation of new play surface and landscape amenities, supporting the early-education environment.

### Oakland Academy of Knowledge

Outdoor campus enhancements including new play zones, pathway and surface improvements, aligned with the District's modernization of TK-5 facilities.

### Highland Child Development Center

A preschool site improvement project incorporating upgraded outdoor learning/play spaces, new surfacing and planting, supporting the campus's modernization goals.

### Client Reference

Tanisha L Bacon, Project Engineer  
Cordoba Corporation,  
Oakland Unified School District  
955 High Street Oakland, CA 94601,  
949.685.0348, tanisha.bacon@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$55,550

## OAKLAND UNIFIED SCHOOL DISTRICT PROJECTS

### INTERNATIONAL COMMUNITY SCHOOL AND OAKLAND HIGH SCHOOL FIELD REPLACEMENTS (2025 - Ongoing)

**Project Scope** Sandis is providing aerial surveys for turf field replacement projects at Oakland Unified School District's International Community School and Oakland High School. For these projects, additional ground elevations and surveys are needed to capture detailed areas associated with the path of travel and other hardscape, including the finish surface of the field edge and track/hardscape around the entire perimeter, and ground surveys at parking areas and for the path of travel to the field.

#### Client Reference

**Mark Baginski**, Principal, Verde Design, Inc.  
2455 The Alameda, Santa Clara, CA 95050  
mark@verdedesigninc.com, 408.823.1514

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$31,400

### EAST OAKLAND PRIDE (2023 - 2024)

**Project Scope** This project included the replacement of all of the asphalt at the site and included a new drop-off and pick-up area for students. The project also included the addition of new green spaces and gardens, new sports courts and other play yards beautification enhancements for the school.

Sandis provided a record boundary and topographic survey, utility locating, and construction staking services for this project.

#### Client Reference

**Shivani More**, Project Manager,  
Oakland Unified School District Department of  
Facilities Planning and Management,  
shivani.more@ousd.org

#### Sandis Project Managers

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$55,050 (survey and UL),  
\$30,530 (construction staking)

### CALVIN SIMMONS TURF FIELD REPLACEMENT (2025 - Ongoing)



**Project Scope** The project involves initial investigation and surveying work essential for future turf field replacement. Sandis is providing surveying services to establish a detailed map of the site's surface features and surroundings. Sandis is performing aerial survey and conventional survey to gather utility information. Sandis is also providing underground utility locating.

**Client Reference** **Patrick Healy**, Associate Project Manager,  
Verde Design, Inc., 2455 The Alameda, Santa Clara, CA 95050  
pat@verdedesigninc.com, 408.838.6361

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$24,550

### GARFIELD ELEMENTARY SCHOOL MODERNIZATION (2023 - Ongoing)



**Project Scope** This project includes the renovation of the school to create new 21st-century learning environments. The project will also focus on the improvement of earthquake safety standards, HVAC, and campus accessibility. Sandis is providing surveying and utility locating services.

**Client Reference** **John Esposito**, Project Manager, Oakland Unified School District, john.esposito@ousd.org

#### Sandis Project Managers

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$49,335



May 20, 2026  
Project No: 726TBD

Oakland Unified School District  
Preston Thomas, Chief Systems and Services Officer  
Department of Facilities Planning and Management  
955 High Street, Oakland, CA

**RE: ELMHURST MIDDLE SCHOOL – PROJECT 26044  
1800 98TH AVENUE, OAKLAND, CA**

Dear Preston,

Thank you for the opportunity to submit our proposal to provide surveying services for the above-referenced project. Our proposal is based on the RFQ/P Land Surveying Services for Elmhurst Middle School Project 26044 issued on May 11, 2026 and any subsequent addendums.

We propose to provide the following scope of services:



## SURVEYING SERVICES

### RECORD BOUNDARY AND TOPOGRAPHIC SURVEY

**\$39,500**

- Determine extent of existing property lines, right-of-way lines and easements as defined by and analysis of available record maps, deeds, title report, and physical evidence. Preliminary Title Reports with reference documents for the properties in question to be provided by the District. This is not a complete boundary survey made in conformance with the requirements of the Professional Land Surveyor's Act, and additional surveying may be necessary to establish the true position of the parcel boundaries.
- Provide field work, office calculations and drafting to produce a topographic survey at 1"=20' scale to fit on a 24x36 or 30x42 sheet layout.
- Among other relevant site features, this survey will show the following:
  - Building footprints with building corner spot elevations.
  - Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies). Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies).
  - Spot elevations at top and bottom landing of each side of exterior stairways and corner spot elevations at landing 5 feet from top and bottom nosing of stair.
  - Locations of all utilities above and below grade by type (i.e., power, gas, sanitary, storm, sewer, telephone, domestic water, irrigation, telecommunication, etc.).
  - Depth of all gravity utility systems based on inverts measured at accessible structures.
  - Location of utility manhole, vaults, transformers, switchgears, cleanouts, etc.
- Mapping of school property to extend out to the face of curbs opposite the district property for all streets surrounding the site.
- Mechanical detection of existing utilities is included as a separate task item.

**BUILD ON.** | 1



May 20, 2026  
Elmhurst MS Project 26044

- Contours will be shown at one (1) foot intervals or as appropriate to clearly define the slopes. Spot elevations collected by ground surveys, including finish floor elevations, will be shown to an accuracy of 0.01' (one hundredth) of a foot. Heavily brushed areas will be defined at the perimeter. Brush clearing will be the responsibility of the client if ground elevations need to be collected in those areas.
- Sandis surveyors may utilize Aerial survey techniques if deemed appropriate for scope and site features. Aerial Survey will be supplemented with conventional survey for utility information and survey under trees or areas not visible from above. Aerial spot elevations for Aerial Survey will be shown to an accuracy of  $\pm 0.1$  (one tenth) of a foot.



## UTILITY LOCATING

### MECHANICAL LOCATING SERVICES (UNDERGROUND UTILITY LOCATING)

**\$19,500**

- Provide utility designation to determine the horizontal position of existing subsurface utilities within the project scope limits. Utilities will be located using standard locating methods pursuant to California Government Code section 4216 through 4216.9. The horizontal and vertical location of utility data will be collected. Field conditions may affect the thoroughness of our survey and only excavation/potholing will reveal the locations of such utilities. If storm or sewer lines are clogged with debris, it is at the client's discretion and responsibility to have those lines flushed for utility locating to resume.
- Utility locations will be marked in the field using standard APWA color coded paint, stakes, or a combination thereof based on site conditions. Chalk paint can be substituted upon request. Removal of utility marking via power washing or other methods is not included but can be provided as an additional service.
- Horizontal location of utility data will be collected and incorporated into the topographic survey.
- Removal of utility marking via power washing or other methods is not included but can be provided as an additional service.

### ADDITIONAL SERVICES

**\$5,900**

- 10% contingency fee used to cover potential additional services subject to District approval.

Regards

**SANDIS**

Chris Cinteau, PLS  
Project Manager

Laura Cabral, PLS  
Vice President

**BUILD ON.** | 2

# APPENDIX



## LAURA CABRAL, PLS

### PRINCIPAL-IN-CHARGE

#### About

Laura has over 38 years of surveying experience and has been actively involved in hundreds of on-call surveying contracts for K-12, community college, and university clients. This experience includes extensive involvement in K-12 bond and modernization projects. As a land surveyor with extensive topographic surveying knowledge in the K-12 and public education sector, Laura's experience coupled with her ability to effectively manage quick response survey requests, make her an invaluable asset to this team. As Principal-in-Charge, Laura will lead the team in delivering quality services on each task order.

#### Relevant Experience

##### Oakland Unified School District (OUSD) As-Needed Surveying Oakland, CA

**Principal-in-Charge.** Sandis is providing surveying services for a number of District projects. Laura is providing technical oversight for Sandis' surveying services and ensuring deliverables are of the highest quality for the District.

##### OUSD Melrose Leadership Academy Oakland, CA

**Principal-in-Charge.** Sandis provided Record Boundary and Topographic Surveys for the project. Mapping school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating.

##### Moraga School District School Modernization Project Moraga, CA

**Principal-in-Charge.** Sandis is currently providing record boundary and topographic surveying services for the Moraga Schools Modernization Project. Sandis is providing surveying for Camino Pablo, Donald Rheem, Los Perales, and Joaquin Moraga Intermediate schools.

##### Santa Clara Unified School District (SCUSD) As-Needed Surveying Santa Clara, CA

**Principal-in-Charge.** Sandis is providing surveying services for a number of sites throughout Santa Clara. Projects include upgrades to the Wilcox High School, new construction at the Patrick Henry School site, and Agnews campus off-site upgrades. Laura is working with the District to ensure Sandis' deliverables are of the highest quality.

##### San Francisco Unified School District (SFUSD) Measure J Bond Projects

San Francisco, CA | **Principal-in-Charge.** Sandis is providing extensive construction staking services for a number of sites throughout the District. As Principal-in-Charge, Laura serves as the liaison between Sandis and the District, ensuring Sandis meets all deliverables on-time and within budget.

##### SFUSD Willie Brown Middle School San Francisco, CA

**Principal-in-Charge.** Sandis provided surveying and engineering services for the Willie Brown Middle School. Services included design development, DSA review and approval services, construction administration and a supplemental topographic survey. Laura led the survey team for all survey related deliverables.



#### 38 Years of Experience

38 Years with Sandis

#### Professional Land Surveyor

California #7756

#### Additional Relevant Experience

##### Castilleja School Underground Parking Garage Palo Alto, CA

**Principal-in-Charge.** Sandis is providing surveying, utility locating, QSD/P and civil engineering services for the construction of an underground parking garage to help alleviate traffic from steadily increased enrollment.

##### Andrew Hill High School New Classroom Building San Jose, CA

**Principal-in-Charge.** Sandis provided construction staking services for a building addition to the campus.

##### SFUSD Hillcrest Elementary School

San Francisco, CA

**Principal-in-Charge.** Sandis provided surveying services for Hillcrest Elementary School including a topographic survey, boundary survey, and utilities survey.

##### City of Burlingame Map Review Services and Acting City Surveyor

Burlingame, CA

**Principal-in-Charge.** Sandis is providing map review services and acting as City Surveyor on an as-needed basis.

## CHRIS CINTEAN, PLS

### SR. PROJECT MANAGER, SURVEY

#### About

Chris has 23 years of experience in land surveying and has worked with both the public and private sectors. Chris' expertise is enhanced by his wealth of experience in the preparation of boundary and topographic surveys. Chris has extensive experience providing surveying services to K-12 school districts, including Oakland Unified School District. He will serve as the Sr. Project Manager for the contract and lead the day-to-day project requirements.

#### Relevant Experience

**Oakland Unified School District (OUSD) School Modernization Projects** Oakland, CA  
**Sr. Project Manager.** Sandis is providing topographic surveying and utility locating for a number of school facilities that are in the process of modernization. School sites include Jefferson Elementary, Highland CDC, Oakland Academy of Knowledge, and Harriet Tubman CDC.

**OUSD Melrose Leadership Academy** Oakland, CA

**Sr. Project Manager.** Sandis provided Record Boundary and Topographic Surveys for the project. This project included the mapping of school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating services. Chris is also working with the project architect to provide surveying, site assessment, and schematic design services.

**OUSD Sequoia Elementary School** Oakland, CA

**Sr. Project Manager.** Sandis is providing surveying and utility locating services for the school. Chris serves as the Sr. Project Manager for this contract with OUSD and is providing project management and coordination.

**OUSD Garfield Elementary School Modernization** Oakland, CA

**Sr. Project Manager.** Sandis is providing surveying and utility locating services in preparation for modernization projects at Garfield Elementary School. The survey scope includes a record boundary and topographic survey and underground utility locating. Chris is providing project management and overseeing survey services.

**OUSD East Oakland Pride** Oakland, CA

**Sr. Project Manager.** Sandis provided surveying and utility locating services for site improvements at East Oakland Pride. Improvements included the addition of new green spaces and gardens, new sports courts, and other play yards beautification enhancements.

**Santa Clara Unified School District (SCUSD) As-Needed Surveying** Santa Clara, CA

**Sr. Project Manager.** Sandis is providing surveying services for a number of sites throughout Santa Clara. Projects include upgrades to the Wilcox High School, new construction at the Patrick Henry School site, and Agnews campus off-site upgrades. Chris works closely with the District to ensure Sandis' services are performed on time and within budget.



#### 23 Years of Experience

11 Years with Sandis

#### Associates of Art

San Joaquin Delta College and San Jose Evergreen Valley College

#### Professional Land Surveyor

California #8941

#### Additional Relevant Experience

**Moraga School District School Modernization Project** Moraga, CA

**Sr. Project Manager.** Sandis is currently providing record boundary and topographic surveying services for the Moraga Schools Modernization Project. Sandis is providing surveying for Camino Pablo, Donald Rheem, Los Perales, and Joaquin Moraga Intermediate schools.

**Carlmont High School** Redwood City, CA

**Sr. Project Manager.** Sandis provided as-needed surveying services for the City's Sewer Replacement Project. Topographic surveys; underground utility locating.

**San Francisco Unified School District (SFUSD) Hillcrest Elementary School**

San Francisco, CA

**Sr. Project Manager.** Sandis provided surveying services for Hillcrest Elementary School including a topographic survey, boundary survey, and utilities survey.

## FELIPE VERA, PLS

### PROJECT MANAGER, UTILITY LOCATING

#### About

Felipe brings more than 33 years of land surveying and utility locating expertise to his role as Project Manager. He has managed surveying efforts for some of the Bay Area's most high-profile projects, including Apple Campus, Moffett Towers, Sunnyvale Town Center, and Earthquake Stadium in San Jose. At Sandis, Felipe leverages his extensive local experience to lead surveying, construction staking, and utility locating projects. He coordinates closely with the survey and UL field crews, ensuring that the Sandis team delivers the highest level of precision and reliability to our clients.

#### Relevant Experience

##### Oakland Unified School District (OUSD) Roosevelt Middle School Modernization

Oakland, CA | **Project Manager.** Sandis provided construction staking services for the Roosevelt Middle School Modernization project. Construction staking services included finish grade sawcut, building and restroom layout, calculations and management, and stormdrain, sanitary sewer and water services.

##### OUSD Coliseum College Prep Academy Oakland, CA

**Project Manager, Utility Locating.** The District is investing in the transformation of Coliseum College Prep Academy to expand learning opportunities and provide modernized facilities for its students. Sandis is providing comprehensive land surveying services to support design and construction. Services include record boundary and topographic surveying as well as underground utility locating, ensuring accurate site data for design integration, utility coordination, and long-term infrastructure planning.

##### OUSD Skyline High School Sports Field Lighting Replacement Oakland, CA

**Project Manager, Utility Locating.** Sandis is providing utility locating services, base map preparation, record boundary, and field topographic surveying services for Skyline High School. The District intends to replace the sport field's lighting to increase visibility at night. The objective of the land survey is to perform limited site mapping and underground utility locations to support the installation of new field lights.

##### OUSD Garfield Elementary School Modernization Oakland, CA

**Project Manager, Utility Locating.** Sandis is providing surveying and utility locating services in preparation for modernization projects at Garfield Elementary School. The survey scope includes a record boundary and topographic survey and underground utility locating

##### Cox Academy Elementary School Modernization Oakland, CA

**Project Manager.** Sandis is providing construction staking services for the Cox Academy Elementary School Modernization project. Construction staking services include control verification, GPS control, stormdrain and water, electric and gas, sawcut, finish grade, Building D structural layout, calculations and management, and stormwater management.



#### 33 Years of Experience

2 Years with Sandis

#### B.S. Geomatic Engineering

Fresno State University

#### Professional Land Surveyor

California #8600

#### Relevant Experience Continued

##### Livermore High School Softball Field

Livermore, CA | **Project Manager, Survey and Utility Locating.**

Sandis provided utility locating and construction staking services for the softball field at Livermore High School. Construction staking services included control verification and benchmarks, stormdrain and bioretention, GPS control, finish grade site, tension post/dugout layout, fence, and calculations and management.

##### Santa Clara Unified School District

**As-Needed Surveying** Santa Clara, CA  
**Project Manager, Utility Locating.**

Sandis is providing surveying and utility locating services for a number of sites throughout the SCUSD.

##### Vista del Lago High School Pool

**Renovation** Folsom, CA

**Project Manager.** Sandis is providing construction staking services for the pool renovation at Vista del Lago High School. As Project Manager, Felipe is overseeing Sandis' services and providing project management and coordination.

## ALEXI ROSICHAN, PLS

### SR. PROJECT SURVEYOR

#### About

Alexi offers over 11 years of land surveying experience. He has managed projects and overseen multiple field crews from initial research through final deliverables. His experience includes boundary, topographic, ALTA/NSPS, construction, and flood certification surveys, along with GPS/Geodetic operations and grid-to-ground computations. Alexi values collaboration and has worked with engineers, planners, and local agencies across seven counties to resolve site challenges and deliver high-quality deliverables on time and within budget.

#### Relevant Experience

##### San Francisco Unified School District (SFUSD) Jefferson Early Education School Phase 1 & 2 San Francisco, CA

**Sr. Project Surveyor.** Sandis is providing topographic and utility surveying services to the San Francisco Unified School District at Jefferson Early Education School. This project consists of two phases. Phase 1 consists of a topographic survey including a basemap survey and an underground utility investigation. Phase 2 consists of updating the topographic survey and utility investigation after the architect's design scope is defined.

##### SFUSD Balboa High School Modernization Project San Francisco, CA

**Sr. Project Surveyor.** Balboa High School is undergoing a major modernization including seismic upgrades, new roofing, and a renovated garden with the students being relocated to another campus during renovations. To support modernization efforts, Alexi is providing topographic and basemap surveying for the project.

##### Los Altos School District (LASD) San Antonio Campus Site Investigation

Los Altos, CA | **Sr. Project Surveyor.** Sandis is providing survey, utility locating, and construction staking services for the LASD San Antonio Campus. Services included control verification, site boundary, site element, and underground utility locating. As Sr. Project Surveyor, Alexi is responsible for drafting the topographic boundary survey and for plan reviews.

##### Edna Maguire Elementary School Mill Valley, CA

**Sr. Project Surveyor.** Sandis is providing surveying services for the Edna Maguire Elementary School. Services include a topographic survey, boundary survey, and underground utility locating. Alexi is involved in the drafting and reviewing the surveys as well as performing plan reviews.

##### City of Ceres On-Call Surveying Services Ceres, CA

**Sr. Project Surveyor.** Sandis is supporting the City of Ceres by providing on-call land surveying and acting city surveyor services for signing and approving maps. Services include staff augmentation and technical review of parcel maps, final maps, lot mergers, lot line adjustments, plat maps, and legal descriptions for compliance with the Subdivision Map Act, City Subdivision Ordinance, and professional surveying standards.



#### 11 Years of Experience

1 Year with Sandis

#### B.S. Physical Anthropology

University of California, Santa Cruz

#### Professional Land Surveyor

California #9965

#### Relevant Experience Continued

##### City of Burlingame Map Review Services Burlingame, CA

**Sr. Project Surveyor.** As part of Sandis' on-call contract with the City of Burlingame, Sandis is providing map review services for a private development project at 1113-1115 Paloma Avenue. Services include technical review of survey and subdivision mapping documents for consistency with City standards, Subdivision Map Act requirements, and applicable local ordinances, supporting the City's planning and entitlement review process.

##### 401 Broadway Oakland, CA

**Sr. Project Surveyor.** Sandis is providing engineering and surveying for an affordable and market rate housing development with some commercial space being developed by Related and EBALDC in Oakland. Alexi is assisting with the topographic and boundary survey for the project.



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
3/25/2026

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 have ADDITIONAL INSURED provisions or 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).

<b>PRODUCER</b> Cavnagac 451 A Street, Suite 1800 San Diego CA 92101	<b>CONTACT NAME:</b> Certificate Department	
	<b>PHONE (A/C, No, Ext):</b> 619-234-6848	<b>FAX (A/C, No):</b> 619-234-8601
<b>E-MAIL ADDRESS:</b> certificates@cavnagac.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Sandis Civil Engineers Surveyors Planners 3007 Douglas Boulevard, Suite 105 Roseville, CA 95020	<b>INSURER A:</b> Beazley America Insurance Company, Inc.	
	<b>INSURER B:</b> Liberty Mutual Fire Ins Co	
	<b>INSURER C:</b> The First Liberty Insurance Corporation	
	<b>INSURER D:</b> Liberty Insurance Corporation	
	<b>INSURER E:</b>	
<b>INSURER F:</b>		33588 42404

**COVERAGES**

**CERTIFICATE NUMBER:** 2063834662

**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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Cross Liab. Inc. <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			TB2Z91482050026	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			AS6Z91482050016	3/3/2026	3/3/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			TH7Z91482050056	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC2Z91482050036	3/3/2026	3/3/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B A	Business Personal Property Professional Liability			YW2Z91482050046 C36AB6260301	3/3/2026 3/3/2026	3/3/2027 3/3/2027	Limit \$1,705,000 Each Claim \$5,000,000 Aggregate \$7,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 For Informational Purposes Only. Excess/Umbrella policy follows form over underlying policies: General Liability, Auto Liability & Employers Liability (additional insured and waiver of subrogation apply when afforded on underlying policies). Professional Liability - Claims made form, defense costs included within limit. Property - Special form, replacement cost.

**CERTIFICATE HOLDER**

**CANCELLATION**

Specimen Certificate	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 
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ACORD 25 (2016/03)

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Oakland Unified School District  
Local Business Utilization



LOCAL BUSINESS PARTICIPATION WORKSHEET

Prime	Sandis Civil Engineers Surveyors Planners (Sandis)City o	Bid Opening Date	May 11, 2026
Project Name	Land Surveying Services at Elmhurst Middle School	Time:	2:00 pm
Project Number	26044	Project Manager:	Colland Jang and Victor Manansala
Proposed Total Contract Amount	\$64,900	Architect:	N/A

BASE BID AMOUNT

Proposed Total SLBE Amount (%)  %

Small, Local Business Enterprise(s)/Small Emerging, Local Business Enterprise(s)	Total Amount of Contract (as a \$ amount)	Local Business Enterprise (LBE)	Small, Local Business Enterprise (SLBE)	Small, Local Resident Business Enterprise (SLRBE)								
<table border="1"> <tr> <td><b>Company Name</b></td> <td><i>Certifying Agency</i></td> </tr> <tr> <td>Sandis</td> <td>City of Oakland</td> </tr> <tr> <td><i>Address, City/State</i></td> <td><i>Certification No. (if available)</i></td> </tr> <tr> <td>636 9th Street, Oakland, CA 94607</td> <td>00023806</td> </tr> </table>	<b>Company Name</b>	<i>Certifying Agency</i>	Sandis	City of Oakland	<i>Address, City/State</i>	<i>Certification No. (if available)</i>	636 9th Street, Oakland, CA 94607	00023806	\$64,900	100%		
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<b>Company Name</b>	<i>Certifying Agency</i>											
<i>Address, City/State</i>	<i>Certification No. (if available)</i>											
<b>TOTAL PARTICIPATION</b>	\$ 0	100 %	0 %	0 %								

APPROVAL - LBU Compliance Officer

NOTE: All Local Business Utilization documentation must be included with bid form at the time of bid opening.

## CITY OF OAKLAND



DALZIEL BUILDING • 250 FRANK H. OGAWA PLAZA, SUITE 3341 • OAKLAND, CALIFORNIA 94612

## Department of Workplace and Employment Standards

(510) 238-3970  
 FAX (510) 238-3363  
 TDD (510) 238-2007

October 1, 2025

Mike Kuykendall  
 Sandis Civil Engineers Surveyors Planners  
 636 9th Street  
 Oakland, CA 94607

RE: Certification as a Local Business Enterprise (LBE) with the City of Oakland's Local and Small Local Business Enterprise Program

Greetings Mike:

Congratulations! We are pleased to inform you that Sandis Civil Engineers Surveyors Planners has been certified as a Local Business Enterprise (LBE) by the Department of Workplace and Employment Standards. The City of Oakland has established the L/SLBE Program in order to provide greater economic opportunities for its residents and businesses, to stimulate economic development, and to strengthen the Oakland economy.

This Local Business Enterprise (LBE) certification is valid until September 30, 2027. After two years, your business is required to apply for recertification in order to remain certified with the City of Oakland provided your business continues to meet the eligibility criteria set forth in the City of Oakland's Local and Small Local Business Enterprise Program. Please review the L/SLBE Program (<https://cao-94612.s3.us-west-2.amazonaws.com/documents/City-of-Oakland-Local-Small-Local-Business-Program-10-2-2024.pdf>) to ensure your business maintains compliance with the program.

Sandis Civil Engineers Surveyors Planners will be listed in the City of Oakland's Directory of Local and Small Local Business Enterprises (L/SLBE) in the specialty area (s) **listed below**. The Directory can be accessed via the internet at <https://oaklandca.diversitycompliance.com/>.

The following table lists the North American Industry Classification System (NAICS) Code (s) and description(s) that have been assigned to your company in accordance with the service(s) your firm render(s).

**NAICS: SPECIALTY DESCRIPTION**

NAICS 541330: ENGINEERING SERVICES  
 NAICS 541370: SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES

If you have any questions regarding your L/SLBE certification you may email the City of Oakland at [certification@oaklandca.gov](mailto:certification@oaklandca.gov) or call (510) 238-3970.

Sincerely,  
 Certification Unit  
 Department of Workplace and Employment Standards



# PORT OF OAKLAND

July 31, 2025

Mike Kuykendall  
Sandis Civil Engineers Surveyors Planners  
636 9<sup>th</sup> Street  
Oakland, California 94607

**Certification ID:** 9818-25  
**Re: Port of Oakland Certification Approval**

Dear Mike Kuykendall:

Congratulations! The Port of Oakland has certified your local firm as indicated below.

**Effective Date of Certification:** 07/31/2025

**Certification Type(s):**

- LIABE (Local Impact Area Business Enterprise)
- SBE (Small Business Enterprise)

**Certification NAICS Code(s):** 541330, 541370

**Expiration Date (Last Date of Certification):** 07/30/2027

If your business contact information (address, email, phone number) changes, you are required to notify our office immediately. Failure to do so may result in decertification.

Your company profile and contact information will be included online in the Port of Oakland's certified business list at [srd.portofoakland.com](http://srd.portofoakland.com). To proactively search for solicitations, you may search the Port of Oakland website at [www.portofoakland.com/business/bids-rfps/](http://www.portofoakland.com/business/bids-rfps/).

Should you require assistance, you may contact us at [SRDAdmin@portoakland.com](mailto:SRDAdmin@portoakland.com) or (510) 627-1627. Thank you for your interest in doing business with the Port of Oakland.

Sincerely,

Matt Davis  
Chief Public Engagement Officer

cc: file

530 Water Street • Jack London Square • P.O. Box 2064 • Oakland, California 94604-2064 Telephone: (510) 627-1100  
• Facsimile: (510) 627-1826 • Web Page: [www.portofoakland.com](http://www.portofoakland.com)



**Oakland Unified School District**  
 L/SL/RBE Verification  
 Calculations & Analysis Worksheet (RFQ/P)

**Site:** Elmhurst Middle School  
**Project Name:** Land Surveying Services  
**Project Number:** 26044

Prime	Sub/Prime	Proposed S/LBE Status	LBP Credit Given	Proposed Contract %	Minimum LBU Requirement Met	LBU Preference Points	Notes
Langan CA, Inc	Langan	n/a	LBE	100.00%	YES		LBU incomplete/not provided; However firm is a certified local business enterprise (LBE). Provided the listed firm performs 100% of the services outlined in the RFQP for this scope, firm will meet the District's LBU Requirement
<b>Total Proposed LBU Participation:</b>				<b>100.00%</b>		2 Pts	<b>This firm meets the minimum OUSD LBU requirements.</b>
Sandis Civil Engineers Surveyors Planners	Sandis	LBE	LBE	100.00%	YES		City of Oakland - LBE Confirmed LBE Credit Given
<b>Total Proposed LBU Participation:</b>				<b>100.00%</b>		2 Pts	<b>This firm meets the minimum OUSD LBU requirements.</b>

**LBU Recommendation**

- Full LBU Requirement:** The minimum local business utilization requirement of 50% is applicable for this contract. Firms must meet the entire 25% SLBE/SLRBE or more requirement and can utilize up to 25% LBE participation.
- LBU Modification -** Based on the availability analysis conducted for this specific RFP/Q, the District is waiving the entire 25% SLBE/SLRBE requirement. The minimum local business utilization requirement of 50% is applicable for this RFP/Q and can be met with 50% cumulative local business participation utilization (inclusive of SLBE and/or LBE participation.)
- LBU Reduction -** Based on the availability analysis, the LBU Requirement may be met with a modified 25% Cumulative Local Business Participation - inclusive of Small Local Business Enterprise (SLBE) and/or Local Business Enterprise (LBE) Participation.
- LBU Complete Waiver -** The District is waiving the entire 50% LBU participation requirement. Firms are not required to meet the 25% SLBE/SLRBE or 25% LBE requirement for this contract.
- LBU Exemption -** LBU Calculations provided for reference; Contract is exempt from LBU requirement however if firm awarded is a local firm, work may counted as an LBU Value Add for the District

**Responsive:** Based on the LBU Participation Worksheet, the Compliance Team finds the following firms responsive and eligible for contract award.

**Non Responsive:** Based on the LBU Participation Worksheet, the Compliance Team finds the following firms nonresponsive and ineligible for contract award.

Langan CA, Inc.  
 Sandis Civil Engineers Surveyors Planners

N/A

*Shanell H. Gibbs*  
 Approval - LBU Compliance Officer



Prepared by 360 Total Concept  
 LBU Calculations - Elmhurst Middle School - Land Surveying Services 9/2025  
 Professional Services



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/1/2026

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 have ADDITIONAL INSURED provisions or 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).

<b>PRODUCER</b> Cavnagac 451 A Street, Suite 1800 San Diego CA 92101	<b>CONTACT NAME:</b> Certificate Department <b>PHONE (A/C, No, Ext):</b> 619-234-6848 <b>FAX (A/C, No):</b> 619-234-8601 <b>E-MAIL ADDRESS:</b> certificates@cavnagac.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Sandis Civil Engineers Surveyors Planners 3007 Douglas Boulevard, Suite 105 Roseville, CA 95020	<b>INSURER A :</b> Beazley America Insurance Company, Inc.	
	<b>INSURER B :</b> Liberty Mutual Fire Ins Co	
	<b>INSURER C :</b> The First Liberty Insurance Corporation	
	<b>INSURER D :</b> Liberty Insurance Corporation	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**

CERTIFICATE NUMBER: 350867223

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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	TB2Z91482050026	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	AS6Z91482050016	3/3/2026	3/3/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			TH7Z91482050056	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC2Z91482050036	3/3/2026	3/3/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			C36AB6260301	3/3/2026	3/3/2027	Each Claim \$ 5,000,000 Aggregate \$ 7,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Re: 726163, Elmhurst Middle School. Additional Insured coverage applies to General Liability and Automobile Liability for Oakland Unified School District and District Parties per policy form. Primary coverage applies to General Liability and Automobile Liability per policy form. Waiver of subrogation applies to General Liability, Automobile Liability, and Workers Compensation per policy form. Excess/Umbrella policy follows form over underlying policies: General Liability, Auto Liability & Employers Liability (additional insured and waiver of subrogation apply when afforded on underlying policies). Professional Liability - Claims made form, defense costs included within limit. If the insurance company elects to cancel or non-renew coverage for any reason other than nonpayment of premium they will provide 30 days notice of such cancellation or nonrenewal.

**CERTIFICATE HOLDER****CANCELLATION**

Oakland Unified School District  
 955 High Street  
 Oakland CA 94601

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

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

**AUTO ENHANCEMENT ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM**

- I. Newly Acquired or Formed Organizations
- II. Employees as Insureds
- III. **Lessor - Additional Insured and Loss Payee**
- IV. Supplementary Payments - Increased Limits
- V. Fellow Employee Coverage
- VI. Personal Property of Others
- VII. Additional Transportation Expense and Cost to Recover Stolen Auto
- VIII. Airbag Coverage
- IX. Tapes, Records and Discs Coverage
- X. Physical Damage Deductible - Single Deductible
- XI. Physical Damage Deductible - Glass
- XII. Physical Damage Deductible - Vehicle Tracking System
- XIII. Duties in Event of Accident, Claim, Suit or Loss
- XIV. Unintentional Failure to Disclose Hazards
- XV. Worldwide Liability Coverage - Hired and Nonowned Autos
- XVI. Hired Auto Physical Damage
- XVII. Auto Medical Payments Coverage Increased Limits
- XVIII. Drive Other Car Coverage - Broadened Coverage for Designated Individuals
- XIX. Rental Reimbursement Coverage
- XX. Notice of Cancellation or Nonrenewal
- XXI. Loan/Lease Payoff Coverage
- XXII. Limited Mexico Coverage
- XXIII. Waiver of Subrogation**

**I. NEWLY ACQUIRED OR FORMED ORGANIZATIONS**

Throughout this policy, the words "you" and "your" also refer to any organization you newly acquire or form, other than a partnership or joint venture, and over which you maintain ownership of more than 50 percent interest, provided:

- A.** There is no similar insurance available to that organization;
- B.** Unless you notify us to add coverage to your policy, the coverage under this provision is afforded only until:
  - 1. The 90th day after you acquire or form the organization; or
  - 2. The end of the policy period,whichever is earlier; and
- C.** The coverage does not apply to an "accident" which occurred before you acquired or formed the organization.

## II. EMPLOYEES AS INSUREDS

Paragraph **A.1. Who Is An Insured** of **SECTION II - COVERED AUTOS LIABILITY COVERAGE** is amended to add the following:

Your "employee" is an "insured" while using with your permission a covered "auto" you do not own, hire or borrow in your business or your personal affairs.

## III. LESSOR - ADDITIONAL INSURED AND LOSS PAYEE

**A.** Any "leased auto" will be considered an "auto" you own and not an "auto" you hire or borrow. The coverages provided under this section apply to any "leased auto" until the expiration date of this policy or until the lessor or his or her agent takes possession of the "leased auto" whichever occurs first.

**B.** For any "leased auto" that is a covered "auto" under **SECTION II - COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** provision is changed to include as an "insured" the lessor of the "leased auto". However, the lessor is an "insured" only for "bodily injury" or "property damage" resulting from the acts or omissions by:

1. You.
2. Any of your "employees" or agents; or
3. Any person, except the lessor or any "employee" or agent of the lessor, operating a "leased auto" with the permission of any of the above.

### **C. Loss Payee Clause**

1. We will pay, as interests may appear, you and the lessor of the "leased auto" for "loss" to the covered "leased auto".
2. The insurance covers the interest of the lessor of the "leased auto" unless the "loss" results from fraudulent acts or omissions on your part.
3. If we make any payment to the lessor of a "leased auto", we will obtain his or her rights against any other party.

### **D. Cancellation**

1. If we cancel the policy, we will mail notice to the lessor in accordance with the Cancellation Common Policy Condition.
2. If you cancel the policy, we will mail notice to the lessor.
3. Cancellation ends this agreement.

**E.** The lessor is not liable for payment of your premiums.

**F.** For purposes of this endorsement, the following definitions apply:

"Leased auto" means an "auto" which you lease for a period of six months or longer for use in your business, including any "temporary substitute" of such "leased auto".

"Temporary substitute" means an "auto" that is furnished as a substitute for a covered "auto" when the covered "auto" is out of service because of its breakdown, repair, servicing, "loss" or destruction.

#### **IV. SUPPLEMENTARY PAYMENTS - INCREASED LIMITS**

Subparagraphs **A.2.a.(2)** and **A.2.a.(4)** of **SECTION II - COVERED AUTOS LIABILITY COVERAGE** are deleted and replaced by the following:

- (2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

#### **V. FELLOW EMPLOYEE COVERAGE**

- A. Exclusion **B.5.** of **SECTION II - COVERED AUTOS LIABILITY COVERAGE** does not apply.
- B. For the purpose of Fellow Employee Coverage only, Paragraph **B.5.** of **SECTION IV - BUSINESS AUTO CONDITIONS** is changed as follows:

This Fellow Employee Coverage is excess over any other collectible insurance.

#### **VI. PERSONAL PROPERTY OF OTHERS**

Exclusion **6.** in **SECTION II - COVERED AUTOS LIABILITY COVERAGE** for a covered "auto" is amended to add the following:

This exclusion does not apply to "property damage" or "covered pollution cost or expense" involving "personal property" of your "employees" or others while such property is carried by the covered "auto". The Limit of Insurance for this coverage is \$5,000 per "accident". Payment under this coverage does not increase the Limit of Insurance.

For the purpose of this section of this endorsement, "personal property" is defined as any property that is not used in the individual's trade or business or held for the production or collection of income.

#### **VII. ADDITIONAL TRANSPORTATION EXPENSE AND COST TO RECOVER STOLEN AUTO**

- A. Paragraph **A.4.a.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended as follows:

The amount we will pay is increased to \$50 per day and to a maximum limit of \$1,000.

- B. Paragraph **A.4.a.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add the following:

If your business is shown in the Declarations as something other than an auto dealership, we will also pay up to \$1,000 for reasonable and necessary costs incurred by you to return a stolen covered "auto" from the place where it is recovered to its usual garaging location.

#### **VIII. AIRBAG COVERAGE**

Exclusion **B.3.a.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add the following:

This exclusion does not apply to the accidental discharge of an airbag.

#### **IX. TAPES, RECORDS AND DISCS COVERAGE**

Exclusion **B.4.a.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is deleted and replaced by the following:

- a. Tapes, records, discs or other similar audio, visual or data electronic devices designed for use with audio, visual or data electronic equipment except when the tapes, records, discs or other similar audio, visual or data electronic devices:

(1) Are your property or that of a family member; and

(2) Are in a covered "auto" at the time of "loss".

The most we will pay for "loss" is \$200. No Physical Damage Coverage deductible applies to this coverage.

#### **X. PHYSICAL DAMAGE DEDUCTIBLE - SINGLE DEDUCTIBLE**

Paragraph **D.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is deleted and replaced by the following:

##### **D. Deductible**

For each covered "auto", our obligation to pay for, repair, return or replace damaged or stolen property will be reduced by the applicable deductible shown in the Declarations. Any Comprehensive Coverage deductible shown in the Declarations does not apply to "loss" caused by fire or lightning.

When two or more covered "autos" sustain "loss" in the same collision, the total of all the "loss" for all the involved covered "autos" will be reduced by a single deductible, which will be the largest of all the deductibles applying to all such covered "autos".

#### **XI. PHYSICAL DAMAGE DEDUCTIBLE – GLASS**

Paragraph **D.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add the following:

No deductible applies to "loss" to glass if you elect to patch or repair it rather than replace it.

#### **XII. PHYSICAL DAMAGE DEDUCTIBLE - VEHICLE TRACKING SYSTEM**

Paragraph **D.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add:

Any Comprehensive Coverage Deductible shown in the Declarations will be reduced by 50% for any "loss" caused by theft if the vehicle is equipped with a vehicle tracking device such as a radio tracking device or a global positioning device and that device was the method of recovery of the vehicle.

#### **XIII. DUTIES IN EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS**

Subparagraphs **A.2.a.** and **A.2.b.** of **SECTION IV- BUSINESS AUTO CONDITIONS** are changed to:

**a.** In the event of "accident", claim, "suit" or "loss", your insurance manager or any other person you designate must notify us as soon as reasonably possible of such "accident", claim, "suit" or "loss". Such notice must include:

(1) How, when and where the "accident" or "loss" occurred;

(2) The "insured's" name and address; and

(3) To the extent possible, the names and addresses of any injured persons and witnesses.

Knowledge of an "accident", claim, "suit" or "loss" by your agent, servant or "employee" shall not be considered knowledge by you unless you, your insurance manager or any other person you designate has received notice of the "accident", claim, "suit" or "loss" from your agent, servant or "employee".

**b.** Additionally, you and any other involved "insured" must:

(1) Assume no obligation, make no payment or incur no expense without our consent, except at the "insured's" own cost.

- (2) Immediately send us copies of any request, demand, order, notice, summons or legal paper received concerning the claim or "suit".
- (3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit".
- (4) Authorize us to obtain medical records or other pertinent information.
- (5) Submit to examination, at our expense, by physicians of our choice, as often as we reasonably require.

#### **XIV. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS**

Paragraph **B.2.** in **SECTION IV - BUSINESS AUTO CONDITIONS** is amended to add the following:

Any unintentional failure to disclose all exposures or hazards existing as of the effective date of the Business Auto Coverage Form or at any time during the policy period will not invalidate or adversely affect the coverage for such exposure or hazard. However, you must report the undisclosed exposure or hazard to us as soon as reasonably possible after its discovery.

#### **XV. WORLDWIDE LIABILITY COVERAGE - HIRED AND NONOWNED AUTOS**

Condition **B.7.** in **SECTION IV - BUSINESS AUTO CONDITIONS** is amended to add the following:

For "accidents" resulting from the use or operation of covered "autos" you do not own, the coverage territory means all parts of the world subject to the following provisions:

- a. If claim is made or "suit" is brought against an "insured" outside of the United States of America, its territories and possessions, Puerto Rico and Canada, we shall have the right, but not the duty to investigate, negotiate, and settle or defend such claim or "suit".

If we do not exercise that right, the "insured" shall have the duty to investigate, negotiate, and settle or defend the claim or "suit" and we will reimburse the "insured" for the expenses reasonably incurred in connection with the investigation, settlement or defense. Reimbursement will be paid in the currency of the United States of America at the rate of exchange prevailing on the date of reimbursement.

The "insured" shall provide us with such information we shall reasonably request regarding such claim or "suit" and its investigation, negotiation, and settlement or defense.

The "insured" shall not agree to any settlement of the claim or "suit" without our consent. We shall not unreasonably withhold consent.

- b. We are not licensed to write insurance outside of the United States of America, its territories or possessions, Puerto Rico and Canada.

We will not furnish certificates of insurance or other evidence of insurance you may need for the purpose of complying with the laws of other countries relating to auto insurance.

Failure to comply with the auto insurance laws of other countries may result in fines or penalties. This insurance does not apply to such fines or penalties.

#### **XVI. HIRED AUTO PHYSICAL DAMAGE**

If no deductibles are shown in the Declarations for Physical Damage Coverage for Hired or Borrowed Autos, the following will apply:

- A. We will pay for "loss" under Comprehensive and Collision coverages to a covered "auto" of the private passenger type hired without an operator for use in your business:

1. The most we will pay for coverage afforded by this endorsement is the lesser of:
    - a. The actual cost to repair or replace such covered "auto" with other property of like kind and quality; or
    - b. The actual cash value of such covered "auto" at the time of the "loss".
  2. An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".
  3. If a repair or replacement results in better than like kind or quality, we will not pay for the amount of the betterment.
- B.** For each covered "auto", our obligation to pay for, repair, return or replace the covered "auto" will be reduced by any deductible shown in the Declarations that applies to private passenger "autos" that you own. If no applicable deductible is shown in the Declarations, the deductible will be \$250.

If the Declarations show other deductibles for Physical Damage Coverages for Hired or Borrowed Autos, this Section XVI of this endorsement does not apply.

- C.** Paragraph **A.4.b.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is replaced by the following:

**b. Loss of Use Expenses**

For Hired Auto Physical Damage provided by this endorsement, we will pay expenses for which an "insured" becomes legally responsible to pay for loss of use of a private passenger vehicle rented or hired without a driver, under a written rental contract or agreement. We will pay for loss of use expenses caused by:

- (1) Other than collision only if the Declarations indicate that Comprehensive Coverage is provided for any covered "auto";
- (2) Specified Causes of Loss only if the Declarations indicate that Specified Causes of Loss Coverage is provided for any covered "auto"; or
- (3) Collision only if the Declarations indicate that Collision Coverage is provided for any covered "auto".

However, the most we will pay under this coverage is \$30 per day, subject to a maximum of \$900.

**XVII. AUTO MEDICAL PAYMENTS COVERAGE - INCREASED LIMITS**

For any covered "loss", the Limit of Insurance for Auto Medical Payments will be double the limit shown in the Declarations if the "insured" was wearing a seat belt at the time of the "accident". This is the maximum amount we will pay for all covered medical expenses, regardless of the number of covered "autos", "insureds", premiums paid, claims made, or vehicles involved in the "accident".

If no limit of insurance for Auto Medical Payments is shown on the Declarations, this paragraph Section XVII of this endorsement does not apply.

**XVIII. DRIVE OTHER CAR COVERAGE - BROADENED COVERAGE FOR DESIGNATED INDIVIDUALS**

- A.** This endorsement amends only those coverages indicated with an "X" in the Drive Other Car section of the Schedule to this endorsement.

- B. SECTION II - COVERED AUTOS LIABILITY COVERAGE** is amended as follows:

1. Any "auto" you don't own, hire or borrow is a covered "auto" for Liability Coverage while being used by any individual named in the Drive Other Car section of the Schedule to this endorsement or by his or her spouse while a resident of the same household except:

- a. Any "auto" owned by that individual or by any member of his or her household; or
- b. Any "auto" used by that individual or his or her spouse while working in a business of selling, servicing, repairing or parking "autos".

2. The following is added to **Who Is An Insured**:

Any individual named in the Drive Other Car section of the Schedule to this endorsement and his or her spouse, while a resident of the same household, are "insureds" while using any covered "auto" described in Paragraph **B.1.** of this endorsement.

C. Auto Medical Payments, Uninsured Motorist, and Underinsured Motorist Coverages are amended as follows:

The following is added to **Who Is An Insured**:

Any individual named in the Drive Other Car section of the Schedule to this endorsement and his or her "family members" are "insured" while "occupying" or while a pedestrian when struck by any "auto" you don't own except:

Any "auto" owned by that individual or by any "family member".

D. **SECTION III - PHYSICAL DAMAGE COVERAGE** is changed as follows:

Any private passenger type "auto" you don't own, hire or borrow is a covered "auto" while in the care, custody or control of any individual named in the Drive Other Car section of the Schedule to this endorsement or his or her spouse while a resident of the same household except:

1. Any "auto" owned by that individual or by any member of his or her household; or
2. Any "auto" used by that individual or his or her spouse while working in a business of selling, servicing, repairing or parking "autos".

E. For purposes of this endorsement, **SECTION V - DEFINITIONS** is amended to add the following:

"Family member" means a person related to the individual named in the Drive Other Car section of the Schedule to this endorsement by blood, marriage or adoption who is a resident of the individual's household, including a ward or foster child.

## **XIX. RENTAL REIMBURSEMENT COVERAGE**

- A. For any owned covered "auto" for which Collision and Comprehensive Coverages are provided, we will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of a covered physical damage "loss" to an owned covered "auto". Such payment applies in addition to the otherwise applicable amount of physical damage coverage you have on a covered "auto". No deductibles apply to this coverage.
- B. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending with the earlier of the return or repair of the covered "auto", or the exhaustion of the coverage limit.
- C. Our payment is limited to the lesser of the following amounts:
  1. Necessary and actual expenses incurred; or
  2. \$30 per day with a maximum of \$900 in any one period.

- D. This coverage does not apply:
1. While there are spare or reserve "autos" available to you for your operations; or
  2. If coverage is provided by another endorsement attached to this policy.
- E. If a covered "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under Paragraph A.4. Coverage Extensions of **SECTION III – PHYSICAL DAMAGE COVERAGE** of the Business Auto Coverage Form or Section VII of this endorsement.

## XX. NOTICE OF CANCELLATION OR NONRENEWAL

- A. Paragraph A.2. of the **COMMON POLICY CONDITIONS** is changed to:
2. We may cancel or non-renew this policy by mailing written notice of cancellation or non-renewal to the Named Insured, and to any name(s) and address(es) shown in the Cancellation and Non-renewal Schedule:
    - a. For reasons of non-payment, the greater of:
      - (1) 10 days; or
      - (2) The number of days specified in any other Cancellation Condition attached to this policy; or
    - b. For reasons other than non-payment, the greater of:
      - (1) 60 days;
      - (2) The number of days shown in the Cancellation and Non-renewal Schedule; or
      - (3) The number of days specified in any other Cancellation Condition attached to this policy,prior to the effective date of the cancellation or non-renewal.
- B. All other terms of Paragraph A. of the **COMMON POLICY CONDITIONS**, and any amendments thereto, remain in full force and effect.

## XXI. LOAN/LEASE PAYOFF COVERAGE

The following is added to Paragraph C. **Limits Of Insurance** of **SECTION III - PHYSICAL DAMAGE COVERAGE**:

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the schedule or declarations for which Collision and Comprehensive Coverage apply, we will pay any unpaid amount due on the lease or loan for that covered "auto", less:

1. The amount paid under the **PHYSICAL DAMAGE COVERAGE SECTION** of the policy; and
2. Any:
  - a. Overdue lease/loan payments at the time of the "loss";
  - b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
  - c. Security deposits not returned by the lessor;
  - d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and

- e. Carry-over balances from previous loans or leases.

This coverage is limited to a maximum of \$1,500 for each covered "auto".

## XXII. LIMITED MEXICO COVERAGE

### WARNING

AUTO ACCIDENTS IN MEXICO ARE SUBJECT TO THE LAWS OF MEXICO ONLY - **NOT** THE LAWS OF THE UNITED STATES OF AMERICA. THE REPUBLIC OF MEXICO CONSIDERS ANY AUTO ACCIDENT A **CRIMINAL OFFENSE** AS WELL AS A CIVIL MATTER.

IN SOME CASES THE COVERAGE PROVIDED UNDER **THIS ENDORSEMENT MAY NOT BE RECOGNIZED BY THE MEXICAN AUTHORITIES** AND WE MAY NOT BE ALLOWED TO IMPLEMENT THIS COVERAGE AT ALL IN MEXICO. YOU SHOULD CONSIDER PURCHASING AUTO COVERAGE FROM A LICENSED MEXICAN INSURANCE COMPANY BEFORE DRIVING INTO MEXICO.

THIS ENDORSEMENT DOES NOT APPLY TO ACCIDENTS OR LOSSES WHICH OCCUR BEYOND 25 MILES FROM THE BOUNDARY OF THE UNITED STATES OF AMERICA.

### A. Coverage

1. Paragraph **B.7.** of **SECTION IV - BUSINESS AUTO CONDITIONS** is amended by the addition of the following:

The coverage territory is extended to include Mexico but only if all of the following criteria are met:

- a. The "accidents" or "loss" occurs within 25 miles of the United States border; and
- b. While on a trip into Mexico for 10 days or less.

2. For coverage provided by this section of the endorsement, Paragraph **B.5. Other Insurance** in **SECTION IV - BUSINESS AUTO CONDITIONS** is replaced by the following:

The insurance provided by this endorsement will be excess over any other collectible insurance.

### B. Physical Damage Coverage is amended by the addition of the following:

If a "loss" to a covered "auto" occurs in Mexico, we will pay for such "loss" in the United States. If the covered "auto" must be repaired in Mexico in order to be driven, we will not pay more than the actual cash value of such "loss" at the nearest United States point where the repairs can be made.

### C. Additional Exclusions

The following additional exclusions are added:

This insurance does not apply:

1. If the covered "auto" is not principally garaged and principally used in the United States.
2. To any "insured" who is not a resident of the United States.

## XXIII. WAIVER OF SUBROGATION

Paragraph **A.5.** in **SECTION IV - BUSINESS AUTO CONDITIONS** does not apply to any person or organization where the Named Insured has agreed, by written contract executed prior to the date of "accident", to waive rights of recovery against such person or organization.

**Schedule**

**Premium**

Liability  
Physical Damage  
Total Premium

<b>XVIII. Drive Other Car Name of Individual</b>	<b>LIAB</b>	<b>MP</b>	<b>UM</b>	<b>UIM</b>	<b>COMP</b>	<b>COLL</b>
------------------------------------------------------	-------------	-----------	-----------	------------	-------------	-------------

**XX. Notice of Cancellation or Nonrenewal  
Name and Address**

**Number of Days**

Policy Number: AS6Z91482050016  
Issued by: The First Liberty Insurance Corp.

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

**DESIGNATED INSURED - NONCONTRIBUTING**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
GARAGE COVERAGE FORM  
MOTOR CARRIERS COVERAGE FORM  
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage form.

**Schedule**

**Name of Person(s) or Organizations(s):**

Any person or organization whom you have agreed in writing to add as an additional insured, but only for the coverage and minimum limits of insurance required by the written agreement, and in no event to exceed either the scope of coverage or the limits of insurance provided by this policy.

**Regarding Designated Contract or Project:**

All

Each person or organization shown in the Schedule of this endorsement is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in Section II of the Coverage Form.

The following is added to the **Other Insurance Condition:**

If you have agreed in a written agreement that this policy will be primary and without right of contribution from any insurance in force for an Additional Insured for liability arising out of your operations, and the agreement was executed prior to the "bodily injury" or "property damage", then this insurance will be primary and we will not seek contribution from such insurance.

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

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

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Any person or organization for whom you have agreed in a written contract or agreement, prior to an "occurrence" or offense, that such person or organization be added as an additional insured to your policy, where the written contract or agreement obligates you to utilize the July 2004 version of the ISO CG 20 10 additional insured endorsement.	All locations/projects as required by a written contract or agreement entered into prior to an "occurrence" or offense.
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.

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

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Any person or organization for whom you have agreed in a written contract or agreement, prior to an "occurrence" or offense, that such person or organization be added as an additional insured to your policy, where the written contract or agreement obligates you to utilize the July 2004 version of the ISO CG 20 37 additional insured endorsement.	All projects
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**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" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

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

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us of Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule below because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule below.

### Schedule

**Name Of Person Or Organization:**

"As required by written contract or agreement entered into prior to loss."

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

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

**DESIGNATED CONSTRUCTION PROJECT OR DESIGNATED LOCATION  
COMBINED AGGREGATE LIMITS – WITH TOTAL AGGREGATE LIMIT  
FOR ALL PROJECTS AND LOCATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I - Coverage C, which can be attributed only to ongoing operations at a single designated construction project or a single designated "location":
1. A separate Designated General Aggregate Limit applies to each designated construction project and to each designated "location", and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
  2. The Designated General Aggregate Limit is the most we will pay for the sum of all damages under Section I - Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Section I - Coverage C regardless of the number of:
    - a. Insureds;
    - b. Claims made or "suits" brought; or
    - c. Persons or organizations making claims or bringing "suits".
  3. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the Designated General Aggregate Limit for that designated construction project or designated "location". Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated General Aggregate Limit for any other designated construction project or designated "location".
  4. The limits shown in the Declarations for Each Occurrence, Damage to Premises Rented to You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated General Aggregate Limit and the Total Aggregate Limit for all Projects and Locations.
  5. The Total Aggregate Limit for all Projects and Locations shown in the Schedule of this endorsement is the most we will pay for the sum of all damages caused by "occurrences" under Section I – Coverage A and all medical expenses caused by accidents under Section I – Coverage C which can be attributed only to ongoing operations at a designated construction project or designated "location" shown in the Schedule of this endorsement, regardless of the number of construction projects, "locations", "occurrences" or accidents.
  6. Each Designated General Aggregate Limit is subject to the Total Aggregate Limit for all Projects and Locations shown in the Schedule of this endorsement.
- B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I - Coverage C, which cannot be attributed only to ongoing operations at a single designated construction project or single designated "location":

1. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit, whichever is applicable; and
  2. Such payments shall not reduce any Designated General Aggregate Limit.
- C. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated General Aggregate Limit.
- D. If the applicable construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.
- E. For the purposes of this endorsement, the Definitions Section is amended by the addition of the following definition:
- "Location" means any premise that you occupy for permanent operations as part of your business, but does not include any premises at which you are performing operations as part of a construction project. All premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad shall be considered a single "location".
- F. The provisions of Section III - Limits Of Insurance not otherwise modified by this endorsement shall continue to apply as stipulated.

#### **Schedule**

**Designated Construction Project(s) or Designated Location(s):**

All "locations" and all construction projects at which you are performing ongoing operations.

**Total Aggregate Limit for all Projects and Locations:       \$ 15,000,000**

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

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

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

The additional premium for this endorsement shall be 2.0% of the California workers' compensation premium otherwise due on such remuneration.

**Schedule**

Additional premium is a percent of the California Manual Workers Compensation premium. Subject to a minimum premium charge of \$250 per policy.

Person or Organization  
Where required by contract or  
written agreement prior to loss and  
allowed by law.

Job Description

Issued by LM Insurance Corporation 27243

For attachment to Policy No. WC2Z91482050036

Effective Date 03/03/2026

Premium \$

Issued to Sandis Civil Engineers Surveyors Planners

Endorsement No.

## WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

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

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

### Schedule

Where required by contract or written agreement prior to loss and allowed by law.

In the state of AZ, the premium charge is 2.0% of the total manual premium, subject to a minimum premium of \$100 per policy.

In the states of NE and NV, the premium charge is 1.0% of the total manual premium, subject to a minimum premium of \$250 per policy.

Issued by LM Insurance Corporation 27243

For attachment to Policy No. WC2Z91482050036

Effective Date 03/03/2026

Premium \$

Issued to Sandis Civil Engineers Surveyors Planners

Endorsement No.



## DIVISION OF FACILITIES PLANNING AND MANAGEMENT ROUTING FORM

### Project Information

<b>Project Name</b>	Elmhurst Middle School Planning & Feasibility Study	<b>Site</b>	306
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### 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
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### Contractor Information

Contractor Name	Sandis Civil Engineering Surveyors & Planners	Agency's Contact	Laura Cabral				
OUSD Vendor ID #	003768	Title	Vice President				
Street Address	636 9 <sup>th</sup> Street	City	Oakland	State	CA	Zip	94607
Telephone	510-873-8866	Policy Expires					
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 #	26044						

### Term of Original/Amended Contract

Date Work Will Begin (i.e., effective date of contract)	06-25-2026	Date Work Will End By (not more than 5 years from start date; for construction contracts, enter planned completion date)	06-31-2028
		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)	\$64,900.00
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
9650/900	Fund 21/ Measure J	210- 9650- 0- 9000- 8500- 6260- 202- 9180- 9905- 9999- 26044	6260	\$64,900.00

### 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.

	<b>Division Head</b>	<b>Phone</b>	510-535-7038	<b>Fax</b>	510-535-7082
1.	<b>Executive Director, Facilities Planning and Management</b>				
	Signature <i>Pranita Ranbhise</i>	Date Approved			
2.	<b>General Counsel, Department of Facilities Planning and Management</b>				
	Signature <i>James Traber</i>	Date Approved	6/2/2026		
3.	<b>Chief Systems &amp; Service Officer, Facilities Planning and Management</b>				
	Signature <i>Preston Thomas</i> Preston Thomas (Jun 2, 2026 19:36:39 PDT)	Date Approved			
4.	<b>Chief Financial Officer</b>				
	Signature	Date Approved			
	<b>President, Board of Education</b>				

5.	Signature	Date Approved	
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**FILE ID 26-1442**

Board Office Use: <b>Legislative File Info.</b>	
File ID Number	26-1442
Introduction Date	06-24-2026
Enactment Number	
Enactment Date	



**OAKLAND UNIFIED SCHOOL DISTRICT**  
Community Schools, Thriving Students

## Memo

**To** Board of Education

**From** Denise Gail Saddler, Ed.D., Interim Superintendent  
Preston Thomas, Chief Systems and Services Officer  
Pranita Ranbhise, Executive Director, Facilities Planning & Management

**Board Meeting Date** June 24, 2026

**Subject** Amendment No. 1- Master Agreement for General Services - Sandis Civil Engineers Surveyors and Planners - Skyline HS Planning & Feasibility Study - Division of Facilities Planning and Management

**Action Requested** Approval by the Board of Education of **Amendment No. 1, Master Agreement for General Services** by and between the **District and Sandis Civil Engineers Surveyors and Planners Oakland, CA**, for the latter to provide land surveying services for the **Skyline HS Planning & Feasibility Study**, in the not-to-exceed amount of **\$88,000.00**. The agreement shall commence on **June 25, 2026**, and shall end upon the completion of all assigned projects pursuant to the Agreement.

**Discussion** This Amendment is for Land Surveying Services for the Skyline HS Planning & Feasibility Study

**LBP** (Local Business Participation Percentage) 0.00%

**Recommendation** Approval by the Board of Education of Amendment No. 1, Master Agreement for General Services by and between the District and Sandis Civil Engineers Surveyors and Planners Oakland, CA, for the latter to provide land surveying services for the Skyline HS Planning & Feasibility Study, in the not-to-exceed amount of \$88,000.00. The agreement shall commence on June 25, 2026, and shall end upon the completion of all assigned projects pursuant to the Agreement.

**Fiscal Impact** Building Fund 21- Measure J

**Attachments**

- Amendment No.1
- Routing Form
- File ID: 26-1432

## AMENDMENT NO. 1 FOR PROJECT ASSIGNMENT

Pursuant to the Master Agreement for General Services (“Master Agreement”) between the Oakland Unified School District (“District”) and **Sandis Civil Engineers Surveyors and Planners** (“Contractor”) effective **June 25, 2026** (“Agreement”), the District and Contractor agree to amend the Master Agreement to add services for the **Skyline High School Planning & Feasibility Study** (the “Project”).

1. **Services.** The terms of the Master Agreement are incorporated into, and govern, this amendment and apply to the Project except as may be provided otherwise by this amendment. Contractor shall perform the services selected under Section 1(a) for the Project in accordance with the terms and conditions of the Agreement and this Project Assignment (the “Services”) and as further described in Contractor’s proposal attached hereto and incorporated herein as **Exhibit 1**. The Services shall include all labor, materials, supervision, equipment, and incidentals necessary to fully and properly perform the Services, and shall be completed (a) in accordance with the terms of this Agreement; (b) with the degree of skill, care, and diligence normally exercised by professionals in the same field; and (c) to the reasonable satisfaction of the District. All surveys provided under this Project Assignment must be prepared and signed by a California Registered Land Surveyor. The District retains the right to self-perform or to contract with others for services similar or identical to those provided under this Agreement. Any terms and conditions contained in Contractor’s proposal, other than those defining the scope of work and price, shall be of no force and effect.

- a. **Scope of Services.**

1.  **Record Boundary Survey.** Consultant shall gather boundary and monument information from previous surveys as well as from City and County records. Consultant shall review title report provided by the District to confirm the boundary and easements.
2.  **Field Topographic Survey.** The mapping shall include but not limited to:
  - 2.1 Mapping of school properties shall extend out to the face of curbs opposite the District property for all streets surrounding the site.
  - 2.2 Building footprints of existing structures with building corner spot elevations.
  - 2.3 Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies).
  - 2.4 Spot elevations at top and bottom landing of each side of exterior stairways and corner spot elevations at landing 5 feet from top and bottom nosing of stair (if applicable).
  - 2.5 Surveys will be required to have accurate locations of all utilities above and below grade.
  - 2.6 Identify locations of all utilities by type (i.e., power, gas, sanitary, storm, sewer, telephone, domestic water, irrigation, telecommunication, etc.).

- 2.7 Acquire the depth of all gravity utility systems.
- 2.8 Locate surface and underground utility manhole, vault, transformer, switchgear, cleanouts, etc.
- 2.9 Identify utility box locations and show all underground pull boxes.
- 2.10 Locate main point of entry for communication utilities.

3.  **Utility Locating.** Consultant shall collect existing utility maps from controlling agencies. Consultant shall retain a utility locating service to trace, mark and record known utilities within the site.

4.  **Base Map Preparation.** Base Maps shall be at a scale of 1"=20' using AutoCAD. Ground surface shall be illustrated using 1-foot contours and spot elevations to the nearest 0.01 foot. The map shall indicate constructed features and trees as well as boundary and easement information. Contractor shall provide both CAD and PDF versions to the District upon completion.

**Other Services**

Additional Services specifically described below and approved by the Parties:

N/A

2. **Compensation and Fee Schedule**

For Services satisfactorily performed, and based on invoices properly documented and submitted, Contractor shall be compensated in an amount not to exceed **Eighty-Eight Thousand Dollars and No Cents (\$88,000.00)**, which represents Contractor's estimate of the maximum total cost of Services for the Project, based on its fee stated in its proposal as shown in *Exhibit 1*. If contractor's proposal includes hourly rates it shall bill at such rates against the total not to exceed amount. The foregoing not to exceed amount shall, if noted in the proposal, include contingency compensation in the event that more time and costs may be necessary to complete the services. Such contingency shall only be used at the District's consent if Contractor demonstrates additional costs due to additional work directed by the District beyond the scope of Services or a significant delay in the Project's completion date requiring extended services. Any unused contingency amount shall be retained by the District.

**Reimbursables.** Contractor's total reimbursement for reimbursable expenses shall not exceed the amount indicated on Contractor's proposal which is Contractor's estimate of the maximum total cost of Reimbursable Expenses on Project. If no such amount is indicated, no reimbursement shall be due.

3. This Project Assignment, together with the Agreement and incorporated documents expressly identified herein, constitutes the entire agreement of the Parties relating to the Project described herein.


4. Notwithstanding anything to the contrary in the Agreement, the term of the Agreement shall continue and apply to include such time as necessary to complete any project that is assigned under the Agreement.

**DISTRICT:**

**Oakland Unified School District**

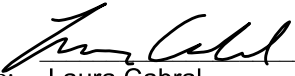
\_\_\_\_\_  
Jennifer Brouhard, President,  
Board of Education

\_\_\_\_\_  
Denise Saddler, Interim Superintendent & Secretary  
of the Board of Education


  
\_\_\_\_\_  
Preston Thomas, Chief Systems & Services Officer

**CONTRACTOR:**

Sandis

By:   
Name: Laura Cabral  
Title: Vice President  
Date: 05/29/26

**Approval as to form:**

 Date: 6/2/2026  
\_\_\_\_\_  
James Traber, Esq.  
Facilities Counsel



**Oakland Unified School District**  
RFP for Land Surveying Services at Skyline High School  
Project #26043

**Sandis Civil Engineers Surveyors Planners**  
636 9th Street, Oakland, CA 94607

**MAY 20, 2026**

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May 20, 2026

Preston Thomas, Chief Systems and Services Officer  
Department of Facilities Planning and Management  
Oakland Unified School District  
955 High Street, Oakland, CA 94601

**RE: Oakland Unified School District RFP for Land Surveying Services at Skyline High School, Project #26043**

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Dear Preston,

Sandis Civil Engineers Surveyors Planners (Sandis) is pleased to submit our qualifications for the OUSD RFP for Land Surveying Services at Skyline High School.

**Sandis Experience** Sandis has provided similar surveying and utility locating services for local K-12 Districts, including not only a significant number of projects with the OUSD, but also surveying services at Skyline High School. We understand the unique needs of K-12 school district clients, and work with District staff and stakeholders to achieve project goals. Our recent surveying projects with the Oakland Unified School District include: Skyline High School Sports Field Lighting Replacement, Demolition of Vacant OUSD Properties, East Oakland Pride, Garfield Elementary, Harriett Tubman CDC, Highland CDC, Oakland Academy of Knowledge, and more.

**Sandis Personnel** With decades of experience providing surveying and utility locating services to school districts, we are confident we can provide the District with surveying and utility locating services. Our leadership team, **Principal-in-Charge Laura Cabral, PLS** and **Sr. Project Manager Chris Cinteau, PLS** have worked with the OUSD on previous projects, including at Skyline High School, and are familiar with staff and District operations. As a team, we are committed to open channels of communication and will work to respond to the District within 24 hours.

We will bring our decades of survey industry experience to every project, and work to deliver the highest quality surveying services. Our previous work with the District will help inform our current work, allowing us to begin work without delay. We are eager to continue our both working relationship with the District and our work at Skyline High School by providing additional Land Surveying Services at Skyline High School.

Sandis received a copy of the District's Agreement attached as EXHIBIT A to the RFP. Sandis has reviewed the indemnity provisions in EXHIBIT A and insurance requirements contained in the Agreement. If given the opportunity to contract with the District, Sandis has no objections to the use of the Agreement.

Additionally, Sandis certifies that no official or employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to the District.

We take pride in the work we do, and in providing surveying services for academic districts and institutes that make our communities. I, Laura Cabral, Vice President, am legally authorized to contractually bind Sandis. Thank you in advance for your consideration, I assure you, we are the team for this project.

Thank you,

**Laura Cabral, PLS**  
Vice President, Principal-in-Charge  
Cell 408.564.3181 | Fax: 408.636.0999 | lcabral@sandis.net  
636 9th Street, Oakland, CA 94607

**Chris Cinteau, PLS**  
Senior Project Manager  
Cell: 209.603.6757 | Fax: 408.636.0999 | ccinteau@sandis.net  
636 9th Street, Oakland, CA 94607

**Legal Name**

Sandis Civil Engineers  
Surveyors Planners

**Office**

636 9th Street  
Oakland, CA 94607  
P: 510.873.8866  
F: 408.636.0999  
www.sandis.net

**Additional Offices**

Campbell, CA  
Modesto, CA  
Santa Cruz, CA  
Roseville, CA  
Spokane, WA

**Primary Contact**

Chris Cintean, PLS  
Sr. Project Manager  
209.603.6757  
ccintean@sandis.net

**Firm Type**

California Corporation

**Year Established**

1965

**Years in Business**

60

**Number of Employees**

140

**Sandis' In-House Services**

Surveying and Mapping  
Utility Locating  
Civil Engineering  
Traffic Engineering  
3D Laser Scanning  
QSP/QSD  
Planning

**FIRM BACKGROUND AND SERVICES**

Sandis is a professional services firm specializing in land surveying, civil engineering, traffic engineering, stormwater management, QSP/D, utility locating, 3D laser scanning, construction staking, and planning. Established in Northern California in 1965, Sandis is a California Corporation comprised of 140 employees. Sandis employs the best and the brightest in our industry. Sandis' expertise is expansive. We service public and private clients in the academic, civic, public works, hospitality, healthcare, justice, corporate, and commercial sectors. Sandis' designs achieve economic, social and ecological sustainability.

**CAPACITY AND RESOURCES**

Our capacity to flexibly manage intense workloads and fast turnarounds is unrivaled. Sandis has a diverse team of professional engineers, exceptional office support staff and managers, and 14 locally dispatched survey crews. The team presented in this proposal is a highly experienced group of individuals who are well-versed with projects of a similar size and complexity. Our internal project management processes and software keep projects on track and on budget, facilitating a high-quality product.

**SENIOR OFFICIALS**

Sandis is led by a dedicated and experienced team, each with decades of experience in the industry.

Name	Role
Jeff Setera, PE, QSD/P, LEED AP	President, Principal
Laura Cabral, PLS	Vice President, Principal
Bruce Chu	Business Development
Chad Browning PE, QSD/P, LEED AP	Vice President of Operations
Nate Dickinson, PE, QSD/P	Associate Principal, Director of Engineering
Mike Kuykendall PE, QSD/P, LEED AP	Associate Principal, Director of Engineering
Ron Sanzo PE, TE, PTOE	Associate Principal, Director of Engineering
David Angers	Associate Principal, Director of Survey

**KEY PERSONNEL**

Sandis' key personnel leading this contract are all California Licensed Surveyors with years of educational campus facility projects. Our key personnel include:

Name	Role	Licenses
Laura Cabral, PLS	Principal-in-Charge, QA/QC	PLS California #7756
Chris Cintean, PLS	Sr. Project Manager, Survey	PLS California #8941
Felipe Vera, PLS	Project Manager, Utility Locating	PLS California #8600
Alexi Rosichan, PLS	Sr. Project Surveyor	PLS California #9965

Additional information regarding the qualifications and relevant experience of Sandis' key personnel can be found in the resumes included in the Appendix.

## COMMITMENT TO COMMUNICATION AND SUCCESSFUL TASK MANAGEMENT

Successful projects start with clear communication and teamwork. Sandis' project management approach emphasizes responsiveness, transparency, and coordination. Our team commits to responding to District communications within 24 hours and maintaining open channels of communication throughout each project phase.

We are proud of our established relationship with OUSD and our understanding of its unique operational needs. Our team will continue to build on this foundation, working closely with District administration and facilities staff, to develop project scopes, confirm deliverables, and set priorities and milestones.

## STAFFING CAPACITY AND RESOURCES

Sandis maintains offices throughout Northern California, including Oakland, Campbell, and Modesto, allowing our teams to respond quickly to project needs. With 14 in-house land surveying crews and a fully equipped utility locating department, Sandis has the capacity to mobilize immediately and manage multiple school site improvement projects concurrently without delay.

Our field crews are supported by a network of licensed Professional Land Surveyors (PLS), mapping technicians, and CAD specialists who are experienced with campus environments, modernization programs, and active K-12 facilities. This internal structure allows Sandis to scale staffing efficiently based on project size and schedule while maintaining consistent quality and communication.

To further enhance coordination, Sandis utilizes LiquidPlanner, a cloud-based project management tool that provides real-time visibility into project progress, resource allocation, and deadlines. This platform enables proactive scheduling, efficient task tracking, and immediate response to District priorities.

Sandis delivers precise, timely, and reliable results for every assignment. Our team is fully equipped with the staffing depth, resources, and experience necessary to perform comprehensive site surveys, mapping, and utility locating services for the Oakland Unified School District.

## SCHEDULE MANAGEMENT

Sandis applies a structured project management system that emphasizes early task definition, resource allocation, and quality control. Each project begins with a clear scope, confirmation, and schedule review led by Sr. Project Manager Chris Cintean, PLS and Principal-in-Charge Laura Cabral, PLS. Tasks and milestones are logged and tracked through internal project management tools to ensure accountability and on-time delivery. This software puts all of our engineering and survey operations into a single database. We can review the progress on any project, down to the task level of detail. Our project teams work in the software all day long, updating progress, adding more detail to the work plans and updating completed documents (calculations, reports, plans, maps). This allows project managers to maintain a high level of understanding on where a project is in its life cycle, allowing teams to ramp up or begin work on multiple and concurrent projects with the right-sized team and resources.

Quality Assurance is performed on every project through Sandis' established QA/QC procedures, which are tailored to each client's standards. Principal-in-Charge Laura Cabral, PLS and Sr. Project Manager Chris Cintean oversees contract management, staffing assignments, and adherence to schedule and budget goals. This structured approach supports concurrent management of multiple task orders while maintaining the flexibility to adapt to District needs.

## HANDLING PROJECT DELAYS

With decades of experience serving public agencies across Northern California, Sandis understands the permitting and approval processes that can affect schedules. Our approach is to identify potential obstacles early, coordinate proactively with reviewing agencies, and keep the District informed at every step. When unforeseen delays occur, we immediately communicate impacts and mitigation options—ensuring transparency, maintaining progress, and safeguarding project quality.

## RECENT PROJECTS

### RECENT K-12 PROJECTS

Sandis has over six decades of experience in the surveying industry. Sandis has successfully completed hundreds of surveying projects for K-12 clients including the Oakland Unified School District, the Santa Clara Unified School District, the Berkeley Unified School District, and more. Sandis has provided surveying services similar in scope to a number of local Districts. Our specific work includes:

School District	Recent K-12 Project Experience	
Oakland	Castlemont High School Field	Surveying, QSD/P services
	Garfield Elementary	Record and Boundary Surveying, Utility Locating
	Global Family Elementary	Surveying
	Sequoia Elementary	Surveying, Utility Locating
	Rudsdale High School	Surveying, Utility Locating
	East Oakland Pride	Record and Boundary Surveying, Utility Locating
	Laurel Child Development Center	Surveying, Civil Engineering, Utility Locating
	Thornhill Elementary	Topographic Survey, Construction Documentation/Admin
	Melrose Leadership Academy	Record Boundary and Topographic Survey
	Kaiser Elementary	Record Boundary, Topographic Survey, Utility Locating
Santa Clara	Wilcox High School	Topographic Survey, Utility Locating, Civil Engineering
	Agnews Campus & Zanker Road Improvements	Surveying, Civil Engineering, Traffic Engineering
	Peterson Middle School	Surveying, Utility Locating
	Patrick Henry School Site	Topographic Survey, Boundary Survey, Record of Survey, Utility Locating
	Santa Clara High School Baseball Infield	Supplemental Topographic Survey
	Buscher Middle School	Utility Locating
	Wilson School	Utility Locating
Berkeley	Franklin Preschool	ADA Topographic Survey, Boundary Survey
	Sylvia Mendez Elementary School	ADA Topographic Survey, Boundary Survey
	Berkeley High School Parking Lot	ADA Topographic Survey, Boundary Survey, Utility Locating

## OAKLAND UNIFIED SCHOOL DISTRICT PROJECTS



### INTERNATIONAL COMMUNITY SCHOOL AND OAKLAND HIGH SCHOOL FIELD REPLACEMENTS

**Project Scope** Sandis is providing surveying services for field replacement projects to provide surface grades for use in accessibility improvements, confirm field and track slopes, and map visible utilities. For Oakland High School and the International Community School, additional ground elevations and surveys are needed to capture detailed areas associated with the path of travel and other hardscape, including the finish surface of the field edge and track/hardscape around the entire perimeter, and ground surveys at parking areas and for the path of travel to the field.

#### Contact Person

**Mark Baginski**, Principal  
**Verde Design, Inc.**

2455 The Alameda, Santa Clara, CA 95050  
mark@verdedesigninc.com  
408.823.1514

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cinteau, PLS *Sr. Project Manager*

**Total Contract Amount** \$31,400



### EAST OAKLAND PRIDE

**Project Scope** This project included the replacement of all of the asphalt at the site and included a new drop-off and pick-up area for students. The project also included the addition of new green spaces and gardens, new sports courts and other play yards beautification enhancements for the school.

Sandis provided a record boundary and topographic survey, utility locating, and construction staking services for this project.

#### Client Reference

**Shivani More**, Project Manager  
**Oakland Unified School District Department of Facilities Planning and Management**  
shivani.more@ousd.org

#### Sandis Project Managers

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cinteau, PLS *Sr. Project Manager*

**Total Contract Amount** \$55,050 (survey and UL),  
\$30,530 (construction staking)

Oakland, CA  
2023 - Active

## OAKLAND UNIFIED SCHOOL DISTRICT MODERNIZATION PROJECTS

Sandis is currently assisting the District on several school modernization contracts involving multiple campuses per contract, providing comprehensive surveying and utility locating services.

Sandis provided topographic surveying and utility locating services for the following school campuses under a modernization contract:

### Bridges Academy

The project included upgrades to outdoor play areas and creation of a new nature-exploration zone as part of OUSD's Living Schoolyards initiative.

### Stonehurst Elementary

Phase II site improvements introduced new outdoor classrooms, play surfaces, pathways, and drainage infrastructure as part of the campus modernization program.

### Reach Academy

Improvements at REACH Academy included playground upgrades, new safety surfacing, and landscape and irrigation enhancements to support a more engaging outdoor environment.

### Client Reference

**Jonah Ortega**, Project Engineer  
**Oakland Unified School District**  
955 High Street  
Oakland, CA 94601  
510.449.3388  
jonah.ortega@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cinteau, PLS *Sr. Project Manager*

**Total Contract Amount** \$43,780

Sandis also provided topographic surveying and mechanical utility locating for the following campus projects:

### Harriet Tubman Child Development Center

A campus-wide playground revitalization featuring updated nature-play elements, new surfacing, drainage and irrigation improvements as part of the District's site-improvement program.

### Jefferson Early Education Center

A play-area upgrade on the campus with removal of old structures, installation of new play surface and landscape amenities, supporting the early-education environment.

### Oakland Academy of Knowledge

Outdoor campus enhancements including new play zones, pathway and surface improvements, aligned with the District's modernization of TK-5 facilities.

### Highland Child Development Center

A preschool site improvement project incorporating upgraded outdoor learning/play spaces, new surfacing and planting, supporting the campus's modernization goals.

### Client Reference

**Tanisha L Bacon**, Project Engineer  
Cordoba Corporation, **Oakland Unified School District**  
955 High Street Oakland, CA 94601,  
949.685.0348, tanisha.bacon@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cinteau, PLS *Sr. Project Manager*

**Total Contract Amount** \$55,550

Sandis also provided topographic surveying and mechanical utility locating for the following modernization projects:

### Manzanita Community School

Campus-yard and landscape upgrades accommodated new outdoor learning/play zones as part of OUSD's site improvement initiative.

### Bella Vista Elementary School

Site improvement work supported modernization of campus outdoor infrastructure and recreation spaces under OUSD's multi-site-improvement program.

### Piedmont Avenue Elementary School

Site improvements included upgrades to play surfaces, pathways, and utility infrastructure as part of OUSD's modernization efforts.

### Client Reference

**Muhanad Amous**  
**Oakland Unified School District**  
955 High Street, Oakland, CA 94601  
408.613.5703  
Muhanad.amous@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cinteau, PLS *Sr. Project Manager*

**Total Contract Amount** \$53,878

## OAKLAND UNIFIED SCHOOL DISTRICT MEASURE Y BOND PROJECTS



### MELROSE ACADEMY

Part of Sandis' as-needed services contract, this project falls under the Measure Y Bond projects.

The community's vision developed through participatory design is to replace their vast asphalt expanses with gardens, fruit trees, outdoor classrooms, vegetated swales, nature play areas, a grass field, and a significant number of shade trees.

Renovation of school campus to create shaded green space and accessible path of travel. Work includes construction of new ADA ramps, ADA modifications, turf field, shade structure, and new landscaping. ADA modifications include new handrails, new signage, and restroom modifications. Sandis is providing Record Boundary and Topographic Surveys for the project. Mapping school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis is also providing underground utility locating services.

Sandis is also working with the project architects to provide surveying, site assessment, and schematic design services.

#### Contact Person

**Nicole Wells**, Project Manager  
**Oakland Unified School District Facilities**  
 955 High Street, Oakland, CA 94601  
 510.535.2726, Nicole.Wells@ousd.org

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
 Chris Cinteau, PLS *Sr. Sr. Project Manager*

**Total Contract Amount** \$32,470



### LAUREL CDC REPLACEMENT PROJECT

Part of Sandis' as-needed services contract, this project was completed under the Measure Y Bond projects.

This project is a part of the planned improvements for Various Measure Y Bond Program School Sites. The Laurel Child Development Center Replacement project included the demolition of an existing single-story modular building (approximately 7,400 s.f.) and associated play areas. The project aims to construct a new single-story building that provides equivalent spacing and includes 5 preschool classrooms, administrative offices, kitchen, and ancillary spaces. Sandis provided surveying and utility locating services for the following site improvements:

- Underground Utilities
- Retaining Walls
- Play Structures
- Landscaping
- Hardscape
- Bioswale
- Artificial Turf Playfield
- Public Right-of-way Improvements

#### Contact Person

**Mary Ledezma**, Project Manager  
**Facilities Planning & Management**  
**Oakland Unified School District**  
 955 High Street, Oakland, CA 94601  
 510.535.7055, mary.ledezma@ousd.org

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
 Chris Cinteau, PLS *Sr. Sr. Project Manager*

**Total Contract Amount** \$90,255



May 20, 2026

Project No: 726TBD

Oakland Unified School District  
 Preston Thomas, Chief Systems and Services Officer  
 Department of Facilities Planning and Management  
 955 High Street, Oakland, CA

**RE: SKYLINE HIGH SCHOOL - 26043  
 12250 SKYLINE BLVD, OAKLAND, CA**

Dear Preston,

Thank you for the opportunity to submit our proposal to provide surveying services for the above-referenced project. Our proposal is based on the RFQ/P Land Surveying Services for Skyline High School Project 26043 issued on May 11, 2026 and any subsequent addendums.

We propose to provide the following scope of services:



## **SURVEYING SERVICES**

### **RECORD BOUNDARY AND TOPOGRAPHIC SURVEY**

**\$53,000**

- Determine extent of existing property lines, right-of-way lines and easements as defined by and analysis of available record maps, deeds, title report, and physical evidence. Preliminary Title Reports with reference documents for the properties in question to be provided by the District. This is not a complete boundary survey made in conformance with the requirements of the Professional Land Surveyor's Act, and additional surveying and the filing of a Record of Survey may be necessary to establish the true position of the parcel boundaries.
- Provide field work, office calculations and drafting to produce a topographic survey at 1"=20' scale to fit on a 24x36 or 30x42 sheet layout.
- Among other relevant site features, this survey will show the following:
  - Building footprints with building corner spot elevations.
  - Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies). Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies).
  - Spot elevations at top and bottom landing of each side of exterior stairways and corner spot elevations at landing 5 feet from top and bottom nosing of stair.
  - Locations of all utilities above and below grade by type (i.e., power, gas, sanitary, storm, sewer, telephone, domestic water, irrigation, telecommunication, etc.).
  - Depth of all gravity utility systems based on inverts measured at accessible structures.
  - Location of utility manhole, vaults, transformers, switchgears, cleanouts, etc.
- Mapping of school property to extend out to the face of curbs opposite the district property for all streets surrounding the site.
- Mechanical detection of existing utilities is included as a separate task item.



May 20, 2026  
Skyline HS Project 26043

- Contours will be shown at one (1) foot intervals or as appropriate to clearly define the slopes. Spot elevations collected by ground surveys, including finish floor elevations, will be shown to an accuracy of 0.01' (one hundredth) of a foot. Heavily brushed areas will be defined at the perimeter. Brush clearing will be the responsibility of the client if ground elevations need to be collected in those areas.
- Sandis surveyors may utilize Aerial survey techniques if deemed appropriate for scope and site features. Aerial Survey will be supplemented with conventional survey for utility information and survey under trees or areas not visible from above. Aerial spot elevations for Aerial Survey will be shown to an accuracy of  $\pm 0.1$  (one tenth) of a foot.

## UTILITY LOCATING

### **MECHANICAL LOCATING SERVICES (UNDERGROUND UTILITY LOCATING)**

**\$27,000**

- Provide utility designation to determine the horizontal position of existing subsurface utilities within the project scope limits. Utilities will be located using standard locating methods pursuant to California Government Code section 4216 through 4216.9. The horizontal and vertical location of utility data will be collected. Field conditions may affect the thoroughness of our survey and only excavation/potholing will reveal the locations of such utilities. If storm or sewer lines are clogged with debris, it is at the client's discretion and responsibility to have those lines flushed for utility locating to resume.
- Utility locations will be marked in the field using standard APWA color coded paint, stakes, or a combination thereof based on site conditions. Chalk paint can be substituted upon request. Removal of utility marking via power washing or other methods is not included but can be provided as an additional service.
- Horizontal location of utility data will be collected and incorporated into the topographic survey.
- Removal of utility marking via power washing or other methods is not included but can be provided as an additional service.

### **ADDITIONAL SERVICES**

**\$8,000**

- 10% contingency fee used to cover potential additional services subject to District approval.

Regards

**SANDIS**  


Chris Cinteau, PLS  
Project Manager



Laura Cabral, PLS  
Vice President

# APPENDIX



## LAURA CABRAL, PLS

### PRINCIPAL-IN-CHARGE

#### About

Laura has over 38 years of surveying experience and has been actively involved in hundreds of surveying contracts for public agency and infrastructure related work. As a land surveyor with extensive topographic surveying knowledge in the public works sector, Laura understands the importance of design-level accurate surveys. Laura's experience, coupled with her ability to effectively manage quick response survey requests, make her an invaluable asset to this team. As Principal-in-Charge, Laura will lead the team in delivering quality surveying services on every project.

#### Relevant Experience

**Oakland Unified School District As-Needed Surveying** Oakland, CA  
**Principal-in-Charge.** Sandis is providing surveying services for a number of OUSD projects. Laura is overseeing the entirety of the contract and working with the School District to ensure Sandis' deliverables are of the highest quality for the District.

**OUSD Melrose Leadership Academy** Oakland, CA  
**Principal-in-Charge.** Sandis provided Record Boundary and Topographic Surveys for the project. Mapping school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating.

**Moraga School District School Modernization Project** Moraga, CA  
**Principal-in-Charge.** Sandis is currently providing record boundary and topographic surveying services for the Moraga Schools Modernization Project. Sandis is providing surveying for Camino Pablo, Donald Rheem, Los Perales, and Joaquin Moraga Intermediate schools.

**Santa Clara Unified School District As-Needed Surveying** Oakland, CA  
**Principal-in-Charge.** Sandis is providing surveying services for a number of sites throughout Santa Clara. Projects include upgrades to the Wilcox High School, new construction at the Patrick Henry School site, and Agnews campus off-site upgrades. Laura is working with the School District to ensure Sandis deliverables are of the highest quality.

**San Francisco Unified School District Measure J Bond Projects**  
 San Francisco, CA  
**Principal-in-Charge.** Sandis is providing extensive construction staking services for a number of sites throughout the District. Laura serves as Principal-in-Charge and works as the liaison between Sandis and the District, ensuring Sandis meets all deliverables on-time and within budget.

**Castilleja School Underground Parking Garage** Palo Alto, CA  
**Principal-in-Charge.** Sandis is providing surveying, utility locating, QSD/P and civil engineering services for the construction of an underground parking garage to help alleviate traffic from steadily increased enrollment.



**38 Years of Experience**  
 38 Years with Sandis

**Professional Land Surveyor**  
 California #7756

**Additional Relevant Experience**  
**Andrew Hill High School New Classroom Building** San Jose, CA  
**Principal-in-Charge.** Sandis provided construction staking services for a building addition to the campus.

**SFUSD Hillcrest Elementary School**  
 San Francisco, CA  
**Principal-in-Charge.** Sandis provided surveying services for Hillcrest Elementary School including a topographic survey, boundary survey, and utilities survey.

**City of San Jose Master Services Agreement** San Jose, CA  
**Principal-in-Charge.** Sandis is providing as-needed comprehensive engineering and surveying services for various City of San Jose facility capital projects. Laura oversaw the Sandis survey team, providing contract guidance and QA/QC services.

**San Francisco Public Works On-Call Surveying Services**  
 San Francisco, CA  
**Principal-in-Charge** Sandis' focus is on providing topographic, boundary and utility surveys across the City.

## CHRIS CINTEAN, PLS

### SR. PROJECT MANAGER

#### About

Chris has 23 years of experience in land surveying and has worked with both the public and private sectors. Chris' expertise is enhanced by his wealth of experience in the preparation of boundary and topographic surveys. Chris has extensive experience providing surveying services to K-12 school Districts, including OUSD. He will serve as the Sr. Project Manager for the contract and lead the day-to-day project requirements.

#### Relevant Experience

##### **OUSD School Modernization Projects** Oakland, CA

**Sr. Project Manager.** Sandis is providing topographic surveying and utility locating for a number of school facilities that are in the process of modernization. School sites include Jefferson Elementary, Highland CDC, Oakland Academy of Knowledge, and Harriet Tubman CDC.

##### **OUSD Melrose Leadership Academy** Oakland, CA

**Sr. Project Manager.** Sandis provided Record Boundary and Topographic Surveys for the project. This project included the mapping of school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating services. Chris is also working with the project architect to provide surveying, site assessment, and schematic design services.

##### **OUSD Sequoia Elementary School** Oakland, CA

**Sr. Project Manager.** Sandis is providing surveying and utility locating services for the school. Chris serves as the Sr. Project Manager for this contract with OUSD and is providing project management and coordination.

##### **OUSD Garfield Elementary School Modernization** Oakland, CA

**Sr. Project Manager.** Sandis is providing surveying and utility locating services in preparation for modernization projects at Garfield Elementary School. The survey scope includes a record boundary and topographic survey and underground utility locating. Chris is providing project management and overseeing survey services.

##### **OUSD East Oakland Pride** Oakland, CA

**Sr. Project Manager.** Sandis provided surveying and utility locating services for site improvements at East Oakland Pride. Improvements included the addition of new green spaces and gardens, new sports courts, and other play yards beautification enhancements.

##### **Santa Clara Unified School District (SCUSD) As-Needed Surveying**

Santa Clara, CA | **Sr. Project Manager.** Sandis is providing surveying services for a number of sites throughout Santa Clara. Projects include upgrades to the Wilcox High School, new construction at the Patrick Henry School site, and Agnews campus off-site upgrades. Chris works closely with the District to ensure Sandis' services are performed on time and within budget.



#### 23 Years of Experience

11 Years with Sandis

#### Professional Land Surveyor

California #8941

#### Associates of Art

San Joaquin Delta College and San Jose Evergreen Valley College

#### Additional Relevant Experience

##### **Moraga School District School Modernization Project** Moraga, CA

**Sr. Project Manager.** Sandis is currently providing record boundary and topographic surveying services for the Moraga Schools Modernization Project. Sandis is providing surveying for Camino Pablo, Donald Rheem, Los Perales, and Joaquin Moraga Intermediate schools.

##### **Carlmont High School**

Redwood City, CA | **Sr. Project Manager.** Sandis provided as-needed surveying services for the City's Sewer Replacement Project. Topographic surveys; underground utility locating.

##### **San Francisco Unified School District Hillcrest Elementary School**

San Francisco, CA | **Sr. Project Manager.** Sandis provided surveying services for Hillcrest Elementary School including a topographic survey, boundary survey, and utilities survey.

## FELIPE VERA, PLS

### PROJECT MANAGER, UTILITY LOCATING

#### About

Felipe brings more than 33 years of land surveying and utility locating expertise to his role as Project Manager. He has managed surveying efforts for some of the Bay Area's most high-profile projects, including Apple Campus, Moffett Towers, Sunnyvale Town Center, and Earthquake Stadium in San Jose. At Sandis, Felipe leverages his extensive local experience to lead surveying, construction staking, and utility locating projects. He coordinates closely with the survey and UL field crews, ensuring that the Sandis team delivers the highest level of precision and reliability to our clients.

#### Relevant Experience

##### Oakland Unified School District (OUSD) Roosevelt Middle School

**Modernization** Oakland, CA | **Project Manager.** Sandis provided construction staking services for the Roosevelt Middle School Modernization project. Construction staking services included finish grade sawcut, building and restroom layout, calculations and management, and stormdrain, sanitary sewer and water services.

##### OUSD Coliseum College Prep Academy Oakland, CA

**Project Manager, Utility Locating.** The District is investing in the transformation of Coliseum College Prep Academy to expand learning opportunities and provide modernized facilities for its students. Sandis is providing comprehensive land surveying services to support design and construction. Services include record boundary and topographic surveying as well as underground utility locating, ensuring accurate site data for design integration, utility coordination, and long-term infrastructure planning.

##### OUSD Skyline High School Sports Field Lighting Replacement Oakland, CA

**Project Manager, Utility Locating.** Sandis is providing utility locating services, base map preparation, record boundary, and field topographic surveying services, for Skyline High School. The District intends to replace the sport field's lighting to increase visibility at night. The objective of the land survey is to perform limited site mapping and underground utility locations to support the installation of new field lights.

##### OUSD Garfield Elementary School Modernization Oakland, CA

**Project Manager, Utility Locating.** Sandis is providing surveying and utility locating services in preparation for modernization projects at Garfield Elementary School. The survey scope includes a record boundary and topographic survey and underground utility locating

##### Cox Academy Elementary School Modernization Oakland, CA

**Project Manager.** Sandis is providing construction staking services for the Cox Academy Elementary School Modernization project. Construction staking services include control verification, GPS control, stormdrain and water, electric and gas, sawcut, finish grade, Building D structural layout, calculations and management, and stormwater management.



#### 33 Years of Experience

2 Years with Sandis

#### B.S. Geomatic Engineering

Fresno State University

#### Professional Land Surveyor

California #8600

#### Relevant Experience Continued

##### Livermore High School Softball Field

Livermore, CA | **Project Manager, Survey and Utility Locating.**

Sandis provided utility locating and construction staking services for the softball field at Livermore High School. Construction staking services included control verification and benchmarks, stormdrain and bioretention, GPS control, finish grade site, tension post/dugout layout, fence, and calculations and management.

##### Santa Clara Unified School District

##### As-Needed Surveying

Santa Clara, CA | **Project Manager, Utility Locating.** Sandis is providing

surveying and utility locating services for a number of sites throughout the SCUSD.

##### Vista del Lago High School Pool Renovation

Folsom, CA **Project Manager.** Sandis is providing construction staking services for the pool renovation at Vista del Lago High School. As Project Manager, Felipe is overseeing Sandis' services and providing project management and coordination.

## ALEXI ROSICHAN, PLS

### SR. PROJECT SURVEYOR

#### About

Alexi offers over 11 years of land surveying experience. He has managed projects and overseen multiple field crews from initial research through final deliverables. His experience includes boundary, topographic, ALTA/NSPS, construction, and flood certification surveys, along with GPS/Geodetic operations and grid-to-ground computations. Alexi values collaboration and has worked with engineers, planners, and local agencies across seven counties to resolve site challenges and deliver high-quality deliverables on time and within budget.

#### Relevant Experience

##### **San Francisco Unified School District (SFUSD) Jefferson Early Education School Phase 1 & 2** San Francisco, CA

**Sr. Project Surveyor.** Sandis is providing topographic and utility surveying services to the San Francisco Unified School District at Jefferson Early Education School. This project consists of two phases. Phase 1 consists of a topographic survey including a basemap survey and an underground utility investigation. Phase 2 consists of updating the topographic survey and utility investigation after the architect's design scope is defined.

##### **SFUSD Balboa High School Modernization Project** San Francisco, CA

**Sr. Project Surveyor.** Balboa High School is undergoing a major modernization including seismic upgrades, new roofing, and a renovated garden with the students being relocated to another campus during renovations. To support modernization efforts, Alexi is providing topographic and basemap surveying for the project.

##### **Los Altos School District (LASD) San Antonio Campus Site Investigation**

Los Altos, CA | **Sr. Project Surveyor.** Sandis is providing survey, utility locating, and construction staking services for the LASD San Antonio Campus. Services included control verification, site boundary, site element, and underground utility locating. As Sr. Project Surveyor, Alexi is responsible for drafting the topographic boundary survey and for plan reviews.

##### **Edna Maguire Elementary School** Mill Valley, CA

**Sr. Project Surveyor.** Sandis is providing surveying services for the Edna Maguire Elementary School. Services include a topographic survey, boundary survey, and underground utility locating. Alexi is involved in the drafting and reviewing the surveys as well as performing plan reviews.

##### **City of Ceres On-Call Surveying Services** Ceres, CA

**Sr. Project Surveyor.** Sandis is supporting the City of Ceres by providing on-call land surveying and acting city surveyor services for signing and approving maps. Services include staff augmentation and technical review of parcel maps, final maps, lot mergers, lot line adjustments, plat maps, and legal descriptions for compliance with the Subdivision Map Act, City Subdivision Ordinance, and professional surveying standards.



#### 11 Years of Experience

1 Year with Sandis

#### B.S. Physical Anthropology

University of California, Santa Cruz

#### Professional Land Surveyor

California #9965

#### Relevant Experience Continued

##### **City of Burlingame Map Review Services** Burlingame, CA

**Sr. Project Surveyor.** As part of Sandis' on-call contract with the City of Burlingame, Sandis is providing map review services for a private development project at 1113-1115 Paloma Avenue. Services include technical review of survey and subdivision mapping documents for consistency with City standards, Subdivision Map Act requirements, and applicable local ordinances, supporting the City's planning and entitlement review process.

##### **401 Broadway** Oakland, CA

**Sr. Project Surveyor.** Sandis is providing engineering and surveying for an affordable and market rate housing development with some commercial space being developed by Related and EBALDC in Oakland. Alexi is assisting with the topographic and boundary survey for the project.



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
3/25/2026

**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 have ADDITIONAL INSURED provisions or 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).**

<b>PRODUCER</b> Cavignac 451 A Street, Suite 1800 San Diego CA 92101	<b>CONTACT NAME:</b> Certificate Department <b>PHONE (A/C No, Ext):</b> 619-234-6848 <b>FAX (A/C, No):</b> 619-234-8601 <b>E-MAIL ADDRESS:</b> certificates@cavignac.com														
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INSURER E :															
INSURER F :															
<b>INSURED</b> Sandis Civil Engineers Surveyors Planners 3007 Douglas Boulevard, Suite 105 Roseville, CA 95020	SANDCIV-01														

**COVERAGES CERTIFICATE NUMBER: 2063834662 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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Cross Liab. Inc. <input checked="" type="checkbox"/> XCU Included GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			TB2Z91482050026	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			AS6Z91482050016	3/3/2026	3/3/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			TH7Z91482050056	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC2Z91482050036	3/3/2026	3/3/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B A	Business Personal Property Professional Liability			YW2Z91482050046 C36AB6260301	3/3/2026 3/3/2026	3/3/2027 3/3/2027	Limit \$ 1,705,000 Each Claim \$ 5,000,000 Aggregate \$ 7,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 For Informational Purposes Only. Excess/Umbrella policy follows form over underlying policies: General Liability, Auto Liability & Employers Liability (additional insured and waiver of subrogation apply when afforded on underlying policies). Professional Liability - Claims made form, defense costs included within limit. Property - Special form, replacement cost.

<b>CERTIFICATE HOLDER</b>  Specimen Certificate	<b>CANCELLATION</b>  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 
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Oakland Unified School District  
Local Business Utilization



LOCAL BUSINESS PARTICIPATION WORKSHEET

Prime	Sandis Civil Engineers Surveyors Planners	Bid Opening Date	May 20, 2026
Project Name	Land Surveying Services at Skyline High School	Time:	2:00 pm
Project Number	26043	Project Manager:	Colland Jang and Victor Manansala
Proposed Total Contract Amount	\$88,000	Architect:	N/A

BASE BID AMOUNT

Proposed Total SLBE Amount (%)  %

Small, Local Business Enterprise(s)/Small Emerging, Local Business Enterprise(s)	Total Amount of Contract (as a \$ amount)	Local Business Enterprise (LBE)	Small, Local Business Enterprise (SLBE)	Small, Local Resident Business Enterprise (SLRBE)								
<table border="1"> <tr> <td>Company Name</td> <td>Certifying Agency</td> </tr> <tr> <td>Sandis Civil Engineers Surveyors Planners</td> <td>City of Oakland</td> </tr> <tr> <td>Address, City/State</td> <td>Certification No. (if available)</td> </tr> <tr> <td>636 9th Street, Oakland, CA 94607</td> <td>0023806</td> </tr> </table>	Company Name	Certifying Agency	Sandis Civil Engineers Surveyors Planners	City of Oakland	Address, City/State	Certification No. (if available)	636 9th Street, Oakland, CA 94607	0023806	88000	100		
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<b>TOTAL PARTICIPATION</b>	\$ 88000	100 %	0 %	0 %								

APPROVAL - LBU Compliance Officer

NOTE: All Local Business Utilization documentation must be included with bid form at the time of bid opening.

## CITY OF OAKLAND



DALZIEL BUILDING • 250 FRANK H. OGAWA PLAZA, SUITE 3341 • OAKLAND, CALIFORNIA 94612

## Department of Workplace and Employment Standards

(510) 238-3970  
 FAX (510) 238-3363  
 TDD (510) 238-2007

October 1, 2025

Mike Kuykendall  
 Sandis Civil Engineers Surveyors Planners  
 636 9th Street  
 Oakland, CA 94607

RE: Certification as a Local Business Enterprise (LBE) with the City of Oakland's Local and Small Local Business Enterprise Program

Greetings Mike:

Congratulations! We are pleased to inform you that Sandis Civil Engineers Surveyors Planners has been certified as a Local Business Enterprise (LBE) by the Department of Workplace and Employment Standards. The City of Oakland has established the L/SLBE Program in order to provide greater economic opportunities for its residents and businesses, to stimulate economic development, and to strengthen the Oakland economy.

This Local Business Enterprise (LBE) certification is valid until September 30, 2027. After two years, your business is required to apply for recertification in order to remain certified with the City of Oakland provided your business continues to meet the eligibility criteria set forth in the City of Oakland's Local and Small Local Business Enterprise Program. Please review the L/SLBE Program (<https://cao-94612.s3.us-west-2.amazonaws.com/documents/City-of-Oakland-Local-Small-Local-Business-Program-10-2-2024.pdf>) to ensure your business maintains compliance with the program.

Sandis Civil Engineers Surveyors Planners will be listed in the City of Oakland's Directory of Local and Small Local Business Enterprises (L/SLBE) in the specialty area (s) **listed below**. The Directory can be accessed via the internet at <https://oaklandca.diversitycompliance.com/>.

The following table lists the North American Industry Classification System (NAICS) Code (s) and description(s) that have been assigned to your company in accordance with the service(s) your firm render(s).

**NAICS: SPECIALTY DESCRIPTION**

NAICS 541330: ENGINEERING SERVICES  
 NAICS 541370: SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES

If you have any questions regarding your L/SLBE certification you may email the City of Oakland at [certification@oaklandca.gov](mailto:certification@oaklandca.gov) or call (510) 238-3970.

Sincerely,  
 Certification Unit  
 Department of Workplace and Employment Standards



# PORT OF OAKLAND

July 31, 2025

Mike Kuykendall  
Sandis Civil Engineers Surveyors Planners  
636 9<sup>th</sup> Street  
Oakland, California 94607

**Certification ID:** 9818-25  
**Re: Port of Oakland Certification Approval**

Dear Mike Kuykendall:

Congratulations! The Port of Oakland has certified your local firm as indicated below.

**Effective Date of Certification:** 07/31/2025

**Certification Type(s):**

- LIABE (Local Impact Area Business Enterprise)
- SBE (Small Business Enterprise)

**Certification NAICS Code(s):** 541330, 541370

**Expiration Date (Last Date of Certification):** 07/30/2027

If your business contact information (address, email, phone number) changes, you are required to notify our office immediately. Failure to do so may result in decertification.

Your company profile and contact information will be included online in the Port of Oakland's certified business list at [srd.portofoakland.com](http://srd.portofoakland.com). To proactively search for solicitations, you may search the Port of Oakland website at [www.portofoakland.com/business/bids-rfps/](http://www.portofoakland.com/business/bids-rfps/).

Should you require assistance, you may contact us at [SRDAdmin@portoakland.com](mailto:SRDAdmin@portoakland.com) or (510) 627-1627. Thank you for your interest in doing business with the Port of Oakland.

Sincerely,

Matt Davis  
Chief Public Engagement Officer

cc: file

530 Water Street • Jack London Square • P.O. Box 2064 • Oakland, California 94604-2064 Telephone: (510) 627-1100  
• Facsimile: (510) 627-1826 • Web Page: [www.portofoakland.com](http://www.portofoakland.com)



**Oakland Unified School District**  
 L/SL/RBE Verification  
 Calculations & Analysis Worksheet (RFQ/P)

**Site:** Skyline High School  
**Project Name:** Land Surveying Services  
**Project Number:** 26043

Prime	Sub/Prime	Proposed S/LBE Status	LBP Credit Given	Proposed Contract %	Minimum LBU Requirement Met	LBU Preference Points	Notes
Langan CA, Inc	Langan	n/a	LBE	100.00%	YES		LBU incomplete/not provided; However firm is a certified local business enterprise (LBE). Provided the listed firm performs 100% of the services outlined in the RFQP for this scope, firm will meet the District's LBU Requirement
<b>Total Proposed LBU Participation:</b>				<b>100.00%</b>		2 Pts	<b>This firm meets the minimum OUSD LBU requirements.</b>
Sandis Civil Engineers Surveyors Planners	Sandis	LBE	LBE	100.00%	YES		City of Oakland - LBE Confirmed LBE Credit Given
<b>Total Proposed LBU Participation:</b>				<b>100.00%</b>		2 Pts	<b>This firm meets the minimum OUSD LBU requirements.</b>

**LBU Recommendation**

- Full LBU Requirement:** The minimum local business utilization requirement of 50% is applicable for this contract. Firms must meet the entire 25% SLBE/SLRBE or more requirement and can utilize up to 25% LBE participation.
- LBU Modification -** Based on the availability analysis conducted for this specific RFP/Q, the District is waiving the entire 25% SLBE/SLRBE requirement. The minimum local business utilization requirement of 50% is applicable for this RFP/Q and can be met with 50% cumulative local business participation utilization (inclusive of SLBE and/or LBE participation.)
- LBU Reduction -** Based on the availability analysis, the LBU Requirement may be met with a modified 25% Cumulative Local Business Participation - inclusive of Small Local Business Enterprise (SLBE) and/or Local Business Enterprise (LBE) Participation.
- LBU Complete Waiver -** The District is waiving the entire 50% LBU participation requirement. Firms are not required to meet the 25% SLBE/SLRBE or 25% LBE requirement for this contract.
- LBU Exemption -** LBU Calculations provided for reference; Contract is exempt from LBU requirement however if firm awarded is a local firm, work may counted as an LBU Value Add for the District

**Responsive:** Based on the LBU Participation Worksheet, the Compliance Team finds the following firms responsive and eligible for contract award.

**Non Responsive:** Based on the LBU Participation Worksheet, the Compliance Team finds the following firms nonresponsive and ineligible for contract award.

Langan CA, Inc.  
 Sandis Civil Engineers Surveyors Planners

N/A

Approval - LBU Compliance Officer



Prepared by 360 Total Concept  
 LBU Calculations - Skyline High School - Land Surveying Services 9/2025  
 Professional Services



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/1/2026

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.

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<b>PRODUCER</b> Cavnagac 451 A Street, Suite 1800 San Diego CA 92101	<b>CONTACT NAME:</b> Certificate Department <b>PHONE (A/C, No, Ext):</b> 619-234-6848 <b>E-MAIL ADDRESS:</b> certificates@cavnagac.com	<b>FAX (A/C, No):</b> 619-234-8601
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Sandis Civil Engineers Surveyors Planners 3007 Douglas Boulevard, Suite 105 Roseville, CA 95020	<b>INSURER A :</b> Beazley America Insurance Company, Inc.	
	<b>INSURER B :</b> Liberty Mutual Fire Ins Co	
	<b>INSURER C :</b> The First Liberty Insurance Corporation	
	<b>INSURER D :</b> Liberty Insurance Corporation	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**

CERTIFICATE NUMBER: 350867223

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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	TB2Z91482050026	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	AS6Z91482050016	3/3/2026	3/3/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			TH7Z91482050056	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC2Z91482050036	3/3/2026	3/3/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			C36AB6260301	3/3/2026	3/3/2027	Each Claim \$ 5,000,000 Aggregate \$ 7,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Re: 726163, Elmhurst Middle School. Additional Insured coverage applies to General Liability and Automobile Liability for Oakland Unified School District and District Parties per policy form. Primary coverage applies to General Liability and Automobile Liability per policy form. Waiver of subrogation applies to General Liability, Automobile Liability, and Workers Compensation per policy form. Excess/Umbrella policy follows form over underlying policies: General Liability, Auto Liability & Employers Liability (additional insured and waiver of subrogation apply when afforded on underlying policies). Professional Liability - Claims made form, defense costs included within limit. If the insurance company elects to cancel or non-renew coverage for any reason other than nonpayment of premium they will provide 30 days notice of such cancellation or nonrenewal.

**CERTIFICATE HOLDER****CANCELLATION**

Oakland Unified School District  
 955 High Street  
 Oakland CA 94601

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

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

**AUTO ENHANCEMENT ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM**

- I. Newly Acquired or Formed Organizations
- II. Employees as Insureds
- III. **Lessor - Additional Insured and Loss Payee**
- IV. Supplementary Payments - Increased Limits
- V. Fellow Employee Coverage
- VI. Personal Property of Others
- VII. Additional Transportation Expense and Cost to Recover Stolen Auto
- VIII. Airbag Coverage
- IX. Tapes, Records and Discs Coverage
- X. Physical Damage Deductible - Single Deductible
- XI. Physical Damage Deductible - Glass
- XII. Physical Damage Deductible - Vehicle Tracking System
- XIII. Duties in Event of Accident, Claim, Suit or Loss
- XIV. Unintentional Failure to Disclose Hazards
- XV. Worldwide Liability Coverage - Hired and Nonowned Autos
- XVI. Hired Auto Physical Damage
- XVII. Auto Medical Payments Coverage Increased Limits
- XVIII. Drive Other Car Coverage - Broadened Coverage for Designated Individuals
- XIX. Rental Reimbursement Coverage
- XX. Notice of Cancellation or Nonrenewal
- XXI. Loan/Lease Payoff Coverage
- XXII. Limited Mexico Coverage
- XXIII. Waiver of Subrogation**

**I. NEWLY ACQUIRED OR FORMED ORGANIZATIONS**

Throughout this policy, the words "you" and "your" also refer to any organization you newly acquire or form, other than a partnership or joint venture, and over which you maintain ownership of more than 50 percent interest, provided:

- A.** There is no similar insurance available to that organization;
- B.** Unless you notify us to add coverage to your policy, the coverage under this provision is afforded only until:
  - 1. The 90th day after you acquire or form the organization; or
  - 2. The end of the policy period,whichever is earlier; and
- C.** The coverage does not apply to an "accident" which occurred before you acquired or formed the organization.

## II. EMPLOYEES AS INSUREDS

Paragraph **A.1. Who Is An Insured** of **SECTION II - COVERED AUTOS LIABILITY COVERAGE** is amended to add the following:

Your "employee" is an "insured" while using with your permission a covered "auto" you do not own, hire or borrow in your business or your personal affairs.

## III. LESSOR - ADDITIONAL INSURED AND LOSS PAYEE

**A.** Any "leased auto" will be considered an "auto" you own and not an "auto" you hire or borrow. The coverages provided under this section apply to any "leased auto" until the expiration date of this policy or until the lessor or his or her agent takes possession of the "leased auto" whichever occurs first.

**B.** For any "leased auto" that is a covered "auto" under **SECTION II - COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** provision is changed to include as an "insured" the lessor of the "leased auto". However, the lessor is an "insured" only for "bodily injury" or "property damage" resulting from the acts or omissions by:

1. You.
2. Any of your "employees" or agents; or
3. Any person, except the lessor or any "employee" or agent of the lessor, operating a "leased auto" with the permission of any of the above.

### **C. Loss Payee Clause**

1. We will pay, as interests may appear, you and the lessor of the "leased auto" for "loss" to the covered "leased auto".
2. The insurance covers the interest of the lessor of the "leased auto" unless the "loss" results from fraudulent acts or omissions on your part.
3. If we make any payment to the lessor of a "leased auto", we will obtain his or her rights against any other party.

### **D. Cancellation**

1. If we cancel the policy, we will mail notice to the lessor in accordance with the Cancellation Common Policy Condition.
2. If you cancel the policy, we will mail notice to the lessor.
3. Cancellation ends this agreement.

**E.** The lessor is not liable for payment of your premiums.

**F.** For purposes of this endorsement, the following definitions apply:

"Leased auto" means an "auto" which you lease for a period of six months or longer for use in your business, including any "temporary substitute" of such "leased auto".

"Temporary substitute" means an "auto" that is furnished as a substitute for a covered "auto" when the covered "auto" is out of service because of its breakdown, repair, servicing, "loss" or destruction.

#### **IV. SUPPLEMENTARY PAYMENTS - INCREASED LIMITS**

Subparagraphs **A.2.a.(2)** and **A.2.a.(4)** of **SECTION II - COVERED AUTOS LIABILITY COVERAGE** are deleted and replaced by the following:

- (2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

#### **V. FELLOW EMPLOYEE COVERAGE**

- A. Exclusion **B.5.** of **SECTION II - COVERED AUTOS LIABILITY COVERAGE** does not apply.
- B. For the purpose of Fellow Employee Coverage only, Paragraph **B.5.** of **SECTION IV - BUSINESS AUTO CONDITIONS** is changed as follows:

This Fellow Employee Coverage is excess over any other collectible insurance.

#### **VI. PERSONAL PROPERTY OF OTHERS**

Exclusion **6.** in **SECTION II - COVERED AUTOS LIABILITY COVERAGE** for a covered "auto" is amended to add the following:

This exclusion does not apply to "property damage" or "covered pollution cost or expense" involving "personal property" of your "employees" or others while such property is carried by the covered "auto". The Limit of Insurance for this coverage is \$5,000 per "accident". Payment under this coverage does not increase the Limit of Insurance.

For the purpose of this section of this endorsement, "personal property" is defined as any property that is not used in the individual's trade or business or held for the production or collection of income.

#### **VII. ADDITIONAL TRANSPORTATION EXPENSE AND COST TO RECOVER STOLEN AUTO**

- A. Paragraph **A.4.a.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended as follows:

The amount we will pay is increased to \$50 per day and to a maximum limit of \$1,000.

- B. Paragraph **A.4.a.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add the following:

If your business is shown in the Declarations as something other than an auto dealership, we will also pay up to \$1,000 for reasonable and necessary costs incurred by you to return a stolen covered "auto" from the place where it is recovered to its usual garaging location.

#### **VIII. AIRBAG COVERAGE**

Exclusion **B.3.a.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add the following:

This exclusion does not apply to the accidental discharge of an airbag.

#### **IX. TAPES, RECORDS AND DISCS COVERAGE**

Exclusion **B.4.a.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is deleted and replaced by the following:

- a. Tapes, records, discs or other similar audio, visual or data electronic devices designed for use with audio, visual or data electronic equipment except when the tapes, records, discs or other similar audio, visual or data electronic devices:

(1) Are your property or that of a family member; and

(2) Are in a covered "auto" at the time of "loss".

The most we will pay for "loss" is \$200. No Physical Damage Coverage deductible applies to this coverage.

#### **X. PHYSICAL DAMAGE DEDUCTIBLE - SINGLE DEDUCTIBLE**

Paragraph **D.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is deleted and replaced by the following:

##### **D. Deductible**

For each covered "auto", our obligation to pay for, repair, return or replace damaged or stolen property will be reduced by the applicable deductible shown in the Declarations. Any Comprehensive Coverage deductible shown in the Declarations does not apply to "loss" caused by fire or lightning.

When two or more covered "autos" sustain "loss" in the same collision, the total of all the "loss" for all the involved covered "autos" will be reduced by a single deductible, which will be the largest of all the deductibles applying to all such covered "autos".

#### **XI. PHYSICAL DAMAGE DEDUCTIBLE – GLASS**

Paragraph **D.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add the following:

No deductible applies to "loss" to glass if you elect to patch or repair it rather than replace it.

#### **XII. PHYSICAL DAMAGE DEDUCTIBLE - VEHICLE TRACKING SYSTEM**

Paragraph **D.** in **SECTION III - PHYSICAL DAMAGE COVERAGE** is amended to add:

Any Comprehensive Coverage Deductible shown in the Declarations will be reduced by 50% for any "loss" caused by theft if the vehicle is equipped with a vehicle tracking device such as a radio tracking device or a global positioning device and that device was the method of recovery of the vehicle.

#### **XIII. DUTIES IN EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS**

Subparagraphs **A.2.a.** and **A.2.b.** of **SECTION IV- BUSINESS AUTO CONDITIONS** are changed to:

**a.** In the event of "accident", claim, "suit" or "loss", your insurance manager or any other person you designate must notify us as soon as reasonably possible of such "accident", claim, "suit" or "loss". Such notice must include:

(1) How, when and where the "accident" or "loss" occurred;

(2) The "insured's" name and address; and

(3) To the extent possible, the names and addresses of any injured persons and witnesses.

Knowledge of an "accident", claim, "suit" or "loss" by your agent, servant or "employee" shall not be considered knowledge by you unless you, your insurance manager or any other person you designate has received notice of the "accident", claim, "suit" or "loss" from your agent, servant or "employee".

**b.** Additionally, you and any other involved "insured" must:

(1) Assume no obligation, make no payment or incur no expense without our consent, except at the "insured's" own cost.

- (2) Immediately send us copies of any request, demand, order, notice, summons or legal paper received concerning the claim or "suit".
- (3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit".
- (4) Authorize us to obtain medical records or other pertinent information.
- (5) Submit to examination, at our expense, by physicians of our choice, as often as we reasonably require.

#### **XIV. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS**

Paragraph **B.2.** in **SECTION IV - BUSINESS AUTO CONDITIONS** is amended to add the following:

Any unintentional failure to disclose all exposures or hazards existing as of the effective date of the Business Auto Coverage Form or at any time during the policy period will not invalidate or adversely affect the coverage for such exposure or hazard. However, you must report the undisclosed exposure or hazard to us as soon as reasonably possible after its discovery.

#### **XV. WORLDWIDE LIABILITY COVERAGE - HIRED AND NONOWNED AUTOS**

Condition **B.7.** in **SECTION IV - BUSINESS AUTO CONDITIONS** is amended to add the following:

For "accidents" resulting from the use or operation of covered "autos" you do not own, the coverage territory means all parts of the world subject to the following provisions:

- a. If claim is made or "suit" is brought against an "insured" outside of the United States of America, its territories and possessions, Puerto Rico and Canada, we shall have the right, but not the duty to investigate, negotiate, and settle or defend such claim or "suit".

If we do not exercise that right, the "insured" shall have the duty to investigate, negotiate, and settle or defend the claim or "suit" and we will reimburse the "insured" for the expenses reasonably incurred in connection with the investigation, settlement or defense. Reimbursement will be paid in the currency of the United States of America at the rate of exchange prevailing on the date of reimbursement.

The "insured" shall provide us with such information we shall reasonably request regarding such claim or "suit" and its investigation, negotiation, and settlement or defense.

The "insured" shall not agree to any settlement of the claim or "suit" without our consent. We shall not unreasonably withhold consent.

- b. We are not licensed to write insurance outside of the United States of America, its territories or possessions, Puerto Rico and Canada.

We will not furnish certificates of insurance or other evidence of insurance you may need for the purpose of complying with the laws of other countries relating to auto insurance.

Failure to comply with the auto insurance laws of other countries may result in fines or penalties. This insurance does not apply to such fines or penalties.

#### **XVI. HIRED AUTO PHYSICAL DAMAGE**

If no deductibles are shown in the Declarations for Physical Damage Coverage for Hired or Borrowed Autos, the following will apply:

- A. We will pay for "loss" under Comprehensive and Collision coverages to a covered "auto" of the private passenger type hired without an operator for use in your business:

1. The most we will pay for coverage afforded by this endorsement is the lesser of:
    - a. The actual cost to repair or replace such covered "auto" with other property of like kind and quality; or
    - b. The actual cash value of such covered "auto" at the time of the "loss".
  2. An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".
  3. If a repair or replacement results in better than like kind or quality, we will not pay for the amount of the betterment.
- B.** For each covered "auto", our obligation to pay for, repair, return or replace the covered "auto" will be reduced by any deductible shown in the Declarations that applies to private passenger "autos" that you own. If no applicable deductible is shown in the Declarations, the deductible will be \$250.

If the Declarations show other deductibles for Physical Damage Coverages for Hired or Borrowed Autos, this Section XVI of this endorsement does not apply.

- C.** Paragraph **A.4.b.** of **SECTION III - PHYSICAL DAMAGE COVERAGE** is replaced by the following:

**b. Loss of Use Expenses**

For Hired Auto Physical Damage provided by this endorsement, we will pay expenses for which an "insured" becomes legally responsible to pay for loss of use of a private passenger vehicle rented or hired without a driver, under a written rental contract or agreement. We will pay for loss of use expenses caused by:

- (1) Other than collision only if the Declarations indicate that Comprehensive Coverage is provided for any covered "auto";
- (2) Specified Causes of Loss only if the Declarations indicate that Specified Causes of Loss Coverage is provided for any covered "auto"; or
- (3) Collision only if the Declarations indicate that Collision Coverage is provided for any covered "auto".

However, the most we will pay under this coverage is \$30 per day, subject to a maximum of \$900.

**XVII. AUTO MEDICAL PAYMENTS COVERAGE - INCREASED LIMITS**

For any covered "loss", the Limit of Insurance for Auto Medical Payments will be double the limit shown in the Declarations if the "insured" was wearing a seat belt at the time of the "accident". This is the maximum amount we will pay for all covered medical expenses, regardless of the number of covered "autos", "insureds", premiums paid, claims made, or vehicles involved in the "accident".

If no limit of insurance for Auto Medical Payments is shown on the Declarations, this paragraph Section XVII of this endorsement does not apply.

**XVIII. DRIVE OTHER CAR COVERAGE - BROADENED COVERAGE FOR DESIGNATED INDIVIDUALS**

- A.** This endorsement amends only those coverages indicated with an "X" in the Drive Other Car section of the Schedule to this endorsement.

- B. SECTION II - COVERED AUTOS LIABILITY COVERAGE** is amended as follows:

1. Any "auto" you don't own, hire or borrow is a covered "auto" for Liability Coverage while being used by any individual named in the Drive Other Car section of the Schedule to this endorsement or by his or her spouse while a resident of the same household except:

- a. Any "auto" owned by that individual or by any member of his or her household; or
- b. Any "auto" used by that individual or his or her spouse while working in a business of selling, servicing, repairing or parking "autos".

2. The following is added to **Who Is An Insured**:

Any individual named in the Drive Other Car section of the Schedule to this endorsement and his or her spouse, while a resident of the same household, are "insureds" while using any covered "auto" described in Paragraph **B.1.** of this endorsement.

C. Auto Medical Payments, Uninsured Motorist, and Underinsured Motorist Coverages are amended as follows:

The following is added to **Who Is An Insured**:

Any individual named in the Drive Other Car section of the Schedule to this endorsement and his or her "family members" are "insured" while "occupying" or while a pedestrian when struck by any "auto" you don't own except:

Any "auto" owned by that individual or by any "family member".

D. **SECTION III - PHYSICAL DAMAGE COVERAGE** is changed as follows:

Any private passenger type "auto" you don't own, hire or borrow is a covered "auto" while in the care, custody or control of any individual named in the Drive Other Car section of the Schedule to this endorsement or his or her spouse while a resident of the same household except:

1. Any "auto" owned by that individual or by any member of his or her household; or
2. Any "auto" used by that individual or his or her spouse while working in a business of selling, servicing, repairing or parking "autos".

E. For purposes of this endorsement, **SECTION V - DEFINITIONS** is amended to add the following:

"Family member" means a person related to the individual named in the Drive Other Car section of the Schedule to this endorsement by blood, marriage or adoption who is a resident of the individual's household, including a ward or foster child.

## XIX. RENTAL REIMBURSEMENT COVERAGE

- A. For any owned covered "auto" for which Collision and Comprehensive Coverages are provided, we will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of a covered physical damage "loss" to an owned covered "auto". Such payment applies in addition to the otherwise applicable amount of physical damage coverage you have on a covered "auto". No deductibles apply to this coverage.
- B. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending with the earlier of the return or repair of the covered "auto", or the exhaustion of the coverage limit.
- C. Our payment is limited to the lesser of the following amounts:
  1. Necessary and actual expenses incurred; or
  2. \$30 per day with a maximum of \$900 in any one period.

- D. This coverage does not apply:
1. While there are spare or reserve "autos" available to you for your operations; or
  2. If coverage is provided by another endorsement attached to this policy.
- E. If a covered "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under Paragraph A.4. Coverage Extensions of **SECTION III – PHYSICAL DAMAGE COVERAGE** of the Business Auto Coverage Form or Section VII of this endorsement.

## XX. NOTICE OF CANCELLATION OR NONRENEWAL

- A. Paragraph A.2. of the **COMMON POLICY CONDITIONS** is changed to:
2. We may cancel or non-renew this policy by mailing written notice of cancellation or non-renewal to the Named Insured, and to any name(s) and address(es) shown in the Cancellation and Non-renewal Schedule:
    - a. For reasons of non-payment, the greater of:
      - (1) 10 days; or
      - (2) The number of days specified in any other Cancellation Condition attached to this policy; or
    - b. For reasons other than non-payment, the greater of:
      - (1) 60 days;
      - (2) The number of days shown in the Cancellation and Non-renewal Schedule; or
      - (3) The number of days specified in any other Cancellation Condition attached to this policy,prior to the effective date of the cancellation or non-renewal.
- B. All other terms of Paragraph A. of the **COMMON POLICY CONDITIONS**, and any amendments thereto, remain in full force and effect.

## XXI. LOAN/LEASE PAYOFF COVERAGE

The following is added to Paragraph C. **Limits Of Insurance** of **SECTION III - PHYSICAL DAMAGE COVERAGE**:

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the schedule or declarations for which Collision and Comprehensive Coverage apply, we will pay any unpaid amount due on the lease or loan for that covered "auto", less:

1. The amount paid under the **PHYSICAL DAMAGE COVERAGE SECTION** of the policy; and
2. Any:
  - a. Overdue lease/loan payments at the time of the "loss";
  - b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
  - c. Security deposits not returned by the lessor;
  - d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and

- e. Carry-over balances from previous loans or leases.

This coverage is limited to a maximum of \$1,500 for each covered "auto".

## XXII. LIMITED MEXICO COVERAGE

### WARNING

AUTO ACCIDENTS IN MEXICO ARE SUBJECT TO THE LAWS OF MEXICO ONLY - **NOT** THE LAWS OF THE UNITED STATES OF AMERICA. THE REPUBLIC OF MEXICO CONSIDERS ANY AUTO ACCIDENT A **CRIMINAL OFFENSE** AS WELL AS A CIVIL MATTER.

IN SOME CASES THE COVERAGE PROVIDED UNDER **THIS ENDORSEMENT MAY NOT BE RECOGNIZED BY THE MEXICAN AUTHORITIES** AND WE MAY NOT BE ALLOWED TO IMPLEMENT THIS COVERAGE AT ALL IN MEXICO. YOU SHOULD CONSIDER PURCHASING AUTO COVERAGE FROM A LICENSED MEXICAN INSURANCE COMPANY BEFORE DRIVING INTO MEXICO.

THIS ENDORSEMENT DOES NOT APPLY TO ACCIDENTS OR LOSSES WHICH OCCUR BEYOND 25 MILES FROM THE BOUNDARY OF THE UNITED STATES OF AMERICA.

### A. Coverage

1. Paragraph **B.7.** of **SECTION IV - BUSINESS AUTO CONDITIONS** is amended by the addition of the following:

The coverage territory is extended to include Mexico but only if all of the following criteria are met:

- a. The "accidents" or "loss" occurs within 25 miles of the United States border; and
- b. While on a trip into Mexico for 10 days or less.

2. For coverage provided by this section of the endorsement, Paragraph **B.5. Other Insurance** in **SECTION IV - BUSINESS AUTO CONDITIONS** is replaced by the following:

The insurance provided by this endorsement will be excess over any other collectible insurance.

### B. Physical Damage Coverage is amended by the addition of the following:

If a "loss" to a covered "auto" occurs in Mexico, we will pay for such "loss" in the United States. If the covered "auto" must be repaired in Mexico in order to be driven, we will not pay more than the actual cash value of such "loss" at the nearest United States point where the repairs can be made.

### C. Additional Exclusions

The following additional exclusions are added:

This insurance does not apply:

1. If the covered "auto" is not principally garaged and principally used in the United States.
2. To any "insured" who is not a resident of the United States.

## XXIII. WAIVER OF SUBROGATION

Paragraph **A.5.** in **SECTION IV - BUSINESS AUTO CONDITIONS** does not apply to any person or organization where the Named Insured has agreed, by written contract executed prior to the date of "accident", to waive rights of recovery against such person or organization.

**Schedule**

**Premium**

Liability  
Physical Damage  
Total Premium

<b>XVIII. Drive Other Car Name of Individual</b>	<b>LIAB</b>	<b>MP</b>	<b>UM</b>	<b>UIM</b>	<b>COMP</b>	<b>COLL</b>
------------------------------------------------------	-------------	-----------	-----------	------------	-------------	-------------

**XX. Notice of Cancellation or Nonrenewal  
Name and Address**

**Number of Days**

Policy Number: AS6Z91482050016  
Issued by: The First Liberty Insurance Corp.

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

**DESIGNATED INSURED - NONCONTRIBUTING**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
GARAGE COVERAGE FORM  
MOTOR CARRIERS COVERAGE FORM  
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage form.

**Schedule**

**Name of Person(s) or Organizations(s):**

Any person or organization whom you have agreed in writing to add as an additional insured, but only for the coverage and minimum limits of insurance required by the written agreement, and in no event to exceed either the scope of coverage or the limits of insurance provided by this policy.

**Regarding Designated Contract or Project:**

All

Each person or organization shown in the Schedule of this endorsement is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in Section II of the Coverage Form.

The following is added to the **Other Insurance Condition:**

If you have agreed in a written agreement that this policy will be primary and without right of contribution from any insurance in force for an Additional Insured for liability arising out of your operations, and the agreement was executed prior to the "bodily injury" or "property damage", then this insurance will be primary and we will not seek contribution from such insurance.

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

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

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Any person or organization for whom you have agreed in a written contract or agreement, prior to an "occurrence" or offense, that such person or organization be added as an additional insured to your policy, where the written contract or agreement obligates you to utilize the July 2004 version of the ISO CG 20 10 additional insured endorsement.	All locations/projects as required by a written contract or agreement entered into prior to an "occurrence" or offense.
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.

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

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Any person or organization for whom you have agreed in a written contract or agreement, prior to an "occurrence" or offense, that such person or organization be added as an additional insured to your policy, where the written contract or agreement obligates you to utilize the July 2004 version of the ISO CG 20 37 additional insured endorsement.	All projects
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**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" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

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

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us of Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule below because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule below.

### Schedule

**Name Of Person Or Organization:**

"As required by written contract or agreement entered into prior to loss."

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

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

**DESIGNATED CONSTRUCTION PROJECT OR DESIGNATED LOCATION  
COMBINED AGGREGATE LIMITS – WITH TOTAL AGGREGATE LIMIT  
FOR ALL PROJECTS AND LOCATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I - Coverage C, which can be attributed only to ongoing operations at a single designated construction project or a single designated "location":
1. A separate Designated General Aggregate Limit applies to each designated construction project and to each designated "location", and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
  2. The Designated General Aggregate Limit is the most we will pay for the sum of all damages under Section I - Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Section I - Coverage C regardless of the number of:
    - a. Insureds;
    - b. Claims made or "suits" brought; or
    - c. Persons or organizations making claims or bringing "suits".
  3. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the Designated General Aggregate Limit for that designated construction project or designated "location". Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated General Aggregate Limit for any other designated construction project or designated "location".
  4. The limits shown in the Declarations for Each Occurrence, Damage to Premises Rented to You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated General Aggregate Limit and the Total Aggregate Limit for all Projects and Locations.
  5. The Total Aggregate Limit for all Projects and Locations shown in the Schedule of this endorsement is the most we will pay for the sum of all damages caused by "occurrences" under Section I – Coverage A and all medical expenses caused by accidents under Section I – Coverage C which can be attributed only to ongoing operations at a designated construction project or designated "location" shown in the Schedule of this endorsement, regardless of the number of construction projects, "locations", "occurrences" or accidents.
  6. Each Designated General Aggregate Limit is subject to the Total Aggregate Limit for all Projects and Locations shown in the Schedule of this endorsement.
- B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I - Coverage C, which cannot be attributed only to ongoing operations at a single designated construction project or single designated "location":

1. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit, whichever is applicable; and
  2. Such payments shall not reduce any Designated General Aggregate Limit.
- C. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated General Aggregate Limit.
- D. If the applicable construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.
- E. For the purposes of this endorsement, the Definitions Section is amended by the addition of the following definition:
- "Location" means any premise that you occupy for permanent operations as part of your business, but does not include any premises at which you are performing operations as part of a construction project. All premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad shall be considered a single "location".
- F. The provisions of Section III - Limits Of Insurance not otherwise modified by this endorsement shall continue to apply as stipulated.

#### **Schedule**

**Designated Construction Project(s) or Designated Location(s):**

All "locations" and all construction projects at which you are performing ongoing operations.

**Total Aggregate Limit for all Projects and Locations:        \$ 15,000,000**

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

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

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

The additional premium for this endorsement shall be 2.0% of the California workers' compensation premium otherwise due on such remuneration.

**Schedule**

Additional premium is a percent of the California Manual Workers Compensation premium. Subject to a minimum premium charge of \$250 per policy.

Person or Organization  
Where required by contract or  
written agreement prior to loss and  
allowed by law.

Job Description

Issued by LM Insurance Corporation 27243

For attachment to Policy No. WC2Z91482050036

Effective Date 03/03/2026

Premium \$

Issued to Sandis Civil Engineers Surveyors Planners

Endorsement No.

## WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

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

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

### Schedule

Where required by contract or written agreement prior to loss and allowed by law.

In the state of AZ, the premium charge is 2.0% of the total manual premium, subject to a minimum premium of \$100 per policy.

In the states of NE and NV, the premium charge is 1.0% of the total manual premium, subject to a minimum premium of \$250 per policy.

Issued by LM Insurance Corporation 27243

For attachment to Policy No. WC2Z91482050036

Effective Date 03/03/2026

Premium \$

Issued to Sandis Civil Engineers Surveyors Planners

Endorsement No.



## DIVISION OF FACILITIES PLANNING AND MANAGEMENT ROUTING FORM

### Project Information

<b>Project Name</b>	Skyline HS Planning & Feasibility Study	<b>Site</b>	306
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### 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
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### Contractor Information

Contractor Name	Sandis Civil Engineering Surveyors & Planners	Agency's Contact	Laura Cabral				
OUSD Vendor ID #	003768	Title	Vice President				
Street Address	636 9 <sup>th</sup> Street	City	Oakland	State	CA	Zip	94607
Telephone	510-873-8866	Policy Expires					
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 #	26043						

### Term of Original/Amended Contract

Date Work Will Begin (i.e., effective date of contract)	06-25-2026	Date Work Will End By (not more than 5 years from start date; for construction contracts, enter planned completion date)	06-31-2028
		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)	\$88,000.00
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
9650/900	Fund 21/ Measure J	210- 9650- 0- 9000- 8500- 6260- 306- 9180- 9905- 9999- 26043	6260	\$88,000.00

### 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.

	<b>Division Head</b>	<b>Phone</b>	510-535-7038	<b>Fax</b>	510-535-7082
1.	<b>Executive Director, Facilities Planning and Management</b>				
	Signature <i>Pranita Ranbhise</i>	Date Approved			
2.	General Counsel, Department of Facilities Planning and Management				
	Signature <i>James Traber</i>	Date Approved	6/2/2026		
3.	Chief Systems & Service Officer, Facilities Planning and Management				
	Signature <i>P. Thomas</i>	Date Approved			
4.	Chief Financial Officer				
	Signature	Date Approved			
	President, Board of Education				

5.	Signature	Date Approved	
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**FILE ID 26-1432**

Board Office Use: <b>Legislative File Info.</b>	
File ID Number	26-1432
Introduction Date	06-24-2026
Enactment Number	
Enactment Date	



**OAKLAND UNIFIED SCHOOL DISTRICT**  
Community Schools, Thriving Students

## Memo

**To** Board of Education

**From** Denise Gail Saddler, Ed.D., Interim Superintendent  
Preston Thomas, Chief Systems and Services Officer  
Pranita Ranbhise, Executive Director, Facilities Planning & Management

**Board Meeting Date** June 24, 2026

**Subject** Master Agreement for General Services - Sandis Civil Engineers Surveyors and Planners - Land Surveying Services at Various School Sites– Division of Facilities Planning and Management

**Action Requested** Approval by the Board of Education of a **Master Agreement for General Services** by and between the **District** and **Sandis Civil Engineers Surveyors and Planners Oakland, CA**, for the latter to provide land surveying services at various school sites, in the not-to-exceed amount of \$0. The agreement shall commence on June 25, 2026 with an anticipated end date of June 30, 2028.

**Discussion** Consultant was 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%

**Recommendation** Approval by the Board of Education of a Master Agreement for General Services by and between the District and Sandis Civil Engineers Surveyors and Planners Oakland, CA, for the latter to provide land surveying services at various school sites, in the not-to-exceed amount of \$0. The agreement shall commence on June 25, 2026 with an anticipated end date of June 30, 2028.

**Fiscal Impact** All Funds:

- 01 General Fund;
- 14 Deferred Maintenance
- 21 Building Fund
- 25 Developer Fees
- 35 County Schools Facilities
- 40 Special Reserve for Capital Outlay Projects

**Attachments**

- 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.** 23-1432

**Department:** Facilities Planning and Management

**Vendor Name:** Sandis Civil Engineers, Surveyors, and Planners

**Project Name:** Land Surveying Services at Various School Sites Project No.: 25116

**Contract Term: Intended Start:** June 25, 2026

**Intended End:** June 30, 2028

**Total Cost Over Contract Term:** \$0.00

**Approved by:** Preston Thomas

**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?**

Consultant was selected through an RFP process, using a competitive process consistent with Government Code §§4526-4528 (Education Code §17070.50).

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

Provide land surveying services at various school sites.

**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?

[Empty box for answer to question 1)

2) Please check the competitive bidding exception relied upon:

Construction Contract:

- Price is at or under UPCCAA threshold of \$75,000 (as of 1/1/25)
- 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 \$114,800 or less (as of 1/1/25)
- No advantage to bidding (including sole source) – *contact legal counsel to discuss if applicable*

Purchasing Contract:

- Price is at or under bid threshold of \$114,800 (as of 1/1/25)
- 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 \$114,800 (as of 1/1/25)
- 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 was selected through an RFP process, using a competitive process consistent with Government Code §§4526-4528 (Education Code §17070.50).

**OAKLAND UNIFIED SCHOOL DISTRICT  
MASTER AGREEMENT FOR GENERAL SERVICES**

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This Master Agreement for General Services (“Agreement”) is made and entered into effective **June 25, 2026** (the “Effective Date”), by and between the Oakland Unified School District (“District”) and **Sandis Civil Engineers Surveyors and Planners** (“Contractor” and together with District, the “Parties”).

1. **Contractor Services.** Contractor agrees to provide land surveying services for the District from time to time pursuant to written project assignments executed by the Parties substantially in the form attached hereto as *Exhibit A* (each, a “Project Assignment”). Each Project Assignment shall identify the applicable services to be performed by Contractor (the “Services”), the applicable compensation, schedule, deliverables, and any project specific requirements. Contractor shall perform the Services (a) in accordance with the terms and subject to the conditions set out in the Project Assignment and this Agreement; (b) using personnel of required skills, experience, and qualifications; (c) in a timely, workmanlike, and professional manner; (d) in accordance with the highest professional standards in Contractor’s field; and (e) to the reasonable satisfaction of the District. Notwithstanding anything to the contrary, nothing in this Agreement shall be construed to prevent the District from itself performing services or from acquiring services from other providers that are similar to or identical to the Services. The Services are to be provided for any project described in an executed Project Assignment amendment (“Project”). This Agreement may be amended from time to time to include 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 of this Agreement shall begin on **June 25, 2026**, and shall end on **June 30, 2028** (“Term”), except as otherwise stated in Section 4 below, and Contractor shall complete the Services within the Term. District may extend the Term for up to three (3) additional one-year periods by providing written notice to Contractor. 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.** District may terminate this Agreement at any time by giving thirty (30) days advance written notice to Contractor. Notwithstanding the foregoing, District may terminate this Agreement at any time by giving written notice to Contractor if (1) Contractor materially breaches any of the terms of this Agreement; (2) 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; (3) Contractor is adjudged a bankrupt; (4) Contractor makes a general assignment for the benefit of creditors; (5) a receiver is appointed because of Contractor’s insolvency; or (6) Contractor or Contractor Parties fail to

comply with or make material representations as to the fingerprinting, criminal background check, and/or tuberculosis certification sections of this Agreement. Such termination shall be effective immediately upon Contractor's receipt of the notice.

5. **Payment of Fees for Services.** In consideration of the Services to be performed under this Agreement, District shall pay Contractor for Services satisfactorily rendered pursuant to this Agreement in the amounts stated in any executed Project Assignment. Unless otherwise indicated in a Project Assignment, the Fees shall be payable in monthly installments. Contractor shall provide monthly invoice of the Fees to District for Services rendered accompanied by documentation reasonably requested by District evidencing all charges, and District shall pay the undisputed amounts of such invoices within sixty (60) days of receipt of the invoice. Contractor shall not submit its invoices to District more frequently than monthly. Any disputed invoiced amount which cannot be resolved in good faith between the Parties within fifteen (15) business days shall be resolved in accordance with the dispute resolution section of this Agreement.

The Fees shall cover and include all sales and use taxes, duties, and charges of any kind imposed by any federal, state, or local governmental authority on amounts payable by Contractor and/or District under this Agreement, and in no event shall District be required to pay any additional amount to Contractor in connection with such taxes, duties, and charges, or any taxes imposed on, or regarding, Contractor's income, revenues, gross receipts, personnel, or real or personal property or other assets.

5.1 **Reimbursement for Certain Expenses.** Expenses will not be charged for Contractor's performance of these Services, with the exception of any listed in any executed Project Assignment.

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. The indemnification provided for in this Section 6 includes, without limitation to the foregoing, claims that may be made against District by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against District alleging civil rights violations by Contractor or Contractor Parties under the California Fair Employment and Housing Act ("FEHA").

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 Section 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 \$1,000,000 each occurrence and \$2,000,000 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate; (iii) worker’s compensation insurance as required by Labor Code section 3200, *et seq.*; and (iv) professional liability insurance covering errors and omissions in the amount of \$1,000,000 per occurrence. 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.** The Parties agree that Contractor is free from the control and direction of District in connection with Contractor’s performance of the Services. Contractor is hereby retained to provide the specified Services for District, which are outside the usual course of District’s business. Contractor certifies that it is customarily engaged in an independently established trade, occupation, or business to provide the Services required by this Agreement. 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. Unless required by law, 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. If applicable, 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. Before performing any Services, Contractor shall execute and return the District’s Fingerprinting Notice and Acknowledgement form and the required certification (see *Exhibit B*).

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. **Reserved.**

13. **Confidential Information.** All District information disclosed to Contractor during the course of performance of services under this Agreement shall be treated as confidential and shall not be disclosed to any other persons or parties excepts as authorized by District or required by law. 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 District’s 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 and confidentiality of records. 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 a party to this Agreement commences a legal action against the other party to enforce a provision of this Agreement or seek damages related to the services provided under this Agreement, the prevailing party in the legal action will be entitled to recover from the other party all of its reasonable litigation expense, costs, and fees actually incurred, including reasonable attorneys' and experts' fees.

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 either Party 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 either Party from any or further exercise of any right or remedy.

25. **Reports.** Contractor shall maintain complete and accurate records with respect to the Services rendered and the costs incurred under this Agreement, including records with respect to any payments to employees and subcontractors. All such records shall be prepared in accordance with generally accepted accounting procedures. Upon request, Contractor shall make such records available to District for the purpose of auditing and copying such records for a period of five years from the date of final payment under this Agreement.

26. **Ownership of Documents.** All plans, studies, drawings, calculations, reports, specifications, estimates, and other documents or any other works of authorship fixed in any tangible medium of expression, including but not limited to physical drawings, data magnetically or otherwise recorded on computer disks, or other writings prepared or caused to be prepared by the Contractor under this Agreement ("Documents") shall be and shall remain the property of the District for all purposes, not only as they relate or may relate to the Services but as they relate or may relate to any other project. Contractor will provide the District with a complete set of Documents, and will retain, on the District's behalf, the originals or reproducible copies of all Documents, however stored, in the Contractor's files

for a period of no less than fifteen (15) years. Contractor shall promptly make available to District any original documents it has retained under this Agreement upon request by the District.

27. **Licensing of Intellectual Property.** This Agreement creates a non-exclusive and perpetual license for the District to copy, use, modify, reuse or sublicense any and all copyrights, designs and other intellectual property embodied in the Documents (“Intellectual Property”) not only as they relate or may relate to the Services but as they relate or may relate to other projects. The Contractor shall require any and all subcontractors and subconsultants to agree in writing that the District is granted a similar non-exclusive and perpetual license for the Intellectual Property of such subcontractors or consultants that they provided to Contractor as part of the Services. The compensation for the Services includes compensation not only for any such use of the Intellectual Property in connection with the Services, but also for any re-use of the Intellectual Property by the District in relation to other projects. Contractor represents and warrants that Contractor has the legal right to license the Intellectual Property that Contractor, its subcontractors, or its subconsultants prepare or cause to be prepared under this Agreement.

28. **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. Any terms and conditions contained in Contractor’s proposal, other than those defining the scope of work and price, shall be of no force and effect.

29. **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.

30. **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.

31. **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.

32. **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.

33. **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.

34. **Forms.** Prior to performing any Services, Contractor shall prepare, execute, and submit all forms that may be required by law for this Agreement, including but not limited to disabled veteran business enterprises (“DVBE”) certification (Education Code §17076.11) and an Iran Contract Act certification (Public Contract Code §2204). If a form is necessary, Contractor shall use the District’s versions of these forms, which the District shall make available upon request.

35. **Sanctions in Response to Russian Aggression.** The District requires Contractor to comply with the Governor’s March 4, 2022, Executive Order N-6-22 (“Order”) relating to any existing sanctions imposed by the United States government and the State of California in response to Russia’s actions in Ukraine, including additional requirements for contracts of \$5 million or more. Failure to comply may result in the termination of the Contract.

36. **Reserved.**

37. **Conflict of Interest.** Contractor warrants that neither Contractor nor any of its employees, agents, or subcontractors has an actual or potential conflict of interest with the District in respect to the Services to be performed under this Agreement for the District. None of such individuals shall, during this term of this Agreement, acquire any interest which conflicts, or could potentially conflict, in any manner with the interests of the District.

38. **Notice to Proceed; Progress; Completion.** Upon execution of this Agreement by the parties and approval of it by the District’s governing board, District shall give Contractor written notice to proceed with the Services. Such notice may authorize Contractor to render all of the Services contemplated herein, or such portions or phases as may be directed by the District. In the latter event, District shall, in its sole discretion, issue subsequent notices from time to time regarding further portions or phases of the Services. Upon receipt of such notices, Contractor shall diligently proceed with the Services authorized and complete it within the agreed time period.

39. **California Residency.** Contractor *is* a resident of the State of California.

Address for District Notices:

Address for Contractor Notices:

OUSD Facilities Planning and Management 955 High Street Oakland, CA 94601	Sandis Civil Engineers, Surveyors and Planners 636 9 <sup>th</sup> Street Oakland, CA 94607
------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------


\* \* \* \* \*

**DISTRICT:**

**Oakland Unified School District**


\_\_\_\_\_  
Jennifer Brouhard, President,  
Board of Education

\_\_\_\_\_  
Denise Gail Saddler, Interim Superintendent &  
Secretary of the Board of Education

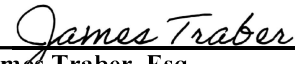
  
\_\_\_\_\_  
[Preston Thomas \(May 28, 2026 20:17:05 PDT\)](#)  
Preston Thomas, Chief Systems & Services Officer

**CONTRACTOR:**

**Sandis**

By:   
Name: Laura Cabral  
Title: Vice President  
Date: 05/27/26

**Approval as to form:**

 Date: 5/27/2026  
\_\_\_\_\_  
James Traber, Esq.  
Facilities Counsel

**EXHIBIT A**

**FORM OF AMENDMENT FOR PROJECT ASSIGNMENT**

Pursuant to the Master Agreement for General Services (“Master Agreement”) between the Oakland Unified School District (“District”) and [REDACTED] (“Contractor”) effective [REDACTED], 20 [REDACTED] (“Agreement”), the District and Contractor agree to amend the Master Agreement to add services for the [REDACTED] project (the “Project”).

1. **Services.** The terms of the Master Agreement are incorporated into, and govern, this amendment and apply to the Project except as may be provided otherwise by this amendment. Contractor shall perform the services selected under Section 1(a) for the Project in accordance with the terms and conditions of the Agreement and this Project Assignment (the “Services”) and as further described in Contractor’s proposal attached hereto and incorporated herein as *Exhibit 1*. The Services shall include all labor, materials, supervision, equipment, and incidentals necessary to fully and properly perform the Services, and shall be completed (a) in accordance with the terms of this Agreement; (b) with the degree of skill, care, and diligence normally exercised by professionals in the same field; and (c) to the reasonable satisfaction of the District. All surveys provided under this Project Assignment must be prepared and signed by a California Registered Land Surveyor. The District retains the right to self-perform or to contract with others for services similar or identical to those provided under this Agreement. Any terms and conditions contained in Contractor’s proposal, other than those defining the scope of work and price, shall be of no force and effect.

**a. Scope of Services.**

1.  **Record Boundary Survey.** Consultant shall gather boundary and monument information from previous surveys as well as from City and County records. Consultant shall review title report provided by the District to confirm the boundary and easements.
2.  **Field Topographic Survey.** The mapping shall include but not limited to:
  - 2.1 Mapping of school properties shall extend out to the face of curbs opposite the District property for all streets surrounding the site.
  - 2.2 Building footprints of existing structures with building corner spot elevations.
  - 2.3 Building entry spot elevations; each side of entry(ies) at exterior, finish floor at interior and corner spot elevations at a point 5 feet from face of building entry(ies).
  - 2.4 Spot elevations at top and bottom landing of each side of exterior stairways and corner spot elevations at landing 5 feet from top and bottom nosing of stair (if applicable).
  - 2.5 Surveys will be required to have accurate locations of all utilities above and below grade.
  - 2.6 Identify locations of all utilities by type (i.e., power, gas, sanitary, storm, sewer, telephone, domestic water, irrigation, telecommunication, etc.).

- 2.7 Acquire the depth of all gravity utility systems.
- 2.8 Locate surface and underground utility manhole, vault, transformer, switchgear, cleanouts, etc.
- 2.9 Identify utility box locations and show all underground pull boxes.
- 2.10 Locate main point of entry for communication utilities.

3.  **Utility Locating.** Consultant shall collect existing utility maps from controlling agencies. Consultant shall retain a utility locating service to trace, mark and record known utilities within the site.

4.  **Base Map Preparation.** Base Maps shall be at a scale of 1"=20' using AutoCAD. Ground surface shall be illustrated using 1-foot contours and spot elevations to the nearest 0.01 foot. The map shall indicate constructed features and trees as well as boundary and easement information. Contractor shall provide both CAD and PDF versions to the District upon completion.

**Other Services**

Additional Services specifically described below and approved by the Parties:

[Insert any additional Services...]

2. **Compensation and Fee Schedule**

For Services satisfactorily performed, and based on invoices properly documented and submitted, Contractor shall be compensated in an amount not to exceed \_\_\_\_\_ Dollars and \_\_\_/100 (\$ \_\_\_\_\_), which represents Contractor's estimate of the maximum total cost of Services for the Project, based on its fee stated in its proposal as shown in *Exhibit 1*. If contractor's proposal includes hourly rates it shall bill at such rates against the total not to exceed amount. The foregoing not to exceed amount shall, if noted in the proposal, include contingency compensation in the event that more time and costs may be necessary to complete the services. Such contingency shall only be used at the District's consent if Contractor demonstrates additional costs due to additional work directed by the District beyond the scope of Services or a significant delay in the Project's completion date requiring extended services. Any unused contingency amount shall be retained by the District.

**Reimbursables.** Contractor's total reimbursement for reimbursable expenses shall not exceed the amount indicated on Contractor's proposal which is Contractor's estimate of the maximum total cost of Reimbursable Expenses on Project. If no such amount is indicated, no reimbursement shall be due.

3. This Project Assignment, together with the Agreement and incorporated documents expressly identified herein, constitutes the entire agreement of the Parties relating to the Project described herein.

**[Signatures on following page]**

**DISTRICT:**

**Oakland Unified School District**

\_\_\_\_\_  
Jennifer Brouhard, President,  
Board of Education

\_\_\_\_\_  
Denise Saddler, Interim Superintendent & Secretary  
of the Board of Education

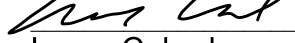
\_\_\_\_\_  
Preston Thomas, Chief Systems & Services Officer

**Approval as to form:**

\_\_\_\_\_  
**James Traber, Esq.**  
**Facilities Counsel**

**CONTRACTOR:**

**Sandis**

By:   
Name: Laura Cabral  
Title: Vice President  
Date: May 27, 2026

**EXHIBIT B**

**Fingerprinting Notice and Acknowledgement Form**

**FINGERPRINTING NOTICE AND ACKNOWLEDGEMENT**  
**FOR ALL CONTRACTS EXCEPT WHEN CONSTRUCTION EXCEPTION IS MET**  
(Education Code Section 45125.1)

Other than business entities performing construction, reconstruction, rehabilitation, or repair who have complied with Education Code section 45125.2, business entities entering into contracts with the District must comply with Education Code sections 45125.1. Such entities are responsible for ensuring full compliance with the law and should therefore review all applicable statutes and regulations. The following information is provided simply to assist such entities with compliance with the law:

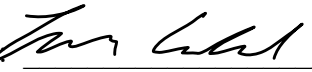
1. You (as a business entity) shall ensure that each of your employees who interacts with pupils outside of the immediate supervision and control of the pupil's parent or guardian or a school employee has a valid criminal records summary as described in Education Code section 44237. (Education Code §45125.1(a).) You shall do the same for any other employees as directed by the District. (Education Code §45125.1(c).) When you perform the criminal background check, you shall immediately provide any subsequent arrest and conviction information it receives to the District pursuant to the subsequent arrest service. (Education Code §45125.1(a).)
2. You shall not permit an employee to interact with pupils until the Department of Justice has ascertained that the employee has not been convicted of a felony as defined in Education Code section 45122.1. (Education Code §45125.1(e).) See the lists of violent and serious felonies in *Attachment A* to this Notice.
3. Prior to performing any work or services under your contract with the District, and prior to being present on District property or being within the vicinity of District pupils, you shall certify in writing to the District under the penalty of perjury that neither the employer nor any of its employees who are required to submit fingerprints, and who may interact with pupils, have been convicted of a felony as defined in Education Code section 45122.1, and that you are in full compliance with Education Code section 45125.1. (Education Code §45125.1(f).) For this certification, you shall use the form in *Attachment B* to this Notice.
4. If you are providing the above services in an emergency or exceptional situation, you are not required to comply with Education Code section 45125.1, above. An "emergency or exceptional" situation is one in which pupil health or safety is endangered or when repairs are needed to make a facility safe and habitable. The District shall determine whether an emergency or exceptional situation exists. (Education Code §45125.1(b).)
5. If you are an individual operating as a sole proprietor of a business entity, you are considered an employee of that entity for purposes of Education Code section 45125.1, and the District shall prepare and submit your fingerprints to the Department of Justice as described in Education Code section 45125.1(a).

(Education Code §45125.1(h).)

I, as Vice President *[insert "owner" or officer title]* of Sandis  
*[insert name of business entity]*, have read the foregoing and agree that Sandis  
*[insert name of business entity]* will comply with the requirements of Education  
Code §45125.1 as applicable, including submission of the certificate mentioned above.

Dated: 05/27/26

Name: Laura Cabral

Signature: 

Title: Vice President

## ATTACHMENT A

### Violent and Serious Felonies

Under Education Code sections 45122.1 and 45125.1, no employee of a contractor or subcontractor who has been convicted of or has criminal proceedings pending for a violent or serious felony may come into contact with any student. A violent felony is any felony listed in subdivision (c) of Section 667.5 of the Penal Code. Those felonies are presently defined as:

- (1) Murder or voluntary manslaughter.
- (2) Mayhem.
- (3) Rape as defined in paragraph (2) or (6) of subdivision (a) of Section 261 or paragraph (1) or (4) of subdivision (a) of Section 262.
- (4) Sodomy as defined in subdivision (c) or (d) of Section 286.
- (5) Oral copulation as defined in subdivision (c) or (d) of Section 288a.
- (6) Lewd or lascivious act as defined in subdivision (a) or (b) of Section 288.
- (7) Any felony punishable by death or imprisonment in the state prison for life.
- (8) Any felony in which the defendant inflicts great bodily injury on any person other than an accomplice which has been charged and proved as provided for in Section 12022.7, 12022.8, or 12022.9 on or after July 1, 1977, or as specified prior to July 1, 1977, in Sections 213, 264, and 461, or any felony in which the defendant uses a firearm which use has been charged and proved as provided in subdivision (a) of Section 12022.3, or Section 12022.5 or 12022.55.
- (9) Any robbery.
- (10) Arson, in violation of subdivision (a) or (b) of Section 451.
- (11) Sexual penetration as defined in subdivision (a) or (j) of Section 289.
- (12) Attempted murder.
- (13) A violation of Section 18745, 18750, or 18755.
- (14) Kidnapping.
- (15) Assault with the intent to commit a specified felony, in violation of

Section 220.

- (16) Continuous sexual abuse of a child, in violation of Section 288.5.
- (17) Carjacking, as defined in subdivision (a) of Section 215.
- (18) Rape, spousal rape, or sexual penetration, in concert, in violation of Section 264.1.
- (19) Extortion, as defined in Section 518, which would constitute a felony violation of Section 186.22 of the Penal Code.
- (20) Threats to victims or witnesses, as defined in Section 136.1, which would constitute a felony violation of Section 186.22 of the Penal Code.
- (21) Any burglary of the first degree, as defined in subdivision (a) of Section 460, wherein it is charged and proved that another person, other than an accomplice, was present in the residence during the commission of the burglary.
- (22) Any violation of Section 12022.53.
- (23) A violation of subdivision (b) or (c) of Section 11418.

A serious felony is any felony listed in subdivision (c) Section 1192.7 of the Penal Code. Those felonies are presently defined as:

- (1) Murder or voluntary manslaughter; (2) Mayhem; (3) Rape; (4) Sodomy by force, violence, duress, menace, threat of great bodily injury, or fear of immediate and unlawful bodily injury on the victim or another person; (5) Oral copulation by force, violence, duress, menace, threat of great bodily injury, or fear of immediate and unlawful bodily injury on the victim or another person; (6) Lewd or lascivious act on a child under the age of 14 years; (7) Any felony punishable by death or imprisonment in the state prison for life; (8) Any felony in which the defendant personally inflicts great bodily injury on any person, other than an accomplice, or any felony in which the defendant personally uses a firearm; (9) Attempted murder; (10) Assault with intent to commit rape, or robbery; (11) Assault with a deadly weapon or instrument on a peace officer; (12) Assault by a life prisoner on a non-inmate; (13) Assault with a deadly weapon by an inmate; (14) Arson; (15) Exploding a destructive device or any explosive with intent to injure; (16) Exploding a destructive device or any explosive causing bodily injury, great bodily injury, or mayhem; (17) Exploding a destructive device or any explosive with intent to murder; (18) Any burglary of the first degree; (19) Robbery or bank robbery; (20) Kidnapping; (21) Holding of a hostage by a person confined in a state prison; (22) Attempt to commit a felony punishable by death or imprisonment in the state prison for life; (23) Any felony in which the defendant personally used a dangerous or deadly weapon; (24) Selling, furnishing, administering, giving, or offering to sell, furnish, administer, or give to a minor any heroin, cocaine, phencyclidine (PCP), or any methamphetamine-related drug,

as described in paragraph (2) of subdivision (d) of Section 11055 of the Health and Safety Code, or any of the precursors of methamphetamines, as described in subparagraph (A) of paragraph (1) of subdivision (f) of Section 11055 or subdivision (a) of Section 11100 of the Health and Safety Code; (25) Any violation of subdivision (a) of Section 289 where the act is accomplished against the victim's will by force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person; (26) Grand theft involving a firearm; (27) carjacking; (28) any felony offense, which would also constitute a felony violation of Section 186.22; (29) assault with the intent to commit mayhem, rape, sodomy, or oral copulation, in violation of Section 220; (30) throwing acid or flammable substances, in violation of Section 244; (31) assault with a deadly weapon, firearm, machine gun, assault weapon, or semiautomatic firearm or assault on a peace officer or firefighter, in violation of Section 245; (32) assault with a deadly weapon against a public transit employee, custodial officer, or school employee, in violation of Sections 245.2, 245.3, or 245.5; (33) discharge of a firearm at an inhabited dwelling, vehicle, or aircraft, in violation of Section 246; (34) commission of rape or sexual penetration in concert with another person, in violation of Section 264.1; (35) continuous sexual abuse of a child, in violation of Section 288.5; (36) shooting from a vehicle, in violation of subdivision (c) or (d) of Section 26100; (37) intimidation of victims or witnesses, in violation of Section 136.1; (38) criminal threats, in violation of Section 422; (39) any attempt to commit a crime listed in this subdivision other than an assault; (40) any violation of Section 12022.53; (41) a violation of subdivision (b) or (c) of Section 11418; and (42) any conspiracy to commit an offense described in this subdivision.

**ATTACHMENT B**

**Form for Certification of Lack of Felony Convictions**

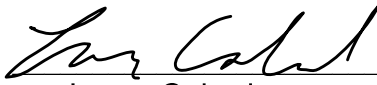
*Note: This form must be submitted by the owner, or an officer, of the contracting entity before it may commence any work or services, and before it may be present on District property or be within the vicinity of District pupils.*

Entity Name: Sandis  
Date of Entity’s Contract with District: May 27, 2026  
Scope of Entity’s Contract with District: Land Surveying

I, Laura Cabral [insert name] , am the Vice President [insert “owner” or officer title] for Sandis [insert name of business entity] (“Entity”), which entered a contract on May 27, 2026 , 20   , with the District for Land Surveying .

I certify that (1) pursuant to Education Code section 45125.1(f), neither the Entity, nor any of its employees who are required to submit fingerprints and who may interact with pupils, have been convicted of a felony as defined in Education Code section 45122.1; and (2) the Entity is in full compliance with Education Code section 45125.1, including but not limited to each employee who will interact with a pupil outside of the immediate supervision and control of the pupil’s parent or guardian having a valid criminal background check as described in Education Code section 44237.

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.

Date: May 27 , 2026  
Signature:   
Typed Name: Laura Cabral  
Title: Vice President  
Entity: Sandis



OAKLAND  
CAMPBELL  
SANTA CRUZ  
MODESTO  
ROSEVILLE  
SPOKANE



# STATEMENT OF QUALIFICATIONS

**APRIL 30, 2026**

**Oakland Unified School District**  
RFQ for Land Surveying Services at Various School Sites  
Project #25116

**Sandis Civil Engineers Surveyors Planners**  
636 9th Street, Oakland, CA 94607

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April 30, 2026

Oakland Unified School District  
Preston Thomas, Chief Systems and Services Officer  
Department of Facilities Planning and Management  
955 High Street, Oakland, CA 94601

**RE: Oakland Unified School District RFQ for Land Surveying Services at Various School Sites, Project #25116**

Dear Preston,

Sandis Civil Engineers Surveyors Planners (Sandis) is pleased to submit our Statement of Qualifications for the Oakland Unified School District (District) RFQ for Land Surveying Services at Various School Sites, Project #25116.

**Sandis Experience** Sandis has provided similar land surveying and utility locating services for local K-12 districts, including a significant number of projects with the Oakland Unified School District. We understand the unique needs of K-12 school districts, and work with district staff and stakeholders to achieve project goals. In the past five years alone, Sandis has provided an array of services to 26 District campuses. A few of Sandis' recent survey and utility locating projects with the District include, but are not limited to, East Oakland Pride, Garfield Elementary, Harriett Tubman CDC, Highland CDC, Oakland Academy of Knowledge, and many more.

<b>26</b> District Campuses	<b>24</b> Survey Task Orders	<b>23</b> Utility Locating Task Orders
-----------------------------------	------------------------------------	----------------------------------------------

*Sandis + Oakland Unified School District stats since 2021.*

**Sandis Personnel** With decades of experience providing surveying services to school districts, we are confident we can provide the District with excellent surveying and utility locating services. Our leadership team, **Principal-in-Charge Laura Cabral, PLS, Sr. Project Manager of Survey Chris Cinteau, PLS, and Project Manager of Utility Locating Felipe Vera, PLS,** have worked with the District on previous projects and are deeply familiar with the campuses, staff and District operations. As a team, we are committed to open channels of communication and will work to respond to the District within 24 hours.

We will bring our decades of survey industry experience to every project, and work to deliver the highest quality surveying services. Our previous work with the District will help inform our services under this contract. Our familiarity with the District, its processes, and its school sites, will allow us to begin work without delay. We are eager to continue our working relationship with the District by providing Land Surveying Services at Various School Sites.

Sandis received a copy of the District's Agreement attached as EXHIBIT A to the RFQ. Sandis has reviewed the indemnity provisions in EXHIBIT A and insurance requirements contained in the Agreement. If given the opportunity to contract with the District, Sandis has no objections to the use of the Agreement.

Additionally, Sandis certifies that no official or employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to the District.

Sandis acknowledges receipt of Addendum No. 1 issued on April 25, 2026.

We take pride in the work we do, and in providing outstanding surveying services for educational facilities. As Vice President, I, Laura Cabral, PLS, am legally authorized to contractually bind Sandis. Thank you in advance for your consideration. I assure you, we are the team for this project.

Thank you,

**Laura Cabral, PLS**  
Vice President, Principal-in-Charge  
Cell 408.564.3181 | Fax: 408.636.0999 | lcabral@sandis.net  
636 9th Street, Oakland, CA 94607

**Chris Cinteau, PLS**  
Sr. Project Manager  
Cell: 209.603.6757 | Fax: 408.636.0999 | ccinteau@sandis.net  
636 9th Street, Oakland, CA 94607

**Legal Name**

Sandis Civil Engineers  
Surveyors Planners

**Office**

636 9th Street  
Oakland, CA 94607  
P: 510.873.8866  
F: 510.873.8868  
www.sandis.net

**Additional Offices**

Campbell, CA  
Modesto, CA  
Santa Cruz, CA  
Roseville, CA  
Spokane, WA

**Primary Contact**

Chris Cintean, PLS  
Sr. Project Manager  
209.603.6757  
ccintean@sandis.net

**Firm Type**

California Corporation

**Year Established**

1965

**Years in Business**

60

**Number of Employees**

140

**Sandis' In-House Services**

Surveying and Mapping  
Utility Locating  
Construction Staking  
Civil Engineering  
Traffic Engineering  
3D Laser Scanning  
QSP/QSD  
Planning

**FIRM BACKGROUND AND SERVICES**

Sandis is a professional services firm specializing in land surveying, civil engineering, traffic engineering, stormwater management, QSP/D, utility locating, 3D laser scanning, construction staking, and planning. Established in Northern California in 1965, Sandis is a California Corporation comprised of 140 employees. Sandis' expertise is expansive. We service public and private clients in the academic, civic, public works, hospitality, healthcare, justice, corporate, and commercial sectors. Sandis' designs achieve economic, social and ecological sustainability.

**CAPACITY AND RESOURCES**

Our capacity to flexibly manage intense workloads and fast turnarounds is unrivaled. Sandis has a diverse team of professional engineers, exceptional office support staff and managers, and 14 locally dispatched survey crews. The team presented in this proposal is a highly experienced group of individuals who are well-versed with projects of a similar size and complexity. We are dedicated to supporting the project throughout the contract period. Our internal project management processes and software keep projects on track and on budget, facilitating a high-quality product.

**SENIOR OFFICIALS**

Sandis is led by a dedicated and experienced team, each with decades of experience in the engineering and surveying industry. Sandis' senior officials include the following:

Name	Role
Jeff Setera, PE, QSD/P, LEED AP	President, Principal
Laura Cabral, PLS	Vice President, Principal
Bruce Chu	Business Development
Chad Browning, PE, QSD/P, LEED AP	Vice President of Operations
Nate Dickinson, PE, QSD/P	Associate Principal, Director of Engineering
Mike Kuykendall, PE, QSD/P, LEED AP	Associate Principal, Director of Engineering
Ron Sanzo, PE, TE, PTOE	Associate Principal, Director of Engineering
David Angers	Associate Principal, Director of Survey

**KEY PERSONNEL**

Sandis' key personnel leading this contract are all California Licensed Surveyors with years of educational campus facility projects. Our key personnel include:

Name	Role	Licenses
Laura Cabral, PLS	Principal-in-Charge, QA/QC	PLS California #7756
Chris Cintean, PLS	Sr. Project Manager, Survey	PLS California #8941
Felipe Vera, PLS	Project Manager, Utility Locating	PLS California #8600
Alexi Rosichan, PLS	Sr. Project Surveyor	PLS California #9965

Additional information regarding the qualifications and relevant experience of Sandis' key personnel can be found in the resumes included in the Appendix.

## COMMITMENT TO COMMUNICATION AND SUCCESSFUL TASK MANAGEMENT

Successful projects start with clear communication and teamwork. Sandis' project management approach emphasizes responsiveness, transparency, and coordination. Our team commits to responding to District communications within 24 hours, and we are dedicated to maintaining open channels of communication throughout each project phase.

We are proud of our established relationship with the District and our understanding of its unique operational needs. Our team will continue to build on this foundation, working closely with District administration and facilities staff to develop project scopes, confirm deliverables, and set priorities and milestones.

## STAFFING CAPACITY AND RESOURCES

Sandis maintains offices throughout Northern California, including Oakland, Campbell, and Modesto, allowing our teams to respond quickly to project needs. With 14 surveying field crews and a fully equipped utility locating department, Sandis has the capacity to mobilize immediately and manage multiple school site improvement projects concurrently and without delay.

Our field crews are supported by a network of California licensed Professional Land Surveyors, mapping technicians, and CAD specialists who are experienced with campus environments, modernization programs, and active K-12 facilities. This internal structure allows Sandis to scale staffing efficiently based on project size and schedule while maintaining consistent quality and communication. To further enhance coordination, Sandis utilizes LiquidPlanner, a cloud-based project management tool that provides real-time visibility into project progress, resource allocation, and deadlines. This platform enables proactive scheduling, efficient task tracking, and immediate response to District priorities.

Sandis delivers precise, timely, and reliable results for every assignment. Our team is fully equipped with the staffing depth, resources, and experience necessary to perform comprehensive site surveys, mapping, and utility locating services for the Oakland Unified School District.

## SCHEDULE MANAGEMENT

Sandis applies a structured project management system that emphasizes early task definition, resource allocation, and quality control. Each project begins with a clear scope, confirmation, and schedule review led by Sr. Project Manager Chris Cintean, PLS and Principal-in-Charge Laura Cabral, PLS. Tasks and milestones are logged and tracked through internal project management tools to ensure accountability and on-time delivery. This software puts all of our engineering and survey operations into a single database. We can review the progress on any project, down to the task level of detail.

Our project teams work in the software all day long, updating progress, adding more detail to the work plans and updating completed documents (calculations, reports, plans, maps). This allows project managers to maintain a high level of understanding on where a project is in its life cycle, allowing teams to ramp up or begin work on multiple and concurrent projects with the right-sized team and resources.

Quality Assurance is performed on every project through Sandis' established QA/QC procedures, which are tailored to each client's standards. Principal-in-Charge Laura Cabral, PLS and Sr. Project Manager Chris Cintean, PLS oversee contract management, staffing assignments, and adherence to schedule and budget goals. This structured approach supports concurrent management of multiple task orders while maintaining the flexibility to adapt to District needs.

## HANDLING PROJECT DELAYS

With decades of experience serving educational facilities across Northern California, Sandis understands the processes and challenges that may affect a project schedule. Our approach is to identify potential obstacles early, coordinate proactively with the relevant agencies and stakeholders, and keep the District informed at every step. When unforeseen delays occur, we immediately communicate impacts and mitigation options—ensuring transparency, maintaining progress, and safeguarding project quality.

## RECENT K-12 PROJECTS

Sandis has over six decades of experience in the surveying industry and has successfully completed hundreds of surveying projects for K-12 clients including the Oakland Unified School District, the Santa Clara Unified School District, the Berkeley Unified School District, and more. The following table features a non-exhaustive list of Sandis' recent K-12 projects.

School District	Recent K-12 Project Experience	
<b>Oakland</b>	Manzanita Community School	Topographic Survey, Utility Locating
	Bella Vista Elementary School	Topographic Survey, Utility Locating
	Piedmont Elementary School	Topographic Survey, Utility Locating
	Bridges Academy	Topographic Survey, Utility Locating
	Stonehurst Elementary School	Topographic Survey, Utility Locating
	Reach Academy	Topographic Survey, Utility Locating
	Highland CDC	Topographic Survey, Utility Locating
	Jefferson ECE	Topographic Survey, Utility Locating
	Oakland Academy of Knowledge	Topographic Survey, Utility Locating
	Harriet Tubman CDC	Topographic Survey, Utility Locating
	Castlemont High School Field	Construction Staking, QSD/P
	Garfield Elementary	Record and Boundary Surveying, Utility Locating
	Global Family Elementary	Topographic Survey
	Sequoia Elementary	Topographic Survey, Utility Locating
	Rudsdale High School	Topographic Survey, Utility Locating
	East Oakland Pride	Record and Boundary Surveying, Utility Locating
	Laurel CDC	Record Boundary Survey, Topographic Survey, Base Map, Utility Locating
	Thornhill Elementary	Topographic Survey, Construction Documentation/Admin
	Melrose Leadership Academy	Record Boundary and Topographic Survey
Kaiser Elementary	Record Boundary, Topographic Survey, Utility Locating	
<b>Santa Clara</b>	Wilcox High School	Topographic Survey, Utility Locating, Civil Engineering
	Agnews Campus & Zanker Road	Surveying, Civil Engineering, Traffic Engineering
	Peterson Middle School	Surveying, Utility Locating
	Patrick Henry School Site	Topographic & Boundary Survey, Record of Survey, Utility Locating
	Santa Clara High School	Supplemental Topographic Survey
	Buscher Middle School	Utility Locating
	Wilson School	Utility Locating
<b>Berkeley</b>	Franklin Preschool	ADA Topographic Survey, Boundary Survey
	Sylvia Mendez Elementary School	ADA Topographic Survey, Boundary Survey
	Berkeley High School Parking Lot	ADA Topographic Survey, Boundary Survey, Utility Locating

## OAKLAND UNIFIED SCHOOL DISTRICT MODERNIZATION PROJECTS (2023 - 2024)

Under multiple contracts from 2023 to 2024, Sandis provided the Oakland Unified School District with land surveying and utility locating services for modernization projects on several campuses.

In 2023, Sandis provided topographic surveying and mechanical utility locating for the following modernization projects:

### Manzanita Community School

Campus-yard and landscape upgrades accommodated new outdoor learning/play zones as part of the District's site improvement initiative.

### Bella Vista Elementary School

Site improvement work supported modernization of campus outdoor infrastructure and recreation spaces under the District's multi-site-improvement program.

### Piedmont Avenue Elementary School

Site improvements included upgrades to play surfaces, pathways, and utility infrastructure as part of the District's modernization efforts.

### Client Reference

#### Muhanad Amous

Oakland Unified School District  
955 High Street, Oakland, CA 94601  
408.613.5703  
Muhanad.amous@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$53,878



Piedmont Avenue Elementary School

In 2024, Sandis provided topographic surveying and utility locating services for modernization projects at the following school campuses:

### Bridges Academy

The project included upgrades to outdoor play areas and creation of a new nature-exploration zone as part of the District's Living Schoolyards initiative.

### Stonehurst Elementary

Phase II site improvements introduced new outdoor classrooms, play surfaces, pathways, and drainage infrastructure as part of the campus modernization program.

### Reach Academy

Improvements at REACH Academy included playground upgrades, new safety surfacing, and landscape and irrigation enhancements to support a more engaging outdoor environment.

### Client Reference

Jonah Ortega, Project Engineer  
Oakland Unified School District  
955 High Street  
Oakland, CA 94601  
510.449.3388  
jonah.ortega@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$43,780



Bridges Academy

In 2024, Sandis also provided topographic surveying and mechanical utility locating for the following campus projects:

### Harriet Tubman Child Development Center

A campus-wide playground revitalization featuring updated nature-play elements, new surfacing, drainage and irrigation improvements as part of the District's site-improvement program.

### Jefferson ECE

A play-area upgrade on the campus with removal of old structures, installation of new play surface and landscape amenities, supporting the early-education environment.

### Oakland Academy of Knowledge

Outdoor campus enhancements including new play zones, pathway and surface improvements, aligned with the District's modernization of TK-5 facilities.

### Highland Child Development Center

A preschool site improvement project incorporating upgraded outdoor learning/play spaces, new surfacing and planting, supporting the campus's modernization goals.

### Client Reference

Tanisha L Bacon, Project Engineer  
Cordoba Corporation,  
Oakland Unified School District  
955 High Street Oakland, CA 94601,  
949.685.0348, tanisha.bacon@ousd.org

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$55,550

## OAKLAND UNIFIED SCHOOL DISTRICT PROJECTS

### INTERNATIONAL COMMUNITY SCHOOL AND OAKLAND HIGH SCHOOL FIELD REPLACEMENTS (2025 - Ongoing)

**Project Scope** Sandis is providing aerial surveys for turf field replacement projects at Oakland Unified School District's International Community School and Oakland High School. For these projects, additional ground elevations and surveys are needed to capture detailed areas associated with the path of travel and other hardscape, including the finish surface of the field edge and track/hardscape around the entire perimeter, and ground surveys at parking areas and for the path of travel to the field.

#### Client Reference

**Mark Baginski**, Principal, Verde Design, Inc.  
2455 The Alameda, Santa Clara, CA 95050  
mark@verdedesigninc.com, 408.823.1514

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$31,400

### EAST OAKLAND PRIDE (2023 - 2024)

**Project Scope** This project included the replacement of all of the asphalt at the site and included a new drop-off and pick-up area for students. The project also included the addition of new green spaces and gardens, new sports courts and other play yards beautification enhancements for the school.

Sandis provided a record boundary and topographic survey, utility locating, and construction staking services for this project.

#### Client Reference

**Shivani More**, Project Manager,  
Oakland Unified School District Department of  
Facilities Planning and Management,  
shivani.more@ousd.org

#### Sandis Project Managers

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$55,050 (survey and UL),  
\$30,530 (construction staking)

### CALVIN SIMMONS TURF FIELD REPLACEMENT (2025 - Ongoing)



**Project Scope** The project involves initial investigation and surveying work essential for future turf field replacement. Sandis is providing surveying services to establish a detailed map of the site's surface features and surroundings. Sandis is performing aerial survey and conventional survey to gather utility information. Sandis is also providing underground utility locating.

**Client Reference Patrick Healy**, Associate Project Manager,  
Verde Design, Inc., 2455 The Alameda, Santa Clara, CA 95050  
pat@verdedesigninc.com, 408.838.6361

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$24,550

### GARFIELD ELEMENTARY SCHOOL MODERNIZATION (2023 - Ongoing)



**Project Scope** This project includes the renovation of the school to create new 21st-century learning environments. The project will also focus on the improvement of earthquake safety standards, HVAC, and campus accessibility. Sandis is providing surveying and utility locating services.

**Client Reference John Esposito**, Project Manager, Oakland Unified School District, john.esposito@ousd.org

#### Sandis Project Managers

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$49,335

## OAKLAND UNIFIED SCHOOL DISTRICT MEASURE Y BOND PROJECTS



### MELROSE ACADEMY (2022 - 2025)

This project was part of Sandis' As-Needed Surveying Services contract with the District and was completed under the Measure Y Bond projects.

The community's vision developed through participatory design was to replace the vast asphalt expanses with gardens, fruit trees, outdoor classrooms, vegetated swales, nature play areas, a grass field, and a significant number of shade trees.

The school campus renovation created shaded green space and an accessible path of travel. Work included construction of new ADA ramps, ADA modifications, turf field, shade structure, and new landscaping ADA modifications including new handrails, new signage, and restroom modifications. Sandis provided Record Boundary and Topographic Surveys for the project. Mapping school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating services.

Sandis worked with the project architect to provide surveying, site assessment, and schematic design services.

#### Client Reference

**Nicole Wells**, Project Manager  
Oakland Unified School District Facilities  
955 High Street, Oakland, CA 94601  
510.535.2726, Nicole.Wells@ousd.org

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS Sr. *Project Manager*

**Total Contract Amount** \$32,470



### LAUREL CDC REPLACEMENT PROJECT (2021 - 2023)

This project was part of Sandis' As-Needed Surveying Services contract with the District and was completed under the Measure Y Bond projects.

This project was part of the planned improvements for Various Measure Y Bond Program School Sites. The Laurel Child Development Center Replacement project included the demolition of an existing single-story modular building (approximately 7,400 SF) and associated play areas. The project goal was to construct a new single-story building that provides equivalent spacing and includes 5 preschool classrooms, administrative offices, kitchen, and ancillary spaces. Sandis provided surveying and utility locating services for the following site improvements:

- Underground Utilities
- Retaining Walls
- Play Structures
- Landscaping
- Hardscape
- Bioswale
- Artificial Turf Playfield
- Public Right-of-Way Improvements

#### Client Reference

**Mary Ledezma**, Project Manager  
Facilities Planning & Management  
Oakland Unified School District  
955 High Street, Oakland, CA 94601  
510.535.7055, mary.ledezma@ousd.org

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS Sr. *Project Manager*

**Total Contract Amount** \$90,255

## SANTA CLARA UNIFIED SCHOOL DISTRICT MEASURE H BOND PROJECTS

### PATRICK HENRY SCHOOL SITE IMPROVEMENTS

(2019 - 2023)

**Project Scope** This project is part of a Master Services agreement with SCUSD, and one of the Measure H Bond projects. The District aims to build a new elementary school for Laurelwood Elementary on the Patrick Henry Campus and new fields at Peterson Middle School.

Sandis surveyed the Patrick Henry School site and surrounding streets for design purposes. The survey team provided field and office work to produce a topographic survey for the project and provided a boundary survey to determine the location of existing parcel lines based upon available maps and deeds on file with the County public records. Sandis also provided underground utility locating services for this project.

#### Client Reference

**Larry Adams**, Bond Projects Director  
Santa Clara Unified School District, 1889 Lawrence Road, Santa Clara, CA 95051, 408.423.2001, ladams@scusd.net

**Total Contract Amount** \$90,255

### WILCOX HIGH TENNIS COURT REPLACEMENT

(2023 - 2024)

**Project Scope** This project was part of a Master Services agreement with the Santa Clara Unified School District and Measure H Bond projects. The aim of the project was to replace a total of six tennis courts with the addition of a brand-new seventh court. Other planned renovations include upgrades to concession area and visitors bleachers.

Sandis provided field work, office calculations, and drafting to produce supplemental topographic surveys of the courts and surrounding areas. Sandis also provided utility locating services, identifying and marking sub-surface utilities.

#### Client Reference

**Larry Adams**, Bond Projects Director  
Santa Clara Unified School District, 1889 Lawrence Road, Santa Clara, CA 95051, 408.423.2001, ladams@scusd.net

**Total Contract Amount** \$52,900

## BERKELEY UNIFIED SCHOOL DISTRICT SURVEYING AND MEASURE G BOND PROJECTS

### AS-NEEDED SURVEYING SERVICES (2021 - Ongoing)

**Project Scope** Sandis is providing the Berkeley Unified School District with as-needed surveying services. As part of a multi-year contract, Sandis performed surveys on a number of different sites throughout the district. Survey work includes topographic, boundary, and ADA surveys.

Sandis provided surveying and utility locating for site improvements at the following sites: Franklin Preschool, Hopkins Preschool, Sylvia Mendez Elementary School, Malcolm X Elementary School, MLK Jr. Middle School Tennis Court, 1130 Oxford Elementary, Berkeley Adult School, and Longfellow Middle School.

#### Client Reference

**John Calise**, Executive Director of Facilities  
Berkeley Unified School District, 2020 Bonar St, Berkeley, CA 94702, 510.644.6066, Capitalprojects@berkeley.net

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS Sr. *Project Manager*

**Total Contract Amount** \$175,051

### MEASURE G BOND PROJECT BERKELEY HIGH SCHOOL NEW PARKING LOT (2021 - 2022)

**Project Scope** Berkeley High School is located in a high-traffic area, with limited access to space and parking options. The Berkeley Unified School District has been working to increase access to parking for facility staff. The current proposed project consists of the construction of a 3-story parking structure with a rooftop tennis court. The project falls under Measure G, a \$380 million school construction bond that passed in November 2020.

This project falls under Sandis' as-needed survey contract with the District. Sandis is providing preliminary ADA topographic surveys, boundary surveys, and underground utility locating for the site.

#### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*  
Chris Cintean, PLS Sr. *Project Manager*

**Total Contract Amount** \$10,966

## SAN FRANCISCO UNIFIED SCHOOL DISTRICT 801 & 834 TOLAND STREET

(2024 - Ongoing)



The San Francisco Unified School District (SFUSD) is conducting a feasibility study related to the redesign/reconstruction of the existing 801 & 834 Toland shops and warehouse facilities. The purpose of this project is to integrate new Student Nutrition Services programming including central kitchen, cold food storage, docking and associated support services. The project design team engaged Sandis for Phase 1 site surveys for both sites to help guide and confirm future design decisions for the planning of the new warehouse construction. Sandis is providing topographic and boundary surveys as well as underground utility locating.

### Client Reference

#### Anatasha Craigie

Project Manager

San Francisco Unified School District

135 Van Ness Avenue, Room 207

San Francisco, CA 94102

415.518.8597

craigiea@sfusd.edu

### Sandis Project Manager

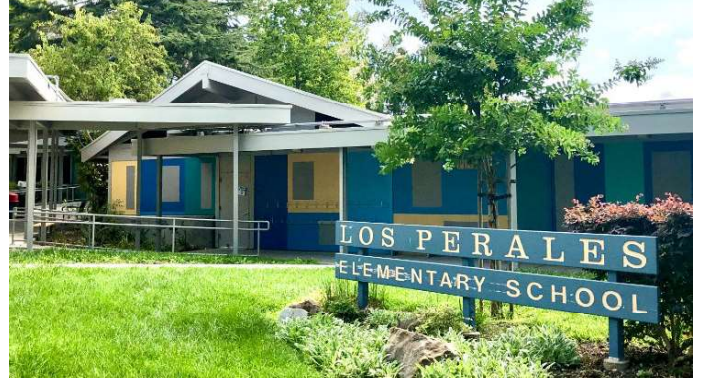
Laura Cabral, PLS *Principal-in-Charge*

Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$52,500

## MORAGA SCHOOL DISTRICT MODERNIZATION ON-CALL LAND SURVEYING SERVICES

(2024 - Ongoing)



Funded by Measure D, a \$52 million bond, the Moraga School District is undertaking a comprehensive modernization program to enhance educational facilities, improve infrastructure, and upgrade safety and accessibility across all elementary and middle schools. Sandis is supporting the District through an on-call land surveying contract, providing record boundary and topographic surveys as well as underground utility locating services. Our work spans multiple campuses, including Camino Pablo Elementary, Donald Rheem Elementary, Los Perales Elementary, and Joaquin Moraga Intermediate, helping the District create safe, accessible, and modern learning environments for its students.

### Client Reference

#### Brett McFadden

Bond Manager

Moraga School District

1540 School Street

Moraga, CA 94556

831.539.9610

brett@dagk12.com

### Sandis Project Manager

Laura Cabral, PLS *Principal-in-Charge*

Chris Cintean, PLS *Sr. Project Manager*

**Total Contract Amount** \$218,350

## LITIGATION

Sandis has not been involved in any litigation in the past 5 years.

# APPENDIX



## LAURA CABRAL, PLS

### PRINCIPAL-IN-CHARGE

#### About

Laura has over 38 years of surveying experience and has been actively involved in hundreds of on-call surveying contracts for K-12, community college, and university clients. This experience includes extensive involvement in K-12 bond and modernization projects. As a land surveyor with extensive topographic surveying knowledge in the K-12 and public education sector, Laura's experience coupled with her ability to effectively manage quick response survey requests, make her an invaluable asset to this team. As Principal-in-Charge, Laura will lead the team in delivering quality services on each task order.

#### Relevant Experience

##### Oakland Unified School District (OUSD) As-Needed Surveying Oakland, CA

**Principal-in-Charge.** Sandis is providing surveying services for a number of District projects. Laura is providing technical oversight for Sandis' surveying services and ensuring deliverables are of the highest quality for the District.

##### OUSD Melrose Leadership Academy Oakland, CA

**Principal-in-Charge.** Sandis provided Record Boundary and Topographic Surveys for the project. Mapping school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating.

##### Moraga School District School Modernization Project Moraga, CA

**Principal-in-Charge.** Sandis is currently providing record boundary and topographic surveying services for the Moraga Schools Modernization Project. Sandis is providing surveying for Camino Pablo, Donald Rheem, Los Perales, and Joaquin Moraga Intermediate schools.

##### Santa Clara Unified School District (SCUSD) As-Needed Surveying Santa Clara, CA

**Principal-in-Charge.** Sandis is providing surveying services for a number of sites throughout Santa Clara. Projects include upgrades to the Wilcox High School, new construction at the Patrick Henry School site, and Agnews campus off-site upgrades. Laura is working with the District to ensure Sandis' deliverables are of the highest quality.

##### San Francisco Unified School District (SFUSD) Measure J Bond Projects

San Francisco, CA | **Principal-in-Charge.** Sandis is providing extensive construction staking services for a number of sites throughout the District. As Principal-in-Charge, Laura serves as the liaison between Sandis and the District, ensuring Sandis meets all deliverables on-time and within budget.

##### SFUSD Willie Brown Middle School San Francisco, CA

**Principal-in-Charge.** Sandis provided surveying and engineering services for the Willie Brown Middle School. Services included design development, DSA review and approval services, construction administration and a supplemental topographic survey. Laura led the survey team for all survey related deliverables.



#### 38 Years of Experience

38 Years with Sandis

#### Professional Land Surveyor

California #7756

#### Additional Relevant Experience

##### Castilleja School Underground Parking Garage Palo Alto, CA

**Principal-in-Charge.** Sandis is providing surveying, utility locating, QSD/P and civil engineering services for the construction of an underground parking garage to help alleviate traffic from steadily increased enrollment.

##### Andrew Hill High School New Classroom Building San Jose, CA

**Principal-in-Charge.** Sandis provided construction staking services for a building addition to the campus.

##### SFUSD Hillcrest Elementary School

San Francisco, CA

**Principal-in-Charge.** Sandis provided surveying services for Hillcrest Elementary School including a topographic survey, boundary survey, and utilities survey.

##### City of Burlingame Map Review Services and Acting City Surveyor

Burlingame, CA

**Principal-in-Charge.** Sandis is providing map review services and acting as City Surveyor on an as-needed basis.

## CHRIS CINTEAN, PLS

### SR. PROJECT MANAGER, SURVEY

#### About

Chris has 23 years of experience in land surveying and has worked with both the public and private sectors. Chris' expertise is enhanced by his wealth of experience in the preparation of boundary and topographic surveys. Chris has extensive experience providing surveying services to K-12 school districts, including Oakland Unified School District. He will serve as the Sr. Project Manager for the contract and lead the day-to-day project requirements.

#### Relevant Experience

##### **Oakland Unified School District (OUSD) School Modernization Projects** Oakland, CA

**Sr. Project Manager.** Sandis is providing topographic surveying and utility locating for a number of school facilities that are in the process of modernization. School sites include Jefferson Elementary, Highland CDC, Oakland Academy of Knowledge, and Harriet Tubman CDC.

##### **OUSD Melrose Leadership Academy** Oakland, CA

**Sr. Project Manager.** Sandis provided Record Boundary and Topographic Surveys for the project. This project included the mapping of school properties, footprints of existing structures with corner spot elevations, building entry spot elevations and determining spot elevations at top and bottom landing of each side of exterior stairways. Sandis also provided underground utility locating services. Chris is also working with the project architect to provide surveying, site assessment, and schematic design services.

##### **OUSD Sequoia Elementary School** Oakland, CA

**Sr. Project Manager.** Sandis is providing surveying and utility locating services for the school. Chris serves as the Sr. Project Manager for this contract with OUSD and is providing project management and coordination.

##### **OUSD Garfield Elementary School Modernization** Oakland, CA

**Sr. Project Manager.** Sandis is providing surveying and utility locating services in preparation for modernization projects at Garfield Elementary School. The survey scope includes a record boundary and topographic survey and underground utility locating. Chris is providing project management and overseeing survey services.

##### **OUSD East Oakland Pride** Oakland, CA

**Sr. Project Manager.** Sandis provided surveying and utility locating services for site improvements at East Oakland Pride. Improvements included the addition of new green spaces and gardens, new sports courts, and other play yards beautification enhancements.

##### **Santa Clara Unified School District (SCUSD) As-Needed Surveying** Santa Clara, CA

**Sr. Project Manager.** Sandis is providing surveying services for a number of sites throughout Santa Clara. Projects include upgrades to the Wilcox High School, new construction at the Patrick Henry School site, and Agnews campus off-site upgrades. Chris works closely with the District to ensure Sandis' services are performed on time and within budget.



#### 23 Years of Experience

11 Years with Sandis

#### Associates of Art

San Joaquin Delta College and San Jose Evergreen Valley College

#### Professional Land Surveyor

California #8941

#### Additional Relevant Experience

##### **Moraga School District School Modernization Project** Moraga, CA

**Sr. Project Manager.** Sandis is currently providing record boundary and topographic surveying services for the Moraga Schools Modernization Project. Sandis is providing surveying for Camino Pablo, Donald Rheem, Los Perales, and Joaquin Moraga Intermediate schools.

##### **Carlmont High School** Redwood City, CA

**Sr. Project Manager.** Sandis provided as-needed surveying services for the City's Sewer Replacement Project. Topographic surveys; underground utility locating.

##### **San Francisco Unified School District (SFUSD) Hillcrest Elementary School**

San Francisco, CA

**Sr. Project Manager.** Sandis provided surveying services for Hillcrest Elementary School including a topographic survey, boundary survey, and utilities survey.

## FELIPE VERA, PLS

### PROJECT MANAGER, UTILITY LOCATING

#### About

Felipe brings more than 33 years of land surveying and utility locating expertise to his role as Project Manager. He has managed surveying efforts for some of the Bay Area's most high-profile projects, including Apple Campus, Moffett Towers, Sunnyvale Town Center, and Earthquake Stadium in San Jose. At Sandis, Felipe leverages his extensive local experience to lead surveying, construction staking, and utility locating projects. He coordinates closely with the survey and UL field crews, ensuring that the Sandis team delivers the highest level of precision and reliability to our clients.

#### Relevant Experience

##### Oakland Unified School District (OUSD) Roosevelt Middle School Modernization

Oakland, CA | **Project Manager.** Sandis provided construction staking services for the Roosevelt Middle School Modernization project. Construction staking services included finish grade sawcut, building and restroom layout, calculations and management, and stormdrain, sanitary sewer and water services.

##### OUSD Coliseum College Prep Academy Oakland, CA

**Project Manager, Utility Locating.** The District is investing in the transformation of Coliseum College Prep Academy to expand learning opportunities and provide modernized facilities for its students. Sandis is providing comprehensive land surveying services to support design and construction. Services include record boundary and topographic surveying as well as underground utility locating, ensuring accurate site data for design integration, utility coordination, and long-term infrastructure planning.

##### OUSD Skyline High School Sports Field Lighting Replacement Oakland, CA

**Project Manager, Utility Locating.** Sandis is providing utility locating services, base map preparation, record boundary, and field topographic surveying services for Skyline High School. The District intends to replace the sport field's lighting to increase visibility at night. The objective of the land survey is to perform limited site mapping and underground utility locations to support the installation of new field lights.

##### OUSD Garfield Elementary School Modernization Oakland, CA

**Project Manager, Utility Locating.** Sandis is providing surveying and utility locating services in preparation for modernization projects at Garfield Elementary School. The survey scope includes a record boundary and topographic survey and underground utility locating

##### Cox Academy Elementary School Modernization Oakland, CA

**Project Manager.** Sandis is providing construction staking services for the Cox Academy Elementary School Modernization project. Construction staking services include control verification, GPS control, stormdrain and water, electric and gas, sawcut, finish grade, Building D structural layout, calculations and management, and stormwater management.



#### 33 Years of Experience

2 Years with Sandis

#### B.S. Geomatic Engineering

Fresno State University

#### Professional Land Surveyor

California #8600

#### Relevant Experience Continued

##### Livermore High School Softball Field

Livermore, CA | **Project Manager, Survey and Utility Locating.**

Sandis provided utility locating and construction staking services for the softball field at Livermore High School. Construction staking services included control verification and benchmarks, stormdrain and bioretention, GPS control, finish grade site, tension post/dugout layout, fence, and calculations and management.

##### Santa Clara Unified School District

**As-Needed Surveying** Santa Clara, CA  
**Project Manager, Utility Locating.**

Sandis is providing surveying and utility locating services for a number of sites throughout the SCUSD.

##### Vista del Lago High School Pool

**Renovation** Folsom, CA

**Project Manager.** Sandis is providing construction staking services for the pool renovation at Vista del Lago High School. As Project Manager, Felipe is overseeing Sandis' services and providing project management and coordination.

## ALEXI ROSICHAN, PLS

### SR. PROJECT SURVEYOR

#### About

Alexi offers over 11 years of land surveying experience. He has managed projects and overseen multiple field crews from initial research through final deliverables. His experience includes boundary, topographic, ALTA/NSPS, construction, and flood certification surveys, along with GPS/Geodetic operations and grid-to-ground computations. Alexi values collaboration and has worked with engineers, planners, and local agencies across seven counties to resolve site challenges and deliver high-quality deliverables on time and within budget.

#### Relevant Experience

##### San Francisco Unified School District (SFUSD) Jefferson Early Education School Phase 1 & 2 San Francisco, CA

**Sr. Project Surveyor.** Sandis is providing topographic and utility surveying services to the San Francisco Unified School District at Jefferson Early Education School. This project consists of two phases. Phase 1 consists of a topographic survey including a basemap survey and an underground utility investigation. Phase 2 consists of updating the topographic survey and utility investigation after the architect's design scope is defined.

##### SFUSD Balboa High School Modernization Project San Francisco, CA

**Sr. Project Surveyor.** Balboa High School is undergoing a major modernization including seismic upgrades, new roofing, and a renovated garden with the students being relocated to another campus during renovations. To support modernization efforts, Alexi is providing topographic and basemap surveying for the project.

##### Los Altos School District (LASD) San Antonio Campus Site Investigation

Los Altos, CA | **Sr. Project Surveyor.** Sandis is providing survey, utility locating, and construction staking services for the LASD San Antonio Campus. Services included control verification, site boundary, site element, and underground utility locating. As Sr. Project Surveyor, Alexi is responsible for drafting the topographic boundary survey and for plan reviews.

##### Edna Maguire Elementary School Mill Valley, CA

**Sr. Project Surveyor.** Sandis is providing surveying services for the Edna Maguire Elementary School. Services include a topographic survey, boundary survey, and underground utility locating. Alexi is involved in the drafting and reviewing the surveys as well as performing plan reviews.

##### City of Ceres On-Call Surveying Services Ceres, CA

**Sr. Project Surveyor.** Sandis is supporting the City of Ceres by providing on-call land surveying and acting city surveyor services for signing and approving maps. Services include staff augmentation and technical review of parcel maps, final maps, lot mergers, lot line adjustments, plat maps, and legal descriptions for compliance with the Subdivision Map Act, City Subdivision Ordinance, and professional surveying standards.



#### 11 Years of Experience

1 Year with Sandis

#### B.S. Physical Anthropology

University of California, Santa Cruz

#### Professional Land Surveyor

California #9965

#### Relevant Experience Continued

##### City of Burlingame Map Review Services Burlingame, CA

**Sr. Project Surveyor.** As part of Sandis' on-call contract with the City of Burlingame, Sandis is providing map review services for a private development project at 1113-1115 Paloma Avenue. Services include technical review of survey and subdivision mapping documents for consistency with City standards, Subdivision Map Act requirements, and applicable local ordinances, supporting the City's planning and entitlement review process.

##### 401 Broadway Oakland, CA

**Sr. Project Surveyor.** Sandis is providing engineering and surveying for an affordable and market rate housing development with some commercial space being developed by Related and EBALDC in Oakland. Alexi is assisting with the topographic and boundary survey for the project.

**STANDARD HOURLY CHARGE RATES**

Enforced: January 1, 2026 through December 31, 2028

<b>ENGINEERING SERVICES / QSD &amp; QSP SERVICES</b>		<b>2026</b>	<b>2027</b>	<b>2028</b>
Project Specialist/Clerical		\$110	\$114	\$118
Computer/ Engineer Technician	Level I	\$115	\$119	\$123
	Level II	\$125	\$129	\$134
	Level III	\$140	\$145	\$150
Sr. Engineer Technician		\$155	\$160	\$166
SWPPP Field Technician	Level I	\$120	\$124	\$129
	Level II	\$130	\$135	\$139
	Level III	\$145	\$150	\$155
Field Technician Supervisor		\$165	\$171	\$177
Design Engineer	Level I	\$140	\$145	\$150
	Level II	\$150	\$155	\$161
	Level III	\$160	\$166	\$171
Project Engineer/Traffic Engineer	Level I	\$180	\$186	\$193
	Level II	\$190	\$197	\$204
	Level III	\$200	\$207	\$214
Senior Engineer	Level I	\$230	\$238	\$246
Engineering Project Manager	Level I	\$220	\$228	\$236
Engineering Project Manager	Level II	\$265	\$274	\$284
Associate Principal/Sr. Project Manager/Sr. Traffic Engineer		\$315	\$326	\$337
Principal		\$400	\$414	\$428
Forensic Review/Analysis/Claim Support		\$500	\$518	\$536
<b>SURVEYING SERVICES / HIGH DEFINITION SCANNING / 3D MODELING SERVICES</b>				
Computer/Surveying/Scanning Technician	Level I	\$115	\$119	\$123
	Level II	\$125	\$129	\$134
	Level III	\$135	\$140	\$145
Project Surveyor/Scanning Specialist	Level I	\$145	\$150	\$155
	Level II	\$165	\$171	\$177
	Level III	\$185	\$191	\$198
Survey/Utility Locating Project Manager	Level I	\$220	\$228	\$236
Survey/Utility Locating Project Manager	Level II	\$265	\$274	\$284
Senior Field Survey Supervisor/AISC/Manager		\$315	\$326	\$337
Utility Locating Services - Prevailing Rates - 1-Person Crew		\$225	\$233	\$241
Utility Locating Services - Prevailing Rates - 2-Person Crew		\$365	\$378	\$391
Utility Locating Services - Non-Prevailing Rates - 1-Person Crew		\$205	\$212	\$220
Utility Locating Services - Non-Prevailing Rates - 2-Person Crew		\$340	\$352	\$364
1-Person Survey Crew		\$235	\$243	\$252
2-Person Survey Crew		\$380	\$393	\$407
2-Person Survey Crew with Apprentice		\$535	\$554	\$573
3-Person Survey Crew		\$575	\$595	\$616
Union Field Surveyor Official Travel		\$90	\$93	\$96

**REIMBURSABLE COSTS:** Printing, monuments, materials, outside services and consultants, courier/delivery services, express/overnight mail, travel/per diem, agency fees advanced, etc., at cost plus 10%.

**OVERTIME:** All overtime charges are invoiced on the basis of one and one-half times the above rates. Double time invoiced at two times above rates.

**ESCALATION:** Escalation for future years shall be at a minimum of 3.5% increase per year.

Sandis at its sole discretion may utilize its subsidiaries to perform the services presented in this proposal.



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
3/25/2026

**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 have ADDITIONAL INSURED provisions or 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).**

<b>PRODUCER</b> Cavignac 451 A Street, Suite 1800 San Diego CA 92101	<b>CONTACT NAME:</b> Certificate Department <b>PHONE (A/C, No, Ext):</b> 619-234-6848 <b>FAX (A/C, No):</b> 619-234-8601 <b>E-MAIL ADDRESS:</b> certificates@cavignac.com	
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b>	
<b>INSURED</b> Sandis Civil Engineers Surveyors Planners 3007 Douglas Boulevard, Suite 105 Roseville, CA 95020	SANDCIV-01	<b>INSURER A:</b> Beazley America Insurance Company, Inc.
		<b>INSURER B:</b> Liberty Mutual Fire Ins Co
		<b>INSURER C:</b> The First Liberty Insurance Corporation      33588
		<b>INSURER D:</b> Liberty Insurance Corporation      42404
		<b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**      **CERTIFICATE NUMBER:** 2063834662      **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 (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Cross Liab. Inc. <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			TB2Z91482050026	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			AS6Z91482050016	3/3/2026	3/3/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			TH7Z91482050056	3/3/2026	3/3/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WC2Z91482050036	3/3/2026	3/3/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B A	Business Personal Property Professional Liability			YW2Z91482050046 C36AB6260301	3/3/2026 3/3/2026	3/3/2027 3/3/2027	Limit \$1,705,000 Each Claim \$5,000,000 Aggregate \$7,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 For Informational Purposes Only. Excess/Umbrella policy follows form over underlying policies: General Liability, Auto Liability & Employers Liability (additional insured and waiver of subrogation apply when afforded on underlying policies). Professional Liability - Claims made form, defense costs included within limit. Property - Special form, replacement cost.

**CERTIFICATE HOLDER**

**CANCELLATION**

Specimen Certificate	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 
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ACORD 25 (2016/03)

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Department of Facilities Planning and Management



OAKLAND UNIFIED  
SCHOOL DISTRICT

Community Schools, Thriving Students

## EXHIBIT "C"

### LOCAL BUSINESS UTILIZATION AFFIRMATION WORKSHEET

Firm or Team: Sandis Civil Engineers Surveyors Planners

Our Firm or Team affirms that it will achieve OUSD's minimum Local Business Utilization (LBU) requirements. Included in our Statement of Qualifications is a detailed narrative and strategy describing how the Firm or Team intends to meet or exceed the District's LBU requirements.

The narrative shall describe previously implemented methods used for successful local business utilization and shall be inclusive of at least three (3) project relevant California K-12 examples.

The narrative includes our LBU strategy, but not limited, to the following:

- **Category 1:** An outline of small and local firms (by professional service discipline) with planned partnership/JV Partnership
- **Category 2:** Other identified opportunities for local and small local utilization; Expressed Plan/Strategies to Increase LBP
- **Category 3:** Areas and/or scopes that have been identified as carve out opportunities for small, local partners
- **Category 4:** Relevant California K-12 project examples
- **Category 5:** Previously implemented methods used for successful Local Business Utilization

We understand that the submitted narrative and strategy will be scored and awarded up to 5 additional points by the District's LBU Consultant for incorporation into the SOQ evaluations.

Minimum Local Business Participation per District Policy can be found in the following link:

<https://www.ousd.org/facilities-planning-management/opportunities/lbu-policy>

Signature: 

Date: 4 / 30 / 2025

## LOCAL BUSINESS UTILIZATION NARRATIVE

Sandis understands and affirms that we will achieve the District's Local Business Utilization (LBU) requirements. Sandis is a certified Local Business Enterprise (LBE) with the City of Oakland and a certified Small Business Enterprise (SBE) with the Port of Oakland. With these certifications, Sandis achieves the District's LBU requirements. Proof of certifications can be found on the following two pages.

**Category 1 - Category 3:** These categories are not applicable to Sandis as Sandis is an Oakland LBE and achieves the District's LBU. While Sandis plans to perform the scope of services in-house, we confirm that should we require any teaming partners or sub-consultants, we will utilize an Oakland certified LBE and/or SBE.

**Category 4:** Sandis has held many contracts with the Oakland Unified School District in which our team achieved the District's LBU requirements. A few examples of Sandis' relevant K-12 experience includes, but is not limited to:

Project	Client	Scope
Oakland Unified School District Schools Modernization (2023)	Oakland Unified School District	Sandis provided surveying and utility locating services to the Oakland Unified School District for modernization projects across several campuses. Sandis provided topographic surveying and utility locating services for Manzanita Community School, Bella Vista Elementary School, and Piedmont Elementary School.
Oakland Unified School District Schools Modernization (2024)	Oakland Unified School District	Sandis provided surveying and utility locating services to the Oakland Unified School District for modernization projects across several campuses. Sandis provided topographic surveying and utility locating services for Bridge Academy, Stonehurst Elementary School, Reach Academy, Highland CDC, Jefferson ECE, Oakland Academy of Knowledge, and Harriet Tubman CDC.
Coliseum College Preparatory Academy Expansion	Oakland Unified School District	Sandis is providing surveying services to the Oakland Unified School District for the Coliseum College Preparatory Academy Expansion Project. Sandis' services include a record boundary and topographic survey and utility locating services.

**Category 5:** As a City of Oakland certified LBE and Port of Oakland certified SBE, Sandis has previously achieved the District's LBU requirements without the addition of teaming partners or sub-consultants. For the District's proposed Land Surveying Services for Various School Sites Project, Sandis will similarly rely on our certifications to successfully achieve the LBU. Our local team of surveyors and utility locators are fully equipped to cover the District's scope of services in-house. The Sandis team is deeply familiar with the Oakland Unified School District, its staff, its many campuses, and District operations. As such, we will lean on our history of experience with the District to satisfy all project goals throughout this contract.

## CITY OF OAKLAND



DALZIEL BUILDING • 250 FRANK H. OGAWA PLAZA, SUITE 3341 • OAKLAND, CALIFORNIA 94612

## Department of Workplace and Employment Standards

(510) 238-3970  
 FAX (510) 238-3363  
 TDD (510) 238-2007

October 1, 2025

Mike Kuykendall  
 Sandis Civil Engineers Surveyors Planners  
 636 9th Street  
 Oakland, CA 94607

RE: Certification as a Local Business Enterprise (LBE) with the City of Oakland's Local and Small Local Business Enterprise Program

Greetings Mike:

Congratulations! We are pleased to inform you that Sandis Civil Engineers Surveyors Planners has been certified as a Local Business Enterprise (LBE) by the Department of Workplace and Employment Standards. The City of Oakland has established the L/SLBE Program in order to provide greater economic opportunities for its residents and businesses, to stimulate economic development, and to strengthen the Oakland economy.

This Local Business Enterprise (LBE) certification is valid until September 30, 2027. After two years, your business is required to apply for recertification in order to remain certified with the City of Oakland provided your business continues to meet the eligibility criteria set forth in the City of Oakland's Local and Small Local Business Enterprise Program. Please review the L/SLBE Program (<https://cao-94612.s3.us-west-2.amazonaws.com/documents/City-of-Oakland-Local-Small-Local-Business-Program-10-2-2024.pdf>) to ensure your business maintains compliance with the program.

Sandis Civil Engineers Surveyors Planners will be listed in the City of Oakland's Directory of Local and Small Local Business Enterprises (L/SLBE) in the specialty area (s) **listed below**. The Directory can be accessed via the internet at <https://oaklandca.diversitycompliance.com/>.

The following table lists the North American Industry Classification System (NAICS) Code (s) and description(s) that have been assigned to your company in accordance with the service(s) your firm render(s).

**NAICS: SPECIALTY DESCRIPTION**

NAICS 541330: ENGINEERING SERVICES

NAICS 541370: SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES

If you have any questions regarding your L/SLBE certification you may email the City of Oakland at [certification@oaklandca.gov](mailto:certification@oaklandca.gov) or call (510) 238-3970.

Sincerely,  
 Certification Unit  
 Department of Workplace and Employment Standards



## DIVISION OF FACILITIES PLANNING AND MANAGEMENT ROUTING FORM

### Project Information

<b>Project Name</b>	Land Surveying Services at Various School Sites	<b>Site</b>	918
<b>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.</b>			
<b>Attachment Checklist</b>	<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

<b>Contractor Name</b>	Sandis Civil Engineering Surveyors & Planners	<b>Agency's Contact</b>	Laura Cabral		
<b>OUSD Vendor ID #</b>	003768	<b>Title</b>	Vice President		
<b>Street Address</b>	636 9 <sup>th</sup> Street	<b>City</b>	Oakland	<b>State</b>	CA
<b>Telephone</b>	510-873-8866	<b>Policy Expires</b>			
<b>Contractor History</b>	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>OUSD Project #</b>	25116				

### Term of Original/Amended Contract

<b>Date Work Will Begin (i.e., effective date of contract)</b>	06-25-2026	<b>Date Work Will End By (not more than 5 years from start date; for construction contracts, enter planned completion date)</b>	06-30-2028
		<b>New Date of Contract End (If Any)</b>	

### Compensation/Revised Compensation

<b>If New Contract, Total Contract Price (Lump Sum)</b>	\$	<b>If New Contract, Total Contract Price (Not To Exceed)</b>	\$0.0
<b>Pay Rate Per Hour (If Hourly)</b>	\$	<b>If Amendment, Change in Price</b>	\$
<b>Other Expenses</b>		<b>Requisition Number</b>	

### Budget Information


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

Resource #	Funding Source	Org Key	Object Code	Amount
TBD	01 Gen Fund; 14 Deferred Maintenance 21 Building Fund 25 Developer Fees 35 County Schools Facilities 40 Special Reserve for Capital Outlay Projects		TBD	\$0.0

### 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.

	<b>Division Head</b>	<b>Phone</b>	510-535-7038	<b>Fax</b>	510-535-7082
1.	<b>Executive Director, Facilities Planning and Management</b>				
	<b>Signature</b> <i>Pranita Ranbhise</i>	<b>Date Approved</b>	05/29/2026		
	<b>General Counsel, Department of Facilities Planning and Management</b>				
2.	<b>Signature</b> <i>James Traber</i>	<b>Date Approved</b>	5/27/26		
	<b>Chief Systems &amp; Service Officer, Facilities Planning and Management</b>				

3.	Signature	Date Approved	
	Chief Financial Officer 		
4.	Signature <a href="#">Preston Thomas (May 28, 2026 20:17:05 PDT)</a>	Date Approved	05/28/2026
	President, Board of Education		
5.	Signature	Date Approved	