

ADDENDUM TO AGENDA  
ELK GROVE UNIFIED SCHOOL DISTRICT  
Regular Meeting of the Board of Education  
Board Room, Education Center  
9510 Elk Grove-Florin Road  
Elk Grove, CA 95624  
September 3, 2013  
Closed Session – 5:30 p.m.  
Regular Session – 7:00 p.m.

<u>Item</u>	<u>Time – Approximate</u>
OPEN MEETING - 7:00 p.m.	
XI. Discussion/Action Items	
16. Health Benefits Consultant Contract - <b>Delete</b>	5 Minutes
XIII. Consent Agenda – Action	5 Minutes
29. Approval of Section 125 Flexible Benefit Plan Adoption Agreement and Application for Medical Expense Reimbursement - <b>Delete</b>	
36A. Memorandum of Understanding Provision of Ambulance Services	
36B. Agreement for Special Services for Legislative, Budgetary and Advocacy Services	
36C. Out-of-State Field Trip Approval	

**AMERICAN WITH DISABILITIES COMPLIANCE NOTICE**

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Arlene Hein, at (916) 686-7700.

Notification of at least 24 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services.

**DOCUMENT AVAILABILITY**

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in District office located at 9510 Elk Grove-Florin Road, Elk Grove, CA during normal business hours.

**Board Agenda Item**

**Subject:**

**Department:** Finance & School Support

Memorandum of Understanding

**Action Requested:**

The Board is asked to ratify the Memorandum of Understanding between Elk Grove Unified School District and American Medical Response to provide ambulance services at the district's high school football games for the fall 2013 football regular season.

**Discussion:**

The Board is asked to ratify the Memorandum of Understanding between Elk Grove Unified School District and American Medical Response to provide ambulance services at the district's high school football games for the fall 2013 football regular season.

**Financial Summary:**

Costs for the MOU are estimated at \$20,000 and are included in the 2013-14 budget.

Prepared By: \_\_\_\_\_

Division Approval: Rich Fagan

Prepared By: \_\_\_\_\_

Superintendent Approval: Steven M. Ladd, Ed.D. 

**MEMORANDUM OF UNDERSTANDING  
SCOPE OF SERVICES CONTRACT**

**RE: Ambulance Services at 2013 High School Football games  
Between**

**American Medical Response (AMR)  
AND**

**~~Elk Grove Unified School District~~**

This memorandum of understanding (MOU) is between the Elk Grove Unified School District (Hereinafter referred to as the District) and American Medical Response (Hereinafter referred to as AMR). It is expressly understood and agreed to by all parties as follows:

**Purpose:** This MOU establishes an agreement for AMR to provide Ambulance services at District's high school football games for the fall 2013 football regular season ending on 11/8/2013.

**Scope of Services:**

The purpose of this service is to provide medical attention and emergency transportation in the event of injury at Elk Grove Unified School District high school varsity and junior football games. Ambulance to include Basic Life Support (BLS), transport capable ambulance staffed with 2 EMT's. The BLS equipment will include Automated External Defibrillators (AEDs) per Sacramento County EMS Agency protocols. Both crew members shall be licensed and certified according to State EMS guidelines. Ambulance and crew will be required to be at the site 15 minutes before game time and stay 15 minutes after the end of the game.

**Participating District High Schools**

Elk Grove High School, Valley High School, Florin High School, Laguna Creek High School, Sheldon High School, Franklin High School, Monterey Trail High School, Cosumnes Oaks High School, and Pleasant Grove High School.

**Terms**

The terms of this MOU shall commence August 29, 2013 and then extend through November 8, 2013. Terms will be reviewed and modified annually, unless either party gives written notice of termination. The Purchasing Department will issue a purchase order for all the high school regular season games. Scrimmages may be added prior to the August 29th date and games may be added to the schedule after November 8th due to teams participating in post season playoff games. It will be the sole responsibility of participating sites to arrange coverage and pay for all additional expenses.

Games are played at 5 sites: Monterey Trail High School, Sheldon High School, Elk Grove High School, Cosumnes Oaks High School, and Consumes River College.

**Termination Clause:**

Either party may terminate this MOU in thirty (30) days upon written notice of intention to terminate the agreement with or without cause.

**Fee Structure:**

The fee structure for the 2013 District football season will be \$90.00 per hour for Basic Life Support Ambulance and two crew members licensed and certified according to State EMS guidelines.

**Indemnification and Insurance Obligations**

PROVIDER shall enter into an indemnity, hold harmless and insurance agreement with the District. BIDDER shall certify that it shall comply with these obligations, such as, but not limited to the following:

Limited Indemnification and Hold Harmless: PROVIDER and its agents, officers and employees shall defend, indemnify, and hold harmless EGUSD, its elected and appointed officers, agents, employees, volunteers, PROVIDERs and representatives from and against any and all claims, demands, losses, defense costs, expenses, attorney fees, litigation expenses, or liability which EGUSD, its selected and appointed officers, agents, employees, volunteers, PROVIDERs and representatives may sustain or incur, or which may be imposed upon them by law for damages due to personal and bodily injury or death of persons, or damage to property, to the extent caused as a result of or arising out of the operations, negligent acts, errors or omissions, caused in whole or in part by the agents, officers and employees of PROVIDER in the performance of and in accordance with the terms of the Agreement entered into between PROVIDER AND EGUSD. The indemnification provisions contained in this Agreement include but are not limited to any violation of applicable law, ordinance, regulation or rule, including where the claim, loss, damage, charge or expense was caused by deliberate, willful, or criminal acts of either party to this Agreement, or any of their agents, officers or employees or their performance under the terms of this Agreement. The indemnity provisions of this Agreement shall survive the expiration or earlier termination of this Agreement.

**Minimum Insurance/Coverage:** EGUSD and PROVIDER agree to purchase and/or maintain through the duration of this agreement insurance or liability coverage (such as liability coverage provided by a Joint Powers Agency) ensuring their ability to meet their respective defense and indemnity obligations set forth above. Such insurance or liability coverage shall have a limit of liability of no less than \$1,000,000 per claim/occurrence, and \$2,000,000 in the aggregate.

The insurance or liability coverage shall include, as may be reasonable and appropriate given the acts and activities contemplated by this agreement. For the acts and activities contemplated by this agreement, at a minimum, the following shall be provided:

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**Commercial General Liability Insurance:** PROVIDER shall maintain at its expense a policy of commercial general liability insurance, endorsed to include professional liability coverage relative to the scope of service performed by PROVIDER. Such insurance shall be maintained in a company or companies lawfully authorized to do business in California as admitted carriers so designated by the California Department of Insurance. It is preferred that such carriers will have a financial rating of at least "All" status as rated in the most recent edition of Best's Insurance Reports or as amended agreement between EGUSD and PROVIDER. All policies shall contain a provision requiring thirty (30) days written notice to be given to EGUSD prior to cancellation, modification, or reduction of limits.

**Additional Insured Endorsement:** EGUSD, its elected and appointed officers, agents, employees, volunteers' PROVIDERs and representatives shall be listed as ~~Additional Insured~~ as respects the operations of the named insured. Coverage shall not be limited to the vicarious liability or supervisory role of any additional insured. Said insurance policy shall be endorsed (copy of Endorsement attached to Certificate of Insurance) to include the following language, "EGUSD, its elected and appointed officers, agents, employees, volunteers, PROVIDERs and representatives shall be listed as Additional Insured as respects the operations of the named insured performed under the terms of this Agreement."

**Primary Insurance Endorsement:** In addition to the "Additional Insured" as stated above, said insurance policy shall be endorsed (copy of Endorsement attached to Certificate of Insurance) to include the following language, "Such insurance as is afforded by the Endorsement for the Additional Insured's shall apply as primary insurance. Any other insurance maintained by the EGUSD, its elected and appointed officers, agents, employees, PROVIDERs and representatives shall be excess only and not contributing with the insurance afforded by this Endorsement."

**Certificate of Insurance:** Prior to commencing services pursuant to this Agreement, PROVIDER shall provide certificates as evidence of the existence of the insurance required by this Agreement, on insurance certificates executed by a duly-authorized agent of PROVIDER'S insurance provider. Such certificate shall include the Endorsements described in this Agreement as attachments.

**Workers' Compensation:** PROVIDER shall provide Workers' Compensation coverage as required by California law, and in signing this Agreement, makes the following certification: "PROVIDER is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or two undertake self-insurance in accordance with such provisions before commencing the performance of the Agreement." Prior to commencing services pursuant to this Agreement, PROVIDER shall provide a certificate indicating the existence of Workers' Compensation coverage as required by this Agreement, or

an insurance certificate executed by a duly-authorized agent of PROVIDER'S insurance provider.

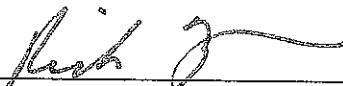
**Injury and Illness Prevention:** PROVIDER shall maintain and enforce an Injury and Illness Prevention Program as required by State law, and in signing this Agreement, makes the following certification: "PROVIDER is aware of the provisions of California Labor Code, Division 5, and of the California Code of Regulations, Title 8, and shall maintain an active Injury and Illness Prevention Plan in accordance with such provisions before commencing the performance of this Agreement." The Injury and Illness Prevention Plan shall be available to EGUSD upon request.

**Commercial Automobile Liability:** If PROVIDER is going to operate a vehicle on District property or transport students in any capacity. \* Limits of liability shall include a minimum of \$1,000,000 combined single limit.

**Survivability:** The parties' indemnity and coverage obligations shall survive the termination of this agreement with respect to any claim arising from the parties' actual or alleged performance or non-performance of their respective rights, privileges, or obligations existing under this agreement

**Joint Interests:** In the event of a claim covered by these provisions, the Parties agree to take all steps reasonable or necessary to cooperate in defending and protecting their joint interests, including efforts to reduce defense costs (through joint representation whenever possible), expenses and potential liability exposures.

\_\_\_\_\_  
Date: \_\_\_\_\_  
Karl Pedroni  
General Manager  
American Medical Response (AMR)

  
\_\_\_\_\_  
Date: 1/26/13  
Rich Fagan  
Associate Superintendent  
Finance/School Support Administration  
Elk Grove Unified School District

**Board Agenda Item**

**Subject:**

Agreement for Special Services

**Department:**

Finance & School Support

**Action Requested:**

The Board is requested to approve a one-year Agreement for legislative and budgetary and advocacy services with Blattner & Associates.


**Discussion:**

The district is requesting that Blattner & Associates continue to provide legislative and budgetary advisory and advocacy services for the Elk Grove Unified School District. Mr. Blattner represents and advocates for the Elk Grove Unified School District's best interests at the state capitol and legislative offices on a daily basis. His services have provided advanced information on developing educational issues at the state level which have allowed the district to be proactive in addressing these issues. The Board is asked to approve a one-year Agreement for Services, for the period September 4, 2013 through September 3, 2014 at a cost of \$1,250 per month. There is no increase for the 2013-14 school year.

**Financial Summary:**

The contract amount is included in the 2013-14 budget.

Prepared By: Rich Fagan

Division Approval: Rich Fagan 

Prepared By: \_\_\_\_\_

Superintendent Approval: Steven M. Ladd, Ed.D. 

**AGREEMENT FOR LEGISLATIVE & BUDGETARY ADVISORY &  
ADVOCACY SERVICES**

This is an agreement between the **ELK GROVE UNIFIED SCHOOL DISTRICT** and **BLATTNER & ASSOCIATES** entered into as of September 4, 2013.

**RECITALS**

**WHEREAS**, the ELK GROVE UNIFIED SCHOOL DISTRICT needs advice and assistance regarding legislative advocacy on its behalf; and,

**WHEREAS**, BLATTNER & ASSOCIATES is professionally and specially trained and competent to provide these services; and,

**WHEREAS**, the authority for entering into this agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable.

**NOW, THEREFORE**, the parties to this agreement do hereby mutually agree as follows:

1. BLATTNER & ASSOCIATES agrees to perform legislative and budgetary advisory and advocacy services on behalf of the ELK GROVE UNIFIED SCHOOL DISTRICT, hereinafter referred to as "DISTRICT," as follows:

- a. To maintain a presence on behalf of the DISTRICT with the Legislature, the Governor's Office, State Departments, Boards and Commissions, and to communicate as appropriate any actions of significance to the DISTRICT;
- b. To represent the DISTRICT as directed before the Legislature, various State departments, the State Board of Education, and the State Controller on issues of critical importance to the DISTRICT;
- c. To work, as directed, with authors, committee consultants, caucus consultants, the Legislative Analyst's Office, the Department of Finance, and the Governor's Office to ensure that the DISTRICT'S position on policies and law changes is articulated and taken into consideration before final action;
- d. To provide the DISTRICT with advice and various written and electronic resources to assist with local decision making



2. The ELK GROVE UNIFIED SCHOOL DISTRICT agrees to pay to BLATTNER & ASSOCIATES for services rendered under subdivisions of this agreement the sum of \$1,250 per month, which shall include all in-town expenses upon approval of the DISTRICT.
3. This agreement shall be for the period of twelve (12) months, beginning September 4, 2013, and terminating September 3, 2014. It may be terminated by either party prior to September 3, 2014 on thirty (30) days written notice
4. It is recognized by both parties that BLATTNER & ASSOCIATES will be serving as a legislative advocate on behalf of the ELK GROVE UNIFIED SCHOOL DISTRICT and that it will be necessary for both parties to file such appropriate forms with the Fair Political Practices Commission as may be required by State law.
5. It is expressly understood and agreed to by both parties that BLATTNER & ASSOCIATES, while carrying out and complying with any of the terms and conditions of this agreement, is an independent contractor and is not an employee of the ELK GROVE UNIFIED SCHOOL DISTRICT.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be executed as indicated below:

BY:

DATE:

\_\_\_\_\_  
Dr. Steven Ladd  
Superintendent  
ELK GROVE Unified School District

BY:

DATE:

\_\_\_\_\_  
Robert W. Blattner  
Principal  
Blattner & Associates

**Board Agenda Item**

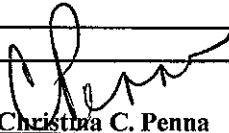

**Subject:**  
 Out-of-State Field trip **Division:** Secondary Education

**Action Requested:**  
 The Board of Education is asked to approve the Out-of-State Field Trip listed below.

**Discussion:**  
 As part of its consent agenda, the Board is asked to approve the out-of-state field trip listed below.

School	Field Trip Destination	Field Trip Purpose	Dates of Trips
Elk Grove High	New York, NY	2013 Empire Mock Trial Invitational	October 18-22, 2013
Sheldon High	Louisville, KY	National FFA Convention	October 29- November 3, 2013

**Financial Summary:**

Prepared By: Libby Sidhu Division Approval:  Christina C. Penna  
 Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. 

**Attachment to  
Agenda Item**

*September 3, 2013*  
**Board Meeting**

**Agenda Item  
# 7**

**ELK GROVE UNIFIED SCHOOL DISTRICT**  
Finance & School Support

# 2013-14 BUDGET UPDATE & 2012-13 PRELIMINARY UNAUDITED ACTUALS FINANCIAL REPORT

Board of Education  
*vs*  
September 3, 2013



Presented by:  
Rich Fagan, Associate Superintendent  
Finance & School Support

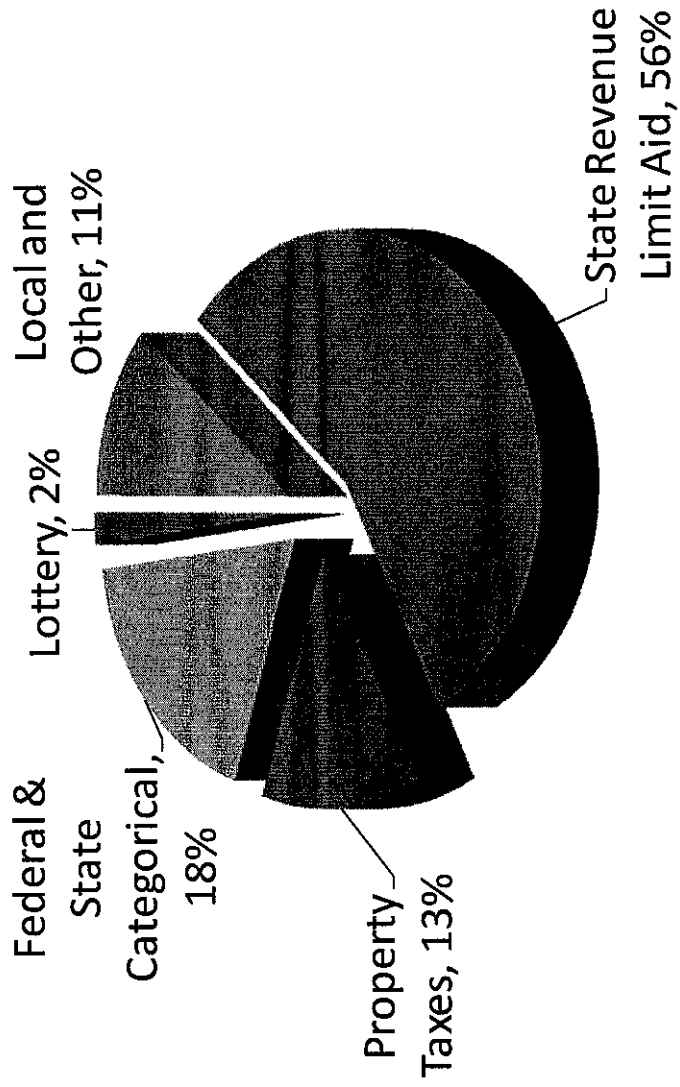
# Presentation Overview

- 2012-13 Preliminary Unaudited Actuals Revenue & Expenditure Charts
- Revenue Limit History
- 2013-14 Budget Update
- 2012-13 Changes from Estimated Actuals
- 2012-13 Preliminary Unaudited Actuals
- Next Steps

# Financial Revenue Data

## TOTAL GENERAL FUND (Unrestricted & Restricted)

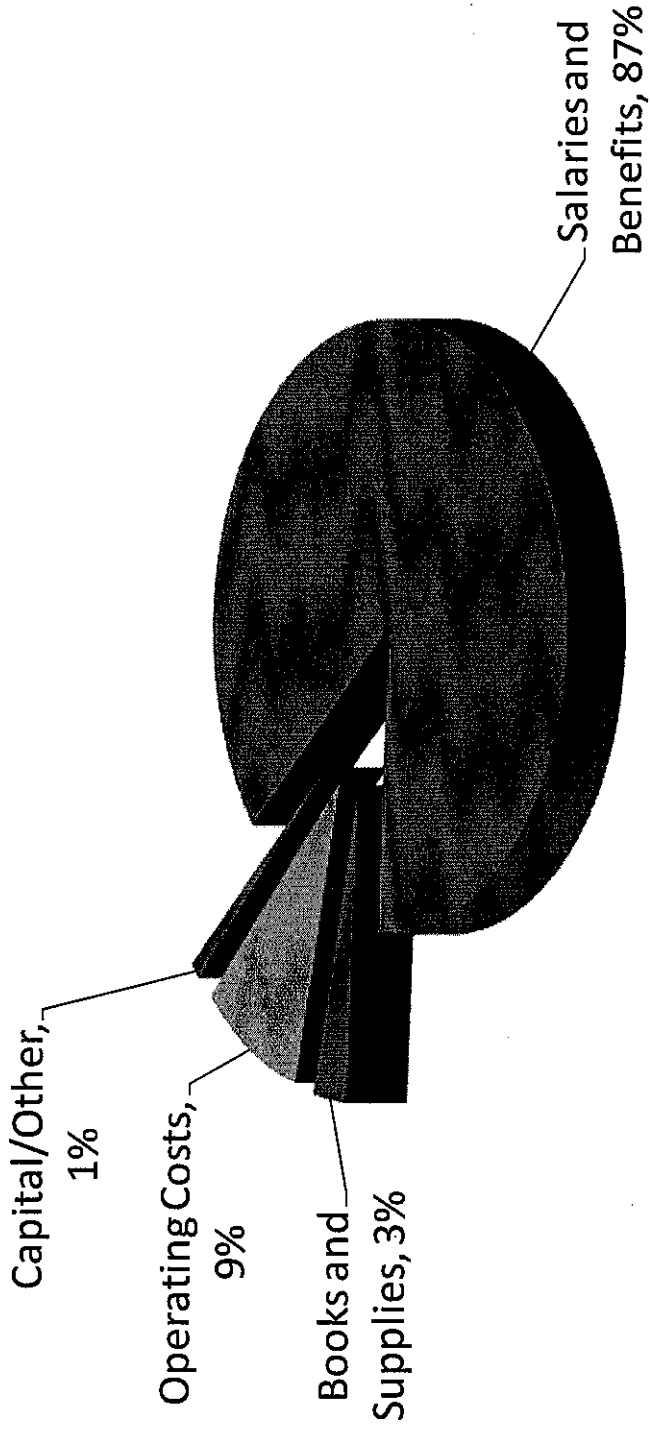
2012-13 Preliminary Revenue Resources



# Financial Expenditure Data

## TOTAL GENERAL FUND (Unrestricted & Restricted)

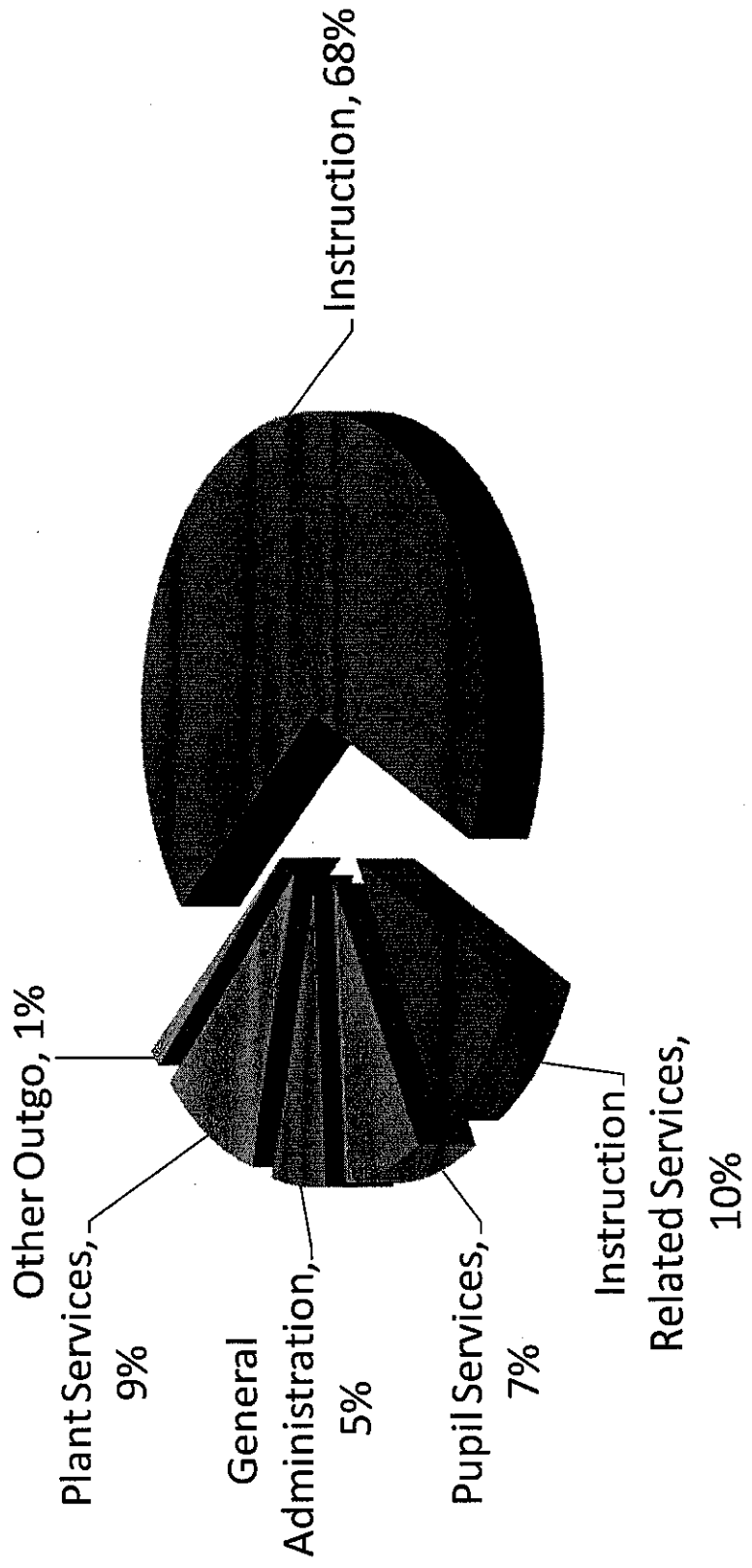
2012-13 Preliminary Expenditures



# Financial Expenditure Data

## TOTAL GENERAL FUND (Unrestricted & Restricted)

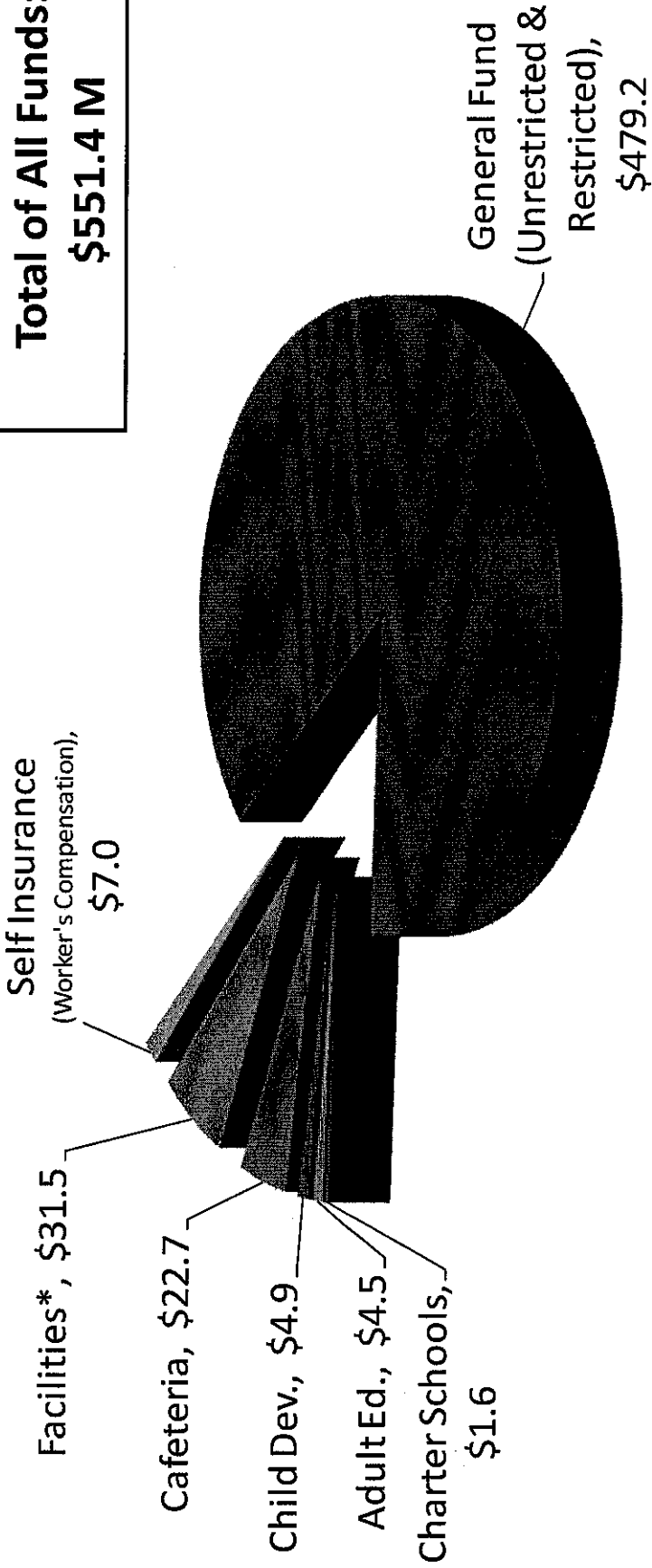
2012-13 Preliminary Expenditures by Function





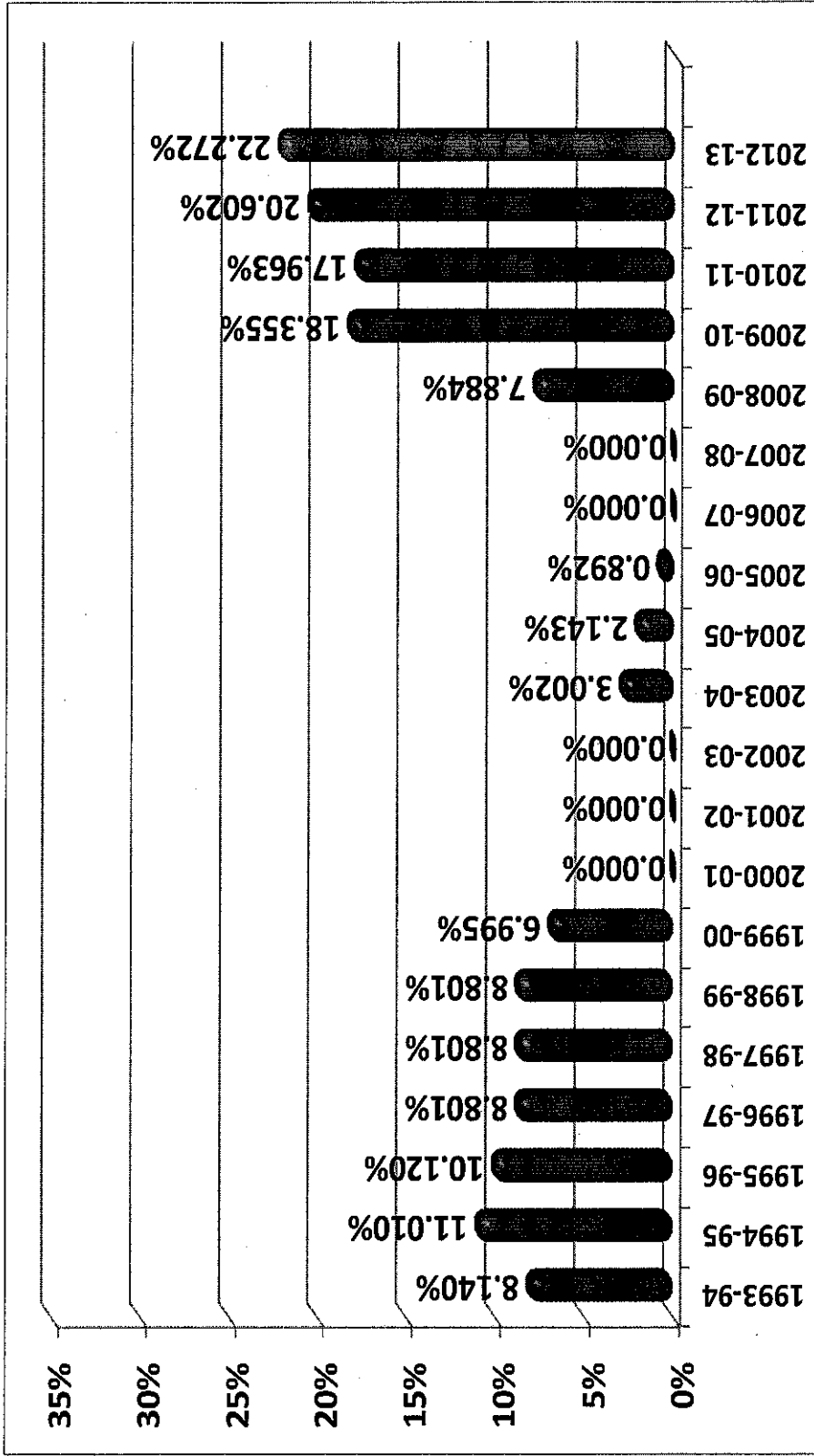
# Financial Expenditure Data

## 2012-13 PRELIMINARY EXPENDITURES BY FUND (\$million)

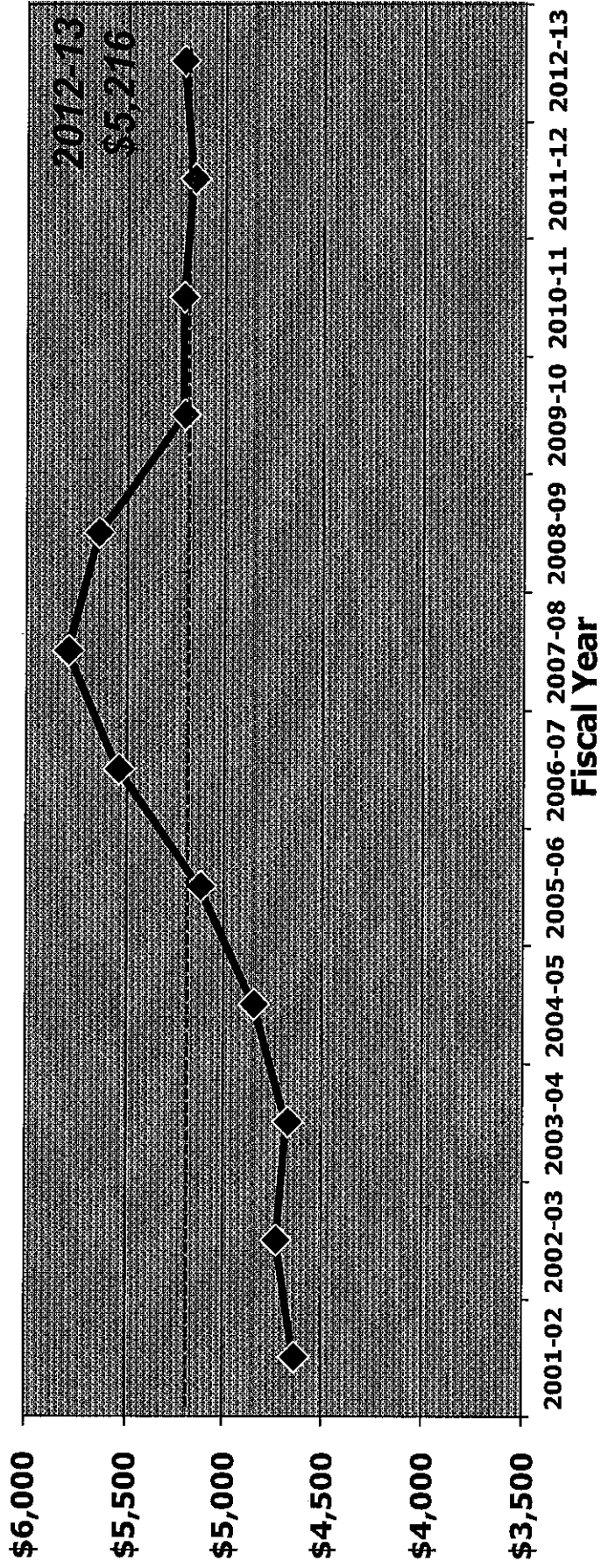


\*Facilities amount does not include \$76.3M related to Bond Re-Financing Activity

# Revenue Limit Deficit Factors



# Revenue Limit Per ADA



# Education Protection Account (EPA)

## 2012-13 Expenditures

- In accordance with the implementation of Proposition 30 Districts are required to expend EPA funds on instructional and instruction related expenditures
- Elk Grove has allocated a portion of classroom teacher salaries and benefits for grades 4 through 12 to satisfy this requirement
- Detailed revenue and expenditure information will be uploaded to the District's website upon approval of the 2012-13 Unaudited Actuals
- For fiscal year 2013-14 we will be bringing back our recommendations for use of EPA at the 1<sup>st</sup> Interim Report

# Change in Unrestricted General Fund Operations

## 2012-13 Revenue Variances

Lottery Revenue was Estimated by School Services of California

(SSC) at \$130 per Student then Reduced to \$120 by

(\$0.6m)

California Department Education (CDE) on July 5<sup>th</sup>

Medi-Cal Administrative Activities (MAA) SCOE Directive

to Remove Budget July 16<sup>th</sup>

(\$0.3m)

Special Education Revenue Shortfall for Extended Year

Non-Public School ADA (July 9<sup>th</sup>)

(\$0.3m)

Total

(\$1.2m)

## 2012-13 Expenditure Variances

Estimated Transition Attrition Calculation (contra \$5m)

Total

(\$1.5m)

(\$1.5m)

Net Change

(\$2.7m)

# Designated Reserve Details

## 2012-13 PRELIMINARY UNRESTRICTED GENERAL FUND BALANCE

Estimated Undesignated Future Year Operations (Est. Act.)	\$44.2m
Change in Unrestricted General Fund Operations	(\$ 2.7m)
<u>Designated Carryover Reserves:</u>	
ROP /Career Tech Support Reserve	(\$1.0m)
Site Shared Energy Savings	(\$0.1 m)
TRANs Interest Expense	<u>(\$0.3m)</u>
Adjusted Change to Unrestricted General Fund Balance	<u>(\$4.1 m)</u>
Adjusted Undesignated Future Year Operations	<u>\$40.1m</u>

# 2012-13 Preliminary Unaudited Actuals

## General Fund - Unrestricted

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	ADOPTED	1ST INTERIM	2ND INTERIM	PROJECTED YEAR END	UNAUDITED ACTUALS
Revenue	\$ 344,887,315	\$ 372,625,113	\$ 374,407,799	\$ 374,602,743	\$ 373,919,190
Contributions/Transfers	(48,555,332)	(51,401,185)	(50,550,811)	(51,785,497)	(52,269,774)
Salary and Benefits	(308,377,203)	(312,806,671)	(312,364,538)	(313,240,178)	(315,655,876)
Supplies and Operating	(20,235,237)	(24,720,480)	(25,877,831)	(24,342,639)	(23,520,414)
Indirect and Transfers	6,503,313	6,979,494	7,254,464	7,222,062	7,210,998
<b>SURPLUS/(DEFICIT)</b>	<b>\$ (25,777,144)</b>	<b>\$ (9,323,729)</b>	<b>\$ (7,130,917)</b>	<b>\$ (7,543,509)</b>	<b>\$ (10,315,876)</b>
Projected Beginning Fund Balance	65,434,976	62,067,118	62,067,118	62,067,118	62,067,118
Contingency 2% Reserve	(9,806,449)	(10,276,347)	(10,276,347)	(10,276,347)	(10,301,517)
Revenue Limit Reserve (Deferral) 10-11	(12,680,737)	-	-	-	-
Revenue Limit Reserve (Deferral) 11-12	(17,170,646)	-	-	-	-
Reserve for Future Year Deficit Spending	-	(42,467,042)	(44,659,854)	(44,247,262)	(41,449,725)
<b>UNDESIGNATED BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# 2013-14 General Fund Unrestricted Multi-year Budget Projection

ITEM	2013-14 45-DAY REVISE (08-20-13)	2014-15	2015-16
Revenue	\$ 365,678,912	\$ 365,678,912	\$ 365,678,912
Estimated LCFF 2013-14	18,040,854	18,040,854	18,040,854
Estimated LCFF 2014-15		15,740,634	15,740,634
Estimated LCFF 2015-16			11,335,647
Contributions/Transfers	(51,029,356)	(55,043,315)	(58,291,205)
Salary and Benefits	(319,341,101)	(324,324,666)	(331,745,150)
Supplies and Operating	(29,247,585)	(28,867,720)	(29,118,349)
Indirect and Transfers	6,009,412	6,921,776	7,097,712
<b>SURPLUS/(DEFICIT)</b>	<b>\$ (9,888,864)</b>	<b>\$ (1,853,525)</b>	<b>\$ (1,260,945)</b>
Estimated Beginning Fund Balance	54,523,609	44,634,745	42,781,220
<b>Ending Fund Balance</b>	<b>44,634,745</b>	<b>42,781,220</b>	<b>41,520,275</b>
Contingency Mandated 2% Reserve	(10,276,347)	(10,276,347)	(10,426,347)
Reserve for Future Year Deficits	(34,358,398)	(32,504,873)	(31,093,928)
<b>UNDESIGNATED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Note: 2014-15 LCFF Revenue Estimated at 4% Increase



# 2013-14 General Fund Unrestricted Multi-year Budget Projection

ITEM	2013-14 UNAUDITED ACTUALS	2014-15	2015-16
Revenue	\$ 365,678,912	\$ 365,678,912	\$ 365,678,912
Estimated LCFF 2013-14	18,040,854	18,040,854	18,040,854
Estimated LCFF 2014-15		15,740,634	15,740,634
Estimated LCFF 2015-16			11,335,647
Contributions/Transfers	(51,029,356)	(55,043,315)	(58,291,205)
Salary and Benefits	(319,341,101)	(324,324,666)	(331,745,150)
Supplies and Operating	(29,247,585)	(28,867,720)	(29,118,349)
Indirect and Transfers	6,009,412	6,921,776	7,097,712
<b>SURPLUS/(DEFICIT)</b>	<b>\$ (9,888,864)</b>	<b>\$ (1,853,525)</b>	<b>\$ (1,260,945)</b>
Estimated Beginning Fund Balance	51,751,242	41,862,378	40,008,853
<b>Ending Fund Balance</b>	<b>41,862,378</b>	<b>40,008,853</b>	<b>38,747,908</b>
Contingency Mandated 2% Reserve	(10,301,517)	(10,301,517)	(10,451,517)
Designated Carryover Reserves	(1,376,525)	-	-
Reserve for Future Year Deficits	(30,184,336)	(29,707,336)	(28,296,391)
<b>UNDESIGNATED</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Note: 2014-15 LCFF Revenue Estimated at 4% Increase



**Attachment to  
Agenda Item**

*September 3, 2013*  
**Board Meeting**

**Agenda Item  
# 11**



# RECORDING & BROADCASTING EGUSD BOARD MEETINGS

September 3, 2013



Presented by:

Steve Mate | Elizabeth Graswich | Todd Barber



## RESEARCH

Organization	Broadcast Method	Mounted Cameras	Tripod Cameras	Staff for recording
Sacramento City Unified	Recorded live and aired at a later date on Metro Cable 14. Video archives available on YouTube.	4	No	2 dedicated staff
Fresno Unified	Broadcasted live on local cable television and online. Video archives available online.	4	No	2 AV communications staff
City of Sacramento	Broadcasted live on Metro Cable 14 and online. Video archives available online.	5	No	
City of Elk Grove	Broadcasted live on Metro Cable 14 and online. Video archives available online.	4	No	Staff provided by Metro Cable
<i>San Juan Unified, Folsom Cordova Unified, Twin Rivers Unified and Natomas Unified don't record or broadcast their board meetings.</i>				





## OPTIONS PRESENTED

- Four possible options to capture board meetings
- Two possible broadcast options
- Equipment costs associated with each option
- Options range in quality from home use equipment to industry standard equipment
- Personnel costs



## OPTIONS YOU WILL SEE

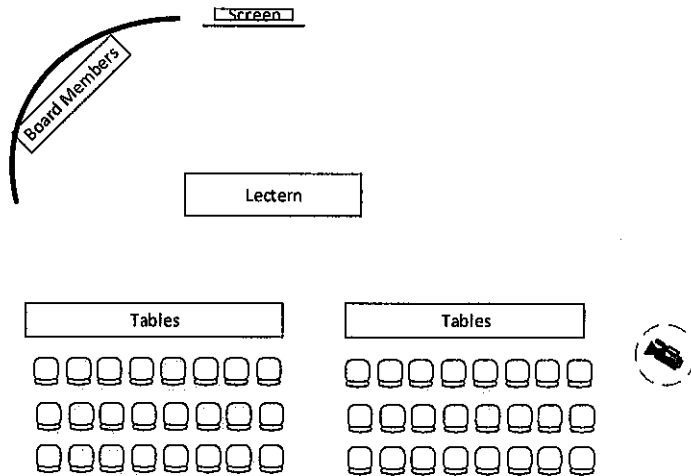
	Option 1	Option 2	Option 3	Option 4
# Camera(s)	1	3	3	5
Type	Tripod	Tripod	Mounted	Mounted
Personnel hours per meeting	7.5	29	12	12
** Personnel hours based on 3.5 hour meeting				

**Option 5**  
Company or Contractor Services





# OPTION 1- ONE CAMERA ON TRIPOD



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# OPTION 1- ONE CAMERA ON TRIPOD

Equipment	Est. Cost
One consumer camcorder on a tripod	\$1,000
External storage for video archival	\$2,000
Audio feed/conversion/installation	\$500
<b>Est. Equipment Cost</b>	<b>\$3,500</b>

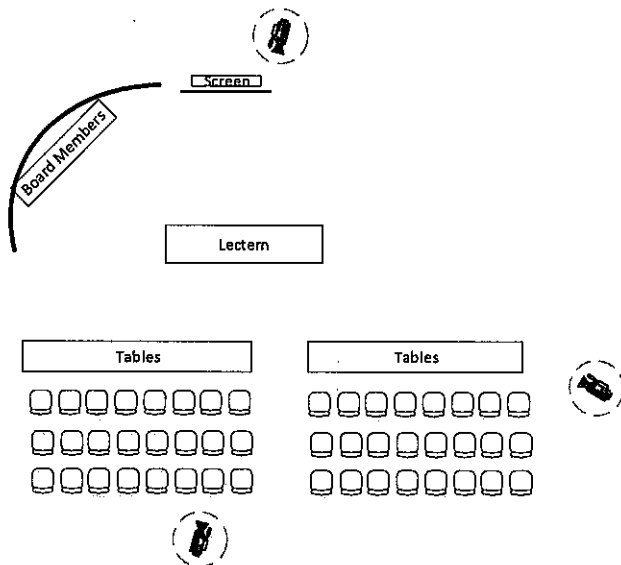
  

Personnel	Est. time per meeting
Pre-Production (setting up)	1 person, 1 hour
Recording	1 person, length of meeting (7:00-10:30 = 3.5 hours)
Post Production	1 person, 1 hour
Exporting Video	2 hours (1 day turn-around)
<b>Est. Time (hours x people)</b>	<b>7.5 hours</b>
<b>Est. Cost for the year</b>	<b>\$6,000</b>

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## OPTION 2- THREE CAMERAS ON TRIPODS



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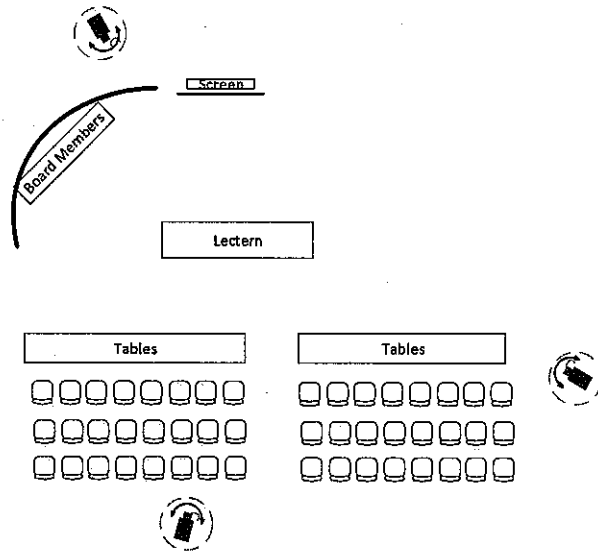
## OPTION 2- THREE CAMERAS ON TRIPODS

Equipment	Est. Cost
Three consumer camcorders on tripods	\$3,000
External storage for video archival	\$2,000
Audio feed/conversion/installation	\$500
<b>Est. Equipment Cost</b>	<b>\$5,500</b>
Personnel	Est. time per meeting
Pre-Production (setting up)	3 people, 1 hour
Recording	3 people, length of meeting (7:00-10:30 = 3.5 hours)
Post Production (tear down)	3 people, 1 hour
Post production editing and titles works	1 person, 3 times the length of meeting 3.5 hour meeting x 3 = 10.5 hours
Exporting Video	2 hours (1 day turn-around)
<b>Est. Time (hours x people)</b>	<b>29 hours</b>
<b>Est. Cost for the year</b>	<b>\$23,200</b>

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# OPTION 3- THREE MOUNTED CAMERAS



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# OPTION 3- THREE MOUNTED CAMERAS

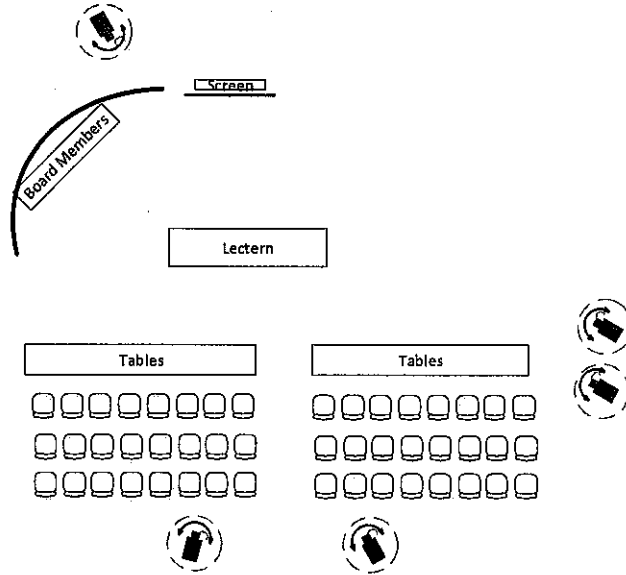
Equipment	Est. Cost
Three Pan/ Tilt/ Zoom mounted cameras	\$2,500 x 3= \$7,500
Live video recording equipment based on Newtek	\$25,000
Tricaster	
Furniture	\$2,000
Misc. Cables	\$500
Installation of video recording equipment and cameras	\$8,000
Add HVAC system to control room	\$2,500
<b>EST. Equip. Costs</b>	<b>\$45,500</b>
Personnel	Est. Time per meeting
Pre-Production (setting up, making sure all set)	2 people, 1 hour
Recording	2 people, length of meeting (7:00-10:30 = 3.5 hours)
Post Production (shutdown, cleanup)	2 people, 1 hour
Exporting Video	1 person, 2 hours (1 day turn-around)
Est. Time (hours x people)	12 hours
<b>Est. Cost for the year</b>	<b>\$9,600</b>

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# OPTION 4- FIVE MOUNTED CAMERAS



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# OPTION 4- FIVE MOUNTED CAMERAS

Equipment	Est. Cost
Five Pan/Tilt/ Zoom mounted cameras	\$2,500 x 5= \$12,500
Live video recording equipment based on Newtek	\$35,000
Tricaster	
Furniture	\$2,000
Misc. Cables	\$500
Installation of video recording equipment and cameras	\$8,000
Add HVAC system to control room	\$2,500
<b>EST. Equip. Costs</b>	<b>\$60,500</b>
Personnel	Est. Time per meeting
Pre-Production (setting up, making sure all set)	2 people, 1 hour
Recording	2 people, length of meeting (7:00-10:30 = 3.5 hours)
Post Production (shutdown, cleanup)	2 people, 1 hour
Exporting Video	1 person, 2 hours (1 day turn-around)
Est. Time (hours x people)	12 hours
<b>Est. Cost for the year</b>	<b>\$9,600</b>

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## OPTION 5- COMPANY/CONTRACTOR

- Independent contractor or company use
- One available quote
- Cost estimated at \$94,000 for twenty 3.5 hour meetings

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## SUMMARY

	Option 1	Option 2	Option 3	Option 4
# Cameras	1	3	3	5
Type	Tripod	Tripod	Mounted	Mounted
Equipment cost	\$3,500	\$5,500	\$45,500	\$60,500
Personnel hours per meeting	7	26	12	12
Annual Personnel cost *20 meetings	\$6,000	\$23,200	\$9,600	\$9,600
	Least Professional			Most Professional

**Option 5**  
 Company or Contractor Services  
 \$94,000 annually

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## BROADCAST OPTIONS

- **Live- Viewed as happening**
  - Cable TV
  - Internet
- **Tape Delayed- Recorded and available for viewing later**
  - Cable TV
  - Internet

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## BROADCAST - LIVE

- Shows meetings as they happen
- Only option 3 & 4 from above
- Metro Cable said, "no" to live.
- SECC could, however, they are concerned about length of meeting for programming time
- Viewers must have cable with Surewest, Comcast or ATT Uverse (no satellite)
- If cable option, EGUSD needs direct cable connection to cable provider
- If Internet, need streaming service provider
- Need more technical support for meetings than outlined above
- Adds complexity to recording
- Could be added at another time
  
- **Financial**
  - Live Cable- \$50,000-\$100,000
  - Live Internet- \$5,000-\$12,000 (depending on options selected)

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## BROADCAST – TAPE DELAY

- Metro Cable said, “no” to tape delay
- SECC could, however, they are concerned about length of meeting for programming time
- If cable, viewers must have cable with Surewest , Comcast or ATT Uverse (no satellite)
- Internet option could utilize EGUSD YouTube Channel- Place link on district webpage
- Financial
  - Minor cost to the district for these options- Hard Drives and time to transport the physical media if needed



## OTHER CONSIDERATIONS

- Management of production - time and staff
- Student involvement concerns
- Considerations when recording regional meetings
- Once video is online, it can be downloaded and manipulated/edited by others. Unofficial EGUSD board meetings or clips of meetings could be created.
- With recording options 2, 3 and 4, there will be some initial staff time needed to create graphics and titles for members of the board and Superintendent's cabinet.
- EGUSD will need to revisit the Student Opt-In/Out forms because students' names and pictures will be placed online or broadcast.
- Equipment will break and become outdated.





# QUESTIONS?



**Revised Agenda  
Item**

***September 3, 2013***  
**Board Meeting**

**Agenda Item  
# 35**

Agenda Item No: \_\_\_\_\_

Supplement No. \_\_\_\_\_

Meeting Date September 3, 2013

**Board Agenda Item**

**Subject:**

Division: Facilities and Planning

**Cosumnes Oaks High School, Ventilation Improvements at Gymnasium  
Award of Contract**

**Action Requested:**

The Board of Education is asked to (1) review the tabulation of bids, (2) award a contract to the lowest responsible and responsive bidder, (3) authorize the Administration to sign all documents and contracts pertaining to this work, and (4) authorize the Administration to proceed with the next lowest responsible bidder should a fully endorsed contract with the low bidder, accompanied by certification of the necessary bonds, not be obtained.

**Discussion:**

This project consists of installation of twenty-two (22) new ventilation roof exhaust fans in the existing high roof assembly of the main gymnasium at Cosumnes Oaks High School (COHS).

Shortly after the new school was occupied, reoccurring and intermittent condensation developed in the gymnasium creating a safety hazard when the condensation finds its way onto the gymnasium floor which has been the case. Working with the Architect, Mechanical Engineer, and a third party consultant the Facilities and Planning staff has conducted numerous tests, experiments and data collection methods in an attempt to resolve the problem. Numerous factors contribute to the development of the condensation including time of day, outdoor climate, indoor climate, timing of heating ventilation and air conditioner (HVAC) operation, type of activity, maintenance of HVAC units, and more that lead up to a cumulative build up of humidity in the high spaces of the gymnasium.

Unfortunately after attempting and exhausting lower cost remedies aimed at resolving the situation the condensation problem remains. Therefore the Architect and Engineer have determined that the most likely method of eliminating the condensation is to remove the airborne moisture that creates it. Toward that end a system of exhaust fans that are controlled by humidistats and interlocked with the HVAC system has been designed and has received approval of the Division of State Architects' office.

The Administration received and opened six (6) bids for the Cosumnes Oaks High School, Ventilation Improvements at Gymnasium project on August 27, 2013, at 2:00 p.m. See Attachment A for a tabulation of bids. Peterson Development submitted the lowest base bid.

The Administration recommends the award of contract to Peterson Development for the base bid of \$148,000.00.

**Financial Summary:**

This project is funded utilizing monies remaining in the original COHS construction budget.

Prepared By: Brad Parsons *BP* Division Approval: Robert Pierce *RP*

Prepared By: Lee Leavelle *LL* Superintendent Approval: Steven M. Ladd Ed.D.

**Bid Summary**

**Consumes Oaks High School, Ventilation Improvements @ Gymnasium**

Elk Grove Unified School District

August 27, 2013 @ 2pm

Engineer's Estimate: \$100K



Plan Holder Name	Addendum #1	Bid Form Signed	Sub List w/ Lic #s	Finger-printing	Non-Coll Affidavit	Bid Bond	Base Bid
Abide Builders	X	X	X	X	X	X	\$211,000
Bobo Construction, Inc.	X	X	X	X	X	X	\$153,999
BRCO Constructors, Inc.							no bid
Diede Construction	X	X	X	X	X	X	\$161,000
Division 5-15, Inc.	X	X	X	X	X	X	\$237,000
Gudgel Yancey Roofing							no bid
Hometown Construction, Inc.	X	X	X	X	X	X	\$189,867
Peterson Development	X	X	X	X	X	X	\$148,000
Seward L. Schreder Construction							no bid
Younger General Contractors							no bid

These bids will receive Board consideration on:

**September 3, 2013**



**Revised Agenda  
Item**

***September 3, 2013***  
**Board Meeting**

**Agenda Item  
# 36**

Agenda Item No: \_\_\_\_\_

Supplement No. \_\_\_\_\_

Meeting Date September 3, 2013

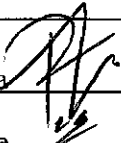


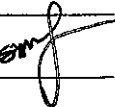
**Board Agenda Item**

**Subject:** \_\_\_\_\_ **Division:** Facilities and Planning  
**Samuel Jackman Middle School, Laguna Creek High School Irrigation System Improvements  
Award of Contract**

**Action Requested:**  
The Board of Education is asked to (1) review the tabulation of bids, (2) award a contract to the lowest responsible and responsive bidder, (3) authorize the Administration to sign all documents and contracts pertaining to this work, and (4) authorize the Administration to proceed with the next lowest responsible bidder should a fully endorsed contract with the low bidder, accompanied by certification of the necessary bonds, not be obtained.

**Discussion:**  
At Samuel Jackman Middle School, the irrigation system booster pump and control systems are failing. At Laguna Creek High School, the irrigation control systems are failing. Both have exceeded their life expectancy and repair is no longer an option, therefore they are in need of replacement.  
Facilities and Planning, in concert with Maintenance and Operations, and the Grounds Department have prepared plans and specifications for bidding this work.  
The Administration received and opened one (1) bid for the Samuel Jackman Middle School, Laguna Creek High School Irrigation Improvements project on August 26, 2013, at 2:00 p.m. See Attachment A for a tabulation of bids. Aerco Pacific, Inc., submitted the lowest base bid.  
The Administration recommends the award of contract to Aerco Pacific, Inc., for the base bid of \$34,700.00.

**Financial Summary:**  
The project is funded with Routine Restricted Maintenance and/or Deferred Maintenance monies.

Prepared By: Josef Tavora  Division Approval: Robert Pierce   
Prepared By: Lee Leavelle  Superintendent Approval: Steven M. Ladd Ed.D. 

**Bid Summary**

**Samuel Jackman MS/Laguna Creek HS, Irrigation Improvements**

Elk Grove Unified School District

August 26, 2013 @ 2pm

Engineer's Estimate: \$30K



Plan Holder Name	Bid Form Signed	Sub List w/ Lic #s	Finger-printing	Non-Collusion Affidavit	Bid Bond	Base Bid
Aerco Pacific, Inc.	X	X	X	X	X	\$34,700.00

These bids will receive Board consideration on: **September 3, 2013**