



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1a

**Meeting Date:** June 25, 2020

**Subject:** Approval/Ratification of Grants, Entitlements, and Other Income Agreements  
Approval/Ratification of Other Agreements  
Approval of Bid Awards  
Approval of Declared Surplus Materials and Equipment  
Change Notices  
Notices of Completion

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Recommend approval of items submitted.

**Background/Rationale:**

**Financial Considerations:** See attached.

**LCAP Goal(s):** College, Career and Life Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

**Documents Attached:**

1. Grants, Entitlements, and Other Income Agreements
2. Expenditure and Other Agreements

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Rose Ramos, Chief Business Officer Jessica Sulli, Contract Specialist <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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## GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS – REVENUE

<u>Contractor</u>	<u>New Grant</u>	<u>Amount</u>
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### ADULT EDUCATION

Sacramento Employment & Training Agency (SETA) A20-00115	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2019/20	\$185,200
7/1/19 – 6/30/20: The Workforce Innovation and Opportunity Act, Title I, Youth Programs funds provide service to 28 Out-of-School Youth participants at Charles A. Jones Career and Education Center. Out-of-School participants are individuals between the ages of 18 and 24 who are not currently enrolled in public or private education, and who may or may not have completed a high school diploma, GED certificate or equivalent. Students participate in an intensive program with low student-to-staff ratios for personalized assistance and are provided guidance and support to meet their educational goals.		

Sacramento Employment & Training Agency (SETA) A20-00116	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2019/20	\$200,000
7/1/20 – 6/30/21: The Workforce Innovation and Opportunity Act, Title I, Adult and Dislocated Worker participants Programs funds to provide Basic Career Services to 1,111 customers and Individualized Career Services to 111 customers at Charles A. Jones Career and Education Center.		

### CHILD DEVELOPMENT

California Department of Education A20-00114	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2019/20	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%; text-align: right;">\$5,157,543</td> </tr> <tr> <td>State Preschool Program (CSPP)</td> <td style="text-align: right;">\$499,631</td> </tr> <tr> <td>General Child Care (CCTR)</td> <td style="text-align: right;">\$15,000</td> </tr> <tr> <td>Pre-K &amp; Family Literacy (CPKS)</td> <td></td> </tr> </table>		\$5,157,543	State Preschool Program (CSPP)	\$499,631	General Child Care (CCTR)	\$15,000	Pre-K & Family Literacy (CPKS)	
	\$5,157,543									
State Preschool Program (CSPP)	\$499,631									
General Child Care (CCTR)	\$15,000									
Pre-K & Family Literacy (CPKS)										
7/1/20 – 6/30/21 Grant funding for the State Preschool Program (CSPP). The Child Development Department will serve 800 eligible three- and four-year-old children within part-day and full-day Children’s Centers. Children enrolled in State Preschool programs receive core class curriculum that is developmentally, culturally and linguistically appropriate services. District will be reimbursed \$49.85 per child per day with a maximum reimbursable amount of \$5,157,543.										
District will serve 28 part time General Child Care (CCTR) slots in the school age program. District will be reimbursed \$49.54 per child per day with a maximum reimbursable amount of \$499,631.										
Pre-Kindergarten and Family Literacy Program (CPKS) grant provides \$15,000 for supplemental support for interactive literacy activities for children and families. Funds will be used to support the implementation of the APPLE Bag program in all District preschool classrooms. The APPLE Bag program provides preschool families with books to read each week. Supplemental support includes district and community resources for adult literacy and information on the importance of reading with children										

## **EXPENDITURE AND OTHER AGREEMENTS**

### **Unrestricted Funds**

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<b><u>LEGAL SERVICES</u></b>		
Downey Brand SA19-00208	7/1/18 – Completion of Services: Legal services related to litigation against Workday. The contract was previously approved for \$300,000 and will need to be increased by \$100,000 to close out the 19/20 school year and \$800,000 for the 20/21 school year. The District budgeted \$2,000,000 for legal expenses in the case when it was brought forward in 2018.	Original Amount: \$300,000
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Increase: \$900,000
		New Total: \$1,200,000 General Fund
<b><u>TECHNOLOGY SERVICES</u></b>		
CDW-G R21-00364	8/31/20 – 8/30/21: Renewal of District-wide licensing for Microsoft software products including Office, Exchange, MS SQL and Windows. Purchasing Services finds it is in the best interest of the District to utilize the Sourcewell (formerly NJPA) cooperative purchasing agreement #100614, pursuant to Public Contract Code § 20118, which allows other government agencies, such as school districts, to piggyback on awards while still satisfying the legally required competition for contracts.	\$187,113 General Fund
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Digital Deployment SA21-00007	7/1/20 – 6/30/21: Renewal of web hosting services contract for District website and 62 participating school websites including hosting, maintenance, security upgrades, feature upgrades and service-level agreement for website support. The District has contracted with Digital Deployment for these services since 2012/13 when they were selected through an RFP process. Digital Deployment provides timely responses to support requests, ongoing quality assurance, workshops for ongoing education, highly-available hosting and routine upgrades that provide new content management features to keep our websites performing well for site visitors. Technology Services considers Digital Deployment a valuable partner in keeping the District's websites current with new technologies and in compliance with federal accessibility standards.	\$96,000 General Fund
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Frontline Education R21-00361	7/1/20 – 6/30/21: Renewal of District-wide license and maintenance fees for Escape Online 5. Escape Technology was acquired by Frontline Education in 2019. License includes Employee Online Portal and unlimited usage for employees. The District has contracted with Escape for over 25 years for enterprise resource planning (ERP) software for finance, HR and payroll. The Escape ERP system is designed for California K-12 education and currently has a large market share across California. Escape addresses the unique needs of the California K-12 industry with a configurable product lower in cost than other software	\$502,980 General Fund
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

systems that are not customizable to the District's needs. The District has evaluated other products in the past but found they could not serve our needs. Technology Services finds it is in the best interest of the District to extend the contract for Escape.

Infinite Campus  
R21-00363

7/1/20 – 6/30/21: Renewal of District-wide Infinite Campus Student Information System (SIS) license and support. Districts are required by the state to use an approved SIS to submit data such as enrollment, grades, attendance and behavior. The District has contracted with Infinite Campus for these services since 2013/14 when they were selected through an RFP process as the software solution best fitting the District's needs.

\$458,107  
General Fund

New Contract:

- Yes
- No



Sacramento  
Employment and  
Training  
Agency

**GOVERNING BOARD**

**LARRY CARR**  
Councilmember  
City of Sacramento

**PATRICK KENNEDY**  
Board of Supervisors  
County of Sacramento

**DON NOTTOLI**  
Board of Supervisors  
County of Sacramento

**SOPHIA SCHERMAN**  
Public Representative

**JAY SCHENIRER**  
Councilmember  
City of Sacramento

**KATHY KOSSICK**  
Executive Director

925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

Main Office  
(916) 263-3800

Head Start  
(916) 263-3804

Website: <http://www.seta.net>

June 4, 2020

Dr. Susan Lytle-Gilmore, Ph.D.  
Director Adult Education  
Sacramento City Unified School District  
5451 Lemon Hill Avenue  
Sacramento, CA 95824

**RE: CFDA #: 17.259**

Dear Dr. Gilmore:

Congratulations! Pursuant to action taken by the SETA's Governing Board on June 4, 2020, Sacramento City Unified School District's subgrant number 074301OS-19(E) has been extended until June 30, 2021. An additional \$185,200 in Workforce Innovation and Opportunity Act, Title I Youth Program funds has been awarded to provide services to 28 Out-of-School youth participants.

In order to proceed with the contract extension process, the following attached (provided electronically) items must be completed and submitted to SETA:

- **Program Performance Overview** reflecting services for 28 Out-of-School youth
- **Budget and Cost Allocation Plan** in the amount of \$185,200

Time is of the essence, therefore, please submit the completed documents to [Corey.Lagbao@seta.net](mailto:Corey.Lagbao@seta.net) no later than **Friday, June 19, 2020**.

If you have any questions or need assistance in completing these forms, please contact me at (916) 263-3838.

Sincerely,

Corey Lagbao  
Workforce Development Analyst III

cc: Eileen Ramos-Prince



Sacramento  
Employment and  
Training  
Agency

June 8, 2020

Dr. Susan Lytle Gilmore, Ph.D., Director, Adult Education  
Sacramento City Unified School District  
5451 Lemon Hill Avenue  
Sacramento, CA 95824

**GOVERNING BOARD**

**LARRY CARR**  
Councilmember  
City of Sacramento

**PATRICK KENNEDY**  
Board of Supervisors  
County of Sacramento

**DON NOTTOLI**  
Board of Supervisors  
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Sacramento, CA 95815

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(916) 263-3804

Website: <http://www.seta.net>

**CAT NO./CFDA: 17.258 (Adult) and 17.278 (Dislocated Worker)**

Dear Dr. Gilmore:

Congratulations! Pursuant to action by the SETA Governing Board on June 4, 2020, Sacramento City Unified School District has been awarded \$200,000 in Workforce Innovation and Opportunity Act, (WIOA), Title I, Adult and Dislocated Worker funds to provide Basic Career Services to 1,111 customers and Individualized Career Services to 111 customers. The term of the subgrant number 074201SWCS will be July 1, 2020 through June 30, 2021.

An additional \$10,000 has been set aside for scholarships, supportive and vendor services. These funds have not been directly allocated to your agency. They are available for obligation and "draw down" only.

In order to proceed with the contract process, the following items must be completed and submitted to SETA's Contract Unit. These forms will be provided electronically:

**Original Board Resolution** (include corporate seal, if applicable)

**Adult Budget and Cost Allocation Plan** in the amount of \$160,000 (not including the \$8,000 reflected as set-aside in the attached budget form for scholarships, supportive and vendor services)

**Dislocated Worker Budget and Cost Allocation Plan** in the amount of \$40,000 (not including the \$2,000 reflected as set-aside in the attached budget form for scholarships, supportive and vendor services)

**Program Performance Overview (PPO)** reflecting 1,111 Basic Career Services customers, including 89 Adult Individualized Career Services customers and 22 Dislocated Worker Individualized Career Services customers

Please be advised that the following funding stipulation will be included as a Special Condition within the subgrant:

1. **A minimum of 30 percent of all WIOA Adult and Dislocated Worker funds must be expended on providing training services.**

Time is of the essence, therefore, these documents will need to be completed and emailed to [Corey.Lagbao@seta.net](mailto:Corey.Lagbao@seta.net) no later than **Monday, June 29, 2020**. If you have questions or need assistance in completing these forms, please contact me at (916) 263-3838.

Sincerely,

Corey Lagbao  
Workforce Development Analyst III

cc: Ms. Eileen Ramos-Prince

***"Preparing People for Success: in School, in Work, in Life"***



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F.Y. 20 - 21**

DATE: July 01, 2020

CONTRACT NUMBER: CCTR-0188

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 34-06743-00-0

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC 04/2017)\*; the GENERAL CHILD CARE AND DEVELOPMENT PROGRAM REQUIREMENTS\*; and the FUNDING TERMS AND CONDITIONS (FT&C)\*, which are by this reference made a part of this Agreement. Where the GTC 04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2020 through June 30, 2021. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$49.54 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$499,631.00.

**SERVICE REQUIREMENTS**

Minimum Child Days of Enrollment (CDE) Requirement 10,085.0  
Minimum Days of Operation (MDO) Requirement 245

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (\*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at <https://www.cde.ca.gov/fg/aa/cd/ftc2020.asp>

<b>STATE OF CALIFORNIA</b>		<b>CONTRACTOR</b>			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Jaymi Brown,		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contract Manager		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 499,631	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 499,631	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE			

**CONTRACTOR'S NAME:** SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

**CONTRACT NUMBER:** CCTR-0188

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 73,552	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 13609-6743	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 73,552	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2020	FISCAL YEAR 2020-2021
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 33,811	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 15136-6743	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 33,811	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2020	FISCAL YEAR 2020-2021
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 392,268	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-6743			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 392,268	ITEM 30.10.020.001 6100-194-0001	CHAPTER B/A	STATUTE 2020	FISCAL YEAR 2020-2021
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590			

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	





**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F.Y. 20 - 21**

DATE: July 01, 2020

CONTRACT NUMBER: CSPP-0413

PROGRAM TYPE: CALIFORNIA STATE  
PRESCHOOL PROGRAM

PROJECT NUMBER: 34-06743-00-0

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the CONTINUED FUNDING APPLICATION FY 20-21, the GENERAL TERMS AND CONDITIONS\* (GTC 04/2017), the STATE PRESCHOOL PROGRAM REQUIREMENTS\*, and the FUNDING TERMS AND CONDITIONS\* (FT&C), which are by this reference made a part of the Agreement. Where the GTC 04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2020 through June 30, 2021. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount section of the FT&C, at a rate not to exceed \$49.85 per child day of full time enrollment and a Maximum Reimbursable Amount (MRA) of \$5,157,543.00.

**Service Requirements**

Minimum Child Days of Enrollment (CDE) Requirement 103,461.0

Minimum Days of Operation (MDO) Requirement 239

Any provision of this Agreement found to be in violation of Federal or State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an asterisk (\*) can be viewed at <https://www.cde.ca.gov/fg/aa/cd/ftc2020.asp>

<b>STATE OF CALIFORNIA</b>				<b>CONTRACTOR</b>			
BY (AUTHORIZED SIGNATURE)				BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Jaymi Brown,				PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contract Manager				ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 5,157,543		PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0		(OPTIONAL USE) 0656 23038-6743					
TOTAL AMOUNT ENCUMBERED TO DATE \$ 5,157,543		ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2020	FISCAL YEAR 2020-2021		
		OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.				T.B.A. NO.		B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER				DATE			



**CALIFORNIA DEPARTMENT OF EDUCATION**

**1430 N Street**

**Sacramento, CA 95814-5901**

**F.Y. 20 - 21**

**DATE:** July 01, 2020

**CONTRACT NUMBER:** CPKS-0073

**PROGRAM TYPE:** PREKINDERGARTEN AND FAMILY LITERACY PROG

**PROJECT NUMBER:** 34-06743-00-0

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the CONTINUED FUNDING APPLICATION FY 20-21, the GENERAL TERMS AND CONDITIONS\* (GTC 04/2017), the PREKINDERGARTEN AND FAMILY LITERACY SUPPORT PROGRAM REQUIREMENTS\*, and the FUNDING TERMS AND CONDITIONS\* (FT&C), which are by this reference made a part of the Agreement. Where the GTC 04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2020 through June 30, 2021.

The total amount payable pursuant to this Agreement shall not exceed \$15,000.00.

Any provision of this Agreement found to be in violation of Federal or State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an asterisk (\*) can be viewed at <https://www.cde.ca.gov/fg/aa/cd/ftc2020.asp>

<b>STATE OF CALIFORNIA</b>		<b>CONTRACTOR</b>			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Jaymi Brown,		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contract Manager		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 15,000	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 24859-6743				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 15,000	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2020	FISCAL YEAR 2020-2021	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER		DATE			
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6052 Rev-8590					

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**SERVICES AGREEMENT**

**Amendment No. 1**

**Date:** June 25, 2020

Agreement between the Sacramento City Unified School District, hereinafter referred to as "District" and Downey Brand, LLC, hereinafter referred to as "Contractor," dated November 28, 2018 is amended as follows:

**ARTICLE 3. PAYMENT.**

District agrees to pay Contractor for services satisfactorily rendered pursuant to this Agreement as follows:

Fee Rate: Attorney will be paid for services rendered based upon the rate information in Exhibit B with a not to exceed amount of One Million, Two Hundred Thousand Dollars (\$1,200,000), an increase of \$900,000 over the original agreement. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects.

Executed at Sacramento, California, on the day and year first above written.

**SACRAMENTO CITY  
UNIFIED SCHOOL DISTRICT**

**DOWNEY BRAND, LLC**

By: \_\_\_\_\_  
Rose Ramos  
Chief Business Officer

By: \_\_\_\_\_  
Sean J. Filippini  
Partner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# QUOTE CONFIRMATION

**DEAR VINCENT FLORES,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LLLL929	6/2/2020	MS RENEWAL	1592600	<b>\$187,112.78</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Microsoft 365 A3 - subscription license - 1 user</a> Mfg. Part#: AAD-38391-12MO UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	3063	5419420	\$54.06	\$165,585.78
<a href="#">Microsoft SQL Server Enterprise Core Edition License &amp; Software Assurance</a> Mfg. Part#: 7JQ-00341 UNSPSC: 43232304 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	19	2670095	\$1,133.00	\$21,527.00
<a href="#">Microsoft Office 365 (Plan A2) - subscription license - 1 user</a> Mfg. Part#: M6K-00001-12MO UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	5500	2614683	\$0.00	\$0.00
<a href="#">Microsoft 365 A3 - subscription license - 1 user</a> Mfg. Part#: AAD-38397-D-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: MARKET	65000	5419378	\$0.00	\$0.00

PURCHASER BILLING INFO	SUBTOTAL	\$187,112.78
<b>Billing Address:</b> SACRAMENTO CITY UNIFIED SCHOOL DIST ACCOUNTING SERVICES 3051 REDDING AVE SACRAMENTO, CA 95820-2122 <b>Phone:</b> (916) 277-6665 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>SHIPPING</b>	\$0.00
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$187,112.78</b>
	<b>DELIVER TO</b> <b>Shipping Address:</b> SACRAMENTO CITY UNIFIED SCHOOL DIST 5735 47TH AVE SACRAMENTO, CA 95824 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION	



Pat Hein

|

(866) 642-8073

|

pathei@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

© 2020 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



June 1, 2020

## Sacramento City Unified School District Service-Level Agreement Program (SLA)

This agreement provides the Sacramento City Unified School District with the services listed below for the period of one year: July 1, 2020 - June 30, 2021.

### Websites covered by this agreement

#### SCUSD District Website

The Sacramento City Unified School District primary website is currently utilizing the Digital Deployment CMS and is covered under this agreement: [www.scusd.org](http://www.scusd.org)

#### Individual Schools Websites

In addition to services for the District's primary website, this agreement calls for up to eighty (80) additional schools websites. Additional websites beyond a total of 80 may be added without additional charge by Digital Deployment depending on the District's needs. The following seventy (74) schools are currently utilizing the Digital Deployment CMS and are covered under this agreement:

California Middle School	Matsuyama Elementary School
Cesar E. Chavez Intermediate School	Nicholas Elementary School
Isador Cohen Elementary	West Campus High School
John F. Kennedy High School	Will C. Wood Middle School
William Land Elementary	Family Academy
Martin Luther King, Jr. K-8	H.W. Harkness Elementary School
A.M. Winn Elementary School	John Cabrillo Elementary School
Edward Kemble Elementary	Oak Ridge Elementary School
Genevieve Didion K-8	Rosa Parks Middle School
Hollywood Park Elementary School	Arthur A. Benjamin Health Professions High School

John Still Middle School	C.K. McClatchy High School
Mark Hopkins Elementary School	Earl Warren Elementary School
Peter Burnett Elementary School	Bowling Green - Chacon Language and Science Academy
Sequoia Elementary School	Sutterville Elementary School
Sacramento Pathway to Success	James Marshall Elementary School
Abraham Lincoln Elementary School	Youth Development Support Services
Bowling Green Charter McCoy Academy	Luther Burbank High School
Camellia Basic Elementary School	WorkAbility
Caroline Wenzel Elementary School	Sam Brannan Middle School
John D. Sloat Basic Elementary School	David Lubin Elementary School
Maple Elementary School	Albert Einstein Middle School
O.W. Erlewine Elementary School	Charles A. Jones Career & Education Center
Pacific Elementary School	Elder Creek Elementary School
Tahoe Elementary School	George Washington Carver School of Arts & Science
Washington Elementary School	SUCCESS Academy
Woodbine Elementary School	Susan B. Anthony Elementary School
Clayton B. Wire Elementary School	Caleb Greenwood Elementary School
Ethel I. Baker Elementary School	Sutter Middle School
Ethel Phillips Elementary School	Pony Express Elementary School
Golden Empire Elementary School	Parkway Elementary
Hubert H. Bancroft Elementary School	John Bidwell Elementary School
John Morse Therapeutic Center	Rosemont High School
Joseph Bonnheim Elementary School	Sacramento New Technology High School
Kit Carson Middle School	SCUSD School - Leataata Floyd Elementary
Mark Twain Elementary School	Crocker/Riverside Elementary
Edward Kemble Elementary	Fern Bacon Middle School
Leonardo De Vinci K-8 School	Theodore Judah Elementary School

## The Service-Level Agreement Program (SLA)

Digital Deployment is committed to quality, standardization, collaboration, and reliability. We are proud to offer a Service-Level Agreement program (SLA) that delivers support in a way that is consistent with these values.

Our SLA program provides timely responses to support requests, ongoing quality assurance, workshops for ongoing education, highly-available hosting, and routine upgrades that provide new content management features and keep your website performing well for site visitors. It also offers several truly different advantages over traditional hourly bill-for-service agreements:

- An all-inclusive program at a flat rate
- A warranty for issues that may arise with the website, creating a financial incentive for Digital Deployment to build an error-free product. (Compare this to other models which charge to repair problems and resolve issues.)
- Includes continuous development of new features and functionality, ensuring that a Digital Deployment website will not be technologically obsolete in a few years
- Website is continually upgraded with the latest security updates
- Includes ongoing workshops and an interactive knowledge base to better leverage the site's technology and website best-practices
- Automatic enrollment

At the completion of Phase 5, each client is automatically enrolled in the SLA program. Clients are then billed at the beginning of the next month a fixed monthly fee and may cancel at any time.

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## What's included in the Service Level Agreement program?

- **Site hosting:** Hosting and monitoring of your site, ensuring fast page load times, site stability, and 99.9% uptime.
- **Regular backups and restoration service:** All site content (both application and data) backed up at least once every 24 hours and held for 7 days, enabling "rollback" in the event of corruption or damage to the site.
- **Service-level support responses:** Provides timely responses to support requests within [predefined time periods](#).
- **Site upgrades:** Bug fixes, Drupal security patches, and routine updates to your site.
- **New features:** Install new platform-wide features and improve existing features on a monthly update schedule.
- **Idea forum:** Forum where clients can discuss ideas and collaborate with our developers and product design team for new features or improvements to the CMS. Digital Deployment continuously evaluates discussions of new features and improvements and may develop those that benefit the larger community of clients like you.
- **Mobile platform:** Full mobile functionality for your site - learn more at [www.digitaldeployment.com/mobile](http://www.digitaldeployment.com/mobile).
- **Compatibility testing and browser support:** Includes required theme adjustments to accommodate new browsers if necessary.
- **Site effectiveness and traffic analytics:** Allows the tracking of site performance and goals.
- **Personalized training and/or consulting:** One 2-hour session per quarter included, additional available for a fee.

**Site hosting.** Digital Deployment will provide hosting services for your website at no cost. You can request a backup file of your site at any time, which can be used to upload to a new hosting provider. Our



monitoring services ensure fast page load times, site stability, and 99.9% site uptime (as measured over any 12-month period) for all SLA clients.

**Daily backups.** All site content (both application and data) is backed up each day and held for 7 days, enabling a fast "rollback" in the event of corruption or serious damage to the site.

**Service-level support agreement.** Support is defined as getting timely help resolving a problem with normal site operation, including, but not limited to, problems adding content to the site, site errors or warning messages, or any feature that has suddenly stopped working. Problems are reported to Digital Deployment through the client support interface so they are documented and can be quickly assigned to a support technician. Support requests are stored electronically so they are available to any designated person in the organization for later reference. SLA clients will receive a response [within our SLA guidelines](#) based upon the priority level of each submitted ticket.

**Site upgrades.** Digital Deployment will install updates to the content management system when appropriate. Exceptions include custom modules, third-party scripts, or modules no longer supported by the open-source community, although such exceptions are rare.

**Standard features.** Digital Deployment will install new platform-wide standard features and improve existing features at its discretion, on a monthly development cycle. After a new feature has been standardized and thoroughly tested, it will be added to your site at no charge.

**Idea Forum.** Clients have the ability to request new features or improvements to their sites in our forum. This allows the entire Digital Deployment community to collaborate on the best way to implement new functionality that will benefit multiple clients. SLA clients receive free implementation of the suggestion/feature if it becomes standard.

**Mobile platform.** The completely custom DD Mobile platform is available only as a service, and only to SLA customers. Clients not on an SLA will still have a website that functions on mobile devices, but they will not have the use of the mobile-enhanced version.

**Post-launch accessibility, compatibility, and browser support.** Digital Deployment strives to continuously improve the site's structure to better comply with web standards. Upon request, Digital Deployment will provide printed certification from the World Wide Web Consortium (W3C) and content quality.com demonstrating that Client's website complies with section 508 of the Federal Rehabilitation Act (29 U.S.C. §794d) and the W3C's Web Access Initiative to protect the Client from liability arising from having an inaccessible website. Example of accessibility, compatibility, and browser support issues: When the iPad was released in April 2010, it handled embedded video differently than other devices, such that videos would not play. Digital Deployment worked to resolve the issue at no cost to SLA clients, making uploaded video playable on the iPad a standard feature.

**Site effectiveness and traffic analytics.** The Client's website will give the Client the ability to create and organize content in such a way to improve search engine rankings and make content on the site more relevant to search terms likely to be used by potential site visitors in search engine queries. Specifically, the Client's website gives Client the ability to create and manage specific language used by search engines to index and rank website content, including visible and invisible "tags" such as keywords and meta-tags (non-visible index terms). This will enable major Internet search engines to better connect potential site visitors to the material on the Client's website. Digital Deployment will update the Google Analytics tracking script on all pages if a new version becomes available, will provide training on how to use Google Analytics for monitoring site traffic to improve understanding of site visitors and their behavior on the Client's website (such as which content is most popular, identifying new versus returning site visitors, identifying where visitors are located geographically, how visitors reach the site, and what search terms visitors used with search engines). Digital Deployment will also provide ongoing improvements to the website architecture to optimize for traffic to the site in an effort to improve the site's search rank. This means ensuring the site adheres to best practices: keyword-rich page titles and paths, compliance with web standards, and continually making under-the-hood improvements to the semantic structure of the site.

**Ongoing training and knowledge base.** Digital Deployment may provide comprehensive in-depth professional development courses and/or webinars on specialized topics including, but not limited to: jumpstart training, content management 101, mobile platform training, publishing best practices, writing for search engine performance, Google Analytics, intro to social media and web 2.0 channels. Workshops are available on a first-come, first-serve basis when offered. Digital Deployment will also provide SLA clients with access to its knowledge base, including frequently updated articles, expert tips and tricks, in-depth help, and industry best practices.

**Personalized training and/or consulting.** For a fee, additional training and/or consulting is available as online or in-person sessions on any web-related topic relevant to the attendees, depending on the topic, presenter(s), and is subject to Digital Deployment staff availability. Clients must be actively enrolled in an SLA in order to qualify for personalized training or consulting.

**Liability.** By enrolling in our SLA program, the Client accepts responsibility for the content it publishes on its website and agrees to monitor the site to ensure the content on the site is appropriate and does not pose a risk to the Client. In return, Digital Deployment accepts responsibility for maintaining the website infrastructure and will take reasonable measures to ensure that installed software is kept current, that security patches are applied in a timely manner, and that any problems with the website infrastructure are quickly resolved.

**SLA program subject to change.** The details of Digital Deployment's SLA program are subject to change. Up-to-date program details are always available at <http://www.digitaldeployment.com/sla>.

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## Reporting

Each monthly invoice will provide the following information:

- A complete list of all the individual schools currently covered by this agreement
  - School name
  - Sandbox URL
  - Live URL
  - DNS hosted by
  - SCUSD site ID
  - Full site ID
  - CNAME
- All relevant updates to the SCUSD CMS platform

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## Termination and Reinstatement of SLA

Clients who wish to terminate their SLA may do so at any time with no cancellation fee. If the SLA is terminated, only website hosting will be provided. Services would, therefore, be limited to the following options, *available exclusively by using the contact form at <http://www.digitaldeployment.com/contact>*

- Receiving hosting-related information
- Requesting SLA reinstatement
- The ability to request new features or improvements to their sites. However, non-SLA sites will not be able to receive the new feature or improvement unless they become an SLA site and the improvement becomes standard.

Note that all other aspects of the program, including the mobile platform (which is provided as a service), will not be available if the SLA program is terminated.

Security updates and other updates are not available for hosting only clients and responses to the inquiries mentioned above can be expected by the end of business on the next business day.

Clients who have terminated their SLA and wish to reinstate the program may be subject to a reinstatement fee to cover the development time required to bring their site back up-to-date.

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**Sustainability and Corporate Social Responsibility.** By contracting with Digital Deployment, you are supporting a privately-owned, debt-free small business. We support many of our community's non-profit organizations. We provide living salaries, family-friendly hours, and comprehensive health benefits to all our employees; use energy-efficient and environmentally-friendly technology; and we contribute to the open-source community. Thank you for your support.

# Service Agreement

I wish to execute this website Service Level Agreement between Digital Deployment, Inc., and Sacramento City Unified School District to provide the deliverables outlined in this document for a monthly fee of \$8,000.

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Sacramento City Unified School District

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Date



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Michael A. Clemmens, CEO  
Digital Deployment, Inc.

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June 1, 2020

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Date



## Frontline Education Renewal Notice

Attn: Sacramento City Unified School District

As you are aware, Escape Technology joined the Frontline Education family in August of 2019. Frontline looks forward to supporting and enhancing the value that Escape Technology's solutions provide to meet the unique needs of education leaders.

Frontline Education thanks you for your continued partnership and remains focused on providing you with industry-leading solutions and technology for K-12. The pricing for your subscription(s) renewing on 7/01/2020 is listed below.

Description	Start Date	End Date	Qty	Rate	Amount
Frontline ERP - Client Hosted, unlimited usage for internal employees	7/01/2020	6/30/2021	1	\$457,482.14	\$457,482.14
Employee Online Portal, unlimited usage for internal employees	7/01/2020	6/30/2021	1	\$45,498.21	\$45,498.21
<b>Total</b>					<b>\$502,980.35</b>

Please use this [link](#) to confirm the renewal of your subscriptions.

Need assistance? You can reach us by calling Ramona Marshall or by emailing us at [renewals@frontlineed.com](mailto:renewals@frontlineed.com).

A handwritten signature in black ink that reads 'Garland Hall'.

Garland Hall  
Chief Client Success Officer

**Infinite Campus**  
**NW 6022**  
**PO Box 1450**  
**Minneapolis MN 55485-1450**  
**(651) 631-0000 Ext. 0000**

<b>Invoice</b>	ANNUAL030142 v2
<b>Date</b>	7/1/2020
<b>Page</b>	1

**Bill To:**

Sacramento City Unified School District Attn: Accounts Payable 5735 47th Avenue Sacramento CA 95824
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**Ship To:**

Sacramento City Unified School District Attn: Accounts Payable 5735 47th Avenue Sacramento CA 95824
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Purchase Order No.		Customer ID	Salesperson ID	Payment Terms		
-		SACRAMEN001	EMAIL INVOICES	Due on July 1st		
Ordered	Shipped	Item Number	Description	Unit Price	Ext. Price	
42,232	42,232	0027	License: SIS (7/20-6/21)	\$6.00	\$253,392.00	
42,232	42,232	0029	License: Messenger (7/20-6/21)	\$0.61	\$25,761.52	
42,232	42,232	0052	Support: SIS (7/20-6/21)	\$1.20	\$50,678.40	
42,232	42,232	0054	Support: Messenger (7/20-6/21)	\$0.18	\$7,601.76	
42,232	42,232	0002	Application Hosting: SIS Server (7/20-6/21)	\$1.50	\$63,348.00	
1	1	0005	Data Change Tracker (7/20-6/21)	\$7,500.00	\$7,500.00	
1	1	0087	Data Health Check (7/20-6/21)	\$10,000.00	\$10,000.00	
1	1	125	Online Registration Prime: (7/20-6/21)	\$37,500.00	\$37,500.00	
1	1	115	Multi-Language Editor Tool (7/20-6/21)	\$1,500.00	\$1,500.00	
1	1	0061	Escrow (7/20-6/21)	\$500.00	\$500.00	
1.00	1.00	100	Custom Reports Annual Fee: Foster Focus Extracts- Case 367594 (7/20-6/21)	\$325.00	\$325.00	

<b>Subtotal</b>	\$458,106.68
<b>Tax</b>	\$0.00
<b>Total</b>	\$458,106.68

**Revised - Cancelled Campus Passport**  
**If you would like to pay this invoice and future ones by ACH please e-mail**  
**accountspayable@infinitecampus.com**