



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

BOARD MEETING

DISTRICT OFFICE

ZOOM IN BY USING THE FOLLOWING INSTRUCTIONS:

Topic: Board Meeting

<https://us02web.zoom.us/j/89377289651>

Meeting ID: 893 7728 9651

Passcode: 12345

WEDNESDAY, May 18, 2022
7:00 P.M.

DOCKET OF BUSINESS

1.0 PRELIMINARY BUSINESS

- 1.1 Call to Order
- 1.2 Pledge of Allegiance
- 1.3 Agenda Review
 - 3.3 Approve ZCS Engineering Contract – Humbolt Seismic
 - 3.4 Approve ZCS Engineering Contract – GU Roof Replacement
 - 4.9 Accept Letter of Resignation from SPED Director – Rhonda McCumber
 - 4.10 Approve GU Health Teacher – Mariah Molton
 - 4.11 Approve GU PE Teacher – Brian Broaddus
- 1.4 Public Forum

2.0 REPORTS

- 2.1 Superintendent's Report
- 2.2 Administrators' Reports
 - 2.2.1 Ryan Gerry -Grant Union Jr./Sr. High Principal
 - 2.2.2 Janine Attlesperger -Humbolt Principal
 - 2.2.3 Ryan Gerry -Athletic Director
 - 2.2.4 Dana McLean -Seneca Head Teacher
 - 2.2.5 Rhonda McCumber-Special Ed Director
 - 2.2.6 Karen Shelton –Assistant Principal
 - 2.2.7 RC Huerta – Engagement Specialist

3.0 NEW BUSINESS

- 3.1 Video Proposal
- 3.2 Humbolt ELA Adoption
- 3.3 Approve ZCS Engineering Contract – Humbolt Seismic
- 3.4 Approve ZCS Engineering Contract – GU Roof Replacement

4.0 CONSENT AGENDA

- 4.1 April 20 Board Meeting Minutes
- 4.2 Accept Letter of Resignation from Humbolt 2nd Grade Teacher – Mykal Weissenfluh
- 4.3 Resolution 2022-3 – Transfer funds from the general fund (100) to the Cafeteria Fund (253)
- 4.4 Declare Bus as surplus
- 4.5 Accept Letter of Retirement/Workback from DO Office Manager – Rachelle Simmons
- 4.6 Accept Letter of Retirement from Humbolt Title Instructional Assistant – Michelle Willey
- 4.7 Second Reading of Policies:
 - GBA-AR – Veterans; Preference
 - GBL – Personnel Records
 - GBLA – Disclosure of Information --**DELETE**
 - GCBDA/GDBDA-AR (1) – Family Leave
 - IGBAF-AR – Special Education – Individualized Education Program (IEP)
 - IGBAG-AR – Special Education – Procedural Safeguards
 - IGBB – Talented and Gifted Program
- 4.8 Approve Grant Union Principal – Karen Shelton
- 4.9 Accept Letter of Resignation from SPED Director – Rhonda McCumber
- 4.10 Approve GU Health Teacher – Mariah Molton
- 4.11 Approve GU PE Teacher – Brian Broadbuss

5.0 OLD BUSINESS

- 5.1 Long Range Facility Plan
- 5.2 Security Camera System
- 5.3 SRO Intergovernmental Agreement with the County

6.0 FUTURE AGENDA AND CALENDAR ITEMS

- May 18.....Board/(Optional) Budget Meeting
- June 1.....Budget Hearing/Board Meeting
- June 2.....Last Day of School
- June 3.....Teacher In-service
- August 17New Teacher In-Service
- August 22Teacher In-Service
- August 29First Day of School

7.0 GOOD OF THE ORDER

8.0 EXECUTIVE SESSION ORS192.660 (2)(b) Hear a Complaint Brought Against an Employee

9.0 TAKE ACTION ON THE COMPLAINT APPEAL – UPHOLD OR NOT UPHOLD THE SUPERINTENDENT’S DECISION

10.0 ADJOURN

Board Packet posted on district web site at: <https://grantsd3.schoolinsites.com/>

Grant School District 3 does not discriminate in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The District also affirms its commitment to providing equal opportunities and equal access to its facilities. For additional information or assistance contact the District office at 541-575-1280, 401 N. Canyon City Blvd., Canyon City, OR 97820. For telecommunications relay services for the deaf, hearing or speech impaired call 1-800-735-2900.



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

To: Grant School District Board of Directors
RE: May 18, 2022 Board meeting report
From: Bret Uptmor, Superintendent

Student Achievement: Meet or exceed state academic standards and develop strategies to meet graduation requirements for all students while supporting individual talents.

Outdoor School for Seneca and Humbolt will be the week of May 23. We have changed the process back to overnight stays. Activities will be based out of the Lake Creek campground. Students and chaperones will have a myriad of outdoor activities to participate. The 6th grade teachers will be attending and supervising. Outdoor school is completely paid for through grant funds. Crystal Culley has agreed to help organize and facilitate the outdoor school. This has made our staff time investment decrease.

Communicating with Stakeholders: Communicate using a variety of means and media to keep the Board and community informed.

We have had several people let us now our old website is still active. Each time we notify the ESD and they go in and fix it. We will continue to do this process until we can find a way to obliterate our old website.

Budget: Provide a budgetary financial plan that supports a positive learning environment, encourages academic and technological excellence and maintains or improves district facilities.

The budget process is coming to a close and the amount of input we have received from staff and the budget committee has made for a comprehensive budget that allows for flexibility in the districts needs through a transition to a new superintendent and HS principal.

We have also presented a supplementary budget that represents spending from many of our grant funds. The purpose is to closely match our expenditures to the budget so auditors will not have a finding or notes like they did last year. In many cases, planned expenditure for the year did not go as planned due to shortages of product or inability to fill positions funded by grants. The goal is to make sure we do not return funds to the state because of these roadblocks.

Safe and secure schools: Provide a welcoming culture where students are safe and cared for while maintaining the rigor expected of our students.

The end of the school year is coming. Students are going to be home for the summer. The summer school grants we applied for will hopefully help students stay connected to learning and at the same time provide engaging activities students can participate. We are working on funding activities with the Painted Sky Art Center and also activities through Parks and Rec. We are working on our own staffing to determine the amount of funding we can use with partners locally.

BOARD OF DIRECTORS:

Chairman Chris Cronin ■ Amy Stiner ■ Kelly Stokes ■ Tracie Unterwegner ■ Haley Walker ■ Zach Williams ■ Colleen Robertson

GRANT SCHOOL DISTRICT #3

Enrollment 2021-22

	Seneca	Humbolt	GUHS	MVMS	BMAS	TOTAL
June 2008	55	253	244	147	43	742
June 2009	57	251	240	134	38	720
June 2010	60	239	218	134	30	681
June 2011	50	255	202	121	15	643
June 2012	40	284	264		12	600
June 2013	24	294	273			591
June 2014	20	300	268			588
June 2015	31	298	253			582
June 2016	30	303	270			603
June 2017	27	287	265			579
June 2018	31	304	262			597
June 2019	25	304	265			594
June 2020	22	287	261			570
June 2021	21	262	227			510
August 17	20	245	250			515
August	17	255	242			514
September	19	254	236			509
October	19	259	238			516
November	18	249	232			499
December	16	252	232			500
January	15	256	229			500
Febraury	15	254	227			496
March	14	249	227			490
April	14	248	219			481

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CHECKING ACCOUNT

44470	04/11/2022	1105	Air Chek	32146	100.2540.0410.995.000.000.00	Supplies – District	\$710.00
44470	04/11/2022	1105	Air Chek	32146	100.2540.0410.995.000.000.00	Supplies – District	\$362.85
Check Total:							\$1,072.85
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$13.98
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$17.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$118.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$16.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$66.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$17.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$59.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$179.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$127.97
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$184.31
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$69.99
44471	04/11/2022	1105	Amazon.Com	1DPP-MNM1-7XKF	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$145.99
44471	04/11/2022	1105	Amazon.Com	1YG6-JD3F-P9LV	100.1250.0460.110.320.000.00	Nonconsumable – Humbolt	\$30.64
Check Total:							\$1,051.81
44521	04/25/2022	1112	Amazon.Com	19F6-1PJW-VNGJ	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$3,365.80
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0410.608.100.000.00	Supplies – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0410.608.100.000.00	Supplies – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0410.608.100.000.00	Supplies – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0410.608.100.000.00	Supplies – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0410.608.100.000.00	Supplies – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0410.608.100.000.00	Supplies – English	\$0.00

Grant School District #3

Disbursement Detail Listing

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Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$16.99
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$11.98
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$7.39
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1CFD-P3MY-4XDL	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0410.608.100.000.00	Supplies - English	\$13.84
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0410.608.100.000.00	Supplies - English	\$10.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0410.608.100.000.00	Supplies - English	\$8.08
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0460.608.100.000.00	No consumables - English	\$6.10
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0460.608.100.000.00	No consumables - English	\$8.31
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0460.608.100.000.00	No consumables - English	\$9.99
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1121.0460.608.100.000.00	No consumables - English	\$8.22
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0410.608.100.000.00	Supplies - English	\$13.13
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$9.95
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$5.99
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$19.95
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$8.99
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$17.95
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$4.99

Grant School District #3

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$8.39
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1HRP-3CQC-6HXT	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1JMX-VP1Y-1LR1	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$2,019.48
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0410.608.100.000.00	Supplies - English	\$15.68
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0410.608.100.000.00	Supplies - English	\$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1121.0460.608.100.000.00	No consumables – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0410.608.100.000.00	Supplies – English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$17.00

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$35.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$30.99
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$17.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1KXQ-91CG-QQ4D	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0410.608.100.000.00	Supplies - English	\$27.98
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0460.608.100.000.00	No consumables - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0460.608.100.000.00	No consumables - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0460.608.100.000.00	No consumables - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1121.0460.608.100.000.00	No consumables - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0410.608.100.000.00	Supplies - English	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2021-2022

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$7.39
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$7.39
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$13.98
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$7.39
44521	04/25/2022	1112	Amazon.Com	1NR9-NCJW-D7XP	100.1131.0460.608.210.000.00	Non-Consumable - Sec Language	\$0.00
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0410.110.320.000.00	Supplies - Humbolt	\$11.98
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0410.110.320.000.00	Supplies - Humbolt	\$13.41

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0410.110.320.000.00	Supplies – Humbolt	\$22.53
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0410.110.320.000.00	Supplies – Humbolt	\$7.50
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0460.110.320.000.00	Nonconsumable – Humbolt	\$21.00
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0480.110.320.000.00	Computer Hardware – Humbolt	\$5.99
44521	04/25/2022	1112	Amazon.Com	1YWV-YJX1-6V4W	100.1250.0480.110.320.000.00	Computer Hardware – Humbolt	\$13.99
Check Total:							\$5,851.72
44472	04/11/2022	1105	Baker Charter Schools	409	241.1111.0310.110.291.000.00	Professional & Technical	\$1,603.83
44472	04/11/2022	1105	Baker Charter Schools	409	241.1131.0310.608.291.000.00	Professional & Technical	\$4,124.15
Check Total:							\$5,727.98
44522	04/25/2022	1112	Beil, Christopher	4/25/2022	100.2555.0340.608.000.000.00	Travel – GUHS	\$11.40
Check Total:							\$11.40
44473	04/11/2022	1105	Blue Mountain Chiropractic, Inc	3/31/2022 - 99455	100.2550.0310.995.000.000.00	Professional & Technical	\$125.00
44473	04/11/2022	1105	Blue Mountain Chiropractic, Inc	99455 - 3/22/2022	100.2550.0310.995.000.000.00	Professional & Technical	\$125.00
Check Total:							\$250.00
44523	04/25/2022	1112	Carter, Mat	March 2022	100.2550.0331.995.000.000.00	Reimbursable Student Transport	\$151.20
Check Total:							\$151.20
44474	04/11/2022	1105	Chesters	01 - 3/16/2022	100.2550.0410.995.000.000.00	Supplies	\$23.98
44474	04/11/2022	1105	Chesters	02 - 03/16/2022	253.3100.0450.608.000.000.00	Purchased Food – GUHS	\$2.29
Check Total:							\$26.27
44475	04/11/2022	1105	City of Seneca	3/01/22 - 3/31/22	100.2540.0327.131.000.000.00	Water & Sewer – Seneca	\$105.93
44475	04/11/2022	1105	City of Seneca	3/01/22 - 3/31/22	100.2540.0328.131.000.000.00	Garbage – Seneca	\$35.15
44475	04/11/2022	1105	City of Seneca	3/01/22 - 3/31/22	253.3100.0322.131.000.000.00	Repair & Maintenance –Seneca	\$2.65
44475	04/11/2022	1105	City of Seneca	3/01/22 - 3/31/22	253.3100.0322.131.000.000.00	Repair & Maintenance –Seneca	\$7.97
Check Total:							\$151.70
44476	04/11/2022	1105	Clarks Disposal, Inc.	03/01 -03/3122	100.2540.0328.003.000.000.00	Garbage – District	\$105.30
44476	04/11/2022	1105	Clarks Disposal, Inc.	03/01 -03/3122	100.2540.0328.110.000.000.00	Garbage – Humbolt	\$634.50

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44476	04/11/2022	1105	Clarks Disposal, Inc.	03/01 -03/3122	100.2540.0328.608.000.000.00	Garbage - GUHS	\$1,117.63
44476	04/11/2022	1105	Clarks Disposal, Inc.	03/01 -03/3122	253.3100.0322.110.000.000.00	Repair & Maint - Humbolt	\$40.50
44476	04/11/2022	1105	Clarks Disposal, Inc.	03/01 -03/3122	253.3100.0322.608.000.000.00	Repair & Maint - GUHS	\$46.57
44476	04/11/2022	1105	Clarks Disposal, Inc.	03/25/2022	100.2540.0328.110.000.000.00	Garbage - Humbolt	\$53.00
44476	04/11/2022	1105	Clarks Disposal, Inc.	04/01/2022	100.2540.0328.608.000.000.00	Garbage - GUHS	\$37.00
Check Total:							\$2,034.50
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.003.000.000.00	Supplies - DO	\$100.40
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.003.000.000.00	Supplies - DO	\$62.50
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.003.000.000.00	Supplies - DO	\$123.24
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.003.000.000.00	Supplies - DO	\$43.61
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.003.000.000.00	Supplies - DO	\$91.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$182.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$915.81
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$1,001.40
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$336.60
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$77.90
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$480.40
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$89.45
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$784.32
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$52.70
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$210.72
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$62.50
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$53.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$53.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$47.10
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$100.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies - Seneca	\$100.40
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies - Seneca	\$40.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies - Seneca	\$26.89
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies - Seneca	\$61.62

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2021-2022

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies – Seneca	\$51.12
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies – Seneca	\$75.84
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies – Seneca	\$134.64
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies – Seneca	\$218.05
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.131.000.000.00	Supplies – Seneca	\$91.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$455.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$132.72
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$71.80
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$173.84
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$915.81
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$201.96
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$88.89
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$26.89
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$632.16
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$15.55
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$62.50
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0410.608.000.000.00	Supplies – GUHS	\$986.00
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0460.110.000.000.00	Nonconsumable–Humbolt	\$61.79
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0460.608.000.000.00	Nonconsumable – GUHS	\$247.16
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2540.0460.608.000.000.00	Nonconsumable – GUHS	\$139.44
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318344	100.2550.0410.995.000.000.00	Supplies	\$100.40
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318372	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$28.58
44477	04/11/2022	1105	Crown Paper & Janitorial Supply	318463	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$178.90
Check Total:							\$10,186.60
44524	04/25/2022	1112	Eastern Ore. Bldg. Maint.	3/31/2022	100.2540.0322.003.000.000.00	Repair & Maint – DO	\$575.00
44524	04/25/2022	1112	Eastern Ore. Bldg. Maint.	3/31/2022 - A	100.2540.0322.110.000.000.00	Repair & Maint – Humbolt	\$70.00
44524	04/25/2022	1112	Eastern Ore. Bldg. Maint.	3/31/2022 - A	100.2540.0322.608.000.000.00	Repair & Maint – GUHS	\$90.00
44524	04/25/2022	1112	Eastern Ore. Bldg. Maint.	3/31/2022 - A	100.2550.0322.995.000.000.00	Repair & Maintenance	\$40.00
Check Total:							\$775.00
44478	04/11/2022	1105	Eberhards Dairy Products	1531889	253.3100.0450.608.000.000.00	Purchased Food – GUHS	\$180.11
44478	04/11/2022	1105	Eberhards Dairy Products	1531926	253.3100.0450.110.000.000.00	Purchased Food – Humbolt	\$405.22

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44478	04/11/2022	1105	Eberhards Dairy Products	1532524	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$187.39
44478	04/11/2022	1105	Eberhards Dairy Products	1532587	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$345.60
44478	04/11/2022	1105	Eberhards Dairy Products	1533139	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$134.64
44478	04/11/2022	1105	Eberhards Dairy Products	1533208	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$335.26
44478	04/11/2022	1105	Eberhards Dairy Products	1534402	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$180.01
44478	04/11/2022	1105	Eberhards Dairy Products	1534439	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$267.30
Check Total:							\$2,035.53
44479	04/11/2022	1105	Ed Staub & Sons Propane	7113023	100.2540.0326.608.000.000.00	Heating Fuel - GUHS	\$214.11
44479	04/11/2022	1105	Ed Staub & Sons Propane	7113026	100.2540.0326.608.000.000.00	Heating Fuel - GUHS	\$1,479.08
44479	04/11/2022	1105	Ed Staub & Sons Propane	7191445	100.2540.0326.608.000.000.00	Heating Fuel - GUHS	\$1,093.08
Check Total:							\$2,786.27
44525	04/25/2022	1112	Ed Staub & Sons Propane	7254988	100.2540.0326.995.320.000.00	Heating Fuel - Special Ed	\$224.66
44525	04/25/2022	1112	Ed Staub & Sons Propane	7286461	100.2540.0326.608.000.000.00	Heating Fuel - GUHS	\$1,968.11
Check Total:							\$2,192.77
44526	04/25/2022	1112	Finley, Aaron	4/22/2022	100.2555.0340.608.000.000.00	Travel - GUHS	\$8.58
Check Total:							\$8.58
44480	04/11/2022	1105	Flyleaf Publishing	19984	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$7,971.42
44480	04/11/2022	1105	Flyleaf Publishing	19984	240.1272.0420.110.291.000.00	Textbooks - Humbolt	(\$1,103.50)
44480	04/11/2022	1105	Flyleaf Publishing	19984	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$7,860.00
44480	04/11/2022	1105	Flyleaf Publishing	19984	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$6,464.50
Check Total:							\$21,192.42
44481	04/11/2022	1105	Garrett Hemann Robertson	371938	100.2310.0382.995.000.000.00	Legal Services	\$225.00
44481	04/11/2022	1105	Garrett Hemann Robertson	371938	100.2310.0382.995.000.000.00	Legal Services	\$75.00
44481	04/11/2022	1105	Garrett Hemann Robertson	371938	100.2310.0382.995.000.000.00	Legal Services	\$50.00
44481	04/11/2022	1105	Garrett Hemann Robertson	371939	100.2310.0382.995.000.000.00	Legal Services	\$50.00
44481	04/11/2022	1105	Garrett Hemann Robertson	371939	100.2310.0382.995.000.000.00	Legal Services	\$375.00
44481	04/11/2022	1105	Garrett Hemann Robertson	371939	100.2310.0382.995.000.000.00	Legal Services	\$125.00
44481	04/11/2022	1105	Garrett Hemann Robertson	371939	100.2310.0382.995.000.000.00	Legal Services	\$200.00
Check Total:							\$1,100.00
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0410.608.130.000.00	Supplies - Art	\$17.00
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0410.608.130.000.00	Supplies - Art	\$60.00

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0410.608.130.000.00	Supplies – Art	\$17.75
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0410.608.130.000.00	Supplies – Art	\$5.75
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0410.608.130.000.00	Supplies – Art	\$5.75
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0410.608.130.000.00	Supplies – Art	\$31.85
44527	04/25/2022	1112	Georgies Ceramic & Clay	LM/2022/04/0312	100.1131.0460.608.130.000.00	Nonconsumable – Art	\$280.00
Check Total:							\$418.10
44482	04/11/2022	1105	Gerry, Ryan	4/5/2022	100.1132.0340.608.000.000.00	Travel	\$212.27
Check Total:							\$212.27
44483	04/11/2022	1105	Grant County Building Supply	23484	100.2540.0410.608.000.000.00	Supplies – GUHS	\$35.60
Check Total:							\$35.60
44528	04/25/2022	1112	Grant County Building Supply	23579	100.2540.0410.608.000.000.00	Supplies – GUHS	\$3.54
44528	04/25/2022	1112	Grant County Building Supply	23579	100.2540.0410.608.000.000.00	Supplies – GUHS	\$26.28
Check Total:							\$29.82
44529	04/25/2022	1112	Grant County ESD-1	2021220448	222.1111.0480.110.050.000.00	Computer Hardware	\$1,270.00
44529	04/25/2022	1112	Grant County ESD-1	2021220450	100.1111.0480.110.050.000.00	Computer Hardware	\$11.20
44529	04/25/2022	1112	Grant County ESD-1	2021220451	100.1131.0410.608.290.000.00	Supplies – Other	\$7.00
44529	04/25/2022	1112	Grant County ESD-1	2021220453	100.1111.0480.131.050.000.00	Computer Hardware	\$151.80
44529	04/25/2022	1112	Grant County ESD-1	2021220460	222.1131.0480.608.060.000.00	Computer Hardware –GU	\$3,635.00
44529	04/25/2022	1112	Grant County ESD-1	2021220462	100.2660.0470.995.000.000.00	Software Licenses	\$634.04
44529	04/25/2022	1112	Grant County ESD-1	2021220467	100.1250.0310.995.320.000.00	Professional & Technical	\$340.00
44529	04/25/2022	1112	Grant County ESD-1	2021220467	100.1250.0310.995.320.000.00	Professional & Technical	\$85.00
44529	04/25/2022	1112	Grant County ESD-1	2021220471	222.1131.0470.608.060.000.00	Computer Software –GU	\$107.88
44529	04/25/2022	1112	Grant County ESD-1	2021220479	100.2190.0351.995.320.000.00	Telephone	\$16.61
44529	04/25/2022	1112	Grant County ESD-1	2021220479	100.2320.0351.995.000.000.00	Telephone	\$94.12
44529	04/25/2022	1112	Grant County ESD-1	2021220479	100.2410.0351.110.000.000.00	Telephone – Humbolt	\$416.07
44529	04/25/2022	1112	Grant County ESD-1	2021220479	100.2410.0351.131.000.000.00	Telephone – Seneca	\$105.63
44529	04/25/2022	1112	Grant County ESD-1	2021220479	100.2410.0351.608.000.000.00	Telephone – GUHS	\$472.51
44529	04/25/2022	1112	Grant County ESD-1	2021220479	100.2550.0351.995.000.000.00	Telephone	\$39.73
44529	04/25/2022	1112	Grant County ESD-1	2021220479	253.3100.0322.110.000.000.00	Repair & Maint – Humbolt	\$26.56
44529	04/25/2022	1112	Grant County ESD-1	2021220479	253.3100.0322.131.000.000.00	Repair & Maintenance –Seneca	\$7.95

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44529	04/25/2022	1112	Grant County ESD-1	2021220479	253.3100.0322.608.000.000.00	Repair & Maint - GUHS	\$19.69
Check Total:							\$7,440.79
44543	04/26/2022	1113	Grant County ESD-1	2021220449 - A	100.1250.0480.608.320.000.00	Computer Hardware - GUHS	\$309.00
44543	04/26/2022	1113	Grant County ESD-1	2021220432 - A	100.1250.0310.995.320.000.00	Professional & Technical	\$361.25
44543	04/26/2022	1113	Grant County ESD-1	2021220432 - A	100.1250.0310.995.320.000.00	Professional & Technical	\$191.25
44543	04/26/2022	1113	Grant County ESD-1	2021220432 - A	100.1250.0310.995.320.000.00	Professional & Technical	\$382.50
44543	04/26/2022	1113	Grant County ESD-1	2021220432 - A	100.1250.0310.995.320.000.00	Professional & Technical	\$170.00
44543	04/26/2022	1113	Grant County ESD-1	2021220439 - A	100.1250.0310.995.320.000.00	Professional & Technical	\$82.50
44543	04/26/2022	1113	Grant County ESD-1	2021220439 - A	100.1250.0310.995.320.000.00	Professional & Technical	\$55.00
44543	04/26/2022	1113	Grant County ESD-1	2021220441 - A	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$37.98
44543	04/26/2022	1113	Grant County ESD-1	2021220442 - A	100.1250.0460.110.320.000.00	Nonconsumable - Humbolt	\$9.99
44543	04/26/2022	1113	Grant County ESD-1	2021220446 - A	100.1250.0480.110.320.000.00	Computer Hardware - Humbolt	\$700.00
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$190.35
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$141.00
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$141.00
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$141.00
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$141.00
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$141.00
44543	04/26/2022	1113	Grant County ESD-1	2021220447 - A	240.1272.0420.110.291.000.00	Textbooks - Humbolt	\$141.00
44543	04/26/2022	1113	Grant County ESD-1	2021220499 - B	100.2190.0460.995.320.000.00	Non-consumabale Supplies	\$55.99
Check Total:							\$3,391.81
44485	04/11/2022	1105	Grant Union High School Student Body	3/29/2022	100.1132.0640.608.000.000.00	Undesignated	\$1,125.00
Check Total:							\$1,125.00
44530	04/25/2022	1112	Grant Union High School Student Body	April 11 2022	100.1132.0340.608.000.000.00	Travel	\$3,989.37
44530	04/25/2022	1112	Grant Union High School Student Body	04/11/2022	100.1122.0340.608.000.000.00	Travel - GU Jr High	\$1,203.75
Check Total:							\$5,193.12
44486	04/11/2022	1105	Gregory Pinkal	2022-04	100.2550.0310.995.000.000.00	Professional & Technical	\$52.50
44486	04/11/2022	1105	Gregory Pinkal	2022-04	100.2550.0340.995.000.000.00	Travel	\$18.56
Check Total:							\$71.06

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44531	04/25/2022	1112	Heuer Publishing	52261	100.1131.0410.608.132.000.00	Supplies -Drama	\$59.50
44531	04/25/2022	1112	Heuer Publishing	52261	100.1131.0410.608.132.000.00	Supplies -Drama	\$84.00
Check Total:							\$143.50
44487	04/11/2022	1105	John Day Auto Parts	115598	100.2550.0413.995.000.000.00	Vehicle Parts	\$92.14
44487	04/11/2022	1105	John Day Auto Parts	115598	100.2550.0413.995.000.000.00	Vehicle Parts	\$60.38
44487	04/11/2022	1105	John Day Auto Parts	115598	100.2550.0413.995.000.000.00	Vehicle Parts	(\$60.38)
44487	04/11/2022	1105	John Day Auto Parts	115624	100.2550.0413.995.000.000.00	Vehicle Parts	\$7.49
44487	04/11/2022	1105	John Day Auto Parts	115751	100.2550.0413.995.000.000.00	Vehicle Parts	\$19.49
44487	04/11/2022	1105	John Day Auto Parts	115805	100.2550.0413.995.000.000.00	Vehicle Parts	\$11.87
44487	04/11/2022	1105	John Day Auto Parts	115805	100.2550.0413.995.000.000.00	Vehicle Parts	\$14.49
44487	04/11/2022	1105	John Day Auto Parts	115863	100.2550.0413.995.000.000.00	Vehicle Parts	\$31.99
44487	04/11/2022	1105	John Day Auto Parts	115865	100.2550.0413.995.000.000.00	Vehicle Parts	\$42.99
44487	04/11/2022	1105	John Day Auto Parts	118182	100.2550.0410.995.000.000.00	Supplies	\$23.49
44487	04/11/2022	1105	John Day Auto Parts	118182	100.2550.0410.995.000.000.00	Supplies	\$10.29
44487	04/11/2022	1105	John Day Auto Parts	118217	100.2550.0413.995.000.000.00	Vehicle Parts	\$4.55
44487	04/11/2022	1105	John Day Auto Parts	118217	100.2550.0413.995.000.000.00	Vehicle Parts	\$9.99
44487	04/11/2022	1105	John Day Auto Parts	118745	100.2550.0413.995.000.000.00	Vehicle Parts	\$9.99
Check Total:							\$278.77
44488	04/11/2022	1105	John Day True Value	576894	100.2540.0410.608.000.000.00	Supplies - GUHS	\$2.49
44488	04/11/2022	1105	John Day True Value	576894	100.2540.0410.608.000.000.00	Supplies - GUHS	\$11.98
44488	04/11/2022	1105	John Day True Value	576894	100.2540.0410.608.000.000.00	Supplies - GUHS	\$2.50
44488	04/11/2022	1105	John Day True Value	576894	100.2540.0410.608.000.000.00	Supplies - GUHS	\$4.95
44488	04/11/2022	1105	John Day True Value	577101	100.1131.0410.608.551.000.00	Supplies - Woods	\$84.71
44488	04/11/2022	1105	John Day True Value	577106	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$16.74
44488	04/11/2022	1105	John Day True Value	577106	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$19.99
44488	04/11/2022	1105	John Day True Value	577131	100.2540.0410.110.000.000.00	Supplies - Humbolt	\$5.99
44488	04/11/2022	1105	John Day True Value	577145	100.2540.0460.110.000.000.00	Nonconsumable-Humbolt	\$39.99
44488	04/11/2022	1105	John Day True Value	577145	100.2540.0460.110.000.000.00	Nonconsumable-Humbolt	(\$19.99)
44488	04/11/2022	1105	John Day True Value	577201	100.2540.0410.608.000.000.00	Supplies - GUHS	\$5.99
44488	04/11/2022	1105	John Day True Value	577201	100.2540.0410.608.000.000.00	Supplies - GUHS	\$5.99

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44488	04/11/2022	1105	John Day True Value	577286	100.2540.0410.608.000.000.00	Supplies – GUHS	\$6.99
44488	04/11/2022	1105	John Day True Value	577303	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$24.99
44488	04/11/2022	1105	John Day True Value	577303	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$2.99
44488	04/11/2022	1105	John Day True Value	577303	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$5.99
44488	04/11/2022	1105	John Day True Value	577303	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$9.99
44488	04/11/2022	1105	John Day True Value	577303	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$6.99
44488	04/11/2022	1105	John Day True Value	577339	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$7.98
44488	04/11/2022	1105	John Day True Value	577339	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$9.99
44488	04/11/2022	1105	John Day True Value	577369	100.2540.0410.701.000.000.00	Supplies – 7th Street	\$4.49
44488	04/11/2022	1105	John Day True Value	577590	100.2540.0410.608.000.000.00	Supplies – GUHS	\$2.99
44488	04/11/2022	1105	John Day True Value	577590	100.2540.0410.608.000.000.00	Supplies – GUHS	\$11.99
44488	04/11/2022	1105	John Day True Value	577590	100.2540.0410.608.000.000.00	Supplies – GUHS	\$0.99
44488	04/11/2022	1105	John Day True Value	577800	100.2540.0460.110.000.000.00	Nonconsumable–Humbolt	\$21.99
44488	04/11/2022	1105	John Day True Value	577829	100.2540.0533.110.000.000.00	Grounds Care – Humbolt	\$2.98
44488	04/11/2022	1105	John Day True Value	577829	100.2540.0533.110.000.000.00	Grounds Care – Humbolt	\$5.16
44488	04/11/2022	1105	John Day True Value	577853	100.2540.0410.608.000.000.00	Supplies – GUHS	\$20.79
44488	04/11/2022	1105	John Day True Value	577853	100.2540.0410.608.000.000.00	Supplies – GUHS	\$6.99
44488	04/11/2022	1105	John Day True Value	577853	100.2540.0410.608.000.000.00	Supplies – GUHS	\$13.99
44488	04/11/2022	1105	John Day True Value	577908	100.2540.0533.110.000.000.00	Grounds Care – Humbolt	\$7.49
44488	04/11/2022	1105	John Day True Value	577908	100.2540.0533.110.000.000.00	Grounds Care – Humbolt	\$5.96
44488	04/11/2022	1105	John Day True Value	577908	100.2540.0533.110.000.000.00	Grounds Care – Humbolt	\$4.95
44488	04/11/2022	1105	John Day True Value	577937	100.2540.0410.608.000.000.00	Supplies – GUHS	\$7.79
44488	04/11/2022	1105	John Day True Value	577937	100.2540.0460.608.000.000.00	Nonconsumable – GUHS	\$21.99
44488	04/11/2022	1105	John Day True Value	577938	100.2540.0410.608.000.000.00	Supplies – GUHS	\$5.99
Check Total:							\$403.77
44489	04/11/2022	1105	Lawrence Company	14974	100.2529.0640.995.000.000.00	Dues & Fees	\$100.00
Check Total:							\$100.00
44532	04/25/2022	1112	Liminex, Inc.	INV50086	222.1131.0470.608.060.000.00	Computer Software –GU	\$1,875.00
Check Total:							\$1,875.00
44490	04/11/2022	1105	Mobile Glass	5460W	100.2550.0322.002.000.000.00	Repair & Maint – Bus Barn	\$190.00
Check Total:							\$190.00

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1121.0410.608.130.000.00	Supplies – Art	\$23.04
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1121.0410.608.130.000.00	Supplies – Art	\$18.48
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1121.0410.608.130.000.00	Supplies – Art	\$18.18
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1121.0410.608.130.000.00	Supplies – Art	\$71.42
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$163.00
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$14.25
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$9.50
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$14.25
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$9.50
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$14.25
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$9.50
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$166.92
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$203.76
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$12.69
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$29.60
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0410.608.130.000.00	Supplies – Art	\$28.80
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0460.608.130.000.00	Nonconsumable – Art	\$38.60
44533	04/25/2022	1112	Molly Hawkins' House	51204	100.1131.0460.608.130.000.00	Nonconsumable – Art	\$32.85
Check Total:							\$878.59
44534	04/25/2022	1112	Moore, Lucas	March 2022	100.2550.0331.995.000.000.00	Reimbursable Student Transport	\$188.16
Check Total:							\$188.16
44535	04/25/2022	1112	National Art Education Association	Membership Renewal	100.1131.0640.608.130.000.00	Dues & Fees – Art	\$95.00
Check Total:							\$95.00
44491	04/11/2022	1105	Norco	34517399	100.1131.0410.608.552.000.00	Supplies – Autos	\$794.88
44491	04/11/2022	1105	Norco	34517399 - Credit	100.1131.0410.608.552.000.00	Supplies – Autos	(\$108.90)
44491	04/11/2022	1105	Norco	34573385	100.1131.0410.608.552.000.00	Supplies – Autos	\$81.69
44491	04/11/2022	1105	Norco	34573385	100.1131.0410.608.552.000.00	Supplies – Autos	\$27.21
44491	04/11/2022	1105	Norco	34584102	216.1131.0541.608.552.000.00	New Equipment – Auto	\$4,044.62
Check Total:							\$4,839.50
44492	04/11/2022	1105	North Coast Electric	S011572599.001	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$326.60

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44492	04/11/2022	1105	North Coast Electric	S011572599.001	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$334.80
44492	04/11/2022	1105	North Coast Electric	S011572599.001	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$366.50
Check Total:							\$1,027.90
44493	04/11/2022	1105	Nydams Ace Hardware	1457149	100.1111.0410.110.050.000.00	Supplies	\$1.49
44493	04/11/2022	1105	Nydams Ace Hardware	1457149	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$1.79
44493	04/11/2022	1105	Nydams Ace Hardware	1457149	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$0.55
44493	04/11/2022	1105	Nydams Ace Hardware	1458206	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$4.99
44493	04/11/2022	1105	Nydams Ace Hardware	1459154	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$6.59
44493	04/11/2022	1105	Nydams Ace Hardware	1459154	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$6.99
44493	04/11/2022	1105	Nydams Ace Hardware	1459154	100.2540.0410.110.000.000.00	Supplies – Humbolt	\$28.68
Check Total:							\$51.08
44494	04/11/2022	1105	Office Depot	235276798001	100.2410.0410.608.000.000.00	Supplies – GUHS	\$15.88
44494	04/11/2022	1105	Office Depot	235276798001	100.2410.0410.608.000.000.00	Supplies – GUHS	\$49.32
Check Total:							\$65.20
44536	04/25/2022	1112	Office Depot	233238494001	100.1111.0410.110.050.000.00	Supplies	\$8.04
44536	04/25/2022	1112	Office Depot	233238494001	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$67.14
44536	04/25/2022	1112	Office Depot	233238494001	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$668.20
44536	04/25/2022	1112	Office Depot	238107030001	100.1111.0410.110.050.000.00	Supplies	\$40.34
44536	04/25/2022	1112	Office Depot	238107030001	100.1111.0410.110.050.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	238107030001	100.1111.0410.110.050.000.00	Supplies	\$411.98
44536	04/25/2022	1112	Office Depot	238107030001	100.1111.0410.110.050.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	238107168001	100.1111.0410.110.050.000.00	Supplies	\$33.85
44536	04/25/2022	1112	Office Depot	238107168001	100.1111.0410.110.050.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	238107168001	100.1111.0410.110.050.000.00	Supplies	\$74.09
44536	04/25/2022	1112	Office Depot	238107168001	100.1111.0410.110.050.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$73.08
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$103.41
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$27.06
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$27.66
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$10.13
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$15.42

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

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Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$13.86
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$6.52
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$0.89
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$34.58
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$13.77
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$15.36
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$8.34
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$8.92
44536	04/25/2022	1112	Office Depot	239418245001	100.2520.0410.995.000.000.00	Supplies	\$13.23
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$8.92
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$6.52
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$18.48
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$13.49
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$68.94
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$15.12
44536	04/25/2022	1112	Office Depot	239418245001	100.2550.0410.995.000.000.00	Supplies	\$15.12
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$17.49
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2520.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
44536	04/25/2022	1112	Office Depot	239418389001	100.2550.0410.995.000.000.00	Supplies	\$0.00
Check Total:							\$1,839.95
44495	04/11/2022	1105	OR Dept of Education	04/06/2022	100.2520.0243.995.000.000.00	Fingerprinting Fees	\$5.00
44495	04/11/2022	1105	OR Dept of Education	04/06/22	100.2520.0243.995.000.000.00	Fingerprinting Fees	\$5.00
44495	04/11/2022	1105	OR Dept of Education	04/07/2022	100.2520.0243.995.000.000.00	Fingerprinting Fees	\$5.00
Check Total:							\$15.00
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.003.000.000.00	Electricity - DO	\$101.36
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.110.000.000.00	Electricity - Humbolt	\$49.35
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.110.000.000.00	Electricity - Humbolt	\$2,058.96
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.131.000.000.00	Electricity - Seneca	\$256.58
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.131.000.000.00	Electricity - Seneca	\$63.12
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$138.16
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$204.75
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$57.17
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$376.98
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$47.21
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$51.41
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.608.000.000.00	Electricity - GUHS	\$1,810.22
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.701.000.000.00	Electricity - 7th Street	\$70.77
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.701.000.000.00	Electricity - 7th Street	\$52.82
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.701.000.000.00	Electricity - 7th Street	\$159.13
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2540.0325.701.000.000.00	Electricity - 7th Street	\$11.93

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2550.0325.002.000.000.00	Electricity – Bus Shop	\$74.01
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2550.0325.002.000.000.00	Electricity – Bus Shop	\$574.40
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	100.2550.0325.002.000.000.00	Electricity – Bus Shop	\$255.07
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	253.3100.0322.110.000.000.00	Repair & Maint – Humbolt	\$131.42
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	253.3100.0322.131.000.000.00	Repair & Maintenance –Seneca	\$19.31
44496	04/11/2022	1105	OR Trail Electric	2/6/22 - 3/27/22	253.3100.0322.608.000.000.00	Repair & Maint – GUHS	\$75.43
Check Total:							\$6,639.56
44497	04/11/2022	1105	Paulsen Environmental	7954	100.2545.0310.995.000.000.00	Prof & Tech – Asbestos Abatement	\$1,570.00
Check Total:							\$1,570.00
44498	04/11/2022	1105	Perto Card	CL53944	100.2320.0340.995.000.000.00	Travel	\$100.64
44498	04/11/2022	1105	Perto Card	CL53944	100.2410.0340.110.000.000.00	Travel – Humbolt	\$22.90
44498	04/11/2022	1105	Perto Card	CL53944	100.2410.0340.608.000.000.00	Travel – GUHS	\$22.90
44498	04/11/2022	1105	Perto Card	CL53944	100.2550.0411.995.000.000.00	Gas & Fuel	\$2,237.91
44498	04/11/2022	1105	Perto Card	CL53944	100.2555.0340.608.000.000.00	Travel – GUHS	\$753.99
44498	04/11/2022	1105	Perto Card	CL53944	100.2558.0411.995.320.000.00	Gas & Fuel	\$188.09
44498	04/11/2022	1105	Perto Card	CL56548	100.2320.0340.995.000.000.00	Travel	\$46.36
44498	04/11/2022	1105	Perto Card	CL56548	100.2550.0411.995.000.000.00	Gas & Fuel	\$2,027.39
44498	04/11/2022	1105	Perto Card	CL56548	100.2555.0411.608.000.000.00	Gas & Fuel – GUHS	\$1,461.65
44498	04/11/2022	1105	Perto Card	CL56548	100.2558.0411.995.320.000.00	Gas & Fuel	\$227.18
Check Total:							\$7,089.01
44537	04/25/2022	1112	Perto Card	C899139	100.2240.0340.110.000.000.00	Travel –Humbolt	\$71.80
44537	04/25/2022	1112	Perto Card	C899139	100.2540.0533.608.000.000.00	Grounds Care – GUHS	\$69.69
44537	04/25/2022	1112	Perto Card	C899139	100.2550.0411.995.000.000.00	Gas & Fuel	\$2,584.55
44537	04/25/2022	1112	Perto Card	C899139	100.2555.0411.608.000.000.00	Gas & Fuel – GUHS	\$1,163.49
44537	04/25/2022	1112	Perto Card	C899139	100.2558.0411.995.320.000.00	Gas & Fuel	\$181.87
Check Total:							\$4,071.40
44538	04/25/2022	1112	PowerSchool LLC	INV294924	100.2660.0470.995.000.000.00	Software Licenses	\$2,983.05
Check Total:							\$2,983.05
44539	04/25/2022	1112	Pro-ed	2934053	100.1250.0420.110.320.000.00	Textbooks – Humbolt	\$691.90

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

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Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$691.90
44499	04/11/2022	1105	School in Sites	145129	241.2660.0470.110.291.000.00	Computer Software - Humbolt	\$900.00
44499	04/11/2022	1105	School in Sites	145129	241.2660.0470.131.291.000.00	Computer Software - Seneca	\$900.00
44499	04/11/2022	1105	School in Sites	145129	241.2660.0470.608.291.000.00	Computer Software - GU	\$900.00
44499	04/11/2022	1105	School in Sites	145129	241.2660.0470.995.291.000.00	Computer Software	\$925.00
Check Total:							\$3,625.00
44500	04/11/2022	1105	Shamrock Foods	24941704	253.3100.0410.608.000.000.00	Supplies - GUHS	\$0.00
44500	04/11/2022	1105	Shamrock Foods	24941704	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$0.00
44500	04/11/2022	1105	Shamrock Foods	24941704	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$16.92
44500	04/11/2022	1105	Shamrock Foods	24941705	253.3100.0410.608.000.000.00	Supplies - GUHS	\$166.46
44500	04/11/2022	1105	Shamrock Foods	24941705	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$1,151.25
44500	04/11/2022	1105	Shamrock Foods	24941705	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$0.00
44500	04/11/2022	1105	Shamrock Foods	24941706	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$81.44
44500	04/11/2022	1105	Shamrock Foods	24941707	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$36.41
44500	04/11/2022	1105	Shamrock Foods	24941708	253.3100.0410.110.000.000.00	Supplies - Humbolt	\$388.49
44500	04/11/2022	1105	Shamrock Foods	24941708	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$1,630.77
44500	04/11/2022	1105	Shamrock Foods	24960685	253.3100.0410.608.000.000.00	Supplies - GUHS	\$76.69
44500	04/11/2022	1105	Shamrock Foods	24960685	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$1,219.03
44500	04/11/2022	1105	Shamrock Foods	24960686	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$66.58
44500	04/11/2022	1105	Shamrock Foods	24960687	253.3100.0410.110.000.000.00	Supplies - Humbolt	\$62.76
44500	04/11/2022	1105	Shamrock Foods	24960687	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$1,420.02
44500	04/11/2022	1105	Shamrock Foods	24998750	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$1,450.23
44500	04/11/2022	1105	Shamrock Foods	24998751	253.3100.0410.110.000.000.00	Supplies - Humbolt	\$0.00
44500	04/11/2022	1105	Shamrock Foods	24998751	253.3100.0410.110.000.000.00	Supplies - Humbolt	\$6.78
44500	04/11/2022	1105	Shamrock Foods	24998751	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$0.00
44500	04/11/2022	1105	Shamrock Foods	24998752	253.3100.0410.110.000.000.00	Supplies - Humbolt	\$113.31
44500	04/11/2022	1105	Shamrock Foods	24998752	253.3100.0410.110.000.000.00	Supplies - Humbolt	\$0.00
44500	04/11/2022	1105	Shamrock Foods	24998752	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$1,258.48
44500	04/11/2022	1105	Shamrock Foods	25008648	253.3100.0450.110.000.000.00	Purchased Food - Humbolt	\$32.78

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44500	04/11/2022	1105	Shamrock Foods	25008676	253.3100.0410.608.000.000.00	Supplies - GUHS	\$55.60
44500	04/11/2022	1105	Shamrock Foods	25008676	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$0.00
44500	04/11/2022	1105	Shamrock Foods	25008677	253.3100.0410.608.000.000.00	Supplies - GUHS	\$0.00
44500	04/11/2022	1105	Shamrock Foods	25008677	253.3100.0450.608.000.000.00	Purchased Food - GUHS	\$60.44
Check Total:							\$9,294.44
44501	04/11/2022	1105	Spencer, Karen	March 2022	100.2550.0331.995.000.000.00	Reimbursable Student Transport	\$957.60
Check Total:							\$957.60
44502	04/11/2022	1105	Strawberry Mountain Graphics Inc	930	100.2550.0322.995.000.000.00	Repair & Maintenance	\$24.00
Check Total:							\$24.00
44540	04/25/2022	1112	TEC Copier Systems LLC	213167 213168 212168	100.2190.0324.995.320.000.00	Copy Machine Lease	\$0.00
44540	04/25/2022	1112	TEC Copier Systems LLC	213167 213168 212168	100.2320.0324.995.000.000.00	Copy Machine Lease	\$0.00
44540	04/25/2022	1112	TEC Copier Systems LLC	213167 213168 212168	100.2410.0324.110.000.000.00	Copy Machine Lease - Humbolt	\$5,255.01
44540	04/25/2022	1112	TEC Copier Systems LLC	213167 213168 212168	100.2410.0324.131.000.000.00	Copy Machine Lease - Seneca	\$0.00
44540	04/25/2022	1112	TEC Copier Systems LLC	213167 213168 212168	100.2410.0324.608.000.000.00	Copy Machine Lease - GUHS	\$0.00
44540	04/25/2022	1112	TEC Copier Systems LLC	213167 213168 212168	100.2550.0323.995.000.000.00	Copy Machine	\$0.00
Check Total:							\$5,255.01
44503	04/11/2022	1105	Town of Canyon City	03/31/2022	100.2540.0327.003.000.000.00	Water & Sewer - DO	\$90.00
44503	04/11/2022	1105	Town of Canyon City	03/31/2022	100.2540.0327.003.000.000.00	Water & Sewer - DO	\$0.00
44503	04/11/2022	1105	Town of Canyon City	03/31/2022	100.2540.0327.110.000.000.00	Water & Sewer - Humbolt	\$498.84
44503	04/11/2022	1105	Town of Canyon City	03/31/2022	100.2550.0327.002.000.000.00	Water & Sewer - Bus Shop	\$90.00
44503	04/11/2022	1105	Town of Canyon City	03/31/2022	253.3100.0322.110.000.000.00	Repair & Maint - Humbolt	\$31.84
Check Total:							\$710.68
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2540.0326.110.000.000.00	Heating Fuel - Humbolt	\$955.65
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2540.0326.110.000.000.00	Heating Fuel - Humbolt	\$1,921.89
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2540.0326.110.000.000.00	Heating Fuel - Humbolt	\$708.07
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2540.0326.110.000.000.00	Heating Fuel - Humbolt	\$932.33
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2540.0326.131.000.000.00	Heating Fuel - Seneca	\$7,596.04
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2550.0326.002.000.000.00	Heating Fuel - Bus Shop	\$2,016.71

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44504	04/11/2022	1105	Triangle Oil	152 - 3/31/2022	100.2550.0411.995.000.000.00	Gas & Fuel	\$187.00
Check Total:							\$14,317.69
44541	04/25/2022	1112	Umpqua Bank	1743 - 4/8/22	222.1111.0340.110.050.000.00	Travel -Humbolt	\$197.94
44541	04/25/2022	1112	Umpqua Bank	1743 - 4/8/22	222.1111.0340.110.050.000.00	Travel -Humbolt	\$6.49
44541	04/25/2022	1112	Umpqua Bank	1743 - 4/8/22	222.1111.0340.110.050.000.00	Travel -Humbolt	\$13.85
44541	04/25/2022	1112	Umpqua Bank	1743 - 4/8/22	222.1111.0340.110.050.000.00	Travel -Humbolt	\$4.90
44541	04/25/2022	1112	Umpqua Bank	4691 - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$5.59
44541	04/25/2022	1112	Umpqua Bank	4691 - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$23.75
44541	04/25/2022	1112	Umpqua Bank	4691 - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$22.20
44541	04/25/2022	1112	Umpqua Bank	4691 - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$9.96
44541	04/25/2022	1112	Umpqua Bank	4691 - A - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$11.30
44541	04/25/2022	1112	Umpqua Bank	4691 - B - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$11.08
44541	04/25/2022	1112	Umpqua Bank	4691 - C - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$9.95
44541	04/25/2022	1112	Umpqua Bank	4691 - D - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$0.00
44541	04/25/2022	1112	Umpqua Bank	4691 - D - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$0.00
44541	04/25/2022	1112	Umpqua Bank	4691 - D - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$0.00
44541	04/25/2022	1112	Umpqua Bank	4691 - D - 4/8/22	100.2555.0340.608.000.000.00	Travel - GUHS	\$5.00
44541	04/25/2022	1112	Umpqua Bank	6025 - 4/8/22	100.2550.0310.995.000.000.00	Professional & Technical	(\$228.00)
44541	04/25/2022	1112	Umpqua Bank	6253 - 4/8/22	100.2410.0410.608.000.000.00	Supplies - GUHS	\$85.00
44541	04/25/2022	1112	Umpqua Bank	6253 - A - 4/8/22	100.2410.0410.608.000.000.00	Supplies - GUHS	\$85.81
44541	04/25/2022	1112	Umpqua Bank	6253 - B - 4/8/22	100.2410.0410.608.000.000.00	Supplies - GUHS	\$66.05
44541	04/25/2022	1112	Umpqua Bank	6253 - B - 4/8/22	100.2410.0410.608.000.000.00	Supplies - GUHS	\$45.45
44541	04/25/2022	1112	Umpqua Bank	6253 - B - 4/8/22	100.2410.0410.608.000.000.00	Supplies - GUHS	\$40.98
44541	04/25/2022	1112	Umpqua Bank	6253 - B - 4/8/22	100.2410.0410.608.000.000.00	Supplies - GUHS	\$103.94
44541	04/25/2022	1112	Umpqua Bank	6829 - 4/8/22	100.2220.0470.131.000.000.00	Computer Software - Seneca	\$10.00
44541	04/25/2022	1112	Umpqua Bank	6884 - 4/8/22	222.1111.0410.110.050.000.00	Supplies -Humbolt	\$38.25
44541	04/25/2022	1112	Umpqua Bank	6884 - 4/8/22	222.1111.0410.110.050.000.00	Supplies -Humbolt	\$13.25
44541	04/25/2022	1112	Umpqua Bank	6884 - 4/8/22	222.1111.0410.110.050.000.00	Supplies -Humbolt	\$11.50

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44541	04/25/2022	1112	Umpqua Bank	6884 - 4/8/222	222.1111.0410.110.050.000.00	Supplies –Humbolt	\$9.50
44541	04/25/2022	1112	Umpqua Bank	6884 - 4/8/222	222.1111.0410.110.050.000.00	Supplies –Humbolt	\$4.00
44541	04/25/2022	1112	Umpqua Bank	6884 - 4/8/222	222.1111.0410.110.050.000.00	Supplies –Humbolt	\$15.30
44541	04/25/2022	1112	Umpqua Bank	6884 - A - 4/8/22	100.1111.0460.110.050.000.00	Nonconsumable Supplies	\$17.00
44541	04/25/2022	1112	Umpqua Bank	6884 - B - 4/8/22	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$114.44
44541	04/25/2022	1112	Umpqua Bank	6884 - C - 4/8/22	100.1111.0470.110.050.000.00	Computer Software	\$350.00
44541	04/25/2022	1112	Umpqua Bank	6884 - D - 4/8/22	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$4.99
44541	04/25/2022	1112	Umpqua Bank	6884 - D - 4/8/22	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$4.99
44541	04/25/2022	1112	Umpqua Bank	6884 - D - 4/8/22	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$4.99
44541	04/25/2022	1112	Umpqua Bank	6884 - D - 4/8/22	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$6.79
44541	04/25/2022	1112	Umpqua Bank	6884 - D - 4/8/22	100.2410.0410.110.000.000.00	Supplies – Humbolt	\$4.99
44541	04/25/2022	1112	Umpqua Bank	6900 - 4/8/22	100.2555.0340.608.000.000.00	Travel – GUHS	\$17.27
44541	04/25/2022	1112	Umpqua Bank	6900 - A - 4/8/22	100.2320.0410.995.000.000.00	Supplies	\$66.50
44541	04/25/2022	1112	Umpqua Bank	9282 - 4/8/22	100.1132.0340.608.000.000.00	Travel	\$1,255.54
44541	04/25/2022	1112	Umpqua Bank	9282 - 4/8/22	100.2555.0340.608.000.000.00	Travel – GUHS	\$128.95
44541	04/25/2022	1112	Umpqua Bank	9282 - A - 4/8/22	100.1132.0340.608.000.000.00	Travel	\$490.29
44541	04/25/2022	1112	Umpqua Bank	9282 - A - 4/8/22	100.2555.0340.608.000.000.00	Travel – GUHS	\$148.11
44541	04/25/2022	1112	Umpqua Bank	9282 - B - 4/8/22	100.1131.0460.608.210.000.00	Non-Consumable – Sec Language	\$239.99
Check Total:							\$3,477.88
44505	04/11/2022	1105	Uptmor, Bret	March 2022	100.2320.0351.995.000.000.00	Telephone	\$120.45
Check Total:							\$120.45
44542	04/25/2022	1112	Verizon Wireless	9903790715	241.1111.0470.110.291.000.00	Computer Software –Humbolt	\$493.61
44542	04/25/2022	1112	Verizon Wireless	9903790715	241.1131.0470.608.291.000.00	Computer Software –GU	\$315.59
Check Total:							\$809.20
44506	04/11/2022	1105	Waste-Pro Accu-Shred	3901579	100.2410.0410.608.000.000.00	Supplies – GUHS	\$50.00
Check Total:							\$50.00
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2190.0324.995.320.000.00	Copy Machine Lease	\$54.31
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2320.0324.995.000.000.00	Copy Machine Lease	\$54.31

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2410.0324.110.000.000.00	Copy Machine Lease – Humbolt	\$213.53
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2410.0324.110.000.000.00	Copy Machine Lease – Humbolt	\$111.73
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2410.0324.131.000.000.00	Copy Machine Lease – Seneca	\$124.87
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2410.0324.608.000.000.00	Copy Machine Lease – GUHS	\$202.56
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2410.0324.608.000.000.00	Copy Machine Lease – GUHS	\$124.87
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2410.0324.608.000.000.00	Copy Machine Lease – GUHS	\$113.18
44507	04/11/2022	1105	Wells Fargo Financial Leasing	5019623970	100.2550.0323.995.000.000.00	Copy Machine	\$98.50
Check Total:							\$1,097.86
44508	04/11/2022	1105	Western Bus Sales Inc.	WBS-794038	100.2550.0413.995.000.000.00	Vehicle Parts	\$101.20
44508	04/11/2022	1105	Western Bus Sales Inc.	WBS-794038	100.2550.0413.995.000.000.00	Vehicle Parts	\$47.76
44508	04/11/2022	1105	Western Bus Sales Inc.	WBS-794084	100.2550.0413.995.000.000.00	Vehicle Parts	\$235.82
44508	04/11/2022	1105	Western Bus Sales Inc.	WBS-794118	100.2550.0413.995.000.000.00	Vehicle Parts	\$177.01
44508	04/11/2022	1105	Western Bus Sales Inc.	WBS-794145	100.2550.0413.995.000.000.00	Vehicle Parts	\$128.54
Check Total:							\$690.33
44509	04/11/2022	1105	ZCS Engineering	35877	400.4150.0531.608.000.000.00	Facilities–Seismic–Grant Union	\$3,750.00
Check Total:							\$3,750.00
Bank Total:							\$153,740.65

Grant School District #3

Disbursement Detail Listing

Bank Name: CHECKING ACCOUNT

Date Range: 04/01/2022 - 04/30/2022

Sort By: Vendor

Fiscal Year: 2021-2022

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
<u>Fund</u>			<u>Amount</u>				
100							\$94,610.07
216							\$4,044.62
222							\$7,202.86
240							\$22,228.77
241							\$10,162.18
253							\$11,742.15
400							\$3,750.00
Fund Totals:			\$153,740.65				

End of Report

Disbursements Grand Total: \$153,740.65

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TO: SUPERINTENDENT BRET UPTMOR & THE BOARD OF DIRECTORS
FROM: RYAN GERRY-PRINCIPAL, GRANT UNION JR/SR HIGH SCHOOL
REGARDING: BOARD REPORT MAY 18, 2022

Student Achievement

1. Upcoming events related to student achievement:
 - Senior Project Presentations May 10th/11th-As part of the Oregon Career Related Learning Standards component, seniors are required to complete a Senior Project and demonstrate proficiency. Ms. Dougharity-Spencer continues to head this required component as part of her Economics/Senior Projects course. Her efforts in this area are greatly appreciated.
 - Sophomore Mock interviews May 19th-Providing students with first-hand experience in the job preparation and job interview process. We have 10 different community/businesses interviewers coming in that have volunteer on this day to conduct the 20-minute interviews with students. Each student is provided feedback for the interviewer and a scoring rubric related to proficiency.
 - May 31st-High School Academic Awards-6:00 pm New Gym
 - June 1st-Middle School Academic Awards/8th Grade Promotion-4:30 pm New Gym

Communicating with Stakeholders

2. 7th Grade Student Orientation will be held on May 20th. As the incoming principal, Ms. Shelton will be meeting with parents in the Grant Union Library for a question and answer session on May 19th. This is a great opportunity to meet parents and share our philosophy and standards of expectations for our new student entering from Humbolt and Seneca. The following day, May 20th, all incoming 7th grade students will run through a modified schedule from 8:30-11:30 am where they will have the chance to meet each of their teachers and learn about their classes, the building, and expectations for Grant Union Students.

Other:

3. I've been working with Ms. Shelton on the transition process as she moves into the principal position. We continue to meet weekly to go over items and I have started a folder identifying items that will be covered when school gets out. We have a strong working-relationship and I see this process going smoothly.

Upcoming Events:

May

- 5/10-11 Senior Project Presentation**
- 5/10 Spring Music Concert-Old Gym 6:30 pm**
- 5/19 Sophomore Interviews**
- 5/30 No School Memorial Day**
- 5/31 Senior Last Day**
- 5/31 HS Academic Awards New Gym-6:00 pm**

June

- 6/1 MS Academic Awards/8th Grade Promotion New Gym 4:30 p.m.**
- 6/1 Humbolt Grad Walk-1:00 pm**
- 6/1 Graduation Practice 1:30 pm**
- 6/1 Finals Schedule Day 1**
- 6/2 Finals Schedule Day 2**
- 6/2 Last Day of School**
- 6/3 Teachers' Last Day**
- 6/4 Graduation-New Gym 10:00 am**
- 6/6 Grant School District Golf Scramble-JD Golf Course 1:00 pm**



May 2022 Board Report for Humbolt Elementary School

Current Enrollment: 249

Board Priorities

- **Student Achievement**
 - Completed SBAC testing for students in grades 3-6.
 - Completed end of year RtI meetings
 - Began end of year benchmark data collection: iReady, DIBELS
 - First and third grades will be going on field trips to extend their learning
 - Sixth grade students will attend Outdoor School overnight at Lake Creek
 - ELA adoption team chose to adopt Wonders 2020 for K-6
 - StoryWalk installed around the playground
 - End of year goals and evaluations will take place
- **Communicating with Stakeholders**
 - Newsletters continue to go out to all staff weekly and to families monthly.
 - The Humbolt Happenings and other school events are uploaded to our website and social media pages.
 - Began kindergarten and 6th grade transition meetings
 - Kindergarten Round Up will provide information to families of incoming kindergarten students
- **Budget**
 - Priority budget items for the 2022-2023 school year were submitted.
- **Safe and Secure Schools**
 - Our May fire drill will take place on May 17th.
 - Character trait of the month for May is Curiosity. We are incorporating this into our morning announcements and daily routines.
 - Refocus Room is up and running to provide sensory breaks for students.
 - May Staff Training was on creating a Trauma Informed Resilient School.
 - GUHS students performed for our students in our first live assembly

Upcoming Events

- 5/9-5/12: Spring BOGO Scholastic Book Fair
- 5/19: Fun Run
- 5/20: Preschool Move Up Day
- 5/23-5/26: 6th Grade Outdoor School
- 5/27: Kindergarten Readiness Day
- 6/1: Kindergarten Graduation/Completion Day
- 6/2: Field Day/Last Day for Students
- 6/3: Teacher Inservice

TO: SUPERINTENDENT BRET UPTMOR & THE BOARD OF DIRECTORS
FROM: RYAN GERRY-ATHLETIC DIRECTOR, GRANT UNION JR/SR HIGH SCHOOL
REGARDING: BOARD REPORT MAY 18, 2022

Own the Pick



Student/Athlete Achievement

1. GU Softball is currently sitting in 1st place in our Special District 6 league and #1 in the OSAA rankings. The top 3 teams from Special District 6 will make the state play-offs which start May 23rd. State play-off brackets will be made available to the public May 20th.
2. GU Golf is participating in the 3A/2A/1A Special District 3 district meet on May 9th & 10th. The top 5 individuals from this event will advance to the state meet. Girls' state will be held at Eagle Crest Resort and the boys' state event at Quail Valley Golf Course.
3. GU Baseball is currently sitting in 4th place in our Special District 7 league standings. Top 4 teams from our league will advance to the state play-offs which begin May 23rd. Due to the varied weather this season our baseball team will be playing 7 games in a 10-day stretch. State play-off brackets for baseball will also be made available to the public on May 20th.
4. GU Track & Field will be attending Special District 5 district meet on May 13th in Athena. Top 2 individuals from each event will advance to state. Student-athletes can also qualify for state by meeting the established 2022 qualifying standards set by OSAA. State Track & Field will be back at Hayward Field in Eugene on May 19th & 20th.

Communication with Stakeholders

5. On May 5th our middle school track & field team made a trip to attend a track meet at Pendleton MS only to find out that it was cancelled. Unfortunately, this was not communicated to participating schools and was left as an active meet on Athletic.net where all meets are registered for in the state of Oregon. A robo call was sent to families of MS Track athletes apologizing for the situation and informing them of the additional track meet that has been secured in Harper on May 12th to make-up for the meet missed in Pendleton.

To: Grant District 3 Board of Directors and Superintendent Bret Uptmor
From: Dana McLean
Re: Seneca School Board Report for May 18, 2022

Student Achievement

► Meet or exceed state academic standards and develop strategies to meet graduation requirements for all students while supporting individual talents.

- We have utilized Friday Academy for supporting students who need additional instruction or have missed days and need to make up work.
- We were invited to the small school Mitchell Track Meet. All students competed well and had a blast.
- All of state testing is completed.

Communicating with Stakeholders

► Engage the community in more robust forms of communication inclusive of website enhancements, social media platforms and district and school-based communications focused on transparency and relationship building.

- We have been using our school Facebook page to communicate with parents and families about school events and reminders. We also employ notes in take home folders, our school website, and KJ DY to keep stakeholders informed.

Safe and Secure Schools

► Provide a welcoming culture where students are safe and cared for while maintaining the rigor expected of our students.

- We are continuing to do "Seneca Bucks". Students get placed in a drawing at the end of the week for an ice cream bar or candy when they do something kind at school.
- We are continuing COVID safety protocols and doing the daily cleaning that is needed to be done.

Thank you for the delicious breakfast that you had given us for teacher appreciation week!

• Important Dates:

- May 23rd -26th- Outdoor School
- June 2nd- Last Day Awards/BBQ



Grant School District #3 May 2022 Board Report

To: Mr. Bret Uptmor and Grant School District #3 Board of Directors
From: Rhonda McCumber, Director of Special Education, Diagnostician, District Test Coordinator, TAG Coordinator

Student Achievement: Meet or exceed state academic standards and develop strategies to meet graduation requirements for all students while supporting individual talents.

- State assessments have been moving along at a slower rate than expected. As of May 10th, we have a few math students who need to finish, and science testing has begun. We should easily finish within the test window, which closes on June 3. District Virtual Academy students have had one chance to come in for testing, with another chance offered on May 20th. Myself and Mr. Fitzpatrick have worked together to communicate with DVA families regarding state tests. For those who will not have the tests completed by the end of the May 20th opportunity, I will work to set up further opportunities where needed.
- Extended assessments are partially done, these are relatively time consuming, but will be finished by the end of the testing window, which also closes on June 3rd. These are administered individually to our most impacted students, and often take more than one sitting to complete.

Communicating with Stakeholders: Communicate using a variety of means and media to keep the Board and community informed.

- Special education teachers are busily setting up transition meetings for our students with IEPs who are moving from Humbolt to Grant Union or from preschool into Kindergarten. These meetings help teams to collaborate on plans to ensure that students start with a good program in their new setting.
- Fourth quarter progress reporting is drawing near. Teachers have already begun making sure that data collection is on track to meet timelines for reporting.
- Next year's projections for IEP or 504 students, not covered by the above transition meetings, are also being considered. At the elementary level, special education teachers work with Mrs. Attlesperger to determine what placement will be best for each student. At the secondary level, special education teachers work

with Mrs. Shelton to ensure that programming has been tailored to individual student needs.

Budget: Provide a budgetary financial plan that supports a positive learning environment, encourages academic and technological excellence and maintains or improves district facilities.

- Budget priorities have been established by the special education team for next year. This process included quite a lot of communication among department staff. I am very pleased with how creatively this staff uses financial resources to improve student outcomes.

Safe and Secure Schools: Provide a welcoming culture where students are safe and cared for while maintaining the rigor expected of our students.

- The team continues to engage in planning toward the addition of a behavior classroom to our existing special education facilities at Humbolt. This change has the potential to allow our students with the highest needs a safer, calmer, and more effective learning environment. This will also allow for our students who struggle with extreme behavior issues to have a place where they can deescalate without putting themselves or others in physical danger.



Grant Union Junior/Senior High School
May 9, 2022

To: Superintendent Bret Uptmor and the Board of Directors
 From: Karen Shelton, Assistant Principal

Student Achievement:

- Intervention Curriculum Team-Our team did a lot of research and viewed samples. We have selected Read180, Math180, and No Red Ink for intervention curriculum. Mr. Uptmor is crunching numbers to make sure we can purchase all these.
- English Curriculum Adoption-The English teachers and I have selected on curriculum. We decided on HMH Intro to Literature. This curriculum, along with No Red Ink will really set up our new english teachers to be successful.
- Go Guardian-The teacher management software has been loaded onto all student Chromebooks. Teachers are loving it! I hear there might be interest at Humbolt as well.
- We have three committees working on athletic eligibility, the student handbook, and honors diploma. Teachers are working hard to ensure these documents are updated for next year. We will have these documents updated by the end of the school year.
- AVID professional development-Avid training is going well with the core team. We are working hard to develop a plan for rolling out Avid strategies for next year. We have eight registered for our summer institute, including Mr. Dix. We are excited he is participating with us!

Upcoming events:

- May 16: Campus clean up
- May 19: Sophomore Interviews
- May 19: Student Body Elections
- March 30: No School-Memorial Day
- Awards
 - HS Awards, May 31st at 6:00 pm
 - MS Awards, June 1st at 4:30 pm
- Last Day of School
 - Seniors: June 1
 - 7-12: June 2
- Graduation: June 4th at 10:00 am

Communicating with Stakeholders:

The final monthly newsletter and lunch menu have been mailed out. We are also checking in with parents weekly for students that are at risk for failing a class. I would like to consider using a newsletter generator next year, so I am researching options for this. Finally, I am sending out a "Meet Ms. Shelton" flyer for families and hosting a meet and greet so that the community can get to know me prior to starting as the principal.

Safe and Secure Schools:

We continue to work on developing a strong bullying/harassment plan at GU. I worked with Mrs. Gerry's health classes to review and evaluate our bullying plan. I received a lot of great student feedback and plan to work with the staff on revising this plan based on student feedback.



Grant School District #3
May 18, 2022

To: Superintendent Bret Uptmor and the Board of Directors
 From: RC Huerta, Engagement specialist

Student Achievement:

- Met with 6 students and in meeting with the students a wide range of topics were discussed. Such as: counseling them on school/classes and what to continue to do to be successful, graduation, getting academics in order, community service opportunities I can connect them with, etc.
- During these past several weeks I have worked with parents and students on collecting the Senior's pictures for their Senior slideshow. I have received many through email communication and a few hard copies as well from parents and students.
- Helping students with Senior projects by providing them with school SWAG for their participants. For example: The Not Talent, Talent Show. A Senior came to me and was able to collaborate with us during the youth/coach's clinic that was put on by the GU Baseball program and this helped him with his Senior project.

Communicating with Stakeholders:

- Coffee Time topic:
 - Ms. Shelton as our new Principal at GU.
 - Karen will participate on Coffee Time on May 13th.
 - Sharing of staff and student's achievements from all 3 schools in our district.
- Sharing of various school social media pages onto the District's Facebook page and highlighting such things as:
 - Senior projects, youth and coach's clinic collaboration, custom smoker to donate, etc.
 - Senior celebration at athletic events.
 - The greenhouse at Grant Union.
 - FBLA, Honor Society, Book Fair, pinatas made by Spanish class at GU for Cinco de Mayo, etc.
 - Seneca's staff members.
- Communicated via email with Straw to Gold about potential collaboration.
- Met with Logan at Elkhorn Media Group about potential collaboration on media production. I feel like Elkhorn Media Group may be a better fit for our district. Please see the attached video proposal I have submitted. We, as a district, could potentially have continued collaboration with EMG on current and future projects at a reasonable price, with a local entity.
- Spoke to Ms. Shelton about how to engage the students at GU better in the morning announcements with a more live, video streaming or pre-recorded video even of the announcements instead of just over the intercom. This could help the students pay better attention to the morning announcements in a video as opposed to just over the intercom. Ms. Shelton and I will continue talks about this.
- Helping to organize a "Meet Ms. Shelton" evening at Grant Union on May 24th.

Safe and Secure Schools:

- Served as a substitute for Mrs. Wright in the office at GU.
- Served as a substitute for Mrs. Copenhaver in the Library at GU.

Video Proposals:

Videos would be used for our website, social media outlets, and at job fairs to help with recruitment and retention of employees, students, new and current staff. The videos would be fully produced and can be 1-2 minutes long or longer if we so choose. Elkhorn Media Group's price for a 2 minute video is \$1250.

These videos would show the following:

- **Live:** The "Live" video would be a broader video showing of things to do in John Day, Canyon City and Seneca. It would also include such things as our farmland and agriculture, surrounding forests, lakes, river, parks, Cyber Mill, Innovation Gateway, etc. Enticing people to look further into why they'd want to live and work here.
- **Teach:** The "Teach" video would show off the things we have to offer new incoming staff members. Showing small class sizes, classes and our 17 extracurricular programs we offer. Show such programs as our FBLA, FFA, the new auto shop, the redone new gym with new floor and bleachers, the band and choir program, our 3D printer, CNA class, AVID, outdoor school at Lake Creek, interviews with current teachers and administration, etc.
- **Play:** The "Play" video would be just like it sounds, show off what fun stuff there is to do in our surrounding areas. Magone Lake, Strawberry mountains and lake, Kam-Wah-Chung, 7th St. Park with playground, splash pad, disc golf, new pool, bike park and pump track, Painted Hills and fossil beds, Blue Basin, etc. Highlight hunting, fishing, snowmobiling, biking, hiking, etc.

By doing these fully produced videos it will not only entice people to want to move here, it will help to show why others will want to live here and stay here. We have a lot to offer and this gives people the ability to actually see it on video and in this day and age people are a lot more likely to watch (over and over) a 2 minute video as opposed to just looking at pictures and hearing about it.

The total for the 3 videos would be approximately \$4000 or less. I'm asking for approval from the Mr. Uptmor and the board to pay for and get on the schedule for these videos to be done. I would collaborate with the radio, students, and staff and get these added to our websites and social media pages. We would also be able to take these on USB drives to job fairs and play them at our table. There is only one person at Elkhorn Media who does this and he's booked out to June so the quicker we get this approved, the quicker we can get on their books and get these made. I will also include the full video packages with pricing.

Respectfully,

RC Huerta

Elkhorn Media Group Video Packages

For all new projects starting January 1, 2022 or after

BASIC VIDEO OPTIONS:

\$1050 for fully produced custom video

- One day shoot
- Video is up to 60 seconds in length

\$1250 for fully produced custom video

- Two day shoot
- Video is up to 2 minutes in length

PHOTOGRAPHY ADD ON:

- \$200 per hour for photo shoot (minimum 1 hour)
- High Resolution Digital Photos \$20 each

LAUNCH CAMPAIGN OPTION:

- \$400 Radio + Facebook = 1 FB post on MYCB or MYEO (market dependent) plus 25 Radio commercials on one EMG radio station

ADDITIONAL OPTIONS/CONSIDERATIONS:

- \$300 per extra minute added to a final edit (over 2 minutes)
- \$300 For a shorter additional edit with no additional filming
- \$300 for day (up to 6 hours) of additional filming (not including drone use)
- \$300 minimum charge for up to 60 minutes max of drone footage
- \$300 to split a (:60) video into 2 (:30)s or 4 (:15)
- \$300 for extended travel (60+ miles from client location) plus cost of overnight accommodations, mileage and per diem (based on receipts, but max of \$55/day) covered by client
- Day of filming cancellations/rescheduling will result in a \$300 fee.
- Options and pricing for projects outside the scope of what is on this sheet require a discussion with management before giving prices to client.

Revised: 3/9/2022

SERVICES AGREEMENT

This document is a MODIFIED version of EJCDC® E-520, Copyright © 2015 by the National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers, or is based in part on excerpts from copyrighted EJCDC documents. Those portions of the text that originated in copyrighted EJCDC documents remain subject to the copyright.

THIS IS AN AGREEMENT effective as of May____, 2022 ("Effective Date") between Grant School District ("Client") and ZCS, Inc., doing business as ZCS Engineering & Architecture ("Design Professional").

Client's Project, of which Design Professional's services under this Agreement are a part, is generally identified as follows: Humbolt Elementary School Seismic Rehabilitation Grant Program Application located at 329 North Humbolt Street, Canyon City, OR ("Project").

Design Professional's services under this Agreement are generally identified as follows: Professional Engineering and Design Services in connection with Humbolt Elementary School Seismic Rehabilitation Grant Program Application. Services are more fully described in ZCS Engineering & Architecture proposal dated April 29, 2022, attached as Exhibit A ("Services").

Client and Design Professional further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Design Professional shall provide or furnish the Services set forth in this Agreement. If authorized by Client, or if required because of changes in the Project, Design Professional shall furnish services in addition to those set forth above ("Additional Services").
- B. Design Professional shall complete its Services within a reasonable time.
- C. If, through no fault of Design Professional, such periods of time or dates are changed, or the orderly and continuous progress of Design Professional's Services is impaired, or Design Professional's Services are delayed or suspended, then the time for completion of Design Professional's Services, and the rates and amounts of Design Professional's compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Design Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due Design Professional for Services, Additional Services, and expenses within 30 days after receipt of Design Professional's invoice, then Design Professional may, after giving seven days written notice

to Client, suspend Services under this Agreement until Design Professional has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Client waives any and all claims against Design Professional for any such suspension.

- B. *Payment:* As compensation for Design Professional providing or furnishing Services and Additional Services, Client shall pay Design Professional as set forth in Paragraphs 2.01, 2.02 (Services), and 2.04 (Additional Services). If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Design Professional in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Client shall pay Design Professional for Services as follows:
1. A Lump Sum amount of **One Hundred Eighty-Two Thousand Seven Hundred Dollars (\$182,700.00)**.
 2. In addition to the Lump Sum amount reimbursable costs will be billed as follows:
 - a. Subconsultant fees and other advanced Client costs will be billed at cost plus ten percent.
 - b. Travel (transportation, lodging, and meals) will be billed at cost. Cost of travel in company automobiles will be the IRS standard auto mileage rate for the year in which the mileage is accrued.
- B. The portion of the compensation amount billed monthly for Design Professional's Services will be based upon Design Professional's estimate of the percentage of the total Services actually completed during the billing period.

2.03 The Design Professional reserves the right to review and adjust its Standards Hourly Rates annually on January 1st of each year.

2.04 *Additional Services:* For Additional Services, Design Professional shall submit an additional services amendment outlining the scope of work and basis for billing to Client prior to proceeding with services.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause by either party,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Design Professional for its services is a substantial failure to perform and a basis for termination.
 - b. For cause by Design Professional:
 - 1) upon seven days written notice if Client demands that Design Professional furnish or perform services contrary to Design Professional's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Design Professional's Services are delayed for more than 90 days for reasons beyond Design Professional's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.K.
 - c. Design Professional shall have no liability to Client on account of a termination for cause by Design Professional.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. For convenience, by Client effective upon Design Professional's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 3.01, Design Professional will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Design Professional's consultants' charges, if any.
- 4.01 *Successors, Assigns, and Beneficiaries***
- A. Client and Design Professional are hereby bound and the successors, executors, administrators, and legal representatives of Client and Design Professional (and to the extent permitted by Paragraph 4.01.B the assigns of Client and Design Professional) are hereby bound to the other party to this Agreement and to the successors, executors,

administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

- B. Neither Client nor Design Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Design Professional to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Design Professional and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all design professional services, including engineering or architectural services, and related services performed or furnished by Design Professional under this Agreement will be the care and skill ordinarily used by members of the subject licensed profession practicing under similar circumstances at the same time and in the same locality. Design Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Design Professional. Subject to the foregoing standard of care, Design Professional and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Design Professional shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Design Professional have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Design Professional shall not be responsible for the acts or omissions of any Constructor.
- C. Design Professional neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Design Professional's opinions (if any) of probable construction cost are to be made on the basis of Design Professional's experience, qualifications, and general familiarity with the construction industry. However, because Design Professional has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors'

methods of determining prices, or over competitive bidding or market conditions, Design Professional cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Design Professional. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.

- E. Design Professional shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Design Professional or its consultants.
- F. All documents prepared or furnished by Design Professional are instruments of service, and Design Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Design Professional of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Design Professional, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Design Professional;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Design Professional, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Design Professional or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Client shall indemnify and hold harmless Design Professional and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Design Professional; and
 - 4. such limited license to Client shall not create any rights in third parties.
- G. Design Professional shall have the right to include photographic or artistic representations of the design of the project among the Design Professional's promotional and professional materials. The Design Professional's materials shall not include the Client's confidential or proprietary information if the Client has previously advised the Design Professional in writing of the specific information considered by the Client to be confidential or proprietary.

- H. Client and Design Professional may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- I. The Design Professional shall not be required to produce any Instruments of Service or other project deliverables in electronic file format, be it image files or native data files for use in developing civil three-dimensional surfaces or structural BIM models as examples, unless the such electronic files are an express written obligation in the Services, Exhibit A and the Design Professional's Basis of Payment compensates the Design Professional for the production and delivery of the electronic files. Regardless, and in addition, the delivery of any electronic files by Design Professional is subject to the following conditions:
1. Design Professional makes no representations as to the compatibility of the electronic files with any specific hardware or software. Client acknowledges that anomalies and errors can be introduced into the files when they are transferred or used in conjunction with incompatible computer equipment or software. Client acknowledges and solely accepts the risks associated with or the responsibility for any damages to hardware, software or computer systems or networks related to any use of the files. The files are being furnished "as is" and Design Professional is not responsible for any damages done by any virus or similar type programs that may be reside with these files without Design Professional's knowledge.
 2. Data contained on these electronic files are Instruments of Services and shall not be used by Client or anyone else receiving the electronic files through or from Client for any purpose other than for the Project. Any other use or reuse will be at Client's sole risk and without liability or legal exposure to Design Professional. Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against Design Professional, our officers, directors, employees, agents or subconsultants that may arise out of or in connection with Client's use of the electronic files.
 3. You shall, to the fullest extent permitted by law, indemnify, and hold us harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs arising out of or resulting from your use of these electronic files.
 4. The electronic files are not construction documents. Differences may exist between these electronic files and corresponding bid, or revised/amended, construction documents. Design Professional makes no representation regarding the accuracy or completeness of the electronic files Client receives. In the event that a conflict arises between the signed or sealed bid, or revised/amended, construction documents prepared by Design Professional or any subconsultants to Design Professional and the electronic files, the signed or sealed bid, or revised/amended, construction documents shall govern. Client is responsible for determining if any conflict exists. Client's use of these electronic files does not relieve Client of its duty to fully comply with the contract

documents including, and without limitation, the need to check, confirm and coordinate all dimensions and details, take field measurements, verify field conditions and coordinate your work.

5. Design Professional makes no representation regarding the accuracy, completeness, or permanence of electronic files (surface information, profile/alignment data, layout of curbs, structures, planters, utilities, etc). Client understands that all layout needs to be confirmed by a licensed Surveyor with the permitted contract documents. Addenda information or revisions made after the date indicated on the electronic files may not have been incorporated. When using the files for GPS controlled construction equipment, it is the responsibility of the contractor, equipment operator, and their licensed surveyor to verify the data has been accurately loaded into the equipment using the proper coordinate system, basis of bearings, and vertical datum. Confidence points shall be performed/provided at regular intervals throughout the project by a licensed surveyor to verify the accuracy of the uploaded data and equipment.
6. Since the information set forth on electronic files can be modified unintentionally or otherwise, Design Professional reserves the right to remove all indicia of its ownership or involvement from each electronic display.
- J. To the fullest extent permitted by law, Client and Design Professional (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Design Professional's total liability to Client under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Design Professional, whichever is greater.
- K. The parties acknowledge that Design Professional's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Design Professional or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Design Professional may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- L. Client and Design Professional agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- M. *Miscellaneous Provisions*
 1. This Agreement is governed by the law of the State of Oregon.

2. Any action to enforce the terms of this agreement shall be maintained in either the Klamath County (Oregon) Circuit Court or the Medford Division of the United States District Court. Client consents to jurisdiction in Oregon for any such lawsuit.
 3. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
 4. *Severability:* Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and Design Professional, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
 5. *Waiver:* A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- N. This Agreement may be executed in several counterparts, each of which will be an original, all of which will constitute one and the same instrument. A facsimile, PDF or other electronic signature will be considered an original. The individuals signing this Agreement certify that they are authorized to execute this Agreement on behalf of Client and Design Professional.
- O. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Design Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- P. Client agrees that it shall not, directly, or indirectly, employ or solicit, or cause others to hire or solicit for employment any employee of ZCS, Inc., for the duration of the services provided under this Agreement and for one year following the completion of the project, unless prior written permission has been granted by an authorized officer of ZCS, Inc. which has contracted with Client for services under this Agreement. Client agrees that ZCS, Inc. shall be entitled to an injunction to enforce this provision.
- Q. Client further agrees that in event a ZCS, Inc. employee terminates his or her employment due in whole or in part to the violation of this provision, Client shall pay to ZCS, Inc.: (a) the solicited employee's annual salary, less applicable employment taxes, measured at the time of the breach of this provision; (b) all hiring costs incurred by ZCS, Inc. to replace the solicited employee, included but not limited to, advertising, recruitment costs, hiring bonus, relocation expenses, and commissions. Client agree that these payments constitute reasonable compensation to ZCS, Inc. for the injuries suffered due to the breach of this Agreement.

Definitions

- R. *Constructor*—Any person or entity (not including the Design Professional, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- S. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

Attachments:

- T. Exhibit A, ZCS Engineering & Architecture proposal dated April 29, 2022.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Client: Grant School District #3

Design Professional: ZCS Engineering and Architecture

By:

By:

Print name: Bret Uptmor

Print name: Zachary A. Stokes, P.E.

Title:

Title: Principal

Date Signed:

Date Signed:

ZCS ENGINEERING ARCHITECTURE

Client's Project Representative(s) Contact
Information:

Bret Uptmor

Superintendent

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

**Address for Client's receipt of notices of disputes
under the terms of this agreement:**

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

Design Professional's Project Representative(s)
Contact Information:
Shaun Wilson – ShaunW@zcsea.comZach Stokes – ZachS@zcsea.com

ZCS Engineering & Architecture

524 Main Street, Suite 2

Oregon City, OR 97045

(503) 659-2205

**Address for Design Professional's receipt of notices of
disputes under the terms of this agreement:**

ZCS Engineering & Architecture

900 Klamath Avenue

Klamath Falls, OR 97601

(541) 884-7421

ZCS ENGINEERING ARCHITECTURE

April 29, 2022

Bret Uptmor
Superintendent
401 N. Canyon City Blvd.
Canyon City, OR 97820

Reference: Humbolt Elementary School Seismic Rehabilitation

Subject: Engineering and Design Services Proposal

I would like to thank you for the opportunity to prepare a fee proposal to provide professional services for the Seismic Retrofit of Humbolt Elementary.

ZCS has participated in the State of Oregon Seismic Grant Program since its beginning in 2009. We successfully completed three projects in the first funding round and have continued to increase our participation. Since then, ZCS has been the responsible design professional for an additional 137 projects through the program. In addition to our successful record of construction projects, ZCS has helped 66 school districts and 21 emergency service districts obtain 196 grants for a total of \$306 million. This represents 59% of the total \$522 million of available funds through the Seismic Grant Program. This high level of involvement has allowed us to establish a team of engineers and technicians with substantial experience in the seismic retrofit of existing structures, specifically education facilities.

Over the course of the 140 completed projects, our seismic retrofit team has learned valuable lessons and techniques to efficiently perform seismic rehabilitations on schools within summer construction seasons. We have developed a collaborative approach with general contractors developing new solutions that are cost effective and efficient to construct. This approach, along with diligent planning and knowledge of school operations, allows us to help contractors complete the required work in a short window of time.

We are excited to continue our application phase services for Humbolt into the design phase. The purpose of this proposal is to outline the professional consultant effort and associated fees for developing the construction documents and support necessary to fulfill the grant obligation. The scope of our work for this project is defined as follows:

Our Services

Our work includes advancing preliminary structural rehabilitation plans prepared by ZCS for the Seismic Rehabilitation Grant (SRG). The rehabilitation work will be designed based on the 2019 Oregon Structural Specialty Code (OSSC) and the American Society of Civil Engineer's rehabilitation document ASCE 41-17: Seismic Evaluation and Retrofit of Existing Buildings. Once final construction has been completed under the rehabilitation plan, the building will meet the performance level as identified in the seismic application and ASCE 41-17. The following tasks outline our services:

Seismic Retrofit Design

Pre-design/Schematic Design (SD) Phase

- Review original building construction drawings to verify areas of structural concern
- Perform site visits to verify structural systems and advance schematic level as-built building drawings
- Perform a structural evaluation of existing structure based on the ASCE 41-17 and identify all areas of structural deficiency
- Collate findings in preliminary calculations to assist in the determination of the existing building structural seismic deficiencies
- Generate selective demolition/investigation plan for use by CM/GC contractor
- Prepare SD narrative and exhibits, as required, for preliminary budget analysis and revise as necessary
- Advance the SD plan set to 100% SD. Submit to District for review
- Included in this phase are regular team meetings and meeting minutes by ZCS

Design Development (DD) Phase

- Meetings with the owner to discuss proposed schematic rehabilitation program and make adjustments to benefit the use of the building during and after construction
- Perform site visits to review existing conditions exposed during destructive investigation
- Perform a collaborative in-house work session to develop structural repair strategies to resolve primary structural deficiencies and perform value engineering of the schematic design
- Perform structural calculations per the seismic rehabilitation program to the building as proposed based on the 2019 OSSC, and ASCE 41-17
- Develop 50% DD structural rehabilitation construction plans illustrating the seismic rehabilitation plan for review and cost estimation by CM/GC contractor
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% DD plan set to 100% DD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Meetings with the owner to discuss the seismic rehabilitation scheme findings and solution options

Construction Document (CD) Phase

- Finalize structural analysis of final seismic rehabilitation program
- Develop complete structural rehabilitation construction documents and specifications to implement selected seismic rehabilitation program for CM/GC
- Refine and finalize floor plans, code plans, roof plans, furniture plans, reflected ceiling plans, building sections, schedules, and interior and exterior elevations as necessary to describe the project
- Coordinate 50% CD drawings with the owner and design team
- Submit 50% CD plans to CM/GC for cost estimation
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% CD plan set to 100% CD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Incorporate final team comments, address any conflicts, and review for value engineering strategies as needed

Bidding and Permitting Phase

- Coordinate permit submittal documents and provide response to local building department review comments as needed
- Attend pre-bid meeting
- Provide clarification to bid questions and issue addenda if required
- Coordinate bid documents and provide response to Request For Information (RFI) received during the bidding period as needed

Construction Administration Phase

- Perform review of shop drawings, material testing reports from special inspector, inspection reports, and other submittals
- Attend weekly project meetings and perform necessary site visits and observations and document observations with field reports and project photos.
- Perform necessary structural inspections and provide inspection reports
- Provide response to Request for Information (RFI) issued by the G.C.
- Provide review of, and make recommendations for, material substitution requests, alternate construction options (design not included), review pay requests, and change orders issued by the G.C.
- Prepare preliminary and final punch lists
- Provide as-built document submittal for owner's records (significant construction alterations to be provided by the G.C. in form of marked-up prints)
- Coordinate and attend 1-year warranty review

ZCS will provide comprehensive construction documents including ancillary requirements, necessary to secure all permits and approvals, procure contractors via public procurement, and execute the work required by the grant, as described within the scope of work described

by the grant application, funded by the grant, or ancillary to the grant. All work shall be executed in accordance with the requirements of the grant. The above services will include structural calculations stamped by a registered structural engineer and bid level construction documents.

The work associated with non-structural finishes for this project include the development of bid level specifications and room finish schedules as required for the contractor to implement a replacement program of impacted non-structural finishes and building envelope outlined in the demolition plan. The work will also include the attachment of non-structural components such as lights, ceilings, cabinets, storage racks, etc. Work will also include (as necessary for proper communication of the work) site plan, code analysis summary, floor plans, roof plan, wall sections, exterior elevations, interior elevations, reflected ceiling plans, and special inspection schedules.

It is our understanding the mechanical, electrical, and plumbing work will be limited to the work ancillary to the required demolition plan. In addition, the seismic rehabilitation of these systems will include the attachment and bracing of specific units, components, and duct systems to secure them from falling. It is our understanding these systems are in good working order.

Designs will be coordinated/submitted at the completion stages noted above. It is expected that each phase will be subject to owner and local agency review, comment, or revision as required. It is our intent to communicate the scope of this project effectively and allow the owner to participate in decisions that will impact the performance and overall use of the facility. We will work closely with the owner to develop a pre-construction and construction schedule to help reduce the stress this project will have on the district staff and operations of the facility.

Project Management

In addition to the scopes of work for individual phases as noted above, we will assist the District with management of the overall process and construction throughout all phases of work. This includes assisting the District with any additional consultant procurement and grant related procurement or documentation. The following list of services to fall under this task is not an all-inclusive list as it can be expanded to help the District facilitate the expectations of the grant.

- Advise the District on benefits and challenges associated with the grant and make a strategic plan that best aligns with the District's goals.
- Assist the District with the procurement of a Geotechnical sub-consultant to prepare a geotechnical report and site-specific hazard study as required by the 2019 OSSC. The District will hire the recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of a specialized firm in hazardous material evaluations to prepare an evaluation report necessary to determine if hazardous abatement is required for the project. The District will hire this recommended firm to perform these services which will be funded by the Grant.

- Assist the District with the procurement of a specialized firm in special inspections to review the contractor's work during construction as required by the OSSC. The District will hire this recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of the General Contractor. ZCS will recommend the use of the Construction Manager/General Contractor (CM/GC) process for this project but will defer to the District's preferred contractor procurement method. ZCS will prepare all the necessary procurement documents and assist the District through the legal process to utilize the "Alternative" procurement method if CM/GC is selected
- Coordinate project scope changes, schedules goals and budgets limits with District staff on a regular basis to ensure the project is in line with the grant requirements and District needs.
- Work with, and submit all the necessary documents to, the State Historical Preservation Office (SHPO) as required by the grant program. ZCS will submit all the necessary information to SHPO on the behalf of the District. If mitigation is required ZCS will assist the District through this process to ensure proper closeout of the grant
- Prepare quarterly reports a required by the grant program
- Procure the necessary plaque required to be installed as part of the project. The fees associated with purchasing the plaque will be paid for by the District.
- Prepare and submit on the behalf of the District all necessary closeout paperwork to the Grant Director for approval for closeout of the grant including Final Performance Status Report and Structural Certificate of Completion

Deliverables

The following describes the major deliverables we anticipate:

Schematic Design

- 100% SD Drawing Set and Narratives

Design Development

- 50% DD Drawings Set for coordination and cost estimation
- 100% DD Drawing Set and Outline Specifications

Construction Documents

- 50% CD Drawings Set for coordination and cost estimation
- 100% CD Drawings Set for Bidding and Permit
- 100% CD Project Specifications for Bidding and Permit
- Structural Calculations Package

Schedule

We propose developing the design and construction documents through the fall for a bidding window in late 2022 for construction in 2023. Upon notice to proceed and discussions with you, we can finalize this schedule.

Fees

Our services will be performed on a lump sum basis and billed based on percentage of completion unless otherwise noted in the fee schedule. We have attached a fee schedule exhibit showing our fees per the phases described above and an hourly rate schedule for work that falls outside the proposed fees. Any additional work will only be performed after approval in writing by the District. Subconsultant costs will be billed at cost plus ten percent and are included within the presented fees.

Any significant scope changes made by the Owner or required by local review committees after commencement of work affecting design or drawings may be considered extra services and would be billed under prior authorization from you.

Assumptions and Exclusions

The following assumptions and exclusions apply to the above fee proposal but can be provided upon your request:

- Engineering related to construction sequence or procedures and value engineering during the construction phase are considered extra services and can be negotiated as needed
- Reimbursement requests through the grant program will be prepared by the District
 - ZCS will support the District in preparation of reimbursement requests as needed
- Specialized materials testing is not anticipated based on the type of construction and the known deficiencies and retrofit solutions. Should specialized materials testing become necessary, the District will hire a firm to perform these services.
- Special inspection services are excluded and will be provided by the District directly
- Geotechnical hazard report will be provided by the District directly
- Destructive testing and investigation will likely be required for this project. If needed, it is assumed that the work will be performed by the CM/GC contractor or the District will hire a contractor with ZCS assistance to perform the destructive testing and inspection based on a testing and investigation plan prepared by ZCS
- Hazardous materials (HAZMAT) testing and inspection and abatement contractor will be provided by the District directly with procurement assistance provided by ZCS
- Any work resulting from modifications of the scope of work made by the owner after commencement of work affecting structural design or drawings will be provided under prior authorization from the District
- Scope items outside of the scope of the seismic retrofit project will be performed as additional services under prior authorization from the District
- LEED Certification services are excluded



- Physical models and renderings are excluded
- District will be responsible for the removal and replacement of IT related fixtures and equipment and a dedicated IT design is not anticipated
- Systems furniture design and procurement services are excluded
- Our current insurance coverage will be satisfactory and not required to be increased under our agreement with the owner

Please accept this proposal for your review and feel free to contact me if you have any questions or require additional information. We are willing to negotiate our scope and fee as required to better suit the objectives of the District. Please review and contact our office if you have any questions or would like to discuss an alternate approach.

Thank you again for the opportunity to provide this proposal.

Sincerely,

A handwritten signature in black ink, appearing to be "ZAS" or similar, written over a horizontal line.

Zachary A. Stokes
Principal

Enclosure: Fee Schedule

ZCS ENGINEERING ARCHITECTURE

Fee Schedule

<i>FEE SCHEDULE</i>						
	Schematic Design	Design Development	Construction Documents	Bidding & Permitting	Construction Admin	Total
Engineering	\$19,440	\$32,400	\$45,360	\$6,480	\$25,920	\$129,600
Architecture	\$885	\$6,195	\$6,195	\$354	\$4,071	\$17,700
Project Management	\$7,080	\$7,080	\$7,080	\$5,310	\$8,850	\$35,400
Total	\$27,405	\$45,675	\$58,635	\$12,144	\$38,841	\$182,700

SERVICES AGREEMENT

This document is a MODIFIED version of EJCDC® E-520, Copyright © 2015 by the National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers, or is based in part on excerpts from copyrighted EJCDC documents. Those portions of the text that originated in copyrighted EJCDC documents remain subject to the copyright.

THIS IS AN AGREEMENT effective as of May____, 2022 ("Effective Date") between Grant County School District ("Client") and ZCS, Inc., doing business as ZCS Engineering & Architecture ("Design Professional").

Client's Project, of which Design Professional's services under this Agreement are a part, is generally identified as follows: Grant Union High School Roof Replacement located at 911 S. Canyon Blvd., John Day, OR 97845 ("Project").

Design Professional's services under this Agreement are generally identified as follows: Professional Consulting Services in connection with Grant Union High School Roof Replacement. Services are more fully described in ZCS Engineering & Architecture proposal dated April 29, 2022, attached as Exhibit A ("Services").

Client and Design Professional further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Design Professional shall provide or furnish the Services set forth in this Agreement. If authorized by Client, or if required because of changes in the Project, Design Professional shall furnish services in addition to those set forth above ("Additional Services").
- B. Design Professional shall complete its Services within a reasonable time.
- C. If, through no fault of Design Professional, such periods of time or dates are changed, or the orderly and continuous progress of Design Professional's Services is impaired, or Design Professional's Services are delayed or suspended, then the time for completion of Design Professional's Services, and the rates and amounts of Design Professional's compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Design Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due Design Professional for Services, Additional Services, and expenses within 30 days after receipt of Design Professional's invoice, then Design Professional may, after giving seven days written notice

to Client, suspend Services under this Agreement until Design Professional has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Client waives any and all claims against Design Professional for any such suspension.

- B. *Payment:* As compensation for Design Professional providing or furnishing Services and Additional Services, Client shall pay Design Professional as set forth in Paragraphs 2.01, 2.02 (Services), and 2.04 (Additional Services). If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Design Professional in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Client shall pay Design Professional for Services as follows:
1. A Lump Sum amount of **Twenty-Four Thousand Dollars Five Hundred Fifty Dollars (\$24,550.00)**.
 2. In addition to the Lump Sum amount reimbursable costs will be billed as follows:
 - a. Subconsultant fees and other advanced Client costs will be billed at cost plus ten percent.
 - b. Travel (transportation, lodging, and meals) will be billed at cost. Cost of travel in company automobiles will be the IRS standard auto mileage rate for the year in which the mileage is accrued.
- B. The portion of the compensation amount billed monthly for Design Professional's Services will be based upon Design Professional's estimate of the percentage of the total Services actually completed during the billing period.

2.03 The Design Professional reserves the right to review and adjust its Standards Hourly Rates annually on January 1st of each year.

2.04 *Additional Services:* For Additional Services, Design Professional shall submit an additional services amendment outlining the scope of work and basis for billing to Client prior to proceeding with services.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause by either party,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Design Professional for its services is a substantial failure to perform and a basis for termination.
 - b. For cause by Design Professional:
 - 1) upon seven days written notice if Client demands that Design Professional furnish or perform services contrary to Design Professional's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Design Professional's Services are delayed for more than 90 days for reasons beyond Design Professional's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.K.
 - c. Design Professional shall have no liability to Client on account of a termination for cause by Design Professional.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. For convenience, by Client effective upon Design Professional's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 3.01, Design Professional will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Design Professional's consultants' charges, if any.
- 4.01 *Successors, Assigns, and Beneficiaries*
- A. Client and Design Professional are hereby bound and the successors, executors, administrators, and legal representatives of Client and Design Professional (and to the extent permitted by Paragraph 4.01.B the assigns of Client and Design Professional) are hereby bound to the other party to this Agreement and to the successors, executors,

administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

- B. Neither Client nor Design Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Design Professional to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Design Professional and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all design professional services, including engineering or architectural services, and related services performed or furnished by Design Professional under this Agreement will be the care and skill ordinarily used by members of the subject licensed profession practicing under similar circumstances at the same time and in the same locality. Design Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Design Professional. Subject to the foregoing standard of care, Design Professional and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Design Professional shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Design Professional have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Design Professional shall not be responsible for the acts or omissions of any Constructor.
- C. Design Professional neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Design Professional's opinions (if any) of probable construction cost are to be made on the basis of Design Professional's experience, qualifications, and general familiarity with the construction industry. However, because Design Professional has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors'

methods of determining prices, or over competitive bidding or market conditions, Design Professional cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Design Professional. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.

- E. Design Professional shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Design Professional or its consultants.
- F. All documents prepared or furnished by Design Professional are instruments of service, and Design Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Design Professional of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Design Professional, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Design Professional;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Design Professional, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Design Professional or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Client shall indemnify and hold harmless Design Professional and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Design Professional; and
 - 4. such limited license to Client shall not create any rights in third parties.
- G. Design Professional shall have the right to include photographic or artistic representations of the design of the project among the Design Professional's promotional and professional materials. The Design Professional's materials shall not include the Client's confidential or proprietary information if the Client has previously advised the Design Professional in writing of the specific information considered by the Client to be confidential or proprietary.

- H. Client and Design Professional may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- I. The Design Professional shall not be required to produce any Instruments of Service or other project deliverables in electronic file format, be it image files or native data files for use in developing civil three-dimensional surfaces or structural BIM models as examples, unless the such electronic files are an express written obligation in the Services, Exhibit A and the Design Professional's Basis of Payment compensates the Design Professional for the production and delivery of the electronic files. Regardless, and in addition, the delivery of any electronic files by Design Professional is subject to the following conditions:
 - 1. Design Professional makes no representations as to the compatibility of the electronic files with any specific hardware or software. Client acknowledges that anomalies and errors can be introduced into the files when they are transferred or used in conjunction with incompatible computer equipment or software. Client acknowledges and solely accepts the risks associated with or the responsibility for any damages to hardware, software or computer systems or networks related to any use of the files. The files are being furnished "as is" and Design Professional is not responsible for any damages done by any virus or similar type programs that may be reside with these files without Design Professional's knowledge.
 - 2. Data contained on these electronic files are Instruments of Services and shall not be used by Client or anyone else receiving the electronic files through or from Client for any purpose other than for the Project. Any other use or reuse will be at Client's sole risk and without liability or legal exposure to Design Professional. Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against Design Professional, our officers, directors, employees, agents or subconsultants that may arise out of or in connection with Client's use of the electronic files.
 - 3. You shall, to the fullest extent permitted by law, indemnify, and hold us harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs arising out of or resulting from your use of these electronic files.
 - 4. The electronic files are not construction documents. Differences may exist between these electronic files and corresponding bid, or revised/amended, construction documents. Design Professional makes no representation regarding the accuracy or completeness of the electronic files Client receives. In the event that a conflict arises between the signed or sealed bid, or revised/amended, construction documents prepared by Design Professional or any subconsultants to Design Professional and the electronic files, the signed or sealed bid, or revised/amended, construction documents shall govern. Client is responsible for determining if any conflict exists. Client's use of these electronic files does not relieve Client of its duty to fully comply with the contract

documents including, and without limitation, the need to check, confirm and coordinate all dimensions and details, take field measurements, verify field conditions and coordinate your work.

5. Design Professional makes no representation regarding the accuracy, completeness, or permanence of electronic files (surface information, profile/alignment data, layout of curbs, structures, planters, utilities, etc). Client understands that all layout needs to be confirmed by a licensed Surveyor with the permitted contract documents. Addenda information or revisions made after the date indicated on the electronic files may not have been incorporated. When using the files for GPS controlled construction equipment, it is the responsibility of the contractor, equipment operator, and their licensed surveyor to verify the data has been accurately loaded into the equipment using the proper coordinate system, basis of bearings, and vertical datum. Confidence points shall be performed/provided at regular intervals throughout the project by a licensed surveyor to verify the accuracy of the uploaded data and equipment.
6. Since the information set forth on electronic files can be modified unintentionally or otherwise, Design Professional reserves the right to remove all indicia of its ownership or involvement from each electronic display.
- J. To the fullest extent permitted by law, Client and Design Professional (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Design Professional's total liability to Client under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Design Professional, whichever is greater.
- K. The parties acknowledge that Design Professional's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Design Professional or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Design Professional may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- L. Client and Design Professional agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- M. *Miscellaneous Provisions*
 1. This Agreement is governed by the law of the State of Oregon.

2. Any action to enforce the terms of this agreement shall be maintained in either the Klamath County (Oregon) Circuit Court or the Medford Division of the United States District Court. Client consents to jurisdiction in Oregon for any such lawsuit.
 3. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
 4. *Severability:* Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and Design Professional, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
 5. *Waiver:* A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- N. This Agreement may be executed in several counterparts, each of which will be an original, all of which will constitute one and the same instrument. A facsimile, PDF or other electronic signature will be considered an original. The individuals signing this Agreement certify that they are authorized to execute this Agreement on behalf of Client and Design Professional.
- O. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Design Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- P. Client agrees that it shall not, directly, or indirectly, employ or solicit, or cause others to hire or solicit for employment any employee of ZCS, Inc., for the duration of the services provided under this Agreement and for one year following the completion of the project, unless prior written permission has been granted by an authorized officer of ZCS, Inc. which has contracted with Client for services under this Agreement. Client agrees that ZCS, Inc. shall be entitled to an injunction to enforce this provision.
- Q. Client further agrees that in event a ZCS, Inc. employee terminates his or her employment due in whole or in part to the violation of this provision, Client shall pay to ZCS, Inc.: (a) the solicited employee's annual salary, less applicable employment taxes, measured at the time of the breach of this provision; (b) all hiring costs incurred by ZCS, Inc. to replace the solicited employee, included but not limited to, advertising, recruitment costs, hiring bonus, relocation expenses, and commissions. Client agree that these payments constitute reasonable compensation to ZCS, Inc. for the injuries suffered due to the breach of this Agreement.

Definitions

- R. *Constructor*—Any person or entity (not including the Design Professional, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- S. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

Attachments:

- T. Exhibit A, ZCS Engineering & Architecture proposal dated April 29, 2022

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Client: Grant County School District

Design Professional: ZCS Engineering and Architecture

By: _____

By: _____

Print name: Bret Uptmor

Print name: Zachary A. Stokes, P.E.

Title: _____

Title: Principal

Date Signed: _____

Date Signed: _____

ZCS ENGINEERING ARCHITECTURE

Client's Project Representative(s) Contact
Information:

Bret Uptmor

Superintendent

Grant County School District

401 N. Canyon City Blvd.

Canyon City, OR 97820

Address for Client's receipt of notices of disputes
under the terms of this agreement:

Grant County School District

401 N. Canyon City Blvd.

Canyon City, OR 97820

Design Professional's Project Representative(s)
Contact Information:
Tim Lee – TimL@zcsea.comZach Stokes – ZachS@zcsea.com

ZCS Engineering & Architecture

524 Main Street, Suite 2

Oregon City, OR 97045

(503) 659-2205

Address for Design Professional's receipt of notices of
disputes under the terms of this agreement:

ZCS Engineering & Architecture

900 Klamath Avenue

Klamath Falls, OR 97601

(541) 884-7421

ZCS ENGINEERING ARCHITECTURE

April 29, 2022

Bret Uptmor
Superintendent
Grant County School District
401 N. Canyon City Blvd.
Canyon City, OR 97820

Reference: Grant Union High School Roof Replacement

Subject: Proposal for consulting services

We appreciate the opportunity to continue working with Grant County School District on the GU campus. It is our understanding that you have received grant dollars for the replacement of the areas of roof not replaced during the seismic project several years ago. This is an important project to ZCS. This proposal is for the consulting effort associated with the roof replacement.

Our Services

- Perform site visit to survey existing roof and document existing conditions
- Coordinate roof coring where applicable to identify existing roof makeup, presence of hazardous materials, and removal limits
- Perform code review relative to Oregon Structural Specialty Code Chapter 34 (Existing Buildings) and the 2021 Oregon Energy Efficiency Specialty Code to determine roofing and insulation requirements associated with roof replacement
- Develop as-constructed roof plan
- Develop complete construction documents and specifications as required for competitive bid delivery method including:
 - Demolition plans
 - Roof replacement plans
 - Applicable architectural details, sections, and specifications as necessary to describe the project and direct the work
- Assist the District with the procurement of the General Contractor. ZCS will prepare all the necessary procurement documents and assist the District through the bid process
 - Generate bid specifications and draft contract for review by District
 - Publish bid advertisement through applicable avenues
 - Attend pre-bid meeting
 - Provide responses to Requests for Information submitted by bidders
 - Attend bid opening
- Attend pre-construction meeting

- Coordinate permit submittal documents and provide response to local building department review comments as needed
- Perform review of shop drawings, material testing reports, inspection reports, and other submittals
- Attend periodic project meetings and perform necessary site visits and observations. Two (2) site visits during construction are anticipated.
 - Prepare and distribute field reports
- Provide response to Request for Information (RFI) issued by the G.C.
- Provide review and make recommendations for material substitution requests, alternate construction options (design not included), and change orders issued by the G.C.
- Perform punch list site visit and prepare punch list

Fees

We propose to perform the services above for a fee of \$24,550. Our services will be performed on a lump sum basis and billed based on percentage of completion.

Any significant scope changes made by the Owner or required by local review committees after commencement of work affecting design or drawings may be considered extra services and would be billed under prior authorization from you. Additionally, it is assumed that our current insurance coverage will be satisfactory and not required to be increased under the agreement.

Assumptions and Exclusions

The following services are not included in the above fee proposal but can be provided upon your request:

- Hazardous material investigation, evaluation, and mitigation and roof coring will be coordinated by ZCS and paid for directly by the District or as reimbursable expenses to ZCS outside of the fee listed above.

We are thrilled to work with you on this project and thankful for the opportunity to be a partner with you again. Please do not hesitate to contact me with any questions on this proposal. We are open to discussing the details with you and making modifications to it to fit your needs. Thank you again for inviting us to participate in this project.

With warm regards,



Zachary A. Stokes, PE
Principal



4.1

GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820

Phone: (541) 575-1280 • Fax: (541) 575-3614

BOARD MEETING

WEDNESDAY, April 20, 2022 • 7:00 P.M.

SENECA SCHOOL

MINUTES

1.0 PRELIMINARY BUSINESS

1.1 Call to order

1.2 Pledge of allegiance

Pursuant to notification of Grant School District 3 board of directors and news release to The Blue Mountain Eagle, KJDY and posted on the district web site. Haley Walker called the school board meeting to order at 7:04 p.m. Other board members in attendance were Jake Taylor, Aaron Lieuallen, Alicia Griffin, Dr. Colleen Robertson. Chris Labhart and Kelly Stokes were absent. Superintendent Bret Uptmor and Business Manager Heidi Hallgarth were also present.

1.3 Agenda Review

3.4 JDEA Request for Salary Negotiations

4.8 Accept Letter of Resignation from Humbolt First Grade Teacher – Kelley McDaniel

4.9 Accept Letter of Resignation from Grant Union PE Teacher – Sami Gerry

1.4 Public Forum

No public comment.

2.0 REPORTS

2.1 Superintendent's Report

Uptmor stated that his report was as written.

Uptmor told the board that he spoke with Dix this week and they would like to hold the principal interviews next Friday. Uptmor said that he will be speaking to the candidates tomorrow to see if they are available. Uptmor told the board that Dix had given him a list of employee classifications that he would like to have on the interview committee. Uptmor told Walker that Dix will be getting ahold of her to see about getting a board member on the interview committee.

2.2 Administrator Reports

2.2.01 Grant Union Junior/Senior High School Principal, Ryan Gerry, told the board that sophomore interviews will be May 19th. Taylor asked Gerry if the senior presentations were already set on who could watch/attend. Gerry said they were. Dougharity-Spencer told Taylor that parents aren't allowed to sit in on the presentations.

BOARD OF DIRECTORS:

Chairman Haley Walker • Alicia Griffin • Chris Labhart • Aaron Lieuallen • Dr. Colleen Robertson • Kelly Stokes • Jake Taylor

SERVICES AGREEMENT

This document is a MODIFIED version of EJCDC® E-520, Copyright © 2015 by the National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers, or is based in part on excerpts from copyrighted EJCDC documents. Those portions of the text that originated in copyrighted EJCDC documents remain subject to the copyright.

THIS IS AN AGREEMENT effective as of May____, 2022 ("Effective Date") between Grant School District ("Client") and ZCS, Inc., doing business as ZCS Engineering & Architecture ("Design Professional").

Client's Project, of which Design Professional's services under this Agreement are a part, is generally identified as follows: Humbolt Elementary School Seismic Rehabilitation Grant Program Application located at 329 North Humbolt Street, Canyon City, OR ("Project").

Design Professional's services under this Agreement are generally identified as follows: Professional Engineering and Design Services in connection with Humbolt Elementary School Seismic Rehabilitation Grant Program Application. Services are more fully described in ZCS Engineering & Architecture proposal dated April 29, 2022, attached as Exhibit A ("Services").

Client and Design Professional further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Design Professional shall provide or furnish the Services set forth in this Agreement. If authorized by Client, or if required because of changes in the Project, Design Professional shall furnish services in addition to those set forth above ("Additional Services").
- B. Design Professional shall complete its Services within a reasonable time.
- C. If, through no fault of Design Professional, such periods of time or dates are changed, or the orderly and continuous progress of Design Professional's Services is impaired, or Design Professional's Services are delayed or suspended, then the time for completion of Design Professional's Services, and the rates and amounts of Design Professional's compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Design Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due Design Professional for Services, Additional Services, and expenses within 30 days after receipt of Design Professional's invoice, then Design Professional may, after giving seven days written notice

to Client, suspend Services under this Agreement until Design Professional has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Client waives any and all claims against Design Professional for any such suspension.

- B. *Payment:* As compensation for Design Professional providing or furnishing Services and Additional Services, Client shall pay Design Professional as set forth in Paragraphs 2.01, 2.02 (Services), and 2.04 (Additional Services). If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Design Professional in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Client shall pay Design Professional for Services as follows:
1. A Lump Sum amount of **One Hundred Eighty-Two Thousand Seven Hundred Dollars (\$182,700.00)**.
 2. In addition to the Lump Sum amount reimbursable costs will be billed as follows:
 - a. Subconsultant fees and other advanced Client costs will be billed at cost plus ten percent.
 - b. Travel (transportation, lodging, and meals) will be billed at cost. Cost of travel in company automobiles will be the IRS standard auto mileage rate for the year in which the mileage is accrued.
- B. The portion of the compensation amount billed monthly for Design Professional's Services will be based upon Design Professional's estimate of the percentage of the total Services actually completed during the billing period.

2.03 The Design Professional reserves the right to review and adjust its Standards Hourly Rates annually on January 1st of each year.

2.04 *Additional Services:* For Additional Services, Design Professional shall submit an additional services amendment outlining the scope of work and basis for billing to Client prior to proceeding with services.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause by either party,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Design Professional for its services is a substantial failure to perform and a basis for termination.
 - b. For cause by Design Professional:
 - 1) upon seven days written notice if Client demands that Design Professional furnish or perform services contrary to Design Professional's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Design Professional's Services are delayed for more than 90 days for reasons beyond Design Professional's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.K.
 - c. Design Professional shall have no liability to Client on account of a termination for cause by Design Professional.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. For convenience, by Client effective upon Design Professional's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 3.01, Design Professional will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Design Professional's consultants' charges, if any.
- 4.01 Successors, Assigns, and Beneficiaries**
- A. Client and Design Professional are hereby bound and the successors, executors, administrators, and legal representatives of Client and Design Professional (and to the extent permitted by Paragraph 4.01.B the assigns of Client and Design Professional) are hereby bound to the other party to this Agreement and to the successors, executors,

administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

- B. Neither Client nor Design Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Design Professional to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Design Professional and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all design professional services, including engineering or architectural services, and related services performed or furnished by Design Professional under this Agreement will be the care and skill ordinarily used by members of the subject licensed profession practicing under similar circumstances at the same time and in the same locality. Design Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Design Professional. Subject to the foregoing standard of care, Design Professional and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Design Professional shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Design Professional have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Design Professional shall not be responsible for the acts or omissions of any Constructor.
- C. Design Professional neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Design Professional's opinions (if any) of probable construction cost are to be made on the basis of Design Professional's experience, qualifications, and general familiarity with the construction industry. However, because Design Professional has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors'

methods of determining prices, or over competitive bidding or market conditions, Design Professional cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Design Professional. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.

- E. Design Professional shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Design Professional or its consultants.
- F. All documents prepared or furnished by Design Professional are instruments of service, and Design Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Design Professional of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Design Professional, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Design Professional;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Design Professional, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Design Professional or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Client shall indemnify and hold harmless Design Professional and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Design Professional; and
 - 4. such limited license to Client shall not create any rights in third parties.
- G. Design Professional shall have the right to include photographic or artistic representations of the design of the project among the Design Professional's promotional and professional materials. The Design Professional's materials shall not include the Client's confidential or proprietary information if the Client has previously advised the Design Professional in writing of the specific information considered by the Client to be confidential or proprietary.

- H. Client and Design Professional may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- I. The Design Professional shall not be required to produce any Instruments of Service or other project deliverables in electronic file format, be it image files or native data files for use in developing civil three-dimensional surfaces or structural BIM models as examples, unless the such electronic files are an express written obligation in the Services, Exhibit A and the Design Professional's Basis of Payment compensates the Design Professional for the production and delivery of the electronic files. Regardless, and in addition, the delivery of any electronic files by Design Professional is subject to the following conditions:
1. Design Professional makes no representations as to the compatibility of the electronic files with any specific hardware or software. Client acknowledges that anomalies and errors can be introduced into the files when they are transferred or used in conjunction with incompatible computer equipment or software. Client acknowledges and solely accepts the risks associated with or the responsibility for any damages to hardware, software or computer systems or networks related to any use of the files. The files are being furnished "as is" and Design Professional is not responsible for any damages done by any virus or similar type programs that may be reside with these files without Design Professional's knowledge.
 2. Data contained on these electronic files are Instruments of Services and shall not be used by Client or anyone else receiving the electronic files through or from Client for any purpose other than for the Project. Any other use or reuse will be at Client's sole risk and without liability or legal exposure to Design Professional. Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against Design Professional, our officers, directors, employees, agents or subconsultants that may arise out of or in connection with Client's use of the electronic files.
 3. You shall, to the fullest extent permitted by law, indemnify, and hold us harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs arising out of or resulting from your use of these electronic files.
 4. The electronic files are not construction documents. Differences may exist between these electronic files and corresponding bid, or revised/amended, construction documents. Design Professional makes no representation regarding the accuracy or completeness of the electronic files Client receives. In the event that a conflict arises between the signed or sealed bid, or revised/amended, construction documents prepared by Design Professional or any subconsultants to Design Professional and the electronic files, the signed or sealed bid, or revised/amended, construction documents shall govern. Client is responsible for determining if any conflict exists. Client's use of these electronic files does not relieve Client of its duty to fully comply with the contract

documents including, and without limitation, the need to check, confirm and coordinate all dimensions and details, take field measurements, verify field conditions and coordinate your work.

5. Design Professional makes no representation regarding the accuracy, completeness, or permanence of electronic files (surface information, profile/alignment data, layout of curbs, structures, planters, utilities, etc). Client understands that all layout needs to be confirmed by a licensed Surveyor with the permitted contract documents. Addenda information or revisions made after the date indicated on the electronic files may not have been incorporated. When using the files for GPS controlled construction equipment, it is the responsibility of the contractor, equipment operator, and their licensed surveyor to verify the data has been accurately loaded into the equipment using the proper coordinate system, basis of bearings, and vertical datum. Confidence points shall be performed/provided at regular intervals throughout the project by a licensed surveyor to verify the accuracy of the uploaded data and equipment.
6. Since the information set forth on electronic files can be modified unintentionally or otherwise, Design Professional reserves the right to remove all indicia of its ownership or involvement from each electronic display.
- J. To the fullest extent permitted by law, Client and Design Professional (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Design Professional's total liability to Client under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Design Professional, whichever is greater.
- K. The parties acknowledge that Design Professional's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Design Professional or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Design Professional may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- L. Client and Design Professional agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- M. *Miscellaneous Provisions*
 1. This Agreement is governed by the law of the State of Oregon.

2. Any action to enforce the terms of this agreement shall be maintained in either the Klamath County (Oregon) Circuit Court or the Medford Division of the United States District Court. Client consents to jurisdiction in Oregon for any such lawsuit.
 3. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
 4. *Severability:* Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and Design Professional, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
 5. *Waiver:* A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- N. This Agreement may be executed in several counterparts, each of which will be an original, all of which will constitute one and the same instrument. A facsimile, PDF or other electronic signature will be considered an original. The individuals signing this Agreement certify that they are authorized to execute this Agreement on behalf of Client and Design Professional.
- O. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Design Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- P. Client agrees that it shall not, directly, or indirectly, employ or solicit, or cause others to hire or solicit for employment any employee of ZCS, Inc., for the duration of the services provided under this Agreement and for one year following the completion of the project, unless prior written permission has been granted by an authorized officer of ZCS, Inc. which has contracted with Client for services under this Agreement. Client agrees that ZCS, Inc. shall be entitled to an injunction to enforce this provision.
- Q. Client further agrees that in event a ZCS, Inc. employee terminates his or her employment due in whole or in part to the violation of this provision, Client shall pay to ZCS, Inc.: (a) the solicited employee's annual salary, less applicable employment taxes, measured at the time of the breach of this provision; (b) all hiring costs incurred by ZCS, Inc. to replace the solicited employee, included but not limited to, advertising, recruitment costs, hiring bonus, relocation expenses, and commissions. Client agree that these payments constitute reasonable compensation to ZCS, Inc. for the injuries suffered due to the breach of this Agreement.

Definitions

- R. *Constructor*—Any person or entity (not including the Design Professional, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- S. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

Attachments:

- T. Exhibit A, ZCS Engineering & Architecture proposal dated April 29, 2022.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Client: Grant School District #3

Design Professional: ZCS Engineering and Architecture

By: _____

By: _____

Print name: Bret Uptmor

Print name: Zachary A. Stokes, P.E.

Title: _____

Title: Principal

Date Signed: _____

Date Signed: _____

ZCS ENGINEERING ARCHITECTURE

Client's Project Representative(s) Contact
Information:

Bret Uptmor

Superintendent

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

Address for Client's receipt of notices of disputes
under the terms of this agreement:

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

Design Professional's Project Representative(s)
Contact Information:
Shaun Wilson – ShaunW@zcsea.comZach Stokes – ZachS@zcsea.com

ZCS Engineering & Architecture

524 Main Street, Suite 2

Oregon City, OR 97045

(503) 659-2205

Address for Design Professional's receipt of notices of
disputes under the terms of this agreement:

ZCS Engineering & Architecture

900 Klamath Avenue

Klamath Falls, OR 97601

(541) 884-7421

ZCS ENGINEERING ARCHITECTURE

April 29, 2022

Bret Uptmor
Superintendent
401 N. Canyon City Blvd.
Canyon City, OR 97820

Reference: Humbolt Elementary School Seismic Rehabilitation

Subject: Engineering and Design Services Proposal

I would like to thank you for the opportunity to prepare a fee proposal to provide professional services for the Seismic Retrofit of Humbolt Elementary.

ZCS has participated in the State of Oregon Seismic Grant Program since its beginning in 2009. We successfully completed three projects in the first funding round and have continued to increase our participation. Since then, ZCS has been the responsible design professional for an additional 137 projects through the program. In addition to our successful record of construction projects, ZCS has helped 66 school districts and 21 emergency service districts obtain 196 grants for a total of \$306 million. This represents 59% of the total \$522 million of available funds through the Seismic Grant Program. This high level of involvement has allowed us to establish a team of engineers and technicians with substantial experience in the seismic retrofit of existing structures, specifically education facilities.

Over the course of the 140 completed projects, our seismic retrofit team has learned valuable lessons and techniques to efficiently perform seismic rehabilitations on schools within summer construction seasons. We have developed a collaborative approach with general contractors developing new solutions that are cost effective and efficient to construct. This approach, along with diligent planning and knowledge of school operations, allows us to help contractors complete the required work in a short window of time.

We are excited to continue our application phase services for Humbolt into the design phase. The purpose of this proposal is to outline the professional consultant effort and associated fees for developing the construction documents and support necessary to fulfill the grant obligation. The scope of our work for this project is defined as follows:

Our Services

Our work includes advancing preliminary structural rehabilitation plans prepared by ZCS for the Seismic Rehabilitation Grant (SRG). The rehabilitation work will be designed based on the 2019 Oregon Structural Specialty Code (OSSC) and the American Society of Civil Engineer's rehabilitation document ASCE 41-17: Seismic Evaluation and Retrofit of Existing Buildings. Once final construction has been completed under the rehabilitation plan, the building will meet the performance level as identified in the seismic application and ASCE 41-17. The following tasks outline our services:

Seismic Retrofit Design

Pre-design/Schematic Design (SD) Phase

- Review original building construction drawings to verify areas of structural concern
- Perform site visits to verify structural systems and advance schematic level as-built building drawings
- Perform a structural evaluation of existing structure based on the ASCE 41-17 and identify all areas of structural deficiency
- Collate findings in preliminary calculations to assist in the determination of the existing building structural seismic deficiencies
- Generate selective demolition/investigation plan for use by CM/GC contractor
- Prepare SD narrative and exhibits, as required, for preliminary budget analysis and revise as necessary
- Advance the SD plan set to 100% SD. Submit to District for review
- Included in this phase are regular team meetings and meeting minutes by ZCS

Design Development (DD) Phase

- Meetings with the owner to discuss proposed schematic rehabilitation program and make adjustments to benefit the use of the building during and after construction
- Perform site visits to review existing conditions exposed during destructive investigation
- Perform a collaborative in-house work session to develop structural repair strategies to resolve primary structural deficiencies and perform value engineering of the schematic design
- Perform structural calculations per the seismic rehabilitation program to the building as proposed based on the 2019 OSSC, and ASCE 41-17
- Develop 50% DD structural rehabilitation construction plans illustrating the seismic rehabilitation plan for review and cost estimation by CM/GC contractor
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% DD plan set to 100% DD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Meetings with the owner to discuss the seismic rehabilitation scheme findings and solution options

Construction Document (CD) Phase

- Finalize structural analysis of final seismic rehabilitation program
- Develop complete structural rehabilitation construction documents and specifications to implement selected seismic rehabilitation program for CM/GC
- Refine and finalize floor plans, code plans, roof plans, furniture plans, reflected ceiling plans, building sections, schedules, and interior and exterior elevations as necessary to describe the project
- Coordinate 50% CD drawings with the owner and design team
- Submit 50% CD plans to CM/GC for cost estimation
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% CD plan set to 100% CD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Incorporate final team comments, address any conflicts, and review for value engineering strategies as needed

Bidding and Permitting Phase

- Coordinate permit submittal documents and provide response to local building department review comments as needed
- Attend pre-bid meeting
- Provide clarification to bid questions and issue addenda if required
- Coordinate bid documents and provide response to Request For Information (RFI) received during the bidding period as needed

Construction Administration Phase

- Perform review of shop drawings, material testing reports from special inspector, inspection reports, and other submittals
- Attend weekly project meetings and perform necessary site visits and observations and document observations with field reports and project photos.
- Perform necessary structural inspections and provide inspection reports
- Provide response to Request for Information (RFI) issued by the G.C.
- Provide review of, and make recommendations for, material substitution requests, alternate construction options (design not included), review pay requests, and change orders issued by the G.C.
- Prepare preliminary and final punch lists
- Provide as-built document submittal for owner's records (significant construction alterations to be provided by the G.C. in form of marked-up prints)
- Coordinate and attend 1-year warranty review

ZCS will provide comprehensive construction documents including ancillary requirements, necessary to secure all permits and approvals, procure contractors via public procurement, and execute the work required by the grant, as described within the scope of work described

by the grant application, funded by the grant, or ancillary to the grant. All work shall be executed in accordance with the requirements of the grant. The above services will include structural calculations stamped by a registered structural engineer and bid level construction documents.

The work associated with non-structural finishes for this project include the development of bid level specifications and room finish schedules as required for the contractor to implement a replacement program of impacted non-structural finishes and building envelope outlined in the demolition plan. The work will also include the attachment of non-structural components such as lights, ceilings, cabinets, storage racks, etc. Work will also include (as necessary for proper communication of the work) site plan, code analysis summary, floor plans, roof plan, wall sections, exterior elevations, interior elevations, reflected ceiling plans, and special inspection schedules.

It is our understanding the mechanical, electrical, and plumbing work will be limited to the work ancillary to the required demolition plan. In addition, the seismic rehabilitation of these systems will include the attachment and bracing of specific units, components, and duct systems to secure them from falling. It is our understanding these systems are in good working order.

Designs will be coordinated/submitted at the completion stages noted above. It is expected that each phase will be subject to owner and local agency review, comment, or revision as required. It is our intent to communicate the scope of this project effectively and allow the owner to participate in decisions that will impact the performance and overall use of the facility. We will work closely with the owner to develop a pre-construction and construction schedule to help reduce the stress this project will have on the district staff and operations of the facility.

Project Management

In addition to the scopes of work for individual phases as noted above, we will assist the District with management of the overall process and construction throughout all phases of work. This includes assisting the District with any additional consultant procurement and grant related procurement or documentation. The following list of services to fall under this task is not an all-inclusive list as it can be expanded to help the District facilitate the expectations of the grant.

- Advise the District on benefits and challenges associated with the grant and make a strategic plan that best aligns with the District's goals.
- Assist the District with the procurement of a Geotechnical sub-consultant to prepare a geotechnical report and site-specific hazard study as required by the 2019 OSSC. The District will hire the recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of a specialized firm in hazardous material evaluations to prepare an evaluation report necessary to determine if hazardous abatement is required for the project. The District will hire this recommended firm to perform these services which will be funded by the Grant.



- Assist the District with the procurement of a specialized firm in special inspections to review the contractor's work during construction as required by the OSSC. The District will hire this recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of the General Contractor. ZCS will recommend the use of the Construction Manager/General Contractor (CM/GC) process for this project but will defer to the District's preferred contractor procurement method. ZCS will prepare all the necessary procurement documents and assist the District through the legal process to utilize the "Alternative" procurement method if CM/GC is selected
- Coordinate project scope changes, schedules goals and budgets limits with District staff on a regular basis to ensure the project is in line with the grant requirements and District needs.
- Work with, and submit all the necessary documents to, the State Historical Preservation Office (SHPO) as required by the grant program. ZCS will submit all the necessary information to SHPO on the behalf of the District. If mitigation is required ZCS will assist the District through this process to ensure proper closeout of the grant
- Prepare quarterly reports a required by the grant program
- Procure the necessary plaque required to be installed as part of the project. The fees associated with purchasing the plaque will be paid for by the District.
- Prepare and submit on the behalf of the District all necessary closeout paperwork to the Grant Director for approval for closeout of the grant including Final Performance Status Report and Structural Certificate of Completion

Deliverables

The following describes the major deliverables we anticipate:

Schematic Design

- 100% SD Drawing Set and Narratives

Design Development

- 50% DD Drawings Set for coordination and cost estimation
- 100% DD Drawing Set and Outline Specifications

Construction Documents

- 50% CD Drawings Set for coordination and cost estimation
- 100% CD Drawings Set for Bidding and Permit
- 100% CD Project Specifications for Bidding and Permit
- Structural Calculations Package

Schedule

We propose developing the design and construction documents through the fall for a bidding window in late 2022 for construction in 2023. Upon notice to proceed and discussions with you, we can finalize this schedule.

Fees

Our services will be performed on a lump sum basis and billed based on percentage of completion unless otherwise noted in the fee schedule. We have attached a fee schedule exhibit showing our fees per the phases described above and an hourly rate schedule for work that falls outside the proposed fees. Any additional work will only be performed after approval in writing by the District. Subconsultant costs will be billed at cost plus ten percent and are included within the presented fees.

Any significant scope changes made by the Owner or required by local review committees after commencement of work affecting design or drawings may be considered extra services and would be billed under prior authorization from you.

Assumptions and Exclusions

The following assumptions and exclusions apply to the above fee proposal but can be provided upon your request:

- Engineering related to construction sequence or procedures and value engineering during the construction phase are considered extra services and can be negotiated as needed
- Reimbursement requests through the grant program will be prepared by the District
 - ZCS will support the District in preparation of reimbursement requests as needed
- Specialized materials testing is not anticipated based on the type of construction and the known deficiencies and retrofit solutions. Should specialized materials testing become necessary, the District will hire a firm to perform these services.
- Special inspection services are excluded and will be provided by the District directly
- Geotechnical hazard report will be provided by the District directly
- Destructive testing and investigation will likely be required for this project. If needed, it is assumed that the work will be performed by the CM/GC contractor or the District will hire a contractor with ZCS assistance to perform the destructive testing and inspection based on a testing and investigation plan prepared by ZCS
- Hazardous materials (HAZMAT) testing and inspection and abatement contractor will be provided by the District directly with procurement assistance provided by ZCS
- Any work resulting from modifications of the scope of work made by the owner after commencement of work affecting structural design or drawings will be provided under prior authorization from the District
- Scope items outside of the scope of the seismic retrofit project will be performed as additional services under prior authorization from the District
- LEED Certification services are excluded



- Physical models and renderings are excluded
- District will be responsible for the removal and replacement of IT related fixtures and equipment and a dedicated IT design is not anticipated
- Systems furniture design and procurement services are excluded
- Our current insurance coverage will be satisfactory and not required to be increased under our agreement with the owner

Please accept this proposal for your review and feel free to contact me if you have any questions or require additional information. We are willing to negotiate our scope and fee as required to better suit the objectives of the District. Please review and contact our office if you have any questions or would like to discuss an alternate approach.

Thank you again for the opportunity to provide this proposal.

Sincerely,

A handwritten signature in black ink, appearing to be "ZAS" or similar, written over a horizontal line.

Zachary A. Stokes
Principal

Enclosure: Fee Schedule

ZCS ENGINEERING ARCHITECTURE

Fee Schedule

<i>FEE SCHEDULE</i>						
	Schematic Design	Design Development	Construction Documents	Bidding & Permitting	Construction Admin	Total
Engineering	\$19,440	\$32,400	\$45,360	\$6,480	\$25,920	\$129,600
Architecture	\$885	\$6,195	\$6,195	\$354	\$4,071	\$17,700
Project Management	\$7,080	\$7,080	\$7,080	\$5,310	\$8,850	\$35,400
Total	\$27,405	\$45,675	\$58,635	\$12,144	\$38,841	\$182,700

SERVICES AGREEMENT

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THIS IS AN AGREEMENT effective as of May____, 2022 ("Effective Date") between Grant School District ("Client") and ZCS, Inc., doing business as ZCS Engineering & Architecture ("Design Professional").

Client's Project, of which Design Professional's services under this Agreement are a part, is generally identified as follows: Humbolt Elementary School Seismic Rehabilitation Grant Program Application located at 329 North Humbolt Street, Canyon City, OR ("Project").

Design Professional's services under this Agreement are generally identified as follows: Professional Engineering and Design Services in connection with Humbolt Elementary School Seismic Rehabilitation Grant Program Application. Services are more fully described in ZCS Engineering & Architecture proposal dated April 29, 2022, attached as Exhibit A ("Services").

Client and Design Professional further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Design Professional shall provide or furnish the Services set forth in this Agreement. If authorized by Client, or if required because of changes in the Project, Design Professional shall furnish services in addition to those set forth above ("Additional Services").
- B. Design Professional shall complete its Services within a reasonable time.
- C. If, through no fault of Design Professional, such periods of time or dates are changed, or the orderly and continuous progress of Design Professional's Services is impaired, or Design Professional's Services are delayed or suspended, then the time for completion of Design Professional's Services, and the rates and amounts of Design Professional's compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Design Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due Design Professional for Services, Additional Services, and expenses within 30 days after receipt of Design Professional's invoice, then Design Professional may, after giving seven days written notice

to Client, suspend Services under this Agreement until Design Professional has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Client waives any and all claims against Design Professional for any such suspension.

- B. *Payment:* As compensation for Design Professional providing or furnishing Services and Additional Services, Client shall pay Design Professional as set forth in Paragraphs 2.01, 2.02 (Services), and 2.04 (Additional Services). If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Design Professional in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Client shall pay Design Professional for Services as follows:
1. A Lump Sum amount of **One Hundred Eighty-Two Thousand Seven Hundred Dollars (\$182,700.00)**.
 2. In addition to the Lump Sum amount reimbursable costs will be billed as follows:
 - a. Subconsultant fees and other advanced Client costs will be billed at cost plus ten percent.
 - b. Travel (transportation, lodging, and meals) will be billed at cost. Cost of travel in company automobiles will be the IRS standard auto mileage rate for the year in which the mileage is accrued.
- B. The portion of the compensation amount billed monthly for Design Professional's Services will be based upon Design Professional's estimate of the percentage of the total Services actually completed during the billing period.

2.03 The Design Professional reserves the right to review and adjust its Standards Hourly Rates annually on January 1st of each year.

2.04 *Additional Services:* For Additional Services, Design Professional shall submit an additional services amendment outlining the scope of work and basis for billing to Client prior to proceeding with services.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause by either party,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Design Professional for its services is a substantial failure to perform and a basis for termination.
 - b. For cause by Design Professional:
 - 1) upon seven days written notice if Client demands that Design Professional furnish or perform services contrary to Design Professional's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Design Professional's Services are delayed for more than 90 days for reasons beyond Design Professional's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.K.
 - c. Design Professional shall have no liability to Client on account of a termination for cause by Design Professional.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. For convenience, by Client effective upon Design Professional's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 3.01, Design Professional will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Design Professional's consultants' charges, if any.
- 4.01 Successors, Assigns, and Beneficiaries**
- A. Client and Design Professional are hereby bound and the successors, executors, administrators, and legal representatives of Client and Design Professional (and to the extent permitted by Paragraph 4.01.B the assigns of Client and Design Professional) are hereby bound to the other party to this Agreement and to the successors, executors,

administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

- B. Neither Client nor Design Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Design Professional to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Design Professional and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all design professional services, including engineering or architectural services, and related services performed or furnished by Design Professional under this Agreement will be the care and skill ordinarily used by members of the subject licensed profession practicing under similar circumstances at the same time and in the same locality. Design Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Design Professional. Subject to the foregoing standard of care, Design Professional and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Design Professional shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Design Professional have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Design Professional shall not be responsible for the acts or omissions of any Constructor.
- C. Design Professional neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Design Professional's opinions (if any) of probable construction cost are to be made on the basis of Design Professional's experience, qualifications, and general familiarity with the construction industry. However, because Design Professional has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors'

methods of determining prices, or over competitive bidding or market conditions, Design Professional cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Design Professional. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.

- E. Design Professional shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Design Professional or its consultants.
- F. All documents prepared or furnished by Design Professional are instruments of service, and Design Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Design Professional of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Design Professional, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Design Professional;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Design Professional, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Design Professional or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Client shall indemnify and hold harmless Design Professional and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Design Professional; and
 - 4. such limited license to Client shall not create any rights in third parties.
- G. Design Professional shall have the right to include photographic or artistic representations of the design of the project among the Design Professional's promotional and professional materials. The Design Professional's materials shall not include the Client's confidential or proprietary information if the Client has previously advised the Design Professional in writing of the specific information considered by the Client to be confidential or proprietary.

- H. Client and Design Professional may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- I. The Design Professional shall not be required to produce any Instruments of Service or other project deliverables in electronic file format, be it image files or native data files for use in developing civil three-dimensional surfaces or structural BIM models as examples, unless the such electronic files are an express written obligation in the Services, Exhibit A and the Design Professional's Basis of Payment compensates the Design Professional for the production and delivery of the electronic files. Regardless, and in addition, the delivery of any electronic files by Design Professional is subject to the following conditions:
1. Design Professional makes no representations as to the compatibility of the electronic files with any specific hardware or software. Client acknowledges that anomalies and errors can be introduced into the files when they are transferred or used in conjunction with incompatible computer equipment or software. Client acknowledges and solely accepts the risks associated with or the responsibility for any damages to hardware, software or computer systems or networks related to any use of the files. The files are being furnished "as is" and Design Professional is not responsible for any damages done by any virus or similar type programs that may be reside with these files without Design Professional's knowledge.
 2. Data contained on these electronic files are Instruments of Services and shall not be used by Client or anyone else receiving the electronic files through or from Client for any purpose other than for the Project. Any other use or reuse will be at Client's sole risk and without liability or legal exposure to Design Professional. Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against Design Professional, our officers, directors, employees, agents or subconsultants that may arise out of or in connection with Client's use of the electronic files.
 3. You shall, to the fullest extent permitted by law, indemnify, and hold us harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs arising out of or resulting from your use of these electronic files.
 4. The electronic files are not construction documents. Differences may exist between these electronic files and corresponding bid, or revised/amended, construction documents. Design Professional makes no representation regarding the accuracy or completeness of the electronic files Client receives. In the event that a conflict arises between the signed or sealed bid, or revised/amended, construction documents prepared by Design Professional or any subconsultants to Design Professional and the electronic files, the signed or sealed bid, or revised/amended, construction documents shall govern. Client is responsible for determining if any conflict exists. Client's use of these electronic files does not relieve Client of its duty to fully comply with the contract

documents including, and without limitation, the need to check, confirm and coordinate all dimensions and details, take field measurements, verify field conditions and coordinate your work.

5. Design Professional makes no representation regarding the accuracy, completeness, or permanence of electronic files (surface information, profile/alignment data, layout of curbs, structures, planters, utilities, etc). Client understands that all layout needs to be confirmed by a licensed Surveyor with the permitted contract documents. Addenda information or revisions made after the date indicated on the electronic files may not have been incorporated. When using the files for GPS controlled construction equipment, it is the responsibility of the contractor, equipment operator, and their licensed surveyor to verify the data has been accurately loaded into the equipment using the proper coordinate system, basis of bearings, and vertical datum. Confidence points shall be performed/provided at regular intervals throughout the project by a licensed surveyor to verify the accuracy of the uploaded data and equipment.
6. Since the information set forth on electronic files can be modified unintentionally or otherwise, Design Professional reserves the right to remove all indicia of its ownership or involvement from each electronic display.
- J. To the fullest extent permitted by law, Client and Design Professional (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Design Professional's total liability to Client under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Design Professional, whichever is greater.
- K. The parties acknowledge that Design Professional's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Design Professional or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Design Professional may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- L. Client and Design Professional agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- M. *Miscellaneous Provisions*
 1. This Agreement is governed by the law of the State of Oregon.

2. Any action to enforce the terms of this agreement shall be maintained in either the Klamath County (Oregon) Circuit Court or the Medford Division of the United States District Court. Client consents to jurisdiction in Oregon for any such lawsuit.
 3. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
 4. *Severability:* Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and Design Professional, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
 5. *Waiver:* A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- N. This Agreement may be executed in several counterparts, each of which will be an original, all of which will constitute one and the same instrument. A facsimile, PDF or other electronic signature will be considered an original. The individuals signing this Agreement certify that they are authorized to execute this Agreement on behalf of Client and Design Professional.
- O. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Design Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- P. Client agrees that it shall not, directly, or indirectly, employ or solicit, or cause others to hire or solicit for employment any employee of ZCS, Inc., for the duration of the services provided under this Agreement and for one year following the completion of the project, unless prior written permission has been granted by an authorized officer of ZCS, Inc. which has contracted with Client for services under this Agreement. Client agrees that ZCS, Inc. shall be entitled to an injunction to enforce this provision.
- Q. Client further agrees that in event a ZCS, Inc. employee terminates his or her employment due in whole or in part to the violation of this provision, Client shall pay to ZCS, Inc.: (a) the solicited employee's annual salary, less applicable employment taxes, measured at the time of the breach of this provision; (b) all hiring costs incurred by ZCS, Inc. to replace the solicited employee, included but not limited to, advertising, recruitment costs, hiring bonus, relocation expenses, and commissions. Client agree that these payments constitute reasonable compensation to ZCS, Inc. for the injuries suffered due to the breach of this Agreement.

Definitions

- R. *Constructor*—Any person or entity (not including the Design Professional, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- S. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

Attachments:

- T. Exhibit A, ZCS Engineering & Architecture proposal dated April 29, 2022.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Client: Grant School District #3

Design Professional: ZCS Engineering and Architecture

By:

By:

Print name: Bret Uptmor

Print name: Zachary A. Stokes, P.E.

Title:

Title: Principal

Date Signed:

Date Signed:

ZCS ENGINEERING ARCHITECTURE

Client's Project Representative(s) Contact
Information:

Bret Uptmor

Superintendent

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

**Address for Client's receipt of notices of disputes
under the terms of this agreement:**

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

Design Professional's Project Representative(s)
Contact Information:
Shaun Wilson – ShaunW@zcsea.comZach Stokes – ZachS@zcsea.com

ZCS Engineering & Architecture

524 Main Street, Suite 2

Oregon City, OR 97045

(503) 659-2205

**Address for Design Professional's receipt of notices of
disputes under the terms of this agreement:**

ZCS Engineering & Architecture

900 Klamath Avenue

Klamath Falls, OR 97601

(541) 884-7421

ZCS ENGINEERING ARCHITECTURE

April 29, 2022

Bret Uptmor
Superintendent
401 N. Canyon City Blvd.
Canyon City, OR 97820

Reference: Humbolt Elementary School Seismic Rehabilitation

Subject: Engineering and Design Services Proposal

I would like to thank you for the opportunity to prepare a fee proposal to provide professional services for the Seismic Retrofit of Humbolt Elementary.

ZCS has participated in the State of Oregon Seismic Grant Program since its beginning in 2009. We successfully completed three projects in the first funding round and have continued to increase our participation. Since then, ZCS has been the responsible design professional for an additional 137 projects through the program. In addition to our successful record of construction projects, ZCS has helped 66 school districts and 21 emergency service districts obtain 196 grants for a total of \$306 million. This represents 59% of the total \$522 million of available funds through the Seismic Grant Program. This high level of involvement has allowed us to establish a team of engineers and technicians with substantial experience in the seismic retrofit of existing structures, specifically education facilities.

Over the course of the 140 completed projects, our seismic retrofit team has learned valuable lessons and techniques to efficiently perform seismic rehabilitations on schools within summer construction seasons. We have developed a collaborative approach with general contractors developing new solutions that are cost effective and efficient to construct. This approach, along with diligent planning and knowledge of school operations, allows us to help contractors complete the required work in a short window of time.

We are excited to continue our application phase services for Humbolt into the design phase. The purpose of this proposal is to outline the professional consultant effort and associated fees for developing the construction documents and support necessary to fulfill the grant obligation. The scope of our work for this project is defined as follows:

Our Services

Our work includes advancing preliminary structural rehabilitation plans prepared by ZCS for the Seismic Rehabilitation Grant (SRG). The rehabilitation work will be designed based on the 2019 Oregon Structural Specialty Code (OSSC) and the American Society of Civil Engineer's rehabilitation document ASCE 41-17: Seismic Evaluation and Retrofit of Existing Buildings. Once final construction has been completed under the rehabilitation plan, the building will meet the performance level as identified in the seismic application and ASCE 41-17. The following tasks outline our services:

Seismic Retrofit Design

Pre-design/Schematic Design (SD) Phase

- Review original building construction drawings to verify areas of structural concern
- Perform site visits to verify structural systems and advance schematic level as-built building drawings
- Perform a structural evaluation of existing structure based on the ASCE 41-17 and identify all areas of structural deficiency
- Collate findings in preliminary calculations to assist in the determination of the existing building structural seismic deficiencies
- Generate selective demolition/investigation plan for use by CM/GC contractor
- Prepare SD narrative and exhibits, as required, for preliminary budget analysis and revise as necessary
- Advance the SD plan set to 100% SD. Submit to District for review
- Included in this phase are regular team meetings and meeting minutes by ZCS

Design Development (DD) Phase

- Meetings with the owner to discuss proposed schematic rehabilitation program and make adjustments to benefit the use of the building during and after construction
- Perform site visits to review existing conditions exposed during destructive investigation
- Perform a collaborative in-house work session to develop structural repair strategies to resolve primary structural deficiencies and perform value engineering of the schematic design
- Perform structural calculations per the seismic rehabilitation program to the building as proposed based on the 2019 OSSC, and ASCE 41-17
- Develop 50% DD structural rehabilitation construction plans illustrating the seismic rehabilitation plan for review and cost estimation by CM/GC contractor
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% DD plan set to 100% DD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Meetings with the owner to discuss the seismic rehabilitation scheme findings and solution options

Construction Document (CD) Phase

- Finalize structural analysis of final seismic rehabilitation program
- Develop complete structural rehabilitation construction documents and specifications to implement selected seismic rehabilitation program for CM/GC
- Refine and finalize floor plans, code plans, roof plans, furniture plans, reflected ceiling plans, building sections, schedules, and interior and exterior elevations as necessary to describe the project
- Coordinate 50% CD drawings with the owner and design team
- Submit 50% CD plans to CM/GC for cost estimation
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% CD plan set to 100% CD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Incorporate final team comments, address any conflicts, and review for value engineering strategies as needed

Bidding and Permitting Phase

- Coordinate permit submittal documents and provide response to local building department review comments as needed
- Attend pre-bid meeting
- Provide clarification to bid questions and issue addenda if required
- Coordinate bid documents and provide response to Request For Information (RFI) received during the bidding period as needed

Construction Administration Phase

- Perform review of shop drawings, material testing reports from special inspector, inspection reports, and other submittals
- Attend weekly project meetings and perform necessary site visits and observations and document observations with field reports and project photos.
- Perform necessary structural inspections and provide inspection reports
- Provide response to Request for Information (RFI) issued by the G.C.
- Provide review of, and make recommendations for, material substitution requests, alternate construction options (design not included), review pay requests, and change orders issued by the G.C.
- Prepare preliminary and final punch lists
- Provide as-built document submittal for owner's records (significant construction alterations to be provided by the G.C. in form of marked-up prints)
- Coordinate and attend 1-year warranty review

ZCS will provide comprehensive construction documents including ancillary requirements, necessary to secure all permits and approvals, procure contractors via public procurement, and execute the work required by the grant, as described within the scope of work described

by the grant application, funded by the grant, or ancillary to the grant. All work shall be executed in accordance with the requirements of the grant. The above services will include structural calculations stamped by a registered structural engineer and bid level construction documents.

The work associated with non-structural finishes for this project include the development of bid level specifications and room finish schedules as required for the contractor to implement a replacement program of impacted non-structural finishes and building envelope outlined in the demolition plan. The work will also include the attachment of non-structural components such as lights, ceilings, cabinets, storage racks, etc. Work will also include (as necessary for proper communication of the work) site plan, code analysis summary, floor plans, roof plan, wall sections, exterior elevations, interior elevations, reflected ceiling plans, and special inspection schedules.

It is our understanding the mechanical, electrical, and plumbing work will be limited to the work ancillary to the required demolition plan. In addition, the seismic rehabilitation of these systems will include the attachment and bracing of specific units, components, and duct systems to secure them from falling. It is our understanding these systems are in good working order.

Designs will be coordinated/submitted at the completion stages noted above. It is expected that each phase will be subject to owner and local agency review, comment, or revision as required. It is our intent to communicate the scope of this project effectively and allow the owner to participate in decisions that will impact the performance and overall use of the facility. We will work closely with the owner to develop a pre-construction and construction schedule to help reduce the stress this project will have on the district staff and operations of the facility.

Project Management

In addition to the scopes of work for individual phases as noted above, we will assist the District with management of the overall process and construction throughout all phases of work. This includes assisting the District with any additional consultant procurement and grant related procurement or documentation. The following list of services to fall under this task is not an all-inclusive list as it can be expanded to help the District facilitate the expectations of the grant.

- Advise the District on benefits and challenges associated with the grant and make a strategic plan that best aligns with the District's goals.
- Assist the District with the procurement of a Geotechnical sub-consultant to prepare a geotechnical report and site-specific hazard study as required by the 2019 OSSC. The District will hire the recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of a specialized firm in hazardous material evaluations to prepare an evaluation report necessary to determine if hazardous abatement is required for the project. The District will hire this recommended firm to perform these services which will be funded by the Grant.

- Assist the District with the procurement of a specialized firm in special inspections to review the contractor's work during construction as required by the OSSC. The District will hire this recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of the General Contractor. ZCS will recommend the use of the Construction Manager/General Contractor (CM/GC) process for this project but will defer to the District's preferred contractor procurement method. ZCS will prepare all the necessary procurement documents and assist the District through the legal process to utilize the "Alternative" procurement method if CM/GC is selected
- Coordinate project scope changes, schedules goals and budgets limits with District staff on a regular basis to ensure the project is in line with the grant requirements and District needs.
- Work with, and submit all the necessary documents to, the State Historical Preservation Office (SHPO) as required by the grant program. ZCS will submit all the necessary information to SHPO on the behalf of the District. If mitigation is required ZCS will assist the District through this process to ensure proper closeout of the grant
- Prepare quarterly reports a required by the grant program
- Procure the necessary plaque required to be installed as part of the project. The fees associated with purchasing the plaque will be paid for by the District.
- Prepare and submit on the behalf of the District all necessary closeout paperwork to the Grant Director for approval for closeout of the grant including Final Performance Status Report and Structural Certificate of Completion

Deliverables

The following describes the major deliverables we anticipate:

Schematic Design

- 100% SD Drawing Set and Narratives

Design Development

- 50% DD Drawings Set for coordination and cost estimation
- 100% DD Drawing Set and Outline Specifications

Construction Documents

- 50% CD Drawings Set for coordination and cost estimation
- 100% CD Drawings Set for Bidding and Permit
- 100% CD Project Specifications for Bidding and Permit
- Structural Calculations Package

Schedule

We propose developing the design and construction documents through the fall for a bidding window in late 2022 for construction in 2023. Upon notice to proceed and discussions with you, we can finalize this schedule.

Fees

Our services will be performed on a lump sum basis and billed based on percentage of completion unless otherwise noted in the fee schedule. We have attached a fee schedule exhibit showing our fees per the phases described above and an hourly rate schedule for work that falls outside the proposed fees. Any additional work will only be performed after approval in writing by the District. Subconsultant costs will be billed at cost plus ten percent and are included within the presented fees.

Any significant scope changes made by the Owner or required by local review committees after commencement of work affecting design or drawings may be considered extra services and would be billed under prior authorization from you.

Assumptions and Exclusions

The following assumptions and exclusions apply to the above fee proposal but can be provided upon your request:

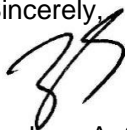
- Engineering related to construction sequence or procedures and value engineering during the construction phase are considered extra services and can be negotiated as needed
- Reimbursement requests through the grant program will be prepared by the District
 - ZCS will support the District in preparation of reimbursement requests as needed
- Specialized materials testing is not anticipated based on the type of construction and the known deficiencies and retrofit solutions. Should specialized materials testing become necessary, the District will hire a firm to perform these services.
- Special inspection services are excluded and will be provided by the District directly
- Geotechnical hazard report will be provided by the District directly
- Destructive testing and investigation will likely be required for this project. If needed, it is assumed that the work will be performed by the CM/GC contractor or the District will hire a contractor with ZCS assistance to perform the destructive testing and inspection based on a testing and investigation plan prepared by ZCS
- Hazardous materials (HAZMAT) testing and inspection and abatement contractor will be provided by the District directly with procurement assistance provided by ZCS
- Any work resulting from modifications of the scope of work made by the owner after commencement of work affecting structural design or drawings will be provided under prior authorization from the District
- Scope items outside of the scope of the seismic retrofit project will be performed as additional services under prior authorization from the District
- LEED Certification services are excluded

- Physical models and renderings are excluded
- District will be responsible for the removal and replacement of IT related fixtures and equipment and a dedicated IT design is not anticipated
- Systems furniture design and procurement services are excluded
- Our current insurance coverage will be satisfactory and not required to be increased under our agreement with the owner

Please accept this proposal for your review and feel free to contact me if you have any questions or require additional information. We are willing to negotiate our scope and fee as required to better suit the objectives of the District. Please review and contact our office if you have any questions or would like to discuss an alternate approach.

Thank you again for the opportunity to provide this proposal.

Sincerely,



Zachary A. Stokes
Principal

Enclosure: Fee Schedule

ZCS ENGINEERING ARCHITECTURE

Fee Schedule

<i>FEE SCHEDULE</i>						
	Schematic Design	Design Development	Construction Documents	Bidding & Permitting	Construction Admin	Total
Engineering	\$19,440	\$32,400	\$45,360	\$6,480	\$25,920	\$129,600
Architecture	\$885	\$6,195	\$6,195	\$354	\$4,071	\$17,700
Project Management	\$7,080	\$7,080	\$7,080	\$5,310	\$8,850	\$35,400
Total	\$27,405	\$45,675	\$58,635	\$12,144	\$38,841	\$182,700

SERVICES AGREEMENT

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THIS IS AN AGREEMENT effective as of May____, 2022 ("Effective Date") between Grant School District ("Client") and ZCS, Inc., doing business as ZCS Engineering & Architecture ("Design Professional").

Client's Project, of which Design Professional's services under this Agreement are a part, is generally identified as follows: Humbolt Elementary School Seismic Rehabilitation Grant Program Application located at 329 North Humbolt Street, Canyon City, OR ("Project").

Design Professional's services under this Agreement are generally identified as follows: Professional Engineering and Design Services in connection with Humbolt Elementary School Seismic Rehabilitation Grant Program Application. Services are more fully described in ZCS Engineering & Architecture proposal dated April 29, 2022, attached as Exhibit A ("Services").

Client and Design Professional further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Design Professional shall provide or furnish the Services set forth in this Agreement. If authorized by Client, or if required because of changes in the Project, Design Professional shall furnish services in addition to those set forth above ("Additional Services").
- B. Design Professional shall complete its Services within a reasonable time.
- C. If, through no fault of Design Professional, such periods of time or dates are changed, or the orderly and continuous progress of Design Professional's Services is impaired, or Design Professional's Services are delayed or suspended, then the time for completion of Design Professional's Services, and the rates and amounts of Design Professional's compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Design Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due Design Professional for Services, Additional Services, and expenses within 30 days after receipt of Design Professional's invoice, then Design Professional may, after giving seven days written notice

to Client, suspend Services under this Agreement until Design Professional has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Client waives any and all claims against Design Professional for any such suspension.

- B. *Payment:* As compensation for Design Professional providing or furnishing Services and Additional Services, Client shall pay Design Professional as set forth in Paragraphs 2.01, 2.02 (Services), and 2.04 (Additional Services). If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Design Professional in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Client shall pay Design Professional for Services as follows:
1. A Lump Sum amount of **One Hundred Eighty-Two Thousand Seven Hundred Dollars (\$182,700.00)**.
 2. In addition to the Lump Sum amount reimbursable costs will be billed as follows:
 - a. Subconsultant fees and other advanced Client costs will be billed at cost plus ten percent.
 - b. Travel (transportation, lodging, and meals) will be billed at cost. Cost of travel in company automobiles will be the IRS standard auto mileage rate for the year in which the mileage is accrued.
- B. The portion of the compensation amount billed monthly for Design Professional's Services will be based upon Design Professional's estimate of the percentage of the total Services actually completed during the billing period.

2.03 The Design Professional reserves the right to review and adjust its Standards Hourly Rates annually on January 1st of each year.

2.04 *Additional Services:* For Additional Services, Design Professional shall submit an additional services amendment outlining the scope of work and basis for billing to Client prior to proceeding with services.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause by either party,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Design Professional for its services is a substantial failure to perform and a basis for termination.
 - b. For cause by Design Professional:
 - 1) upon seven days written notice if Client demands that Design Professional furnish or perform services contrary to Design Professional's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Design Professional's Services are delayed for more than 90 days for reasons beyond Design Professional's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.K.
 - c. Design Professional shall have no liability to Client on account of a termination for cause by Design Professional.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. For convenience, by Client effective upon Design Professional's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 3.01, Design Professional will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Design Professional's consultants' charges, if any.
- 4.01 Successors, Assigns, and Beneficiaries**
- A. Client and Design Professional are hereby bound and the successors, executors, administrators, and legal representatives of Client and Design Professional (and to the extent permitted by Paragraph 4.01.B the assigns of Client and Design Professional) are hereby bound to the other party to this Agreement and to the successors, executors,

administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

- B. Neither Client nor Design Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Design Professional to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Design Professional and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all design professional services, including engineering or architectural services, and related services performed or furnished by Design Professional under this Agreement will be the care and skill ordinarily used by members of the subject licensed profession practicing under similar circumstances at the same time and in the same locality. Design Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Design Professional. Subject to the foregoing standard of care, Design Professional and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Design Professional shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Design Professional have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Design Professional shall not be responsible for the acts or omissions of any Constructor.
- C. Design Professional neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Design Professional's opinions (if any) of probable construction cost are to be made on the basis of Design Professional's experience, qualifications, and general familiarity with the construction industry. However, because Design Professional has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors'

methods of determining prices, or over competitive bidding or market conditions, Design Professional cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Design Professional. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.

- E. Design Professional shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Design Professional or its consultants.
- F. All documents prepared or furnished by Design Professional are instruments of service, and Design Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Design Professional of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Design Professional, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Design Professional;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Design Professional, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Design Professional or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Client shall indemnify and hold harmless Design Professional and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Design Professional; and
 - 4. such limited license to Client shall not create any rights in third parties.
- G. Design Professional shall have the right to include photographic or artistic representations of the design of the project among the Design Professional's promotional and professional materials. The Design Professional's materials shall not include the Client's confidential or proprietary information if the Client has previously advised the Design Professional in writing of the specific information considered by the Client to be confidential or proprietary.

- H. Client and Design Professional may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- I. The Design Professional shall not be required to produce any Instruments of Service or other project deliverables in electronic file format, be it image files or native data files for use in developing civil three-dimensional surfaces or structural BIM models as examples, unless the such electronic files are an express written obligation in the Services, Exhibit A and the Design Professional's Basis of Payment compensates the Design Professional for the production and delivery of the electronic files. Regardless, and in addition, the delivery of any electronic files by Design Professional is subject to the following conditions:
1. Design Professional makes no representations as to the compatibility of the electronic files with any specific hardware or software. Client acknowledges that anomalies and errors can be introduced into the files when they are transferred or used in conjunction with incompatible computer equipment or software. Client acknowledges and solely accepts the risks associated with or the responsibility for any damages to hardware, software or computer systems or networks related to any use of the files. The files are being furnished "as is" and Design Professional is not responsible for any damages done by any virus or similar type programs that may be reside with these files without Design Professional's knowledge.
 2. Data contained on these electronic files are Instruments of Services and shall not be used by Client or anyone else receiving the electronic files through or from Client for any purpose other than for the Project. Any other use or reuse will be at Client's sole risk and without liability or legal exposure to Design Professional. Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against Design Professional, our officers, directors, employees, agents or subconsultants that may arise out of or in connection with Client's use of the electronic files.
 3. You shall, to the fullest extent permitted by law, indemnify, and hold us harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs arising out of or resulting from your use of these electronic files.
 4. The electronic files are not construction documents. Differences may exist between these electronic files and corresponding bid, or revised/amended, construction documents. Design Professional makes no representation regarding the accuracy or completeness of the electronic files Client receives. In the event that a conflict arises between the signed or sealed bid, or revised/amended, construction documents prepared by Design Professional or any subconsultants to Design Professional and the electronic files, the signed or sealed bid, or revised/amended, construction documents shall govern. Client is responsible for determining if any conflict exists. Client's use of these electronic files does not relieve Client of its duty to fully comply with the contract

documents including, and without limitation, the need to check, confirm and coordinate all dimensions and details, take field measurements, verify field conditions and coordinate your work.

5. Design Professional makes no representation regarding the accuracy, completeness, or permanence of electronic files (surface information, profile/alignment data, layout of curbs, structures, planters, utilities, etc). Client understands that all layout needs to be confirmed by a licensed Surveyor with the permitted contract documents. Addenda information or revisions made after the date indicated on the electronic files may not have been incorporated. When using the files for GPS controlled construction equipment, it is the responsibility of the contractor, equipment operator, and their licensed surveyor to verify the data has been accurately loaded into the equipment using the proper coordinate system, basis of bearings, and vertical datum. Confidence points shall be performed/provided at regular intervals throughout the project by a licensed surveyor to verify the accuracy of the uploaded data and equipment.
6. Since the information set forth on electronic files can be modified unintentionally or otherwise, Design Professional reserves the right to remove all indicia of its ownership or involvement from each electronic display.
- J. To the fullest extent permitted by law, Client and Design Professional (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Design Professional's total liability to Client under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Design Professional, whichever is greater.
- K. The parties acknowledge that Design Professional's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Design Professional or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Design Professional may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- L. Client and Design Professional agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- M. *Miscellaneous Provisions*
 1. This Agreement is governed by the law of the State of Oregon.

2. Any action to enforce the terms of this agreement shall be maintained in either the Klamath County (Oregon) Circuit Court or the Medford Division of the United States District Court. Client consents to jurisdiction in Oregon for any such lawsuit.
 3. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
 4. *Severability:* Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and Design Professional, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
 5. *Waiver:* A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- N. This Agreement may be executed in several counterparts, each of which will be an original, all of which will constitute one and the same instrument. A facsimile, PDF or other electronic signature will be considered an original. The individuals signing this Agreement certify that they are authorized to execute this Agreement on behalf of Client and Design Professional.
- O. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Design Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- P. Client agrees that it shall not, directly, or indirectly, employ or solicit, or cause others to hire or solicit for employment any employee of ZCS, Inc., for the duration of the services provided under this Agreement and for one year following the completion of the project, unless prior written permission has been granted by an authorized officer of ZCS, Inc. which has contracted with Client for services under this Agreement. Client agrees that ZCS, Inc. shall be entitled to an injunction to enforce this provision.
- Q. Client further agrees that in event a ZCS, Inc. employee terminates his or her employment due in whole or in part to the violation of this provision, Client shall pay to ZCS, Inc.: (a) the solicited employee's annual salary, less applicable employment taxes, measured at the time of the breach of this provision; (b) all hiring costs incurred by ZCS, Inc. to replace the solicited employee, included but not limited to, advertising, recruitment costs, hiring bonus, relocation expenses, and commissions. Client agree that these payments constitute reasonable compensation to ZCS, Inc. for the injuries suffered due to the breach of this Agreement.

Definitions

- R. *Constructor*—Any person or entity (not including the Design Professional, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- S. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

Attachments:

- T. Exhibit A, ZCS Engineering & Architecture proposal dated April 29, 2022.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Client: Grant School District #3

Design Professional: ZCS Engineering and Architecture

By: _____

By: _____

Print name: Bret Uptmor

Print name: Zachary A. Stokes, P.E.

Title: _____

Title: Principal

Date Signed: _____

Date Signed: _____

ZCS ENGINEERING ARCHITECTURE

Client's Project Representative(s) Contact
Information:

Bret Uptmor

Superintendent

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

Address for Client's receipt of notices of disputes
under the terms of this agreement:

Grant School District #3

401 N. Canyon City Blvd.

Canyon City, OR 97820

Design Professional's Project Representative(s)
Contact Information:
Shaun Wilson – ShaunW@zcsea.comZach Stokes – ZachS@zcsea.com

ZCS Engineering & Architecture

524 Main Street, Suite 2

Oregon City, OR 97045

(503) 659-2205

Address for Design Professional's receipt of notices of
disputes under the terms of this agreement:

ZCS Engineering & Architecture

900 Klamath Avenue

Klamath Falls, OR 97601

(541) 884-7421

ZCS ENGINEERING ARCHITECTURE

April 29, 2022

Bret Uptmor
Superintendent
401 N. Canyon City Blvd.
Canyon City, OR 97820

Reference: Humbolt Elementary School Seismic Rehabilitation

Subject: Engineering and Design Services Proposal

I would like to thank you for the opportunity to prepare a fee proposal to provide professional services for the Seismic Retrofit of Humbolt Elementary.

ZCS has participated in the State of Oregon Seismic Grant Program since its beginning in 2009. We successfully completed three projects in the first funding round and have continued to increase our participation. Since then, ZCS has been the responsible design professional for an additional 137 projects through the program. In addition to our successful record of construction projects, ZCS has helped 66 school districts and 21 emergency service districts obtain 196 grants for a total of \$306 million. This represents 59% of the total \$522 million of available funds through the Seismic Grant Program. This high level of involvement has allowed us to establish a team of engineers and technicians with substantial experience in the seismic retrofit of existing structures, specifically education facilities.

Over the course of the 140 completed projects, our seismic retrofit team has learned valuable lessons and techniques to efficiently perform seismic rehabilitations on schools within summer construction seasons. We have developed a collaborative approach with general contractors developing new solutions that are cost effective and efficient to construct. This approach, along with diligent planning and knowledge of school operations, allows us to help contractors complete the required work in a short window of time.

We are excited to continue our application phase services for Humbolt into the design phase. The purpose of this proposal is to outline the professional consultant effort and associated fees for developing the construction documents and support necessary to fulfill the grant obligation. The scope of our work for this project is defined as follows:

Our Services

Our work includes advancing preliminary structural rehabilitation plans prepared by ZCS for the Seismic Rehabilitation Grant (SRG). The rehabilitation work will be designed based on the 2019 Oregon Structural Specialty Code (OSSC) and the American Society of Civil Engineer's rehabilitation document ASCE 41-17: Seismic Evaluation and Retrofit of Existing Buildings. Once final construction has been completed under the rehabilitation plan, the building will meet the performance level as identified in the seismic application and ASCE 41-17. The following tasks outline our services:

Seismic Retrofit Design

Pre-design/Schematic Design (SD) Phase

- Review original building construction drawings to verify areas of structural concern
- Perform site visits to verify structural systems and advance schematic level as-built building drawings
- Perform a structural evaluation of existing structure based on the ASCE 41-17 and identify all areas of structural deficiency
- Collate findings in preliminary calculations to assist in the determination of the existing building structural seismic deficiencies
- Generate selective demolition/investigation plan for use by CM/GC contractor
- Prepare SD narrative and exhibits, as required, for preliminary budget analysis and revise as necessary
- Advance the SD plan set to 100% SD. Submit to District for review
- Included in this phase are regular team meetings and meeting minutes by ZCS

Design Development (DD) Phase

- Meetings with the owner to discuss proposed schematic rehabilitation program and make adjustments to benefit the use of the building during and after construction
- Perform site visits to review existing conditions exposed during destructive investigation
- Perform a collaborative in-house work session to develop structural repair strategies to resolve primary structural deficiencies and perform value engineering of the schematic design
- Perform structural calculations per the seismic rehabilitation program to the building as proposed based on the 2019 OSSC, and ASCE 41-17
- Develop 50% DD structural rehabilitation construction plans illustrating the seismic rehabilitation plan for review and cost estimation by CM/GC contractor
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% DD plan set to 100% DD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Meetings with the owner to discuss the seismic rehabilitation scheme findings and solution options

Construction Document (CD) Phase

- Finalize structural analysis of final seismic rehabilitation program
- Develop complete structural rehabilitation construction documents and specifications to implement selected seismic rehabilitation program for CM/GC
- Refine and finalize floor plans, code plans, roof plans, furniture plans, reflected ceiling plans, building sections, schedules, and interior and exterior elevations as necessary to describe the project
- Coordinate 50% CD drawings with the owner and design team
- Submit 50% CD plans to CM/GC for cost estimation
- Review cost estimate and perform value engineering as required to ensure alignment with project budget
- Advance the 50% CD plan set to 100% CD and incorporate value engineering. Submit to District for review
- Perform in-house quality control peer review and principal engineer review
- Incorporate final team comments, address any conflicts, and review for value engineering strategies as needed

Bidding and Permitting Phase

- Coordinate permit submittal documents and provide response to local building department review comments as needed
- Attend pre-bid meeting
- Provide clarification to bid questions and issue addenda if required
- Coordinate bid documents and provide response to Request For Information (RFI) received during the bidding period as needed

Construction Administration Phase

- Perform review of shop drawings, material testing reports from special inspector, inspection reports, and other submittals
- Attend weekly project meetings and perform necessary site visits and observations and document observations with field reports and project photos.
- Perform necessary structural inspections and provide inspection reports
- Provide response to Request for Information (RFI) issued by the G.C.
- Provide review of, and make recommendations for, material substitution requests, alternate construction options (design not included), review pay requests, and change orders issued by the G.C.
- Prepare preliminary and final punch lists
- Provide as-built document submittal for owner's records (significant construction alterations to be provided by the G.C. in form of marked-up prints)
- Coordinate and attend 1-year warranty review

ZCS will provide comprehensive construction documents including ancillary requirements, necessary to secure all permits and approvals, procure contractors via public procurement, and execute the work required by the grant, as described within the scope of work described

by the grant application, funded by the grant, or ancillary to the grant. All work shall be executed in accordance with the requirements of the grant. The above services will include structural calculations stamped by a registered structural engineer and bid level construction documents.

The work associated with non-structural finishes for this project include the development of bid level specifications and room finish schedules as required for the contractor to implement a replacement program of impacted non-structural finishes and building envelope outlined in the demolition plan. The work will also include the attachment of non-structural components such as lights, ceilings, cabinets, storage racks, etc. Work will also include (as necessary for proper communication of the work) site plan, code analysis summary, floor plans, roof plan, wall sections, exterior elevations, interior elevations, reflected ceiling plans, and special inspection schedules.

It is our understanding the mechanical, electrical, and plumbing work will be limited to the work ancillary to the required demolition plan. In addition, the seismic rehabilitation of these systems will include the attachment and bracing of specific units, components, and duct systems to secure them from falling. It is our understanding these systems are in good working order.

Designs will be coordinated/submitted at the completion stages noted above. It is expected that each phase will be subject to owner and local agency review, comment, or revision as required. It is our intent to communicate the scope of this project effectively and allow the owner to participate in decisions that will impact the performance and overall use of the facility. We will work closely with the owner to develop a pre-construction and construction schedule to help reduce the stress this project will have on the district staff and operations of the facility.

Project Management

In addition to the scopes of work for individual phases as noted above, we will assist the District with management of the overall process and construction throughout all phases of work. This includes assisting the District with any additional consultant procurement and grant related procurement or documentation. The following list of services to fall under this task is not an all-inclusive list as it can be expanded to help the District facilitate the expectations of the grant.

- Advise the District on benefits and challenges associated with the grant and make a strategic plan that best aligns with the District's goals.
- Assist the District with the procurement of a Geotechnical sub-consultant to prepare a geotechnical report and site-specific hazard study as required by the 2019 OSSC. The District will hire the recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of a specialized firm in hazardous material evaluations to prepare an evaluation report necessary to determine if hazardous abatement is required for the project. The District will hire this recommended firm to perform these services which will be funded by the Grant.

- Assist the District with the procurement of a specialized firm in special inspections to review the contractor's work during construction as required by the OSSC. The District will hire this recommended firm to perform these services which will be funded by the Grant.
- Assist the District with the procurement of the General Contractor. ZCS will recommend the use of the Construction Manager/General Contractor (CM/GC) process for this project but will defer to the District's preferred contractor procurement method. ZCS will prepare all the necessary procurement documents and assist the District through the legal process to utilize the "Alternative" procurement method if CM/GC is selected
- Coordinate project scope changes, schedules goals and budgets limits with District staff on a regular basis to ensure the project is in line with the grant requirements and District needs.
- Work with, and submit all the necessary documents to, the State Historical Preservation Office (SHPO) as required by the grant program. ZCS will submit all the necessary information to SHPO on the behalf of the District. If mitigation is required ZCS will assist the District through this process to ensure proper closeout of the grant
- Prepare quarterly reports a required by the grant program
- Procure the necessary plaque required to be installed as part of the project. The fees associated with purchasing the plaque will be paid for by the District.
- Prepare and submit on the behalf of the District all necessary closeout paperwork to the Grant Director for approval for closeout of the grant including Final Performance Status Report and Structural Certificate of Completion

Deliverables

The following describes the major deliverables we anticipate:

Schematic Design

- 100% SD Drawing Set and Narratives

Design Development

- 50% DD Drawings Set for coordination and cost estimation
- 100% DD Drawing Set and Outline Specifications

Construction Documents

- 50% CD Drawings Set for coordination and cost estimation
- 100% CD Drawings Set for Bidding and Permit
- 100% CD Project Specifications for Bidding and Permit
- Structural Calculations Package

Schedule

We propose developing the design and construction documents through the fall for a bidding window in late 2022 for construction in 2023. Upon notice to proceed and discussions with you, we can finalize this schedule.

Fees

Our services will be performed on a lump sum basis and billed based on percentage of completion unless otherwise noted in the fee schedule. We have attached a fee schedule exhibit showing our fees per the phases described above and an hourly rate schedule for work that falls outside the proposed fees. Any additional work will only be performed after approval in writing by the District. Subconsultant costs will be billed at cost plus ten percent and are included within the presented fees.

Any significant scope changes made by the Owner or required by local review committees after commencement of work affecting design or drawings may be considered extra services and would be billed under prior authorization from you.

Assumptions and Exclusions

The following assumptions and exclusions apply to the above fee proposal but can be provided upon your request:

- Engineering related to construction sequence or procedures and value engineering during the construction phase are considered extra services and can be negotiated as needed
- Reimbursement requests through the grant program will be prepared by the District
 - ZCS will support the District in preparation of reimbursement requests as needed
- Specialized materials testing is not anticipated based on the type of construction and the known deficiencies and retrofit solutions. Should specialized materials testing become necessary, the District will hire a firm to perform these services.
- Special inspection services are excluded and will be provided by the District directly
- Geotechnical hazard report will be provided by the District directly
- Destructive testing and investigation will likely be required for this project. If needed, it is assumed that the work will be performed by the CM/GC contractor or the District will hire a contractor with ZCS assistance to perform the destructive testing and inspection based on a testing and investigation plan prepared by ZCS
- Hazardous materials (HAZMAT) testing and inspection and abatement contractor will be provided by the District directly with procurement assistance provided by ZCS
- Any work resulting from modifications of the scope of work made by the owner after commencement of work affecting structural design or drawings will be provided under prior authorization from the District
- Scope items outside of the scope of the seismic retrofit project will be performed as additional services under prior authorization from the District
- LEED Certification services are excluded



- Physical models and renderings are excluded
- District will be responsible for the removal and replacement of IT related fixtures and equipment and a dedicated IT design is not anticipated
- Systems furniture design and procurement services are excluded
- Our current insurance coverage will be satisfactory and not required to be increased under our agreement with the owner

Please accept this proposal for your review and feel free to contact me if you have any questions or require additional information. We are willing to negotiate our scope and fee as required to better suit the objectives of the District. Please review and contact our office if you have any questions or would like to discuss an alternate approach.

Thank you again for the opportunity to provide this proposal.

Sincerely,

A handwritten signature in black ink, appearing to be "ZAS" or similar, written over a horizontal line.

Zachary A. Stokes
Principal

Enclosure: Fee Schedule

ZCS ENGINEERING ARCHITECTURE

Fee Schedule

<i>FEE SCHEDULE</i>						
	Schematic Design	Design Development	Construction Documents	Bidding & Permitting	Construction Admin	Total
Engineering	\$19,440	\$32,400	\$45,360	\$6,480	\$25,920	\$129,600
Architecture	\$885	\$6,195	\$6,195	\$354	\$4,071	\$17,700
Project Management	\$7,080	\$7,080	\$7,080	\$5,310	\$8,850	\$35,400
Total	\$27,405	\$45,675	\$58,635	\$12,144	\$38,841	\$182,700

2.2.02 Humbolt Elementary Principal, Janine Attlesperger, told the board that she had conducted interviews for the open Instructional Assistant positions on Friday. Attlesperger said that there were two applicants so she will do background checks and get a personal selection form turned in.

2.2.03 GU Athletic Director, Ryan Gerry, told the board that he was able to remove buying a score board for the baseball field off of the priority list. Gerry asked the board to approve adding verbiage to the scoreboard thanking Art Thunell for his service. General consensus of the board was to proceed with getting that added.

2.2.04 Seneca Head Teacher, Dana McLean, thanked the board for coming. McLean said that Seneca would be finished with the state testing for reading this week and will start the math section next week. McLean invited the board to the spring concert on May 12th at 6:30pm.

2.2.05 District SPED Director/Diagnostician/DTC/ Tag Coordinator, Rhonda McCumber, told the board that ODE's estimation on how long the assessment tests will take have not been super reliable so they are going to continue the reading testing at Humbolt per the teachers' request. Taylor asked McCumber if this was the busiest time of year for her. McCumber said it absolutely was. Walker told McCumber that her ability to communicate everything related to SPED was remarkable.

2.2.06 Assistant Principal, Karen Shelton, told the board that the intervention curriculum team was still plugging away. Shelton said that they were talking to schools that are already using some of the curriculum that they are looking at. Shelton went on to say that they were still working on the English curriculum, the teachers love GO Guardian and the AVID team had completed their first training. Shelton said that GU had invited 23 students to be inducted in the National Honor Society but only 15 of them would be attending the induction tomorrow night at 6:30 in the GU library. Lieuallen asked Shelton how attendance at the high school parent teacher conferences was. Shelton said that it was low but she couldn't tell him what the percentage or number of guardian participation was. Taylor asked if Shelton thought that GU would try to continue parent teacher conferences on Thursday. Shelton said that she thought they would and that she thought that the families liked the arena style. McCumber told the board that historically there has been a lower turnout in the spring then in the fall.

2.2.07 Engagement Specialist, RC Huerta, was absent.

3.0 NEW BUSINESS

3.1 Katy Nelson – Rural School Caucus Proposal

Nelson told the board that they had an opportunity to form a rural school caucus within OSBA. Nelson told the board that the caucus would give rural school boards another vote and voice with OSBA. Nelson said that all that is required is a letter from the board stating that they support the formation of the caucus. Nelson gave a sample of a support letter, a sample of what the BIPOP caucus looks like and guidelines from OSBA for forming the caucus, these are all on file at the district office. Walker asked Nelson what "another voice" meant. Nelson said that the individual would give a report at OSBA and be another voice at the OSBA meetings. Walker asked what a school's qualifications would be in order to qualify as a rural school. Nelson said that this was still in the very early stages of planning so first they need the schools to write letters of support and then form a committee that will determine what the caucus will look like.

Robertson moved to write a letter in support of the OSBA rural school caucus. Griffin seconded. 5 for 0 opposed.

3.2 Approve Humbolt Seismic Engineering Services Contract – ZCS Engineering

Uptmor said that ZCS was the only firm that submitted a RFP. Uptmor told the board that he was just asking them to approve ZCS as the engineering firm so he can move forward once the contract is complete. Lieuallen asked if this was a "not to exceed" contract. Uptmor said that yes, when ZCS came and did the walk thru they felt that they could do the job for what the grant allowed. Uptmor told Lieuallen that the changes and overages in the price comes when the district makes changes to the projects. Walker asked if there was a deadline for the contract. Uptmor told the board that he would tell ZCS that the board approved them as the engineering firm but the board would have to approve their contract at the May meeting.

BOARD OF DIRECTORS:

Chairman Haley Walker • Alicia Griffin • Chris Labhart • Aaron Lieuallen • Dr. Colleen Robertson • Kelly Stokes • Jake Taylor

- 3.3 First Reading of Policies: The board went over the policies one by one.
GBA-AR – Veterans; Preference

No comments.

GBL – Personnel Records

No comments.

GBLA – Disclosure of Information –**DELETE**

No comments.

GCBDA/GDBDA-AR (1) – Family Leave

Lieuallen said that he had never used FMLA before so he was curious if it was good or not. Uptmor explained how FMLA leave works.

IGBAF-AR – Special Education – Individualized Education Program (IEP)

No comment.

IGBAG-AR – Special Education – Procedural Safeguards

No comment.

IGBB – Talented and Gifted Program

No comment.

3.4 JDEA Request for Salary Negotiations

Uptmor told the board that there was a letter in the packet from JDEA to open the teachers' contract and negotiate salaries only. Uptmor said that the entire CBA would be opened next year for negotiations. Lieuallen asked how this effects budgeting. Uptmor said that this makes it a little harder to budget because we're not sure how negotiations will go. Lieuallen asked if salary would be negotiated again next year when the contract is open. Uptmor said that the district could negotiate salaries for next year only or estimate how long the next contract will be and negotiate salaries for the entire time of the next contract. Dougharity-Spencer explained what the union's purpose was behind the letter. Robertson asked what the outlook for the COVID funding looked like. Uptmor told her the COVID funding sources we have remaining are ESSER II which expires in 2023 and ESSER III which expires in 2024. Robertson said she would like to open up the contract but she would like to see the salaries negotiated for the entire time of the new contract.

Lieuallen moved to open negotiations for salaries with the JDEA union. Taylor seconded. 5 for; 0 opposed.

4.0 CONSENT AGENDA

- 4.1 March 16 Board Meeting and April 6 Work Session Minutes
- 4.2 Approve GU Assistant Baseball Coach – AJ McQuown
- 4.3 Accept Letter of Resignation from GU English Teacher – Allison Behrens
- 4.4 Recommend Appointing 2022-24 Proposed Budget Committee Members – Heather Bailey and Charlene Morris
- 4.5 Accept Letter of Resignation from GU Math Teacher – Richard Callahan
- 4.6 Accept Letter of Retirement from District Transportation Manager – Cyndi Nelson
- 4.7 Second Reading of Policies:
 - IL – Assessment Program
 - JB – Equal Educational Opportunity

BOARD OF DIRECTORS:

Chairman Haley Walker • Alicia Griffin • Chris Labhart • Aaron Lieuallen • Dr. Colleen Robertson • Kelly Stokes • Jake Taylor

- JECB – Admission of Nonresident Students
- JFC – Student Conduct (Version 1)
- JFCF – Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating, Violence, Domestic Violence - Student
- JHFE/GBNAB-AR (1) – Reporting of Suspected Abuse of a Child
- JHFE/GBNAB-AR (2) – Abuse of a Child Investigations Conducted on District Premises
- JHFF/GBNAA – Suspected Sexual Conduct with Students and Reporting Requirements
- 4.8 Accept Letter of Resignation from Humbolt First Grade Teacher – Kelley McDaniel
- 4.9 Accept Letter of Resignation from Grant Union PE Teacher – Sami Gerry

Griffin moved to approve the consent agenda as presented. Robertson seconded. The motion passed with 5 for; 0 opposed.

Walker asked the administrators to do anything that they can to get the word out that we need employees. McCumber suggested advertising outside of the county as well. Huerta talked about getting a brochure and videos completed that can be taken to job fairs and added to the websites to help promote John Day. Shelton said that when the administrators attend the job fairs we have to have something to show off our schools. Robertson asked who was responsible for putting all of the pieces together so we are “all of that” at the job fairs. Huerta told her that the district would hire a consultant to do that. Lieuallen asked the administrators what they were doing to reach out to GU grads that are going to college for education. Lieuallen asked how are we trying to get them to come back. Shelton said that when they went to the EOU job fair Gerry reached out to GU grads that are going to school at EOU and told them to come visit with GSD #3 at the job fair.

5.0 OLD BUSINESS

5.1 Long Range Facility Plan

Uptmor told the board that the legislative dollars we are supposed to receive were turned over to ZCS to do a proposal. Uptmor said that they were trying to get feasibility and RFP done by end of May. Uptmor said that by the end of the year he is hoping to have a contract in place for the engineering portion of the project. Uptmor told the board that the long-range facility plan included the seismic and legislature funding as they will address some of the concerns in the long-range facility plan. Robertson said that leaking roofs are not a long-range plan. She wondered if they were going to be taken care of sooner rather than later. Uptmor told her that the GU roofing project was one of the projects that he proposed to the legislature. Walker asked if the roof at GU could be turned into insurance. Uptmor said that was something he was talking to ZCS about. Uptmor said the question is “Can we get materials and a contractor to do the work this summer?”.

5.2 Security Camera System

McLean told the board that the cameras were installed at Seneca and were working well. Uptmor said that the cameras at the other locations will begin in June.

5.3 SRO Intergovernmental Agreement with the County

Uptmor told the board that he went through the minutes from last time, made the requested changes, sent the SRO to the district lawyer for review. Uptmor told the board that the updated version was emailed to them earlier that day for their review. Uptmor asked the board to contact him with any comments/questions so he could make those updates and get it to the county for review.

6.0 FUTURE AGENDA AND CALENDAR ITEMS

- April 20.....Board Meeting (Seneca)
- May 4.....Budget Meeting
- May 18.....Board/(Optional) Budget Meeting
- June 1.....Budget Hearing/Board Meeting
- June 2.....Last Day of School
- June 3.....Teacher In-service
- August 17.....New Teacher In-Service
- August 22.....Teacher In-Service
- August 29.....First Day of School

BOARD OF DIRECTORS:

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7.0 GOOD OF THE ORDER

Taylor thanked McLean for hosting the meeting in Seneca.

Griffin thanked everyone for all of their hard work and input on how we can do better and how the board can help them.

Robertson thanked McLean for hosting the meeting.

Lieuallen thanked McLean and showed appreciation for the student athletes.

Linda Watson asked for clarification on item 9.0. Watson wanted to know what it meant. Walker explained that there has not been a decision made or any discussion on the subject. Walker said discussion will happen at the executive session.

8.0 EXECUTIVE SESSION ORS192.660 (2)(b) Hear a Complaint Brought Against an Employee

9.0 TAKE ACTION ON THE COMPLAINT APPEAL – UPHOLD THE SUPERINTENDENT’S DECISION

Walker moved back into open session at 11:42.

Robertson moved to seek further information on the complaints. Griffin seconded. The motion passed with 5 for; 0 opposed.

10.0 ADJOURN

Walker adjourned the meeting at 11:44 pm.

Haley Walker
Chairman’s Signature

May 18, 2022

Bret Uptmor
Clerk’s Signature

May 18, 2022

BOARD OF DIRECTORS:

Chairman Haley Walker ▪ Alicia Griffin ▪ Chris Labhart ▪ Aaron Lieuallen ▪ Dr. Colleen Robertson ▪ Kelly Stokes ▪ Jake Taylor

4.2

Mykal Weissenfluh
158 NE Elm St
John Day OR, 97845
(503-887-5303)

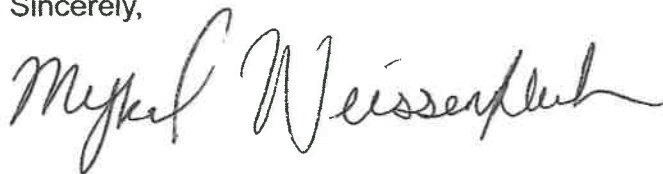
To Whom It May Concern,

I am writing to inform Grant School District #3 that I am resigning from my position as a second grade teacher with the Humbolt Elementary School. My last day of employment will be June 3rd, 2022. After much thought, I have decided to further my teaching career down on the Oregon coast.

I have thoroughly enjoyed my time and experiences here at this school. The students and staff are some of the most incredible people that I have ever met. I could have not asked for a better first two years of teaching than what this school has given me. I am truly thankful to have had this opportunity. This has been one of the toughest decisions, but I truly believe this is for the best.

I will continue to fulfill my duties as the year is nearing the end. I want to make the transition as easy as possible. If there is anything I can help with during the process of looking for new candidates, I would be more than willing to help. If you need any additional information, please reach out to me.

Sincerely,

A handwritten signature in black ink that reads "Mykal Weissenfluh". The signature is written in a cursive style with a large, stylized 'M' and 'W'.

Mykal Weissenfluh

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GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

RESOLUTION #2022-3

BE IT RESOLVED that a need exists to transfer appropriations and a like amount of resources from the General Fund as listed below:

Transfer From:

GENERAL FUND

Cafeteria Fund

100-5200-716-995-000 \$ 2,479.62

For a Total of: \$ 2,479.62

Transfer To:

CAFETERIA FUND

Transfer from General Fund

253-5200 \$ 2,479.62

For a Total of: \$ 2,479.62

Dated this 18th day of May 2022.

Board Chair Signature

Clerk Signature

4.5

Rachelle Simmons | PO Box 368 | Canyon City, OR 97820

May 2, 2022

Bret Uptmor, Superintendent
Grant School District 3
And School Board Members

This letter is to notify you of my intent to retire and workback pending board approval for the 2022-2023 school year as Office Manager effective July 1, 2022.

Sincerely,

Rachelle Simmons

Rachelle Simmons
Office Manger



4.6

Grant School District#3

May 4, 2022

Janine Attlesberger
Principal; Humbolt Elementary

Dear District #3 Board Members and Janine,

For a few years now, I have been trying to make the decision to retire from my position at Humbolt Elementary. Finally, I am taking the leap! I will be retiring effective June 2, 2022.

This has been a really great place for me the past 16 years! I've learned so much. I wanted to work with students, hopeful that they might be successful academically, and to support them socially and emotionally as well.

The great thing is that this has helped me to grow as an individual too. I have forged bonds with both students and staff members; friendships that I hope will continue on in the future.

Thank You,



Michelle R. Willey

P. S. I may make myself available to come as a sub, but don't put me on the call list, yet!



GRANT SCHOOL DISTRICT #3

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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Karen Shelton

POSITION: Grant Union Jr. Sr. High Principal

*FIRST DAY OF WORK: July 1 WORK HOURS PER DAY: 8

APPLICATIONS RECEIVED: 3 # PERSONS INTERVIEWED: 3

EXPERIENCE: 17 teaching, 2 assistant principal

EDUCATION: Education specialist

NAMES OF REFERENCES CHECKED: Expertise on Karen within the interview committee

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: ☐ YES ☒ NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Jake Taylor, Kelly Stokes, Dustin Wilson

Andy Lusco, Jamie Wright,

Lavena James, Cindy Dougharity

Janine, Attlesperger, Louis Dix

NAMES OF ALL PERSONS INTERVIEWED:

Karen Shelton

James Hixenbaugh

Mark Page

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Ryan Gerry

REASON FOR LEAVING: ☐ RETIRED ☒ RESIGNED ☐ TERMINATED ☐ NEW POSITION

DATE OF NOTICE OF POSITION: 3/22/22

DATE APPLICATIONS CLOSED: _____

CLASSIFICATION (select one): ☐ CLASSIFIED ☐ LICENSED ☒ ADMINISTRATOR
☐ CONFIDENTIAL ☐ COACH ☐ EXTRA DUTY

LANE: _____ STEP/YEARS: _____ SALARY: \$98,880 (select one) ☐ Hourly
☒ Annually
☐ Contract issued ☐ Season

☒ RECOMMENDED TO THE BOARD FOR HIRE

DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

[Signature]
SIGNATURE OF SUPERVISOR

5/3/2022
DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

5/3/2022
DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
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5/17/22

To Mr. Uptmor and the Board of Directors:

This letter serves as my official resignation from Grant School District #3, effective June 3, 2022.

Working in this district for the past two decades has been an amazing experience, and I will always treasure the friendships that have been formed during my time here. I have been fortunate to have worked with some of the most amazing colleagues a person could ask for.

While it is incredibly difficult to leave such a great place, I am very excited to move forward in my career and take on new challenges. Thank you for your support through the years.

Sincerely,

Rhonda McCumber

Rhonda McCumber



GRANT SCHOOL DISTRICT #3

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PERSONNEL SELECTION FORM

APPLICANT SELECTED: Mariah Moulton

POSITION: Health 7th-12th

*FIRST DAY OF WORK: 8/22/22 WORK HOURS PER DAY: 8

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: 1st year teacher

EDUCATION: Bachelors-Eastern Oregon University

NAMES OF REFERENCES CHECKED: Shae Speth

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: ☒ YES ☐ NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Ryan Gerry Jason Miller

Karen Shelton Chris Labhart

NAMES OF ALL PERSONS INTERVIEWED:

Mariah Moulton

Emillie Sass

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: New Position

REASON FOR LEAVING: ☐ RETIRED ☐ RESIGNED ☐ TERMINATED ☒ NEW POSITION

DATE OF NOTICE OF POSITION: 2/21/22 DATE APPLICATIONS CLOSED: 5/17/22

CLASSIFICATION (select one): ☐ CLASSIFIED ☒ LICENSED ☐ ADMINISTRATOR
☐ CONFIDENTIAL ☐ COACH ☐ EXTRA DUTY

LANE: 0 STEP/YEARS: 0 SALARY: 38,377 (select one) ☐ Hourly
☒ Annually
☐ Season

☐ Contract issued

☒ RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: 5/17/22

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

SIGNATURE OF SUPERVISOR [Signature]

5/17/22

DATE FORM COMPLETED

SIGNATURE OF SUPERINTENDENT [Signature]

5/17/22

DATE



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

4.11

PERSONNEL SELECTION FORM

APPLICANT SELECTED: Brian Broaddus

POSITION: PE Teacher

*FIRST DAY OF WORK: 8/22/2022 WORK HOURS PER DAY: 8

APPLICATIONS RECEIVED: 2 # PERSONS INTERVIEWED: 2

EXPERIENCE: 24 years

EDUCATION: BS Exercise & Sport Science, MA Teaching

NAMES OF REFERENCES CHECKED: Dan Greenough, Heath Jackson, Rick Berrett

DISCLOSURE RELEASE FORMS (LICENSED STAFF ONLY) SUBMITTED TO HR: ☒ YES ☐ NO

NAMES OF ALL PERSONS ON INTERVIEW COMMITTEE:

Jason Miller

Karen Shelton

Andy Lusco

Alicia Griffin

NAMES OF ALL PERSONS INTERVIEWED:

Brian Broaddus

Mariah Molton

NAME OF EMPLOYEE FORMERLY HOLDING POSITION: Samantha Gerry

REASON FOR LEAVING: ☐ RETIRED ☒ RESIGNED ☐ TERMINATED ☐ NEW POSITION

DATE OF NOTICE OF POSITION: 4/25/2022 DATE APPLICATIONS CLOSED: 5/17/2022

CLASSIFICATION (select one): ☐ CLASSIFIED ☒ LICENSED ☐ ADMINISTRATOR
☐ CONFIDENTIAL ☐ COACH ☐ EXTRA DUTY

LANE: 60 STEP/YEARS: 16 SALARY: 68,446 (select one) ☐ Hourly
☒ Annually
☐ Season

☐ Contract issued

☒ RECOMMENDED TO THE BOARD FOR HIRE DATE OF BOARD APPROVAL: _____

**ALL CONTRACTS ARE SUBJECT TO BOARD APPROVAL AND SUCCESSFUL COMPLETION OF MEDICAL EXAMINATIONS/DRUG TESTING PER DISTRICT POLICY GBED.*

[Signature]
SIGNATURE OF SUPERVISOR

May 17, 2022

DATE FORM COMPLETED

[Signature]
SIGNATURE OF SUPERINTENDENT

5/18/2022
DATE