

copy

ATTACHMENT "A"

District Automated Parental Notification System
Price Proposal Form
RFP #1542

Board of Education
Mt. Diablo Unified School District
Concord, CA 94520

The undersigned declares the Notice to Bidders has been read and agrees and proposes to furnish all necessary labor, materials and equipment to provide the Automated Parental Notification Communication System, complete, all in accordance with the terms, conditions, specifications of RFP No. 1542: District Automated Parental Notification System, and will take in full payment therefore the following total lump sum amount, all taxes included:

| Description | Total Proposed Price |
|---|----------------------|
| Initial set-up | \$ Included |
| Training | \$ Included |
| Rate per Student (Message fee) \$ <u>2.08</u> | \$75,651.68 |
| Initial and Ongoing Support | \$ Included |
| | Total: \$75,651.68 |

- Total Base Bid:
Seventy Five Thousand Six Hundred Fifty One and 68/100 dollars
- The undersigned hereby certifies that this Bid is genuine and not fraudulent or collusive, or made in the interest of or in behalf of any person not herein named, and that the undersigned has not directly or indirectly induced or solicited any other Bidder to put in a fraudulent bid, or any other person, firm or corporation to refrain from bidding, and the undersigned has not in any manner sought by collusion to secure for himself an advantage over any other Bidder. Further, the undersigned also declares under penalty of perjury under the laws of the State of California, that representations made in this Bid are true and correct.
- The undersigned has notified the District of any discrepancies or omissions, or of any doubt about the meaning of any of the Contract Documents, and has contacted the Purchasing Department before bid date to verify the issuing of any clarifying Addenda.
- Receipt and acceptance of the following addenda is hereby acknowledged:
No. 1, Dated 3/11/09

ATTACHMENT "A"

District Automated Parental Notification System
Price Proposal Form
RFP #1542

No. _____, Dated _____

No. _____, Dated _____

Taxpayer's Identification No. 56-2299438

Dated this 14 day of April, 2009

Reliance Communications, Inc.
Company Name

603 Mission Street
Street Address

Nate Brogan, PMP
Per (Printed Name)

Santa Cruz CA 95060
City State Zip

Vice-President, Corporate Project Mng.
Title

Nate Brogan
Signature

(888) 527-5225 ext. 201
Phone Number

(800) 360-7732
Fax Number

nbrogan@schoolmessenger.com
Email Address

ATTACHMENT "B"

AGREEMENT FOR SERVICES

THIS AGREEMENT, made on June 16, 2009, by and between the MT. DIABLO UNIFIED SCHOOL DISTRICT, hereinafter called "DISTRICT", and Reliance Communications, Inc., a duly qualified contractor in the area of District Automated Parental Notification System.

The DISTRICT and CONTRACTOR hereby agree as follows:

1. Description of Services:

CONTRACTOR agrees to provide services to DISTRICT as set forth in Scope of Work.

2. Contract Documents:

The contract documents consist of the Agreement for Consulting Services and, if in existent, the General Provisions, specifications, drawing, specific and or general conditions, attachments, and completed insurance forms.

3. Compensation:

As full compensation for all services contemplated by this Agreement, CONTRACTOR shall be recompensed by payment of \$ 175,651.68 on a _____ basis on the 10th of the month following the month of service provided.

4. Term of Agreement:

The term of this Contract shall be from July 1, 2009 to June 30, 2010 inclusive, subject to the provisions of Section 7 of the General Provisions.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

By: W. Nixon DISTRICT By: Sharon Reeves CONTRACTOR
Nate Boggs

Note: Federal Internal Revenue regulations require this office to report all payments to individuals for CONTRACTOR services.

ATTACHMENT "C"

NON-COLLUSION AFFIDAVIT

To Accompany Proposal

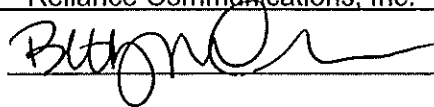
TO: THE MT. DIABLO UNIFIED SCHOOL DISTRICT

The undersigned, in submitting a proposal for performing the following work by contract, being duly sworn, deposes and says:

That he/she has not, either directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.

Work to be done: **RFP #1542 – District Automated Parental Notification System**

Bidder's Name: Reliance Communications, Inc.

Signature of Bidder: 

Title: Executive Assistant

Business Address: 603 Mission Street, Santa Cruz, CA 95060

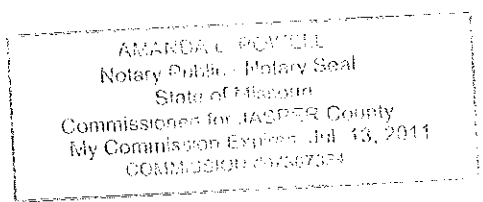
Place of Residence: 603 Mission Street, Santa Cruz, CA 95060

Subscribed and sworn to before me this 14th day of April, 2009.

Amanda J. Powell Notary Public in and for

the County of Jasper, State of Missouri ^{AP}

My commission expires: June 13, 2011



ATTACHMENT "D"

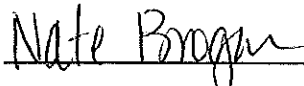
WORKERS' COMPENSATION INSURANCE CERTIFICATE

TO: THE MT. DIABLO UNIFIED SCHOOL DISTRICT

I am aware of the provisions of Section 3700 of the Labor Code that requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code. I will comply with such provisions before commencing the performance of the work under this contract and submit the necessary evidence of workers' compensation to Mt. Diablo Unified School District.

Company: Reliance Communications, Inc.

Business Address: 603 Mission Street, Santa Cruz, CA 95060

Signature: 

Name of Signing Official: Nate Brogan

Title of Signing Official: Vice-President, Corporate Project Management

Date: April 14, 2009

Company Seal:

ATTACHMENT "E"

CONFIDENTIALITY AGREEMENT

The undersigned, a duly authorized officer of Reliance Communications, Inc. does hereby represent, warrant and agree to the following statement:

"All financial, statistical, personal, technical or other information related to the District's operation which are designated confidential by the District and made available to the undersigned shall be protected by the undersigned from unauthorized use and disclosure"

Date: April 14, 2009

Firm Name: Reliance Communications, Inc.

By: Nate Brown
Signature of Authorized Officer

EXHIBIT "A"

VENDOR REPRESENTATION AND CERTIFICATION

The undersigned hereby affirms that:

1. He/she is duly authorized agent of the vendor (corporate or other authorization confirmation may be requested prior to final contract execution).
2. The offer is being offered independently of any other Vendor's and is in full compliance with the collusive prohibitions of this State. The vendor certifies that no employee of its firm has discussed, or compared the proposal with any other vendor or District employee, and has not colluded with any other vendor or District employee.
3. The vendor will accept any awards made to it as a result of this solicitation if the acceptance is made within 90 calendar days after the proposal due date.

I hereby certify that I am submitting the following offer as my firm's proposal. I understand that by virtue of executing and returning with this proposal this required response form, I further certify full, complete and unconditional acceptance of the contents of this Solicitation (except as may be noted in the offer). I also agree to be bound by any and all specifications, terms and conditions, contract document, accepted offer and other documents of the Solicitation.

Submitted by: Nate Brogan, PMP

Title: Vice-President, Corporate Project Management

Company Name: Reliance Communications, Inc.

Address: 603 Mission Street, Santa Cruz, CA 95060

Phone: (888) 527-5225 Fax: (800) 360-7732

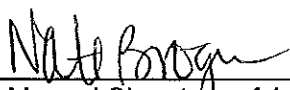
By:  Date: 4/14/09
Manual Signature of Agent(s)

EXHIBIT "B"

Business and Noninstructional Operations (BP 3350)

TRAVEL EXPENSES

The Governing Board shall authorize payment for actual and necessary expenses, including travel, incurred by any employee performing authorized services for the district.

The Superintendent or designee may approve employee requests to attend meetings in accordance with the adopted budget.

(cf. 4131 - Staff Development)
(cf. 4131.5 - Professional Growth)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses.

The Board may establish an allowance on either a mileage or monthly basis to reimburse authorized employees for the use of their own vehicles in the performance of assigned duties.

Authorized employees may use district credit cards while attending to district business. Under no circumstances may personal expenses be charged on district credit cards.

(cf. 9240 - Board Development)
(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)

Legal Reference:

EDUCATION CODE
44016 Travel expense
44032 Travel expense payment
44033 Automobile allowance
44802 Student teacher's travel expense

Compensation shall be made for authorized travel by automobile at a per-mile rate adjusted annually on July 1, to correspond to the rate allowed without itemization by the IRS, or for the actual cost of air travel, whichever is less. If the IRS rate is reduced during the fiscal year, the district's reimbursement rate will also be reduced to avoid taxable earnings on mileage.

Reimbursement shall be made for lodging necessary to authorized travel based upon documented actual cost. Employees are expected to exercise economy and prudence in selecting lodging.

Reimbursement shall be made for the actual cost of meals necessary for authorized district business up to a maximum allowance adjusted annually to reflect changes in the Consumer Price Index (CPI).

Expense/Mileage Claims – Authorizing Signatures

| <u>Individual Submitting Claim</u> | <u>Authorizing Signature</u> |
|------------------------------------|------------------------------|
| Board President | Superintendent |
| Board Member | Board President |
| Superintendent | Board President |
| Assistant Superintendent | Superintendent |

Expense/mileage claims for all other personnel should be signed by the administrator responsible for the budget in the claimant's area. Budget administrators must have their own claims approved by their supervisors.

Regulation

MT. DIABLO UNIFIED SCHOOL DISTRICT

