

Purchase Order # 97584-16

Mt. Diablo Unified School District
1936 Carlota Drive
Concord, CA 94519



Amendment No. 2 to

- Independent Service Contract
- Master Contract

This Amendment is entered into between the Mt. Diablo Unified School District (MDUSD) and Events to the "T" (CONTRACTOR). MDUSD entered into an Agreement with CONTRACTOR for professional services on April 16, 2016 and the parties agree to amend that Agreement as follows.

1. **Services:** (Check and complete ONE of the options below).
 CONTRACTOR agrees to provide the following amended services. (Provide full description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary).

Amended
see Attached Event Contract signed 2/26/16

- The scope of work is attached as Exhibit A (incorporated by reference to the extent that it is subordinate to and not inconsistent with this Agreement).
- The scope of work is unchanged.

2. **Terms:** (Check and complete ONE of the options below).
 The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____, 20____.
 The contract term is unchanged.

3. **Compensation:** (Check and complete ONE of the options below. This provision may only be changed if there is also a change to the above Services OR Terms of the Contract).
 The rate is amended by an increase of decrease of \$ _____ for _____ type of service

- The contract amount is amended by an increase of decrease of \$ 11,600 to original contract amount.

The amended contract amount rate is now \$ 124,1000

4. **Remaining Provisions:** All other provisions of the Agreement, and prior Amendment(s) if any, shall remain unchanged and in full force and effect as originally stated.

5. **Amendment History:** This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase/Decrease
1	10-22-15	Increase Event from \$48,000 to \$53,000	\$ 5,000.00
			\$
			\$

6. **Approval:** This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Superintendent (or his designee).

Mt. Diablo USD
By: [Signature]
Budget Administrator/Principal

Mt. Diablo USD
By: [Signature]
Superintendent or Designee

Contractor
By: [Signature]
Board Approval (if needed)
Docket Number _____
Agency Item Number _____

Date: _____

Date: 3/7/16

Date: 3/6/16

Date: _____

Events to the 'T' Inc

286 Brady Street
Martinez, CA 94553

(925) 335-0633 Office
(925) 525-8629 Cell
(925) 335-9797 Fax

www.SFproms.com

EVENT CONTRACT

This agreement is amended from the original on February 26, 2016 between EVENTS TO THE 'T' Inc. and NORTHGATE HIGH SCHOOL/MDUSD, Walnut Creek, California.

THE FOLLOWING IS AGREED UPON BETWEEN BOTH PARTIES:

1. For the engagement described hereinafter Events To The 'T' Inc. will provide:

- S.F. City Hall (Polk Street Lobby, Rotunda, & North Light Court)
- Food: CREAM Station, Sandwich/Veggie/Fruit Platters
- Drinks: Unlimited Soda/Water Bar w/ Butler Passed Martinelli's
- Entertainment: SOS DJ, Karaoke DJ
- \$20K Performer Credit
- (1) Photo Booth with Unlimited Double Prints, Props, Attendants
- Large Balloon Drop
- Casino: 4 Blackjack, 1 Craps, 1 Roulette Table with Dealers
- (1) Caricaturist 7:30-10:30 with Preprinted Backgrounds
- Decoration: See Attached Menu for List
- Seating for 210
- 2 Million Dollar Insurance Policy
- Facility Set-Up & Clean-Up
- (4) Private Company Security Guards
- Events to the 'T' Inc. Manager/Staff/Janitorial

2. Event Location:
San Francisco City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

3. Date(s) / Time (s) of engagement:
Saturday, April 30, 2016
4:00p.m. - 7:00p.m. Set-up
7:00p.m. - 11:00p.m. Prom

4. Agreed upon compensation for engagement:
\$64,600.00 for 400 Student Minimum
*At 450 students, cost per student is \$146.00
*At 500 students, cost per student is \$138.50
*At 550 students, cost per student is \$128.00

5. Deposit schedule:
\$ 2,500.00
\$ 5,000.00
\$ 5,000.00
\$ 52,100.00 (+extras)

Rec'd 5/23/15
Rec'd 10/17/15
Rec'd 11/25/15
4/30/16
final count 4/22/16

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TERMS OF AGREEMENT

- 1) Events To The 'T' will act as your agent and book all requested vendors.
- 2) Events To The 'T' will schedule all arrivals, handle all deposits and payments, and ensure all scheduled activities are approved by the event site.
- 3) In the event of sickness, accident, acts of god and/or other legitimate conditions beyond the above vendor's control, every effort will be made to find a replacement. Events To The 'T' and vendor's liability are limited to vendors price.
- 4) Client will assume full responsibility and liability for the conduct of his or her guests regarding theft or damage to any performers' equipment, or injury to any performer caused by intentional or negligent acts by clients or his or her guests.
- 5) No verbal agreement may amend this contract. If any legal action is necessary to enforce the terms of this agreement, Events To The 'T' will be entitled to reasonable collection fees.
- 6) Any deposits/balances unpaid after due date will accrue a 1.5% interest rate per month.
- 7) Lessee agrees to indemnify and hold lessor harmless from any and all claims, actions, suits, proceeding costs, expenses, damages and liabilities, including reasonable attorney's fees arising by reason of injury, damage, or death to persons or property, in connection with or resulting from the use of equipment including, but not limited to the manufacture, selection, delivery, possession, use, operation, or return of the equipment.

TERMINATION OF AGREEMENT

- 1) If terminating a date, written notice must be received at least ninety (90) days prior to cancellation.
- 2) Outside of ninety days the full facility rental fees are due and 100% of expected commissions will be due to Events To The 'T' Inc.
- 3) If terminating 30-90 days prior to event date, client will increase payment to 50% of expected total of said event. Events To The 'T' Inc. will pay off all deposits due to vendors per their contracts and 100% of expected commissions due to Events To The 'T' Inc. We will then mail you a refund check with an itemized cancellation fee schedule.
- 4) If terminating event within 30 days, full payment is due. Events To The 'T' Inc. will pay off all monies due to vendors per their contracts and 100% of expected commissions due to Events To The 'T' Inc. We will then mail you a refund check with an itemized cancellation fee schedule.

The undersigned, _____, acting as an authorized agent of Northgate High School/MDUSD hereby accepts and agrees to the terms of the contract and as recognition thereof has signed below.

(Name of Client)	(Area Code & Phone Number)		
(Mailing Address)	(City)	(State)	(Zip)
(Signature of Client)	(Date)		
	2/26/16		
(Toby Proescher, Events to the 'T' Inc.)	(Date)		



PO 97648-10

Events to the 'T' Inc

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DESSERT

CREAM Cart

Ice Creams: Choice of 3

Cookies: Choice of 3

*Gluten Free cookies available if informed by 4/27/16 with student count

15 Sandwich Platters with Chef

6 Fruit, 2 Veggie Platters

BEVERAGES

Assorted Sodas

Water Stations

Butler passed Martinelli's upon entry in champagne flute

DÉCOR INCLUDED

- Linens: Black tablecloths
- Chair: Black wood folding chairs with black pad
- Centerpieces on large tables: TBD
- Balloon Drop in Red/Gold/Black
- Red Carpet Entrance from Polk Lobby
- Coat check materials in Polk Lobby at entry
- James Bond movie posters on small tables by Karaoke

SPECIAL NOTES

- Security has been built in to price at \$5000 for the evening. Once final security bill is submitted, we will send final invoice/refund to you.
- City Hall rental rate is based on a total guest count under 500. If count is over 500, please add \$2500 to rental amount. Guest count over 500 would then include use of the South Light Court.
- Per City Hall policies, final guest count needs to be received by 4/22/16 for staffing purposes. A complete list of names of any and all chaperones/school staff/and vendors must be submitted for entry through the security loading dock on Grove St. by 4/22/16 please.
- Fire watch included for CREAM oven
- Creative Imaging set up in Van Ness lobby
- Casino set up in Mayor Balcony
- A performer credit of \$20,000 is built in to this contract for Sage The Gemini

PURCHASE ORDER CHANGE FORM

Purchasing Department

*****THIS FORM TO BE SENT TO THE FISCAL SERVICES DEPARTMENT*****

(Fiscal will forward to Purchasing after they approve the changes)

DATE: 3-3-16
 REQUESTOR NAME: Pat Weeks EXT. # 3507 EMAIL: WeeksP @MDUSD.ORG
 SITE: NHS PO#: 97584-16 VENDOR NAME: Events to the "T"

CIRCLE SELECTION APPROPRIATELY: Cancel PO **Change PO (fill out applicable areas below)**

REQUIRED FIELD-Reason for Change: Increase Event from \$53,000 TO \$64,600 per Amended Contract

____ Add or Delete Line Item(s)

Line Item	Add or Delete	Quantity if Adding	Description	Price	Budget Code to be Charged
				\$	
				\$	

____ Change of Budget Code ONLY

Line Item	Change From:	Change To:	Amount
			\$
			\$

Change Line Item (list reason for change above)

Line Item	Quantity	New Quantity (if applies)	Description of change	Price	Budget Code to be Charged:
<u>01</u>			<u>Increase Event</u>	<u>\$25,000</u>	<u>358, 3936, 49, 5800</u>
				<u>39,600</u>	<u>358, 3936, 49, 5100</u>
				\$	

SITE/Department Head Approval <u>W. W. Albit</u>	Date: <u>3-5-2016</u>	ADJUSTED PO Grand Total <u>\$ 64,600</u>
Budget Administrator Approval <u>W. W. Albit</u>	Date: <u>3-5-2016</u>	
Fiscal Approval _____	Date: _____	