

# Renewal Application Checklist

- State Agency
- City
- County
- Special District
- Public School / District

**Applicant Name:** Mt. Diablo Unified School District

Form 201 -A – Application	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Form 203 – Non-Discrimination Certification	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Form 204 – Racial and National Origins of all Persons within Your Service Area	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Debarment Form	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Sign and Date Terms and Conditions	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Proof of State/Public Agency Status (Listing in State Directory, etc.)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Current CBEDS or WASC (if applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Return Completed Original Application and all Required Documentation to 1700 National Drive Sacramento, CA 95834 (Please maintain copy for your records)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Notes:

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Reviewed by:	Date:
Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	Expires:
Donee Number:	Billing Code:

**ELIGIBILITY RENEWAL APPLICATION STATE & FEDERAL SURPLUS PROPERTY PROGRAM**

A. Name of the Organization Mt. Diablo Unified School District Telephone (925) 682-8000  
 Address 1936 Carlotta Drive City Concord Zip 94519  
 Fax Number (925) 691-5246 E-mail Address meyern@mdusd.org

Organization is a: PUBLIC GOVERNMENTAL AGENCY PRIVATE AGENCY/ORGANIZATION  
 A. Conservation  A. Homeless Program  
 B. Economic Development  B. Private Education - ADA 32,250  
 C. Education - ADA 32,250  C. Private Health  
 D. Parks & Recreation  D. Older Americans Act for Sr. Citizens  
 E. Public Health  E. Other, Explain \_\_\_\_\_  
 F. Public Safety \_\_\_\_\_  
 G. Other, Explain \_\_\_\_\_

Number of Service Sites \_\_\_\_\_  
 Total Number of Clients Served Each Day \_\_\_\_\_

**RESOLUTION**

B. "BE IT RESOLVED by the Governing Board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire surplus property through the auspices of the California State Agency for Surplus Property and accept responsibility for payment of incidental fees by the surplus property agency under the Terms and Conditions accompanying this form or listed on the reverse side of this form."

NAME (Print or type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
<u>Dr. Nellie Meyer</u>	<u>Superintendent</u>	_____	<u>meyern@mdusd.org</u>
<u>Rob Greathouse</u>	<u>Interim Director Maintenance &amp; Operations</u>	_____	<u>greathouse@mdusd.org</u>
<u>Marcia Ryer</u>	<u>Lead Buyer</u>	_____	<u>ryerm@mdusd.org</u>
<u>Joanie Peterson</u>	<u>Buyer</u>	_____	<u>Petersonj@mdusd.org</u>
<u>April Harlo</u>	<u>Warehouse Supervisor</u>	_____	<u>Harloa@mdusd.org</u>

**\*Note: All signatures must be in original form. No copied or stamped signatures.**

The above resolution was PASSED AND ADOPTED this 21 day of March 20 16 by the Governing Board of the:  
Mt. Diablo Unified S.D. by the following vote: AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

I, Dr. Nellie Meyer Clerk of the Governing Board known as Secretary

Do hereby certify that the foregoing is a full, true, and correct resolution adopted by the governing board of the above named organization at the meeting thereof held at its regular place of meeting on the date and by the vote above stated, a copy of said resolution is on file in the principal office of the Governing Board.

Signed by: \_\_\_\_\_

**NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY.**

C. AUTHORIZED BY: \_\_\_\_\_  
 Printed Name and Title of Chief Administrative Officer  
 \_\_\_\_\_  
 Signature of Chief Administrative Officer Date

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE# \_\_\_\_\_

**FOR STATE SURPLUS AGENCY USE ONLY**

Renewal Application Approved \_\_\_\_\_ Renewal Application Disapproved \_\_\_\_\_  
 Date: \_\_\_\_\_ Signed: \_\_\_\_\_

**RESOLUTION**

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NAME (Print or Type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
A. <u>Dr. Nellie Meyer</u>	<u>Superintendent</u>	_____	<u>meyern@mdusd.org</u>
<u>Rob Greathouse</u>	<u>Interim Director Maintenance &amp; Operations</u>	_____	<u>greathouse@mdusd.org</u>
<u>Marcia Ryer</u>	<u>Lead Buyer</u>	_____	<u>ryerm@mdusd.org</u>
<u>Joanie Peterson</u>	<u>Buyer</u>	_____	<u>Petersonj@mdusd.org</u>
<u>April Harlo</u>	<u>Warehouse Supervisor</u>	_____	<u>Harloa@mdusd.org</u>

**\*Note: All signatures must be in original form. No copied or stamped signatures**

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Mt. Diablo Unified S.D. by the following vote: AYES: \_\_\_\_\_; NOES: \_\_\_\_\_; ABSENT: \_\_\_\_\_  
Agency Name

I, Dr. Nellie Meyer Clerk of the Governing Board known as Secretary

Do hereby certify that the foregoing is a full, true and correct resolution adopted by the governing board of the below named organization at the meeting thereof held at its regular place of meeting on this date and by the vote above stated, a copy of said resolution is on file in the principap office of the Governing Board.

Signed by: \_\_\_\_\_

Mt. Diablo Unified School District  
Name of Organization  
1936 Carlotta Dr.  
Mailing Address  
Concord 194519 Contra Costa  
City Zip Code County

**NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY**

C. AUTHORIZED this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by: \_\_\_\_\_  
Signature of Administrative Officer

\_\_\_\_\_  
Printed Name of Chief Administrative Officer Title

\_\_\_\_\_  
Organization Name Street Address  
 \_\_\_\_\_  
City ZIP Code County

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE: \_\_\_\_\_

STATE OF CALIFORNIA  
DEPARTMENT OF GENERAL SERVICES  
OFFICE OF FLEET AND ASSET MANAGEMENT  
**NON-DISCRIMINATION CERTIFICATION**  
SASP 203 (Rev 11/14)

**ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF THE  
CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL PROPERTY  
AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED, SECTION 504 OF THE  
REHABILITATION ACT OF 1973, AS AMENDED,  
TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED  
AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975**

Mt. Diablo Unified School District, (hereinafter called the "donee"),  
(Name of donee organization)

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Date \_\_\_\_\_ Mt. Diablo Unified School District  
Donee Organization

BY \_\_\_\_\_  
(President/Chairman of the Board  
or comparable authorized official)

Mt. Diablo Unified School District

1936 Carlotta Drive

Concord, CA 94519

Donee Mailing Address

STATE OF CALIFORNIA  
 NEW APPLICATION FOR ELIGIBILITY  
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national origins of individuals you serve in your service area (it may be helpful to refer to the US Census to determine the racial makeup of your service area at [www.factfinder.census.gov/](http://www.factfinder.census.gov/)). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. Your answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

American Indian or Alaskan Native % <u>6%</u>	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian / Pacific Islander % <u>9%</u>	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black % <u>5%</u>	Persons having origins in any of the black racial groups of Africa.
Hispanic % <u>41%</u>	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White % <u>36%</u>	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
Other % <u>3%</u>	(Specify) <u>3% multiple</u>

Print Name Dr. Nellie Meyer

Title Superintendent

Signature \_\_\_\_\_

Date \_\_\_\_\_

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS**

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 CFR 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

**Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Certification**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF DONEE APPLICANT

Mt. Diablo Unified School District

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Dr. Nellie Meyer, Superintendent

SIGNATURE

DATE

**Certifications and Agreements Including Terms, Conditions, Reservations and Restrictions to be included  
On Agency Issued or Distribution Documents**

**A) The Donee Certifies That:**

- 1) It is a public agency; or an approved non-profit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1986; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the General Services Administration (GSA).
- 2) The property is needed and will be used by the recipient for carrying out for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization or 8(a) business, the property is needed for and will be used by the recipient for educational or public health purposes, or for programs for older individuals, or for business purposes. The property is not acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the State, except with prior approval of the CSASP.
- 3) Funds are available to pay any and all costs and charges incidental to the receipt of surplus property, and that property is not being acquired for any other use(s) or purpose(s), is not for sale. The fee schedule is available upon request from the CSASP.
- 4) Any transaction shall be subject to the nondiscrimination regulations governing the donation of federal surplus personal property issued under Title VI of the Civil Rights Act of 1964 (41 USC 2000d-2000d-4a), as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987.
- 5) If the Donee is designated by the Federal Small Business Administration 8(a) Program as a socially and economically disadvantaged small business and the SBA and CSASP have both determined the Donee is eligible to receive federal surplus property as a donation, the Donee certifies that the property acquired is needed and will be used solely for the conduct of the Donee's business enterprise; and the Donee certifies to A. (3), (4) and (5).

**B) The Donee Agrees to the Following Federal Conditions:**

- 1) All items of property, other than items with a unit acquisition cost of \$5000 or more and passenger motor vehicles, regardless of acquisition cost, shall be placed in use for the purpose(s) for which it was acquired within one year or receipt, and shall be placed in continuous use for one year from the date the property was placed in use. In the event the Donee does not place the property in use, or continuous use, the Donee shall immediately notify the CSASP, and, at the Donee's expense, make the property available for transfer or other disposal as directed by the CSASP.
- 2) Special handling or use limitations as are imposed by Federal GSA on any item(s) under which the item(s) are being allocated to the Donee.
- 3) In the event the Donee does not use the property as required by Sections C (1) and (2) below, at the option of the GSA, title and right to the possession of such property shall revert to the United States of America and, upon demand, the Donee shall release such property to such person as GSA or its designee shall direct.

**C) The Donee Agrees to the Following Conditions Applicable to Items with a Unit Acquisition Cost of \$5,000 or More and Passenger Motor Vehicles, Regardless of Cost. Except Vessels 50 Feet or More in Length and Aircraft Regardless of Acquisition Cost:**

- 1) The property shall be placed in use within one year of receipt, and shall be used only for the purpose(s) for which it was acquired and for no other purpose(s).
- 2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which it is acquired for a period of 18 months from the date the property is placed in use, except for such item(s) of major equipment for which the CSASP designates a further period of restriction.
- 3) In the event the property is not so used as required by Sections C (1) and (2), at the option of the CSASP, title and right to the possession of such property shall, at the option of the CSASP, revert to the State of California, and the Donee shall release such property to such person as the CSASP shall direct.

**D) The Donee Agrees to the Following Terms, Reservations and Restrictions:**

- 1) From the date it receives the property and throughout the time period(s) imposed by Sections B and C (as applicable) remain in effect, the Donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the State of California, without the prior approval of GSA or the CSASP. The proceeds from any sale, trade, lease, loan, bailment, encumbrance or other disposal of the property, when the GSA or the CSASP authorizes such action, shall be remitted promptly by the Donee to GSA or the CSASP, as applicable. If the Donee takes action in ignoring or disregarding the foregoing restrictions after the date the Donee received the property and before expiration of the time periods imposed by Sections C or D as applicable, at the option of the GSA or the CSASP, the Donee shall pay to the GSA or the CSASP any proceeds derived from the disposal, and/or the fair market or rental value of the property at the time of such unauthorized disposal as determined by the GSA or the CSASP as applicable.
- 2) If at any time, from the date the Donee receives the property throughout the time periods by Sections B and C as applicable, the Donee determines that some or all of the property is no longer suitable, usable, or further needed for the purpose(s) for which it was acquired, the Donee shall promptly notify the CSASP and shall, as directed by the CSASP, return the property to the CSASP, or release the property to another Donee or another state agency, or a department or agency of the United States, or sell or otherwise dispose of the property. The Donee shall remit the proceeds from the sale promptly to the CSASP.
- 3) The Donee shall make reports to the CSASP which shall state the use, condition, and location of the property, and shall report on other pertinent matters as may be required from time to time by the CSASP.
- 4) At the option of the CSASP, the Donee may abrogate the conditions set forth in Section B and the terms, reservations and restrictions pertaining in Section D by payment of an amount as determined by the CSASP.

**E) The donee Agrees to the Following Conditions, Applicable to all Items of Property:**

- 1) The property acquired by the Donee is on an "As Is," "where is" basis, without warranty of any kind.
- 2) If the Donee carries insurance against damages to or loss of property due because of fire or other hazards, and the damage to, loss or destruction to donated property with unexpired terms, conditions, reservations or restrictions, occurs, the CSASP will be entitled to reimbursement from the Donee out of the insurance proceeds, in an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated property.

**F) Terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized Donee representative are applicable to the donation of Aircraft and Vessels of 50 Feet or more in length having an acquisition cost of \$5,000 or more in length or more, regardless of the purpose for which acquired.**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

California Department of Education
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Home / Resources / School Directory / Search Results / Details

## California School Directory

### District: Mt. Diablo Unified

<b>County</b>	Contra Costa
<b>District</b>	Mt. Diablo Unified <a href="#">List of schools</a>
<b>CDS Code</b>	07 61754 0000000
<b>Low Grade</b>	K
<b>High Grade</b>	Adult
<b>Web site</b>	<a href="http://www.mdusd.org">www.mdusd.org</a>
<b>Phone Number</b>	(925) 682-8000
<b>Fax Number</b>	(925) 689-1649
<b>Charter</b>	No
<b>NCES/Federal District ID</b>	0626370
<b>District Address</b>	1936 Carlotta Dr. Concord, CA 94519-1397 <a href="#">Google Map</a> 
<b>Mailing Address</b>	1936 Carlotta Dr. Concord, CA 94519-1397
<b>Superintendent</b>	Dr. Nellie Meyer, Superintendent
<b>Superintendent Phone</b>	
<b>Superintendent Email</b>	<a href="mailto:meyern@mdusd.org">meyern@mdusd.org</a>



<b>Status</b>	Active
<b>Effective Date</b>	2015-06-23
<b>District Type</b>	Unified School District
<b>Statistical Info</b>	<a href="#">Quick Link to DataQuest Reports</a>
<b>CDS Coordinator (Contact for Data Updates)</b>	Jill Pitzlin 925-682-8000 Ext. 4114 <a href="#">E-mail Update Request</a>

Questions: CDS Administration | [cgsadmin@cde.ca.gov](mailto:cdsadmin@cde.ca.gov) | 916-327-4014

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