

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL BOARD MEETING**

Trustees

John Paff
Biran Swanson
Debbie Crandell
Bill Phillips
John Thibeau
Lexi Rohrer, Student Rep

DATE: Wednesday, February 15, 2017

TIME: 7:30 a.m. Open Session

LOCATION: Pacific Grove Unified School District Office
435 Hillcrest Avenue
Pacific Grove, CA 93950

The Board of Education welcomes you to its meetings, which are regularly scheduled for the first and third Thursdays of the month. Regular Board Meetings shall be adjourned by 10:00 pm, unless extended to a specific time determined by a majority of the Board. This meeting may be extended no more than once and may be adjourned to a later date. Individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent at least two days before the meeting date.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 435 Hillcrest Avenue, Pacific Grove during normal business hours.

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

- A. Call to Order
- B. Roll Call
- C. Adoption of Agenda
- D. Pledge of Allegiance

II. ACTION/DISCUSSION

- A. Resolution #990 Changing Odd-Year School Board Elections to Even-Year Elections 3
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends the Board review, discuss and adopt if they so choose Resolution #990, changing the odd-year School Board elections to even-year elections.

Move: _____ Second: _____ Roll Call Vote: _____

Paff ____ Swanson ____ Crandell ____ Phillips ____ Thibeau ____

B. Forest Grove Elementary School Portables

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Recommendation: (Matt Kelly, Director of Facilities and Transportation) The Administration recommends that the Board review and approve one or more portable classrooms at Forest Grove Elementary School.

Move: _____ Second: _____ Vote: _____

III. ADJOURN

Next regular meeting – March 2, 2017 – District Office

SUBJECT: Resolution #990 Changing Odd-Year School Board Elections to Even-Year Elections

PERSON(S) RESPONSIBLE: Ralph Gomez Porras, Superintendent;
Rick Miller, Assistant Superintendent

RECOMMENDATION:

The District Administration recommends the Board review, discuss and adopt if they so choose Resolution #990, changing the odd-year School Board elections to even-year elections.

BACKGROUND:

SB 415, Voter Participation, was signed into law by Governor Brown on September 1, 2015. The law encourages school districts, community college districts and county boards of education to consolidate their elections with statewide elections in even-numbered years where voter turnout has been significantly larger.

Elections may be held in odd-numbered years if, by January 1, 2018, a plan has been adopted to consolidate a future election with a statewide election not later than the November 8, 2022, election.

This new Resolution will formally rescind the Resolution #988 which was adopted on December 8, 2016 and established even-numbered election years starting in 2022.

INFORMATION:

Many school boards across the state maintain odd-numbered year elections based on Education Code section 35105, which provides the general rule that governing board members serve staggered terms and are elected in odd-numbered years. However, the California legislature has recognized that generally voter participation rates are historically greater during the statewide general elections held in even-numbered years. On September 1, 2015, Governor Jerry Brown signed SB 415 into law, requiring school districts that hold their board elections in odd-numbered year elections and have experienced “significant decrease in voter turnout,” to adopt a plan to transition to even-numbered year general elections no later than January 1, 2018. (Elec. Code 14052, subd. b.) Significant decrease in voter turnout is described as voter turnout at least 25% less than the average voter turnout for the previous four statewide general elections.

Please note that Election Code section 1302 allows school districts the ability to transition to even-numbered year elections regardless of whether they experience decreased voter turnout. A transition to even-numbered year elections generally provides school districts with the following benefits:

- It may reduce operating costs for the school district.
- For incumbents, the transition to even-numbered year elections means each Board member’s term will be extended by one year pursuant to Elections Code section 10404.5, subd. (g). In this manner, no elected trustees are deprived of the right to enjoy office for the term for which they were elected.
- Districts should experience higher voter participation by conducting elections in the general election cycle.

There are three opportunities to change the election cycle from odd-numbered years to even-numbered years.

- 1) EARLIEST: Change the November 7, 2017 Election to November 6, 2018 Election. The term of office of incumbent members of the governing board would be extended by one year: terms expiring in 2017 would expire in 2018; terms expiring in 2019 would expire in 2020.
- 2) MID: Change the November 5, 2019 Election to November 3, 2020 Election. The term of office of incumbent members of the governing board would be extended by one year: terms expiring in 2019 would expire in 2020; terms expiring in 2021 would expire in 2022.
- 3) LAST: Change the November 2, 2021 Election to November 8, 2022 Election. The term of office of incumbent members of the governing board would be extended by one year: terms expiring in 2021 would expire in 2022; terms expiring in 2023 would expire in 2024.

FISCAL IMPACT:

Moving the election to the Earliest option (listed above) will provide a significant savings to the school district. We were alerted by the Elections Department that choosing the Last option could cost the District \$180,000 to \$240,000. This is due to the fact that the cost of an election held in 2017 would be shared by only ourselves and North Monterey County Unified School District. Whereas an election held in 2018 would be shared by not only all the other school districts in Monterey County, but other governmental agencies as well.



Monterey County Office of Education

Dr. Nancy Kotowski
County Superintendent of Schools

October 12, 2016

To: District Superintendent

From: Dr. Nancy Kotowski, County Superintendent of Schools

Subject: Changing Odd-Year School Board Elections to Even-Year Elections

School & College Legal Services of California's Legal Update, dated September 20, 2016, provides important information regarding governing board elections and organizational meetings (attached). In addition to information regarding conducting your annual school district organizational meeting in December, it is critical to note that **Senate Bill ("SB") 415 may require your district to transition from odd-year to even-year governing board elections.** This memorandum provides a summary of SB 415, and an overview of the process for transitioning from odd-year to even-year elections.

1. SB 415

Many school boards across the state maintain odd-numbered year elections based on Education Code section 35105, which provides the general rule that governing board members serve staggered terms and are elected in odd-numbered years. However, the California legislature has recognized that generally voter participation rates are historically greater during the statewide general elections held in even-numbered years. On September 1, 2015, Governor Jerry Brown signed SB 415 into law, requiring school districts that hold their board elections in odd-numbered year elections and have experienced "significant decrease in voter turnout," to adopt a plan to transition to even-numbered year general elections no later than January 1, 2018. (Elec. Code §14052, subd. b.) Significant decrease in voter turnout is described as voter turnout at least 25% less than the average voter turnout for the previous four statewide general elections.

Currently, all school districts within Monterey County hold their school board elections in odd-numbered years and are not consolidated with statewide elections. Therefore, if your school district experienced 25% less voter turnout in the 2015 election than the average voter turnout for the previous four statewide general elections (2014, 2012, 2010, 2008), you will be required to adopt a resolution to initiate the transition to even-numbered year board elections, no later than January 1, 2018. (Elec. Code § 14052, subd. b.) If a resolution to initiate the transition to even-numbered year board elections is passed before January 1, 2018 pursuant to SB 415, the school district has the option to delay the official transition to even-numbered year elections to the 2022 statewide general elections, at the latest. (Elec. Code § 14052, subd. b.)

The Monterey County Elections Office maintains detailed elections data for all elections dating back to the year 2000 on their website. (http://www.montereycountyelections.us/statements_of_vote.htm)

Please note that Election Code section 1302 allows school districts the ability to transition to even-numbered year elections regardless of whether they experience decreased voter turnout. In fact, many school districts around the state have utilized Election Code section 1302 to transition to even-numbered year elections, even when they have not experienced a significant decrease in voter turnout, because a transition to even-numbered year elections generally provides school districts with the following benefits:

- It may reduce operating costs for the school district. According to Monterey County Elections, a school district's cost of participating in an election is based upon the number of jurisdictions sharing the cost of the election and the sum of registered voters. In even year elections, state and federal contests, as well as municipal and county contests will potentially reduce the pro rata share of election cost.
- For incumbents, the transition to even-numbered year elections means each Board member's term will be extended by one year pursuant to Elections Code section 10404.5, subd. (g). In this manner, no elected trustees are deprived of the right to enjoy office for the term for which they were elected.
- Districts should experience higher voter participation by conducting elections in the general election cycle.

2. There are three opportunities to change the election cycle from odd-numbered years to even-numbered years.

EARLIEST: Change the November 7, 2017 Election to November 6, 2018 Election. The term of office of incumbent members of the governing board would be extended by one year: terms expiring in 2017 would expire in 2018; terms expiring in 2019 would expire in 2020.

MID: Change the November 5, 2019 Election to November 3, 2020 Election. The term of office of incumbent members of the governing board would be extended by one year: terms expiring in 2019 would expire in 2020; terms expiring in 2021 would expire in 2022.

LAST: Change the November 2, 2021 Election to November 8, 2022 Election. The term of office of incumbent members of the governing board would be extended by one year: terms expiring in 2021 would expire in 2022; terms expiring in 2023 would expire in 2024.

3. Process for Transition to Even-Numbered Year Elections

Elections Code section 10404.5 provides the process through which a school district can seek to move school board elections from odd-numbered to even-numbered years. These procedures include the following:

- The School District Board adopts a resolution specifying the change to even-numbered year elections. (Elec. Code § 1302) A sample resolution is attached.

- The School District Board then submits the resolution to the County Board of Supervisors for approval no later than 240 days prior to the next regularly scheduled election. (Elec. Code § 10404.5 subd. a.)
 - Upon receipt by the County Board of Supervisors, the Clerk for the Board of Supervisors notifies all school districts in the County and the County Office of Education to obtain input on the proposed change. (Elec. Code § 10404.5, subd. c.).
 - The County Board of Supervisors has sixty (60) days to approve or deny the District's request for consolidation with the general election. The County Board of Supervisors must approve the resolution unless it finds that the ballot style, voting equipment, or computer capacity is such that additional elections or materials cannot be handled. (Elec. Code § 10404.5, subd. d 1.).
- Within thirty (30) days after the approval of the resolution by the County Board of Supervisors, the County Registrar of Voters notifies all registered voters of the District by mail, at the District's expense, that the election in the odd-numbered year is postponed until the even-numbered year. (Elec. Code § 10404.5, subd. e.)
- If a school board adopts a resolution to move from odd-numbered year to even-numbered year elections and the County Board of Supervisors approves, the terms of incumbent board members may be extended one year. (Elec. Code § 10404.5, subd. g.)

4. Monterey County Process for Submission of Resolution to Transition to Even-Numbered Year Elections

If your district chooses to transition to even-numbered year elections, the original school district board resolution should be sent to the County Superintendent of Schools.

The County Superintendent of Schools will submit all resolutions to the County Registrar of Voters for review. Following review, the resolutions will be sent to the County Board of Supervisors for approval. Therefore, school districts should agendaize this as an informational item as soon as possible and for action at a November meeting or, no later than the December annual organizational meeting.

The original resolutions should be sent to the County Superintendent of Schools prior to your holiday break.

5. Recommendation

Districts will need to transition to even-numbered year elections no later than 2022. My recommendation is that all districts adopt a resolution to transition in 2018 to avoid calling elections in both even-numbered and odd-numbered years until 2022.

BEFORE THE GOVERNING BOARD OF THE
PACIFIC GROVE UNIFIED SCHOOL DISTRICT
 COUNTY OF MONTEREY, STATE OF CALIFORNIA

A Resolution of the Governing Board of the Pacific Grove Unified School District Approving the Rescheduling of Governing Board Member Elections from Odd-Numbered Years to Even-Numbered Years, in Accordance with Elections Code §1302 and Senate Bill 415 (2015-2016 Regular Session), and Requesting the Approval of the County of Monterey to Consolidate the Same with the Statewide General Election Pursuant to Elections Code § 10404.5.

RESOLUTION NO: #990

WHEREAS, on September 1, 2015, Governor Brown signed Senate Bill 415 (Reg. Sess.), codified at Stats. 2015, ch. 235, enacting Elections Code §§ 14050-14057, which would authorize voters to seek a court order to change local elections dates to even-numbered years if voter-turnout in odd-numbered year local elections is substantially lower than the average in recent statewide elections; and

WHEREAS, the Pacific Grove Unified School District currently conducts its elections for members of the Board of Trustees in November of odd-numbered years (*e.g.*, November 2015) pursuant to Education Code § 5000 and Elections Code § 1302 subdivision (a); and

WHEREAS, voter participation in Monterey County is greater for statewide general elections than for odd-year local elections, including school board member elections; and

WHEREAS, the Board believes that rescheduling to even-numbered year elections may enhance voter participation and further increase the percentage of voters participating in the School Board elections; and

WHEREAS, it is considered the view of the Board that starting with the 2018 Board elections, the public interest will be better served by election of its Board members in even-numbered year elections, held in conjunction with the statewide general elections; and

WHEREAS, the Board further recognizes that there may also be a cost savings to the District resulting from aligning the District's elections with the statewide general elections; and

WHEREAS, as a result of these facts, the Board desires to change the date of future Board member elections to be consolidated with the California statewide general election in order to increase and enhance voter participation; and

WHEREAS, Elections Code § 1302(b) establishes a procedure whereby the Board may change the election date for its Board members by adopting a resolution seeking approval of the change by the Board of Supervisors of the affected county, *see* Elec. Code § 10404.5; and

WHEREAS, if the change in election date is approved by the Monterey County Board of Supervisors, it is requested that the new election date be moved from November of odd-numbered years to November of even-numbered years commencing in 2018 with Board members whose terms would have expired in 2017 being extended to 2018 and Board members whose terms would have expired in 2019 being extended to 2020, as required by Elections Code § 10404.5(g) (refer to Exhibit A),

NOW, THEREFORE, BE IT RESOLVED that:

1. The above recitals are true and correct.
2. The undersigned, constituting a majority of the members of the Pacific Grove Unified School District Governing Board, do hereby adopt this resolution to consolidate the election date for members of the Board with the state general election in November of even-numbered years, beginning in 2018 pursuant to Elections Code § 1302(b).
3. The Superintendent shall forward the original copy of this resolution to the Monterey County Superintendent of Schools, who will compile the district resolutions, and will explain the rationale for the resolutions and request formal approval of the change by the Monterey County Board of Supervisors at a public meeting within 60 days after submission and after the resolutions have been posted in accordance with law.
4. The District shall pay the expenses of mailing notice of approval of the change in election date by the Monterey County Board of Supervisors as required by Elections Code § 10404.5 subdivision (e).
5. If consolidation of election in 2018 is approved by the Board of Supervisors, the District's next elections will be held in 2018 and 2020 with the consolidation of election with even-numbered year elections occurring in 2018, and each subsequent Board member election will be held two years thereafter in November of even-numbered years.
6. If the consolidation of election is approved, the terms of office of current Board members expiring in November 2017 will be extended to November 2018 and the terms of Board members expiring in November 2019 will be extended to November 2020 (see Exhibit A).

7. In the event that the Monterey County Board of Supervisors declines to authorize consolidation in 2018 on the grounds specified in Elections Code § 10404.5(d)(1), the Pacific Grove Unified School District Governing Board requests that the Monterey County Board of Supervisors authorize such consolidation at the soonest feasible date.
8. The Superintendent and/or her designee is authorized to take such actions and execute such agreements and documentation as are necessary to effect the intent of this Resolution.
9. This Resolution rescinds the previous Board Resolution #988, which was adopted on December 8, 2016, and established even-numbered year elections starting in 2022.

The foregoing RESOLUTION was adopted this 15th day of February, 2017, at a special meeting of the Governing Board of the Pacific Grove Unified School District, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dated: _____

President, Board of Trustees

Pacific Grove Unified School District

CERTIFICATION

I, _____, Clerk of the Board of Trustees of the Pacific Grove Unified School District, do hereby certify that the foregoing Resolution was proposed by Board member _____, seconded by Board member _____, and was duly passed and adopted by a majority of the members of said Board, at an official and public meeting thereof held on February 15, 2017.

Dated: _____

_____, Clerk

EXHIBIT A**Consolidation of Elections - California Elections Code Section 10404.5**

10404.5 (a) A resolution of the governing board of a school district or county board of education to establish an election day pursuant to subdivision (b) of Section 1302 shall be adopted and submitted to the board of supervisors not later than 240 days prior to the date of the currently scheduled election of the district or for the members of the county board of education.

(b) The final date for the submission of the resolution by the governing board of a school district or county board of education to the board of supervisors is not subject to waiver.

(c) The board of supervisors shall notify all school districts and the county board of education located in the county of the receipt of the resolution to consolidate and shall request input from each district on the effect of consolidation.

(d) (1) The board of supervisors, within 60 days from the date of submission, shall approve the resolution unless it finds that the ballot style, voting equipment, or computer capacity is such that additional elections or materials cannot be handled. Prior to the adoption of a resolution to either approve or deny a consolidation request, the board or boards of supervisors may obtain from the elections official a report on the cost-effectiveness of the proposed action.

(2) Public notices of the proceedings in which the resolution is to be considered for adoption shall be made pursuant to Section 25151 of the Government Code.

(e) Within 30 days after the approval of the resolution by the board of supervisors, the elections official shall notify all registered voters of the districts affected by the consolidation of the approval of the resolution by the board of supervisors. The notice shall be delivered by mail and at the expense of the school district or if applicable, the county board of education.

(f) An election day established pursuant to subdivision (b) of Section 1302 shall be prescribed to occur not less than one month, nor more than 12 months, subsequent to the Election Day prescribed in Section 5000 of the Education Code or pursuant to Section 1007 of the Education Code, as appropriate. As used in this subdivision, "12 months" means the period from the Election Day prescribed in Section 5000 of the Education Code or pursuant to Section 1007 of the Education Code, as appropriate, to the first Tuesday after the first Monday in the 12th month subsequent to that day, inclusive.

(g) In the event that the Election Day for a school district governing board or county board of education is established pursuant to subdivision (b) of Section 1302, the term of office of all then incumbent members of that governing board or county board of education shall be extended accordingly.

SUBJECT: Forest Grove Elementary School Portables

PERSON(S) RESPONSIBLE: Matt Kelly, Director of Facilities & Transportation

RECOMMENDATION:

The Administration recommends that the Board review and approve one or more portable classrooms at Forest Grove Elementary School.

BACKGROUND:

At Forest Grove there is a need for an extra classroom to accommodate four kindergarten classes in an effort to keep class sizes smaller. At the February 2, 2017 Board of Trustees Meeting staff was directed to provide a budget and contract for an additional two more classrooms. In addition, staff is investigating if the depth of the existing sewer line will accommodate proper gravity flow of a second portable. The addition of one 36' x 40' building and 32' x 30' building would give the district the flexibility to accommodate a fourth kindergarten class and accommodate population bubbles.

INFORMATION:

Staff received multiple budget numbers from portable manufacturers, contractors, and architects.

FISCAL IMPACT:

See attached budgets.

FOREST GROVE PORTABLE PROJECT
(1 Portable 36' x 40')
Preliminary Budget Feb 15, 2017

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Total</u>
<u>Hard Costs</u>			
1. Site Work	5,000 sf	\$15.00	\$75,000.00
2. <u>Leased</u> 36x40 (1,440 SF) Relocatable (One Time Charge) (\$1,288/mos)	1 ls	\$19,044.00	\$19,044.00
3. 4LF Sink & Countertop (Included)	1 ls	\$0.00	\$0.00
4. Single Occupancy Restroom (Included)	1 ls	\$0.00	\$0.00
Sub Total			\$94,044.00
<u>Soft Costs</u>			
1. Design & Topo Fees	1 ls	\$55,000.00	\$55,000.00
2. DSA Fees	1 ls	\$4,000.00	\$4,000.00
3. Testing & Inspection	1 ls	\$15,000.00	\$15,000.00
Sub Total			\$74,000.00
Hard + Soft Costs Subtotal			\$168,044.00
<hr/>			
General Conditions	10%		\$16,804.40
Contingency	8%		\$13,443.52
<hr/>			
Total Forest Grove (1 Portable - Leased)			\$198,291.92

FOREST GROVE PORTABLE PROJECT
(2 Portables 36' x 40' and 32' x 30')
Preliminary Budget Feb 15, 2017

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Total</u>
<u>Hard Costs</u>			
1. Site Work	7,000 sf	\$15.00	\$105,000.00
2. <u>Leased</u> 36x40 (1,440 SF) Relocatable (One Time Charge) (\$1,288/mos)	1 ls	\$19,044.00	\$19,044.00
3. Purchase 32x30 (960 SF) Refurbished Relocatable	1 ls	\$66,826.00	\$66,826.00
4. 4LF Sink & Countertop	1 ls	\$3,500.00	\$3,500.00
Sub Total			\$194,370.00
<u>Soft Costs</u>			
1. Design & Topo Fees	1 ls	\$60,000.00	\$60,000.00
2. DSA Fees	1 ls	\$4,500.00	\$4,500.00
3. Testing & Inspection	1 ls	\$16,000.00	\$16,000.00
Sub Total			\$80,500.00
Hard + Soft Costs Subtotal			\$274,870.00
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General Conditions	10%		\$27,487.00
Contingency	8%		\$21,989.60
<hr/>			
Total Forest Grove (2 Portables - Leased & Purchased)			\$324,346.60



Mobile Modular Management Corporation
 5700 Las Positas Road
 Livermore, CA 94551
 Phone: (925) 606-9000
 Fax: (925) 453-3201
 www.mobilemodular.com

Lease Quotation and Agreement

Quotation Number: 131543
 Item B
 Customer PO/Ref:
 Date of Quote: 02/08/2017
Term: 36 Months

Sign up for the Easy Lease Option (see end of document for details)

Customer Information	Site Information	Mobile Modular Contact
Pacific Grove USD 555 Sinex Ave Pacific Grove, CA 93950 Cari Ellis cari@belliag.com Phone: (831) 424-4620	Pacific Grove USD Forest Grove Elementary School 1065 Congress Avenue Pacific Grove, CA 93950	Questions? Contact: Kevin Gibson Kevin.Gibson@mobilemodular.com Direct Phone: (925) 453-3143 Fax: (925) 453-3201

Product Information	Qty	Monthly Rent	Extended Monthly Rent	Taxable
Classroom, 36x40 DSA (NonStd) <i>Non-Standard Configuration. Tackboard interior.</i>	1	\$1,288.00	\$1,288.00	Y
Charges Upon Delivery	Qty	Charge Each	Total One Time	Taxable
Classroom, 36x40 DSA (NonStd)				
Block and Level Building (B7) (PW)	1	\$5,687.00	\$5,687.00	N
Delivery Haulage Lowboy 12 wide	3	\$934.00	\$2,802.00	N
Delivery Haulage Permit 12 wide Lowboy	3	\$78.00	\$234.00	N
Delivery Haulage Pilot 12 wide Lowboy	3	\$229.00	\$687.00	N
Installation, Ramp Skirting (PW)	72	\$16.00	\$1,152.00	Y
			\$10,562.00	
			Total	\$ 10,562.00
Charges Upon Return	Qty	Charge Each	Total One Time	Taxable
Classroom, 36x40 DSA (NonStd)				
Prepare Equipment For Removal (B7) (PW)	1	\$4,158.00	\$4,158.00	N
Removal, Ramp Skirting (PW)	72	\$7.00	\$504.00	N
Return Haulage Lowboy 12 wide	3	\$934.00	\$2,802.00	N
Return Haulage Permit 12 wide Lowboy	3	\$78.00	\$234.00	N
Return Haulage Pilot 12 wide Lowboy	3	\$229.00	\$687.00	N
			\$8,385.00	
			Total	\$8,385.00
Total Estimated Charges				
		Subtotal of Monthly Rent	\$1,288.00	
		Taxes on Monthly Charges	\$107.87	
		Total Monthly Charges (including tax)	\$1,395.87	
		Charges Upon Delivery (including tax)	\$10,658.48	
		Charges Upon Return (including tax)	\$8,385.00	
		Total One Time Charges (including tax)	\$19,043.48	
Special Notes				
Additional Note: This is a rental quote for (1) 36x40 DSA modular classroom units. Unit will come with new carpet squares or new VCT tile flooring. Customer choice at time of order. Quote is based on level and accessible site by normal truck delivery. Block/Level: Price assumes building is installed on a MMMC standard foundation. MMMC assumes installation on the minimum				

Thank you for contacting Mobile Modular.

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Special Meeting of February 15, 2017

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Lease Quotation and Agreement

Quotation Number: 131543

Customer PO/Ref:

Date of Quote: 02/08/2017

Term: 36 Months

Action/Discussion Item B



foundation design criteria/tolerances. For DSA buildings, it is assumed building will be installed on the minimum amount of foundation lumber per the applicable DSA approved stockpile drawings and site will not exceed 4-1/2" out of level. Additional material and labor charges apply for installing buildings above minimum foundation design criteria, raising buildings to meet specific finish floor elevations, raising building level to adjacent buildings, landings, walkways, transitions, etc.

Budgetary Quote: Pricing provided is for budgetary purposes only. A revised quotation will be provided once project details are clarified. If you are new to modular buildings and wondering what you need to know about them, please visit www.mobilemodularrents.com and view our FAQ worksheet "Considering Modular Buildings for Your Space Needs?". *Delivery pricing is estimated based on delivery within 50 miles of branch location. Pilots and permits not included and may be required. We look forward to working with you to refine your requirements.

Delivery Date: Delivery date will not be confirmed until MMMC receives the signed lease agreement (or an acceptable equivalent) and all credit conditions have been met.

DSA Classrooms include: (2) 8040 marker boards, (1) fire extinguisher at each exit, empty back box with conduit stubbed to ceiling for future pull station & horn, skirting for perimeter of building only, standard factory ramp, and wood sill foundation for level site.

Fire Related Items: Unless noted, fire related items (alarms, sprinklers, smoke & heat detectors, and fire-rated walls, etc.) are not included.

General: Customer's site must be dry, compacted, level and accessible by normal truck delivery. Pricing does not include any clearing or grading of sites, obstruction removal, site or final building clean up, any asphalt transitions, dolly, crane, forklift, electrical or plumbing connections, window coverings, furniture, casework, appliances, doorstops, phone or data lines, gutters, downspouts or tie-in, temporary power, temporary fencing, traffic control, flagmen, soil and/or pull test, custom engineering, fees associated with inspections, city or county submittals and/or use permits, security screens, door bars and any item not specifically listed as being included.

Ramps: Site conditions may affect ramp configuration and cost. Ramp transitions by others (from end of ramp to grade). If applicable, extended or custom rails by others. Ramp skirting is optional. MMMC provides used/refurbished ramps - new ramps available for purchase only.

Site Installation Requirements: Prior to delivery, the Lessee shall mark the four corners of the building on the site/pad location itself, including door/ramp location. Should special handling be required to position, install, or remove the classroom on the Lessee's site due to site conditions/constraints and/or obstructions, additional costs will be charged to Lessee. Additional rolling charges may be applicable as site conditions necessitate.

Site Plan Review: Lessor is not responsible for review and verification of Lessee site plans, civil plans, soils tests/survey's, etc. It is the responsibility of the Lessee to ensure the site plans and site conditions meet applicable codes and governing body approvals. This includes, but is not limited to, ensuring the building pad/site allows for standard delivery and installation based on the minimum foundation design tolerances as per applicable approved stockpile drawings/foundation design.

Used building rental: Quotation is for a used or refurbished modular building. There may be variations in wall paneling, flooring, or other exterior and interior finishes. Dimensions are nominal unless otherwise stated.

Yes - Prevailing Wage: Pricing includes prevailing wage and certified payroll for installation work performed on site.

Floor Plans

Thank you for contacting Mobile Modular.

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Special Meeting of February 15, 2017

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Lease Quotation and Agreement

Quotation Number: 131543

Customer PO/Ref:

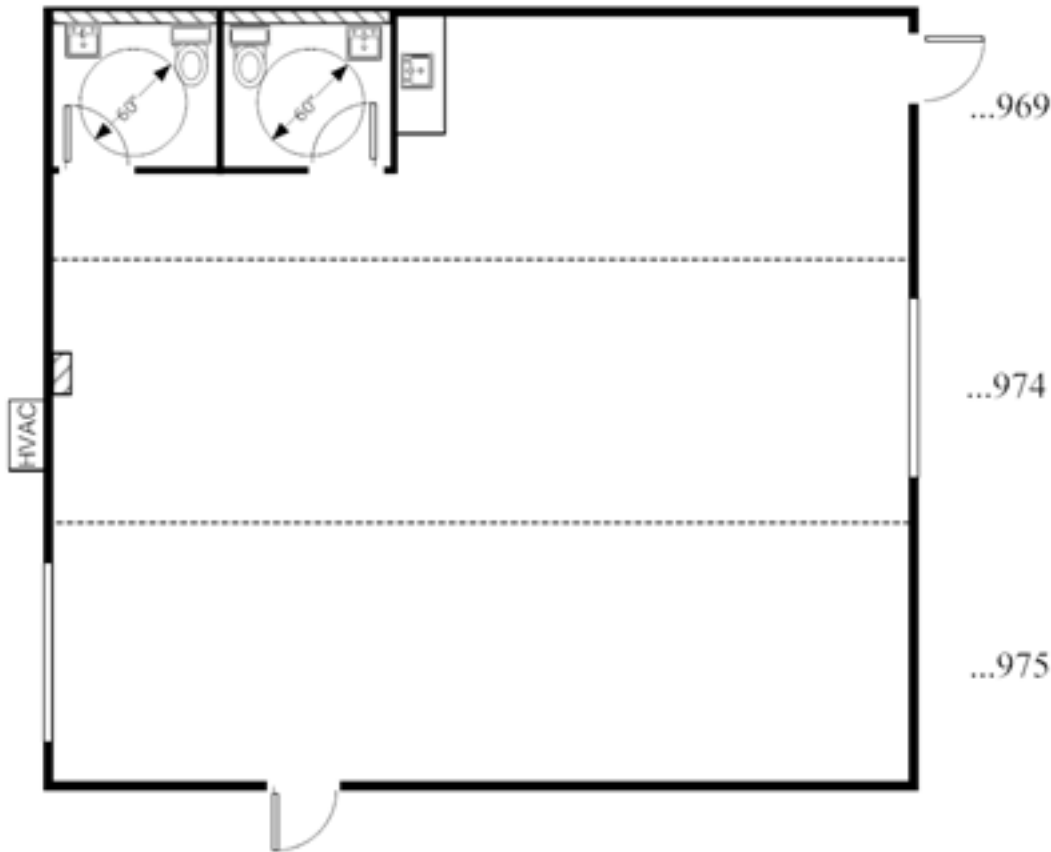
Date of Quote: 02/08/2017

Term: 36 Months

Action/Discussion Item B



Classroom, 36x40 DSA (NonStd)



All drawings and specifications are nominal.

Additional Information

- Quote is valid for 30 days.
- A minimum cleaning charge per floor will apply for modular buildings.
- Customer's site must be dry, compacted, level and accessible by normal truck delivery. Costs to dolly, crane, forklift, etc. will be paid by customer. Unless noted, prices do not include permits, ramp removal, stairs, foundation systems, foundation system removal, temporary power, skirting, skirting removal, engineering, taxes or utility hookups.
- Subject to equipment availability. Unless noted, equipment and related furnishings, finishes, accessories and appliances provided are previously leased and materials, dimensions, and specifications vary. Detailed specifications may be available upon request. For lease transactions, Mobile Modular reserves the right to substitute equal or better equipment prior to delivery without notice.
- This transaction is subject to prior credit approval and all terms, conditions, and attachments of MMMC's standard contract.
- Security deposit and payment in advance may be required.
- Rent will be billed in advance every 30 calendar days.
- **Sales Tax will be calculated based on the tax rate at the time of invoicing.**
- **Unless otherwise noted, prices do not include prevailing wages, Davis-Bacon wages, or other special or certified wages.**

Thank you for contacting Mobile Modular.

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Lease Quotation and Agreement

Quotation Number: 131543

Customer PO/Ref:

Date of Quote: 02/08/2017

Term: 36 Months

Action/Discussion Item B



Mobile Modular Easy Lease. Sign Me Up!

Getting your modular building on its way has never been easier... and faster. With Mobile Modular Easy Lease you can convert your Lease Quotation directly into a Lease Agreement by signing below. **It's as easy as 1, 2, 3, 4.** Once we receive your signed Easy Lease option, we'll finalize your building details and get your project on its way.

1. Review and acknowledge agreement.

This Quotation is subject to Mobile Modular Management Corporation, a California corporation, herein known as lessor (the "Lessor") credit approval of Customer, herein known as lessee (the "Lessee"). Lessor does not warrant that the equipment meets any local or state code not specifically listed herein. Equipment is subject to availability. By signing below, customer accepts the terms of this quotation including prices and specifications, and instructs Lessor to make appropriate arrangements for the preparation and delivery of the Equipment identified herein, and agrees that such signature constitutes customer's acceptance of and agreement to the Lessor's Lease or Sale Agreement. Such lease or sale, and customer's agreement thereto, is subject to Lessor's standard terms and conditions located in the Solutions section of the Lessor's web site at (www.mobilemodular.com/contractterms) which are incorporated by reference herein. Customer may request a copy of the terms and conditions from Lessor. If customer has previously executed a master agreement with Lessor, those terms and conditions shall govern the transaction. Such terms and conditions are incorporated as if fully set forth herein. No alterations, additions, exceptions, or changes to any Quotation or Agreement made by Lessee shall be effective against Lessor, whether made hereon, contained in any printed form of Lease or elsewhere, unless accepted in writing by Lessor. Any customer purchase order or other customer-provided document purporting to replace, supersede or supplement the terms and conditions of the Lessor's Lease or Sale Agreement shall carry no force or effect except as an instrument of billing.

Lessor:

Mobile Modular Management Corporation

By: _____

Name: _____

Title: _____

Date: _____

Lessee:

Pacific Grove USD

Signature: _____

Print Name: _____

Title: _____

Date: _____

2. Request your delivery date.

Requested delivery date: _____

Please note: For modular buildings, as a "rule of thumb" allow one day per module to accommodate for set up after delivery. We will attempt to meet your desired date. However, the date is subject to change based on equipment availability and readiness and must be confirmed by a Mobile Modular representative.

3. Insurance value.

Prior to the scheduled delivery, please send, or have your insurance company send, a certificate of insurance referencing the Quotation number shown above. We require General Liability coverage in the amount of 1,000,000.00 per occurrence listing Mobile Modular Management Corporation as an additional insured and Property coverage for the value of the leased unit(s) listing Mobile Modular Management Corporation as loss payee.

Item & Description	Qty	Item Code	Insurance Value
Classroom, 36x40 DSA (NonStd)	1	1028	\$97,050.00

4. Tell us how you would like to pay.

- ☐ Bill me on approved credit (you will be sent an invoice for payment as charges are incurred)
- ☐ Credit card payment (a representative will contact you to obtain the credit card information for billing)

Thank you for contacting Mobile Modular.

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Mobile Modular Management Corporation
5700 Las Positas Road
Livermore, CA 94551
Phone: (925) 606-9000
Fax: (925) 453-3201
www.mobilemodular.com

Sale Quotation and Agreement

Quotation Number: 135586
Customer PO/Ref:
Date of Quote: 02/09/2017

Sign up for the Easy Sale Option (see end of document for details)

Customer Information	Site Information	Mobile Modular Contact
Pacific Grove USD 555 Sinex Ave Pacific Grove, CA 93950 Cari Ellis cari@belliag.com Phone: (831) 424-4620	Pacific Grove USD Forrest Grove Elementary 1065 Congress Avenue Pacific Grove, CA 93950	Questions? Contact: Kevin Gibson Kevin.Gibson@mobilemodular.com Direct Phone: (925) 453-3143 Fax: (925) 453-3201

Product Information	Qty	Purchase Price	Extended Purchase Price	Taxable
Classroom, 30x32 DSA (NonStd) <i>Non-Standard Configuration. Tackboard interior.</i>	1	\$56,370.00	\$56,370.00	Y
Charges Upon Delivery	Qty	Charge Each	Total One Time	Taxable
Classroom, 30x32 DSA (NonStd)				
Block and Level Building (B10) PW	1	\$5,170.00	\$5,170.00	N
Delivery Haulage Lowboy 10 wide	3	\$934.00	\$2,802.00	N
Installation, Ramp Skirting (PW)	36	\$16.00	\$576.00	Y
			<u>\$8,548.00</u>	
Total Estimated Charges				
		Subtotal	\$64,918.00	
		Taxes	\$1,907.69	
		Total Charges (including tax)	\$66,825.69	

Special Notes
<p>Additional Note: This is a sale quote for a used 30x32 modular classroom unit . 30x32 includes a price to install a 4' base cabinet and sink. Quote is based on level and accessible site by normal truck delivery.</p> <p>Buildings containing a restroom(s): Restrooms are not self-contained. Where applicable, manifolds are shipped loose and assembled and connected by others. Water & sewer stub-out locations may vary. Paper & soap dispensers, sanitary and trash receptacles are not provided.</p> <p>Block/Level: Price assumes building is installed on a MMMC standard foundation. MMMC assumes installation on the minimum foundation design criteria/tolerances. For DSA buildings, it is assumed building will be installed on the minimum amount of foundation lumber per the applicable DSA approved stockpile drawings and site will not exceed 4-1/2" out of level. Additional material and labor charges apply for installing buildings above minimum foundation design criteria, raising buildings to meet specific finish floor elevations, raising building level to adjacent buildings, landings, walkways, transitions, etc.</p> <p>Budgetary Quote: Pricing provided is for budgetary purposes only. A revised quotation will be provided once project details are clarified. If you are new to modular buildings and wondering what you need to know about them, please visit www.mobilemodularrents.com and view our FAQ worksheet "Considering Modular Buildings for Your Space Needs?". *Delivery pricing is estimated based on delivery within 50 miles of branch location. Pilots and permits not included and may be required. We look forward to working with you to refine your requirements.</p> <p>Flooring (Carpet): This building ships standard with used carpet in good condition. Carpet may have some discoloration or wear and a carpet bar will be utilized at midline seams. New carpet is available for an additional charge. If provided, new carpeting should receive a minimum of 72 hours of airing-out time, under well-ventilated conditions, prior to occupancy.</p> <p>Delivery Date: Delivery date will not be confirmed until MMMC receives the signed lease agreement (or an acceptable equivalent) and all credit conditions have been met.</p> <p>DSA Classrooms include: (2) 8040 marker boards, (1) fire extinguisher at each exit, empty back box with conduit stubbed to ceiling for future pull station & horn, skirting for perimeter of building only, standard factory ramp, and wood sill foundation for level site.</p> <p>General: Customer's site must be dry, compacted, level and accessible by normal truck delivery. Pricing does not include any clearing or grading of sites, obstruction removal, site or final building clean up , any asphalt transitions, dolly, crane, forklift, electrical or plumbing connections, window coverings, furniture, casework, appliances, doorstops, phone or data lines, gutters, downspouts or tie-in, temporary power, temporary fencing, traffic control, flagmen, soil and/or pull test, custom engineering, fees associated with inspections, city or</p>

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Sale Quotation and Agreement

Quotation Number: 135586
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county submittals and/or use permits, security screens, door bars and any item not specifically listed as being included.

Ramps: Site conditions may affect ramp configuration and cost. Ramp transitions by others (from end of ramp to grade). If applicable, extended or custom rails by others. Ramp skirting is optional. MMMC provides used/refurbished ramps - new ramps available for purchase only.

Site Installation Requirements: Prior to delivery, the Lessee shall mark the four corners of the building on the site/pad location itself, including door/ramp location. Should special handling be required to position, install, or remove the classroom on the Lessee's site due to site conditions/constraints and/or obstructions, additional costs will be charged to Lessee. Additional rolling charges may be applicable as site conditions necessitate.

Site Plan Review: Lessor is not responsible for review and verification of Lessee site plans, civil plans, soils tests/survey's, etc. It is the responsibility of the Lessee to ensure the site plans and site conditions meet applicable codes and governing body approvals. This includes, but is not limited to, ensuring the building pad/site allows for standard delivery and installation based on the minimum foundation design tolerances as per applicable approved stockpile drawings/foundation design.

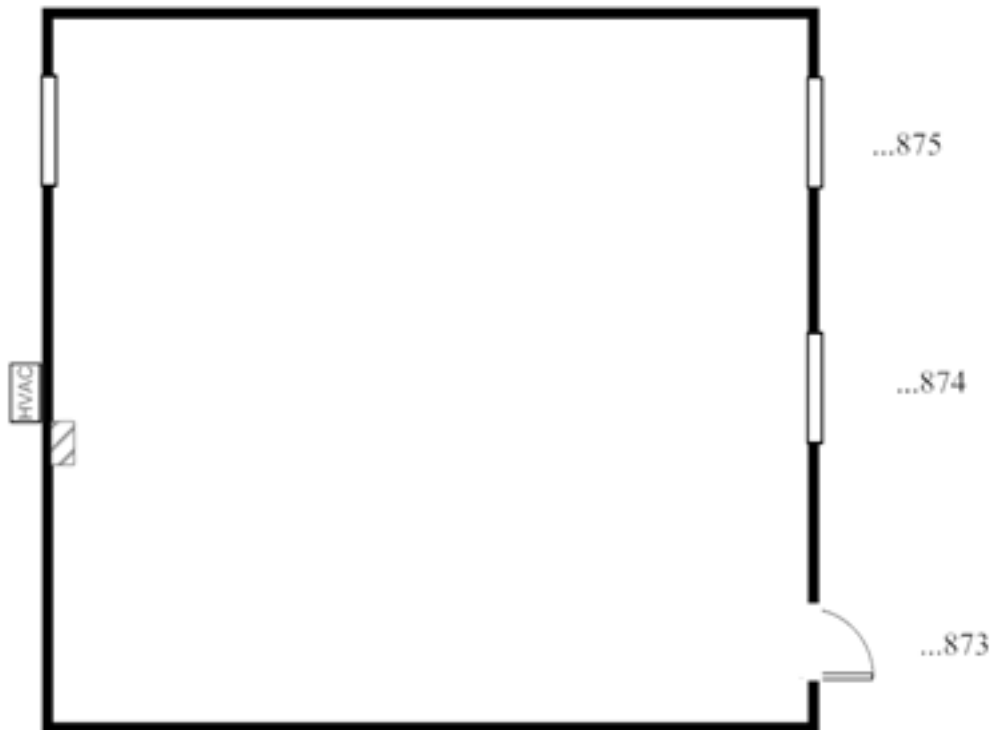
Used building sale:

Quotation is for a used modular building sold in "as is" condition. Unless stated otherwise, MMMC will only perform a general cleaning & repair, reseal the roof, doors & windows, and test the electrical, mechanical & plumbing systems to ensure working condition at the time of delivery. For warranty information, please refer to the Supplemental Sale Terms and Conditions located on Seller's website at:

<https://www.mobilemodular.com/Content/Documents/ContractTerms/Supplemental-Sale-T-and->

Floor Plans

Classroom, 30x32 DSA (NonStd)



All drawings and specifications are nominal.

Thank you for contacting Mobile Modular.

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Sale Quotation and Agreement

Quotation Number: 135586
Customer PO/Ref:
Date of Quote: 02/09/2017

Additional Information

- Quote is valid for 30 days.
- Customer's site must be dry, compacted, level and accessible by normal truck delivery. Costs to dolly, crane, forklift, etc. will be paid by customer. Unless noted, prices do not include permits, stairs, foundation systems, temporary power, skirting, engineering, taxes or utility hookups.
- Subject to equipment availability. Unless noted, equipment and related furnishings, finishes, accessories and appliances provided are previously leased and materials, dimensions, and specifications vary. Detailed specifications may be available upon request.
- This transaction is subject to prior credit approval and all terms, conditions, and attachments of MMC's standard contract.
- Down Payment required on execution.
- **Sales Tax will be calculated based on the tax rate at the time of invoicing.**
- **Unless otherwise noted, prices do not include prevailing wages, Davis-Bacon wages, or other special or certified wages.**

Thank you for contacting Mobile Modular.

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Action/Discussion Item B



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Review and acknowledge agreement.

This Quotation is subject to Mobile Modular Management Corporation, a California corporation, herein known as seller (the "Seller"), credit approval of Customer, herein known as buyer (the "Buyer"). Seller does not warrant that the equipment meets any local or state code not specifically listed herein. Equipment is subject to availability. By signing below, customer accepts the terms of this quotation including prices and specifications, and instructs Seller to make appropriate arrangements for the preparation and delivery of the Equipment identified herein, and agrees that such signature constitutes customer's acceptance of and agreement to the Seller's Sale Agreement. Such sale, and customer's agreement thereto, is subject to Seller's standard terms and conditions located on the Seller's web site at (www.mobilemodular.com/contractterms) which are incorporated by reference herein. Customer may request a copy of the terms and conditions from Seller. No alterations, additions, exceptions, or changes to any Quotation or Agreement made by Buyer shall be effective against Seller, whether made hereon, contained in any printed form of Sale or elsewhere, unless accepted in writing by Seller. Any customer purchase order or other customer-provided document purporting to replace, supersede or supplement the terms and conditions of the Seller's Sale Agreement shall carry no force or effect except as an instrument of billing.

Seller:

Mobile Modular Management Corporation

By: _____

Name: _____

Title: _____

Date: _____

Buyer:

Pacific Grove USD

Signature: _____

Print Name: _____

Title: _____

Date: _____

Thank you for contacting Mobile Modular.

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