

RIVERSIDE COUNTY SUPERINTENDENT OF SCHOOLS
3939 Thirteenth Street
Riverside, CA 92502

**FACILITY AND SUPPORT SERVICES AGREEMENT
SPECIAL EDUCATION PROGRAM**

This Agreement is entered into by and between, **Riverside County Superintendent of Schools**, hereinafter referred to as "SUPERINTENDENT," and **Alvord Unified School District**, hereinafter referred to as "DISTRICT", each being a "Party" and collectively the "Parties".

AGREEMENTS

1. **FACILITY USE AND SUPPORT:** DISTRICT hereby agrees to provide to SUPERINTENDENT the facility described in **Appendixes A-1 through A-5** if the facility is DISTRICT property. DISTRICT further agrees to provide support services for the facilities described in **Appendix A-1 through A-5**, whether or not it is DISTRICT property, at the frequency called for in **Appendix B**.

2. **COST:** All charges under this Agreement shall be billed per classroom and based on the following annual rates:

Description	Cost
Use of DISTRICT owned classrooms	\$2,000.00
Custodial Services	\$2,378.00
Grounds Support	\$ 412.00
Utilities	\$ 750.00
Repairs/Routine Maintenance	\$ 817.00
Administrative Fee	5%

- A. The total dollar amount paid under this Agreement shall not exceed the sum of **\$116,573.00** for **fiscal year 2021-22**.
3. **TERM:** The term of this agreement shall be for **five (5) years**, from **July 1, 2021**, to and including **June 30, 2026**, unless terminated sooner by either party giving 90 days written notice.
4. **AVAILABILITY OF FUNDS FOR SUBSEQUENT FISCAL YEARS:** Funds are not presently budgeted for performance under this agreement beyond June 30, of any existing fiscal year. SUPERINTENDENT shall have no liability for payment of any money for performance under this agreement after June 30, until such funds are made available, and notification of availability of funds is presented to DISTRICT in the form of a modification to the contract.
5. **ITEMS NOT INCLUDED IN THIS CONTRACT:** DISTRICT shall not furnish items of equipment or perform capital improvement under this Agreement.
6. **ALTERATIONS AND RENOVATIONS:** The Parties agree that the owner of the property will approve any desired facility alterations or renovations prior to commencement of any work.
7. **NOTIFICATION OF EXPENDITURE:** If it appears that expenditures will exceed the funds available under this contract DISTRICT shall provide written notification to SUPERINTENDENT. *Such notification will be presented to the Governance Council for approval before modification of contract.*
8. **AVAILABILITY OF PREMISES:** DISTRICT shall make the premises available at customary and reasonable times for SUPERINTENDENT'S use.

9. **INSURANCE:** SUPERINTENDENT shall provide, during the term of this Agreement, the following:
- A. Insurance on county-owned equipment and facilities including fire and theft.
 - B. Worker's Compensation on all SUPERINTENDENT employees and comprehensive general liability insurance on all students and employees of SUPERINTENDENT using the facilities.
10. **INDEPENDENT CONTRACTOR:** DISTRICT, while engaged in the performance of this Agreement, is an independent contractor, and is not an officer, agent or employee of SUPERINTENDENT.
11. **ASSIGNMENT OF CONTRACT:** DISTRICT shall not assign the whole or any part of this Agreement or any payment due or to become due hereunder, without the written consent of SUPERINTENDENT and all sureties who have executed bonds on behalf of DISTRICT in connection with this contract.
12. **MUTUAL HOLD HARMLESS:** The Parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this Agreement by such indemnifying party, or its officers, agents, servants and employees.
13. **AMENDMENTS:** This Agreement may be amended only by the mutual written consent of the Parties hereto, except that SUPERINTENDENT may unilaterally amend this Agreement to accomplish the below listed changes:
- A. Increases in dollar amounts.
 - B. Administrative changes that do not affect contractual rights of the Parties.
 - C. Changes as required by law.

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

Riverside County Superintendent of Schools
3939 Thirteenth Street
Riverside, CA 92570

Alvord Unified School District
9KPC Parkway
Corona, CA 92879

Signed _____
Authorized Signature

Signed _____
Authorized Signature

Charles Newman, Assistant Superintendent
Division of Student Programs and Services

Printed Name and Title

Printed Name and Title

Date _____

Date _____

APPENDIX A-1

DESCRIPTION OF FACILITY, SUPPORT SERVICES REQUIRED AND ESTIMATED COST

1. Type of Facility ☒ Classroom
2. Owned by ☒ Superintendent
3. Location **Foothill Elementary – 8230 Wells Avenue, Riverside**
4. Classroom Number/s **FH-21, FH-22, FH-23, FH-24**
5. Phone Number/s **(951) 689-1222**
6. The annual payment for the above facility shall be **\$19,181.00** which includes the following:

Description	Cost
Custodial	\$16,620.00
Grounds Support	\$1,648.00
5% Administrative Fee	\$ 913.00

APPENDIX A-2

DESCRIPTION OF FACILITY, SUPPORT SERVICES REQUIRED AND ESTIMATED COST

1. Type of Facility ☒ Classroom
2. Owned by ☒ District
3. Location **Hillcrest High School, 11800 Indiana Avenue, Riverside**
4. Classroom Number/s **514 and 518**
5. The annual payment for the above facility shall be **\$13,150.00**, which includes the following:

Description	Cost
Use of Facility	\$4,000.00
Custodial	\$4,756.00
Grounds Support	\$ 824.00
Utilities	\$1,500.00
Repairs	\$1,634.00
5% Administrative Fee	\$ 436.00

APPENDIX A-3

DESCRIPTION OF FACILITY, SUPPORT SERVICES REQUIRED AND ESTIMATED COST

1. Type of Facility ☒ Classroom
2. Owned by ☒ Superintendent
3. Location **La Granada South Elem. - 10353 Gramercy, Riverside**
4. Classroom Number/s **LG02, LG03, LG06, LG08, and MTU**
5. Phone Number/s **(951) 687-8530**
7. The annual payment for the above facility shall be **\$33,567.00**, which includes the following:

Description	Cost
Custodial	\$29,085.00
Grounds Support	\$ 2,884.00
5% Administrative Fee	\$ 1,598.00

APPENDIX A-4

DESCRIPTION OF FACILITY, SUPPORT SERVICES REQUIRED AND ESTIMATED COST

1. Type of Facility ☒ Classroom
2. Owned by ☒ Superintendent
3. Location **Norte Vista HS - 6585 Crest Street, Riverside**
4. Classroom Number/s **501, 505, 506, 507, 508, 509, 510, 630**
5. Phone Number/s **(951) 688-4281 (Rm. 506), (951) 785-1263 (Rm. 630)**
6. The annual payment for the above facility shall be **\$38,363.00**, which includes the following:

Description	Cost
Custodial	\$33,240.00
Grounds Support	\$ 3,296.00
5% Administrative Fee	\$ 1,827.00

APPENDIX A-5

DESCRIPTION OF FACILITY, SUPPORT SERVICES REQUIRED AND ESTIMATED COST

1. Type of Facility ☒ Classroom
2. Owned by ☒ Superintendent B100 & B211
☒ District E118 & F126
3. Location **Phillip M. Stokoe El. – 4501 Ambs Dr., Riverside**
4. Classroom Number/s **B100, B211, E118, E126**
5. Phone Number/s **(951) 343-2915**
6. The annual payment for the above facility shall be **\$12,312.00**, which includes the following:

Description	Cost
Use of Facility	\$4,000.00
Grounds Support	\$1,648.00
Utilities	\$3,000.00
Repairs	\$3,268.00
5% Administrative Fee	\$ 396.00

**APPENDIX B
CUSTODIAL SERVICES**

DISTRICT shall perform custodial services as indicated hereunder at the frequency indicated:

AREA	TASK	DAILY	WEEKLY	MONTHLY	OTHER	REMARKS
1. Classroom						
A. Floors	Sweep	X				
Carpeted B. Floors	Vacuum	X				
Carpeted C. Floors	Extract				Semi-Annually	
Tile D. Floors	Refinish				3x Annually	
Tile E. Floors	Strip				As needed	
Tile F. Floors	Buff		X			
G. Baseboards	Clean			X		
Chalk/Wall H. Boards	Clean	X				
I. Walls	Clean				As needed	
J. Partitions	Clean				As needed	
K. Doors	Clean	X				
L. Windows	Clean			X		
Blinds & M. Shades	Clean				Quarterly	
Light N. Fixtures	Clean				Twice Yearly	
Light O. Fixtures	Repair				As needed	Replace light bulbs
P. Ceiling	Clean				Yearly	
Waste Q. Basket	Empty	X				
R. Waste Basket	Clean		X			
Work S. Surface		X				
Desk	Clean		X			
Cabinets	Clean		X			

AREA	TASK	DAILY	WEEKLY	MONTHLY	OTHER	REMARKS
Counter	Clean	X				
Tables	Clean	X				
T. Furniture	Clean				As needed	
U. Chairs	Clean				As needed	
V. Other						
Outside Ramp						
Window Sills						
2. Bathroom						
A. Commode	Clean	X				
B. Tub	Clean	X				
Shower C. Stall	Clean	X				
D. Urinals	Clean	X				
Sink/ E. Faucet	Clean	X				
F. Mirrors	Clean	X				
G. Grab Bars	Clean		X			
H. Partitions	Clean				As needed	
I. Curtains	Clean				As needed	
J. Floor	Sweep & Mop	X				
K. Walls	Clean	X			As needed	
L. Flood Water Clean-up	Mop				As needed	
3. Kitchen/Lounge						
A. Stove	Clean					
B. Refrigerator	Clean					
C. Cabinets	Clean					
Work D. Surface	Clean	X				

AREA	TASK	DAILY	WEEKLY	MONTHLY	OTHER	REMARKS
E. Floor	Sweep & Mop	X				
F. Walls	Clean	X				
G. Ceiling	Clean	X				
H. Doors	Clean	X				
Exhaust I. Fan/Filter	Clean					
J. Sink/Faucet	Clean	X				
K. Vents	Clean				3x Annually	
L. Other						

Remarks: _____

GARDENING SERVICES

DISTRICT shall perform gardening services as indicated hereunder at the frequency indicated.

AREA	TASK	DAILY	WEEKLY	MONTHLY	OTHER	REMARKS
1. Lawn						
A.	Mow		X			
B.	Weed			X		
C.	Edge		X			
D.	Fertilize				As needed	
E.	Water				As needed	
F.	Remove Cuttings		X			
G.	Aerate				Semi-Annually	
2. Planted Areas						
A.	Weeding		X			
B.	Trim		X			
C.	Prune		X			
D.	Trash Pickup		X			
E.	Rake		X			
3. Playgrounds & Surface Area						
A.	Drag		X			
B.	Weed		X			
C.	Sweep		X			
D.	Clean	X				
E.	Trash Pickup		X			
4. Grass Area Other Than Lawn						
A.	Mow		X			
B.	Trash Pickup		X			

AREA	TASK	DAILY	WEEKLY	MONTHLY	OTHER	REMARKS
C.	Remove Cutting		X			
D.	Other					
5. Sidewalks						
A.	Sweep		X			
B.	Hose					
C.	Trash Pickup					
D.	Other					
6. *Other						See Remarks
A. Graffiti/Vandalism						Section Below
Tree						
B. Maintenance						
7. Irrigation System						
A. Irrigation Repair					As needed	
B. Comprehensive System Check					Quarterly	
C. Irrigation Clock Setting					Semi-Annually	

Remarks: _____ * Cost reimbursable with prior approval.

MAINTENANCE AND REPAIR SERVICES

DISTRICT shall perform maintenance and repair services as indicated hereunder at the frequency indicated.

TRADES	TASK	DAILY	WEEKLY	MONTHLY	OTHER	REMARKS
1. Locksmith	Repair				As needed	
2. Glazing/Broken Windows	Repair/Replace				As needed	
3. Plumbing	Repair/Replace				As needed	
4. HVAC	Repair					See Remarks Section Below
A. Filters	PM				Quarterly	
B. Coils	PM				Annually	
C. Belts	PM				Semi-Annually	
5. Electrical						
A. Light Fixtures	Repair				As needed	
B. Tripped Breaker	Misc.				As needed	
C. Exhaust Fans	PM				Annually	
D. Outlets	Repair				As needed	
E. Recharge Fire Extinguisher					Per Fire Marshall	
6. Miscellaneous Trades:					As needed	
A. Minor Carpeting	As Directed				As needed	
B. Furniture Repair	As Directed				As needed	
C. Touch-Up Paint	As Directed				As needed	
D. Broken door Handles/hinges	As Directed				As needed	
E. Install Classroom Support Equipment	As Directed				As needed	
F. Roof Repair	As Directed				As needed	

Remarks: _____ Other needs as required, reimbursement to be negotiated.

District Owned Classrooms – If the classroom is owned by the District, the replacement of the HVAC shall be the responsibility of the District.

RCOE Owned Classrooms - If the classroom is owned by RCOE, the replacement of the HVAC shall be the responsibility of RCOE.

Zone Unit: If the HVAC is considered a Zone Unit, RCOE and the District shall split the cost of the replacement of the unit 50/50. RCOE and the District shall coordinate jointly to determine what vendor shall be used.