

Transaction Report

Sacramento Valley Charter School

June 17-July 13, 2026

Transaction date	Transaction type	Memo/Description	Amount
7/2/2026	Deposit	Employee Lunch	\$ 40.00
		Employee Lunch	40.00
		Employee Lunch	40.00
		SB740 2023-24	6,941.92
		Cash in Lieu of Property Taxes - April, May, June, July 2026	227,797.00
		Donation	500.00
		Donation	300.00
		Fundraiser	252.59
		Student Transportation	325.00
		Year Book Collection	1,714.45
			\$ 237,950.96

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Check Detail Report
Sacramento Valley Charter School
June 16-July 13, 2026

Date	Transaction type	Num	Name	Memo	Amount
06/16/2026	Check	1172	North Valley Fleet Services, Inc.	For Carb Test License# 7HJU891	1,509.33
06/16/2026	Check	1165	North Valley Fleet Services, Inc.	For Carb Test License# 8WZP108	201.80
06/16/2026	Check	1164	North Valley Fleet Services, Inc.	45 day Safety Inspection License# 8SKN725	434.34
06/16/2026	Check	1159	Dr. Vendetta Dozier-Brown	Reimbursement	1,970.26
06/16/2026	Check	1160	Astound Business Solutions	Internet Network Services, Digital Phone	1,632.41
06/16/2026	Check	1162	PG&E	A/C 7686528609-0	23.82
06/16/2026	Check	1163	Amazon Capital Services	For office supplies, For extra-large mailing envelopes, for Classroom supplies	5,640.91
06/17/2026	Check	1173	Bode & Bode Lock Safe	Labor to install locks and text, trip change, and energy surcharge	665.53
06/17/2026	Check	1175	Teachers Created Materials, Inc	Summer scholars STEAM supplies kit: Rising 3rd, 4th, 5th grade	1,793.85
06/17/2026	Check	1174	Teachers Created Materials, Inc	Summer scholars STEAM supplies kit: Rising 1st- Rising 8th grade Language Arts and Mathematics	25,528.61
06/18/2026	Check	1176	Capitol Flooring & Design Inc	Installation of new carpet tiles in 2 classrooms, install new rubber reducer molding, remove existing baseboards	5,560.99
06/18/2026	Check	1178	North Valley Fleet Services, Inc.	Quick service with fuel filters, oil and diesel, all fluid levels, lights, all hoses and belts, and fuel filter License# 8SKN725	980.79
06/18/2026	Check	1177	Dican Electric Lic# 1008516	Services: add outlet in TV room1 and add 2 more outlet in room 2	1,600.00
06/24/2026	Check	1167	Ascend Rehab Services	For Speech Therapist Billing period: May 31 to May 30,2026	5,238.00
06/26/2026	Check	1166	Mercedes-Benz of Rocklin	Purchased 2 Vans for ELOP	140,194.95
06/26/2026	Check	1169	Voided	Voided	0.00
06/26/2026	Check	1168	Washington Unified School District	2025-56 1% authorizer fee \$49,855.68 and BTSA for 5 Teachers	59,855.68

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GRETA A. PROCTOR
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greta.proctor@procopio.com

DEL MAR HEIGHTS
LAS VEGAS
ORANGE COUNTY
SCOTTSDALE
SAN DIEGO
SILICON VALLEY
WASHINGTON, D.C.

July 10, 2026

VIA E-MAIL: vdali@sacvalleycharter.org

Vicky Dali, CPA
Chief Financial Officer
Sacramento Valley Charter School
2399 Sellers Way
West Sacramento, CA 95691

Re: Legal Representation

Dear Ms. Dali:

We are pleased that Sacramento Valley Charter School ("Client") has considered Procopio, Cory, Hargreaves & Savitch LLP (the "Firm") to provide legal services to Client. We submit for Client's approval the following provisions governing our engagement, as well as the additional provisions set forth in the enclosed "General Terms of Engagement" (the "General Terms"). Please note that to the extent there are inconsistencies between this letter and the General Terms, this letter will govern. If you have any questions about any of these provisions, or if you would like to discuss possible modifications, please contact me.

1. Identity of Client; Scope of Representation. The Firm's client, for purposes of this representation, and any additional services provided as contemplated by this agreement, is Sacramento Valley Charter School and not any of its incorporators, promoters, organizers, shareholders, partners, members, directors, officers, employees, subsidiaries, parents, other affiliates or insurers. This means we will not have a conflict of interest if we represent other clients of the Firm in matters in which those other clients are adverse to parties having any of the specified relationships with Client.

Client has engaged the Firm to provide charter school advice and counseling, and other services as requested. If Client requests, and we agree to provide, services with respect to additional matters, the terms of this letter and of the General Terms will apply to those additional services, unless superseded by another written agreement between us.

2. Fees and Expenses. Our fees will be based primarily on the amount of time spent by our lawyers, paralegals and other timekeepers on Client's behalf. At present it is anticipated that Greta



Proctor will be the attorney primarily responsible for Client's matter. Ms. Proctor's current hourly billing rate for this matter (discounted for charter school matters) is \$495. This discounted, blended rate will be charged for all members of our charter schools team unless we inform you otherwise in advance.

In addition to our fees, we will be entitled to payment or reimbursement for costs and expenses as set forth in the General Terms. If you have any questions or concerns about any of our statements for fees and expenses, please contact me promptly so that we can discuss your questions or concerns, and I can respond appropriately.

3. Staffing. Although Ms. Proctor will be primarily responsible for this engagement, various portions of the work may be delegated to other partners of the Firm, associate, staff and of counsel lawyers, paralegals and other timekeepers as the Firm deems appropriate in the circumstances.

4. Deposit for Fees and Costs. Upon signing this agreement, Client agrees to deposit with the Firm the initial sum of \$5,000 to be applied automatically to pay fees and costs pursuant to applicable provisions of the General Terms.

5. Arbitration. Please be advised that the Firm's General Terms of Engagement include an arbitration agreement between Client and the Firm. We ask that you review it carefully before signing this Letter of Engagement. You have the right to consult with separate legal counsel at any time as to any matter, including whether to enter into the Letter of Engagement and to consent to the agreement to arbitrate.

If the foregoing reflects your understanding of the terms and conditions of our representation, please indicate Client's acceptance by executing a copy of this letter in the space provided below and returning it to our office. The individual signing this agreement on behalf of Client represents and warrants that he or she has all requisite authority to bind Client to the terms of this agreement.

We are pleased to have this opportunity to be of service and to work with Sacramento Valley Charter School.

Sincerely,

A handwritten signature in blue ink, appearing to read "Greta A. Proctor".

Greta A. Proctor

Agreed to and accepted:

Date: _____

SACRAMENTO VALLEY CHARTER SCHOOL

By: _____

Name: _____

Title: _____



General Terms of Engagement

Thank you for selecting Procopio, Cory, Hargreaves & Savitch LLP (the "Firm") to represent you. These General Terms of Engagement will apply to the relationship between the Firm and you, except as modified by the Letter of Engagement or other written agreement between you and the Firm. Experience has shown that the attorney-client relationship works best when there is a mutual understanding between the Firm and its client regarding the terms of that relationship. We encourage you to discuss with us any questions you may have at any time concerning these terms.

1. **Identity of Client.** The Firm undertakes to represent only the persons and entities it has expressly agreed to represent and has acknowledged or identified as its clients. If there is a Letter of Engagement or other agreement regarding representation, the Firm's only client or clients in the matter to which the representation relates are the persons or entities identified as such in that Letter of Engagement or other agreement. A client's incorporators, promoters, organizers, shareholders, partners, members, directors, officers, employees, subsidiaries, parents, other affiliates, family members, related interests, or insurers are referred to herein collectively as the client's "Affiliates". In agreeing to represent a client, the Firm does not undertake to represent any of that client's Affiliates, and, unless otherwise expressly agreed by the Firm in writing, the client's Affiliates will not be clients of the Firm.

2. **Communications.** Communications between you and the Firm may be made in person, via telephone, including via mobile phone, via facsimile or via electronic mail, and you hereby authorize communication by all such means. Please understand that electronic communication is not an absolutely secure method of communication. You acknowledge and accept the risks inherent in such communication and authorize the Firm to use electronic communication means to communicate with you or others necessary to effectively represent you. If there are certain documents with respect to which you wish to maintain absolute confidentiality, it is imperative that you advise the Firm in writing not to send those documents via electronic communications, and the Firm will comply with your request. At no time should you communicate with the Firm utilizing technology provided by your employer, nor should you communicate with us on any shared device that belongs to any third party or entity. Finally, do not communicate about any matter which is the subject of the Firm's representation on social media (Facebook, Twitter, Tumblr, Flickr, Skype and the like). Communications and information shared on social media are not private.

3. **Engagement of the Firm.** You understand that no particular result, compensation or recovery is, or can be, guaranteed or promised by the Firm in rendering legal services requested by you for any particular matter. The Firm undertakes only to render legal services requested by you and accepted by the Firm. It is understood that you are not relying on the Firm for business, investment or accounting decisions or to investigate the character or credit of persons with whom you may be dealing.

4. **Compliance with the Corporate Transparency Act.**

a. In 2021 Congress enacted the Corporate Transparency Act ("CTA") to curb illicit finance. This law requires many companies doing business in the United States to report information about who ultimately owns or controls them. This new law became effective as of January 1, 2024. Under the Beneficial Ownership Information Reporting Rule, 31 CFR Section 1010.380 ("BOIR Rule") private corporations, LLCs, LLPs, and certain other types of entities are responsible for compliance with the CTA, unless they fall within certain exemptions. The BOIR Rule requires that a report be filed with the U.S. Financial Crime Enforcement Network ("FinCEN") providing specified information about controlling persons of the reporting entity. Entities are also required to amend their filings whenever

changes occur in the information previously provided. It is unlawful for any person to provide false information or to fail to provide required beneficial ownership information. Civil and criminal penalties may apply to any person who does not comply with the law.

b. Companies should review the CTA and the BOIR Rule carefully to determine whether reporting requirements apply. The Firm is not responsible for assisting clients with CTA compliance unless we are specifically retained for that purpose and agree in writing to provide that assistance. In those circumstances, we will assist clients in preparing required reports and advise on how to comply with the CTA. However, each client is responsible for the accuracy of information provided to us and may be required to certify the accuracy of the same to the Firm. Client is also responsible for determining when updates or amendments to the filings are necessary because of changes to the information they provided. The Firm cannot and does not independently investigate the accuracy of information provided by clients or monitor changes in information that may require amendment of information previously filed with FinCEN. Filings must be signed by at least one individual on behalf of each entity and can be submitted by the entity or by a reputable corporate service provider. The Firm does not sign or submit reports to FinCEN on our clients' behalf.

5. **Post-Engagement Matters.** You have engaged the Firm to provide legal services in connection with the specific matter described in the Letter of Engagement. After completion of the matter, changes may occur in applicable laws or regulations that could have an impact on your future rights and liabilities. Unless you engage the Firm to provide additional advice on issues arising from the matter, the Firm has no continuing obligation to advise you with respect to future developments. This also includes any continuing obligation, whether during or after our engagement, to monitor future filings that may be necessary, including, but not limited to, filings of annual reports and returns, filings under the Uniform Commercial Code (including a Continuation Statement with respect to any UCC-1 Financing Statement), renewals of judgments, and renewals of patents or trademarks.

6. **Fees.** Unless a separate Alternative Fee Agreement is approved in writing by you and the Firm, the Firm's compensation for legal services rendered for your matters ("Fees") will not be a fixed amount but rather will be an amount based primarily upon the time devoted to your matters, including, but not limited to, consultations, correspondence, meetings, telephone calls, negotiations, factual investigations and analyses, legal research and analyses, document preparation and revision, court appearances, travel on your behalf and all other work related to your matters. The hourly billing rates of the Firm's lawyers and paralegals vary depending upon their experience, and the Firm's total fees vary depending upon the novelty and difficulty of the questions involved, the skill required to perform the legal service properly, the skill and experience of opposing counsel, the responsibilities assumed, the time limitations imposed by you or the circumstances, the seriousness of the consequences, the results obtained and other considerations permitted or required by applicable Rules of Professional Conduct. The Firm's hourly rates are subject to change periodically, usually on January 1. The Firm may utilize the services of independent contract attorneys on your matters and may charge you more than the Firm pays such attorneys for their services. You are responsible for, and will pay, all Fees. In certain litigation matters, the court has the power to order that your fees are to be reimbursed, in whole or in part, by the other party; however, you are responsible for all Fees without regard to the amount of any fee award by the court and without regard to whether those Fees are ultimately reimbursed to you by the other party.

7. **Costs and Expenses.** In addition to our Fees, the Firm will be entitled to payment or reimbursement for costs and expenses incurred in performing our services, including, but not limited to, photocopying, messenger and delivery service, computerized research, outside research and document retrieval services, travel (including mileage, parking, airfare, lodging, meals and ground transportation), communication expenses (e.g., international long distance telephone charges, telecopy charges), clerical overtime, court costs, filing fees and fees of other third parties consulted by

the Firm in the course of its representation of you. Some of these charges may include a mark-up for overhead and administration. Electronically Stored Information (ESI) processing conducted as a necessary part of the Firm's representation of you will be billed to you as a Cost. The Firm maintains its own in-house ESI Data Processing Center. In some instances, ESI processing may be outsourced to a qualified ESI processing vendor. In such instances, you, and not the Firm, shall be responsible for the timely payment of invoices received from such outside vendor. The Firm reserves the right to require you to (i) engage or pay directly any third party consultant, expert witness, vendor or other party engaged on your behalf, (ii) pay all outside costs directly to the vendor and/or (iii) provide Firm a cash deposit for Costs to be incurred.

8. **Credit Reports.** By entering into the Letter of Engagement, you authorize the Firm to obtain consumer and commercial credit reports as it deems appropriate.

9. **Deposit for Fees and Costs and Expenses.** You may be required to deposit funds with the Firm to be applied automatically to pay Fees and Costs incurred for legal services provided under the Letter of Engagement or other written agreement between you and the Firm. The amount of the funds required to be deposited does not represent an estimate of anticipated Fees and Costs. The Firm reserves the right at any time to require that the deposit be replenished or that a new deposit in an amount determined by the Firm be made to apply against future Fees and Costs, which additional deposit may be in an amount the Firm then estimates may be necessary to complete the representation. It is typical in both litigation and non-litigation matters to have periods of inactivity and that, notwithstanding such periods of inactivity, it is understood that further work will be required in order to complete the Firm's services in the matter. Any unused portion of your initial or additional deposit will be returned promptly following the earlier of (i) the Firm's receipt of your written refund request following completion of the Firm's services; and (ii) termination of the attorney-client relationship between you and the Firm as provided in Paragraph 15 below. Any deposit made by you or on your behalf shall be deposited into the Firm's general trust account. Under applicable law, interest on attorneys' trust accounts for clients is payable to a State fund for legal services to the indigent, unless clients specifically elect separate trust accounts. If you desire to have your deposit placed in a trust account with interest payable to you, you must so advise the Firm and provide to the Firm your taxpayer identification number on a W-9 form. The Firm's trust accounts are held in approved financial institutions and bear interest at the bank's rates for this type of account. The bank, however, is subject to change at the Firm's discretion. Your execution of our Letter of Engagement constitutes your consent to the deposit of your initial deposit and any subsequent deposits by you into one of the Firm's trust accounts in a financial institution.

10. **Third-Party Payment of Fees and Costs.** You may arrange for a third-party to be responsible for payment of Fees and Costs that will become due hereunder. However, if the third-party fails for any reason to pay the Firm's statements as they become due, you will remain responsible for payment of such. Please understand that the attorney/client relationship will exist only between the Firm and you and that the third-party will have no right to information regarding your matter nor any right to direct the Firm in providing the services herein unless specifically approved by you. Your execution of the Letter of Engagement shall constitute your acknowledgment that you have been fully advised of this arrangement and have consented to such. You should also understand that if you arrange for a third-party to be responsible for payment of Fees and Costs, then the Firm is authorized to direct its invoices to said third-party, and you acknowledge that said invoices may contain confidential or privileged information regarding the Firm's representation of you.

11. **Monthly Statements.** Unless a different billing cycle is approved by the Firm in writing, the Firm generally will issue its statements for Fees and Costs on a monthly basis. The amounts due as stated on the Firm's statements shall be deemed to be correct, conclusive and binding on you unless you notify the Firm in writing within thirty (30) days from the date of the particular invoice that

you dispute such charge. The Firm's statements are due and payable upon receipt. All Fees and Costs unpaid for more than thirty (30) days bear interest at the rate of twelve percent (12%) per annum on the unpaid amount. If you fail to pay the Firm's statements within thirty (30) days of the statement date, the Firm reserves the right to require an additional deposit in an amount determined by the Firm or to terminate representation. In addition, in the event you fail to pay the Firm's statements within thirty (30) days of the statement date, the Firm reserves the right to require a current financial statement from you and further reserves the right immediately to cease advancing any Costs on your behalf with respect to the matters in which the Firm represents you.

12. **Estimates.** Although the Firm may from time to time, for your convenience, provide estimates of fees or expenses that we anticipate will be incurred, these estimates are subject to unforeseen circumstances and are by their nature inexact. As a result, the actual fees and expenses most likely will be more or less than the Firm's estimate. No fee estimate shall be deemed or construed to establish a fixed, maximum or minimum fee, and the Firm will not otherwise be bound by any estimates, unless expressly otherwise provided by written agreement with you. You shall pay the Firm's fees and costs actually billed to you regardless of any estimate.

13. **Preservation of Evidence.** In the event you are retaining the services of the Firm for purposes of representation in a litigation or arbitration matter or in a matter in which you may make a claim against a third party or a third party may make a claim against you, it is imperative that you secure and maintain all documents, both written and electronic, including emails and voicemails, which may be relevant to the claim or potential claim. Preservation extends not only to your office computers, but also to cloud storage locations, personal computers, laptops, smartphones and home computers on which information relevant to the claim or potential claim may be present. Preservation also extends to any information which you may have posted on any social media website; you may not alter or delete any such information. It is imperative that you confer with the Firm attorney responsible for your matter immediately concerning preservation and possible collection of all potentially relevant documents and information and that a "Litigation Hold" be properly maintained until the representation has been concluded.

14. **Arbitration and Waiver of Jury Trial.**

a. Any dispute between you and the Firm arising out of, or relating to, the Letter of Engagement or any services rendered pursuant to such, including, without limitation, claims of malpractice, errors or omissions, negligence, breach of contract, or any other claim of any kind regardless of the facts or legal theories, shall be finally and exclusively settled by mandatory binding arbitration in San Diego, California, before an arbitrator selected from and administered by the San Diego office of Judicate West in accordance with Judicate West's then existing rules of practice and procedure. Such arbitration shall be conducted in accordance with California Code of Civil Procedure § 1282 et seq., including, but not limited to, Section 1283.05, with each party to bear its own costs and attorneys' fees and disbursements. Such arbitration shall be conducted before a single arbitrator. The arbitrator shall have no authority to rescind, reform or modify the Letter of Engagement. The arbitrator shall be exclusively authorized to determine whether the provisions of this section apply to a dispute in which case the provisions of this section shall provide the exclusive means for obtaining relief for any claim arising out of or relating to such a dispute. The arbitrator shall not have the power to commit errors of law or legal reasoning, and the award may be vacated or corrected on appeal to a court of competent jurisdiction, for any such error. A judgment on a binding arbitration award may be entered in the Superior Court for the County of San Diego, State of California.

b. Notwithstanding the binding arbitration agreement set forth in subparagraph (a) above, in the event of a fee dispute between the Firm and you, you are entitled to participate in fee arbitration through the San Diego County Bar Association, pursuant to Business & Professions Code

§§ 6200-6206. In the event you elect not to participate in fee arbitration pursuant to the Business & Professions Code, the Firm and you will resolve the fee dispute pursuant to the binding arbitration agreement set forth in subparagraph (a) above. If you do elect to participate in such a fee arbitration but reject an award issued therein by, among other things, requesting a trial *de novo*, the trial *de novo* will consist of a binding arbitration conducted pursuant to the agreement set forth in subparagraph (a) above.

c. You and the Firm mutually acknowledge that, by this agreement to arbitrate, you and the Firm each irrevocably waive the right to a court or a jury trial.

d. You have the right to consult with separate legal counsel at any time as to any matter, including whether to enter into the Letter of Engagement and to consent to this agreement to arbitrate.

15. **Termination.** You have the right to discharge the Firm at any time upon advance written notice to the Firm. The Firm reserves the right to withdraw as legal counsel to you at any time upon written notice to you. If the Firm withdraws or is terminated, the following provisions shall govern the rights and duties of Client and the Firm:

- a. The Firm will reasonably cooperate with you to retain other counsel;
- b. You will provide all consents reasonably necessary to effect such withdrawal or termination;
- c. Files for the matter shall be made available to you;
- d. You shall pay to the Firm all costs incurred by the Firm to provide said files to you or to your new counsel, including costs of labor, time and out-of-pocket expenses associated with copying, retrieving and processing your files, in both paper and electronic form; and
- e. You shall pay promptly upon receipt of an invoice thereafter all Fees and Costs incurred prior to termination.

Please note that in the event the Firm has provided no legal services to you for a period of twelve (12) consecutive months, the representation of you in the matter in which you engaged the Firm shall be deemed concluded and the attorney-client relationship between you and the Firm shall be deemed terminated.

16. **Retention of Files.** After the Firm's services conclude, the Firm will, upon your request, and at your cost, deliver files for your matters to you, along with any funds or property of yours in the Firm's possession. If you request delivery of your files, you agree to pay all costs of labor, time and out-of-pocket costs associated with copying, retrieving and processing such files in both paper and electronic form. If you do not request the file for your matter, the Firm will retain it, either in its original form or on microfilm, microfiche, disk or electronically for a period of ten (10) years after conclusion of the representation in the matter. The Firm undertakes no obligation to retain electronic mail or voicemail. If you do not request delivery of the file for the matter before the end of the ten-year period, the Firm will have no further obligation to retain the file and may, at its discretion, destroy it without further notice to you. At any point during the ten-year period, you may request delivery of the file. The Firm reserves the right to purge from your file at any time attorney notes, research memoranda and other work product of Firm attorneys.

17. **Insurance.** If you have insurance, there may be policy provisions that provide coverage for potential liability and/or attorneys' fees and costs applicable to the legal services to be rendered. It is your responsibility to advise the Firm whether any such insurance exists. The Firm maintains errors and omissions insurance coverage.

18. **Promotional and Publicity.** You agree that the Firm may identify you as a client of the Firm on its website, in marketing materials and to third parties. You hereby grant to the Firm the right and license to use, copy and publish your company name and logo on the Firm's website and in newspapers, journals, other media and/or marketing materials describing the Firm's services for the purpose of identifying you as a client of the Firm. In addition, after public announcement of any material transaction consummated with its assistance, the Firm may include your name and a description of the services provided on its website and in marketing materials which shall refer solely to publicly available information regarding the transaction. Such information may also be disclosed to current or prospective clients of the Firm and to other third parties.

19. **General.** No change, waiver or modification of any of the terms of these General Terms of Engagement or the Letter of Engagement shall be effective unless confirmed in writing and executed by the Firm. The Letter of Engagement and these General Terms of Engagement set forth the entire agreement between the Firm and you concerning your engagement of the Firm. The Firm has not made any representations or promises (including binding estimates of Fees or Costs) to you. If any provision of the Letter of Engagement or of these General Terms of Engagement is invalidated, illegal or unenforceable, the remaining provisions, or parts thereof, shall remain in full force and effect. The Letter of Engagement and these General Terms of Engagement are binding on the respective successors and assigns of the Firm and you.



SACRAMENTO OFFICE
1631 Alhambra Blvd, Ste. 140
Sacramento, CA 95816
T: 669.800.2500, F: 408.703.6508
oneworkplace.com/sacramento

Quotation 776421
Quote Date 7/1/2026
Customer Order
Project 260552
Customer 323280
Terms Net 30
Account Representative Taylor Herrick

Quote To
SACRAMENTO VALLEY CHARTER SCHO
Salvador Valade
2399 SELLERS WAY
West Sacramento, CA 956913046

Contact

svaladez@sacvalleycharter.org
InvoicesOracle@oneworkplace.com

Ship To
SACRAMENTO VALLEY CHARTER SCHO
Salvador Valade
2399 SELLERS WAY
West Sacramento, CA 956913046

Contact

svaladez@sacvalleycharter.org
InvoicesOracle@oneworkplace.com

PROJECT NAME:(6) Tables & (26) Groove Chairs
CONTRACT INFORMATION:CMAS: 4-21-05-1067 exp 12.4.27

The prices included in this quote are based on current governmental laws and regulations. In the event of any changes in laws, regulations, tariffs, taxes, or other governmental mandates that increase the cost of goods, materials, or services, the seller reserves the right to adjust pricing accordingly. Any such price adjustments will be communicated in writing and supported by relevant documentation.

Approximate lead times for the products are included on this quote, but this estimate is dependent upon textile availabilities at the time the order is placed. Due to global supply chain volatility lead-times are subject to change without notice. Your support team will work with you on a solution in this event.

Please note 30 days of storage at our warehouse is included. Any additional storage is subject to monthly storage charges.

All prices are guaranteed for 30 days from date of quotation unless otherwise specified in a Master Services Agreement (MSA).

Sales taxes shown are at current rates, but subject to change without notice to those rates applicable at the time of invoicing.

A signed copy of this quote (last page requires signature) and/or purchase order is required to place an order. Products specified below/per our Project Validation Packages may be made to order; and as such would be non-returnable and non-refundable. Signature of this document accepts all products and finishes contained herein. Please review quote carefully.

Unless special terms apply, all orders over \$25,000 require a 50% deposit of the order total before the order can be placed.

Product and Labor may be invoice separately. Please discuss with your Sales contact.

Once a delivery/installation date is determined, 72 hour notice is required for any changes without incurring a fee.

	Description	General Tagging	Quantity	Unit Price	Extended Price
1	25521 SMITH SYSTEM Planner Table Activity, Butcher Block, 30 Diameter x 60 Width Leg Finish: SMITH SYSTEM PAINT PLT - PLATINUM		6.00	\$847.73	\$5,086.38
2	33849 SMITH SYSTEM Groove Stack Chair - A Shell-18 Height Shell Finish: Smith System Plastic NAVY -		26.00	\$93.51	\$2,431.26

Activin A.31/6

NAVY
Frame Finish: Smith System Chrome CHR
- CHROME
Glide: Standard Nylon Base Glide

3	26070014T ONEWORKPLAC E - SACRAMENTO	Labor to receive, deliver, assemble and place during normal hours: K-12 Pricing (6) 30x60 planner activity tables and (26) stack chairs.	1.00	\$1,083.82	\$1,083.82
4	FREIGHT SMITH SYSTEM	Freight - Smith Systems	1.00	\$1,137.09	\$1,137.09

Quotation Totals

Sub Total

Estimated Tax(9.25 % for zip code 956913046)

Grand Total

\$9,738.55

\$900.83

\$10,639.38

Accepted by _____ Title _____ Date _____



PLEASE REMIT TO: One Workplace L. Ferrari
P.O. box 8522
Pasadena, CA 91109-8522

Remittance advices or electronic payments? Contact payments@oneworkplace.com

REV #1

TERMS AND CONDITIONS OF SALES AGREEMENT

STANDARD TERMS AND CONDITIONS

1. QUOTATIONS AND ORDERS

a. TERM: All prices are guaranteed for 30 days from date of quotation.

b. PAYMENT TERMS: Balance is due in full net thirty (30) days from date of invoice.

c. TIMING: For credit approved Orders greater than \$25,000 a progress payment of 50% is required at the time of order placement, balance due upon substantial completion as follows:

Invoice	Description	Timing
First Invoice	Progress Payment	Prior to order placement
Additional Invoice(s)	Progress (Product)	Notwithstanding other agreed upon timing, after product has been delivered by the manufacturer(s). Seller reserves the right to invoice on milestones achieved.
	Progress (Labor)	Labor has been completed. All professional services will be invoiced on a monthly basis for work performed
Final Invoice	Final Invoice	After product has been delivered and assembled/installed onsite and/or all labor has been completed

d. DELAYS: If, for any reason, Buyer is unable to receive product at the job site on the mutually agreed upon delivery date, storage charges may apply. (See 1.f.)

e. CANCELLATIONS:

1. All product is manufactured to customer specifications and, therefore, cannot be canceled once produced or in production, or returned. Restocking programs are not available. Design changes will be billed at the standard hourly rate.

2. **Express Ship and Service Part Orders** cannot be changed or cancelled once the order has been placed.

f. STORAGE AND EXTRA HANDLING IF SITE NOT READY: If a job site is not available on the mutually agreed upon delivery date, Seller will store product without charge for a maximum of 15 days from designated delivery date. Thereafter, a charge of 1.25% of the order value per month will be assessed and paid by Buyer. Charges will also be assessed to Buyer for additional handling or redirecting of product at a standard hourly rate or actual charges if performed by a third party.

2. DELIVERY AND INSTALLATION

a. SELLER'S RESPONSIBILITIES: Other than for Drop Shipments, as described in Section 2.c. ("Drop Shipments"), Seller assumes responsibility to receive, inspect, stage, deliver and install Buyer's goods. All furnishings will be clean and put into good working order. Cartoning and packing materials will be removed and premises left in good order. When applicable, Seller may direct shipments directly to the job site.

b. FREIGHT CLAIMS: Claims for product damaged in transit, other than Drop Shipments, will be processed by Seller and damaged product will be repaired or replaced to the reasonable satisfaction of Buyer.

c. DROP SHIPMENTS: In case of Drop Shipments where product is delivered without installation, Buyer will be responsible to receive, inspect and install ordered goods. Buyer is also responsible to file necessary freight claims in the event of damage.

d. WARRANTIES: Seller makes no warranties of product sold hereunder whatsoever, including any warranty of merchantability or warranty that the furniture is fit for any particular purpose.

e. ACTS BEYOND REASONABLE CONTROL: Seller is not liable for failure to fulfill its obligations for any accepted Order or for delays in delivery due to causes beyond Seller's reasonable control including, but not limited to, acts of God, natural or artificial disaster, riot, war, strike, delay by carrier, shortage of product, acts or omissions of other parties, acts or omissions of civil or military authority, government priorities, changes in law, material shortages, fire, strikes, floods, epidemics, quarantine restrictions, acts of terrorism, delays in transportation or inability to obtain labor, materials or products through its regular sources, which shall be considered as an event of force majeure excusing Seller from performance and barring remedies for non-performance. In an event of force majeure condition, the Seller's time for performance shall be extended for a period equal to the time lost as a consequence of the force majeure condition without subjecting Seller to any liability or penalty. Seller may, at its option, cancel the remaining performance, without any liability or penalty, by giving notice of such cancellation to Buyer.

To view our full Terms and Conditions, visit <https://www.oneworkplace.com/assets/files/OWP-Terms.pdf>



SACRAMENTO OFFICE
1631 Alhambra Blvd, Ste. 140
Sacramento, CA 95816
T: 669.800.2500, F: 408.703.6508
oneworkplace.com/sacramento

Quotation 776338
Quote Date 7/1/2026
Customer Order
Project 260552
Customer 323280
Terms Net 30
Account Representative Taylor Herrick

Quote To

SACRAMENTO VALLEY CHARTER SCHO
Salvador Valade
2399 SELLERS WAY
West Sacramento, CA 956913046

Contact

svaladez@sacvalleycharter.org
InvoicesOracle@oneworkplace.com

Ship To

SACRAMENTO VALLEY CHARTER SCHO
Salvador Valade
2399 SELLERS WAY
West Sacramento, CA 956913046

Contact

svaladez@sacvalleycharter.org
InvoicesOracle@oneworkplace.com

PROJECT NAME:(10) Tables & (44) Groove Chairs
CONTRACT INFORMATION:CMAS: 4-21-05-1067 exp 12.4.27

The prices included in this quote are based on current governmental laws and regulations. In the event of any changes in laws, regulations, tariffs, taxes, or other governmental mandates that increase the cost of goods, materials, or services, the seller reserves the right to adjust pricing accordingly. Any such price adjustments will be communicated in writing and supported by relevant documentation.

Approximate lead times for the products are included on this quote, but this estimate is dependent upon textile availabilities at the time the order is placed. Due to global supply chain volatility lead-times are subject to change without notice. Your support team will work with you on a solution in this event.

Please note 30 days of storage at our warehouse is included. Any additional storage is subject to monthly storage charges.

All prices are guaranteed for 30 days from date of quotation unless otherwise specified in a Master Services Agreement (MSA).

Sales taxes shown are at current rates, but subject to change without notice to those rates applicable at the time of invoicing.

A signed copy of this quote (last page requires signature) and/or purchase order is required to place an order. Products specified below/per our Project Validation Packages may be made to order; and as such would be non-returnable and non-refundable. Signature of this document accepts all products and finishes contained herein. Please review quote carefully.

Unless special terms apply, all orders over \$25,000 require a 50% deposit of the order total before the order can be placed.

Product and Labor may be invoice separately. Please discuss with your Sales contact.

Once a delivery/installation date is determined, 72 hour notice is required for any changes without incurring a fee.

		Description	General Tagging	Quantity	Unit Price	Extended Price
1	25521 SMITH SYSTEM	Planner Table Activity, Butcher Block, 30 Diameter x 60 Width Leg Finish: SMITH SYSTEM PAINT PLT - PLATINUM		10.00	\$847.73	\$8,477.30
2	33849 SMITH SYSTEM	Groove Stack Chair - A Shell-18 Height Shell Finish: Smith System Plastic NAVY -		44.00	\$93.51	\$4,114.44

NAVY
Frame Finish: Smith System Chrome CHR
- CHROME
Glide: Standard Nylon Base Glide

3	26060806T ONEWORKPLAC E - SACRAMENTO	Labor to receive, deliver, assemble and place during normal hours: K-12 Pricing (10) 30x60 planner activity tables and (44) stack chairs.	1.00	\$1,721.98	\$1,721.98
4	FREIGHT SMITH SYSTEM	Freight - Smith Systems	1.00	\$1,904.57	\$1,904.57

Quotation Totals

Sub Total	\$16,218.29
Estimated Tax(9.25 % for zip code 956913046)	\$1,500.19
Grand Total	\$17,718.48

Accepted by _____ Title _____ Date _____



PLEASE REMIT TO: One Workplace L. Ferrari
P.O. box 8522
Pasadena, CA 91109-8522
Remittance advices or electronic payments? Contact payments@oneworkplace.com

TERMS AND CONDITIONS OF SALES AGREEMENT

STANDARD TERMS AND CONDITIONS

1. QUOTATIONS AND ORDERS

a. **TERM:** All prices are guaranteed for 30 days from date of quotation.

b. **PAYMENT TERMS:** Balance is due in full net thirty (30) days from date of invoice.

c. **TIMING:** For credit approved Orders greater than \$25,000 a progress payment of 50% is required at the time of order placement, balance due upon substantial completion as follows:

Invoice	Description	Timing
First Invoice	Progress Payment	Prior to order placement
Additional Invoice(s)	Progress (Product)	Notwithstanding other agreed upon timing, after product has been delivered by the manufacturer(s). Seller reserves the right to invoice on milestones achieved.
	Progress (Labor)	Labor has been completed. All professional services will be invoiced on a monthly basis for work performed
Final Invoice	Final Invoice	After product has been delivered and assembled/installed onsite and/or all labor has been completed

d. **DELAYS:** If, for any reason, Buyer is unable to receive product at the job site on the mutually agreed upon delivery date, storage charges may apply. (See 1.f.)

e. CANCELLATIONS:

1. All product is manufactured to customer specifications and, therefore, cannot be canceled once produced or in production, or returned. Restocking programs are not available. Design changes will be billed at the standard hourly rate.

2. **Express Ship and Service Part Orders** cannot be changed or cancelled once the order has been placed.

f. **STORAGE AND EXTRA HANDLING IF SITE NOT READY:** If a job site is not available on the mutually agreed upon delivery date, Seller will store product without charge for a maximum of 15 days from designated delivery date. Thereafter, a charge of 1.25% of the order value per month will be assessed and paid by Buyer. Charges will also be assessed to Buyer for additional handling or redirecting of product at a standard hourly rate or actual charges if performed by a third party.

2. DELIVERY AND INSTALLATION

a. **SELLER'S RESPONSIBILITIES:** Other than for Drop Shipments, as described in Section 2.c. ("Drop Shipments"), Seller assumes responsibility to receive, inspect, stage, deliver and install Buyer's goods. All furnishings will be clean and put into good working order. Cartoning and packing materials will be removed and premises left in good order. When applicable, Seller may direct shipments directly to the job site.

b. **FREIGHT CLAIMS:** Claims for product damaged in transit, other than Drop Shipments, will be processed by Seller and damaged product will be repaired or replaced to the reasonable satisfaction of Buyer.

c. **DROP SHIPMENTS:** In case of Drop Shipments where product is delivered without installation, Buyer will be responsible to receive, inspect and install ordered goods. Buyer is also responsible to file necessary freight claims in the event of damage.

d. **WARRANTIES:** Seller makes no warranties of product sold hereunder whatsoever, including any warranty of merchantability or warranty that the furniture is fit for any particular purpose.

e. **ACTS BEYOND REASONABLE CONTROL:** Seller is not liable for failure to fulfill its obligations for any accepted Order or for delays in delivery due to causes beyond Seller's reasonable control including, but not limited to, acts of God, natural or artificial disaster, riot, war, strike, delay by carrier, shortage of product, acts or omissions of other parties, acts or omissions of civil or military authority, government priorities, changes in law, material shortages, fire, strikes, floods, epidemics, quarantine restrictions, acts of terrorism, delays in transportation or inability to obtain labor, materials or products through its regular sources, which shall be considered as an event of force majeure excusing Seller from performance and barring remedies for non-performance. In an event of force majeure condition, the Seller's time for performance shall be extended for a period equal to the time lost as a consequence of the force majeure condition without subjecting Seller to any liability or penalty. Seller may, at its option, cancel the remaining performance, without any liability or penalty, by giving notice of such cancellation to Buyer.

To view our full Terms and Conditions, visit <https://www.oneworkplace.com/assets/files/OWP-Terms.pdf>

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SVCS TRANSPORTATION INVOICE BUS

2026-2027

Please print or type. Fill in all applicable spaces. Use one application per family. Family ID _____

Student Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Parent/Guardian: _____ Home Phone _____

Address _____ Cell Phone _____ Email _____

No refunds will be given if your child is suspended from school or the bus for disciplinary reasons. Payment Options (BUS ROUTES):

ATTN PARENTS: Any intentional damage caused to school property (vans & buses) by your children, will be recovered from parents. Please advise your children about bus and van etiquette to avoid any unnecessary financial loss.

ATTN ਮਾਪੇ: ਜੇਕਰ ਰੁਹਾੜੇ ਬੱਚਿਆਂ ਦੁਆਰਾ ਸਕੂਲ ਦੀ ਜਾਇਦਾਦ (ਵੈਨਾਂ ਅਤੇ ਬੱਸਾਂ) ਨੂੰ ਜਾਣਬੁੱਝ ਕੇ ਨੁਕਸਾਨ ਪਹੁੰਚਾਇਆ ਜਾਂਦਾ ਹੈ, ਤਾਂ ਮਾਪਿਆਂ ਤੋਂ ਵਸੂਲਿਆ ਜਾਵੇਗਾ। ਕਿਸੇ ਵੀ ਬੇਲੋੜੇ ਚਿੰਤੀ ਨੁਕਸਾਨ ਤੋਂ ਬਚਣ ਲਈ ਕਿਰਪਾ ਕਰਕੇ ਆਪਣੇ ਬੱਚਿਆਂ ਨੂੰ ਬੱਸ ਅਤੇ ਵੈਨ ਦੇ ਸਿਸਟਮਾਂ ਬਾਰੇ ਸਲਾਹ ਦਿਓ।

Student 1	Additional sibling (1)	Additional sibling (2)	Additional sibling (3)	Total ?
\$650	+\$600	+\$550	+\$500	_____

2 Installments: Total/2 is \$ _____ due Aug 1st/2nd and Dec 2nd for the 10 months and ____ (total #) students.

1 Installment: Total \$ _____ due Aug 1st/2nd for the 10 months and ____ (total #) students.

SVCS only accepts cash or checks made payable to Sacramento Valley Charter School. We do not accept any other methods of payment. must be enclosed in a sealed envelope with the student's name. Please download, print, and fill out this page. Forms will be accepted during the transportation orientation.

The transportation fee is non refundable.

For all questions or concerns, please email the transportation team: svcs-office@sacvalleycharter.org

Actin
A.4/5



SVCS TRANSPORTATION INVOICE FOR VAN 2026-27 (Rancho Cordova/West Sac)

Please print or type. Fill in all applicable spaces. Use one application per family. Family ID _____

Student Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Parent/Guardian: _____ Home Phone _____

Address _____ Cell Phone _____

Email _____

No refunds will be given if your child is suspended from school or the bus for disciplinary reasons. Payment Options (BUS ROUTES):

ATTN PARENTS: Any intentional damage caused to school property (vans & buses) by your children, will be recovered from parents. Please advise your children about bus and van etiquette to avoid any unnecessary financial loss.

ATTN ਮਾਪੇ: ਜੇਕਰ ਤੁਹਾਡੇ ਬੱਚਿਆਂ ਦੁਆਰਾ ਸਕੂਲ ਦੀ ਜਾਇਦਾਦ (ਵੇਨਾਂ

ਅਤੇ ਬੱਸਾਂ) ਨੂੰ ਜਾਣਬੁੱਝ ਕੇ ਨੁਕਸਾਨ ਪਹੁੰਚਾਇਆ ਜਾਂਦਾ ਹੈ, ਤਾਂ ਮਾਪਿਆਂ ਤੋਂ

ਵਸੂਲਿਆ ਜਾਵੇਗਾ। ਕਿਸੇ ਵੀ ਬੇਲੋੜੇ ਖਿੱਤੀ ਨੁਕਸਾਨ ਤੋਂ ਬਚਣ ਲਈ ਕਿਰਪਾ

ਕਰਕੇ ਆਪਣੇ ਬੱਚਿਆਂ ਨੂੰ ਬੱਸ ਅਤੇ ਵੇਨ ਦੇ ਸਿਸਟਮਾਂ ਬਾਰੇ ਸਲਾਹ ਦਿਓ।

Student 1	Additional sibling (1)	Additional sibling (2)	Additional sibling (3)	Total ?
\$225	+\$200	+\$175	+\$ 150	_____

2 Installments: Total/2 is \$ _____ due Aug 1st/2nd and Dec 2nd for the 10 months and _____ (total #) students.

1 Installment: Total \$ _____ due Aug 1st/2nd for the 10 months and _____ (total #) students.

SVCS only accepts cash or checks made payable to Sacramento Valley Charter School. We do not accept any other methods of payment. must be enclosed in a sealed envelope with the student's name. Please download, print, and fill out this page. Forms will be accepted during the transportation orientation.

The transportation fee is non refundable.

For all questions or concerns, please email the transportation team: svcs-office@sacvalleycharter.org

2



SVCS TRANSPORTATION INVOICE FOR VAN

2026-27 (WEST SACRAMENTO)

Please print or type. Fill in all applicable spaces. Use one application per family. Family ID _____

Student Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Parent/Guardian: _____ Home Phone _____

Address _____ Cell Phone _____

Email _____

No refunds will be given if your child is suspended from school or the bus for disciplinary reasons. Payment Options (BUS ROUTES):

ATTN PARENTS: Any intentional damage caused to school property (vans & buses) by your children, will be recovered from parents. Please advise your children about bus and van etiquette to avoid any unnecessary financial

ATTN ਮਾਪੇ: ਜੇਕਰ ਤੁਹਾਡੇ ਬੱਚਿਆਂ ਦੁਆਰਾ ਸਕੂਲ ਦੀ ਜਾਇਦਾਦ (ਵੇਨਾਂ

ਅਤੇ ਬੱਸਾਂ) ਨੂੰ ਜਾਣਬੁੱਝ ਕੇ ਨੁਕਸਾਨ ਪਹੁੰਚਾਇਆ ਜਾਂਦਾ ਹੈ, ਤਾਂ ਮਾਪਿਆਂ ਤੋਂ

ਵਸੂਲਿਆ ਜਾਵੇਗਾ। ਕਿਸੇ ਵੀ ਬੇਲੋੜੇ ਵਿੱਤੀ ਨੁਕਸਾਨ ਤੋਂ ਬਚਣ ਲਈ ਕਿਰਪਾ

loss. ਕਰਕੇ ਆਪਣੇ ਬੱਚਿਆਂ ਨੂੰ ਬੱਸ ਅਤੇ ਵੇਨ ਦੇ ਸਿਸਟਮਾਂ ਬਾਰੇ ਸਲਾਹ ਦਿਓ।

Student 1	Additional sibling (1)	Additional sibling (2)	Additional sibling (3)	Total ?
\$175	+\$150	+\$125	+\$ 100	_____

2 Installments: Total/2 is \$ _____ due Aug 1st/2nd and Dec 2nd for the 10 months and _____ (total #) students.

1 Installment: Total \$ _____ due Aug 1st/2nd for the 10 months and _____ (total #) students.

SVCS only accepts cash or checks made payable to Sacramento Valley Charter School. We do not accept any other methods of payment. must be enclosed in a sealed envelope with the student's name. Please download, print, and fill out this page. Forms will be accepted during the transportation orientation.

The transportation fee is non refundable.

For all questions or concerns, please email the transportation team: svcs-office@sacvalleycharter.org



SVCS TRANSPORTATION INVOICE FOR VAN 2026-2027

ANTELOPE

Please print or type. Fill in all applicable spaces. Use one application per family. Family ID _____

Student _____ Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Parent/Guardian: _____ Home Phone _____

Address _____ Cell Phone _____ Email _____

No refunds will be given if your child is suspended from school or the bus for disciplinary reasons. Payment Options (BUS ROUTES):

ATTN PARENTS: Any intentional damage caused to school property (vans & buses) by your children, will be recovered from parents. Please advise your children about bus and van etiquette to avoid any unnecessary financial loss.

ATTN ਮਾਪੇ: ਜੇਕਰ ਰੁਹਾਣੇ ਬੱਚਿਆਂ ਦੁਆਰਾ ਸਕੂਲ ਦੀ ਜਾਇਦਾਦ (ਵੈਨ ਅਤੇ ਬੱਸਾਂ) ਨੂੰ ਜਾਣਬੁੱਝ ਕੇ ਨੁਕਸਾਨ ਪਹੁੰਚਾਇਆ ਜਾਂਦਾ ਹੈ, ਤਾਂ ਮਾਪਿਆਂ ਤੋਂ ਵਸੂਲਿਆ ਜਾਵੇਗਾ। ਕਿਸੇ ਵੀ ਬੇਲੋੜੇ ਫਿੱਤੀ ਨੁਕਸਾਨ ਤੋਂ ਬਚਣ ਲਈ ਕਿਰਪਾ ਕਰਕੇ ਆਪਣੇ ਬੱਚਿਆਂ ਨੂੰ ਬੱਸ ਅਤੇ ਵੈਨ ਦੇ ਸਿਸਟਮਾਂ ਬਾਰੇ ਸਲਾਹ ਦਿਓ।

Student 1	Additional sibling (1)	Additional sibling (2)	Additional sibling (3)	Total ?
\$200	+\$175	+\$150	+\$125	_____

2 Installments: Total/2 is \$ _____ due Aug 1st/2nd and Dec 2nd for the 10 months and _____ (total #) students.

1 Installment: Total \$ _____ due Aug 1st/2nd for the 10 months and _____ (total #) students.

SVCS only accepts cash or checks made payable to Sacramento Valley Charter School. We do not accept any other methods of payment. must be enclosed in a sealed envelope with the student's name. Please download, print, and fill out this Forms will be accepted during the transportation orientation.

The transportation fee is non refundable except in cases where the request to cancel the transportation is received within two weeks of the receipt of the payment. For all questions or concerns, please email the transportation team:

svcs-office@sacvalleycharter.org

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SVCS TRANSPORTATION INVOICE FOR VAN 2026-2027

ANTELOPE/ROSEVILLE

Please print or type. Fill in all applicable spaces. Use one application per family. Family ID _____

Student _____ Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Parent/Guardian: _____ Home Phone _____

Address _____ Cell Phone _____ Email _____

No refunds will be given if your child is suspended from school or the bus for disciplinary reasons. Payment Options (BUS ROUTES):

ATTN PARENTS: Any intentional damage caused to school property (vans & buses) by your children, will be recovered from parents. Please advise your children about bus and van etiquette to avoid any unnecessary financial loss.

ATTN ਮਾਪੇ: ਜੇਕਰ ਰੁਹਾੜੇ ਬੱਚਿਆਂ ਦੁਆਰਾ ਸਕੂਲ ਦੀ ਜਾਇਦਾਦ (ਵੈਨ ਅਤੇ ਬੱਸਾਂ) ਨੂੰ ਜਾਣਬੁੱਝ ਕੇ ਨੁਕਸਾਨ ਪਹੁੰਚਾਇਆ ਜਾਂਦਾ ਹੈ, ਤਾਂ ਮਾਪਿਆਂ ਤੋਂ ਵਸੂਲਿਆ ਜਾਵੇਗਾ। ਕਿਸੇ ਵੀ ਬੇਲੋੜੇ ਭਿੰਨੀ ਨੁਕਸਾਨ ਤੋਂ ਬਚਣ ਲਈ ਕਿਰਪਾ ਕਰਕੇ ਆਪਣੇ ਬੱਚਿਆਂ ਨੂੰ ਬੱਸ ਅਤੇ ਵੈਨ ਦੇ ਸਿਸਟਮਾਂ ਬਾਰੇ ਸਲਾਹ ਦਿਓ।

Student 1	Additional sibling (1)	Additional sibling (2)	Additional sibling (3)	Total ?
\$200	+\$175	+\$150	+\$ 125	_____

2 Installments: Total/2 is \$ _____ due Aug 1st/2nd and Dec 2nd for the 10 months and _____ (total

#) students.

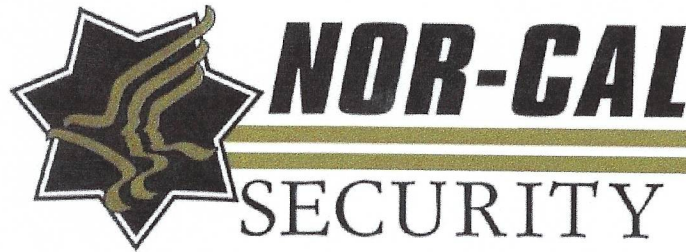
1 Installment: Total \$ _____ due Aug 1st/2nd for the 10 months and _____ (total #) students.

SVCS only accepts cash or checks made payable to Sacramento Valley Charter School. We do not accept any other methods of payment. must be enclosed in a sealed envelope with the student's name. Please download, print, and fill out this page. Forms will be accepted during the transportation orientation.

The transportation fee is non refundable.

For all questions or concerns, please email the transportation team: svcs-office@sacvalleycharter.org

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2308 Evergreen Ave, West Sacramento, Ca 95691 Ph 916-642-2759 Fax 916-371-8312

To Whom it may concern

We are Nor-Cal Security serving California from 2006, we are going to submit our proposal security services for your Sacramento valley charter school, West Sacramento, CA, 95691.

Unarmed uniformed security guard @30.00 an hour

References are;

1. Shalom school 2320 Sierra Blvd, Sacramento, CA 95825 ,916-485-4151
2. Sunrise marketplace 5912 sunrise Mall, Citrus Hight, Ca, 95610, 916-769-5615
3. El Dorado Hills Parks and recreation 1021 Harvard Way, El dorado hills, CA, 95762
4. Sikh Gurdwara Sahib, San Jose 3636, Gurdwara Ave, San Jose CA, 408-569-6742

If you have any question regarding this, please call me

Thanks

Garry Sandhu

916-642-2759

www.norcalsecurityca.com

Actum A.S. 1/8

Sacramento Valley Charter

07/14/2026



PREPARED FOR:
Shan Singh



AS2/18



Dear Shan,

Thank you for the opportunity to present Citiguard Inc.'s security services tailored for your educational and campus operations. We appreciate the opportunity to support SACRAMENTO VALLEY CHARTER SCHOOL and are excited about the potential to establish a strong working partnership.

With the rise of school-related active shooter incidents, Citiguard recognizes that standard security is no longer sufficient. We prioritize proactive threat detection and emergency life-safety coordination, providing highly trained personnel who integrate seamlessly with your staff to meet today's highest safety challenges.

Citiguard provides structured, accountable, and professionally supervised security services designed specifically for public and private schools, campuses, and educational facilities. Our goal is to maintain a safe and peaceful environment that protects students, staff, and property assets while enhancing your community's reputation as a safe and secure learning environment.

We look forward to establishing a strong partnership with SACRAMENTO VALLEY CHARTER SCHOOL. If you have any questions during the proposal review process, please contact me at (747) 277-6767 or Steven@citiguardinc.com

Best Regards,

Steven Barragan

Sr. Security Consultant

Citiguard Inc. - PPO121572

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Appendix A: Company Information:

About Us
www.citiguardinc.com

Company History & Recognition

Established in 2007, Citiguard was founded to raise the standard of security services and address operational gaps in security & safety programs. From fewer than a dozen employees, the company has grown to more than 1,800 security professionals delivering reliable, highly visible security operations throughout California. Citiguard provides structured and randomized on-site foot patrols, alarm response, and detailed electronic reporting with active field supervision and modern reporting technology to ensure accountability and consistent results.

Citiguard's sustained growth and operational excellence have earned national recognition, including placement on the 2025 Inc. 5000 List as one of America's fastest-growing private businesses, ranking within the **Top 100** security companies in the United States, **top 0.01%** of all companies in California and the **top 0.07%** of companies operating in Los Angeles County. These achievements provide clients measurable assurance of Citiguard's reliability, operational stability, and client-focused approach, reflecting the company's ability to set higher standards for professional protection services.



Scope of Services

Citiguard will provide security services to

SACRAMENTO VALLEY CHARTER SCHOOL as follows:

(2-3) Unarmed Security Officer: 8am-3:30pm on Monday through Friday.

A comprehensive set of Post Orders will be developed by Citiguard management and submitted for review and approval by SACRAMENTO VALLEY CHARTER SCHOOL prior to deployment.

Any keys, gate codes, alarm codes, emergency contacts, or access credentials required to perform security services will be provided by SACRAMENTO VALLEY CHARTER SCHOOL and incorporated into the post Orders.

Citiguard will provide a cell phone from which the officer(s) will enter his/her Daily Activity Report (DAR) via CitiTrac Technology and Incident Reports (IR) and which will be sent via email to those you place onto the recipient list. Reference attached brochure for CitiTrac technology and usage. Daily CitiTrac reports will be accessible to authorized SACRAMENTO VALLEY CHARTER SCHOOL personnel.

An assigned Account Manager will serve as the primary point of contact for operational updates, service adjustments, and ongoing communication. Contact information will be provided upon deployment.

Services under this agreement will be performed by Citiguard's Community & Campus Security Division, specializing in access control, mobile patrol operations, perimeter safety, student safety protocols, and after-hours property security checks. The division provides proactive inspections, detailed incident documentation, and compliance support.

Security officers are selected for their hands-on field experience and ability to operate independently with strong situational judgment. All personnel complete company-wide ethics and compliance training, with additional emphasis on field-based patrol procedures, enforcement protocols, lock-up procedures, de-escalation techniques, First Aid/CPR certification, and professional conduct standards.

Security services shall commence **as soon as possible** following agreement execution and shall continue until terminated by either party upon thirty (30) days prior written notice.

Pricing

Unarmed Security Officer:	\$28/hr.
Overtime/ Holiday Pay:	Time 1/2
Estimated Monthly Costs:	\$13,638
Cell Phone:	Included
CitiTrac Reporting System:	Included

Note: Overtime rates will apply to work in excess of 8-hours per day or 40-hours per week. Holiday rates only apply to work on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas. Coverage for labor disputes or natural disasters is not included except as described in the Service Rates Classification.

Citiguard and I look forward to servicing SACRAMENTO VALLEY CHARTER SCHOOL:

Best Regards,
Sami Ullah
Sr. Security Consultant

Authorized Representative:

Signature:

Title:

Date:



Appendix B: Insurance:

Evidence Only Certificate of Liability Insurance

ACORD		CITIINC-01	SNUNEZ
CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 5/30/2026	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.			
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).			
PRODUCER Paramount Exclusive Insurance Services, Inc. 15760 Ventura Blvd, Suite 500 Encino, CA 91436		CONTACT NAME: PHONE (A/C, No, Ext): (818) 986-7283 FAX (A/C, No): (818) 986-4949 E-MAIL ADDRESS: service@paramountexclusiveins.com	
INSURED CitiGuard Inc 5550 Topanga Canyon Blvd, Suite 310 Woodland Hills, CA 91367		INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Ins. Co. NAIC # 035378 INSURER B: Starstone National Insurance Company 25496 INSURER C: SUNZ Insurance Company 34762 INSURER D: Travelers Casualty and Surety Company of America 31194 INSURER E: Underwriters at Lloyd's of London 32727 INSURER F:	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY) / POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☒ OTHER:			BMGG100043-02	3/26/2026 / 3/26/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPOP AGG \$ 3,000,000 Prof. Liab. \$ 1,000,000
B	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			APB4000103#1	3/26/2026 / 3/26/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ HNOA Section D \$ 1,000,000
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$			BMGE100039-02	3/26/2026 / 3/26/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WC042-00263-025	6/1/2026 / 6/1/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Crime			107479980	7/27/2025 / 7/27/2026	Single Loss \$ 1,000,000
E	Hired & Non Owned			RTSHNOA-02909	3/26/2026 / 3/26/2027	Limit \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

F) Sexual Misconduct Liability - Houston Casualty Company Policy No. TBD Effective 4/24/2026-4/24/2027 Aggregate during the policy period for all claims brought by or on behalf of each victim: \$2,000,000.00. Aggregate during the policy period for all claims brought by or on behalf of all victims: \$2,000,000.00
Umbrella follows form over the General Liability policy and all its limits.

CERTIFICATE HOLDER	CANCELLATION
FOR INFORMATIONAL PURPOSES ONLY	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Danielle Jimenez</i>

ACORD 25 (2016/03)

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Appendix C: Staffing & Oversight

Staffing Breakdown

Contracts Manager

The Contracts Manager provides executive oversight of the service agreement and serves as the primary liaison for contract compliance, performance standards, and client satisfaction. This role ensures services are delivered in accordance with the educational sector's scope of work, response expectations, and reporting requirements while remaining accessible for escalated matters and strategic coordination.

Account Manager

The Account Manager oversees daily appropriate personnel placement, vehicle patrol operations, security-post timing consistency, fleet readiness, and operational quality control. This position monitors CitiTrac reporting, verifies patrol completion, reviews activity trends, and ensures all contracted service windows are fulfilled in alignment with client expectations.

Field Supervisor

The Field Supervisor conducts field inspections and quality-control evaluations during active post periods. Responsibilities include reviewing officer performance, ensuring compliance with campus post orders, validating report accuracy, and addressing operational or client concerns. The Field Supervisor also provides coaching and corrective guidance when necessary to maintain service consistency.

Security Officer

Security Officers provide first contact as a visible deterrent presence during contracted coverage periods. Responsibilities include performing property inspections, responding to alarms and securing access points when authorized, identifying hazards or suspicious activity, and documenting all necessary activity in real time through the CitiTrac mobile reporting system.

Security Officer Qualifications

All Citiguard Security Guards undergo rigorous screening and verification to ensure competence, reliability, and readiness for campus-focused security operations:

Screening & Verification:

- BSIS Guard Card Certification - fully licensed under California law
- Employment & Personal Reference - including patrol experience
- Criminal & Civil Background Checks
- Workers' Compensation Review
- Drug Testing
- DMV Report (for all patrol officers)

Guard Training:

- Alarm response, reset, and property securing
- Verbal de-escalation skill building
- Emergency response during mobile operations
- Incident documentation and reporting using CitiTrac mobile app
- GPS checkpoint scanning and verification
- Client-specific protocols for site access, perimeter inspection, and safety checks
- CPR Licenses & Baton Permits



Over 30% of our officers have prior military or law enforcement experience, and all officers have **at least three years of field experience**. Training is reinforced through proprietary Citiguard courses and recurring 90-day refreshers.

Security Guard Duties

Campus & Student Safety Services

- Conduct scheduled and randomized patrols of assigned properties
- Inspect parking areas, perimeter fencing, access points, stairwells, and building exteriors
- Identify unauthorized persons, suspicious activity, safety hazards, and property damage

Alarm Response & Property Securing

- Respond to alarm activations and service calls during contracted coverage periods
- Reset alarms when authorized
- Secure doors, gates, and access points as needed
- Coordinate with management or emergency services when required

Enforcement & Compliance

- Enforce property rules and post orders as directed
- Address trespassing, loitering, and disturbances
- Identify and report safety obstructions

Reporting & Documentation

- Document all guard activity in real time using the CitiTrac mobile application
- Submit detailed electronic reports including GPS verification, accurate time stamps, and photographs when applicable
- Complete incident reports for unusual activity, damage, or violations observed



Appendix D: Value-Added Services

Customer Service

The maintenance of our client Quality Assurance Policy is a major priority and commitment; consequently, we have established a Customer Service Department that is exclusively devoted to the responsibility of assuring that our clients are receiving the highest professional standards of onsite security safe-keeping performance. In realizing this, our customer service representatives regularly communicate with our clients to inquire as to their satisfaction of guard performance in perpetuating our reputation for providing exemplary security services.

In furthering our customer service attention, as mentioned in our Added-Value program, Citiguard regularly schedules visits to our clients' venues by our supervisory staff, in ensuring that our security officers are diligently performing to all aspects of a client's needs. Another important aspect of our customer service conscientiousness is making available a 7-day, 24-hour, around-the-clock, customer service contact number in accommodating the need of our clients to contact us immediately at any day or time for our customer service response.

Enhanced Services & Technology

Citiguard's added-value advantage is underscored by the deployment of **Dash Cameras** on all patrol vehicles and **Body Cameras** if authorized by client policy. Security personnel are required to use these cameras during every shift, ensuring real-time accountability, enhanced situational awareness, and verifiable documentation of patrol activities.

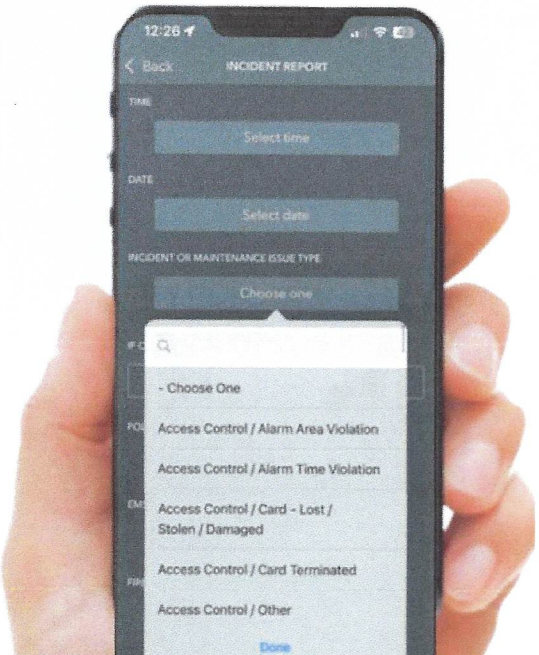


We also pride ourselves on maintaining 24-hour communication accessibility with our management team. This provides your property with direct, immediate contact for emergencies, operational updates, or special requests, ensuring around-the-clock support and responsiveness.

Additionally, Citiguard integrates CitiTrac's state-of-the-art technology to enhance monitoring, reporting, checkpoint scanning confirmation, and invoice development—more information is provided in the following section.

What is CitiTrac Guard Management?

Citiguard leverages **CitiTrac**, a mobile reporting and management platform that enhances accountability, transparency, and efficiency for patrol operations by enabling real-time monitoring, reporting, and verification of all officer activities.



Real-Time Reporting: Officers log patrol activities, incidents, and observations in real time using hand-held devices.

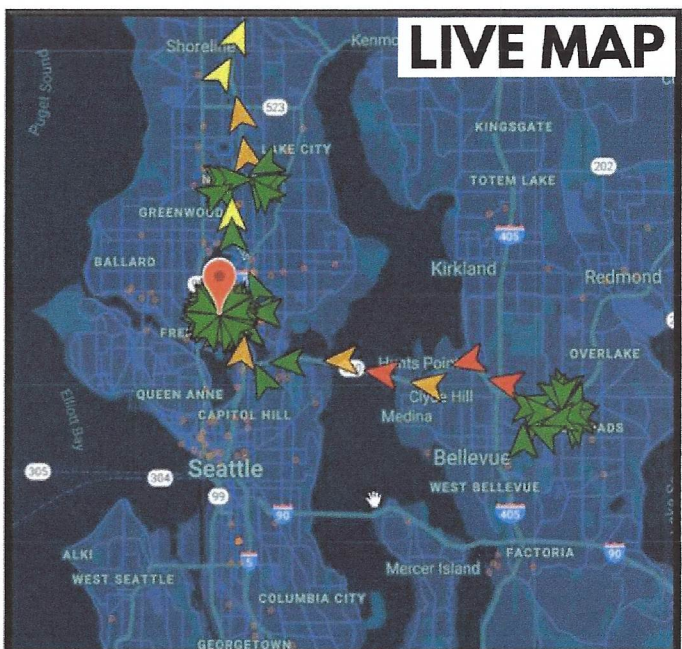
Verification & Audit: GPS-verified check-ins and checkpoint scans confirm patrol completion and shift coverage.

Incident Documentation: CitiTrac captures time-stamped photos, audio, and detailed reports for every security event.

Task & Alert Management: Officers receive assignments, alerts, and patrol orders directly through the app.

Billing Accuracy: Shift start/end times are automatically recorded, ensuring precise invoicing.

Added Value: CitiTrac is provided at **no additional cost**, enhancing visibility, accountability, and client confidence.



Security Personnel Attire

We at Citiguard are keenly aware of the importance of professional security attire and appearance in effectively projecting security authority; consequently, all security guards, when deployed for duty, wear regularly cleaned and pressed Citiguard uniforms that sponsor a Citiguard security badge and identification patch that pronounce Citiguard. All Citiguard guards are required to wear solid black shoes (tennis shoes are not permitted) and a security duty belt. In addition to our standard duty wear, we provide an **optional Campus Safety uniform tailored for educational environments**. This attire is designed to mirror the nature of your property, allowing our guards to serve as a seamless extension of your administrative team while maintaining a clear, authoritative security presence.

OUR UNIFORM



Management Oversight & Personnel Development

Citiguard's management and supervisory team is one of our strongest assets. Our leadership actively oversees security operations to ensure they meet performance standards and client expectations. Managers regularly visit client sites to confirm that Post Orders are followed and that officers perform their duties professionally and consistently. This hands-on approach ensures accountability and allows for immediate corrective action when needed.

To support continued growth, Citiguard provides training and development through **job shadowing, job rotation, online courses, on-site training, and attendance at conferences and seminars**. Our focused leadership and employee support have resulted in an industry low 14% turnover rate and an 86% retention rate. This career-focused approach ensures our clients are served with a higher standard of care than the industry-standard transient workforce.

Benefits & Employee Recognition Programs

Citiguard strives to motivate and retain dedicated employees. Our comprehensive benefits and incentive program help attract and keep skilled security professionals. When employees feel valued and supported, they perform at a higher level and provide better service to clients. We are committed to investing in our personnel because their professionalism reflects the quality of service we deliver.

A sampling of our benefit and incentive program includes--but not limited to the following:

- Affordable Care Act Medical Insurance
- Sick / medical leave
- Legal holiday pay
- Jury duty pay
- Paid training
- Company provided uniforms & equipment
- Uniform cleaning allowance
- Achievement bonuses
- Promotional advancement opportunities



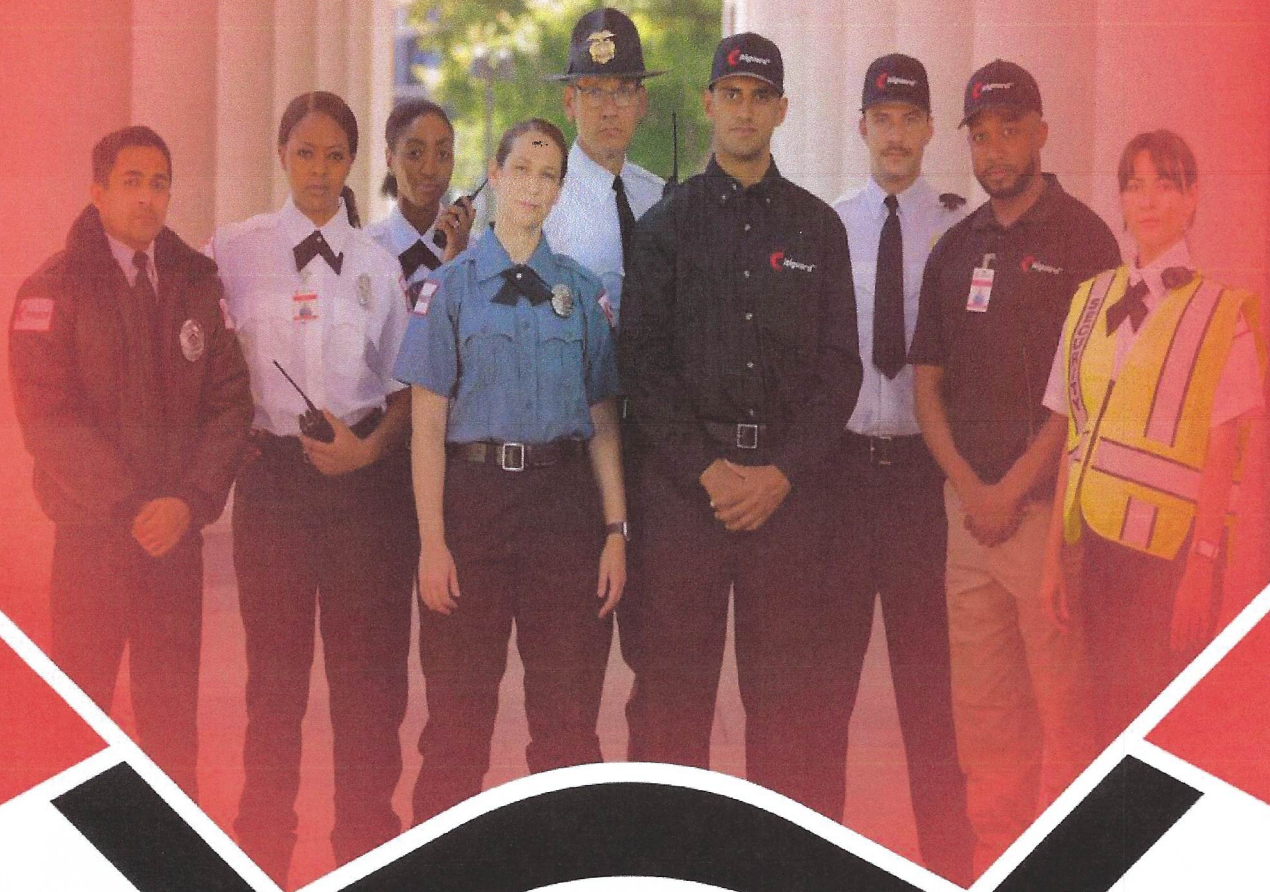


Our Mission & Commitment

At Citiguard, our mission is to deliver comprehensive, high-quality security services with the personalized attention of a boutique firm. We recognize that campus facilities operate in high-liability environments where student safety must be prioritized with major respect still given to quality of life. Our role is to enhance safety while preserving dignity and supporting your program objectives. Every partner receives tailored support from our dedicated account managers, supervisors, and executive team, ensuring your property receives reliable, accountable, and professional security services every shift.

Confidentiality Statement

This entire proposal is considered confidential information by Citiguard Inc. and may not be distributed, in whole or part, to any person, firm or corporation outside of the receiving company. In addition, this proposal may have been distributed only to those employees or affiliates within the receiving company who have direct responsibility for the proposal/decision-making process.



**YOUR SAFETY IS
IN CAPABLE HANDS WITH
CITIGUARD.**

 Call us at:
800-613-5903

 Visit us at:
mysecurityguards.com

Sacramento Valley Charter School
Education Protection Account
2026-27 Spending Plan
For Action on July 15, 2026

BACKGROUND

The creation of the Education Protection Account (EPA) by Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increased the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. In 2016, with the passage of Prop. 55, the "temporary" term was extended from 2018 to 2031.

Revenues generated from Proposition 30 have been deposited into the state account called the EPA and local agencies have the sole authority to determine how the funds received from the EPA are spent, with these provisos:

- The spending plan must be approved by the governing board during a public meeting
- EPA funds cannot be used for the salaries or benefits of administrators or any other administrative costs
- Each year, the local agency must publish on its website an accounting of how much money was received from the EPA and how the funds were expended

EPA funds are not additional revenue, it is an offset to the funds due under the LCFF. Approximately 20% of the school's total LCFF funding must be accounted for under the SACS resource code 1400.

In addition to the above requirements, the school's annual financial audit must include verification that the EPA funds were used as specified by Proposition 30.

RECOMMENDATION AND DESCRIPTION OF RESULTS

Approve the 2026-27 EPA Plan based on the \$1,015,625 estimated and included in the Board-approved budget. The funds will be used for teachers' salaries and, if funding exceeds unrestricted teachers' salaries then the EPA funding will be used for unrestricted teacher statutory and/or health & welfare benefits. The use of QuickBooks and ADP make it impractical to code specific staff to the EPA resource code so the accounting will continue to be by journal entry following the quarterly wire transfer of funds from Yolo County Office of Education/Yolo County Treasury to SVCS.

EPA Spending Plan 2026-27

<u>REVENUE (EST.)</u>	SACS		
	<u>Resource</u>	<u>SACS Object</u>	
LCFF Redirected to EPA	1400	8012	\$1,015,625*
<u>EXPENDITURES (EST.)</u>			
Teacher Salaries (non-admin)	1400	1100	\$1,015,625

*As calculated in the FCMAT LCFF Calculator for 2026-27 Budget Adoption at 6-17-2026

All EPA funds will be expended only on non-administrative costs.

Action A.6.