



CAPITOL ADVISORS
GROUP, LLC

June 11, 2014

Mort Geivett
Superintendent
Willows Unified School District
823 W. Laurel Street
Willows, CA 95988

RECEIVED

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WILLOWS UNIFIED
SCHOOL DISTRICT

Subject: Agreement for Services

Dear Mr. Geivett:

I would like to first let you know that I have been excited to be a part of your facilities team addressing your School Facilities Program (SFP) needs.

I would like to continue assisting your facility team as you consider supplemental funding from the SFP on your projects. With that in mind, I have attached a proposed 2014-15 agreement for your review and approval.

This agreement is based on staffing time and pre-approved out of pocket expenses, if any.

If you have any questions, please contact me at (916) 557-9745 or (916) 214-7763.

Sincerely,



RICHARD GONZALEZ
Capitol Advisors Group, LLC.

Attachment

AGREEMENT FOR SERVICES

This agreement is made between Capitol Advisors Group, LLC., hereinafter referred to as the Contractor, and the Willows Unified School District, hereinafter referred to as the Client, commencing July 1, 2014.

Scope of Work

The Contractor agrees to:

1. Participate in planning and strategy sessions with the Client, design team and other consultants and governmental agencies, as necessary, to assist Client with its school construction program
 2. Evaluate eligibility for new construction and modernization funding through the School Facilities Program
 3. Evaluate opportunities to pursue facilities hardship funding to replace or rehabilitate facilities as appropriate
 4. Advise and recommend on joint use funding opportunities
 5. Advise and recommend on strategies for the sequencing and timing of applications for new construction, modernization and any other state funding program to maximize funding
 6. Prepare applications to support identified funding strategies and projects
 7. Report regularly on activities and progress of projects
 8. Coordination, as necessary, with other state agencies
 9. Intervention on behalf of client with agency staff
 10. Coordination with design team and other Client consultants as needed
 11. Assist with related issues such as CEQA filing advise, reporting to Department of Industrial Relations and Project Information Worksheets.
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Report Services

The creation of specialized reports, such as a Yield Study Report and Developer Fee Studies, shall be provided at a fee negotiated by the Client and Contractor.

The monitoring, collecting and analyzing data gathered through various outlets such as the State Allocation Board, State Allocation Board Subcommittee and Implementation Committee are not included in this agreement. These types of reports are only available upon request for a fee.

Compensation

For the services delineated above, the Client shall pay to the Contractor on a time and material basis. Services shall be billed in 15 minute increments at the hourly rate of One Hundred Thirty Five (\$135) Dollars per Hour. Such payment is due and payable by the tenth of each month pursuant to invoicing by the Contractor. It is further understood that if the duties of the Contractor are increased or decreased in either scope or volume that the payment be increased or decreased by written addendum without requiring re-negotiation of this agreement.

Reimbursement

The Contractor shall be reimbursed for pre-approved out-of-pocket expenses, which include any pre-approved charges for outside services specifically requested by the Client such as printing charges and other like expenditure. Receipts will be provided with the invoice for direct out of pocket expenses.

**Contractor's
Limitations**

The Client and Contractor expressly understand and agree that the Contractor, while engaged in carrying out the provisions of this agreement, is an independent contractor and is not an officer or employee of the Client. Furthermore, the Contractor is without authority to obligate the Client for indebtedness or other commitments without the express approval of the Client.

**Termination
Clause**

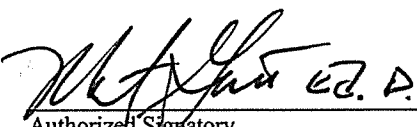
It is mutually agreed that this agreement shall continue until June 30, 2015 or unless terminated by either party upon thirty-day written notice.

CAPITOL ADVISORS GROUP, LLC.

WILLOWS UNIFIED SCHOOL DISTRICT

Authorized Signatory

Date



Authorized Signatory

6/16/14

Date