March 24, 2017

Ja-Ra Enterprises
Attention: Craig Smith
5327 E University
Pleasant Hill, IA 50327

Re: Bid #B6793 General Labor Services - **Fourth & Final Extension**

Mr. Smith:

The Des Moines Public Schools is seeking to exercise its renewal option for the above mentioned bid. This will be the **fourth & final extension** (of a possible four extensions) of this option, with the contract period beginning July 1, 2017 and ending on June 30, 2018. Enclosed is a copy of the District's Form of Proposal, detailing the items which were on this bid, as well as the general terms and conditions associated with this bid.

We ask all suppliers to review their pricing structures prior to submitting renewal proposals. The District will again consider any program that may reduce its costs through process improvement, ordering methodology, patterns, etc. Conversely, any planned increase may require the District to employ its option to place the product category out for bid solicitation.

The District appreciates your past service. We look forward to continuing our business relationship with you in the months and years to come. Please complete, sign, and return the following by April 2, 2017:

1. Proposal Form for 2017-2018
2. Certificate of Insurance

Return these items to:

Des Moines Public Schools
Division of Purchasing: Mark Mattiussi
1915 Prospect Road Suite 1200
Des Moines, Iowa 50310

Sincerely
Mark Mattiussi
Purchasing Agent
Purchasing Specialist

Non – Discrimination Policy: *It is the policy of the Des Moines Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you believe you have been discriminated against or treated unjustly, please contact the Equity Coordinator, Isaiah McGee at 2323 Grand Avenue, Des Moines, IA 50312,Section 504 34 CFR 104.8, Title IX 34 CFR 106.9, OCR Guidelines IV.O and V.C.*

Debarment Policy: *The District is prohibited from entering into a contract where an organization or, its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, State or Local department or agency.*

Payment Policy: *The District plans to pay Awardee (s) using a procurement or virtual credit card, or may make payments by electronic funds transfer and recommends that Contractors accept one of these forms of payment.*

FORM OF PROPOSAL

Des Moines Public Schools	**No:**	**B6793**
Division of Purchasing	**Date Issued:**	**08/26/2013 (Original)**
1915 Prospect Road, Suite 1200	**Date Due:**	**09/6/2013 (Original)**
Des Moines, IA 50310	**Time Due:**	**3:00 p.m.**

SEALED BIDS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED WILL BE RECEIVED AT THE ABOVE OFFICE UNTIL, BUT NOT LATER THAN, THE DATE AND TIME ABOVE STATED AND THEN PUBLICLY OPENED FOR FURNISHING THE FOLLOWING SUPPLIES, EQUIPMENT AND/OR SERVICE F.O.B. DESTINATION PREPAID: Mark Mattiussi, Purchasing Agent

General Labor Services FY 2017-2018 Fourth & Final Extension

General Labor Rates	2016-2017 Pricing	2017-18 Pricing
Supervisor Hourly Rate	$ 33.00	$ 33 00
General Laborer Hourly Rate	$ 18.25	$ 18 25
Overtime Rate	See worksheet	
(State as a percentage, i.e. standard rate + 50% for all levels)		
Material & Supplies mark up over cost (percentage)	17%	Cost + % 20 %
Trip Charges (rate/mile)	See worksheet	

Period of Contract:

This contract is for the period July 1, 2017, through June 30, 2018. The District reserves the option to renew the original contract with the successful bidder(s) for up to four additional years. The amount of the contract for the second through fifth years shall be negotiated at the close of each preceding year. The renewal option may not be exercised if not in the District's best interests. The contract may be cancelled by either party on 90 days written notice during the contract period. The undersigned bidder certifies, by responding to this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, State or Local department or agency. Further, it is the policy of the Des Moines Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you believe you have been discriminated against or treated unjustly, please contact the Equity Coordinator, Isaiah McGee at 2323 Grand Avenue, Des Moines, IA 50312, Section 504 34 CFR 104.8, Title IX 34 CFR 106.9, OCR Guidelines IV.O and V.C. Also the District plans to pay Seller using a procurement or virtual credit card, or may make payments by electronic funds transfer and recommends that Contractors accept one of these forms of payment. Finally, by signing this document the Seller and their agent(s) have read, understand and will comply with the District's Acknowledgement & Certification requirements as detailed below.

Company Name Ja Ra Enterprise Representative Name Craig Smith

Representative Signature [signature] Representative Title Pres

Date 3-24-13 Street Address 5327 East University City/State/Zip Pleasant Hill, Iowa

Email Csmith@ajplumbing Phone 515-202-0956 Fax 515-264-9652

SUBJECT TO THE TERMS AND CONDITIONS @http://www.dmschools.org/wp-content/uploads/2015/08/General-Terms-n-Conditions-New.pdf.
THIS FORM AND EACH ADDITIONAL FORM OF PROPOSAL, IF ANY, MUST BE SIGNED.

Des Moines Public Schools
Cost Summary
FY17-18

B6793 General Labor Services **Ja-Ra Enterprises (V013245)** **4th Renewal FY 2017-2018**

Description of Service	2013-2014	2014-2015	% Change	2015-2016	% Change	2016-2017	% Change	2017-2018	% Change
Supervisor Hourly Rate	$ 30.00	$ 30.00	0.00%	$ 30.00	0.00%	$ 33.00	10.00%	33.00	-100%
General Laborer Hourly Rate	$ 18.25	$ 18.25	0.00%	$ 18.25	0.00%	$ 18.50	1.37%	18.50	-100%
Overtime Rate	1.50%	1.50%	0.00%	1.50%	0.00%	1.50%	0.00%	1.5%	-100%
Material & Supplies mark up over cost	15%	17%	13.33%	17%	No Change	17%	0.00%	17%	-100%
Unskilled Labor	$ 18.00	$ 18.25	1%	$ 18.25	0%	$ 18.50	1%	18.50	-100%
Skilled Labor w/vehicle	$ 30.00	$ 30.00	0%	$ 30.00	0%	$ 33.00	10%	33.50	-100%
Foreman	$ 30.00	$ 30.00	0%	$ 30.00	0%	$ 30.00	0%	30.00	-100%
Plumber	$ 65.00	$ 65.00	0%	$ 65.00	0%	$ 65.00	0%	65.00	-100%
Plumber's Helper	$ 35.00	$ 35.00	0%	$ 35.00	0%	$ 35.00	0%	35.00	-100%
Dump Truck	$ 85.00	$ 85.00	0%	$ 85.00	0%	$ 85.00	0%	85.00	-100%
Truck w/Gooseneck Trailer	$ 75.00	$ 75.00	0%	$ 75.00	0%	$ 75.00	0%	75.00	-100%
Back Hoe	$ 105.00	$ 105.00	0%	$ 105.00	0%	$ 105.00	0%	100.00	-100%
Rubber Tired Bobcat	$ 75.00	$ 75.00	0%	$ 75.00	0%	$ 75.00	0%	80.00	-100%
Track Bobcat	$ 95.00	$ 95.00	0%	$ 95.00	0%	$ 95.00	0%	95.00	-100%
Track Hoe	$ 105.00	$ 105.00	0%	$ 105.00	0%	$ 105.00	0%	105.00	-100%
Tractor w/Tiller	$ 85.00	$ 85.00	0%	$ 85.00	0%	$ 85.00	0%	85.00	-100%
Enloader	$ 160.00	$ 160.00	0%	$ 160.00	0%	$ 160.00	0%	160.00	-100%
Tool Cat	$ 90.00	$ 90.00	0%	$ 90.00	0%	$ 90.00	0%	90.00	-100%
Bus for Transportation									
Bus is required to be on-call thru a specific range of time	$ 30.00	$ 30.00	0%	$ 30.00	0%	$ 30.00	0%	30.00	-100%
Bus will provide transportation according to specific scheduled time (per trip)	$ 60.00	$ 60.00	0%	$ 60.00	0%	$ 60.00	0%	60.00	-100%

DesMoines
PUBLIC SCHOOLS

Acknowledgement & Certification

Ja-Ra Enterprises is providing services to the Des Moines Independent Community School District ("District") as a contractor, vendor, supplier, provider or sub-provider and/or is operating or managing the operations of a contractor, vendor, supplier or provider. The services provided by the Company may involve the presence of the Company's employees upon the real property of the District.

The Company acknowledges that Iowa law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of the District. The Company further acknowledges that, pursuant to Iowa law, a sex offender who has been convicted of a sex offense against a minor shall not operate, manage, be employed by, or act as a contractor or volunteer at the District.

The Company hereby certifies that no one who is an owner, operator or manager of the Company has been convicted of a sex offense against a minor. The Company further certifies and agrees that it shall not permit any person who is a sex offender convicted of a sex offense against a minor to provide any services to the District in accordance with the prohibitions set forth above.

The Company further certifies that the Company has completed a satisfactory background check on the Company's employees. The Company hereby agrees to provide the District with the Company's background screening procedures including specific context and infractions that are reviewed by the Company. The District reserves the right to, but does not have the obligation to, conduct a District background check on Company employees as determined by the District in its sole discretion. The District reserves the right to restrict access of any Company employee upon the real property of the District if such employee does not clear the District's background check.

The District reserves the right, but does not have the obligation to, to audit the Company's background screening program at any time, whether announced or unannounced. The Company hereby agrees that the Company shall, upon request, permit an authorized District representative to review background screening records, including those of individual Company employees, in order to conduct a compliance review, audit or investigation, to the fullest extent permitted by law.

The Company shall ensure that the provisions of this Acknowledgement and Certification are extended to any and all subcontractors, consultants, or others the Company may engage if such engagement involves their presence upon the real property of the District.

The Company understands and agrees that violation of any of the provisions of this Acknowledgement and Certification shall constitute sufficient grounds for termination of any contract or subcontract without damages or penalty to the District.

This Acknowledgement and Certification is to be construed under the laws of the State of Iowa. If any portion hereof is held invalid, the balance of the document shall, notwithstanding, continue in full legal force and effect.

In signing this Acknowledgement and Certification, the person signing on behalf of the Company hereby acknowledges that he/she has read this entire document that he/she understands its terms, and that he/she not only has the authority to sign the document on behalf of the Company, but has signed it knowingly and voluntarily.

Khounlo Philavanh, Joanne

From: csmith <csmith@ajplumbing.com>
Sent: Monday, March 27, 2017 4:54 PM
To: Khounlo Philavanh, Joanne
Subject: RE: B6793 General Labor Renewal

Leave the same as last year. I'm sorry. I think it was 17 %. Thanks

Sent from my U.S. Cellular® Smartphone

-------- Original message --------
From: "Khounlo Philavanh, Joanne" <Joanne.KhounloPhilavanh@dmschools.org>
Date:03/27/2017 4:35 PM (GMT-06:00)
To: csmith@ajplumbing.com
Cc:
Subject: B6793 General Labor Renewal

Craig,

Can you please confirm the correct percentage for FY17-18 on Material & Supplies mark up over cost? On page 2 you indicated 20%, but on the spreadsheet you input 17%. For FY16-17 it was 17%. Which one is correct?

Thanks,

JoAnne Khounlo-Philavanh

Purchasing Specialist

1915 Prospect Rd, Suite 1200

Des Moines, IA 50310

Phone (515) 242-7962

Fax (515) 242-7550

JoAnne.KhounloPhilavanh@dmschools.org

www.dmschools.org