

ELECTIONBUDDY SOFTWARE AS A SERVICE AGREEMENT

Organization: North Star Charter School Inc.

Billing Contact and Electionbuddy Account: William Russell scraig@northstarcharter.org

Term: One (1) election license effective December 19, 2019, ending one (1) month after the election end date.

Pricing \$898.00 USD due on an agreement which is detailed as

- **ElectionBuddy.com license:** includes 2,500 eligible voters per election for up to 1 election.
- **Election Types:** Secret Ballot, Poll, Show of Hands, High Integrity (unique ballot link - random voter access keys), Medium integrity (unique election access link, user-created voter access keys), Low Integrity (unique election access link - no access key needed)
- **Notice Types:** email, SMS, printed, manual
- **Included Features:** ballot IDs, weighting, voting groups, two-factor authentication, advanced ballot customization, advanced notice customization, printed ballots, multiple administrators
- **Administrators:** 1 (one) - no charge
- **Assistance Package:** \$599.00 for Setup Assistance as per the [Election Setup Assistance Brochure](#).

Optional Items

- **Postal Notices:** \$0.89 postcards, \$1.99 international postcards, \$2.29 letter with ballot, \$3.49 international letter with a ballot, billed at the time of mailing.
- **Additional Election Administrators:** \$99.00 per administrator, billed upon request.

Service Fulfillment Agreement

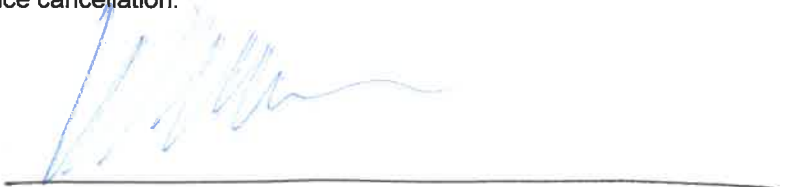
A \$525.00 fee will be charged if any of the following are **NOT** met:

- Organization representatives attend the walkthrough setup meeting on a mutually agreed date.
- 5 test voting transactions are completed by the administrator or their designate.
- Logo and other detailed setup information is provided to ElectionBuddy staff by agreed-upon dates upon completion of the walkthrough.

Other Terms and conditions

- Users and voters agree to abide by the ElectionBuddy terms of use as per <https://electionbuddy.com/tos>.
- A \$99 fee will be charged if the account information provided is incorrect and needs to be updated
- Features or notice types not specifically noted in this agreement will be priced at rates as per <https://electionbuddy.com/pricing>.
- ElectionBuddy Inc. reserves the right to assign this agreement for delivery of the electionbuddy.com Software as a service and setup assistance service.
- Payment is due within 15 days and unpaid fees over 60 days will be assessed a finance charge of 5% per month and are subject to service cancellation.

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NORTH STAR CHARTER SCHOOL

Prepared For:
Eric Dickelman

PROFILE

Veritas Maintenance is a full-service facility services company focused on providing a maintenance program tailored to our customers specific needs. Capable of performing all daily building and grounds maintenance, on-site staffing, as well as specialty construction and project management, we give our customers a roof top to parking lot service approach.

PREPARED BY: JOHN FITZGERALD / PRESIDENT

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ADDRESS

480 E. Franklin Rd #102
Meridian ID 83642

FACILITY MAINTENANCE PROPOSAL

This Proposal includes Day Porter/Maintenance Staffing, Nightly Cleaning Services, Landscape Maintenance Services, and Snow Removal Services.

This Proposal has been specifically prepared for North Star Charter School and is based on current assumptions for scope.



North Star Charter School

2020-2023 Proposal For Professional Facility Services



A. SCOPE

1. Veritas Maintenance (VM) shall include all labor, equipment and services necessary to maintain all interior areas under the control of North Star Charter School (NSCS). All work will be performed in accordance with current OSHA Safety Standards, Federal, State and Local Laws as they pertain to the type of work being performed. All work shall be performed in a professional and workman like manner.

B. INDEPENDENT CONTRACTOR REQUIREMENTS AND RESPONSIBILITIES

1. It is understood that Veritas Maintenance (VM) as an Independent Contractor, warrants and represents that it has secured the necessary business licenses and/or identification numbers required for the existence and operation of its business under current City, County, and State requirements.
2. VM maintains its own insurance(s) that meets or exceeds the local or state requirements for Worker's Compensation Insurance, Comprehensive General Liability Insurance, and Automotive Liability Insurance

C. CONTRACTOR STAFF TRAINING AND EXPERIENCE

1. VM's staff shall perform work at the highest standards of excellence. Additionally, should it become necessary, any subcontractors employed by VM shall be held to this standard.
2. Use of Subcontractors by VM is at the discretion of VM, but with the approval of NSCS.

D. HOURS OF OPERATION

1. VM shall perform and complete any work between Monday and Friday of each week. VM's hours may occasionally need to be adjusted during seasonal time, emergency situations, or to facilitate a need.

E. PROPOSED CONTRACT DATES

1. Contract shall be for 3 years, or 36 months of Professional Facility Services, with pricing fixed.
2. Contract Dates January 1, 2020 – December 31, 2023.
3. Contract automatically renewable annually without notice of termination 30 days prior to contract expiration. Pricing would also remain fixed.

F. SERVICES

This Proposal shall encompass the following services and costs:

Day Porter / Maintenance Staffing

1. FTE staff members (2) to be present during school hours, 7:00AM-3:30PM, and 11:30AM-4:30PM, daily M-F.
 - A. Day porter position to be capable in the “basic” and “skilled” category*. Day porter FTE serves the needs of the school and NSCS staff is given discretionary authority to direct the day and tasking of day porter.

***Day Porter categories:**

1. Basic – Capable of broad general labor but has little skill in handy work
2. Advanced – Basic plus capable of non-technical handy work, such as trouble shooting and light construction.
3. Skilled – Basic and Advanced plus technical work such as light electrical and construction work.

All Day Porter positions are screened for background and customer compatibility.

- B. Duties generally include supporting staff and admin in daily support, to include errands, emergency and non-emergency cleanups, setups, general maintenance needs, grounds cleanup other serving needs.

Nightly Cleaning Service

(5 days / M-F)

1. Bathrooms

- Dump all trash cans, replace liners, wipe
- Clean and sanitize toilets and urinals
- Spot wipe walls / urinal partitions
- Clean and sanitize sinks and counters
- Wipe chrome
- Re-stock paper and soap
- Clean mirrors
- Sweep and mop floors with disinfectant

2. Empty all trashes

3. Vacuum hallway carpets

4. Vacuum and spot mop both entries

5. Wipe, disinfect and polish drinking fountains

6. Wipe glass doors on entrances (inside & out)

7. Clean all floor mats exterior/interior

8. Clean locker rooms/bathrooms

9. Clean classrooms (as per schedule)

10. Clean administrative offices and areas

11. Mop/auto scrub VCT areas

12. Clean gym floor (dust mop, wet mop or auto scrub as per schedule)

*We make every attempt to completely keep the above schedule but due to time constraints and complications may at times need to reduce detail. Example being heavier than normal traffic, like during that of an event. We also make every attempt to go above our scope and do more detail when time allows. If we run out of time and NSCS desires us to work additional time to clean up after an event, additional charges may need to be arranged and applied.

Scope covers all services nightly

G. COSTS

Day Porter

7:00am - 3:30pm

5 days per week M-F with half hour lunch

12 hours per working day (plus any necessary overtime, if applicable)

Billing rate: \$24 per hour

Nightly Cleaning

*The below costs are projected based on the listed service schedule of cleaning. If schedule isn't actual, pricing could go up or down.

5 Service days per week (Monday-Friday)

14.5 total hours per visit

Billing rate: \$21.50 per hour

AS-NEEDED SERVICES

Additional Handyman Services:

\$45 per hour, 1 hour minimum service charge. Plumbing, electrical, irrigation, carpenter, etc.

Event Cleanup (outside of normal cleaning schedule)

\$85

Event Setup

TBD

Floor resurfacing (per bid)

Outside window cleaning (per bid)

Carpet cleaning (per bid)

Snow removal program

Landscape Maintenance Program

Veritas Maintenance
480 E. Franklin Rd #102 / Meridian / (208) 888-7002

North Star Charter School
2020-2023 Landscape Maintenance

Services	Frequency	Per/Frequency	Total	Notes
SPRING CLEAN UP (Remove leaves and litter from flower, shrub & tree beds; general clean-up. Hard edge and weed all tree and shrub beds)	1		-	Includes weeding in planter beds
LAWN CARE & WEED CONTROL Lawn Mowing/Lot (8/1/19 - 11/1/19) Pre-Emergent Fertilization for lawn areas Billbug Treatment - Merit Broadleaf weed control for grass Nutsedge Treatments	32 1 4 1 3 0	- - N/A	-	Each visit: mow, trim, edge, weed any visible weeds in planters, blow off walks, patios and drives, and spot spray weed control in beds as needed. All grass clippings, trash and debris hauled off each visit. Weekly service includes the sports field for mowing All turf areas Bid if necessary
TREE & BUSHES A. Pruning - Shrubs B. Pruning Trees (1 visit, 15' and below) C. Dormant Oil D. Deep Root Feeding E. Insect Pest Control F. Systemic Insect Control Trees/Shrubs	2 2 1 1 1 0		N/A	2250Tree and shrub pruning included as part of service and will be performed in the Spring and in the Fall (1 extra shrub trimming in the summer bid if needed). Additionally, trees with broken branches will be cleaned up as needed. Dead shrubs removed as needed.
IRRIGATION/SPRINKLER MAINTENANCE A. Sprinkler Turn On B. Sprinkler Check and Adjust C. Sprinkler Blowout D. Sprinkler Repair	1 7 1 as needed		\$45 per hour	Plus parts
FALL CLEAN UP (Remove leaves, litter & debris from Lawn Areas)	2			Late season cleanup for winter
ADDITIONAL SERVICES PER HOUR				\$36 per general labor hour
Trash cleanup: trash/debris cleanup weekly, including off months.	weekly	Included		
TOTAL (billed monthly X12)			14,800	Accepted by:

Snow Removal program (Level Pay option available)

Winter 2019/20 Snow and Ice Removal Pricing

Available equipment

Plows* -

- Truck mounted plows
- ATV mounted plows
- UTV enclosed small space machine with mounted plow
- Skidsteer

Spreaders –

- Truck mounted granular spreaders
- ATV mounted granular spreaders
- Truck mounted liquid spreader
- Walk-behind (push) and hand held spreaders

Pricing –

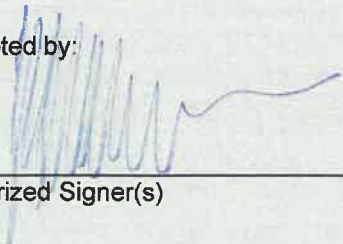
1. Plows:

- a) Truck plow: \$125 per hour
- c) ATV plows: \$55 per hour
- d) Skid-steer: \$125 per hour
- e) Hand shoveling: \$36 per hour

2. Ice Melt

- a) Granular: \$0.50 per pound
- b) Liquid: \$3.50 per gallon

Accepted by:



Authorized Signer(s)

23 Jan 2020

Date