



Software for Smarter Operations

PREPARED FOR
Alameda City USD

PREPARED BY
Dude Solutions, Inc.

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Shariq Khan
Director of Fiscal Services
Alameda City USD
2060 Challenger Dr
Alameda, CA
94501-1037

Dear Shariq,

Thank you for your interest in our market leading solutions for improving educational operations. We at Dude Solutions are excited about providing you with online tools that will help you save money, increase efficiency and improve services. Dude Solutions is dedicated to providing best in class solutions that are built exclusively for the unique needs of educational institutions, including the following for Alameda City USD:

Item	Term	Investment
Finger Plan School Facility Condition Assessment + PM Schedule Creation	One-Time	\$148,142.31
Investment:		\$148,142.31 USD

**Pricing is based off total building square footage (1,046,772)

Finger Plan School Facility Condition Assessment

Includes Data Gathering and Import of Data into DSI Software

Purpose:

The purpose of the facility condition assessment is to assess the facilities based on the following scope, provide narratives that summarize assessment observations and comments, and to import the data into the client's DudeSolutions capital forecasting & maintenance solutions.

All condition assessments will include a bound deliverable containing:

- Narrative report with description of systems and corresponding conditions.
- Digital photos of key components and deficiencies as an Appendix in the narrative.
- 20 year capital Reserve table with systems and component replacement costs and dates.
- Import of systems level detail into client's capital forecasting solution.
- Import major equipment level detail into client's DudeSolutions maintenance solution.

Field Data Collection and Condition Assessment

Condition Assessment and Asset Inventory-

The field data collection and condition assessment is meant to capture information of all major building systems to the individual component level, including all components considered capital repair items (as opposed to maintenance level items). This includes site paving, HVAC, roofing, electrical, plumbing, vertical transportation systems, building envelope and structural systems.

A Certified Dude Solutions Partner (DSI Partner) will collect, document, and analyze the facilities assessment data to achieve the following:





- At the start of each building or facility assessment we will interview client's staff to understand what improvements have been made in the last three years, what improvements are planned in the next three years and known problems.
- Inventory all major building equipment including quantity, size, asset tag number, manufacturer, model and serial number.
- Identify deficient conditions in terms of deferred maintenance and building condition.
- Provide a reasonable cost analysis for the above-mentioned efforts.
- For single building projects, provide a report for the property that details the assessment data.
- For multi-building projects, data will be collected from every building in the portfolio. Reports will be prepared as follows:
 - Major buildings (generally defined as 25,000 square feet or greater and approximately 10% of the project portfolio), a separate report will be prepared.
 - Smaller buildings will be grouped into reports by building type, geography or other logical grouping (for example maintenance structures, parks assets, fire stations...)
- Provide individual cost tables and digital photographs to document the deficient conditions at each property.

Based on observations and information obtained from available on-site personnel, the DSI partner will visually inspect all facilities and properties. Specifically, the assessment will focus on the following details:

Finger Plan School School Facility Condition Assessment Scope-of-Work			
Most commonly found in the southwestern region of the USA, Finger Plan Schools typically consist of separate buildings of 1-4 classrooms each, connected by access hallways open to the air. Since these individual buildings as well as their systems and components need to be captured and reported on individually during a Facility Condition Assessment, there is a separate pricing structure to accommodate the additional field and reporting effort required.			
Type	System Level or Individual	Location Info	Make Model Serial #
HVAC			
Boilers	Individual	Yes	Yes
Deaerators	Individual	Yes	Yes
Radiators	NOT INCLUDED IN SERVICE		
Heating System			
Hot water pumps	Individual	Yes	Yes



Furnaces	Individual	Yes	Yes
Unit Heaters	Individual	Yes	Yes
Ventilation System			
Exhaust hoods	Individual	Yes	Yes
Fans	Individual	Yes	Yes
Make Up Air Units	Individual	Yes	Yes
Energy Recovery Units	Individual	Yes	Yes
Air Conditioning System			
Chillers	Individual	Yes	Yes
Chilled Water pumps	Individual	Yes	Yes
Cooling towers	Individual	Yes	Yes
Cooling Tower pumps	Individual	Yes	Yes
Building Automation System	Individual	Yes	Yes
Package AC Units (rooftop and ground)	Individual	Yes	Yes
Air Handling Units (rooftop and ground)	Individual	Yes	Yes
Split Systems	Individual	Yes	Yes
Heat Pumps	Individual	Yes	Yes
VAV Boxes <i>(From client drawings where available)</i>	System Level	Yes	No





Fan Coil Units <i>(From client drawings where available)</i>	System Level	Yes	No
Unit Ventilators <i>(From client drawings where available)</i>	System Level	Yes	No
Window Units	NOT INCLUDED IN SERVICE		
Thermostatic Controls	NOT INCLUDED IN SERVICE		
Electrical			
Main Distribution Panels	Individual	Yes	Yes
Switchgear	Individual	Yes	Yes
Motor Control Centers	Individual	Yes	Yes
Transformers	Individual	Yes	Yes
Emergency Generators	Individual	Yes	Yes
Automatic Transfer Switch	Individual	Yes	Yes
Emergency Lights	System Level	No	No
Secondary Electrical Panels	NOT INCLUDED IN SERVICE		
VFDs	NOT INCLUDED IN SERVICE		
Motors	NOT INCLUDED IN SERVICE		
Breakers, switches or starters	NOT INCLUDED IN SERVICE		
Individual light fixtures (emergency, exterior, etc)	NOT INCLUDED IN SERVICE		





Equipment			
Trash Compactors,	Individual	Yes	Yes
Commercial Laundry (washers, dryers)	Individual	Yes	Yes
Residential type appliances, Shop Tools and Equipment	NOT INCLUDED IN SERVICE		
Plumbing			
Main Backflow Preventer	Individual	Yes	Yes
Domestic Water Booster Pumps	Individual	Yes	Yes
Sump Pumps	Individual	Yes	Yes
Domestic Hot Water heaters (>80 gal)	Individual	Yes	Yes
Valves	NOT INCLUDED IN SERVICE		
Filters	NOT INCLUDED IN SERVICE		
Fixtures	NOT INCLUDED IN SERVICE		
Strainers	NOT INCLUDED IN SERVICE		
Food Service			
Freezer (Walk In, Reach In)	Individual	Yes	Yes
Refrigerator (Walk In, Reach In)	Individual	Yes	Yes
Oven, Stoves	Individual	Yes	Yes
Broilers, Grills, Fryers	Individual	Yes	Yes





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Dishwashers	Individual	Yes	Yes
Grease Traps	Individual	Yes	Yes
Large Kitchen Equipment(> \$2000 value)	Individual	Yes	Yes
Counter top appliances	NOT INCLUDED IN SERVICE		
Cutlery	NOT INCLUDED IN SERVICE		
Tables, Racks	NOT INCLUDED IN SERVICE		
Life Safety/Security			
Fire Alarm System	Individual	Yes	Yes
Sprinkler System	Individual	Yes	No
Fire Panel	Individual	Yes	Yes
Fire Suppression System	Individual	Yes	Yes
Fire Pump	Individual	Yes	Yes
Fire Extinguishers	System Level	No	No
Lighted Exit Signs	System Level	No	No
Eyewash / Safety Showers	System Level	No	No
AEDs	System Level	No	No
ADA Baseline Evaluation Survey	System Level	Yes	No
Smoke detectors, horn strobes	NOT INCLUDED IN SERVICE		
Fire valves, hydrants	NOT INCLUDED IN SERVICE		
Individual fire extinguishers	NOT INCLUDED IN SERVICE		



Vertical Transportation			
Elevators	Individual	Yes	Yes
Escalators	Individual	Yes	Yes
Dumb Waiter	Individual	Yes	Yes

Evaluation-

At the conclusion of the assessment(s), Certified DSI partner will prepare reports as described above that include:

- A general description of the property and improvements and comment generally on observed conditions.
- Comments for components that are exhibiting deferred maintenance issues and provide estimates for "immediate" and "capital repair" costs based on observed conditions, available maintenance history and industry-standard useful life estimates. If applicable, this analysis will include the review of any

available documents pertaining to capital improvements completed within the last three years, or currently under contract. Certified DSI partner shall also inquire about available maintenance records and procedures and interview current available on-site maintenance staff.

- A schedule for recommended replacement or repairs (schedule of priorities).
- Address critical repairs separately from repairs anticipated over the term of the analysis.
- A FCI index number for each building.
- A twenty year capital plan with an Executive Summary with graphic presentation of results to provide a quick, "user-friendly" summary of the property's observed condition and estimated costs assigned by category.

Cost Estimating-

Each single building report will include an estimated cost for each system or component repair or replacement anticipated during the evaluation term. The capital needs analysis will be presented as an Excel-based cost table that includes a summary of the description of each component, the age and estimated remaining useful life, the anticipated year of repair or replacement, quantity, unit cost and total cost for the repair of each line item. A consolidated Capital Needs Analysis will be presented that includes all anticipated capital needs for all buildings.

In addition to the detailed description of the deficiencies, we will provide cost estimates for the deficiencies noted. The cost estimate for capital deficiencies will be based on the estimate for maintenance and repair. Project management costs, construction fees, and design fees will be derived using actual costs from previous projects, if available.





DSI partners use the Unifomat system and the Whitestone Research model for cost estimating. Dude Solutions also maintains and updates our cost estimating system with information received from the field. Through our construction monitoring work, we have current cost data from hundreds of in-progress construction and rehabilitation projects. This allows us to project costs based on local conditions and to maintain a cost database that in most cases is more current than published models.

Building Systems Equipment Inventory – populate client's DudeSolutions account

An asset survey of major building systems will be conducted for the purpose of noting remaining useful life of major building equipment. A complete equipment inventory for each system will be recorded with information populated to client's account including:

- Building name
- System name (classification)
- Subsystem name (type)
- Component name (description)
- Unit of measure
- Quantity
- Asset tag number
- Manufacturer
- Model
- Serial Number
- Date put in service (if available)
- Condition
- Remaining useful life
- Replacement cost
- Notes

Milestone Billing Schedules

Facility Condition Assessment Milestone Schedule

Your service will be invoiced at the following percentages as the associated milestone is completed:

Mobilization: Activity that occurs from project initiation with the service partner until the service partner arrives at job site.

On-Site Field Activity: Field work that occurs while the service partner is at job site.

Data Management: Data activity, including quality assurance and control, that occurs after field work is completed to produce the data file. The Data Gathering service shall include a data upload.

Report: Report generation and delivery.

Mobilization – 15%

On-Site Field Activity – 35%





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Data Management – 35%

Report – 15%

PM Schedule Creation

Delivered through a Certified Dude Solutions Partner (DSI Partner)

Confirm the asset inventory collected:

- The asset inventory collected will be reviewed with your staff and then imported into client's DudeSolutions account.

PM Schedule Gathering

- The DSI Partner will review PM Task Check-Off Lists with client.
- PM Schedules will be generated off the asset inventory collected by the DSI Partner
- Client will provide technicians or contractors that PM Schedules should be linked to and confirm the frequency and start date for PM Schedules.
- The DSI Partner will provide a list of PM Schedules to be generated to confirm the load balancing for client staffing.

PM Schedule Creation

- DudeSolutions Staff will import the agreed upon PM Schedules into client's account.
- Maximum PM Schedules Created = 40 per building (focused on main buildings).

PM Training

- DudeSolutions will provide any extra online training needed for client staff to run reports and to update PM Schedules based on future updates to the existing schedules being created.





Terms of Service:

- Proposal has been prepared for Alameda City USD
- Proposal is valid for 60 days
- Initial Term: 12 months
- Payment: Terms are net 30 days
- Billing frequency other than annual is subject to additional processing fees
- Applicable sales taxes are in addition to the quoted price. If your organization is tax exempt, please email a copy of your Tax Exemption Certificate to accountsreceivable@dudesolutions.com (<mailto:accountsreceivable@dudesolutions.com>)
- Please address purchase order to: Dude Solutions, 11000 Regency Parkway, Suite 110, Cary, NC 27518
- Service dates are scheduled Monday-Friday
- Final invoicing for Facility Condition Assessment will occur when draft reports/data files are delivered. For Facility Condition Assessment projects larger than 154,000 square feet, invoicing will occur based on a milestone billing schedule as defined within this scope.
- If a service day is rescheduled or cancelled by Alameda City USD, then Alameda City USD is responsible for any cancellation fees incurred by rescheduling or cancelling travel and living fees.
- Onsite service days rescheduled less than 2 weeks before the scheduled delivery date will incur cancellation fees.
- Services will be scheduled upon written acceptance of the terms and conditions of this proposal.
- We must allow six weeks of lead time from the purchase date for booking service for travel and living purposes.
- Dude Solutions, Inc. maintains the necessary liability coverage for their products and services. Proof of insurance can be provided upon request.
- The terms and conditions ("Terms") of this offer are based upon Dude Solutions, Inc.'s [Online Subscription Agreement \(http://dudesolutions.com/terms\)](http://dudesolutions.com/terms).
- Acceptance is expressly limited to these Terms. Any additional or different terms proposed by you (including, without limitation, any terms contained in any document incorporated by reference into the Purchase Order) are objected to and rejected and will be deemed a material alteration hereof, unless expressly assented to in writing by DSI.

Support

(included with your subscription)

- Technical support is available from 8:00 AM to 6:00 PM EST, Monday through Friday, excluding holidays. Please call 1-877-868-3833 or email support@schooldude.com (<mailto:support@schooldude.com>) for technical support. After hours inquiries will be responded to the next business day.
- Send us an email – we respond to 99% of our support emails within 1 hour.
- Reach us instantly through our software with live chat!
- Find best practice blogs, webinars, discussions, help documentation, and connect with your peers on the online Community.





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At Dude Solutions, we understand the yearly budgeting cycle of educational institutions. If you need us to pro-rate the annual fee based on your budget cycle, please let me know. I will provide you with the pro-rated cost based on the number of months remaining in your fiscal year.

Thanks again for your interest in utilizing our web-native solutions to integrate and more efficiently manage your operations. Please feel free to contact me with any questions at (919) 459-3366 or by email at thomas.whitlow@schooldude.com.

Sincerely,
Thomas Whitlow
Senior Account Representative
Dude Solutions
11000 Regency Parkway, Suite 200
Cary, NC 27518
Telephone: (919) 459-3366
Fax Number: (800) 216-3063
Email: thomas.whitlow@schooldude.com

Please address the purchase order to:

Dude Solutions
11000 Regency Parkway, Suite 110
Cary, NC 27518

***** Please mail, fax, or email the purchase order to 866-299-7821 or sales@schooldude.com (<mailto:sales@schooldude.com>).**





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Signature

Presented to:

Q-95551

May 21, 2018, 4:29:14 PM

Accepted by:

Printed Name

Signed Name

Title

Date

