



**CITY OF PALM SPRINGS
&
COACHELLA VALLEY
ECONOMIC PARTNERSHIP**

Administrative Services Agreement
July 1, 2011 to June 30, 2013

Operation and Management
of the
Coachella Valley Innovation Hub
(CViHub)

ADMINISTRATIVE SERVICE AGREEMENT

This Administrative Service Agreement ("Agreement") is made this 29TH day of ~~SEPT~~, 2011 between City of Palm Springs ("City") and the Coachella Valley Economic Partnership ("CVEP").

The City and CVEP, hereafter referred to as the "Parties", recognize the following:

RECITALS

WHEREAS, the Western Coachella Valley Cities of Desert Hot Springs, Cathedral City and Palm Springs have been designated by the State of California as an Innovation Hub (iHub), known as the Coachella Valley Innovation Hub (CViHub), and under the iHub guidelines, the State requires that the iHub be managed by, and eventually turned over to, a 501(c)(3) non-profit organization; and

WHEREAS, as stated in the iHub Application, as the innovation infrastructure for the region is initially developed, the iHub Coordinator and central office, would be managed by an interim coordinator, designated as the City of Palm Springs. The central office would be managed by existing City of Palm Springs economic development staff, until such time as a non-profit manager of the iHub is designated; and

WHEREAS, the Coachella Valley iHub (CViHub) shall offer programs and services to support small business success, as well as operate a "clean tech" incubator; and

WHEREAS, the CViHub is a pilot program to support clean tech and small business innovation; and

WHEREAS, the Coachella Valley Economic Partnership (CVEP) maintains a 501(c)(3) designation and is the managing authority for the Regional Economic Blueprint; and

WHEREAS, a principal strategy of the CVEP Regional Economic Blueprint calls for creation of a small business support programs, services and incubator; and

WHEREAS, the CViHub program and incubator will be co-located with CVEP in a facility designated as the "Rabobank Regional Business Center" at 3111 East Tahquitz Canyon Way, Palm Springs; and

WHEREAS, the CViHub will operate under the direction of a nine member CViHub Advisory Board, comprised of a Public Official of the three Western Coachella Valley cities and six private sector business professionals; and

WHEREAS, the CViHub will be funded for the first two years through a variety of sources, including support from the three Western Coachella Valley cities, the SBA grants, leases, sponsorships, memberships and program revenue, and

WHEREAS, CVEP shall assume operations of the CViHub on behalf of the partner Cities and the City of Palm Springs shall manage the Administrative Service Agreement on behalf of the partner Cities.

NOW THEREFORE, the Parties hereby agree CVEP will assume the operation of the CViHub under the criteria set forth in the State of California's Innovation Hub Initiative and under the following terms and conditions:

1. Terms:

The term of the Administrative Service Agreement is for a period of two years commencing on July 1, 2011 and terminating on June 30, 2013, unless otherwise extended by mutual agreement.

2. City Obligations and Responsibilities:

The City of Palm Springs shall provide to CVEP the following support, services and information:

- CViHub office space as part of existing Regional Business Center facility lease;
- CViHub website, to be transferred to CVEP;
- Original graphic design files for CViHub logo and identity design and collateral materials;
- Guidance for Initial Advisory Board structure and members;
- Draft CViHub guidelines for review and adoption by Advisory Board;
- List of required programs and services;
- Draft Incubator Agreement;
- Draft Job description for full time manager;
- Staff support;
- Minimum funding of \$125,000 per year for two (2) years;
- Collaboration on grant applications to support the CViHub Program.

3. CVEP Obligations and Responsibilities:

The CVEP shall provide to the City the following management services for the operation of the CViHub:

- Assume responsibility for further development and operations of CViHub program and services;
- Hire a dedicated, full-time manager to direct and oversee CViHub operations, and provide direct services to clients;
- Pursue other public and private funding sources, i.e., grants and sponsorships in order to generate a sustainable program;

- Oversee/maintain the CViHub website, calendar, blog, and social networking accounts;
- Report quarterly against performance metrics (see Attachment A);
- Coordinate Advisory Board meetings and all records as needed (see Attachment B);
- Create a selection committee for incubator occupants/clients;
- Oversee selection criteria, application process, incubator leases/occupants (see Attachment C);
- Deliver CViHub program and clients services, including but not limited to:

A. Facility Based Services for Clients (CViHub Administration)

1. Space

- a. Telephone – (unlimited local and national calls)
- b. Local Area Network (LAN)
- c. High Speed Internet Access
- d. Space for individual servers
- e. Shared Conference Room
- f. Physical and mailing Address
- g. Restrooms
- h. Janitorial services

2. Rent – determined by Board

- a. Free
- b. Below market rate

3. Shared Office Systems

- a. Copies (at cost)
- b. Fax (incoming and outgoing)
- c. Postage meter (at cost)
- d. Receptionist/switchboard
- e. Usage/user charge for other office systems to be determined by CViHub Manager or Advisory Board.

B. Client Services

1. Seminars & Workshops to be hosted by the CViHub

- a. Business plans
- b. Financial management and accounting support
- c. Financing assistance
- d. HR support
- e. Hot Topics – Special Interest
- f. Commercialization/Technology Licensing

2. One-on-One Meetings/Support

3. Mentoring Program

C. Access to Professional Services Providers

1. Accounting & Financial Professionals
2. Regulatory Compliance
3. E-commerce
4. Government procurement
5. Manufacturing Assistance
6. Legal Services
7. International Trade

D. Networking Opportunities

1. Events
2. Introductions
3. Virtual

E. Access to Other Educational Seminar and Training Providers

1. SBDC (Small Business Development Center)
2. SBA (Small Business Association)
3. SCORE (Counselors to America's Small Businesses)
4. WDC (Women Business Development Center)
5. CIEDEC (CA Inland Empire District Export Council)

4. City Funding

This Agreement is subject to, and contingent upon, funds being appropriated by the City Council of the City of Palm Springs for each fiscal year. The City of Palm Springs has committed to fund the CViHub Program for two (2) years, appropriating \$125,000 annually during the City's annual budget process.

CVEP shall obtain funding commitments from the partner Cities annually to ensure sufficient funds are available to operate the CViHub.

Since the objection of the Program is to become self-sustaining; CVEP shall additionally pursue other public and private funding sources to generate revenue for future years.

5. Termination Prior to Expiration of Term

City may terminate this Agreement at any time, with or without cause, upon thirty (30) days written notice to CVEP. Where termination is due to the fault of CVEP and constitutes an immediate danger to health, safety, and general welfare, the period of notice shall be such shorter time as may be determined by the City. Upon receipt of the

notice of termination, CVEP shall immediately cease all services except such as may be specifically approved by the City. CVEP shall be entitled to compensation for all services rendered prior to receipt of the notice of termination and for any services authorized by the City after such notice. CVEP may terminate this Agreement, with or without cause, upon thirty (30) days written notice to City.

6. Prohibition Against Subcontracting or Assignment

The experience, knowledge, education, capability, and reputation of CVEP, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, CVEP shall not contract with any other individual or entity to perform the management or operational function of the CViHub required under this Agreement without the City's expressed written approval. In addition, neither this Agreement nor any interest may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City.

7. Independent Contractor

Neither City nor any of its employees shall have any control over the manner, mode, or means by which CVEP, its agents or employees, perform the services required, except as otherwise specified. CVEP shall perform all required services as an independent contractor of City and shall not be an employee of City and shall remain at all times as to City a wholly independent contractor with only such responsibilities and obligations as are consistent with that role in this Agreement; however, City shall have the right to review CVEP's work product, result, and advice. CVEP shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City.

8. Records

CVEP shall maintain all books, documents, papers, employee time sheets, accounting records, and other evidence pertaining to costs incurred while performing under this Agreement. CVEP shall make such materials available at its offices at all reasonable times during the term of the Agreement and for three (3) years from the date of final payment for inspection by City and copies shall be promptly furnished to City upon request.

9. Amendment

The Obligations and Responsibilities of the Parties contained in this Agreement are illustrative but not exhaustive and are anticipated to change as the iHub Program matures. The major provisions of the Agreement such as term, funding, or management responsibility may be altered or amended only by written agreement signed by both CVEP and the City after approval by City Council. However, upon a request from or recommendation of the CViHub Advisory Board, the City Manager shall have the authority to approve minor changes to the Responsibilities in the Agreement including those related to: (a) Client Services, (b) Professional Service Providers, (c) Networking Opportunities, and (d) Educational Seminars and Training Providers.


10. Authority

The persons executing this Agreement on behalf of the Parties warrant that they are duly authorized to execute this Agreement on behalf of the Parties and that by so executing this Agreement the Parties are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Administrative Service Agreement as of the dates stated below.

"CITY"
City of Palm Springs

Date: 9/29/11


By: 
David H. Ready
City Manager


APPROVED BY CITY COUNCIL

6-15-11 2F Abl06

APPROVED AS TO FORM:


ATTEST

By: 
Douglas C. Holland,
City Attorney

By: 
James Thompson, 09/29/2011
City Clerk

Coachella Valley Economic Partnership

Date: 8/30/11

By: 
Thomas Flavin
President/CEO

Attachment "A"

Quarterly Reporting Metrics

CVEP shall provide a quarterly report to the City of Palm Springs (Western Coachella Valley Cities) which shall contain, but not be limited to the following information:

- Companies (contact information) providing outreach services
- Companies (contact information) receiving outreach services
- Number of companies in residence
- Number of graduating companies
- Number of employees hired by iHub companies (jobs created – monthly and cumulative)
- Number of employees hired by iHub graduate companies (jobs created – monthly and cumulative)
- Revenues/sales form iHub start-up companies
- Number of interns/students trained
- Number of sponsors, corporate partners, members or contracts signed
- Number of patent disclosures/applications by iHub companies
- Funding sources and amounts leveraged or invested in iHub companies

Attachment "B"

CViHub Advisory Board

The Advisory Board shall be comprised of nine (9) total members including (1) one elected member from each partner city, and (6) six representatives from the private sector, with at least one business representative from each of the three cities. The private sector representatives shall include members with entrepreneurial and technology experience relevant to the targeted industry sectors, representatives of area higher education institutions and economic development professionals. Representatives' backgrounds that include start-up experience, entrepreneurial drive, and ties to the community are also critically important to help establish credibility and gain recognition for the CViHub.

CVEP shall seek and maintain a diverse Advisory Board that is representative of different races, ethnicities, backgrounds and financial status, as well as representing a diversity of experience.

CViHub Advisory Board Duties

The Advisory Board shall establish policy guidelines for the iHub and incubator program. The Board will also be instrumental in promoting the iHub Initiative and generating awareness and understanding of the incubator as an important economic development tool for the Western Coachella Valley.

Examples of the types of business representatives include:

Industries	Associated Professionals
Wind Power	Academic Research
Green Building Industry	Banking/Investment and venture capital
Water Filtration/Purification	Media/Journalism
Clean Technologies	Accounting
Solar Energy	Legal
Bio-fuels/Bio-Materials	Nonprofit foundation
Healthcare Medical Devices	Utility Companies

Composition of the Advisory Board may be subject to change during the term of the Agreement. The Advisory Board may recommend changes to its composition. Such a change shall constitute a minor change to the Agreement. The City Manager of the City of Palm Springs or his designee is authorized to approve proposed changes.

Attachment " C "

CVEP shall establish a Selection Committee to review and select qualified candidates for the iHub and incubator programs. The Selection Committee shall include a representative from one of the Partner City's, CVEP Management, and the CViHub Manager. The CViHub Manager shall manage the Selection Committee's review process and prepare all related reports.

CViHub Incubator Client Selection

The CViHub Selection process is as follows:

1. Intake of completed Client Application
2. Application(s) presented to Selection Committee.
3. Selection Committee accepts or declines application

Evaluation Criteria

1. Meets Targeted industry sectors – innovative, clean technology
2. Early stage of development (typically within first two years, but small companies undergoing change in direction or launching new product may also apply)
3. Potential to commercialize or launch within 3 years
4. Ability to pay rent while cash flow is developed
5. Desire to take advantage of and benefit from value added services and guidance
6. Capacity for growth, job creation and economic benefit
7. Not in direct competition with other incubator clients (or no conflict)

Graduation Policies

1. Time Limits – Clients shall be limited to a term of no more than 3 to 5 years in the incubator
2. Clients who have progressed beyond benefit of services sooner than the 3-year term may graduate early
3. Clients who require excessive commitment of resources and do not demonstrate progress toward graduation may be terminated from the program.

The client selection, evaluation criteria and graduation policies may be subject to change. Changes to the Selection Criteria are determined by the Advisory Board and shall constitute a minor change to the Agreement. The City Manager of the City of Palm Springs or his designee is authorized to approve the proposed changes.

EXHIBIT "F"

LEASEHOLD IMPROVEMENT AGREEMENT 2901 East Alejo Road, Palm Springs, California

This Leasehold Improvement Agreement shall set forth the terms and conditions relating to the construction of the Leasehold Improvements in the Premises. This Leasehold Improvement Agreement is essentially organized chronologically and addresses the issues of the construction of the Premises, in sequence; as such issues will arise during the actual construction of the Premises. All references in this Leasehold Improvement Agreement to Paragraphs or Sections of the "Lease" shall mean the relevant portion of that certain Lease to which this Leasehold Improvement Agreement is attached as Exhibit "F" and of which this Leasehold Improvement Agreement forms a part, and all references in the Lease to Sections of "Leasehold Improvement Agreement" shall mean the relevant portion of this Leasehold Improvement Agreement and all references in this Leasehold Improvement Agreement to Sections of this Leasehold Improvement Agreement shall mean the relevant portion of this Leasehold Improvement Agreement.

SECTION 1- LESSOR'S OWNERSHIP OF PREMISES

1.1 Lessor owns certain free-standing buildings described in Section 1.1 of the Lease, hereinafter referred to as the "Property."

SECTION 2- CONSTRUCTION DRAWINGS FOR THE PREMISES

2.1 Lessee shall, at its sole cost and expense, construct the improvements in the Premises (the "Leasehold Improvements") pursuant to those certain blueprints, floor and space plans, specification and finalize construction prices, collectively, the approved "Working Drawings" prepared by Lessee's architect. Lessee shall make no changes or modifications to the Approved Working Drawings without the prior written consent of Lessor, which consent may be withheld if such change or modification would directly or indirectly delay the "Substantial Completion," of the Premises or increase the cost of designing or constructing the Leasehold Improvements. Any changes or modifications approved by the Lessor shall be at Lessee's sole cost and expense.

SECTION 3 - CONSTRUCTION DRAWINGS

3.1 Selection of Architect/Construction Drawings. Lessee shall retain an architect or space planner (the "Architect") to prepare the Construction Drawings. Lessee shall retain the engineering consultants (the "Engineers") to prepare all plans and engineering working drawings relating to the structural, mechanical, electrical, plumbing, HVAC, life safety, and sprinkler work of the Leasehold Improvements. The plans and drawings to be prepared by Architect and the Engineers hereunder shall be known collectively as the "Construction Drawings." All Construction Drawings shall comply with the drawing format and specifications as determined by Lessee, and shall be subject to Lessor's approval. Lessee and Architect shall verify, in the field, the dimensions and conditions as shown on the relevant

portions of the Base Building Plans, and Lessee and Architect shall be solely responsible for the same, and Lessor shall have no responsibility in connection therewith. Lessor's review of the Construction Drawings as set forth in this Section 3, shall be for its sole purpose and shall not imply Lessor's review of the same, or obligate Lessee to review the same, for quality, design, Code compliance or other like matters. Accordingly, notwithstanding that any Construction Drawings are reviewed by Lessor or its agents and consultants, and notwithstanding any advice or assistance which may be rendered to Lessee by Lessor or Lessor's agents or consultants, Lessor shall have no liability whatsoever in connection therewith and shall not be responsible for any omissions or errors contained in the Construction Drawings, and Lessee's waiver and indemnity set forth in this Lease shall specifically apply to the Construction Drawings

3.2 Final Space Plan. Lessee and the Architect shall prepare the final space plan for Leasehold Improvements in the Premises (collectively, the "Final Space Plan"), which Final Space Plan shall include a layout and designation of all offices, rooms and other partitioning, their intended use, and equipment to be contained therein, and shall deliver the Final Space Plan Lessor for Lessor's approval. A copy of the Final Space Plan shall be submitted to the Executive Director of the Airport at the same time as submitted to Lessor.

3.3 Final Working Drawings. Within thirty (30) working days after execution of the Lease by Lessor and delivery of a copy of the Lease to Lessee, Lessee, the Architect and the Engineers shall complete the architectural and engineering drawings for the Leasehold Improvements, and the final architectural working drawings in a form which is complete to allow subcontractors to perform the work and to obtain all applicable permits (collectively, the "Final Working Drawings") and shall submit the same to Lessor for Lessor's approval. A copy of the Final Working Drawings shall be submitted to the Executive Director of the Airport at the same time as submitted to Lessor.

3.4 Permits. The Final Working Drawings shall be approved by Lessor (the "Approved Working Drawings") prior to the commencement of the construction of the Leasehold Improvements. Lessee shall immediately submit the Approved Working Drawings to the appropriate municipal authorities for all applicable building permits necessary to commence and fully complete the construction of the Leasehold Improvements (the "Permits"). Lessee hereby agrees that neither Lessor nor Lessor's agents or consultants shall be responsible for obtaining any building permit or certificate of occupancy for the Premises and that the obtaining of the same shall be Lessee's responsibility; provided however that Lessor shall, in any event, cooperate with Lessee in executing permit applications and performing other ministerial acts reasonably necessary to enable Lessee to obtain any such permit or certificate of occupancy. No changes, modifications or alterations in the Approved Working Drawings may be made without the prior written consent of Lessor, provided that Lessor may withhold its consent, in its sole discretion, to any change in the Approved Working Drawings if such change would directly or indirectly delay the "Substantial Completion" of the Premises as that term is defined in Section 6.1 of this Leasehold Improvement Agreement.

3.5 Cooperation. Lessor shall use its best, good faith, efforts and all due diligence to cooperate with the Architect, the Engineers, and Lessee to complete all

phases of the Construction Drawings and the permitting process and to receive the permits, and approval of the "Construction Costs," as set forth in Section 7.1 below, as soon as possible after the execution of the Lease, and, in that regard, shall meet with Lessee on a scheduled basis to be determined by Lessor, to discuss Lessee's progress in connection with the same. Upon Lessor's execution of this Lease, Lessee shall provide Lessor with a construction schedule including time projections for planning, entitlement process, related preparation and construction of the Leasehold Improvements.

SECTION 4-LESSEE COVENANTS

4.1 Lessee recognizes, understands and covenants that any and all improvements shall be undertaken according to the City of Palm Springs codes.

4.2 Lessee recognizes, understands and covenants that improvements contemplated herein may be subject to the provisions contained in the California Labor Code (commencing with Section 1720) relating to general prevailing wage rates and other pertinent provisions therein.

4.3 Lessee shall comply and stay current with all applicable building standards, which may change from time to time, including but not limited to, the Americans with Disabilities Act of 1990 and any regulations issued pursuant thereto in providing improvements contemplated herein.

SECTION 5 - CONSTRUCTION

5.1 Lessee shall diligently pursue the planning, entitlement process, related preparation and construction of the Leasehold Improvements. Lessee shall provide Lessor with periodic written progress reports, which reports shall contain, without limitation, updated information relative to permit approvals and construction.

5.2 Lessee shall notify Lessor, in writing, forthwith when such planning, entitlement process, related preparation and construction of the Leasehold Improvements have been completed, a Certificate of Occupancy has been issued by the City of Palm Springs, or if no new Certificate of Occupancy is required, then upon acceptance of the improvements by the City of Palm Springs upon final inspection, all required permits have been obtained and electrical power has been turned on.

5.3 In addition, immediately after the Substantial Completion of the Premises, Lessee shall have prepared and delivered to the Lessor (1) a complete set of "As-Built" drawings showing every detail, latent or otherwise, of such improvements, including but not limited to electrical circuitry and plumbing, and (2) the same complete set of "As-Built" drawings on a computer disk in a CADD format.

5.4 Lessee may obtain a preliminary Asbestos report, if necessary, from the Lessor, if one is available. Lessor shall be provided access to all reports and findings that lead to increased abatement costs.

SECTION 6 - COMPLETION OF THE LESSOR IMPROVEMENTS: LEASE COMMENCEMENT DATE

6.1 For purposes of this Lease, "Substantial Completion" of the Premises shall occur upon the completion of construction of the Leasehold Improvements in the Premises pursuant to the Approved Working Drawings, with the exception of any punch list items and any Lessee fixtures, work-stations, built-in furniture, or equipment to be installed by Lessee, provided however, that such punch list items do not preclude the useful occupancy of the Premises. Useful occupancy herein defined as the Premises being safe, free of hazard, free of any risk to the safety of Lessee employees and available for the use set forth in the Lease.

6.2 The Lease Commencement Date shall occur as set forth in Section 1.3 of the Lease.

SECTION 7 - CONSTRUCTION COSTS

7.1 Prior to Lessor's execution of this Lease, Lessee shall provide Lessor an itemized cost breakdown of the construction costs of the leasehold improvements, attached hereto and made a part hereof as Addendum 1. The total costs of all the Leasehold Improvements subject to reimbursement including but not limited to fixtures, equipment architectural fees and permits, and as reflected in the cost breakdowns,

7.2 Upon completion of the Leasehold Improvements and within fourteen (14) days of Substantial Completion and acceptance of the Premises by Lessee, Lessee shall provide Lessor with an itemized statement, similar to the cost breakdown form attached as Addendum 1, of the actual costs of the Leasehold Improvements incurred by Lessee, accompanied by vendor, contractor, subcontractor, material man invoices if requested by the Lessor.

SECTION 8- RESERVED

SECTION 9- MISCELLANEOUS

9.1 Lessee's Entry Prior to Lease Commencement. Provided that Lessor and its agents do not interfere with Lessee's work in the Premises, Lessor shall allow Lessee access to the Premises prior to the Commencement date of the Lease for the purpose of Lessee undertaking testing and architectural and design work on the Premises. Prior to Lessee's entry into the Premises as permitted by the terms of this Section 9.1, Lessee shall hold Lessor harmless from and indemnify, protect and defend

Lessee against any loss or damage to the Premises and against injury to any persons caused by Lessee's actions pursuant to this Section 9.1.

9.2 Lessor's Representative. Lessor has designated its Director of Community & Economic Development as its sole representative with respect to the matters set forth in this Leasehold Improvement Agreement, who, until further notice to Lessee, shall have full authority and responsibility to act on behalf of the Lessor as required in this Leasehold Improvement Agreement. Pursuant to Section 3.2 and 3.3 of this Agreement, the Executive Director of the Airport shall also receive a copy of the Final Space Plan and Final Working Drawings.

9.3 Lessee's Representative. Lessee has designated its Chief Operating Officer as its sole representative with respect to the matters set forth in this Leasehold Improvement Agreement, who, until further notice to Lessor, shall have full authority and responsibility to act on behalf of the Lessee as required in this Leasehold Improvement Agreement.

9.4 Lessee's Agents. All subcontractors, laborers, material men, and suppliers retained directly by Lessee shall conduct their activities in and around the Premises, in a harmonious relationship with all other subcontractors, laborers, material men and suppliers at the Premises.

9.5 Time of the Essence in this Leasehold Improvement Agreement. Unless otherwise indicated, all references herein to a "number of days" shall mean and refer to calendar days. In all instances where Lessor is required to approve, if no written notice of approval is given within the stated time period, at the end of such period the item shall automatically be deemed not approved.

9.6 Lessee's Lease Default. Notwithstanding any provision to the contrary contained in this Lease, if an event of default by Lessee of this Leasehold Improvement Agreement, and said default has occurred at any time on or before the Substantial Completion of the Premises, then (i) in addition to all other rights and remedies granted to Lessor pursuant to the Lease, Lessor shall have the right to cause Lessee to cease the construction of the Leasehold Improvements and (ii) all other obligations of Lessor under the terms of this Leasehold Improvement Agreement shall be forgiven until such time as such default is cured pursuant to the terms of the Lease or this Leasehold Improvement Agreement.

IN WITNESS WHEREOF, the parties have duly executed this Lease together with the herein referred to Exhibits which are attached hereto, on the day and year first above written in Palm Springs, California.

"City"

ATTEST:

CITY OF PALM SPRINGS, a municipal Corporation

By: _____
James Thompson, City Clerk

By: _____

Its: _____

APPROVED AS TO FORM:

Douglas Holland, City Attorney

"Lessee"

Coachella Valley Economic Partnership

By: _____

Its: _____

By: _____

Its: _____



CVEP - Accelerator Campus
 1/0/00 12:00 AM
 Line Item Detail

Area 01 (Admin Building / Entry and Collaboration Center)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 01.01 - General Conditions			SUBTOTAL:	\$ 5,760
General conditions	1280	SF	\$ 4.50	\$ 5,760
DIVISION 01.03 - Project Specific Conditions			SUBTOTAL:	\$ 10,015
Inspection Fees	1	LS	\$ 10,000.00	\$ 10,000
Dumpsters	3	EA	\$ 5.00	\$ 15
DIVISION 02.02 - Selective Demo / Site Remediation			SUBTOTAL:	\$ 21,800
Misc Demo	1	LS	\$ 14,660.00	\$ 14,660
Demo walls - Interior and exterior	1	LS	\$ 5,000.00	\$ 5,000
Shoring of Roof	1	LS	\$ 1,500.00	\$ 1,500
Remove flooring	1280	SF	\$.50	\$ 640
DIVISION 03.01 - Concrete			SUBTOTAL:	\$ 4,000
Concrete footings for new structural steel - 4' x 4' x 18"	8	EA	\$ 500.00	\$ 4,000
DIVISION 05.01 - Structural Steel			SUBTOTAL:	\$ 7,500
Structural Steel	1	LS	\$ 7,500.00	\$ 7,500
DIVISION 06.02 - Millwork & Trim			SUBTOTAL:	\$ 6,500
Reception Desk	1	LS	\$ 6,500.00	\$ 6,500
DIVISION 07.02 - Thermal / Sound Insulation			SUBTOTAL:	\$ 1,600
Upgrade thermal insulation	1280	SF	\$ 1.25	\$ 1,600
DIVISION 07.03 - Roofing			SUBTOTAL:	\$ 5,000
Misc. Repairs	1	LS	\$ 5,000.00	\$ 5,000
DIVISION 08.01 - Doors, Frames & HW			SUBTOTAL:	\$ 2,112
New front entry doors, interior doors	1280	SF	\$ 1.65	\$ 2,112
DIVISION 08.03 - Entrances and Storefronts			SUBTOTAL:	\$ 15,400
New storefront at entry	280	SF	\$ 55.00	\$ 15,400
DIVISION 08.04 - Glass & Glazing			SUBTOTAL:	\$ -
Glass and Glazing - No new windows				
DIVISION 09.01 - Framing & Drywall			SUBTOTAL:	\$ 4,480
Drywall and framing of interior walls	1280	SF	\$ 3.50	\$ 4,480
DIVISION 09.02 - Paint / WC / Plaster / Special Finishes			SUBTOTAL:	\$ 8,600
Paint Interior Walls	6200	SF	\$ 1.00	\$ 6,200
Paint Exterior Walls	1600	SF	\$ 1.50	\$ 2,400
DIVISION 09.05 - Acoustical / Fabric-wrapped Panels			SUBTOTAL:	\$ 6,720
New tiles and grid through out	1280	SF	\$ 5.25	\$ 6,720
DIVISION 09.06 - Stone & Tile			SUBTOTAL:	\$ 4,480
Tile in 50 % of building	640	SF	\$ 7.00	\$ 4,480
DIVISION 09.08 - Resilient Flooring / Carpet			SUBTOTAL:	\$ 1,920
Carpet in 50% of building	71	SY	\$ 27.00	\$ 1,920



CVEP - Accelerator Campus

1/0/00 12:00 AM

Line Item Detail

Area 01 (Admin Building / Entry and Collaboration Center)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 10.02 - Toilet Accessories			SUBTOTAL:	\$ 5,500
New toilet partitions and accessories	1	LS	\$ 5,500.00	\$ 5,500
DIVISION 10.03 - Fire Extinguishers & Cabinets			SUBTOTAL:	\$ 450
Furnish and install new fire extinguishers	3	EA	\$ 150.00	\$ 450
DIVISION 21.01 - Fire Suppression			SUBTOTAL:	\$ 3,264
Furnish and install new fire sprinkler system	1280	SF	\$ 2.55	\$ 3,264
DIVISION 22.01 - Plumbing			SUBTOTAL:	\$ 20,000
Reconfigure bathrooms for ADA	1	LS	\$ 20,000.00	\$ 20,000
DIVISION 23.01 - HVAC			SUBTOTAL:	\$ 24,640
HVAC - Reuse existing equipment	1280	SF	\$ 13.00	\$ 16,640
New Equipment = 350 SF per Ton	4	TON	\$ 2,000.00	\$ 8,000
DIVISION 26.01 - Electrical / Lighting			SUBTOTAL:	\$ 12,800
Electrical and Lighting	1280	SF	\$ 10.00	\$ 12,800
DIVISION 27.01 - Phone / Data / CATV			SUBTOTAL:	\$ 20,760
Phone / Data	1280	SF	\$ 4.50	\$ 5,760
Data Infrastructure for entire campus	1	LS	\$ 15,000.00	\$ 15,000
DIVISION 28.01 - Surveillance / Fire Safety			SUBTOTAL:	\$ 1,280
Fire Alarm	1280	SF	\$ 1.00	\$ 1,280



CVEP - Accelerator Campus

1/0/00 12:00 AM

Line Item Detail

Area 02 (Youth Entrepreneur & Internship Center)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 01.01 - General Conditions			SUBTOTAL:	\$ 8,640
General conditions	1920	SF	\$ 4.50	\$ 8,640
DIVISION 01.03 - Project Specific Conditions			SUBTOTAL:	\$ -
DIVISION 02.02 - Selective Demo / Site Remediation			SUBTOTAL:	\$ 520
Misc. Demo at ADA restroom	1	LS	\$ 520.00	\$ 520
DIVISION 06.02 - Millwork & Trim			SUBTOTAL:	\$ 550
New countertop at ADA restroom	1	LS	\$ 550.00	\$ 550
DIVISION 08.01 - Doors, Frames & HW			SUBTOTAL:	\$ 600
New door at ADA restroom	1	LS	\$ 600.00	\$ 600
DIVISION 09.01 - Framing & Drywall			SUBTOTAL:	\$ 2,690
Misc Drywall Patches	9	EA	\$ 150.00	\$ 1,350
Furnish and Install new drywall at ADA restroom	1	LS	\$ 1,340.00	\$ 1,340
DIVISION 09.02 - Paint / WC / Plaster / Special Finishes			SUBTOTAL:	\$ 10,325
Furnish and Install new paint inside	7193	SF	\$ 1.00	\$ 7,193
Furnish and Install new paint outside	2088	SF	\$ 1.50	\$ 3,132
DIVISION 09.04 - ACT / Specialty Ceilings			SUBTOTAL:	\$ 1,800
Minor repair to ACT ceilings	600	SF	\$ 3.00	\$ 1,800
DIVISION 09.08 - Resilient Flooring / Carpet			SUBTOTAL:	\$ 6,170
Repair to ADA restroom flooring	1	LS	\$ 250.00	\$ 250
Furnish and Install new VCT flooring	1680	SF	\$ 3.00	\$ 5,040
Furnish and Install new vinyl 4" base	800	LS	\$ 1.10	\$ 880
DIVISION 10.02 - Toilet Accessories			SUBTOTAL:	\$ 300
Furnish and install toilet accessories in ADA restroom	1	LS	\$ 300.00	\$ 300
DIVISION 10.03 - Fire Extinguishers & Cabinets			SUBTOTAL:	\$ 300
Furnish and install new fire extinguishers	2	EA	\$ 150.00	\$ 300
DIVISION 22.01 - Plumbing			SUBTOTAL:	\$ 9,500
Furnish and install ADA compliant fixtures in restroom	1	LS	\$ 9,500.00	\$ 9,500
DIVISION 23.01 - HVAC			SUBTOTAL:	\$ 750
Check HVAC diffusers for use / misc HVAC	1	LS	\$ 750.00	\$ 750
DIVISION 26.01 - Electrical / Lighting			SUBTOTAL:	\$ 600
Misc repairs to electrical	1	LS	\$ 600.00	\$ 600
DIVISION 27.01 - Phone / Data / CATV			SUBTOTAL:	\$ 1,000
Data - Wireless Access point	1	LS	\$ 1,000.00	\$ 1,000



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Line Item Detail

Area 03 (Commercialization Center)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 01.01 - General Conditions			SUBTOTAL:	\$ 8,640
General Conditions	1920	SF	\$ 4.50	\$ 8,640
DIVISION 01.03 - Project Specific Conditions			SUBTOTAL:	\$ -
		ea		
DIVISION 08.01 - Doors, Frames & HW			SUBTOTAL:	\$ 3,000
ADA Access	1	LS	\$ 3,000.00	\$ 3,000
DIVISION 09.01 - Framing & Drywall			SUBTOTAL:	\$ 450
Furnish and install drywall patches	3	EA	\$ 150.00	\$ 450
DIVISION 09.02 - Paint / WC / Plaster / Special Finishes			SUBTOTAL:	\$ 5,227
Furnish and install new paint inside	2439	SF	\$ 1.25	\$ 3,049
Furnish and install new paint outside	1452	SF	\$ 1.50	\$ 2,178
DIVISION 09.04 - ACT / Specialty Ceilings			SUBTOTAL:	\$ 900
Misc. Repairs to 20% of ACT ceiling	300	SF	\$ 3.00	\$ 900
DIVISION 09.08 - Resilient Flooring / Carpet			SUBTOTAL:	\$ 7,693
Furnish and install new VCT flooring	2465	SF	\$ 3.00	\$ 7,395
Furnish and install new 4" vinyl base	271	LF	\$ 1.10	\$ 298
DIVISION 10.03 - Fire Extinguishers & Cabinets			SUBTOTAL:	\$ 300
Provide new fire extinguishers	2	EA	\$ 150.00	\$ 300
DIVISION 23.01 - HVAC			SUBTOTAL:	\$ 800
Check HVAC diffusers for use / misc HVAC	1	LS	\$ 800.00	\$ 800
DIVISION 26.01 - Electrical / Lighting			SUBTOTAL:	\$ 600
Misc repairs to electrical	1	LS	\$ 600.00	\$ 600
DIVISION 27.01 - Phone / Data / CATV			SUBTOTAL:	\$ 1,000
Data - Wireless Access point	1	LS	\$ 1,000.00	\$ 1,000



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Line Item Detail

Area 04 (Advanced Manufacturing Center - East)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 01.01 - General Conditions			SUBTOTAL:	\$ 27,000
General Conditions	6000	SF	\$ 4.50	\$ 27,000
DIVISION 01.03 - Project Specific Conditions			SUBTOTAL:	\$ -
DIVISION 02.02 - Selective Demo / Site Remediation			SUBTOTAL:	\$ 2,500
Demo interior walls at warehouse	1	LS	\$ 2,000.00	\$ 2,000
Misc. demo for new ADA restroom	1	LS	\$ 500.00	\$ 500
DIVISION 03.01 - Concrete			SUBTOTAL:	\$ 12,773
Pressure wash floor for new sealer	4800	SF	\$.45	\$ 2,160
Acid wash, neutralize, and seal existing concrete floor	4800	SF	\$ 2.00	\$ 9,600
Patch and repair concrete at new ADA restroom	81	SF	\$ 12.50	\$ 1,013
DIVISION 07.01 - Dampproofing / Waterproofing			SUBTOTAL:	\$ 450
Caulking at doors and roll-up doors	1	LS	\$ 450.00	\$ 450
DIVISION 08.01 - Doors, Frames & HW			SUBTOTAL:	\$ 3,850
Furnish and install new door at ADA restroom	1	LS	\$ 850.00	\$ 850
ADA Access	1	LS	\$ 3,000.00	\$ 3,000
DIVISION 08.02 - Specialty Doors			SUBTOTAL:	\$ -
Operable Partitions - Airwalls - Assuming enough to divide into 3 units	2520	SF	\$ 45.00	\$ 113,400
	-2520	SF	\$ 45.00	(\$ 113,400)
DIVISION 08.04 - Glass & Glazing			SUBTOTAL:	\$ 210
New ADA mirror at restroom	6	SF	\$ 35.00	\$ 210
No glass replacement/adjustments figured throughout warehouse				
DIVISION 09.01 - Framing & Drywall			SUBTOTAL:	\$ 15,550
Patch walls at misc. locations throughout warehouse space	10	EA	\$ 150.00	\$ 1,500
Fill-in door opening and misc drywall patch at new ADA restroom	1	LS	\$ 850.00	\$ 850
Misc Interior Wall for Tenants	2400	SF	\$ 5.50	\$ 13,200
DIVISION 09.02 - Paint / WC / Plaster / Special Finishes			SUBTOTAL:	\$ 14,577
Paint walls throughout warehouse	5731	SF	\$ 1.25	\$ 7,164
Paint walls at new ADA restroom	396	SF	\$ 1.75	\$ 693
Paint walls - outside	4480	SF	\$ 1.50	\$ 6,720
DIVISION 09.06 - Stone & Tile			SUBTOTAL:	\$ 3,564
New tile at floor at ADA restroom	81	SF	\$ 12.00	\$ 972
New tile at walls at ADA restroom	216	SF	\$ 12.00	\$ 2,592
DIVISION 10.02 - Toilet Accessories			SUBTOTAL:	\$ 300
Furnish and install new toilet accessories at ADA restroom	1	LS	\$ 300.00	\$ 300
DIVISION 10.03 - Fire Extinguishers & Cabinets			SUBTOTAL:	\$ 300
Furnish and install new fire extinguishers at warehouse	2	EA	\$ 150.00	\$ 300



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 Line Item Detail

Area 04 (Advanced Manufacturing Center - East)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 21.01 - Fire Suppression			SUBTOTAL:	\$ 21,300
Furnish and install new fire sprinkler systems throughout warehouse	6000	SF	\$ 2.55	\$ 15,300
Fire Alarm	6000	SF	\$ 1.00	\$ 6,000
DIVISION 22.01 - Plumbing			SUBTOTAL:	\$ 5,000
R & R plumbing at new ADA restroom	1	LS	\$ 5,000.00	\$ 5,000
DIVISION 23.01 - HVAC			SUBTOTAL:	\$ 800
HVAC adjustment at new ADA restroom	1	LS	\$ 800.00	\$ 800
DIVISION 26.01 - Electrical / Lighting			SUBTOTAL:	\$ 2,480
Misc electrical work throughout warehouse	1	LS	\$ 1,500.00	\$ 1,500
New electrical at ADA restroom	1	LS	\$ 980.00	\$ 980
DIVISION 27.01 - Phone / Data / CATV			SUBTOTAL:	\$ 1,000
Data - Wireless Access point	1	LS	\$ 1,000.00	\$ 1,000



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Line Item Detail

Area 05 (Advanced Manufacturing Center - Center)

ITEM DESCRIPTION:	Qty:	Unit:	Unit Price:	Total:
DIVISION 01.01 - General Conditions			SUBTOTAL:	\$ 51,300
General conditions	11400	SF	\$ 4.50	\$ 51,300
DIVISION 03.01 - Concrete			SUBTOTAL:	\$ 27,930
Pressure wash floor for new sealer	11400	SF	\$.45	\$ 5,130
Acid wash, neutralize, and seal existing concrete floor	11400	SF	\$ 2.00	\$ 22,800
DIVISION 07.01 - Dampproofing / Waterproofing			SUBTOTAL:	\$ 450
Caulking at doors and roll-up doors	1	LS	\$ 450.00	\$ 450
DIVISION 07.03 - Roofing			SUBTOTAL:	\$ 79,800
Roof Repairs	11400	SF	\$ 7.00	\$ 79,800
DIVISION 08.01 - Doors, Frames & HW			SUBTOTAL:	\$ 3,000
ADA Access	1	LS	\$ 3,000.00	\$ 3,000
DIVISION 08.02 - Specialty Doors			SUBTOTAL:	\$ -
Operable Partitions - 14' Airwalls - Assuming enough to divide into 5 units	5600	SF	\$ 45.00	\$ 252,000
	-5600	SF	\$ 45.00	(\$ 252,000)
DIVISION 09.01 - Framing & Drywall			SUBTOTAL:	\$ 25,750
Patch walls at misc. locations throughout warehouse space	25	EA	\$ 150.00	\$ 3,750
Misc Interior Wall for Tenants	4000	SF	\$ 5.50	\$ 22,000
DIVISION 09.02 - Paint / WC / Plaster / Special Finishes			SUBTOTAL:	\$ 22,028
Paint walls throughout warehouse	8010	SF	\$ 1.25	\$ 10,013
Paint walls - outside	8010	SF	\$ 1.50	\$ 12,015
DIVISION 10.03 - Fire Extinguishers & Cabinets			SUBTOTAL:	\$ 300
Furnish and install new fire extinguishers at warehouse	2	EA	\$ 150.00	\$ 300
DIVISION 21.01 - Fire Suppression			SUBTOTAL:	\$ 40,470
Furnish and install new fire sprinkler systems throughout warehouse	11400	SF	\$ 2.55	\$ 29,070
Fire Alarm	11400	SF	\$ 1.00	\$ 11,400
DIVISION 23.01 - HVAC			SUBTOTAL:	\$ 168,600
HVAC adjustment	11400	SF	\$ 9.00	\$ 102,600
New Equipment = 350 SF per Ton	33	TON	\$ 2,000.00	\$ 66,000
DIVISION 26.01 - Electrical / Lighting			SUBTOTAL:	\$ 102,600
Misc electrical work throughout warehouse	11400	SF	\$ 9.00	\$ 102,600
DIVISION 27.01 - Phone / Data / CATV			SUBTOTAL:	\$ 1,000
Data - Wireless Access point	1	LS	\$ 1,000.00	\$ 1,000