California Department of Education

Executive Office

SBE-002 (REV. 11/2017)

memo-imab-adad-jun22item01

# **MEMORANDUM**

**DATE:** June 23, 2022

**TO:** MEMBERS, State Board of Education

**FROM:** TONY THURMOND, State Superintendent of Public Instruction

**SUBJECT:** Update on the Interagency Agreement with The Regents of the University of California on behalf of the Santa Cruz Campus, and the California Department of Education, Amendment 3 of Contract Number 170202.

## Summary of Key Issues

This Information Memorandum provides an update on the interagency agreement with the Regents of the University of California, on behalf of the Santa Cruz campus (UCSC) and the California Department of Education (CDE), Amendment 3 of Contract Number 170202. Technical edits were made to the budget based on feedback from the Department of Finance (DOF).

## California Department of Education–University of California Santa Cruz Interagency Agreement and CERS Contract Extension

In response to Item 3 of its January 2022 meeting, the California State Board of Education (SBE) approved a request from the CDE for an amendment to its current contract with the UCSC. The amendment includes continued membership in the Smarter Balanced Assessment Consortium as well as continued customization, configuration, and implementation of the California Educator Reporting System (CERS). As part of Item 3, the SBE also authorized CDE and SBE staff to make technical edits to the contract documents, as needed, prior to its execution.

During its review of this contract amendment, the DOF required that the credit from California’s membership dues in the Smarter Balanced Assessment Consortium be used for the Year 1 membership charges (i.e., Task 3) rather than the CERS maintenance activities (i.e., Tasks 1, 2, and 4). These technical edits were applied only to the proposed budget. No changes were made to the scope of work or the total contract cost.

Overall, this amendment extends the current contract through June 30, 2027, and increases the budget by $51,733,334.61, as approved by the SBE in January. Of this amount, $4,465,708.56 will be funded by the existing credit from California’s membership in the Smarter Balanced Assessment Consortium. The amended contract term will be from July 1, 2017, through June 30, 2027, and the amended contract total will be $97,566,846.39. The budget detail revisions of the contract extension can be found in Attachments 1 and 2.

## Attachment(s)

* Attachment 1: Contract Number 170202, Amendment 3 Budget Detail and Payment Provisions (25 Pages)
* Attachment 2: Contract Number 170202, Amendment 3 Budget Detail (6 Pages)

# **ATTACHMENT B.2 BUDGET DETAIL AND PAYMENT PROVISIONS**

**CDE AGREEMENT - #CN170202 Amendment 3**

**The Regents of the University of California, on behalf of the Santa Cruz Campus**

## ATTACHMENT B.2 BUDGET DETAIL AND PAYMENT PROVISIONS

1. **INVOICING AND PAYMENT:**

For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the UCSC for services provided in accordance with Tasks 1, 2, & 4 as specified in this agreement.

In accordance with Task 3, upon receipt and approval of the invoices, the State agrees to pay the UC the annual membership fee to be split into twelve (12) equal monthly payments, with the exception that the initial payment is equal to two times the monthly fee amount for the applicable fiscal year in accordance with the invoice schedule specified herein, which is attached hereto and made a part of this agreement.

Payment of the invoice will not be made until the CDE accepts and approves the invoice. To be approved the invoice must include the level of detail described in the Budget for each task and for the fiscal year in which the expense was incurred. Further, the invoice must be easily comparable by CDE staff to the Budget contained herein. No line item invoiced may exceed the corresponding line item amount stated in the Budget.

Invoices shall include the **Agreement Number CN170202** and shall be submitted in arrears, along with a progress report (see Exhibit A, Article IV. Progress Reports), not more frequently than monthly in duplicate to:

**California Department of Education**

**Assessment Development and Administration Division**

**1430 N Street, Suite 4409**

**Sacramento, CA 95814**

**Attention: Jessica Valdez**

1. **PAYMENT:**

Costs for this Agreement shall be computed in accordance with State Administrative Manual Sections 8752 and 8752.1.

Nothing herein contained shall preclude advance payments pursuant to Article I, Chapter 3, Part 1, Division 3, Title 2 of the Government Code of the State of California.

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

1. **BUDGET CONTINGENCY CLAUSE (Rev. 9/12):**
2. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional or legislative appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.
3. This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government or the California State Legislature for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms or funding of this Agreement in any manner.
4. It is mutually agreed that if the Congress or the State Legislature does not appropriate sufficient funds for the program, this Agreement shall be amended to reflect any reduction in funds.
5. Pursuant to GC, Section 927.13, no late payment penalty shall accrue during any time period for which there is no Budget Act in effect, nor on any payment or refund that is the result of a federally mandated program or that is directly dependent upon the receipt of federal funds by a state agency.
6. CDE has the option to terminate the Agreement under the 30-day termination clause or to amend the Agreement to reflect any reduction in funds.
7. **TRAVEL:**

Travel and per diem reimbursement shall be in accordance with University travel regulations and rates.

1. **PAYMENT WITHHOLD FOR SEPARATE AND DISTINCT TASKS (3/23/2011)**

In accordance with Public Contact Code section 10346, the State shall withhold ten percent (10%) of each progress payment for each separate and distinct Task (for Tasks 1, 2, and 4). Funds withheld for each separate and distinct Task will be paid upon satisfactory completion of that Task, as determined by the State. A Task is deemed satisfactorily completed upon acceptance and written approval by the State for all deliverables or services for that Task, including submission of monthly progress reports. The progress reports shall include at a minimum: Task number and title; deliverables or services performed; dates of performance and completion; and the results and progress of the project/work. Those annual activities that are completed and repeated in their entirety each year shall be considered separate and distinct tasks that are to be paid in full following satisfactory completion in each year of the contract.

Final Payment is not a progress payment and is not subject to the 10% withholding.

## Budget Narrative Fiscal Year July 1, 2022 – June 30, 2023

### **Labor $354,605.61**

**Program Manager/Team Lead 0.4 FTE @ $49,326.29**

Description of Services:

* Provide oversight and direction for the entire project
* Identify risks and develop mitigation strategies
* Oversee all activities and communications with CDE and CDE contractor(s) associated with the project
* Ensure that all project deliverables are complete and delivered on time
* Manage the testing strategy, ensuring that deliverables are complete and meet all requirements

**Project Manager: 1.0 FTE @ $95,913.60**

Description of Services:

* Manage the project schedule with all activities, dependencies, milestones, and delivery dates
* Track and report project status, issues, and decisions
* Coordinate the testing process, including UAT and associated communications

**Data Systems Analyst: 0.4 FTE @ $46,681.24**

Description of Services:

* Coordinate agreement on data transfer protocols and formats
* Coordinate communications between the technology teams at CDE, CDE contractor(s), and Smarter Balanced
* Plan and coordinate testing of data transfer, data ingest, and data validation
* Provide Tier 3 technical support to CDE and CDE contractor(s)
* Monitor systems performance and reliability, escalating issues as necessary
* Communicate regarding systems operations including deployment schedules, updates, security patches, and so forth
* Ensure that all technology services meet performance and reliability requirements

**System Administrator: 0.4 FTE @ $50,000.00**

Description of Services:

* Ensures data is stored securely and backed up regularly within an AWS infrastructure
* Monitors and analyzes the capabilities and performance of the systems and databases to maintain expected performance
* Troubleshoot and resolve emerging issues and outages as part of Tier 3 Support
* Establishes and executes the cloud operations for AWS databases
* Deploys enhancements, bug fixes, and updates to reporting environments

**Document Specialist/Admin: 0.6 FTE @ $45,734.48**

Description of Services:

* Provide administrative support to all team members
* Coordinate meeting scheduling and agenda-setting
* Coordinate document preparation including copy editing and ensuring that all documents meet accessibility requirements
* Generate project management reports

**Java Programmer: 0.5 FTE @ $66,950.00**

Description of Services:

* Serves as technical lead and subject matter expert for software development and support projects
* Plans, designs, develops, and debugs software for reporting applications
* Drafts and updates technical documentation
* Provides of effort and duration for proposed projects and activities
* Develops and executes test plans for software development, implementation, and deployment.

### **Employee Benefits $195,033.11**

The mandatory benefits for Employer Contributions will reflect the contracts, agreements, and policies. The mandatory benefits for Certificated Employer Contributions will conform to the California *Education Code.* The mandatory benefits for Certificated Employer Contributions are approximations and the calculations include the Retirement, Medicare, State Unemployment Insurance, and Worker’s Compensation.

Employee benefits are calculated as 55% of salary.

Program Manager/Team Lead: $49,326.29 annual salary x 55% = $27,129.46

Project Manager: $95,913.60 annual salary x 55% = $52,752.49

Data Systems Analyst: $46,681.24 annual salary x 55% = $25,674.69

Systems Administrator: $50,000.00 annual salary x 55% = $27,500.00

Document Specialist/Admin: $45,734.48 annual salary x 55% = $25,153.96

Java Programmer: $66,950.00 annual salary x 55% = $36,822.51

### **Operations: $6,250.00**

Office Equipment: $6,250.00

This budget provides for, but is not limited to the **one-time** cost of computer equipment for each staff member.

### **Subcontracts: $36,857.73**

ELPAC Reporting Hosting $16,656.71

* The estimated number of Summative and Summative Alternate ELPAC TRTs stored in the System during this fiscal year is 6.5 million.

CAASPP Non-Smarter Hosting $20,201.02

* The estimated number of Summative CAASPP Non-Smarter TRTs (i.e., CAST, CSA, CAA ELA, CAA Math, CAA Science) stored in the System during this fiscal year is 5 million.

### **Travel: $2,400.00**

This budget provides for, but is not limited to 2 Staff (Program Manager and Project Manager) making 1 trip each to meet with CDE. $1,200.00 per person per trip.

**Task 4 Travel $1,200.00 per person per trip x 2 staff = $2,400.00**

### **Smarter Balanced Member Services (Task 3): $9,550,000.00**

See Attachment B.2, Appendix A for Task 3 budget detail.

**Subtotal Direct Costs: $595,146.45**

**Total Indirect Cost @ 26%: $154,738.08**

**Smarter Balanced Member Services: $9,550,000.00**

**Credit Funded Services: -$4,465,708.56**

**Grand Total FY22-23: $5,834,175.97**

## Fiscal Year July 1, 2023 – June 30, 2024

### **Labor $365,243.79**

**Program Manager/Team Lead 0.4 FTE @ $50,806.08**

Description of Services:

* Provide oversight and direction for the entire project
* Identify risks and develop mitigation strategies
* Oversee all activities and communications with CDE and CDE contractor(s) associated with the project
* Ensure that all project deliverables are complete and delivered on time
* Manage the testing strategy, ensuring that deliverables are complete and meet all requirements

**Project Manager: 1.0 FTE @ $98,791.00**

Description of Services:

* Manage the project schedule with all activities, dependencies, milestones, and delivery dates
* Track and report project status, issues, and decisions
* Coordinate the testing process, including UAT and associated communications

**Data Systems Analyst: 0.4 FTE @ $48,081.69**

Description of Services:

* Coordinate agreement on data transfer protocols and formats
* Coordinate communications between the technology teams at CDE, CDE contractor(s), and Smarter Balanced
* Plan and coordinate testing of data transfer, data ingest, and data validation
* Provide Tier 3 technical support to CDE and CDE contractor(s)
* Monitor systems performance and reliability, escalating issues as necessary
* Communicate regarding systems operations including deployment schedules, updates, security patches, and so forth
* Ensure that all technology services meet performance and reliability requirements

**System Administrator: 0.4 FTE @ $51,500.00**

Description of Services:

* Ensures data is stored securely and backed up regularly within an AWS infrastructure
* Monitors and analyzes the capabilities and performance of the systems and databases to maintain expected performance
* Troubleshoot and resolve emerging issues and outages as part of Tier 3 Support
* Establishes and executes the cloud operations for AWS databases
* Deploys enhancements, bug fixes, and updates to reporting environments

**Document Specialist/Admin: 0.6 FTE @ $47,106.51**

Description of Services:

* Provide administrative support to all team members
* Coordinate meeting scheduling and agenda-setting
* Coordinate document preparation including copy editing and ensuring that all documents meet accessibility requirements
* Generate project management reports

**Java Programmer: 0.5 FTE @ $68,958.51**

Description of Services:

* Serves as technical lead and subject matter expert for software development and support projects
* Plans, designs, develops, and debugs software for reporting applications
* Drafts and updates technical documentation
* Provides of effort and duration for proposed projects and activities
* Develops and executes test plans for software development, implementation, and deployment.

### **Employee Benefits $200,884.09**

The mandatory benefits for Employer Contributions will reflect the contracts, agreements, and policies. The mandatory benefits for Certificated Employer Contributions will conform to the California *Education Code.* The mandatory benefits for Certificated Employer Contributions are approximations and the calculations include the Retirement, Medicare, State Unemployment Insurance, and Worker’s Compensation.

Employee benefits are calculated as 55% of salary.

Program Manager/Team Lead: $50,806.08 annual salary x 55% = $27,943.34

Project Manager: $98,791.00 annual salary x 55% = $54,335.06

Data Systems Analyst: $48,081.69 annual salary x 55% = $26,444.92

Systems Administrator: $51,500.00 annual salary x 55% = $28,325.00

Document Specialist/Admin: $47,106.51 annual salary x 55% = $25,908.58

Java Programmer: $68,958.51 annual salary x 55% = $37,927.19

### **Office Equipment: $0.00**

### **Subcontracts: $40,543.50**

Hosting cost increased 10% compared to the previous year

ELPAC Reporting Hosting $18,322.38

* The estimated number of Summative and Summative Alternate ELPAC TRTs stored in the System during this fiscal year is 7.8 million.

CAASPP Non-Smarter Hosting $22,221.12

* The estimated number of Summative CAASPP Non-Smarter TRTs (i.e., CAST, CSA, CAA ELA, CAA Math, CAA Science) stored in the System during this fiscal year is 6.3 million.

### **Travel: $2,400.00**

This budget provides for, but is not limited to 2 Staff (Program Manager and Project Manager) making 1 trip each to meet with CDE. $1,200.00 per person per trip.

**Task 4 Travel $1,200.00 per person per trip x 2 staff = $2,400.00**

### **Smarter Balanced Member Services (Task 3): $9,550,000.00**

See Attachment B.2, Appendix A for Task 3 budget detail.

**Subtotal Direct Costs: $609,071.38**

**Total Indirect Cost @ 26%: $158,358.56**

**Smarter Balanced Member Services: $9,550,000.00**

**Credit Funded Services: $0**

**Grand Total FY23-24: $10,317,429.94**

## Fiscal Year July 1, 2024 – June 30, 2025

### **Labor $376,201.09**

**Program Manager/Team Lead 0.4 FTE @ $52,330.26**

Description of Services:

* Provide oversight and direction for the entire project
* Identify risks and develop mitigation strategies
* Oversee all activities and communications with CDE and CDE contractor(s) associated with the project
* Ensure that all project deliverables are complete and delivered on time
* Manage the testing strategy, ensuring that deliverables are complete and meet all requirements

**Project Manager: 1.0 FTE @ $101,754.74**

Description of Services:

* Manage the project schedule with all activities, dependencies, milestones, and delivery dates
* Track and report project status, issues, and decisions
* Coordinate the testing process, including UAT and associated communications

**Data Systems Analyst: 0.4 FTE @ $49,524.14**

Description of Services:

* Coordinate agreement on data transfer protocols and formats
* Coordinate communications between the technology teams at CDE, CDE contractor(s), and Smarter Balanced
* Plan and coordinate testing of data transfer, data ingest, and data validation
* Provide Tier 3 technical support to CDE and CDE contractor(s)
* Monitor systems performance and reliability, escalating issues as necessary
* Communicate regarding systems operations including deployment schedules, updates, security patches, and so forth
* Ensure that all technology services meet performance and reliability requirements

**System Administrator: 0.4 FTE @ $53,045.00**

Description of Services:

* Ensures data is stored securely and backed up regularly within an AWS infrastructure
* Monitors and analyzes the capabilities and performance of the systems and databases to maintain expected performance
* Troubleshoot and resolve emerging issues and outages as part of Tier 3 Support
* Establishes and executes the cloud operations for AWS databases
* Deploys enhancements, bug fixes, and updates to reporting environments

**Document Specialist/Admin: 0.6 FTE @ $48,519.70**

Description of Services:

* Provide administrative support to all team members
* Coordinate meeting scheduling and agenda-setting
* Coordinate document preparation including copy editing and ensuring that all documents meet accessibility requirements
* Generate project management reports

**Java Programmer: 0.5 FTE @ $71,027.25**

Description of Services:

* Serves as technical lead and subject matter expert for software development and support projects
* Plans, designs, develops, and debugs software for reporting applications
* Drafts and updates technical documentation
* Provides of effort and duration for proposed projects and activities
* Develops and executes test plans for software development, implementation, and deployment.

### **Employee Benefits $206,910.61**

The mandatory benefits for Employer Contributions will reflect the contracts, agreements, and policies. The mandatory benefits for Certificated Employer Contributions will conform to the California *Education Code.* The mandatory benefits for Certificated Employer Contributions are approximations and the calculations include the Retirement, Medicare, State Unemployment Insurance, and Worker’s Compensation.

Employee benefits are calculated as 55% of salary.

Program Manager/Team Lead: $52,330.26 annual salary x 55% = $28,781.63

Project Manager: $101,754.74 annual salary x 55% = $55,965.10

Data Systems Analyst: $49,524.14 annual salary x 55% = $27,238.28

Systems Administrator: $53,045.00 annual salary x 55% = $29,174.76

Document Specialist/Admin: $48,519.70 annual salary x 55% = $26,685.84

Java Programmer: $71,027.25 annual salary x 55% = $39,065.00

### **Office Equipment: $0.00**

### **Subcontracts: $44,597.85**

Hosting cost increased 10% compared to the previous year

ELPAC Reporting Hosting $20,154.62

* The estimated number of Summative and Summative Alternate ELPAC TRTs stored in the System during this fiscal year is 9.1 million.

CAASPP Non-Smarter Hosting $24,443.23

* The estimated number of Summative CAASPP Non-Smarter TRTs (i.e., CAST, CSA, CAA ELA, CAA Math, CAA Science) stored in the System during this fiscal year is 7.6 million.

### **Travel: $2,400.00**

This budget provides for, but is not limited to 2 Staff (Program Manager and Project Manager) making 1 trip each to meet with CDE. $1,200.00 per person per trip.

**Task 4 Travel $1,200.00 per person per trip x 2 staff = $2,400.00**

### **Smarter Balanced Member Services (Task 3): $9,550,000.00**

See Attachment B.2, Appendix A for Task 3 budget detail.

**Subtotal Direct Costs: $630,109.55**

**Total Indirect Cost @ 26%: $163,828.48**

**Smarter Balanced Member Services: $9,550,000.00**

**Credit Funded Services: $0**

**Grand Total FY24-25: $10,343,938.03**

## Fiscal Year July 1, 2025 – June 30, 2026

### **Labor $387,487.11**

**Program Manager/Team Lead 0.4 FTE @ $53,900.17**

Description of Services:

* Provide oversight and direction for the entire project
* Identify risks and develop mitigation strategies
* Oversee all activities and communications with CDE and CDE contractor(s) associated with the project
* Ensure that all project deliverables are complete and delivered on time
* Manage the testing strategy, ensuring that deliverables are complete and meet all requirements

**Project Manager: 1.0 FTE @ $104,807.38**

Description of Services:

* Manage the project schedule with all activities, dependencies, milestones, and delivery dates
* Track and report project status, issues, and decisions
* Coordinate the testing process, including UAT and associated communications

**Data Systems Analyst: 0.4 FTE @ $51,009.85**

Description of Services:

* Coordinate agreement on data transfer protocols and formats
* Coordinate communications between the technology teams at CDE, CDE contractor(s), and Smarter Balanced
* Plan and coordinate testing of data transfer, data ingest, and data validation
* Provide Tier 3 technical support to CDE and CDE contractor(s)
* Monitor systems performance and reliability, escalating issues as necessary
* Communicate regarding systems operations including deployment schedules, updates, security patches, and so forth
* Ensure that all technology services meet performance and reliability requirements

**System Administrator: 0.4 FTE @ $54,636.34**

Description of Services:

* Ensures data is stored securely and backed up regularly within an AWS infrastructure
* Monitors and analyzes the capabilities and performance of the systems and databases to maintain expected performance
* Troubleshoot and resolve emerging issues and outages as part of Tier 3 Support
* Establishes and executes the cloud operations for AWS databases
* Deploys enhancements, bug fixes, and updates to reporting environments

**Document Specialist/Admin: 0.6 FTE @ $49,975.29**

Description of Services:

* Provide administrative support to all team members
* Coordinate meeting scheduling and agenda-setting
* Coordinate document preparation including copy editing and ensuring that all documents meet accessibility requirements
* Generate project management reports

**Java Programmer: 0.5 FTE @ $73,158.08**

Description of Services:

* Serves as technical lead and subject matter expert for software development and support projects
* Plans, designs, develops, and debugs software for reporting applications
* Drafts and updates technical documentation
* Provides of effort and duration for proposed projects and activities
* Develops and executes test plans for software development, implementation, and deployment.

### **Employee Benefits $213,117.93**

The mandatory benefits for Employer Contributions will reflect the contracts, agreements, and policies. The mandatory benefits for Certificated Employer Contributions will conform to the California *Education Code.* The mandatory benefits for Certificated Employer Contributions are approximations and the calculations include the Retirement, Medicare, State Unemployment Insurance, and Worker’s Compensation.

Employee benefits are calculated as 55% of salary.

Program Manager/Team Lead: $53,900.17 annual salary x 55% = $29,645.09

Project Manager: $104,807.38 annual salary x 55% = $57,644.05

Data Systems Analyst: $51,009.85 annual salary x 55% = $28,055.43

Systems Administrator: $54,636.34 annual salary x 55% = $30,050.00

Document Specialist/Admin: $49,975.29 annual salary x 55% = $27,486.42

Java Programmer: $73,158.08 annual salary x 55% = $40,236.94

### **Office Equipment: $0.00**

### **Subcontracts: $49,057.64**

Hosting cost increased 10% compared to the previous year

ELPAC Reporting Hosting $22,170.08

* The estimated number of Summative and Summative Alternate ELPAC TRTs stored in the System during this fiscal year is 10.4 million.

CAASPP Non-Smarter Hosting $26,887.56

* The estimated number of Summative CAASPP Non-Smarter TRTs (i.e., CAST, CSA, CAA ELA, CAA Math, CAA Science) stored in the System during this fiscal year is 8.9 million.

### **Travel: $2,400.00**

This budget provides for, but is not limited to 2 Staff (Program Manager and Project Manager) making 1 trip each to meet with CDE. $1,200.00 per person per trip.

**Task 4 Travel $1,200.00 per person per trip x 2 staff = $2,400.00**

### **Smarter Balanced Member Services (Task 3): $9,550,000.00**

See Attachment B.2, Appendix A for Task 3 budget detail.

**Subtotal Direct Costs: $652,062.68**

**Total Indirect Cost @ 26%: $169,536.30**

**Smarter Balanced Member Services: $9,550,000.00**

**Credit Funded Services: $0**

**Grand Total FY25-26: $10,371,598.98**

## Fiscal Year July 1, 2026 – June 30, 2027

### **Labor $399,111.75**

**Program Manager/Team Lead 0.4 FTE @ $55,517.17**

Description of Services:

* Provide oversight and direction for the entire project
* Identify risks and develop mitigation strategies
* Oversee all activities and communications with CDE and CDE contractor(s) associated with the project
* Ensure that all project deliverables are complete and delivered on time
* Manage the testing strategy, ensuring that deliverables are complete and meet all requirements

**Project Manager: 1.0 FTE @ $107,951.60**

Description of Services:

* Manage the project schedule with all activities, dependencies, milestones, and delivery dates
* Track and report project status, issues, and decisions
* Coordinate the testing process, including UAT and associated communications

**Data Systems Analyst: 0.4 FTE @ $52,540.16**

Description of Services:

* Coordinate agreement on data transfer protocols and formats
* Coordinate communications between the technology teams at CDE, CDE contractor(s), and Smarter Balanced
* Plan and coordinate testing of data transfer, data ingest, and data validation
* Provide Tier 3 technical support to CDE and CDE contractor(s)
* Monitor systems performance and reliability, escalating issues as necessary
* Communicate regarding systems operations including deployment schedules, updates, security patches, and so forth
* Ensure that all technology services meet performance and reliability requirements

**System Administrator: 0.4 FTE @ $56,275.44**

Description of Services:

* Ensures data is stored securely and backed up regularly within an AWS infrastructure
* Monitors and analyzes the capabilities and performance of the systems and databases to maintain expected performance
* Troubleshoot and resolve emerging issues and outages as part of Tier 3 Support
* Establishes and executes the cloud operations for AWS databases
* Deploys enhancements, bug fixes, and updates to reporting environments

**Document Specialist/Admin: 0.6 FTE @ $51,474.56**

Description of Services:

* Provide administrative support to all team members
* Coordinate meeting scheduling and agenda-setting
* Coordinate document preparation including copy editing and ensuring that all documents meet accessibility requirements
* Generate project management reports

**Java Programmer: 0.5 FTE @ $75,352.82**

Description of Services:

* Serves as technical lead and subject matter expert for software development and support projects
* Plans, designs, develops, and debugs software for reporting applications
* Drafts and updates technical documentation
* Provides of effort and duration for proposed projects and activities Develops and executes test plans for software development, implementation, and deployment.

### **Employee Benefits $219,511.46**

The mandatory benefits for Employer Contributions will reflect the contracts, agreements, and policies. The mandatory benefits for Certificated Employer Contributions will conform to the California *Education Code.* The mandatory benefits for Certificated Employer Contributions are approximations and the calculations include the Retirement, Medicare, State Unemployment Insurance, and Worker’s Compensation.

Employee benefits are calculated as 55% of salary.

Program Manager/Team Lead: $55,517.17 annual salary x 55% = $30,534.44

Project Manager: $107,951.60 annual salary x 55% = $59,373.39

Data Systems Analyst: $52,540.16 annual salary x 55% = $28,897.09

Systems Administrator: $56,275.44 annual salary x 55% = $30,951.49

Document Specialist/Admin: $51,474.56 annual salary x 55% = $28,311.00

Java Programmer: $75,352.82 annual salary x 55% = $41,444.05

### **Office Equipment: $0.00**

### **Subcontracts: $53,963.40**

Hosting cost increased 10% compared to the previous year

ELPAC Reporting Hosting $24,387.09

* The estimated number of Summative and Summative Alternate ELPAC TRTs stored in the System during this fiscal year is 11.7 million.

CAASPP Non-Smarter Hosting $29,576.31

* The estimated number of Summative CAASPP Non-Smarter TRTs (i.e., CAST, CSA, CAA ELA, CAA Math, CAA Science) stored in the System during this fiscal year is 10.2 million.

### **Travel: $2,400.00**

This budget provides for, but is not limited to 2 Staff (Program Manager and Project Manager) making 1 trip each to meet with CDE. $1,200.00 per person per trip.

**Task 4 Travel $1,200.00 per person per trip x 2 staff = $2,400.00**

### **Smarter Balanced Member Services (Task 3): $9,550,000.00**

See Attachment B.2, Appendix A for Task 3 budget detail.

**Subtotal Direct Costs: $674,986.61**

**Total Indirect Cost @ 26%: $175,496.52**

**Smarter Balanced Member Services: $9,550,000.00**

**Credit Funded Services: $0**

**Grand Total FY26-27: $10,400,483.13**

# **ATTACHMENT B.2 APPENDIX A TASK 3 BUDGET DETAIL MEMBERSHIP PAYMENT SCHEDULE**

## The Regents of the University of California, on behalf of the Santa Cruz Campus Invoicing Schedule July 1, 2022 – June 30, 2023

Member must make timely payment of the applicable Initial Payment prior to the start of each fiscal year (i.e., on or before July 1). The remaining portion of Member’s Annual Fees will be paid in 10 equal monthly installments, each equal to the Monthly Fee Amount, with the first installment due not later than August 1 of the applicable fiscal year, and each subsequent installment due on the first day of the next nine calendar months (and with no Monthly Fee Amount due on June 1, all Annual Fees having been due prior to that time); provided, that if the Execution Date for this MOU occurs after July 31, then Member’s Monthly Fee Amount payments will be due as set forth on Exhibit A. UC will provide Member with an Invoice at least thirty (30) days prior to the due date for each Initial Payment and Monthly Fee Amount.

### **Fiscal Year 2022-23**

|  |  |  |
| --- | --- | --- |
| **Member’s Annual Fee**  **(divided by)** | **Months per Fiscal Year**  **(=)** | **Monthly Fee Amount** |
| $9,550,000.00 | 12 | $795,833.33 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Payment** | **Invoice**  **Date** | **Payment**  **Date** | **Member Fee Amount** | **Credit Applied** | **Total Invoice Amount** |
| Initial Payment (2 x monthly  payment) | 6/1/2022 | 7/1/2022 | $1,591,666.66 | ($1,591,666.66) | $- |
| Payment 2 | 7/1/2022 | 8/1/2022 | $795,833.33 | ($795,833.33) | $- |
| Payment 3 | 8/1/2022 | 9/1/2022 | $795,833.33 | ($795,833.33) | $- |
| Payment 4 | 9/1/2022 | 10/1/2022 | $795,833.33 | ($795,833.33) | $- |
| Payment 5 | 10/1/2022 | 11/1/2022 | $795,833.33 | ($486,541.91) | $309,291.42 |
| Payment 6 | 11/1/2022 | 12/1/2022 | $795,833.33 | $- | $795,833.33 |
| Payment 7 | 12/1/2022 | 1/1/2023 | $795,833.33 | $- | $795,833.33 |
| Payment 8 | 1/1/2023 | 2/1/2023 | $795,833.33 | $- | $795,833.33 |
| Payment 9 | 2/1/2023 | 3/1/2023 | $795,833.33 | $- | $795,833.33 |
| Payment 10 | 3/1/2023 | 4/1/2023 | $795,833.33 | $- | $795,833.33 |
| Payment 11 | 4/1/2023 | 5/1/2023 | $795,833.37 | $- | $795,833.37 |

**Total Member’s Annual Fee $9,550,000.000 ($4,465,708.56) $5,084,291.44**

## The Regents of the University of California, on behalf of the Santa Cruz Campus Invoicing Schedule July 1, 2023 – June 30, 2024

Member must make timely payment of the applicable Initial Payment prior to the start of each fiscal year (i.e., on or before July 1). The remaining portion of Member’s Annual Fees will be paid in 10 equal monthly installments, each equal to the Monthly Fee Amount, with the first installment due not later than August 1 of the applicable fiscal year, and each subsequent installment due on the first day of the next nine calendar months (and with no Monthly Fee Amount due on June 1, all Annual Fees having been due prior to that time); provided, that if the Execution Date for this MOU occurs after July 31, then Member’s Monthly Fee Amount payments will be due as set forth on Exhibit A. UC will provide Member with an Invoice at least thirty (30) days prior to the due date for each Initial Payment and Monthly Fee Amount.

### **Fiscal Year 2023-24**

| **Member’s Annual Fee**  **(divided by)** | **Months per Fiscal Year**  **(=)** | **Monthly Fee Amount** |
| --- | --- | --- |
| $9,550,000.00 | 12 | $795,833.33 |

| **Payment** | **Invoice Date** | **Payment Date** | **Member Fee Amount** |
| --- | --- | --- | --- |
| Initial Payment (2 x monthly payment) | 6/1/2023 | 7/1/2023 | $1,591,666.66 |
| Payment 2 | 7/1/2023 | 8/1/2023 | $795,833.33 |
| Payment 3 | 8/1/2023 | 9/1/2023 | $795,833.33 |
| Payment 4 | 9/1/2023 | 10/1/2023 | $795,833.33 |
| Payment 5 | 10/1/2023 | 11/1/2023 | $795,833.33 |
| Payment 6 | 11/1/2023 | 12/1/2023 | $795,833.33 |
| Payment 7 | 12/1/2023 | 1/1/2024 | $795,833.33 |
| Payment 8 | 1/1/2024 | 2/1/2024 | $795,833.33 |
| Payment 9 | 2/1/2024 | 3/1/2024 | $795,833.33 |
| Payment 10 | 3/1/2024 | 4/1/2024 | $795,833.33 |
| Payment 11 | 4/1/2024 | 5/1/2024 | $795,833.37 |

**Total Member’s Annual Fee $9,550,000.00**

## The Regents of the University of California, on behalf of the Santa Cruz Campus Invoicing Schedule July 1, 2024 – June 30, 2025

Member must make timely payment of the applicable Initial Payment prior to the start of each fiscal year (i.e., on or before July 1). The remaining portion of Member’s Annual Fees will be paid in 10 equal monthly installments, each equal to the Monthly Fee Amount, with the first installment due not later than August 1 of the applicable fiscal year, and each subsequent installment due on the first day of the next nine calendar months (and with no Monthly Fee Amount due on June 1, all Annual Fees having been due prior to that time); provided, that if the Execution Date for this MOU occurs after July 31, then Member’s Monthly Fee Amount payments will be due as set forth on Exhibit A. UC will provide Member with an Invoice at least thirty (30) days prior to the due date for each Initial Payment and Monthly Fee Amount.

### **Fiscal Year 2024-25**

| **Member’s Annual Fee**  **(divided by)** | **Months per Fiscal Year**  **(=)** | **Monthly Fee Amount** |
| --- | --- | --- |
| $9,550,000.00 | 12 | $795,833.33 |

| **Payment** | **Invoice Date** | **Payment Date** | **Member Fee Amount** |
| --- | --- | --- | --- |
| Initial Payment (2 x monthly payment) | 6/1/2024 | 7/1/2024 | $1,591,666.66 |
| Payment 2 | 7/1/2024 | 8/1/2024 | $795,833.33 |
| Payment 3 | 8/1/2024 | 9/1/2024 | $795,833.33 |
| Payment 4 | 9/1/2024 | 10/1/2024 | $795,833.33 |
| Payment 5 | 10/1/2024 | 11/1/2024 | $795,833.33 |
| Payment 6 | 11/1/2024 | 12/1/2024 | $795,833.33 |
| Payment 7 | 12/1/2024 | 1/1/2025 | $795,833.33 |
| Payment 8 | 1/1/2025 | 2/1/2025 | $795,833.33 |
| Payment 9 | 2/1/2025 | 3/1/2025 | $795,833.33 |
| Payment 10 | 3/1/2025 | 4/1/2025 | $795,833.33 |
| Payment 11 | 4/1/2025 | 5/1/2025 | $795,833.37 |

**Total Member’s Annual Fee $9,550,000.00**

## The Regents of the University of California, on behalf of the Santa Cruz Campus Invoicing Schedule July 1, 2025 – June 30, 2026

Member must make timely payment of the applicable Initial Payment prior to the start of each fiscal year (i.e., on or before July 1). The remaining portion of Member’s Annual Fees will be paid in 10 equal monthly installments, each equal to the Monthly Fee Amount, with the first installment due not later than August 1 of the applicable fiscal year, and each subsequent installment due on the first day of the next nine calendar months (and with no Monthly Fee Amount due on June 1, all Annual Fees having been due prior to that time); provided, that if the Execution Date for this MOU occurs after July 31, then Member’s Monthly Fee Amount payments will be due as set forth on Exhibit A. UC will provide Member with an Invoice at least thirty (30) days prior to the due date for each Initial Payment and Monthly Fee Amount.

### **Fiscal Year 2025-26**

| **Member’s Annual Fee**  **(divided by)** | **Months per Fiscal Year**  **(=)** | **Monthly Fee Amount** |
| --- | --- | --- |
| $9,550,000.00 | 12 | $795,833.33 |

| **Payment** | **Invoice Date** | **Payment Date** | **Member Fee Amount** |
| --- | --- | --- | --- |
| Initial Payment (2 x monthly payment) | 6/1/2025 | 7/1/2025 | $1,591,666.66 |
| Payment 2 | 7/1/2025 | 8/1/2025 | $795,833.33 |
| Payment 3 | 8/1/2025 | 9/1/2025 | $795,833.33 |
| Payment 4 | 9/1/2025 | 10/1/2025 | $795,833.33 |
| Payment 5 | 10/1/2025 | 11/1/2025 | $795,833.33 |
| Payment 6 | 11/1/2025 | 12/1/2025 | $795,833.33 |
| Payment 7 | 12/1/2025 | 1/1/2026 | $795,833.33 |
| Payment 8 | 1/1/2026 | 2/1/2026 | $795,833.33 |
| Payment 9 | 2/1/2026 | 3/1/2026 | $795,833.33 |
| Payment 10 | 3/1/2026 | 4/1/2026 | $795,833.33 |
| Payment 11 | 4/1/2026 | 5/1/2026 | $795,833.37 |

**Total Member’s Annual Fee $9,550,000.00**

## The Regents of the University of California, on behalf of the Santa Cruz Campus Invoicing Schedule July 1, 2026 – June 30, 2027

Member must make timely payment of the applicable Initial Payment prior to the start of each fiscal year (i.e., on or before July 1). The remaining portion of Member’s Annual Fees will be paid in 10 equal monthly installments, each equal to the Monthly Fee Amount, with the first installment due not later than August 1 of the applicable fiscal year, and each subsequent installment due on the first day of the next nine calendar months (and with no Monthly Fee Amount due on June 1, all Annual Fees having been due prior to that time); provided, that if the Execution Date for this MOU occurs after July 31, then Member’s Monthly Fee Amount payments will be due as set forth on Exhibit A. UC will provide Member with an Invoice at least thirty (30) days prior to the due date for each Initial Payment and Monthly Fee Amount.

### **Fiscal Year 2026-27**

| **Member’s Annual Fee**  **(divided by)** | **Months per Fiscal Year**  **(=)** | **Monthly Fee Amount** |
| --- | --- | --- |
| $9,550,000.00 | 12 | $795,833.33 |

| **Payment** | **Invoice Date** | **Payment Date** | **Member Fee Amount** |
| --- | --- | --- | --- |
| Initial Payment (2 x monthly payment) | 6/1/2026 | 7/1/2026 | $1,591,666.66 |
| Payment 2 | 7/1/2026 | 8/1/2026 | $795,833.33 |
| Payment 3 | 8/1/2026 | 9/1/2026 | $795,833.33 |
| Payment 4 | 9/1/2026 | 10/1/2026 | $795,833.33 |
| Payment 5 | 10/1/2026 | 11/1/2026 | $795,833.33 |
| Payment 6 | 11/1/2026 | 12/1/2026 | $795,833.33 |
| Payment 7 | 12/1/2026 | 1/1/2027 | $795,833.33 |
| Payment 8 | 1/1/2027 | 2/1/2027 | $795,833.33 |
| Payment 9 | 2/1/2027 | 3/1/2027 | $795,833.33 |
| Payment 10 | 3/1/2027 | 4/1/2027 | $795,833.33 |
| Payment 11 | 4/1/2027 | 5/1/2027 | $795,833.37 |

**Total Member’s Annual Fee $9,550,000.00**