

GMSD Work Session
June 17, 2019 5:30 PM
City Council Chambers

1. Annual Review/ Revision of Policies-First reading
2. Miscellaneous FY 2018-19 Budget Amendment # 32 & 33
3. Miscellaneous FY 2019-20 Budget Amendment # 1
4. GMSD FY 2019-20 Federal, Capital, Cafeteria, Health Insurance and OPEB Budgets after
Second Reading,
5. Aramark Contract Renewal 2019-20
6. Approval of Purchase of Chromebook Carts
7. Access Control Additions at All Schools
8. Flood Clean Up and Remediation at Houston High School
9. Houston High Gym Floor Replacement
10. Further Business

Germantown Municipal School District			
Monitoring: Review: Annually, in March	Descriptor Term: Grading	Descriptor Code: 4.600	Issued Date: August 2019 02/11/19
		Rescinds: 4.600	Issued: 09/25/18

1 **GRADING SYSTEM FOR GRADES K-5**

2 The grading system for Germantown Municipal Schools in accordance with the Tennessee
3 Uniform Grading System establishes the grading system for grades kindergarten through fifth
4 (5th) grades:

5 Two (2) report cards are used in grades K-5; Teachers should refer to the appropriate card for
6 explanation of the grading system for each level.

7 **Kindergarten, ~~and~~ First Grade, and Second Grade:**

8 The Kindergarten, ~~and~~ First, and Second Grade report cards show progress toward the state
9 standards. The grade level standard is set by the state and indicates what a student should
10 know and be able to do. Students are evaluated based on their progress toward meeting
11 benchmarks for each standard. This is indicated by mastery, satisfactory, needs
12 improvement, or unsatisfactory, and the letter “M”, “S”, “N”, or “U” is used to report the
13 progress for each standard.

14
15 **In all schools, students’ conduct is graded as E, G, S, N, or U and is to be reported at each**
16 **grading period on the report card. Self-contained classes receive one homeroom conduct**
17 **grade. Individual subject classes each give a conduct grade.** Report cards are sent home at
18 the end of each nine (9) week term.

19 **Grades ~~23~~-5:**

20 1. In all schools, students’ conduct is graded as E, G, S, N, or U and is to be reported at
21 each grading period on the report card. Self-contained classes receive one
22 homeroom conduct grade. Individual subject classes each give a conduct grade.
23

24 2. The letters “A”, “B”, “C”, “D”, and “F” express the basic grading system for
25 knowledge/subject areas with the following numerical values:

- 26 A.....93 - 100
- 27 B.....85 - 92
- 28 C.....75 - 84
- 29 D.....70 - 74
- 30 F.....Below 70

- 32 3. Report cards for grades 23-5 are sent to parents at the end of each nine (9)- week
33 period.
34
- 35 4. In grades 23-5 a minimum of nine grades per subject per nine (9)- week term
36 should be recorded for every student. Fifty percent of the required grades must be
37 earned and recorded by the interim of the nine (9)- week term. Exceptions may be
38 permitted in the 1st nine-week term. Term grades that are reported at the end of
39 each nine (9)- week period will be determined by the average of daily work, oral
40 assignments, written assignments, and tests. Homework assignments are of value
41 in affording students needed practice, and such assignments should be necessary
42 for mastery. Homework assignments may count for a maximum of 10% of the
43 grading period. Grading and honor code procedures shall be developed and
44 implemented by administration and followed by teachers.
45
- 46 5. Semester grades for grades 23-5 are determined by an average of grades for each
47 of the two nine (9) – week terms. Standardized tests should not be used as the sole
48 measure for passing or failing. TCAP scores may count a percentage of the second
49 semester average, as determined in the Testing Programs policy, IP 4.700.
50 **NOTE: Semester examinations are not given in grades 23-5.**
51
- 52 6. Final Grade – This grade is determined by averaging the two semester grades.
53
- 54 7. A student’s academic grade is solely intended to reflect the students’ mastery of
55 skills and standards in the designated subject. **Therefore, academic**
56 **credit/points may not be awarded or deducted for any purpose that is not**
57 **directly related to the student’s academic performance.** For example,
58 academic credit/points may not be deducted for failure to purchase certain brands
59 or types of school supplies. A reasonable number of academic points may be
60 deducted from a student’s academic grade for failure to submit homework or other
61 assigned academic work on the date specified by the teacher.
62
- 63 8. Parents are to be notified within a report card period when a student is not doing
64 acceptable work. Parent-teacher conferences should be held for gaining parental
65 support in an effort to improve student performance.

66 **T.C.A.§ 49-1-614**
67 **Tennessee State Board of Education Rule §0520-01-03-.05**

68 **GRADING SYSTEM FOR GRADES 6-12**

69 Germantown Municipal School District policy in accordance with the Tennessee Uniform
70 Grading System establishes the grading system for grades 6-12.

71 Report cards are sent to parents at the end of each nine (9) – week period, unless the
72 parents/guardians have exercised their option for paperless reports. Parents must be notified
73 within a report card period when a student is not doing acceptable work. Parent- teacher
74 conferences should be held for gaining parental support in an effort to improve student

75 performance.

76 In Grades 6-8, students' conduct is graded as excellent, satisfactory, needs improvement,
77 or unsatisfactory, and the initial letter "E", "S", "N", or "U" is used to report the conduct
78 grade. It is to be reported at each grading period on the report card with each subject grade.

79 **NOTE: If an erroneous grade has been entered, correction must be made**
80 **and a new report will be issued to the student.**

81

82 1. Grades will be reported on report cards and transcript records using the numerical
83 values indicated below:

84 A.....93 - 100

85 B.....85 - 92

86 C.....75 - 84

87 D.....70 - 74

88 F.....Below 70

89

90 2. Grades given at the end of each nine (9)- week period will be determined by the
91 average of daily work, oral, and written assignments, and tests. A minimum of ten
92 grades for the nine (9)- week period should be recorded for each subject. Fifty (50)
93 percent of the grades should be earned and recorded by the interim of the nine (9)-
94 week term. Homework assignments are of value in affording students needed
95 practice, and such assignments should be necessary for mastery. Homework
96 assignments may count for a maximum of 10% of the grading period. Grading and
97 honor code procedures shall be developed and implemented by administration and
98 followed by teachers

99 **NOTE:** Grading systems other than the above must be approved in writing by the
100 Director of Academic **Advancement Education** and the Superintendent.

101 3. A student's academic grade is solely intended to reflect the students' mastery of
102 skills and standards in the designated subject. **Therefore, academic credit/points**
103 **may not be awarded or deducted for any purpose that is not directly related**
104 **to the student's academic performance.** For example, academic credit/points
105 may not be deducted for failure to purchase certain brands or types of school
106 supplies. A reasonable number of academic points may be deducted form a
107 student's academic grade for failure to submit homework or other assigned
108 academic work on the date specified by the teacher.

109

110 4. In the event of an excused absence, students are expected to make up missed work
111 within a reasonable amount of time as determined by the school policy, with a
112 minimum of one day allowed for each day absent.

113

114 5. Semester exams are not given in grades 6-8 with the exception of high school level
115 courses. Students who successfully complete a high school course will earn high
116 school credit. Semester grades earned in high school courses mentioned above,
117 regardless of credits earned, will be recorded on the high school transcript.
118 *Effective with the graduating class of 2019, only courses completed for credit in*
119 *grades 9, 10, 11, and 12 shall be counted toward the Grade Point Average (GPA).*

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6. No student should fail for the semester or year if the only failing grade is that of the semester examination, provided the student has made an honest effort on the examination.
7. Credits will be awarded in 0.5 increments upon successful completion of a semester; however, credits for full year courses may be awarded if the final yearly average is a passing grade (70 or higher).
8. For high school courses, semester grades are determined by counting the two (2) quarters as eighty (80) percent and the semester examination or a comparable evaluation, as twenty (20) percent.
9. In all Advanced Placement (**AP**) courses at the secondary level, five (5) points shall be added to each quarter numerical grade and each semester exam grade. The two nine (9) - week grades and the semester exam grade, with the points included, will be used to calculate the semester average.
10. In all Dual Credit (**DC**), Capstone Industry Certification, and Dual Enrollment (**DE**) courses at the secondary level, four (4) points shall be added to each quarter numerical grade and each semester exam grade. The two nine (9) - week grades and the semester exam grade, with the points included, will be used to calculate the semester average.
11. In all grades for Honors courses at the secondary level, three (3) points shall be added to each quarter numerical grade and each semester exam grade. The two nine (9) week grades, the semester exam grade, with added Honors course points included, will be used to calculate the semester average.
12. A student having a (ninety-three) 93 or higher average for the two (2) terms in a specific course will be exempted from the semester exam, if the student desires. When a student is exempted from the examination, the semester average will be the average of the two term grades. **ANY UNEXCUSED ABSENCE OR MORE THAN FIVE (5) EXCUSED ABSENCES PER SEMESTER IN THE COURSE WILL DISQUALIFY THE STUDENT FROM ALL EXEMPTIONS. EXEMPTIONS APPLY ONLY TO TEACHER-MADE SEMESTER EXAMINATIONS.** (Religious holidays and excused post-secondary travel days will not count against the exemption status of the student.)
12th grade students are eligible for exam exemption during both semesters. All other students in high school courses who meet the above requirements may be exempted for only the second semester exam.

161 **Tennessee State Board of Education Rule §0520-1-3-.06 Tennessee State Board of Education**
162 **Rule §0520-01-03 .05**

163 The purpose for ranking students is to give colleges an accurate picture of which students
164 have distinguished themselves with a selection of challenging courses and have excelled
165 within those courses over the four years of high school.

166 The procedure for calculating rank in the GMSD high school will be as follows:

167 ~~For the graduating class of 2016, rank will be calculated by weighted GPA.~~

168 *Effective with the graduating class of 2017*, rank will be calculated by weighted GPA;

169 however, online courses taken outside of the GMSD high school will not count toward

170 GPA unless approved for credit recovery purposes.

<u>For Standard classes:</u>	<u>For Capstone Industry* and Honors classes:</u>	<u>For DC classes*:</u>	<u>For AP* & DE classes**:</u>
A =4.0	A = 4.5	A = 4.75	A = 5.0
B = 3.0	B = 3.5	B = 3.75	B = 4.0
C = 2.0	C = 2.5	C = 2.75	C = 3.0
D =1.0	D = 1.5	D = 1.75	D = 2.0
F = 0	F = 0	F =0	F = 0

171 *These courses are eligible for additional percentage point weighting ~~for~~ and are awarded
172 **only to** students who sit for the identified exam.

173 **Dual enrollment courses that are successfully passed and are recognized for high school
174 credit are eligible for additional percentage point weighting.

175 *Effective with the 2018-2019 freshman cohort*, One (1) quality point shall be added to the
176 numerical quality point value corresponding to the letter grade received in an early
177 postsecondary courses.

<u>For Standard classes:</u>	<u>For Honors classes:</u>	<u>For EPSO Courses: AP*, Cambridge, Capstone Industry Certification*, Dual Enrollment**, International Baccalaureate*, Statewide Dual Credit*:</u>
A =4.0	A = 4.5	A = 5.0
B = 3.0	B = 3.5	B = 4.0
C = 2.0	C = 2.5	C = 3.0
D =1.0	D = 1.5	D = 2.0
F = 0	F = 0	F = 0

178 *These courses are eligible for additional percentage point weighting ~~for~~ and are awarded
179 **only to** students who sit for the identified exam.

180 **Dual enrollment courses that are successfully passed and are recognized for high school
181 credit are eligible for additional percentage point weighting.

182

183 Report to Parents

184 Report cards are issued to parents at the end of each nine (9)- week session. The report
185 cards will be issued soon after the conclusion of each grading period. The grading

186 period schedule ~~is listed on page 2~~ will be published on the district website and all
187 school websites. Parent involvement is an important variable of student success. Parents
188 are encouraged to discuss the student's progress with school personnel.

189 **TRANSCRIPTS**

190 The school district shall maintain a transcript for each student which sets forth a
191 cumulative record of the student's attendance, achievement and units of credits earned.
192 High school transcripts may only be altered by high school counselors with
193 authorization of the Vice-Principal. Elementary and middle school transcripts may only
194 be altered by the School Principal or the Assistant Principal. Alterations to student
195 transcripts shall be supported by documents providing an explanation of the reason for
196 the transcript alteration and evidence that the student has earned the grade reflected in
197 the altered transcript.

198 Alteration to transcripts other than as provided in this Policy may subject the employee
199 to disciplinary action, including but not limited to, revocation of a professional educator
200 license or certification issued by the Department of Education and may be subject to
201 prosecution for falsification of educational or academic records.
202

Cross Reference

Alternative Credit Options 4.209
Honor Roll, Awards, and Class Ranking 4.602
State Board of Education Rule 0520-01-03
State Board of Education Rule 0520-01-03-.03
T.C.A. § 49-6-901
T.C.A. § 49-6-3017
T.C.A. § 49-6-3020
T.C.A. § 49-6-7002
T.C.A. § 49-50-1801

Germantown Municipal School District

Monitoring: Review: Annually, in May	Descriptor Term: Vacations and Holidays	Descriptor Code: 5.310	Issued Date: Aug 2019
		Rescinds:	Issued: 06/11/15

1 Vacations and Holidays will be granted to regular, full time employees subject to the following
2 provisions:

3 **A. General Provisions**

- 4 1. Temporary and part-time employees are not eligible for vacation.
5
6 2. ~~Vacation leave will be credited to new employees once the employee has completed six (6)~~
7 ~~months of continuous service.~~ Eligible **full-time new** employees will begin accruing
8 vacation upon the **first (1)** ~~seventh (7)~~ month of employment.
9
10 3. ~~An employee that worked full time in a Shelby County School/Central Office during the~~
11 ~~2013-2014 school year now works full time for the Municipal School district is not~~
12 ~~considered a new employee.~~
13
14 4. ~~An employee who resigns or terminates from the Municipal School district shall be paid for~~
15 ~~any unused earned vacation leave, provided the employee has completed six (6) months of~~
16 ~~service. Any days advanced are not considered earned and shall not be paid out.~~
17
18 5. Full-time ten (10) month classified employees will receive one (1) day per year to be used
19 for personal business in addition to earned sick leave. After 10 years of continuous service,
20 classified employees will earn an additional personal day. Any unused personal days will be
21 converted to sick days for the following school year.
22
23 6. Full-time certified employees will receive two (2) days per year in addition to earned sick
24 leave to be used for personal business. Two (2) unused days may be converted to sick.

25 **B. Twelve (12) Month Employees**

- 26 1. Any full-time twelve (12) month employee who is employed by the Municipal School
27 district will be granted vacation based on the following schedule:

Length of Service Vacation Accrued	Semi-Monthly Basis
Six (6) months and one day, but less than one (1) year	42
One (1) year, but less than five (5) years	42
<i>(Maximum of 10 days per year)</i>	
Five (5) years, but less than ten (10) years.....	50

1 *(Maximum of 12 days per year)*
 2 Ten (10) years, but less than fifteen (15) years63
 3 *(Maximum of 15 days per year)*
 4 Fifteen years or more.....84
 5 *(Maximum of 20 days per year)*

- 6 2. The increase accrual rates are based on the length of service and become effective on the
 7 anniversary of the employee’s date of hire, provided he/she has been in continuous service.
 8
 9 3. Vacation is accrued semi-monthly. District administration will manage timeline for
 10 disbursement. ~~the accumulated amount of vacation appears on the employee’s paychecks.~~
 11 ~~All eligible employees may accrue up to a maximum of twenty-five (25) vacation days.~~
 12
 13 4. A maximum of Twenty-Five (25) days may be carried forward from one fiscal year to the
 14 next. Vacation leave accrued in excess of the applicable maximum shall be transferred to
 15 sick leave on June 30 each year.
 16
 17 5. An employee who resigns or terminates from the Municipal School District shall be paid
 18 for any unused earned vacation leave. Upon termination of employment, any accrued
 19 vacation in excess of the appropriate carry forward amount shall be credited to the sick
 20 leave balance of the terminating employee. Any days advanced are not considered earned
 21 and shall not be paid out. Any advanced days used before being accrued shall be deducted
 22 on the employee’s final paycheck. Payment or collection for accrued or advanced vacation
 23 shall be at the employee’s current rate of pay.
 24
 25 6. Vacation leave is accrued while an employee is in paid status but does not accrue while an
 26 employee is in an unpaid status.
 27
 28 7. Holidays are not paid to employees who are in an unpaid status.
 29
 30 8. Designated Municipal School district holidays that fall within the vacation schedule are not
 31 to be counted as vacation days. Full time, twelve-month employees will be paid for thirteen
 32 (13) paid holidays that will be determined annually and reflected on the payroll calendar
 33 and paid during the corresponding payroll period.
 34
 35 9. Vacation schedules that shall be approved by the employee’s immediate supervisor should
 36 be planned in such a way that the operational procedures are not interrupted.

37 C. Full time classified employees working less than twelve (12) months

- 38 1. Schedule – Ten (10) paid holidays will be determined annually and reflected on the payroll
 39 calendar and paid during the corresponding payroll period. Ten (10) vacation days are built
 40 into the employee’s work calendar, so as to reduce number of unpaid days throughout the
 41 school year. These days are not paid out if the employee resigns and are not for the
 42 employee’s use.
 43

- 1 2. The employee must work the day before and after a paid holiday in order to be paid for the
2 holiday or
- 3
- 4 3. The employee uses such paid leave time as he/she is entitled to, based upon employment
5 status to cover the day before and after a paid holiday.

- 6 D. Full time certified employees working less than twelve (12) months

- 7 1. Employees shall earn 1 vacation day for every 20 days worked and those days are
8 distributed throughout the employee's work calendar. These days are not paid out if the
9 employee resigns and are not for the employee's use.

Germantown Municipal School District

Monitoring: Review: Annually, in May	Descriptor Term: Vacations and Holidays	Descriptor Code: 5.310	Issued Date: Aug 2019
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 2 provisions:

3 A. General Provisions

- 4 1. Temporary and part-time employees are not eligible for vacation.
 5
 6 2. ~~Vacation leave will be credited to new employees once the employee has completed six (6)~~
 7 ~~months of continuous service.~~ Eligible **full-time new** employees will begin accruing
 8 vacation upon the **first (1)** ~~seventh (7)~~ month of employment.
 9
 10 3. ~~An employee that worked full time in a Shelby County School/Central Office during the~~
 11 ~~2013-2014 school year now works full time for the Municipal School district is not~~
 12 ~~considered a new employee.~~
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 14 4. ~~An employee who resigns or terminates from the Municipal School district shall be paid for~~
 15 ~~any unused earned vacation leave, provided the employee has completed six (6) months of~~
 16 ~~service. Any days advanced are not considered earned and shall not be paid out.~~
 17
 18 5. Full-time ten (10) month classified employees will receive one (1) day per year to be used
 19 for personal business in addition to earned sick leave. After 10 years of continuous service,
 20 classified employees will earn an additional personal day. Any unused personal days will be
 21 converted to sick days for the following school year.
 22
 23 6. Full-time certified employees will receive two (2) days per year in addition to earned sick
 24 leave to be used for personal business. Two (2) unused days may be converted to sick.

25 B. Twelve (12) Month Employees

- 26 1. Any full-time twelve (12) month employee who is employed by the Municipal School
 27 district will be granted vacation based on the following schedule:

Length of Service Vacation Accrued	Days earned on Semi-Monthly Basis
Six (6) months and one day, but less than one (1) year	0.42
Less than One (1) year, but less no more than five (5) years.....	0.42
<i>(Maximum of 10 days per year)</i>	
Five (5) years, but less than ten (10) years.....	0.50

1 *(Maximum of 12 days per year)*
 2 Ten (10) years, but less than fifteen (15) years0.63
 3 *(Maximum of 15 days per year)*
 4 Fifteen years or more.....0.84
 5 *(Maximum of 20 days per year)*

6 2. The increase accrual rates are based on the length of service and become effective on the
 7 anniversary of the employee’s date of hire, provided he/she has been in continuous service.

8
 9 3. Vacation is accrued semi-monthly. District administration will manage timeline for
 10 disbursement. ~~the accumulated amount of vacation appears on the employee’s paychecks.~~
 11 ~~All eligible employees may accrue up to a maximum of twenty-five (25) vacation days.~~

12
 13 4. A maximum of Twenty-Five (25) days may be carried forward from one fiscal year to the
 14 next. Vacation leave accrued in excess of the applicable maximum shall be transferred to
 15 sick leave on June 30 each year.

16
 17 5. An employee who resigns or terminates from the Municipal School District shall be paid
 18 for any unused earned vacation leave. Upon termination of employment, any accrued
 19 vacation in excess of the appropriate carry forward amount shall be credited to the sick
 20 leave balance of the terminating employee. Any days advanced are not considered earned
 21 and shall not be paid out. Any advanced days used before being accrued shall be deducted
 22 on the employee’s final paycheck. Payment or collection for accrued or advanced vacation
 23 shall be at the employee’s current rate of pay.

24
 25 6. Vacation leave is accrued while an employee is in paid status but does not accrue while an
 26 employee is in an unpaid status.

27
 28 7. Holidays are not paid to employees who are in an unpaid status.

29
 30 8. Designated Municipal School district holidays that fall within the vacation schedule are not
 31 to be counted as vacation days. Full time, twelve-month employees will be paid for thirteen
 32 (13) paid holidays that will be determined annually and reflected on the payroll calendar
 33 and paid during the corresponding payroll period.

34
 35 9. Vacation schedules that shall be approved by the employee’s immediate supervisor should
 36 be planned in such a way that the operational procedures are not interrupted.

37 C. Full time classified employees working less than twelve (12) months

38 1. Schedule – Ten (10) paid holidays will be determined annually and reflected on the payroll
 39 calendar and paid during the corresponding payroll period. Ten (10) vacation days are built
 40 into the employee’s work calendar, so as to reduce number of unpaid days throughout the
 41 school year. These days are not paid out if the employee resigns and are not for the
 42 employee’s use.
 43

- 1 2. The employee must work the day before and after a paid holiday in order to be paid for the
2 holiday or
- 3
- 4 3. The employee uses such paid leave time as he/she is entitled to, based upon employment
5 status to cover the day before and after a paid holiday.

- 6 D. Full time certified employees working less than twelve (12) months

- 7 1. Employees shall earn 1 vacation day for every 20 days worked and those days are
8 distributed throughout the employee's work calendar. These days are not paid out if the
9 employee resigns and are not for the employee's use.



Germantown Municipal School District Budget Amendment

Fiscal Year: 2018-2019

Amendment # 32

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-72620-335	Maintenance & Repairs	809,730	-	(60,000)	749,730
141-72710-312	Contract w/Private Agency - Transp	1,450,000	-	60,000	1,510,000

REASON FOR AMENDMENT:

To transfer funds to cover Durham contract expenditures.

APPROVAL / DENIAL:

_____ Budget revision is approved effective _____.

_____ Budget revision is denied for the following reason(s):

_____ Date _____

_____ Date _____



Germantown Municipal School District Budget Amendment

Fiscal Year: 2018-2019

Amendment # 33

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-49700	Insurance Recoveries Revenue	-	-	400,000	400,000
141-76100-799	Other Capital Outlay	1,000,000	-	400,000	1,400,000

REASON FOR AMENDMENT:

To appropriate funds for flood damage at HHS.

APPROVAL / DENIAL:

_____ Budget revision is approved effective _____.

_____ Budget revision is denied for the following reason(s):

_____ Date _____

_____ Date _____



Germantown Municipal School District Budget Amendment

Fiscal Year: 2019-2020

Amendment # 1

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-46511	BEP Revenues	28,748,000	-	72,047	28,820,047
141-72320-161	Secretaries	53,384	-	49,705	103,089
141-72320-201	Social Security	24,908	-	3,082	27,990
141-72320-204	Retirement	35,336	-	4,608	39,944
141-72320-206	Life Insurance	1,500	-	187	1,687
141-72320-207	Medical Insurance	26,250	-	5,250	31,500
141-72320-212	Medicare	5,825	-	721	6,546
141-72510-161	Purchasing Personnel	49,705	-	5,295	55,000
141-72510-201	Social Security	26,149	-	328	26,477
141-72510-204	Retirement	39,097	-	491	39,588
141-72510-206	Life Insurance	1,438	-	63	1,501
141-72510-207	Medical Insurance	51,520	-	2,240	53,760
141-72510-212	Medicare	6,115	-	77	6,192

REASON FOR AMENDMENT:

To appropriate funds for Purchasing Analyst position - 1 FTE.

APPROVAL / DENIAL:

_____ Budget revision is approved effective _____.

_____ Budget revision is denied for the following reason(s):

GMSD Board Chair

Date

GMSD Superintendent

Date



2020 GMSD OTHER FUNDS

SECOND READING – June 17, 2019

KEVIN JONES,
CHIEF FINANCIAL OFFICER

JASON MANUEL,
SUPERINTENDENT

REBECCA LUTER,
SCHOOL BOARD CHAIR





GERMANTOWN MUNICIPAL SCHOOL DISTRICT

BOARD OF EDUCATION

Rebecca Luter	Chair
Amy Eoff	Vice-Chair
Linda Fisher	Board member
Angela Griffith	Board member
Betsy Landers	Board member

ADMINISTRATION

Jason Manuel	Superintendent
Dan Haddow	Assistant Superintendent
Chauncey Bland	Executive Director of Student Services
Josh Cathey	Chief of Operations
Mason Grace	Director of Curriculum Technology and Communications
Sarah Huffman	Executive Director of Exceptional Student Education
Kevin Jones	Chief Financial Officer
Dr. Meredith Park	Executive Director of Academic Education
John Pierce	Director of Information Systems

GERMANTOWN MUNICIPAL SCHOOL DISTRICT

SCHOOL DISTRICT VISION, MISSION, AND BELIEFS

VISION

Excellence. *Always.*

MISSION

To prepare, inspire, and empower students to become engaged learners and socially responsible citizens.

BELIEFS

WE BELIEVE IN FOCUSING ON WHAT MATTERS MOST

It is the belief of Germantown Municipal School District to place students at the forefront of all decisions; to respect the state department of education's plan and ambitions with Tennessee Succeeds; and to focus on developing a local public school system that excels in all academic and non-academic areas.



CONTENTS

OTHER FUNDS

4

FEDERAL PROJECTS REVENUES

Carl Perkins Basic, Consolidated Administration, Title I, Title II, Title III, Title IV, IDEA, IDEA Preschool

6

FEDERAL PROJECTS EXPEND

Carl Perkins Basic, Consolidated Administration, Title I, Title II, Title III, Title IV, IDEA, IDEA Preschool

24

SCHOOL NUTRITION

26

CAPITAL IMPROVEMENTS

28

HEALTH INSURANCE

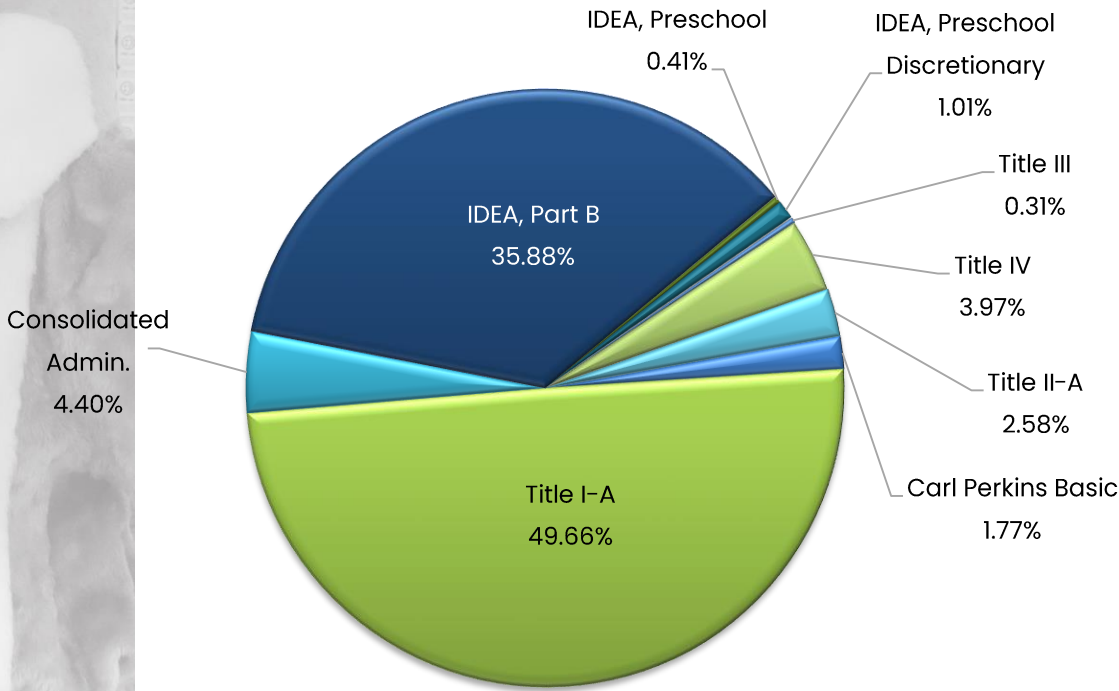
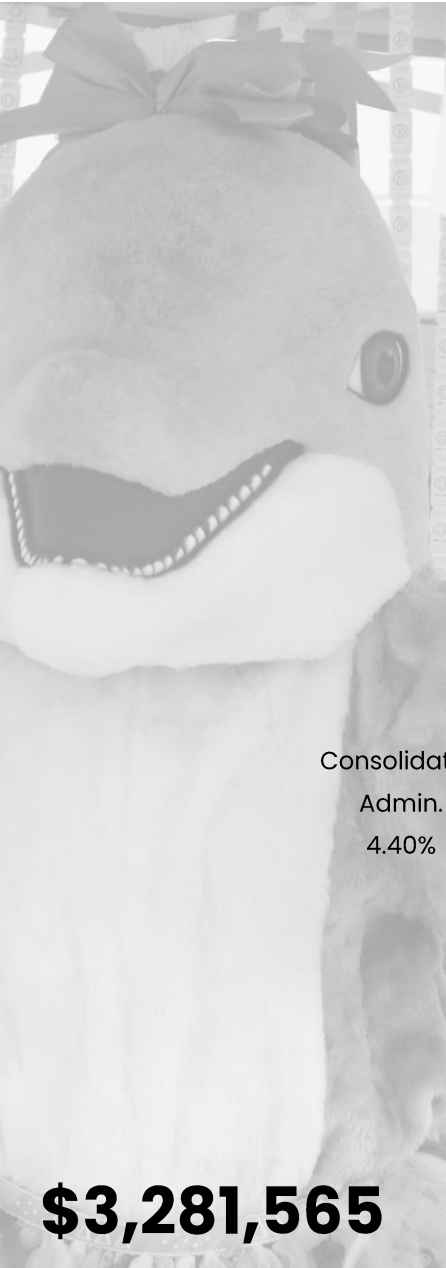
30

OPEB TRUST

Excellence. Always.

Our Germantown Municipal School District's focus is: to place students at the forefront of all our decisions; to respect our state department of education's plan and ambitions with Tennessee Succeeds; and to focus on developing a local public school system that excels in all academic and non-academic areas.

FEDERAL PROJECTS REVENUES



\$3,281,565

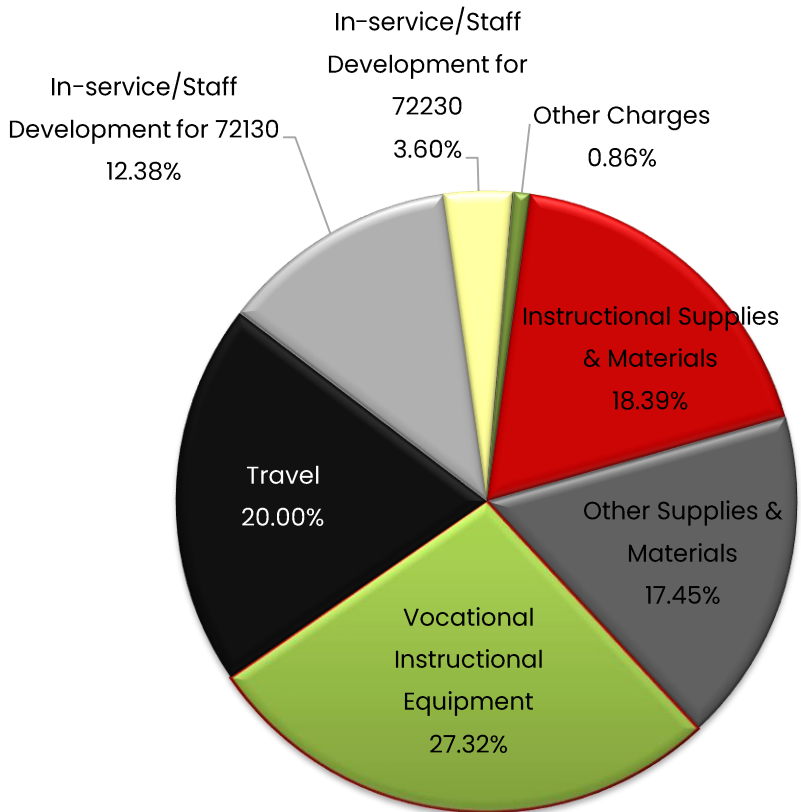
Subcategories

- Carl Perkins Basic
- Consolidated Admin
- Title I-A
- Title II-A
- Title III
- Title IV
- IDEA, Part B
- IDEA, Preschool
- IDEA, Preschool Discretionary

FEDERAL PROJECTS REVENUES

<u>Fund</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
47131	Carl Perkins Basic	58,169	57,214	52,785
47131	Carl Perkins Reserve	-	6,250	-
47141	Title I-A	1,629,727	2,542,594	1,422,808
47141	Consolidated Admin.	144,537	262,807	191,416
47143	IDEA, Part B	1,177,428	1,337,840	1,172,673
47143	IDEA, Preschool	13,408	16,747	11,381
47143	IDEA, Preschool Discretionary	33,000	4,564	4,396
47146	Title III	10,233	15,215	9,610
47147	Title IV	130,354	147,076	55,808
47189	Title II-A	84,709	140,256	95,424
FEDERAL PROJECTS REVENUES TOTAL:		<u>3,281,565</u>	<u>4,530,563</u>	<u>3,016,301</u>

CARL PERKINS BASIC



\$58,169

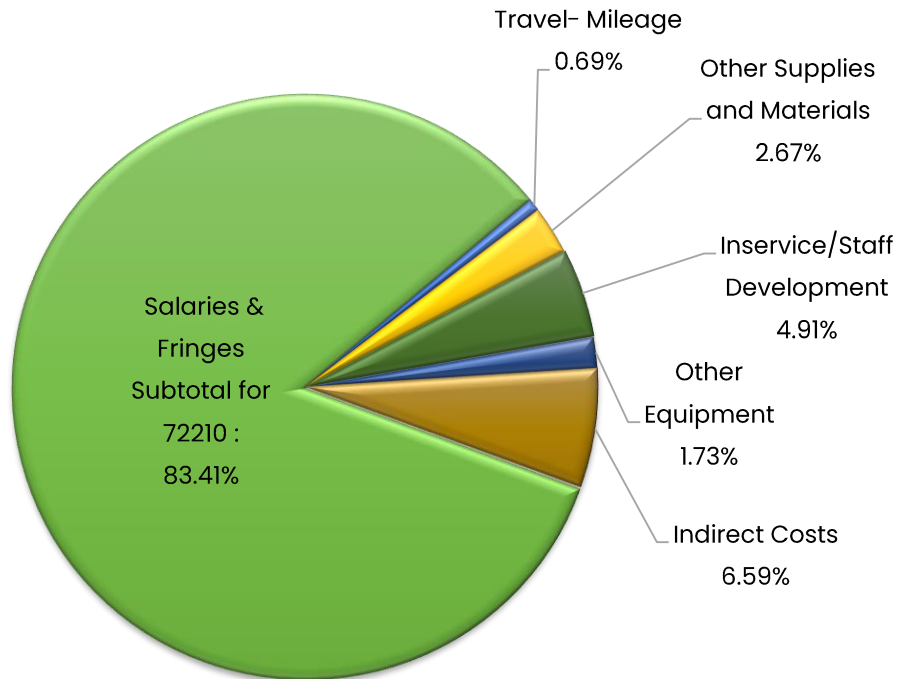
Overview

Carl Perkins provides funding for secondary career and technical education programs. The funding is used for secondary and adult career and technical programs, technology program improvement, technology preparation, and career enhancement.

CARL PERKINS BASIC

<u>Fund</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
Vocational Instruction (71300)				
429	Instructional Supplies & Materials	10,700	-	52,785
499	Other Supplies & Materials	10,150	18,810	
730	Vocational Instructional Equipment	15,892	21,240	-
Other Student Support (72130)				
355	Travel	11,634	11,443	-
524	In-service/Staff Development	7,200	4,221	-
Support: Vocational Education (72230)				
524	In-service/Staff Development	2,093	-	-
599	Other Charges	500	500	-
Transfers Out (99100)				
504	Indirect Costs	-	1,000	-
CARL PERKINS BASIC TOTAL:		58,169	57,214	52,785

CONSOLIDATED ADMINISTRATION



\$144,537

Overview

Consolidated Administration funds are utilized to administer Elementary and Secondary Education Act (ESEA) programs which provide services for children, teachers, principals, other instructional staff, and parents. These resources are also used to ensure compliance with all applicable statutes, regulations, and procedures. Programs included are Title I, Part A; Title II, Part A; and Title III, Part A.

CONSOLIDATED ADMIN

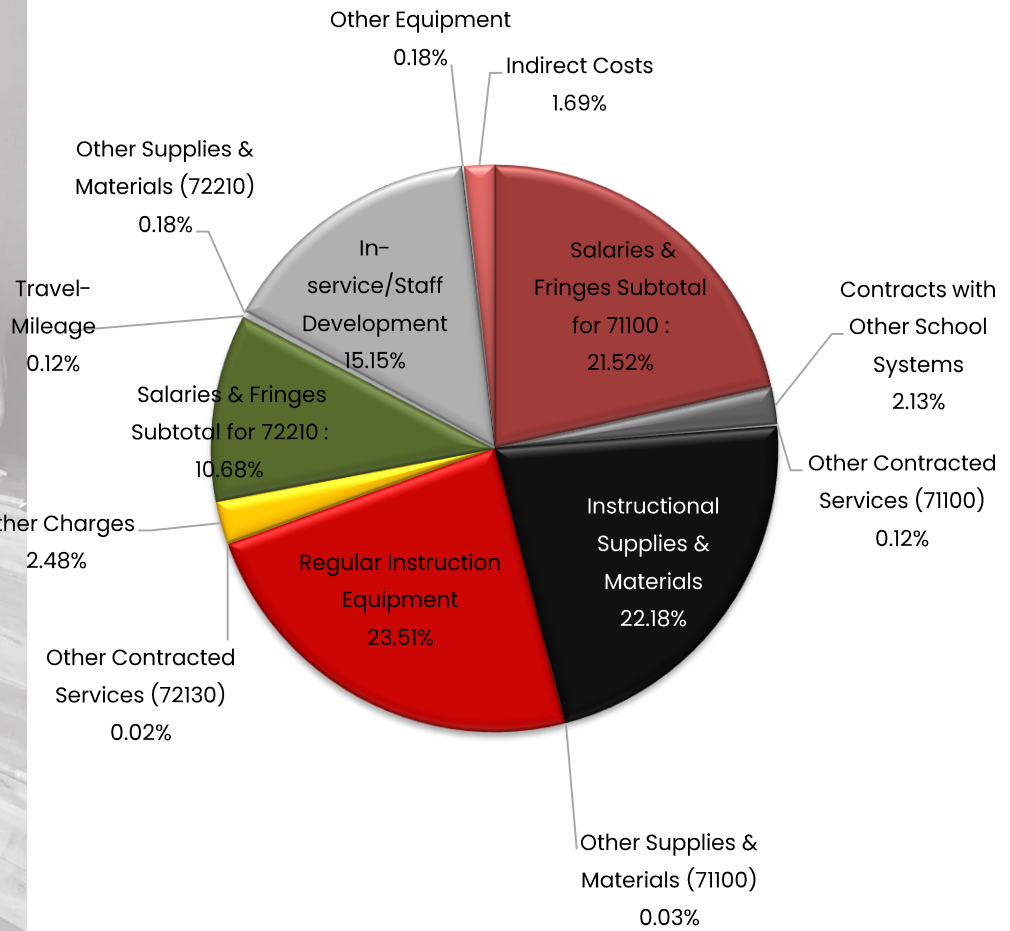
Fund	Description	FY 2020 Budget	FY 2019 Budget	FY 2018 Actual
Support: Regular Instruction (72210)				
16200	Clerical (1 Financial Secretary)	-	-	5,740
18900	Other Salaries & Wages (1 FTE)	94,761	175,000	128,289
20100	Social Security	5,875	10,850	7,911
20400	State Retirement	10,073	18,305	12,154
20600	Life Insurance	224	429	304
20700	Medical Insurance	8,255	14,823	11,160
21200	Medicare	1,374	2,538	1,848
	Salaries & Fringes Subtotal for 72210 :	120,562	221,945	167,406
35500	Travel- Mileage	1,000	2,000	-
49900	Other Supplies and Materials	3,857	3,797	1,470
52400	Inservice/Staff Development	7,091	10,000	4,181
79000	Other Equipment	2,500	5,000	4,116
Transfers Out (99100)				
50400	Indirect Costs	9,527	20,065	14,243
CONSOLIDATED ADMIN TOTAL:		144,537	262,807	191,416



TITLE I-A



\$1,629,727



Overview

Title I, Improving Academic Achievement, provides resources to help ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education, and reach, at a minimum, proficiency on challenging state academic standards and state academic assessments. The major focus of this funding are school improvement, assessment, and accountability.

TITLE I-A

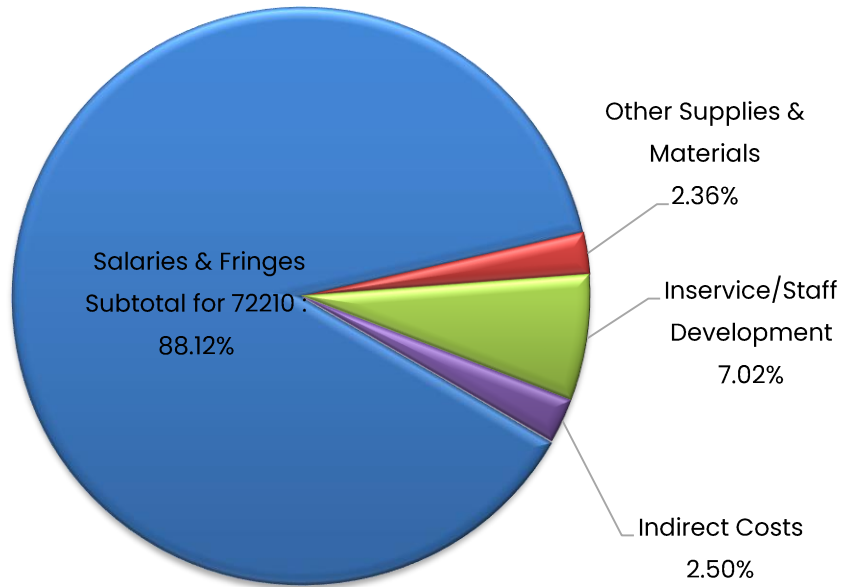
Fund	Description	FY 2020 Budget	FY 2019 Budget	FY 2018 Actual
Regular Instruction (71100)				
11600	Teachers (3 FTEs)	189,005	114,108	110,466
18900	Other Salaries & Wages	101,130	148,755	20,779
20100	Social Security	17,988	16,297	7,730
20400	State Retirement	28,965	27,495	11,473
20600	Life Insurance	441	312	339
20700	Medical Insurance	8,942	5,365	4,471
21200	Medicare	4,207	3,812	1,808
	Salaries & Fringes Subtotal for 71100 :	350,678	316,144	157,066
31100	Contracts with Other School Systems	34,748	45,858	
39900	Other Contracted Services (71100)	2,000	27,000	34,901
42900	Instructional Supplies & Materials	361,443	690,008	204,975
49900	Other Supplies & Materials (71100)	500	500	-
72200	Regular Instruction Equipment	383,218	784,722	722,356
39900	Other Contracted Services (72130)	347	463	-
59900	Other Charges	40,374	40,381	3,695
Support: Regular Instruction (72210)				
18900	Other Salaries & Wages (2)	137,727	138,743	36,912
20100	Social Security	8,602	8,602	2,202
20400	State Retirement	14,513	14,513	3,297
20600	Life Insurance	377	377	-
20700	Medical Insurance	10,780	10,780	-
21200	Medicare	2,012	2,012	514
	Salaries & Fringes Subtotal for 72210 :	174,011	175,027	42,925
35500	Travel- Mileage	2,000	2,000	-
49900	Other Supplies & Materials (72210)	3,000	3,000	-
52400	In-service/Staff Development	246,873	381,491	204,030
79000	Other Equipment	3,000	6,000	378
Transfers Out (99100)				
50400	Indirect Costs	27,535	70,000	52,482
TITLE I-A TOTAL:		1,629,727	2,542,594	1,422,808





TITLE II-A

\$84,709



Overview

Title II, Training & Recruiting, is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality and ensure that all teachers are highly qualified. These funds are utilized to provide professional development activities.

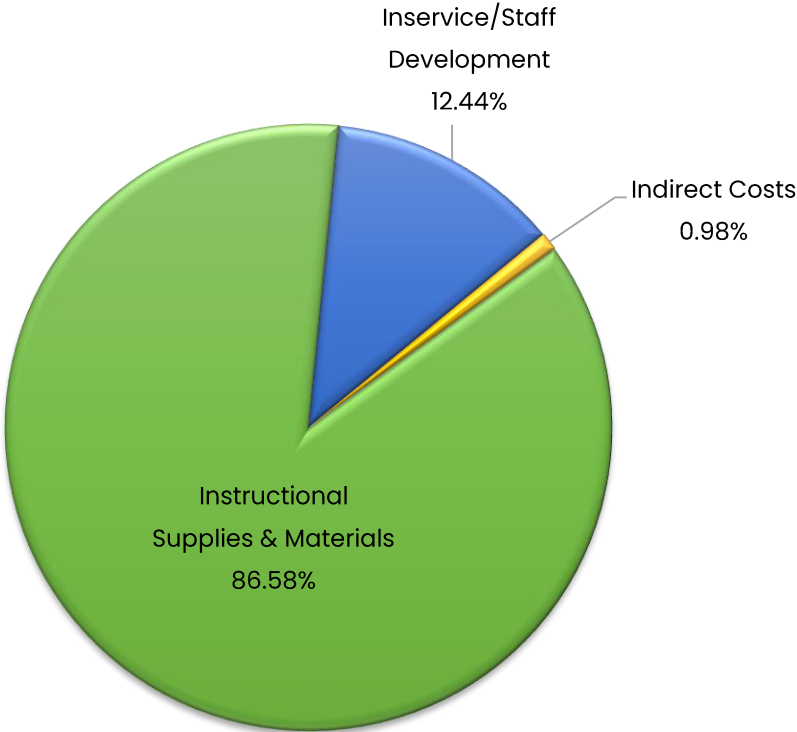
TITLE II-A

Fund	Description	FY 2020 Budget	FY 2019 Budget	FY 2018 Actual
Support: Regular Instruction (72210)				
18900	Other Salaries & Wages (0.6 FTE)	57,153	71,442	65,196
20100	Social Security	3,543	4,429	3,639
20400	State Retirement	6,075	7,473	5,920
20600	Life Insurance	135	195	164
20700	Medical Insurance	6,909	10,363	8,717
21200	Medicare	829	1,036	850
39900	Other Contracted Services	-	20,000	3,500
49900	Other Supplies & Materials	2,000	3,000	1,488
52400	Inservice/Staff Development	5,945	20,318	5,950
Transfers Out (99100)				
50400	Indirect Costs	<u>2,120</u>	<u>2,000</u>	<u>-</u>
TITLE II-A TOTAL:		<u>84,709</u>	<u>140,256</u>	<u>95,424</u>





TITLE III



\$10,233

Overview

Title III, English Language Acquisition, is to provide special English language development classes, tutoring, training, and instructional supplies for ELL students.

TITLE III

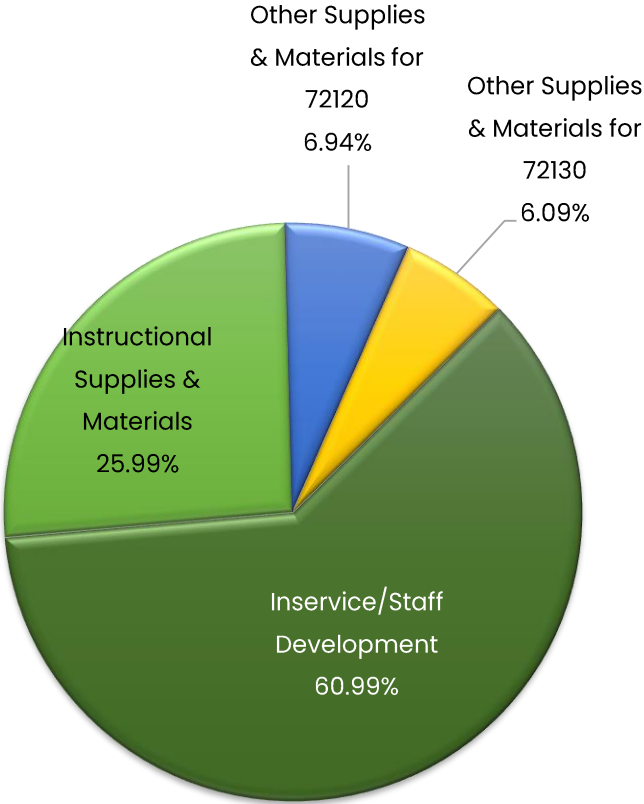
<u>Fund</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
Regular Instruction (71100)				
42900	Instructional Supplies & Materials	8,860	10,500	7,865
Support: Regular Instruction (72210)				
52400	Inservice/Staff Development	1,273	4,615	1,645
Transfers Out (99100)				
50400	Indirect Costs	<u>100</u>	<u>100</u>	<u>100</u>
TITLE III TOTAL:		<u>10,233</u>	<u>15,215</u>	<u>9,610</u>



TITLE IV



\$130,354



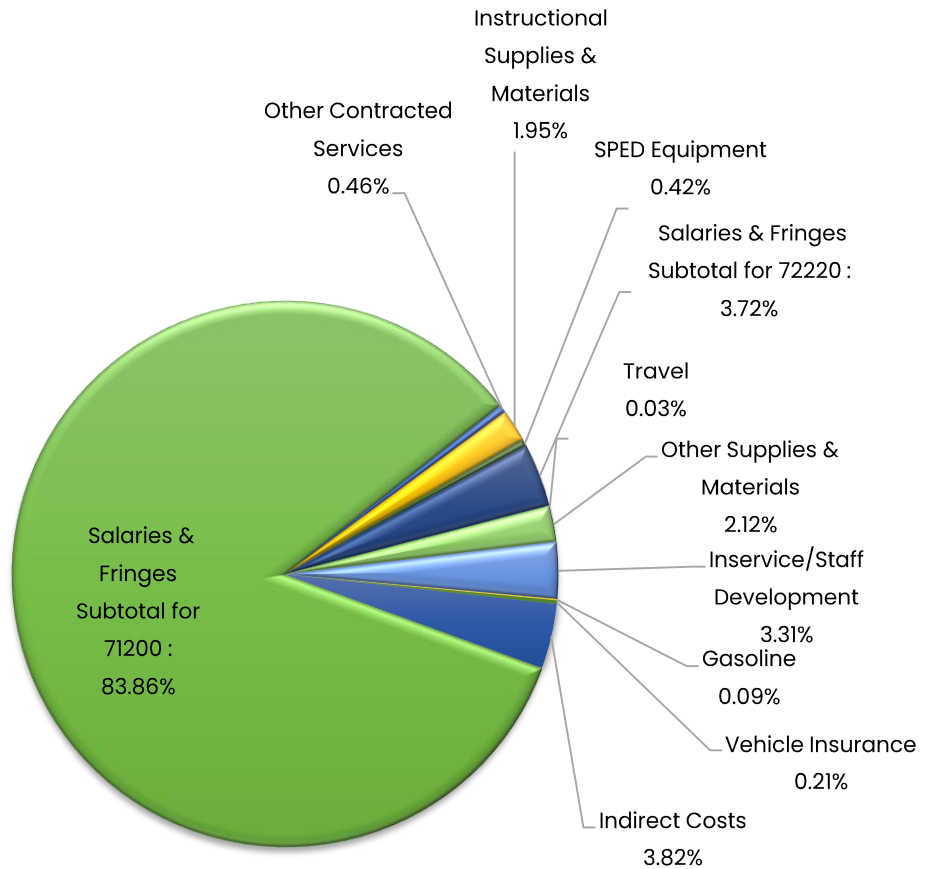
Overview

Title IV, Student Support and Academic Enrichment (SSAE), is intended to improve students' academic achievement by increasing the capacity of state educational agencies, local educational agencies, and local communities to provide all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology in order to improve the digital literacy of all students.

TITLE IV

<u>Fund</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
Regular Instruction (71100)				
42900	Instructional Supplies & Materials	22,200	23,736	39,764
49900	Other Supplies & Materials	-	23,560	
72200	Regular Instruction Equipment	44,929	60,970	7,597
Health Services (72120)				
49900	Other Supplies & Materials	5,925	-	-
Other Student Support (72130)				
49900	Other Supplies & Materials	5,200	-	-
Support: Regular Instruction (72210)				
52400	Inservice/Staff Development	52,100	38,810	8,447
	TITLE IV TOTAL:	<u>130,354</u>	<u>147,076</u>	<u>55,808</u>

IDEA, PART B



\$1,177,428

Overview

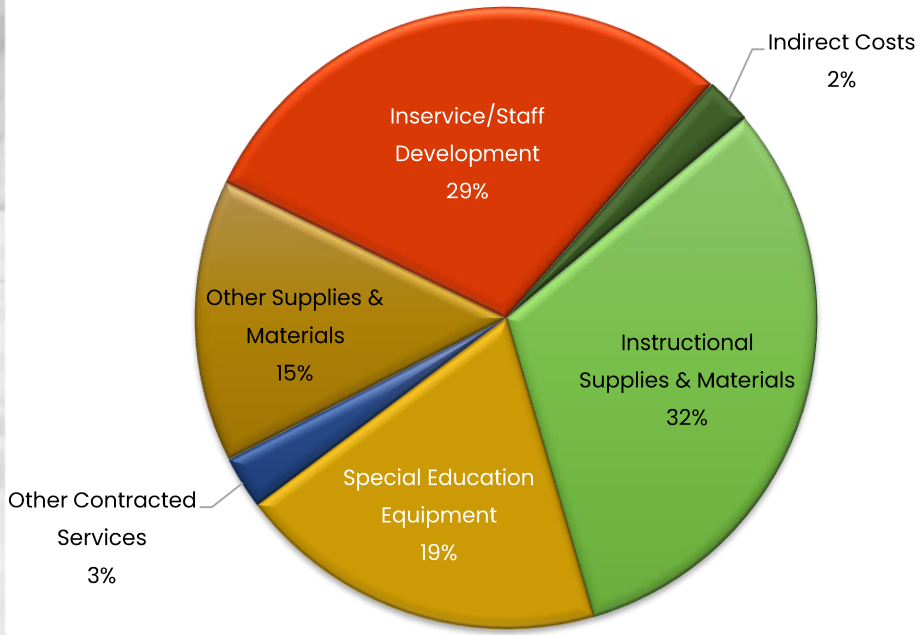
IDEA, Part B, is for students ranging in ages of three through twenty-one who are eligible for special education services. The Individuals with Disabilities in Education Act (IDEA, Part B) provides services such as specialized instruction and programs, interpretation services, and behavior interventions.

IDEA, PART B

<u>Fund</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
Special Education (71200)				
11600	Teachers (2 FTEs)	112,335	127,327	122,506
16300	Educational Assistants (26 FTEs)	605,800	621,792	532,211
18800	Instructional Responsibility	-	15,000	-
20100	Social Security	49,501	46,446	36,584
20400	State Retirement	68,099	70,958	60,289
20600	Life Insurance	7,000	7,000	1,539
20700	Medical Insurance	134,250	105,000	88,479
21200	Medicare	10,413	10,863	8,547
	Salaries & Fringes Subtotal for 71200 :	987,398	1,004,386	850,155
31200	Contracts with Private Agencies	-	60,000	29,344
39900	Other Contracted Services	5,387	34,500	41,937
42900	Instructional Supplies & Materials	22,965	33,422	43,496
72500	SPED Equipment	5,000	24,000	25,030
Support: Special Education (72220)				
10500	Supervisor/Director	33,209	26,387	25,449
20100	Social Security	2,059	1,636	1,424
20400	State Retirement	3,530	2,760	2,326
20600	Life Insurance	75	75	60
20700	Medical Insurance	4,491	3,570	3,570
21200	Medicare	482	383	333
	Salaries & Fringes Subtotal for 72220 :	43,846	34,811	33,162
35500	Travel	300	300	155
39900	Other Contracted Services	-	-	20,623
49900	Other Supplies & Materials	25,000	37,889	9,062
52400	Inservice/Staff Development	39,000	60,000	44,965
Transportation (72710)				
42500	Gasoline	1,025	1,025	-
51100	Vehicle Insurance	2,500	2,500	-
72900	Transportation Equipment	-	-	29,737
Transfers Out (99100)				
50400	Indirect Costs	45,007	45,007	45,007
	IDEA-B TOTAL:	1,177,428	1,337,840	1,172,673



IDEA PRESCHOOL



\$13,408

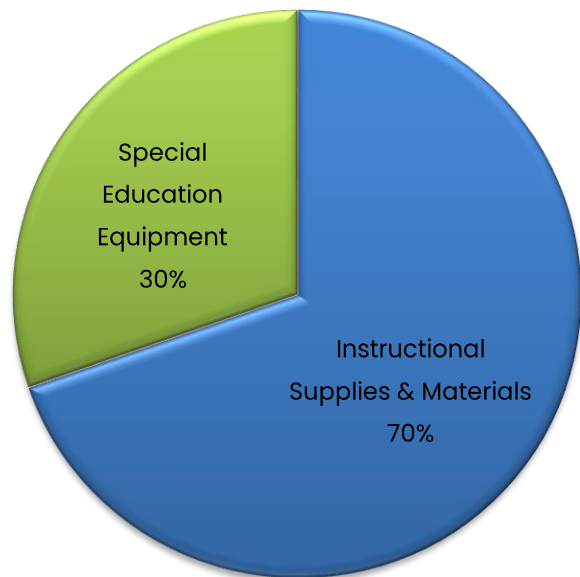
Overview

Federal funds provided for special education services to preschool students.

IDEA- PRESCHOOL

<u>Fund</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
Special Education (71200)				
42900	Instructional Supplies & Materials	4,235	7,574	6,081
72500	Special Education Equipment	2,584	2,584	1,694
Support: Special Education (72220)				
39900	Other Contracted Services	367	367	1,067
49900	Other Supplies & Materials	1,971	1,971	1,690
52400	Inservice/Staff Development	3,926	3,926	524
Transfers Out (99100)				
50400	Indirect Costs	325	325	325
IDEA- DISCRETIONARY TOTAL:		13,408	16,747	11,381

IDEA PRESCHOOL DISCRETIONARY



\$33,000

Overview

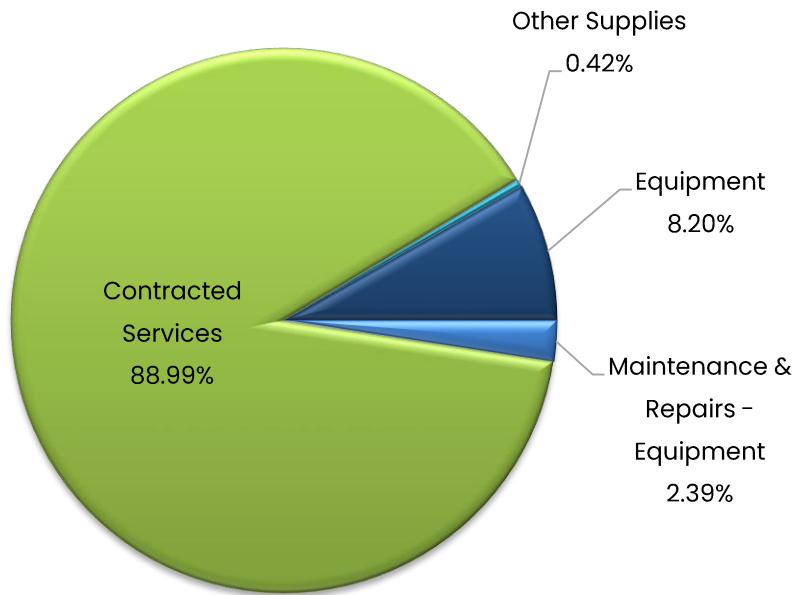
Federal funds provided for special education services to preschool students.

IDEA , PRESCHOOL DISCRETIONARY

<u>Fund</u>	<u>Description</u>	<u>FY 2020</u> <u>Budget</u>	<u>FY 2019</u> <u>Budget</u>	<u>FY 2018</u> <u>Actual</u>
Special Education (71200)				
42900	Instructional Supplies & Materials	\$ 23,000	\$ -	\$ 35,811
72500	Special Education Equipment	\$ 10,000	\$ -	\$ 7,998
IDEA, PRESCHOOL DISCRETIONARY TOTAL:		\$ 33,000	\$ -	\$ 43,809



SCHOOL NUTRITION



\$1,671,069

Overview

Aramark, an independent contractor, is responsible for all District cafeteria operations. All sales and USDA breakfast and lunch reimbursements are received directly by the District.

SCHOOL NUTRITION

REVENUES

Acct	Description	FY 2020	FY 2019	FY 2018
		Budget	Budget	Actual
43521	Lunch Income- Children	604,485	588,614	468,970
43522	Lunch Income- Adults	7,687	19,311	7,321
43523	Breakfast Income	40,749	39,614	27,671
43525	Ala Carte Sales	505,802	502,877	327,287
44170	Miscellaneous Refunds	-	-	1,368
47111	USDA Lunch	303,611	243,437	182,870
47113	USDA Breakfast	33,735	28,547	24,881
47121	Miscellaneous - Other Revenue	10,000	6,000	7,866
49800	Transfers In	100,000	102,444	116,936
	Reserves	65,000	-	-
TOTAL NUTRITION REVENUES:		1,671,069	1,530,844	1,165,170

Includes federal reimbursements from the Federal Government for meals served, payments made by students, teachers, and parents eating at schools, and other miscellaneous revenues.

EXPENDITURES

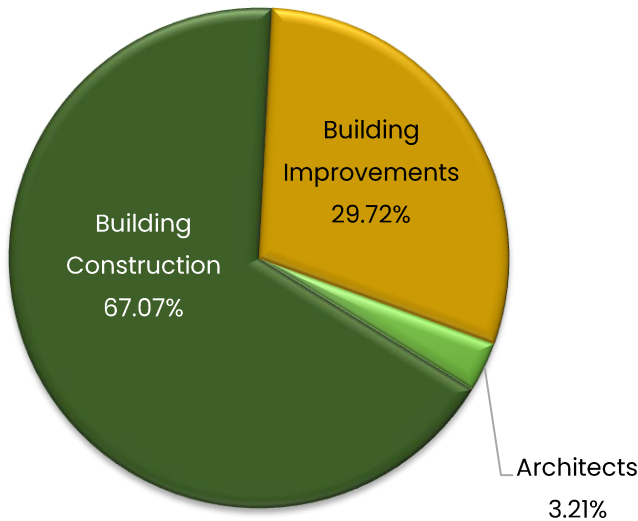
Acct	Description	FY 2020	FY 2019	FY 2018
		Budget	Budget	Actual
33600	Maintenance & Repairs - Equipment	40,000	40,000	35,082
39900	Contracted Services	1,487,069	1,344,844	1,089,299
49900	Other Supplies	7,000	7,000	6,088
71000	Equipment	137,000	139,000	34,701
TOTAL NUTRITION EXPENDITURES:		1,671,069	1,530,844	1,165,170

Includes expected contracted service expense to Aramark.

CHANGE IN CAFETERIA FUND BALANCE:	-	-	-
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CAPITAL IMPROVEMENTS



\$12,450,000

Overview

Sources to fund capital improvement projects come from the Shelby County Commission and from the City of Germantown through bond proceeds. Budgeted amounts include funds for building improvements (security enhancements, RES boiler) and the construction of a new elementary school and a district office.

CAPITAL IMPROVEMENT

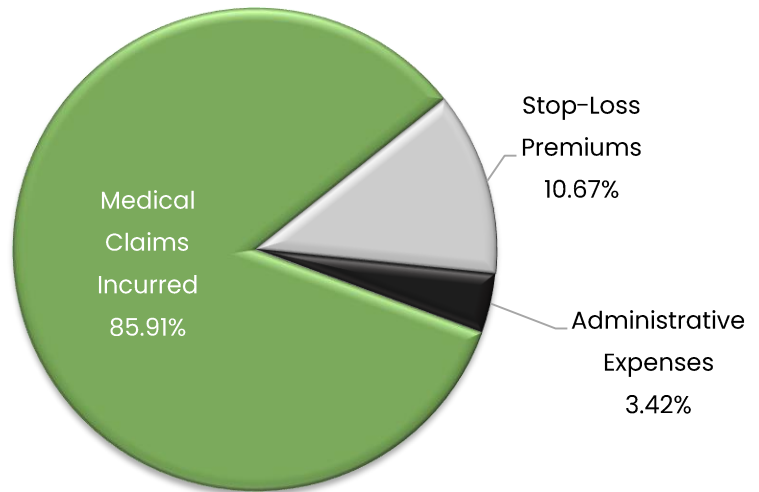
REVENUES

<u>Acct</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
44190	County Commission	1,300,000	1,255,281	939,765
49100	Bond Proceeds	2,350,000	22,075,000	4,832,499
49810	Transfers from the City of Germantown	7,800,000	4,500,000	-
39000	Reserves	1,000,000	324,547	-
	TOTAL CAPITAL IMPROV. REVENUE:	12,450,000	28,154,828	5,772,264

EXPENDITURES

<u>Acct</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
30400	Architects	400,000	640,000	702,965
70600	Building Construction	8,350,000	24,435,000	883,665
70700	Building Improvements	3,700,000	2,976,894	1,860,664
71500	Land and Improvements	-	-	3,026,870
72400	Site Development	-	102,934	180,980
	TOTAL CAPITAL IMPROV. EXPENDITURES:	12,450,000	28,154,828	6,655,144
	CHANGE IN CAPITAL IMPROVEMENT FUND BALANCE:	-	-	(882,880)

HEALTH INSURANCE



\$5,266,004

Overview

During 20 pay periods of the year, employees, through payroll deduction, and the District make contributions to the health insurance fund to pay actual medical and pharmacy claims incurred during the year. Stop-loss insurance covers any claims above \$115,000. Contributions also cover any administrative expenses paid to third-party administrators and consultants.

HEALTH INSURANCE

REVENUES

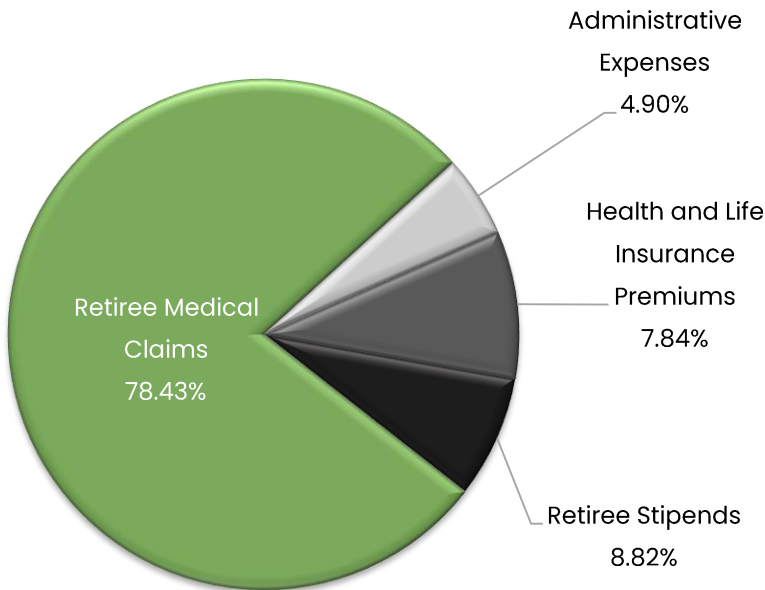
<u>Acct</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
42000	Employee Contributions	1,672,760	1,649,645	1,563,927
42100	Employer Contributions	3,261,640	3,260,359	2,904,462
42500	COBRA payments	-	-	8,415
42900	Other Income	11,000	8,000	28,224
44110	Interest income	-	-	12,253
	Reserves	320,604	371,000	-
TOTAL HEALTH INSURANCE FUND REVENUES:		5,266,004	5,289,004	4,517,281

EXPENDITURES

<u>Acct</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
28000	Medical Claims Incurred	4,524,004	4,524,004	3,581,081
28100	Stop-Loss Premiums	562,000	562,000	478,830
28200	Administrative Expenses	180,000	203,000	176,099
TOTAL HEALTH INSURANCE FUND EXPENDITURES:		5,266,004	5,289,004	4,236,010
CHANGE IN HEALTH INSURANCE FUND BALANCE:		-	-	281,271



OPEB TRUST



\$510,000

Overview

The District and retirees participating in the health insurance plan make contributions to the Other Post-Employment Benefits (OPEB) trust during the year. Contributions cover actual retiree medical and pharmacy claims, retiree stipends to help cover premiums, certain health and life insurance premiums, custodial and investment management fees, and actuarial costs.

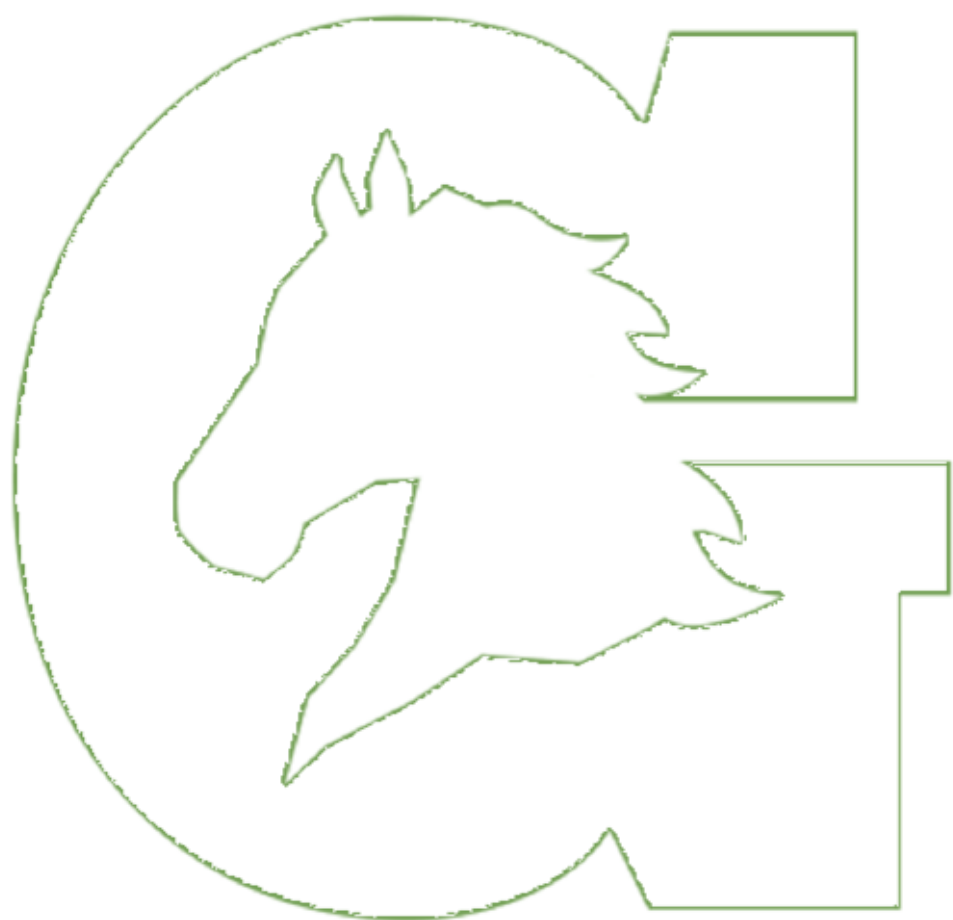
OPEB TRUST

REVENUES

<u>Acct</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
42100	Employer Contributions	755,000	720,000	735,092
42200	Retiree Contributions	75,000	50,000	50,000
44110	Investment Income	75,000	55,000	50,858
44111	Unrealized and Realized Gain/Loss on Investment	175,000	140,000	59,036
	TOTAL OPEB TRUST FUND REVENUES:	1,080,000	965,000	894,986

EXPENDITURES

<u>Acct</u>	<u>Description</u>	<u>FY 2020 Budget</u>	<u>FY 2019 Budget</u>	<u>FY 2018 Actual</u>
28000	Retiree Stipends	45,000	30,000	21,150
28100	Retiree Medical Claims	400,000	300,000	230,942
28200	Administrative Expenses	25,000	20,000	23,500
28300	Health and Life Insurance Premiums	40,000	36,000	-
	TOTAL OPEB TRUST FUND EXPENDITURES:	510,000	386,000	275,592
	CHANGE IN OPEB TRUST FUND BALANCE:	570,000	579,000	619,394



AMENDMENT NO. 4 TO FOOD SERVICES MANAGEMENT AGREEMENT

THIS AMENDMENT is made effective as of July 1, 2019, by and between **GERMANTOWN MUNICIPAL SCHOOL DISTRICT** ("District") and **ARAMARK EDUCATIONAL SERVICES, LLC**, a Delaware limited liability company ("Aramark") each or both of which may be referred to as "Party" or "Parties" respectively.

WITNESSETH THAT:

A. District and Aramark entered into a Food Services Management Agreement, effective during the period commencing October 12, 2015 and ending June 30, 2019 (as amended, the "Agreement"); and

B. District and Aramark now desire to renew the Agreement for the 2019-2020 school year.

NOW THEREFORE, in consideration of the mutual covenants herein, the parties hereto agree that the Agreement shall be renewed and amended as follows:

1. **Current Year.** Paragraph 2.D. of the Agreement is hereby deleted in its entirety and replaced with the following:

"D. 'Current Year': The period beginning July 1, 2019 and ending June 30, 2020.

2. **General and Administrative Expense.** Paragraph 2.K. of the Agreement is hereby deleted in its entirety and replaced with the following:

"K. "General and Administrative Expense": Aramark's allowance for the financial reporting, legal, tax and audit services and management oversight provided to client locations by Aramark at the regional and corporate levels. Such allowance shall be of an amount equivalent to \$6,325 per month for ten (10) months to be billed monthly.

For the purpose of computing the foregoing meal counts, the number of National School Lunch and Breakfast Program meals served to children shall be determined by actual count. Cash receipts, other than from sales of National School Lunch and Breakfast Program meals served to children and Cash Equivalents shall be divided by the Equivalency Factor to determine the number of Equivalent Meals served by Aramark."

3. **Payment to Aramark.** Paragraph 16.C. of the Agreement is hereby deleted in its entirety and replaced with the following:

"C. Payment to Aramark: District shall pay Aramark for all Reimbursable Items, including an allowance for its General and Administrative Expense. In addition, District shall pay to Aramark a management fee of \$.0430 per meal for each National School Lunch and Breakfast Program meal served and Meal Equivalent served (the "Management Fee"). The total of such Reimbursable Items and Management Fee is the "District's Financial Obligation."

4. **Number of Meals.** Paragraph 16.E. of the Agreement is hereby deleted in its entirety and replaced with the following:

"E. Number of Meals: Aramark's allowance for its General and Administrative Expense and Management Fee is based on an anticipated service per school year of **212,986** National School Lunch meals, **30,906** Breakfast Program meals and **100,048** Meal Equivalents. In the event that existing conditions at District change (including by way of example, student population, number of service days, type and number of schools, personnel practices, hours, length or type of meal service or any other conditions beyond the control of Aramark), so that such minimum number of

meals is not achieved, District and Aramark have the option renegotiate the Financial Terms set forth herein. Furthermore, the projected number of meals to be served by Aramark in the Current Year is based on the meal counts provided by District to Aramark as part of the request for proposal process. District represents and warrants that such meal count data and other information provided to Aramark as part of the request for proposal process is true and correct.”

5. **Aramark Guarantee.** Paragraph 16.F. of the Agreement is hereby deleted in its entirety and replaced with the following:

“F. Aramark Guarantee:

1) Projected Food Service Budget Surplus: Aramark estimates that the projected surplus for the Current Year shall be at least \$20,143 (the “Projected Surplus”) for those items of revenue and expense set forth in the mutually agreed upon budget attached hereto as Exhibit B (the “Food Service Budget”).

2) Aramark Reimbursement: Aramark agrees to reimburse District for the amount, if any, by which District's Surplus is less than the Projected Surplus for the Current Year (“District's Shortfall”) up to the amount of Aramark's Management Fee and General and Administrative Expense for the Current Year. District shall be responsible for the balance of the District's Shortfall. If this Agreement is renewed after the Current Year, and Aramark reimburses District for any amount of District's Shortfall for the Current Year, District shall permit Aramark to recover in such subsequent year all or a portion of any amount previously reimbursed to District to the extent that Gross Receipts exceed District's Total Food Service Costs in such subsequent year. As used herein, the term “District's Surplus” shall mean the amount, if any, by which District's actual Gross Receipts for the Current Year exceed District's actual Total Food Service Costs for the Current Year.

3) Reimbursement Conditions and Assumptions: Aramark's obligation to reimburse District in accordance with Paragraph 16.F(2), above, shall remain in effect only during the Current Year and is contingent upon the following conditions and assumptions remaining in effect for the Current Year:

- a. Reimbursement rates for Food Service Program meals shall increase by at least 2% from the prior school year.
- b. The value of government donated commodities received shall not be less than the value of government donated commodities received during the prior school year.
- c. The mix and quantity of government donated commodities shall not change from the mix and quantity received the prior school year so as to increase actual food costs over the level of projected food cost set forth in Exhibit B.
- d. The District shall not require Aramark to purchase processed commodities for a total price (including all applicable costs and fees) that exceeds the then-current market price for a comparable commercial item.
- e. There shall be at least one eighty (180) full service days where breakfast is served for the Current Year.
- f. There shall be at least one hundred eighty (180) full service days where lunch is served for the Current Year.
- g. The average daily student enrollment for the Current Year shall be at least five thousand seven hundred (5,700).

h. The cost of wages, salary, and fringe benefits for the food service operations employees or the number of such employees shall not exceed such levels as set forth in Exhibit B. Aramark's reimbursement obligation is based on the Federal and State minimum wage laws and health care benefit rates, laws, and regulations including, without limitation, any prevailing wage rates and laws, in effect as of January 1, 2019. Should the minimum wage or health and welfare benefit rates be increased above the January 1, 2019 level pursuant to any Federal, State or local law or regulation, or should Aramark's costs increase due to causes beyond Aramark's control, the parties shall thereafter negotiate in good faith an adjustment in Aramark's reimbursement obligation to cover increased costs resulting directly or indirectly from such increase.

i. The actual costs charged to the Food Service Enterprise Account by the District shall not exceed the projected operating expenses as set forth in Exhibit B, attached hereto and made a part hereof.

j. Food costs during the Current Year shall not increase by an amount great than Three Percent (3%). Food costs will be measured by the greater of the (a) yearly percentage change in the Consumer Price Index, All Urban Consumers, U.S. City Average, Food Away From Home Index ("CPI-FAH"), published by the U.S. Department of Labor and (b) the yearly percentage change in the Market Basket of Products (as defined below) which approximate the products served pursuant to this Agreement (the "District Menu"). The period for determining CPI-FAH and Market Basket of Products increases shall be June of the immediately preceding year to June of the Current Year. The "Market Basket of Products" represents categories or types of products that are generally used in the District

Menu. Such products are classified into the following six categories of food items (each, a "Menu Category"): beverage; baked goods; produce; dairy; meat; and grocery items (composed of the food items in the menu that are not otherwise included in one of the preceding categories). Each Menu Category will be ascribed a percentage (the "Category Weighting") representing the proportion of the District Menu that such Menu Category approximately represents based on purchasing levels during the Current Year. Each Category Weighting will then be multiplied by the percentage change in the corresponding Bureau of Labor Statistics category compiled by the U.S. Department of Labor, and the results of each such calculation will be added together to arrive at the overall percentage change which will represent the Market Basket of Products.

k. District and its representatives, including, but not limited to, the District liaison, school principals, teachers and District employees shall fully cooperate with Aramark and its representatives in the implementation of the Food Service Program and any mutually agreed upon modifications to the Food Service Program.

l. District shall fully cooperate with Aramark to limit the expansion of competitive food sales in order to maximize the Gross Receipts and other non-cash sales of the Food Service Program.

m. Should the District require in writing that Aramark take an action which causes the cost of wages, salary, and/or fringe benefits for Aramark's food service employees to exceed the levels set forth in Exhibit B, Aramark's obligation shall automatically be adjusted to cover increased labor costs resulting directly from such action.

n. The selling prices of school breakfast will be no less than those set forth in the table below:

	Breakfast Price
--	--------------------

Elementary Schools	\$1.60
Middle/Junior High Schools	\$1.60
High School	\$1.60
Reduced Price	\$.30

o. The selling prices of school lunch will be no less than those set forth in the table below:

	Lunch Price
Elementary Schools	\$2.95
Middle/Junior High Schools	\$2.95
High School	\$3.35
Adult	\$4.60
Reduced Price	\$.40
Premium Reimbursable Meal	\$3.95
Entrée Only	\$2.85/\$3.25/ \$3.95
A La Carte	As provided in Exhibit C.

In the event any of the foregoing conditions or assumptions is proven to have not been met during the Current Year, Aramark's obligation shall be reduced by an amount mutually agreed to by the Parties of any increase in District's Total Food Service Costs or any reduction in Gross Receipts which is attributable to the changes in such conditions or assumptions. Furthermore, if during the Current Year District requests a material change in any phase of the Food

Service Program that results in a decrease in Gross Receipts or an increase in Total Food Service Costs from the amounts set forth in the Food Service Budget, Aramark shall advise District of its estimate of the increase in the Total Food Service Costs or decrease in Gross Receipts attributable to such requested change. Any budget, including the Food Service Budget, agreed to by Aramark and District shall be adjusted to reflect such estimated increase in Total Food Service Costs or decrease in Gross Receipts."

6. **Term and Termination.** Section 20.A of the Agreement is hereby deleted in its entirety and replaced with the following:

"A. This Agreement shall be in effect for the Current Year."

7. The following paragraph is added to the Agreement as Section 31.

"31. Compliance. Aramark shall provide SFA with food cost data it requests in order to determine the SFA's compliance with the revenue from nonprogram foods requirements. The information provided by the FSMC must be sufficient for the SFA to be able to provide specific information about the food service operation and all required products and services they are seeking to procure. For example, essential information includes:

- a. For fixed price per meal contracts, awarded on a per meal basis and with revenues from nonprogram foods sales converted into meal equivalents to which the fixed price cost is applied, the FSMC will annually provide information on food costs and revenues. The information must include food cost for reimbursable meals, food cost for non-program foods, revenue from non-program foods, and total revenue. Nonprogram foods include: a la carte; catering; vending; and student stores operated, or any other sales generated through the nonprofit school food service account not already described. This information is used to determine compliance with revenue from nonprogram foods at 7 CFR 210.14(f).
- b. Historical information on the type and value of nonprogram foods and meals to be offered in other food service operation, for example, catering. When the FSMC will be responsible for providing the SFA with, or calculating nonprogram food costs and program revenues for compliance with the 7 CFR Part 210.14(f), the contract must clearly identify this requirement.”

8. **Exhibit B** to the Agreement is deleted in its entirety and replaced with Exhibit B to this Amendment.

9. **Exhibit C** to the Agreement is deleted in its entirety and replaced with Exhibit C to this Amendment.

10. **Agreement to Remain in Effect.** In all other respects, the Agreement between the parties shall remain in full force and effect. This Amendment shall be attached to, and become part of, such Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be signed by their duly authorized representatives.

GERMANTOWN MUNICIPAL SCHOOL DISTRICT

By: _____
Jason Manuel
Superintendent

ARAMARK EDUCATIONAL SERVICES, LLC

By: _____
Alicia Kent
Vice President

Exhibit B

Germantown School District 2019-2020 Detailed Budget

Total Food Cost	\$459,440.00
Total Labor	\$690,071.00

Administrative Expense	\$63,251.00
Advertising & Promotion	\$1,081.00
Allocations & Chargeouts	\$8,664.00
Shipping	\$65.00
Amortization Expense - Non Acquired	\$9,361.00
Miscellaneous	\$125.00
Delivery Expense	\$3,580.00
General Insurance	\$22,253.00
Sub Contract Expense	\$251.00
Office Expenses	\$5,246.00
Recognition Awards	\$150.00
Printing	\$310.00
Recruiting Costs	\$150.00
Vehicle Expense	\$343.00
Smallwares	\$7,568.00
Equipment Other	\$16,613.00
Computers & Periphels	\$809.00
Supplies Janitorial & Maintenance	\$2,647.00
Supplies Paper	\$50,837.00
Supplies, Disposables, Cafeteria and Paper	\$37,833.00
Taxes & Licesnses	\$6,543.00
Travel & Entertainment Expense	\$5,867.00
Direct Costs	\$1,579.00
Training	\$1,234.00
Uniforms & Laundry	\$7,520.00
Management Fee	\$19,290.00

Total Direct Expenses	\$273,170.00
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Client Return	\$83,388.00
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Client Guarantee	\$20,143.00
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Exhibit C

Germantown 2019-2020 Ala Carte Pricing

Ala Carte Items	FY 2019	Proposed 2020
Entrées		
High School Entrée Only	\$3.25	\$3.35
Middle School Entrée	\$2.85	\$2.95
Elementary School Entrée	\$2.85	\$2.95
High School Side Dish	\$1.10	\$1.15
MS & Elementary Side Dish	\$1.00	\$1.05
Snacks		
Chips, Goldfish, Snack Mix	\$0.95	\$1.00
Cookie	\$0.65	\$0.75
Cereal Bar	\$1.40	\$1.50
Rice Krispie Bar	\$1.30	\$1.35
Cereal Bar	\$1.25	\$1.30
Pop Tart	\$1.50	\$1.55
Popcorn	\$0.75	\$0.80
Fruit Snacks	\$0.80	\$0.85
Muffin, 2oz	\$0.80	\$0.85
Muffin, 4oz	\$1.00	\$1.05
Yogurt, 4oz	\$1.00	\$1.05
Cheese Snack Crackers	\$0.50	\$0.55
Animal Cookies	\$0.60	\$0.65
Soft Pretzels	\$0.75	\$0.75
Granola Bars	\$0.80	\$0.85
Nutri Grain Bars	\$1.25	\$1.30
Bagel	\$1.35	\$1.40
Cream Cheese	\$0.50	\$0.55
Fruit, assorted	\$0.75	\$0.80
Milk	\$0.70	\$0.75
Juice, 4oz	\$0.50	\$0.55
Capri Sun	\$1.00	\$1.05
Water Bottle	\$1.50	\$1.55
Powerade	\$2.65	\$2.75
Sparkling Drinks	\$1.65	\$1.75
Ice Cream, small	\$1.15	\$1.20
Ice Cream, large	\$1.25	\$1.30

GERMANTOWN MUNICIPAL SCHOOL DISTRICT
PURCHASE ORDER

Date: 6/7/19

From: John Pierce / Meredith Park

To: Accounts Payable

Payee: CDW-G

Amount: \$ 399,165.⁰⁰

Address: _____

Account: 141 E 71100 722 362 01000 000

Date Required: _____

3 Quotes over \$500

Y N (If no explain in description)

RFP Piggyback Coop over \$10000

Y N (If no explain in description)

Description:

The purchase of ChromeBook
carts for each science classroom
3-8. (total purchase amount)

Special Instructions: _____

Meredith Park
Supervisor (\$500 or more)

Superintendent (\$10,000 or more)

Board Chair (\$100,000 or more)

Attach invoice, statement, bids, quotes or other document(s).

QUOTE CONFIRMATION



DEAR JOHN PIERCE,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KRFX131	6/7/2019	DES	12199001	\$81,880.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Chromebook 300e 11.6" MediaTek MTK 8173C 4GB RAM 32GB Chrome OS Mfg. Part#: 81QC0000US UNSPSC: 43211503 Contract: Sourcewell Formerly NJPA 100614#CDW Chromebook (100614#CDW)	240	5453924	\$265.00	\$63,600.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: MARKET	240	3577022	\$25.00	\$6,000.00
AVerCharge C30i+ - cart Mfg. Part#: CHRGC30I+ UNSPSC: 56101535 Contract: MARKET	8	4371631	\$1,295.00	\$10,360.00
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1 Mfg. Part#: CDWCHROMEOSVVC1 UNSPSC: 43232401 Contract: MARKET	240	3254461	\$8.00	\$1,920.00
CDW/CDWG Asset Tag applied WITH another CDW Configuration Center service Mfg. Part#: ASSETTAGW/INSTALL UNSPSC: 81111511 Contract: MARKET	240	338520	\$0.00	\$0.00

PURCHASER BILLING INFO		SUBTOTAL	\$81,880.00
Billing Address: GERMANTOWN MUNICIPAL SCHOOL DISTRICT ACCOUNTS PAYABLE 6685 POPLAR AVE STE 202 GERMANTOWN, TN 38138-3698 Phone: (901) 752-7900 Payment Terms: NET 30 Days-Govt/Ed		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$81,880.00
DELIVER TO	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		
Shipping Address: DOGWOOD ELEMENTARY SCHOOL 8945 DOGWOOD RD GERMANTOWN, TN 38139-5499 Phone: (901) 752-7900 Shipping Method: UPS Ground (2- 3 Day)			



Rebekah Marco

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(866) 301-5740

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rebmarc@cdwg.com

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QUOTE CONFIRMATION



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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KRFX453	6/7/2019	FHES	12199001	\$51,175.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Chromebook 300e 11.6" MediaTek MTK 8173C 4GB RAM 32GB Chrome OS Mfg. Part#: 81QC0000US UNSPSC: 43211503 Contract: Sourcewell Formerly NJPA 100614#CDW Chromebook (100614#CDW)	150	5453924	\$265.00	\$39,750.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: MARKET	150	3577022	\$25.00	\$3,750.00
AVerCharge C30i+ - cart Mfg. Part#: CHRGC30I+ UNSPSC: 56101535 Contract: MARKET	5	4371631	\$1,295.00	\$6,475.00
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1 Mfg. Part#: CDWCHROMEOSVVC1 UNSPSC: 43232401 Contract: MARKET	150	3254461	\$8.00	\$1,200.00
CDW/CDWG Asset Tag applied WITH another CDW Configuration Center service Mfg. Part#: ASSETTAGW/INSTALL UNSPSC: 81111511 Contract: MARKET	150	338520	\$0.00	\$0.00

PURCHASER BILLING INFO	SUBTOTAL	\$51,175.00
Billing Address: GERMANTOWN MUNICIPAL SCHOOL DISTRICT ACCOUNTS PAYABLE 6685 POPLAR AVE STE 202 GERMANTOWN, TN 38138-3698 Phone: (901) 752-7900 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$51,175.00
	DELIVER TO Shipping Address: FOREST HILL ELEMENTARY 3368 FOREST HILL IRENE ROAD GERMANTOWN, TN 38138 Phone: (901) 752-7900 Shipping Method: UPS Ground (2- 3 Day)	



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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KRFX649	6/7/2019	FES	12199001	\$51,175.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Chromebook 300e 11.6" MediaTek MTK 8173C 4GB RAM 32GB Chrome OS Mfg. Part#: 81QC0000US UNSPSC: 43211503 Contract: Sourcewell Formerly NJPA 100614#CDW Chromebook (100614#CDW)	150	5453924	\$265.00	\$39,750.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: MARKET	150	3577022	\$25.00	\$3,750.00
AVerCharge C30i+ - cart Mfg. Part#: CHRGC30I+ UNSPSC: 56101535 Contract: MARKET	5	4371631	\$1,295.00	\$6,475.00
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1 Mfg. Part#: CDWCHROMEOSVVC1 UNSPSC: 43232401 Contract: MARKET	150	3254461	\$8.00	\$1,200.00
CDW/CDWG Asset Tag applied WITH another CDW Configuration Center service Mfg. Part#: ASSETTAGW/INSTALL UNSPSC: 81111511 Contract: MARKET	150	338520	\$0.00	\$0.00

PURCHASER BILLING INFO	SUBTOTAL	\$51,175.00
Billing Address: GERMANTOWN MUNICIPAL SCHOOL DISTRICT ACCOUNTS PAYABLE 6685 POPLAR AVE STE 202 GERMANTOWN, TN 38138-3698 Phone: (901) 752-7900 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$51,175.00
	DELIVER TO Shipping Address: FARMINGTON ELEMENTARY SCHOOL 2085 CORDES RD GERMANTOWN, TN 38139-4499 Phone: (901) 752-7900 Shipping Method: UPS Ground (2- 3 Day)	



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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KRFX763	6/7/2019	RES	12199001	\$112,585.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Chromebook 300e 11.6" MediaTek MTK 8173C 4GB RAM 32GB Chrome OS Mfg. Part#: 81QC0000US UNSPSC: 43211503 Contract: Sourcewell Formerly NJPA 100614#CDW Chromebook (100614#CDW)	330	5453924	\$265.00	\$87,450.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: MARKET	330	3577022	\$25.00	\$8,250.00
AVerCharge C30i+ - cart Mfg. Part#: CHRGC30I+ UNSPSC: 56101535 Contract: MARKET	11	4371631	\$1,295.00	\$14,245.00
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1 Mfg. Part#: CDWCHROMEOSVVC1 UNSPSC: 43232401 Contract: MARKET	330	3254461	\$8.00	\$2,640.00
CDW/CDWG Asset Tag applied WITH another CDW Configuration Center service Mfg. Part#: ASSETTAGW/INSTALL UNSPSC: 81111511 Contract: MARKET	330	338520	\$0.00	\$0.00

PURCHASER BILLING INFO	SUBTOTAL	\$112,585.00
Billing Address: GERMANTOWN MUNICIPAL SCHOOL DISTRICT ACCOUNTS PAYABLE 6685 POPLAR AVE STE 202 GERMANTOWN, TN 38138-3698 Phone: (901) 752-7900 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$112,585.00
	DELIVER TO Shipping Address: RIVERDALE ELEMENTARY SCHOOL 7391 NESHOPA RD GERMANTOWN, TN 38138-2744 Phone: (901) 752-7900 Shipping Method: UPS Ground (2- 3 Day)	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		



Rebekah Marco

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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KRFX894	6/7/2019	HMS	12199001	\$102,350.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Chromebook 300e 11.6" MediaTek MTK 8173C 4GB RAM 32GB Chrome OS Mfg. Part#: 81QC0000US UNSPSC: 43211503 Contract: Sourcewell Formerly NJPA 100614#CDW Chromebook (100614#CDW)	300	5453924	\$265.00	\$79,500.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: MARKET	300	3577022	\$25.00	\$7,500.00
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1 Mfg. Part#: CDWCHROMEOSVVC1 UNSPSC: 43232401 Contract: MARKET	300	3254461	\$8.00	\$2,400.00
CDW/CDWG Asset Tag applied WITH another CDW Configuration Center service Mfg. Part#: ASSETTAGW/INSTALL UNSPSC: 81111511 Contract: MARKET	300	338520	\$0.00	\$0.00
AVerCharge C30i+ - cart Mfg. Part#: CHRGC30I+ UNSPSC: 56101535 Contract: MARKET	10	4371631	\$1,295.00	\$12,950.00

PURCHASER BILLING INFO	SUBTOTAL	\$102,350.00
Billing Address: GERMANTOWN MUNICIPAL SCHOOL DISTRICT ACCOUNTS PAYABLE 6685 POPLAR AVE STE 202 GERMANTOWN, TN 38138-3698 Phone: (901) 752-7900 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$102,350.00
	DELIVER TO Shipping Address: HOUSTON MIDDLE SCHOOL 9400 WOLF RIVER BLVD GERMANTOWN, TN 38139-3574 Phone: (901) 752-7900 Shipping Method: UPS Ground (2- 3 Day)	



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PROPOSAL

Germantown Municipal School System

11/16/2018

Access Control Additions

Farmington Elementary

	EACH	EXTENDED
4 Doors: 3 Strikes & 1 maglock package		
1 ACX-4 (8-reader)	2,754.00	2,754.00
1 xpBD4	466.05	466.05
1 Enclosure	326.40	326.40
1 Power Supply	299.00	299.00
4 Proximity Card Reader	102.56	410.24
1 Magnetic Door Lock	226.00	226.00
1 Request-to-Exit motion detector	73.50	73.50
1 Request-to-Exit button with timer	129.00	129.00
3 Heavy Duty Surface-mount Strike	374.00	1,122.00
3 Cable Package (strike)	360.00	1,080.00
1 Cable Package (maglock)	415.00	415.00
1 Lot installation labor & materials	2,970.00	2,970.00
1 Lot programming and check-out	260.00	260.00
Total for above is		10,531.19

Riverdale Elementary

	EACH	EXTENDED
12 Doors: 7 Strikes and 5 maglock packages		
2 AC-1	409.13	818.26
4 ACX-2 (4-reader)	2,003.01	8,012.05
1 xpBD4	466.05	466.05
4 Enclosures	326.40	1,305.60
4 Power Supply	269.00	1,076.00
12 Proximity Card Reader	102.56	1,230.72
7 Heavy Duty Surface-mount Strike	374.00	2,618.00
5 Magnetic Door Lock	226.00	1,130.00
5 Request-to-Exit motion detector	73.50	367.50
5 Request-to-Exit button with timer	129.00	645.00
7 Cable Package	360.00	2,520.00
5 Cable Package	415.00	2,075.00
1 Lot installation labor & materials	9,288.00	9,288.00
1 Lot programming and check-out	720.00	720.00
Total for above is		32,272.18

Houston Middle School

	EACH	EXTENDED
7 Doors: 7 Strikes		
3 ACX-2 (4-reader)	2,003.01	6,009.03
1 xpBD4	466.05	466.05
3 Pwr Supply	269.00	807.00
3 Enclosure	326.40	979.20
7 Proximity Card Reader	102.56	717.92
7 Heavy Duty Surface-mount Strike	374.00	2,618.00
7 Cable Package	360.00	2,520.00
1 Lot installation labor & materials	5,400.00	5,400.00
1 Lot programming and check-out	455.00	455.00
Total for above is		<u>19,972.20</u>

Dogwood

	EACH	EXTENDED
5 Doors: 5 strikes		
1 ACX-4 (8-reader)	2,754.00	2,754.00
1 xpBD4	466.05	466.05
1 Enclosure	326.40	326.40
1 Power Supply	269.00	269.00
5 Proximity Card Reader	102.56	512.80
5 Heavy Duty Surface-mount Strike	374.00	1,870.00
5 Cable Package	360.00	1,800.00
1 Lot installation labor & materials	3,375.00	3,375.00
1 Lot programming and check-out	325.00	325.00
Total for above is		<u>11,698.25</u>

Houston High School

	EACH	EXTENDED
21 Doors: 21 Strikes		
2 ACX-4 (8-reader)	2,754.00	5,508.00
4 ACX-2 (4-reader)	2,003.01	8,012.04
4 xpBD4	466.05	1,864.20
2 Power Supply	315.00	630.00
4 Power Supply	269.00	1,076.00
6 Enclosures	326.40	1,958.40
21 Proximity Card Reader	102.56	2,153.76
21 Heavy Duty Surface-mount Strike	374.00	7,854.00
21 Cable Package	395.00	8,295.00
1 Lot installation labor & materials	18,144.00	18,144.00
1 Lot programming and check-out	1,365.00	1,365.00
Total for above is		<u>56,860.40</u>

Notes:

- * A network drop will be needed at each ACX (by others)
- * Any controllers operating magnetic locks will require fire alarm contacts (by others)
- * All doors are assumed to be in acceptable condition, any issues with doors or stanchions will need to be corrected by school system.
- * All work is assumed to be performed during normal working hours.



Daily Loss Report

Today's Date: 6/13/19

SERVPRO® of: Montgomery County Franchise No. 10013

Date of Loss: 6/7/19

Business Name: Houston High School POC: Aaron Law
Street Address: 9755 Wolf River Blvd.
City: Germantown State: TN Zip: 33139
Cause of Loss: Water Intrusion
Insurance Company: TML Adjuster: Unknown
Consultant: NA Consultant's Company: NA
Industry Type: School Building Type: Block/Brick
Square Foot Affected: 50,000 Structure Size: unknown

SERVPRO was called for a water damage at Houston High School in Germantown, TN. Storm water has risen from a drainage ditch at the rear of the property and entered through many doors on the western end of the building. This water is considered Category 3 water. The water has affected approximately 50,000 sq. ft. of the property. There is also an outbuilding beside the football field that holds mostly band instruments and supplies that has carpet on the floor. The majority of the floors affected are VCT tile, the hardwood gymnasium floor, carpet and hardwood stage in auditorium, rubber gym matting in the weight room and locker room and volleyball locker room has carpet. Servpro arrived on site and performed emergency service work by extracting all standing water, placing a limited amount of air-movers and dehumidifiers. Servpro mobilized more staff and a 53 -foot equipment and consumable trailer.

Details of Daily Progress

6-8-2019

- SERVPRO arrived at the site at 7:30 am
- SERVPRO has all needed paperwork signed.
- SERVPRO mobilized 12 General labor to the site and the remaining labor will be onsite in the morning.
- SERVPRO began setting remaining needed equipment, 5000 CFM desiccant ducted to force air under gym floor, tented and ducted LGR dehumidifiers and air-movers under stage floor and placed Air-scrubbers to catch possible air-borne bacteria.
- SERVPRO bagged all removed rubber cove base and has it staged inside the building awaiting a dumpster.
- SERVPRO has placed an order for a 30 yard dumpster.
- SERVPRO began removing the rubber flooring in the weight room and moved weights and benches around in the room to access flooring. 70% completed
- SERVPRO moisture mapped the affected areas, collected atmospheric and equipment readings.
- SERVPRO can report that the ownership has had movers on site removing contents from the Band out building and storing items in the cafeteria.
- SERVPRO moved the wrestling mats and tarp in the multi-use gym and mopped residual water.
- SERVPRO will return to the site at 7:30 am.

6-9-2019

- Servpro arrived on site at 7:30 am.
- Servpro completed removing the rubber flooring in the weight room.
- Servpro removed the carpeting in the volleyball locker room.
- Servpro removed the carpeting in the band storage room in the out building.
- Servpro placed drying equipment in the band storage room in the out building.
- Servpro was instructed by Aaron Law to not remove the rubber floor in the football locker room and to clean it.
- Servpro began removing the carpeting in the auditorium and is 60% completed.
- Servpro moisture mapped the affected areas and took atmospheric readings in the building and of equipment.
- Servpro began adjusting equipment for dry areas.
- Servpro began hepa-vacuumping and mopping floors with an anti-microbial solution.
- Servpro continued to extract the center volleyball collar in the middle of the gym floor. The water keeps coming up in the collar. There are 4 other collars that are not showing any water.
- Servpro will return to the site at 7:30 am tomorrow.

6-10-2019

- Servpro arrived on site at 7:30 am
- Servpro completed removing the carpet in the auditorium. Servpro hepa-vacuumed and cleaned the bottoms of the seating with an anti-microbial solution.
- Servpro moved the equipment from the TV room and added it to the gym to assist with drying. Servpro hepa-vacuumed the TV room floor, mopped and wiped the bottoms of storm water affected contents with an anti-microbial solution.
- Servpro cleaned all the wrestling mats and tarp. Servpro relocated the wrestling mats to the center of the room.
- Servpro continued hepa-vacuumping and mopping VCT hallways and rooms. Servpro is also wiping the bottoms of contents that were affected by storm water.
- Servpro moisture mapped, took atmospheric readings and emptied water barrels.
- Servpro extracted the extracted the center collar in the gym floor 1 time today.
- Servpro is being told that the adjuster will be on site at 1:00 pm tomorrow.
- Servpro will return to the site at 7:30 am tomorrow.

6-11-2019

- Servpro arrived on site at 7:30.
- Servpro mopped the auditorium to complete the cleaning in that area.
- Servpro continued to hepa-vacuum and mop with an anti-microbial hard surface floors.
- Servpro walked the loss area with Lucas Haman (Sedgwick adjuster), Bob Gehringer (Greco Consultants), and Aaron Law. It was determined that the adjuster wants to remove the gymnasium hardwood floor, all VCT floors affected, remove and dispose of the wrestling mats and dispose of the wooden mini stage in the TV Room. Servpro has prepared a change order for the items that are not in original scope and will have Aaron Law sign tomorrow.
- Servpro adjusted equipment, moisture mapped and took atmospheric readings of building and equipment.
- Servpro began removing the rubber floor in the football locker room and is 90% complete.
- Servpro loaded most of the debris that was staged in the dumpster.
- Servpro will begin removing the gymnasium floor tomorrow.
- Servpro will return to the site tomorrow at 7:30 am.

6-12-2019

- Servpro arrived on site at 7:30 am.
- Servpro completed removing the rubber floor in the football locker room. Servpro hepa-vacuumed and mopped floor with an anti-microbial solution.
- Servpro began removing the hardwood floor and is 70 % complete. There was some standing water on the plastic vapor barrier. Servpro extracted the water, removed the plastic and turned the 5000 CFM desiccant back on and placed air-movers.
- Servpro removed 90 % of the VCT in the PE Gym. Servpro has a lot of debris staged awaiting dumpsters in the morning.
- Servpro removed all drying equipment and cleaned it, the equipment is staged in the gym lobby and will be paced on the trailer tomorrow.
- Servpro removed the drying equipment, hepa-vacuumed and mopped the band storage building.
- Servpro is continuing to run the air- scrubbers to collect dust during demolition.
- Servpro will return to the site at 7:30 am

6-13-2019

- Servpro arrived on site at 7:30 am
- Servpro completed removing the VCT tile floor in the PE gym. Servpro will treat with an anti-microbial solution tomorrow.
- Servpro completed removing the VCT tiles in the volleyball locker room. Servpro did not remove the lockers, the lockers are all mounted together with nails and damage would occur to the lockers to remove them. Servpro was instructed to remove flooring around lockers.
- Servpro has debris staged and awaiting delivery on dumpsters, the dumpsters are very hard to get now.
- Servpro completed removing the hardwood floor in the gym, Servpro has broom swept and hepa-vacuumed concrete floor below. Servpro will treat with a germicide tomorrow.
- Servpro will load equipment staged in the lobby in the morning, clean lobby and other areas that were re-contaminated with demolition.
- Servpro has all rental equipment called off rent and set to be removed tomorrow.
- Servpro will return to the site at 7:30 am tomorrow.

NOTE: Burn will be 24 hours behind real time to allow clerk time for data entry into the system. Some invoices for sub-contract and miscellaneous will be in final summary.

- Percentage Complete: 80 %
- Burn to Date: \$ 158,704.66
- Payments to Date: \$0
- Change Order: None

Houston High School - Germantown, TN

Summary of Charges as of 6/13/2019 1:41:31 PM



Project Location:

Job Houston High School
9755 Wolf River Blvd.
Germantown, TN 38139

Customer Contact:

Aaron Law
901-355-1337

Produced By:

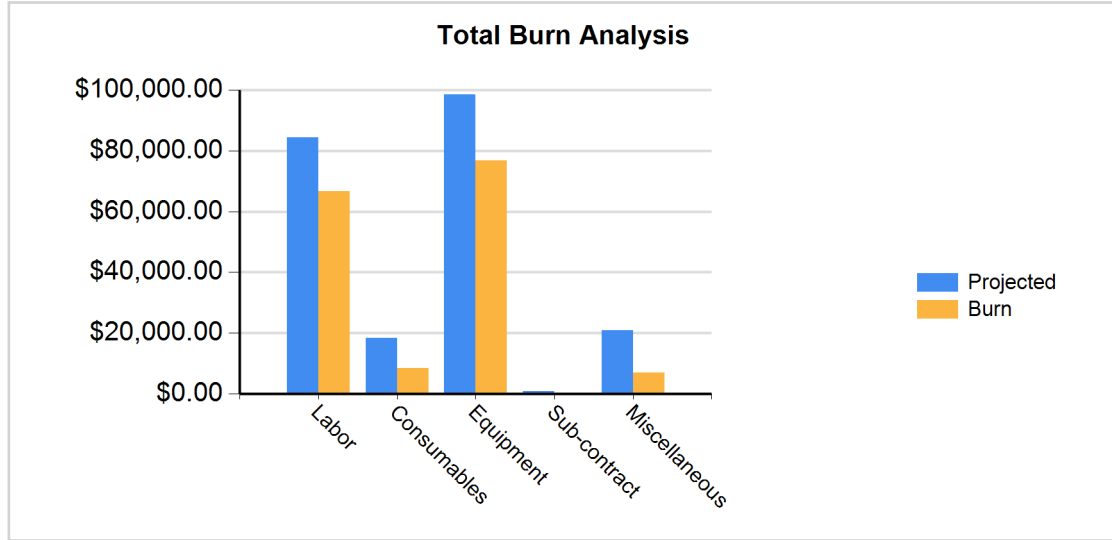
SERVPRO of Montgomery County
810 Crossland Avenue
Clarksville, TN 37040
931-645-1285
servpro10013@hotmail.com

Project Manager:

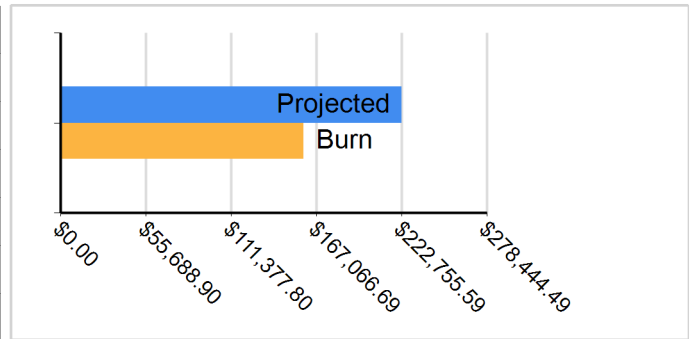
Billy Morrison
727-200-6200

Houston High School - Germantown, TN

Summary of Charges as of 6/13/2019 1:41:31 PM



	Projected	Burn	Burn %
Labor	\$84,455.00	\$66,670.00	78.94%
Consumables	\$18,308.44	\$8,318.20	45.43%
Equipment	\$98,444.95	\$76,792.37	78.01%
Sub-contract	\$720.00	\$0.00	0.00%
Miscellaneous	\$20,827.20	\$6,924.09	33.25%
	\$222,755.59	\$158,704.66	71.25%



Houston High School - Germantown, TN

Schedule A Labor Charges

Houston High School - Germantown, TN

Schedule A - Labor Charges Summary

Week	Hours Worked			Labor Charges		
Beginning	Regular	Overtime	Total	Regular	Overtime	Total
6/7/2019	1,357.00	144.00	1,501.00	\$57,097.25	\$9,572.75	\$66,670.00
Totals:	1,357.00	144.00	1,501.00	\$57,097.25	\$9,572.75	\$66,670.00

Labor Charges Summary - Week Beginning 6/7/2019 - Ending 6/13/2019

Worker			Hours Worked										Labor Charges		
Name	Type	Rate	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Reg	OT	Total	Regular	Overtime	Total
Morrison, Billy	PM	\$95.00	7.00 1	11.00 1	11.00 1	10.50 1	10.50 1	12.00 1	0.00	40.00	22.00	62.00	\$3800.00	\$3135.00	\$6935.00
Ledbetter, Phillip	APM	\$75.00	8.50 1	10.50 1	6.50 1	0.00	0.00	12.50 1	0.00	38.00	0.00	38.00	\$2850.00	\$0.00	\$2850.00
Cowan, Alec	RS	\$58.00	7.50 1	10.50 1	10.50 1	10.50 1	10.50 1	0.00	0.00	40.00	9.50	49.50	\$2320.00	\$826.50	\$3146.50
Ellis, Jeremy	RS	\$58.00	5.00 1	13.50 1	0.00	0.00	0.00	0.00	0.00	18.50	0.00	18.50	\$1073.00	\$0.00	\$1073.00
Gonzales, Daniel	PT	\$50.00	5.00 1	13.50 1	0.00	0.00	0.00	0.00	0.00	18.50	0.00	18.50	\$925.00	\$0.00	\$925.00
Darnell, Randy	PT	\$50.00	7.50 1	10.50 1	10.50 1	10.50 1	10.50 1	0.00	0.00	40.00	9.50	49.50	\$2000.00	\$712.50	\$2712.50
Barnett, RJ	RS	\$58.00	9.50 1	0.00	2.50 1	2.50 1	0.00	0.00	0.00	14.50	0.00	14.50	\$841.00	\$0.00	\$841.00
Clark, Jeff	RS	\$58.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$551.00	\$0.00	\$551.00
Niemi, Allen	PT	\$50.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$475.00	\$0.00	\$475.00
McAnaulty, Sally	PT	\$50.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$475.00	\$0.00	\$475.00
Kee, Marco	PT	\$50.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$475.00	\$0.00	\$475.00
Warren, Kari	PT	\$50.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$475.00	\$0.00	\$475.00
Elrod, Pam	PT	\$50.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$475.00	\$0.00	\$475.00
Coulstin, Kales	PT	\$50.00	9.50 1	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	9.50	\$475.00	\$0.00	\$475.00
Williams, Jeff	RC	\$58.00	3.00 1	2.00 1	2.00 1	0.00	0.00	0.00	0.00	7.00	0.00	7.00	\$406.00	\$0.00	\$406.00
Williams, Susannah	CA	\$40.00	0.00	4.00 1	2.00 1	4.00 1	4.00 1	4.00 1	0.00	18.00	0.00	18.00	\$720.00	\$0.00	\$720.00
Fernandez, Nohemi	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41
Colmenares, Carlos	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41

Houston High School - Germantown, TN

Labor Charges Summary - Week Beginning 6/7/2019 - Ending 6/13/2019

Worker			Hours Worked										Labor Charges		
Name	Type	Rate	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Reg	OT	Total	Regular	Overtime	Total
Neris, Jesus	GL	\$32.50	0.00	5.50 1	10.50 1	0.00	0.00	0.00	0.00	16.00	0.00	16.00	\$520.00	\$0.00	\$520.00
Palmar, Isaias Torres	RS	\$58.00	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$2320.00	\$655.69	\$2975.69
Fernandez, Yanire	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41
Luna, Zulay	GL	\$32.50	0.00	5.50 1	0.00	0.00	0.00	0.00	0.00	5.50	0.00	5.50	\$178.75	\$0.00	\$178.75
Barreto, Judith	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41
Ortego, Junior	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41
Perez, Nestor	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41
Palmar Barreto, Isaias Jose	GL	\$32.50	0.00	5.50 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	8.50	48.50	\$1300.00	\$367.41	\$1667.41
Millan, Eberto	APM	\$75.00	0.00	0.00	8.00 1	10.50 1	10.50 1	12.00 1	0.00	40.00	1.00	41.00	\$3000.00	\$99.75	\$3099.75
Gonzalez, Maria	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Riera, Carmen	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Ortega, Edgardo	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Rondon, Samuel	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Galaviz, Antonio	GL	\$32.50	0.00	0.00	10.50 1	0.00	10.50 1	0.00	0.00	21.00	0.00	21.00	\$682.50	\$0.00	\$682.50
Espinoza, Luis	RS	\$58.00	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$2320.00	\$231.42	\$2551.42
Hernandez, Paulina	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Rivero, Alberto	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Andrade, Alneris	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Renia, Anthuar	GL	\$32.50	0.00	0.00	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	3.00	43.00	\$1300.00	\$129.68	\$1429.68
Palmar, Maria Paola	GL	\$32.50	0.00	4.00 1	10.50 1	10.50 1	10.50 1	11.50 1	0.00	40.00	7.00	47.00	\$1300.00	\$302.58	\$1602.58
Ojeda, Luis	RS	\$58.00	0.00	5.50 1	10.50 1	0.00	0.00	0.00	0.00	16.00	0.00	16.00	\$928.00	\$0.00	\$928.00
Chacin, Daniel	GL	\$32.50	0.00	0.00	0.00	10.50 1	10.50 1	11.50 1	0.00	32.50	0.00	32.50	\$1056.25	\$0.00	\$1056.25
Padron, Jesus	RS	\$58.00	0.00	0.00	0.00	0.00	0.00	11.50 1	0.00	11.50	0.00	11.50	\$667.00	\$0.00	\$667.00
Cardenas, Sharon	GL	\$32.50	0.00	0.00	0.00	0.00	10.50 1	11.50 1	0.00	22.00	0.00	22.00	\$715.00	\$0.00	\$715.00

Houston High School - Germantown, TN

Labor Charges Summary - Week Beginning 6/7/2019 - Ending 6/13/2019

Worker			Hours Worked										Labor Charges			
Name	Type	Rate	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Reg	OT	Total	Regular	Overtime	Total	
Rodriguez, Carlota	GL	\$32.50	0.00	0.00	0.00	0.00	10.50	11.50	0.00	22.00	0.00	22.00	\$715.00	\$0.00	\$715.00	
Garcia, Maria	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Aguilar, Lisbeth	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Gonzalez, Madhu	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Negrette, Ana	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Salazar, Deborah	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Carroz, Ricardo	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Hernandez, Mayker	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Lucena, Emmanuel	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Cavicchione, Romer	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Rincon, Maira	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Padron, Alejandra	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Aizpurua, Ricardo	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Galaviz, Antonio	GL	\$32.50	0.00	0.00	0.00	0.00	0.00	11.50	0.00	11.50	0.00	11.50	\$373.75	\$0.00	\$373.75	
Week's Labor Totals:			56	119.50	140.00	273.50	248.00	277.00	443.00	0.00	1357.00	144.00	1501.00	\$57097.25	\$9572.75	\$66670.00

Houston High School - Germantown, TN

Schedule B

Consumables Charges

Houston High School - Germantown, TN

Schedule B - Consumable Charges Summary

Week Beginning	Total Charges
6/7/2019	\$8,318.20
Total:	\$8,318.20

Consumables Charges Summary - Week Beginning 6/7/2019 - Ending 6/13/2019

Item Description	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Cleaning Towel	DZ	0.00 <u>1.2</u>	2.00 <u>1</u>	0.00 <u>1</u>	5.00 <u>1</u>	16.00 <u>1</u>	15.00 <u>1</u>	0.00	38	\$10.60	\$402.80
Concrobian® Disinfectant	GAL	0.00 <u>1.2</u>	1.00 <u>1</u>	0.00 <u>1</u>	8.00 <u>1</u>	31.00 <u>1</u>	20.00 <u>1</u>	0.00	60	\$55.30	\$3,318.00
Gloves, Nitrile/Latex 100ct	BOX	2.00 <u>1.2</u>	1.00 <u>1</u>	1.00 <u>1</u>	1.00 <u>1</u>	1.00 <u>1</u>	1.00 <u>1</u>	0.00	7	\$25.12	\$175.84
Gloves- Leather/Safety/Work	DZ	0.00 <u>1.2</u>	1.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	3.00 <u>1</u>	0.00	4	\$96.00	\$384.00
Lay Flat (Roll - 500" x 33")	EA	0.00 <u>1.2</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	1.00 <u>1</u>	0.00	1	\$700.00	\$700.00
Mop Head (Cotton)	EA	0.00 <u>1.2</u>	0.00 <u>1</u>	2.00 <u>1</u>	0.00 <u>1</u>	14.00 <u>1</u>	7.00 <u>1</u>	0.00	23	\$14.30	\$328.90
Plastic Sheeting 6 mil - 20" x 100" Roll	ROLL	0.00 <u>1.2</u>	1.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00	1	\$196.00	\$196.00
Safety Glasses	EA	0.00 <u>1.2</u>	0.00 <u>1</u>	21.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	30.00 <u>1</u>	0.00	51	\$4.50	\$229.50
Tape, Duct - 2" x 60 yds.	ROLL	0.00 <u>1.2</u>	2.00 <u>1</u>	0.00 <u>1</u>	1.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00	3	\$11.00	\$33.00
Tape, Painter (Blue) 2" x 60yds.	ROLL	0.00 <u>1.2</u>	1.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00	1	\$13.16	\$13.16
Trash Bags, Contractor - 3 mil, 50 count	BOX	0.00 <u>1.2</u>	2.00 <u>1</u>	4.00 <u>1</u>	4.00 <u>1</u>	6.00 <u>1</u>	33.00 <u>1</u>	0.00	49	\$50.00	\$2,450.00
Vacuum Cleaner Bags - Back Pack HEPA (10 per pack)	PACK	0.00 <u>1.2</u>	0.00 <u>1</u>	1.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00	1	\$36.00	\$36.00
Vacuum Cleaner Bags - Canister HEPA (6 per pack)	PACK	0.00 <u>1.2</u>	0.00 <u>1</u>	0.00 <u>1</u>	0.00 <u>1</u>	1.00 <u>1</u>	1.00 <u>1</u>	0.00	2	\$25.50	\$51.00
Week's Consumables Totals:											\$8,318.20
Invoice Consumables Totals:											\$8,318.20

Houston High School - Germantown, TN

Schedule C

Equipment Charges

Houston High School - Germantown, TN

Schedule C - Equipment Charges Summary

* Small Equipment Allowance does not include all billed labor classifications. The following labor classification (employee and/or temp workers) billed to-date amounts are included: Assistant Project Manager, Clerical Administrator, General Labor, Production Technician, Restoration Supervisor

	Total Charges
Equipment Total:	\$75,098.00
Small Equipment Allowance*	\$1,694.37
Total:	\$76,792.37

Equipment Charges Summary - 50 Cable

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
50 Cable	DAY	4.00 1,2,3	4.00 1,2,3	4.00 1,2,3	4.00 1,2,3	4.00 1,2,3	0.00 1,2	0.00	20.00	\$27.50	\$550.00

Equipment Totals: \$550.00

Equipment Charges Summary - 5000 cfm Desiccant Package Unit (**)

	UOM	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	Total for Week	Unit Price	Total Charges
5000 cfm Desiccant Package Unit (**)	DAY	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	1.00 1,2	0.00	0.00	5.00	\$2,600.00	\$13,000.00

Equipment Totals: \$13,000.00

Equipment Charges Summary - Air Mover, Carpet

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Air Mover, Carpet	DAY	56.00 1,2,3	100.0 0 1,2,3	100.0 0 1,2,3	100.0 0 1,2,3	100.0 0 1,2,3	8.00 1,2	0.00	464.00	\$30.00	\$13,920.00

Equipment Totals: \$13,920.00

Equipment Charges Summary - Air Scrubber, 2000 cfm

	UOM	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	Total for Week	Unit Price	Total Charges
Air Scrubber, 2000 cfm	DAY	15.00 1,2,3	15.00 1,2,3	10.00 1,2,3	15.00 1,2,3	15.00 1,2	0.00	0.00	70.00	\$150.00	\$10,500.00

Equipment Totals: \$10,500.00

Houston High School - Germantown, TN

Equipment Charges Summary - Air Scrubber, 500 cfm

	UOM	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	Total for Week	Unit Price	Total Charges
Air Scrubber, 500 cfm	DAY	4.00 1,2,3	4.00 1,2,3	4.00 1,2,3	4.00 1,2,3	2.00 1,2	0.00	0.00	18.00	\$75.00	\$1,350.00
Equipment Totals:										\$1,350.00	

Equipment Charges Summary - Canister HEPA Vac

	UOM	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	6/15 Sat	Total for Week	Unit Price	Total Charges
Canister HEPA Vac	DAY	1.00 1,2,3	4.00 1,2,3	4.00 1,2,3	4.00 1,2	0.00	0.00	0.00	13.00	\$183.00	\$2,379.00
Equipment Totals:										\$2,379.00	

Equipment Charges Summary - Dehumidifier - Large Commercial >25 Gallon

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Dehumidifier - Large Commercial >25 Gallon	DAY	17.00 1,2,3	37.00 1,2,3	37.00 1,2,3	37.00 1,2,3	37.00 1,2,3	0.00 1,2	0.00	165.00	\$145.00	\$23,925.00
Equipment Totals:										\$23,925.00	

Equipment Charges Summary - Generator, 20k W

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Generator, 20k W	DAY	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	0.00 1,2	0.00	5.00	\$365.00	\$1,825.00
Equipment Totals:										\$1,825.00	

Equipment Charges Summary - Mobile Office Equipment (p/k/a Accounting Package)

	UOM	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	Total for Week	Unit Price	Total Charges
Mobile Office Equipment (p/k/a Accounting Package)	DAY	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	0.00 1,2,3	1.00 1,2	0.00	0.00	4.00	\$65.00	\$260.00
Equipment Totals:										\$260.00	

Equipment Charges Summary - Moisture Mapping Kit ()**

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Moisture Mapping Kit (**)	DAY	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	0.00 1,2,3	1.00 1,2,3	1.00 1,2	0.00	5.00	\$125.00	\$625.00

Houston High School - Germantown, TN

Equipment Totals: \$625.00

Equipment Charges Summary - Moisture Meter- Penetrating and non penetrating

	UOM	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	6/15 Sat	Total for Week	Unit Price	Total Charges
Moisture Meter- Penetrating and non penetrating	DAY	1.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2	0.00	0.00	0.00	1.00	\$25.00	\$25.00

Equipment Totals: \$25.00

Equipment Charges Summary - Portable Extractor

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Portable Extractor	DAY	3.00 1,2,3	1.00 1,2,3	1.00 1,2,3	0.00 1,2,3	0.00 1,2,3	1.00 1,2	0.00	6.00	\$148.00	\$888.00

Equipment Totals: \$888.00

Equipment Charges Summary - Portable Fuel Cells

	UOM	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	Total for Week	Unit Price	Total Charges
Portable Fuel Cells	DAY	1.00 1,2,3	1.00 1,2,3	0.00 1,2,3	0.00 1,2,3	1.00 1,2	0.00	0.00	3.00	\$25.00	\$75.00

Equipment Totals: \$75.00

Equipment Charges Summary - Pump - Sump

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Pump - Sump	DAY	2.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2	0.00	2.00	\$63.00	\$126.00

Equipment Totals: \$126.00

Equipment Charges Summary - Spider Box

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Spider Box	DAY	2.00 1,2,3	2.00 1,2,3	2.00 1,2,3	2.00 1,2,3	2.00 1,2,3	0.00 1,2	0.00	10.00	\$75.00	\$750.00

Equipment Totals: \$750.00

Houston High School - Germantown, TN

Equipment Charges Summary - Truck Mount Carpet Machine

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Truck Mount Carpet Machine	DAY	2.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2	0.00	2.00	\$475.00	\$950.00

Equipment Totals: \$950.00

Equipment Charges Summary - Vacuum - Back Pack, HEPA

	UOM	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	6/15 Sat	Total for Week	Unit Price	Total Charges
Vacuum - Back Pack, HEPA	DAY	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	0.00 1,2	0.00	0.00	0.00	3.00	\$125.00	\$375.00

Equipment Totals: \$375.00

Equipment Charges Summary - Vehicle - Auto/Pick-up

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Vehicle - Auto/Pick-up	DAY	3.00 1,2,3	2.00 1,2,3	3.00 1,2,3	3.00 1,2,3	3.00 1,2,3	1.00 1,2	0.00	15.00	\$125.00	\$1,875.00

Equipment Totals: \$1,875.00

Equipment Charges Summary - Vehicle - Box Truck

	UOM	6/7 Fri	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	Total for Week	Unit Price	Total Charges
Vehicle - Box Truck	DAY	4.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2,3	0.00 1,2,3	1.00 1,2	0.00	5.00	\$175.00	\$875.00

Equipment Totals: \$875.00

Equipment Charges Summary - Vehicle - Onsite Recovery Trailer (53')

	UOM	6/8 Sat	6/9 Sun	6/10 Mon	6/11 Tue	6/12 Wed	6/13 Thu	6/14 Fri	Total for Week	Unit Price	Total Charges
Vehicle - Onsite Recovery Trailer (53')	DAY	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	1.00 1,2,3	1.00 1,2	0.00	0.00	5.00	\$165.00	\$825.00

Equipment Totals: \$825.00

Small Equipment Allowance (3.00 % of Labor)*: \$1,694.37

Invoice Equipment Totals: \$76,792.37

Houston High School - Germantown, TN

Schedule D

Sub-contract Charges

Houston High School - Germantown, TN

Schedule D - Sub-contract Charges
Sub-contract Charges Details

Service Category	Vendor Name	Invoice Date	Invoice Number	Invoice Amount	Overhead and Profit	Total Charges
Invoice Sub-contract Total:				\$0.00	\$0.00	\$0.00

Houston High School - Germantown, TN

Schedule E

Miscellaneous Charges

Houston High School - Germantown, TN

Schedule E - Miscellaneous Charges

Miscellaneous Charges Summary

Miscellaneous Type	Misc. Cost	Overhead and Profit	Total Charges
Fuel (Cumulative 10/10)	\$1,093.64	\$229.67	\$1,323.31
Lodging (Cumulative 10/10)	\$2,337.72	\$490.91	\$2,828.63
Meals (Cumulative 10/10)	\$669.72	\$140.64	\$810.36
Other (Cumulative 10/10)	\$106.74	\$22.41	\$129.15
Rental Vehicle (Cumulative 10/10)	\$638.62	\$134.11	\$772.73
Travel Fees (Cumulative 10/10)	\$875.96	\$183.95	\$1,059.91
Grand Total:	\$5,722.40	\$1,201.69	\$6,924.09

Fuel (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Circle K	6/7/2019	\$98.53	\$20.69	\$119.22	Fuel
Exxon	6/9/2019	\$37.60	\$7.90	\$45.50	Fuel
Circle K	6/10/2019	\$69.00	\$14.49	\$83.49	Box Truck Fuel
Circle K	6/10/2019	\$140.00	\$29.40	\$169.40	Generator Fuel
Circle K	6/10/2019	\$143.50	\$30.14	\$173.64	Generator Fuel
Exxon	6/10/2019	\$150.00	\$31.50	\$181.50	Fuel for Generator
Circle K	6/11/2019	\$40.00	\$8.40	\$48.40	Fuel for truck
Circle K	6/11/2019	\$138.01	\$28.98	\$166.99	Fuel for Generator
One N All	6/11/2019	\$27.00	\$5.67	\$32.67	Box Truck Fuel
Exxon	6/12/2019	\$125.00	\$26.25	\$151.25	
Exxon	6/12/2019	\$125.00	\$26.25	\$151.25	
Fuel Total:		\$1,093.64	\$229.67	\$1,323.31	

Lodging (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Homewood Suites	6/7/2019	\$146.84	\$30.84	\$177.68	

Houston High School - Germantown, TN

Lodging (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Homewood Suites	6/7/2019	\$293.68	\$61.67	\$355.35	
Homewood Suites	6/7/2019	\$744.78	\$156.40	\$901.18	
Homewood Suites	6/7/2019	\$750.78	\$157.66	\$908.44	
Homewood Suites	6/9/2019	\$401.64	\$84.34	\$485.98	
Lodging Total:		\$2,337.72	\$490.91	\$2,828.63	

Meals (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Wendy's	6/8/2019	\$47.28	\$9.93	\$57.21	Lunch for Labor
Domino's Pizza	6/9/2019	\$125.10	\$26.27	\$151.37	Lunch for Labor
Wendy's	6/10/2019	\$133.29	\$27.99	\$161.28	Lunch for Labor
Domino's Pizza	6/11/2019	\$149.82	\$31.46	\$181.28	Lunch for Labor
Wendy's	6/12/2019	\$214.23	\$44.99	\$259.22	Lunch for Labor
Meals Total:		\$669.72	\$140.64	\$810.36	

Other (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Walgreens	6/7/2019	\$21.30	\$4.47	\$25.77	Water for Labor
Exxon	6/9/2019	\$38.36	\$8.06	\$46.42	Water for Labor
Circle K	6/11/2019	\$28.45	\$5.97	\$34.42	Ice and Water for Labor
Kroger	6/12/2019	\$18.63	\$3.91	\$22.54	Water for Labor
Other Total:		\$106.74	\$22.41	\$129.15	

Rental Vehicle (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Dollar	6/7/2019	\$638.62	\$134.11	\$772.73	
Rental Vehicle Total:		\$638.62	\$134.11	\$772.73	

Houston High School - Germantown, TN

Travel Fees (Cumulative 10/10)

Vendor Name	Activity Date	Misc. Cost	Overhead and Profit	Total Charges	Notes
Southwest	6/7/2019	\$875.96	\$183.95	\$1,059.91	
Travel Fees Total:		\$875.96	\$183.95	\$1,059.91	

Houston High School - Germantown, TN

Org Chart for Houston High School

Project Management

Labor Code	Labor Class	First Name	Last Name	Date Started
PM	Project Manager	Billy	Morrison	6/7/2019
APM	Assistant Project Manager	Phillip	Ledbetter	6/7/2019
APM	Assistant Project Manager	Eberto	Millan	6/9/2019
RS	Restoration Supervisor	RJ	Barnett	6/7/2019
RS	Restoration Supervisor	Jeff	Clark	6/7/2019
RS	Restoration Supervisor	Alec	Cowan	6/7/2019
RS	Restoration Supervisor	Jeremy	Ellis	6/7/2019
RS	Restoration Supervisor	Luis	Espinoza	6/9/2019
RS	Restoration Supervisor	Luis	Ojeda	6/8/2019
RS	Restoration Supervisor	Jesus	Padron	6/12/2019
RS	Restoration Supervisor	Isaias Torres	Palmar	6/8/2019
RC	Resource Coordinator	Jeff	Williams	6/7/2019
PT	Production Technician	Kales	Coulstin	6/7/2019
PT	Production Technician	Randy	Darnell	6/7/2019
PT	Production Technician	Pam	Elrod	6/7/2019
PT	Production Technician	Daniel	Gonzales	6/7/2019
PT	Production Technician	Marco	Kee	6/7/2019
PT	Production Technician	Sally	McAnaulty	6/7/2019
PT	Production Technician	Allen	Niemi	6/7/2019
PT	Production Technician	Kari	Warren	6/7/2019
CA	Clerical Administrator	Susannah	Williams	6/8/2019

Project Production

Labor Code	Labor Class	First Name	Last Name	Date Started
GL	General Labor	37 Workers		



SPORTS FLOORS INC.

JUNE 14, 2019

To: JOSH CATHEY

TN CONTRACTOR'S LICENSE #: 00038777
TIPS USA CONTRACT #: 18090301
BUILDING: HOUSTON HIGH SCHOOL
LOCATION: GERMANTOWN, TN

WE PROPOSE TO FURNISH MATERIALS AND LABOR FOR THE ABOVE MENTIONED BUILDING AS FOLLOWS:

REPLACE WATER DAMAGED WOOD GYMNASIUM FLOORING – GYMNASIUM (APPROX. 10,353 SQ. FT.)

- DETACH & MOVE WALL MOUNTED BLEACHERS
- TEAR OUT & DISPOSE OF REMAINING WOOD FLOORING UNDERNEATH BLEACHERS (UP TO 900 SQ. FT.)
- MATCH EXISTING FLOOR SYSTEM
 - 25/32" x 2-1/4" 2ND & BETTER GRADE MAPLE
 - SUBFLOOR SYSTEM W/ RESILIENT PADS
 - 6 MIL POLY VAPOR BARRIER
- SAND THOROUGHLY WITH MULTIPLE GRITS OF SANDPAPER
- APPLY TWO (2) COATS MFMA APPROVED OIL-BASED SEAL
- COURT MARKINGS - PAINT: 1 MAIN BASKETBALL COURT, 1 MAIN VOLLEYBALL COURT, 2 SIDE VOLLEYBALL COURTS, 3' BORDER, 3-POINT ARCS, "H" LOGOS IN LANES, CENTER LOGO (+/-20', 1-COLOR)
- APPLY TWO (2) COATS MFMA APPROVED OIL-BASED FINISH
- VENT COVE BASE AT PERIMETER WALLS
- METAL THRESHOLDS/EXPANSION COVER PLATES AT ENTRYWAYS
- REATTACH BLEACHERS TO WALL (*DOES NOT INCLUDE ANY BLEACHER REPAIR OR MAINTENANCE*)
- DOES NOT INCLUDE ANY ELECTRICAL WORK, BOXES OR COVER PLATES

PRICE: \$153,514.59 (PART # SFI103)

UNDER NO CIRCUMSTANCES SHOULD TAPE BE USED ON A WOOD FLOOR!!!

TERMS & CONDITIONS (REVISED 1/2019)

CONTRACTOR'S SCOPE OF WORK AND CONTRACT PRICE SPECIFICALLY EXCLUDES, BUT IS NOT LIMITED TO: PLACEMENT OF CONCRETE SUBSTRATE INTO TOLERANCE PER MANUFACTURER'S SPECIFICATIONS, PATCHING OR LEVELING; ANY ADDITIONAL GAME LINES, LETTERING, LOGOS, OR COURT MARKINGS, NOT LISTED ABOVE OR CUSTOM PAINT COLORS/STAINS; VECTOR AND FONT FILES REQUIRED FOR ALL GRAPHICS ELEMENTS; FURNISHING OR INSTALLING VOLLEYBALL EQUIPMENT INCLUDING FLOOR SLEEVES AND COVER PLATES; FURNISHING ELECTRICAL SERVICE FOR POWERED EQUIPMENT OR INSTALLATION OF ELECTRICAL FLOOR BOXES OR COVER PLATES; THRESHOLDS, OR TRANSITIONS; STAGE TRIM; NOSING; STAIR TREADS, RISERS, FACIA, OR WOOD BASE; HANDLING OF BLEACHERS, FURNITURE OR EQUIPMENT; DUST PROTECTION ABOVE 4' FROM FLOOR LEVEL; HANDLING OR ADJUSTING BACKSTOPS OR GOALS; ANY PROTECTION OR CLEANING OF FINISHED WORK OF OTHERS; TAXES NOT SET FORTH ABOVE.

1. **TERMS OF PAYMENT:** FOR ALL SERVICES AND WORK PERFORMED BY CONTRACTOR, OWNER WILL PAY CONTRACTOR THE CONTRACT PRICE SPELLED OUT ABOVE ("PRICE"). THE CONTRACT PRICE IS VALID ONLY FOR 30 DAYS AND SHALL EXPIRE UNLESS OWNER EXECUTES AND RETURNS THIS PROPOSAL WITHIN THE TIME FRAME. CONTRACTOR WILL SUBMIT TO OWNER AN INVOICE FOR PAYMENT SHOWING THE PERCENTAGE OF COMPLETION OF VARIOUS PORTIONS OF THE WORK AS BROKEN DOWN BY CONTRACTOR AND PRESENTED TO OWNER. MOST PROJECTS WILL BE INVOICED INCREMENTALLY (60%, 35% & 5%) WITH SMALLER PROJECTS HAVING ONE INITIAL TOTAL INVOICE. OWNER WILL PAY CONTRACTOR UPON RECEIPT OF INVOICE, UNLESS MODIFIED THROUGH MUTUAL AGREEMENT BETWEEN CONTRACTOR AND OWNER. SOME PROJECTS MAY REQUIRE OWNER TO ISSUE CHECKS TO MULTIPLE VENDORS, AT NO POINT WILL THE TOTAL OF THESE CHECKS EXCEED THE CONTRACT AMOUNT, NOR WILL THEY DECREASE THE CONTRACT AMOUNT.
2. **FINAL PAYMENT:** THE FINAL PAYMENT WILL BE DUE UPON RECEIPT OF AN INVOICE ONCE SUBSTANTIAL COMPLETION OF THE PROJECT HAS BEEN ACHIEVED. IF CORRECTIVE OR REPAIR WORK OF A MINOR NATURE REMAINS TO BE ACCOMPLISHED BY CONTRACTOR AND AFTER THE PROJECT IS READY FOR USE OR OCCUPANCY, CONTRACTOR WILL PERFORM SUCH WORK EXPEDITIOUSLY AND OWNER WILL NOT WITHHOLD PAYMENT PENDING THE COMPLETION OF SUCH PUNCHLIST WORK. **BACK CHARGES OR DEDUCTIONS FROM FINAL PAYMENT OF THE CONTRACT PRICE AND/OR AGAINST CONTRACTOR'S ACCOUNT FOR SERVICES RENDERED BY OTHERS SHALL NOT BE ACCEPTED BY CONTRACTOR WITHOUT PRIOR WRITTEN AUTHORIZATION FROM CONTRACTOR FOR SUCH SERVICES.**
3. **EXTRA WORK:** SHOULD OWNER DIRECT ANY DELETION, MODIFICATION, OR ADDITION TO THE WORK COVERED BY THIS CONTRACT, THE COST SHALL BE ADDED TO OR DEDUCTED FROM THE CONTRACT PRICE. PAYMENTS FOR EXTRA WORK WILL BE MADE AS EXTRA WORK PROGRESSES, CONCURRENTLY WITH PROGRESS PAYMENTS. ORDERS FOR EXTRA WORK SHALL BE MADE IN WRITING BY OWNER, WITH THE PRICE AGREED TO BY CONTRACTOR IN ADVANCE. CONTRACTOR SHALL BE ENTITLED TO BE PAID FOR ANY AND ALL EXTRA WORK DIRECTED BY OWNER OR OWNER'S AGENTS, WHETHER THE EXTRA WORK ORDER IS REDUCED TO WRITING OR NOT. EXTRA WORK INCLUDES THE SITE NOT BEING READY WHEN SCHEDULED AND ITEMS NOT COMPLETED BY OWNER PRIOR TO ARRIVAL.
4. **DEFAULT:** IF OWNER SHOULD DEFAULT IN ANY OF ITS OBLIGATIONS UNDER THIS CONTRACT, CONTRACTOR MAY RECOVER, AS DAMAGES, EITHER THE REASONABLE VALUE OF THE WORK PERFORMED BY CONTRACTOR PLUS ALL EARNED AND UNEARNED FEES AND/OR PROFIT, OR THE BALANCE OF THE CONTRACT PRICE PLUS ANY OTHER DAMAGES SUSTAINED AS A RESULT OF OWNER'S DEFAULT, INCLUDING, BUT NOT LIMITED TO ATTORNEY'S FEES, LITIGATION COSTS AND ALL COSTS INCURRED AS A RESULT OF HAVING TO TAKE ACTION TO COLLECT THIS ACCOUNT. IF A MULTI-YEAR SERVICE CONTRACT IS FOR ANY REASON CANCELED, THE OWNER WILL BE INVOICED THE DIFFERENCE BETWEEN THE DISCOUNTED MULTI-YEAR RATE AND THE ONE-YEAR RATE FOR EACH YEAR WORK WAS PERFORMED.
5. **CONCEALED, HIDDEN AND DEFERRING SITE CONDITIONS:** IF CONTRACTOR SHOULD ENCOUNTER CONCEALED OR HIDDEN CONDITIONS OR DEFERRING SITE CONDITIONS THAT WERE NOT REASONABLY ANTICIPATED BY CONTRACTOR, CONTRACTOR WILL PROMPTLY CALL SUCH CONDITIONS TO THE ATTENTION OF OWNER, AND THE CONTRACT PRICE SHALL BE ACCORDINGLY ADJUSTED FOR SUCH EXTRA WORK AS NECESSARY.
6. **GENERAL CONDITIONS:** SPORTS FLOORS, INC. MAINTAINS THE RIGHTS TO USE PHOTOGRAPHS, PLANS AND RENDERINGS OF THIS PROJECT IN ITS MARKETING MATERIALS. AS PART OF OUR QUALITY CONTROL PROGRAM, ACCESS TO THE FACILITY'S WIRELESS INTERNET SYSTEM MAY BE REQUESTED TO MONITOR THE PROGRESS AND PERFORMANCE OF THE FLOORS SYSTEMS. MONITORING DEVICES MAY BE INSTALLED FOR PERIODIC MEASUREMENT AND OBSERVATION WHICH MAY REQUIRE A WIRELESS INTERNET CONNECTION. FACILITY SHALL PROVIDE ANY PASSWORD OR SECURITY KEY REQUIRED. SPORTS FLOORS, INC. MAY PLACE A SMALL INFORMATIONAL DECAL CONTAINING CARE & MAINTENANCE INSTRUCTIONS IN A DISCRETE LOCATION.
7. **WARRANTY RESTRICTIONS:** IN ORDER FOR WARRANTY TO REMAIN IN FULL EFFECT, REASONABLE CARE AND CONDITIONS WITHIN THE FLOOR AND ITS FACILITY MUST BE PROPERLY MAINTAINED. THIS INCLUDES, WITHOUT LIMITATION, FOLLOWING MFMA (MAPLE FLOORING MANUFACTURER'S ASSOCIATION) AND SPORTS FLOORS, INC. & MANUFACTURER'S GUIDELINES AS FOLLOWS. **NOT FOLLOWING THESE GUIDELINES WILL VOID WARRANTY.** SWEEP THE FLOOR DAILY WITH A PROPERLY TREATED DUST MOP TO KEEP IT FREE FROM DUST, GRIT, AND ABRASIVE PARTICLES. THE OWNER MUST USE PRODUCTS RECOMMENDED BY SPORTS FLOORS, INC.. USE OF ANY OTHER CHEMICALS WILL VOID THE WARRANTY. THE HEATING/VENTILATING/AIR CONDITION SYSTEM MUST BE FUNCTIONING PROPERLY AND SET TO MAINTAIN INDOOR RELATIVE HUMIDITY OF 35-50%. NEVER SHUT DOWN THE VENTILATION SYSTEM IN YOUR FACILITY FOR A PERIOD OF TIME LONGER THAN 24 HOURS. CHECK EXPANSION ROWS REGULARLY FOR EXPANSION AND CONTRACTION AND REPORT EXCESSIVE SHRINKAGE OR TIGHTENING TO CONTRACTOR. IF YOU NOTICE JOINT SEPARATION, REPORT TO CONTRACTOR IMMEDIATELY. KEEP WATER OFF THE FLOOR SURFACE, ESPECIALLY DURING INCLEMENT WEATHER AND AT EXTERIOR DOORWAYS. **NEVER CLEAN YOUR FLOOR USING DAMP MOPPING, SCRUBBING MACHINERY OR POWER SCRUBBERS, ESPECIALLY ONES THAT USE WATER.** ALWAYS PROTECT THE FLOOR. SPILLS AND ANY MOISTURE ON THE FLOOR MUST BE REMOVED IMMEDIATELY. REMOVE SCUFF MARKS WITH AN APPROVED FLOOR CLEANER COMPATIBLE WITH THE FLOOR FINISH. USE A NON-ABRASIVE SOFT CLOTH OR A DUST MOP. CONTACT YOUR CONTRACTOR FOR APPROVED CLEANING PRODUCTS. **USAGE OF TAPE OF ANY KIND IS NOT PERMITTED!** A LIGHT-COLORED TEMPERA PAINT MAY BE APPLIED AND WASHED OFF WITHIN A REASONABLE AMOUNT OF TIME WITH WATER. BEFORE ANY ROLLING LOADS (BLEACHERS, STAGES, LIFTS, ETC.) ARE ON THE FLOOR, CHECK WITH CONTRACTOR FOR PERFORMANCE AND SAFETY ISSUES. A MINIMUM OF 3/4" CDX PLYWOOD MUST BE Laid ON FLOOR FIRST AS UNPROTECTED BOARDS MAY CRACK. YOU MUST CHECK WITH CONTRACTOR AS ROLLING LOADS AND BLOCKING VARY BY FLOOR. ANY WORK PERFORMED ON FLOOR BY COMPANIES OTHER THAN SPORTS FLOORS, INC. SHALL VOID WARRANTY IMMEDIATELY. *WE WILL NOT BE HELD RESPONSIBLE FOR MOISTURE MIGRATION OR MOISTURE-RELATED PROBLEMS.*

SPORTS FLOORS, INC.

ACCEPTED: _____

By: Bruce A. Gleneck

TITLE: _____

TITLE: PRESIDENT

DATE: _____

DATE: 06/14/2019