



AGENDA
REGULAR SCHOOL BOARD MEETING

Tuesday, August 21, 2012 – 6:00 p.m.
School Board Meeting Room
500 E. Ocean Boulevard
Stuart, FL 34994

Call to Order by the Chair and Pledge of Allegiance to the Flag of the United States.

1. **Adoption of the Agenda**
 - 1.01 **Additions, Deletions or Amendments to the Agenda**
 - 1.02 **Approval of the Agenda**

2. **Approval of the Minutes**
 - 2.01 **July 17, 2012 – Regular Meeting**
 - 2.02 **July 24, 2012 – Special Meeting**
 - 2.03 **July 24, 2012 – TRIM Special Meeting**
 - 2.04 **July 31, 2012 – TRIM Special Meeting**
 - 2.05 **August 9, 2012 – Special Meeting**

3. **Updates**
 - 3.01 **Student Representative - NONE**
 - 3.02 **Superintendent**

4. **Recognitions**
 - 4.01 **Florida PBS Project Recognition**

5. **Presentations and Resolutions**
 - 5.01 **Daughters of the American Revolution – Proclamation – Portia Scott**

6. **Open to the Public/Board for Advertised Agenda Items**

7. **Approve Finance Items**
 - 7.01 **Purchase Orders (P. 5 – P. 8)**
 - 7.02 **Monthly Financial Statement – July 2012 (P. 9 – P. 26)**
 - 7.03 **Approve Petty Cash Custodians**
 - a. **Terri Marder – Crystal Lake Elementary (P. 27 – P. 28)**
 - b. **Katie Preston – Educational Technology (P. 29 – P. 30)**
 - c. **Howard Marder – Felix William Elementary (P. 31 – P. 32)**
 - d. **James Atkinson – Palm City Elementary (P. 33 – P. 34)**

CONSENT AGENDA ITEMS 8 through 14

- 8. REMOVAL OF ITEMS FROM THE CONSENT AGENDA**
- 9 Items of CONSENT – Approve New Agreements - NONE
10. Items of CONSENT – Approve Addenda to Agreements - NONE
11. Items of CONSENT – Approve Renewal Agreements
 - 11.01 Dual Enrollment Agreement with the District Board of Trustees for Indian River State College (P. 35 – P. 43)
 - 11.02 Educational Consultant Contract for Title I Private Schools (P. 44 – P. 57)
12. Items of CONSENT – Approve Grants
 - 12.01 Martin County Board of County Commissioners Dori Slosberg Driver Education Safety Act Grant Program (P. 58 – P. 66)
13. Items of CONSENT – Approve Personnel Items
 - 13.01 Schedule of Personnel Recommendations (P. 67 – P. 82)
 - 13.02 Leaves Recommended for Board Approval (P. 83 – P. 84)
14. Items of CONSENT - Other Consent Items
 - 14.01 Use of Facilities (P. 85 – P. 87*)
 - 14.02 Field Trips/Use of Buses/Vehicles (P. 88 - P. 89*)
 - 14.03 Declaration of Surplus Property (P. 90 – P. 92)
 - 14.04 Report of Released Purchase Orders (P. 93 – P. 108)
 - 14.05 Head Start
 - a. Policy Council Minutes and Financial Statements for June 2012 (P. 109 – P. 113)
 - b. Policies and Procedures – Revised (P. 114*)
15. ITEMS REMOVED FROM THE CONSENT AGENDA
16. Approve Bid/RFP/RFQ Recommendations
 - 16.01 Renew Piggyback Bid – School District of Volusia County Bid #2S-814AB for HVAC Water Treatment Services and Products (P. 115 – P. 127)
 - 16.02 Renew Piggyback Bid – Palm Beach County School District Bid #10C-92T for Installation, Repairs and/or Purchases of HVAC Mechanical Contractors (P. 128 – P. 130)
 - 16.03 Renew Piggyback COOP - Bid # SDIRC2010-18-01 COOP Bid for Milk Products (P. 131- P. 133)
 - 16.04 New Piggyback RFP – St. Lucie Schools RFP #10-18 for Fire and Burglar Alarm Monitoring and Repair Services (P. 134 – P. 138)
 - 16.05 Renew RFP – MCSD RFP #5003-0-2007/JC for Comprehensive Food Safety and Cafeteria Sanitation System (P. 139 – P. 141)
 - 16.06 Renew RFP – MCSD RFP #5009-0-2008/JC for Instant messaging and Alert Notification (P. 142 – P. 143)
 - 16.07 New Piggyback RFP – Suwannee County Public Schools RFP #11-203 Type IIB Panelized Modular Buildings (P. 144 – P. 148)

17. **Approve Construction Items**
 - 17.01 **DOE Survey – Recommendation Report for Building Reallocations and Renovations at Port Salerno Elementary School** (P. 149 – P. 153)
 - 17.02 **Close Out and Final Pay Application to All-Site Construction, Inc., for Media Center Renovation at Port Salerno Elementary School** (P. 154 – P. 161)
 - 17.03 **Reduce Retainage to 1% for Pirtle Construction on the Pinewood Elementary School/Crystal Lake Elementary School HVAC and Building Renovation Project** (P. 162 – P. 171)
 - 17.04 **Release Retainage on Deevan, Inc., for Storm Drainage Work Performed at Palm City Elementary School** (P.172 – P. 176)
 - 17.05 **Martin County High School Phase IIIA – New Classroom Building – Change Order #1** (P. 177 – P. 178)
 - 17.06 **Port Salerno Elementary School – Reroofing Project** (P. 179 – P. 202)
18. **Approve Rule Revisions – First Review and Approval Adv. Per APA of School Board Policy - NONE**
19. **Approve Rule Revisions – Public Hearing on School Board Rule**
 - 19.01 **Student Conduct and Discipline Code – Elementary** (P. 203 – P. 204*)
 - 19.02 **Student Conduct and Discipline Code – Secondary** (P. 205 – P. 206*)
 - 19.03 **8960- Non-Discrimination and Prohibition of Harassment – Instructional Staff** (P. 207 – P. 217)
20. **Approve Other Items**
 - 20.01 **2012-2013 Renewal of Transportation Routes** (P. 218*)
 - 20.02 **2012-2013 Strategic Plan** (P. 219*)
 - 20.03 **Approve Those Employees Receiving Save Pay to Continue for the 2012-2013 Fiscal Year** (P. 220 – P. 221)
21. **Open to the Board**
22. **Open to the Public/Board for General School-Related Business**

*** Exhibit/Additional Backup Available for Review**

NOTICE OF RIGHT TO JUDICIAL REVIEW:

A party who is adversely affected by this Final order is entitled to Judicial review pursuant to Section 120.68 Florida Statutes. Review proceedings are governed by the Florida Rules of Appellate Procedure. Such proceedings are commenced by filing one copy of a Notice of Appeal with the School Board Clerk and a second copy accompanied by filing fees prescribed by law, with the District Court, Fourth District. The Notice of Appeal must be filed within 30 days of rendition of the order to be reviewed accurately and completely preserve all testimony in the proceedings, and, on the request of any party, it shall make a full or partial transcript available at no more than actual costs.

Accommodations are available for persons with special needs. Please call 219-1200 X 30425 for assistance.



UPCOMING MEETING SCHEDULE

Meetings are held in the School Board Meeting Room unless otherwise noted

REGULAR MEETINGS

Tuesday, August 21, 2012 – 6:00 p.m.

Tuesday, September 18, 2012 – 6:00 p.m.

Tuesday, October 16, 2012 – 6:00 p.m.

TRIM SPECIAL MEETINGS/PUBLIC HEARINGS

Tuesday, September 4, 2012 – 5:00 p.m. – Approve the 2011-2012 Annual Financial Report,
Approval to Transmit the Program Cost Report, & Approve the Final Budget Amendments

Tuesday, September 4, 2012 – 5:05 p.m. – Public Hearing to Adopt the Final Budget and Millage



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 7.01

1. AGENDA ITEM: Request Board's Approval for Purchase Orders:
X appropriate box(s): [X] New [] Renewal [] Addenda [] Presentation [] Grant \$
2. BACKGROUND INFO./STAFF RECOMMENDATION:
Staff recommends approval of Requisitions greater than \$10,000.00 for Board approval per SB policy # 6320
3. FINANCIAL IMPACT:
Is there a financial impact (Finance Review Required)? [X] YES [] NO
Is funding provided in approved budget? [X] YES [] NO
What additional funding is required? Indicate Amount \$
Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Type or Print Name Signature
Director/Principal: Jeff Carver, Director of Purchasing Type or Print Name Signature
Exec. Director or Asst. Superintendent: Steve Weil, Ex. Dir. Of Operations Type or Print Name Signature
Finance Review: Bryan Thabit Required if Financial Impact Signature
Legal Review: Required for Contracts Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

Requisitions to be approved for purchases over \$10,000.00 for Board Agenda date - 08/21/12**Requisitions from 7/03/12 through 8/06/12**

No.	Cost Ctr	Req No.	Sch/Dept.	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
1	0241	00035	SFHS	Exempt per SB policy # 6320 G 5, for Professional Services	Int'l Baccalaureate N. America (Bethesda, MD)	\$10,400.00	Annual Membership fee
2	9515	00006	HRMD	Exempt per SB Policy # 6320 G 5 for Services	Indian River St. College (Ft. Pierce, FL)	\$90,800.00	MCSD Staff tuition fees for Instructional and Non-Instructional, not to exceed \$100.00/per credit
3	9524	00008	MAINT	Exempt per SB Policy # 6320 G 1, purchases from other Public Entities bids, rfps, in accordance with Marlon County Schools Bid # 3334RC	Andrews Filter & Supply Corp. (Orlando, FL)	\$41,000.00	Blanket P.O. for A/C filters and belts for County wide use
4	9524	00011	MAINT	SB Policy # 6320 II C	Artronics of FL, Inc. (Palm City, FL)	\$ 11,000.00	Provide labor & materials to repair Bogan Systems County wide
5	9524	00014	MAINT	SB Policy # 6320 II C	Baker Distributing, Co. (Stuart, FL)	\$ 11,000.00	Blanket P.O. for HVAC: Purchase equipment, parts, motors, hardware for County wide use
6	9524	00022	MAINT	SB Policy # 6320 II C	City Electric Supply Co (Stuart, FL)	\$24,975.00	Blanket P.O. to purchase electrical equipment, parts, hardware, for County wide use
7	9524	00026	MAINT	SB Policy # 6320 II C	Dietz Enterprises (Stuart, FL)	\$15,000.00	Blanket P.O. for County wide repair & Install of Emergency Generators, services, components, parts, and hardware
8	9524	00031	MAINT	SB Policy # 6320 II C	Express Reel Grinding (Vero Beach, FL)	\$11,500.00	Blanket P.O. For County wide services to include blade sharpening, maintenance, and repair for lawn mowers, sprayers etc.
9	9524	00041	MAINT	SB Policy # 6320 II C	Helena Chemical Co. (Ft. Pierce, FL)	\$12,500.00	Blanket P.O. for County wide lawn fertilizer, equipment, pesticides, herbicides
10	9524	00045	MAINT	Exempt per SB Policy # 6320 G 1, purchases from other Public Entities bids, rfps. In accordance with US Communities Contract # 11019	Home Depot (Stuart, FL)	\$52,500.00	Blanket P.O. for County wide electrical, plumbing, HVAC, safety, locks, building materials, equipment, parts, hardware, lumber, and belts
11	9524	00048	MAINT	SB Policy # 6320 II C	John Deere Landscapes (Stuart, flu)	\$35,000.00	Blanket P.O. for County wide lawn equipment, parts & repairs, fertilizer, and Hardware
12	9524	00049	MAINT	SB Policy # 6320 II C	Johnstone Supply of Martin County (Stuart, FL)	\$18,000.00	Blanket P.O. to purchase HVAC equipment, parts, motors, hardware for County wide use

Requisitions to be approved for purchases over \$10,000.00 for Board Agenda date - 08/21/12 (Cont'd)**Requisitions from 7/03/12 through 8/06/12**

No.	Cost Ctr	Req No.	Sch/Dept.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
13	9524	00056	MAINT	SB Policy # 6320 II C	Lowes Home Center (Stuart, FL)	\$12,500.00	Blanket P.O. for County wide electrical, plumbing, HVAC, safety, locks, building materials, equipment, parts, hardware, lumber, and belts
14	9524	00062	MAINT	SB Policy # 6320 II C	Mike Moore's Pumps & Motors (Stuart, FL)	\$15,000.00	Blanket P.O. for County wide Irrigation, HVAC, Plumbing parts, equipment, service and repairs for pumps, motors & hardware.
15	9524	00079	MAINT	SB Policy # 6320 G1, purchases from other Public Entities bids or rfps, per Broward County Schools Bid # 29-008R	Rexel Southern Elect/Stuart (Stuart, FL)	\$95,000.00	Blanket P.O. for County wide Electrical: Parts, equipment and hardware
16	9524	00081	MAINT	SB Policy # 6320 II C	Robert Vertical Blinds LLC (Pt St Lucie, FL)	\$15,000.00	Blanket P.O. for County wide blinds, vertical/horizontal varying sizes repairs or replace
17	9524	00086	MAINT	SB Policy # 6320 II C	Sherwin Williams Co. (Stuart, FL)	\$15,000.00	Blanket P.O. for County wide paint and painting materials and equipment
18	9524	00102	MAINT	Exempt per SB Policy # 6320 G 1, purchases from other Public Entities bids, rfps, in accordance with TCPN Bid # R5045	Trane Co. (Pt. St. Lucie, FL)	\$60,000.00	Blanket P.O. County wide Trane A/C Chillers: Parts equipment, service, and repairs
19	9524	00114	MAINT	Exempt per SB Policy # 6320 G 1, purchases from other Public Entities bids, rfps, in accordance with Palm Beach County Schools Bid # 09C-37T	United Refrigeration (Pt. St. Lucie, FL)	\$40,000.00	Blanket P.O. to purchase A/C parts and equipment for County wide use
20	9524	00153	MAINT	SB Policy # 6320 G1, purchases from other Public Entities bids or rfps, per Broward County Schools Bid # 29-008R	Rexel Southern Elect/Stuart (Stuart, FL)	\$14,287.75	Light fixtures for MMS Gym
21	9530	00006	FINANCE	Required per F.S. 1002.33 (17) (b)	Hope Center for Autism, Inc. (Stuart, FL)	\$ 705,957.56	Charter School
22	9530	00007	FINANCE	Required per F.S. 1002.33 (17) (b)	Indian River St College Clark Advanced Learning Ctr (Stuart, FL)	\$ 1,086,598.92	Charter School
23	9540	00202	FOOD SERVICE	SB Policy # 6320 II C	Peninsular Paper Company (Winter Park, FL)	\$20,000.00	Blanket P.O. for paper products

Educ. Technology Requisitions to be approved for purchases over \$10,000.00 for Board Agenda date - 08/21/12**Requisitions from 7/03/12 through 8/06/12**

No.	Cost Ctr	Req No.	Sch/Dept.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
25	9532	00011	ET	Exempt per SB Policy # 6320 G 8 for Information Technology Resource	Tiger Direct (Miami, FL)	\$19,166.60	(210) Powerware UPS for six CBT labs (under construction Summer 2012)
26	9532	00024	ET	Exempt per SB Policy # 6320 G 5 for Software	Raptor Technologies, Inc. (Houston, TX)	\$10,368.00	One (1) Year V-soft Software Annual Access Fee Renewal for 24 locations.

**THE SCHOOL BOARD OF MARTIN COUNTY
GENERAL FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 01XX

* Footnotes are on the end of each Fund Statement

<u>ESTIMATED REVENUE-GENERAL FUND</u>						
DESCRIPTION	Acct. Number	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
FEDERAL DIRECT						
RESERVE OFFICERS TRAINING CORP	3191		\$ 191,584.00	\$ 2,761.23	\$ 188,822.77	1.44%
MISCELLANEOUS FEDERAL DIRECT	3199		265,066.00	-	265,066.00	0.00%
SUBTOTAL - FEDERAL DIRECT			<u>456,650.00</u>	<u>2,761.23</u>	<u>453,888.77</u>	<u>0.60%</u>
FEDERAL RECEIVED THROUGH STATE						
MEDICAID	3202		854,561.00	23,295.49	831,265.51	2.73%
FEDERAL THROUGH LOCAL	3280		23,056.00	-	23,056.00	0.00%
OTHER FEDERAL THROUGH STATE	3299		44,042.00	-	44,042.00	0.00%
SUBTOTAL - FEDERAL THROUGH STATE			<u>921,659.00</u>	<u>23,295.49</u>	<u>898,363.51</u>	<u>2.53%</u>
FLORIDA EDUCATION FINANCE PROGRAM						
WORK FORCE DEVELOPMENT	3310		8,437,688.00	930,861.00	7,506,827.00	11.03%
WORK FORCE EDUCATION PERFORMANCE INCENT	3315		1,852,569.00	159,502.00	1,693,067.00	8.61%
ADULT WITH DISABILITIES	3317		18,193.00	1,222.00	16,971.00	6.72%
CO & DS WITHHELD FOR ADMINISTRATIVE EXPENSE	3318		206,377.00	36,419.55	169,957.45	17.65%
DIAGNOSTIC AND LEARNING RESOURCES	3323		-	-	-	#DIV/0!
RACING COMMISSION FUNDS	3335		1,500.00	-	1,500.00	0.00%
STATE LICENSE TAX	3341		223,250.00	-	223,250.00	0.00%
DISTRICT DISCRETIONARY LOTTERY FUNDS	3343		75,633.00	1,223.51	74,409.49	1.62%
CLASS SIZE REDUCTION/OPER FUNDS	3344		7,037.00	-	7,037.00	0.00%
SCHOOL RECOGNITION FUNDS	3355		20,465,695.00	1,636,416.00	18,829,279.00	8.00%
VOLUNTARY PRE-K PROGRAM	3361		1,019,780.00	-	1,019,780.00	0.00%
OTHER MISCELLANEOUS STATE REVENUE	3371		685,731.00	-	635,731.00	0.00%
SUBTOTAL - REVENUE FROM STATE SOURCES	3399		<u>32,944,403.00</u>	<u>2,765,644.06</u>	<u>30,178,758.94</u>	<u>8.39%</u>
DISTRICT SCHOOL TAXES						
PAYMENT IN LIEU OF TAXES	3411		93,066,978.00	253.26	93,066,724.74	0.00%
RENT	3422		-	-	-	#DIV/0!
INTEREST ON INVESTMENTS	3425		305,213.00	-	305,213.00	0.00%
GIFTS, GRANTS, DONATIONS	3430		24,756.00	-	24,756.00	0.00%
CONTINUING WORKFORCE EDUCATION FEE	3440		-	10,543.41	(10,543.41)	#DIV/0!
OTHER STUDENT FEES	3463		18,919.00	1,285.00	17,634.00	6.79%
PRESCHOOL PROGRAM FEES	3469		202,336.00	5,327.34	197,008.66	2.63%
SCHOOL AGE CHILD CARE FEES	3471		200,363.00	-	200,363.00	0.00%
MISCELLANEOUS LOCAL SOURCES	3473		2,732,714.00	145,123.65	2,587,590.35	5.31%
SUBTOTAL - REVENUE FROM LOCAL SOURCES	3490		<u>1,397,389.00</u>	<u>40,077.12</u>	<u>1,357,311.88</u>	<u>2.87%</u>
SUBTOTAL - REVENUE FROM LOCAL SOURCES			<u>97,948,668.00</u>	<u>202,609.78</u>	<u>97,746,058.22</u>	<u>0.21%</u>
TOTAL REVENUES			<u>\$ 132,271,380.00</u>	<u>\$ 2,994,310.56</u>	<u>\$ 129,277,069.44</u>	<u>2.26%</u>
OTHER FINANCING SOURCES:						
TRANSFERS FROM CAPITAL PROJECTS FUNDS	3630		7,600,322.00	-	7,600,322.00	0.00%
TOTAL OTHER FINANCING SOURCES			<u>7,600,322.00</u>	<u>-</u>	<u>7,600,322.00</u>	<u>0.00%</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES			<u>\$ 139,871,702.00</u>	<u>\$ 2,994,310.56</u>	<u>\$ 136,877,391.44</u>	<u>2.14%</u>
BEGINNING FUND BALANCE			<u>9,688,427.00</u>			
TOTAL ESTIMATED REVENUES, OTHER FINANCING SOURCES AND FUND BALANCE			<u>\$ 149,560,129.00</u>			

**THE SCHOOL BOARD OF MARTIN COUNTY
GENERAL FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 01XX

* Footnotes are on the end of each Fund Statement

BUDGET STATUS REPORT - GENERAL FUND

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
INSTRUCTIONAL SERVICES						
SALARIES	5000/100		\$ 59,163,922.00	\$ 1,231,053.06	\$ 57,932,868.94	2.08%
BENEFITS	5000/200		17,639,095.00	53,429.08	17,585,665.92	0.30%
SERVICES	5000/300		4,738,457.00	195,857.38	4,542,599.62	4.13%
CONSUMABLE	5000/500		2,233,514.00	46,765.71	2,186,748.29	2.09%
CAPITAL OUTLAY	5000/600		251,987.00	359.96	251,627.04	0.14%
OTHER	5000/700		1,576,778.00	30,511.40	1,546,266.60	1.94%
SUBTOTAL			85,603,753.00	1,557,976.59	84,045,776.41	1.82%
PUPIL PERSONNEL SERVICES						
SALARIES	6100/100		4,274,430.00	162,678.13	4,111,751.87	3.81%
BENEFITS	6100/200		1,265,873.00	16,089.01	1,249,783.99	1.27%
SERVICES	6100/300		678,054.00	47,559.65	630,494.35	7.01%
CONSUMABLE	6100/500		28,008.00	574.82	27,433.18	2.05%
CAPITAL OUTLAY	6100/600		9,149.00	-	9,149.00	0.00%
OTHER	6100/700		19,187.00	509.07	18,677.93	2.65%
SUBTOTAL			6,274,701.00	227,410.68	6,047,290.32	3.62%
INSTRUCTIONAL MEDIA SERVICES						
SALARIES	6200/100		1,468,832.00	10,541.04	1,458,290.96	0.72%
BENEFITS	6200/200		451,424.00	859.64	450,564.36	0.19%
SERVICES	6200/300		8,756.00	157.93	8,598.07	1.80%
CONSUMABLE	6200/500		60,997.00	8,659.38	52,337.62	14.20%
CAPITAL OUTLAY	6200/600		89,625.00	-	89,625.00	0.00%
OTHER	6200/700		8,298.00	-	8,298.00	0.00%
SUBTOTAL			2,087,932.00	20,217.99	2,067,714.01	0.97%
INSTRUCTION & CURRICULUM DEVELOPMENT						
SALARIES	6300/100		1,378,919.00	123,296.98	1,255,622.02	8.94%
BENEFITS	6300/200		381,025.00	28,178.31	352,846.69	7.40%
SERVICES	6300/300		13,893.00	1,587.13	12,305.87	11.42%
CONSUMABLE	6300/500		13,596.00	525.84	13,070.16	3.87%
OTHER	6300/700		2,619.00	-	2,619.00	0.00%
SUBTOTAL			1,790,052.00	153,588.26	1,636,463.74	8.58%
INSTRUCTIONAL STAFF TRAINING						
SALARIES	6400/100		66,215.00	24,944.44	41,270.56	37.67%
BENEFITS	6400/200		7,885.00	1,517.10	6,367.90	19.24%
SERVICES	6400/300		24,909.00	3,273.83	21,635.17	13.14%
CONSUMABLE	6400/500		73,831.00	-	73,831.00	0.00%
CAPITAL OUTLAY	6400/600		13,344.00	-	13,344.00	0.00%
OTHER	6400/700		65,449.00	-	65,449.00	0.00%
SUBTOTAL			251,633.00	29,735.37	221,897.63	11.82%
INSTRUCTION RELATED TECHNOLOGY						
SALARIES	6500/100		1,149,595.00	88,283.61	1,061,311.39	7.68%
BENEFITS	6500/200		294,450.00	22,352.20	272,097.80	7.59%
SERVICES	6500/300		52,450.00	1,481.44	50,968.56	2.82%
CONSUMABLE	6500/500		60,638.00	4,222.39	56,415.61	6.96%
OTHER	6500/700		3,183.00	-	3,183.00	0.00%
SUBTOTAL			1,560,316.00	116,339.64	1,443,976.36	7.46%
SCHOOL BOARD						
SALARIES	7100/100		433,457.00	92,319.58	341,137.42	21.30%
BENEFITS	7100/200		131,843.00	14,365.95	117,477.05	10.90%
SERVICES	7100/300		90,588.00	507.18	90,080.82	0.56%
CONSUMABLE	7100/500		5,604.00	-	5,604.00	0.00%
CAPITAL OUTLAY	7100/600		374.00	-	374.00	0.00%
OTHER	7100/700		24,616.00	6,700.00	17,916.00	27.22%
SUBTOTAL			686,482.00	113,892.71	572,589.29	16.59%

**THE SCHOOL BOARD OF MARTIN COUNTY
GENERAL FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 01XX

* Footnotes are on the end of each Fund Statement

BUDGET STATUS REPORT - GENERAL FUND						
DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
GENERAL ADMINISTRATION						
SALARIES	7200/100		473,360.00	36,385.70	436,974.30	7.69%
BENEFITS	7200/200		108,465.00	8,220.79	100,244.21	7.58%
SERVICES	7200/300		8,279.00	296.98	7,982.02	3.59%
CONSUMABLE	7200/500		1,557.00	-	1,557.00	0.00%
CAPITAL OUTLAY	7200/600		250.00	-	250.00	0.00%
OTHER	7200/700		41,796.00	11,421.00	30,375.00	27.33%
SUBTOTAL			633,707.00	58,324.47	577,382.53	8.89%
SCHOOL ADMINISTRATION						
SALARIES	7300/100		7,097,158.00	747,239.50	6,349,918.50	10.53%
BENEFITS	7300/200		1,955,912.00	122,082.70	1,833,829.30	6.24%
SERVICES	7300/300		13,451.00	305.42	13,145.58	2.27%
CONSUMABLE	7300/500		12,746.00	892.94	11,853.06	7.01%
CAPITAL OUTLAY	7300/600		18,208.00	-	18,208.00	0.00%
OTHER	7300/700		3,417.00	177.00	3,240.00	5.18%
SUBTOTAL			9,100,892.00	870,697.56	8,230,194.44	9.57%
FACILITIES ACQUISITION AND CONSTRUCTION						
SALARIES	7400/100		734,840.00	61,687.73	673,152.27	8.39%
BENEFITS	7400/200		187,165.00	15,650.65	171,514.35	8.36%
SERVICES	7400/300		18,521.00	145.12	18,375.88	0.78%
CONSUMABLE	7400/500		4,146.00	261.61	3,884.39	6.31%
OTHER	7400/700		1,744.00	-	1,744.00	0.00%
SUBTOTAL			946,416.00	77,745.11	868,670.89	8.21%
FISCAL SERVICES						
SALARIES	7500/100		681,166.00	49,511.06	631,654.94	7.27%
BENEFITS	7500/200		197,217.00	14,973.45	182,243.55	7.59%
SERVICES	7500/300		50,076.00	366.51	49,709.49	0.73%
CONSUMABLE	7500/500		10,685.00	617.38	10,067.62	5.78%
CAPITAL OUTLAY	7500/600		755.00	-	755.00	0.00%
OTHER	7500/700		10,793.00	1,181.00	9,612.00	10.94%
SUBTOTAL			950,692.00	66,649.40	884,042.60	7.01%
CENTRAL SERVICES						
SALARIES	7700/100		2,157,155.00	130,969.78	2,026,185.22	6.07%
BENEFITS	7700/200		2,596,771.00	240,699.73	2,356,071.27	9.27%
SERVICES	7700/300		261,939.00	7,193.49	254,745.51	2.75%
ENERGY	7700/400		424.00	-	424.00	0.00%
CONSUMABLE	7700/500		42,036.00	76.35	41,959.65	0.18%
CAPITAL OUTLAY	7700/600		9,749.00	-	9,749.00	0.00%
OTHER	7700/700		47,897.00	3,205.00	44,692.00	6.69%
SUBTOTAL			5,115,971.00	382,144.35	4,733,826.65	7.47%
TRANSPORTATION SERVICES						
SALARIES	7800/100		2,773,853.00	110,118.09	2,663,734.91	3.97%
BENEFITS	7800/200		1,405,288.00	31,713.97	1,373,574.03	2.26%
SERVICES	7800/300		476,667.00	746.67	475,920.33	0.16%
ENERGY	7800/400		953,803.00	464.20	953,338.80	0.05%
CONSUMABLE	7800/500		345,204.00	558.34	344,645.66	0.16%
CAPITAL OUTLAY	7800/600		11,037.00	-	11,037.00	0.00%
OTHER	7800/700		148,034.00	1,297.89	146,736.11	0.88%
SUBTOTAL			6,113,886.00	144,899.16	5,968,986.84	2.37%

**THE SCHOOL BOARD OF MARTIN COUNTY
GENERAL FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 01XX

* Footnotes are on the end of each Fund Statement

BUDGET STATUS REPORT - GENERAL FUND						
DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
OPERATION OF PLANT						
SALARIES	7900/100		4,152,616.00	290,468.53	3,862,147.47	6.99%
BENEFITS	7900/200		2,189,064.00	161,756.07	2,027,307.93	7.39%
SERVICES	7900/300		2,053,097.00	9,545.78	2,043,551.22	0.46%
ENERGY	7900/400		4,628,608.00	252,126.28	4,376,481.72	5.45%
CONSUMABLE	7900/500		240,055.00	27,710.23	212,344.77	11.54%
CAPITAL OUTLAY	7900/600		31.00	-	31.00	0.00%
OTHER	7900/700		51,633.00	8,805.26	42,827.74	17.05%
SUBTOTAL			<u>13,315,104.00</u>	<u>750,412.15</u>	<u>12,564,691.85</u>	5.64%
MAINTENANCE OF PLANT						
SALARIES	8100/100		2,823,631.00	250,839.23	2,572,791.77	8.88%
BENEFITS	8100/200		1,053,831.00	82,920.35	970,910.65	7.87%
SERVICES	8100/300		70,836.00	9,146.99	61,689.01	12.91%
CONSUMABLE	8100/500		83,838.00	4,284.73	79,553.27	5.11%
OTHER	8100/700		137.00	-	137.00	0.00%
SUBTOTAL			<u>4,032,273.00</u>	<u>347,211.30</u>	<u>3,685,061.70</u>	8.61%
ADMINISTRATIVE TECHNOLOGY SERVICES						
SALARIES	8200/100		415,387.00	52,566.47	362,820.53	12.65%
BENEFITS	8200/200		133,577.00	9,008.11	124,568.89	6.74%
SERVICES	8200/300		324.00	-	324.00	0.00%
SUBTOTAL			<u>549,288.00</u>	<u>61,574.58</u>	<u>487,713.42</u>	11.21%
COMMUNITY SERVICES						
SALARIES	9100/100		1,592,685.00	103,093.29	1,489,591.71	6.47%
BENEFITS	9100/200		395,090.00	20,951.21	374,138.79	5.30%
SERVICES	9100/300		127,299.00	17,869.55	109,429.45	14.04%
CONSUMABLE	9100/500		207,817.00	4,499.51	203,317.49	2.17%
CAPITAL OUTLAY	9100/600		57,338.00	11,600.66	45,737.34	20.23%
OTHER	9100/700		208,414.00	15,371.51	193,042.49	7.38%
SUBTOTAL			<u>2,588,643.00</u>	<u>173,385.73</u>	<u>2,415,257.27</u>	6.70%
TRANSFERS TO OTHER FUNDS						
SPECIAL REVENUE	9700/940		54,347.00	-	54,347.00	0.00%
			<u>54,347.00</u>	<u>-</u>	<u>54,347.00</u>	0.00%
TOTAL APPROPRIATIONS/EXPENDITURES/AVAIL BALANCE			<u>\$ 141,656,088.00</u>	<u>\$ 5,150,205.05</u>	<u>\$ 136,505,882.95</u>	3.64%
ENDING FUND BALANCE 6/30/2012			<u>7,904,041.00</u>			
TOTAL APPROPRIATIONS AND PROJECTED FUND BALANCE			<u>\$ 149,560,129.00</u>			

Notes:

**THE SCHOOL BOARD OF MARTIN COUNTY
DEBT SERVICE FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 02XX

* Footnotes are on the end of each Fund Statement

DEBT SERVICE FUNDS - 0210

ESTIMATED REVENUE - SBE COBI FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENATIVE BUDGET	Actual Receipts, Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
RECEIPTS:						
CO&DS WITHHELD FOR SBE/COBI BONDS	3322		\$ 1,454,381.00	-	\$ 1,454,381.00	0.00%
SBE/COBI BOND INTEREST	3326		-	-		#DIV/0!
TOTAL -SBE COBI FUNDS			<u>\$ 1,454,381.00</u>	<u>-</u>	<u>\$ 1,454,381.00</u>	0.00%
BEGINNING FUND BALANCE			<u>326,975.00</u>			
TOTAL DEBT SERVICE FUNDS ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			<u>\$ 1,781,356.00</u>			

BUDGET STATUS REPORT -SBE COBI FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
REDEMPTION OF PRINCIPAL	710		\$ 895,000.00	-	\$ 895,000.00	0.00%
INTEREST	720		561,580.00	-	561,580.00	0.00%
DUES AND FEES	730		-	-	-	#DIV/0!
TOTAL EXPENDITURES/AVAIL BALANCE			<u>\$ 1,456,580.00</u>	<u>-</u>	<u>\$ 1,456,580.00</u>	0.00%
ENDING FUND BALANCE PROJECTED TO 6/30/2013			<u>324,776.00</u>			
TOTAL APPROPRIATIONS AND FUND BALANCE			<u>\$ 1,781,356.00</u>			

Notes:

**THE SCHOOL BOARD OF MARTIN COUNTY
DEBT SERVICE FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 02XX

DEBT SERVICE FUNDS - 0290

ESTIMATED REVENUE - COPS ISSUE

DESCRIPTION	ACCT NO.	NOTE REF	TENATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
RECEIPTS:						
INTEREST ON INVESTMENTS	3430		\$ 1,100.00	\$ -	\$ 1,100.00	#DIV/0!
TRANSFERS FROM CAPITAL	3630		2,722,891.00	-	2,722,891.00	#DIV/0!
TOTAL -SBE COBI FUNDS			<u>\$ 2,723,991.00</u>	<u>\$ -</u>	<u>\$ 2,723,991.00</u>	0.00%
BEGINNING FUND BALANCE			<u>1,145.95</u>			
TOTAL DEBT SERVICE FUNDS ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			<u>\$ 2,725,136.95</u>			

BUDGET STATUS REPORT -COPS ISSUE

DESCRIPTION	ACCT NO.	NOTE REF	TENATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
REDEMPTION OF PRINCIPAL	710		\$ 1,170,000.00	-	\$ 1,170,000.00	0.00%
INTEREST	720		1,550,692.00	-	1,550,692.00	0.00%
TOTAL EXPENDITURES/AVAIL BALANCE			<u>\$ 2,720,692.00</u>	<u>\$ -</u>	<u>\$ 2,720,692.00</u>	0.00%
ENDING FUND BALANCE PROJECTED TO 6/30/2013			<u>4,444.95</u>			
TOTAL APPROPRIATIONS AND FUND BALANCE			<u>\$ 2,725,136.95</u>			

NOTES:

**THE SCHOOL BOARD OF MARTIN COUNTY
CAPITAL FUNDS
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 03XX

* Footnotes are on the end of each Fund Statement

PECO FUNDS - 0340

ESTIMATED REVENUE - PECO FUNDS							
DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected	
RECEIPTS:							
PECO ALLOCATIONS - STATE SOURCES	3391	1	\$ 141,424.00	9,743.00	\$ 131,681.00	6.89%	
INTEREST ON INVESTMENTS	3430		0.00	-	0.00	0.00%	
TOTAL - PECO FUNDS			\$ 141,424.00	\$ 9,743.00	\$ 131,681.00	6.89%	
BEGINNING FUND BALANCE			0.00				
TOTAL PECO FUNDS ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			\$ 141,424.00				

BUDGET STATUS REPORT - PECO FUNDS							
DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended	
BUILDINGS AND FIXED EQUIPMENT	630		\$ -	\$ -	\$ 0.00	0.00%	
FURNITURE FIXTURES AND EQUIPMENT	640		-	-	0.00	0.00%	
IMPROVEMENTS OTHER THAN BUILDINGS	670		-	-	0.00	#DIV/0!	
REMODELING AND RENOVATIONS	680		141,424.00	-	141,424.00	0.00%	
TOTAL EXPENDITURES/AVAIL BALANCE			\$ 141,424.00	\$ -	\$ 141,424.00	0.00%	
ENDING FUND BALANCE PROJECTED TO 6/30/2012			-				
TOTAL APPROPRIATIONS AND FUND BALANCE			\$ 141,424.00				

Notes:

1. PECO Capital Outlay for Charter Schools

**THE SCHOOL BOARD OF MARTIN COUNTY
CAPITAL FUNDS
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 03XX

* Footnotes are on the end of each Fund Statement
CO & DS FUND - 360

ESTIMATED REVENUE - CO&DS FUND				Actual Receipts	Uncollected	% of
DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Through 7/31/2012	Balance at 7/31/2012	Budget Collected
RECEIPTS:						
CO&DS DISTRIBUTED	3321		\$ 524,983.00	\$ -	\$ 524,983.00	0.00%
INTEREST ON UNDISTRIBUTED CO & DS	3325		7,638.00	-	0.00	
INTEREST ON INVESTMENTS	3430	1	125.00	-	125.00	0.00%
TOTAL REVENUE - CO & DS FUND			\$ 532,746.00	\$ -	\$ 525,108.00	0.00%
BEGINNING FUND BALANCE			6,647.22			
TOTAL CO&DS ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			\$ 539,393.22			

BUDGET STATUS REPORT - CO & DS FUND				Actual Expenditures	Available	% of
DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Through 7/31/2012	Balance at 7/31/2012	Budget Expended
BUILDINGS AND FIXED EQUIP	630				-	#DIV/0!
TOTAL EXPENDITURES/AVAIL BALANCE			\$ -	\$ -	\$ -	#DIV/0!
ENDING FUND BALANCE PROJECTED TO 6/30/2013			539,393.22			
TOTAL APPROPRIATIONS AND FUND BALANCE			\$ 539,393.22			

Notes:

1. Interest received

THE SCHOOL BOARD OF MARTIN COUNTY
CAPITAL FUNDS
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012

Fund 03XX

* Footnotes are on the end of each Fund Statement
 LCIF FUNDS - 370

ESTIMATED REVENUE - LCIF FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
RECEIPTS:						
DISTRICT LOCAL CAPITAL IMPROVEMENT TAX	3413		\$ 26,112,559.00	\$ 74.51	\$ 26,112,484.49	0.00%
INTEREST ON INVESTMENTS	3430		78,160.00	-	78,160.00	0.00%
LOSS RECOVERIES	3740		28,283.68	28,283.68	0.00	100.00%
TOTAL REVENUE - LCIF FUNDS			\$ 26,219,002.68	\$ 28,358.19	\$ 26,190,644.49	0.11%
BEGINNING FUND BALANCE			23,359,725.34			
TOTAL LCIF FUNDS ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			\$ 49,578,728.02			

BUDGET STATUS REPORT - LCIF FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
AUDIO VISUAL MATERIALS	620		\$ 2,572.66	\$ -	\$ 2,572.66	0.00%
BUILDINGS AND FIXED EQUIPMENT	630		11,162,063.96	2,201.25	11,159,862.71	0.02%
FURNITURE, FIXTURES AND EQUIPMENT	640		7,964,408.06	54,962.66	7,909,445.40	0.69%
MOTOR VEHICLES	650		1,190,834.00	-	1,190,834.00	0.00%
IMPROVEMENTS OTHER THAN BUILDINGS	670		3,486,296.42	446,935.59	3,039,360.83	12.82%
REMODELING AND RENOVATIONS	680		13,430,690.28	274,551.24	13,156,049.04	2.04%
COMPUTER SOFTWARE	690		2,247,986.15	495,199.84	1,752,786.31	22.03%
TRANSFERS TO GENERAL FUND	910		7,600,322.00	-	7,600,322.00	0.00%
TRANSFERS TO DEBT SERVICE FUND	920		1,552,891.00	-	1,552,891.00	0.00%
TOTAL EXPENDITURES/AVAIL BALANCE			\$ 48,637,974.53	\$ 1,273,850.58	\$ 47,364,123.95	2.62%
ENDING FUND BALANCE PROJECTED TO 6/30/2013			940,753.49			
TOTAL APPROPRIATIONS AND FUND BALANCE			\$ 49,578,728.02			

Notes:

**THE SCHOOL BOARD OF MARTIN COUNTY
CAPITAL FUNDS
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 03XX

* Footnotes are on the end of each Fund Statement

OTHER CAPITAL FUNDS 390

ESTIMATED REVENUE - OTHER CAPITAL FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
RECEIPTS:						
MISCELLANEOUS STATE REVENUE	3399		\$ 28,000.00	\$ -	\$ 28,000.00	0.00%
INTEREST, INCLUDING PROFIT ON INVESTMENT	3430		4,665.00	-	4,665.00	0.00%
IMPACT FEES	3490		875,000.00	-	875,000.00	0.00%
TOTAL - OTHER CAPITAL FUNDS			\$ 907,665.00	\$ -	\$ 907,665.00	0.00%
BEGINNING FUND BALANCE			1,577,406.65			
TOTAL CAPITAL FUNDS ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			\$ 2,485,071.65			

BUDGET STATUS REPORT - OTHER CAPITAL FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
IMPROVEMENTS OTHER THAN BUILDINGS	670		\$ 155,413.48	\$ -	155,413.48	0.00%
REMODELING AND RENOVATIONS	680		-	-	0.00	#DIV/0!
SUBTOTAL			\$ 155,413.48	\$ -	\$ 155,413.48	0.00%
OTHER FINANCING USES:						
TRANSFER TO DEBT SERVICE	920		1,170,000.00	-	1,170,000.00	0.00%
TOTAL EXPENDITURES/AVAIL. BALANCE			\$ 1,325,413.48	\$ -	\$ 1,325,413.48	0.00%
ENDING FUND BALANCE PROJECTED TO 6/30/2012			1,159,658.17			
TOTAL APPROPRIATIONS AND FUND BALANCE			\$ 2,485,071.65			

Notes:

**THE SCHOOL BOARD OF MARTIN COUNTY
FOOD SERVICE FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 0410

* Footnotes are on the end of each Fund Statement

ESTIMATED REVENUE - SCHOOL FOOD SERVICE FUND

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
FEDERAL THROUGH STATE						
NATIONAL SCHOOL LUNCH ACT	3261		\$ 3,268,197.00	\$ -	\$ 3,268,197.00	0.00%
SCHOOL BREAKFAST REIMBURSEMENT	3262		968,487.00	-	968,487.00	0.00%
AFTER SCHOOL SNACK REIMBURSEMENT	3263		99,453.00	-	99,453.00	0.00%
U.S.D.A. DONATED COMMODITIES	3265		377,500.00	-	377,500.00	0.00%
SUMMER FOOD SERVICE PROGRAM	3267		72,600.00	-	72,600.00	0.00%
OTHER FOOD SERVICES	3269		120,400.00	-	120,400.00	0.00%
OTHER FEDERAL THROUGH STATE	3290		-	-	-	#DIV/0!
FEDERAL SOURCES			<u>4,906,637.00</u>	<u>-</u>	<u>4,906,637.00</u>	<u>0.00%</u>
STATE SOURCES						
SCHOOL BREAKFAST SUPPLEMENT	3337		32,400.00	-	32,400.00	0.00%
SCHOOL LUNCH SUPPLEMENT	3338		45,000.00	-	45,000.00	0.00%
OTHER MISCELLANEOUS STATE REVENUE	3399		2,200.00	-	2,200.00	0.00%
STATE SOURCES			<u>79,600.00</u>	<u>-</u>	<u>79,600.00</u>	<u>0.00%</u>
LOCAL SOURCES						
INTEREST ON INVESTMENTS	3430		-	-	-	#DIV/0!
STUDENT LUNCHES	3451		1,398,435.00	88,322.40	1,510,112.60	5.53%
STUDENT BREAKFASTS	3452		26,652.00	-	26,652.00	0.00%
ADULT BREAKFAST/LUNCH	3453		59,769.00	-	59,769.00	0.00%
ADULT AND STUDENT A LA CARTE	3454		1,145,827.00	-	1,145,827.00	0.00%
STUDENT SNACKS	3455		86,000.00	-	86,000.00	0.00%
OTHER FOOD SALES	3456		20,450.00	-	20,450.00	0.00%
OTHER MISCELLANEOUS LOCAL SOURCES	3490		-	-	-	#DIV/0!
LOCAL SOURCES			<u>2,937,133.00</u>	<u>88,322.40</u>	<u>2,848,810.60</u>	<u>3.01%</u>
TRANSFERS FROM GENERAL FUND	5610		54,347.00	-	54,347.00	0.00%
TOTAL REVENUE			<u>\$ 7,977,717.00</u>	<u>\$ 88,322.40</u>	<u>\$ 7,889,394.60</u>	<u>1.11%</u>
BEGINNING FUND BALANCE			2,466,476.74			
TOTAL FOOD SERVICE FUND ESTIMATED REVENUE, TRANSFERS, AND BEGINNING FUND BALANCE			<u>\$ 10,444,193.74</u>			

APPROPRIATIONS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
SALARIES	100		\$ 2,128,482.35	\$ 50,785.44	\$ 2,077,696.91	2.39%
BENEFITS	200		1,125,210.21	9,946.65	1,115,263.56	0.88%
PURCHASED SERVICES	300		436,985.00	22,484.49	414,500.51	5.15%
ENERGY	400		204,600.00	691.30	203,908.70	0.34%
FOOD & SUPPLIES	500		3,927,000.00	30,400.72	3,896,599.28	0.77%
CAPITAL OUTLAY	600		375,140.00	-	375,140.00	0.00%
OTHER EXPENSES	700		55,000.00	-	55,000.00	0.00%
TOTAL EXPENDITURES/AVAIL BALANCE			<u>\$ 8,252,417.56</u>	<u>\$ 114,308.60</u>	<u>\$ 8,138,108.96</u>	<u>1.39%</u>
ENDING FUND BALANCE PROJECTED TO 6/30/2013			2,191,776.18			
TOTAL APPROPRIATIONS AND FUND BALANCE			<u>\$ 10,444,193.74</u>			

Notes:

The following notes are provided to identify variances. Detail information is available at the Department. Please schedule a time to meet with the Department Director or more information can be provided upon request.

**THE SCHOOL BOARD OF MARTIN COUNTY
SPECIAL REVENUE FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 042X

* Footnotes are on the end of each Fund Statement

FEDERAL PROJECTS FUNDS - ESTIMATED REVENUE

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
FEDERAL DIRECT						
OTHER FEDERAL DIRECT	3199		\$ 831,406.74	\$ -	\$ 831,406.74	0.00%
SUBTOTAL - FEDERAL DIRECT			<u>831,406.74</u>	<u>-</u>	<u>831,406.74</u>	0.00%
FEDERAL THROUGH STATE						
VOCATIONAL EDUCATION ACTS	3201		135,207.00	-	135,207.00	0.00%
EISENHOWER MATH AND SCIENCE	3226		-	-	-	#DIV/0!
INDIVIDUALS W/ DISABILITIES EDUCATION ACT (IDEA)	3230		4,829,479.00	-	4,829,479.00	0.00%
ELEMENTARY AND SECONDARY EDUCATION ACT, TITLE I	3240		3,972,678.00	-	3,972,678.00	0.00%
ADULT GENERAL EDUCATION	3251		112,801.00	-	112,801.00	0.00%
OTHER FEDERAL THROUGH STATE	3290		986,147.00	-	986,147.00	0.00%
SUBTOTAL - FEDERAL THROUGH STATE			<u>10,036,312.00</u>	<u>-</u>	<u>10,036,312.00</u>	0.00%
TOTAL REVENUE			<u>\$ 10,867,718.74</u>	<u>\$ -</u>	<u>\$ 10,867,718.74</u>	0.00%
BEGINNING FUND BALANCE			-	-	-	
TOTAL ESTIMATED REVENUES AND FUND BALANCE			<u>\$ 10,867,718.74</u>	-	-	

APPROPRIATIONS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
INSTRUCTIONAL SERVICES						
SALARIES	5000/100		\$ 2,228,860.04	\$ 32,961.56	\$ 2,195,898.48	1.48%
EMPLOYEES BENEFITS	5000/200		883,090.89	4,939.63	878,151.26	0.56%
PURCHASED SERVICES	5000/300		241,955.00	605.26	241,349.74	0.25%
MATERIALS AND SUPPLIES	5000/500		320,042.68	1,320.95	318,721.73	0.41%
CAPITAL OUTLAY	5000/600		242,792.00	3,345.00	239,447.00	1.38%
OTHER EXPENSES	5000/700		93,927.79	-	93,927.79	0.00%
SUBTOTAL			<u>4,010,668.40</u>	<u>43,172.40</u>	<u>3,967,496.00</u>	1.08%
PUPIL PERSONNEL SERVICES						
SALARIES	6100/100		1,747,951.97	2,682.40	1,745,269.57	0.15%
EMPLOYEES BENEFITS	6100/200		483,444.48	773.19	482,671.29	0.16%
PURCHASED SERVICES	6100/300		342,762.34	920.03	341,842.31	0.27%
MATERIALS AND SUPPLIES	6100/500		82,005.58	-	82,005.58	0.00%
CAPITAL OUTLAY	6100/600		29,492.00	-	29,492.00	0.00%
SUBTOTAL			<u>2,685,656.37</u>	<u>4,375.62</u>	<u>2,681,280.75</u>	0.16%
INSTRUCTIONAL MEDIA SERVICES						
SALARIES	6200/100		10,360.00	-	10,360.00	0.00%
EMPLOYEES BENEFITS	6200/200		5,075.00	-	5,075.00	0.00%
OTHER EXPENSE	6200/700		922.00	-	922.00	0.00%
SUBTOTAL			<u>16,357.00</u>	<u>-</u>	<u>16,357.00</u>	0.00%
INSTRUCTION & CURRICULUM DEVELOPMENT						
SALARIES	6300/100		929,503.35	43,972.58	885,530.77	4.73%
EMPLOYEES BENEFITS	6300/200		259,959.10	11,526.71	248,432.39	4.43%
PURCHASED SERVICES	6300/300		49,975.04	2,489.26	47,485.78	4.98%
MATERIALS AND SUPPLIES	6300/500		25,065.40	-	25,065.40	0.00%
CAPITAL OUTLAY	6300/600		7,450.00	-	7,450.00	0.00%
OTHER EXPENSES	6300/700		11,034.00	-	11,034.00	0.00%
SUBTOTAL			<u>1,282,986.89</u>	<u>57,988.55</u>	<u>1,224,998.34</u>	4.52%

**THE SCHOOL BOARD OF MARTIN COUNTY
SPECIAL REVENUE FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 042X

APPROPRIATIONS (CONT.)	ACCT	NOTE	TENTATIVE	Actual Expenditures	Available	% of
DESCRIPTION	NO.	REF	BUDGET	Through 7/31/2012	Balance at 7/31/2012	Budget Expended
INSTRUCTIONAL STAFF TRAINING SERVICES						
SALARIES	6400/100		1,583,448.00	24,320.81	1,559,127.19	1.54%
EMPLOYEES BENEFITS	6400/200		435,498.00	5,967.58	429,530.42	1.37%
PURCHASED SERVICES	6400/300		119,933.28	5,416.26	114,517.02	4.52%
MATERIALS AND SUPPLIES	6400/500		137,332.30	599.24	136,733.06	0.44%
CAPITAL OUTLAY	6400/600		2,044.00	-	2,044.00	0.00%
OTHER EXPENSES	6400/700		9,262.72	-	9,262.72	0.00%
SUBTOTAL			<u>2,287,518.30</u>	<u>36,303.89</u>	<u>2,251,214.41</u>	1.59%
GENERAL ADMINISTRATION						
OTHER EXPENSES	7200/700		532,655.36	-	532,655.36	0.00%
SUBTOTAL			<u>532,655.36</u>	<u>-</u>	<u>532,655.36</u>	0.00%
SCHOOL ADMINISTRATION						
SALARIES	7300/100		22,632.00	-	22,632.00	0.00%
EMPLOYEES BENEFITS	7300/200		7,756.00	-	7,756.00	0.00%
SUBTOTAL			<u>30,388.00</u>	<u>-</u>	<u>30,388.00</u>	0.00%
FOOD SERVICES						
MATERIALS AND SUPPLIES	7600/700		480.00	-	-	0.00%
			<u>480.00</u>	<u>-</u>	<u>-</u>	0.00%
TRANSPORTATION SERVICES						
PURCHASED SERVICES	7800/300		1,125.00	-	-	0.00%
CAPITAL OUTLAY	7800/600		1,000.00	-	1,000.00	0.00%
SUBTOTAL			<u>5,125.00</u>	<u>-</u>	<u>1,000.00</u>	0.00%
OPERATION OF PLANT						
PURCHASED SERVICES	7900/300		13,362.49	2,073.42	-	15.52%
MATERIALS AND SUPPLIES	7900/500		451.38	13.65	-	3.02%
SUBTOTAL			<u>13,813.87</u>	<u>2,087.07</u>	<u>-</u>	15.11%
COMMUNITY SERVICES						
CAPITAL OUTLAY	9100/500		2,069.55	-	-	0.00%
SUBTOTAL			<u>2,069.55</u>	<u>-</u>	<u>-</u>	0.00%
TOTAL APPROPRIATIONS/EXPENDITURES/AVAIL BALANCE			\$ 10,867,718.74	\$ 143,927.53	\$ 10,705,389.86	1.32%
ENDING FUND BALANCE PROJECTED TO 6/30/2013			-	-	-	
TOTAL APPROPRIATIONS AND PROJECTED FUND BALANCE			\$ 10,867,718.74	-	-	

Notes:

The following notes are provided to identify variances. Detail information is available at the Department. Please schedule a time to meet with the Department Director or more information can be provided upon request.

**THE SCHOOL BOARD OF MARTIN COUNTY
RACE TO THE TOP
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 0434

* Footnotes are on the end of each Fund Statement

RACE TO THE TOP PROJECTS FUND - ESTIMATED REVENUE

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
FEDERAL THROUGH STATE RACE TO THE TOP REVENUE	3214		\$ 734,802.98	\$ -	\$ 734,802.98	0.00%
TOTAL REVENUES			<u>\$ 734,802.98</u>	<u>\$ -</u>	<u>\$ 734,802.98</u>	0.00%
BEGINNING FUND BALANCE			-			
TOTAL ESTIMATED REVENUES AND FUND BALANCE			<u>\$ 734,802.98</u>			

APPROPRIATIONS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
INSTRUCTIONAL SERVICES						
EMPLOYEES BENEFITS	5000/200		\$ 376.00	-	376.00	0.00%
OTHER EXPENSES	5000/700		13,874.94	-	13,874.94	0.00%
SUBTOTAL			<u>14,250.94</u>	<u>-</u>	<u>14,250.94</u>	0.00%
PUPIL PERSONNEL SERVICES						
SALARIES	6100/100		19,315.42	-	19,315.42	0.00%
EMPLOYEES BENEFITS	6100/200		437.58	-	437.58	0.00%
SUBTOTAL			<u>19,753.00</u>	<u>-</u>	<u>19,753.00</u>	0.00%
INSTRUCTION & CURRICULUM DEVELOPMENT						
SALARIES	6300/100		124,510.00	6,116.16	118,393.84	4.91%
EMPLOYEES BENEFITS	6300/200		23,577.49	4,659.35	18,918.14	19.76%
PURCHASED SERVICES	6300/300		133,843.40	37,675.95	96,167.45	28.15%
MATERIALS AND SUPPLIES	6300/500		72,255.20	263.00	71,992.20	0.36%
CAPITAL OUTLAY	6300/600		159,099.05	-	159,099.05	0.00%
SUBTOTAL			<u>513,285.14</u>	<u>48,714.46</u>	<u>233,479.43</u>	9.49%
INSTRUCTIONAL STAFF TRAINING SERVICES						
PURCHASED SERVICES	6400/300		14,208.25	1,309.06	12,899.19	9.21%
MATERIALS AND SUPPLIES	6400/500		19,208.74	-	19,208.74	0.00%
CAPITAL OUTLAY	6400/600		1,355.71	-	1,355.71	0.00%
SUBTOTAL			<u>34,772.70</u>	<u>1,309.06</u>	<u>33,463.64</u>	3.76%
INSTRUCTIONAL RELATED TECHNOLOGY						
SALARIES	6500/100		49,168.00	3,782.16	45,385.84	7.69%
EMPLOYEES BENEFITS	6500/200		16,628.20	1,165.82	15,462.38	7.01%
SUBTOTAL			<u>65,796.20</u>	<u>4,947.98</u>	<u>60,848.22</u>	7.52%
FACILITIES ACQUISITION & CONSTRUCTION						
CAPITAL OUTLAY	7400/600		86,945.00	-	86,945.00	0.00%
SUBTOTAL			<u>86,945.00</u>	<u>-</u>	<u>86,945.00</u>	0.00%
TOTAL APPROPRIATIONS/EXPENDITURES/AVAIL BALANCE			<u>\$ 734,802.98</u>	<u>\$ 54,971.50</u>	<u>\$ 448,740.23</u>	7.48%
ENDING FUND BALANCE PROJECTED TO 6/30/2013			-			
TOTAL APPROPRIATIONS AND PROJECTED FUND BALANCE			<u>\$ 734,802.98</u>			

Notes:

The following notes are provided to identify variances. Detail information is available at the Department. Please schedule a time to meet with the Department Director or more information can be provided upon request.

**THE SCHOOL BOARD OF MARTIN COUNTY
MISCELLANEOUS SPECIAL REVENUE FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 049X

* Footnotes are on the end of each Fund Statement

ESTIMATED REVENUE - EXPENDABLE TRUST FUNDS				Actual Receipts	Uncollected	% of
DESCRIPTION	ACCT NO.	NOTE REF	TENATIVE BUDGET	Through 7/31/2012	Balance at 7/31/2012	Budget Collected
RECEIPTS:						
INTEREST ON INVESTMENTS	3430		\$ -	\$ -	\$ 0.00	#DIV/0!
GIFTS, GRANTS, AND REQUESTS	3440		-	-	0.00	#DIV/0!
TOTAL REVENUE			\$ -	\$ -	\$ -	#DIV/0!
BEGINNING RETAINED EARNINGS			9,864.56			
TOTAL ESTIMATED REVENUE, TRANSFERS AND BEGINNING NET ASSETS			\$ 9,864.56			

BUDGET STATUS REPORT - EXPENDABLE TRUST FUNDS				Actual Expenditures	Available	% of
DESCRIPTION	ACCT NO.	NOTE REF	TENATIVE BUDGET	Through 7/31/2012	Balance at 7/31/2012	Budget Expended
SERVICES	5000/300		\$ -	\$ -	\$ -	0.00%
CONSUMABLE	5000/500		3,639.56	-	3,639.56	0.00%
CAPITAL OUTLAY	5000/600		6,225.00	-	6,225.00	0.00%
TOTAL EXPENDITURES/AVAIL BALANCE			9,864.56	-	9,864.56	0.00%
ENDING RETAINED EARNINGS PROJECTED TO 6/30/2013			-			
APPROPRIATIONS AND PROJECTED NET ASSETS			\$ 9,864.56			

The Miscellaneous Special Revenue Fund is Comprised of:

Travel and Tourism Fund

The following notes are provided to identify variances. Detail information is available at the Department. Please schedule a time to meet with the Department Director or more information can be provided upon request.

Notes:

1. Field trip through the Transportation department

**THE SCHOOL BOARD OF MARTIN COUNTY
PRIVATE PURPOSE TRUST FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 0850

* Footnotes are on the end of each Fund Statement

ESTIMATED REVENUE - PRIVATE PURPOSE TRUST FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
RECEIPTS:						
INTEREST ON INVESTMENTS	3431		\$ 2.00	\$ -	\$ 2.00	0.00%
GIFTS, GRANTS AND BEQUESTS	3440		-	-	-	0.00%
TOTAL REVENUE			<u>\$ 2.00</u>	<u>\$ -</u>	<u>\$ 2.00</u>	0.00%
BEGINNING NET ASSETS			<u>126,452.23</u>			
TOTAL NONEXPENDABLE TRUST FUNDS ESTIMATED REVENUE, TRANSFERS AND BEGINNING NET ASSETS			<u>\$ 126,454.23</u>			

BUDGET STATUS REPORT - PRIVATE PURPOSE TRUST FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
INSTRUCTION	5000		\$ -	\$ -	\$ 0.00	0.00%
COMMUNITY SERVICES	9100		6,500.00	-	6,500.00	0.00%
TOTAL EXPENDITURES/AVAIL. BALANCE			<u>\$ 6,500.00</u>	<u>\$ -</u>	<u>\$ 6,500.00</u>	0.00%
ENDING NET ASSETS PROJECTED TO 6/30/2012			<u>119,954.23</u>			
APPROPRIATIONS AND PROJECTED NET ASSETS			<u>\$ 126,454.23</u>			

Notes:

The Private Purpose Trust Funds in Fund 0850 Consist of:

- Project 0031 - M.H. Correll Research Trust
- Project 0032 - T. L. Showalter Scholarship
- Project 0033 - Non-Endow Scholarships
- Project 0034 - Tom Goodman Scholarship Fund
- Project 0035 - Clara Newman Trust
- Project 0037 - J.M. Phillips Scholarship Fund

**THE SCHOOL BOARD OF MARTIN COUNTY
PENSION TRUST FUND
MONTHLY FINANCIAL STATEMENT AS OF JULY 31, 2012**

Fund 0870

* Footnotes are on the end of each Fund Statement

ESTIMATED REVENUE - EXPENDABLE TRUST FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Receipts Through 7/31/2012	Uncollected Balance at 7/31/2012	% of Budget Collected
RECEIPTS:						
INTEREST ON INVESTMENTS	3431		\$ 250.00	\$ -	\$ 250.00	0.00%
GAIN ON SALE OF INVESTMENTS	3432		-	-	-	
NET INC(DEC) IN FMV OF INVEST	3433		-	-	-	
DIVIDEND INCOME	3437		118,000.00	-	118,000.00	0.00%
INTEREST ON SCHWAB ACCOUNT	3438		151,965.00	-	151,965.00	0.00%
TOTAL REVENUE			<u>\$ 270,215.00</u>	<u>\$ -</u>	<u>\$ 270,215.00</u>	0.00%
BEGINNING RETAINED EARNINGS			6,193,223.72			
TOTAL EXPENDABLE TRUST FUNDS ESTIMATED REVENUE, TRANSFERS AND BEGINNING NET ASSETS			<u>\$ 6,463,438.72</u>			

BUDGET STATUS REPORT - EXPENDABLE TRUST FUNDS

DESCRIPTION	ACCT NO.	NOTE REF	TENTATIVE BUDGET	Actual Expenditures Through 7/31/2012	Available Balance at 7/31/2012	% of Budget Expended
PROFESSIONAL AND TECHNICAL SERVICES	7200/0310		\$ 33,500.00	\$ -	\$ 33,500.00	0.00%
OTHER PURCHASED SERVICES	7200/0390		2,000.00	-	2,000.00	0.00%
DUES AND FEES	7200/0730		45,000.00	-	45,000.00	0.00%
CENTRAL SERVICES	7700/0791		618,469.00	51,780.92	566,688.08	8.37%
TOTAL EXPENDITURES/AVAIL BALANCE			<u>\$ 698,969.00</u>	<u>\$ 51,780.92</u>	<u>\$ 647,188.08</u>	7.41%
ENDING RETAINED EARNINGS PROJECTED TO 6/30/2010			5,764,469.72			
APPROPRIATIONS AND PROJECTED NET ASSETS			<u>\$ 6,463,438.72</u>			

Notes:



**School Board of Martin County
Agenda Item Request Form
Board Meeting: AUGUST 21, 2012**

Agenda Item #7.03.a

1. **AGENDA ITEM:** Approve new petty cash custodian, Terri Marder at Crystal Lake Elementary.
 X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:**
 See attached.

3. **FINANCIAL IMPACT:**
 Is there a financial impact (Finance Review Required)? YES NO
 Is funding provided in approved budget? YES NO
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor:	Bryan Thabit	
	Type or Print Name	Signature
Director/Principal:		
	Type or Print Name	Signature
Exec. Director or Asst. Superintendent:		
	Type or Print Name	Signature
Finance Review:	Bryan Thabit	
	Type or Print Name	Signature
Legal Review:	<input type="checkbox"/> REQUIRED <input type="checkbox"/> NOT REQUIRED	
		Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

PETTY CASH REQUEST

Please accept this request for District Petty Cash for:

Crystal Lake Elementary
Cost Center Name

0301

Ctr. #

The requested amount of this fund shall be \$200.00
(not to exceed \$200.00)

Per Board Policy

Petty cash advances for necessary operating expenditures may be made to the Superintendent and the Principals and other administrative supervisors as authorized by Section 6A-1.057 of State Board of Education regulations and School Board Policy 6626.

Petty cash funds may be replenished upon submission of a written request by the custodian, with the approved-for and itemized receipts showing the account classification for each expenditure. However, no single receipt shall exceed \$50.00.

The individual custodian for the petty cash fund shall at all times have in his/her custody cash or paid bills, or a combination thereof, totaling the amount of the petty cash funds. The funds shall be maintained apart from any other funds, in a secured location. Under no conditions shall these funds be used as a loan or advancement to any organization or person including the cashing of a personal check. The individual custodians are responsible for the safekeeping of petty cash funds. In the event of unreasonable loss, the custodian is responsible to re-pay such lost funds.

By initiating this request and accepting petty cash funds, the undersigned Administrator/Custodian acknowledges and agrees to responsibility for the safekeeping of such funds in accordance with the above policy

Terri Marder
Administrator/Custodian
(Print Name)

Terri Marder
Administrator/Custodian Signature

Terry Thompson
(Print Name)

T. Thompson
Authorized Signer's Signature (Form 52)

Date: 7/11/2012

Board Approval Date

APPROVED
JUL 11 2012
APPROVED



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item #7.03.b

1. AGENDA ITEM: Approve Educational Technology, Katie Preston as the Petty Cash custodian.
2. BACKGROUND INFO./STAFF RECOMMENDATION: See Attached.
3. FINANCIAL IMPACT: Is there a financial impact (Finance Review Required)?

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Bryan Thabit
Director/Principal:
Exec. Director or Asst. Superintendent:
Finance Review: Bryan Thabit
Legal Review: NOT REQUIRED

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

PETTY CASH REQUEST

Please accept this request for District Petty Cash for:

ET
Cost Center Name

9532
Ctr. #

The requested amount of this fund shall be 200⁰⁰
(not to exceed \$200.00)

Per Board Policy

Petty cash advances for necessary operating expenditures may be made to the Superintendent and the Principals and other administrative supervisors as authorized by Section 6A-1.057 of State Board of Education regulations and School Board Policy 6626.

Petty cash funds may be replenished upon submission of a written request by the custodian, with the approved-for and itemized receipts showing the account classification for each expenditure. However, no single receipt shall exceed \$50.00.

The individual custodian for the petty cash fund shall at all times have in his/her custody cash or paid bills, or a combination thereof, totaling the amount of the petty cash funds. The funds shall be maintained apart from any other funds, in a secured location. Under no conditions shall these funds be used as a loan or advancement to any organization or person including the cashing of a personal check. **The individual custodians are responsible for the safekeeping of petty cash funds. In the event of unreasonable loss, the custodian is responsible to re-pay such lost funds.**

By initiating this request and accepting petty cash funds, the undersigned Administrator/Custodian acknowledges and agrees to responsibility for the safekeeping of such funds in accordance with the above policy

Joan Marriott
Administrator/Custodian
(Print Name)

Joan Marriott
Administrator/Custodian Signature

Katie Preston
(Print Name)

Katie Preston
Authorized Signer's Signature (Form 52)

Date: 8-1-12

RECEIVED

AUG 02 2012

Board Approval Date

FINANCE



School Board of Martin County
Agenda Item Request Form
Board Meeting: AUGUST 21, 2012

Agenda Item # 7.03.c

1. AGENDA ITEM: Approve new Petty Cash custodiam for Howard Marder at Felix Williams Elementary.
X appropriate box(s): [] New [] Renewal [] Addenda [] Presentation [] Grant \$
2. BACKGROUND INFO./STAFF RECOMMENDATION: See attached.
3. FINANCIAL IMPACT: Is there a financial impact (Finance Review Required)? [] YES [] NO
Is funding provided in approved budget? [] YES [] NO
What additional funding is required? Indicate Amount \$
Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Bryan Thabit (Type or Print Name) [Signature]
Director/Principal: [Type or Print Name] [Signature]
Exec. Director or Asst. Superintendent: [Type or Print Name] [Signature]
Finance Review: Bryan Thabit (Type or Print Name) [Signature]
Legal Review: [] REQUIRED [] NOT REQUIRED [Signature]

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

PETTY CASH REQUEST

Please accept this request for District Petty Cash for:

FAWE
Cost Center Name

0341
Ctr. #

RECEIVED
JUN 20 2012
FINANCE

The requested amount of this fund shall be \$ 100⁰⁰
(not to exceed \$200.00)

Per Board Policy

Petty cash advances for necessary operating expenditures may be made to the Superintendent and the Principals and other administrative supervisors as authorized by Section 6A-1.057 of State Board of Education regulations and School Board Policy 6626.

Petty cash funds may be replenished upon submission of a written request by the custodian, with the approved-for and itemized receipts showing the account classification for each expenditure. However, no single receipt shall exceed \$50.00.

The individual custodian for the petty cash fund shall at all times have in his/her custody cash or paid bills, or a combination thereof, totaling the amount of the petty cash funds. The funds shall be maintained apart from any other funds, in a secured location. Under no conditions shall these funds be used as a loan or advancement to any organization or person including the cashing of a personal check. **The individual custodians are responsible for the safekeeping of petty cash funds. In the event of unreasonable loss, the custodian is responsible to re-pay such lost funds.**

By initiating this request and accepting petty cash funds, the undersigned Administrator/Custodian acknowledges and agrees to responsibility for the safekeeping of such funds in accordance with the above policy

Howard Marder
Administrator/Custodian
(Print Name)

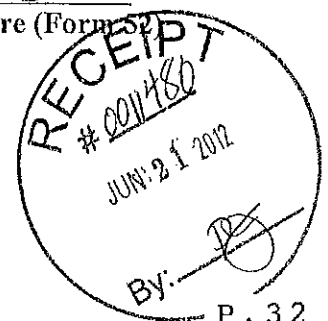
Howard Marder
Administrator/Custodian Signature

Susie Fote
(Print Name)

Susie Fote
Authorized Signer's Signature (Form # 1080)

Date: 6-20-12

Board Approval Date





**School Board of Martin County
Agenda Item Request Form
Board Meeting: AUGUST 21, 2012**


Agenda Item #7.03.d

1. **AGENDA ITEM:** Approve petty cash for James Atkinson at Palm City Elementary Extended Day.
 X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:**
 See attached.


3. **FINANCIAL IMPACT:**
 Is there a financial impact (Finance Review Required)? YES NO
 Is funding provided in approved budget? YES NO
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Bryan Thabit 
 Type or Print Name Signature

Director/Principal: _____
 Type or Print Name Signature

Exec. Director or Asst. Superintendent: _____
 Type or Print Name Signature

Finance Review: Bryan Thabit 
 Type or Print Name Signature

Legal Review: REQUIRED NOT REQUIRED
 Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12.

Form Revised 11/30/09

PETTY CASH REQUEST

Please accept this request for District Petty Cash for:

Palm City Extended Day
Cost Center Name

9169
Ctr. #

The requested amount of this fund shall be \$200.00
(not to exceed \$200.00)

Per Board Policy

Petty cash advances for necessary operating expenditures may be made to the Superintendent and the Principals and other administrative supervisors as authorized by Section 6A-1.057 of State Board of Education regulations and School Board Policy 6626.

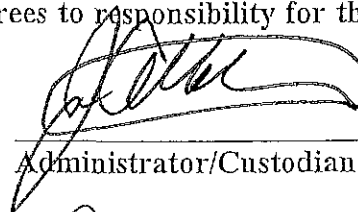
Petty cash funds may be replenished upon submission of a written request by the custodian, with the approved-for and itemized receipts showing the account classification for each expenditure. However, no single receipt shall exceed \$50.00.

The individual custodian for the petty cash fund shall at all times have in his/her custody cash or paid bills, or a combination thereof, totaling the amount of the petty cash funds. The funds shall be maintained apart from any other funds, in a secured location. Under no conditions shall these funds be used as a loan or advancement to any organization or person including the cashing of a personal check. The individual custodians are responsible for the safekeeping of petty cash funds. In the event of unreasonable loss, the custodian is responsible to re-pay such lost funds.

By initiating this request and accepting petty cash funds, the undersigned Administrator/Custodian acknowledges and agrees to responsibility for the safekeeping of such funds in accordance with the above policy

JAMES ATKINSON

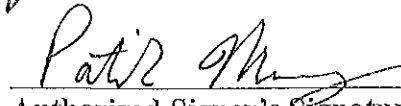
Administrator/Custodian
(Print Name)



Administrator/Custodian Signature

Patrick Murray

(Print Name)



Authorized Signer's Signature (Form 52)

Date: 7-17-12

RECEIVED

Board Approval Date

JUL 30 2012

FINANCE



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**

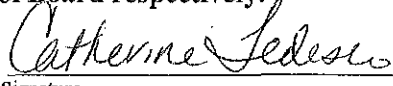
Agenda Item #11.01

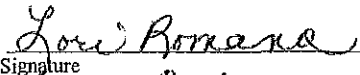
1. **AGENDA ITEM:** Dual Enrollment Agreement between the District Board of Trustees for Indian River State College and Martin County School District
 New Renewal Addenda Presentation Grant \$ _____

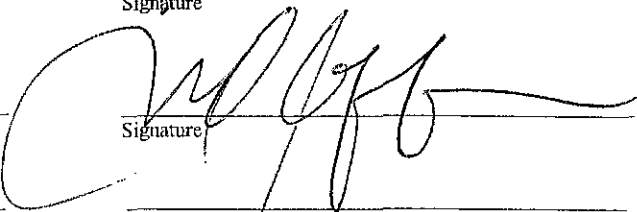
2. **BACKGROUND INFO./STAFF RECOMMENDATION:** The Dual Enrollment Program is the enrollment of an eligible secondary student in a post secondary course creditable toward both high school completion and a career certificate or an associate degree. Staff recommends approval of this agreement.

3. **FINANCIAL IMPACT:**
 Is there a financial impact (Finance Review Required)? YES NO
 Is funding provided in approved budget? YES NO
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

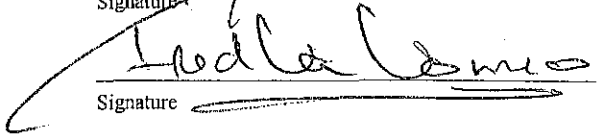
4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Catherine Tedesco 
 Type or Print Name Signature

Director/Principal: Dr. Lori Romano 
 Type or Print Name Signature

Exec. Director or Asst. Superintendent: Dr. Frank Raffone 
 Type or Print Name Signature

Finance Review: _____
 Type or Print Name Signature

Legal Review: **REQUIRED** Fred van Vonno
 NOT REQUIRED 
 Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

DUAL ENROLLMENT AGREEMENT
Indian River State College
And
Martin County School District

Whereas, Section 1007.271, **Florida Statutes**, requires state colleges and school districts to develop comprehensive inter-institutional articulation agreements, the **District Board of Trustees for Indian River State College**, hereinafter referred to as the **TRUSTEES**, and the **Martin County School Board**, hereinafter referred to as the **BOARD**, have made the following determinations:

- A) Terms of this Agreement shall commence July 1, 2012 and end June 30, 2013 unless terminated as hereinafter provided.
- B) Annual meetings shall take place between representatives from both institutions to review this Agreement to assure both parties that it continues to serve their mutual interests and provide student opportunities.
- C) Either party shall have the right to terminate this Agreement by delivery of written notice to the other party not less than ninety (90) days prior to the effective date of said termination.
- D) The parties through this Agreement recognize that as provided under Section 1007.271, F.S., SBE Rule 6A-14.064, and HB 7059, accelerated mechanisms such as Dual Enrollment/Early College and advanced (college-level) instructional programs for qualified students from the School District enhance learning opportunities and are required to be made available for those students.
- E) The parties will adopt an Agreement as provided in Section 1007.271, F.S., SBE Rule 6A-14.064, and HB 7059 including:
 - 1. College Credit Dual Enrollment
 - 2. Vocational Credit Dual Enrollment
 - 3. College Credit Early Admission
 - 4. Vocational Credit Early Admission

NOW, THEREFORE, the parties agree as follows:

ARTICLE I. Ratification of Existing Agreements: All existing agreements between the TRUSTEES and the BOARD are hereby modified to conform with the terms of this agreement and the appendices of this document.

ARTICLE II. Program Description: In accordance with Section 1007.271, F.S., SBE Rule 6A-14.064, and HB 7509, the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward both high school completion and a career certificate or an associate degree. Dual enrollment, an articulated accelerated mechanism offered jointly by the TRUSTEES and the BOARD, shall broaden the scope of curricular options available to students and increase the depth of study available for a particular subject by offering college credit and post-secondary vocational courses to eligible high school students as provided in the Dual Enrollment Agreement. Stipulations regarding course content, program requirements, student evaluation, faculty credentials, college environment, and strategic planning for dual enrollment courses are covered in the SBE Ruled 6A-14.064 rules adopted May 18, 2010 by the State Board of Education and included as an appendix to this Agreement, along with the IRSC Dual Enrollment Course list website link.

Section 1007.271, F.S. requires school districts to “weigh dual enrollment courses the same as advanced placement, International Baccalaureate, and Advanced International Certificate of Education courses when grade point averages are calculated. Alternative grade calculation, weighting systems that discriminate against dual enrollment courses are prohibited.”

Course Lists: Any college credit course comprising 3 credits or higher and/or any vocational clock hour course comprising 75 hours or higher that is listed in the State Common Course Numbering System (SCNS) for postsecondary credit can be considered for Dual Enrollment. Courses that meet high school graduation requirements are listed in the DUAL ENROLLMENT COURSE EQUIVALENCY LIST. All high schools shall accept these postsecondary courses toward meeting the requirements of Section 1003.43, F.S.

Physical Education, College Preparatory courses, and private music lessons are excluded from this Agreement. Any changes necessary during the academic year will be mutually agreed upon by the articulation representatives of Indian River State College and the School District. Approval of courses for dual enrollment does not guarantee applicability toward satisfaction of eligibility requirements for Florida Bright Futures scholarships. Those requirements should be checked with the Bright Futures Office.

Course Credit: According to Section 1107.271 (2), F.S., students who are eligible for dual enrollment shall be permitted to enroll in dual enrollment courses conducted during school hours, after school hours, and during the summer. Students who complete a three (3), four (4), or five (5) credit dual enrollment course at IRSC with a passing grade will earn at least one-half (1/2) credit in the designated subject towards the high school diploma unless

credit is otherwise assigned by the DUAL ENROLLMENT EQUIVALENCY LIST.

College Guidance:

- 1) Dual enrollment students will be assigned an IRSC advisor during their first term of enrollment. They will meet with their advisor to create an advising plan based upon their academic and career goals. This plan will then be used by the student and the high school counselor in subsequent semesters to determine appropriate dual enrollment courses to be taken.
- 2) Dual enrollment students will be able to access their educational plan online via the IRSC website where it can be utilized to search for available classes each semester.
- 3) This plan will ensure that dual enrollment students remain "on-track" for a college degree as well as high school graduation.
- 4) Dual enrollment students complete the registration process by selecting appropriate college classes, in consultation with their high school counselor and their assigned college advisor, based upon their individualized advising plan. Upon selection of the classes, they may register online, and submit the Dual Enrollment Registration Form (IRSC68) with appropriate signatures to any IRSC campus. Submission of this form ensures that all fees for approved courses are exempted.
- 5) IRSC provides high school counselors with online access to:
 - The student's advising plan
 - Transcript of grades
 - Student degree audit, test scores and placement values
 - Academic planning comments
 - Student class schedule
 - Email links to the student's IRSC counselor/advisor
 - Electronic notification of student withdrawals and drops from IRSC Dual Enrollment classes.

Notice to Participate: Students, parents, and school counselors will be notified by IRSC on the opportunities to participate in Dual Enrollment classes by:

- 1) Providing information sessions to be held at all IRSC campuses during the Spring Semester of each academic year.
- 2) The Office of Enrollment Management at IRSC, local Provost, or other IRSC representatives visiting each high school to provide enrollment support and information to the high school guidance counselors.
- 3) Enrollment Management coordinating efforts to answer questions, provide materials, and direct inquiries from students and parents interested in dual enrollment.
- 4) Sending students and/or parents a letter informing them of the student options to participate in dual enrollment.

- 5) Hosting a guidance counselor conclave in the fall semester each year to update and inform area high school counselors of dual enrollment opportunities for students as well as other opportunities at IRSC.

Student Eligibility: High school students/parents interested in dual enrollment must fulfill the requirements to participate identified under Section 1007.231 (3), F.S. and SBE Rule 6A-14.064 and provided further, all eligible students:

- 1) Must be enrolled in grades 10, 11 or 12 in a Florida public secondary or in a Florida non-public secondary school which is in compliance with Section 1002.42 (2) or enrolled in home-education programs pursuant to Section 1002.01 (1).
- 2) Must hold a minimum of 3.0 unweighted GPA for college credit courses and a minimum of 2.0 unweighted GPA for technical education courses and/or Student Life Skills (SLS) courses. Recommended students with a GPA lower than the requirements above for dual enrollment may enroll pending documentation of approval from school district officials and the college administration.
 - a. Exceptions to the GPA requirement may be granted by an IRSC Dean or Provost, upon the recommendation of the high school guidance counselor.
 - b. Decision will be based on high school justification, academic rigor of the course, placement scores, and other academic history.
- 3) Must show college coursework readiness by successfully achieving the scores established by the Florida College System for placement into college-level math, reading, and English courses as stated in Section 1008.30, F.S. During the academic year of 2012/123 the state of Florida will use the new Postsecondary Education Readiness Test (PERT) exam instead of the College Placement Test (CPT).
- 4) May substitute the appropriate scores from a state-approved standardized test (ex. Enhanced ACT or SAT Recentered) to qualify for specific college credit dual enrollment courses.
- 5) Who have accumulated twelve (12) college credit hours and have not yet demonstrated proficiency in all of the basic competency areas of reading writing and mathematics must be advised in writing by the School District of the requirements for Associate degree completion and state university admission, including information about future financial aid eligibility and the potential costs of accumulating excessive college credit, as outlined in Section 1009.286 F.S.
- 6) Must complete dual enrollment application/permission forms with all appropriate signatures.
- 7) Must complete course registration forms with all appropriate signatures.
- 8) Must complete any applicable vocational assessment (i.e. TABE).

Student Support: High school counselors and IRSC educational service staff members will work together to ensure that each student meets the academic eligibility requirements for dual enrollment courses.

High school guidance counselors are responsible for:

- 1) Assisting the student to identify college courses that also meet high school graduation requirements; see Dual Enrollment Course Offerings in the appendix of this Agreement.

IRSC Educational Services and advising staff will:

- 1) Make sure dual enrollment students are properly identified as such in the Mariner system.
- 2) Provide the school district with the student's grades at the end of the term electronically through the state FASTER system.
- 3) Provide Dual Enrollment students with the use of all of IRSC academic support resources. Students are encouraged to utilize services such as: Career Planning, Academic Support Centers (ASC), and Libraries.
- 4) Students may also access the IRSC website for detailed information on degrees, programs, and resources.

Student Records: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to Section 1002.22(3)(d), F.S., and 20 U.S.C.A. 1232g. Each party further agrees to comply with Section 1002.22, F.S., and 20 U.S.C.A. 1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention and security of student records.

Instructional Quality and Evaluation: The TRUSTEES shall accept the responsibility for all courses and certification of faculty as prescribed in SBE Rule 6A-14.064 (Appendix) and by the Southern Association of Colleges and Schools (SACS).

- 1) The President or designee, for the TRUSTEES, shall assign the instructors for all classes offered in accordance with this agreement.
- 2) If the parties agree to utilize instructors employed by the BOARD, those instructors shall meet the same IRSC certification qualifications for as other instructors employed by the TRUSTEES.
- 3) All instructors must be certified by the TRUSTEES.
- 4) A passing grade in a dual enrollment course indicates mastery of the performance standards for the course.
- 5) Those classes offered in a high school setting will maintain a collegial atmosphere with minimum interruptions in instructional time as established by SBE Rule 6A-14.064.
- 6) IRSC shall provide all instructors teaching dual enrollment courses with the approved course plans, objectives, competencies and final exams.

Completed, scored exams will be returned to IRSC and held on file for at least one (1) year.

7) All instructors teaching dual enrollment courses shall provide a copy of the course syllabus to the appropriate IRSC Department Chair prior to the start of each term.

8) All full-time and adjunct faculty teaching dual enrollment courses shall be provided with a copy of the IRSC Faculty or Adjunct Faculty Handbook and a copy of the IRSC Student Handbook.

Responsibilities:

- 1) Students enrolled in dual enrollment classes in accordance with this Agreement are exempt from payment of registration, matriculation, and laboratory fees.
- 2) Insurance fees will be paid by the student unless BOARD provides appropriate insurance for coverage.
- 3) Students and/or the BOARD are responsible for transportation to and from dual enrollment classes.
- 4) The President or designee, for the TRUSTEES, shall have the responsibility for selection of textbook and courses materials in accordance with this Agreement.
- 5) The BOARD is responsible for providing instructional materials used in courses offered in accordance with this Agreement. The President or designee, for the TRUSTEES, and the Superintendent or designee, for the BOARD, shall mutually approve and agree upon procedures and conditions for the purchase, resale, and any reimbursement for instructional materials.
- 6) All textbooks and reusable course materials become property of the BOARD at the end of the course and must be returned to the school by the student using the course materials.
- 7) The TRUSTEES shall pay for instructional time rendered by an instructor employed by the TRUSTEES and in accordance with the current AAUP contract.
- 8) The BOARD shall be responsible for payment of instructors employed by the BOARD for courses offered in accordance with this agreement.
- 9) Class size, locations and time of course offerings will be approved by the President or designee, for the TRUSTEES.
- 10) Academic policies including grading, course withdrawals and repeats, and attendance will be in accordance with the College Catalog for Indian River State College, SBE Rule 6A-14.064, and HB7509.
- 11) Students and parents shall sign acknowledgement of the following college course-level expectations:
 - a. Any letter grade below a "C" will not count as credit toward satisfaction of the requirements of SBE Rule 6A-10.030 F.A.C.; however, all grades are calculated into a student's GPA and will appear on the college transcript.

- b. All grades, including "W" for withdrawal, become part of the student's permanent college transcript and may affect subsequent postsecondary admission.
- c. College course materials and class discussions may reflect topics not typically included in secondary courses. College courses will not be modified to accommodate variations in student age and/or maturity.
- d. Courses will be selected to meet degree/certificate requirements in order to minimize student and state costs for excess hours.
- e. The inclusion of dual enrollment course plans in the student's Electronic Personal Educational Planner (ePEP) as required by Section 1003.413(3) (i), F.S.

12) Grades awarded by IRSC are not subject to change by the BOARD or its representatives, including a "W". State Board Rule 6A-1.09941, F.A.C., *State Uniform Transfer of High School Credits*, establishes uniform procedures related to the high school's acceptance of transfer credit for students in Florida's public schools.

ARTICLE III. Evaluation of the Agreement: This agreement shall be renewed annually unless both parties request a change or termination, in which case a change or termination will be given in writing by either party with ninety (90) days prior to such change or termination taking place. Evaluation of the Agreement will take place throughout the school year and include identifying problems, taking corrective actions, new strategies, and associated costs to implement those strategies. New courses will be added to the *DUAL ENROLLMENT EQUIVALENCY LIST* once approved by the DOE.

This Agreement is subject to all pertinent state and federal laws and regulations of the Department of Education, State of Florida, Title VI and VII of the Civil Rights Act of 1964, and all regulations, rules, and guidelines promulgated there under. The parties expressly agree to maintain records in compliance with the Federal public Records Act subject only to the privacy rights guaranteed by applicable state and federal laws and regulations.

IN WITNESS WHEREOF, the parties have caused this instrument to be signed in their respective names by their proper official, under these official seals, the day and year written below:

THE DISTRICT BOARD OF TRUSTEES
OF INDIAN RIVER STATE COLLEGE

SCHOOL BOARD OF
MARTIN COUNTY

Chair – Werner Bols

Chair – Sue Hershey

Date: _____

Date: _____

Attest: _____

Attest: _____

Dr. Edwin R. Massey, President

Nancy Kline, Superintendent

**THE SCHOOL DISTRICT OF MARTIN COUNTY, FLORIDA
INDEPENDENT CONTRACTOR AGREEMENT**

THIS AGREEMENT is made and entered into this 31st day of August, 2012 by and between The School Board of Martin County, Florida, with offices at 500 East Ocean Boulevard, Stuart, Florida 34994, hereinafter referred to as the "Board", and Margaret Clifford, Education Consultant, hereinafter referred to as the "Contractor."

WITNESSETH:

WHEREAS, the Board desires to enter into this Agreement with the Contractor, providing, among other things, for Contractor's services to the Board; and

WHEREAS, the Contractor desires to enter into this Agreement with respect to his/her (hereinafter his) services to the Board, upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, the parties agree as follows:

1. **Scope of Services.** The Board shall retain the Contractor and the Contractor shall provide all labor, material and services required to provide the scope of services described on Exhibit "A" to the Board upon the terms and conditions hereinafter set forth.

2. **Term.** The term of this Agreement shall commence on or about the 4th day of September 2012, and terminate on or about the 31st day of May 2013, unless terminated prior to that date as set out hereinafter.

3. **Duties of Contractor.** During the period of this Agreement, the Contractor shall have the full and complete obligation and responsibility for the performance of the services, duties and work described in the attached Exhibit "A" for the Board and the Contractor shall be obligated to the Board for the performance of all such services, duties and work.

4. **Time Requirements.** The Contractor shall devote, during the term of this Agreement, such of his time, energy, and skill as is required to successfully perform all of his services, duties and work hereunder or as agreed to between the parties or as required by law or regulation.

5. **Compensation.** The Board shall compensate the Contractor on a time and material basis, in an aggregate amount not to exceed \$22,307.40. Contractor shall be compensated at the rate of \$45.00 per hour for the services of Contractor's contract administrator. The rates of other employees of the Contractor who may assist in this matter range from \$N/A to N/A per hour, depending upon experience. Contractor shall not be entitled to compensation for travel time.

This Agreement (check one) IS or IS Not funded in whole or part with federal Funds. If this Agreement is to be funded in whole or part with Federal funds, then the

additional terms and conditions contained in Exhibit "B" apply, which are incorporated herein by reference.

Routine expenses such as local phone calls, local facsimile transmissions, routine postage, copy work, travel time, printed library materials, use of the Contractor's courier for local deliveries, word processing, medical summaries, clerical or secretarial services are overhead and will not be separately compensated. In-house copying charges in excess of \$100.00 per month (at \$.15 per page) shall be considered non-routine and shall be reimbursable.

Billable hours shall be measured in 6 minute increments. Compensation of hours will be for actual time spent providing services to the Board.

Premium rates will not be paid for overtime work.

6. Financial Matters.

A. Invoices. The Board shall be billed monthly. Each statement for fees and costs shall be in a format that includes, at a minimum, the following information.

- i) Matter name and number, if applicable, or other matter reference.
- ii) Invoice number for the particular bill.
- iii) Inclusive dates of the month covered by the invoice.
- iv) Itemization of the hours billed; a concise meaningful description of the services rendered, with sufficient detail to enable the Board to evaluate the services rendered and costs; the person(s) who performed the services for each day being billed; and their hourly rate as specified herein.
- v) A listing of all invoiced costs to be reimbursed. Invoiced costs must be accompanied by copies of actual receipts.
- vi) The total of only the current bill. Prior balances or payment history should be shown separately, if at all.
- vii) Any other information as may reasonably be requested by the Superintendent.
- viii) Contractor acknowledges that they shall be paid monthly.

B. Audits. Contractor may be subject to an audit by the Board at any time. The Board will provide the Contractor at least a two week notice if an audit is requested. There is a mutual obligation of the Board and Contractor to monitor amounts expended under this contract and notify either party when the amount to be expended is different than the actual contract amount agreed to in this Agreement. The Contractor hereby acknowledges that any contract amount

overages will need Board approval per School Board Policy 6320 prior to any contract amount overages being expended.

7. **Relation of the Parties.** The Board retains the Contractor only for the purposes and to the extent set forth in this Agreement and the Contractor's relationship to the Board shall, during the term of this Agreement, be that of an Independent Contractor. The Board shall not withhold, from sums becoming payable to the Contractor hereunder, any amounts for State or Federal Income Tax, FICA (Social Security) Taxes, Florida Retirement System (FRS) or similar such employer obligations during the term of this Agreement. The Contractor shall be free to dispose of such portions of his entire time, energy and skill as he is not obligated to devote hereunder to the Board in such manner, as he deems advisable. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements or distributions by the Board pertaining to or in connection with any health, pension, bonus, or other benefit extended to the Board's employees.

8. **Insurance.**

A. **Commercial General Liability Insurance.** Except as otherwise provided, the Commercial General Liability Insurance provided by the Contractor shall conform to the requirements set forth.

i) The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be One Million (\$1,000,000) Dollars per occurrence/Two Million (\$2,000,000) annual aggregate.

B. **Professional Liability Insurance.** If included with the scope of services reflected in Exhibit "A", the Contractor shall provide, subject to reasonable commercial availability, Professional Liability Insurance conforming to the following requirements:

i) The insurance shall be subject to a maximum deductible not to exceed Twenty-five Thousand (\$25,000) Dollars per claim.

ii) The minimum limits to be maintained (inclusive of any amounts provided by an umbrella or excess policy) shall be One Million (\$1,000,000) Dollars per claim, Two Million (\$2,000,000) annual aggregate.

iii) For policies written on a Claims Made Basis, Contractor shall maintain a retroactive date prior to or equal to the effective date of this contract. In the event the policy is cancelled, non-renewed, switched to an Occurrence Form or there is a change in retroactive date, Contractor must purchase an extended reporting period rider/coverage during the life of this contract of not less than 3 years.

- C. **Automobile Liability Insurance.** Should Contractor be driving onto to school grounds in order to perform the services in this contract, then Contractor must carry liability limits that are acceptable to Board's Risk Management Department.
- D. **Additional Insured.** All insurance policies set forth in this contract, except for workers compensation and professional liability (if not permitted by the insurance carrier) above shall name the School District, it Officers, Board Members, Employees, and Agents as an additional insured.
- E. **Worker's Compensation.** As required by law, must comply with Chapter 440, F.S., Workers Compensation and all other applicable law(s). The minimum amount of coverage for those coverages customarily insured under Part Two (Employers' Liability) of the standard Workers' Compensation Policy shall be \$500,000 per accident, \$500,000 per disease and \$500,000 in the aggregate per employee.

9. **Indemnification.** The Contractor hereby assumes, releases and agrees to indemnify, defend, protect and save Board harmless from and against any loss of and/or damage to the property of Contractor, and all loss and/or damage on account of injury to or death of any persons whomsoever arising in any way from negligence or willful misconduct of Contractor, its employees, agents or independent contractors.

10. **Fingerprinting.** Contractor shall require all individuals assigned employed under this Agreement to meet all federal, state and local requirements including requirements of the Board for working with students. Contractor shall require all employees to submit to an FDLE background check prior to assignment. Employees found through the background screening process or otherwise to have been convicted of a crime involving moral turpitude shall not be assigned in any role allowing direct contact with students.

The Contractor will comply with all requirements of Fla. Stat. 1012.32 and 1012.465 by requiring each of its employees, agents and representatives who provide services under this agreement to complete the fingerprint screening prior to entering any of the District's school at a time when students may be present. Contractor shall contact the District's Personnel Department at 772-219-1200 ext. 30242 to schedule an appointment for screening. The fingerprint screening must be completed in advance of the Contractor, employee, agent or representative providing any services. The Contractor will bear the cost of acquiring the background screening required by Fla. Stat. 1012.32 and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to Contractor and its employees. The Contractor will provide the District a list of its employees. Contractor will update these lists in the event that any new employees are added and Contractor agrees that new employees shall be fingerprinted. Contractor agrees that in the event any employee is convicted of a criminal offense, the Contractor will notify the District within forty-eight hours.

The parties agree that in the event that the Contractor fails to perform any of the duties described in the above paragraph, this will constitute a breach of the contract entitling the District to terminate immediately with no further responsibility to make payment or perform any other duties under this contract. Contractor agrees to indemnify and hold harmless the District,

its officers and employees from any liability whatsoever resulting from Contractor failure to comply with the requirements of this paragraph or Fla. Stat. 1012.32 and 1012.465.

11. **Confidentiality.** In the course of providing services under this Agreement, Contractor may have access to data associated with former, prospective and/or enrolled students; faculty; staff; or other individuals affiliated with the Board; which may be protected by Federal and/or State laws and regulations; including, but not limited to, § 1002.22, Florida Statutes, the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. 1232g, *et seq.*, and/or the Health Insurance Portability and Accountability Act ("HIPAA"), as amended or updated from time to time. All such information is considered confidential and therefore protected (collectively referred to as "Confidential Information"). Such Confidential Information shall not be disclosed or shared with any third-party by Contractor, except as permitted by the terms of this Agreement or to subcontractors whose services are necessary for Contractor to carry out its services and only then to subcontractors who have agreed to maintain the confidentiality of the data to the same extent required of Contractor under this Agreement.

- A. The Board and Contractor agree that in the event any person(s) seek to access Confidential Information, whether in accordance with FERPA or other Federal or relevant State law or regulations, that Contractor will immediately inform the Board of such request in writing if allowed by law or judicial and/or administrative order. Contractor shall only retrieve such data or information upon receipt of, and in accordance with, written directions by the Board. Contractor shall not provide direct access to such data or information or respond to individual requests. Rather, all data or information retrieved by Contractor shall be provided to the Board. It shall be the Board's sole responsibility to respond to requests for data or information received by Contractor regarding School District data or information. Should Contractor receive a court order or lawfully issued subpoena seeking the release of Confidential Information, Contractor shall provide immediate notification to the Board of its receipt of such court order or lawfully issued subpoena and shall immediately provide the Board with a copy of such court order or lawfully issued subpoena prior to releasing the requested data or information, if allowed by law or judicial and/or administrative order.
- B. The parties agree that any breach of the confidentiality obligation set forth in the Agreement and/or this Agreement may, at the Board's discretion, result in cancellation of this Agreement and the eligibility for Contractor to receive any information from the Board for a period of not less than five (5) years. In addition, Contractor agrees to indemnify and hold the School District harmless for any loss, cost, damage or expense suffered by the Board as a direct result of such breach.
- C. In the event that a security breach of its systems or processes exposes the Board's Confidential Information to a third party, Contractor will take immediate steps to limit and mitigate such security breach as well as provide immediate notification and information, if known, regarding the breach to the Board.

- D. Upon expiration or termination of the Agreement, Contractor shall return and/or destroy all Confidential Information received from the Board upon, and in accordance with, direction from the Board. Contractor shall not retain copies of any data or information received from the Board once the Board has directed Contractor as to how such information shall be returned to the Board and/or destroyed. Furthermore, Contractor shall ensure that they dispose of any and all data or information received from the Board in a Board-approved manner that maintains the confidentiality of the contents of such records (e.g. shredding paper records, erasing and reformatting hard drives, erasing and/or physically destroying any portable electronic devices).
- E. The provisions of this section shall survive termination of this Agreement.

12. **Professional Responsibility.** Nothing in this Agreement shall be construed to interfere with or otherwise affect the rendering of services by the Contractor in accordance with his independent and professional judgment. The Contractor shall perform his services substantially in accordance with generally accepted practices and principles of his trade, business, or profession. This Agreement shall be subject to all rules and regulations of any and all organizations and associations to which the Contractor may from time to time belong, to all Board rules, and to the laws and regulations governing the practice of the Contractor's trade, business, or profession in this State.

13. **Termination.** Either party upon five (5) business days written notice may normally terminate this Agreement at any time, with or without cause. However, the Board specifically reserves the right to terminate this agreement immediately upon receipt of information believed by the Board to so warrant immediate termination.

14. **Income Tax or Employee Designation.** In the event that the Internal Revenue Service (IRS) should determine that the Contractor, according to IRS guidelines, is an employee subject to withholding and social security contributions, the Contractor shall acknowledge, as the Contractor acknowledges herein, that all payments to the Contractor are gross payments, and the Contractor is responsible for all income taxes and social security payments thereon. Additionally, if the Contractor is otherwise deemed an employee (e.g., Florida Retirement System), the Contractor herein acknowledges that all payments to the Contractor are gross payments, and the Contractor is responsible for all contributions required of the Board for its employees. To the extent the Board pays such contributions as herein articulated, on behalf of the Contractor, the Contractor specifically and knowingly agrees to indemnify and otherwise make whole the Board for any and all such contributions so paid by the Board.

15. **Supplies, Tools, Materials.** Except as specifically provided herein, the Contractor is responsible for supplying all supplies, tools, and materials necessary to perform all duties as delineated herein.

16. **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign

immunity may be applicable or to subject such an agency or political subdivision to liability above the limits of Section 768.28, Florida Statutes.

17. **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any contract.

18. **Non-Discrimination.** The parties shall not discriminate against any employee or participant in the performance of the duties, responsibilities and obligations under this Agreement because of race, age, religion, color, gender, national origin, marital status, disability or sexual orientation.

19. **Public Records.** Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Except as otherwise expressly provided herein, each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law.

20. **Entire Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

21. **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

22. **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

23. **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

24. **Compliance with Laws.** Each party shall comply with all applicable federal and state laws, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

25. **Governing Law.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted to the jurisdiction of the State courts of the Nineteenth Judicial Circuit of Martin County, Florida.

26. **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

27. **Assignment.** Neither this Agreement or any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from the Board.

28. **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure").

29. **Severability.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not effect any other provision and this Agreement shall be considered as if such invalid, illegal, unlawful, unenforceable or void provision had never been included herein.

30. **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving notice:

To School Board: Superintendent of Schools
The School Board of Martin County, Florida
500 E. Ocean Blvd.
Stuart, Florida 34994

With a Copy to: Sheila Khanal
Name of District Representative
500 East Ocean Blvd.
Address
Stuart, FL 34990
Address

To [*Insert Name*]: Peg Clifford
Name of Other Party
16314 SW Fourwood Way
Address
Indiantown, FL 34996
Address

With a Copy to: Title I Office
Name to be Provided by Other Party
500 East Ocean Blvd.
Address
Stuart, FL 34994
Address

31. **Captions.** The captions, section numbers, article numbers, title and headings appearing in this Agreement are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of such articles or sections of this Agreement, nor in any way effect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

32. **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

33. **Excess Funds.** Any party receiving funds paid by the Board under this Agreement agrees to promptly notify the Board of any funds erroneously received from the Board upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to the Board with interest calculated from the date of the erroneous payment or overpayment. Interest shall be calculated using the interest rate for judgments under Section 55.03, Florida Statutes, applicable at the time the erroneous payment or overpayment was made by the Board.

34. **Fiscal Non-Appropriations Clause.** In the event sufficient budgeted funds are not available for a new fiscal period, the purchasing department shall notify the vendor of such an occurrence and this contract shall terminate on the last day of the current fiscal period without penalty or expense to the Board.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Signed, sealed and delivered in the presence of:

CONTRACTOR

Margaret (Peg) Clifford
Name: Margaret (Peg) Clifford
Date: 8-9-12

THE SCHOOL BOARD OF
MARTIN COUNTY, FLORIDA

Attest:

Name:
Date:

Nancy Kline, Superintendent

FRAUD STATEMENT

The Contractor acknowledges that any person who knowingly and with intent to injure, defraud or deceive the Martin County School District may be guilty of a criminal offense.

CONTRACTOR

Margaret (Peg) Clifford
Name: Margaret (Peg) Clifford
Date: 8-9-12

Exhibit "A"

Scope of Services

Contractor shall provide all labor, materials, equipment, products, consumables and services as are required to fulfill the School Board's needs set forth below:

1. Contractor Name	Margaret Clifford
2. Contractor Address	16314 SW Fourwood Way Indiantown, FL 34956
3. Dates of Service	9-12 thru 6-13
4. Hours Per Day of Service	4
5. Number of Children Served	36 to 42
6. Number of Adults Served	
7. General Type of Services	LLI TUTORING
8. Products to be Delivered (# and type)	
9. Time of Delivery	
10. Publications to be Delivered (# and type)	
11. Time of Delivery	
12. Other Deliverables	
13. Time of Delivery	
14. Reporting Requirements	
15. Other Services	

Exhibit "B"

1. **Access To Records** (34 CFR 80.36 (i)(10)): All vendors, contractors and subcontractors shall give access to the Board, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which is directly pertinent to this specific bid for the purpose of making audit, examination, excerpts and transcriptions.
2. **Records Retention** (34 CFR 80.36(i)(11)): All vendors, contractors and subcontractors must retain all records pertaining to this contract for three (3) years after the Board makes final payments and all other pending matters are closed.
3. **Clean Air Act** (34 CFR 80.36(i)(12)): All vendors, contractors and subcontractors must comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 11857 (h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15). (Applies to contract, subcontracts and subgrants of amounts in excess of \$100,000).
4. **Energy Efficiency** (34 CFR 80.36(i)(13)): All vendors, contractors and subcontractors must comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (pub. L. 94-163, 89 Stat.871).
5. **Suspension and Debarment.** In accordance with the United States Office of Management and Budget (OMB) Circular A-133 regarding procurements contracts equal to or exceeding \$25,000 vendors, contractors and subcontractors certify they are not listed on the Excluded Parties Listing System (EPLS) issued by the General Services Administration (GSA).
6. **Equal Employment Opportunity** (34 CFR 80.36(i)(3)): All vendors, contractors and subcontractors must comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity", as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60). (Applied to all construction contracts awarded in excess of \$10,000 by the district and their contractors or subgrantees).
7. **Copeland "Anti-Kickback" Act** (34 CFR 80.36(i)(4)): All vendors, contractors and subcontractors must comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFT part 3). (Applies to all contracts and subgrants for construction or repair).
8. **Davis-Bacon Act** (34 CFR 80.36(i)(5)): All vendors, contractors and subcontractors must comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR part 5). (Construction contracts in excess of \$2000 awarded by grantees and sub-grantees when required by Federal grant program

legislation). (Applies to construction contracts in excess of \$2000 awarded by the district and subgrantees when required by Federal grant program legislation).

9. **Contract Work Hours & Safety Standards Act (34 CFR 80.36(i)(6)):** All vendors, contractors and subcontractors must comply with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR part 5). Applies to all construction contracts awarded by the district and subgrantees in excess of \$2000, and in excess of \$2500 for other contracts which involve the employment of mechanics or laborers).



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 12.01

1. AGENDA ITEM: Martin County Board of County Commissioners Dori Slosberg Driver Education Safety Act Grant Program.

X appropriate box(s): [] New [] Renewal [] Addenda [] Presentation [] Grant \$52,752.00

2. BACKGROUND INFO./STAFF RECOMMENDATION: Approval of grant funds for drivers education program for 2012/2013 school year. Grant approved by Martin County Board of County Commissioners on June 12, 2012. Staff recommends approval.

3. FINANCIAL IMPACT:

Is there a financial impact (Finance Review Required)? [] YES [] NO

Is funding provided in approved budget? [] YES [] NO

What additional funding is required? Indicate Amount \$ 38,220.00

Source: General

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Type or Print Name

Signature

Director/Principal: Type or Print Name

Signature

Exec. Director or Asst. Superintendent: Dr. Frank Raffone Type or Print Name

Signature [Handwritten Signature]

Finance Review: Bryan Thabit Required if Financial Impact

Signature [Handwritten Signature]

Legal Review: Required for Contracts

Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [] YES [] NO

All lines must be filled in or note N/A.

Form Revised 12-1-10

JUL 16 2012

MARTIN COUNTY SCHOOL BOARD GRANT ABSTRACT/INFORMATION

Attached is an abstract explaining the general concept of a proposed grant application, in addition to specific information required for the Board to consider support of this grant application.
The complete grant application will be available in the Superintendent's Office for the Board's review.

GRANT TITLE: Dori Slosberg Driver Education Safety Act

Purpose: Drivers' Education services for high school students

Grant Writer(s): Dr. Frank Raffone

School/Dept.: Assistant Superintendent's Office Phone 772-219-1200 ext 30248

Contact Person(s): Diane Lamb Phone 772-219-1200 ext 30248

Due Date of Grant Application: N/A

Funding Source: Martin County Community Services \$ Amount: \$52,752.00

Federal _____ State _____ Local
Other _____ Specify _____

Name / Agency: Martin County Board of County Commissioners/Community Services

Address of Funding Source: 2401 SE Monterey Road, Stuart, FL 34996

Type of Grant: _____

_____ Non/Match Grant

Match Grant

MCSB Match % _____ **Dollars** \$38,220.50 **In-Kind** _____

Interagency Match % _____ **Dollars up to** \$52,752 **In-Kind** _____

Grant Funds % _____

_____ **Grant Continuation**

Annual

Renewal _____

Amendment _____

Enhancement _____

October 1, 2012

Starting Date of Grant

September 30, 2013

Ending Date of Grant

The complete Grant Package will be available in the Superintendent's Office for the Board to review on August 6, 2012.

ABSTRACT

Offering drivers education classes at all three high schools by a private vendor. Classes offered after regular school hours. The program provides enhancements annually, along with required classroom work and driving on-road requirements.

Budget Narrative:

Contracting with a private vendor to conduct drivers education classes at all three high schools after regular school hours during the school year.

Martin County School District pays vendor A Treasure Coast Driving School \$90,972.00. The Dori Slosberg Grant Fund, through the Martin County Board of County Commissioners, reimburses the school district \$52,752.00, while the district's portion of drivers education is \$38,220.00 from the general fund.

Budget Information FA399

See attached budget sheet.

2012-2013 Martin County Schools Budget Estimates	MAXIMUM per student	MAXIMUM Total students	MAXIMUM Total costs
Classroom audio visuals	\$ 6.70	228	\$ 1,528
Classroom books	\$ 6.12	228	\$ 1,395
Classroom computers	\$ 6.69	228	\$ 1,525
Classroom Instructors	\$ 51.13	228	\$ 11,658
Classroom Insurance	\$ 13.76	228	\$ 3,137
Classroom misc. supplies	\$ 2.97	228	\$ 677
Classroom workbooks	\$ 9.41	228	\$ 2,145
Classroom speakers	\$ 3.80	228	\$ 866
Office staff/vendor	\$ 56.77	228	\$ 12,944
Vehicles	\$ 132.61	228	\$ 30,235
Vehicle brake	\$ 5.98	228	\$ 1,363
Vehicle gas	\$ 39.42	228	\$ 8,988
Vehicle instructor	\$ 30.75	228	\$ 7,011
Vehicle insurance	\$ 10.89	228	\$ 2,483
Vehicle maintenance	\$ 12.66	228	\$ 2,886
Vehicle mirrors	\$ 0.90	228	\$ 205
Vehicle signs	\$ 3.99	228	\$ 910
Web Page for sign ups	\$ 4.45	228	\$ 1,015
			\$ 90,972.00

Less MCSD share (previously salary/benefits)	\$ 38,220.00
Amount of grant funds requested	\$ 52,752.00

GRANT CONTRACT

This Contract made on October 1, 2012 by and between Martin County, a political subdivision of the State of Florida, (hereinafter referred to as the "County") and Martin County School District (hereinafter referred to as the "Recipient").

BACKGROUND:

1. Recipient has applied to the County for a grant of money ("Grant") for the fiscal year 2012/13 ("Grant Period" October 1 - September 30) on the terms and conditions set forth herein.
2. The County has agreed to provide \$52,752 for the Grant Period on the terms and conditions set forth herein.

NOW, THEREFORE, in accordance with the mutual covenants hereinafter contained and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1.0 Disbursement and Use of Fund

- 1.1 Disbursements for the Grant Period will be made in accordance with the schedule set forth in Exhibit "A" attached hereto and incorporated herein by this reference. Provided however, disbursements are specifically contingent upon the amount of funds collected by the Clerk for this program.
- 1.2 The Grant shall only be used for the purposes set forth in the Grant Application, attached as Exhibit "B" and incorporated herein by this reference as well as the requirements of Section 47-153. General Ordinances Martin County Code and Section 318.1215 Florida Statute. Further requirements set forth in Exhibit "A".
- 1.3 The recipient hereby certifies that the grant funds will be used solely for "enhancement and not replacement of driver education program funds and that such funds shall be used for direct educational expenses and shall not be used for administration" as required by Section 318.1215, Fla. Stat. The recipient hereby certifies that its driver education program funded by this grant requires a minimum of 30% of a student's time in the program be behind the wheel-training as required by Section 318.1215 Fla. Stat.
- 1.4 The recipient shall maintain adequate internal controls in order to safeguard the Grant.
- 1.5 If the Recipient cannot use all or any portion of the Grant after the Grant has been disbursed, then all unused funds must be promptly returned to the County.
- 1.6 On an annual basis, the Recipient shall submit to the County either: a) an Audit Report if grant funds exceed \$50,000; b) a Review Report if grant funds are between \$25,000 to \$50,000 (or an Audit Report if available); or c) a Compilation Report if grant funds are below \$25,000 as each of the foregoing terms is defined by the American Institute of Certified Public Accountants (AICPA).
- 1.7 In the event the Audit Report, Review Report, Compilation Report, or financial records reveal that the Grant funds were not used for the purposes set forth in the Grant Application, then the County may require the Recipient to return all unused funds and reimburse the County for improperly used funds.
- 1.8 The Recipient shall maintain adequate records to fully document the use of the Grant funds for at least three (3) years after the completion of this Contract. The County shall have access to books, records, and documents as required in this Section for the purpose of inspection or audit during normal business hours, at the County's expense, upon five (5) days prior written notice.
- 1.9 The Recipient shall comply at all times with all applicable federal, state, and local laws, rules, and regulations.

1.10 Reports

The recipient shall submit an Annual Performance Report to the County within fifteen (15) business days following: June 30, 2011.

1.11 Transfer Of Funds Between Budget Categories

Recipient may transfer funds between budget categories as long as the total amount of transfer (increase or decrease) does not exceed ten (10) percent of the total approved budget category and the transfer is made to an approved budget line item.

1.12 Prior Written Approval Of Changes To The Contract

Recipients shall obtain prior written approval from the County for the following changes to the items set forth in Exhibit B and failure to comply shall be cause for the County to terminate this contract pursuant to Section 4.0 hereof:

- a. Change in project activities, or plans set forth in the approved Grant Application;
- b. Transfers of funds above the ten (10) percent cap shall be made only if a revised budget is approved by the County Administrator or his designee.
- c. Under no circumstances can transfers of funds increase the total budgeted award. Transfers do not allow for increasing the quantitative number of items documente in any approved budget line item. (For example, equipment items in Operating Capital Outlay or Expense categories or staff positions in the Salaries and Benefits category.)

2.0 Indemnification

2.1 The Recipient shall indemnify and save harmless and defend the County, its agents, servants, and employees from and against any and all claims, liability, losses, or causes of action which may arise from any misconduct, negligent act, or omissions of the Recipient, its agents, servants or employees in the performance of services under this Contract.

3.0 Availability of Funds

3.1 The obligations of the County under this Contract are subject to the availability of funds lawfully appropriated for its purpose by the Board of County Commissioners of Martin County.

4.0 Termination

4.1 This Contract may be terminated by either party in the event of a substantial failure by the other party to perform in accordance with the terms of the Contract upon thirty (30) days prior written notice.

4.2 In the event the County terminates this Contract, the Recipient shall return all funds not used as of the date of termination to the County within ten (10) calendar days.

5.0 Notices

5.1 Any notice, request, demand, consent, approval or other communication required or permitted by this Contract shall be given or made in writing and shall be served, as elected by the party giving such notice, by any of the following methods:

- (i) Hand delivery to the other party; or
- (ii) Delivery by commercial overnight courier service; or
- (iii) Mailed by registered or certified mail (postage prepaid), return receipt requested.

5.2 For purposes of notice the addresses are as follows:

<u>Recipient:</u> Nancy Kilne Superintendent Martin County School District 500 East Ocean Blvd. Stuart, FL 34994	<u>County:</u> Martin County Administrator 2401 S.E. Monterey Rd.		
	<u>With Required Copies to:</u> County Attorney 2401 S.E. Monterey Rd. Stuart, Fl. 34996	and	Office of Budget and Finance 2401 S.E. Monterey Rd. Stuart, Fl. 34996

5.3 Notice given in accordance with the provisions of this paragraph shall be deemed to be delivered and effective on the date of hand delivery or on the second day after the date of the deposit with an overnight courier or on the date upon which the return receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered as the case may be if mailed.

6.0 Successors and Assigns

6.1 The County and the Recipient each binds itself and its respective successors, administrators and assigns to the other party of this Contract and to the successors, administrators and assigns of such other party.

6.2 Neither party shall assign or transfer its interest in this Contract without the prior written consent of the other, which consent shall not be unreasonably withheld. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County or the Recipient.

7.0 Remedies, Choice of Law, and Enforcement Costs

7.1 This Contract shall be governed by the laws of the State of Florida and any and all legal action instituted because of this Contract shall be instituted in Martin County.

7.2 No remedy herein conferred upon any party is intended to be exclusive of any other remedy and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party or any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

7.3 If any legal action or other proceeding is brought for the enforcement of this Contract or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs including, without limitation, all such fees, costs and expenses incident to appeals, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

8.0 Nondiscrimination

The Recipient warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, physical handicap, sex, age, national origin or ancestry.

9.0 Entirety of Contract

This Contract incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Contract that are not contained in this document.

Accordingly, it is agreed that no deviation from the terms hereof shall be based upon any prior representations or agreements, whether oral or written. It is further agreed that no modification, amendment or alteration in the terms and conditions contained herein shall be effective unless contained in written document executed with the formality and of equal dignity herewith.

10.0 Severability

If any term or provision of this Contract or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable for the remainder of this Contract, then the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

11.0 Captions

Captions in this Contract are included for convenience only and are not to be considered in any construction or interpretation of this Contract or any of this Contract provisions.

IN WITNESS WHEREOF, the parties have caused the execution of this Contract by their duly authorized officials as of the day and year first written above.

MARTIN COUNTY BOARD OF
COUNTY COMMISSIONERS:

Taryn Kryzda, County Administrator

APPROVED AS TO FORM AND
CORRECTNESS:

Stephen Fry, County Attorney

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

The School Board of Martin County, Florida has adopted this Agreement between itself and the Martin County Board of County Commissioners at its regularly scheduled public meeting held on the _____ day of _____, 2012.

Signed by the Chair of the School Board and attested to by the Superintendent of Schools as Secretary to The School Board this _____ day of _____, 2012.

ATTEST:

Nancy Kline, Superintendent

Sue Hershey, Chair

APPROVED AS TO FORM AND
CORRECTNESS:

Attorney

EXHIBIT "A"

DISBURSEMENT SCHEDULE

Grantee shall invoice the County the amount of actual expenditures for the program on a reimbursement basis. The county shall pay quarterly in the amount of up to \$13,188.00 provided such amount is contingent on such funds being actually collected. If the funds are not available Grantee acknowledges such quarterly payment will be reduced. The funds are to be used as enhancement NOT replacement of drivers education funds only to be used for direct educational expenses and shall not be used for administration by the School Board of Martin County for our newest, most inexperienced drivers. The Florida statute requires a minimum of thirty (30) percent of a student's time in the program be in behind the wheel training. Supporting documentation must be submitted with the School Board's annual performance report, which clearly demonstrates compliance with the above requirements as well as Section 318.1215 Florida Statute.



THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

Schedule of Personnel Recommendations

August 21, 2012

ADMINISTRATIVE PERSONNEL

CHANGES

1 Husnander, Laura Principal Challenger 08/07/12 Save Pay School Bd. Rule 3322.iii

EMPLOYMENT

2 Peters, James Programmer ET 09/10/12 Repl. J. Allison
3 Kenny, Thomas Maintenance Manager Maintenance 08/22/12 Repl. H. Beard
4 Moore, Sheila Health Services Mgr. Pre K/Hd Start 08/08/12 New Position, HeadStart Grant 2012

CONFIDENTIAL & NON-BARGAINING PERSONNEL

SEPARATIONS

5 Wood, Andrea Dawn Food Service Manager PWE 08/01/12 Resignation

INSTRUCTIONAL PERSONNEL

CHANGES

6 Juan-Gaspar, Miguel Teacher/Computer Ed AMS 08/02/12 196 days to 201 days, Team Leader
7 McGrath, Susan Teacher/Language Arts AMS 08/02/12 196 days to 201 days, Team Leader
8 Neelavannan, Mangayarcara Teacher/Math AMS 08/02/12 196 days to 201 days, Team Leader
9 Raimann, Nicole Mainstream Consultant AMS 08/08/12 Teacher/VE to Mainstream Consultant, Repl. S. Hills
10 Voster, Nicole Sub. Teacher Co Wide 08/08/12 ESE Ed. Para to Sub. Teacher
11 Hurt, Tracey Teacher/Math HOMS 08/02/12 196 days to 201 days, Team Leader, Repl. A. Ulmer
12 Resch, Wendy Teacher/Reading HOMS 08/02/12 196 days to 201 Days, Team Leader, Repl. P. Ciufu
13 Claunch, Christine Teacher/ESE JBE 08/08/12 ESE Behavior Technician to JBE Teacher/ESE, Repl. L. Decker
14 Aronoff, Jo Nicole Speech Language Pathologis MCHS 08/08/12 Speech Lang./Path., JBHS to Speech Lang./Path, MCHS, New Position
15 Erban, Rebecca * Teacher/Language Arts MCHS 08/08/12 In-Field to Out-Of-Field, Intense Reading
16 Messina , Theresa * Teacher/Language Arts MCHS 08/08/12 Out of-Field, Reading
17 Moore, Heldie Teacher/Foreign Language MCHS 08/08/12 201 days to 196 days
18 Plummer, Caitlin Teacher/Language Arts MCHS 08/08/12 196 days to 201 days, Team Leader
19 Soich, Mindy Guidance Counselor MCHS 07/30/12 Job Share to full time, Repl. E. Froehling
20 Sprauer, Donna * Teacher/Language Arts MCHS 08/08/12 Out of Field, Intensive Reading

Schedule of Personnel Recommendations
August 21, 2012

21	Thompson, Jamie	Teacher/Language Arts	MCHS	08/08/12	196 days to 201 days, Team Leader
22	Thuman, Tanya	Teacher/Math	MCHS	08/08/12	201 days to 196 days, Team Leader
23	Gebhardt, Julie	Mainstream Consultant	SFHS	08/02/12	Teacher/VE, MCHS to Mainstream Consultant, SFHS, Repl. L. Jesteadt
24	Schumacher, Cynthia	Teacher/Science	SFHS	08/08/12	201 days to 196 days, Repl. C. Schumacher

EMPLOYMENT

25	Carman, Tiffany	Teacher/Math	AMS	08/08/12	Repl. M. Rice
26	Finley, Jessica	Teacher/VE	AMS	08/08/12	Repl. V. Williams
27	Kemler, Ashley	Teacher/VE	AMS	08/08/12	Repl. K. Amole
28	Smith, Ben	Teacher/VE	AMS	08/08/12	Repl. N. Raimann
29	Collin, Danielle	Teacher	BCE	08/08/12	Interim Position, Repl. R. Hicks
30	Mattingly, Debra	Speech/Lang. Pathologist	BCE	08/08/12	Repl. D. Kelly
31	Svoboda, Kim	Teacher/VE	CGE	08/08/12	New Position, Non-Discretionary Budgets
32	Moore, Rebecca	Teacher/H/H	ESE	07/30/12	Temporary Position
33	Vignone, Christina *	Teacher/Gifted	FAWE	08/08/12	Out of Field, Gifted, Repl. M. Kesselman
34	Daniel, Doris	Teacher/Math	HOMS	08/08/12	Interim Position, Repl. A. Ulmer
35	Grier, Karlie	Teacher/Agriculture	HOMS	08/08/12	Repl. W. Schepman
36	Little, Vanessa	Teacher/Language Arts	HOMS	08/08/12	Repl. L. Campbell
37	Minner, David	Instructor	IALC	08/08/12	Repl. J. McAuley
38	Hernandez, Miriam	Teacher/Spanish	IMS	08/08/12	Repl. P. Simm
39	Johnson, Kristina	Teacher/Vocational	IMS	08/08/12	Repl. J. Dubose
40	Bean, Bethanne	TOA/VOC Ed.	Inst Ctr	08/08/12	New Position, Workforce Development Funding
41	Rosario, Jose	Dean	Inst Ctr/SCS	08/02/12	New Position, Workforce Development Funding
42	Battles, Patricia	Teacher/5th Grade	JBE	08/08/12	Interim Position, Repl. C. Peters-Dictor
43	Simon, Patrick	Teacher/4th Grade	JBE	08/08/12	Repl. R. Mcardle
44	Baxter, Maria *	Teacher/Lang. Arts	JBHS	08/08/12	Repl. L. Nardone
45	Caffey, Timothy	Teacher/VOC/CTE Microsoft Academy	JBHS	08/08/12	Repl. C. Majors

Schedule of Personnel Recommendations
August 21, 2012

46	Fink, Deborah	Media Specialist	JBHS	08/06/12	Repl. R. Van Wagner
47	Imhoff, Nathaniel	Teacher/Social Studies	JBHS	08/08/12	Repl. B. Kelly
48	Jenkins, Ashley	Teacher/Language Arts	JBHS	08/08/12	Repl. S. Croll
49	Lucas, Crystal	Teacher/Science	JBHS	08/08/12	Repl. C. Leon
50	Metzger, Jennifer	Teacher/Math	JBHS	08/08/12	Repl. J. Haramis
51	Weiler, Nicole	Teacher/Science	JBHS	08/08/12	Repl. V. Gaynor
52	Whitt, Vanessa	Teacher/5th Grade	JDP	08/08/12	Repl. A. Eberst
53	Zehnder, Kathryn	Teacher/2nd Grade	JDP	08/08/12	Repl. S. Stout
54	Bond, Katie	Teacher/Math	MCHS	08/08/12	Repl. E. Thompson
55	Browning, Justin	Teacher/VE	MCHS	08/08/12	Repl. J. Fernandez
56	Holoweiko, Simon	Band Director	MCHS	07/23/12	Repl. M. Brown
57	Pena, Marybeth	Teacher/Health Science Ed.	MCHS	08/08/12	Repl. L. Jastremski
58	Schwenger, John	Teacher/Math	MCHS	08/08/12	Repl. T. Thuman
59	Siters, Kelli	Teacher/Math	MCHS	08/08/12	Repl. J. Gerhardt
60	Van Der Werff, Melinda *	Teacher/Language Arts	MCHS	08/08/12	Out of Field, Reading, New Position, Non-Discretionary Budgets
61	Efinger, Megan	Teacher/1st Grade	PSE	08/08/12	Repl. L. Rabener
62	Green, Lisa	Teacher/5th Grade	PSE	08/08/12	Repl. D. Henn
63	Sexton, Tammy	Teacher/3rd Grade	PSE	08/08/12	Repl. V. Brickley
64	Zucker, Jennifer	Teacher/Kindergarten	PSE	08/08/12	Repl. A. Gilbride
65	Collazo, Meagan	Teacher/1st Grade	PWE	08/08/12	Repl. A. Keyser
66	Hochstetter, Traci	Teacher/Art	PWE	10/01/12	Repl. E. Kelly
67	Ryan, Elisabeth	Speech/Lang. Pathologist	PWE	08/08/12	Repl. C. Boudreaux
68	Saxton, Sherri	Teacher/Kindergarten	PWE	08/08/12	Repl. J. Gerth
69	Konopelko, Douglas	Teacher/Science	SFHS	08/08/12	Repl. D. Fitzpatrick
70	Westover, Pamela	Teacher/Math	SFHS	08/08/12	Repl. S. Skidmore
71	Barner, Sara	Teacher/Math	SMS	08/08/12	Repl. S. Nicole

Schedule of Personnel Recommendations

August 21, 2012

72	Littrell, Kim	Teacher/Reading	SMS	08/08/12	Repl. K. Caputo
73	Edmonds, Ann	Teacher/3rd Grade	SWE	08/08/12	Repl. H. Perry
74	O'Brien, Pamela	Teacher/VE	SWE	08/08/12	Repl. A. Brintnall
75	Rzeznik, Natalie *	Teacher/VE	SWE	08/08/12	Out of Field, Reading, Repl. J. Highstreet
76	Thomas, Janelle	Instructor	VACE	08/08/12	Repl. D. Munroe
77	Villwock, Michele	Mainstream Consultant	WES	08/08/12	Repl. S. Rieck

LEAVES

78	Hicks, Robyn	Teacher/Kindergarten	BCE	10/24/12	Maternity Leave/Family Medical Leave Act
79	Oleson, Suzanne	Teacher/Kindergarten	CGE	08/20/12	Maternity Leave/Family Medical Leave Act
80	Peters-Dictor, Corinne	Teacher/5th Grade	JBE	08/30/12	Maternity Leave/Family Medical Leave Act
81	Herd-Tesson, Jamie	Teacher/Math	MCHS	09/28/12	Maternity Leave/Family Medical Leave Act
82	Kancler, Helen	Teacher/VE	MCHS	08/08/12	Medical Leave/Family Medical Leave Act

SEPARATIONS

83	Davis, Mariann	Teacher/Reading	AMS	08/08/12	Resignation
84	Hardy, Kevin	Teacher/VE	CLE	05/29/12	Resignation
85	Primous, Katrenia	Teacher/ESE	CLE	05/29/12	Resignation
86	Dillon, Lori	Behavioral Specialist	ESE	08/08/12	Resignation
87	Campbell, Leighanne	Teacher/Language Arts	HOMS	08/08/12	Resignation
88	Ciferri, Jessica	Teacher/Math	HOMS	08/08/12	Resignation
89	Decker, Lisa	Teacher/VE	JBE	08/08/12	Resignation
90	McArdle, Rebecca	Teacher/4th Grade	JBE	08/08/12	Resignation
91	Kelly, Bryan	Teacher/Social Studies	JBHS	07/23/12	Resignation
92	Mecsey, Katherine	Teacher/Language Arts	JBHS	07/12/12	Resignation
93	Nardone, Lisa	Teacher/Language Arts	JBHS	07/12/12	Resignation
94	Jastremski, Lori	Teacher/Health	MCHS	05/29/12	Resignation
95	Gerth, Jordin	Teacher/KG	PWE	07/16/12	Resignation

Schedule of Personnel Recommendations
August 21, 2012

96	Keyser, Ann	Teacher/1st Grade	PWE	07/24/12	Resignation
97	Paschall,II, Charles	Teacher/Agriculture	SFHS	07/24/12	Retirement
98	Rodriguez-Polk, Yolanda	Teacher/Language Arts	SFHS	07/20/12	Resignation
99	Caputo, Kristine	Teacher/Reading	SMS	08/08/12	Retirement
100	Dyall, Katy	Teacher/3rd Grade	SWE	08/08/12	Resignation
101	Perry, Heidi	Teacher/1st Grade	SWE	07/17/12	Resignation
102	Hutchens, Deborah	Teacher/1st Grade	WES	08/10/12	Retirement

STIPENDS

103	Ciufo, Patience	Tutor	HOMS	07/02/12	Temporary Position
104	Freddoso, Anthony	Detention	MMS	11/12 SY	Temporary Position

SUPPLEMENTS

105	Combass, Ivette	Safety Patrol	CGE	12/13 SY	Same as 11/12 SY
106	Schoon, John	Elementary Safety Patrol	CGE	12/13 SY	Same as 11/12 SY
107	Ciani, Lisa	Elementary Safety Patrol	CLE	12/13 SY	Same as 11/12 SY
108	Carreiro, Julie	Volleyball Coach	HOMS	12/13 SY	Same as 11/12 SY
109	Clancy, Jessica	Student Council	HOMS	12/13 SY	Same as 11/12 SY
110	Cleghorn, Emily	Club Sponsor/Sharkettes	HOMS	12/13 SY	Repl. S. Parisi
111	Haase, Diane	Dance Corp.	HOMS	12/13 SY	Same as 11/12 SY
112	Parisi, Susan	Cheerleading Coach	HOMS	12/13 SY	Repl. J. Ciferri
113	Parisi, Susan	Yearbook Sponsor	HOMS	12/13 SY	Same as 11/12 SY
114	Thiesen, Michael	Soccer Middle School Coach	HOMS	12/13 SY	Same as 11/12 SY
115	Parrish, Dylan	Academic Games District Coordinator	Inst Ctr	12/13 SY	Repl. N. Mejias and D. Parrish
116	Russo, Diane	Elementary Safety Patrol	JDP	12/13 SY	Same as 11/12 SY
117	Brown, Scott	Band Asst.	MCHS	12/13 SY	Same as 11/12 SY
118	Dennis, Angelita	Club Sponsor/Builders Club	MMS	12/13 SY	Repl. A. Freddoso
119	Durbin, Eileen	Dance Corp.	MMS	12/13 SY	Same as 11/12 SY

Schedule of Personnel Recommendations
August 21, 2012

120	Graff, Lauren	Basketball Coach	MMS	12/13 SY	Same as 11/12 SY
121	Gray, Kimberly	Student Council	MMS	12/13 SY	Repl. B. Cross
122	Belowch, Todd	Elementary Safety Patrol	PCE	12/13 SY	Same as 11/12 SY
123	Bullock, Brooking	Science Fair Coordinator	PCE	12/13 SY	Same as 11/12 SY
124	Strong, April	Elementary Safety Patrol	PCE	12/13 SY	Split /w T. Belowch, Same as 11/12 SY
125	Destefanis, Richard	Football Asst. Coach	SFHS	12/13 SY	Same as 11/12 SY
126	Downey, James	Football Asst. Coach	SFHS	12/13 SY	Same as 11/12 SY
127	Featherstone, Kenneth	Golf Coach	SFHS	12/13 SY	Same as 11/12 SY
128	Galdys, Bonnie	Track Cross Country Coach	SFHS	12/13 SY	Same as 11/12 SY
129	Hall, Paula	Swimming Head Coach	SFHS	12/13 SY	Same as 11/12 SY
130	Hogg, Robert	Athletic Mgr.	SFHS	12/13 SY	Same as 11/12 SY
131	Jacobs, Ronald	Volleyball Head Coach	SFHS	12/13 SY	Same as 11/12 SY
132	Johnson, Stephanie	Volleyball Asst. JV Coach	SFHS	12/13 SY	Same as 11/12 SY
133	Kimball, Aaron	Football Asst. Coach	SFHS	12/13 SY	Same as 11/12 SY
134	Konopelko, Douglas	Golf Coach	SFHS	12/13 SY	Repl. J. Lytton
135	Lavelle, Michael	Football Asst. Head Coach	SFHS	12/13 SY	Same as 11/12 SY
136	Lavelle, Dennis	Football Head Coach	SFHS	12/13 SY	Same as 11/12 SY
137	McKindles, Donald	Football Asst. Coach	SFHS	12/13 SY	Same as 11/12 SY
138	Metallo, Edward	Football Asst. Coach	SFHS	12/13 SY	Same as 11/12 SY
139	Pass, Kim	Bowling Coach	SFHS	12/13 SY	Same as 11/12 SY
140	Rose, Jared	Football 9th Grade Coach	SFHS	12/13 SY	Same as 11/12 SY
141	Stringer, Chad	Swimming Asst. Coach	SFHS	12/13 SY	Same as 11/12 SY
142	Thompson, Octavius	Football 9th Grade Coach	SFHS	12/13 SY	Same as 11/12 SY
<u>TRANSFERS</u>					
143	German, Ivy	Mainstream Consultant	AMS	08/08/12	CLE ESE Teacher to AMS Mainstream Consultant, Repl. S. Hill
144	Gatewood, Gerald	ESE Teacher	Challenger	08/08/12	AMS PE Teacher to Challenger PE Teacher, Repl. A. Blatch

Schedule of Personnel Recommendations
August 21, 2012

145	King, Alexandra	Teacher/Gifted	CLE	08/08/12	Teacher/4th Grade, BCE to Teacher/Gifted, CLE, Repl. I. German
146	Marcucci, Paul	Teacher/Music	CLE	08/09/12	Band Director, SFHS to Tchr./Music, CLE, Repl. W. Jackson
147	Keating, Candice	Teacher/Special Assignment	Migrant Resource	08/08/12	Teacher, PCE to Teacher Special Assignment, Title 1/Migrant, Repl. D. Kenyon

NON-INSTRUCTIONAL PERSONNEL

CHANGES

148	Smiley, Anthony	ESE Ed. Para.	AMS	08/08/12	Extended Day Asst., HSE to ESE Ed. Para., AMS, Repl. R. Viciere
149	Grady, Riane	Sub. Extended Day Asst.	BCE	08/07/12	Extended Day Asst. Manager to Sub. Extended Day Asst.
150	Schaedel, Mark	Custodian	BCE	07/23/12	Sub. to Reg., Repl. M. Mendoza
151	Biondich, Debra	Food Service Mgr. Asst.	Co Wide	08/08/12	Correction from 7/17/12 Agenda, Food Service Mgr. to Food Service Mgr. Asst.
152	Wright, Darion	Sub. Extended Day Asst.	Co Wide	08/08/12	WES to Co-wide
153	Sabol, Joseph	Sub. Extended Day Asst.	FAWE	08/03/12	Reg. to Sub.
154	Rynearson, Janice	Sub. Extended Day Asst.	HSE	07/30/12	Reg. to Sub.
155	Rish, Steven	Security Guard	Inst Ctr/SCS	08/80/12	31.00 hrs to 37.00 hrs
156	Owen, Lauren	Extended Day Asst.	JBE	08/08/12	Sub. to Reg., Repl. N. Klarmann
157	Polidori, Dawn	Food Service Asst.	PCE	08/08/12	Sub. to Reg., Repl. N. Ford
158	Viscount, William	Sub. Extended Day Asst.	PCE	08/03/12	Reg. to Sub.
159	Rubin, Nora	ESE Ed. Para.	SMS	08/08/12	Custodian to ESE Ed. Para, Repl. T. Fooley

EMPLOYMENT

160	Chapman, Katherine	ESE Ed. Para.	AMS	08/08/12	Repl. M. McIntyre
161	Fleming, Nancy	ESE Ed. Para.	AMS	08/09/12	New Position, General Fund
162	Kurtti, Vicki	ESE Ed. Para.	AMS	08/09/12	New Position, Non-Discretionary Budgets
163	Whitman, Megan	Sub. Extended Day Asst.	CGE	08/08/12	
164	Blatch, Antwan	ESE Ed. Para.	Challenger	08/09/12	Repl. M. Caraballo
165	Meyer, Jenna	Sub. Extended Day Asst.	CLE	08/08/12	
166	Alford, Teana	Sub. Food Service	Co Wide	08/15/12	
167	Hinchman, Adria	Behavior Tech.	ESE	08/08/12	New Position, IDEA Part B Entitlement
168	Hurley, Laura	Behavior Tech.	ESE	08/08/12	Repl. C. Claunch

Schedule of Personnel Recommendations
August 21, 2012

169	Keenan, Angela	Sub. Extended Day Asst.	FAWE	08/09/12	
170	Montes-Crawford, William	Sub. Extended Day Asst.	FAWE	08/08/12	
171	Cousins, Morgan	Sub. Extended Day Asst.	HSE	08/08/12	
172	Hevia, Madelaine	Ed. Para.	HSE	08/08/12	Repl. R. March
173	Sierra, Asuncion	Sub. Extended Day Asst. Mgr.	HSE	08/06/12	
174	Crotty, Linda	Clerk II	IALC	08/08/12	New Position, Workforce Development Funding
175	Cromer, Nicole	Extended Day Asst.	JBE	08/08/12	Repl. K. Thompson
176	Ryan, Joseph	Sub. Extended Day Asst.	JBE	08/08/12	
177	Compres-Estrella, Brenda	Ed. Para.	JDP	08/08/12	Repl. D. Castillo
178	Boyce, Gerald	Parts Inventory Technician	Maintenance	07/23/12	New Position
179	Barcia, Joseph	Custodian	MCHS	07/18/12	Repl. K. Dennard
180	Phillips, Melvin	ESE Ed. Para.	MCHS	08/08/12	Repl. J. Viciere
181	Hernandez-Pena, Carmen	Support Staff	Migrant Resource	08/08/12	Repl. V. Felipe
182	Maya, Maria	Custodian	MMS	08/01/12	Repl. J. Parisi
183	Lisi, Marissa	Sub. Extended Day Asst.	PCE	08/07/12	
184	Pirson, Reid	Sub. Extended Day Asst.	PCE	08/07/12	
185	Damian, Elena	Classroom Manager Asst.	Pre K/Hd Start	08/02/12	New Position
186	Fox, Lacey	Classroom Mgr. Asst.	Pre K/Hd Start	08/09/12	Repl. C. Geoghegan
187	Healey, Rebecca	Classroom Mgr. Asst.	Pre K/Hd Start	08/01/12	Repl. D. Saccareccia
188	Maune, Lynne	Classroom Mgr. Asst.	Pre K/Hd Start	08/02/12	Repl. L. Maune
189	Montenegro, Brizelda	Classroom Mgr. Asst.	Pre K/Hd Start	08/02/12	Repl. C. Jackson
190	Mullen, Michelle	Associate Classroom Mgr.	Pre K/Hd Start	08/01/12	Repl. M. Hemingway
191	Papilek, Michelle	Classroom Mgr. Asst.	Pre K/Hd Start	08/02/12	Repl. M. Popilek
192	Rizzo, Susan	Classroom Mgr. Asst.	Pre K/Hd Start	08/10/12	Repl. A. Wilson
193	Thibodeau, Lisa	Classroom Mgr.	Pre K/Hd Start	08/01/12	Repl. L. Summers
194	Carley, Christopher	Custodian	PSE	08/15/12	Repl. R. Gillett

Schedule of Personnel Recommendations
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195	Freese, Timothy	Sub. Extended Day Asst.	PSE	08/09/12	
196	Suarez, Luz	Custodian	SMS	08/08/12	Repl. N. Rubin
197	Jimenez, Susana	Ed. Para.	Spectrum	08/08/12	Repl. G. Santana
198	Reap, Jacquelyn	Computer Asst.	Spectrum	08/2/12	Repl. R. Griggs
199	Floyd, Miki	Health Assistant	SWE	08/08/12	Repl. A. Collins
200	Mesagno, Kristie	Sub. Extended Day Asst.	SWE	08/08/12	
201	O'Neal, Kathy	Health Asst.	SWE	08/09/12	New Position, Non-Discretionary Budgets
202	Carter, Patrick	Sub. Bus Asst.	Transportation	08/13/12	
203	Colbert, Caliza	Sub. Bus Asst.	Transportation	08/13/12	
204	Mahood, Tim	Sub. Bus Asst.	Transportation	08/13/12	
205	Walker, Patricia	Sub. Bus Asst.	Transportation	08/13/12	
206	Barry, Martha	Sub. Adult Ed/Occup. Spec.	VACE	07/02/12	

LEAVES

207	Myhren, Patricia	ESE Ed. Para.	Challenger	08/15/12	Medical Leave, Family Medical Leave Act
208	Hurst, Gabriel	Computer Operator	ET	07/11/12	Medical Leave, extension
209	Fulton, Kathleen	Secretary V	HSE	11/08/12	Medical Leave/Family Medical Leave Act
210	Paredes, Gilbert	Custodian	JBHS	08/01/12	Medical Leave, extension
211	Dixon, Shameeka	ESE Ed. Para.	MMS	08/27/12	Professional Leave

PROMOTIONS

212	Jackson, Cheneae	Associate Classroom Mgr.	Pre K/Hd Start	08/01/12	Classroom Mgr. Asst. to Associate Classroom Mgr., Repl. L. Smith
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SEPARATIONS

213	Oliver, Jessica	Extended Day Asst. Mgr.	CGE	08/01/12	Resignation
214	Castellanos, Stephanie	ESE Para.	Challenger	08/08/12	Resignation
215	Good, Joanne	ESE Ed. Para.	Challenger	08/08/12	Resignation
216	Morabito, Olivia	Extended Day Asst.	CLE	07/30/12	Resignation
217	Keller, Candice	Behavior Tech.	ESE	08/07/12	Resignation
218	Careccia, Matthew	Extended Day Asst.	FAWE	08/01/12	Resignation

Schedule of Personnel Recommendations
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219	Roberts, Ashley	Child Care Attendant	Inst Ctr	07/18/12	Resignation
220	Wilson, Abigail	Classroom Mgr. Asst.	Pre K/Hd Start	08/02/12	Resignation
221	Goff, Aaron	ESE Ed. Para.	PSE	08/8/12	Resignation
222	Brockway, Abbie	Secretary/Attendance	SFHS	08/16/12	Resignation
223	Sanders, Rosa Lee	Cook	SMS	07/31/12	Retirement
224	Tillis, Nancy	Media Asst.	WES	09/07/12	Retirement
<u>TRANSFERS</u>					
225	Flanagan, Cassie	Extended Day Asst.	BCE	08/01/12	PCE to BCE, Repl. W. Rogers
226	Rogers, Wydea	Extended Day Asst.	CGE	08/01/12	BCE to CGE, Repl. D. West
227	Wisell, Alexandra	Extended Day Asst.	FAWE	08/02/12	JBE to FAWE, Repl. J. Sabol
228	Klarmann, Nicole	ESE Ed. Para.	JBE	08/08/12	Ext. Day Asst., to ESE Ed. Para., JBE, New Position, Non-Discretionary Budgets
229	Caraballo, Marilus	ESE Ed. Para.	JDP	08/08/12	Challenger ESE Para. to JD Parker ESE Para., Repl. N. Vosters
230	Allen, Randall	Custodian	PSE	07/16/12	PCE to PSE, Repl. J. Sheppard
231	Valentino, Mary	Extended Day Asst.	PWE	08/01/12	SWE to PWE, Repl. K. Burrows
232	Falk, Ida	Food Service Asst.	SMS	08/08/12	MCHS to SMS, Repl. F. Seta
233	Palmer, Tania	ESE Ed. Para.	SMS	08/08/12	3.75 hrs., SFHS to 7.5 hrs., SMS, Repl. A Castillo
234	Howell, Kaycee	Extended Day Asst.	WES	08/01/12	PCE to WES, Repl. R. Barfield

Thomas Geer Kenny IV
8097 SE Pilot's Cove Terr.
Hobe Sound, Florida 33455
(772) 485-1985
tailgator196@gmail.com

EDUCATION:

University of Florida
B.S. Environmental Management
Expected Graduation: April 2012
B.S. Turfgrass Science
Graduated: December 1998

EXPERIENCE:

March 2011-
Present

Contracted Employment Hobe Sound, Fl
Project Manager-Consultant
Responsible for gather environmental data and translating information into reports for clients. Duties included field visits to perform surveys for state and federal listed species, wetland and upland delineations, wetland/grassland monitoring and reporting, environmental evaluations, exotic vegetation removal, natural area restoration, canal/lake bank stabilization, and nesting bird habitat enhancement.

June 2009-
March 2011

Bayview Construction Corporation Stuart, Fl
Project Manager/Engineer/Superintendent
Responsible for gathering and analyzing bids, writing scopes of work, reviewing shop drawings, and putting together construction schedules. Duties include starting and keeping the project on time and under budget as well as, keeping the architect and owner updated on all phases of construction.

November 2005-
April 2009

Mercedes Homes Palm City, Fl
Land Acquisitions and Development Project/Construction Manager

Responsible for gather empirical data and determining project viability. Duties also included putting together budgets, scheduling different trades to maintain construction deadlines, keeping the customers updated throughout the construction process to improve customer satisfaction, and monitoring all contractors' craftsmanship and maintaining costs for all phases of construction to stay within budget.

August 2002-
October 2005

CORALGATOR Inc. /Tequesta Pets

Tequesta, Fl

Owner of a Pet Store

Responsible for day-to-day operations, which include purchasing, accounts payable, pricing, merchandise, and record keeping. Duties included training, hiring, evaluations, and supervising employees.

May 2001-
August 2002

University of Florida

Gainesville, Fl

Turfgrass Specialist for Florida Field

Solely responsible for regrowing severely damaged field due to extreme transition problems from previous staff. Duties included complete regrowth, control of day-to-day operations, game day preparations, mowing, top dressing, spraying, fertilizing, and quality control records.

December 1999-
May 2001

Ibis Golf and Country Club

West Palm Beach, Fl

Superintendent of the Legend Golf Course

Responsible for all maintenance, scheduling, record keeping and conditioning for the Legend Golf Course. Duties include training, hiring and supervising employees; scheduling all chemical and fertilizer application; cultivating the course, which included verticutting, top dressing, and aerification; irrigation operations; and assisting with Ibis' other golf courses: The Heritage and The Tradition.

LICENSING:

OSHA Level II Certified

NPDES Certified Inspector

Aquatic Pesticide Applicator's License

Natural Area Pesticide Applicator's License

MEMBERSHIPS:

Phi Sigma Kappa Alumni

University of Florida Alumni Association

REFERENCES:

Available Upon Request

THE SCHOOL BOARD OF MARTIN COUNTY

MAINTENANCE MANAGER

JOB DESCRIPTION

QUALIFICATIONS:

- (1) Bachelor's degree from an accredited educational institution with three (3) or more years of supervisory experience in construction or an Associate's degree with ten (10) years experience in construction and at least three (3) years of supervisory experience or Four (4) or more certifications as required by Chapter 468, F.S. applicable to school facilities and fifteen (15) years experience in facility maintenance or construction with at least three (3) or more years of supervisory experience.
- (2) Valid Florida driver's license.
- (3) Computer experience.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of state, federal and local laws and rules relating to maintenance of public facilities. Ability to read and interpret blueprints and diagrams. Knowledge of tools and equipment typically used in the maintenance of school facilities. Ability to plan and schedule tasks. Ability to use computers as a tool in planning and implementing work. Knowledge of procedures and methods necessary to attain a high standard of maintenance. Ability to communicate orally and in writing.

REPORTS TO:

Director of Facilities and Planning

JOB GOAL

To assist in maintaining the physical facilities of the district and to provide a safe and healthy environment for the students and staff.

SUPERVISES:

Assigned Support Personnel

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- * (1) Develop a program that provides for regular preventive maintenance.
- * (2) Implement a computerized maintenance management system.
- * (3) Manage all requests for work and/or services.
- * (4) Develop an efficient system for dealing with emergency repairs.
- * (5) Provide for required inspections of work.
- * (6) Plan and recommend a department budget.
- * (7) Approve appropriate purchases in accordance with budgetary limits and district rules.
- * (8) Coordinate activities with facilities managers on all projects.
- * (9) Coordinate the development of policies and administrative guidelines for maintenance of facilities.

MAINTENANCE MANAGER (Continued)

- *(10) Maintain the inventory of equipment, vehicles, tools and supplies assigned to maintenance functions.
- *(11) Coordinate with the construction department in the design of facilities and selection of materials.
- *(12) Serve in any capacity as may be necessary in an emergency.
- *(13) Provide for the inspection of district facilities, and make recommendations for replacement and/or repair.
- *(14) Help coordinate the energy management program for the district.
- *(15) Demonstrate initiative in the performance of assigned responsibilities.

Inter/Intra-Agency Communication and Delivery

- *(16) Coordinate with building principals and site-based personnel in planning for the maintenance program.
- *(17) Assist in the screening and recommending of outside contractors to perform certain maintenance or repair services.
- *(18) Exercise a service orientation when working with others.
- *(19) Respond to inquiries and concerns in a timely manner.
- *(20) Keep supervisor informed of potential problems or unusual events.
- *(21) Serve on district committees as assigned.
- *(22) Use effective, positive interpersonal communication skills.
- *(23) Work closely with district and school staffs to support school improvement initiatives and processes.

Professional Growth and Improvement

- *(24) Maintain expertise in assigned areas to fulfill project goals and objectives.
- *(25) Facilitate the development, implementation and evaluation of staff development activities in assigned areas.
- *(26) Attend training sessions, conferences and workshops as assigned to keep abreast of current practices, programs and legal issues.
- *(27) Participate in cross-training activities as required.

Systemic Functions

- *(28) Assist in the development of School Board policies and administrative guidelines.
- *(29) Supervise assigned personnel, conduct annual performance appraisals and make recommendations for appropriate actions.
- *(30) Prepare or assist in the preparation of all required reports and maintain all appropriate records.
- *(31) Follow federal and state laws, as well as School Board policies.
- *(32) Represent the district in a positive and professional manner.
- *(33) Demonstrate support for the school system and its goals and priorities.
- *(34) Ensure adherence to good safety standards.
- *(35) Assist in interpreting statutes, Department of Education rules, and programs, policies and procedures of the district as they relate to assigned responsibilities.
- *(36) Coordinate with the construction department in the design of facilities and selection of materials.
- *(37) Must be available/present during all emergency situations.
- (38) Perform other duties as assigned.

Leadership and Strategic Orientation

- *(39) Assist in providing technical training and information for plant operators.

MAINTENANCE MANAGER (Continued)

- *(40) Assist in implementing the district's goals and strategic commitment.
- *(41) Exercise proactive leadership in promoting the vision and mission of the district.
- *(42) Set high standards and expectations and promote professional growth for self and others.
- *(43) Follow attendance, punctuality and other qualities of an appropriate work ethic.
- *(44) Maintain confidentiality regarding school/workplace matters.
- *(45) Utilize appropriate strategies and problem-solving tools to make decisions regarding, planning, utilization of funds, delivery of services and evaluation of services provided.
- *(46) Demonstrate initiative in identifying potential problems or opportunities for improvement and take appropriate action.
- *(47) Use appropriate styles and methods to motivate, gain commitment and facilitate task accomplishment.

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

See Job Description Supplement for Codes	
Physical Activity - occasionally	D-I, K-P
- frequently	A, B, C, Q
- constantly	T, U, V
Working Conditions	C
Materials, Tools and Equipment	A-H, P, U

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the district's approved compensation plan.
Length of the work year and hours of employment shall be those established by the district.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

LEAVES RECOMMENDED FOR BOARD APPROVAL

August 21, 2012

Professional Leave/Travel/Per Diem

Name	Site	Reason	Date(s)	City
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Professional Leave Only

Name	Site	Reason	Date(s)	City
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Tabathia Baldy	ESE Program	National Positive Behavioral Interventions & Supports (PBIS) Leadership Forum	10/17/12-10/19/12	Rosemont, IL
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**School Board of Martin County
Agenda Item Request Form
Board Meeting: Aug.21, 2012**

Agenda Item #14.01*

1. **AGENDA ITEM:** Use of Facilities
 X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:** For Board review and approval

3. **FINANCIAL IMPACT:**
 Is there a financial impact (Finance Review Required)? YES NO
 Is funding provided in approved budget? YES NO
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Michael Cosentino
 Type or Print Name

Michael Cosentino
 Signature

Director/Principal: Julian G. (Jay) Angel
 Type or Print Name

Julian G. Angel
 Signature

Exec. Director or Asst. Superintendent: Steve Weil
 Type or Print Name

Steve Weil
 Signature

Finance Review: Bryan Thabit
 Type or Print Name

Bryan Thabit
 Signature

Legal Review: REQUIRED
 NOT REQUIRED

 Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

USE OF FACILITIES REQUESTS

School Board Meeting Date: 8/21/2012

DATE: 1-Aug-12

TO: Nancy Kline, Superintendent

FROM: Jay Angel, Director of Facilities

RE: **USE OF FACILITIES APPROVAL**

We are asking for the approval of the following Use of Facilities requests:

Site	Requestor Name	Usage	Number of people	Date(s)	Time	Days	Total Cost Breakdown	School Sponsored Event?	Status
JBHS	M. RUTH BAREFOOT LACROSSE	FIELD	20	8/20 - 10/15	6:30 - 8:30	MON / WED	FIELD RENTAL \$2250 FEE WAIVER REQUESTED	NO	PENDING
JBHS	TRANSPORTATION	AUD INSERVICE	165	8/13	7:30-5:00pm	MON	CONSUMMABLE \$50.00	YES DISTRICT	PENDING
MCHS	IRSC	AUTO LAB CLASSROOM	VARIED	8/23 - 12/12	5:30pm - 9:30pm	MON - THUR	FEES WAIVED THROUGH INTERLOCAL/ RECIPROCAL AGREEMENT MCSB / IRSC	NO	PENDING
MCHS	IRSC	ELECTRICAL CLASSROOM	VARIED	8/23 - 12/12	6:30pm - 9:30pm	MON - THUR	FEES WAIVED THROUGH INTERLOCAL/ RECIPROCAL AGREEMENT MCSB / IRSC	NO	PENDING

MCHS	ANCIENT ORDER OF HIBERIANS 911 FIRST RESPONDERS 9-11 MEMORIAL	GYM	500	9/11	4 - 9pm	TUES	RENTAL \$525 CONCESSION \$50 CUSTODIAL \$240 SUPERVISION \$210 CONSUM \$100 GYM AND CONCESSION WAIVER REQUESTED	NO	PENDING
PWE	CAVARY CHAPEL C. DIPAOLA	CAFÉ	50	9/2 - 12/30	8am- 1pm	SUN	RENTAL \$ 3150 CUSTODIAL \$2700 CONSUMABLE \$360	NO	PENDING
FAWE	GIRL SCOUTS K. PIGOTT	CLASSROOM 602	12	9/6 - 1/24	3:15 - 4:30pm	THUR		NO	PENDING
HOMS	MC PARKS & REC	GYM	200	8/21-11/4, 9/8-11/10	6 -9 PM, 8 AM-4 PM	M-F, SAT.	RENTAL \$16,800, WAIVER REQUESTED, CUSTODIAL \$ 3840, CONSUMABLES \$500	NO	PENDING

APPROVED

NANCY KLINE

SUPERINTEN
DENT

FIELD TRIPS
August 21, 2012

School	Class	Sponsor	Transportation	Departing	Returning	Destination	Purpose
PWE	Safety Patrol & Video Crew	Green	Charter bus	5/1/13	5/3/13	Tallahassee, FL	Leadership/citizenship studies

Backup available for review in the Superintendent's Office.

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: *Jeff Carver, Director of Purchasing*

MEMORANDUM

TO: Nancy Kline, Superintendent
School Board of Martin County

FROM: Jeff Carver, Director of Purchasing *JC*

DATE: August, 2012

SUBJECT: **ASSET DISPOSAL BOARD MEETING August, 2012**

The items of equipment listed below are irreparable or obsolete and no longer serve an educational purpose. The Director of Educational Technology has reviewed all technology assets. She has determined that they can no longer serve an educational purpose. Approval is requested to declare these items surplus to allow for disposal by the best means possible (as required by F.S. 1013.28(2), 273 and 274.

Attachments

C: Steve Weil, Ex. Director of Operations
Bryan Thabit, Ex. Director of Finance
Jay Angel, Director of Facilities
Neil Appel, Purchasing Manager

Nancy Kline, Superintendent



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 14.04

1. AGENDA ITEM: Report of Released Purchase Orders greater than \$10,000.00:
X appropriate box(s): [X] New [] Renewal [] Addenda [] Presentation [] Grant \$
2. BACKGROUND INFO./STAFF RECOMMENDATION:
Purchase orders issued over \$10,000.00 on Board approved contracts or per SB Policy # 6320 Section II. A
3. FINANCIAL IMPACT:
Is there a financial impact (Finance Review Required)? [X] YES [] NO
Is funding provided in approved budget? [X] YES [] NO
What additional funding is required? Indicate Amount \$
Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Type or Print Name Signature
Director/Principal: Jeff Carver, Director of Purchasing Type or Print Name Signature
Exec. Director or Asst. Superintendent: Steve Weil, Ex. Dir. Of Operations Type or Print Name Signature
Finance Review: Bryan Thabit Required if Financial Impact Signature
Legal Review: Required for Contracts Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A. Form Revised 12-1-10

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012

Purchases from 07/03/12 to 08/01/12

NO.	PO#	Date	Sch/Dept	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
1	13000234	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.09	Marybeth Muller (Palm City, FL)	\$58,950.00	Contracted to provide Occupational Therapy for 12/13 SY
2	13000235	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.08	Kim Smith (Palm City, FL)	\$51,975.00	Contracted to provide Occupational Therapy for 12/13 SY
3	13000236	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.10	Melissa Gerber (Palm City, FL)	\$63,000.00	Contracted to provide Occupational Therapy for 12/13 SY
4	13000237	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.07	Sandra Bexiga Inc. (Palm City, FL)	\$48,600.00	Contracted to provide Occupational Therapy for 12/13 SY
5	13000238	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.11	Mary Hensley (Pt St Lucie, FL)	\$45,000.00	Contracted to provide Physical Therapy for 12/13 SY
6	13000239	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.13	Regina Phillips PA (Jensen Bch, FL)	\$65,000.00	Contracted to provide Speech/Language Therapist for the 12/13 SY
7	13000240	07/03/12	ESE	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.12	Patty Hamada, Inc. (Palm Bch Gardens, FL)	\$65,000.00	Contracted to provide Speech/Language Therapist for the 12/13 SY
8	13000246	07/03/12	FACILITIES	In accordance with MCSD Bid # 1018-0-2012/RS	Wells Brothers (Palm City, FL)	\$50,000.00	District Wide Pressure Cleaning Services
9	13000247	07/03/12	TRANSP.	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with FL Sheriff's Association CO-OP Bid 11/13-05-0120	Boulevard Tire (Riviera Bch., FL)	\$50,000.00	New Tires for bus and white fleet
10	13000269	07/05/12	PCE	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$12,285.00	Science Textbooks, K and 1st Grade

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

<u>NO.</u>	<u>PO#</u>	<u>Date</u>	<u>Cost Ctr.</u>	<u>Authority for issuance of Purchase order</u>	<u>Vendor</u>	<u>\$ Amount</u>	<u>Description</u>
11	13000272	07/05/12	WARFIELD	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$26,330.00	Science Textbooks, Science Fusion 2012
12	13000275	07/05/12	JBE	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$19,792.80	Textbooks, FL Student Bundle
13	13000286	07/05/12	CLE	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$24,500.00	Textbooks, FL Student Bundle
14	13000291	07/05/12	CGE	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$24,205.90	Textbooks, 5 YR IMP 1 KDG ST
15	13000295	07/05/12	FACILITIES	In accordance with approved Amendment # 9, MCSB approved on 6/19/12, Agenda Item # 17.09	Song and Associates, Inc. (WPB, FL)	\$12,200.00	Design services for demolition of Bldg. # 18 at Warfield Elementary
16	13000297	07/05/12	FACILITIES	In accordance with approved Amendment # 7, MCSB approved on 6/19/12, Agenda Item # 17.06	Starmer Randal Planning & Architecture (Oviedo, FL)	\$15,200.00	Design services for partial demolition of Bldg. 1 & 3, at IMS
17	13000300	07/05/12	FACILITIES	In accordance with MCSD Bid # 1001-0-2008/JC, MCSB approved renewal on 2/21/12, Agenda Item # 16.01	Beachland Cleaning Service (Vero Beach, FL)	\$20,000.00	Emergency custodial services and project cleaning on an as needed basis District wide.
18	13000305	07/05/12	FACILITIES	In accordance with MCSD Bid # 1010-0-2007/JC, MCSB approved renewal on 10/18/11, Agenda Item # 16.03	Van Wal Services (Pt. St. Lucie, FL)	\$11,142.00	District wide Fire Ant Control
19	13000306	07/05/12	FACILITIES	In accordance with MCSD Bid # 1017-0-2012/JC, MCSB approved award on 6/19/12, Agenda Item # 16.01	Van Wal Services (Pt. St. Lucie, FL)	\$37,860.00	District wide Pest Management
20	13000337	07/06/12	RISK	In accordance with Approved Renewal of Services Agreement, MCSB approved on 5/25/12, Agenda Item # 11.05	TSA Consulting Group, Inc. (Ft Walton Bch, FL)	\$12,788.04	Consultation Services billed monthly for 12/13 for estimated 2300 employees @ \$ 5.56 per employee
21	13000384	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #001, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Peninsular Electrical Dist. Inc. (WPB, FL)	\$150,741.00	Fixtures per plans and specifications. DIRECT PURCHASE ORDER
22	13000385	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #002, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Peninsular Electrical Dist. Inc. (WPB, FL)	\$108,016.00	Gear per plans and specifications. DIRECT PURCHASE ORDER

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
23	13000390	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #007, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Rexel Southern Electric (Stuart, FL)	\$30,000.00	Misc. material pipe and wire per plans and specifications. DIRECT PURCHASE ORDER
24	13000391	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #008, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Peninsular Electrical Dist. Inc. (WPB, FL)	\$30,000.00	Misc. material pipe and wire per plans and specifications, DIRECT PURCHASE ORDER
25	13000392	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #009, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Canopy by Design, Inc. (Pompano Bch, FL)	\$32,059.43	Aluminum walkway system per plans and specifications. DIRECT PURCHASE ORDER
26	13000393	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #010, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Next Door Distribution Co. (Miami, FL)	\$94,765.09	Doors, frames and hardware per plans and specifications. DIRECT PURCHASE ORDER
27	13000394	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #011, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	C M C Rebar (Jacksonville, FL)	\$81,150.00	Fabricated package per plans and specifications. DIRECT PURCHASE ORDER
28	13000395	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #012, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Cemex Construction (Stuart, FL)	\$144,053.50	Concrete per plans and specifications. DIRECT PURCHASE ORDER
29	13000396	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #013, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Storagecraft Inc. (Apopka, FL)	\$33,005.57	Standard KD lockers per plans and specifications. DIRECT PURCHASE ORDER
30	13000397	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #014, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Liebert Corporation (Altamonte Springs, FL)	\$26,000.00	Computer room A/C System per plans and specifications
31	13000398	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #015, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Thyssenkrupp Elevator (Memphis, TN)	\$20,057.00	One 3500# Hydraulic - 2 landing holeless elevator per plans and specifications
32	13000399	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #014, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Multiline Bldg Specialties (Davie, FL)	\$22,574.00	Toilet partitions and accessories per plans and specifications. DIRECT PURCHASE ORDER
33	13000402	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #019, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Cemex Construction (Stuart, FL)	\$166,037.74	Grout, block, rebar, masonry accessories per plans and specifications. DIRECT PURCHASE ORDER

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
34	13000403	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps, in accordance with FL State Contract #450-000-11-ACS, MCSB approved Piggyback on 2/21/12, Agenda Item # 16.04	WW Grainger, Inc. (WVFB, FL)	\$20,000.00	Blanket PO for Electrical, plumbing, HVAC, Safety, Locks, Building Equipment, Parts, Hardware, Belts, Lighting for District wide use
35	13000407	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps, in accordance with FL State Contract #450-000-11-ACS, MCSB approved Piggyback on 2/21/12, Agenda Item # 16.04	WW Grainger, inc. (WVFB, FL)	\$53,000.00	JBE School lighting retrofit project
36	13000410	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #020, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Oldcastle (Longwood, FL)	\$87,900.84	Rosewood and Oatmeal velour brick per plans and specifications. DIRECT PURCHASE ORDER
37	13000411	07/09/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE ORDER #021, for MCHS Phase IIIA, New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Arso Enterprises, Inc. (Miami, FL)	\$224,504.00	Aluminum windows, misc. glass, storefront doors, structural steel and sunshades per plans and specifications
38	13000414	07/09/12	MAINT	In accordance with Addendum to Service Agreement, MCSB approved on 1/17/12, Agenda Item # 10.01	Siemens Industry, Inc. (Palm City, FL)	\$74,950.00	Siemens control work & repair (not apogee upgrade)
39	13000415	07/09/12	MAINT	In accordance with Addendum to Service Agreement, MCSB approved on 1/17/12, Agenda Item # 10.01	Siemens Industry, Inc. (Palm City, FL)	\$27,258.00	Apogee Advance client licenses and labor hours to install
40	13000416	07/09/12	MAINT	In accordance with Addendum to Service Agreement, MCSB approved on 1/17/12, Agenda Item # 10.01	Siemens Industry, Inc. (Palm City, FL)	\$50,000.00	Blanket Purchase Order for Siemens repair outside scope of contract.
41	13000417	07/09/12	9524	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps, in accordance with Volusia County School Board Bid # 2S-814AB, MCSB approved Piggyback on 8/18/11, Agenda Item # 16.01.e	Chem Aqua, Inc. (Jacksonville, FL)	\$12,600.65	Cooling Tower cleaning at SFHS, CGE, AMS, IMS, JD Parker, MCHS and MMS
42	13000419	07/09/12	REPRO	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps, in accordance with Marion County School District RFP # 3359JL, MCSB approved on 10/18/11, Agenda Item # 16.05	Xerox Corporation (Stuart, FL)	\$312,000.00	Blanket PO for Coterminous Agreement for equipment, maintenance and supplies, other than paper and stitching and binding materials
43	13000462	07/10/12	FAW	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$22,113.00	Textbooks, Student Bundle

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

<u>NO.</u>	<u>PO#</u>	<u>Date</u>	<u>Cost Ctr.</u>	<u>Authority for issuance of Purchase order</u>	<u>Vendor</u>	<u>\$ Amount</u>	<u>Description</u>
44	13000475	07/10/12	FACILITIES	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Broward Community College RFP 2010-109RP, MCSB approved Piggyback on 4/20/11, Agenda Item # 16.02.a	Advance Roofing, Inc. (Ft. Laud., FL)	\$12,600.00	Supply and install flexseal on slope transition and valleys on the single story roof at PSE
45	13000477	07/10/12	ASST. SUPT.	In accordance with Approved renewal Agreement, MCSB approved 6/19/12, Agenda Item # 11.15	Martin Co. Sheriff's Dept. (Stuart, FL)	\$558,776.04	2012-2013 School Resource Officer Agreement
46	13000478	07/10/12	MAINT.	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Broward Community College RFP 2010-109RP, MCSB approved Piggyback on 4/20/11, Agenda Item # 16.02.a	Advance Roofing, Inc. (Ft. Laud., FL)	\$57,000.00	Blanket Purchase Order for district wide Roofing materials, services, labor and repairs
47	13000543	07/10/12	FOOD SERVICE	In accordance with CO-OP RFP 5001-0-2006/JK, for Power Buying Group, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch, FL)	\$20,000.00	Food items for JD Parker Cafeteria
48	13000547	07/10/12	MAINT.	In accordance with MCSD Bid # 1001-0-2012/RS, MCSB approved revision on 5/15/12, Agenda Item # 16.02	Daniels Fence Corp. (Stuart, FL)	\$20,000.00	Blanket Purchas Order for District wide repair or replace fencing and/or gates
49	13000548	07/10/12	MAINT.	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Brevard County Schools Bid # 11-001/JJ, MCSB approved Piggyback on 2/21/12, Agenda Item # 16.05	Gorman Co/Div of HAJOCA Corp. (Stuart, FL)	\$23,000.00	Blanket Purchase Order for District wide purchase of various plumbing fixtures and parts
50	13000555	07/11/12	MAINT.	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Volusia County Schools Bid # 2S-814AB, MCSB approved Piggyback on 8/16/11, Agenda Item # 16.01.e	Chem-Aqua, Inc. (Jacksonville, FL)	\$45,518.00	District wide cooling tower services
51	13000559	07/11/12	MAINT.	In accordance with MCSD Bid # 1003-0-2010/JC, MCSB approved renewal on 9/20/11, Agenda Item # 16.01.c	New Light Electric, Inc. (Pt. St. Lucie, FL)	\$18,000.00	Blanket Purchase Order for District wide electrical parts, equipment, repairs, and service
52	13000579	07/12/12	CHALLENGER	In accordance with Approved Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.17	Visiting Nurse Association (Stuart, FL)	\$63,000.00	Provide School Health Services/Skilled Nursing

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
53	13000594	07/12/12	CHALLENGER	In accordance with Renewal Agreement, MCSB approved on 6/19/12, Agenda Item # 11.14	Tykes and Teens, Inc. (Palm City, FL)	\$98,500.00	Individual counseling, group counseling, psychiatric evaluations, psychiatric visits, case management and family sessions
54	13000598	07/16/12	MAINT	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Broward County Schools Bid # 11-051T, MCSB approved Piggyback on 12/20/11, Agenda Item # 16.02	Lyle Bleachers, Inc. (Tampa, FL)	\$20,000.00	Bleachers, Backboards parts, equipment, repairs & service for District wide use
55	13000600	07/16/12	MAINT	In accordance with MCSB Bid # 1009-0-2011/JC, MCSB approved Renewal on 2/21/12, Agenda Item # 16.02	The Plumbing Co of the Treasure Coast, Inc. (Palm City, FL)	\$25,000.00	Blanket Purchase Order for District wide gas & plumbing parts, repair equipment, Services and inspections
56	13000601	07/16/12	MAINT	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Palm Beach County School Bid # 12C-46K, MCSB approved Piggyback on 6/19/12, Agenda Item # 16.03	Odum's Sod, Inc. (Loxahatchee, FL)	\$17,172.00	Furnish and install roll Bahia Sod at BCE, FEW, SWE, JDP and MCHS
57	13000603	07/16/12	MAINT	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with Broward County Schools Bid # 28-134T, MCSB approved Piggyback on 2/21/12, Agenda Item # 16.07	Holb-Sierra Corp. (Hollywood, FL)	\$19,000.00	Blanket Purchase Order for District wide installation, repair, service and parts for Video Surveillance cameras
58	13000664	07/17/12	PCE	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with US Communities RFP # 08-44-685, MCSB approved Renewal on 2/21/12, Agenda Item # 16.08	Virco Manufacturing Corp. (Conway, AR)	\$12,203.76	Furniture: Student desks, misc. chairs and tables
59	13000665	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #022 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Cain & Bultman, Inc. (Jacksonville, FL)	\$29,090.64	Armstrong VCT Standard Excelon, per Plans and Specifications
60	13000666	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #023 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Dal Tile Distribution (WPB, FL)	\$51,767.37	Ceramic & Mosaic Tile, per Plans and Specifications. DIRECT PURCHASE ORDER
61	13000668	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #025 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	FL Chalkboard Co, Inc. (Apopka, FL)	\$26,279.00	Marker & Tack Boards per Plans and Specifications. DIRECT PURCHASE ORDER

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
62	13000669	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #032 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Ranger Construction, Ind. Inc. (Ft. Pierce, FL)	\$16,250.00	S-1 Asphalt per Plans and Specifications. DIRECT PURCHASE ORDER
63	13000670	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #026 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	FL Rock Industries (Ft. Pierce, FL)	\$10,800.00	Coquina Rock per Plans and Specifications. DIRECT PURCHASE ORDER
64	13000671	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #028 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Cors-Air (Lake Park, FL)	\$60,000.00	Air distribution, fans, vents, louvers, manual, control and fire dampers, and electric duct heaters per Plans and Specifications. DIRECT PURCHASE ORDER
65	13000672	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #029 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Commercial Duct Systems LLC (Thonotosassa, FL)	\$96,000.00	Air conditioning ductwork per Plans and Specifications. DIRECT PURCHASE ORDER
66	13000673	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #030 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Trane US (WPB, FL)	\$107,350.00	HVAC equipment, air handling units VAV terminal units, minisplit DX units per Plans and Specifications
67	13000674	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #031 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Sun Pipe and Valves, LLC (Pt St Lucie, FL)	\$25,000.00	Pipe, valves, fittings & accessories per Plans and Specifications. DIRECT PURCHASE ORDER
68	13000675	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #035 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Adonei Concrete Pumping & Refinishing of So. FL (Miami, FL)	\$17,402.00	Concrete mix with plasticizer per Plans and Specifications. DIRECT PURCHASE ORDER
69	13000676	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #036 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Concrete Reinforcing Products (Sunrise, FL)	\$11,737.00	Steel strands per Plans and Specifications
70	13000677	07/17/12	FINANCE	In accordance with MCSD Early Retirement Window Fund Actuary, MCSB approved on 5/15/12, Agenda Item # 7.04	Gabriel, Roeder, Smith & Co. (Ft. Laud., FL)	\$15,500.00	MCSD Early Retirement Window Fund Actuary Engagement Letter
71	13000678	07/17/12	FINANCE	In accordance with GASB 45 OPEB Engagement Letter, MCSB approved on 5/15/12, Agenda Item # 7.05	Gabriel, Roeder, Smith & Co. (Ft. Laud., FL)	\$16,000.00	Professional actuarial services FY applicable 6/30/12 and 6/30/13

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
72	13000682	07/17/12	INST. SERVICES	MCSB approved Purchases of Instructional Materials on 5/15/12, Agenda Item # 7.02	Follett Software Co. (McHenry, IL)	\$28,325.77	Destiny Textbook Manager
73	13000694	07/17/12	FACILITIES	In accordance with Approved Amendment # 8, MCSB approved on 6/19/12, Agenda Item # 17.08	Starmer, Ranaldi Planning & Architecture Inc (Oviedo, FL)	\$13,300.00	Design Services for demolition of buildings # 1, # 3, #4, # 14 & # 15 at MMS
74	13000696	07/17/12	FACILITIES	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with the FL State Contract # 360-240-06-1, MCSB approved renewal on 6/19/12, Agenda Item # 26.08	Tandus (Dalton, GA)	\$15,753.18	Carpet for (9) rooms at SeaWind Elementary
75	13000697	07/17/12	FACILITIES	In accordance with MCSB Bid # 1003-0-2010/JC, MCSB approved revision on 5/15/12, Agenda Item # 16.01	New Light Electric, Inc. (Pt. St. Lucie, FL)	\$29,895.00	Furnish and install (10) site light poles with fixtures at CLE per Engineering Drawings
76	13000698	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #033 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	H D Supply Waterworks (Ft. Pierce, FL)	\$48,091.26	Water and sewer materials-drainage & fire main per Plans and Specifications. DIRECT PURCHASE ORDER
77	13000699	07/17/12	FACILITIES	Exempt per SB Policy V K for DIRECT PURCHASE #027 for MCHS Phase IIIA - New Classroom Building, GMP Pirtle MCSB approved on 5/15/12, Agenda Item # 17.03	Derek Embody & Co., (Tampa, FL)	\$15,980.00	ABB variable freq drives per Plans and Specifications. DIRECT PURCHASE ORDER
78	13000780	07/23/12	ASST. SUPER.	In accordance with MCSB ITB # 1006-0-2008/EDP, MCSB approved renewal on 5/25/11, Agenda Item # 16.01.a	A Treasure Coast Driving School (Stuart, FL)	\$90,972.00	Provide Drivers Ed to students at JBHS, MCHS, SFHS for 12/13 SY
79	13000781	07/23/12	ASST. SUPER.	In accordance with MCSB approved Services Agreement, MCSB Approved on 6/19/12, Agenda Item # 11-02	Barry O'Rourke (Pt. St. Lucie, FL)	\$144,000.00	Athletic Trainer Services for MCHS, SFHS, and JBHS for 12/13 SY
80	13000796	07/23/12	FOOD SERVICE	In accordance with MCSB RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$60,000.00	Food Products for MCHS Café
81	13000798	07/23/12	FOOD SERVICE	In accordance with MCSB RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$45,000.00	Food Products for JDP Café

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
82	13000799	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$26,000.00	Food Products for PCE Café
83	13000800	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$45,000.00	Food Products for MMS Café
84	13000801	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$45,000.00	Food Products for PSE Café
85	13000802	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$30,000.00	Food Products for HSE Café
86	13000803	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$45,000.00	Food Products for Warfield Café
87	13000804	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$25,000.00	Food Products for JBE Café
88	13000805	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$30,000.00	Food Products for IMS Café
89	13000807	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$80,000.00	Food Products for SFHS Café
90	13000808	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$40,000.00	Food Products for PWE Café
91	13000809	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$26,000.00	Food Products for CLE Café

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
92	13000810	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$60,000.00	Food Products for HOM Café
93	13000811	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$28,000.00	Food Products for BCE Café
94	13000812	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$25,000.00	Food Products for FAW Café
95	13000814	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$75,000.00	Food Products for JBHS Café
96	13000816	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$60,000.00	Food Products for AMS Café
97	13000817	07/23/12	FOOD SERVICE	In accordance with MCSD RFP # 5001-0-2006/JK, MCSB approved renewal on 6/19/12, Agenda Item # 16.09	US Foods (Daytona Bch., FL)	\$30,000.00	Food Products for CGE Café
98	13000820	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$13,000.00	Dairy Products for SMS Café
99	13000822	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$13,000.00	Dairy Products for SWE Café
100	13000824	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$14,000.00	Dairy Products for MCHS Café
101	13000826	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$20,000.00	Dairy Products for JDP Café
102	13000830	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$12,000.00	Dairy Products for MMS Café

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

<u>NO.</u>	<u>PO#</u>	<u>Date</u>	<u>Cost Ctr.</u>	<u>Authority for issuance of Purchase order</u>	<u>Vendor</u>	<u>\$ Amount</u>	<u>Description</u>
103	13000832	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$25,000.00	Dairy Products for PSE Café
104	13000834	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$15,000.00	Dairy Products for HSE Café
105	13000836	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$20,000.00	Dairy Products for Warfield Café
106	13000844	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$18,000.00	Dairy Products for PWE Café
107	13000846	07/23/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, Purchases from other Public Entities bids, rfps. In accordance with CO-OP Bid for Milk Products, SDIRC Bid # 2010-18-01, MCSB approved Piggyback on 7/19/11, Agenda Item # 16.01.A	Frozen Treats (Miami, FL)	\$14,000.00	Dairy Products for CLE Café
108	13000880	07/23/12	FACILITIES	Exempt per SB Policy # 6320 V K, for DIRECT PURCHASE #001, for SFHS Building and Site Improvements, MCSB approved GMP Suffolk Construction on 5/15/12, Agenda Item # 17.04	Merchants Metals (WPB, FL)	\$58,049.78	Chain link fence materials per Plans and Specifications. DIRECT PURCHASE ORDER
109	13000897	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda Item # 11.06	Amy Roselio (Palm City, FL)	\$30,000.00	Contracted Speech/Language Therapist for 12/13 SY
110	13000898	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda Item # 11.01	Rebekah Cartrett (Palm Bch, FL)	\$35,100.00	Contracted Occupational Therapist for 12/13 SY

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
111	13000899	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda Item # 11.02	Megan Dillon (Stuart, FL)	\$45,000.00	Contracted Speech/Language Therapist for 12/13 SY
112	13000900	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda Item # 11.05	Julie Banasiak (Jensen Bch., FL)	\$37,500.00	Contracted Speech/Language Therapist for 12/13 SY
113	13000901	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda Item # 11.08	D3 Data Driven Decisions (Palm City, FL)	\$54,990.00	Contracted Behavior Analyst for 12/13 SY
114	13000902	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda item # 11.03	Cherie Mault (Jensen Bch, FL)	\$30,800.00	Contracted Technician for Assistive Technology for 12/13 SY
115	13000903	07/24/12	ESE	In accordance with Renewal Agreement, MCSB approved on 7/17/12, Agenda Item # 11.03	Helene Messina (Jensen Bch., FL)	\$30,800.00	Contracted Technician for Assistive Technology for 12/13 SY
116	13000908	07/24/12	FACILITIES	Exempt per SB Policy # 6320, V A, for DIRECT PURCHASE #038 for MCHS Phase IIIA, GMP MCSB approved on 5/15/12, 17.03	SVI Systems, Inc (Stuart, FL)	\$22,063.00	Fire Alarm material per Plans and Specifications, DIRECT PURCHASE ORDER
117	13000913	07/24/12	FACILITIES	Exempt per SB Policy # 6320, V A, for DIRECT PURCHASE #002 for SFHS Bldg. and Site Improvements, MCSB approved on 5/15/12, 17.04	K & M Electric Supply (Riviera Bch, FL)	\$21,100.00	Switchgear materials per Plans and SpecificationS. DIRECT PURCHASE ORDER
118	13000914	07/24/12	FACILITIES	Exempt per SB Policy # 6320, V A, for DIRECT PURCHASE #003 for SFHS Bldg. and Site Improvements, MCSB approved on 5/15/12, 17.04	Gexpro (Pompano Bch., FL)	\$31,329.00	Light fixture materials per Plans and Specifications. DIRECT PURCHASE ORDER
119	13000921	07/24/12	FACILITIES	Exempt per SB Policy 6320 V A, purchases from other Public Entities bids, rfps. In accordance with FL State Contract # 425-001-12-1, MCSB approved Piggyback on 3/20/12, Agenda Item # 16.05	Hustons Office Supplies and Commercial Interiors (Stuart, FL)	\$20,419.10	Furnish and install furniture in rooms 100 and 115 at IMS Building #2
120	13000923	07/24/12	FACILITIES	Exempt per SB Policy # 6320, V A, for DIRECT PURCHASE #005 for SFHS Bldg. and Site Improvements, MCSB approved on 5/15/12, 17.04	King Ranch, Inc. (South Bay, FL)	\$13,500.00	Sod per Plans and Specifications
121	13000924	07/24/12	FACILITIES	Exempt per SB Policy # 6320, V A, for DIRECT PURCHASE #006 for SFHS Bldg. and Site Improvements, MCSB approved on 5/15/12, 17.04	Integrated Telcom Systems, Inc. (Palm City, FL)	\$17,475.00	SCS, AV, Intercom, ITV, Cabling and Comp. materials per Plans and Specifications. DIRECT PURCHASE ORDER
122	13000935	07/24/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with SDIRC CO-OP Bid, MCSB approved on 7/19/11, 7/19/11, # 16.01.a	Frozen Treats (Miami, FL)	\$11,000.00	Milk Products for FAW Café

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for Issuance of Purchase order	Vendor	\$ Amount	Description
123	13000937	07/24/12	FOOD SERVICE	Exempt per SB Policy # 6320 V A, purchases from other Public Entities bids, rfps. In accordance with SDIRC CO-OP Bid, MCSB approved on 7/19/11, 7/19/11, # 16.01.a	Frozen Treats (Miami, FL)	\$18,000.00	Milk Products for JBHS Caf�
124	13000971	07/25/12	SWE	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$37,020.40	Textbooks, Student Bundle K-5
125	13000972	07/25/12	HSE	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$25,473.69	Textbooks, Science
126	13001048	07/25/12	AMS	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$23,199.00	Textbooks, Math
127	13001049	07/25/12	AMS	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$17,014.50	Textbooks, Science Course 3
128	13001051	07/25/12	AMS	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$14,642.00	Textbooks, Science Course 2
129	13001053	07/25/12	AMS	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$15,488.00	Textbooks, Science Course 1
130	13001062	07/30/12	MMS	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$15,738.75	Textbooks, Science Course 1
131	13001065	07/30/12	FACILITIES	In accordance with SB Policy 6320 G 13 for DIRECT PURCHASE # 040 for MCHS Phase IIIA New Classroom, GMP Pirtle MCSB approved on 5/15/12, # 17.03	Artronics of FL, Inc. (Palm City, FL)	\$30,519.00	Intercom material per Plans and Specifications. DIRECT PURCHASE ORDER
132	13001065	07/30/12	FACILITIES	In accordance with SB Policy 6320 G 13 for DIRECT PURCHASE # 041 for MCHS Phase IIIA New Classroom, GMP Pirtle MCSB approved on 5/15/12, # 17.03	Ideal Aluminum Products (DeLand, FL)	\$24,453.61	Aluminum fencing and gates per Plans and Specifications
133	13001067	07/30/12	FACILITIES	In accordance with SB Policy 6320 G 13 for DIRECT PURCHASE # 042 for MCHS Phase IIIA New Classroom, GMP Pirtle MCSB approved on 5/15/12, # 17.03	Armenti Construction & Access (Lake Worth, FL)	\$14,813.10	Gates and entry system per Plans and Specifications. DIRECT PURCHASE ORDER
134	13001068	07/30/12	FACILITIES	In accordance with SB Policy 6320 G 13 for DIRECT PURCHASE # 043 for MCHS Phase IIIA New Classroom, GMP Pirtle MCSB approved on 5/15/12, # 17.03	Gorman Co/Div of HAJOCA Corp (Stuart, FL)	\$45,000.00	Plumbing material per Plans and Specifications. DIRECT PURCHASE ORDER
135	13001070	07/30/12	FACILITIES	In accordance with SB Policy 6320 G 13 for DIRECT PURCHASE # 044 for MCHS Phase IIIA New Classroom, GMP Pirtle MCSB approved on 5/15/12, # 17.03	Vero Beach Winnelson Co. (Vero Beach, FLO)	\$48,938.59	Plumbing fixtures (pipe & valves) per Plans and Specifications. DIRECT PURCHASE ORDER

REPORT OF RELEASED PURCHASE ORDERS GREATER THAN \$10,000.00 FOR BOARD APPROVAL ON 08/21/2012 (Cont'd)

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
136	13001071	07/30/12	MAINT	In accordance with SB Policy 6320 G 1, purchases made from other Public Entities bids, rfps. In accordance with Piggyback renewal of PBCS Bid # 10C-72K, MCSB approved on 7/17/12, Agenda Item # 16.02	B. Ellis Enterprises (WPB, FL)	\$19,000.00	Blanket Purchase Order fo District wide Sprinkler/Irrigation: parts, repair, install and construction
137	13001072	07/30/12	FACILITIES	In accordance with MCSD Bid # 1001-0-2010/JC, MCSB approved renewal on 9/20/11, Agenda Item # 16.01.b	WW Grainger (WBP, FL)	\$28,500.00	Blanket Purchase Order for District wide purchase of electrical, plumbing, HVAC, safety, locks, building equipment, parts, hardware, and belts
138	13001073	07/30/12	FACILITIES	In accordance with MCSD Bid # 1001-0-2010/JC, MCSB approved renewal on 9/20/11, Agenda Item # 16.01.b	MSC Industrial Supply (Pompano Bch, FL)	\$21,000.00	Blanket Purchase Order for District wide purchase of electrical, plumbing, HVAC, safety, locks, building equipment, parts, hardware, and belts
139	13001083	07/30/12	Stuart Comm. Adult Lrng.	In accordance with MCSD RFP # 5005-0-2009/JC, MCSB approved renewal on 9/20/11, # 16.01.a	Integrated Telcom Systems, Inc. (Palm City, FL)	\$10,512.00	Labor & materials to install (6) owner supplied Smart Technologies Boards for Ad Ed Indiantown, and labor & materials to install (4) owner supplied Smart 680 Epson 470 Projectors (3) at Stuart Ad Ed and (1) at Hobe Sound Adult Ed installations for structured cabling
140	13001165	08/01/12	ESE	In accordance with Independent Contract Agreement, MCSB approved 7/17/12, Agenda Item # 11.04	Jean Blank (Port St. Lucie, FL)	\$70,000.00	Contracted Physical Therapist and Assistive Technology team for 12/13 School year.
141	13001167	08/01/12	HOM	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	FL School Book Depository (Jacksonville, FL)	\$38,315.90	Textbooks, Math Bundle

Educational Technology Purchases from 07/03/12 to 08/21/12

Purchases from 07/03/12 to 08/06/12

NO.	PO#	Date	Cost Ctr.	Authority for issuance of Purchase order	Vendor	\$ Amount	Description
	13000250	07/03/12	ED TECH	In accordance with MCSD Bid # 1015-0-2010/RS, MCSB approved renewal on 5/15/12, Agenda Item # 16.11	Integrated Telcom Systems, Inc. (Palm City, FL)	\$40,000.00	Blanket Purchase Order for District Whiteboard Service and Maintenance
	13000318	07/05/12	ED TECH	In accordance with MCSD RFP #5007-0-2012/RS, MCSB approved award on 6/19/12, Agenda Item # 16.11	Integrated Teicom Systems, Inc. (Palm City, FL)	\$605,495.00	A/V packages with equipment, electric, installation and 5 year maintenance plan for 101 classrooms
	13000319	07/05/12	ED TECH	In accordance with Approved Purchases of Instructional Materials, MCSB approved on 5/15/12, Agenda Item # 7.02	Education 2020 (Scottsdale, AZ)	\$374,047.00	E2020 virtual classroom & web administrator license renewal (3-years, 55 courses)

	13000420	07/09/12	ED TECH	In accordance with Approved Renewal Agreement, MCSB approved 6/19/12, Agenda Item # 11.01	AS400 Terms Users Group (Lake City, FL)	\$114,477.84	Terms Student and Business; Crosspointe Maintenance Terms Student, HR, Finance, Application Environment, Gradebook and Reports online 7/1/12 thru 6/30/13
	13000679	07/17/12	ED TECH	In accordance with MCSD RFP # 5007-0-2012/RS, MCSB approved award on 6/19/12, Agenda Item # 16.11	United Data Technologies, Inc. (Doral, FL)	\$25,900.00	70 Activeinspire Licenses for Elementary classrooms
	13000680	07/17/12	ED TECH	In accordance with MCSD RFP # 5007-0-2012/RS, MCSB approved award on 6/19/12, Agenda Item # 16.11	Integrated Telecom Inc. (Palm City, FL)	\$17,985.00	Brightlink A/V setups including equipment, installation, and maintenance at SMS and Stuart Learning Lab



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item #14.05.a

1. AGENDA ITEM: Head Start Policy Council Minutes for June, 2012
Financial Statements- June, 2012

X appropriate box(s): X New [] Renewal [] Addenda [] Presentation [] Grant \$

2. BACKGROUND INFO./STAFF RECOMMENDATION: Staff recommends approval of the
attached Head Start Policy Council Minutes and Financial Statement- June 2012

3. FINANCIAL IMPACT:

Is there a financial impact (Finance Review Required)? [] YES [X] NO

Is funding provided in approved budget? [] YES [] NO

What additional funding is required? Indicate Amount \$

Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item
and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Deana H. Newson
Type or Print Name

Signature: [Handwritten Signature]

Director/Principal: Deana H. Newson
Type or Print Name

Signature: [Handwritten Signature]

Exec. Director or
Asst. Superintendent: Catherine Tedesco
Type or Print Name

Signature: [Handwritten Signature]

Finance Review: Bryan Thabit
Type or Print Name

Signature: [Handwritten Signature]

Legal Review: [] REQUIRED
[] NOT REQUIRED

Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

**Martin County School District Head Start Program
Policy Council Minutes for June 22, 2012 meeting**

The meeting was called to order at 9:05 a.m. by Troshauna Mitchell

Roll Call:

MEMBERS PRESENT:

Argelia DeLeon, Lidia Vicente, Maria Pascual, Carol Parlato, Troshauna Mitchell, Martha Goodrich, Rosa Nicolas

STAFF PRESENT: Deana Newson, Carol Gwyn-Williams, Jill Winder

MEMBERS ABSENT: Mary Ann DeLeon, Maura Barry-Sorenson, Danyella Lustosa

Membership present met the required quorum.

Agenda Approved: The agenda for the June 22, 2012 meeting was reviewed. Ms. Newson requested that Health Services Manager job description be added to the agenda and that Short Term Goals be removed from the agenda. *Maria Pascual motioned to approve Agenda as amended; Troshauna Mitchell seconded the motion.*

Minutes Approved: The minutes from the May 18, 2012 meeting were reviewed. *Maria Pascual motioned to approve minutes; Martha Goodrich seconded the motion.*

New Business:

The results from the 2011-2012 Self Assessment was shared. *Maria Pascual motioned to approve 2011-2012 Self Assessment; Rosa Nicolas seconded the motion.*

Ms. Newson reviewed the Improvement Plan for the 2012-2013 school year. *Martha Goodrich motioned to approve Improvement Plan; Rosa Nicolas seconded the motion.*

The 2012-2013 Readiness Plan was shared. *Lidia Vicente motioned to approve 2012-2013 Readiness Plan; Martha Goodrich seconded the motion.*

The 2012 Community Needs Assessment Update was shared with the Council. *Martha Goodrich motioned to approve Community Needs Assessment Update; Troshauna Mitchell seconded the motion.*

Ms. Newson shared that the Martin County Health Department will no longer be contracting with Head Start for a Health Services Manager. She has requested approval to hire a Health Services Manager through the school district and asked for approval of the job description. *Maria Pascual motioned to approve Health Services Manager Job Description; Martha Goodrich seconded the motion.*

Enrollment and Attendance:

Head Start May enrollment 261
Head Start May wait list 188
Head Start May attendance 90.49%

Food Service Report:

Head Start Meal Counts March:	Breakfast	4441
	Lunch	4412
	Total	8853


Fiscal: Ms. Newson presented the P-Card and Financial Statements for May, 2012

Martha Goodrich motioned to approve all Reports; Troshauna Mitchell seconded the motion.

Personnel: Deana requested approval on transferring Abigail Wilson from VPK to Head Start Classroom Manager Assistant replacing Camille Geoghegan. *Maria Pascual motioned to approve Personnel changes; Rosa Nicolas seconded the motion.*

Member Comments and Other: The parent members would like to discuss car pooling and afterschool care assistance at the Parent Committee meetings.

Business Meeting was adjourned at 10:57 a.m.



~~Troshauna Mitchell~~ Carol Parlato
Policy Council Chairperson

MARTIN COUNTY SCHOOL BOARD
 HEADSTART PROGRAM
 BUDGET STATUS SUMMARY
 AS OF
 June 30, 2012

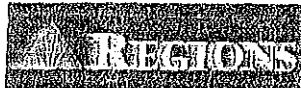
REVENUES

DESCRIPTION	Acct. Number	Amended Budget	Actual Receipts Through 6/30/12	Uncollected Balance at 6/30/12	% of Budget Collected
<u>HEADSTART</u>					
OTHER FEDERAL DIRECT	3199	\$ 1,855,555.00	\$ 1,024,148.26	\$ 831,406.74	55.19%
SUBTOTAL - FEDERAL DIRECT		<u>1,855,555.00</u>	<u>1,024,148.26</u>	<u>831,406.74</u>	55.19%
 TOTAL REVENUE		 \$ 1,855,555.00	 \$ 1,024,148.26	 <u>831,406.74</u>	 55.19%
BEGINNING FUND BALANCE		<u>-</u>		<u>-</u>	
TOTAL EST. REVENUES AND FUND BALANCE		<u>\$ 1,855,555.00</u>		<u>\$ 1,855,555.00</u>	

APPROPRIATIONS

DESCRIPTION	Acct. Number	Amended Budget	Actual Expenditures Through 6/30/12	Available Balance at 6/30/12	% of Budget Expended
<u>INSTRUCTIONAL SERVICES</u>					
SALARIES	5000/100	\$ 808,298.36	\$ 462,502.20	\$ 345,796.16	57.22%
EMPLOYEE BENEFITS	5000/200	333,119.00	176,831.31	156,287.69	53.08%
MATERIALS AND SUPPLIES	5000/500	3,750.00	2,122.34	1,627.66	56.60%
OTHER EXPENSES	5000/700	23,816.64	22,504.85	1,311.79	94.49%
SUBTOTAL		<u>1,168,984.00</u>	<u>663,960.70</u>	<u>505,023.30</u>	56.80%
<u>PUPIL PERSONNEL SERVICES</u>					
SALARIES	6100/100	253,323.71	147,054.74	106,268.97	58.05%
EMPLOYEE BENEFITS	6100/200	106,626.00	62,797.52	43,828.48	58.90%
PURCHASED SERVICES	6100/300	47,390.00	14,277.66	33,112.34	30.13%
MATERIALS AND SUPPLIES	6100/500	4,001.29	3,626.71	374.58	90.64%
SUBTOTAL		<u>411,341.00</u>	<u>227,756.63</u>	<u>183,584.37</u>	55.37%
<u>INSTRUCTION & CURRICULUM DEVELOPMENT</u>					
SALARIES	6300/100	165,900.00	80,345.65	85,554.35	48.43%
EMPLOYEE BENEFITS	6300/200	43,430.00	20,687.90	22,742.10	47.64%
PURCHASED SERVICES	6300/300	250.00	44.96	205.04	17.98%
MATERIALS AND SUPPLIES	6300/500	3,525.00	1,584.60	1,940.40	44.95%
OTHER EXPENSES	6300/700	1,200.00	1,200.00	-	0.00%
SUBTOTAL		<u>214,305.00</u>	<u>103,863.11</u>	<u>110,441.89</u>	48.47%
<u>INSTRUCTIONAL STAFF TRAINING</u>					
EMPLOYEE BENEFITS	6400/200	1.68	1.68	-	0.00%
PURCHASED SERVICES	6400/300	21,148.32	7,377.04	13,771.28	34.88%
MATERIALS AND SUPPLIES	6400/500	2,450.00	1,797.49	652.51	73.37%
OTHER EXPENSES	6400/700	3,168.00	2,451.28	716.72	77.38%
SUBTOTAL		<u>26,768.00</u>	<u>11,627.49</u>	<u>15,140.51</u>	43.44%

APPROPRIATIONS



Customer Service | Profile | Logout
 Card Management System
 Monday, July 02, 2012 7:46:43 AM EST

Message Center | Statement | Account Maintenance

Statement > Statement View And Print

Statement View and Print

View account statement information

MCSID HEADSTART PROGRAM
 SCHOOL BOARD OF MARTIN COUNTY
 ATTN: JILL WINDER
 3940 SE SALERNO RD
 STUART, FL 34997 8817

Account Number: *****0188

Transaction Inquiry

View Statement: 06/29/2012

Account Status: Active * Available Balance: \$0.00 * Credit Limit: \$0.00
 * As Of 7/2/12 7:46 AM EST

Statement Summary Transactions & Messages

Previous Page 1 of 1 Next

Post Date	Tran Date	Reference Number	Merchant Description	Amount
06/01/2012	05/30/2012	24445742152100451036515	OFFICE DEPOT #1165 800-463-3768 FL	\$10.30
06/01/2012	05/30/2012	24445742152100451036697	OFFICE DEPOT #1165 800-463-3768 FL	\$119.80
06/04/2012	05/31/2012	24445742153100542934271	OFFICE DEPOT #1165 800-463-3768 FL	\$2.09
06/04/2012	05/31/2012	24445742153100542934354	OFFICE DEPOT #1165 800-463-3768 FL	\$14.42
06/06/2012	06/04/2012	24445742157100441548467	OFFICE DEPOT #1165 800-463-3768 FL	\$61.43
06/06/2012	06/04/2012	24445742157100441548533	OFFICE DEPOT #1165 800-463-3768 FL	\$54.89
06/06/2012	06/04/2012	24445742157100441548616	OFFICE DEPOT #1165 800-463-3768 FL	\$58.49
06/06/2012	06/04/2012	24445742157100441548798	OFFICE DEPOT #1214 800-463-3768 GA	\$0.88
06/06/2012	06/04/2012	24445742157100441548871	OFFICE DEPOT #1214 800-463-3768 GA	\$2.54
06/06/2012	06/05/2012	24435652158286421500040	SOUTH FLORIDA JANITORIAL 561-848-7002 FL	\$111.15
06/07/2012	06/05/2012	24445742158100442914576	OFFICE DEPOT #1165 800-463-3768 FL	\$34.30
06/07/2012	06/05/2012	24445742158100442914659	OFFICE DEPOT #1165 800-463-3768 FL	\$48.94
06/07/2012	06/05/2012	24445742158100442914733	OFFICE DEPOT #1165 800-463-3768 FL	\$17.90
06/08/2012	06/06/2012	24445742159100443757486	OFFICE DEPOT #1165 800-463-3768 FL	\$9.15
06/08/2012	06/06/2012	24445742159100443757551	OFFICE DEPOT #1165 800-463-3768 FL	\$6.16
06/08/2012	06/06/2012	24013392159000368127986	CHILD CARE DEPOT 561-8638979 FL	\$442.60
06/11/2012	06/07/2012	24445742160100465204653	OFFICE DEPOT #1165 800-463-3768 FL	\$31.60
06/11/2012	06/07/2012	24445742160100465204737	OFFICE DEPOT #1214 800-463-3768 GA	\$4.32
06/11/2012	06/08/2012	24445742161100403877478	OFFICE DEPOT #1165 800-463-3768 FL	\$68.98
06/11/2012	06/08/2012	24692162160000089077041	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$26.06
06/11/2012	06/09/2012	24445742162100473232165	OFFICE DEPOT #1165 800-463-3768 FL	\$2.81
06/11/2012	06/08/2012	24692162160000055906710	SQ *A AND D SERVICES Indiantown FL	\$50.00
06/11/2012	06/08/2012	24692162160000055909284	SQ *A AND D SERVICES Indiantown FL	\$50.00
06/13/2012	06/11/2012	24445742164100434233581	OFFICE DEPOT #1165 800-463-3768 FL	\$25.10
06/13/2012	06/11/2012	24013392164000684131244	CHILD CARE DEPOT 561-8638979 FL	\$14.00
06/14/2012	06/12/2012	24445742165100424639341	OFFICE DEPOT #1165 800-463-3768 FL	\$21.62
06/14/2012	06/12/2012	24445742165100424639424	OFFICE DEPOT #1165 800-463-3768 FL	\$12.00
06/14/2012	06/12/2012	24445742165100424639598	OFFICE DEPOT #1165 800-463-3768 FL	\$2.81
06/14/2012	06/12/2012	24445742165100424639671	OFFICE DEPOT #1214 800-463-3768 GA	\$8.08
06/15/2012	06/14/2012	24610432166004000176969	WELCH ALLYN INC 315-685-3605 NY	\$200.00
06/18/2012	06/15/2012	24431062168286859000012	PREFERRED CHEMICAL 561-835-1515 FL	\$127.38
06/25/2012	06/22/2012	24610432176004089012527	HYATT HOTELS ATLANTA ATLANTA GA	\$483.72
06/25/2012	06/23/2012	74610432176004068009556	HYATT HOTELS ATLANTA ATLANTA GA	(\$483.72)

Messages

 THE ABOVE LISTED TRANSACTIONS HAVE BEEN TRANSFERRED TO THIS ACCOUNT'S
 ASSOCIATED CENTRAL BILL ACCOUNT. THE NET BALANCE WAS 1,639.80

 FOR CUSTOMER SERVICE CONTACT US TOLL-FREE AT (888)934-1087
 FOR BILLING DISPUTES CONTACT US TOLL-FREE AT (888)934-1087



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**

Agenda Item # 14.05.b*

1. **AGENDA ITEM:** Head Start Policies and Procedures-Revised:
Facilities, Materials and Equipment; Human Resources Management; Management Systems and Procedures; Child Nutrition; Program Governance; Personnel Policies
X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:** Staff recommends approval of the attached Head Start Policies and Procedures Revised- Facilities, Materials and Equipment; Human Resources Management; Management Systems and Procedures; Child Nutrition; Program Governance; Personnel Policies. The Head Start Program staff are responsible for reviewing and recommending revisions to Head Start Policies and Procedures on an annual basis. The Head Start Policy Council reviews staff recommendations and must approve revisions. The attached revised Community Partnerships Policies and Procedures have been approved by the Policy Council and are recommended for Board Approval.

3. **FINANCIAL IMPACT:**
Is there a financial impact (Finance Review Required)? YES NO
Is funding provided in approved budget? YES NO
What additional funding is required? Indicate Amount \$ _____
Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor:	Deana H. Newson	<i>Deana H. Newson</i>
	Type or Print Name	Signature
Director/Principal:	Deana H. Newson	<i>Deana H. Newson</i>
	Type or Print Name	Signature
Exec. Director or Asst. Superintendent:	Catherine Tedesco	<i>Catherine Tedesco</i>
	Type or Print Name	Signature
Finance Review:	Bryan Thabit	<i>Bryan Thabit</i>
	Type or Print Name	Signature
Legal Review:	<input type="checkbox"/> REQUIRED <input type="checkbox"/> NOT REQUIRED	
		Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**

Agenda Item #16.01

1. **AGENDA ITEM:** Request Board's Approval to **Piggyback** :

X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:**

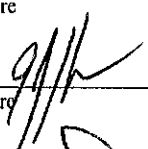
Staff recommends approval to piggyback School District of Volusia County Bid # 2S-814AB for HVAC Water Treatment Services and Products

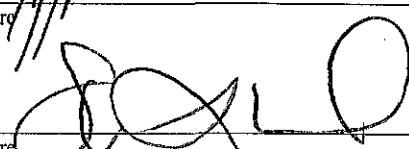
3. **FINANCIAL IMPACT:**


Is there a financial impact (Finance Review Required)? YES NO
 Is funding provided in approved budget? YES NO
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: _____ Type or Print Name Signature _____

Director/Principal: Jeff Carver, Director of Purchasing Signature  _____
 Type or Print Name

Exec. Director or Asst. Superintendent: Steve Weil, Ex. Director of Operations Signature  _____
 Type or Print Name

Finance Review: Bryan Thabit Signature  _____
 Required if Financial Impact

Legal Review: _____ Signature _____
 Required for Contracts

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A. Form Revised 12-1-10


THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

MEMORANDUM

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing 
DATE: August 21, 2012
SUBJECT: **Approve Renewal of Piggyback School District of Volusia County Bid 2S-814AB for HVAC Water Treatment Services and Products**

PROPOSALS OPENED: 06/26/08

CONTRACT PERIOD: 08/1/12 through 07/31/13

ESTIMATED
EXPENDITURE: \$100,000.00

SCOPE OF SERVICES: Awarded vendors will provide firm fixed prices for services and related products in providing HVAC Chemical Water Treatment for Cooling Towers and Closed Loop Systems for chillers and boilers.

RECOMMENDATION: Accept the School District of Volusia County to renew with the lowest responsive, and responsible bidder, Chem-Aqua Inc.

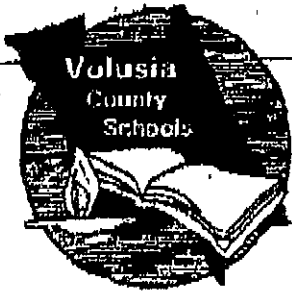
Attachment: School District of Volusia County Approval /Tabulation

C: Steve Weil, Executive Director of Operations
Julian Angel, Director of Facilities

Purchasing/bids-rfps/12piggyback bids and rfps11-12/HVAC water treat/VCSB bid 25-814 AB ren brd ltr 8 21 12

Nancy Kline, Superintendent

School Board Members: Dr. David L. Anderson • Maura Barry-Sorenson • Michael J. Busha • Laurie Gaylord • Susan J. Hershey
"An Equal Opportunity Agency"



Dr. Margaret A. Smith
Superintendent of Schools

P.O. Box 2118
DeLand, Florida 32721-2118

200 North Clara Avenue
DeLand, Florida 32720

DeLand
(386) 734-7190

Daytona Beach
(386) 255-6475

New Smyrna Beach
(386) 427-0225

Orlando
(386) 890-3322

School Board of Volusia County

Dr. Al Williams, Chairman
Ms. Judy Cante, Vice-Chairman
Mr. Stan Schmidt
Ms. Candace Lunkjurd
Mrs. Diane Smith

May 30, 2012

Chem-Aqua, Inc.
Attn: Mike Treece
7856 Argyle Forest Blvd., Suite 901
Jacksonville, FL 32244

RE.	BID NO.:	28-814AB
	BID NAME:	HVAC Water treatment Services and Products
	Effective:	08/01/2008 to 07/31/2009
	1 ST Renewal:	08/12/2009 to 07/31/2010
	2 ND Renewal:	08/01/2010 to 07/31/2011
	3 RD Renewal:	08/01/2011 to 07/31/2012
	4 TH Renewal:	08/01/2012 to 07/31/2013

Dear Mr. Treece:

This is to advise you that the above-mentioned bid will expire July 31, 2012. As in the past, you have been agreeable to renew this bid for another contract term under the original bid terms and conditions. If you are still agreeable to the renewal, I would appreciate your signing, dating and returning this letter to me. Our Maintenance Department is pleased with the services it is receiving from Chem-Aqua and looks forward to working with you and your staff during the renewal period.

The bid renewal will be presented to our Board for approval tentatively scheduled for June 26, 2012. The renewal period will be from August 1, 2012 to July 31, 2013. Please indicate your response below and email your signed letter to me at abuckley@volusia.k12.fl.us. Should you have any questions, I can be reached at (386) 734-7190, ext 20584. If you wish to fax your response, my fax number is (386) 943-3411. Thank you for your continued support and interest in Volusia County Schools. Thank you for your prompt response.

Respectfully submitted,

Angie Buckley
Angie Buckley, Buyer, CPPB
Purchasing Department

I AGREE TO THE RENEWAL OF SAID BID.

I DO NOT AGREE TO RENEWAL OF SAID BID

BY: Mike Treece
MIKE TRECCE
CHEM-AQUA, INC.

DATE: 5/31/12

DATE: _____ JUN 26 2012

RENEWALSab

SCHOOL DISTRICT OF VOLUSIA COUNTY
BOARD APPROVED

**SCHOOL DISTRICT OF VOLUSIA COUNTY
 BID SUMMARY SHEET - DOLLAR IMPACT**

BID NUMBER: 2S-814AB **DATE:** 07/29/2008
BID NAME: HVAC WATER TREATMENT SERVICES AND PRODUCTS
EFFECTIVE: AUGUST 1, 2008 TO JULY 31, 2009

ESTIMATED TOTAL AWARD AMOUNT

Previous Bid Date: 07/27/2004 Dollars: \$67,000.00
 Current Bid Date: 07/29/2008 Dollars: \$80,351.12 to \$118,664.72 *

* NOTE: The price increase is due to changing from a liquid to a dry application system and adding different and additional equipment to the new bid. Without purchasing the additional equipment, the bid amount is approximately \$80,351.12.

VENDOR AWARD RECOMMENDATIONS:

Vendor:	<u>DOLLAR AMOUNT</u>	<u>PERCENT</u>
Chem-Aqua, Orange Park, FL	\$80,351.12 to \$118,664.72	100%
TOTAL:	\$80,351.12 to \$118,664.72	100%
1 Vendor		
Volusia County Businesses:	\$ -	0%
Other Florida Businesses:	\$80,351.12 to \$118,664.72	100%
Out of State Businesses:	\$ -	0%
TOTAL:	\$80,351.12 to \$118,664.72	100%

BID REQUEST NO.: 2S-814AB DATE: 07/29/08
 HVAC WATER TREATMENT SERVICES & PRODUCTS
 DEPARTMENT: FACILITIES SERVICES/MAINTENANCE DEPARTMENT
 FUND: 110

SCHOOL BOARD OF VOLUSIA COUNTY
 EFFECTIVE: 08/01/08-07/31/09

ITEM	DESCRIPTION	Chem-Aqua Orange Park, FL	NALCO Co. Orlando, FL
SECTION 1 - SERVICES			
	TOTAL COST PER YEAR FOR BI-MONTHLY AND BI-ANNUAL SITES-ALL INCLUSIVE OF CHEMICALS & SERVICES	67,620.00 *	226,416.41 ^A
SECTION 2 - PRODUCTS/ CHEMICALS			
	ANNUAL COST OF PRODUCTS/ CHEMICALS	54,350.00 * ^C	226,416.85 B
SECTION 3 - EQUIPMENT			
	TOTAL COST BASED UPON THE PURCHASE OF 6-10 EACH	12,731.12 *	32,841.30
SECTION 4 - ADDITIONAL EQUIPMENT			
	TOTAL COST BASED UPON EQUIPMENT FOR 30 TOWERS	38,313.60 * ^C	102,750.00
SECTION 5 - HOURLY RATE FOR ADDITIONAL SERVICES			
1.	SERVICE ENGINEER	50.00 *	95.00
2.	SUPERVISOR	0.00 *	138.00
3.	CHEMIST AND/OR CHEMICAL ENGINEER	0.00 *	200.00
4.	OTHER COST FOR SERVICES NOT INCLUDED	0.00 *	-

* Recommended lowest acceptable bid.

A- Vendor's price includes new equipment and not chemicals and services only, as specified.

B- Vendor's price includes services and new equipment and not chemicals only, as specified.

C - Maintenance may or may not purchase chemicals without services and additional equipment.

Bids mailed to: 19 Vendors
 NO BIDS were received from: 3 Vendors
 Bid responses received from: 2 Vendors

APPROXIMATE TOTAL COST: \$80,351.12 to 118,664.72

Purchasing Department Approval: _____

TW Swins *7/9/08*

SCHOOL DISTRICT OF VOLUSIA COUNTY
 BOARD APPROVED
 JUL 29 2008
 DeLAND, FLORIDA

This tabulation is posted as public notice for 72 hours from 3:00 P.M., Wednesday, July 9, 2008 until 3:00 P.M., Tuesday, July 15, 2008. Bidders are hereby notified that failure to file a protest within the time prescribed in Section 120.57(3) Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Offers from the vendors listed herein are the only offers received timely as of 2:00 P.M., June 26, 2008. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

SECTION 1: SERVICES			Chem-Aqua		NALCO Co.	
ITEM NO.:	BL MONTHLY TOWER INSPECTIONS	DESCRIPTION:	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)
1	DEBARY ELEM.	1 TOWER	100.00	1,200.00	264.13	3,169.56
2	DELAND ADMINISTRATION	1 TOWER	100.00	1,200.00	212.33	2,547.96
3	DELAND MIDDLE	1 TOWER	190.00	2,280.00	264.13	3,169.56
4	DELTONA HIGH	2 TOWERS	550.00	6,600.00	486.27	5,835.24
5	DELTONA HIGH	1 TOWER, OPEN LOOP	190.00	2,280.00	128.33	1,539.96
6	DELTONA MIDDLE	1 TOWER	100.00	1,200.00	149.33	1,791.96
7	DELTONA MIDDLE	1 TOWER	100.00	1,200.00	149.33	1,791.96
8	FREEDOM ELEM.	1 TOWER	140.00	1,680.00	264.13	3,169.56
9	FRIENDSHIP ELEM.	1 TOWER	140.00	1,680.00	212.33	2,547.96
10	INDIAN RIVER ELEM.	1 TOWER	120.00	1,440.00	212.33	2,547.96
11	MANATEE COVE ELEM.	1 TOWER	120.00	1,440.00	212.33	2,547.96
12	NEW SMYRNA BEACH HIGH	2 TOWERS	250.00	3,000.00	417.20	5,006.40
13	NEW SMYRNA BEACH HIGH	1 TOWER, OPEN LOOP	150.00	1,800.00	111.07	1,332.84
14	NEW SMYRNA MIDDLE	1 TOWER	120.00	1,440.00	149.33	1,791.96
15	NEW SMYRNA MIDDLE	1 TOWER	120.00	1,440.00	149.33	1,791.96
16	ORMOND BEACH MIDDLE	1 TOWER	100.00	1,200.00	229.60	2,755.20
17	PINE TRAIL ELEM.	1 TOWER	115.00	1,380.00	212.33	2,547.96
18	SEABREEZE HIGH	1 TOWER	200.00	2,400.00	145.60	1,747.20
19	SEABREEZE HIGH	1 TOWER	200.00	2,400.00	145.60	1,747.20
20	SEABREEZE HIGH	2 TOWERS	125.00	1,500.00	201.13	2,413.56
21	SEABREEZE HIGH	2 TOWERS, OPEN LOOP	125.00	1,500.00	201.13	2,413.56
22	SILVER SANDS MIDDLE	1 TOWER	250.00	3,000.00	264.13	3,169.56
23	SPIRT ELEMENTARY	1 TOWER	100.00	1,200.00	212.33	2,547.96
24	SPRUCE CREEK ELEM.	1 TOWER	120.00	1,440.00	212.33	2,547.96
25	SUNRISE ELEM.	1 TOWER	125.00	1,500.00	212.33	2,547.96
26	TIMBERCREST ELEM.	1 TOWER	125.00	1,500.00	264.13	3,169.56
TOTAL SITES: 26		TOTAL TOWERS: 30		48,900.00		68,190.48

SECTION 1: SERVICES (CONTINUED)		Chem-Aqua		NALCO Co.		
ITEM NO.:	BI-ANNUAL CLOSED LOOP INSPECTIONS	DESCRIPTION:	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)
1	ATLANTIC HIGH	5 CHILLERS, 680 TOTAL TONS 1 CHILLED WATER LOOP	24.00	288.00	18.14	217.70
2	BLUE LAKE ELEM.	2 CHILLERS, 320 TONS 1 CHILLED WATER LOOP	24.00	288.00	11.32	135.80
3	CHISHOLM ELEM.	2 CHILLERS, 85 TONS 2 CHILLED WATER LOOPS	24.00	288.00	8.61	103.34
4	CYPRESS CREEK ELEM.	2 CHILLERS, 340 TONS 1 CHILLED WATER LOOP	24.00	288.00	11.70	140.36
5	DEBARY ELEM.	1 CLOSED CONDENSER LOOP	24.00	288.00	5.54	66.50
6	DELAND ADMINISTRATION	1 CHILLER, 90 TONS 1 CHILLED WATER LOOP 1 OPEN CONDENSER LOOP	24.00	288.00	5.21	62.48
7	DELAND COPY CENTER	1 CHILLER, 60 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.39	76.66
8	DELAND HIGH	1 CHILLER, 185 TONS 1 CHILLED WATER LOOP	24.00	288.00	5.26	63.08
9	DELAND HIGH	2 CHILLERS, 700 TONS 1 CHILLED WATER LOOP	24.00	288.00	15.02	180.25
10	DELAND HIGH	1 CHILLER, 240 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.30	75.60
11	DELAND HIGH	1 CHILLER, 80 TONS 1 CHILLED WATER LOOP	24.00	288.00	3.27	39.20
12	DELAND HIGH	1 CHILLER, 200 TONS 1 CHILLED WATER LOOP	24.00	288.00	5.54	66.50
13	DELAND HIGH	1 CHILLER, 140 TONS 1 CHILLED WATER LOOP	24.00	288.00	4.41	52.92
14	DELAND MIDDLE	2 CHILLER, 160 TONS 2 CHILLED WATER LOOPS 1 CLOSED CONDENSER LOOP	24.00	288.00	8.28	99.40
15	DELTONA HIGH	3 CHILLERS, 1400 TONS 1 CHILLED WATER LOOP	24.00	288.00	28.29	339.50
16	DELTONA LAKES ELEM.	4 CHILLERS, 940 TOTAL TONS 1 CHILLED WATER LOOP	24.00	288.00	23.07	276.86
17	DELTONA MIDDLE	1 CHILLER, 250 TONS 1 CHILLED WATER LOOP 2 CLOSED CONDENSER LOOPS	24.00	288.00	9.99	119.88

SECTION 1: SERVICES (CONTINUED)		DESCRIPTION:	Chem-Aqua		NALCO Co.	
			MONTHLY COST	ANNUAL COST (Monthly Cost x 12)	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)
18	DELTONA MIDDLE	2 CHILLERS, 230 TOTAL TONS 1 CHILLED WATER LOOP	24.00	288.00	6.11	73.32
19	DISCOVERY ELEM.	2 CHILLERS, APPROX. 250 TONS 1 CHILLED WATER LOOP	24.00	288.00	9.99	119.88
20	E.D.C.	1 CHILLER, 20 TONS 1 CHILLED WATER LOOP	24.00	288.00	5.63	67.56
21	EDGEWATER ELEM.	2 CHILLERS, 180 TONS 1 CHILLED WATER LOOP (tons are total of all chillers on loop)	24.00	288.00	8.66	103.96
22	EDGEWATER ELEM.	1 CHILLERS, 260 TONS 1 CHILLED WATER LOOP	24.00	288.00	10.18	122.16
23	ELEMENTARY Y (PRIDE ELEM.)	2 CHILLERS, 400 TONS 1 CHILLED WATER LOOP	24.00	288.00	12.83	154.00
24	ENTERPRISE ELEM.	1 CHILLER, 55 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.29	75.52
25	FREEDOM ELEM.	1 CHILLER, 55 TONS 1 CHILLED WATER LOOP 1 CLOSED CONDENSER	24.00	288.00	4.54	54.52
26	FRIENDSHIP ELEM.	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
27	GEORGE MARKS ELEM.	1 CHILLER, 22 TONS 1 CHILLED WATER LOOP	24.00	288.00	5.67	68.00
28	HOLLY HILL ELEM.	2 CHILLERS, 320 TONS 1 CHILLED WATER LOOP	24.00	288.00	11.32	135.80
29	HOLLY HILL MIDDLE	1 CHILLER, 50 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.20	74.38
30	INDIAN RIVER ELEM.	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
31	MAINLAND HIGH	3 CHILLERS, 1025 TONS 1 CHILLED WATER LOOP	24.00	288.00	24.68	296.18
32	MAINTENANCE-DAYTONA WAREHOUSE	1 CHILLER, 100 TONS 1 CHILLED WATER LOOP	24.00	288.00	7.15	85.76
33	MANATEE COVE ELEM.	1 CHILLER, 80 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.89	34.66

SECTION 1: SERVICES (CONTINUED)		DESCRIPTION:	Chem-Aqua		NALCO Co.	
			MONTHLY COST	ANNUAL COST (Monthly Cost x 12)	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)
34	MCINNIS ELEM.	1 CHILLER, 80 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.77	81.20
35	NEW SMYRNA BEACH HIGH	3 CHILLERS, 10% TONS 1 CHILLED WATER LOOP	24.00	288.00	3.65	43.76
36	NEW SMYRNA BEACH MIDDLE	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
37	ORMOND BEACH MIDDLE	1 CHILLER, 45 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.60	31.24
38	ORMOND BEACH MIDDLE SAME AS ABOVE	1 CHILLER, 35 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.41	28.96
39	ORMOND BEACH MIDDLE	1 CHILLER, 70 TONS 1 CHILLED WATER LOOP	24.00	288.00	3.08	36.92
40	ORMOND BEACH MIDDLE	1 CHILLER, 200 TONS 1 CHILLED WATER LOOP	24.00	288.00	5.54	66.50
41	ORMOND BEACH MIDDLE	1 CHILLER, 45 TONS 1 CHILLED WATER LOOP 1 CLOSED CONDENSER LOOP	24.00	288.00	4.35	52.24
42	OSCEOLA ELEM.	2 CHILLERS, 55 TONS 2 CHILLED WATER LOOPS	24.00	288.00	8.04	96.52
43	OSTEEN ELEM.	2 CHILLERS, 340 TONS 1 CHILLED WATER LOOP	24.00	288.00	11.70	140.36
44	PALM TERRACE ELEM.	2 CHILLERS, 360 TONS 1 CHILLED WATER LOOP	24.00	288.00	12.08	144.90
45	PATHWAYS ELEM.	1 CHILLER, 55 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.29	75.52
46	PIERSON ELEM.	1 CHILLER, 50 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.20	74.38
47	PINE RIDGE HIGH	5 CHILLERS, 770 TOTAL TONS 1 CHILLED WATER LOOP	24.00	288.00	19.85	238.18
48	PINE TRAIL ELEM.	1 CHILLER, 55 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.79	33.52
49	PINE TRAIL ELEM.	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
50	PORT ORANGE ELEM.	1 CHILLER, 135 TONS 1 CHILLED WATER LOOP	24.00	288.00	7.81	93.72

SECTION 1: SERVICES (CONTINUED)		Chem-Aqua		NALCO Co.		
ITEM NO.:	BI-ANNUAL CLOSED LOOP INSPECTIONS	DESCRIPTION:	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)
51	SEABREEZE HIGH	2 CHILLERS, 240 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.30	75.60
52	SILVER SANDS MIDDLE	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
53	SOUTH DAYTONA ELEM.	3 CHILLERS, 400 TONS 1 CHILLED WATER LOOP	24.00	288.00	12.83	154.00
54	SOUTHWESTERN MIDDLE	1 CHILLER, 250 TONS 1 CHILLED WATER LOOP	24.00	288.00	9.99	119.88
55	SPIRIT ELEM.	1 CHILLER, 60 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.89	34.66
56	SPRUCE CREEK ELEM.	1 CHILLER 55 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.79	33.52
57	SPRUCE CREEK ELEM. SAME AS ABOVE	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
58	SPRUCE CREEK HIGH 601 TAYLOR RD.	2 CHILLERS, 250 TONS 1 CHILLED WATER LOOP	24.00	288.00	6.49	77.88
59	SUGAR MILL ELEM. 1101 CHARLES ST.	3 CHILLERS, 370 TONS 1 CHILLED WATER LOOP	24.00	288.00	12.27	147.18
60	SUNRISE ELEM. 3155 PHONETIA DR. DELTONA, FL 32738	1 CLOSED CONDENSER LOOP (PIPING SYSTEM)	24.00	288.00	5.54	66.50
61	TAYLOR MIDDLE-HIGH 100 E. WASHINGTON AVE.	2 CHILLERS, 900 TONS 1 CHILLED WATER LOOP	24.00	288.00	22.31	267.76
62	TIMBERCREST ELEM. 2401 EUSTACE AVE.	1 CHILLER, 55 TONS 1 CHILLED WATER LOOP	24.00	288.00	2.79	33.52
63	TOMOKA ELEM. 999 OLD TOMOKA RD. ORMOND BEACH, FL 32174	1 CHILLER, 60 TONS 1 CHILLED WATER LOOP 1 CLOSED CONDENSER LOOP	24.00	288.00	8.14	97.66
64	WESTSIDE ELEM. 210 JIMMY ANN DR.	2 CHILLERS, 230 TOTAL TONS 1 CHILLED WATER LOOP	24.00	288.00	9.61	115.32
65	WOODWARD AVE. ELEM. 1201 S. WOODWARD AVE. DELAND, FL 32720	2 CHILLERS, 320 TOTAL TONS 1 CHILLED WATER LOOP (tons are total of all chillers on loop)	24.00	288.00	7.82	93.80
TOTAL SITES: 65		TOTAL CHILLERS: 97		18,720.00		6,535.94

SECTION 1: SERVICES (CONTINUED)			Chem-Aqua		NALCO Co.	
ITEM NO.:	DESCRIPTION:		MONTHLY COST	ANNUAL COST (Monthly Cost x 12)	MONTHLY COST	ANNUAL COST (Monthly Cost x 12)
1.	TOTAL COST PER YEAR FOR BI-MONTHLY AND BI-ANNUAL SITES- ALL INCLUSIVE OF CHEMICALS & SERVICES		5,635.00	67,620.00	6,227.20	74,726.42
	EQUIPMENT COST - not a section requirement				12,640.8325	151,689.99
	TOTAL COST		5,635.00	67,620.00	18,868.03	226,416.41
SECTION 2 - PRODUCTS/ CHEMICALS						
ITEM NO.:	DESCRIPTION			ANNUAL COST		ANNUAL COST
1	ANNUAL COST OF PRODUCTS/ CHEMICALS			54,350.00		39,089.86
	SERVICE - not a section requirement					35,637.00
	EQUIPMENT - not a section requirement					151,689.99
				54,350.00		226,416.85
SECTION 3 - EQUIPMENT						
ITEM NO.:	DESCRIPTION	QTY				
1	FEEDER BOARDS-1 EACH			459.20		450.00
	FEEDER BOARDS-2-5 EACH			459.20		440.00
	FEEDER BOARDS-6-10 EACH	6		459.20		425.00
2	METERING PUMP-1 EACH			276.00		342.90
	METERING PUMP-2-5 EACH			276.00		335.28
	METERING PUMP-6-10 EACH	6		276.00		323.85
3	TOWER CONTROLLER - 1 EACH			1,015.20		3,900.00
	TOWER CONTROLLER - 2-5 EACH			1,015.20		3,705.00
	TOWER CONTROLLER - 6-10 EACH	6		1,015.20		3,510.00
4	SOLENOID VALVE W/ CLEAR Y STRAINER-1 EACH			58.40		289.10
	SOLENOID VALVE W/ CLEAR Y STRAINER-2-5 EACH			58.40		280.25
	SOLENOID VALVE W/ CLEAR Y STRAINER-6-10 EACH	6		58.40		265.50

SECTION 3 - EQUIPMENT (CONTINUED)					
ITEM NO.:	DESCRIPTION	QTY			
				Chem-Aqua	NALCO Co.
5	HEAD WATER METER- 1 EACH		156.40		269.50
	HEAD WATER METER- 2-5 EACH		156.40		261.25
	HEAD WATER METER- 6-10 EACH	3	156.40		247.50
6	BROMINATOR- 1 EACH		526.00		2,445.10
	BROMINATOR- 2-5 EACH		526.00		2,370.25
	BROMINATOR- 6-10 EACH	2	526.00		2,245.50
7	PUMP REPAIR KIT- 1 EACH		59.52		83.79
	PUMP REPAIR KIT- 2-5 EACH		59.52		81.22
	PUMP REPAIR KIT- 6-10 EACH	6	59.52		76.95
	TOTAL COST BASED ON 6-10 EACH PRICE			12,731.12	32,841.30
SECTION 4 - ADDITIONAL EQUIPMENT					
ITEM NO.:	DESCRIPTION				
1.	WATER SOFTENING EQUIPMENT NET EACH PRICE		1,277.12		3,425.00
2.	WATER SOFTENING CHEMICALS NET PRICE (PER 80 LB/BAG) (Naico does not sell this item.)		6.80		
	ESTIMATED TOTAL COST BASED UPON EQUIPT. FOR 30 TOWERS			38,313.60	102,750.00
	TOTAL COST OF SECTIONS 1-4 (W/OUT ADDITIONAL EQUIPMENT)			80,351.12	259,257.71
	TOTAL COST OF SECTIONS 1-4 (WITH ADDITIONAL EQUIPMENT)			118,664.72	362,007.71
SECTION 5 - HOURLY RATE FOR ADDITIONAL SERVICES					
ITEM NO.:	DESCRIPTION				
1.	SERVICE ENGINEER		50.00		95.00
2.	SUPERVISOR		0.00		138.00

SECTION 5 - HOURLY RATE FOR ADDITIONAL SERVICES (CONTINUED)					
ITEM NO.:	DESCRIPTION				
3.	CHEMIST AND/OR CHEMICAL ENGINEER		0.00		200.00
4.	OTHER COST FOR SERVICES NOT INCLUDED		0.00		



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**

Agenda Item # 16.02

1. **AGENDA ITEM:** Request Board's Approval to **Piggyback** :

X appropriate box(s): New **Renewal** Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:**

Staff recommends approval to piggyback Palm Beach County School District Bid # 10C-92T for installation, repairs, and/or purchases of HVAC Mechanical Contractors.

3. **FINANCIAL IMPACT:**

Is there a financial impact (Finance Review Required)? **YES** **NO**

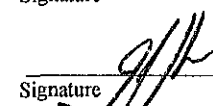
Is funding provided in approved budget? **YES** **NO**

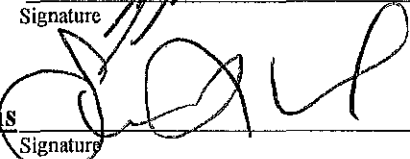
What additional funding is required? Indicate Amount \$ _____

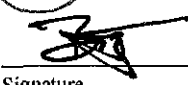
Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: _____
Type or Print Name Signature

Director/Principal: Jeff Carver, Director of Purchasing
Type or Print Name Signature 

Exec. Director or Asst. Superintendent: Steve Weil, Ex. Director of Operations
Type or Print Name Signature 

Finance Review: Bryan Thabit
Required if Financial Impact Signature 

Legal Review: _____
Required for Contracts Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** **YES** **NO**

All lines must be filled in or note N/A. Form Revised 12-1-10

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: *Jeff Carver, Director of Purchasing*

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing
DATE: August 21, 2012
SUBJECT: Request approval to Piggyback PBCSB 10C-92T Term Contract for installation, repairs, and/or purchases of HVAC Mechanical Contractors

BID OPENED: 6/30/10 **BID RELEASED:** 6/09/10

CONTRACT PERIOD: 7-19-2012 through 7-18-2013, this being the first of 3 renewal options.

ESTIMATED EXP: \$250,000.00 per year

SCOPE OF SERVICES: Awarded Contractors shall furnish all labor, supervision, materials, and test equipment to facilitate all major and minor repairs as well as new installations regularly found in the HVAC field including, but not limited to: Boiler systems Chilled water systems Cooling Towers Duct work Exhaust Systems Water pumps Window/through wall A/C systems. Maintenance, installation and repair services shall include all necessary labor charges, tools, fuel, equipment and materials delivered and installed in accordance with N.F.P.A, local and state regulations, ASHRE, OSHA and District Master Specifications.

RECOMMENDATION: Accept Palm Beach County School Board's approval to award to all responsive and responsible bidders. Staff will follow the procedure outlined in section C of Special Conditions when services for any project are estimated to exceed \$10,000.00. This procedure requires that price quotes be solicited from all awarded contractors with award to the contractor that best meets the needs of the district.

Attachment: Palm Beach County School Board Renewal Recommendation

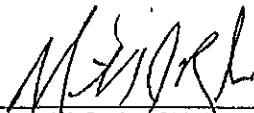
c: Steve Weil, Executive Director of Operations
Julian Angel, Director of Facilities and Planning

Purchasing/bids-rfps/12piggyback rfps11-12/AC HVAC Refrigeration/HVAC Mechanical Piggyback PBCS 10C 92T brd ltr 8 21 12

Nancy Kline, Superintendent

School Board Members: *Dr. David L. Anderson • Maura Barry-Sorenson • Michael J. Busha • Laurie Gaylord • Susan J. Hers*

"An Equal Opportunity Agency"


Date: 5/1/12
Michael J. Burke, Chief Operating Officer
Award per School Board Policy 6.14

INVITATION TO BID NO.: 10C-92T TERM CONTRACT FOR HVAC MECHANICAL CONTRACTORS

DATE: May 2, 2012
CONTRACT PERIOD: July 19, 2012 through July 18, 2013
DEPARTMENT: 9450 FUND: 1000 FUNCTION: 8102 ACCOUNT: 535010
FUNDING SOURCE: Capital Maintenance Transfer
REQUESTING DEPARTMENT: Facilities Service

FINANCIAL IMPACT
The estimated annual financial impact to the Capital Maintenance Transfer budget is \$400,000. The source of funds is the Capital Maintenance Transfer budget.

CONTRACT RENEWAL

Term Contract No.10C-92T was awarded on July 27, 2010, to Farmer & Irwin Corp., Hill York Service Corp., Horizon Air Conditioning Inc., JAG Air Mechanical, Optimum Comfort Cooling, Inc., Precision Air Systems, Inc., Southeastern Chiller Services, Stokes Mechanical Contractor, Inc., and Trane South Florida for two years from July 19, 2010 through July 18, 2012 with the option to renew for three (3) additional one-year periods.

The first option to renew is now being exercised for the period July 19, 2012 through July 18, 2013.

Farmer & Irwin Corp., Hill York Service Corp., Horizon Air Conditioning Inc., JAG Air Mechanical, Optimum Comfort Cooling, Inc., Precision Air Systems Inc., Southeastern Chiller Services, Stokes Mechanical Contractor Inc. and Trane South Florida have agreed to honor terms, conditions and pricing of existing contract for the forthcoming contract period.

Items to be purchased include HVAC services/parts.

RECOMMENDATION: Based on satisfactory performance during the past contract period, it is recommended that the Term Contract for HVAC Mechanical Contractors be renewed with Farmer & Irwin Corp., Hill York Service Corp., Horizon Air Conditioning Inc., JAG Air Mechanical, Optimum Comfort Cooling Inc., Precision Air Systems Inc., Southeastern Chiller Services, Stokes Mechanical Contractor Inc. and Trane South Florida for the period July 19, 2012 through July 18, 2013.

Note: Original RFP / Bid document is available upon request.

SS:GM:JCSmg



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 16.03

1. AGENDA ITEM: Request Board's Approval to Renew Piggyback of COOP Bid:
X appropriate box(s): [] New [X] Renewal [] Addenda [] Presentation [] Grant \$
2. BACKGROUND INFO./STAFF RECOMMENDATION:
Staff recommends approval to Renew Piggyback of SDIRC2010-18-01 COOP Bid for Milk Products
3. FINANCIAL IMPACT:
Is there a financial impact (Finance Review Required)? [X] YES [] NO
Is funding provided in approved budget? [X] YES [] NO
What additional funding is required? Indicate Amount \$
Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor:
Director/Principal: Jeff Carver, Director of Purchasing
Exec. Director or Asst. Superintendent: Steve Weil, Ex. Director of Operations
Finance Review: Bryan Thabit
Legal Review:

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A. Form Revised 12-1-10

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing
DATE: August 21, 2012
SUBJECT: Request approval to Renewal of CO-OP Bid for Milk Products, SDIRC 2010-18-01 from 8/26/12 through 8/25/13

SDIRC OPENED BID: 6/2/10

LAST APPROVED BY MCSB: 07/19/11

CONTRACT PERIOD: 08/26/10 through 08/25/11 with the option to renew for three additional years. This being the second of three one-year renewals

BUDGET REFERENCE: Food Service function 7600, object 0570. Funding varies; primary from Local but State, and Federal Funds are also used.

ESTIMATED EXPENDITURES: \$500,000.00 based on latest estimated use from Food Service. Actual expenditures will vary. Staff will verify availability of budgeted funds prior to placing orders.

SCOPE OF SERVICES: The purpose and intent of this invitation to bid is to secure firm prices and establish a term contract for delivery of Milk Products. Awarded bidder will provide Milk Products for approximately 91 schools in Indian River, St. Lucie, Okeechobee and Martin County School Districts, Indian River is lead agency.

RECOMMENDATION: Accept the School District of Indian River County's award of CO-OP bid for purchase of Milk Products, Items 1 and 2 to Food Fantasies Inc. d/b/a/ Frozen Treats , as best bid meeting specifications, terms, and conditions.

Attachments: School District of Indian River County renewal letter acceptance

C: Steve Weil, Ex. Director of Operations
Bryan Thabit, Ex. Director of Finance
Vonda Moonier, Director of School Food Service

Purchasing/bids rfps/10 COOP FY 10 11/Milk Products/ SDIRC 2010 18 10 Milk Products 11 12 brd ltr 12 13

Nancy Kline, Superintendent

School District of Indian River County

1990 25th Street ♦ Vero Beach, Florida 32960-3395 ♦ Telephone: 772-564-3000 ♦ Fax: 772-564-0424

Frances J. Adams, Ed.D.
Superintendent

May 7, 2012

Food Fantasies, Inc. d/b/a "Frozen Treats"

Attn: James Craven
18770 NE 6th Avenue
Miami, FL 33179

RE: SDIRC 2010-18-02 Milk Co-op Renewal
Contract Period: August 26, 2012 through August 25, 2013

Dear Mr. Craven:

SDIRC 2010-18-02 Milk Co-Op bid, provided for a renewal of the contract on the anniversary date for one year periods. All specifications, terms and conditions of the first year must remain the same.

By signing below, the parties agree to extend the contract for the period of August 26, 2012 through August 25, 2013. For future reference, please refer to bid number SDIRC 2010-18-03 Milk Co-op.

If you have any questions or concerns, please do not hesitate to call my office at (772) 564-5050.

Sincerely,



Rick Chuma
Director of Purchasing and Warehousing

James P. Craven VP Ops 5/10/12
Food Fantasies d/b/a "Frozen Treats" Date

Rick Chuma 5/10/12
School District of Indian River County Date

- 1. Internal Distribution
- 2. ...
- 3. ...
- 4. ...
- 5. ...

"Educate and inspire every student to be successful"

Karen Disney-Brombach ♦ Matthew McCain ♦ Carol Johnson ♦ Claudia Jimenez ♦ Jeffrey Pegler
District 1 District 2 District 3 District 4 District 5

"To serve all students with excellence"
Equal Opportunity Educator and Employer



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 16.04

1. AGENDA ITEM: Request Board's Approval to Piggyback :

X appropriate box(s): [X] New [] Renewal [] Addenda [] Presentation [] Grant \$ _____

2. BACKGROUND INFO./STAFF RECOMMENDATION:

Staff recommends approval to piggyback St. Lucie Schools RFP # 10-18 for Fire and Burglar Alarm Monitoring and Repair Services.

3. FINANCIAL IMPACT:

Is there a financial impact (Finance Review Required)? [X] YES [] NO

Is funding provided in approved budget? [X] YES [] NO

What additional funding is required? Indicate Amount \$ _____
Source: _____

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: _____ Type or Print Name Signature
Director/Principal: Jeff Carver, Director of Purchasing _____ Type or Print Name Signature
Exec. Director or Asst. Superintendent: Steve Weil, Ex. Director of Operations _____ Type or Print Name Signature
Finance Review: Bryan Thabit _____ Required if Financial Impact Signature
Legal Review: _____ Required for Contracts Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A. Form Revised 12-1-10

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing
DATE: August 21, 2012
SUBJECT: Request approval to piggyback St. Lucie Schools RFP # 10-18 for Fire and Burglar Alarm Monitoring and Repair Services from 8/21/12 through 5/24/13

APPROVED BY

SLCS BOARD: 05/25/12

CONTRACT PERIOD: 8/21/12 through 5/24/13 Annual contract with option to renew for one (1) additional year.

BUDGET REFERENCE: District Wide Maintenance Budget

ESTIMATED

EXPENDITURE: \$ 100,000.00 Staff will verify availability of budgeted funds prior to placing purchase orders.

SCOPE OF SERVICES:

The awarded contractor will provide Fire and Burglar Alarm Monitoring and Repair Services on a twenty-four (24) hours a day, seven (7) days a week basis for the term of the contract. The contractor shall re-program the fire and burglar alarm system control panels and/or communicators to allow for phone line monitoring. The contractor shall provide monitoring services through a UL approved Central Station, and conform to the requirements of NFPA (National Fire Protection Association) Code 72, latest edition.

RECOMMENDATION:

Accept St. Lucie County School Board's award of RFP 10-18 to SVI Systems, Inc. Copy of SVI's RFP and pricing on file with the Purchasing Department.

Attachments: School District of St. Lucie County Notice of Award

c: Steve Weil, Executive Director of Operations
Julian Angel, Director of Facilities

Purchasing/BIDS-RFPS/11PiggybackBids and RFP FY 10-11/Fire Burglar Alarm monitoring and repairs/SLCS RFP 10-18 Brd Ltr 8 21 12

Nancy Kline, Superintendent



The School District of St. Lucie County

SUPERINTENDENT
Michael J. Lannon

Purchasing Department
329 N.W. Commerce Park Drive
Port St. Lucie FL 34986
Voice - (772)336-6980 Fax - (772)336-6985

March 8, 2012

SVI Systems, Inc.
290 Florida Street
Stuart, FL 34994

Dear Mr. Gallagher,

The Contract for RFP 10-18, Fire and Burglar Alarm Monitoring and Repair Services will expire on May 25, 2012.

We wish to exercise our option to renew the contract from May 25, 2012 through May 24, 2013, per the terms, conditions and specifications, as stipulated in the original ITB award.

If you are interested in renewing this contract, as stated above, please complete and sign the following statement.

I, ROBERT M. GALLAGHER of SVI SYSTEMS, INC agree to renew subject contract through 24 MAY 2013, with all provisions remaining in full force.

If you are not interested in renewing this contract, please complete and sign the following statement.

I, _____ of _____ do not agree to renew subject contract.

Fax reply as soon as possible to the attention of Lanaee Gilmore.

If you should have any questions, please contact me at 772-336-6980.

Lanaee Gilmore
Contractor's Signature

2/9/12
Date

Sincerely,
Lanaee Gilmore
Lanaee Gilmore, CFPO, CPPB
Director
Purchasing and Warehousing



The School District of St. Lucie County

Purchasing Department
329 N.W. Commerce Park Drive
Port St. Lucie FL 34986
Voice - (772)336-6980 Fax - (772)336-6985

SUPERINTENDENT
Michael J. Lannon

THE SCHOOL BOARD
Dr. Judi Miller, Chairman

April 23, 2010

Alarm Partners
Robert Leone
Ph: 800-330-5056
Fax: 866-608-4366

SVI, Inc.
Robert Gallagher
Ph: 772-220-4141
Fax: 772-286-0901

Macon Alarms, Inc.
Aaron Macon
Ph: 772-201-7786
Fax: 772-464-3178

WSA Systems, Inc.
Bradley Golub
Ph: 561-393-2933
Fax: 561-393-9890

RE: Notice of Intent to Award
RFP 10-18 Fire and Burglar Alarm Monitoring and Repair Services

To all firms/teams:

The Evaluation Committee ranked the Fire and Burglar Alarm Monitoring firms for the RFP referenced above in the following order based on your submittals.

#1 Ranked: SVI Systems, Inc.
#2 Ranked: WSA Systems, Inc.
#3 Ranked: Macon Alarms, Inc.
#4 Ranked: Alarm Partners

The Evaluation Committee will recommend to the School Board that the #1 ranked firm be awarded for Fire and Burglar Alarm Monitoring and Repair services.

Thank you all for your participation in the selection process and your interest in working with the School District of St. Lucie County.

Please feel free to contact me if you have any questions.

Sincerely,

Lanae Hearn, CPPB
Purchasing and Warehousing
Director

PROPOSAL QUOTATION FORM - ATTACHMENT A

Return this form along with your RFP submittal. Our quotation form must be used. No other form will be accepted.

Item No.	Description	
1.	Annual Monitoring of Fire Alarm Systems	\$ 1,620.00 /Annually
2.	Annual Monitoring of Burglar Alarm Systems	\$ 6000.00 /Annually
	TOTAL OF ITEMS 1-2	\$ 7,260.00 /Annually
3.	PERCENTAGE MARK UP FOR ADDING ADDITIONAL ACCOUNTS: (NOT TO EXCEED 10% OF ORIGINAL CONTRACT PRICE)	0 %
4.	PERCENTAGE MARK UP FOR MATERIALS/PARTS: (NOT TO EXCEED 15%)	15 %
	MATERIALS (TO BE FURNISHED BY CONTRACTOR IF AND WHEN REQUESTED BY THE SCHOOL BOARD) SHALL BE AT CONTRACTOR'S ACTUAL COST PLUS PERCENTAGE BID, AS SPECIFIED.	
CHECK UNIT PRICES		
PLEASE BE SURE TO CHECK ALL UNIT PRICES AND EXTENSIONS. IN THE EVENT AN ERROR IS MADE IN SUBMITTING YOUR PROPOSAL/BID PRICES, THE UNIT PRICE WILL BE USED IN DETERMINING THE CORRECT PROPOSAL/BID PRICE.		
Proposal Valid Until: <u>03/30/11</u> (Date)		

Name of Company SVI Systems, Inc.
 Mailing Address 290 Florida Street
 Contact Person Robert M. Gallagher
 Telephone (772) 220-4141
 Fax# (772) 2860901
 Email address ryoung@svi-systems.com
 Print Name Robert M. Gallagher
 Signature RM Gallagher, Pres Date 3/30/10



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 16.05

1. AGENDA ITEM: Request Board's Approval to Renew RFP:
X appropriate box(s): [] New [X] Renewal [] Addenda [] Presentation [] Grant \$
2. BACKGROUND INFO./STAFF RECOMMENDATION:
Staff recommends approval to Renew MCSD RFP # 5003-0-2007/JC for a Comprehensive Food Safety and Cafeteria Sanitation System
3. FINANCIAL IMPACT:
Is there a financial impact (Finance Review Required)? [X] YES [] NO
Is funding provided in approved budget? [X] YES [] NO
What additional funding is required? Indicate Amount \$
Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Type or Print Name Signature
Director/Principal: Jeff Carver, Director of Purchasing Type or Print Name Signature
Exec. Director or Asst. Superintendent: Steve Weil, Ex. Director of Operations Type or Print Name Signature
Finance Review: Bryan Thabit Required if Financial Impact Signature
Legal Review: Required for Contracts Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A. Form Revised 12-1-10

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing
DATE: August 21, 2012
SUBJECT: Request approval to RENEW MCSD RFP 5003-0-2007JC FOR A
**COMPREHENSIVE FOOD SAFETY AND CAFETERIA SANITATION
SYSTEM from 9/18/12 through 9/17/13**

**LAST PRESENTED TO
THE SCHOOL BOARD
FOR APPROVAL:** 08/16/11

**ORIGINAL CONTRACT
PERIOD:** 09/18/07 through 09/17/10 for three (3) years with the option to
renew for three (3) additional one-year periods. This being the last
option to renew.

BUDGET REFERENCE: District wide Food Services Budget

**ESTIMATED
EXPENDITURE:** \$130,000 Staff will verify that funds are available prior to the
release of all purchase orders.

SCOPE OF SERVICES: Awarded vendor will provide Comprehensive Food Safety and
Cafeteria Sanitation System in accordance with all *Hazard
Analysis Critical Control Points (HACCP)* guidelines to all
public schools in Martin County.

RECOMMENDATION: Staff recommends renewal of this Request for Proposal to
Sanitech, with all terms and conditions remaining the same.

Attachments: Vendor's acceptance renewal letter

c: Steve Weil, Exec. Director of Operations
Vonda Moonier, Director of Food Service
Purchasing/10request for proposals11/Safety and Cafeteria Sanitation renewal ltr 12 13

Nancy Kline, Superintendent

MCSO PURCHASING

Fax: 772-219-1267

Jul 24 2012 08:36am P001/002

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext. 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

July 23, 2012

Sanitech Systems, Inc.
4033 Holden Road
Lakeland, FL 33811

Fax: 863-709-0516
(original letter will be mailed)

Attention: Greg Guice, President

Reference: RENEW RFP # 5003-D-2007/JC for Comprehensive Food Safety and Cafeteria Sanitation System
From 09/18/12 through 09/17/13

Dear Mr. Guice:

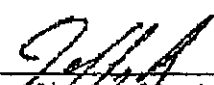
The School Board of Martin County, Florida wishes to know if your firm is willing to renew the above referenced Contract/Bid/RFP, for an additional year through 9/17/13 at the same prices, terms and conditions.

We shall appreciate receiving your acceptance to exercise this option for renewal just as soon as possible. You can fax your response to (772) 219-1267 and mail back the original copy of this letter when you receive it. Acceptance of your agreement for renewal is subject to final approval by the Martin County School Board.

You will also have to provide us with a Certificate of Insurance, IF REQUIRED for this bid before you can commence work. IF INSURANCE IS REQUIRED there will be an explanation enclosed on necessary requirements.

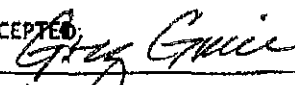
Any questions should be directed to Janet Morrow, (772) 219-1255, Ext. #204.

Sincerely,



Jeff Carver, Director of Purchasing, Warehousing
Property Management, and Reprographics
JC/jm
attachments

C: Purchasing File

ACCEPTED:


Signature
Greg Guice, President
Type Name Above Title
Sanitech Systems, Inc.
Company Name
Date July 24, 2012

Purchasing/word/bids/rfps/Food Safety and Sanitation/RFP 5003-D-2007/JC/ Sanitech/REN LTR 12 13

Nancy Kline, Superintendent

School Board Members: Dr. David L. Anderson • Maura Barry-Sorenson • Michael J. Bush • Laurie Gaylord • Susan J. Hershey
"An Equal Opportunity Agency"



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 16.06

1. AGENDA ITEM: Request Board's Approval to Renew RFP:

X appropriate box(s): [] New [X] Renewal [] Addenda [] Presentation [] Grant \$ _____

2. BACKGROUND INFO./STAFF RECOMMENDATION:

Staff recommends approval to Renew MCSD RFP # 5009-0-2008/JC for Instant Messaging and Alert Notification

3. FINANCIAL IMPACT:

Is there a financial impact (Finance Review Required)? [X] YES [] NO

Is funding provided in approved budget? [X] YES [] NO

What additional funding is required? Indicate Amount \$ _____
Source: _____

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: _____
Type or Print Name

Signature

Director/Principal: Jeff Carver, Director of Purchasing
Type or Print Name

Signature

Exec. Director or
Asst. Superintendent: Steve Weil, Ex. Director of Operations
Type or Print Name

Signature

Finance Review: Bryan Thabit
Required if Financial Impact

Signature

Legal Review:
Required for Contracts

Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A.

Form Revised 12-1-10

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing *JVC*
DATE: August 21, 2012
SUBJECT: Request approval to **Renew MCSD RFP 5009-0-2008/JC, RFP FOR INSTANT MESSAGING AND ALERT NOTIFICATION** From 10/21/12 through 10/20/13

LAST PRESENTED

TO THE BOARD: 08/16/11

ORIGINAL CONTRACT

PERIOD: 10/21/08 through 10/20/2011 with three (3) one (1) year renewal options. This being the second of three.

ESTIMATED

EXPENDITURE: \$45,000.00 Per Year

BUDGET REFERENCE: District wide Technology Budget

SCOPE OF SERVICES: The Awarded vendor will provide a fully hosted **Alert Notification and Instant Messaging System**. This will include all training and technical assistance in the conversion/creation of any system required database.

RECOMMENDATION: Staff recommends renewal of the **AlertNow Instant Messaging and Alert Notification System** provided **Blackboard** at the same prices, terms and conditions of the original contract.

c: Steve Weil, Ex. Director of Operations
Cathleen Brennan, Public Information Officer

Purch/word/RFP Info/Brd Exhibits/Instant Messaging/MCSD 5009 0 2008JC Brd Ltr 8 21 12

Nancy Kline, Superintendent

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway, Stuart, Florida 34997-5037, Telephone: (772) 219-1255 Ext: 201 Fax: (772) 219-1267



Office Of: Jeff Carver, Director of Purchasing

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Director of Purchasing
DATE: August 21, 2012
SUBJECT: Request approval to Piggyback School District of Suwannee County RFP #11-203 Type IIB Panelized Modular Buildings

OPENED: 01/12/12

APPR'D BY SUWANNEE COUNTY SCHOOLS: 01/17/12

CONTRACT PERIOD: 07/01/2012 through 06/30/2017, Five (5) years. In addition, both parties may extend this contract at the conclusion of the base period for Three (3) additional years at the same terms and conditions, or as negotiated, if mutually agreeable..

BUDGET REFERENCE: Funds from 0375.7400.0683.XXXX.0536, and Emergency/Insurance funds

ESTIMATED EXPENDITURE: \$2,000,000.00 per year. \$1,000,000.00 of the estimated amount is for use due to emergency needs. Staff will verify availability of budgeted funds prior to release of any Purchase Orders. Purchasing will also track purchases against this award and submit a revised award recommendation if purchases exceed the above estimates by more than 10%.

SCOPE OF SERVICES: The awarded firm will design and fabricate (or have fabricated factory direct), deliver and set in place, provide purchase or lease, delivery, installation, and removal of Modular Buildings per terms and conditions of the RFP.

RECOMMENDATION: Accept the award of the above Suwannee County Schools RFP to **Mobile Modular, for Type IIB Panelized Modular Buildings** at the same terms, and conditions, and pricing. Pricing is subject to adjustment per CPI or steel price changes in accordance with RFP terms and conditions. 18 page pricing breakdown on file in Purchasing. Once Board approved it will be placed onto our web site.

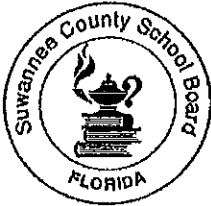
Attachments: The School District of Suwannee award recommendation and evaluation

c: Steve Weil, Ex. Director of Operations Services
Jay Angel, Director of Facilities

purchasing/bids-rfps/13 Piggyback bids rfps 12 13/Modular Building /Suwannee Sch RFP 11 203 brd ltr 8 21 12

Nancy Kline, Superintendent

SUWANNEE COUNTY SCHOOL BOARD



Serving The Children Of Our Community

702 - 2nd Street, NW • Live Oak, Florida 32064
Telephone: (386) 647-4600 • Fax: (386) 364-2635
www.suwannee.k12.fl.us

JERRY A. SCARBOROUGH
Superintendent of Schools

JERRY TAYLOR
DISTRICT 1

MURIEL OWENS
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Vickie Music
FROM: Mark Carver *MC*
DATE: January 17, 2012
RE: Review of RFP #11-203 Type IIB Panelized Modular Buildings

RECOMMENDATION:

The District's recommendation is to award this bid to Mobile Modular Management Corp.

BACKGROUND:

Attached you will find ranking and pricing sheets that reflect the cost to Suwannee District Schools for relocatable classrooms.

The review process was as follows:

First, the ranking sheet was a review for completeness of what was required in the RFP.
Second, calculations of the cost to us with the bid pricing, which included the cost of the building, delivery, set up and project management.
Third, a review was conducted of what was offered in style of portable classroom buildings and availability of inventory.
Fourth, a review of how many options and choices of types, styles and how detailed the pricing was in the bid.

After completing the above process, Mobile Modular Management Corp's proposal is best suitable and appropriate to meet the needs of Suwannee District Schools.

RFP #11-203 Type IIB Panelized Modular Buildings

Bidder	M Space Holdings, LLC	Mobile Modular Management Corp	Modular Solutions, Inc	Williams Scotsman
Ranking Criteria				
Delivery Schedule for all Modular Buildings	15	15	15	15
Financial Strength	15	15		15
Bonding Capacity	10	10	10	10
Florida Contractor License	10	10	10	10
Experience of Bidder	15	15	15	15
Warranty Program	15	15	15	15
Scope of Product Line	10	10	10	10
Client References	10	10	10	10
TOTAL NUMBER OF POINTS:	100	100	85	100

RFP #11-203 Type IIB Panelized Modular Buildings

Bidder	M Space Holdings, LLC	Mobile Modular Management Corp	Modular Solutions, Inc	Williams Scotsman
Required Response Information				
Title Page	X	X	X	X
Table of Contents	X	X	X	X
Required Response Form	X	X	X	X
Experience of Proposer	X	X	X	X
Product Information Sheet	X	X	X	X
Scope of Products	X	X	X	X
Availability/Delivery	X	X	X	X
Warranty	X	X	X	X
Client References	X	X	X	X
Drug Free Workplace Certification	X	X	X	X
Financial Strength of Proposer	X	X		X
Bonding Capacity	X	X	X	X
Contractor License	X	X	X	X
Statement of Understanding	X	X	X	X
Pricing	X	X	X	X

FIVE YEAR SURVEY

Recommendation Report

District Name: MARTIN COUNTY SCHOOL DISTRICT
Survey: Number 4 - Version 10
Facility Name: PORT SALERNO ELEMENTARY (NEW)
Address: 3260 SE LIONEL TERRACE, STUART

	Existing	Recommended
Capital Outlay Classification	1 - SCHOOL RECOMMENDED FOR CONTINUED USE	1 - SCHOOL RECOMMENDED FOR CONTINUED USE
Facility Use	ELEMENTARY	ELEMENTARY
Low Grade	PRE-K E S E	PRE-K E S E
High Grade	GRADE 5	GRADE 5
Comments		

	Existing	Student Stations Added/Reduced(+ or -)	Recommended
Perm. Stations	805	18	823
Reloc. Stations	0	0	0
Mod. Stations	0	0	0
Total Stations	805	18	823
Utilization Factor	100%		100%
School Capacity	805		823
COFTE Student Membership	649		805
Survey Annotation	The transferring of Buildings 17 and 18 at Salerno Learning Center, along with a .25 acre parcel is represented in this survey as New Construction. Actual costs are estimated at approximately \$100,000 to renovate restrooms for compliance. Appropriate fencing is in place.		

New Site Cost	Site Expansion	Site Development	Site Improvement	Remodeling Cost	Renovation Cost	New Construction Cost
\$0	\$0	\$0	\$0	\$0	\$0	\$373,644
			Estimated Total Project Cost		\$373,644	

PORT SALERNO ELEMENTARY (NEW)	Parcel	Building	Description	Total NSF	Change in Station Count	Calculated Cost	Cost Per NSF	Cost Per Station
New Construction 2013			New Construction: Adding 1 unit of PRIMARY CLASSROOM (K-3) (916 NSF), 1 unit of E S E PT/OT LAB (1080 NSF), 2 units of E S E RESOURCE (479 NSF), 1 unit of PRODUCTION WORKROOM (128 NSF), 1 unit of TEACHER PLANNING OFFICE (270 NSF), 1 unit of TEACHER PLANNING OFFICE (550 NSF), 1 unit of CUSTODIAL SERVICE CLOSET (115 NSF), 1 unit of CUSTODIAL EQUIPMENT STORAGE (90 NSF), 1 unit of TEXTBOOK STORAGE (142 NSF), 1 unit of COVERED WALKWAY (1360 NSF), 1 unit of MECHANICAL ROOM (32 NSF), 1 unit of MATERIAL STORAGE (160 NSF), 2 units of MATERIAL STORAGE (93 NSF), 2 units of MATERIAL STORAGE (93 NSF), 1 unit of MATERIAL STORAGE (50 NSF), 1 unit of MATERIAL STORAGE (50 NSF), 1 unit of STUDENT RESTROOM (BOTH SEXES) (86 NSF), 1 unit of STUDENT RESTROOM (BOTH SEXES) (86 NSF), 1 unit of STUDENT RESTROOM (MALE) (38 NSF), 1 unit of STUDENT RESTROOM (MALE) (86 NSF), 1 unit of STUDENT RESTROOM (FEMALE) (86 NSF), 1 unit of STUDENT RESTROOM (FEMALE) (34 NSF)	7,469	18	\$373,644	\$50	\$20,758

District Name: MARTIN COUNTY SCHOOL DISTRICT

Survey: Number 4 - Version 10

Facility Name: SALERNO LEARNING CENTER

Address: 4890 SE JACK AVENUE, STUART

	Existing	Recommended
Capital Outlay Classification	1 - SCHOOL RECOMMENDED FOR CONTINUED USE	1 - SCHOOL RECOMMENDED FOR CONTINUED USE
Facility Use	PRE-K E S E	PRE-K E S E
Low Grade	PRE-K E S E	PRE-K E S E
High Grade	PRE-K E S E	PRE-K E S E
Comments		

	Existing	Student Stations Added/Reduced(+ or -)	Recommended
Perm. Stations	260	-31	229
Reloc. Stations	0	0	0
Mod. Stations	0	0	0
Total Stations	260	-31	229
Utilization Factor	100%		100%
School Capacity	260		229
COFTE Student Membership	7		10
Survey Annotation	Buildings 17 and 18 along with .25 acre are being transferred to adjacent Port Salerno Elementary school. Remodeling/renovation will occur after the transfer.		

New Site Cost	Site Expansion	Site Development	Site Improvement	Remodeling Cost	Renovation Cost	New Construction Cost
\$0	\$0	\$0	\$0	\$910,677	\$0	\$0
Estimated Total Project Cost					\$910,677	

SALERNO LEARNING CENTER	Parcel	Building	Description	Total NSF	Change In Station Count	Calculated Cost	Cost Per NSF	Cost Per Station
Remodelling 2013	11	17	Removed NSF (4077), Added NSF (0), Difference NSF (4077), Percent (100%), Removed Stations (21), Added Stations (0) Remodeling: Removing Room 070 (1110 NSF), Room 070A (64 NSF), Room 070B (39 NSF), Room 070C (39 NSF), Room 070D (131 NSF), Room 070E (157 NSF), Room 070F (321 NSF), Room 070G (27 NSF), Room 071 (437 NSF), Room 071A (93 NSF), Room 072 (479 NSF), Room 072A (93 NSF), Room 073 (90 NSF), Room 074 (197 NSF), Room 731 (400 NSF), Room 735 (400 NSF)	-4,077	-21	\$436,239	\$107	\$0

SALERNO LEARNING CENTER	Parcel	Building	Description	Total NSF	Change In Station Count	Calculated Cost	Cost Per NSF	Cost Per Station
Remodeling 2013	11	18	Removed NSF (4434), Added NSF (0), Difference NSF (4434), Percent (100%), Removed Stations (10), Added Stations (0) Remodeling: Removing Room 075 (177 NSF), Room 076 (115 NSF), Room 077 (479 NSF), Room 077A (93 NSF), Room 078 (479 NSF), Room 078A (93 NSF), Room 079 (142 NSF), Room 080 (600 NSF), Room 732 (2256 NSF)	-4,434	-10	\$474,438	\$107	\$0

Martin County School District

Monthly Pay Application Cover Sheet

Project: Post Salerno Elem School Project No.: 11002716

Company: All Side Construction, Inc. App. No.: 5-Final

Construction Project Manager: Ezra Saffold Rec. Date: _____

The following documents are included:

4 copies of Pay Application

Monthly Progress Report (4 hard copies-1 digital copy to office)

• Includes contingency log

• Includes Local Participation

Monthly Job Meeting Minutes (1 hard copy - 1 digital copy sent to office to Sherry / PM / Garret)

• Includes Sign-in Sheet

Monthly Progress Schedule

Project Close-Out Form—(Final Only)

The following have signed and dated below indicating they have reviewed this document:

Architect/Engineer: [Signature] 07/31/12
Name Date

Construction Manager: Ezra Saffold 7/31/12
Name Date

Project Manager: [Signature] 8/1/12
Name Date

Capital Accountant: _____
Name Date

Building Department: [Signature] 8/2/12
Name Date

RECEIVED

AUG 01 2012

FINANCE
PAGE ONE OF 1 PAGES

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Martin County School Board
1050 S.E. 10th Street
Stuart, FL 34996

PROJECT: Port Salerno Elementary School
Media Center Renovation

APPLICATION #: 5- Final (Rev) Distribution to:
PERIOD TO: 11/21/11
PROJECT NOS: 11002716

FROM CONTRACTOR:
All-Site Construction, Inc.
2915 E. Tamarind Avenue
West Palm Beach, FL 33407

0375... 0530 = 140
0375... 0530 = 8945.91

VIA ARCHITECT: N/A

CONTRACT DATE: 05/11/11

- Owner
- Const. Mgr
- Architect
- Contractor

\$205,92 + 9,470,96 material = 17,703.94 FINAL

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	200,415.00
2. Net change by Change Orders	\$	-2,250.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	198,165.00
4. TOTAL COMPLETED & STORED TO DATE-S (Column G on Continuation Sheet)	\$	198,165.00
5. RETAINAGE:		
a. _____ of Completed Work	\$	
b. _____ of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	\$	
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	198,165.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	180,461.05
8. CURRENT PAYMENT DUE	\$	17,703.94
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By: [Signature] Date: 7/31/12

State of: Florida
County of: Tamworth
Subscribed and sworn to before
me this 31 day of July, 2012

NOTARY PUBLIC
DANARIS VALENTIN
MY COMMISSION # EE 066038
EXPIRES: May 3, 2015
Bonded thru Budget Notary Services

Notary Public: Danaris Valentin
My Commission expires: 5/3/15

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 17,703.94
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: [Signature] Date: 07/31/12

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	-\$2,250.00	
TOTALS	-\$2,250.00	
NET CHANGES by Change Order	-\$2,250.00	

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Martin County School Board
1050 S.E. 10th Street
Stuart, FL 34996

PROJECT: Port Salerno Elementary School
Media Center Renovation

APPLICATION #: 5- Final (Rev) Distribution to:
PERIOD TO: 11/21/11
PROJECT NOS: 11002716

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Const. Mgr
<input type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor

FROM CONTRACTOR:
All-Site Construction, Inc.
2915 E. Tamarind Avenue
West Palm Beach, Fl 33407

VIA ARCHITECT: N/A

CONTRACT DATE: 05/11/11

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM-----	\$	200,415.00
2. Net change by Change Orders-----	\$	-2,250.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	198,165.00
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)		198,165.00
5. RETAINAGE:		
a. _____ of Completed Work	\$	
b. _____ of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet-----	\$	
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 less Line 5 Total)	\$	198,165.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)-----		
	\$	180,461.06
8. CURRENT PAYMENT DUE-----	\$	17,703.94
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By: [Signature] Date: 7/31/12

State of: Florida
County of: Palm Beach

Subscribed and sworn to before
me this 31 day of July, 2012



DAMARIS VALENTIN
MY COMMISSION # EE 086038
EXPIRES: May 3, 2015
Bonded Thru Budget Notary Services

Notary Public: Damaris Valentin
My Commission expires: 5/3/15

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$17,703.94
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: [Signature] Date: 07/31/12

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	-\$2,250.00	
TOTALS	-\$2,250.00	
NET CHANGES by Change Order	-\$2,250.00	

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

PROJECT: Port Salerno Elementary School

APPLICATION NUMBER: 5- Final (Rev)

APPLICATION DATE: 21-Nov-11

PERIOD TO: 21-Nov-11

ARCHITECT'S PROJECT NO: 11002716

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G Total Completed And Stored To Date (D + E + F)	H % (G/C)	I Balance To Finish (C - G)	J Retainage
			From Previous Application (D + E)	This Period					
1	General Conditions	\$ 25,212.87	\$ 22,439.45	\$ 2,773.42		\$ 25,212.87	100%	\$ -	\$ -
2	Demolition	\$ 2,375.09	\$ 2,375.09	\$ -		\$ 2,375.09	100%	\$ -	\$ -
3	Concrete	\$ 493.19	\$ 493.19	\$ -		\$ 493.19	100%	\$ -	\$ -
4	Cabinets/Vanities	\$ 8,131.49	\$ 7,318.34	\$ 813.15		\$ 8,131.49	100%	\$ -	\$ -
5	Rough Carpentry	\$ 244.12	\$ 244.12	\$ -		\$ 244.12	100%	\$ -	\$ -
6	Fireproofing	\$ 991.34	\$ 991.34	\$ -		\$ 991.34	100%	\$ -	\$ -
7	Hollow Metal Doors/Frames	\$ 14,591.94	\$ 13,862.34	\$ 729.60		\$ 14,591.94	100%	\$ -	\$ -
8	Drywall	\$ 15,071.27	\$ 15,071.27	\$ -		\$ 15,071.27	100%	\$ -	\$ -
9	Acoustical Ceilings	\$ 7,555.85	\$ 7,555.85	\$ -		\$ 7,555.85	100%	\$ -	\$ -
10	Resilient/Carpet	\$ 16,166.09	\$ 16,166.09	\$ -		\$ 16,166.09	100%	\$ -	\$ -
11	Painting	\$ 4,865.84	\$ 4,622.55	\$ 243.29		\$ 4,865.84	100%	\$ -	\$ -
12	Misc. Specialties	\$ 1,222.70		\$ 1,222.70		\$ 1,222.70	100%	\$ -	\$ -
13	Audio Visual	\$ 31,157.09	\$ 26,483.53	\$ 4,673.56		\$ 31,157.09	100%	\$ -	\$ -
14	Furnishings (Relocate/Reinstall)	\$ 5,696.09	\$ 5,696.09	\$ -		\$ 5,696.09	100%	\$ -	\$ -
15	Plumbing	\$ 2,153.69	\$ 2,153.69	\$ -		\$ 2,153.69	100%	\$ -	\$ -
16	Fire Sprinklers	\$ 4,478.38	\$ 4,478.38	\$ -		\$ 4,478.38	100%	\$ -	\$ -
17	HVAC	\$ 6,803.08	\$ 6,803.08	\$ -		\$ 6,803.08	100%	\$ -	\$ -
18	Electrical	\$ 48,204.88	\$ 48,204.88	\$ -		\$ 48,204.88	100%	\$ -	\$ -
19	Alternate	\$ 5,000.00	\$ 5,000.00	\$ -		\$ 5,000.00	100%	\$ -	\$ -
20						\$ -		\$ -	\$ -
21						\$ -		\$ -	\$ -
22						\$ -		\$ -	\$ -
TOTALS		\$ 200,415.00	\$ 189,959.28	\$ 10,455.72	\$ -	\$ 200,415.00	100%	\$ -	\$ -

**CONSENT OF SURETY COMPANY
TO FINAL PAYMENT**

OWNER
ARCHITECT
CONTRACTOR
SURETY
OTHER

TO OWNER:
(Name and address)

MARTIN COUNTY SCHOOL DISTRICT
2845 SE DIXIE HIGHWAY
STUART, FLORIDA 34997

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: \$200,415.00

PROJECT:
(Name and address)

Port Salerno Elementary School Media Center Renovations
3260 SE Lionel Terrace
Stuart, Florida 34997

CONTRACT DATED: 5/9/2011

in accordance with the provisions of the Contract between the owner and the Contractor as indicated above,

First Sealord Surety, Inc.
789 East Lancaster Avenue
Villanova, PA 19085

, SURETY,

on bond of
(insert name and address of Contractor)

ALL-SITE CONSTRUCTION INC
2915 E TAMARIND AVE
WEST PALM BEACH, FLORIDA 33407

, CONTRACTOR,

hereby approves of the final payment to the Contractor and agrees that final payment to the Contractor shall not relieve the Surety Company of any obligations to

(insert name and address of Owner)

MARTIN COUNTY SCHOOL DISTRICT
2845 SE DIXIE HIGHWAY
STUART, FLORIDA 34997

, OWNER,

as set forth in said Surety's bond.

BOND# 11-03846

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: 10/7/2011

FIRST SEALORD SURETY, INC.

By: *Gladys Keith*
GLADYS KEITH, ATTORNEY-IN-FACT

Attest: *[Signature]*
(Seal):

First Sealord Surety, Inc.
Power of Attorney

Power No: MIA-0495-11-10457

KNOW ALL MEN BY THESE PRESENTS: That First Sealord Surety, Inc., a corporation of the Commonwealth of Pennsylvania, (hereinafter the "Company") has made, constituted and appointed, and by these presents does make, constitute and appoint Michele Council and/or Gladys Keith all of Lake Placid, Florida its true and lawful Attorney-in-Fact, to make, execute and deliver on its behalf insurance policies, surety bonds, undertakings and other instruments of a similar nature as follows:

***** Not To Exceed Five Million Dollars ----- (\$5,000,000.00) *****

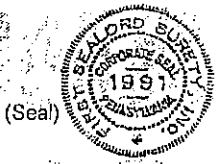
Such insurance policies, surety bonds, undertakings and instruments for said purposes, when duly executed by the aforesaid Attorney-in-Fact, shall be binding upon the said Corporation as fully and to the same extent as if signed by the duly authorized officers of the Corporation and sealed with its corporate seal; and all the acts of said Attorney-in-Fact, pursuant to the authority hereby given, are hereby ratified and confirmed.

This appointment is made pursuant to the following By-Laws which were duly adopted by the Board of Directors of the said Corporation on April 7, 2003 with all Amendments thereto and are still in full force and effect:

"Article XII: Policies, Bonds, Recognitions, Stipulations, Consents of Surety, Underwriting Undertakings, and Instruments Relating Thereto.

Section 12-1. Insurance policies, bonds, recognitions, stipulations, consents of surety and underwriting undertakings of the Corporation, and releases, agreements and other writings relating in any way thereto or to any claim or loss thereunder, shall be signed in the name and on behalf of the Corporation: a) by the Chairman of the Board, the President or a Vice President, and by the Secretary or an Assistant Secretary; or b) by an Attorney-in-Fact for the Corporation appointed and authorized by the Chairman of the Board, the President, or a Vice President to make such signature; or c) by such other officers or representatives as the Board may from time to time determine. The seal of the Corporation shall if appropriate be affixed thereto by any such officer, Attorney-in-Fact or representative. The authority of such Attorney-in-Fact and Agents shall be as prescribed in the instrument evidencing their appointment. Any such appointment and all authority granted thereby may be revoked at any time by the Board of Directors or by any person empowered to make such appointment."

IN WITNESS WHEREOF, First Sealord Surety, Inc. has caused these presents to be duly signed and its corporate seal to be hereunto affixed and duly attested this 20th day of January, 2004.



First Sealord Surety, Inc.

(Seal)

Attest:

Gary L. Bragg

Gary L. Bragg, Secretary

By:

Joel D. Cooperman

Joel D. Cooperman, Vice President

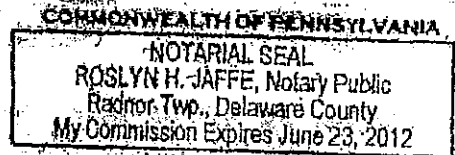
Commonwealth of Pennsylvania
County of Montgomery

On this 22nd day of April, 2010, before me personally appeared Joel D. Cooperman, Vice President of First Sealord Surety, Inc., satisfactorily proven to be the person whose name is subscribed to this instrument (driver's license), who, being by me duly sworn, said that he resides in the Commonwealth of Pennsylvania, that he is Vice President of First Sealord Surety, Inc., the corporation described in and which executed the foregoing instrument; that he knows the corporate seal of the said Corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Corporation; and that he signed his name thereto as Vice President of said

State of Pennsylvania
County of Delaware

Roslyn H. Jaffe

- Notary Public



(Seal)

CERTIFICATE

I, the undersigned Secretary of First Sealord Surety, Inc. do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy, is in full force and effect on the date of this Certificate and I do further certify that the Officer who executed the said Power of Attorney was one of the Officers authorized by the Board of Directors to appoint an Attorney-in-Fact as provided in Section 12-1 of the By-Laws of First Sealord Surety, Inc. This Certificate may be signed and sealed by facsimile under and by authority of the following provisions of the By-Laws of First Sealord Surety, Inc.:

"Section 12-2. The use of a printed facsimile of the corporate seal of the Corporation and of the signature of the Secretary or an Assistant Secretary on any certification of the correctness of a copy of an instrument executed by an authorized person pursuant to Article XII, Section 12-1 of the By-Laws appointing and authorizing an Attorney-in-Fact to sign in the name and on behalf of the Corporation surety bonds, underwriting undertakings, or other instruments described in said Section 12-1, with like effect as if such seal and such signature had been manually affixed and made."

In Witness Whereof, I have hereunto set my hand and affixed the corporate seal of the Corporation to these presents

this 7 day of OCTOBER, 20 11.

This power of attorney is void unless the Bond number is inserted in this paragraph (insert Bond # here COS 11-03846), the bond number is the same number as on the original bond, and the bond number has been inserted by an officer or employee of the Company or by the agent.

(Seal)

Gary L. Bragg

Gary L. Bragg, Secretary



July 2, 2012

Mr. David Spear
Facilities and Construction Management
Martin County School District
1050 E 10TH Street
Stuart, FL 34996

RE: Martin County School District
Port Salerno ES Media Center Renovation Close Out
S+A Project No. 10020

Dear David:

Song + Associates, Inc. has reviewed all Close Out Documents provided by All-Site Construction, Inc. and finds them to meet all requirements for final payment.

Should you have any questions or require any additional information please do not hesitate to contact our office at your earliest convenience.

Regards,


Mark Clary
Project Director

cc: File

Song + Associates, Inc.

Architecture • Planning • Interior Design
AA0003165 / IB0001095

400 Australian Avenue South, Sixth Floor
West Palm Beach, Florida 33401
telephone: 561.655.2423 fax: 561.655.1482

American Institute of Architects / NCARB



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item #17.03

1. AGENDA ITEM: Reduce retainage to 1% for Pirtle Construction on the Pinewood Elementary School/Crystal Lake Elementary School HVAC and Building Renovation project.
X appropriate box(s): X New [] Renewal [] Addenda [] Presentation [] Grant \$

2. BACKGROUND INFO./STAFF RECOMMENDATION: Staff recommends reduction of retainage to 1%. STAFF RECOMMENDS APPROVAL.

3. FINANCIAL IMPACT:

Is there a financial impact (Finance Review Required)? X YES [] NO

Is funding provided in approved budget? X YES [] NO

What additional funding is required?

Indicate Amount 117,094.91 PWE 166,576.880
Source: 0360.2150.3930 + 0360.2150.3931
0379.2150.3930 + 0379.2150.3931

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: David R. Spear, AIA
Type or Print Name

Signature

Director/Principal: Julian G. (Jay) Angel
Type or Print Name

Signature

Exec. Director or Asst. Superintendent: Steve Weil
Type or Print Name

Signature

Finance Review: Bryan Thabit
Type or Print Name

Signature

Legal Review: [X] REQUIRED Fred van Vonno
[] NOT REQUIRED

Signature

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12.

Form Revised 11/30/09

Martin County School District
Monthly Pay Application Cover Sheet

Project: Pinewood Elementary Project No.: 3930

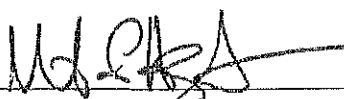
Company: Pirtle Construction App. No.: 13

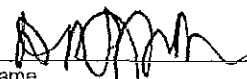
Construction Project Manager: Brent Martin Rec. Date: 6/25/2012

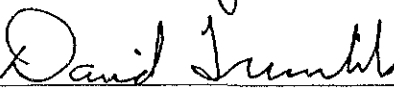
The following documents are included:

- 4 copies of Pay Application
- Monthly Progress Report (4 hard copies-1 digital copy to office)
 - Includes contingency log
 - Includes Local Participation
- Monthly Job Meeting Minutes (1 hard copy - 1 digital copy sent to office, Project Manager)
 - Includes Sign-in Sheet
- Monthly Progress Schedule
- Project Close-Out Form—(Final Only)

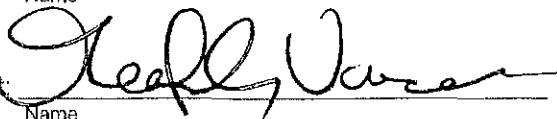
The following have signed and dated below indicating they have reviewed this document:

Architect/Engineer:  06.20.2012
Name Date

Construction Manager:  7/18/12
Name Date

Project Manager:  7/18/12
Name Date

Capital Accountant: _____
Name Date

Building Department:  7/19/12
Name Date

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side)

PAGE ONE OF PAGES

TO OWNER: MARTIN COUNTY SCHOOL DISTRICT
809 EAST OCEAN BOULEVARD
STUART, FLORIDA 34954

PROJECT: Pinewood Elementary-Renovation & HVAC Upgrades
5258 SE Willoughby Blvd.
Stuart, FL 34987

APPLICATION NO: 13
PERIOD TO: 5/25/12
PROJECT NO: 3830

Distribution to:
 OWNER

FROM CONTRACTOR: PIRTLIE CONSTRUCTION
2101 VISTA PARKWAY, SUITE 105
WEST PALM BEACH, FL 33411

PURCHASE ORDER: 11002692

VIA ARCHITECT: BRPH Architects-Engineers, Inc.
1475 E. Centerpark Blvd., Suite 275
West Palm Beach, FL 33401

CONTRACT DATE:
Retainage Reduction
to 1%

ARCHITECT

CONTRACTOR

CONTRACT FOR: Pinewood Elementary-Renovation & HVAC Upgrades

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the contract. Continuation Sheet AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 4,020,837.00
- 2. Net Change by Change Order (including DPO & Tax Overage) \$ (560,573.49)
- 3. CONTRACT SUM TO DATE (Line 1 + 2)..... \$ 3,460,263.51
- 4. TOTAL COMPLETED & STORED TO DATE..... \$ 3,365,995.03
- 5. RETAINAGE
 - a. 1 % Completed Work \$ 29,086.29 * Various Subs
(Columns D + E on G703)
 - b. 1 % Stored Material \$ 0.00
(Columns F on G703)
- Total Retainage (Line 5a + 5b or Total in Column I of G703)..... \$ 29,086.29
- 6. TOTAL EARNED LESS RETAINAGE..... \$ 3,336,908.74
(Line 4 less line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) \$ 3,219,814.03
- 8. CURRENT PAYMENT DUE..... \$ 117,094.71
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 8) \$ 123,354.77

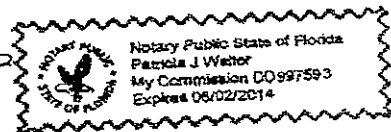
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	(\$1,218,627.49)
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	(\$560,573.49)
NET CHANGES by Change Order	(\$560,573.49)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Pirtlie Construction

By: [Signature] Date: 6/20/2012
Gary Pirtlie, Vice President

State of: Florida
County of: Martin
Subscribe and sworn to before me this 20th day of June 2012



Notary Public: [Signature]
My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Document, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 117,094.71

(Attached explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: [Signature] Date: 06.20.2012

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



Caution: You should use an original AIA document which has this caution in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

P. 164

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
Schedule of Values Summary													Application No: 13				
Pinewood Elementary- Renovation & HVAC Upgrades													Period Ending: 6/25/12				
													Project No.: 3930				
Div. No.	Cost Codes	Description of Work	Subcontractor	Original Schedule of Values	External Changes (Owner COI)	Internal Changes (Contingency)	Internal Changes (Allowances)	Direct Purchase Orders (DPO)	Revised Schedule of Values	Work Completed From Previous Application	This Period	Material Stored To Date	Total Completed & Stored To Date	%	Balance To Finish	RTG %	Retainage (RTG)
		DIVISION 1															
		Final Clean	One Call	0.00		14,991.30	0.00	0.00	14,991.30	14,991.30	0.00	0.00	14,991.30	100%		1%	149.91
		DIVISION 2															
14	02	024100	Demolition	One Call	81,795.00	3,885.00	0.00	0.00	85,680.00	85,680.00	0.00	0.00	85,680.00	100%		1%	856.80
		DIVISION 3															
16	03	03300	Concrete	Drawdy	52,500.00	0.00	0.00	(7,036.55)	45,036.45	45,036.45	0.00	0.00	45,036.45	100%		1%	450.36
		DIVISION 4															
20	04	042000	Masonry	Smiley Corp	41,141.00	1,230.28	0.00	(9,220.35)	32,450.93	32,450.93	0.00	0.00	32,450.93	100%		1%	324.51
		DIVISION 5															
23	05	051000	Structural Steel & Misc Metals	Suncor	8,200.00	0.00	0.00	0.00	8,200.00	8,200.00	0.00	0.00	8,200.00	100%		1%	82.00
		DIVISION 6															
25	06	062200	Casework	Design Kitchens	81,850.00	35,286.46	0.00	0.00	117,136.46	117,136.46	0.00	0.00	117,136.46	100%		1%	1,171.36
		DIVISION 7															
28	07	079000	Joint Sealant & Caulking	Spare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100%		1%	
		DIVISION 8															
30	08	080000	HM Doors, Frame, Hardware (Install)	HRC	21,490.00	450.00	0.00	0.00	21,940.00	21,940.00	0.00	0.00	21,940.00	100%		1%	219.40
31	08	081113	HM Doors & Hardware (Supply)	Next Door	139,500.00	11,052.33	0.00	(123,595.00)	24,957.33	24,957.33	0.00	0.00	24,957.33	100%		1%	249.57
		DIVISION 9															
33	08	084000	Aluminum Windows	Stuart Glass	1,977.00	5,876.00	0.00	0.00	7,853.00	7,853.00	0.00	0.00	7,853.00	100%		1%	78.53
		DIVISION 9															
35	09	092000	Metal Framing, Drywall & Stucco	RMC	234,812.00	2,224.20	0.00	(54,047.95)	182,409.24	182,409.24	0.00	0.00	182,409.24	100%		1%	1,824.09
		DIVISION 10															
36			Drywall, Buyout	Buyout	0.00	(579.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100%		1%	
37	09	093000	Ceramic & Quarry Tile, Resilient Flooring	Zeharion	40,020.00	1,053.32	0.00	(14,115.89)	26,957.43	26,957.43	0.00	0.00	26,957.43	100%		1%	269.57
38	09	098400	Acoustic Ceilings	Acousti	63,062.00	0.00	0.00	(26,574.82)	36,487.18	36,487.18	0.00	0.00	36,487.18	100%		1%	364.87
39	09	096500	Resilient Flooring & Carpet	Zeharion	56,888.00	0.00	0.00	(6,811.60)	50,076.20	50,076.20	0.00	0.00	50,076.20	100%		1%	500.76
40	09	095000	Painting	One Call	44,726.00	20,980.00	2,040.00	(10,157.63)	57,588.37	57,588.37	0.00	0.00	57,588.37	100%		1%	575.88
41	09	099556	Window, paint	All Out Rais	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100%		1%	
		DIVISION 10															
43	10	101118	Marker Board	Letsperch	21,750.00	8,978.00	0.00	0.00	30,728.00	30,728.00	0.00	0.00	30,728.00	100%		1%	307.28
44	10	101400	Signage	Arch Signs	15,000.00	364.00	0.00	0.00	15,364.00	15,364.00	0.00	0.00	15,364.00	100%		1%	153.64
45	10	102113	Toilet Accessories	Letsperch	53,673.00	0.00	0.00	0.00	53,673.00	53,673.00	0.00	0.00	53,673.00	100%		1%	537.90
46			Toilet Accessories, Buyout	Buyout	0.00	(17,683.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100%		1%	
47	10	104416	Fire Extinguishers	Triangle Fire	1,360.00	0.00	0.00	0.00	1,360.00	1,360.00	0.00	0.00	1,360.00	100%		1%	13.60
48	10	105813	Metal Shaving	Letsperch	2,885.00	(2,685.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100%		1%	
		DIVISION 11															
		DIVISION 12															
53	12	122100	Blinds	National Stage	0.00	0.00	8,094.00	0.00	8,094.00	8,094.00	0.00	0.00	8,094.00	100%		1%	80.94
		DIVISION 13															
		DIVISION 14															
		DIVISION 21															
57	21	211300	Fire Sprinkler	Palm Beach	71,800.00	0.00	0.00	(32,884.99)	38,915.01	38,915.01	0.00	0.00	38,915.01	100%		1%	389.15
		DIVISION 22															
60	22	220000	Plumbing	Plumbing Co	177,142.00	4,301.72	0.00	(44,855.87)	136,587.85	136,587.85	0.00	0.00	136,587.85	100%		1%	1,365.88
		DIVISION 23															
62	23	230000	HVAC	Hvac	1,124,000.00	27,785.52	0.00	(150,171.35)	1,001,614.16	1,001,614.16	0.00	0.00	1,001,614.16	100%		1%	10,016.14
63	23	330000	HVAC, Test & Balance	Hvac	26,000.00	(26,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100%		1%	
64	23	328000	Trane- Chillers & AHU (DPO)	Trane	345,049.00	0.00	0.00	(345,046.64)	0.36	0.36	0.00	0.00	0.36	100%		1%	0.00
		DIVISION 26															

S	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
67	26	25000	Electrical	Bradford	Subcontractor	Original Contract Value (Contract CO)	Internal Change Orders (Contract CO)	Internal Change Orders (Allotment)	Direct Change Orders (BPO)	Revised Scope Values	Work Completed From Applications	The Period	Material Start Date	Total Completed to Date	Balance To Fiscal	RTG %	RTG %	
					595,000.00		65,400.00		65,213.93	577,186.05	577,186.05			577,186.05	100%		1%	5,771.85

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
5	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
6					Original	External	Internal	Internal	Direct	Revised	Work		Total		Balance	RTG	Retainage	
7					Schedule	Changes	Changes	Changes	Purchase	Schedule	Completed		Completed		To	%	(RTG)	
8					of	(Owner CO)	(Contingency)	(Allowances)	Orders	of	From		& Stored		Finish			
9	Div.	Cost	Description of Work	Subcontractor	Values				(DPO)	Values	Previous	Material	To	Date				
10	No.	Codes									Application	Stored	Date	%	To	%		
11											This	To	Date		Finish			
12											Period	Date						
68			DIVISION 27															
69		271000	Structural Cable	ITI	0.00	543,811.00	5,477.44	0.00	(332,186.76)	217,121.68	217,121.68	0.00	0.00	217,121.68	100%	0%	1%	2,171.22
70			DIVISION 31															
71	31	310000	Sitework	Sunshine	84,247.00		8,011.00	0.00	(25,810.46)	66,447.54	66,447.54	0.00	0.00	66,447.54	100%	0%	1%	664.48
72			DIVISION 32															
73	32	321017	Sealcoating	Treasure	0.00		11,194.00	0.00	0.00	11,194.00	11,194.00	0.00	0.00	11,194.00	100%	0%	1%	111.94
74	32	323100	Fencing	Daniels Fencing	53,838.00		16,842.07	0.00	(20,208.46)	39,749.26	39,749.26	0.00	0.00	39,749.26	100%	0%	1%	397.49
75	-	-	Fencing; Buyout	Buyout	0.00		(10,422.39)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%	0%	1%	0.00
76	32	329223	Sod	Dixie	0.00		16,711.75	0.00	0.00	16,711.75	16,711.75	0.00	0.00	16,711.75	100%	0%	1%	167.12
77			DIVISION 33															
78																		
79			SUBTOTAL OF DIVISIONS 1-33		3,439,405.00	543,811.00	1205,326.04	10,134.00	(1,290,047.49)	2,908,628.55	2,908,628.55	0.00	0.00	2,908,628.55	100%	0%	1%	29,086.29
80	01	17040	Contractor Contingency		72,747.00	92,755.00	(77,695.67)			87,806.33		0.00	0.00					87,806.33
81	01	17070	Allowances		70,500.00			(70,500.00)		0.00		0.00	0.00					0.00
82	01		Construction Phase		170,715.00		(45,768.25)			124,946.75	124,946.75	0.00	0.00	124,946.75	100%	0%	1%	1,249.47
83	01	ADMIN	Insurance & Bond		44,942.00	7,469.00	(10,181.33)	0.00		42,249.67	42,249.67	0.00	0.00	42,249.67	100%	0%	1%	422.49
84	01	ADMIN	General Conditions		127,460.00		(24,338.79)	13,000.00		116,123.21	116,123.21	0.00	0.00	116,123.21	100%	0%	1%	1,161.23
85	DP	17082	Guaranteed Tax Savings		(60,000.00)	(11,420.00)												
86	01	17090	Overhead & Profit		155,058.00	25,439.00				180,507.00	174,044.85	0.00	0.00	174,044.85	96%			6,462.15
87			SUBTOTAL		581,432.00	114,243.00	(137,960.04)	(57,500.00)	0.00	581,634.96	457,366.48	0.00	0.00	457,366.48	83%			94,268.48
88			TOTAL CONSTRUCTION COST		4,020,837.00	658,054.00	47,366.00	(47,366.00)	(1,290,047.49)	3,460,263.51	3,365,995.03	0.00	0.00	3,365,995.03	97%			29,086.29
89			Previously Approved Construction Authorization															
90			TOTAL GMP		4,020,837.00	658,054.00	47,366.00	(47,366.00)	(1,290,047.49)	3,460,263.51	3,365,995.03	0.00	0.00	3,365,995.03	97%			29,086.29
91																		
92			Change Orders- Board Approved (Structural Cable)			560,504.00	0.00	0.00	0.00	560,504.00	0.00	0.00	0.00	0.00	0%			0.00
93			Change Orders- Board Approved (Additional Scope)			97,550.00	0.00	0.00	0.00	97,550.00	0.00	0.00	0.00	0.00	0%			0.00
94			SUBTOTAL (Owner CO)		0.00	658,054.00	0.00	0.00	0.00	658,054.00	0.00	0.00	0.00	0.00	0%			0.00
95			USED FOR PROJECTING OH&P PERCENTAGE															
96			ACTUAL- DPO MATERIAL PAID							1,216,321.65	1,216,321.65	0.00	0.00	1,216,321.65	0%			0.00
97			ACTUAL- DPO TAX PAID							73,725.84	73,725.84	0.00	0.00	73,725.84	0%			0.00
98			GUARANTEED TAX SAVING							(71,420.00)				(71,420.00)				
99			SUBTOTAL (Return to District)		0.00	0.00	0.00	0.00	0.00	1,218,627.49	1,218,627.49	0.00	0.00	1,218,627.49	0%			0.00
100			ADJUSTED CONSTRUCTION COST															
101			AFTER DPO REDUCTION		4,020,837.00	658,054.00	47,366.00	(47,366.00)	(1,290,047.49)	4,078,991.00	4,656,042.52	0.00	0.00	4,656,042.52	98%			29,086.29

Contractors Certification:

According to the best of my knowledge and belief, I certify that all items and amounts shown on this certificate are correct, that all work has been performed and material supplied in full accordance with the terms and condition of the contract. I further certify that all just and lawful bills against the undersigned and his subcontractors for labor, materials, and equipment employed in the performance of the Work have been paid in full in accordance with the Contract's terms and conditions.

Pirtle Construction
 2101 Vista Parkway, Suite 105
 West Palm Beach, Fl 33411
 954-214-2880

Brent Martin
 Name

Project Manager
 Title



FORM PF 2020 Rev. 3/06

Martin County School District
Monthly Pay Application Cover Sheet

Project: Crystal Lake Elementary Project No.: 3931

Company: Pirtle Construction App. No.: 13

Construction Project Manager: Brent Martin Rec. Date: 06/25/2012

The following documents are included:

4 copies of Pay Application

Monthly Progress Report (4 hard copies-1 digital copy to office)

- Includes contingency log
- Includes Local Participation

Monthly Job Meeting Minutes (**1-HARD copy 1. Digital copy Sent to Office. Proj. mgr**)

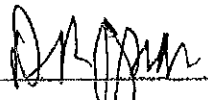
- Includes Sign-in Sheet

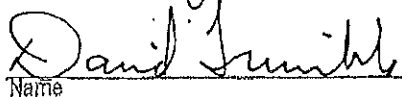
Monthly Progress Schedule

Project Close-Out Form—(Final Only)

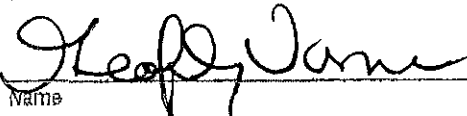
The following have signed and dated below indicating they have reviewed this document:

Architect/Engineer:  06.18.12
Name Date

Construction Manager:  7/18/12
Name Date

Project Manager:  7/18/12
Name Date

Capital Accountant: _____
Name Date

Building Department:  7/19/12
Name Date

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side)

PAGE ONE OF PAGES

TO OWNER: MARTIN COUNTY SCHOOL DISTRICT
500 EAST OCEAN BOULEVARD
STUART, FLORIDA 34994

PROJECT: Crystal Lake Elem- Renovations & HVAC Upgrades.
2095 SW 96th Street
Stuart, Florida 34987

APPLICATION NO: 13
PERIOD TO: 6/25/12
PROJECT NO: 3931
* 1% Retainage Reduction

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: PIRTLE CONSTRUCTION
2101 VISTA PARKWAY, SUITE 105
WEST PALM BEACH, FL 33411

PURCHASE ORDER: 11002694

VIA ARCHITECT: BRPH Architects-Engineers, Inc.
1475 E. Centerpark Blvd., Suite 275
West Palm Beach, FL 33401

CONTRACT DATE:

CONTRACT FOR: Crystal Lake Elem- Renovations & HVAC Upgrades

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>5,533,572.00</u>
2. Net Change by Change Order (including DPO & Tax Overage)	\$	<u>(700,900.86)</u>
3. CONTRACT SUM TO DATE (Line 1 + 2).....	\$	<u>4,832,671.14</u>
4. TOTAL COMPLETED & STORED TO DATE.....	\$	<u>4,788,138.96</u>
5. RETAINAGE		
a. <u>1</u> % Completed Work (Columns D + E on G703)	\$	<u>41,669.22</u> * Various Subs
b. <u>1</u> % Stored Material (Columns F on G703)	\$	<u>0.00</u>
Total Retainage (Line 5a + 5b or Total in Column I of G703).....	\$	<u>41,669.22</u>
6. TOTAL EARNED LESS RETAINAGE.....	\$	<u>4,746,469.74</u>
(Line 4 less ln 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>4,579,792.86</u>
8. CURRENT PAYMENT DUE.....	\$	<u>166,676.88</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>86,201.40</u>

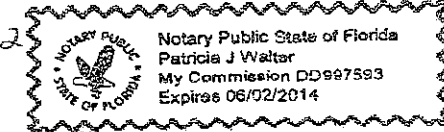
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	(\$1,548,628.86)
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	(\$700,900.86)
NET CHANGES by Change Order	\$700,900.86	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Pirtle Construction

By: [Signature] Date: 7-2-12
Gary Pirtle, Vice President

State of: Florida
County of: Martin
Subscribe and sworn to before me this 2nd day of July 2012



Notary Public: [Signature]
My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Document, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 166,676.88
(Attached explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: [Signature] Date: 06.29.12

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

Caution: You should use an original AIA document which has this caution in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

P. 169

Schedule of Values Summary
Crystal Lake Elem- Renovations & HVAC Upgrades

Application No: 13
 Period Ending: 5/25/12
 Project No.: 3531

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
Div. No.	Code	Description of Work	Subcontractor	Original Schedule Values	External Changes (Owner/CO)	Internal Changes (Contractor)	Internal Changes (Allowances)	Direct Payment (EPOC)	Divide Schedule Values	Work Completed Previous Application	Material Issues (This Period)	Total Completed (This Period)	Balance to Finish	Final %	Retainage (RTG)		
12	01	DIVISION 1	One Call	0.00													
13	02	DIVISION 2	One Call	112,840.00					112,840.00					100%		1%	1,128.40
14	03	DIVISION 3	Drawdy	79,350.00				(13,741.40)	65,608.60					100%		1%	656.08
15	04	DIVISION 4	Smiley Corp.	100,168.00				25,327.50	78,814.04					100%		1%	788.14
16	05	DIVISION 5	Stuor	67,000.00				0.00	67,000.00					100%		1%	669.18
17	06	DIVISION 6	Design Kitchens	115,797.00				0.00	154,192.52					100%		1%	1,541.93
18	07	DIVISION 7	L&W	51,230.00				(13,776.47)	39,666.56					100%		1%	396.67
19	08	DIVISION 8	HRC	27,850.00				0.00	28,580.00					100%		1%	285.50
20	09	DIVISION 9	Next Door	185,100.00				(187,240.01)	34,086.79					100%		1%	340.87
21	10	DIVISION 10	Stuart Glass	39,877.00				(26,080.19)	17,359.82					100%		1%	173.60
22	11	DIVISION 11	RMC	300,813.00				(89,878.19)	240,960.70					100%		1%	2,409.61
23	12	DIVISION 12	Zacharon	46,428.00				(11,291.81)	39,603.18					100%		1%	396.03
24	13	DIVISION 13	Accusil	79,828.00				(38,355.20)	41,572.80					100%		1%	415.73
25	14	DIVISION 14	Zacharon	83,820.00				(55,225.58)	79,384.12					100%		1%	793.84
26	15	DIVISION 15	One Call	55,330.00				2,269.50	60,463.04					100%		1%	604.63
27	16	DIVISION 16	All Out Rails	9,700.00				0.00	9,700.00					100%		1%	97.00
28	17	DIVISION 17	Lotspatch	22,855.00				0.00	32,264.00					100%		1%	322.64
29	18	DIVISION 18	Architectural Signs	18,000.00				0.00	14,882.34					100%		1%	148.82
30	19	DIVISION 19	Signage	0.00				0.00	0.00					100%		1%	0.00
31	20	DIVISION 20	Lotspatch	43,470.00				0.00	31,004.00					100%		1%	310.04
32	21	DIVISION 21	National Stage	1,150.00				0.00	1,150.00					100%		1%	11.50
33	22	DIVISION 22	Trident Fire	2,869.00				0.00	2,124.75					100%		1%	21.26
34	23	DIVISION 23	Lotspatch	3,655.00				0.00	2,449.50					100%		1%	24.50
35	24	DIVISION 24	National Stage	6,675.00				0.00	9,265.50					100%		1%	92.66
36	25	DIVISION 25	National Stage	0.00				0.00	0.00					100%		1%	0.00
37	26	DIVISION 26	National Stage	0.00				0.00	0.00					100%		1%	0.00
38	27	DIVISION 27	Palm Beach	87,800.00				(37,115.80)	69,684.20					100%		1%	696.84
39	28	DIVISION 28	Wilbur	211,526.00				(82,187.28)	177,857.51					100%		1%	1,778.56
40	29	DIVISION 29	Hvac	1,345,390.00				(78,927.04)	1,178,528.81					100%		1%	11,785.28
41	30	DIVISION 30	Trane	29,840.00				0.00	0.00					100%		1%	0.00
42	31	DIVISION 31	Bradford	944,625.00				(143,457.58)	927,372.42					100%		1%	9,273.72
43	32	DIVISION 32	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
44	33	DIVISION 33	AT&T	2,469.18				0.00	5,684.14					100%		1%	56.84
45	34	DIVISION 34	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
46	35	DIVISION 35	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
47	36	DIVISION 36	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
48	37	DIVISION 37	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
49	38	DIVISION 38	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
50	39	DIVISION 39	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
51	40	DIVISION 40	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
52	41	DIVISION 41	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
53	42	DIVISION 42	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
54	43	DIVISION 43	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
55	44	DIVISION 44	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
56	45	DIVISION 45	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
57	46	DIVISION 46	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
58	47	DIVISION 47	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
59	48	DIVISION 48	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
60	49	DIVISION 49	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
61	50	DIVISION 50	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
62	51	DIVISION 51	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
63	52	DIVISION 52	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
64	53	DIVISION 53	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
65	54	DIVISION 54	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
66	55	DIVISION 55	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
67	56	DIVISION 56	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
68	57	DIVISION 57	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
69	58	DIVISION 58	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
70	59	DIVISION 59	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
71	60	DIVISION 60	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
72	61	DIVISION 61	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
73	62	DIVISION 62	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
74	63	DIVISION 63	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
75	64	DIVISION 64	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
76	65	DIVISION 65	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
77	66	DIVISION 66	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
78	67	DIVISION 67	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
79	68	DIVISION 68	Structural Cable	0.00				0.00	0.00					100%		1%	0.00
80	69	DIVISION 69	Structural Cable	0.00				0.00	0.00					100%		1%	0.00

S	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
6	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
7	Div	Cost	Description of Work	Subcontractor	Original Schedule of Values	External Changes (Owner CO)	Internal Changes (Contingency)	Internal Changes (Allowances)	Direct Purchase Orders (DPO)	Revised Schedule of Values	Work Completed From Previous Application	This Period	Material Stored To Date	Total Completed & Stored To Date	Balance To Finish	RTG %	Retainage (RTG)	
81			SUBTOTAL OF DIVISIONS 1-33		4,764,304.00	651,581.00	371,813.93	21,335.00	(1,642,311.86)	4,166,922.07	4,166,922.07	0.00	0.00	4,166,922.07	100%	0.00	41,669.22	
82	01	17040	Contractor Contingency		100,785.00	167,485.00	(229,719.85)			38,553.35					38,553.35			
83	01	17070	Allowances		105,500.00			(105,500.00)										
84	01	ADMIN	Construction Phase		198,343.00		(35,891.52)			159,481.48				159,481.48	100%			
85	01	ADMIN	Insurance & Bond		58,472.00	9,610.00	(23,385.82)			45,716.18				45,716.18	100%			
86	01	ADMIN	General Conditions		171,858.00		(8,931.94)	13,000.00		175,956.06				175,956.06	100%			
87	DP	17082	Guaranteed Tax Savings		(60,000.00)		(13,693.00)											
88	01	17050	Overhead & Profit		213,310.00	32,732.00				246,042.00				246,042.00	96%	5,976.83		
89			SUBTOTAL		769,258.00	196,147.00	(300,848.93)	(92,500.00)	0.00	665,749.07				621,216.89	93%	44,532.18	0.00	
90			TOTAL CONSTRUCTION COST		5,533,572.00	847,728.00	70,965.00	(70,965.00)	(1,642,311.86)	4,832,671.14				4,788,138.96	99%	44,532.18	41,669.22	
91			Previously Approved Construction Authorization															
92			TOTAL GMP		5,533,572.00	847,728.00	70,965.00	(70,965.00)	(1,642,311.86)	4,832,671.14				4,788,138.96	99%	44,532.18	41,669.22	
93																		
94			Change Orders- Board Approved (Structural Cable)			671,582.00	0.00	0.00	0.00	671,582.00				0.00		0%	0.00	
95			Change Orders- Board Approved (Additional Scope)			176,145.00	0.00	0.00	0.00	176,145.00				0.00		0%	0.00	
96																		
97			SUBTOTAL OF (Owner CO)		0.00	847,728.00	0.00	0.00	0.00	847,728.00				0.00				
98			USED FOR PROJECTING O&P PERCENTAGE															
99			ACTUAL- DPO MATERIAL PAID							1,548,366.77				1,548,366.77				
100			ACTUAL- DPO TAX PAID							93,920.09				93,920.09				
101			GUARANTEED TAX SAVING							(93,983.00)				(93,983.00)				
102			SUBTOTAL (Return to District)		0.00	0.00	0.00	0.00	0.00	1,548,628.86				1,548,603.86				
103			ADJUSTED CONSTRUCTION COST with PAID- DPO REDUCTION		5,533,572.00	847,728.00	70,965.00	(70,965.00)	(1,642,311.86)	6,381,300.00				6,430,425.82	99%	44,532.18	41,669.22	

Contractors Certification:

According to the best of my knowledge and belief, I certify that all items and amounts shown on this certificate are correct, that all work has been performed and material supplied in full accordance with the terms and condition of the contract. I further certify that all just and lawful bills against the undersigned and his subcontractors for labor, materials, and equipment employed in the performance of the Work have been paid in full in accordance with the Contract's terms and conditions.

Pirtle Construction
 2101 Vista Parkway, Suite 105
 West Palm Beach, FL 33411
 954-214-2880

Brent Martin
 Name

Project Manager
 Title



FORM PF 2020 Rev 3/06



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 17.04

1. AGENDA ITEM: Release retainage on Deevan, Inc. for storm drainage work performed at Palm City Elementary School.
2. BACKGROUND INFO./STAFF RECOMMENDATION: Release retainage on Deevan, Inc. for storm drainage work performed at Palm City Elementary School. STAFF RECOMMENDS APPROVAL.
3. FINANCIAL IMPACT: Is there a financial impact (Finance Review Required)? X YES
Is funding provided in approved budget? X YES
What additional funding is required? Indicate Amount PO #12002411

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: David R. Spear, AIA
Director/Principal: Julian G. (Jay) Angel
Exec. Director or Asst. Superintendent: Steve Weil
Finance Review: Bryan Thabit
Legal Review: REQUIRED

5. SUPERINTENDENT RECOMMENDS APPROVAL: X YES

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

Martin County School District

Monthly Pay Application Cover Sheet

Project: Palm City E.S. Drainage Project No.: _____
Company: Dee van Inc. App. No.: 3
Construction Project Manager: Van Williams Rec. Date: _____

The following documents are included:

- 4 copies of Pay Application
- Monthly Progress Report (4 hard copies - 1 digital copy to office)
 - Includes contingency log
 - Includes Local Participation
- Monthly Job Meeting Minutes (1 hard copy - 1 digital copy sent to office)
 - Includes Sign-in Sheet
- Monthly Progress Schedule
- Project Close-Out Form—(Final Only)

The following have signed and dated below indicating they have reviewed this document:

Architect/Engineer: *Justin F. ...* 8-1-12
Name Date
Construction Manager: *Sam ...* 8/2/12
Name Date
Project Manager: *David ...* 8/2/12
Name Date
Capital Accountant: _____
Name Date
Building Department: *Jeff ...* 8/6/12
Name Date

APPLICATION AND CERTIFICATE FOR PAYMENT

SUBMITTED TO: School Board of Martin County
 Attn: Finance Office:
 500 East Ocean Boulevard
 Stuart, Florida 34994

PROJECT: Palm City Elementary School
 12-20-879
 P.O. Number: 12002411

APPLICATION NO: 3

APPLICATION DATE: 7/19/2012

PERIOD TO: 7/25/2012

SUBMITTED FROM: DEEVAN Incorporated
 1450 Kinetic Road
 Lake Park, FL 33403

ARCHITECT:

PROJECT NO.:

CONTRACT DATE: 5/1/2012

VENDOR NO: V0000076454

CONTRACT FOR:

CONTRACT NO.:

INVOICE NO.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

ORIGINAL CONTRACT SUM \$ 92,853.66

NET CHANGES BY CHANGE ORDERS TO \$9,285.37

CONTRACT SUM TO DATE \$ 102,139.03

TOTAL COMPLETED AND STORED TO DATE \$102,139.03

WAIVER & RELEASE OF LIEN

Whereas the undersigned Subcontractor has provided labor, services, materials, or equipment for the above project, under an agreement with the Contractor.

RETAINAGE

10% OF COMPLETED WORK \$ 10,213.90

10% OF STORED MATERIAL \$ -

TOTAL RETAINAGE \$ -

The Undersigned does hereby waive and release all bond claims, liens, claims, or right of claim, or right of lien, statutory or otherwise, against the property, project, Owner, Contractor or any other person or entity who is or may be claimed to be liable, or any sureties, for labor, services, materials, or equipment, as provided by the Undersigned, to the extent of payment received, as indicated herein, together with any previous payment(s) already received but excluding any retainage or any labor, services, materials, or equipment provided after the application period date stated above. The undersigned agrees that in exchange for receipt of the above amount for labor, services, materials, or equipment as described herein, he does hereby grant this release unconditionally.

TOTAL EARNED LESS RETAINAGE \$ 102,139.03

LESS OWNER DIRECT PAYMENT BY PURCHASE ORDEF \$ -

LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 91,925.13

CURRENT PAYMENT DUE \$ 10,213.90

The person signing below does hereby certify that he/she is fully authorized and empowered to execute this instrument and to bind the Undersigned hereto, and does in fact so execute this instrument.

BALANCE TO FINISH INCLUDING RETAINAGE \$ -

DEEVAN Incorporated
 1450 Kinetic Road
 Lake Park, FL 33403

State of: FLORIDA

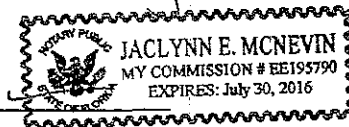
County of: PALM BEACH

Subscribed and sworn before me this 19 day of July 2012.

Signed: [Signature]

NOTARY PUBLIC:

Signed: [Signature]
 My Commission Expires:



CONTINUATION SHEET

PAGE OF PAGES

From: DEEVAN Incorporated
1450 Kinetic Road
Lake Park, FL

Project Palm City Elementary School
Project No.: 12-20-879

APPLICATION NO: 3
APPLICATION DATE: 07/19/12
PERIOD TO: 07/25/12

Contract 5/1/2012

Vendor No: V0000076454

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Mobilization	\$ 7,500.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.00%	\$0.00	-
2	Silt Fence	\$ 100.00	\$100.00	\$0.00	\$0.00	\$100.00	100.00%	\$0.00	-
3	20' Ditch section	\$ 5,750.00	\$5,750.00	\$0.00	\$0.00	\$5,750.00	100.00%	\$0.00	-
4	24' Ditch section	\$ 5,750.00	\$5,750.00	\$0.00	\$0.00	\$5,750.00	100.00%	\$0.00	-
5	Jet Vac Pipe Cleaning	\$ 6,875.00	\$6,875.00	\$0.00	\$0.00	\$6,875.00	100.00%	\$0.00	-
6	Swale grading	\$ 3,800.00	\$3,800.00	\$0.00	\$0.00	\$3,800.00	100.00%	\$0.00	-
7	Connect to existing inlet	\$ 500.00	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	\$0.00	-
8	SD-5 Notch	\$ 750.00	\$750.00	\$0.00	\$0.00	\$750.00	100.00%	\$0.00	-
9	12" Yard drain	\$ 10,500.00	\$10,500.00	\$0.00	\$0.00	\$10,500.00	100.00%	\$0.00	-
10	6" area drain	\$ 3,900.00	\$3,900.00	\$0.00	\$0.00	\$3,900.00	100.00%	\$0.00	-
11	12" HDPE	\$ 19,080.00	\$19,080.00	\$0.00	\$0.00	\$19,080.00	100.00%	\$0.00	-
12	6" HDPE	\$ 2,178.00	\$2,178.00	\$0.00	\$0.00	\$2,178.00	100.00%	\$0.00	-
13	Sidewalk remove and replace	\$ 2,600.00	\$2,600.00	\$0.00	\$0.00	\$2,600.00	100.00%	\$0.00	-
14	Rip Rap apron	\$ 1,200.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%	\$0.00	-
15	Island re-grading	\$ 1,500.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.00%	\$0.00	-
16	Bahia Sod	\$ 9,200.00	\$9,200.00	\$0.00	\$0.00	\$9,200.00	100.00%	\$0.00	-
17	2' concrete apron	\$ 2,800.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	100.00%	\$0.00	-
18	Construction surveying	\$ 7,050.00	\$7,050.00	\$0.00	\$0.00	\$7,050.00	100.00%	\$0.00	-
19	Payment & Performance Bond	\$ 1,820.66	\$1,820.66	\$0.00	\$0.00	\$1,820.66	100.00%	\$0.00	-
20	Change Order 1	\$9,285.37	\$9,285.37	\$0.00	\$0.00	\$9,285.37	100.00%	\$0.00	-
	Original Contract Totals or Page 1 Total	\$102,139.03	\$102,139.03	\$0.00	\$0.00	\$102,139.03	100.00%	\$0.00	-



CULPEPPER & TERPENING, INC
CONSULTING ENGINEERS LAND SURVEYORS

August 2, 2012

Project 11-179

MCSO

Sender's Email: pferland@ct-eng.com

VIA: *Email*
US Mail

Mr. David Trimble, Construction Specialist
Martin County School District
1050 East 10th Street
Stuart, FL 34996

RECEIVED

AUG 6 2012

FACILITIES

RE: **Palm City Elementary School
Drainage Improvements**

Dear Mr. Trimble:

This is to certify that the Project has been constructed in substantial conformance with the contract documents. We performed periodic observations during construction and a final inspection of the work and accept the Project as constructed. It is our belief that the Project will function as intended.

We have enclosed As-builts for your files that were prepared by the Contractor's Surveyor.

We thank you for the opportunity to be of service and look forward to continuing our relationship with you!

Sincerely,

CULPEPPER & TERPENING, INC.

Patrick J. Ferland, P.E.

#33125

Enclosure



AIA Document G701/CMa™ – 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address):
MCHS Phase IIIA Classroom Building
2801 SW Kanner Hwy.
Stuart, Florida 34994

CHANGE ORDER NUMBER: 001
INITIATION DATE: June 27, 2012

OWNER:
CONSTRUCTION MANAGER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO CONTRACTOR (Name and address):
Pirtle Construction Company
4740 Davie road
Davie, Florida 33314
Attn: Brent Martin, Project Mgr.

PROJECT NUMBERS: 2103073 / 12
CONTRACT DATE: May 15, 2012
CONTRACT FOR: General
Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

Provide all cost associated to furnish and installation low voltage cabling & systems and audio/visual cabling & systems.

The original Contract Sum was	\$	8,074,636.00
Net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	8,074,636.00
The Contract Sum will be increased by this Change Order in the amount of	\$	451,994.00
The new Contract Sum including this Change Order will be	\$	8,526,630.00

The Contract Time will be increased by 0 (zero) days.

The date of Substantial Completion as of the date of this Change Order therefore is April 17, 2013.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Pirtle Construction Company
CONSTRUCTION MANAGER (Firm name)
4740 davie road, Davie, Florida 33314
ADDRESS

BY (Signature)

(Typed name) G.N. Pirtle
DATE: 7/2/2012

HADP Architecture, Inc.
ARCHITECT (Firm name)
201 Alhambra Circle, Ste. 800, Coral gables, Florida 33134
ADDRESS

BY (Signature)

(Typed name) William M. Brown
DATE: 6/27/2012

CONTRACTOR (Firm name)
ADDRESS

BY (Signature)
(Typed name)
DATE:

OWNER (Firm name)
500 East Ocean Blvd., Stuart, Florida 34994
ADDRESS

BY (Signature)
(Typed name)
DATE:

AIA[®] Document B101[™] – 2007

Standard Form of Agreement Between Owner and Architect

Amended September 15, 2009

AGREEMENT made as of the 21 day of August in the year 2012
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Martin County School Board
500 East Ocean Boulevard
Stuart, FL 34994
Telephone: 772-219-1200
Fax Number: 772-221-4912

and the Architect:
(Name, legal status, address and other information)

A/R/C Associates, Inc.
601 N. Fern Creek Ave., Suite 100
Orlando, FL 32803-4899

for the following Project:
(Name, location and detailed description)

Port Salerno Elementary School Partial Reroofing
Port Salerno Elementary School
3260 Se Lionel Terrace
Stuart, FL 34997

The Owner and Architect agree as follows.

Remove and replace approximately 34,500 sq. ft. of standing seam metal roofing at the northerly one story portion of Port Salerno Elementary School per the AE's proposal letter dated July 17, 2012 (See Exhibit 'B').

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 ARCHITECT'S RESPONSIBILITIES
- 3 SCOPE OF ARCHITECT'S BASIC SERVICES
- 4 ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

EXHIBIT A INITIAL INFORMATION

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

(Complete Exhibit A, Initial Information, and incorporate it into the Agreement at Section 13.2, or state below Initial Information such as details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, authorized representatives, anticipated procurement method, and other information relevant to the Project.)

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

- .1 Commencement of construction date:

November 19, 2012

- .2 Substantial Completion date:

March 15, 2013

§ 1.3 Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall negotiate to adjust the schedule, the Architect's services and the Architect's compensation.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

.1 General Liability

See Exhibit 'A'

.2 Automobile Liability

See Exhibit 'A'

.3 Workers' Compensation

See Exhibit 'A'

.4 Professional Liability

See Exhibit 'A'

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.

Init.

§ 3.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project's requirements agreed upon with the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider environmentally responsible design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain other environmentally responsible design services under Article 4.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 BIDDING OR NEGOTIATION PHASE SERVICES

§ 3.5.1 GENERAL

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 COMPETITIVE BIDDING

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by

- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and
- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 NEGOTIATED PROPOSALS

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by

- .1 procuring the reproduction of Proposal Documents for distribution to prospective contractors, and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors; and
- .3 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 3.6 CONSTRUCTION PHASE SERVICES

§ 3.6.1 GENERAL

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2007, General Conditions of the Contract for Construction as amended by Owner July 13, 2009.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.3, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 EVALUATIONS OF THE WORK

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall advise the Owner on matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings.

§ 3.6.2.5 DELETED

§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the

Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 SUBMITTALS

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time to permit adequate review.

§ 3.6.4.2 In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to the provisions of Section 4.3, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 CHANGES IN THE WORK

§ 3.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 PROJECT COMPLETION

§ 3.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

Additional Services	Responsibility (Architect, Owner or Not Provided)	Location of Service Description (Section 4.2 below or in an exhibit attached to this document and identified below)
§ 4.1.1 Programming	A/E	
§ 4.1.2 Multiple preliminary designs	A/E	
§ 4.1.3 Measured drawings	A/E	
§ 4.1.4 Existing facilities surveys	Owner	
§ 4.1.5 Site Evaluation and Planning (B203™-2007)	Not Provided	
§ 4.1.6 Building information modeling	Not Provided	
§ 4.1.7 Civil engineering	Not Provided	
§ 4.1.8 Landscape design	Not Provided	
§ 4.1.9 Architectural Interior Design (B252™-2007)	Not Provided	
§ 4.1.10 Value Analysis (B204™-2007)	Not Provided	
§ 4.1.11 Detailed cost estimating	Not Provided	
§ 4.1.12 On-site project representation	A/E	
§ 4.1.13 Conformed construction documents	A/E	
§ 4.1.14 As-Designed Record drawings	A/E	
§ 4.1.15 As-Constructed Record drawings	Contractor	
§ 4.1.16 Post occupancy evaluation	Not Provided	
§ 4.1.17 Facility Support Services (B210™-2007)	Not Provided	
§ 4.1.18 Tenant-related services	Not Provided	

§ 4.1.19	Coordination of Owner's consultants	Not Provided	
§ 4.1.20	Telecommunications/data design	Not Provided	
§ 4.1.21	Security Evaluation and Planning (B206™-2007)	Not Provided	
§ 4.1.22	Commissioning (B211™-2007)	Not Provided	
§ 4.1.23	Extensive environmentally responsible design	Not Provided	
§ 4.1.24	LEED® Certification (B214™-2007)	Not Provided	
§ 4.1.25	Fast-track design services	Not Provided	
§ 4.1.26	Historic Preservation (B205™-2007)	Not Provided	
§ 4.1.27	Furniture, Furnishings, and Equipment Design (B253™-2007)	Not Provided	

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect's responsibility, if not further described in an exhibit attached to this document.

N/A

§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the Owner's request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 DELETED
- .6 DELETED
- .7 DELETED
- .8 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 DELETED
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .11 DELETED

§ 4.3.2

(Paragraphs deleted)

DELETED

§ 4.3.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- .2 Ten (10) visits to the site by the Architect over the duration of the Project during construction
- .3 One (1) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents

.4 One (1) inspections for any portion of the Work to determine final completion

§ 4.3.4 If the services covered by this Agreement have not been completed within twelve (12) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a reasonably timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements.

§ 5.2 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 DELETED

§ 5.5 DELETED

§ 5.6 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

§ 5.7 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.8 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.10 DELETED

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. Upon request Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, without additional compensation, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the

Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the purposes of constructing, using, maintaining, altering, and adding to the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 DELETED

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 GENERAL

§ 8.1.1 DELETED

§ 8.1.2 DELETED

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 MEDIATION

§ 8.2.1 DELETED

§ 8.2.2 DELETED

§ 8.2.3 DELETED

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box. If the Owner and Architect do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Other (Specify)

§ 8.3 ARBITRATION

§ 8.3.1 DELETED

§ 8.3.1.1 DELETED

§ 8.3.2 DELETED

§ 8.3.3 DELETED

§ 8.3.4 CONSOLIDATION OR JOINDER

§ 8.3.4.1 DELETED

§ 8.3.4.2 DELETED

§ 8.3.4.3 DELETED

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all undisputed sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due .

§ 9.7 DELETED

§ 9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located n.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction, as amended by Owner July 13, 2009.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the

completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 10.8 DELETED

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

\$47,030.00 (includes \$500.00 for printing)

§ 11.2 For Additional Services designated in Section 4.1, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent (10 %), or as otherwise stated below:

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase & Design Development Phase Combined	thirty percent	30%
<i>(Row deleted)</i>		
Construction Documents Phase	thirty-five percent	35%
Bidding or Negotiation Phase	ten percent	10%
Construction Phase	twenty-five percent	25%
Total Basic Compensation	One hundred percent	100%

§ 11.6 When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the Work for such portions of the Project.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

(If applicable, attach an exhibit of hourly billing rates or insert them below.)

N/A

Employee or Category

Rate

§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;
- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 DELETED
- .5 DELETED
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;
- .8 Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 DELETED
- .11 DELETED

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent (10 %) of the expenses incurred.

§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE

(Paragraphs deleted)

DELETED

§ 11.10 PAYMENTS TO THE ARCHITECT

§ 11.10.1 DELETED

§ 11.10.2 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid (N/A) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

N/A %

§ 11.10.3 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect.

§ 11.10.4 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

N/A

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents listed below:

AIA Document B101™ – 2007 (formerly B151™ – 1997). Copyright © 1974, 1978, 1987, 1997 and 2007 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent permitted by the law. This document was produced by AIA software at 09:23:35 on 07/24/2012 under Order No.2337055481_1 which expires on 09/21/2012, at P . 1 9 4 resale.
User Notes:

Init.

- .1 AIA Document B101™–2007, Standard Form Agreement Between Owner and Architect, as amended September 15, 2009
- .2 AIA Document E201™–2007, Digital Data Protocol Exhibit, if completed, or the following:

Three signed copies of AIA B101 – 2007, as amended September 15, 2009

- .3 Other documents:
(List other documents, if any, including Exhibit A, Initial Information, and additional scopes of service, if any, forming part of the Agreement.)

Exhibit 'A' – Architect's Certificate of Liability Insurance
 Exhibit 'B' – Architect's Proposal Letter
 Exhibit 'C' – DMS Fee Curve

This Agreement entered into as of the day and year first written above.

OWNER

ARCHITECT

(Signature)

Susan J. Hershey, Board Chair
 Martin County School Board

(Printed name and title)

(Signature)

~~Joe Williams, AIA, President~~
 A/R/C Associates, Inc.

(Printed name and title)

James W. Ripley, V. Pres

EXHIBIT 'A'



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/19/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lykes Insurance, Inc. - WP P. O. Box 2703 Winter Park, FL 32790 Mark E. Jackson A129051	407-644-5722 407-628-1363	CONTACT NAME: Myrna Sanchez PHONE (A/C, No, Ext): 407-644-5722 E-MAIL ADDRESS: msanchez@lykesinsurance.com PRODUCER CUSTOMER ID #: ARCAS-1	FAX (A/C, No): 407-638-1367																				
	INSURED A/R/C Associates Inc. 601 N. Fern Creek Av Ste 100 Orlando, FL 32803-4899		<table border="1"> <tr> <th align="center" colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th align="center">NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Old Dominion Insurance Co.</td> <td align="center">40231</td> </tr> <tr> <td>INSURER B:</td> <td>Travelers Indemnity Co.</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td>Mt. Hawley Insurance Co.</td> <td align="center">37974</td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Old Dominion Insurance Co.	40231	INSURER B:	Travelers Indemnity Co.		INSURER C:	Mt. Hawley Insurance Co.	37974	INSURER D:			INSURER E:			INSURER F:	
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INSURER D:																							
INSURER E:																							
INSURER F:																							

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NR LTR	TYPE OF INSURANCE	ADDL SUBR INSR / WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		BPG1997A	01/19/12	01/19/13	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		B1G1997A	01/19/12	01/19/13	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000		CUG1997A	01/19/12	01/19/13	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	UB3629T25111	01/19/12	01/19/13	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability		RDP0006299	11/04/11	11/04/12	Limit 1,000,000 Ded 30,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 401, Additional Remarks Schedule, if more space is required)

Received
JAN 23 2012

CERTIFICATE HOLDER MART500 The School Board of Martin County 600 East Ocean Blvd. Stuart, FL 34996	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE P. 196
---	--

EXHIBIT 'B'

Architecture
Roof Consulting
Construction Technology
AA C000932



601 North Fern Creek Avenue
Suite 100
Orlando, Florida 32808-4899
(407) 896-7875
FAX (407) 898-6048

July 17, 2012

Mr. David Spear, Construction Manager
Martin County Public Schools
1050 E. 10th Street
Stuart, Florida 34996

speard@martin.k12.fl.us

Re: Roof Consulting Services for the Partial Roof Replacement of Port Salerno Elementary School
A/R/C Project No. 55555.55

Dear David;

Recently, at your request our representative visited the referenced school to observe the conditions that exist at the north side of the existing building which has a metal roof with two different slopes on it. The first occasion was to observe the conditions so as to understand the nature of the problem. The second site visit occurred so as to observe the conditions after the metal roofing was removed in a designated area. The following information is provided for your review and consideration.

Existing Conditions

The subject building has a change in slope around the perimeter of the roof on three sides. The main slope of the roof is approximately 1" of rise in 12" of run. Near the perimeter, the slope becomes steeper and is approximately 3" of rise in 12" of run. Aside from architectural effect, the reason for the change in slope is not known. We have observed however, that water is received at the flashing where the roof transitions from one slope to the next and follows the fasteners into the space below. Other conditions are believed to be leak sites as well. These occur at hips, ridges and penetrations.

The existing roof system is a snap lock panel. As observed recently with the roof system removal when the panels are removed they are often rendered non usable. Once the metal is bent, it cannot be bent back to a straight and level plane. All of the panels would have to be removed in order to correct the conditions that exist. Besides the condition that occurs at the perimeter, all of the hips and ridges are in need of replacement. The underlayment was observed to be not continuous and the flashings not completed properly. The only true repair in our opinion will come from roof system removal and replacement.

We understand from our conversation that it is the decision of your department to remove the change in slope that exists around the perimeter. As discussed this date, this would be accomplished by a retrofit structural system to continue the slope of the main roof out to the eave. The resulting higher eave height would be treated with vertical metal panels around the perimeter of the building, which would be approximately 3-4 feet deep. To provide for the overlay roof structure, we would need to include the services of a registered structural engineer. Once the deck has been retrofitted, the remaining roofing conditions would as discussed be simplified.

EXHIBIT 'B'

jjw-dspear-port salerno – June 18, 2012
A/R/C Project No. 55555.55
Page 2 of 2

Recommended Roof Replacement Budget

The recommended roof replacement budget as presented on the Estimated Construction Cost Worksheet is **\$479,912.**

Proposed Professional Services

1. A Quality Assurance Representative will survey the site and provide the onsite observation necessary to produce the contract documents (drawings and specifications) for competitive bidding. At this time we will retrieve record drawings, take measurements, and photographs for the necessary design work.
2. After we have gathered information to proceed with the design, we will send a brief Design Development letter explaining what was found and what we believe can be constructed. Following the direction to proceed, we will continue with producing the contract documents.
3. Produce the contract documents (drawings and specifications) for competitive bidding.
4. Assist the Owner with the bidding process to obtain competitive bids.
5. Recruit qualified contractors to bid the scope of work.
6. Attend a pre-bid conference.
7. Review the bids received and make a recommendation to accept, reject, or negotiate with a Contractor.
8. Assist with finalizing the contract scope and terms.
9. Review project submittals to verify conformance with the contract documents.
10. Provide twelve (12) site visits to review the quality and progress of the work over a 90 day construction period.
11. Provide construction administration in the architect's office for a 90-day construction period.
12. Receive, review, and deliver the project closeout documents to the Owner.

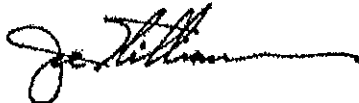
Our fee for the preceding services would be:

Architectural	\$43,230
Structural Engineer	<u>3,800</u>
Total proposed professional services	\$47,030

Please contact us if we can provide further information or clarification of the services presented.

Sincerely,

A/R/C Associates, Incorporated



Joseph J. Williams, President
Architect, AIA, Roof Consultant, RRC

Attachments: Man-Hour Estimate for Basic Services
Estimated Construction Cost Worksheet
Amore Engineering Proposal

EXHIBIT 'B'

Architecture
Roof Consulting
Construction Technology
AA C000932



601 North Fern Creek Avenue
Suite 100
Orlando, Florida 32803-4899
(407) 898-7875
FAX (407) 898-6043

Man-Hour Estimate for Basic Services

Project Name: Port Salerno Elementary School						Project No.		
Description: Metal Roof Replacement of Designated Building						Draft No. Two		
Client: Martin County Public Schools						Date 7/17/2012		
Contact: David Spear, Architect						TOTAL		
	Principal Hours	Project Mgr Hours	Technical Hours	Quality Assurance Hours	Clerical Hours	Hours	Cost for Activity	Running Total
	\$150.00	\$100.00	\$75.00	\$75.00	\$55.00			
Phase 1-Field Investigation								
Investigation		16		16		32	\$2,800.00	
Project Admin/Management	2					2	\$300.00	
Miscellaneous Expense								
Reimbursable Expense								
Meals & Lodging								
TOTALS						34	\$3,100.00	\$3,100.00
Phase 2-Design Development								
Design Development Stmt	2	8	16		4	30	\$2,520.00	
Project Admin/Management						0	\$0.00	
Miscellaneous Expense								
Travel								
Meals & Lodging								
TOTALS						30	\$2,520.00	\$5,620.00
Phase 3-Contract Documents								
Construction Drawings		40	160			200	\$18,000.00	
Specifications		32			8	40	\$3,840.00	
Quality Control Review	4					4	\$600.00	90% and 100% Submittals
Project Admin/Management	2	4				6	\$700.00	
Miscellaneous Expense								
Reimbursable Expense							-\$600.00	
Meals & Lodging								
TOTALS						250	\$21,440.00	\$27,060.00
Phase 4-Bidding & Negotiation								
Bid Phase Services	2	24			4	30	\$2,920.00	Pre-Bid Conf., Bid Phase, Submittal Review
Project Admin/Management	2	2				4	\$500.00	
Miscellaneous Expense								
Travel								
Meals & Lodging								
TOTALS						34	\$3,420.00	\$30,480.00
Phase 5-Construction Admin								
Site Visits				88	22	110	\$7,810.00	90 Day Construction Period - 8 Site Visits
Substantial				8	2	10	\$710.00	
Final				8	2	10	\$710.00	
Project Admin/Management	6	24			4	34	\$3,520.00	
Miscellaneous Expense								
Reimbursable Expense								
Meals & Lodging								
TOTALS						164	\$12,750.00	\$43,230.00
Consultant Fee (Mechanical, Electrical, Structural)								\$43,230.00

EXHIBIT 'B'

Amore Engineering, Inc.
Structural Engineering

1215 Haverhill Rd., Ste. 415
Orlando, FL 32832
PH: 407-261-6848

Fee Proposal:

Project Name: R/C Port Salerno ES
Location: St. Lucie County
Client: R/R/C Associates
Date: 7/18/2012

Opinion of square footage cost: n/a
Building square footage: n/a
Opinion of project cost: n/a

Proposed Investigation fee:	\$1,100.00
Proposed C.O. fee:	\$2,500.00
Proposed C.A. fee:	\$0.00
Total fee:	\$3,600.00
% of Constr. Costs:	n/a
Fee per S.F.:	n/a

Scope of services:

Structural engineering services are to be provided to change existing 3/12 roof framing at the edge of the building to a 1/12 pitch to match the main roof structure.

Investigation:

A site investigation will need to be performed to document and confirm existing framing conditions. Structural plans of the existing building will need to be provided for the proposed modifications to the existing roof. A site report with our findings and recommendations will be provided as well as photos taken at the site.

CDs:

Plans and details will be provided to retrofit the existing roof structure

Response to plan review comments by the building department is to be provided.

CA:

No services are to be provided during construction.

Exclusions & Hourly Services:

Not included are modifications or retrofit of the existing roof structure if it does not comply with current code requirements.

Not included are site visits or review of shop drawings for construction administration. Site visits and shop drawing review during construction will be performed only upon written request on an hourly basis of \$150.00 per hour.

If required, a separate proposal will be submitted detailing additional services.

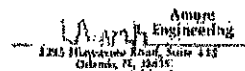
Reimbursables:

Reimbursable expenses for plotting, out of town travel, copying and couriers has been included for in the proposed fee. Ten sets of final plots are to be provided and couriered to the client. Additional expenses if required will be billed to the client at net cost plus our time for processing.

Please advise if this proposal is found to be acceptable and a formalized agreement will be provided. Work will commence once we receive a signed agreement.

If there are any questions, please do not hesitate to call.

Glenn Amore P.E.
Principal Engineer
Ph: 407-291-6940
M: 407-926-8596
gamore@amorenstructural.com


1215 Haverhill Road, Suite 415
Orlando, FL 32832
Certificate of Authorization #EB-000794



Version Posted: July 2006

Project Name:	Port Salerno ES Reroofing						
CONSTRUCTION COST FOR BUILDING (Sitework Not Included)	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
\$ 479,913	9.74%	8.90%	9.04%	8.07%	7.24%	6.43%	10.35%
CALCULATED FEE	\$46,721	\$42,697	\$43,379	\$38,729	\$34,759	\$30,837	\$49,649

Instructions: Fill in probable construction cost at left and push enter key.

GROUP DEFINITIONS:

- "A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Medical Hospitals, Emergency Management Centers
- "B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences
- "C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work
- "D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings
- "E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures
- "F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities
- "G" - BUILDING ENGINEERING SERVICES: Mechanical, Electrical and Structural not exceeding \$1,000,000 in construction (Not including Site Civil)

ADDITIONAL SERVICES & EXPENSES:

The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee guides:

- | | |
|---|--|
| <ul style="list-style-type: none"> -Feasibility Studies/ Analysis -Facility Programming -Master Planning -Soils Investigations/Reports -Surveys -Topographic/Boundary
Vegetation/Improvements/Utilities -Measured Drawings of Existing Facilities -Existing Facilities Analysis -Toxic Substance Mitigation Surveys and Consultation -Site Environmental Assessments -Site DRI, PUD, Site Plan Review and/or Zoning Modifications -Traffic Analysis and Traffic Signal Warrant Studies -Civil Engineering Design including Paving/Grading/Utilities
/Drainage/Stormwater Management/Environmental & All Site Permitting -Existing Site Utility Infrastructure Improvements -Site Lighting Design -Landscape Architectural & Irrigation Design -Specialty Consultants
Voice/Data Communications; Electronic/Audio Visual; Food Service Equipment; Hazardous Material; Hospital/Laboratory; Interior Design; Indoor Air Quality; Quality Control; Theater/Acoustical; Security -Life Cycle Cost (ROI) and/or Federal DOE Energy Analysis | <ul style="list-style-type: none"> -LEED Consultation -Graphic and Signage Design -Special Code Reviews including ACHA -Detailed Cost Estimates -Documents Prepared For:
-Alternate Bids Exceeding Contract Scope
-Excessive Change Orders
-Multiple Construction Contracts
-Record Documents/As Builts
-Prolonged Construction Contract Administration Services
-Structural Threshold Inspections
-Project Representation During Construction Beyond BI-Monthly Administration -Additional Construction Contract Administration Services for Multiple Contracts -Building Commissioning and Training Services -Post Occupancy Inspections/ Evaluations -Renderings/ Models - Substantive Changes to Scope, Size or Complexity -Owner Requested Changes to Approved Documents -Reimbursable Expenses*
Including, but not limited to, reproduction/ printing costs, travel expenses and special mail service expenses |
|---|--|

* As defined in the Division of Real Estate Development and Management Form of Agreement Between Owner and Architect - Engineer.



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item #19.01*

1. AGENDA ITEM: Public Hearing on Student Conduct and Discipline Code - Elementary
X appropriate box(s): [] New [] Renewal [] Addenda [] Presentation [] Grant \$
2. BACKGROUND INFO./STAFF RECOMMENDATION: Approve the 2012-2013 MCSD Student Conduct and Discipline Code - Elementary.
3. FINANCIAL IMPACT:
Is there a financial impact (Finance Review Required)? X YES [] NO
Is funding provided in approved budget? X YES [] NO
What additional funding is required? Indicate Amount \$
Source:

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Bill Connolly
Director/Principal:
Exec. Director or Asst. Superintendent: Dr. Raffone
Finance Review:
Legal Review: [] REQUIRED [] NOT REQUIRED

5. SUPERINTENDENT RECOMMENDS APPROVAL: X YES [] NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

500 East Ocean Blvd. • Stuart, Florida 34994 • Telephone (772) 219-1200 ext. 30257 • Fax (772) 219-1250


BILL CONNOLLY M.S., COORDINATOR, Student Services Department



MEMORANDUM

June 4, 2012

To: Nancy Kline, Superintendent

From: Bill Connolly, Coordinator of Student Services 

Subj: Elementary Student Conduct and Discipline Code, 2012/2013

I would like to submit the below listed recommended changes to the 2012/2013 code for your consideration.

- I. INTRODUCTION: p.1, Added a paragraph of explanation regarding the Positive Behavioral Support (PBS) process/program.
- II. APPLICATION OF DISCIPLINE: p. 2, Substituted the word "District" for "System" to be consistent with other code references.
- III. STUDENT DISCIPLINE CODE:
 - 1) p. 7, INFRACTIONS, #29, changed "Battery (Fighting)" to be "Battery &/or Fighting" because the meaning of the terms are different.
 - 2) p. 10, added a paragraph of explanation regarding the addition of the "Bullying/Harassment Prevention Telephone Hotline."
- IV. ATTENDANCE: E. Transfer/Late Enrolling Students. p.14, deleted a part of the sentence to make the language consistent with the language in the Student Progression Plan.
- VI. STUDENT TRANSPORTATION RESPONSIBILITIES AND SAFETY RULES: p.16 & 17, Deleted the previous list and added a newly written list at the recommendation of the Director of Transportation.

and

Since the memo above was written and the code was first submitted for review the following has been added;

- I. INTRODUCTION;
 - D. Disciplinary Menu
 - 1) Page 4 #12. Asterisk (*) directing the reader to new language at the bottom of the page that further explains the Superintendent's authority to discipline according to section 1006.08 (1) F.S.
 - 2) Page 4 #15. Language requiring immediate notice to parents in cases of out-of-school suspension and recommendation for placement to alternative school.

August 9, 2012

Nancy Kline, Superintendent

School Board Members:

Dr. David L. Anderson • Maura Barry-Sorenson • Michael J. Busha • Laurie Gaylord • Susan J. Hershey



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**

Agenda Item # 19.02*

1. **AGENDA ITEM:** Public Hearing on Student Conduct and Discipline Code – Secondary

X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:** Approve the 2012-2013 MCSD Student Conduct and Discipline Code – Secondary.

3. **FINANCIAL IMPACT:**

Is there a financial impact (Finance Review Required)? YES NO

Is funding provided in approved budget? YES NO

What additional funding is required? Indicate Amount \$ _____

Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board, respectively.

Requestor: Bill Connolly
Type or Print Name

Bill Connolly
Signature

Director/Principal: _____
Type or Print Name

Signature

Exec. Director or Asst. Superintendent: Dr. Raffone
Type or Print Name

Dr. Raffone
Signature

Finance Review: _____
Type or Print Name

Signature

Legal Review: REQUIRED
 NOT REQUIRED

Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12.

Form Revised 11/30/09

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

500 East Ocean Blvd. • Stuart, Florida 34994 • Telephone (772) 219-1200 ext. 30257 • Fax (772) 219-1250

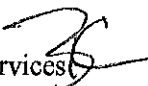
BILL CONNOLLY M.S., COORDINATOR, Student Services Department



MEMORANDUM

June 4, 2012

To: Nancy Kline, Superintendent

From: Bill Connolly, Coordinator of Student Services 

Subj: Secondary Student Conduct and Discipline Code, 2012/2013

I would like to submit the below listed recommended changes to the 2012/2013 code for your consideration.

- I. INTRODUCTION: p.1, Added a paragraph of explanation regarding the Positive Behavioral Support (PBS) process/program.
- II. APPLICATION OF DISCIPLINE: p. 2, Substituted the word "District" for "System" to be consistent with other code references.
- III. STUDENT DISCIPLINE CODE:
 - 1) p. 7, INFRACTIONS, #29, changed "Battery (Fighting)" to be "Battery &/or Fighting" because the meaning of the terms are different.
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- VI. STUDENT TRANSPORTATION RESPONSIBILITIES AND SAFETY RULES: p.16 & 17, Deleted the previous list and added a newly written list at the recommendation of the Director of Transportation.

and

Since the memo above was written and the code was first submitted for review the following has been added;

- I. INTRODUCTION;
 - D. Disciplinary Menu
 - 1) Page 4 #12. Asterisk (*) directing the reader to new language at the bottom of the page that further explains the Superintendent's authority to discipline according to section 1006.08 (1) F.S.
 - 2) Page 4 #15. Language requiring immediate notice to parents in cases of out-of-school suspension and recommendation for placement to alternative school.

August 9, 2012

Nancy Kline, Superintendent

School Board Members:

Dr. David L. Anderson • Maura Barry-Sorenson • Michael J. Busha • Laurie Gaylord • Susan J. Hershey



School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012

Agenda Item # 19.03

1. AGENDA ITEM: Public Hearing on School Board Rule 8960 - Non-Discrimination and Prohibition of Harassment - Instructional Staff

X appropriate box(s): [] New [] Renewal [] Addenda [] Presentation [] Grant \$ _____

2. BACKGROUND INFO./STAFF RECOMMENDATION:

3. FINANCIAL IMPACT:

Is there a financial impact (Finance Review Required)? X YES [] NO

Is funding provided in approved budget? X YES [] NO

What additional funding is required? Indicate Amount \$ _____
Source: _____

4. REQUIRED SIGNATURES: By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: David Ruiz (Type or Print Name) [Signature]

Director/Principal: _____ (Type or Print Name) [Signature]

Exec. Director or Asst. Superintendent: Dr. Raffone (Type or Print Name) [Signature]

Finance Review: _____ (Type or Print Name) [Signature]

Legal Review: [] REQUIRED [] NOT REQUIRED [Signature]

5. SUPERINTENDENT RECOMMENDS APPROVAL: [X] YES [] NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

NON DISCRIMINATION AND PROHIBITION OF HARASSMENT

General Policy Statement

It is the policy of the School Board to maintain an education and work environment which is free from all forms of unlawful discrimination/harassment, including sexual harassment. This commitment applies to all School District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful discrimination/harassment. This policy applies to unlawful conduct occurring on school property, or at another location if such conduct occurs during an activity sponsored by the School Board.

The School Board will vigorously enforce its prohibition against discrimination and/or harassment based on sex, race, color, ethnicity, national origin, religion, marital status, disability, or any other unlawful basis, and encourages those within the School District community as well as third parties, who feel aggrieved to seek assistance to rectify the problems. The School Board will investigate all allegations of discrimination and/or harassment and in those cases where unlawful discrimination and/or harassment is substantiated, the School Board will take immediate steps to end the discrimination and/or harassment. Individuals who are found to have engaged in unlawful discrimination and/or harassment will be subject to appropriate disciplinary action.

For purposes of this policy, "School District community" means students, administrators, teachers, staff, superintendent and all other school personnel, including School Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the School Board.

For purposes of this policy, "third parties" include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the School Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off School District property).

Other Violations of the Discrimination and/or Anti-Harassment Policy

The School Board will also take immediate steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:

- A. Retaliating against a person who has made a report or filed a complaint alleging discrimination and/or harassment, or who has participated as a witness in a discrimination and/or harassment investigation.
- B. Filing a malicious or knowingly false report or complaint of discrimination and/or harassment.
- C. Disregarding, failing to investigate adequately, or delaying investigation of allegations of discrimination and/or harassment, when responsibility for reporting and/or investigating discrimination and/or harassment charges comprises part of one's supervisory duties.

Sexual Harassment

Pursuant to Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972, "sexual harassment" is defined as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

- A. Submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment, or status in a class, educational program, or activity;
- B. Submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual;
- C. Such conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity.

Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender.

Prohibited acts that constitute sexual harassment may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

- A. Unwelcome sexual propositions, invitations, solicitations, and flirtations.
- B. Physical assault.
- C. Threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances.
- D. Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, jokes, or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls.
- E. Sexually suggestive objects, pictures, videotapes, audio recordings, or literature, placed in the work or educational environment, which may embarrass or offend individuals.
- F. Unwelcome and inappropriate touching, patting, or pinching; obscene gestures.
- G. A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.
- H. Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.
- I. Consensual sexual relationships where such relationship leads to favoritism of a student or subordinate employee in with whom the teacher or superior is sexually involved and where such favoritism adversely affects other students and/or employees.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.

NOTE: Any teacher, administrator, coach, or other school authority who engages in sexual conduct with a student may also be guilty of the criminal charge of "sexual battery". The issue of consent is irrelevant in regard to such criminal charge.

Discrimination/harassment on the basis of other protected characteristic is also strictly prohibited. Under this policy, discrimination/harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, religion, national origin, sex, age, marital status or disability, and that:

- a. has the purpose or effect of creating an intimidating, hostile or offensive work environment;
- b. has the purpose or effect of unreasonably interfering with an individual's work performance; or
- c. otherwise adversely affects an individual's employment opportunities.

Harassing conduct includes, but it is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through e-mail).

Race/Color Discrimination/Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

Religious (Creed) Discrimination/Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin Discrimination/Harassment

Prohibited national origin harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's national origin, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Discrimination/Harassment

Section 504 and Americans with Disabilities Act (ADA) and ADA Amendments Act of 2008 (ADAAA) are laws which prohibit discrimination/harassment against any person with a disability by any program receiving federal financial assistance. Contact person, Mollye Kiss, Coordinator of ESE, ADA / 504 Coordinator, 500 E. Ocean Boulevard, Building 19, Stuart, Florida 34994-2572, Phone: (772) 219-1200 Ext. 30426, Fax: (772) 219-1228

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's disabling condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like.

Boy Scouts of America Equal Access Act

The school Board shall not deny equal access or a fair opportunity to meet to, or discriminate against, any group officially affiliated with the Boy Scouts or officially affiliated with any other Title 36 youth group that requests to conduct a meeting

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within that covered entity's designated open forum or limited public forum. No covered entity shall deny that access or opportunity or discriminate for reasons including the membership or leadership criteria or oath of allegiance to God and country of the Boy Scouts or of the Title 36 youth group. Title 36 youth group means a group or organization listed in title 36 of the United States Code (as a patriotic society) that is intended to serve young people under the age of 21

Genetic Information Discrimination.

The School Board shall not discriminate against an individual on the basis of the genetic information of the individual in regard to hiring, discharge, compensation, terms, conditions, or privileges of employment. It is unlawful for an employment agency to fail or refuse to refer any individual for employment or otherwise discriminate against any individual because of genetic information of the individual.

Reports and Complaints of Discrimination or Harassing Conduct

This grievance procedure exists to provide formal resolution of complaints that this has been violated. It does not prohibit the informal adjustment of any complaint. Although pursuit of an informal adjustment is not a valid reason for missing a filing deadline, a timely filed complaint may be continued by consent of the parties in order to allow pursuit of an informal adjustment.

The Risk and Employee Benefits Manager is hereby designated as the District's equity officer. His name is David Ruiz and he can be contacted by telephone at 219-1200 extension 30371 The equity officer shall be informed of the progress of all informal adjustments and grievances at each step by the District employee responsible for each step of the grievance so that the equity officer may be abreast of all matters concerning this policy and may be ready at any time to report on the same to the Superintendent, Board or an outside agency.

Where a statute or administrative rule provides a scheme for resolution of complaints arising under that statute or rule, this grievance procedure shall not be applicable.

The Board will vigorously enforce its prohibition against discrimination/harassment based on race, religion, national origin, sex, age, marital status, disability, or any other unlawful basis, and encourages those within the District community as well as third parties, who feel aggrieved to seek assistance to rectify the problems. The Board will investigate all allegations of discrimination/harassment and in those cases where unlawful discrimination/harassment is substantiated the Board will take immediate steps to end the discrimination/harassment. Individuals who are found to have engaged in unlawful discrimination/harassment will be subject to appropriate disciplinary action.

**THE SCHOOL BOARD OF
MARTIN COUNTY**

OPERATIONS
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The procedure for processing a complaint alleging a violation of this policy shall be as follows:

- A. Within sixty (60) calendar days of the occurrence of an alleged incident of discrimination/harassment, the complainant may file a written complaint with the principal or supervisory administrator setting forth the date of the alleged incident, the nature of the alleged discrimination/harassment, the names of the persons involved, any witnesses to the incident, other details as appropriate, and the remedy sought. Visitor complaints shall be filed with the equity officer for determination. Any complaint not filed within this time period shall be deemed untimely filed and shall not be processed.
- B. The principal, supervisory administrator or equity officer shall investigate the complaint and issue a written ruling within twenty (20) calendar days of receipt of the complaint.
- C. In the event the principal or supervisor is the person involved in the alleged discrimination/harassment, the complainant may file a written complaint with the equity officer or next level administrator who shall investigate the complaint and issue a written ruling within twenty (20) calendar days of receipt of the complaint.
- D. The complainant may appeal the ruling to the Superintendent within ten (10) calendar days following receipt by the employee of the ruling. Any appeal not timely filed shall not be processed.
- E. The Superintendent or his/her designee shall review the ruling and conduct such further investigation as may be appropriate. The Superintendent's disposition of the complaint shall be issued within twenty (20) calendar days.
- F. The complainant may appeal the Superintendent's decision to the Board within fifteen (15) calendar days of the receipt by the complainant of the Superintendent's decision, by filing a request for a public hearing before the Board. Any appeal not timely filed shall not be processed.
- G. Deadlines herein are directory only and not mandatory upon the District. If more than twice the allotted time has expired without a response, the appeal may be taken to the next step.
- H. A complainant who fails to comply with the timeliness

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requirements for filing appeals as contained herein shall be deemed to have accepted the ruling or decision at the given level as satisfactory and acceptable, and to have waived the right to appeal further.

I. Confidentiality

The right to confidentiality, both of the complainant and of the accused, will be respected, consistent with the Board's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred, to the extent possible.

J. Retaliation

Retaliating against a person who has made a report or filed a complaint alleging discrimination/harassment, or who has participated as a witness in a discrimination/harassment investigation, is prohibited.

The complaint process set forth in the policy and in the administrative guidelines is not intended to interfere with the rights of a member of the District community or a third party to pursue a complaint of unlawful discrimination/harassment with the Florida Commission on Human Relations or the Equal Employment Opportunity Commission.

The Board reserves the right to investigate and resolve a complaint or report of unlawful discrimination/harassment regardless of whether the member of the District community or third party alleging the discrimination/harassment pursues the complaint.

Education and Training

In support of this policy, the School Board promotes preventative educational measures to create greater awareness of unlawful discriminatory practices. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative procedures. All training regarding the School Board's policy and administrative procedures and harassment in general will be age and content appropriate.

F.S. 110.1221, 760.01, 760.10, 1000.05, 1006.07
42 U.S.C. 2000e, et seq.
42 U.S.C. 12101 et seq.
42 U.S.C. 1983

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29 U.S.C. 794
29 U.S.C. 621 et seq.
20 U.S.C. 1681 et seq.

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Effective Date: 07/01/0512
Amendment Date: 07/18/0600/00/12



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**

Agenda Item # 20.01*

1. **AGENDA ITEM:** Renewal of Transportation Routes
 X appropriate box(s): New **Renewal** Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:** Approve 78 School Bus Routes for 2012-2013 School Year. Routes Subject to Change.

3. **FINANCIAL IMPACT:**
 Is there a financial impact (Finance Review Required)? YES **NO**
 Is funding provided in approved budget? YES **NO**
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: _____
 Type or Print Name Signature

Director/Principal: _____
 Type or Print Name Signature

Exec. Director or Asst. Superintendent: Steve Weil _____
 Type or Print Name Signature *Steve Weil*

Finance Review: Bryan Thabit _____
 Type or Print Name Signature

Legal Review: X **REQUIRED** _____
 NOT REQUIRED Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** X **YES** **NO**

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09



**School Board of Martin County
Agenda Item Request Form
Board Meeting: August 21, 2012**


Agenda Item # 20.03

1. **AGENDA ITEM:** Approve those employees receiving Save Pay to continue for the 2012-2013 fiscal year.
 X appropriate box(s): New Renewal Addenda Presentation Grant \$ _____

2. **BACKGROUND INFO./STAFF RECOMMENDATION:**
 See attached list

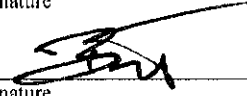
3. **FINANCIAL IMPACT:**
 Is there a financial impact (Finance Review Required)? YES NO
 Is funding provided in approved budget? YES NO
 What additional funding is required? Indicate Amount \$ _____
 Source: _____

4. **REQUIRED SIGNATURES:** By signing below, you are verifying that you have reviewed the item and it is ready for submittal to the Superintendent and School Board respectively.

Requestor: Bryan Thabit 
 Type or Print Name Signature

Director/Principal: _____
 Type or Print Name Signature

Exec. Director or Asst. Superintendent: _____
 Type or Print Name Signature

Finance Review: Bryan Thabit 
 Type or Print Name Signature

Legal Review: REQUIRED NOT REQUIRED _____
 Signature

5. **SUPERINTENDENT RECOMMENDS APPROVAL:** YES NO

All lines must be filled in or note N/A and initial. Use Times New Roman 12. Form Revised 11/30/09

Save Pay

Deana Newson	\$95,765.	(ADMIN)
Brenda Watkins	\$90,347.	(ADMIN)
Johnny Wobbleton	\$40,498.	(ADMIN)
Janice White	\$34,040.64	(AFSCME)
Tony Barrett	\$44,833	(ADMIN)
Laura Husnander-	\$81,677	(ADMIN)